Glenelg Shire Council

Minutes of the Ordinary Council Meeting held on
Tuesday, 25 June 2013, at 7.00pm at
Glenelg Shire Municipal Offices – Council Chamber
71 Cliff Street, Portland
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**Opening of Meeting to Members of the Public** 199

**Closure of Council Meeting** 199
TIME:
7.00 pm

PRESENT:

Cr Karen Stephens (Mayor), Cr Robert Halliday, Cr John Northcott, Cr Max Oberlander, Cr Anita Rank, Cr Geoff White, Cr Gilbert Wilson

Also in attendance were the Chief Executive Officer (Ms Sharon Kelsey), Group Manager Community and Culture (Ms Adele Kenneally), Group Manager Planning and Economic Development (Mr Syd Deam), and Senior Administration Officer Corporate Services (Mrs Tanya Flockhart)

OPENING PRAYER:

The Mayor opened the meeting with the Council Prayer.

ABORIGINAL ACKNOWLEDGEMENT:

The Mayor read the Aboriginal Acknowledgement.

RECEIPT OF APOLOGIES:

Nil.

CONFIRMATION OF MINUTES:

Recommendation

That the minutes of the Ordinary Council Meeting held on 28 May 2013 and the minutes of the Special Council Meeting held on 7 May 2013 as circulated be confirmed.

MOTION

MOVED Cr Wilson

That the minutes of the Ordinary Council Meeting held on 28 May 2013 and the minutes of the Special Council Meeting held on 7 May 2013 as circulated be confirmed.

SECONDED Cr Oberlander

CARRIED
DECLARATIONS OF CONFLICT OF INTEREST:

CONFLICT OF INTEREST

‘The Local Government Act contains mandatory requirements for both direct and indirect conflict of interest. The objective of the provisions is to enhance good governance in Victorian local government and to improve public confidence in the probity of decision making at Victoria’s 79 Councils. Councillors are responsible for ensuring that they comply with the relevant provisions contained in Part 4 – Division 1A of the Act.

An online copy of the Local Government Act is available at www.localgovernment.vic.gov.au select – legislation. Alternatively, a printed copy is available for Councillors upon request’.

Cr White declared an indirect Conflict of Interest in relation to items A1. Notice of Motion No. 5 – 2012/2013 – Wilsons Road, Portland, A2. Notice of Motion No. 6 – 2012/2013 – Wilsons Road, Portland and G9. Wilsons Road, Portland by way of a close relationship with the owners of Porthaul Pty Ltd who are the contractors for the Wilsons Road project which is the subject of those items.

Cr Rank declared an indirect Conflict of Interest in relation to Item F7. Amendment C55 Heritage Overlay by way of close association.

Chief Executive Officer, Ms Kelsey declared an indirect Conflict of Interest in relation to Item F7. Amendment C55 Heritage Strategy, as it relates to a personal interest in that her private dwelling is listed on the state heritage register.

Chief Executive Officer, Ms Kelsey also declared a direct Conflict of Interest in relation to In Camera Item G1. Request from CEO for Annual Leave and Appointment of Acting Chief Executive Officer.

Mayor, Cr Stephens declared an indirect Conflict of Interest in relation to Item F14. Casterton Railway Precinct Advisory Committee Membership, as the report names her husband Mr Owen Stephens.
QUESTION TIME:

QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN IN WRITING OR PREVIOUSLY TAKEN ON NOTICE:

1. **Maritime Heritage Advisory Committee**

   At the Ordinary Council Meeting Held on 28 May 2013 Mr Brendon Jarrett of Portland asked the following question:

   The Maritime Heritage Advisory Committee nominated a community member and Council officer to represent the Portland Maritime Discovery Centre on the Maritime Museum of Victoria. Is Council aware that if there is no representative from the Portland Maritime Discovery Centre on the Maritime Museum of Victoria, then Portland’s Maritime Museum will no longer be a member of the Maritime Museum of Victoria.

   In response to this question, a report has been submitted for consideration within the In Camera section of this Ordinary Council Meeting. A response will be forwarded to Mr Jarrett following consideration of this report.

QUESTIONS FROM THE GALLERY:

1. **Heritage Overlay Amendment C55**

   Mr Daryl Petch asked the following question:

   In relation to the Amendment C55 Heritage Overlay, have a property designated as HO173 on corner Blowholes and Bridgewater Road and missed submission date. Would like to just have the ruin itself listed rather than whole property, as per HO206 and HO262 which have reduced the map just to cover the buildings under heritage.

   Mayor, Cr Stephens advised that this matter will be taken into consideration when addressing Item F7 – Amendment C55 Heritage Overlay in tonight’s meeting.
2. **Heritage Overlay Amendment C55**

Mr John Vaughan asked the following question:

> The owners of property listed under Amendment C55 as HO223 request that Council consider granting an exemption for the outbuildings sheds and fences and other items that are not of heritage significance in the mapping as proposed on the title boundaries Parish of Hotspur Township of Hotspur Section 5 Crown Allotment 9.

Mayor, Cr Stephens advised that this request had been received by Council prior to the meeting and will be considered when addressing Item F7 – Amendment C55 Heritage Overlay in tonight’s meeting.

3. **Heritage Overlay Amendment C55**

Mr Brian Kermond asked the following questions:

**a.** Is the Council aware that there is worldwide evidence of a significant reduction in land values, thus rates, up to 50% on heritage building where industries wind facilities have been sited? Should this be a consideration in this panel review?

Group Manager Planning and Economic Development, Mr Deam advised that panel considers the heritage value of a property separately to the issues of windfarms and other effects on the landscape. Heritage value is considered around the fabric, age and importance of the building/property to the history of the shire.

**b.** In the case of (HO172) why is the Devlins Cottage and Dairy Ruins grouped together when now on two separate titles and owned by two completely unrelated persons?

Group Manager Planning and Economic Development, Mr Deam advised that although the ruins of the dairy and the cottage were originally not included in the heritage overlay, they are seen as an important aspect of early farming of the area. Together they are an integral part of the heritage in the area for this reason they are considered as one heritage site and shouldn’t be separated although located on two titles.
QUESTIONS FROM THE GALLERY:
(continued)

c. If the Panel Report for HO172 and HO176 is adopted and a heritage overlay placed on the respective properties will the Council be willing to waive the permit fees attached to maintenance and repairs if they consider this of such value to the community?

Group Manager Planning and Economic Development, Mr Deam advised that Council would consider a waiver of the fees. This would require an application to be submitted in each case. If the request submitted was to assist an applicant to gain a planning application for those purposes, Council would give due consideration and possibly approve the application for waiver depending on circumstances.

4. Heritage Overlay Amendment C55

Ms Joanne Kermond asked the following question:

a. In relation to Amendment C55, property HO176 on page 18, is Council aware that there are several inaccuracies in the report firstly as a desktop analysis by the contractor, Flightpath, and secondly by the historical society referring to the presence of a dairy which was located at a neighbouring property and owned by a separate individual?

Group Manager Planning and Economic Development, Mr Deam advised that the inaccuracies are largely due to changes that have occurred to various buildings. An example of this is 11 Nicholson Road where there have been significant alterations to the building/s which have changed the heritage value. The panel chose to remove that listing, however the Stony Road property was recommended to be retained as it still has its integrity and heritage value. In relation to the dairy the Stony Hill property itself is of heritage value, the dairy did not influence the decision to retain the property.

b. There are many properties within the Cape Bridgewater precinct of comparative age and architectural significance. Why was Stony Hill property chosen and other respective homes not considered or deleted?

Group Manager Planning and Economic Development, Mr Deam advised that as stated earlier other properties have lost their heritage value through additions, upgrades and changes to the buildings. Council was also restricted in the number of properties we could evaluate given the funding that was received. In due course Council will undertake another round of assessments.
QUESTIONS FROM THE GALLERY:
(continued)

c. Is Council aware of the contradictory nature of deeming Cape Bridgewater of historical significance whilst supporting the construction of an industrial wind facility on neighbouring land as our imposed visual backdrop?

Group Manager Planning and Economic Development, Mr Deam advised that as stated earlier that windfarms are not considered as part of the heritage value of the properties.

5. Wilsons Road, Portland

Cr White redeclared an indirect Conflict of Interest in relation to Wilsons Road, Portland by way of a close relationship with the owners of Porthaul Pty Ltd who are the contractors for the Wilsons Road project which is the subject of those items and left the meeting at 7.24pm.

Mr Boyer asked the following question:

   Considering Mr Mathews service station road is a known breach of his permit conditions why is Council not dealing with it through normal procedures?

Mayor, Cr Stephens advised that Council is restricted in what can be discussed in relation to contractual matters, however Council will consider this matter in Notice of Motion section of tonight’s agenda.

   If this is allowed will this set a precedence for a permit condition to be ignored?

Mayor, Cr Stephens advised that this matter will be considered in tonight’s meeting.

Cr White returned to the meeting at 7.25pm.
A. NOTICES OF MOTION:

Cr White redeclared an indirect Conflict of Interest in relation to items A1. Notice of Motion No. 5 – 2012/2013 – Wilsons Road, Portland and A2. Notice of Motion No. 6 – 2012/2013 – Wilsons Road, Portland by way of a close relationship with the owners of Porthaul Pty Ltd who are the contractors for the Wilsons Road project which is the subject of those items and left meeting at 7.26pm.

A1. NOTICE OF MOTION NO. 5 – 2012/2013 – WILSONS ROAD, PORTLAND
(Separate circulation to Councillors, CEO and Group Managers)
(DocSetID: 1436238)

Cr. Halliday has submitted the following Notice of Motion:

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<td>In accordance with the Council’s Governance Local Law and associated Meeting Procedure, I give notice of my intention to move the following motion at the Ordinary Council Meeting to be held on Tuesday, 25 June 2013:</td>
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<td>That Council delegate to the CEO authority to enter a commercial settlement of $15,000.00 (fifteen thousand dollars) in regard to the works relating to the planning permit number P09084 that was issued on 19 June 2012 to authorise the construction of a service station (truck refuelling facility) and associated works on the corner of Wilsons Road and the Henty Highway, Portland.</td>
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Signed: Cr Halliday
Dated: 14 June 2013

This Notice of Motion is in relation to Item G9. Wilsons Road, Portland contained in the In Camera section of the meeting agenda.

MOTION IN RELATION TO ITEM G9. WILSONS ROAD, PORTLAND

MOVED Cr Halliday

That Council delegate to the CEO authority to enter a commercial settlement of $15,000.00 (fifteen thousand dollars) in regard to the works relating to the planning permit number P09084 that was issued on 19 June 2012 to authorise the construction of a service station (truck refuelling facility) and associated works on the corner of Wilsons Road and the Henty Highway, Portland.

SECONDED Cr Rank

CARRIED
A1. NOTICE OF MOTION NO. 5 – 2012/2013 – WILSONS ROAD, PORTLAND
(continued)

DIVISION

For: Cr Halliday, Cr Rank, Cr Northcott, Cr Oberlander, Cr Halliday

Against: Cr Wilson

A2. NOTICE OF MOTION NO. 6 – 2012/2013 – WILSONS ROAD, PORTLAND
(Separate Circulation to Councillors, CEO and Group Managers)
(DocSetID: 1438139)

Cr. Wilson has submitted the following Notice of Motion:

Notice of Motion

In accordance with the Council’s Governance Local Law and associated Meeting Procedure, I give notice of my intention to move the following motion at the Ordinary Council Meeting to be held on Tuesday, 25 June 2013:

That Council not enforce permit conditions in regard to planning permit number P09084 that was issued on 19 June 2012 to authorise the construction of a service station (truck refuelling facility) and associated works on the corner of Wilsons Road and the Henty Highway, Portland.

Signed: Cr Wilson
Dated: 17 June 2013

The Notice of Motion was withdrawn by Cr Wilson.

Cr White returned to meeting at 7.44pm.

B. DEPUTATIONS:

Nil.
C. PETITIONS

C1. PETITION RECEIVED - PORTLAND TOWN MATTERS

MOTION

MOVED Cr Halliday

That Council receive the petition in accordance with clause 5.7.3 of Council’s Meeting Procedure and the petition organiser be advised that the petition will be dealt with at the Ordinary Council Meeting to be held on Tuesday 23 July 2013.

SECONDED Cr White

CARRIED
D. COMMITTEE REPORTS:

D1. RECEIPT OF THE ALCOA ADVISORY COMMITTEE MEETING NOTES HELD ON 21 MAY 2013
(Separate circulation to Councillors, CEO and Group Managers)
(DocSetID: 1426768)

Group Manager: Greg Burgoyne, Group Manager Corporate Services
Author: Kylie Walford, Acting Senior Administration Officer Corporate Services

Executive Summary

This report provides the recommendations of the Alcoa Portland Aluminium Advisory Committee meeting held on Tuesday 21 May 2013.

Background

The role of the Portland Aluminium Advisory Committee is to:

a. Review and recommend Projects to receive funding in line with the objectives of the Fund to support initiatives, facilities, programs and projects that make a net positive contribution to the economic, social and environmental sustainability of the Portland community surrounding the Smelter;

b. Monitor the progress of approved Projects, with communication of all key milestones; and

c. Keep abreast of key issues in the community.

Report

The minutes of the Portland Aluminium Advisory Committee meeting held on 21 May 2013 are attached.

There are no recommendations from the Committee.

a. Council Plan Linkage and Policy Context

Key Objective one of the Glenelg Shire Council Plan 2009-2013 ‘Responsible and Responsive Governance and Decision Making.

b. Legislative and Legal Considerations

Not applicable.
D1. RECEIPT OF THE ALCOA ADVISORY COMMITTEE MEETING NOTES HELD ON 21 MAY 2013
(continued)

c. Consultation and/or communication processes implemented or proposed

Portland Aluminium Advisory Committee are bound by Terms of Reference adopted by Council on 28 February 2012.

The Glenelg Shire Council and Alcoa Portland Aluminium Smelter representatives will consult with one another prior to making any media statements in relation to the Advisory Committee or the Fund.

d. Risk Management

Not applicable.

e. Resource Implications

Not applicable.

f. Charter of Human Rights and Responsibilities

The preparation of this report has considered the requirements of the Victorian Charter of Human Rights and Responsibilities.

g. Sustainability and Environmental Considerations

Not applicable.

h. Budget Implications

Not applicable.

Alcoa Portland Aluminium Advisory Committee Recommendation

That Council receive the minutes of the Alcoa Portland Aluminium Advisory Committee Meeting held on Tuesday 21 May 2013.

MOTION

MOVED Cr White

That Council receive the minutes of the Alcoa Portland Aluminium Advisory Committee Meeting held on Tuesday 21 May 2013.

SECONDED Cr Oberlander

CARRIED
D2. RECEIPT OF THE 2013/14 BUDGET SUBMISSIONS COMMITTEE MEETING
MINUTES HELD ON 13 JUNE 2013
(Separate circulation to Councillors, CEO and Group Managers)
(DocSetID: 1437282)

Group Manager: Greg Burgoyne, Group Manager Corporate Services
Author: Greg Burgoyne, Group Manager Corporate Services

Executive Summary

This report provides the minutes of the 2013/14 Budget Submissions Committee meeting held on Thursday 13 June 2013.

Background

At the Council meeting held on 7 May 2013, Council resolved to endorse the draft 2013/14 Budget for the purpose of seeking public comment through the advertising of the public exhibition period.

The Budget Submissions Committee received a total of five written submissions and heard one submission.

Report

The minutes of the 2013/14 Budget Submissions Committee are attached.

Recommendation was made by the Committee as follows:

“MOVED Cr Oberlander

That the Committee submit a report to the Ordinary Council Meeting to be held on Tuesday 25 June 2013 to inform the Council that the Committee has received a total of five written submissions and heard one of these submissions on the Proposed Council Budget 2013/14 and to advise Council on any budget related matter it considers appropriate.

SECONDED Cr Rank

CARRIED”
D2. RECEIPT OF THE 2013/14 BUDGET SUBMISSIONS COMMITTEE MEETING MINUTES HELD ON 13 JUNE 2013
(continued)

a. Council Plan Linkage and Policy Context

The Proposed 2013/14 Budget links to the Council Plan, particularly key objective: (1) - responsible and responsive governance and decision making.

A component of this strategic objective is that Council will provide prudent and responsible stewardship for the community assets and resources within our care.

b. Legislative and Legal Considerations

Under the Local Government Act 1989, Council is required to prepare and adopt an annual budget.

c. Consultation and/or communication processes implemented or proposed

The 2013/14 Budget Submissions Committee has heard and considered submissions on the 2013/14 Proposed Budget.

d. Risk Management

The budget is required to be adopted and a copy submitted to the Minister.

e. Resource Implications

Not Applicable.

f. Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered in the preparation of this report.

g. Sustainability and Environmental Considerations

The Proposed 2013/14 Budget incorporates key sustainability and environmental considerations.
D2. RECEIPT OF THE 2013/14 BUDGET SUBMISSIONS COMMITTEE MEETING MINUTES HELD ON 13 JUNE 2013
(continued)

h. Budget Implications

Not applicable.

Conclusion

The 2013/14 Budget Submissions Committee has heard and considered submissions relative to the Proposed 2013/14 Budget. The recommendation changes are outlined in Figure 1 attached as part of the minutes.

2013/14 Budget Submissions Committee Recommendation

1. That Council receive the minutes of the 2013/14 Budget Submissions Committee Meeting held on Thursday 13 June 2013.

2. That Council consider the report submitted to this Ordinary Council Meeting informing them that the Committee has received a total of five written submissions and heard one of these submissions on the Proposed Council Budget 2013/14 and to advise Council on any budget related matter it considers appropriate.

MOTION

MOVED Cr Halliday

1. That Council receive the minutes of the 2013/14 Budget Submissions Committee Meeting held on Thursday 13 June 2013.

2. That Council consider the report submitted to this Ordinary Council Meeting informing them that the Committee has received a total of five written submissions and heard one of these submissions on the Proposed Council Budget 2013/14 and to advise Council on any budget related matter it considers appropriate.

SECONDED Cr Wilson

CARRIED
**D3. RECEIPT OF THE DRAFT COUNCIL PLAN 2013/14 -2016/17 SUBMISSION COMMITTEE MEETING MINUTES HELD ON 13 JUNE 2013**

(Separate circulation to Councillors, CEO and Group Managers)
(DocSetID: 1437283)

CEO: Sharon Kelsey, Chief Executive Officer  
Author: Sharon Kelsey, Chief Executive Officer

**Executive Summary**

This report provides the minutes of the Draft Council Plan 2013/14 -2016/17 Submissions Committee meeting held on Thursday 13 June 2013.

**Background**

At the Council meeting held on 7 May 2013, Council resolved to endorse the draft Council Plan 2013-2017 for the purpose of seeking public comment through the advertising of the public exhibition period and by running a series of workshops across the Shire to share the draft documents with the community.

The Council Plan Submissions Committee received a total of seven (inclusive of one joint submission) written submissions and heard four submissions (inclusive of one joint submission).

**Report**

The minutes of the Draft Council Plan 2013/14 -2016/17 Submissions Committee are attached.

Recommendation was made by the Committee as follows:

“MOVED Cr Rank

That the Committee submit a report to the Ordinary Council Meeting to be held on Tuesday 25 June 2013 to inform the Council that the Committee has received a total of seven (inclusive of one joint submission) written submissions and heard four (inclusive of one joint submission) of these submissions on the Draft Council Plan 2013/14 – 2016/17 and to advise Council on any Council Plan related matter it considers appropriate.

SECONDED Cr Oberlander

CARRIED”
D2. RECEIPT OF THE DRAFT COUNCIL PLAN 2013/14 - 2016/17 SUBMISSION
COMMITTEE MEETING MINUTES HELD ON 13 JUNE 2013
(continued)

a. Council Plan Linkage and Policy Context

The Council Plan is a four year planning document of Council. The new
Council Plan will set the strategic direction and set out the strategic
objectives, the key strategies and the key strategic indicators or
measures for the Plan.

b. Legislative and Legal Considerations

The Local Government Act 1989 prescribes requirements for the main
contents of the Council Plan.

c. Consultation and/or communication processes implemented or
proposed

The Council Plan Submissions Committee has heard and considered

d. Risk Management

The Council Plan must be finalised by June 30 2013.

e. Resource Implications

The Council Plan includes the Strategic Resource Plan to detail how the
implementation of the Plan will be met.

f. Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered
and flavours a number of the key strategic considerations within the
Council Plan.

g. Sustainability and Environmental Considerations

The Council Plan incorporates key sustainability and environmental
considerations.
D3. RECEIPT OF THE DRAFT COUNCIL PLAN 2013/14 - 2016/17 SUBMISSION COMMITTEE MEETING MINUTES HELD ON 13 JUNE 2013
(continued)

h. Budget Implications

The preparation for the Council Plan was anticipated and has been developed within the allocated budget. The Council Plan will have implications in relation to future budget considerations of Council. These will be considered more specifically during the budget process.

Conclusion

The Council Plan Submissions Committee has heard and considered submissions relative to the Council Plan. The recommendation changes are outlined in Figure 1 attached as part of the minutes.

Draft Council Plan 2013/14 – 2016/17 Submission Committee Recommendation


2. That Council consider the report submitted to this Ordinary Council Meeting informing them that the Committee has received a total of seven (inclusive of one joint submission) written submissions and heard four (inclusive of one joint submission) of these submissions on the Draft Council Plan 2013/14 – 2016/17 and the attached recommendations of the Committee.

MOTION

MOVED Cr Wilson


2. That Council consider the report submitted to this Ordinary Council Meeting informing them that the Committee has received a total of seven (inclusive of one joint submission) written submissions and heard four (inclusive of one joint submission) of these submissions on the Draft Council Plan 2013/14 – 2016/17 and the attached recommendations of the Committee.

SECONDED Cr Oberlander

CARRIED
E. ASSEMBLY OF COUNCILLOR RECORDS

E1. ASSEMBLY OF COUNCILLORS RECORDS – 13 MAY 2013 TO 13 JUNE 2013 (INCLUSIVE)
(Separate circulation to Councillors, CEO, Group Managers and available to the Public)
(DocSetID: 1426638, 1428436, 1429751, 14317202, 1431746)

Group Manager: Greg Burgoyne, Group Manager Corporate Services
Author: Renee Dodson, Acting Senior Administration Officer Corporate Services

Executive Summary

In accordance with the Local Government Act 1989 assembly of Councillors records (including records of those titled as committees) must be reported to the next ‘practical’ ordinary Council meeting and recorded in the minutes of that meeting. The objective of submitting the assembly of Councillors (including records of those titled as committees) records to Council meetings is to ensure public transparency in Council decision making processes.

Background

The Chief Executive Officer must ensure that a written record is kept of every assembly of Councillors records (including records of those titled as committees).

