



Glenelg Shire Council

Minutes of the Ordinary Council Meeting held on

Tuesday 25 September 2018 at Casterton Customer Service Centre,

Henty Street, Casterton

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TIME:

7.00pm

PRESENT:

Cr Anita Rank (Mayor), Cr Robert Halliday, Cr Chrissy Hawker, Cr Alistair McDonald, Cr Karen Stephens, Cr Geoff White and Cr Gilbert Wilson.

Also in attendance were the Chief Executive Officer (Mr Greg Burgoyne), Director Community Services (Ms Edith Farrell), Director Assets (Mr Rob Alexander), Acting Director Corporate Services (Mrs Joan Lewis), Senior Administration Officer Corporate Services (Ms Rachael Fellows), Council Support Coordinator (Mrs Kylie Walford) and Media and Communications Officer (Ms Courtney Hoggan).

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 Tuesday 28 August 2018, as circulated, be confirmed.

MOTION**MOVED Cr Hawker**

That the minutes of the Ordinary Council Meeting held on Tuesday 28 August 2018, as circulated, be confirmed.

SECONDED Cr Stephens**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 items F14. Contract 2018-19-10 Flood Damage and Rehabilitation Works (Bridges and Culverts) and F15. Contract 2018-19-04 Henty Employment Precinct Drainage Upgrades.

Cr White has advised the Chief Executive Officer in writing prior to the meeting and classified the type of interest that has given rise to the conflict.

Cr Rank declared an Indirect Conflict of Interest in item G2. Maternal & Child Health Service Delivery Report.

Cr Rank has advised the Chief Executive Officer in writing prior to the meeting and classified the type of interest that has given rise to the conflict

Chief Executive Officer, Mr Burgoyne declared a Conflict of Interest in item F7. Planning Permit Application - P18087 – 6 Panoramic Drive, Cape Bridgewater.

QUESTION TIME:QUESTIONS OF WHICH DUE NOTICE HAS BEEN GIVEN IN WRITING OR PREVIOUSLY TAKEN ON NOTICE:1. Vegetation - Haines Lane, Heywood

At the Ordinary Council Meeting held on 28 August 2018, the Portland Observer asked the following question, which was taken on notice:

I refer to the roadside vegetation clearing incident at Haines Lane, Heywood, which happened in late April-early May.

Is the Council in a position to provide an update on its investigations into the incident?

The following response was provided:

The matter regarding the vegetation removal in Haines Lane is currently under active investigation with Council seeking further advice on potential enforcement options.

QUESTIONS FROM THE GALLERY:1. Public Transport – Merino

Mr Ian Walley of Merino submitted the following questions:

- a. *Why is it that in the mid '70s Casterton-Merino-Portland were linked by an excellent Train Service, and we were 3 Municipalities then, City & Shire of Portland, & Shire of Glenelg, and now we have no Public Transport links?*

The only option is a V/Line Bus interstate to Mt.Gambier, a wait, then another interstate trip back to Portland.

- b. *Merino had a Thursday link, morning and afternoon, via the Melbourne V/Line Bus Service, Ballarat-Coleraine-Merino-Casterton-Mt.Gambier until 10 years ago. V/Line offered a \$2 Taxi Fare from Casterton to Merino when they 'pulled' the Bus link as compensation. The Casterton Taxi Service folded some years ago.*

- c. *Why has the Council not acted to remove Merino's Public Transport isolation?*

Mayor Rank, advised that Council take on an advocacy roll in regards to inadequate public transport across the Shire. Glenelg Shire Council sits on a range of regional bodies that advocate for public transport.

Ms Edith Farrell, Director Community Services advised that Council is certainly aware of the issues and that the issue was discussed during the development of the Council Plan. Council continued its advocacy on the isolation leading up to the State Government election.

2. EPA Officers, Rates and bus stops

Mr John Northcott of Merino asked the following question:

- a. *Is there any truth that Council may appoint an Environment Protection Authority Officer?*

Mr Burgoyne, Chief Executive Officer advised that there is often talk about agency functions being transferred to Council, in this case there has been some discussion around EPA and wind towers, and the responsibility of those particular assets being transferred to Council. At this stage Council has not been formally approached.

- b. *After repeated requests to remove school bus stops (3years) is anything happening?*

Mr Burgoyne, Chief Executive Officer explained that Council have placed previous requests to Public Transport Victoria (PTV) for removal of the signs. Council will place this request again to PTV around the removal of the signs.

- c. *What appetite does Council have for a proposed moratorium on rates from the Victorian Farmer Federation (VFF)?*

Mayor Rank advised that the proposal by the VFF hasn't been communicated to Council, and Council will continue to support and advocate for all residents and particular the primary producers.

Mr Burgoyne, Chief Executive Officer added that advocacy position often comes through other peak bodies as this is not just a Glenelg Shire issue. Fundamentally Council is dealing with State Government regulation and legislation, and when the opportunity arises to advocate on specific initiatives this will be presented to the Councillors.

A. NOTICES OF MOTION:

B. DEPUTATIONS:

C. PETITIONS:

D. COMMITTEE REPORTS:**D1. MINUTES AND RECOMMENDATIONS OF THE AUDIT COMMITTEE MEETING HELD ON 6 SEPTEMBER 2018**

CEO: Greg Burgoyne, Chief Executive Officer

Executive Summary

The purpose of this report is to enable the Council to receive the Minutes of the Audit Committee Meeting held on 6 September 2018 and to submit any recommendations from the Committee for Council's consideration.

Recommendation

That Council receives the minutes of the Audit Committee meeting held on Thursday 6 September 2018.

MOTION**MOVED Cr Stephens**

That Council receives the minutes of the Audit Committee meeting held on Thursday 6 September 2018.

SECONDED Cr McDonald**CARRIED**Background/Key Information:

The role of the Audit Committee is to monitor and advise Council on the corporate governance, financial management, and risk management of the Glenelg Shire.

The Audit Committee Charter requires that the Committee's Minutes be presented to Council to ensure that an effective communication mechanism between the Committee and Council occurs and to ensure that the Council is fully informed on the Committee's activities.

The Audit Committee Meeting held on Thursday 6 September 2018 considered the following items:

Item No.	Item Description
1.	Draft General Purpose Financial Report for the Year Ending 30 June 2018
2.	Local Government Performance Report 2017/18 (Unaudited)
3.	Risk Management Report May 2018 – August 2018
4.	Business Continuity Plan Update August 2018
5.	Adoption of the Annual Budget
6.	Financial Reports – As at 30 June 2018
7.	Investment Performance to 30 June 2018
8.	Status of Internal Audit Plan July 2017 to June 2018

D1. MINUTES AND RECOMMENDATIONS OF THE AUDIT COMMITTEE MEETING HELD ON 6 SEPTEMBER 2018

9.	VAGO Report - Managing the Municipal and Industrial Levy
10.	Audit Register Review
11.	Status of Council Plan as at 30 June 2018
12.	Audit Committee Self-assessment Results 2017/18
13.	Audit Committee Annual Report 2017/18
14.	Results of the Community Satisfaction Survey
15.	Review of Council's Procurement Policy
16.	Proposed Fraud Management and Prevention Internal Audit
17.	Internal Audit Scopes for Upcoming Audits
18.	Local Government Bill 2018 Update
19.	Delegations and Authorisations

The following recommendations from the meeting are submitted to Council for consideration:

Item 1 Draft General Purpose Financial Report for the Year Ending 30 June 2018

That the Audit Committee recommends to Council that the Draft Annual Financial Report for the year ended 30 June 2018 be approved 'in principle'.

Moved: Member Paris

Seconded: Member Holmes
CARRIED

Officer Comment:

The Draft General Purpose Financial Report for the Year Ending 30 June 2018 is the subject of a separate report for Council's consideration under item number F4 of this agenda.

Item 2 Local Government Performance Report 2017/18 (Unaudited)

That the Audit Committee receives the Performance Statement, Performance Report - Report of Operations and Governance and Management Checklist for the year ended 30 June 2018.

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Moved: Member Paris

Seconded: Member Holmes
CARRIED

Officer Comment:

The Local Government Performance Report 2017/18 (Unaudited) is the subject of a separate report for Council's consideration under item number F5 of this agenda.

D1. MINUTES AND RECOMMENDATIONS OF THE AUDIT COMMITTEE MEETING HELD ON 6 SEPTEMBER 2018

(continued)

a. Council Plan Linkage and Policy Context

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

Audit Committee Charter.

b. Legislative, Legal and Risk Management Considerations

Under section 139 of the *Local Government Act 1989* (the “Act”) Council is required to establish an audit committee and operate this committee under specific guidelines. The Audit Committee’s role also links to and supports a range of Glenelg Shire policies, procedures and guidelines including the Fraud Prevention Policy; Investment Policy; Procurement Policy; Councillor Code of Conduct and Staff Code of Conduct.

A key element of the internal audit function is to assist with the mitigation of risk.

c. Consultation and/or communication processes implemented or proposed

The minutes from each meeting are provided to Audit Committee members for review.

d. Financial and Resource Implications and Opportunities

The 2018/19 Council budget contains a provision to support the Audit Committee and to undertake an internal audit program during the financial year. Management and staff time to support the Committee and internal audit projects is an indirect cost.

Separate Circulation – Confidential

The separate circulation listed in the table below have been designated as confidential by the Chief Executive Officer under sections 77(2)(c) of the Local Government Act 1989 (the Act):

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>Relevant Grounds Under Section 89(2) of the Act</i>	<i>ECM</i>
1.	Minutes of the Audit Committee Meeting held on Thursday 6 September 2018.	<i>The document contains information that would prejudice the Council or any person - section 89(2)(h) of the Act.</i>	2469697

E. ASSEMBLY OF COUNCILLOR RECORDS:**E1. ASSEMBLY OF COUNCILLORS RECORDS 16 AUGUST 2018 – 13 SEPTEMBER 2018 (INCLUSIVE)**

Director: Joan Lewis, Acting Director 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.

