

LODDON SHIRE COUNCIL

Notice of an Ordinary Meeting of the Loddon Shire Council to be held in the Senior Citizens Building, Inglewood on Monday 26 August 2013 at 3.30pm.

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1. **APOLOGIES**

Nil

2. **PREVIOUS MINUTES**

2.1 **CONFIRMATION OF MINUTES**

SUMMARY

Approval of the Forum Minutes of 22 July 2013.
Approval of Ordinary Minutes of 22 July 2013
Approval of Special Forum Minutes of 29 July 2013

Author:	John McLinden - Chief Executive Officer
File No:	02/01/001
Attachment:	Nil

RECOMMENDATION

That Council confirm:

1. *the minutes of the Council Forum of 22 July 2013*
2. *the minutes of the Ordinary Council Meeting of 22 July 2013*
3. *The minutes of the Special Council Forum of 29 July 2013*

2.2 **REVIEW OF ACTION SHEET**

SUMMARY

Approval of Action Sheet.

Author:	John McLinden - Chief Executive Officer
File No:	02/01/001
Attachment:	2.2 Action Sheet

RECOMMENDATION

That Council receive and note the Action Sheet.

3. INWARDS CORRESPONDENCE

Nil

4. COUNCILLORS' REPORTS

4.1 MAYORAL REPORT

SUMMARY

Approval of the Mayoral Report.

Author: John McLinden – Chief Executive Officer

File No: 02/01/001

Attachment: Nil

RECOMMENDATION

That Council receive and note the Mayoral Report.

4.2 COUNCILLORS' REPORT

SUMMARY

Approval of Councillors' Reports.

Author: John McLinden – Chief Executive Officer

File No: 02/01/001

Attachment: Nil

RECOMMENDATION

That Council receive and note the Councillors' Report.

5. CHIEF EXECUTIVE OFFICER'S REPORT

5.1 DOCUMENTS FOR SIGNING AND SEALING

SUMMARY

This report provides Council with a list of documents signed and sealed during the month.

Author:	John McLinden - Chief Executive Officer
Council Plan ref:	Core business – 8 Compliance
File No:	02/01/001
Attachment:	Nil

RECOMMENDATION

That Council:

- 1. receive and note the 'Document for Signing and Sealing' report*
- 2. endorse the use of the seal on the documents listed*

PREVIOUS COUNCIL DISCUSSION

Nil

BACKGROUND

N/A

ISSUES/DISCUSSION

Instrument of delegation for Wedderburn Community Centre Committee of Management

Instrument of delegation for Boort Resource and Information Centre Committee of Management

Instrument of delegation for Wedderburn Tourism Committee of Management

Section 173 Agreement (Planning and Environment Act 1987) between Loddon Shire Council and William Ernest Hooke, Robert John Hooke and Catherine Jean Hooke

Transfer of water share from Boort Park Committee of Management Inc. to Loddon Shire Council

5.2 LOCAL GOVERNMENT INSPECTORATE AUDIT – PROGRESS REPORT

SUMMARY

This report provides an update on actions from the Local Government Inspectorate Audit.

Author:	John McLinden, Chief Executive Officer
Council Plan ref:	Core Business – 8 Compliance
File no:	02/04/001
Attachment:	LGI Compliance Loddon Council Action Plan Progress Report

RECOMMENDATION

That Council receive and note the Local Government Inspectorate Audit – Progress Report.

PREVIOUS COUNCIL DISCUSSION

December 2011 – In-camera: Local Government Investigations and Compliance Inspectorate – Compliance Audit.

February, May, August, November 2012, May 2013 – Local Government Inspectorate Audit progress report.

BACKGROUND

The Local Government Investigations and Compliance Inspectorate undertook a compliance audit at the Loddon Shire from 5 to 9 September 2011. The final report was received by Loddon Shire on 28 November and contained a number of recommended actions.