Department of Community Development and Planning circular L97 advises that assembly of Councillors records “only needs to be a simple document that records

- The names of all Councillors and staff at the meeting,
- A list of the matters considered,
- Any conflict of interest disclosed by a Councillor, and
- Whether a Councillor who disclosed a conflict left the room.

The circular also advises that: “The record is not required to be in the form of minutes. The recommended approach is to record the “matters” discussed, by listing the headings of the matters. In some cases, meetings may be considering a single matter…”

The circular further advises that: “This does not mean that the record cannot be reported to the Council in the form of minutes. In Councils where it is established practice for minutes of advisory committees to be tabled at Council meetings, the minutes will be sufficient for the purpose if they include the required information, including disclosures.”
E1. ASSEMBLY OF COUNCILLORS RECORDS – 13 MAY 2013 TO 13 JUNE 2013
(INCLUSIVE)
(continued)

Report

The legislative requirement became effective from the 24 September 2010.

This report covers the period from the Friday 13 May 2013 to midnight on Thursday 13 June 2013. All assembly of Councillors records (including records of those titled as committees) held during this period must be included.

The following assembly of Councillors records (including records of those titled as committees) held during the period specified above have been received from the relevant Departments/Units:

- Aboriginal Advisory Committee Meeting Record 13 May 2013 (DocSetID: 1431746)
- Child and Family Complex Advisory Committee Meeting Record 28 May 2013 (DocSetID: 1426638)
- Councillors and CEO Meeting 28 May 2013 (DocSetID: 1428436)
- Council Meeting Briefing Session 28 May 2013 (DocSetID: 1429751)
- Councillor Workshop Meeting Record 11 June 2013 (DocSetID: 1434669)

a. Legislative and legal requirements

The purpose of this report is to ensure compliance with the Local Government Act 1989. References include:

- Section 3(1) – Definition of “assembly of Councillors”;
- Section 80A – Requirements for an assembly of Councillors; and
- Section 3(1) – Definition of “advisory committee”
b. Council Plan linkage and policy context

This report links to the Council Plan, particularly key objective: (1) - responsible and responsive governance and decision making.

c. Charter of human rights and responsibilities

This report has considered the requirements of the Victorian Charter of Human Rights and Responsibilities.

d. Budget implications

The cost of preparing the monthly reports on assembly of Councillors records (including records of those titled as committees) is another compliance cost imposed by the state government and is an indirect cost within the corporate governance unit salaries and oncost budget.

The cost of preparing assembly of Councillors records (including records of those titled as committees) is an indirect cost within the salaries and oncost budget for each Department/Unit that is responsible for the specified meeting.

Officer Recommendation

That Council receive the report on assembly of Councillors records (including records of those titled as committees) for the period Friday 13 May 2013 to Thursday 13 June 2013 (both dates inclusive).

MOTION

MOVED Cr Halliday

That Council receive the report on assembly of Councillors records (including records of those titled as committees) for the period Friday 13 May 2013 to Thursday 13 June 2013 (both dates inclusive).

SECONDED Cr Northcott

CARRIED
F. MANAGEMENT REPORTS:

F1. MONTHLY FINANCE REPORT – 31 MAY 2013
(Separate circulation to Councillors, Group Managers and available to the Public)
(DocSetID: 1435575)

Group Manager: Greg Burgoyne, Group Manager Corporate Services
Author: Simon Walsh, Finance Manager

Executive Summary

The Finance Report up to the 31 May 2013 has been prepared and has been separately circulated to Councillors, the CEO and Group Managers with this Council Agenda.

Report

The 2012/2013 Annual Budget was adopted by Council on 26 June 2012.

This report provides information on the current status of Council’s financial position and performance and includes:

- Executive Summary (including the Glossary of Terms);
- Income (Operating) Statement – by Type;
- Balance Sheet;
- Cash Flow Statement;
- Capital Works Statement; and
- Capital Project Expenditure.

The report has been prepared on an accrual basis to ensure accurate matching of income and expenditure, both operating and capital items, for the month ending 31 May 2013.

The monthly finance report provides a high level of financial reporting, including:

- Adopted Budget 2012/2013;
- Year-to-Date (YTD) Actual 2012/2013;
- Year-to-Date (YTD) Committed 2012/2013. This comprises of YTD Actuals plus expenditure relating to goods or services that have been ordered (committed) but not yet received or paid; and
F1. MONTHLY FINANCE REPORT – 31 MAY 2013
(continued)

- Forecast Budget 2012/2013 (As at March 2013 and includes projects carried forward from 2011/2012)

The monthly finance report provides comment on favourable and unfavourable variations and trends identified to date.

a. Legislative requirements

This report is being presented in accordance with section 138 of the Local Government Act 1989 and Regulation 5 of the Local Government (Finance and Reporting) Regulations 2004. Although the Regulations require a quarterly reporting cycle, the Glenelg Shire provides a monthly finance report to enable Council and residents to monitor the Glenelg Shire’s financial performance on a more frequent basis.

b. Council Plan linkage and policy context

The monthly finance report links to the Council Plan, particularly key objective: (1) - responsible and responsive governance and decision making.

A component of this strategic objective is that Council will provide prudent and responsible stewardship for the community assets and resources within our care.

c. Charter of human rights and responsibilities

The monthly finance report has considered the requirements of the Victorian Charter of Human Rights and Responsibilities.

Conclusion

The Monthly Finance Report is a key document in assuring responsible and responsive governance and decision making. This high level report is provided monthly to provide council and residents the ability to monitor Glenelg Shire’s financial performance on a regular basis.

Officer Recommendation

That the Monthly Finance Report for the period ending 31 May 2013 be received.
F1. MONTHLY FINANCE REPORT – 31 MAY 2013
(continued)

MOTION

MOVED Cr Northcott

That the Monthly Finance Report for the period ending 31 May 2013 be received.

SECONDED Cr Oberlander

CARRIED
F2. IMPROVING LIVEABILITY FOR OLDER PERSONS PROJECT UPDATE

Group Manager: Adele Kenneally, Group Manager, Community and Culture
Author: Samantha Sharp, Aged and Disability Services Manager

Executive Summary

To inform Council of the current status of the Improving Liveability for older persons projects (ILOP).

Background

The Improving liveability for older persons project (ILOP) was originally funded by the Department of Planning and Community Development of the former State Labor Government. Due to the change of government, execution of the project was delayed and the project was transferred to the Department of Health – Office for Senior Victorians. The aim of the (ILOP) project has been to fund a series of community projects that aim to increase the participation of seniors to undertake activities that they would not have normally had an opportunity to undertake. ILOP aims to:

1. Build community capacity to develop age-friendly communities that confidently engage older people in community activities;

2. Support good physical and mental health and alleviate social isolation for older people by increasing older people’s participation in active living programs and activities;

3. Foster community development by increasing the social and economic participation and lifelong learning opportunities for older people in local communities; and

4. Build community capacity to generate opportunities for older people to participate in community leadership and volunteering.

Council partnered with three community organisations, Dhauwurd Wurrung Elderly and Community Health Service, Portland Workskills and Community Radio station 3 RPC to deliver projects. In addition, one project has been conducted internally within the Aged and Disability Services Unit.
**F2. IMPROVING LIVEABILITY FOR OLDER PERSONS PROJECT UPDATE**

(continued)

The following project plans were developed with each of the project partners.

<table>
<thead>
<tr>
<th>Project Partner</th>
<th>Project Aim</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Radio 3 RPC (Tell Me a Story)</td>
<td>A Shire-wide digital story-telling project in which older persons will work together to produce a series of radio programs featuring the life stories of their peers. The participants – all older people – will record interviews with their peers who are still living at home or in residential care. Participants will prepare and edit the collected stories for broadcast on local community radio. They will receive training in the skills necessary for interviewing, editing and radio production and presentation while at the same time producing a valuable history collection.</td>
<td>$15,000</td>
</tr>
<tr>
<td>Portland Workskills</td>
<td>An intergenerational Shire-wide project to encourage older residents to embrace computer technology with the assistance of young people, i.e. students under the supervision of qualified tutors. Participants will be encouraged and enabled to develop skills in word processing, email, social networking, and explore the potential information technology offers older people in pursuit of life-long and new interests and hobbies.</td>
<td>$20,000</td>
</tr>
<tr>
<td>Dhauwurd Wurrung Elderly and Community Health Service (DWECH)</td>
<td>A digital story telling project in which stories of Aboriginal elders were collected and recorded.</td>
<td>$15,000</td>
</tr>
</tbody>
</table>
F2. IMPROVING LIVEABILITY FOR OLDER PERSONS PROJECT UPDATE
(continued)

<table>
<thead>
<tr>
<th>Project Partner</th>
<th>Project Aim</th>
<th>Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glenelg Shire Council Glenelg Energy Masters (GEEM)</td>
<td>A Shire-wide project to encourage and enable older residents to become volunteer household energy-efficiency advisors to younger and older households in their communities. This project will provide a unique opportunity for older people to: (a) engage in active learning in the important field of household energy-saving (b) play a leadership role in their communities, and (c) contribute toward their own and their peers’ ability to age-in-place. The possibility of gaining formal accreditation as energy-efficiency auditor/advisors will be available to those who wish it.</td>
<td>$30,000</td>
</tr>
</tbody>
</table>

Report

All ILOP projects are due for completion in August 2013 with outcomes reported to the Department of Health at the end of September 2013.

Currently each project is at a different stage. A progress report is provided below.

Progress report at June 2013

<table>
<thead>
<tr>
<th>3RPC Community Radio</th>
<th>The 3RPC ILOP Project is progressing well.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1. Seventy three (73) people have been engaged as interviewees from across the shire with an additional fifteen (15) people expected to be added before the end of the project. A range of extraordinary stories are emerging from people who thought their lives were of little interest.</td>
</tr>
<tr>
<td></td>
<td>2. Editing and production work has commenced.</td>
</tr>
</tbody>
</table>
F2. IMPROVING LIVEABILITY FOR OLDER PERSONS PROJECT UPDATE

(continued)

<table>
<thead>
<tr>
<th>Project Description</th>
<th>Details</th>
</tr>
</thead>
</table>
| 3RPC Community Radio                                                               | 3. CD insert/art work is almost completed.  
4. It is anticipated that there are at least 52 broadcast quality interviews, with 70 interviews to be recorded onto CD. |
| Dhauwurd Wurrung Elderly and Community Health Service                               | Project involving Aboriginal young people collecting the stories of elders has been completed. A final report identifying the number of stories/images recorded is being forwarded to Council.  
The Community Development Manager met with the CEO of DWECH on Wednesday 5 June 2013 and discussed the final reporting requirements and project outcomes.  
A draft report has been received and is currently being reviewed by the Aged and Disability Services Manager. |
| Portland Workskills                                                                 | All four programs have been completed. Portland-based participants predominated in three of these programs. The other program consisted entirely of Heywood and district residents, who were bussed into Portland by Workskills as part of the project.  
Numbers of participants commenced 36  
Numbers of participants completed 35  
Positive responses were received from all participants. The Skype element of the program has proved popular.  
The program was well received and well taken up by the community. The project featured in a Portland Observer article, plus photograph. |
## F2. IMPROVING LIVEABILITY FOR OLDER PERSONS PROJECT UPDATE
(continued)

| Glenelg Energy Efficiency Masters | The GEEM project itself is progressing well with:
<table>
<thead>
<tr>
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<tbody>
<tr>
<td></td>
<td>• 21 participants enrolled;</td>
</tr>
<tr>
<td></td>
<td>• Nelson, Casterton, and Heywood venues booked;</td>
</tr>
<tr>
<td></td>
<td>• Classroom training dates confirmed.</td>
</tr>
<tr>
<td></td>
<td>The training of energy efficiency masters is</td>
</tr>
<tr>
<td></td>
<td>being conducted in conjunction with South West</td>
</tr>
<tr>
<td></td>
<td>TAFE. The first classroom session to take place</td>
</tr>
<tr>
<td></td>
<td>on May 29 at the Heywood GSC Customer Service</td>
</tr>
<tr>
<td></td>
<td>Centre – Public Meeting Room.</td>
</tr>
</tbody>
</table>

The program has successfully concluded; all of the objects were achieved.

The agreement required Workskills to offer the program to four groups of 8 participants, a total of 32 potential participants. Ultimately 36 participants took part in the program, with 35 completing all sessions.

Feedback was very positive from participants regarding the program.

Due to the success of the program, Portland Workskills has incorporated elements of the project into their Waratah Crescent Neighbourhood House program.

From an overall perspective, each of these projects has met or exceeded the desired outcomes and is due for completion within the required timeframe.

It should be noted that the Glenelg Energy Efficiency Masters (GEEM) project has been selected to be part of even larger project which has recently been funded by the Victorian Government to be run through the Department of Health (DoH). This project will be conducted across all Local Government Authorities (LGAs) of Victoria. The GEEM project is now being considered a pilot for this much larger rollout, and DoH representatives will attend the second Casterton GEEM classroom session to be held on June 28.
F2. IMPROVING LIVEABILITY FOR OLDER PERSONS PROJECT UPDATE
(continued)

The GEEM project is an example of how the GSC can play a leading role of not only improving the lives of our own residents, and also how Council can exponentially inspire beneficial initiatives beyond our boundaries.

a. Council Plan Linkage and Policy Context

The ILOP projects fit within the Council Plan strategic objective – Enhancing community wellbeing and also fits within the current Positive Ageing Strategy 2008 – 2013.

b. Legislative and Legal Considerations

Have been considered.

c. Consultation and/or communication processes implemented or proposed

Each project has been individually promoted in the community. At the commencement of the project, the project worker undertook community consultation with a range of seniors groups to identify a range of suitable projects.

d. Risk Management

Has been considered and no risks identified.

e. Resource Implications

Nil.

f. Charter of Human Rights and Responsibilities

The actions being undertaken are compatible with the Charter of Human rights and responsibilities and do not breach any rights contained in the charter.

g. Sustainability and Environmental Considerations

Nil.

h. Budget Implications (Compulsory sub-heading must be included in all reports)

Nil. The individual projects have been completed within budget. $100,000 was provided for these projects by the State Government with $20,000 available for initial project management which has been expended.
Conclusion

The Improving Liveability for Older Persons (ILOP) projects have successfully engaged older people in a range of community projects that increase their capacity to participate in the community. Increasing the capacity of older people to remain engaged in the community improves individual health and well being, increases opportunity for socialisation and reduced isolation. The four ILOP projects have met their brief to achieve the project aims.

Officer Recommendation

1. That Council notes the progress of the ILOP project.

2. That Council notes the outcomes of the Glenelg Energy Efficiency Masters (GEEM) project and its potential as a state-wide pilot project.

MOTION

MOVED Cr Rank

1. That Council notes the progress of the ILOP project.

2. That Council notes the outcomes of the Glenelg Energy Efficiency Masters (GEEM) project and its potential as a state-wide pilot project.

SECONDED Cr Northcott

CARRIED
Executive Summary

Council adopted the Volunteer Strategy on 24 May 2011. This report provides the second update on the implementation of this Strategy.

Background

The Volunteer Strategy 2011-2014 provides direction for Council in its efforts to recognise and support the volunteer sector within the Glenelg Shire – both its own volunteer programs and volunteer organisations in the broader community. The strategy outlines the steps necessary to help sustain and strengthen volunteering within the Glenelg Shire community.

Volunteers are the lifeblood of communities across the Shire. Volunteers make significant contributions to the social, economic and environmental wellbeing of our residents and they come from all walks of life. They are involved in a wide range of roles in emergency services, education, justice, sport, recreation, arts and culture. Volunteer activity occurs in many forms ranging from highly structured roles in organisational settings through to participation in informal activities.

Communities with a vibrant volunteering culture are considered to be stronger and more resilient than communities where volunteer participation is low. Therefore the number of volunteers in a community is an important measure of community engagement and social connectedness. A Community Strength Survey conducted in 2008 by the Department of Planning and Community Development found that 49.85% of Glenelg Shire residents reported helping out as volunteers, compared with 40.8% in Victoria as a whole. More recent data made available through a VicHealth survey in 2011, now shows that the percentage of Glenelg Shire residents volunteering has declined to 46.7% with the State average falling to 34.3% which reveals participation rates are as suspected, trending downwards.

While volunteering rates are high in Glenelg Shire, a number of underlying factors present major challenges for many volunteer-based organisations. These challenges include issues such as an aging population and changes to the way people approach volunteering.
F3. GLENELG SHIRE COUNCIL VOLUNTEER STRATEGY 2011-2014 PROGRESS REPORT NO.2
(continued)

Report

This is the second progress report to Council relating to outcomes and actions contained within the strategy. In May 2011 Council adopted a four year Volunteer Strategy and in November 2012, reestablished the Volunteer Advisory Committee. Community members were appointed to the Committee at the Ordinary Council Meeting held in March 2013.

In accordance with Victorian Volunteer Strategy 2009, Council’s own strategy identified the same four key approaches as its own priority goals and then further listed 30 actions to be undertaken. To assist with the ongoing implementation of the strategy, Council at its Ordinary Council Meeting on Tuesday, 28 May 2013 approved a funding application under the Putting Locals First Program administered by the Department of Planning and Community Development. An application titled ‘Volunteering in Glenelg’ will subsequently be lodged with the Department.

Highlights of 2011-2013.

- Reviewed Terms of Reference for the Volunteer Advisory Committee and the appointment of new community representatives were approved at the Ordinary Council Meeting held on 26 March 2013.

- Successful Volunteer Recognition Receptions were held in Casterton, Heywood, Portland and Nelson during National Volunteers Week 13-17 May 2013. The Nelson reception occurred for the first time in response to requests from the local community regarding travel safety concerns to the evening event in Portland. The Volunteer Advisory Committee noted these concerns and made a recommendation to Council seeking a daytime event in Nelson which was subsequently approved.

- The Guest Speaker at the Heywood Volunteer Recognition Reception was Mrs Thelma Hoggan who is continuing her involvement with the new Volunteer Advisory Committee.

- Members of the Volunteer Advisory Committee also spoke on volunteering to Portland Secondary College Yr 10 VCAL students.

- Council provided training in the legal duties of Committees or Board Members and managing volunteers in both Casterton and Portland. Casterton attendees numbered 27 and 50 participants were recorded in Portland.
F3. GLENELG SHIRE COUNCIL VOLUNTEER STRATEGY 2011-2014 PROGRESS REPORT NO.2
(continued)

- The Glenelg Shire Council Voluntary Interpreter Service Directory 2013 has been updated. The Directory is offered as a community service to those organisations that require an interpretative service. The Directory is available by request or can downloaded from Councils website.

- A Volunteer Host Program was developed to support the welcome of cruise ships into Portland and the operations of the Visitor Information Centre (VIC). 14 people undertook ‘Be an Effective Volunteer’ training which was facilitated by the South West College of TAFE. Ongoing training and familiarisation tours for VIC volunteers occurs in the local tourism product.

- Council now has 20 volunteers that assist with library services across the Glenelg Shire, this includes seven volunteers who deliver and retrieve library materials to people who are housebound.

- The L2P Program has 24 active mentors / volunteers that have contributed 906 hours of driving supervision to learner drivers. Over the last 12 months, eight learner drivers have successfully gained their P Plates enabling them to enhance their employability, study opportunities and general independence. After the initial training to become a mentor in the L2P Program, mentors also have the opportunity to attend further training. For e.g. four mentors attended a two hour workshop ‘Disability Awareness and Communication’ that assists with strategies in effective communication and working with people who have different learning needs.

- Training in managing volunteers and Occupational Health and Safety was provided to local Casterton groups to build the capabilities of those involved in emergency recovery activities. This training was undertaken as part of the Community Floods Recovery program.

- General information of relevance to either or both volunteer groups and individual volunteers was disseminated throughout the year.
As previously mentioned, at the Ordinary Council Meeting on Tuesday, 28 May 2013 lodgement of a funding application under the Putting Locals First Program was approved. Council agreed to contribute $15,000 towards a ‘Volunteering in Glenelg’ project and will seek $45,000 from the State Government to assist with this program to implement the Glenelg Shire Council Volunteer Strategy.

a. **Council Plan Linkage and Policy Context**

   Council is committed to ensuring that all members of the community can participate in civic and community life. (Embracing the Future: Glenelg Shire Council Plan 2009-2013).

b. **Legislative and Legal Considerations**

   Have been considered.

c. **Consultation and/or communication processes implemented or proposed**

   Council reestablished the Volunteer Advisory Committee at the Ordinary Council Meeting in November 2012. Community Committee members were appointed at the Ordinary Council Meeting in March 2013 after a public advertising campaign.

d. **Risk Management**

   Has been considered

e. **Resource Implications**

   Resources are provided in the current budget for the provision of administrative support and oversight of the strategy.

f. **Charter of Human Rights and Responsibilities**

   Have been considered.
F3. GLENELG SHIRE COUNCIL VOLUNTEER STRATEGY 2011-2014 PROGRESS REPORT NO.2
(continued)

g. Sustainability and Environmental Considerations

Nil.

h. Budget Implications

A full application will be lodged with the State Government for funds to assist in the implementation of this strategy. The application process has commenced with the development of an Expression of Interest which is currently being considered by the Department of Planning and Community Development.

Conclusion

The Volunteer Strategy 2011-2014 is guided by the commitment made in our Council Plan 2009-2013 to make decisions in the interest of all citizens, and enhance community wellbeing for all residents. It provides the direction for Council to recognize and support the volunteer sector within the Glenelg Shire.

This is the second report to Council regarding the outcomes of actions contained within the strategy.

Officer Recommendation

That Council note the progress made in the implementation of the Glenelg Shire Volunteer Strategy 2011-2014.

**MOTION**

MOVED Cr Rank

That Council note the progress made in the implementation of the Glenelg Shire Volunteer Strategy 2011-2014.

SECONDED Cr White

CARRIED
F4. LIBRARY STRATEGIC PLAN PROPOSAL

Group Manager: Adele Kenneally, Group Manager Community and Culture
Author: Susan Bentley, Library and Information Services Manager

Executive Summary

This paper provides Council with information in relation to the proposed approach to the Library strategic planning process. The most recent Library Strategic Plan resolved in 2012 with outcomes reported to Council. This report proposes that the Library Strategic Plan is incorporated into the Municipal Public Health and Wellbeing Plan (MPHWP), and that this is underpinned with an Annual Library Service Plan.

Background

The Glenelg Shire Council Library Strategic Plan 2010-2012 was created in 2009 with the assistance of an Advisory Committee (Glenelg Libraries Strategic Plan Project Steering Committee) that included two Councillors, three members of the public and Library staff. Aligning with the Council Plan 2009-2013, the objectives were implemented, met and the outcomes reported to Council in 2012. A new library strategy is now required.

In accordance with the report to Council in December 2012, the strategic objectives of the library will align with the MPHWP. The overarching document is currently in development and due to be completed in 2013.