Recommendation

That Council receives the report on Assembly of Councillors Records (including records of those titled as committees) for the period Thursday 16 August 2018 – Thursday 13 September 2018 (inclusive).

MOTION**MOVED Cr Hawker**

That Council receives the report on Assembly of Councillors Records (including records of those titled as committees) for the period Thursday 16 August 2018 – Thursday 13 September 2018 (inclusive).

SECONDED Cr Halliday**CARRIED**Background/Key Information:

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).

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.*

E1. ASSEMBLY OF COUNCILLORS RECORDS 16 AUGUST 2018 – 13 SEPTEMBER 2018 (INCLUSIVE)

(continued)

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.”*

The legislative requirement became effective from the 24 September 2010.

This report covers the period from Thursday 16 August 2018 – Thursday 13 September 2018 (inclusive). 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:

- Meeting Record of the Glenelg Municipal Fire Management Planning Committee 16 August 2018 (DocSetID: 2468503);
- Meeting Record of the Glenelg Municipal Emergency Management Planning Committee 16 August 2018 (DocSetID: 2468505);
- Meeting Record Local Port of Portland Bay Advisory Committee Meeting 27 August 2018 (DocSetID: 2466916);
- Assembly of Councillors Meeting - Councillors and CEO Meeting 28 August 2018 (DocSetID: 2454615);
- Assembly of Councillors – Councillors Briefing meeting 28 August 2018 (DocSetID: 2470649);
- Meeting Record of the Volunteering and Wellbeing Advisory Committee Meeting Notes 29 August 2018 (DocSetID: 2468701);
- Meeting Record of the Australia Day Advisory Committee 11 September 2018 (DocSetID: 2471451);
- Assembly of Councillors – Councillors and CEO Meeting 11 September 2018 (DocSetID: 2471454); and
- Assembly of Councillors – Councillors Workshop 11 September 2018 (DocSetID: 2471222).

E1. ASSEMBLY OF COUNCILLORS RECORDS 16 AUGUST 2018 – 13 SEPTEMBER 2018 (INCLUSIVE)

(continued)

a. Council Plan Linkage and Policy Context

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

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”.

c. Consultation and/or communication processes implemented or proposed

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

d. Financial and Resource Implications and Opportunities

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 on cost budget.

E1. ASSEMBLY OF COUNCILLORS RECORDS 16 AUGUST 2018 – 13 SEPTEMBER 2018 (INCLUSIVE)

(continued)

Separate Circulations – Non Confidential

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>ECM</i>
1.	Meeting Record of the Glenelg Municipal Fire Management Planning Committee 16 August 2018	2468503
2.	Meeting Record of the Glenelg Municipal Emergency Management Planning Committee 16 August 2018	2468505
3.	Meeting Record Local Port of Portland Bay Advisory Committee Meeting 27 August 2018	2466916
4.	Assembly of Councillors Meeting - Councillors and CEO Meeting 28 August 2018	2467311
5.	Assembly of Councillors – Councillors Briefing meeting 28 August 2018	2470649
6.	Meeting Record of the Volunteering and Wellbeing Advisory Committee Meeting Notes 29 August 2018	2468701
7.	Meeting Record of the Australia Day Advisory Committee 11 September 2018	2471451
8.	Assembly of Councillors – Councillors Workshop 11 September 2018	2471222
9.	Assembly of Councillors – Councillors and CEO meeting 11 September 2018	2471454

F. MANAGEMENT REPORTS:**F1. COUNCILLOR AND CHIEF EXECUTIVE OFFICER LEAVE OF ABSENCE REGISTER**

CEO: Greg Burgoyne, Chief Executive Officer

Executive Summary

The purpose of this report is to enable Council to consider the Councillor and Chief Executive Officer Leave of Absence Register.

Recommendation

That Council approve the Councillor and Chief Executive Officer Leave of Absence Register presented as a confidential circulation under Section 89(2) of the *Local Government Act 1989*.

MOTION

MOVED Cr McDonald

That Council approve the Councillor and Chief Executive Officer Leave of Absence Register presented as a confidential circulation under Section 89(2) of the *Local Government Act 1989*.

SECONDED Cr Wilson

CARRIED

Background/Key Information:

In accordance with Section 66B of the *Local Government Act 1989* Councillors are entitled to take Leave of Absence.

Section 66B of the *Local Government Act 1989* states:

- (1) If a Councillor is required to take leave of absence under this Act, the Councillor:
 - a. may continue to be a Councillor but must not perform the duties of functions of a Councillor during the period of leave;
 - b. remains entitled to receive a Councillor allowance unless this Act otherwise provides;
 - c. is not entitled to be reimbursed for out-of-pocket expenses during the period of leave;
 - d. must return all Council equipment and materials to the Council for the period of leave if the Council requires.

F1. COUNCILLOR AND CHIEF EXECUTIVE OFFICER LEAVE OF ABSENCE REGISTER

(continued)

- (2) If a Mayor is required to take a leave of absence under this Act, the Mayor is, for the duration of the leave, to be considered as incapable of acting under section 73(3) and subsection (1) applies to the Mayor as if the Mayor were a Councillor only.

a. Council Plan Linkage and Policy Context

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

Nil.

c. Consultation and/or communication processes implemented or proposed

Councillors are required to submit Leave of Absence requests in writing to the Chief Executive Officer.

The Chief Executive Officer is required to submit his Leave of Absence requests in writing to Council through the Councillor and Chief Executive Officer Leave of Absence Register.

A register will be held by the Chief Executive Officer and reported monthly to Council.

d. Financial and Resource Implications and Opportunities

Nil.

Separate Circulation – Confidential

The separate circulation listed in the table below have been designated as confidential by the Chief Executive Officer under sections 77(2)(c) of the Local Government Act 1989 (the Act):

No.	Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)	Relevant Grounds Under Section 89(2) of the Act	ECM DocsetID
1.	Councillor and Chief Executive Officer Leave of Absence Register	(Security of Councillor's Property) Any other matter which the council or special committee considers would prejudice the council or any person - section 89 (2) (h)	2471382

F2. INVITATION TO RE-JOIN THE GREAT SOUTH COAST GROUP

CEO: Greg Burgoyne, Chief Executive Officer

Executive Summary

This report is presented to Council to consider an invitation to re-join the Great South Coast Group. The Great South Coast Group is a regional collaboration of councils in the south west of Victoria with the current four members being Southern Grampians Shire, Warrnambool City, Moyne Shire and Corangamite Shire.

The Great South Coast Group is an independent company formed to support and facilitate sustainable growth and development across the region. The group provides the forum and mechanisms for regional issues or opportunities to be identified and for regional decision-making, grant seeking and advocacy.

Recommendation

That Glenelg Shire Council accepts the invitation of the Great South Coast Board and re-joins the Great South Coast Group effective immediately.

MOTION**MOVED Cr Stephens**

That Glenelg Shire Council accepts the invitation of the Great South Coast Board and re-joins the Great South Coast Group effective immediately.

SECONDED Cr White**CARRIED****Background/Key Information:**

At the Council meeting held on 22 March 2016, Council resolved in urgent business to withdraw from the Great South Coast Group, notifying the then Chairman of the Board as follows:

That the Glenelg Shire Council hereby authorise the CEO to notify the Great South Coast Group that it intends to withdraw its membership. Notice is hereby given pursuant to the Memorandum of Understanding that three months' notice is given, effective immediately 23 March 2016.

Withdrawal from the group in 2016 was considered due to concerns about governance of the group at that time. Since 2016 a review of the Great South Coast Group has been completed with new administrative and financial arrangements put in place.

F2. INVITATION TO REJOIN THE GREAT SOUTH COAST GROUP

(continued)

a. Council Plan Linkage and Policy Context

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

Nil.

c. Consultation and/or communication processes implemented or proposed

Nil.

d. Financial and Resource Implications and Opportunities

Re-joining the Great South Coast Group will have an initial and ongoing financial impact on Council. The cost of re-joining the group is \$25,000 per annum (the previous cost was \$30,000 per annum).

**F3. GLENELG SHIRE COUNCIL ANNUAL REPORT 2017/2018
AUTHORISATION FOR SUBMISSION TO MINISTER LOCAL GOVERNMENT**

Director: Joan Lewis, Acting Director Corporate Services

Executive Summary

The purpose of this report is to seek Council authorisation to submit to the Minister for Local Government the pre commercially printed version of the Glenelg Shire Council Annual Report 2017/18 including the performance and financial statements. A Council resolution to endorse the submission of the Annual Report to the Minister for Local Government is a statutory requirement.

Recommendation

That Council:

1. Authorise submission for the Glenelg Shire Council pre commercially printed version of the Annual Report for 2017/18 to the Minister for Local Government, including the audited Standard Statements, Financial Statements and Performance Statement;
2. Note that a statutory public notice period will be undertaken following the September Ordinary Council Meeting in accordance with section 134 of the *Local Government Act 1989*; and
3. Note that a report will be submitted to the October Ordinary Council Meeting, recommending to adopt the Annual Report and support commercial printing of the document.

MOTION

MOVED Cr Hawker

That Council:

1. **Authorise submission for the Glenelg Shire Council pre commercially printed version of the Annual Report for 2017/18 to the Minister for Local Government, including the audited Standard Statements, Financial Statements and Performance Statement;**
2. **Note that a statutory public notice period will be undertaken following the September Ordinary Council Meeting in accordance with section 134 of the *Local Government Act 1989*; and**
3. **Note that a report will be submitted to the October Ordinary Council Meeting, recommending to adopt the Annual Report and support commercial printing of the document.**

SECONDED Cr McDonald

CARRIED

F3. GLENELG SHIRE COUNCIL ANNUAL REPORT 2017/2018 **AUTHORISATION FOR SUBMISSION TO MINISTER LOCAL GOVERNMENT**

(continued)

Background/Key Information:

Council has a statutory requirement to produce an Annual Report each financial year. *The Local Government Act 1989* ("the Act") outlines the key information that must be included and the process that must be adhered to in the development, authorisation and publication of the Annual Report.