ISSUES/DISCUSSION

In order to ensure that Council meets its obligations to the Inspectorate, a quarterly reporting regime has been established so that Council may measure progress against the required actions to achieve full compliance with the audit. This report is the second of those progress reports.

The attached schedule provides progress to date.

COSTS/BENEFITS

Nil.

RISK ANALYSIS

The Local Government Inspectorate has undertaken to follow up with Council once the action dates have passed. This may pose a reputational risk if the timelines are not met.

CONSULTATION AND ENGAGEMENT

Each action within the progress report has its own process for consultation and engagement where necessary.

6. DIRECTOR CORPORATE SERVICES' REPORTS

6.1 FINANCE REPORT FOR THE PERIOD ENDING 31 JULY 2013

SUMMARY

This report provides Council with financial information for the period ending 31 July 2013.

Author:	James Rendell - Manager Financial Services
Council Plan ref:	Strategic Enabler: Sound financial management protocols
File no:	8/06/001
Attachment:	6.1

RECOMMENDATION

That Council receives and notes the "Finance Report for the period ending 31 July 2013".

PREVIOUS COUNCIL DISCUSSION

Council is provided with Finance Reports on a monthly basis.

BACKGROUND

The Finance Report for the period ended 31 July 2013 includes standard monthly information about cash, investments, interest, debtors, creditors and a Statement of Financial Position (balance sheet). This report does not contain the budget versus actual information which is usually provided.

Finance staff are still in the process of finalising last year's financial statements, and some timing of budgets is required before a budget versus actual analysis will be beneficial.

ISSUES/DISCUSSION

Nil

COSTS/BENEFITS

The benefit to Council and the community is that accurate and regular financial reporting is being disclosed.

Provision of financial reports on at least a quarterly basis is a requirement of the Local Government Act.

RISK ANALYSIS

The provision of regular and accurate finance reports to Council minimises the risk of Council not delivering projects within the approved budget.

CONSULTATION AND ENGAGEMENT

There has been considerable consultation internally with respective managers in understanding their budget responsibilities and keeping within budgetary constraints.

External engagement with the community was undertaken during the submission period of the budget, and regular reporting provides a mechanism of monitoring the financial outcomes of Council against that expectation.

6.2 AMENDMENT TO INSTRUMENT OF DELEGATION FOR THE INGLEWOOD LION'S COMMUNITY ELDERLY PERSONS UNITS SECTION 86 COMMITTEE OF MANAGEMENT

SUMMARY

This report seeks Council's approval to amend the Instrument of Delegation for the Inglewood Lion's Community Elderly Person's Units Section 86 Committee of Management.

Author:	Jude Holt – Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/043
Attachment:	6.2 Instrument of Delegation

RECOMMENDATION

That Council approve the Instrument of Delegation for the Inglewood Lion's Community Elderly Person's Units Section 86 Committee of Management.

PREVIOUS COUNCIL DISCUSSION

Council approved the updated Instrument of Delegation at the Ordinary Meeting held on 24 June 2013.

BACKGROUND

A review of Section 86 committees' Instruments of Delegation within 12 months of a general election is required under Section 86(6) of the Local Government Act 1989.

Council approved the updated Instrument of Delegation for the Inglewood Community Lion's Elderly Person's Units at the Ordinary Meeting held on 24 June 2013.

Since then, during a meeting between a member of the committee and Council's Chief Executive Officer (CEO) about the delegation, it was ascertained that the committee is accumulating considerable funds, and it is expected that this will continue, particularly as the units are very new, and will not need upgrading in the short term.

The current delegation restricts the use of funds with Clause 8 (6) stating that "all funds obtained by the Committee can only be expended on the facility".

It was agreed by Council's CEO and the committee member that the delegation should make some allowance for excess funds to be used on like facilities in the future, should the need arise, and the committee has earned enough money to contribute to such a project.