It is further proposed that an Annual Library Service Plan with objectives for each year that relate to library services, resources, and programs is developed. These objectives will be implemented, measured, evaluated and reported to Council on an annual basis.

Report

Public libraries are placed in exciting times worldwide as the nature of traditional print resources decrease and new technology-based digital resources become more prevalent. Finding a balance for the inclusion of multiple formats is a challenge that will require monitoring and change over the next ten years. Providing resources that meet the needs and demands of the community is paramount, and this landscape is shifting as the digital literacy skills change along with the available technologies and resources.
F4. LIBRARY STRATEGIC PLAN PROPOSAL
(continued)

The Library Collection Management Plan provides advice, criteria, and guidelines for staff and the community about how this is managed. It is a work in progress as the library responds to the demands and needs of the community, available funds, and publisher platforms and agreements.

There is a changing pattern of use of library services worldwide and this is observed locally, as more people use the library to access internet channels using a variety of personal and/or library devices. While physical collection usage has decreased steadily over recent years, access to the library website, demand for technology use and assistance, and help with information needs have increased. Library programs designed to assist with reading literacy, information literacy, and digital literacy have seen increases where programs are full with waiting lists attached.

As the culture of social media prevails, collaborative and self publishing efforts are increasing. Providing means for the community to create, publish, store, and share their own stories is possible with an emphasis on multimedia digital creation and preservation. As indicated below, the demand for online library resources is increasing whilst the demand for physical items is static or in decline.

Library Report Card of Key performance Indicators:

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<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Visits per capita</td>
<td>7</td>
<td>6.3</td>
<td>6.8</td>
<td>6.3</td>
<td>6.13</td>
</tr>
<tr>
<td>Loans per visit</td>
<td>1.1</td>
<td>1</td>
<td>1.1</td>
<td>1.0</td>
<td>1.0</td>
</tr>
<tr>
<td>Internet usage per 10000</td>
<td>2.4</td>
<td>2.5</td>
<td>2.6</td>
<td>2.2</td>
<td>2.0</td>
</tr>
<tr>
<td>Public internet Gigabytes</td>
<td>na</td>
<td>na</td>
<td>1184</td>
<td>2117</td>
<td>3289</td>
</tr>
<tr>
<td>Website visits per capita</td>
<td>0.96</td>
<td>1.44</td>
<td>1.32</td>
<td>1.54</td>
<td>1.75</td>
</tr>
<tr>
<td>No of visitors per hour of opening</td>
<td>1108</td>
<td>1019</td>
<td>1096</td>
<td>931</td>
<td>920</td>
</tr>
<tr>
<td>No of registered members as % of population</td>
<td>49</td>
<td>46</td>
<td>50</td>
<td>57</td>
<td>49.4% (note borrower database updated)</td>
</tr>
<tr>
<td>No of items in collection per capita</td>
<td>1.9</td>
<td>2.0</td>
<td>2.1</td>
<td>2.3</td>
<td>2.0</td>
</tr>
</tbody>
</table>
**F4. LIBRARY STRATEGIC PLAN PROPOSAL**
(continued)

It is proposed that the library objectives and actions, for the Annual Library Service Plan, stem from the strategies in the MPHWP and the Council Plan. These documents will serve as the two main guiding plans.

![Diagram of Council Plan and its components]

Additional to these documents, the library annual service plan will take into consideration input and advice from other sources:

- The library industry professional organisations will continue to provide relevant information and trends;

- The library staff will continue to develop through involvement with professional seminars, training, and conferences in order to better serve the community;

- Customer feedback will continue to provide important input that will assist with providing continuous improved services wherever possible; and

- Feedback through community groups and partnerships will also continue to be sought for further development of library resources, services and programs.

a. **Council Plan Linkage and Policy Context**

   This proposal is in accordance with the Council objective of an ‘engaged, healthy, connected and proud community’ (Draft Council Plan 2013-2017).
F4. LIBRARY STRATEGIC PLAN PROPOSAL
(continued)

b. Legislative and Legal Considerations

This proposal is in accordance with the Funding Agreements with the State Government Department of Transport, Planning and Local Infrastructure for public library funding.

c. Communication processes proposed

Library Annual Service Plan is prepared in accordance with Council timelines and recommendations.

d. Risk Management

Risks are identified and addressed in the Library Marketing Plan. Risk assessments are also completed for each separate library service, program and event.

e. Resource Implications

There are no additional resources required. Resources will be saved through the incorporation of the library strategy into the MPWHP.

f. Charter of Human Rights and Responsibilities

Consideration of the Charter of Human Rights and Responsibilities is stated by the Australian Library and Information Association and is reiterated in the Library Annual Service Plan.

g. Sustainability and Environmental Considerations

Has been considered.

h. Budget Implications

There are no budget implications in regard to this proposal. The development of the Library Annual Service Plan will be undertaken within the current library budget.
F4. LIBRARY STRATEGIC PLAN PROPOSAL
(continued)

The outcomes from the review of Victoria’s Public Libraries by the Ministerial Advisory Committee undertaken in 2011-2013 will affect public library services in Victoria from July 2014. These changes are not yet known, and whilst funding models may change, it is expected that funds will continue to be provided by the State to local Councils at a similar level as that which has previously been received by the Glenelg Shire Council for the purpose of providing public library services.

For the financial year 2013 – 2014 it is anticipated that the funding from the State Government will remain consistent with the current and recent years with the expectation that this will be a contribution of around 26% of the total annual library budget with 71% provided by Council and 3% recouped through user fees and charges.

Conclusion

The strategic planning approach being undertaken for the Municipal Public Health and Wellbeing Plan will incorporate strategic planning for library and information services. It is a sensible use of resources and has the potential for strengthening partnerships with the community at multiple levels. The MPWWP will be underpinned by a specific Library Annual Service Plan.

Officer Recommendation

That the Glenelg Shire Council Library Strategic Plan is incorporated into the Municipal Public Health and Wellbeing Plan and that an annual Library Service Plan is developed following the finalisation of the Municipal Public Health and Wellbeing Plan.

MOTION

MOVED Cr Wilson

That the Glenelg Shire Council Library Strategic Plan is incorporated into the Municipal Public Health and Wellbeing Plan and that an annual Library Service Plan is developed following the finalisation of the Municipal Public Health and Wellbeing Plan.

SECONDED Cr Rank

CARRIED
Executive Summary

Council adopted the Disability (Access and Inclusion) Action Plan 2009-12 (DAP 09/12) on 27 October 2009. This Plan is now due for redevelopment.

This report provides the:

- third and final update on the implementation of the Plan; and
- the proposal to incorporate the Disability Action Plan (DAP) into the Municipal Public Health and Wellbeing Plan (MPHWP) and develop a yearly Action Plan following the finalisation of the MPHWP.

Background

The Disability (Access and Inclusion) Action Plan 2009-2012 assists Council to meet its obligations under international, federal and state anti-discrimination legislation, as well as its commitments in the Council Plan.

In accordance with the Victorian Disability Act 2006, the following outcomes are set out in the Plan:

- Reducing barriers that prevent persons with a disability accessing goods, services and facilities;
- Reducing barriers that prevent persons with a disability obtaining and maintaining employment;
- Promoting the social inclusion of persons with a disability and increasing their participation in all aspects of community life; and
- Achieving tangible changes in attitudes and practices which discriminate against persons with a disability.

The Plan is designed to achieve these outcomes over three years. It focuses on the services and facilities provided and owned by Council. It also aims to raise awareness of disability issues among Councillors and staff in regard to Council practices and procedures.
Highlights of 2012

Over the past year, the following activities and outcomes were achieved:

- The One and All International Day of People with Disability was held on Friday 30 November 2012. Approximately 180 people celebrated and acknowledged the contributions, skills and achievements of people with a disability. This event takes place in partnership with a range of community agencies and organisations.

- The following works were undertaken to improve accessibility on council owned premises:
  - A disability access lift was fitted to the Casterton Town Hall to provide equitable access for people with a disability to the second level of the hall;
  - The installation of an accessible fishing platform on the Portland Canal took place. This included 2 accessible parking bays, continuous path of travel, solar lighting, 10m X 5m Fishing platform, accessible picnic table and seating;
  - The Apex Park toilets in Heywood were re-built to include accessible toilets;
  - The Memorial Triangle in Casterton had a continuous accessible path installed providing linkages to the existing bus stop and footpaths;
  - Apex Park in Heywood underwent Stage 2 and 3 development works. This included accessible drinking fountains, sensory play space, tactile play space, continuous accessible path of travel and accessible play equipment.

- The art exhibition “What makes you cry” was launched and exhibited at the Portland Library during October/November 2012 to celebrate Mental Health Week.

Several other projects and activities are in progress and are ongoing.

Report

This report is the third and final report to Council regarding the progress and expected outcomes and strategies in DAP 09/12. Progress Reports to Council have been provided on an annual basis. Details of the actions and outcomes are included in the attachment to this report.
There is no required format or structure for a DAP and there is flexibility for it to reflect each Council's individual corporate planning processes, style and approach. It is therefore proposed that the DAP strategies are incorporated in the Glenelg Shire Municipal Public Health and Wellbeing Plan and a yearly DAP is developed following the finalisation of the MPHWP (see diagram below).

a. **Council Plan Linkage and Policy Context**

The DAP 09/12 was guided by the commitment made in our Council Plan 2009-2013 to make decisions in the interests of all citizens, and enhance community wellbeing for all residents in this municipality.

b. **Legislative and Legal Considerations**

Section 38 of the Disability Act 2006 makes it a legal requirement for public sector bodies to develop Disability Action Plans.

c. **Consultation and/or communication processes implemented or proposed**

Up until December 2012 the Glenelg Shire Council Disability Advisory Committee played a role in the consultation process with the adoption and implementation of the DAP 09/12.

The ‘Glenelg Shire Council – people with a disability’ Communication Strategy is currently being drafted. The intention of this document is to map out the actions to ensure a consistent and transparent approach to collecting, sharing and disseminating information between the Glenelg Shire Council and identified disability communities. This information and progressed actions will be reported to Council on an annual basis.
ORDINARY COUNCIL MEETING - 48 - Tuesday, 25 June 2013

F5. DISABILITY (ACCESS AND INCLUSION) ACTION PLAN 2009-2012 - PROGRESS REPORT 3
(continued)

d. Risk Management

When developed, the DAP is registered with the Australian Human Rights Commission. In the event of a complaint, the Commission is required by the Disability Discrimination Act to consider the organisation's action plan.

The success of an action plan, in terms of eliminating disability discrimination and in being used as a defence against complaints, will largely depend on the effectiveness of the actions taken.

e. Resource Implications

Incorporating the DAP into the Municipal Public Health and Wellbeing planning processes will reduce the resources that would be required for the development of a standalone DAP.

f. Charter of Human Rights and Responsibilities

The United Nations has adopted a formal convention on the Rights of Persons with Disabilities. This convention affirms that people with all kinds of disabilities are entitled to enjoy all human rights and fundamental freedoms. Australia ratified the convention in July 2008. This means that Australia is legally bound to protect the rights of people with a disability.

g. Sustainability and Environmental Considerations

There are no identified sustainability and environmental considerations associated with the Disability (Access and Inclusion) Action Plan Progress Report 3.

h. Budget Implications (Compulsory sub-heading must be included in all reports)

Projects identified as requiring additional funding within the DAP 09/12 were referred to the Council Budget process. Funding was also sought from external sources where relevant and appropriate.

The aim of the DAP is to assist Council to make decisions in the interests of all citizens, and enhance community wellbeing for all residents in this municipality. Any outcomes that require an additional budget allocation will be referred to the Council budget process for consideration and external funding will be sought where necessary.
Officer Recommendation


MOTION

MOVED Cr Rank


SECONDED Cr Northcott

CARRIED
F6. AMENDMENT OF THE ROAD MANAGEMENT PLAN
(Separate circulation to Councillors, CEO, Group Managers and available to the Public)
(DocSetID: 1435605)

Group Manager: Paul Healy, Group Manager Assets and Infrastructure
Author: Stuart Ferrier, Senior Engineer Assets

Executive Summary

This paper introduces an amendment of the Road Management Plan following completion of the review process in accordance with requirements of the Road Management Act 2004 and the Road Management (General) Regulations 2005.

The amendments to the Road management Plan must include another period of public consultation in accordance with the Local Government Act 1989.

Background

The Road Management Act 2004 allows for Road Authorities to prepare a Road Management Plan (RMP), however does not require that Road Authorities prepare a Road Management Plan.

The Road Management (General) Regulations 2005, requires that Road Authorities that are Councils, review their Road Management Plans (if they have one) each 4 years to be “in-step" with Council election cycles, and Council Plans.

Glenelg Shire Council adopted its first RMP in 2005. The first review of this original plan was undertaken in 2009 and the amended plan was adopted by Council on 25 June 2009.

The second review of the RMP was completed and findings presented to the Ordinary Council Meeting of 26 March 2013.

Findings from that review have subsequently been incorporated into the preparation of this latest 2013 version of the Road Management Plan (Attachment 1).

Report

The following items were listed for amendment following the review:

1. References to legislation, regulations and policies are to be updated;
F6. AMENDMENT OF THE ROAD MANAGEMENT PLAN
(continued)

2. Reference to Guidelines for preparation of a Road Management Plan;

3. Include references to assets that are registered in Council’s asset database only;

4. Clarification that both sealed and unsealed paths are included;

5. Add references to Council’s Bicycle Path Strategy;

6. Clarification of assets not encompassed by the RMP, eg: roads on private property including common property;

7. Add reference to GSC Naturestrip Landscaping Guidelines;

8. Clarification of whether off-road paths are included in RMP;

9. Include references to rail safety interface agreements and responsibilities;

10. Update asset quantities where relevant;

11. Add reference to Infrastructure Design Manual (IDM);

12. Change VicRoads Arterial Roads listing to reflect recent changes on Condah-Coleraine Road and Coleraine Merino Road;

13. Re-word section 1.8.5 to better describe Unconstructed Urban Street responsibilities;

14. Correction of various grammatical and typographical errors;

15. Review adequacy of Force Majeure provision in Section 1.10;

16. Update Policy and Strategy references in Chapter 2;

17. Update references to the Register of Public Roads and the Road Hierarchy in Chapter 3;

18. Pathway Hierarchy needs to be reviewed for adequacy;
F6. AMENDMENT OF THE ROAD MANAGEMENT PLAN
(continued)

19. Incorporate the findings of the Internal Audit - Road Management Act Compliance;

20. Consider adding Intervention levels for DDA compliance;

21. Use terminology of “Calendar Year” rather than “Annually”;

22. Budgets to rectify path defects are insufficient to rectify all of the known problems;

23. Clarify shared paths and remove from this classification if they do not strictly meet the requirements for shared paths;

24. Maintain inspection frequencies for paths and roads;

25. Include reference to inspections upon request for lip of kerb/behind kerb issues and bluestone gutters;

26. Road inspection and rectification regime to be maintained as we are meeting requirements;

27. Need to link response codes (A, B, C etc) to table 6 to assist works teams;

28. Add a new section on timber harvesting to offer policy support to Council in accordance with legal advice received during 2012;

29. Check whether night inspections (for sign reflectivity) are included – Once per calendar year for Link and Collector Roads;

30. Add detail relating to bridge inspections – Level 1 and how we will do Level 2 inspections;

31. Define which carparks are considered high use and low use; and

32. Clarify whether the use of a road by a Council garbage service vehicle will affect its classification.

Whilst many of the provisions that are listed above are unlikely to lead to a change of standards, it is likely that the introduction of the new section on timber harvesting will be considered to have an impact on the enforcement of the Road Management Act provisions relating to damage of roads.
F6. AMENDMENT OF THE ROAD MANAGEMENT PLAN
(continued)

For this reason, the amendment of the RMP will be subject to formal notice, submissions, consideration of submissions etc prior to Council adoption of the Amended RMP.

The Road Management (General) Regulations 2005, requires that Road Authorities give public notice (via local media and Government Gazette) that it intends to amend its RMP and that persons may make submissions in relation to the proposed amended plan for a period of 28 days from the date of publication of the notice.

a. Council Plan Linkage and Policy Context

The Road Management Plan is a critical part of Council’s risk management in relation to public liability. It has linkages to Council’s asset management policy and strategic financial plan.

b. Legislative and Legal Considerations

All legislative and legal considerations have been discussed within the body of the report. All legislative requirements and regulated processes have been complied with.

c. Consultation and/or communication processes implemented or proposed

Community consultation and invitation of submissions will be undertaken in accordance with the legislative requirements.

d. Risk Management

Risk management considerations have been at the forefront throughout the review and amendment of the RMP and the subsequent amendment. The amendments incorporated into this version of the Road Management Plan should further improve Council’s risk exposure, especially in relation to footpath defects.

e. Resource Implications

There are potential resource implications that emanate from this review of the RMP especially with regard to compliance with intervention levels.
F6. AMENDMENT OF THE ROAD MANAGEMENT PLAN
(continued)

f. Charter of Human Rights and Responsibilities

This report has considered the requirements of the Victorian Charter of Human Rights and Responsibilities.

g. Sustainability and Environmental Considerations

There are no specific sustainability and environmental considerations that emanate from this amendment of the RMP.

h. Budget Implications

To improve Council’s performance with handling footpath defects, it could be expected that some operational costs may increase to provide the required warnings to the public. Innovative ways of providing cost effective and timely warnings to pedestrians will be investigated to minimise cost impacts.

Whilst no budget changes are included in the draft 2013/2014 budget, Council’s ability to rectify all footpath defects at current funding levels shall be further investigated and quantified during the next 12 months.

Conclusion

The amended Road Management Plan 2013 has absorbed the recommendations that followed the review undertaken during early 2013 and is now ready for display to the public and an invitation for the public to make submissions.

Officer Recommendation

1. That Council invites public submissions on the draft Road Management Plan 2013, for a 28 day period, following publication of a notice in local newspapers and on the Glenelg Shire Council website.

2. That Council consider the adoption of the draft Road Management Plan 2013 at its meeting of 27 August 2013, taking into account any submissions received.
F6. AMENDMENT OF THE ROAD MANAGEMENT PLAN
(continued)

MOTION

MOVED Cr Northcott

1. That Council invites public submissions on the draft Road Management Plan 2013, for a 28 day period, following publication of a notice in local newspapers and on the Glenelg Shire Council website.

2. That Council consider the adoption of the draft Road Management Plan 2013 at its meeting of 27 August 2013, taking into account any submissions received.

SECONDED Cr Oberlander

CARRIED
Cr Rank redeclared an indirect Conflict of Interest in relation to Item F7. Amendment C55 Heritage Overlay by way of close association and left the meeting at 8.00pm.

Chief Executive Officer, Ms Kelsey redeclared an indirect Conflict of Interest in relation to Item F7. Amendment C55 Heritage Strategy, as it relates to a personal interest in that her private dwelling is listed on the state heritage register and left the meeting at 8.00pm.

F7. AMENDMENT C55 HERITAGE OVERLAY
(Separate circulation to Councillors CEO and Group Managers)
(DocSetID: 1420363, 1430020, 1435466)

Group Manager: Syd Deam, Group Manager Planning and Economic Development
Author: Matt Berry, Planning Manager

Executive Summary

This report seeks adoption by Council of Amendment C55 Part 1. Planning Panels Victoria has provided a report on submissions lodged to Amendment C55 and made 19 recommendations. This report considers the Planning Panel recommendations.

Background

On 26 June 2012 Council approved to split Amendment C55 into two parts and request the Minister for Planning to appoint a Planning Panel to consider all submissions.

The appointed Panel conducted hearings on the 11 February 2013, 18 and 19 March 2013. The Panel considered all written submissions and presentations. Council officers and the Heritage Advisor as expert witnesses made submission to the Panel.

The Panel has now provided Council a report with 19 recommendations. Attachment 1 contains the Panel report.

Report

Overall the Panel report provides broad support for Amendment C55 Part 1 and the work done to apply the Heritage Overlay. In response to submissions lodged the Panel has made 19 recommendations. Council must consider these in the decision whether to adopt Amendment C55 Part 1. These recommendations can be grouped into the following themes:

- Whether to include specific properties;
- Changes to citations or heritage overlay maps;
F7. AMENDMENT C55 HERITAGE OVERLAY
(continued)

- Changes to amendment documentation; and
- Future planning amendment work.

All 19 recommendations of the Panel have been considered and are addressed. Attachment 2 considers each recommendation individually with a detailed response.

Documentation for Amendment C55 has been revised in line with Panel recommendations. This forms a package, as Attachment 3, that is proposed to be adopted and sent to the Minister for Planning for approval.

Relevant discussion under themes identified is addressed below:

- Whether to include specific properties;


Despite strong objections on a number of inclusions all remaining properties are recommended to warrant heritage protection. Examples include HO176 Stony Hill, HO193 Kadisha, HO206 Rifle Downs and HO223 Rising Sun Hotel.

- Changes to citations or heritage overlay maps;

Five Panel recommendations are for changes to maps and citations. The changes to maps are so that the Heritage Overlay applies only to relevant items considered to hold heritage significance. The table below lists these:

<table>
<thead>
<tr>
<th>Heritage Map</th>
<th>Reason for change</th>
</tr>
</thead>
<tbody>
<tr>
<td>HO172 Devlin’s Cottage</td>
<td>Correct mapping to include ‘milking shed’ ruins</td>
</tr>
<tr>
<td>HO183 Black Family Crypt</td>
<td>Correct location of map to cover the Crypt</td>
</tr>
<tr>
<td>HO184 Cork Hill</td>
<td>Re-label mapping to reflect additional features in heritage citation</td>
</tr>
<tr>
<td>HO206 Rifle Downs</td>
<td>Reduce mapped area to cover only buildings of heritage significance</td>
</tr>
<tr>
<td>HO238 and HO260 Forrester’s Hall and</td>
<td>Combine the Forrester’s Hall and Quercus Robur</td>
</tr>
<tr>
<td>Quercus Robur</td>
<td>(English Oak) into one listing and map:</td>
</tr>
<tr>
<td>HO262 Wando Vale Memorial Hall</td>
<td>Reduce mapped area to cover only buildings of heritage significance</td>
</tr>
</tbody>
</table>
F7. AMENDMENT C55 HERITAGE OVERLAY
(continued)

As part of Council’s submission to Panel many changes to citations were proposed as part of updating and correcting the 2006 study. Panel has supported the implementation of the changes. In response to submissions additional amendments were proposed by Council’s Heritage Advisor at the hearing. These are listed in the table on the following page:

<table>
<thead>
<tr>
<th>Heritage Listing</th>
<th>Change to citation</th>
</tr>
</thead>
<tbody>
<tr>
<td>HO172 Devlin’s Cottage</td>
<td>Amend citation to change reference of dairy ruins to ‘milking shed’ ruins</td>
</tr>
<tr>
<td>HO181 Lal Lal Homestead</td>
<td>Add reference to the Hedditch Private Cemetery</td>
</tr>
<tr>
<td>HO184 Cork Hill</td>
<td>Update citation to include additional features of heritage significance</td>
</tr>
<tr>
<td>Ho223 Rise Sun Hotel</td>
<td>Update citation to accurately reflect items of heritage significance</td>
</tr>
<tr>
<td>HO225 Hotspur Avenue of Honour</td>
<td>Remove reference of Cairn in citation;</td>
</tr>
<tr>
<td>HO260 Wando Vale Memorial Hall</td>
<td>Update citation to remove reference to Davidson reserve</td>
</tr>
</tbody>
</table>
F7. AMENDMENT C55 HERITAGE OVERLAY  
(continued)

Concern was raised over controlling and managing changes to inside heritage listed buildings and to trees. This was considered beyond the capacity of Council’s Planning Unit and more appropriate for places on the State Victorian Heritage register. The Panel noted that Council’s do have the ability to apply tree and internal controls for places on the local register.