The 2017/18 Annual Report is a key corporate document of Council. It contains the Financial Statements, Performance Statement and achievements delivered under the Council Plan during the financial year 1 July 2017 to the 30 June 2018.

The Annual Report contains the report of the operations of Council and the audited financial statements and performance statement. Similar to other private and government sector organisations, it is emphasised that the Annual Report does not include information on every achievement, project or service provided by the Council. The annual report is focused on highlights and is primarily used by a range of government, community based and private sector organisations.

a. Council Plan Linkage and Policy Context

Growing Glenelg – Sustain and grow a diverse economy and social prosperity.

b. Legislative, Legal and Risk Management Considerations

The Glenelg Shire Council Annual Report 2017/18 has been prepared in accordance with section 132 of the *Local Government Act 1989*.

c. Consultation and/or communication processes implemented or proposed

The Annual Report content is established by Council's requirements, outlined in the *Local Government Act 1989*; therefore no consultation has been undertaken during the development of this document. However, the Annual Report is made available for public inspection during a statutory public notice process.

d. Financial and Resource Implications and Opportunities

The direct cost of printing the annual report has been included in the 2017/18 Council Budget. The budget is \$15,000.00 for printing and advertising.

Indirect costs include staff time across the organisation and significant staff time in the Corporate Governance Unit.

Separate Circulation – Non Confidential

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	ECM
1.	Draft Annual Report 2017 2018	2464338

F4. DRAFT FINANCIAL REPORT FOR YEAR ENDED 30 JUNE 2018

Director: Joan Lewis, Acting Director Corporate Services

Executive Summary

The audit of Glenelg Shire Council's Annual Financial Report for the year ended 30 June 2018 has been completed by RSD Chartered Accountants (RSD), the Victorian Auditor General's (VAGO) audit contractor.

Officer Recommendation

1. That Council approve the Financial Report for the year ended 30 June 2018.
2. That Councillors _____ and _____ be authorised to certify the Financial Report; for the year ended 30 June 2018, in their final form after any changes recommended or agreed by the auditor have been made.

MOTION**MOVED Cr Wilson**

1. **That Council approve the Financial Report for the year ended 30 June 2018.**
2. **That Councillors Rank and McDonald be authorised to certify the Financial Report; for the year ended 30 June 2018, in their final form after any changes recommended or agreed by the auditor have been made.**

SECONDED Cr White**CARRIED****Background/Key Information:**

The Annual Financial Report is a statutory report and a draft was presented to the Audit Committee for consideration and discussion at its meeting on 6 September 2018.

Section 132 of the *Local Government Act 1989* requires that Council pass resolutions giving approval 'in principle' to the Annual Financial Report and authorise two Councillors to certify them. Once the resolutions have been passed, the Auditor can then forward the Statements to VAGO for audit clearance and certification.

By giving 'in principle' approval to these Statements, Council is acknowledging that 'in principle' the information presented has been reviewed by it and recommended to it by the Audit Committee. Following certification by VAGO these Statements form part of Council's Annual Report which is then formally adopted by Council.

F4. DRAFT FINANCIAL REPORT FOR YEAR ENDED 30 JUNE 2018

(continued)

If the Financial Report for the year ended 30 June 2018 is substantially changed after being approved 'in principle' by Council, the amended Statements will be returned to Council for re-approval.

a. Council Plan Linkage and Policy Context

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

Under section 131 of the *Local Government Act 1989*:

Annual report:

- (1) A Council must prepare an annual report in respect of each financial year.
- (2) An annual report must contain the following, in respect of the financial year reported on -
 - (c) audited financial statements for the financial year;
 - (e) a copy of the auditor's report on the financial statements prepared under Part 3 of the *Audit Act 1994*;

Section 132 (5) requires 2 Councillors authorised by Council to certify the financial statements.

Under section 133 of the *Local Government Act 1989*:

- (1) A Council must submit the annual report to the Minister –
 - (a) Within 3 months after the end of the financial year reported; or
 - (b) Within any longer period permitted by the Minister in a particular case.

c. Consultation and/or communication processes implemented or proposed

The draft Financial Report and Performance Statement was presented at the Audit Committee 6 September 2018. The Audit Committee made the following recommendation:

“The Audit Committee recommends to Council that the Draft Financial Report for the year ended 30 June 2018 be approved ‘in principle’.”

F4. DRAFT FINANCIAL REPORT FOR YEAR ENDED 30 JUNE 2018

(continued)

d. Financial and Resource Implications and Opportunities

The Financial Report provides commentary on all material variances (Greater than 10% or \$500K) to the adopted 2017/18 budget.

Separate Circulation – Non Confidential

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>ECM</i>
1.	Draft Financial Annual Report for the year ended 30 June 2018	2471276

F5. LOCAL GOVERNMENT PERFORMANCE REPORT 2017/18

Director: Joan Lewis, Acting Director Corporate Services

Executive Summary

The purpose of this report is to seek approval in principle of the attached Performance Report - Report of Operations, Performance Statement and Governance and Management checklist for the 2017/18 financial year, in accordance with the Local Government Performance Reporting Framework (LGPRF).

Recommendation

That Council:

1. Approves in principle the Performance Statement, Performance Report - Report of Operations and Governance and Management Checklist for the year ended 30 June 2018;
2. Authorises that the Mayor and Chief Executive Officer certify that the Governance and Management Checklist presents fairly the status of Council's governance and management arrangements; and
3. Authorises two Councillors, namely the Mayor, Cr Anita Rank and a Councillor Representative of the Audit Committee, either Cr. Karen Stephens or Cr. Alistair McDonald, to certify the Performance Statement for the year ended 30 June 2018, in its final form after any changes recommended or agreed by the external auditor have been made, and in the event of any of the above Mayor or Councillors not being available, a Councillor who has been a Mayor of the Glenelg Shire Council is to be authorised as a substitute.

F5. LOCAL GOVERNMENT PERFORMANCE REPORT 2017/18

(continued)

MOTION

MOVED Cr White

That Council:

- 1. Approves in principle the Performance Statement, Performance Report - Report of Operations and Governance and Management Checklist for the year ended 30 June 2018;**
- 2. Authorises that the Mayor and Chief Executive Officer certify that the Governance and Management Checklist presents fairly the status of Council's governance and management arrangements; and**
- 3. Authorises two Councillors, namely the Mayor, Cr Anita Rank and Councillor Karen Stephens to certify the Performance Statement for the year ended 30 June 2018, in its final form after any changes recommended or agreed by the external auditor have been made, and in the event of any of the above Mayor or Councillor not being available, a Councillor who has been a Mayor of the Glenelg Shire Council is to be authorised as a substitute.**

SECONDED Cr McDonald

CARRIED

Background/Key Information:

The Local Government Performance Reporting Framework (LGPRF) was introduced by the State Government in 2014 to ensure that all Councils are measuring and reporting on their performance in a consistent way.

The Framework consists of four indicator sets (Service Performance; Financial Performance; Sustainability; and Governance and Management) and is mandatory for inclusion in annual reporting. In particular, the LGPRF indicators and measures are reported in the Performance Report - Report of Operations, Performance Statement and Governance and Management Checklist within the Annual Report.

Under the *Local Government Act 1989*, s132 (2) the annual Performance Statement must be approved in principle by the Council.

Data for Council's annual Performance Report has been collected using the template provided by Local Government Victoria (LGV). The template provides for the input of Service, Financial, Sustainability, Governance and Management and Workforce data.

F5. LOCAL GOVERNMENT PERFORMANCE REPORT 2017/18

(continued)

Mandatory service reporting includes a variety of measures and data for:

- Aquatic facilities;
- Animal Management;
- Food Safety;
- Governance;
- Home and Community Care (HACC) – reporting requirements ceased as at 30 June 2016;
- Libraries;
- Maternal Child Health (MCH);
- Roads;
- Statutory Planning; and
- Waste collection.

During the past year, a process has continued to ensure that the Service Performance data is collected on a quarterly basis. This assists with ensuring that the systems and processes to collect accurate and consistent data are maintained.

The results generated from the data collection processed are transferred into three main documents for inclusion in the Annual Report. These are:

- Performance Report – Report of Operations 2017/18 (Unaudited) (Separate Circulation 1);
- Performance Statement 2017/18 (Unaudited) (Separate Circulation 2); and
- Governance and Management Checklist (Separate Circulation 3).

The Performance Report - Report of Operations contains results for all service indicators and measures. The Performance Statement includes results for some specific service indicators and measures as well as all financial and sustainability indicators and measures. The Performance Statement must be audited and certified by two Councillors, the CEO and Principal Accounting Officer. The Governance and Management Checklist is a list of 24 policies, plans, strategies and guidelines. Council is required to indicate the date of adoption or operation of each, or provide explanation as to why the item does not exist. The checklist is required to be certified by the Chief Executive Officer and the Mayor.

F5. LOCAL GOVERNMENT PERFORMANCE REPORT 2017/18

(continued)

A common materiality threshold of 10% has been applied to each of the required measures. Council is required to compare the current year results and the corresponding results of the preceding three financial years (where available) and provide an explanation of the results that exceed the materiality threshold. In addition an explanation of the results forecast by the Strategic Resource Plan to be achieved in relation to the performance indicators and measures is required where they exceed the materiality threshold.

Separate circulation four provides the Audit Committee with a report that highlights all measures that exceed the materiality threshold and appropriate commentary

a. Council Plan Linkage and Policy Context

Performance reporting to the community is linked to the following Council Plan themes:

Liveable Glenelg – Embracing inclusive, health, sustainable and diverse cultures.

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

LGPRF reporting is mandatory for all Council's in Victoria under the *Local Government Act 1989* and the Local Government (Planning and Reporting) Regulations 2014.

c. Consultation and/or communication processes implemented or proposed

Staff from the relevant functional areas are actively involved in ensuring systems are in place to provide the required data for the specific service performance indicators.

A six monthly report of results was presented to the Leadership Team and Audit Committee.

The Performance Report - Report of Operations, Performance Statement, and Governance and Management Checklist will be included in the Annual Report.