Therefore, the draft delegation provided as Attachment 6.2 has been amended at Clause 8 (6) to read "All funds obtained by the Committee can only be expended on the facility except that Council may approve expenditure on other like facilities."

It has also been amended at Clause 7 (2) to reduce the quorum requirement from four to three.

ISSUES/DISCUSSION

Nil

COSTS/BENEFITS

There are a number of benefits of this project including:

- Standardisation of committee Instruments of Delegation, which will be easier to administer during future reviews

- Inclusion of the committee's reporting requirements to ensure that all legislative requirements are met
- Increased compliance with the Local Government Act 1989
- An increased understanding of Section 86 of the Act for officers and Councillors.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

The project of updating every Section 86 committee delegation will be followed by a project to prepare a governance manual for use by committees which will guide them in their activities and provide information about their responsibilities.

This will not only support committees better, but ensure that they understand their legislative responsibilities and Council requirements.

CONSULTATION AND ENGAGEMENT

Every committee was advised that their delegation would be updated as part of an overall Council review of Section 86 committee delegations.

Each committee is consulted and communicated with as part of the individual review process.

6.3 BOORT TOURISM SECTION 86 COMMITTEE OF MANAGEMENT MEMBERSHIP DETAILS

SUMMARY

That Council approves the membership of the Boort Tourism Section 86 Committee of Management.

Author:	Jude Holt – Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/012
Attachment:	Nil

RECOMMENDATION

That Council appoints the names provided in this report as members of the Boort Tourism Section 86 committees of management, effective immediately, for the 2013/2014 reporting cycle.

PREVIOUS COUNCIL DISCUSSION

Council has been progressively approving committee membership of Section 86 committees of management as they are provided.

BACKGROUND

Council has been progressively approving amended Instruments of Delegation for Section 86 committees of management.

Included in the amended delegations is Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

As contact has been made with committees, a form has been issued to them asking them to provide their current committee members' names and contact details.

Where delegations have organisation representatives (not community representatives), the names and details of the groups being represented are provided in the list.

ISSUES/DISCUSSION

Clause 3.3 Membership of the committee outlines Council's preferred composition of the committee specific to each delegation, and states that Council seeks to provide broad representation to the committees.

For community based committees, that is at least 6 community representatives.

For organisation based committees, each delegation has a list of organisations that are required to provide representatives for the committee.

The Boort Tourism Committee Instrument of Delegation has a committee based on 6 community representatives. The following is a list of nominated representatives, which far exceeds the minimum requirement:

- Kathryn Lanyon (President)
- Angela Doyle (Vice President)
- Brooke Arnold (Secretary)
- Marlies Eicher (Treasurer)
- Robyn McConnell
- Barry Barnes
- Paul Haw
- John Nelson
- Margaret Nelson
- Rod Poxon
- Marilyn Lanyon
- Margaret Piccoli
- Jodi Curtis

COSTS/BENEFITS

The benefit of this project is that Council has an up to date and accurate record of current committee members to ensure that contact can be made, particularly where Council is requesting committees to comply with reporting requirements under the legislation.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

CONSULTATION AND ENGAGEMENT

Council has been advising committees in writing of the requirement to provide the list of committee members nominated at their Annual General Meeting, which requires Council approval.

6.4 2012/13 FINANCIAL, STANDARD AND PERFORMANCE STATEMENTS IN PRINCIPLE REPORT

SUMMARY

This reports seeks "in principle" support from Council for the Financial, Standard, and Performance Statements for the year ended 30 June 2013.