The previous resolution excluded tree and internal controls. The Planning Unit has not had extra resources specifically allocated to manage these. A decision to include 23 places with internal controls and 39 places with tree controls would pose burden on current planning services. In peak times it could lead to delays in processing of permit applications.

In summary tree and internal controls are not proposed to be reapplied as per exhibited documents in Amendment C55. However Panel recommendations have been satisfied in considering them again as outlined above and in Attachment 2.

Rather it is considered appropriate that tree controls be reapplied to eight places where trees are the primary basis for listing as recommended by Panel. This is a consistent approach under the existing Heritage Overlay provisions where six properties have tree controls applied.

- Future planning amendment work.

Two Panel recommendations identify future planning amendment work to be undertaken. The Panel recommends the inclusion of the Glenelg Heritage Study Part 2a to be listed as a reference document as part of Amendment C75 (Municipal Strategic Statement review).

The Panel also recommends that the Old School Building at Heywood be considered for heritage listing in a future amendment. A citation is being prepared for the site and can be readily accommodated in a future planning scheme amendment.

a. Council Plan Linkage and Policy Context

The Amendment supports the Council Plan objective of building quality places. Amendment C55 Part 1 meets the commitment to adopt the Glenelg Heritage Study Stage 2 to protect existing built heritage and guide future development.
F7. AMENDMENT C55 HERITAGE OVERLAY
(continued)

b. Legislative and Legal Considerations

Section 27 of the Planning and Environment Act 1987 (the Act) requires Council to consider Planning Panel’s report before deciding whether or not to adopt the amendment. This report and Attachment 2 considers the Panel findings.

Council may then adopt Amendment C55 Part 1 for approval under Section 29 of the Act to submit to the Minister for Planning for approval.

Ministerial Direction No 15 requires that a decision on adopting Amendments be done within 40 business days of receiving a Panel Report.

c. Consultation

Amendment C55 was exhibited to public in accordance with the Act. All submissions were considered by Council and Planning Panel. The Planning Panel provided submitters with the opportunity to present their concerns in person. They also had the ability to question Council’s Heritage Advisor at Panel about proposed heritage listings.

The Panel’s report requests that Council further consult with the landowner of HO206 Rifle Downs in regard to revising the heritage overlay map. Council officers have been unable to directly contact the owner, so sent a revised map to the owner for comment. At the time of preparing the report there was no response from the owner. With no further comments the revised smaller map forms part of attachment 3.

The other map changes recommended by Panel do not require more consultation as they had considerable exposure through the hearing process.

d. Risk Management

The implementation of Amendment C55 Part 1 will minimize risks of losing places of heritage significance in the shire.

e. Resource Implications

The 84 places listed for heritage protection would generate a small amount of additional work for the Planning Unit. Previous estimates were an increase of up to five extra permit applications per year. An increase of this size is manageable with current staffing arrangements.
f. Charter of Human Rights and Responsibilities

The Victorian Charter for Human Rights has been considered when preparing this report.

g. Sustainability and Environmental Considerations

Preservation of places is encouraged under the heritage overlay for future generations.

h. Budget Implications

To date Council has spent up to $200,000 in the assessment of Heritage places across the shire as part of Amendment C55.

A further fee of $798 will be required to lodge the Amendment for approval with the Minister for Planning. This will come from Planning Unit’s operational budget.

Conclusion

Adoption of Amendment C55 Part 1 is the final step by Council in the long process of implementing Glenelg Heritage Study Stage 2. With approval of the Minister for Planning Amendment C55 Part 1 will provide heritage protection to 84 new places across the shire.

Officer Recommendation

That Council adopt Amendment C55 Part 1 as per Attachment 3 under section 29(2) of the Planning and Environment Act 1987 (the Act) and submit it to the Minister for Planning for approval under section 31 of the Act.
F7. AMENDMENT C55 HERITAGE OVERLAY

(continued)

MOTION

MOVED Cr White

That Council adopt Amendment C55 Part 1 as per Attachment 3 under section 29(2) of the Planning and Environment Act 1987 (the Act) and submit it to the Minister for Planning for approval under section 31 of the Act with an amendment to the Heritage Overlay map to HO223 for Rising Sun Hotel (former) of 1510 Lyons-Hotspur Road, Hotspur so that it covers only the former Rising Sun Hotel building and with an amendment to the Heritage Overlay map HO173 for state school 741 (ruin) on the corner of Blowholes Road and Bridgewater Road, Cape Bridgewater so that it covers only the former state school building.

SECONDED Cr Wilson

CARRIED

Cr Rank returned to the meeting at 8.10pm.
Executive Summary

The Casterton Child and Family Complex is currently in the construction phase of works. These works are being carried out by Steplen Constructions Pty Ltd. This paper provides an update on construction progress and outlines next steps, including a transition plan (refer attached) from construction to operation.

Background

In 2006, Council undertook a ‘needs analysis’ to explore the current and future childcare needs for the Casterton region, following advocacy from the community to improve local services for children.

The outputs of that study identified that Casterton does not have access to early childhood services, in particular Long Day Care and many of the child support services provided in other townships.

Following receipt of the 2006 report, Council agreed ‘in principle’ to support the further development of Child and Family Services in Casterton.

A ‘Business Case’ was prepared in 2007, and subsequently up-dated in 2010, (The Casterton Child and Family Centre Business Plan, August 2010), which provided Council with a comprehensive view in relation to service needs and also in relation to costs, both in terms of up-front capital outlay (building construction) and, on-going operating cost.

Council formally received the accepted the Casterton Child and Family Centre Business Plan, August 2010, on 28 September 2010.

In April 2011, a further report was presented to Council regarding the centre development. Council resolved that a new centre be developed at the existing site (1 Jackson Street, Casterton) including the demolition of the existing Kathleen Millikan Children’s Centre. Council also resolved that a funding strategy be developed for the new centre, including opportunities for joint funding arrangements with both the State and Commonwealth Governments.
F8. CASTERTON CHILD AND FAMILY COMPLEX – PROGRESS REPORT
(continued)

Following its budget deliberations for the 2012/13, and as a result of securing State Government funding (DEECD) and funding from funds raised by the Casterton Child Care Action Group, Council included (CAPX - $1.88m) funds in its 2012/13 Budget for the development of a new centre in Casterton, which would be delivered in 2012/13 and in the first half of 2013/14.

Following the allocation of funds, tenders were called for construction of the new facility. Council subsequently resolved to award a contract on 11 September 2012, for the ‘Building Construction’ component of the works and construction of the building commenced in October 2013.

Report

Building Construction

As Councillors will be aware construction of the new facility is now well underway with completion of the major building works expected in August 2013, prior to official opening in October 2013.

Construction elements to be delivered between the completion of major building works and official opening include, landscaping and internal fit-out (including furniture, IT and materials and equipment installation).

The Certificate of Occupancy will be sought in early October 2013.

For Councillors reference, a ‘Program Construction Delivery Schedule’ for the construction components of works is included in Annexure 1 of the attached Transition Plan.

Business Change Management

In terms of ‘Business Change Management’, a comprehensive ‘Transition Plan’ has been prepared (refer attached), which includes Delivery Schedules (and Actions) for the transition to an operational and functional Child and Family Complex.
F8. CASTERTON CHILD AND FAMILY COMPLEX – PROGRESS REPORT
(continued)

Major Programmed Items are (refer also Transition Plan):

<table>
<thead>
<tr>
<th>Item</th>
<th>“Go Live Date”</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Construction Completion (Building)</td>
</tr>
<tr>
<td>2.</td>
<td>Fit out (including office furnishing, IT and children’s resources and furnishing)</td>
</tr>
<tr>
<td>3.</td>
<td>Official Opening</td>
</tr>
<tr>
<td>4.</td>
<td>Maternal and Child Health services</td>
</tr>
<tr>
<td>5.</td>
<td>Care and Education services: - Long Day Care and Vacation Care - Kindergarten and After School Care</td>
</tr>
</tbody>
</table>

The Program Transition Plan is provided (attached) in order that Councillors can be apprised in relation to the actions that are proposed and required leading to the official opening and business.

a. **Council Plan Linkage and Policy Context**

   In accordance with the Council Plan, 2009 – 2013, Council is committed to:

   - providing effective and efficient services that respond to the needs of our changing communities; and
   - supporting families and children through the planning and provision of services.

b. **Legislative and Legal Considerations**

   The Capital Funding Agreement between the Department of Education and Early Childhood Development (DEECD) and Council stipulates that Council must use the funds to promote and assist in the establishment of early childhood services faculties in the community.

c. **Consultation and/or communication processes implemented or proposed**

   The Child and Family Complex Advisory Committee was established prior to the construction of the Portland Child and Family Complex to provide information and advice to Council. This committee continues to meet on a monthly basis.
F8. CASTERTON CHILD AND FAMILY COMPLEX – PROGRESS REPORT
(continued)

The Child Care Action Group has been actively promoting the Casterton Child and Family Complex since forming in 2006, with the aim to raise $75,000 to go towards equipment and resources. This group meets regularly and has raised in excess of $85,000.

A Communications Strategy will be developed in June 2013, together with Stakeholder Mapping, which will identify the mechanism by which the different stakeholders will be engaged.

d. Risk Management

A further Risk Assessment will be conducted in June 2013 (refer Program Management Delivery Schedule) however the risks that have previously been identified in the Business Case.

e. Resource Implications

While a staffing/human resourcing plan was developed as part of the original ‘Business Case’, a more detailed plan is to be developed. Ultimately resourcing will be subject to the extent of services provided from the Complex. It is expected that the human resource model will be implemented in a “phased-in” manner focussed on the essential services at the outset.

The Business Change Delivery Schedule includes specific sub-projects and tasks associated with further development of this aspect in June 2013. (Refer to the Transition Plan - Annexure 1.3)

f. Charter of Human Rights and Responsibilities

This report has considered the requirements of the Victorian Charter of Human Rights and Responsibilities.

g. Sustainability and Environmental Considerations

The building is fitted with a solar system to offset the electrical costs.

Water tanks have been specified in the contract and it is expected that additional tanks will be included.
h. **Budget Implications**

The development of the Casterton Child and Family Complex will be delivered in 2012/13 and in the first half of 2013/14.

Council secured $1.1 million from the State Government, towards the development of the complex in 2012/13. The estimated total cost of the project is $1.88 million.

The Casterton Child Care Action Group has the aim to raise additional funds towards the project via fundraising efforts.

The table below outlines the funding components:

<table>
<thead>
<tr>
<th>1. Expected Capital Budget:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>• Council Funding Allocation (2012/13 and 2013/14 Budgets)</td>
<td>$713,709.00</td>
</tr>
<tr>
<td>• State Funding Allocation (2012/13 and 2013/14 Budgets)</td>
<td>$1,100,000.00</td>
</tr>
<tr>
<td>• Casterton Child Care Action Group (fund raising) (2012/13 and 2013/14 Budgets)</td>
<td>$75,000.00</td>
</tr>
<tr>
<td>TOTAL:</td>
<td>$1,888,709.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Capital Components:</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>a) Capital (Building Construction)</td>
<td>Order of $1,685,000.00 (incl. contingency)</td>
</tr>
<tr>
<td>b) Capital (Signage, Fit-out and Furniture)</td>
<td>Order of $150,000.00</td>
</tr>
<tr>
<td>c) Project Man. (in-house sal/wages)</td>
<td>Order of $50,000</td>
</tr>
</tbody>
</table>

The funding structure from the Department of Education and Early Childhood Development is over the course of three instalments with the:

- first instalment of $825,000 upon execution of the funding agreement;
F8. CASTERTON CHILD AND FAMILY COMPLEX – PROGRESS REPORT
(continued)

- second instalment of $225,000 upon receipt of the six monthly progress report (March 2013) and
- third and final payment of $50,000 on receipt on the final acquittal.

The Child Care Action Group has been actively promoting the Casterton Child and Family Complex since forming in 2006, with the aim to raise $75,000 to go towards equipment and resources. This group meets regularly and has raised in excess of $85,000.

Conclusion

The Casterton Child and Family Complex will provide a much needed purpose built facility and improved care, education, health and wellbeing services for children and their families in Casterton.

It is recommended that the Casterton Child and Family Complex progress report and Transitional Plan be received.

Officer Recommendations

1. That Council note the progress made in the development of the Casterton Child and Family Complex.

2. That Council notes and approves the proposed Program Transition Plan: construction to operation (June 2013) (refer separate circulation), for the Casterton Child and Family Complex.

MOTION

MOVED Cr Wilson

1. That Council note the progress made in the development of the Casterton Child and Family Complex.

2. That Council works with the state government to ensure that the facility is open for use to the community for the commencement of Term 4.

3. That the local member the Hon Hugh Delahunty be advised of the progress.

SECONDED Cr Oberlander

CARRIED

Chief Executive Officer, Ms Kelsey returned to the meeting at 8.16pm.
F9. CASTERTON SALEYARD MANAGEMENT PLAN AMENDMENT
(Separate circulation to Councillors, CEO, Group Managers and available to the Public)
(DocSetID: 1435616)

Group Manager: Paul Healy, Group Manager Assets and Infrastructure
Author: Stuart Ferrier, Senior Engineer Assets

Executive Summary

This report presents the most recent amendments to the Casterton Saleyards Management Plan for consideration by Council.

Background

The need for a Casterton Saleyards Management Plan has grown largely from the Australian Quarantine and Inspection Service (AQIS) requirement to comply with the European Union Cattle Accreditation Scheme (EUCAS) Rules for the handling of EU livestock through the Casterton Saleyards.

The previous version of the Casterton Saleyards Management Plan reflected changes to the structure of the document and some operational inclusions that were recommended during a previous audit. This document was endorsed by AQIS on 9 March 2012.

Since March 2012, Council has introduced a Casterton Saleyard Booking Procedure, a Casterton Saleyard Local Law and a draft Agent Licence Agreement, all of which contribute to clarification of the basis on which the Casterton Livestock Saleyards are used. All of these documents are components that contribute to the overall management of the Casterton Livestock Saleyards.

Report

The revised draft Casterton Saleyards Management Plan – May 2013 (Attachment 1 to this report) contains some new introductory text to establish the framework in which the Management Plan exists and the relationships to other stakeholders.

The revised draft Casterton Saleyards Management Plan also incorporates the additional documentation:

- Casterton Saleyard Booking Procedure;
- Casterton Saleyard Local Law; and
- Agent Licence Agreement (draft).

as either additional Departmental Procedures, or as an Appendix in the case of the Agent Licence Agreement.
F9. CASTERTON SALEYARD MANAGEMENT PLAN AMENDMENT
(continued)

In this revision, there have only been formatting and pagination changes to
the procedures and sections that relate to the handling of EU livestock
through the saleyards and other existing procedures within the Management
Plan.

Some document formatting changes, page numbering and indexing have
been necessary following the insertions of new procedures and Appendix.

Whilst the Saleyard Booking procedure and the Saleyard Local Law
documents have both been individually adopted by Council, this will be the
first time that the draft Agent Licence Agreement has been presented to
Council, although it has been referred to in both the booking procedure and
the local law documents.

The draft Agent Licence Agreement will establish a formal agreement
between Council and the individual livestock agencies and defines the
conditions upon which the Saleyards will be made available to agents to
conduct livestock markets or to perform other livestock tasks.

The draft Agreement is based on one prepared for the Ballarat Livestock
Saleyards and Agents, however it has been specifically tailored to suit the
Casterton Livestock Saleyards.

Since the submission of the revised Saleyard Management Plan to AQIS is
listed as a key Strategic Activity for Council before 30 June 2013, this revised
document is now recommended for endorsement by Council prior to sending
to AQIS for their approval of the revised document, although the approval by
AQIS is expected to be largely procedural due to the lack of changes to the
EU section.

a. Council Plan Linkage and Policy Context

The Casterton Livestock Saleyards which transacts in excess of $11M
worth of livestock annually is a significant contributor towards
“strengthening a vibrant economy” in the Glenelg Shire and in doing
that underpins the rural character of the Casterton district.
F9. CASTERTON SALEYARD MANAGEMENT PLAN AMENDMENT
(continued)

b. Legislative and Legal Considerations

The operation of the Casterton Livestock Saleyards is allowable under the Victorian Local Government Act 1989. The Casterton Saleyard Management Plan aims to establish reliable systems and processes that will ensure that all operations are compliant with OH&S, Animal Welfare, Transport and EU requirements and/or legislation.

The draft Agent Licence Agreement (as an Appendix to the plan) will be submitted to Council’s Legal Representatives for comment prior to adoption by Council.

c. Consultation and/or communication processes implemented or proposed

Once adopted by Council, the revised Casterton Saleyard Management Plan will be presented to the Casterton Saleyard Advisory Committee for information and to offer them some context about the plan and the Agent Licence Agreement. The individual stock agents will subsequently be formally invited to enter into an agreement with Council. There would appear to be little if any, benefit from consultation with the wider community.

d. Risk Management

The revised Casterton Saleyard Management Plan will strengthen Council’s position in relation to risk management in the Casterton Saleyard environment. All procedures within the plan have a strong emphasis on risk minimisation or prevention.

e. Resource Implications

There are no known resource implications of adoption of this revised Casterton Saleyard Management Plan. All procedures will be undertaken using existing saleyard staff resources.

f. Charter of Human Rights and Responsibilities

This report has considered the requirements of the Victorian Charter of Human Rights and Responsibilities.

g. Sustainability and Environmental Considerations

Has been considered – not applicable.
F9. CASTERTON SALEYARD MANAGEMENT PLAN AMENDMENT
(continued)

h. Budget Implications

There are no known budget implications of adoption of this revised Casterton Saleyard Management Plan. All procedures will be undertaken using existing saleyard operational budgets.

Conclusion

The draft Casterton Saleyard Management Plan 2013 is now recommended for adoption by Council as it now encompasses all existing procedures and processes for managing the Casterton Saleyards.

Officer Recommendation

That Council adopt the draft Casterton Saleyard Management Plan 2013 and send the adopted plan to AQIS prior to 30 June 2013 for approval.

MOTION

MOVED Cr Northcott

That Council adopt the draft Casterton Saleyard Management Plan 2013 and send the adopted plan to AQIS prior to 30 June 2013 for approval.

SECONDED Cr Halliday

CARRIED
F10. TOURISM GATEWAY SIGNAGE
(Separate circulation to Councillors, CEO and Group Managers)
(DocSet ID: 1435251)

Group Manager: Syd Deam, Group Manager Planning and Economic Development
Author: Adrian Scott, Economic Development and Tourism Manager

Executive Summary

This paper is to seek Council endorsement on proposed tourism gateway signs for Portland, Nelson and Casterton.

Background

Road authorities such as Vic Roads ensure that the standard of direction, tourist and services road signing enables motorists, and in particular tourists to find their way on the principal road network without the need for an excessive number of signs.

Tourism Victoria provides strategic policy advice to tourism industry stakeholders on state or regional signing matters and reviews the Tourist Signing Guidelines in partnership with Vic Roads.

The Regional Signing and Regulations Officer from Vic Roads South Western Region at the request of Council audited tourism signage around the Glenelg Shire and in conjunction with Council developed Tourism Gateway signage to be displayed at the entry points to Portland, Nelson and Casterton.

Report

Gateway signs are erected at or near entry points to a town, city or geographic regions to provide motorists with information about key local tourist themes, attractions and drives and are required to be white on brown; they can also incorporate services symbols (white on blue) on a supplementary panel underneath. There are strict regulations and standards as to sign design in relation to size, lines and symbols.

A Portland Gateway sign is already in place on the Princes Highway but is outdated and in poor condition; proposed is the sign board be replaced and updated.

The Casterton Gateway sign has been proposed by Vic Roads to be erected 5kms out from the town boundary on the Glenelg Highway.
F10. TOURISM GATEWAY SIGNAGE  
(continued)

The Nelson Gateway sign has been proposed by Vic Roads to be erected where an existing large sign is in place on the Glenelg River Road.

a. Council Plan Linkage and Policy Context

   Strengthening a vibrant economy.

b. Legislative and Legal Considerations

   Vic Roads is the relevant coordinating road authority for Victoria’s freeways and declared arterial roads and Council are the relevant coordinating road authority for municipal roads under the Road Management Act 2004.

c. Consultation and/or communication processes

   Vic Roads have been consulted and approved the sign content as presented.

d. Risk Management

   Sign manufacture and installation would be carried out in accordance with Vic Roads specifications and standards.

e. Resource Implications

   The signs to be installed by approved Vic Roads contractors; the Portland Gateway sign is a replacement and the Casterton and Nelson signs will require posts and frames in accordance with Vic Roads specifications and standards.

f. Charter of Human Rights and Responsibilities

   This report has considered the requirements of the Victorian Charter of Human Rights and Responsibilities.

g. Sustainability and Environmental Considerations

   Sign manufacture and installation would be carried out in accordance with Vic Roads specifications and standards.
F10. TOURISM GATEWAY SIGNAGE
(continued)

h. Budget Implications

Expenditure for the development and installation of the Gateway signs will be funded from existing budgets. The signs are approximately $450 per sign plus any installation costs such as frangible posts, brackets and labour.

Officer Recommendation

That Council endorse the proposed Tourism Gateways signs (refer to the separate circulation) to allow for a permit to be applied for with Vic Roads under sections 63 and 66 of the Road Management Act 2004.

**MOTION**

MOVED Cr Rank

That Council endorse the proposed Tourism Gateways signs (refer to the separate circulation) to allow for a permit to be applied for with Vic Roads under sections 63 and 66 of the Road Management Act 2004.

SECONDED Cr White

CARRIED
Executive Summary

The purpose of this report is to enable the Council to consider the reviewed Council Policy – Acknowledgement of Bereavement or Illness of Councillors or Community Members.