The LGPRF template will also be submitted to LGV electronically within the nominated timelines for publishing on the 'Know Your Council' website.

The draft Performance Report - Report of Operations, Performance Statement, and Governance and Management Checklist were considered by the Audit Committee at its meeting on 6 September 2018 where the following recommendation was made:

F5. LOCAL GOVERNMENT PERFORMANCE REPORT 2017/18

(continued)

“That the Audit Committee recommend to Council that the Performance Statement, Performance Report - Report of Operations and Governance and Management Checklist for the year ended 30 June 2018 be approved ‘in principle’.”

d. Financial and Resource Implications and Opportunities

Nil.

Separate Circulations – Non Confidential

<i>No.</i>	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>ECM</i>
1.	Performance Report – Report of Operations 2017/18 (Unaudited)	2461854
2.	Performance Statement 2017/18 (Unaudited)	2461853
3.	Governance and Management Checklist 2017/18	2461852
4.	Performance Report 2017/18 - Results exceeding the materiality thresholds	2461851

F6. AUDIT COMMITTEE ANNUAL REPORT 2017/18

CEO: Greg Burgoyne, Chief Executive Officer

Executive Summary

The purpose of this report is to present the Glenelg Shire Council Audit Committee's Annual Report for 2017/18 to Council.

Recommendation

That the Audit Committee's Annual Report for 2017/18 be received.

MOTION

MOVED Cr Stephens

That the Audit Committee's Annual Report for 2017/18 be received.

SECONDED Cr McDonald

CARRIED

Background/Key Information:

The Audit Committee is an independent advisory Committee to Council. The primary objective of the Audit Committee is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's corporate governance and ethical development.

The Audit Committee Charter requires the Audit Committee to provide an annual report and will be presented to Council at the next available Council meeting.

The Audit Committee Annual Report is a summary of the Committee's operation and activities during the financial year 2017/18 and includes the following sections:

- Overview;
- Audit Committee's Charter;
- Authority;
- Accountability;
- Membership;
- Meetings and Attendance;

F6. AUDIT COMMITTEE ANNUAL REPORT 2017/18

(continued)

- Key Activities of the Committee (including external audit, internal audits, monthly financial reports, risk management and other matters considered throughout the year);
- Self-assessment of Committee's Effectiveness; and
- Concluding remarks.

A copy of the Annual Report for 2017/18 has been circulated with the Council Meeting agenda.

a. Council Plan Linkage and Policy Context

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

Nil.

c. Consultation and/or communication processes implemented or proposed

The annual report was approved by the Audit Committee at a meeting held on 6 September 2018.

d. Financial and Resource Implications and Opportunities

The Council Budget for 2017/18 contained a budget allocation for the direct costs of operating and supporting the Audit Committee.

Separate Circulation – Non Confidential

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>ECM</i>
1.	Audit Committee Annual Report 2017/18	2452431

Chief Executive Officer, Mr Burgoyne re-declared a Conflict of Interest in item F7. Planning Permit Application - P18087 – 6 Panoramic Drive, Cape Bridgewater and left the room at 7.32pm. Director Community Services, Ms Edith Farrell assumed the chair as Acting Chief Executive Officer.

F7. PLANNING PERMIT APPLICATION - P18087 – 6 PANORAMIC DRIVE, CAPE BRIDGEWATER

Director: Joan Lewis, Acting Director Corporate Services

Executive Summary

This paper is to brief the Councillors on an application to allow use and development of a dwelling. After detailed assessment of the merits of the proposal against the Glenelg Planning Scheme it is recommended that the application can be approved subject to conditions.

Recommendation

Approve use and development of a dwelling and Issue a Notice of Decision to grant a permit at 6 Panoramic Drive, Cape Bridgewater in accordance with conditions contained in Attachment 4.

MOTION

MOVED Cr Halliday

Approve use and development of a dwelling and Issue a Notice of Decision to grant a permit at 6 Panoramic Drive, Cape Bridgewater in accordance with conditions contained in Attachment 4.

SECONDED Cr Wilson

CARRIED

Background/Key Information:

A planning permit is required to allow use and development of the subject site for a dwelling under the zone and overlays affecting the land. The application originally also requested a variation to restrictive covenant AE462009V, which would have allowed the dwelling to be built above the height identified within the covenant.

Notice of the application was given to owners and occupiers of nearby land and all owners and occupiers of land benefitted or burdened by the restrictive covenant. Notice was also put in the Portland Observer, and a sign was placed on site. Council received a total of 13 objections to the proposal, with one being withdrawn following the application being amended. The 12 objections contained in Attachment 2 raise issues such as:

- Covenant variation will impede views;
- Covenant variation has the potential to devalue surrounding land;

F7. PLANNING PERMIT APPLICATION - P18087 – 6 PANORAMIC DRIVE, CAPE BRIDGEWATER

(continued)

- Covenant variation does not meet objectives of Cape Bridgewater Structure Plan;
- Potential for overlooking and overshadowing of neighbouring properties; and
- Design and setback of dwelling will limit and obscure views of the neighbouring property to the north.

As mentioned above, the application was amended following public notice being given to remove the variation of the restrictive covenant. The plans were originally designed to Australian Height Datum (AHD), whereas the subdivision and Covenant were prepared using Local Sea Level elevations (LSL). AHD is approximately 2m higher in elevation than LSL. This meant that with a minor change to the northern setback of 1m the proposed dwelling will meet the height limit under the restrictive covenant being under it by 400mm.

Notice of the error and the amendment to the application was sent to all objectors. One objection was withdrawn, and two objectors sent in additional concerns. These additional concerns are contained in Attachment 2, and include:

- The application did not include sufficient details regarding natural surface levels, building height, shadow diagrams, colours and materials, access, wastewater, or landscaping; and
- The proposed dwelling does not reflect the building envelope proposed in the original subdivision.

The objections that relate solely to the variation of covenant are considered to be satisfied by the amended plans showing the correct building height using LSL. The remaining issues raised in the submissions can partly be addressed through appropriate conditions on any permit issued. A response to the issues raised in the submissions and the full assessment of the scheme provisions are outlined in length in the delegate report at Attachment 3.

It is recommended that a Notice of Decision be issued to grant a permit.

a. Council Plan Linkage and Policy Context

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

Permit conditions are worded to require compliance prior to the use commencing on the subject land. As such the use cannot operate without complying with the permit conditions and the requirements contained therein.

F7. PLANNING PERMIT APPLICATION - P18087 – 6 PANORAMIC DRIVE, CAPE BRIDGEWATER

(continued)

An application to review the decision can be made to the Victorian Administrative Tribunal. This right to review is available to the applicant within 60 days of the notice of decision and to objectors within 28 days of notice of decision.

c. Consultation and/or communication processes implemented or proposed

Notice of the application was given to owners and occupiers of land benefitted or burdened by the restrictive covenant. Notice was also put in the Portland Observer, and a sign was placed on site as required by the *Planning and Environment Act 1987*.

d. Financial and Resource Implications and Opportunities

Nil.

Separate Circulations – Non Confidential

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>ECM</i>
1.	Planning Permit Application	2466178
2.	Submissions received	2466163
3.	Delegate Report	2465703
4.	Notice of Decision to approve	2464279

Chief Executive Officer, Mr Burgoyne returned to the meeting at 7.37pm.

F8. LEASE AGREEMENT WITH AIRCRAFT MAINTENANCE ENGINEERING SOLUTIONS PTY LTD

Director: Joan Lewis, Acting Director Corporate Services

Executive Summary

This paper seeks Council's endorsement for a proposed new three (3) year lease of an airport hangar at the Portland Airport, between the Glenelg Shire Council and Aircraft Maintenance Engineering Solutions Pty Ltd.

Recommendation

That Council:

1. Approves a new three (3) year lease to be entered into with Aircraft Maintenance Engineering Solutions Pty Ltd for the use of the aircraft hangar located at 1260 Bridgewater Lakes Road, Cashmore.
2. Sets the rent at \$200.00 (inc GST) per week for year one of the lease and that the rent be adjusted by the CPI All Groups – Melbourne, for years two and three.
3. Authorises the Director Corporate Services to finalise and execute the new lease documents.

MOTION

MOVED Cr McDonald

That Council:

1. **Approves a new three (3) year lease to be entered into with Aircraft Maintenance Engineering Solutions Pty Ltd for the use of the aircraft hangar located at 1260 Bridgewater Lakes Road, Cashmore.**
2. **Sets the rent at \$200.00 (inc GST) per week for year one of the lease and that the rent be adjusted by the CPI All Groups – Melbourne, for years two and three.**
3. **Authorises the Director Corporate Services to finalise and execute the new lease documents.**

SECONDED Cr White

CARRIED

F8. LEASE AGREEMENT WITH AIRCRAFT MAINTENANCE ENGINEERING SOLUTIONS PTY LTD

(continued)

Background/Key Information:

The aircraft hangar is situated at the Portland Airport, 1260 Bridgewater Lakes Road, Cashmore.

The previous lease with Aircraft Maintenance Engineering Solutions Pty Ltd (the tenant) was for a term of three (3) years from 1 January 2016 to 31 December 2018.

The tenant currently pays \$200.00 (inc GST) per week with Council paying all outgoings.

The tenant currently uses the hangar to carry out activities related to its aircraft maintenance business.

Following discussions with the tenant an in-principle agreement has been reached for a further three (3) year term with the weekly rent remaining at \$200.00 (inc GST) for year one of the lease with the rent to be adjusted by the CPI All Groups – Melbourne for years two and three.

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

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. **Legislative, Legal and Risk Management Considerations**

Section 190 of the *Local Government Act 1989* restricts Council's power to lease land in specific circumstances. The proposed lease complies with s.190.

A new lease will also be executed to meet the requirements of the *Retail Leases Act 2003*.

Ensuring a formal lease is executed provides Council with a legally binding agreement relating to the tenant's occupancy.

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

Consultation with the Director Assets and the current tenant has occurred.

d. **Financial and Resource Implications and Opportunities**

The income received from the lease is included within the current budget provisions.