Author:	James Rendell - Manager Financial Services
Council Plan ref:	Strategic Enabler: Sound financial management protocols
File no:	8/06/001
Attachment:	6.4a Draft Financial Statements and Performance Statements 6.4b Draft Standard Statements

RECOMMENDATION

That Council:

1. *Adopts the Financial, Standard and Performance Statements for the year ended 30 June 2013 as presented, "in principle"*
2. *Authorise the Chief Executive Officer to make any amendments to the Financial, Standard and Performance Statements for the year ended 30 June 2013 that may be requested by the Auditor General; and*
3. *Authorise the Mayor Cr Geoff Curnow and Council's Audit Committee representative, Cr Gavan Holt, to officially approve the audited Financial, Standard and Performance Statements for the year ended 30 June 2013.*

PREVIOUS COUNCIL DISCUSSION

Nil

BACKGROUND

Council's external auditors, Richmond, Sinnott & Delahunty acting on behalf of the Victorian Auditor General's Office, visited Council's Wedderburn office on 16 & 19 August 2013 to finalise the audit of Council's Financial, Standard and Performance Statements for the year ended 30 June 2013.

A condition of the Local Government Act is that Council cannot formally submit the Financial or Standard Statements (S.131 (7)) or the Performance Statement (S.132 (6)) to the Minister without having passed a motion giving in principle support to those statements.

It is also a condition of the Local Government Act that Council authorise two Councillors to certify the Financial and Standard Statements after any modifications required by the audit process (S.131(8)); and also that Council authorise two Councillors to certify the Performance Statement after any modifications required by the audit process (S.132(7)).

The annual Financial Statements are presented in accordance with all relevant Australian Accounting Standards and consist of a Statement of Comprehensive Income, a Statement of Financial Position, a Statement of Changes in Equity and a Statement of Cash Flows, along with detailed notes expanding upon each of these.

The Standard Statements consist of a Standard Income Statement, a Standard Balance Sheet, a Standard Cash Flow Statement and a Standard Statement of Capital Works. The Standard Statements require a comparison of actual results to initial budget, and include a variance analysis of all material (greater than 10%) actual variance to budget.

The Performance Statement compares Council performance over the year in regards to the Key Deliverables as identified in the 2012/13 Annual Budget.

ISSUES/DISCUSSION

Nil

COSTS/BENEFITS

The benefit to Council and the community is that accurate and regular financial reporting is being disclosed.

Provision of financial reports on at least a quarterly basis is a requirement of the Local Government Act.

RISK ANALYSIS

The provision of regular and accurate finance reports to Council minimises the risk of Council not delivering projects within the approved budget.

CONSULTATION AND ENGAGEMENT

There has been considerable consultation internally with respective managers in understanding their budget responsibilities and keeping within budgetary constraints.

External engagement with the community was undertaken during the submission period of the budget, and regular reporting provides a mechanism of monitoring the financial outcomes of Council against that expectation.

6.5 KINGOWER DEVELOPMENT & TOURISM SECTION 86 COMMITTEE OF MANAGEMENT – INSTRUMENT OF DELEGATION AND MEMBERSHIP LIST

SUMMARY

This report seeks Council's approval of the Kingower Development & Tourism Section 86 Committee of Management Instrument of Delegation, and appointment of the committee's membership for 2013/2014.

Author:	Jude Holt – Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/025
Attachment:	6.5 Kingower Development & Tourism Committee of Management Instrument of Delegation

RECOMMENDATION

That Council:

1. *Approves the Instrument of Delegation for the Kingower Development & Tourism Section 86 Committee of Management*
2. *Appoints the names provided in this report as members of the Kingower Development & Tourism Section 86 Committee of Management, effective immediately, for the 2013/2014 reporting cycle.*

PREVIOUS COUNCIL DISCUSSION

Council has been progressively approving amended Instruments of Delegation as they are returned by committees. At that point, committees have been asked to provide their nominated list of members so that Council can formally appoint them.

BACKGROUND

A review of Section 86 committees' Instruments of Delegation within 12 months of a general election is required under Section 86(6) of the Local Government Act 1989.

Council has now reviewed many of the Section 86 committees' delegation, and the Kingower Development & Tourism Committee delegation is now provided for approval as Attachment 6.5.