Background

Council at its meeting held in November 2011 adopted a revised Policy, incorporating the following amendments:

- Title change from ‘Bereavement’ to ‘Council acknowledgement of bereavement or illness of Councillors and community members’;
- Council employees were removed from the policy and staff bereavement is now covered by the relevant employee award, the enterprise agreement and relevant staff policies; and
- Provides for discretion for the Mayor and the CEO to vary the Policy if necessary.

Report

The objective of the current policy is unchanged. Some relatively minor wording enhancements have been made.

a. Council Plan Linkage and Policy Context

This Policy contributes to the Council Plan, particularly key objective: (1) Responsible and Response Governance and Decision Making and key objective (3) Enhancing Community Wellbeing.

b. Legislative and Legal Considerations

Not applicable.
F11. COUNCIL POLICY COUNCIL ACKNOWLEDGEMENT OF BEREAVEMENT OR ILLNESS OF COUNCILLORS OR COMMUNITY MEMBERS
(continued)

c. Consultation and/or communication processes implemented or proposed

Policy made available on Council’s website.

d. Risk Management

Not applicable.

e. Resource Implications

Not applicable.

f. Charter of Human Rights and Responsibilities

The reviewed Policy and this report have considered the requirements of the Victorian Charter of Human Rights and Responsibilities.

g. Sustainability and Environmental Considerations

Not applicable.

h. Budget Implications

The estimated costs associated to this Policy are included in the 2012/2013 and 2013/2014 Council budget. The indirect cost of staff time to administer the policy is included in the salary component of the Council budget.

Officer Recommendation

That Council adopt the reviewed Council Policy Council acknowledgement of Bereavement or Illness of Councillors or Community Members.

MOTION

MOVED Cr Oberlander

That Council adopt the reviewed Council Policy Council acknowledgement of Bereavement or Illness of Councillors or Community Members.

SECONDED Cr Wilson

CARRIED
F12 COUNCIL POLICY RECOGNITION OF SIGNIFICANT BIRTHDAYS AND WEDDING ANNIVERSARIES
(Separate circulation to Councillors, CEO and Group Managers)
(DocSetID: 1435078)

CEO: Sharon Kelsey, Chief Executive Officer
Author: Kylie Walford, Council Support Coordinator

Executive Summary

The purpose of this report is to enable the Council to consider the reviewed Council Policy Recognition of Significant Birthdays and Wedding Anniversaries.

Background

Council at its meeting held in March 2010 adopted a revised Policy, incorporating the following amendments:

- Increase in the value of the gift from $100 to $150;
- Recognising birthdays on a five yearly basis after reaching 100 years instead of the ten year interval under the previous policy; and
- Additional publicity for the recognition of significant birthdays and wedding anniversaries including quarterly advertisements in the Portland Observer, Casterton News and the Glenelg Shire’s Community News.

Report

The objective of the current policy is unchanged. Some relatively minor wording enhancements and changes to position title have been made.

a. Council Plan Linkage and Policy Context

This Policy contributes to the Council Plan, particularly key objective: (1) Responsible and Response Governance and Decision Making and key objective (3) Enhancing Community Wellbeing.

b. Legislative and Legal Considerations

Not applicable.
F12. COUNCIL POLICY RECOGNITION OF SIGNIFICANT BIRTHDAYS AND WEDDING ANNIVERSARIES  
(continued)

c. Consultation and/or communication processes implemented or proposed

Quarterly advertising in the Portland Observer and Casterton News. Policy made available on Council’s website

d. Risk Management

Not applicable.

e. Resource Implications

Not applicable.

f. Charter of Human Rights and Responsibilities

The revised Policy and this report have considered the requirements of the Victorian Charter of Human Rights and Responsibilities.

g. Sustainability and Environmental Considerations

Not applicable.

h. Budget Implications

The estimated cost of gifts is included in the 2012/2013 and 2013/2014 Council budget. The indirect cost of staff time to administer the policy is included in the salary component of the Council budget.

Officer Recommendation

That Council adopt the reviewed Council Policy Recognition of Significant Birthdays and Wedding Anniversaries.

MOTION

MOVED Cr Halliday

That Council adopt the reviewed Council Policy Recognition of Significant Birthdays and Wedding Anniversaries.

SECONDED Cr Oberlander

CARRIED
**Executive Summary**

This paper recommends adoption by Council of the Heritage Strategy. The Heritage Strategy will support Council’s application for funding to Heritage Victoria for continued provision of a Heritage Advisory Service.

**Background**

The draft Heritage Strategy has been prepared in accordance with the “Local Government Heritage Strategies - Information Guide”. The Heritage Strategy is consistent with the provision of the Council Plan and provides a strategic direction for Council management of heritage within the shire.

**Report**

The draft Heritage Strategy provides a framework for management of heritage within the shire. The strategy addresses legislation and context, vision, challenges and opportunities, heritage achievements and a strategy action plan. The action plan identifies actions to be undertaken over the 2013-2014 financial year. The action plan contains up to 4 actions under the following 4 themes:

- Knowing;
- Protecting;
- Supporting; and
- Communicating and Promoting.

a. **Council Plan Linkage and Policy Context**

Council’s draft plan commits to “accountability to our community for our decisions and actions” and “leading the community in a professional manner”. The proposed strategy provides accountability in decision making and for leadership in management of heritage assets.
b. Legislative and Legal Considerations

The Heritage Strategy identifies Council’s commitments to protecting the shire’s cultural heritage assets. Council owned assets are managed in accordance with the provisions of the Glenelg Planning Scheme, Heritage Act 1995 and Aboriginal Heritage Act 2006.

c. Consultation and/or communication processes

Consultation has been held with the Assets and Infrastructure and Community and Culture Departments.

Public consultation is not proposed as the draft Heritage Strategy does not introduce any new directions for Council. The draft strategy brings together existing directions contained in Council’s policies for managing heritage. It provides an action plan for better management of heritage within the shire.

Consultation with Heritage Victoria was undertaken as part of the preparation of the strategy.

d. Risk Management

Adoption of a Heritage Strategy will clearly identify Council’s legislative obligations regarding heritage management. The actions outlined in the strategy support Council’s commitment to its heritage management obligations.

e. Resource Implications

Some of the actions identified in the draft Heritage Strategy will be undertaken as normal day to day business of the planning unit. There are specific actions that will require the Assets and Infrastructure Group, Planning and Economic Development Group and Community and Culture Group contribute resources to completion of actions.

f. Budget Implications

Heritage Victoria plans to provide Council $12,000 in funding to support the heritage advisory service. The Heritage Strategy is a new requirement by Heritage Victoria that Council must have to source this heritage funding.
F13. GLENELG SHIRE COUNCIL - HERITAGE STRATEGY
(continued)

    Budget implications of the proposed Heritage Strategy are limited to in
    house resources required to complete actions identified in it.

Conclusion

The Heritage Strategy provides for compliance with Council’s obligation to
complete this strategy before requesting $12,000 funding for the Heritage
advisory service for the next financial year. The draft strategy has been
prepared in accordance with the “Local Government Heritage Strategies-

Officer Recommendation

That Council adopt the Heritage Strategy 2013, included as a separate
circulation to this report.

MOTION

MOVED Cr Wilson

    That Council adopt the Heritage Strategy 2013, included as a separate
circulation to this report with amendment to add the Bundanditj and
Jardwadjali peoples and that the Henty family established the Portland
settlement in 1834.

SECONDED Cr Oberlander

CARRIED
Mayor, Cr Stephens redeclared her indirect Conflict of Interest in relation to Item F14. Casterton Railway Precinct Advisory Committee Membership, as the report refers directly to her husband Mr Owen Stephens and asked for a motion to for Cr Wilson be appointed to the chair.

MOTION

MOVED Cr Halliday

That Cr Wilson be appointed as Temporary Chair of the meeting.

SECONDED Cr Oberlander

CARRIED

Mayor, Cr Stephens left the meeting at 8.24pm.

Cr. Wilson assumed the Chair as Temporary Chairperson.

F14. CASTERTON RAILWAY PRECINCT ADVISORY COMMITTEE MEMBERSHIP

Group Manager: Adele Kenneally, Group Manager Community and Culture
Author: Adele Kenneally, Group Manager Community and Culture

Executive Summary

This report seeks Council endorsement of community representatives to the Glenelg Shire Council Casterton Railway Precinct Advisory Committee (CRPAC). The nominated community representatives applied through a public expression of interest process and the period of appointment will be in accordance with the term of the current Council. The Terms of Reference for the CRPAC were reviewed and endorsed by Council in March 2013.

Background

The Casterton Railway Precinct is an area that is important to the residents of Casterton. This area was leased to Council in 1996, and a Community Committee of Management was established by Council at that time to assist Council to preserve, maintain and enhance the Casterton Railway Precinct and to provide voluntary resources to carry out works in accordance with an agreed Master Plan for the area.

Following the election of a new Council in November 2012, the Casterton Railway Precinct Advisory Committee was established and Cr. Northcott (Chair) and Cr. Stephens (proxy) were appointed to the committee at the Ordinary Council Meeting on 27 November 2012. The Terms of Reference for the committee were reviewed and endorsed by Council on 26 March 2013.
F14. CASTERTON RAILWAY PRECINCT ADVISORY COMMITTEE MEMBERSHIP
(continued)

The role of the Casterton Railway Precinct Advisory Committee is to advise Council on the preservation, maintenance and development of the Casterton Railway Precinct.

Report

According to the Terms of Reference, the Committee will comprise one member of the Glenelg Shire Council (Councillor), who will act in the Chairperson role, one Councillor as proxy and up to six community members with appropriate skills and / or interest.

The Expression of Interest process for community members took place over 4 weeks, closing on 7 June 2013. A total of five (5) submissions were received from:

- Owen Stephens;
- Margaret Martin;
- Brian Brady;
- Dawn Mill; and
- David Coventry.

All submitters are considered to have the required skills and knowledge to enable them to advise Council in accordance with the Terms of Reference.

a. Council Plan Linkage and Policy Context

This policy links to the Council Plan, particularly in relation to the strategic objective ‘Responsible and Responsive Governance and Decision Making’.

Advisory committees of the Council will be established and conduct their business in accordance with adopted ‘Council Advisory Committee Policy’ (Policy).

b. Legislative and Legal Considerations

In accordance with Section 3(1) of the Local Government Act 1989 (the Act), Advisory Committee means any Committee established by the Council, other than a special committee, that provides advice to the Council, a special committee, or a member of staff whom has been delegated a power, duty or function under Section 98 (Delegations).
F14. CASTERTON RAILWAY PRECINCT ADVISORY COMMITTEE MEMBERSHIP
(continued)

Unlike a special committee, an advisory committee does not have any delegated authority to act for, and on behalf of the Council, nor does it have any power to make decisions. Rather, an advisory committee provides advice and may make recommendations to the Council.

c. Consultation and/or communication processes implemented or proposed

A public expression of interest process was undertaken over four (4) weeks. This was advertised in all relevant media.

d. Risk Management

The Committee does not have the power to direct any Council officer to undertake any work but may make recommendations to Council to assist in its decision-making process.

e. Resource Implications

Resources are required to provide administrative support to the Casterton Railway Precinct Advisory Committee.

f. Charter of Human Rights and Responsibilities

This report has considered the requirements of the Victorian Charter of Human Rights and responsibilities.

g. Sustainability and Environmental Considerations

Not applicable.

h. Budget Implications

The Terms of Reference state that “All Advisory Committee representatives and substitute representatives will be responsible for their own costs incurred in attending meetings of the Advisory Committee” therefore there are no budget implications.

Conclusion

Following Council appointment of the community representatives selected through the Expression of Interest process, the representatives will be formally notified of their selection. In accordance with the Terms of Reference the Chairperson of the Committee will then set the time, date and place for the first meeting.
F14. CASTERTON RAILWAY PRECINCT ADVISORY COMMITTEE MEMBERSHIP
(continued)

Officer Recommendation

That Council appoints the following community representatives to the Casterton Railway Precinct Advisory Committee:

- Owen Stephens;
- Margaret Martin;
- Brian Brady;
- Dawn Mill; and
- David Coventry.

MOTION

MOVED Cr Northcott

That Council appoints the following community representatives to the Casterton Railway Precinct Advisory Committee:

- Owen Stephens;
- Margaret Martin;
- Brian Brady;
- Dawn Mill; and
- David Coventry.

SECONDED Cr Halliday

CARRIED

Mayor, Cr Stephens returned to the meeting at 8.25pm and resumed as Chair of the meeting.
F15. VICTORIAN ELECTORAL COMMISSION’S 2012 GENERAL ELECTION REPORT
(Separate circulation to Councillors, CEO, Group Managers and available to the Public)
(DocSetID: 1358942)

Group Manager: Greg Burgoyne, Group Manager Corporate Services
Author: Scott Millard, Customer Centre Manager

Executive Summary

The purpose of this report is to submit the Victorian Electoral Commission’s (VEC) 2012 General Election Report to Council in accordance with legislative requirements.

Background

Victorian local government elections were held on Saturday 27 October 2012. At its meeting on 26 June 2012 Council appointed the Victorian Electoral Commission (VEC) as the service provider to conduct the 2012 general elections for the Glenelg Shire.

Schedule 3, clause 14 of the Local Government Act 1989 requires that a report on the conduct of the election must be presented to Council.

Report

The VEC report received on 24 January 2013 consists of 26 pages and includes the following topics:

- Introduction;
- Municipal Voters Roll;
- Advertising and Communications;
- Returning Officer;
- Election Office;
- Candidates;
- Ballot Material;
- Voting;
- Results;
- Complaints;
- Post-Election Activities; and
F15. VICTORIAN ELECTORAL COMMISSION’S 2012 GENERAL ELECTION REPORT
(continued)

- Evaluation of Services.

Key statistics contained in various sections of the report include:

- Total voters on roll – 16,811;
- 12,510 votes received by the close of voting at 6.00pm on Friday 26 October 2013;
- Voter turnout - 74.42% (78.83% in 2008 election);
- Informal Voting - 3.88% (5.22% in 2008 election);
- 213 ballot paper envelopes were received in the week following the close of voting; and
- 354 ballot packs had been returned to the Returning Officer due to the addressees having left the address.

a. **Council Plan Linkage and Policy Context**

   This report links to the Council Plan, particularly in relation to the strategic objective ‘responsible and responsive governance and decision making’.

b. **Legislative and Legal Considerations**

   This report is consistent with the legislative requirements of Schedule 3, clause 14 of the Local Government Act 1989.

c. **Consultation and/or communication processes implemented or proposed**

   Not applicable.

d. **Risk Management**

   Not applicable.

e. **Resource Implications**

   Nil

f. **Charter of Human Rights and Responsibilities**

   This report has considered the requirements of the Victorian Charter of Human Rights and Responsibilities.
F15. VICTORIAN ELECTORAL COMMISSION’S 2012 GENERAL ELECTION REPORT
(continued)

g. Sustainability and Environmental Considerations

Nil.

h. Budget Implications

The total net cost to date, to conduct the 2012 Glenelg Shire General Election and MAV candidate information session was $90,094.58 excluding GST. The above cost will be reduced slightly following receipt of an outstanding remittance from the VEC for the payment of fines as a result of the failure to vote process.

Officer Recommendation


MOTION

MOVED Cr White


SECONDED Cr Rank

CARRIED
F16. ADOPTION OF COUNCIL BUDGET 2013/14 AND STRATEGIC RESOURCES PLAN
(Separate circulation to Councillors, CEO, Group Managers and available to the Public)
(DocSetID: 1437758)

Group Manager: Greg Burgoyne, Group Manager Corporate Services
Author: Simon Walsh, Finance Manager

Executive Summary

The purpose of this Report is to enable Council to adopt the Council Budget for 2013/2014 and the 2013/14-2016/17 Strategic Resource Plan (either with or without modification).

Background

Under the Local Government Act 1989, Council is required to prepare and adopt an annual budget. The budget is required to be adopted and a copy submitted to the Minister before the 31st August each year.

Under the Local Government Act 1989, Council is required to prepare and adopt a Strategic Resource Plan. The Strategic Resource Plan must include at least the next 4 financial years and address both the financial and non-financial resources of Council. Council must review the Strategic Resource Plan during the preparation of the Council Plan and adopt no later than 30 June each year.

Report

As part of the statutory process to adopt the 2013/2014 Budget, the Council is required to consider submissions received on the Budget in accordance with Section 223 of the Local Government Act. Submissions closed at 5pm on Friday 7 June 2013.
F16. ADOPTION OF COUNCIL BUDGET 2013/14 AND STRATEGIC RESOURCES PLAN
(continued)

Submissions received and committee responses are table in report to this Ordinary Council Meeting. No changes were made to the Draft 2013/2014 Budget or Strategic Resource Plan due to the submission process.

a. Council Plan Linkage and Policy Context

The Strategic Resource Plan is considered during the preparation of the Council Plan to ensure that there are sufficient resources available to deliver the Council Plan.

b. Legislative and Legal Considerations

Under the Local Government Act 1989, Council is required to prepare and adopt an annual budget. The budget is required to be adopted and a copy submitted to the Minister before the 31st August each year.

Under the Local Government Act 1989, Council is required to prepare and adopt a Strategic Resource Plan. The Strategic Resource Plan must include at least the next 4 financial years and address both the financial and non-financial resources of Council. Council must review the Strategic Resource Plan during the preparation of the Council Plan and adopt no later than 30 June each year.

c. Consultation process

In accordance with Section 129 of the Local Government Act 1989, public notices advising that the 2013/2014 Budget had been prepared, and was available for public inspection, appeared in the following newspapers, circulating in the Shire:

- Portland Observer – Friday 10 May 2013 and Friday 31 May 2013;
- Hamilton Spectator - Saturday 11 May 2013 and Saturday 1 June 2013;
- Casterton News - Wednesday 15 May 2013 and Wednesday 5 June 2013; and
- Mount Gambier Border Watch - Friday 10 May 2013 and Friday 31 May 2013.

The draft 2013/2014 Budget and Strategic Resource Plan was also placed on public display at the Customer Service Centres in Casterton and Heywood and the Portland Municipal Offices from 10 May 2013 to 7 June 2013 inclusive. The draft 2013/2014 Budget and Strategic Resource Plan was also placed on Council’s web site on 10 May 2013.
F16. ADOPTION OF COUNCIL BUDGET 2013/14 AND STRATEGIC RESOURCES PLAN
(continued)

d. Risk Management

Not Applicable.

e. Resource Implications

The Annual budget and Strategic Resource Plan outline the resource implications of delivering the Council Plan and more specifically the coming financial year.

f. Charter of Human Rights and Responsibilities

The Annual Budget and Strategic Resource Plan has considered the requirements of the Victorian Charter of Human Rights and Responsibilities.

Officer Recommendation

That it be noted that all submissions on the 2013/2014 Council Budget (the Budget) have been considered by Council prior to considering the Motion to adopt the Budget and the Strategic Resource Plan (either with or without modification). (Refer item No F2 Council Meeting 25 June 2013).

1. That Council pursuant to Sections 126; 127 (1) (2) (a); (b); (c); (d) and (e), 130 and 223 of the Local Government Act 1989 as amended (the Act) and having invited submissions relating to the 2013/2014 Budget now adopts the 2013/2014 Budget which is annexed to this resolution and initialled by the Chairperson for identification be adopted by Council.

2. That Council authorise the expenditure of funds as detailed in the 2013/2014 Budget papers appended to this resolution and initialled by the Chairperson.

3. That Council adopt the 2013/14 – 2016/17 Strategic Resource Plan as detailed in the Budget papers appended to this resolution and initialled by the Chairperson

4. That Council gives public notice that the 2013/2014 Budget has been adopted in accordance with Section 130 of the Act.

5. That the 2013/2014 Budget and 2013/14 – 2016/17 Strategic Resource Plan be submitted to the Minister in accordance with Section 130 of the Act.
F16. ADOPTION OF COUNCIL BUDGET 2013/14 AND STRATEGIC RESOURCES PLAN
(continued)

MOTION

MOVED Cr Wilson

That it be noted that all submissions on the 2013/2014 Council Budget (the Budget) have been considered by Council prior to considering the Motion to adopt the Budget and the Strategic Resource Plan (either with or without modification). (Refer item No F2 Council Meeting 25 June 2013).

1. That Council pursuant to Sections 126; 127 (1) (2) (a); (b); (c); (d) and (e), 130 and 223 of the Local Government Act 1989 as amended (the Act) and having invited submissions relating to the 2013/2014 Budget now adopts the 2013/2014 Budget which is annexed to this resolution and initialled by the Chairperson for identification be adopted by Council.

2. That Council authorise the expenditure of funds as detailed in the 2013/2014 Budget papers appended to this resolution and initialled by the Chairperson.

3. That Council adopt the 2013/14 – 2016/17 Strategic Resource Plan as detailed in the Budget papers appended to this resolution and initialled by the Chairperson.

4. That Council gives public notice that the 2013/2014 Budget has been adopted in accordance with Section 130 of the Act.

5. That the 2013/2014 Budget and 2013/14 – 2016/17 Strategic Resource Plan be submitted to the Minister in accordance with Section 130 of the Act.

6. That $15,000 be set aside for the development of the Glenelg Shire’s three iconic events subject to a report to Council on triennial grants.

SECONDED Cr Oberlander

CARRIED
**F17. COUNCIL PLAN 2013/14 – 2016/17**
(Separate circulation to Councillors, CEO, Group Managers and available to the Public)
(DocSetID: 1437967)

CEO: Sharon Kelsey, Chief Executive Officer
Author: Sharon Kelsey, Chief Executive Officer

**Executive Summary**

In accordance with Sections 125 and 126 of the *Local Government Act*, the Council is required to prepare a four year Council Plan and a Strategic Resource Plan and to submit a copy to the Minister for Local Government prior to 30 June 2013.

At the Council meeting held on 7 May 2013, council resolved to endorse the draft Council Plan 2013-2017 for the purpose of seeking public comment through the advertising of the public exhibition period and by running a series of workshops across the shire to share the draft documents with the community. The purpose of this report is to consider recommended changes based on public submissions and general feedback and to recommend adoption of the final Council Plan 2013-2017, for submission to the Minister for Local Government.

**Background**

In summary, the Council Plan identifies the key objectives, actions and the legacy that Council will leave after its four year term in office. The Council Plan describes what Council will achieve, how this will be achieved, how the community can measure the achievement and what resources are required for its implementation. The Council Plan was developed through a series of workshops with Council leading to the focused Council Planning Workshop in March 2013.

**Report**

The Council Plan includes:

1. An introduction to the Council Plan outlining the purpose of the Plan, the mission and key themes and how the Council Plan is used;

2. A description of Glenelg Shire; and
3. The strategic objectives of the Council including an objective, strategies and supporting strategic documents, priority actions, services and performance measures as a base to track progress of the Plan. The strategic objectives are:

Theme 1 – An engaged, healthy, connected and proud community.

Objective 1 – A community where we belong, we can actively participate and are positive about our future.

Theme 2 – Diverse economic base.