F9. AMENDMENT C90 – PORTLAND INDUSTRIAL LAND STRATEGY IMPLEMENTATION

Director: Joan Lewis, Acting Director Corporate Services

Executive Summary

The purpose of this report is to brief Council on proposed Amendment C90 for the implementation of the recommendations from the Portland Industrial Land Strategy. It is recommended that Council seek authorisation from the Minister for Planning to prepare and exhibit Glenelg Shire Planning Scheme Amendment C90.

Recommendation

That Council seek authorisation from the Minister for Planning under Section 8A (3) of the *Planning and Environment Act 1987* to prepare and exhibit Glenelg Planning Scheme Amendment C90.

MOTION**MOVED Cr Wilson**

That Council seek authorisation from the Minister for Planning under Section 8A (3) of the *Planning and Environment Act 1987* to prepare and exhibit Glenelg Planning Scheme Amendment C90.

SECONDED Cr Hawker**CARRIED****Background/Key Information:**

The Portland Industrial Land Strategy (PILS) was adopted by Council at 23 August 2016 Council meeting. The PILS recommended changes to the Glenelg Planning Scheme in relation to three of the industrial precincts in Portland, namely the North Portland Industrial Precinct, the Central Portland Employment Precinct, and the Madeira-Packet Employment Precinct. The recommended changes require an amendment to the Glenelg Planning Scheme.

Draft Development Plans have been prepared for each of the identified precincts to add value to the recommendations of the PILS. A preliminary advertising period of the draft Development Plans was undertaken from 28 November 2017 to 23 February 2018 to owners and occupiers of land where a Development Plan is proposed to apply. The advertising period identified issues that were predominately addressed through modifications to the draft plans. Council resolved at the July 2018 Council Meeting to proceed with the modified development plans and the preparation of proposed Amendment C90.

F9. AMENDMENT C90 – PORTLAND INDUSTRIAL LAND STRATEGY IMPLEMENTATION

(continued)

Proposed Amendment C90 applies to land within the three identified industrial precincts of Portland. The majority of the changes proposed are from the recommendations of the PILS. Additional changes have been identified through the preparation of the amendment documentation, the Scheme Review (2018), and submissions to the exhibition of the draft Development Plans.

A detailed description and assessment of the amendment can be found in the Explanatory Report (refer to Attachment 1).

In summary proposed Amendment C90 seeks to rezone land:

- Fronting the south side of Westlakes Road between the railway line and the Henty Highway from Industrial 2 Zone (IN2Z) to Industrial 3 Zone (IN3Z);
- Surrounding the Portland North Primary School from IN2Z to IN3Z;
- Described as 42 School Road, Portland North (LOT 1 TP239341) from IN2Z to Public Use Zone (PUZ2) consistent with the use of the land as part of the Portland North Primary School site;
- Including LOT 1 TP128066 and part of LOT 2 LP212454 from IN2Z to Rural Conservation Zone (RCZ2);
- Known as LOT 1 TP344672 from IN2Z to IN3Z;
- On the south side of Wade Street, east of the railway line and generally west of Palmer Street from IN3Z to Mixed Use Zone (MUZ1);
- South of Kennedy Street and west of Hurd Street from IN3Z to MUZ1;
- South of Garden Street, east of the railway line and west of Osbourne Street from IN3Z to General Residential Zone 1 (GRZ1);
- South of Garden Street and to the east side of Osbourne Street from IN3Z to MUZ1;
- Introduce Schedules 7, 8 and 9 to the Development Plan Overlay (Clause 43.04);
- Delete Schedule 2 to Clause 43.02 Design and Development Overlay (DDO2); and
- Insert Clause 32.04 Mixed Use Zone and insert Schedule 1 to Clause 32.04 Mixed Use Zone.

F9. AMENDMENT C90 – PORTLAND INDUSTRIAL LAND STRATEGY IMPLEMENTATION

(continued)

The amendment documentation can be found at Attachment 2 including, the instruction sheet, amendment maps, Clause 32.04 - Mixed Use Zone, and the relevant schedules to be modified or inserted into the scheme. The draft Development Plans, as amended from the July 2018 Council meeting will be included as part of the amendment documents to be put on public exhibition. It is anticipated that if the amendment documentation is ultimately adopted by Council that similarly the development plans will also be adopted by Council at a future Council meeting.

It is recommended that Council seek authorisation from the Minister for Planning to prepare and exhibit proposed Amendment C90.

a. Council Plan Linkage and Policy Context

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Liveable Glenelg – Embracing inclusive, health, sustainable and diverse cultures.

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

The Amendment supports the implementation of the following objectives under Section 4 (1) of the *Planning and Environment Act 1987*:

- To provide for the fair, orderly, economic and sustainable use, and development of land;
- To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity;
- To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;
- To facilitate development in accordance with the objectives; and
- To balance the present and future interests of all Victorians.

c. Consultation and/or communication processes implemented or proposed

Prescribed Ministers and landowners are required to be notified. Notice of Amendment C90 will be placed in the Portland Observer prior to the public exhibition period commencing. A notice will be placed in the Victoria Government Gazette on the day exhibition of Amendment C90 commences.

F9. AMENDMENT C90 – PORTLAND INDUSTRIAL LAND STRATEGY IMPLEMENTATION

(continued)

The exhibition process enables public comments to be received on Amendment C90. Submitters will be updated on the progress of the amendment and if required will have the opportunity to present to a Planning Panel.

d. Financial and Resource Implications and Opportunities

The process for Amendment C90 is to be managed by the Planning Unit and within the operational budget. However, an application for funding support has been lodged with the VPA, pending approval, to assist Council with the costs of a planning panel, if required, for the amendment.

Separate Circulations – Non Confidential

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>ECM</i>
1.	Explanatory Report	2463995
2.	Amendment Documentation <ul style="list-style-type: none"> • Instruction Sheet • Amendment Maps • Clause 32.04 • Schedule 1 to Clause 32.04 • Schedule 7 to Clause 43.04 • Schedule 8 to Clause 43.04 • Schedule 9 to Clause 43.04 • Schedule to Clause 72.03 	2464028

F10. HERITAGE GRANT APPLICATION 8 PERCY STREET, PORTLAND

Director: Joan Lewis, Acting Director Corporate Services

Executive Summary

This report relates to a heritage grant application for re-stumping of a contributory building within HO165 Portland Heritage Precinct at 8 Percy Street, Portland. It is recommended that Council approve the grant application of \$5,000 to Edward Williamson.

Recommendation

That Council approve the grant application of \$5000 from the heritage grants and loans restoration fund for restumping at 8 Percy Street, Portland.

MOTION**MOVED Cr Halliday**

That Council approve the grant application of \$5000 from the heritage grants and loans restoration fund for restumping at 8 Percy Street, Portland.

SECONDED Cr Wilson**CARRIED****Background/Key Information:**

On 25 July 2017 Council adopted a revised Heritage Loans and Grant Scheme Policy.

On 20 August 2018 a grant application was lodged for \$5,000 for re-stumping of 8 Percy Street, Portland, with estimated cost of works at \$12,100. The conservation works are the first stage of restoration of the recently purchased property and are required prior to further works commencing. See Heritage Advisor Report for list of planned projects.

The contributory building is within Heritage Overlay HO165 – Portland Heritage Precinct. A planning permit is not required.

Council's appointed heritage advisor inspected the site on 30 July 2018 and recommended approval of a grant. As per the policy, the grant application was referred to the Heritage Advisor and Heritage Advisory Committee.

The grant application will make a positive contribution to the restoration of this contributory building. The application meets all the eligibility requirements of the Heritage Loan and Grant Scheme policy.

a. Council Plan Linkage and Policy Context

Liveable Glenelg – Livability & quality of life.

F10. HERITAGE GRANT APPLICATION 8 PERCY STREET, PORTLAND

(continued)

b. Legislative, Legal and Risk Management Considerations

There are no specific legislative, legal or risk management considerations.

c. Consultation and/or communication processes implemented or proposed

The application was referred to the Heritage Advisory Committee for comment with no responses received. The applicant will be advised of the Council meeting outcome.

d. Financial and Resource Implications and Opportunities

There are sufficient funds for the grant application which comes from the heritage grants and loans restoration fund and sufficient resourcing to administer.

Separate Circulations – Non Confidential

No.	Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)	ECM
1.	Heritage Advisor Report, Flightpath dated 27 August 2018	2465354

F11. GLENELG PLANNING SCHEME AMENDMENT C95: CASTERTON STRUCTURE PLAN

Director: Joan Lewis, Acting Director Corporate Services

Executive Summary

This report is to brief Council on Amendment C95 to implement the recommendations of the Casterton Structure Plan (2018) into the Glenelg Planning Scheme.

The report recommends that Council seek authorisation from the Minister for Planning to prepare and exhibit Amendment C95.

Recommendation

That Council seek authorisation from the Minister for Planning under Section 8A (3) of the *Planning and Environment Act 1987* to prepare and exhibit Glenelg Planning Scheme Amendment C95.

MOTION**MOVED Cr Stephens**

That Council seek authorisation from the Minister for Planning under Section 8A (3) of the *Planning and Environment Act 1987* to prepare and exhibit Glenelg Planning Scheme Amendment C95.

SECONDED Cr McDonald**CARRIED****Background/Key Information:**

The Casterton Structure Plan was adopted by Council at the 27 February 2018 Council meeting. The Structure Plan coordinates land use, urban design and development planning for the town centre and surrounding residential and agricultural land.

An Addendum Report (refer to Attachment 2) was prepared in August 2018 in response to feedback received from the Glenelg Hopkins Catchment Management Authority (GHCMA), relating to undeveloped residential zoned land in the Glenelg River floodplain.

The report recommends the rezoning of undeveloped land subject to high-hazard flooding from General Residential 1 Zone to the Farming Zone.

A planning scheme amendment is required to implement the recommendations of the Casterton Structure Plan and Addendum Report (2018).