ISSUES/DISCUSSION

Included in the amended delegations is Clause 3.6 which outlines the requirement for nomination and appointment of committee members, which is as follows:

Members and Office Bearers of the Committee

At the Annual General Meeting each year nominations shall be called for proposed members of the committee. The committee must then elect from its proposed members the following office bearers:

- *President, who shall be Chairperson of the Committee*
- *Secretary*
- *Treasurer.*

The full list of proposed members must be forwarded to Council for formal appointment at an Ordinary Meeting of Council, in accordance with section 86(2). Until this formal appointment by Council occurs, the previous committee members will continue to hold office.

As contact has been made with committees, a form has been issued to them asking them to provide their current committee members' names and contact details.

The Kingower Development & Tourism Committee is a community based committee with a requirement of at least 6 community representatives. The following is a list of nominated representatives, which far exceeds the minimum requirement:

- Terry Coffey (President)
- Mark Gilmore (Vice President)
- Jan Graham (Secretary)
- Michael Rose (Treasurer)
- Al Lechte
- Bev Lechte
- Arleen Reimers
- June Reimers
- Christine Gilmore
- Daniel Madrid
- David Peterson
- Maile Peterson
- Dawn Sendy
- Geoff Graham
- Jill McFarlane

COSTS/BENEFITS

There are a number of benefits of this project including:

- Standardisation of committee Instruments of Delegation, which will be easier to administer during future reviews
- Inclusion of the committee's reporting requirements to ensure that all legislative requirements are met
- Increased compliance with the Local Government Act 1989
- An increased understanding of Section 86 of the Act for officers and Councillors.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

The project of updating every Section 86 committee delegation will be followed by a project to prepare a governance manual for use by committees which will guide them in their activities and provide information about their responsibilities.

This will not only support committees better, but ensure that they understand their legislative responsibilities and Council requirements.

Under Section 86(2) of the Act, "Council may appoint members to a special committee and may at any time remove a member from a special committee".

Council's appointment of committee members, not only satisfies the legislation, but also provides Council with the opportunity to sight the list of committee members before formally appointing them as they are the people that will be operating the committees, and in effect, acting for and on behalf of Council over the course of the year.

CONSULTATION AND ENGAGEMENT

Every committee was advised that their delegation would be updated as part of an overall Council review of Section 86 committee delegations.

Council has been advising committees in writing of the requirement to provide the list of committee members nominated at their Annual General Meeting, which requires Council approval.

6.6 UPDATE OF LEVELS OF AUTHORITY DOCUMENT

SUMMARY

This report seeks Council's approval of the amendments made to the Levels of Authority document.

Author:	Jude Holt – Director Corporate Services
Council Plan ref:	Enabler – Effective and efficient operating systems and procedures
File no:	07/04/001
Attachment:	6.6 Levels of Authority (Version 6)

RECOMMENDATION

That Council approves Levels of Authority (Version 6).

PREVIOUS COUNCIL DISCUSSION

Council was provided with a copy of the draft Levels of Authority (version 6) and overview of the changes at the Council Forum held on 22 July 2013.

BACKGROUND

The Levels of Authority provides staff with parameters around their ability to undertake certain functions. These include:

- Purchasing and payment of goods, services, and works
- Contact with the media
- Employment related matters
- Authorisation of the write off of debtors
- Management of bank accounts
- Authorisation for Section 181 sales
- Authorisation of credit cards.

The document is updated annually to ensure that it is still relevant to Council's operations.

Staff have provided suggested changes to version 5, and these have been incorporated into version 6 for Council's consideration.

Changes include:

- A change of position title from Accountant to Financial Accountant
- The addition of Management Accountant where applicable
- Clarification of higher duties authorisations
- Addition of Relevant Manager to the list of officers who can access personnel files
- Removal of flood restoration from Works Coordinator reference
- Clarification of Handyman to building maintenance (not home care handyman)
- Reference to Council's full suite of delegations under section 8.