Objective 2 – Thriving economy full of opportunities and resilience.

Theme 3 – Manage and sustain our natural and built assets.

Objective 3 – a place where our livelihoods and quality of life complement our natural and built assets.

Theme 4 – Govern in a responsible and responsive way.

Objective 4 – A community that trusts us to deliver in their long term best interest.

The final component of the Council Plan, the Strategic Resource Plan provides a summary of key assumptions and resources to implement the Council Plan.

The Council Plan has a minimum four years outlook. On this basis it is written to provide strategic direction rather than a specific and comprehensive list of all actions that will occur over the next four years.

To be able to quantify and adequately measure the Council Plan, a Key Strategic Activities Statement and Strategic Resource Plan are developed and updated each year within the annual budget. The Council Plan represents this diagrammatically and identifies the range of key strategic and corporate planning documents that have relevance to delivering the strategic objectives of the Plan. The relationship between different planning documents within the organisation is also explained. For example the relationship between the Council Plan, departmental plans, unit plans and individual plans is shown in the Council Plan.
Responses to the Council Plan

The series of community workshops about the shire and the invitation for public submissions was the final stage in the consultation process, to ensure the Plan is relevant to current issues and reflects Council and community aspirations. Submissions were received until 7 June 2013. Eight submissions were received (separately circulated). Four submitters have requested to be heard by Council in support of their submissions. The Council Plan Submissions Committee recommendations are included in Figure 1 - Council Plan Submissions.

Figure 1 – Council Plan submissions

<table>
<thead>
<tr>
<th>Submitter</th>
<th>Submission</th>
<th>Committee recommends</th>
</tr>
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<tbody>
<tr>
<td>B Murrell</td>
<td>1. Submits under Theme 1 – Engaged Healthy, Connected and Proud Community, the assistance for community groups that maintain some parks and reserves.</td>
<td>Comments are noted. These suggestions will be referred to the relevant area of Council for follow-up. No change recommended to Council Plan.</td>
</tr>
<tr>
<td>B Petrie</td>
<td>1. Submits under Theme 1 – Engaged Healthy, Connected and Proud Community, and the Strategy to promote connection of people within the Shire... the need to keep cycling prominent. Suggestions include improving CBD cycle connections, cycle circuit from Portland – Bridgewater Lakes and surrounds and a rail trail.</td>
<td>Comments are noted. Council has a Portland Bike Path Strategy and the Council Plan reflects improved access and cycle ways. No change recommended to Council Plan.</td>
</tr>
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</table>
## B Petrie (continued)

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<tbody>
<tr>
<td>2.</td>
<td>Submits the development of an Arts Precinct. Also suggests improvements to parking around Portland Arts Centre.</td>
<td>Council is currently undertaking a Civic Precinct Master Plan that considers a range of issues relating to facilities around and including the Portland Arts Centre. No change recommended to Council Plan.</td>
</tr>
<tr>
<td></td>
<td>3. Submits and commends the Upwelling Festival.</td>
<td>Council has just committed to a three year funding program for the Upwelling Festival. No change recommended to Council Plan.</td>
</tr>
<tr>
<td></td>
<td>4. Submits re the number and location of dog poo stations.</td>
<td>Comments are noted and will be referred as a Customer Request for consideration. No change recommended to Council Plan.</td>
</tr>
<tr>
<td></td>
<td>5. Submits under ‘Diverse Economic Base’ suggestions re free parking in CBD and reduction of tip fees and green waste. Suggests free parking and dump site for self-contained motor homes.</td>
<td>Comments are noted. There are significant costs in waste management and practices are heavily subsidised through Council. Council is developing a second dump-site at Henty Park in Portland for motor home waste. There is already a dump site available at the Portland Bay Caravan Park. No change recommended to Council Plan.</td>
</tr>
<tr>
<td>B Petrie (continued)</td>
<td>6. Submits under Theme 3 – ‘Manage and sustain our natural and built assets’ and the strategy to Sustainably manage landfill legacy' the reduction of tip fees and commends the tip shop initiative.</td>
<td>Comments are noted. There are significant costs in waste management and practices are already heavily subsidised through Council. No change recommended to Council Plan.</td>
</tr>
<tr>
<td></td>
<td>7. Submits under Theme 3 – ‘Manage and sustain our natural and built assets' the development of bike paths and footpaths.</td>
<td>Comments are noted and link to strategies under Theme 1 regarding the promotion of connections through cycling and access ways. No change recommended to Council Plan.</td>
</tr>
<tr>
<td></td>
<td>8. Submits under Theme 3 – ‘Manage and sustain our natural and built assets’ and the priority action to explore reinstatement of geothermal that the word ‘explore' be deleted.</td>
<td>Comments are noted. The word ‘explore' is included because Council is currently committed to the plan and design of the reinstatement of the geothermal system. Once these have been developed they will be considered by Council. No change recommended to Council Plan.</td>
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</table>
### F17. COUNCIL PLAN 2013/14 – 2016/17
(continued)

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<tr>
<td>D Petrasek</td>
<td>1. Submits under Theme 4 - Govern in a responsible and responsive way' and welcomes Objective 4 'A community that trusts us to deliver in their long term best interest.'</td>
<td>Council is committed to continuously improve transparency. Many of Council’s strategic documents are available to the public and can be accessed via Council’s website or on request to Council’s Customer Service Centres. No change recommended to Council Plan.</td>
</tr>
<tr>
<td>B Wilder</td>
<td>1. Submits Council’s Municipal Strategic Statement is not current.</td>
<td>Council has a range of Strategic Planning documents. The Municipal Strategic Statement is currently under revision. No change recommended to Council Plan.</td>
</tr>
<tr>
<td>L Heubner</td>
<td>1. Submits under Theme 1 – Engaged Healthy, Connected and Proud Community, and the Strategy ‘understand the needs of young people...’ re-engagement with young people in conjunction with the education system.</td>
<td>Comments are noted. No change recommended to Council Plan.</td>
</tr>
<tr>
<td></td>
<td>2. Submits under Theme 1 – Engaged Healthy, Connected and Proud Community, and the Strategy ‘elevate history...include Glenelg Shire’s early pioneer history and commends the Shire’s mooted Public Arts Policy.</td>
<td>Comments are noted. No change recommended to Council Plan.</td>
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### F17. COUNCIL PLAN 2013/14 – 2016/17
(continued)

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<tbody>
<tr>
<td>L Heubner (continued)</td>
<td>3. Submits under Theme 2 - ‘Diverse Economic Base’ and the Strategy ‘Build on diversity….recognise the Glenelg River in the features of the Glenelg Shire map.</td>
<td>Comments are noted and changes to the map will be considered. Recommend highlights to the map to include the Glenelg River in the Council Plan.</td>
</tr>
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<td></td>
<td></td>
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<tr>
<td></td>
<td>4. Submits under Theme 2 - ‘Diverse Economic Base’ a ‘Thank you’ to Council for advocating to retain Parks Victoria funding for Nelson Visitor Information Centre.</td>
<td>Comments are noted. No change recommended to Council Plan.</td>
</tr>
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<td></td>
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<tr>
<td></td>
<td>5. Submits under Theme 3 – Manage and sustain our natural and built assets' the strategy ‘Reduce carbon footprint and reliance on natural resources’ be clarified.</td>
<td>Comments are noted and changes to clarify the meaning of the reliance. Recommend amend Council Plan to include the term non-renewable in this Strategy.</td>
</tr>
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<td></td>
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<td></td>
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<tr>
<td></td>
<td>6. Submits under Theme 3 - Manage and sustain our natural and built assets' and the priority action ‘Educate the community on recycling’ that this be expanded to include the education of the community on their responsibility to the environment and their ecological literacy. Commends Shire’s action on the rehabilitation of landfill sites.</td>
<td>Comments are noted. Council can and does encourage environmental responsibility and continues to work with State agencies to improve the knowledge of the community in this area. The Council Plan recognises the importance of sustaining the Shire’s natural assets. No change recommended to Council Plan.</td>
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</table>
**F17. COUNCIL PLAN 2013/14 – 2016/17**  
(continued)

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<tbody>
<tr>
<td></td>
<td>Comments are noted and the Group commended on this initiative. No change recommended to Council Plan.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>E Rose</th>
<th>1. Submits under Theme 1 – Engaged Healthy, Connected and Proud Community, the strong reference given to consultation and describes the role of a dedicated Community Consultation Officer position.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Community consultation is central to most of the roles within Council’s administration. The task of consultation is not a distinct function but an integrated one. A number of staff are already key contact points for community groups. If consultation was to be undertaken as a separate function it would require a small team of dedicated staff. If Council considered a dedicated role was preferable it could be considered as a new initiative in the Budget.</td>
</tr>
<tr>
<td></td>
<td>No change recommended to Council Plan.</td>
</tr>
</tbody>
</table>
2. Submits under Theme 2 - Diverse Economic Base, that a Heywood Visitor Information Centre be included under priority actions.

Council is represented on the Nature Based Tourism Strategy working group currently funded by the State government through the Advancing Country Towns initiative for Heywood and surrounds. The outcomes of this Strategy are not yet known. The state government maintains the lead in this Strategy. Council’s role in any actions resulting from the Strategy would need to be the subject of further and specific consideration. The Council Plan under Theme 2 – Diverse Economic Base already recognises the Strategy to ‘Build on the diversity of the Shire for tourism through nature based tourism opportunities’.

No change recommended to Council Plan.


The name is noted and will assist to inform the name of the Council Plan.
F17. COUNCIL PLAN 2013/14 – 2016/17
(continued)

<table>
<thead>
<tr>
<th>D Petch</th>
<th>1. Submits a proposal to establish a Portland to Bridgewater off road recreational path.</th>
<th>Technical assistance with the proposal by way of planning, community development and grant funding advice could be offered as part of the usual business of Council. Although this proposal is not listed as a current priority action it does link to the strategies outlined in the Council Plan. Once the proposal is further developed it may be considered more fully by Council. No change recommended to Council Plan.</th>
</tr>
</thead>
<tbody>
<tr>
<td>M Milch</td>
<td>Joint submission with D Petch as per comments above.</td>
<td>As per above</td>
</tr>
</tbody>
</table>

Local Government Victoria (LGV) has recently distributed a draft list of indicative measures of local government performance. LGV are currently piloting the draft measures that are anticipated to form the basis of a mandatory reporting framework. Unfortunately the timing does not coincide with the adoption of the Council Plan (4 years) or the Annual Council Budget both of which contain performance related measures.

It is considered prudent to redraft some of the measures in the Council Plan to reflect the LGV draft performance framework and feedback from Council’s auditors to improve the appropriateness of performance measures for local government.

These recommended performance measures are outlined in Figure 2 – Recommended Performance Measures.
### F17. COUNCIL PLAN 2013/14 – 2016/17 (continued)

**Figure 2 - Recommended Performance Measures.**

<table>
<thead>
<tr>
<th>Theme</th>
<th>Indicator</th>
<th>Measure</th>
<th>Data Source</th>
<th>Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Engaged, healthy connected and proud community</td>
<td>Wellbeing</td>
<td>1. Residents’ perception scores of their wellbeing</td>
<td>VicHealth</td>
<td>Score remains above Victorian average</td>
</tr>
<tr>
<td></td>
<td>Participation</td>
<td>2. Percentage of GSC population that volunteer</td>
<td>VicHealth</td>
<td>Volunteer rates continue above Victorian average</td>
</tr>
<tr>
<td></td>
<td></td>
<td>3. Report some type of citizen engagement in last 12 months</td>
<td>VicHealth</td>
<td>Reported Engagement rates above Victorian average</td>
</tr>
<tr>
<td></td>
<td></td>
<td>4. Percentage of residents attending art activities or events in last 3 months</td>
<td>VicHealth</td>
<td>Above 47.5% of resident population</td>
</tr>
<tr>
<td>2. Diverse economic base</td>
<td>Stimulate diversity</td>
<td>5. Number of cruise ships to Portland Bay</td>
<td>GSC</td>
<td>2 visits hosted</td>
</tr>
<tr>
<td></td>
<td></td>
<td>6. Number of Shire wide economic focus forums</td>
<td>GSC</td>
<td>8 forums held</td>
</tr>
<tr>
<td>3. Manage and sustain our natural and built assets</td>
<td>Sustainability</td>
<td>7. Carbon footprint for Council assets</td>
<td>GSC</td>
<td>5% reduction from 2011/12 benchmark of 7000 tonnes per annum</td>
</tr>
<tr>
<td></td>
<td>Service delivery</td>
<td>8. Number of tenements serviced for waste management</td>
<td>GSC</td>
<td>Improve from 8000 tenements</td>
</tr>
</tbody>
</table>
**F17. COUNCIL PLAN 2013/14 – 2016/17**  
(continued)

<table>
<thead>
<tr>
<th>Theme</th>
<th>Indicator</th>
<th>Measure</th>
<th>Data Source</th>
<th>Target</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>9. Percentage of recreational facilities that meet match day standards</td>
<td>User groups/ GSC</td>
<td>95% compliance</td>
<td></td>
</tr>
<tr>
<td></td>
<td>10. Percentage of Year to Date (YTD) planning applications completed within statutory timeframe</td>
<td>GSC</td>
<td>Improve by 5% from 2013 benchmark</td>
<td></td>
</tr>
<tr>
<td>4. Govern</td>
<td>Sustainability</td>
<td>11. Financial Indicators Victorian Auditor General’s Office (VAGO)</td>
<td>VAGO</td>
<td>Sustain all indicators at green or yellow</td>
</tr>
<tr>
<td></td>
<td>In a responsible and responsive way</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sustainability</td>
<td>12. Asset renewal expenditure as percentage of overall capital works expenditure</td>
<td>GSC</td>
<td>Continue to increase from 2013/14 benchmark of 38%</td>
</tr>
<tr>
<td></td>
<td>Comparison</td>
<td>13. Establish benchmark comparisons with other councils through Local Government Victoria performance framework</td>
<td>LGV</td>
<td>Report against mandated indicators</td>
</tr>
<tr>
<td></td>
<td>Satisfaction</td>
<td>14. Trend in community satisfaction levels</td>
<td>External</td>
<td>Overall trend continues to improve over four year rolling benchmark</td>
</tr>
<tr>
<td></td>
<td>Best practice</td>
<td>15. Overall indicator of best practice in staff survey</td>
<td>Insync surveys or similar</td>
<td>Overall indicator sustained at above average for councils surveyed nationally</td>
</tr>
</tbody>
</table>
a. Council Plan Linkage and Policy Context

The Council Plan is a four year planning document of Council. The new Council Plan will set the strategic direction and set out the strategic objectives, the key strategies and the key strategic indicators or measures for the Plan.

b. Legislative and Legal Considerations

The Local Government Act 1989 requires each Council to prepare a Council Plan within the period of six months after its general election or by the next 30 June, which is the latter. The Act also prescribes requirements for the main contents of the Council Plan.

Once the Council Plan is adopted by Council it will be submitted for approval by the Minister for Local Government. Once the Minister has advised of her approval of the Council Plan the document will be prepared for professional printing and subsequent distribution.

c. Consultation and/or communication processes implemented or proposed

The Council Plan has been developed through a series of ongoing workshops with Council. Further consultation and opportunities for community input were provided during the exhibition period. Consideration has also been given to commentary from Council’s auditor. There have also been minor changes to reflect the latest ABS data and correct naming of strategic documents.

d. Risk Management

There is a legal requirement for the Council Plan to be finalised by June 30 2013.

e. Resource Implications

The Council Plan includes the Strategic Resource Plan to detail how the implementation of the Plan will be met.

f. Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered and flavours a number of the key strategic considerations within the Council Plan.
g. **Sustainability and Environmental Considerations**

The Council Plan incorporates key sustainability and environmental considerations and they are effected in the draft.

h. **Budget Implications**

The preparation for the Council Plan was anticipated and has been developed within the allocated budget. The Council Plan will have implications in relation to future budget considerations of Council. These will be considered more specifically during the budget process.

**Conclusion**

The draft Council Plan 2013 - 2017 submitted for adoption by Council includes the recommended changes from the Council Plan Submissions Committee, the recommended changes to Performance Measures, minor changes to update statistics based on the latest best available data and the Strategic Resource Plan. It is now ready for final consideration by Council for adoption.

**Officer Recommendation**


3. That following advice of the acceptance of the Council Plan 2013-2017 by the Minister for Local Government the Chief Executive Officer be authorised to finalise the professional printing and distribution of the Council Plan.

4. That an acknowledgement letter be sent to submitters thanking them for their comments and advising them of Council’s resolution on this matter.
F17. COUNCIL PLAN 2013/14 – 2016/17
(continued)

MOTION

MOVED Cr Rank

1. That Council adopt the Council Plan 2013-2017 (separate circulation) and accompanying Strategic Resource Plan in accordance with Section 125 and 126 of the Local Government Act 1989 and include the Portland to Bridgewater off road recreational path as a priority action under Theme 1 - Advocacy.


3. That following advice of the acceptance of the Council Plan 2013-2017 by the Minister for Local Government the Chief Executive Officer be authorised to finalise the professional printing and distribution of the Council Plan.

4. That an acknowledgement letter be sent to submitters thanking them for their comments and advising them of Council’s resolution on this matter.

5. That we list the locations of Tahara, Glenorchy and Bahgallah into the localities list on page 3 that have been omitted.

SECONDED Cr Northcott

CARRIED
F18. STRATEGIC FINANCIAL PLAN 2013/14 – 2022/23
(Separate circulation to CEO and Group Managers)
(DocSetID: 1437759)

Group Manager: Greg Burgoyne, Group Manager Corporate Services
Author: Simon Walsh, Finance Manager

Executive Summary

The Strategic Financial Plan 2013/2014 – 2022/2023 has been prepared and has been separately circulated to Councillors, the CEO and Group Managers with this Council Agenda.

Background

A Strategic Financial Plan (SFP) is a high level plan that aims to establish the strategic level of Council’s financial capacity to meet the current and future challenges of:

- Extensive capital infrastructure requirements (New, Upgrade, and Renewal projects) required in the short, medium, and long term;
- Financial sustainability; and
- Service delivery retention and/or expansion.

The Plan has been prepared following a period of global economic uncertainty. It is important that Council’s future financial framework be based on the community’s capacity to pay, whilst not compromising Council’s ongoing financial sustainability and appreciating the community’s desire for additional and enhanced services.

Report

The preparation of a Strategic Financial Plan (SFP) is an essential component of Council’s planning framework. It does not exist in isolation. It links to the Council Plan objectives whilst highlighting the major strategic influences that could impact on Council’s financial outcomes in the short, medium, and long term. It should also set the guidelines for future annual budgets.

The SFP is a collection of all the influences that will affect the strategic financial direction of Council in the one document. It allows Councillors and staff to understand the financial relationship between individual strategies and how these affect the overall outcomes for Council.
The major objectives of this SFP are:

- To ensure long term financial sustainability of the Shire;
- To improve Council’s ‘Underlying Operating Result’;
- To provide Council with a financial framework that will facilitate its capacity to respond to unknown risks and influences without comprising its financial sustainability;
- To develop a Borrowing Strategy that is affordable and flexible ensures on-going financial sustainability and responds to the necessity to fund specific major projects to achieve intergenerational equity;
- To provide an indicative Capital Works Funding Strategy to facilitate the development of a rolling five to ten year forward Capital Works Program;
- To develop an indicative, stable Rating Strategy that assists in meeting the objectives of the SFP to improve the ‘underlying operating result’ and to provide an indicative capital works funding that reduces the asset renewal gap;
- To review the Asset Management Strategy to ensure that it meets Council’s requirements and Local Government sector best practice standards and contains a planned approach to meeting the identified infrastructure renewal gap; and
- To ensure that the development and implementation of major Strategies and projects are undertaken with full appreciation and application of responsible financial planning so that Council’s financial sustainability is not placed at risk.

Long Term Financial Planning

Long term financial planning (LTFP) is an essential component of an SFP. It incorporates predictions and estimates of a series of assumptions relating to: Cost inflators for income and expenditure; Loan borrowings; and Rate increases. The results of these ‘predictors’ indicate that if Council commits to 4 year rating strategy of the Strategic Resource Plan capacity is maintained to fund some major infrastructure projects whilst maintaining increased debt levels at sustainable levels.
Financial Strategy

The Strategic Financial Plan is formulated around the objective of the achievement of responsible and stable rating and borrowing strategies, together with a fees and charges structure that ensures ongoing financial sustainability, and delivers operating services and a capital works program that is allocated in the most cost effective manner, for present and future residents.

This strategy is achieved by adhering to several financial commitments aimed to maintain financial sustainability, these being:

- The ‘underlying operating result’ – Should aim to be ‘break even’ or a surplus over the period of the SFP
  - This SFP moves into surplus over life of LTFP.
- Cash position – Should aim to have sufficient cash to cover ‘restrictions’ such as statutory reserves; unexpended grants; unspent capital works (this is in addition to the ‘liquid’ cash required for daily operational requirements)
  - This SFP achieves this.
- Indebtedness – Should aim to keep total loan liability as a percentage of rates and charge revenue to below 25%.
  - This SFP achieves this in 2017/18 and forward
- Asset renewal and upgrade – Should aim to reduce the 5 year average renewal maintenance gap, and increase the 5 year average capital renewal and upgrade expenditure compared to depreciation ratio
  - Asset Management Strategy 2012 addresses processes to enable over the medium to long-term

a. Council Plan Linkage and Policy Context

Council’s planning framework has a number of elements that continue to drive the forward planning necessary for an organisation of its size. The Local Government Reporting Framework links the major planning actions and documentation required in the Annual Budget and the Council Plan.

The provision of a Strategic Financial Plan by 30 June 2013 is a Key Strategic Activity for year 4 of the Glenelg Shire Council Plan 2009-2013.
b. Legislative and Legal Considerations

No legislative requirement exists for council to undertake Long Term Financial planning (10 years) beyond the Strategic Resource Plan (4 Years).

c. Consultation and/or communication processes implemented

Through the budget process the Finance unit has held sessions with responsible budget officers to understand the long term business risks to units and organisation overall.

d. Risk Management

Long term financial planning looks to develop sound financial practice to mitigate the risk of unforseen externalities, increasing legislative requirements

e. Resource Implications – not applicable

f. Charter of Human Rights and Responsibilities – not applicable

g. Sustainability and Environmental Considerations – not applicable

h. Budget Implications (Compulsory sub-heading must be included in all reports)

The aim of this Plan is to provide a guide for future financial decision making.

Officer Recommendation


MOTION

MOVED Cr White


SECONDED Cr Northcott

CARRIED
F19. GREAT SOUTH COAST REGIONAL GROWTH PLAN COUNCIL SUBMISSION
(Separate circulation to Councillors and Group Managers)
(DocSetID: 1438009)

Group Manager: Syd Deam, Group Manager Planning and Economic Development
Author: Matt Berry, Planning Manager

Executive Summary

The purpose of this paper is to brief Councillors on the draft Regional Growth Plan currently on exhibition. Feedback, contained in Attachment 1, on the plan is proposed to be sent to the Department of Planning and Community Development (DPCD).