F11. GLENELG PLANNING SCHEME AMENDMENT C95: CASTERTON STRUCTURE PLAN

(continued)

Report

Amendment C95 provides strategic direction for land use, development, environmental management and public realm improvements for Casterton.

This includes:

- Supporting the role of Casterton as a freight and logistics centre.
- Encouraging land uses that support Casterton's economic, heritage, civic and community roles, commercial prosperity and community needs.
- Encouraging an active and vibrant town centre with increased pedestrian movement and surveillance.
- Creating opportunities for economic growth in Casterton;
- Promoting the image of Casterton which reflects the area's history, heritage and relationship to the Glenelg River;
- Ensuring new development is of high-quality, enhances local character and contributes to the image of Casterton;
- Encouraging housing diversity in accessible locations, including housing that accommodates the needs of the ageing population;
- Encouraging the use of the land south of Henty Street and bound by the PUZ6, PUZ2 and Glenelg River, for mixed use purposes and by incorporating a greater mix of community uses and medium density housing opportunities;
- Rezoning the C2Z land to the east of the Glenelg River and vacant parcels of GR1Z land to the north of Addison Street to more appropriately manage the land, which is subject to regular flood inundation;
- Utilising the IN1Z to better reflect the existing and future uses of the site at Lot 26A Portland-Casterton Road and the proposed surrounding land uses; and
- Updating the Glenelg Shire Local Floodplain Development Plan.

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

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Liveable Glenelg – Embracing inclusive, health, sustainable and diverse cultures.

F11. GLENELG PLANNING SCHEME AMENDMENT C95: CASTERTON STRUCTURE PLAN

(continued)

b. Legislative, Legal and Risk Management Considerations

The Amendment helps to implement the following objectives under Section 4 (1) of the *Planning and Environment Act 1987*:

- To provide for the fair, orderly, economic and sustainable use and development of land;
- To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity;
- To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;
- To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value; and
- To balance the present and future interest of all Victorians.

It complies with directions issued by the Minister for Planning (Ministerial Directions) and relevant practice notes / guidelines issued by the Department of Environment, Land, Water and Planning (DELWP).

c. Consultation and/or communication processes implemented or proposed

Authorisation from the Minister for Planning is required prior to exhibition of the Amendment.

Individual notification is to be given to prescribed Ministers, landowners and occupiers of affected land. Notice of the Amendment will appear in the Portland Observer, Casterton News and Victoria Government Gazette.

Once exhibited submissions received may need to be heard by Planning Panels Victoria in order for Council to proceed with the Amendment.

Owners affected by the Addendum flood report were also notified prior to this amendment with no submissions lodged.

d. Financial and Resource Implications and Opportunities

The Amendment process will be resourced by the Strategic Planning Unit.

Separate Circulations – Non Confidential

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	ECM
1.	Attachment 1 – Amendment C95 Documentation	2469571
2.	Attachment 2 - Casterton Structure Plan Addendum Report (August 2018)	2469558

F12. CASTERTON SALEYARDS UPDATE 2017-2018

Director: Robert Alexander, Director Assets

Executive Summary

This update is to provide Council with a summary of activities of the Casterton Saleyards for the 2017-2018 financial year.

Recommendation

That Council note the Casterton Saleyards report for 2017-2018.

MOTION

MOVED Cr Stephens

That Council note the Casterton Saleyards report for 2017-2018.

SECONDED Cr McDonald

CARRIED

Background/Key Information:

The social and economic contribution that the Casterton Saleyards makes to the Casterton community is significant.

The saleyards provide an important service for local farmers and stock agents alleviating the need to transport stock to other municipalities for sale. The saleyards competitive pricing, up to 38% lower than nearby competitors, means Casterton is an obvious choice for selling stock.

The saleyards ran seven sales for the 2017-2018 financial year with 8750 head of cattle and 12623 head of sheep for a gross sale figure totalling \$10,405,572.65.

A review of the Saleyards Management Plan and Livestock Standstill Plan were conducted with all relevant procedures, policies and legislative requirements updated.

The results of the recent National Saleyard Quality Assurance Audit (NSQA) have shown that the saleyards have exceeded in all areas of operation, including quality, stock handling, security and occupational health and safety.

Whilst over 100 facilities participate in the NSQA program, Casterton is one of just 48 facilities across Australia that has attained full accreditation.

F12. CASTERTON SALEYARDS UPDATE 2017-2018

(continued)

Several major works have been implemented during the 2017-2018 financial year including:

- Installation of Closed Circuit TV (CCTV);
- Replacement of external fences;
- Renewal of loading ramp fencing;
- Completion of the Installation of Energy efficient lighting for the whole complex;
- New tables for the canteen undercover dining area; and
- Introduction of sheep contract scanning (made possible by a Victorian Government grant).

The Casterton Saleyards Advisory Committee comprises a Councillor Chairperson, Stock Agents and Council staff.

Some of the key items discussed by the Committee included:

- Review of completed sales and any actions arising;
- Confirmation of proposed sale dates for 2018-2019;
- Adoption of fees and charges;
- Discussion relating to operational and maintenance matters; and
- Business continuity planning for saleyard operations.

a. Council Plan Linkage and Policy Context

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Legislative, Legal and Risk Management Considerations

- b. The saleyards operates under a range of legislative obligations including the requirements of the *Export Control Act 1982* and the *Occupational Health and Safety Act 2004*.

c. Consultation and/or communication processes implemented or proposed

The report is for information only and did not require consultation and or communication process.

F12. CASTERTON SALEYARDS UPDATE 2017-2018

(continued)

d. Financial and Resource Implications and Opportunities

The Casterton saleyards are operating within budget and this report is not seeking any additional financial support.

The saleyards is resourced by the Saleyards Operations Manager and two casual staff who assist on sale days.

Separate Circulation – Non Confidential

<i>No.</i>	<i>Separate Circulation</i>	<i>ECM</i>
1.	Casterton Saleyards 2017-2018 Sale Information and Statistics	2240914

F13. VICFLEET STATE PURCHASING CONTRACT SS-01-2018 PROCUREMENT OF PASSENGER AND LIGHT COMMERCIAL FLEET

Director: Robert Alexander, Director Assets

Executive Summary

This report is to brief Council on the Victorian State Purchasing Contract SS-01-2018 under the Department of Treasury and Finance through VicFleet for the procurement of passenger and light commercial fleet. The recommendation aligns with both Councils Procurement Policy and Councils Organisational Light Fleet Policy.

Recommendation

That Council endorse continued access through VicFleet for State Purchasing Contract SS-01-2018 for the procurement of passenger and light commercial fleet.

MOTION**MOVED Cr Halliday**

That Council endorse continued access through VicFleet for State Purchasing Contract SS-01-2018 for the procurement of passenger and light commercial fleet.

SECONDED Cr White**CARRIED****Background/Key Information:**

Council currently has access to 82 light fleet vehicles to assist in the efficient delivery of services through each of its business units. These vehicles are replaced as per the Light Fleet Policy aligning with Councils Procurement Policy guidelines and competition thresholds. Each financial year, Council approves a budget allocation for the replacement of light fleet according to nominal whole of life cycles as per Councils Organisational Light Fleet Policy.

The Victorian Government has a whole-of-government vehicle panel contract that provides a pricing registry for the purchase of fleet for various government departments and agencies. The project initiative is managed by VicFleet, who are responsible for the operational management of the motor vehicle State Purchasing Contract (SPC) and provide discounts and other benefits to Victorian Government departments and agencies.

The Department of Treasury and Finance (DTF) released an open Request for Tender (RFT) SS-01-2018 for the supply of Motor Vehicles and related services to the market on 19 February 2018, which closed on 16 March 2018. The objective of the RFT was to support the Government in achieving its fleet efficiency agenda by providing a range of pre-qualified suppliers. Eighteen (18) suppliers have been recommended for inclusion to the SPC panel, which commenced on 1 May 2018.

F13. VICFLEET STATE PURCHASING CONTRACT SS-01-2018 PROCUREMENT OF PASSENGER AND LIGHT COMMERCIAL FLEET

(continued)

The SPC agreement term is ongoing and will remain in force until DTF cancels a pre-qualification or dissolves the panel. DTF may also refresh the panel at its discretion. It is expected that the first refresh period will not occur until early 2019.

The key benefits of the SPC are:

- Having a range of pre-qualified suppliers bound by standard contract terms and conditions;
- Discounted price catalogue available for each supplier that includes related services such as accessories, pre-paid service and roadside assistance programs;
- 90 days price protection;
- Panel scope has been increased to include heavy vehicles up to 8 tonnes;
- The contract access fee (CAF) has been abolished; and
- Improved measurement and monitoring of performance against the contract is managed by DTF.

Light fleet has previously been purchased through the SPC, and this process has enabled Council to purchase fleet at heavily discounted prices. To align with Councils Procurement Policy and aggregated spend thresholds, it is recommended that Council endorse the continued access to SPC SS-01-2018.

a. Council Plan Linkage and Policy Context

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Creative Glenelg – Creative, inspired, forward thinking and action orientated.

b. Legislative, Legal and Risk Management Considerations

The recommendation aligns with the *Local Government Act 1989* Section 186c relating to procurement.

c. Consultation and/or communication processes implemented or proposed

Councils Asset Management and Contracts units have been consulted as part of the contract review process.

d. Financial and Resource Implications and Opportunities

Council has approved an annual budget allocation for the supply and delivery of light fleet.

Councillor Cr White re-declared a Conflict of Interest in F14. Planning Permit Application - P18087 – 6 Panoramic Drive, Cape Bridgewater and F15. Contract 2018-19-04 Henty Employment Precinct Drainage Upgrades and left the meeting at 7.53pm.

F14. CONTRACT 2018-19-10 FLOOD DAMAGE AND REHABILITATION WORKS (BRIDGES AND CULVERTS)

CEO: Greg Burgoyne, Chief Executive Officer

Executive Summary

This paper is to brief the Council on the tender evaluation process for the reinstatement of the bridges and culverts under Contract 2018-19-10 and recommends the awarding of the contract.

Recommendation

1. That Port Haul Civil Pty Ltd be awarded Contract 2018-19-10 for the flood damage repairs and rehabilitation works to bridges and culverts.
2. That the Group Manager Special Projects be authorised to negotiate contractual terms and conditions with the preferred tenderer.
3. That, subject to successful negotiation with the preferred tenderer, the Chief Executive Officer be authorised to execute all documents relating to this contract.
4. That the Director Assets be authorised to complete all financial payments relating to this contract.

MOTION

MOVED Cr Stephens

1. That Port Haul Civil Pty Ltd be awarded Contract 2018-19-10 for the flood damage repairs and rehabilitation works to bridges and culverts.
2. That the Group Manager Special Projects be authorised to negotiate contractual terms and conditions with the preferred tenderer.
3. That, subject to successful negotiation with the preferred tenderer, the Chief Executive Officer be authorised to execute all documents relating to this contract.
4. That the Director Assets be authorised to complete all financial payments relating to this contract.

SECONDED Cr Wilson

CARRIED

F14. CONTRACT 2018-19-10 FLOOD DAMAGE AND REHABILITATION WORKS (BRIDGES AND CULVERTS)

(continued)

Background/Key Information:

This contract is to undertake the rectification works for the bridges and culverts following the Casterton flood event in 2016.

Public tenders were called on Thursday 2 August 2018 and closed at 3pm on Thursday 30 August 2018. A total of two submissions were received for evaluation from Gambier Earth Movers Proprietary Limited, South Australia and Port Haul Civil Pty Ltd, Victoria.

The Tender Evaluation Panel has considered the tender submissions taking into account the selection criteria and weighting which covers price and value for money, capability, qualifications and previous experience and track record, evidence and outcome of delivery

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

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Connecting Glenelg – Connecting people, places and spaces.

b. **Legislative, Legal and Risk Management Considerations**

All legal and legislative requirements have been considered.

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

Tenders were invited in accordance with Council's procurement policy and communications with prospective tenderers were via Council's Tenderlink website to ensure a fair and transparent platform for tendering.

Notification to the successful tender will also be provided following Council's resolution to award the contract.

d. **Financial and Resource Implications and Opportunities**

The contract will be managed by current resources within the organisation. The cost of the remedial works is within the flood recovery budget allocation.

F14. CONTRACT 2018-19-10 FLOOD DAMAGE AND REHABILITATION WORKS (BRIDGES AND CULVERTS)

(continued)

Separate Circulation – Confidential

The separate circulation listed in the table below have been designated as confidential by the Chief Executive Officer under sections 77(2)(c) of the Local Government Act 1989 (the Act):

<i>No.</i>	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>Relevant Grounds Under Section 89(2) of the Act</i>	<i>ECM</i>
1.	Contract No. 2018-19-10 Flood Damage Repair to Bridges and Culverts, Tender Evaluation Matrix	<i>Contains contractual matters - section 89 (2) (d) of the Local Government Act 1989</i>	2469933

F15. CONTRACT 2018-19-04 HENTY EMPLOYMENT PRECINCT DRAINAGE UPGRADES

Director: Robert Alexander, Director Assets

Executive Summary

This report is to brief Council on the tender evaluation process for the Henty Employment Precinct Drainage Upgrades under Contract 2018-19-04 and provides recommendations regarding the award of this contract.

Recommendation

1. That Council award Contract 2018-19-04 for the Henty Employment Precinct Drainage Upgrades to Porthaul Civil Pty Ltd.
2. That the Chief Executive Officer be authorised to execute all documents relating to this contract.
3. That the Director Assets be authorised to negotiate contractual terms and conditions to be included in the contract.
4. That the Director Assets be authorised to complete all financial payments and endorse variations as applicable relating to this contract.

MOTION**MOVED Cr McDonald**

1. That Council award Contract 2018-19-04 for the Henty Employment Precinct Drainage Upgrades to Porthaul Civil Pty Ltd.
2. That the Chief Executive Officer be authorised to execute all documents relating to this contract.
3. That the Director Assets be authorised to negotiate contractual terms and conditions to be included in the contract.
4. That the Director Assets be authorised to complete all financial payments and endorse variations as applicable relating to this contract.

SECONDED Cr Halliday**CARRIED****Background/Key Information:**

The first of the construction packages for the Henty Employment Precinct includes the development of a drainage detention basin, upgrading the existing drain under New Street and Hanlon Parade, and upgrading the ocean outfall drain.

F15. CONTRACT 2018-19-04 HENTY EMPLOYMENT PRECINCT DRAINAGE UPGRADES

(continued)

The second package will include the construction of Browning Street with associated stormwater drains and water main replacement together with the upgrade of the Browning Street and Henty Highway Ring Road intersection.

This contract is to undertake the Henty Employment Precinct Drainage Upgrades, design and construct.

Public Tenders were called on Friday 3 August 2018 and closed at 3pm on Thursday 23 August 2018.

At the closure of the tender submission period a total of three (3) submissions were received. Tender submissions were received via Tenderlink from:

- Gambier Earth Movers Pty Ltd;
- Porthaul Civil Pty Ltd; and
- Mibus Bros (Aust) Pty Ltd.

The Tender Evaluation Panel considered the tender submissions taking into account the selection criteria and weighting which covers previous relevant experience, experience and capability of the nominated key personnel including subcontractors, management systems (quality, safety, environmental), proposed methodology, program, price, economic contribution to the Glenelg Shire Council region and the level of commitment demonstrated to maximize environmental sustainability.

a. Council Plan Linkage and Policy Context

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Connecting Glenelg – Connecting people, places and spaces.

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

All legal and legislative requirements have been considered.

c. Consultation and/or communication processes implemented or proposed

Tenders were invited in accordance with Council's procurement policy and communications with prospective tenderers were via Council's Tender link website to ensure a fair and transparent platform for tendering.

F15. CONTRACT 2018-19-04 HENTY EMPLOYMENT PRECINCT DRAINAGE UPGRADES

(continued)

Notification to the preferred tenderers will also be provided following Council's resolution to relating to this contract. Following successful negotiation of contractual terms and conditions with the preferred tenderers and a further tender evaluation, the contract will be awarded and tenderers will be notified of the outcome.

d. Financial and Resource Implications and Opportunities

These works fall within a budgeted allocation that is a part of a funding agreement relating to the Henty Employment Precinct Project.

Separate Circulation – Confidential

The separate circulation listed in the table below have been designated as confidential by the Chief Executive Officer under sections 77(2)(c) of the Local Government Act 1989 (the Act):

<i>No.</i>	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>Relevant Grounds Under Section 89(2) of the Act</i>	<i>ECM</i>
1.	Henty Employment Precinct Drainage Upgrades, Contract 2018-19-04 Tender Evaluation Matrix	Contains contractual matters - section 89 (2) (d) of the Local Government Act 1989	2469932

Cr White returned to the meeting at 7.56pm.

F16. LOCAL PORT OF PORTLAND BAY ANNUAL REPORT 2017-2018

Director: Robert Alexander, Director Assets

Executive Summary

This report is to present the Local Port of Portland Bay 2017-2018 Annual Report to Council for endorsement.

Recommendation

1. That the Local Port of Portland Bay Annual Report for 2017-2018, including the audited Financial Statements, be adopted.
2. That a copy of the Local Port of Portland Bay Annual Report be submitted to Transport for Victoria within the Department of Economic Development, Jobs, Transport and Resources.
3. That Council endorse the Local Port of Portland Bay Annual Report 2017-2018 for publication and printing.

MOTION**MOVED Cr White**

1. **That the Local Port of Portland Bay Annual Report for 2017-2018, including the audited Financial Statements, be adopted.**
2. **That a copy of the Local Port of Portland Bay Annual Report be submitted to Transport for Victoria within the Department of Economic Development, Jobs, Transport and Resources.**
3. **That Council endorse the Local Port of Portland Bay Annual Report 2017-2018 for publication and printing.**

SECONDED Cr McDonald**CARRIED****Background/Key Information:**

Glenelg Shire Council is Port Manager of the Local Port of Portland Bay and operates the facility under a Management Agreement with the Victorian Government's Transport for Victoria within the Department of Economic Development, Jobs, Transport and Resources (DEDJTR).

A requirement of the Management Agreement is *"The Port Manager will, no later than 30 September in each year of the Term, prepare and submit to DEDJTR an Annual Report on the outcomes of the previous financial year's Business Plan and Budget"*.

The report covers statutory requirements such as audit certification of Financials, the Safety and Environmental Management Plan (SEMP), capital and recurrent works and incident reporting.

F16. LOCAL PORT OF PORTLAND BAY ANNUAL REPORT 2017-2018

(continued)

a. Council Plan Linkage and Policy Context

The efficient operation of Local Port facilities will continue to enhance the strategic objective of 'Growing Glenelg' – Sustain and grow a diverse economy and social prosperity' in the Glenelg Shire Council Plan.

b. Legislative, Legal and Risk Management Considerations

Council has obligations as manager of the Local Port under the *Port Management Act 1995*. A requirement of the Management Agreement between Council and DEDJTR is that an annual report is produced. It also outlines statutory requirements which must be included.

c. Consultation and/or communication processes implemented or proposed

Consultation has been undertaken with Council's Finance Unit as well as Transport for Victoria regarding format, content and financials.

d. Financial and Resource Implications and Opportunities

The design and publication of the Annual report are covered in the Local Port budget, which is provided by Transport for Victoria.

Separate Circulation – Non Confidential

No.	<i>Separate Circulation Title, Date and Author as detailed on the separate circulation (where applicable)</i>	<i>ECM</i>
1.	Local Port of Portland Bay Annual Report 2017-2018	2474531

F17. CASTERTON ECONOMIC UPDATE

CEO: Greg Burgoyne, Chief Executive Officer

Executive Summary

This paper is to brief councillors on the perceived current economic, social and cultural climate in Casterton.

Recommendation

That Council notes the Casterton Economic Update.

MOTION

MOVED Cr Halliday

That Council notes the Casterton Economic Update.