Background

The Great South Coast Regional Growth Plan is one of eight regional growth plans being prepared across Victoria. It is to provide broad direction for regional land use and development as well as detailed planning frameworks for key regional centres.

A draft growth plan has been developed and is now available for public comment until 5 July 2013.

Report

The Planning Unit has reviewed the draft growth plan and feedback is outlined in Attachment 1. It is proposed that this feedback will be sent with a covering letter to DPCD.

The feedback provided will assist in:

- How and where people will live in the region;
- Manage changes in population over the long term;
- Plan for the future of rural areas to encourage economic development;
- Encourage tourism to be promoted in the region; and
- Respecting the region’s environmental assets.

The draft plan as exhibited fails to identify and include important drivers and assets in the region. This would impact on future investment of both Government services and private investment into the region and Glenelg Shire.
F19. GREAT SOUTH COAST REGIONAL GROWTH PLAN COUNCIL SUBMISSION
(continued)

a. Council Plan Linkage and Policy Context

Responsible and Responsive Governance and Decision Making.

We will undertake evidence based planning for Glenelg Shire and will advocate to and work with other levels of government to ensure coordinated and consistent development and progress of the Shire and the needs of our citizens.

b. Legislative and Legal Considerations

The Department has yet to advise how the growth plan will be legally implemented. It is likely that it be implemented under the State Planning Policy Framework in the Glenelg Planning Scheme.

c. Consultation and/or communication processes

The draft growth plan is available for public comment being widely advertised across the Great South Coast region.

d. Risk Management

Not Applicable.

e. Resource Implications

There are no immediate resource implications on providing comment on the growth plan. However the final outcome of the growth plan will have significant impact on directing future investment and services into the region.

f. Charter of Human Rights and Responsibilities

The exhibition of the growth plan enables residents to exercise the human right of taking part in public life.

g. Sustainability and Environmental Considerations

The draft growth plan considers the environment and long term sustainability of the entire region.

h. Budget Implications

There are no budget implications in providing input into the draft growth plan.
F19. GREAT SOUTH COAST REGIONAL GROWTH PLAN COUNCIL SUBMISSION (continued)

Officer Recommendation

That feedback to the draft Great South Coast Regional Growth Plan included as a separate circulation to this report be sent to the Department of Planning and Community Development.

MOTION

MOVED Cr Rank

That feedback to the draft Great South Coast Regional Growth Plan included as a separate circulation to this report be sent to the Department of Planning and Community Development.

SECONDED Cr White

CARRIED
Executive Summary

This report is to advise Councillors that there are savings from the Casterton Saleyard Rotunda project for reallocation in the Building Assets Management Plan (BAMP) program.

Background

At the Ordinary Council Meeting held 28 May 2013 a motion was carried that in part read:

7. That a report be referred to the June Councillor Workshop in relation to the $120,000 saving from the upgrade project for the Casterton Saleyard Rotunda.

Report

A check of the expenditure for this upgrade over this financial year 2012/13 indicates that of the original $150,000 allocated to the project, $72,800 has been paid as at 23 February 2013 from the BAMP for the Casterton Saleyard Rotunda. This leaves a balance of $77,200 being the difference of the budgeted amount of $150,000 less the contract expenditure of $72,800. The BAMP funds are restricted to expenditure on existing buildings.

Surplus Capital expenditure funds may only be reallocated to existing and programmed capital works. If Council was of a view to proceed with a new initiative this would need to be considered as part of a budget process.

It is proposed that the $77,200 savings of this project will be carried forward for BAMP works or as council directs into the 2013/14 budget.

a. Council Plan Linkage and Policy Context

‘Enhancing Community Wellbeing’.

b. Legislative and Legal Considerations

Not Applicable
c. Consultation and/or communication processes

Various checks to validate savings were conducted.

d. Risk Management

Nil

e. Resource Implications

Nil

f. Charter of Human Rights and Responsibilities

The Charter of Human Rights and Responsibilities has been considered in relation to this matter.

g. Sustainability and Environmental Considerations

Nil

h. Budget Implications

The identified savings of $77,200 could be carried forward for BAMP or as Council directs.

Officer Recommendation

That Council carry forward the $77,200 of identified savings of the Casterton Saleyard Rotunda project for the existing BAMP program.

MOTION

MOVED Cr Wilson

That Council carry forward the $77,200 of identified savings of the Casterton Saleyard Rotunda project for the Kelpie Centre project, that Council carry forward the savings on the stopped refurbishment of the Casterton VIC for the Kelpie Centre project and that Council inform local member the Hon Hugh Delahunty of the progress of the Kelpie Centre project.

SECONDED Cr Rank

CARRIED
MOTION

MOVED Cr Wilson

That Council, in accordance with Clause 4.5.2 of the Glenelg Shire Council Meeting Procedure, include item F21. Declaration of Differential Rates and Annual Service Charge 2013 for consideration within the Management Reports section of this Council Meeting.

SECONDED Cr Northcott

CARRIED

F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014

Group Manager: Greg Burgoyne, Group Manager Corporate Services
Author: Simon Walsh, Finance Manager

Executive Summary

The purpose of this Report is to enable Council to declare differential rates, rate rebates and an annual service charge for garbage for the 2013/2014 financial year.

This declaration of differential rates, rate rebates and an annual service charge is in accordance with the requirements of the Local Government Act 1989.

Report

Council’s annual budget process requires that Council determine an amount of revenue from rates and annual service charges that, in addition to government grants, user charges and contributions, is sufficient to fund the adopted budget for the 2013/2014 financial year.

1. 2013/2014 Rate Structure

As part of the budget process, Council has decided that the General rate revenue will increase by 7.5%. Taking into account the Glenelg Shire rating mix, this has resulted in an estimated increase in total rate revenue of 4.88% (including supplementary valuations income).

Additional supplementary valuations are undertaken for a range of reasons, including new and renovated buildings, subdivisions, demolitions, land use changes and other types of property improvements. It is estimated that an additional $30,000 will be raised during 2013/2014. This estimate has been included in the total estimated rate revenue.
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014
(continued)

The following table summarises the Council’s differential rating and rate rebate structure and provides a comparison of the rates (cents) in the dollar (calculated on Capital Improved Value) and the annual service charge for kerbside garbage collection and recycling:

<table>
<thead>
<tr>
<th>Rate Category</th>
<th>Rate in the $ on CIV</th>
<th>2013/14 Differential Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2012/2013</td>
<td>2013/2014</td>
</tr>
<tr>
<td>General Land</td>
<td>0.004150</td>
<td>0.004461</td>
</tr>
<tr>
<td>Commercial/Industrial Land</td>
<td>0.004980</td>
<td>0.005353</td>
</tr>
<tr>
<td>Primary Production Land</td>
<td>0.004150</td>
<td>0.004461</td>
</tr>
<tr>
<td>Recreational Land</td>
<td>0.004150</td>
<td>0.004461</td>
</tr>
<tr>
<td>Cultural and Recreational Lands Act</td>
<td>0.002075</td>
<td>0.002230</td>
</tr>
</tbody>
</table>

2. Annual Service Charge (Garbage) - Collection and Recycling Charge for 2013/2014

As part of the budget preparation process each year, the Assets and Infrastructure Department calculate the cost of the garbage collection service and recommend a collection charge.

Although the Council has a long-term objective of full cost recovery for this service, the proposed garbage collection charge incorporates known costs. It does not include the potential significant costs that are included in the regional waste management strategy or the legal requirements for future obligations to rehabilitate landfill sites.

The proposed annual service charge for garbage for 2013/2014 is $240.00 per service, which is a 21.83% increase on the 2012/2013 charge of $197.00.

<table>
<thead>
<tr>
<th>Service Charge Category</th>
<th>Annual Charge</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>2012/2013</td>
</tr>
<tr>
<td>Garbage Service Charge</td>
<td>$197.00</td>
</tr>
</tbody>
</table>
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014 (continued)

a. Council Plan Linkage and Policy Context

Council declaring rates as per legislative requirements is in line with 2009–2013 Council Plan Strategic Objective 1: “Responsible and Responsive Governance and Decision Making”.

b. Legislative and Legal Considerations

Section 158(1) of the Local Government Act 1989 requires that a Council must at least once in respect of each financial year declare its rates and service charges. As the date of declaration must appear on the rate notice, this declaration must be done prior to the 31 August each year and must be completed prior to the issue of the rate notices.

c. Consultation process implemented

Independent legal review has been provided by Maddocks Lawyers. Document is as per legal recommendations other then the objective for ‘Commercial/Industrial’ differential rate which was referred to council officers.

d. Risk Management – Not Applicable

e. Resource Implications – Not Applicable

f. Charter of Human Rights and Responsibilities – Not Applicable

g. Sustainability and Environmental Considerations

The differential rating of properties within the Glenelg Shire looks to promote the use of suitable land for agricultural purposes.

h. Budget Implications

The Rating declaration is in accordance with the 2013-14 budget document which council is to adopt at the June 2013 Ordinary Council Meeting.
Conclusion

The declaration of differential rates, rate rebates and an annual service charge (garbage) for 2013/2014 will:

- generate the rate revenue and annual service charge (garbage) required to fund the adopted 2013/2014 Council Budget; and
- ensure that Council complies with Section 158 of the Local Government Act 1989 by declaring rates and charges prior to the 31 August 2013.

Officer Recommendation

1. General Rates

1.1 Differential general rates be declared in respect of the 2013/2014 financial year.

1.2 A differential rate be declared for rateable land being defined and having the respective characteristics specified below, which characteristics will form the criteria for each differential rate so declared.

1.2.1 General Land

Any land which is not:

1.2.1.1 Commercial/Industrial Land;
1.2.1.2 Primary Production Land; or
1.2.1.3 Recreational Land,

including, without limitation, land used or designed, adapted or intended to be used primarily for residential purposes.
1.2.2 Commercial/Industrial Land

Any land which is:

1.2.2.1 used or designed, adapted or intended to be used primarily for commercial or industrial purposes; or

1.2.2.2 used or designed, adapted or intended to be used (whether primarily or not) for bed and breakfast or tourist accommodation purposes

but which is not Primary Production Land.

1.2.3 Primary Production Land

Any land that:

1.2.3.1 is not less than 2 hectares in area and is used primarily for pig-farming, poultry-farming, fish-farming, tree farming, bee-keeping, viticulture, horticulture, fruit-growing or the growing of crops of any kind or for any combination of those activities, or is not less than 40 hectares in area and is used primarily for grazing (including agistment), dairying or for any combination of those activities; and

1.2.3.2 that is used by a business

1.2.3.2.1 in respect of which primary producer status has been formally recognised by the Australian Taxation Office; and

1.2.3.2.2 that has a significant and substantial commercial purpose or character; and

1.2.3.2.3 that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014
(continued)

1.2.3.2.4 that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land, if it continues to operate in a way that it is operating

but which is not land used or designed, adapted or intended to be used (whether primarily or not) for bed and breakfast or tourist accommodation purposes.

1.2.4 Recreational Land

Any land which is used or designed, adapted or intended to be used primarily for non-profit indoor or outdoor sporting, recreational or cultural purposes but which is not land to which the Cultural and Recreational Lands Act 1963 applies.

1.3 It be recorded that Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions, and that the matters required by section 161(2) of the Local Government Act 1989 are, in respect of each differential rate, respectively set out in respective schedules to this Resolution.

1.4 Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described in paragraph 1.2 of this Resolution) by the relevant cents in the dollar indicated in the following table:

<table>
<thead>
<tr>
<th>Category</th>
<th>Cents in the Dollar</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Land</td>
<td>0.4461 cents in the dollar of Capital Improved Value</td>
</tr>
<tr>
<td>Commercial/Industrial Land</td>
<td>0.5353 cents in the dollar of Capital Improved Value</td>
</tr>
<tr>
<td>Primary Production Land</td>
<td>0.4461 cents in the dollar of Capital Improved Value</td>
</tr>
<tr>
<td>Recreational Land</td>
<td>0.4461 cents in the dollar of Capital Improved Value</td>
</tr>
</tbody>
</table>

1.5 In accordance with the Cultural and Recreational Lands Act 1963, the amounts payable as rates in respect of land to which the Act applies be determined by multiplying the Capital Improved Value of that land by 0.2230 cents in the dollar of Capital Improved Value.
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014
(continued)

2. Annual Service Charge (Garbage)

2.1. An annual service charge be declared in respect of the 2013/2014 financial year.

2.2. The annual service charge be declared for the kerbside collection and disposal of refuse and specified recyclables.

2.3. The annual service charge for any new service to apply from the date that the service commences and is to be apportioned based on the number of days that the new service is provided.

2.4. The annual service charge be in the sum of, and be based on the criteria, set out below:

<table>
<thead>
<tr>
<th>Category</th>
<th>Sum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land in respect of which a service for the collection and disposal of refuse and specified recyclables is made available</td>
<td>$240.00 per annum</td>
</tr>
</tbody>
</table>

3. Payment

3.1. All rates and charges, and the levy imposed under the Fire Services Property Levy Act 2012 (“the levy”) may be paid in a lump sum or in four instalments, in accordance with section 167(1), (2), (2A) and (2B) of the Local Government Act 1989.

3.2. Payments received pursuant to this Declaration of Rates and Charges be allocated in the following order:

3.2.1 legal costs;

3.2.2 interest;

3.2.3 rates arrears; and

3.2.4 current rates and the levy in equal proportions.
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014
(continued)

4. Consequential

4.1 The Finance Manager and the Rate Unit Coordinator be authorised to levy and recover the general rates and annual service charge (garbage) in accordance with the Local Government Act 1989.

4.2 It be recorded that Council requires any person to pay interest on any rate or charge (or instalment of a rate or charge) that remains outstanding, in accordance with section 172(2) of the Local Government Act 1989.

4.3 It be further recorded that in respect of any person who pays rates and charges in a lump sum or via instalments, Council waives any interest that accrued between the date on which this Resolution was made and the respective legislated due dates for payment.

5. RATE AGREEMENTS

5.1 Unless Council subsequently resolves otherwise, nothing in paragraphs 2-5 of this Resolution will apply to land to which the:

5.1.1 Deed between Council and the Port of Portland Pty Ltd (made on 23 September 2008) applies;

5.1.2 Deed between Council and Pacific Hydro Portland Wind Farm Pty Limited (made on 27 March 2007) applies; or

5.1.3 Deed between Council and various participants in the Portland Aluminium Smelter (made in July 2011) applies.

5.2 It be confirmed that Council has entered into the following three Deeds:

<table>
<thead>
<tr>
<th>Rateable Land</th>
<th>Based on formula contained in the Rate Deed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Port of Portland Pty Ltd</td>
<td>Based on formula contained in the Rate Deed</td>
</tr>
<tr>
<td>Pacific Hydro Portland Wind Farm Pty Limited</td>
<td>Based on amount set out in Rate Deed</td>
</tr>
<tr>
<td>Participants in Portland Aluminium Smelter</td>
<td>Based on amount set out in Rate Deed</td>
</tr>
</tbody>
</table>

5.3 Port of Portland Pty Ltd

The Port of Portland is a major contributor to the economic development of the State of Victoria and south east of South Australia.
This Deed achieves Council’s economic development objective of attracting, retaining and promoting appropriate business and employment opportunities in the Glenelg Shire.

5.4 Pacific Hydro Portland Wind Farm Pty Limited

The Pacific Hydro Portland Wind Farm is a major provider of renewable energy and contributes to the reduction of carbon emissions by the productions of clean electricity.

This Deed achieves Council’s environmental objective of encouraging the production and use of clean energy.

This Deed is a requirement of the Electricity Industry Act 2000.

5.5 Portland Aluminium Smelter Participants

The Portland Aluminium Smelter is a major contributor to the economic development of the State of Victoria.

This Deed achieves Council’s economic development objective of attracting, retaining and promoting appropriate business and employment opportunities in the Glenelg Shire.

6. REBATES AND CONCESSIONS

It be confirmed that Council grants each of the owners of the rateable lands described below a rebate or concession:

a) in relation to the rate and/or annual service charge set out opposite the description of each rateable land; and

b) in an amount set out opposite the description of each rateable land and the rate and/or charge in relation to which the rebate or concession is granted.

6.1 Dutton Way/Henty Bay Beach Rebate

6.1.1 In accordance with section 169 of the Local Government Act 1989, Council grants a full rebate (100%) in respect of the vacant land specified in Appendix A and also;

6.1.1.1 Lots 5, 9, 10 Lodged Plan No. 44047, being part Crown Allotment 14, Parish of Bolwarra; and

6.1.1.2 Part Crown Allotment 14, Parish of Bolwarra, described in Property Assessment no. 90004000.065.
F21 DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014  
(continued)

6.1.2 The rebate be granted to assist the proper development of the part of the municipal district comprised by such vacant land, so as to achieve rating equity because of the special planning provisions that control future development.

6.2 Recreational Land Rebate

6.2.1 In accordance with section 169 of the Local Government 1989, Council grants a rebate of 50% to all rateable land with a differential rate classification of Recreational Land.

6.2.2 The rebate be granted to assist the proper development of the municipal district, so as to achieve the following benefit to the community as a whole:

6.2.2.1 Encouragement, maintenance and continuation of recreational land and facilities; and

6.2.2.2 Ensuring that Recreational Land is rated consistently with land under section 4(1) of the Cultural and Recreational Lands Act 1963.

6.3 Primary Production Land Rebate

6.3.1 In accordance with section 169 of the Local Government Act 1989, Council grants a rebate of 30% to all land with a differential rating classification of Primary Production Land.

6.3.2 The rebate be granted to achieve the following objectives:

6.3.2.1 To promote economic growth through the encouragement of land use consistent with primary production activities, and the retention of areas which are suited for agricultural uses. This is in recognition of the substantial tracts of land available specifically available in the Glenelg municipality which can be used for agricultural purposes; and

6.3.2.4 To discourage the proliferation of non-agricultural activities on soil of agricultural value, due to the reduction in economic benefits to the Glenelg Shire.

6.3.2.2 Protection and enhancement of natural resources and the biodiversity of the area.
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014
(continued)

SCHEDULE - General Land

Objective

To ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

1. implementation of good governance and sound financial stewardship;
2. construction, renewal, upgrade, maintenance and explanation of infrastructure assets;
3. development and provision of health, environmental, conservation, leisure, recreation, youth and family services;
4. provision of strategic and economic management, town planning and general support service; and
5. promotion of cultural, heritage and tourism aspects of Council’s municipal district.

Types and Classes

Rateable land having the relevant characteristics described in the Resolution.

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council.

The level of the differential rate is at the level which Council considers is necessary to achieve the objectives specified above.

Geographic Location

Wherever located within the municipal district.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

Type of Buildings

All buildings which are now constructed on such land or which are constructed prior to the expiry of the 2013/2014 Financial Year will be treated as such unless Council suitably notified.
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014
(continued)

SCHEDULE - Commercial / Industrial Land

Objective

Recognising the ability of landholders to derive economic benefit, to ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council including the:

1. implementation of good governance and sound financial stewardship;
2. construction, renewal, upgrade, maintenance and explanation of infrastructure assets;
3. development and provision of health, environmental, conservation, leisure, recreation, youth and family services;
4. provision of strategic and economic management, town planning and general support service; and
5. promotion of cultural, heritage and tourism aspects of Council’s municipal district.

Types and Classes

Rateable land having the relevant characteristics described in the Resolution.

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council.
The level of the differential rate (120%) is the level that recognises the economic benefits derived from such land holders and which Council considers is necessary to achieve the objectives specified above.

Geographic Location
Wherever located within the municipal district.

Planning Scheme Zoning
The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

Type of Buildings

All buildings which are now constructed on such land or which are constructed prior to the expiry of the 2013/2014 Financial Year will be treated as such unless Council suitably notified.
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014
(continued)

SCHEDULE - Recreational Land

Objective

To encourage the use and continued use of land for recreational purposes, and to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. These functions include the:

1. implementation of good governance and sound financial stewardship;
2. construction, renewal, upgrade, maintenance and explanation of infrastructure assets;
3. development and provision of health, environmental, conservation, leisure, recreation, youth and family services;
4. provision of strategic and economic management, town planning and general support service; and
5. promotion of cultural, heritage and tourism aspects of Council’s municipal district.

Types and Classes
Rateable land having the relevant characteristics described in the Resolution.

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is in line with the General Rate (100%) and is at the level which Council considers is necessary to achieve the objectives specified above.

Geographic Location
Wherever located within the municipal district.

Planning Scheme Zoning
The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

Type of Buildings
All buildings which are now constructed on such land or which are constructed prior to the expiry of the 2013/2014 Financial Year will be treated as such unless Council suitably notified.
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014
(continued)

SCHEDULE - Primary Production Land

Objective

To encourage the use and continued use of land for agricultural activities, and to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. These functions include the:

1. implementation of good governance and sound financial stewardship;
2. construction, renewal, upgrade, maintenance and explanation of infrastructure assets;
3. development and provision of health, environmental, conservation, leisure, recreation, youth and family services;
4. provision of strategic and economic management, town planning and general support service; and
5. promotion of cultural, heritage and tourism aspects of Council’s municipal district.

Types and Classes

Rateable land having the relevant characteristics described in the Resolution.

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is in line with the General Rate (100%) and is at the level which Council considers is necessary to achieve the objectives specified above.

Geographic Location
Wherever located within the municipal district.

Planning Scheme Zoning
The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

Type of Buildings
All buildings which are now constructed on such land or which are constructed prior to the expiry of the 2013/2014 Financial Year will be treated as such unless Council suitably notified.
**F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014**  
(continued)

Appendix A – 7.1.1 Dutton Way/Henty Bay Beach Rebate

<table>
<thead>
<tr>
<th>All in the Parish of Bolwarra:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Lot numbers 1 to 8 (inclusive) GDV265</td>
<td>Lots 113 to 141 (inclusive) GDV265</td>
</tr>
<tr>
<td>Lots 19 to 28 (inclusive) GDV265</td>
<td>Lots 1 to 5 (inclusive) GDV779</td>
</tr>
<tr>
<td>Lots 37 and 38 GDV265 and Lots 149 to 162 (inclusive) GDV265</td>
<td>Lots 225 and 226 Crown Allotment 2001 and Crown Allotment 2002</td>
</tr>
<tr>
<td>Lots 40 and 44 and 45 GDV265</td>
<td>Lot 1 TP822406</td>
</tr>
<tr>
<td>Lot 1 TP835145</td>
<td>Lots 1 and 2 TP18949</td>
</tr>
<tr>
<td>Lots 51 to 87 (inclusive) GDV265</td>
<td>Lots 1 and 2 TP18950</td>
</tr>
<tr>
<td>Lot 1 TP833331</td>
<td>Lot 1 TP814838</td>
</tr>
<tr>
<td>Lots 89 to 90 GDV265</td>
<td>Lot 1 and 2 TP2329</td>
</tr>
<tr>
<td>Lot 1 TP829069</td>
<td>Lot 1 TP23905</td>
</tr>
<tr>
<td>Lot 2 TP829069</td>
<td>Lot 1 TP829760</td>
</tr>
<tr>
<td>Lot 3 TP829069</td>
<td>Lot 2 TP829760</td>
</tr>
<tr>
<td>Lot 4 TP829069</td>
<td>Lot 1 TP802306</td>
</tr>
<tr>
<td>Lots 95 to 97 GDV265</td>
<td>Lot 181 and 182 GDV265</td>
</tr>
<tr>
<td>Lot 1 TP817155</td>
<td>Lot 1 TP840731</td>
</tr>
<tr>
<td>Lot 1 TP826316</td>
<td>Lots 1 and 2 TP845485</td>
</tr>
<tr>
<td>Lot 102 GDV265</td>
<td>Lot 1 TP837026</td>
</tr>
<tr>
<td>Lot 1 TP818223</td>
<td>Lots 187 and 190 to 193 (inclusive) GDV265</td>
</tr>
<tr>
<td>Lot 1 TP946612</td>
<td>Lot 194 Crown Allotment 2003</td>
</tr>
</tbody>
</table>
MOTION

MOVED Cr Northcott

1. General Rates

1.1 Differential general rates be declared in respect of the 2013/2014 financial year.

1.2 A differential rate be declared for rateable land being defined and having the respective characteristics specified below, which characteristics will form the criteria for each differential rate so declared.

1.2.1 General Land

Any land which is not:

1.2.1.1 Commercial/Industrial Land;

1.2.1.2 Primary Production Land; or

1.2.1.3 Recreational Land,

including, without limitation, land used or designed, adapted or intended to be used primarily for residential purposes.

1.2.2 Commercial/Industrial Land

Any land which is:

1.2.2.1 used or designed, adapted or intended to be used primarily for commercial or industrial purposes; or

1.2.2.2 used or designed, adapted or intended to be used (whether primarily or not) for bed and breakfast or tourist accommodation purposes

but which is not Primary Production Land.
1.2.3 Primary Production Land

Any land that:

1.2.3.1 is not less than 2 hectares in area and is used primarily for pig-farming, poultry-farming, fish-farming, tree farming, bee-keeping, viticulture, horticulture, fruit-growing or the growing of crops of any kind or for any combination of those activities, or is not less than 40 hectares in area and is used primarily for grazing (including agistment), dairying or for any combination of those activities; and

1.2.3.2 that is used by a business

1.2.3.2.1 in respect of which primary producer status has been formally recognised by the Australian Taxation Office; and

1.2.3.2.2 that has a significant and substantial commercial purpose or character; and

1.2.3.2.3 that seeks to make a profit on a continuous or repetitive basis from its activities on the land; and

1.2.3.2.4 that is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land, if it continues to operate in a way that it is operating

but which is not land used or designed, adapted or intended to be used (whether primarily or not) for bed and breakfast or tourist accommodation purposes.

1.2.4 Recreational Land

Any land which is used or designed, adapted or intended to be used primarily for non profit indoor or outdoor sporting, recreational or cultural purposes but which is not land to which the Cultural and Recreational Lands Act 1963 applies.
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014
(continued)

1.3 It be recorded that Council considers that each differential rate will contribute to the equitable and efficient carrying out of Council functions, and that the matters required by section 161(2) of the Local Government Act 1989 are, in respect of each differential rate, respectively set out in respective schedules to this Resolution.

1.4 Each differential rate will be determined by multiplying the Capital Improved Value of each rateable land (categorised by the characteristics described in paragraph 1.2 of this Resolution) by the relevant cents in the dollar indicated in the following table:

<table>
<thead>
<tr>
<th>Category</th>
<th>Cents in the Dollar</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Land</td>
<td>0.4461 cents in the dollar of Capital Improved Value</td>
</tr>
<tr>
<td>Commercial/Industrial Land</td>
<td>0.5353 cents in the dollar of Capital Improved Value</td>
</tr>
<tr>
<td>Primary Production Land</td>
<td>0.4461 cents in the dollar of Capital Improved Value</td>
</tr>
<tr>
<td>Recreational Land</td>
<td>0.4461 cents in the dollar of Capital Improved Value</td>
</tr>
</tbody>
</table>

1.5 In accordance with the Cultural and Recreational Lands Act 1963, the amounts payable as rates in respect of land to which the Act applies be determined by multiplying the Capital Improved Value of that land by 0.2230 cents in the dollar of Capital Improved Value.

2. Annual Service Charge (Garbage)

2.1. An annual service charge be declared in respect of the 2013/2014 financial year.

2.2 The annual service charge be declared for the kerbside collection and disposal of refuse and specified recyclables.

2.3 The annual service charge for any new service to apply from the date that the service commences and is to be apportioned based on the number of days that the new service is provided.
2.4 The annual service charge be in the sum of, and be based on the criteria, set out below:

<table>
<thead>
<tr>
<th>Category</th>
<th>Sum</th>
</tr>
</thead>
<tbody>
<tr>
<td>Land in respect of which a service for the collection and disposal of refuse and specified recyclables is made available</td>
<td>$240.00 per annum</td>
</tr>
</tbody>
</table>

3. Payment

3.1 All rates and charges, and the levy imposed under the Fire Services Property Levy Act 2012 (“the levy”) may be paid in a lump sum or in four instalments, in accordance with section 167(1), (2), (2A) and (2B) of the Local Government Act 1989.

3.2 Payments received pursuant to this Declaration of Rates and Charges be allocated in the following order:

3.2.1 legal costs;

3.2.2 interest;

3.2.3 rates arrears; and

3.2.4 current rates and the levy in equal proportions.

4. Consequential

4.1 The Finance Manager and the Rate Unit Coordinator be authorised to levy and recover the general rates and annual service charge (garbage) in accordance with the Local Government Act 1989.

4.2 It be recorded that Council requires any person to pay interest on any rate or charge (or instalment of a rate or charge) that remains outstanding, in accordance with section 172(2) of the Local Government Act 1989.

4.3 It be further recorded that in respect of any person who pays rates and charges in a lump sum or via instalments, Council waives any interest that accrued between the date on which this Resolution was made and the respective legislated due dates for payment.
5. RATE AGREEMENTS

5.1 Unless Council subsequently resolves otherwise, nothing in paragraphs 2-5 of this Resolution will apply to land to which the:

5.1.1 Deed between Council and the Port of Portland Pty Ltd (made on 23 September 2008) applies;

5.1.2 Deed between Council and Pacific Hydro Portland Wind Farm Pty Limited (made on 27 March 2007) applies; or

5.1.3 Deed between Council and various participants in the Portland Aluminium Smelter (made in July 2011) applies.

5.2 It be confirmed that Council has entered into the following three Deeds:

<table>
<thead>
<tr>
<th>Rateable Land</th>
<th>Rate Deed</th>
</tr>
</thead>
<tbody>
<tr>
<td>Port of Portland Pty Ltd</td>
<td>Based on formula contained in the Rate Deed</td>
</tr>
<tr>
<td>Pacific Hydro Portland Wind Farm</td>
<td>Based on formula contained in the Rate Deed</td>
</tr>
<tr>
<td>Pty Limited</td>
<td></td>
</tr>
<tr>
<td>Participants in Portland Aluminium</td>
<td>Based on amount set out in Rate Deed</td>
</tr>
<tr>
<td>Smelter</td>
<td></td>
</tr>
</tbody>
</table>

5.3 Port of Portland Pty Ltd

The Port of Portland is a major contributor to the economic development of the State of Victoria and south east of South Australia.

This Deed achieves Council’s economic development objective of attracting, retaining and promoting appropriate business and employment opportunities in the Glenelg Shire.

5.4 Pacific Hydro Portland Wind Farm Pty Limited

The Pacific Hydro Portland Wind Farm is a major provider of renewable energy and contributes to the reduction of carbon emissions by the productions of clean electricity.

This Deed achieves Council’s environmental objective of encouraging the production and use of clean energy.

This Deed is a requirement of the Electricity Industry Act 2000.
5.5 Portland Aluminium Smelter Participants

The Portland Aluminium Smelter is a major contributor to the economic development of the State of Victoria.

This Deed achieves Council's economic development objective of attracting, retaining and promoting appropriate business and employment opportunities in the Glenelg Shire.

6. REBATES AND CONCESSIONS

It be confirmed that Council grants each of the owners of the rateable lands described below a rebate or concession:

a) in relation to the rate and/or annual service charge set out opposite the description of each rateable land; and
b) in an amount set out opposite the description of each rateable land and the rate and/or charge in relation to which the rebate or concession is granted.

6.1 Dutton Way/Henty Bay Beach Rebate

6.1.1 In accordance with section 169 of the Local Government Act 1989, Council grants a full rebate (100%) in respect of the vacant land specified in Appendix A and also;

6.1.1.1 Lots 5, 9, 10 Lodged Plan No. 44047, being part Crown Allotment 14, Parish of Bolwarra; and
6.1.1.2 Part Crown Allotment 14, Parish of Bolwarra, described in Property Assessment no. 90004000.065.

6.1.2 The rebate be granted to assist the proper development of the part of the municipal district comprised by such vacant land, so as to achieve rating equity because of the special planning provisions that control future development.

6.3 Recreational Land Rebate

6.2.1 In accordance with section 169 of the Local Government Act 1989, Council grants a rebate of 50% to all rateable land with a differential rate classification of Recreational Land.

6.2.2 The rebate be granted to assist the proper development of the municipal district, so as to achieve the following benefit to the community as a whole:
6.2.2.1 Encouragement, maintenance and continuation of recreational land and facilities; and

6.2.2.2 Ensuring that Recreational Land is rated consistently with land under section 4(1) of the Cultural and Recreational Lands Act 1963.

6.3 Primary Production Land Rebate

6.3.1 In accordance with section 169 of the Local Government Act 1989, Council grants a rebate of 30% to all land with a differential rating classification of Primary Production Land.

6.3.2 The rebate be granted to achieve the following objectives:

6.3.2.1 To promote economic growth through the encouragement of land use consistent with primary production activities, and the retention of areas which are suited for agricultural uses. This is in recognition of the substantial tracts of land available specifically available in the Glenelg municipality which can be used for agricultural purposes; and

6.3.2.4 To discourage the proliferation of non-agricultural activities on soil of agricultural value, due to the reduction in economic benefits to the Glenelg Shire.

6.3.2.2 Protection and enhancement of natural resources and the biodiversity of the area.
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014
(continued)

SCHEDULE - General Land

Objective

To ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council, including the:

4. implementation of good governance and sound financial stewardship;
5. construction, renewal, upgrade, maintenance and explanation of infrastructure assets;
6. development and provision of health, environmental, conservation, leisure, recreation, youth and family services;
4. provision of strategic and economic management, town planning and general support service; and
5. promotion of cultural, heritage and tourism aspects of Council’s municipal district.

Types and Classes

Rateable land having the relevant characteristics described in the Resolution.

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is at the level which Council considers is necessary to achieve the objectives specified above.

Geographic Location

Wherever located within the municipal district.

Planning Scheme Zoning

The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

Type of Buildings

All buildings which are now constructed on such land or which are constructed prior to the expiry of the 2013/2014 Financial Year will be treated as such unless Council suitably notified.
F21. DECLARATION OF DIFFERENTIAL RATES AND ANNUAL SERVICE CHARGE – 2013/2014
(continued)

SCHEDULE - Commercial / Industrial Land

Objective

Recognising the ability of landholders to derive economic benefit, to ensure that such rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council including the:

4. implementation of good governance and sound financial stewardship;
5. construction, renewal, upgrade, maintenance and explanation of infrastructure assets;
6. development and provision of health, environmental, conservation, leisure, recreation, youth and family services;
4. provision of strategic and economic management, town planning and general support service; and
5. promotion of cultural, heritage and tourism aspects of Council’s municipal district.

Types and Classes

Rateable land having the relevant characteristics described in the Resolution.

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate (120%) is the level that recognises the economic benefits derived from such land holders and which Council considers is necessary to achieve the objectives specified above.

Geographic Location
Wherever located within the municipal district.

Planning Scheme Zoning
The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

Type of Buildings

All buildings which are now constructed on such land or which are constructed prior to the expiry of the 2013/2014 Financial Year will be treated as such unless Council suitably notified.
SCHEDULE - Recreational Land

Objective

To encourage the use and continued use of land for recreational purposes, and to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. These functions include the:

4. implementation of good governance and sound financial stewardship;
5. construction, renewal, upgrade, maintenance and explanation of infrastructure assets;
6. development and provision of health, environmental, conservation, leisure, recreation, youth and family services;
4. provision of strategic and economic management, town planning and general support service; and
5. promotion of cultural, heritage and tourism aspects of Council’s municipal district.

Types and Classes
Rateable land having the relevant characteristics described in the Resolution.

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is in line with the General Rate (100%) and is at the level which Council considers is necessary to achieve the objectives specified above.

Geographic Location
Wherever located within the municipal district.

Planning Scheme Zoning
The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

Type of Buildings
All buildings which are now constructed on such land or which are constructed prior to the expiry of the 2013/2014 Financial Year will be treated as such unless Council suitably notified.
SCHEDULE - Primary Production Land

Objective

To encourage the use and continued use of land for agricultural activities, and to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. These functions include the:

4. implementation of good governance and sound financial stewardship;
5. construction, renewal, upgrade, maintenance and explanation of infrastructure assets;
6. development and provision of health, environmental, conservation, leisure, recreation, youth and family services;
4. provision of strategic and economic management, town planning and general support service; and
5. promotion of cultural, heritage and tourism aspects of Council’s municipal district.

Types and Classes

Rateable land having the relevant characteristics described in the Resolution.

Use and Level of Differential Rate

The differential rate will be used to fund some of those items of expenditure described in the budget adopted by Council. The level of the differential rate is in line with the General Rate (100%) and is at the level which Council considers is necessary to achieve the objectives specified above.

Geographic Location
Wherever located within the municipal district.

Planning Scheme Zoning
The zoning applicable to each rateable land within this category, as determined by consulting maps referred to in the relevant planning scheme.

Type of Buildings
All buildings which are now constructed on such land or which are constructed prior to the expiry of the 2013/2014 Financial Year will be treated as such unless Council suitably notified.
### Appendix A – 7.1.1 Dutton Way/Henty Bay Beach Rebate

<table>
<thead>
<tr>
<th>All in the Parish of Bolwarra:</th>
<th>Lot numbers 1 to 8 (inclusive) GDV265</th>
<th>Lots 113 to 141 (inclusive) GDV265</th>
<th>Lots 195 to 204 (inclusive) GDV265</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lots 19 to 28 (inclusive) GDV265</td>
<td>Lots 1 to 5 (inclusive) GDV779</td>
<td>Lots 195 to 204 (inclusive) GDV265</td>
<td>Lots 206 to 224 (inclusive) GDV265</td>
</tr>
<tr>
<td>Lots 37 and 38 GDV265 and Lots 149 to 162 (inclusive) GDV265</td>
<td>Lots 225 and 226 Crown Allotment 2001 and Crown Allotment 2002</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lots 40 and 44 and 45 GDV265</td>
<td>Lot 1 TP822406</td>
<td>Lots 227 to 228 (inclusive) and 231 GDV265</td>
<td></td>
</tr>
<tr>
<td>Lot 1 TP835145</td>
<td>Lots 1 and 2 TP18949</td>
<td>Lot 1 TP602381</td>
<td></td>
</tr>
<tr>
<td>Lots 51 to 87 (inclusive) GDV265</td>
<td>Lots 1 and 2 TP18950</td>
<td>Lot 1 TP594144</td>
<td></td>
</tr>
<tr>
<td>Lot 1 TP833331</td>
<td>Lot 1 TP814838</td>
<td>Lot 1 TP815552, Lot 2 TP815526</td>
<td></td>
</tr>
<tr>
<td>Lots 89 to 90 GDV265</td>
<td>Lots 1 and 2 TP2329</td>
<td>Lots 247 to 253 (inclusive) GDV265</td>
<td></td>
</tr>
<tr>
<td>Lot 1 TP829069</td>
<td>Lot 1 TP23905</td>
<td>Lots 256 to 261 (inclusive) GDV265</td>
<td></td>
</tr>
<tr>
<td>Lot 2 TP829069</td>
<td>Lot 1 TP829760</td>
<td>Lots 264 to 279 (inclusive) and 350 GDV265</td>
<td></td>
</tr>
<tr>
<td>Lot 3 TP829069</td>
<td>Lot 2 TP829760</td>
<td>Lots 280 to 294 (inclusive) GDV265</td>
<td></td>
</tr>
<tr>
<td>Lot 4 TP829069</td>
<td>Lot 1 TP802306</td>
<td>Lot 1 TP24011</td>
<td></td>
</tr>
<tr>
<td>Lots 95 to 97 GDV265</td>
<td>Lot 181 and 182 GDV265</td>
<td>Lot 302 and 303 GDV265</td>
<td></td>
</tr>
<tr>
<td>Lot 1 TP817155</td>
<td>Lot 1 TP840731</td>
<td>Lot 1 TP917300</td>
<td></td>
</tr>
<tr>
<td>Lot 1 TP826316</td>
<td>Lots 1 and 2 TP845485</td>
<td>Lot 1 TP826035</td>
<td></td>
</tr>
<tr>
<td>Lot 102 GDV265</td>
<td>Lot 1 TP837026</td>
<td>Lots 309 to 316 (inclusive) and 318 to 338 (inclusive) and 340 to 350 (inclusive) GDV265</td>
<td></td>
</tr>
<tr>
<td>Lot 1 TP818223</td>
<td>Lots 187 and 190 to 193 (inclusive) GDV265</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lot 1 TP946612</td>
<td>Lot 194 Crown Allotment 2003</td>
<td>Lot 1 TP24070</td>
<td></td>
</tr>
</tbody>
</table>

**SECONDED Cr Oberlander**

**CARRIED**
ANY OTHER PROCEDURAL MATTER:

Nil

URGENT BUSINESS:

Nil.

RECEIPT OF ITEMS SUBMITTED FOR INFORMATION:

INDEX – SEPARATE CIRCULATIONS TO REPORTS

Separate Circulation to Councillors, CEO, Group Managers and available to the Public

E1. Assembly of Councillors Records – 13 May to 13 June 2013 (inclusive)
F6. Amendment of the Road Management Plan
F9. Casterton Saleyard Management Plan Amendment
F15. Victorian Electoral Commission’s 2012 General Election Report

Separate Circulation to Councillors, CEO and Group Managers

D1. Minutes of the Alcoa Portland Aluminium Advisory Committee held on 21 May 2012
D2. Receipt of the Draft Council Plan 2013/14 - 2016/17 Submissions Committee Meeting Minutes held on 13 June 2013
D3. Receipt of the 2013/14 Budget Submissions Committee Meeting Minutes held on 13 June 2013
F7. Amendment C55 Heritage Overlay
F8. Casterton Child and Family Complex – Progress Report
F10. Tourism Gateway Signage
F11. Council Policy Council Acknowledgement of Bereavement or Illness of Councillors or Community Members
F13. Glenelg Shire Council – Heritage Strategy

Separate Circulation to Councillors

Nil.
‘IN CAMERA’ Separate Circulation to Councillors, CEO and Group Managers

G3. Regional Aviation Fund Applications for Portland Airport and Casterton Airstrip
G7. Amendment C93 Narrawong, Climate Change Management Plans

‘IN CAMERA’ Separate Circulation to Councillors

Nil.

Recommendation

The documents separately circulated to Councillors, CEO, Group Managers and available to the Public, as listed above, be received.

MOTION

MOVED Cr Northcott

The documents separately circulated to Councillors, CEO, Group Managers and available to the Public, as listed above, be received.

SECONDED Cr Wilson

CARRIED
CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC:

Recommendation

1. That the Council Meeting be closed to members of the public pursuant to Section 89 (2)(a), (d), and (h) of the Local Government Act 1989, excluding the Chief Executive Officer, Group Manager Corporate Services, Group Manager Community and Culture, Group Manager Planning and Economic Development, Group Manager Assets and Infrastructure and Senior Administration Officer Corporate Services, to consider the following reports:

G1. Request from CEO for Annual Leave and Appointment of Acting Chief Executive Officer;

G2. Various Concrete Works (Annual Contract) 2012-13-40;

G3. Regional Aviation Fund Applications for Portland Airport and Casterton Airstrip;

G4. Reading Discovery and Rainbow Rhyming Contract;

G5. Nomination of Glenelg Shire Council Representatives to the Maritime Museum of Victoria;

G6. Expression of Interest for Local Port or Portland Bay Advisory Committee Community Representatives;

G7. Amendment C93 Narrawong, Climate Change Management Plans;


G9. Wilsons Road, Portland; and

CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC:

MOTION

MOVED Cr Wilson

1. That the Council Meeting be closed to members of the public pursuant to Section 89 (2)(a), (d), and (h) of the Local Government Act 1989, excluding the Chief Executive Officer, Group Manager Corporate Services, Group Manager Community and Culture, Group Manager Planning and Economic Development, Group Manager Assets and Infrastructure and Senior Administration Officer Corporate Services, to consider the following reports:

   G1. Request from CEO for Annual Leave and Appointment of Acting Chief Executive Officer;

   G2. Various Concrete Works (Annual Contract) 2012-13-40;

   G3. Regional Aviation Fund Applications for Portland Airport and Casterton Airstrip;

   G4. Reading Discovery and Rainbow Rhyming Contract;

   G5. Nomination of Glenelg Shire Council Representatives to the Maritime Museum of Victoria;

   G6. Expression of Interest for Local Port or Portland Bay Advisory Committee Community Representatives;

   G7. Amendment C93 Narrawong, Climate Change Management Plans;

   G8. Contract 2012-13-47 Loan Borrowings June 2013 – Tender Evaluation; and


SECONDED Cr Halliday

CARRIED
OPENING OF COUNCIL MEETING TO MEMBERS OF THE PUBLIC:

Recommendation

That the Council Meeting be opened to members of the public.

MOTION

MOVED Cr Wilson

That the Council Meeting be opened to members of the public at 9.39pm.

SECONDED Cr Northcott

CARRIED

THERE BEING NO FURTHER BUSINESS, THE MAYOR DECLARED THE MEETING CLOSED AT 9.39PM.

I HEREBY CERTIFY THAT PAGES 1 TO 199 INCLUDING PAGES 150 TO 198 (IN CAMERA) ARE CONFIRMED AND ARE A TRUE AND CORRECT RECORD.

CR KAREN STEPHENS
MAYOR

23 July 2013

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