SECONDED Cr Stephens

CARRIED

Background/Key Information:

Casterton is experiencing significant economic, social and cultural investment which is assisting in sustaining the township, making it an even more desirable location to invest and call home.

46 residential properties have been sold in the township during the past 12 months, with includes a large percentage of metropolitan buyers attracted to the community. The median house price has climbed to \$155,000, an increase of 20% since 2016.

The Casterton saleyards continue to be a hub of economic activity with more than \$10m worth of sales last season. This included the sale of more than 8,700 cattle and 12,600 sheep with buyers continuing to be attracted by the high quality of stock on offer.

Across the township a staggering \$18.6m worth of investment has been committed over the past 12 months. Works include:-

\$1.6m Australian Kelpie Centre – the doors opened in June, attracting more than 2,500 visitors in its first month. This opening significantly increased visitation for the June quarter to over 4,600 visitors. A world record breaking sale price of \$22,000 for a Kelpie was achieved at the Australian Kelpie Muster in June. This high price and the event gave global media attention to the town and the new Kelpie centre.

\$14m Edgarley redevelopment – this project is the biggest single capital investment for the shire over the past decade. The Jackson Street development has created 60 local jobs as part of the construction phase, with the contract awarded to local company Nicholson construction.

F17. CASTERTON ECONOMIC UPDATE

(continued)

The redevelopment will position Edgarley as a premier aged care facility providing a suite of health services under one roof, further complimenting the aged care living units already available on site. Importantly, it will further aid the attraction of new residents to the region whilst ensuring the ageing population can continue to live in the local community, close to their family, friends and support networks.

\$1.8 million Island Park works – the one in 100 year 2016 spring floods devastated the popular sporting precinct.

Flood repairs have jointly been funded by the Commonwealth and Victorian Governments under the Community Flood Recovery Fund and also from Council allocations over a 2 year period.

Works have included resurfacing of the netball and tennis courts, new fencing and lighting, construction of a new court club house and upgraded drainage for the area. The Olympic Memorial pool received a facelift with installation of an all abilities access ramp, new modern return system and a concrete concourse for the pool surrounds. Refurbished change rooms and kiosk area also occurred.

The precinct had its flood damaged green replaced plus new kitchen and carpet installed, further strengthening the appeal and useability of the area.

\$1.2 million CFA station – A planning permit have been lodged for a new four bay CFA station on the current Jackson Street site. It is proposed to demolish the current shed.

The new building will include turn out facilities, workshop, wash area, offices, multipurpose room, kitchen and associated amenities. An additional six bay storage shed will be constructed at the rear of the facility to accommodate emergency support vehicles.

Tourism

Casterton's profile as a tourism destination continues to grow with targeted marketing campaigns highlighting the town's rich agricultural heritage and its role as the birthplace of the Kelpie working dog.

A new television commercial and digital campaign, due to be released this spring, will highlight the Australian Kelpie Centre. The "selfie with a Kelpie" where tourists can use social media to share photos of the giant Kelpie external display will also help to expand Casterton's profile.

A busy season of spring and summer events will hopefully build visitor numbers as the town celebrates the 150th Casterton P and A Society Show on 11 and 12 November 2018. The 150th community celebrations of the town's Vice Regal Band are planned for 16 and 17 February 2019.

F17. CASTERTON ECONOMIC UPDATE

(continued)

The town's Ess Lagoon precinct remains one of the shire's most popular RV locations, with visitors travelling from across Australia to enjoy the riverside camping site. In addition, the Casterton Caravan Park continues to enjoy growth in trade, averaging 15 campers per week during the peak summer season.

a. Council Plan Linkage and Policy Context

Growing Glenelg – Sustaining and growing a diverse economy and social prosperity.

Connecting Glenelg – Connecting people, places and spaces.

Liveable Glenelg – Embracing inclusive, health, sustainable and diverse cultures.

Creative Glenelg – Creative, inspired, forward thinking and action orientated.

Leading Glenelg – Create shared visions within the community ensuring agreed outcomes.

b. Legislative, Legal and Risk Management Considerations

Nil.

c. Consultation and/or communication processes implemented or proposed

Nil.

d. Financial and Resource Implications and Opportunities

Nil.

ANY OTHER PROCEDURAL MATTER:

URGENT BUSINESS:

1. 2018 Statutory Council Meeting

MOTION

MOVED Cr Stephens

That Council determine that this item be designated as urgent business, within the Council meeting, in accordance with Clause 4.15 of the Glenelg Shire Council meeting procedure adopted 17 December 2013.

SECONDED Cr Hawker

CARRIED

MOTION

MOVED Cr Stephens

That Council conclude that the 2018 Statutory Council Meeting shall be held on Wednesday 7 November 2018.

SECONDED Cr Hawker

CARRIED

2. Waste and Resource Recovery Advocacy

MOTION

MOVED Cr Halliday

That Council determine that this item be designated as urgent business, within the Council meeting, in accordance with Clause 4.15 of the Glenelg Shire Council meeting procedure adopted 17 December 2013.

SECONDED Cr Wilson

CARRIED

MOTION

MOVED Cr Halliday

That Council supports the Barwon South West Waste Forum Chairs and the Municipal Association of Victoria, to advocate for the waste and resource recovery issues, on behalf of Local Government of Victoria to State and Federal governments.

SECONDED Cr Stephens

CARRIED

RECEIPT OF ITEMS SUBMITTED FOR INFORMATION:INDEX – SEPARATE CIRCULATIONS TO REPORTS*Separate Circulation to Councillors, CEO, Director and available to the Public*

- E1. (1) Meeting Record of the Glenelg Municipal Fire Management Planning Committee 16 August 2018
- E1. (2) Meeting Record of the Glenelg Municipal Emergency Management Planning Committee 16 August 2018
- E1. (3) Meeting Record Local Port of Portland Bay Advisory Committee Meeting 27 August 2018
- E1. (4) Assembly of Councillors Meeting - Councillor and CEO Meeting 28 August 2018
- E1. (5) Assembly of Councillors – Councillors Briefing meeting 28 August 2018
- E1. (6) Meeting Record of the Volunteering and Wellbeing Advisory Committee Meeting Notes 29 August 2018
- E1. (7) Meeting Record of the Australia Day Advisory Committee 11 September 2018
- E1. (8) Assembly of Councillors – Councillors and CEO Meeting 11 September 2018
- E1. (9) Assembly of Councillors – Councillors Workshop 11 September 2018
- F3. (1) Draft Annual Report 2017 2018
- F4. (1) Draft Financial Annual Report for the year ended 30 June 2018
- F5. (1) Performance Report – Report of Operations 2017/18 (Unaudited)
- F5. (2) Performance Statement 2017/18 (Unaudited)
- F5 (3) Governance and Management Checklist 2017/18
- F5. (4) Performance Report 2017/18 - Results exceeding the materiality thresholds
- F6. (1) Audit Committee Annual Report 2017/18
- F7. (1) P18087 - Planning Permit Application
- F7 (2) P18087 - Submissions received
- F7. (3) P18087 - Delegate Report

Separate Circulation to Councillors, CEO, Director and available to the Public
(continued)

- F7. (4) P18087 - Notice of Decision to approve
- F8. (1) C90 - PILS - Explanatory Report
- F8. (2) C90 - PILS - Amendment Documentation
- F10. (1) Heritage Advisor Report, Flightpath dated 27 August 2018
- F11. (1) Attachment 1 – Amendment C95 Documentation
- F11. (2) Attachment 2 - Casterton Structure Plan Addendum Report (August 2018)
Separate Circulation to Councillors, CEO and Directors
- F12. (1) Casterton Saleyards 2017-2018 Sale Information and Statistics

Separate Circulation to Councillors, CEO and Directors

- D1. (1) Minutes of the Audit Committee Meeting held on Thursday 6 September 2018
- F14. (1) Contract No. 2018-19-10 Flood Damage Repair to Bridges and Culverts,
Tender Evaluation Matrix
- F16. (1) Henty Employment Precinct Drainage Upgrades, Contract 2018-19-04
Tender Evaluation Matrix

'IN CAMERA' Separate Circulation to Councillors and Directors

- G1. (1) Feasibility Study Portland Leisure and Aquatic Centre 2018
- G1. (2) Aquatic Facility Audit A1Q-9111-DR1 Revision B Heywood Pool
- G1. (3) Aquatic Facility Audit A1Q-9110-DR1 Revision B Portland Leisure and
Aquatic Centre

Recommendation

The documents separately circulated to Councillors, CEO, Directors and to the Public, as listed above, be received.

MOTION

MOVED Cr Wilson

The documents separately circulated to Councillors, CEO, Directors and to the Public, as listed above, be received.

SECONDED Cr Stephens

CARRIED

CLOSURE OF MEETING TO MEMBERS OF THE PUBLIC:Recommendation

That the Council Meeting be closed to members of the public pursuant to Section 89 (2), (a) and (e) of the *Local Government Act 1989*, excluding the Chief Executive Officer, Acting Director Corporate Services, Director Community Services, Director Assets, Council Support Coordinator and Senior Administration Corporate Services to consider the following reports:

- G1. Aquatics Services
- G2. Maternal & Child Health Service Delivery

MOTION**MOVED Cr Stephens**

That the Council Meeting be closed to members of the public pursuant to Section 89 (2), (a) and (e) of the *Local Government Act 1989*, excluding the Chief Executive Officer, Acting Director Corporate Services, Director Community Services, Director Assets, Council Support Coordinator and Senior Administration Corporate Services to consider the following reports:

- G1. Aquatics Services**
- G2. Maternal & Child Health Service Delivery**

SECONDED Cr Wilson**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.

SECONDED Cr Stephens

CARRIED

CLOSURE OF COUNCIL MEETING

THERE BEING NO FURTHER BUSINESS, THE MAYOR DECLARED THE MEETING CLOSED AT 8.15PM.

I HEREBY CERTIFY THAT PAGES 1 TO 82 ARE CONFIRMED AND ARE A TRUE AND CORRECT RECORD.

CR ANITA RANK
MAYOR

TUESDAY 23 OCTOBER 2018

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