ISSUES/DISCUSSION

Nil

COSTS/BENEFITS

There are no direct costs associated with this report.

The benefits are that staff have strong parameters under which to operate.

RISK ANALYSIS

Undertaking an annual review of the document ensures that staff are provided with the document at least annually which reminds them of their own levels of authority, and reduces the risk of them operating outside those parameters.

CONSULTATION AND ENGAGEMENT

Staff were advised of the update and asked to provide any suggested changes.

6.7 STATUS OF UPDATING SECTION 86 COMMITTEE INSTRUMENTS OF DELEGATION AND COMMITTEE MEMBERSHIPS

SUMMARY

This report provides Council with the status of updating all Section 86 committees of management Instruments of Delegation and memberships.

Author:	Jude Holt – Director Corporate Services
Council Plan ref:	Strategic Platform 1: Build a network of strong communities
File no:	02/01/005
Attachment:	Nil

RECOMMENDATION

That Council receives and notes the "Status of updating Section 86 committee instruments of delegation and committee memberships" report.

PREVIOUS COUNCIL DISCUSSION

Council has been endeavouring to update every Section 86 committee Instruments of Delegation and membership list since the 2012 Council election.

BACKGROUND

A review of Section 86 committees' Instruments of Delegation within 12 months of a general election is required under Section 86(6) of the Local Government Act 1989.

ISSUES/DISCUSSION

There has been a considerable amount of reports presented to Council over the past year requesting approval of Instruments of Delegation and membership lists of committees.

Instruments of Delegation must be updated every four years following a general election, and membership lists are updated annually at the committees' Annual General Meetings.

This report provides Council with a table showing the status of every committee.

File Number	Committee Name	Delegation Approved	Delegation Signed & Sealed	Committee Appointed
02/01/007	Boort Aerodrome Committee of Management	25-Mar-13	27-May-13	27-May-13
02/01/008	Boort Development Committee of Management	25-Mar-13	27-May-13	22-Apr-13
02/01/010	Boort Memorial Hall Committee of Management	25-Mar-13	27-May-13	27-May-13
02/01/011	Boort Resource & Information Centre Committee of Management	24-Jun-13	Scheduled 26-Aug-13	24-Jun-13
02/01/012	Boort Tourism Committee of Management	25-Feb-13	25-Mar-13	25/03/2013 (Scheduled 26-Aug-13)
02/01/047	Bridgewater on Loddon Development Committee of Management	25-Mar-13	27-May-13	25-Feb-13
02/01/013	Bridgewater on Loddon Memorial Hall Committee of Management	22-Oct-12	25-Feb-13	25-Mar-13
02/01/015	Campbell's Forest Hall Committee of Management	25-Mar-13	27-May-13	26-Nov-12

File Number	Committee Name	Delegation Approved	Delegation Signed & Sealed	Committee Appointed
02/01/017	Dingee Progress Association Committee of Management	25-Feb-13	27-May-13	25-Feb-13
02/01/018	Donaldson Park Reserve Committee of Management	25-Mar-13	27-May-13	26-Nov-12
02/01/019	East Loddon Community Centre Committee of Management	29-Jan-13	27-May-13	25-Mar-13
02/01/021	Inglewood Community Sports Centre Committee of Management	25-Mar-13	27-May-13	29-Jan-13
02/01/043	Inglewood Lions Community Elderly Persons Units Committee of Management	24-Jun-13	Scheduled 26-Aug-13	24-Jun-13
02/01/049	Inglewood Riding Club Committee of Management	24-Jun-13	Sent to committee	24-Jun-13
02/01/023	Inglewood Town Hall Committee of Management	25-Mar-13	24-Jun-13	26-Nov-12
02/01/024	Jones Eucalyptus Distillery Site Committee of Management	25-Mar-13	27-May-13	25-Mar-12
02/01/025	Kingower Development & Tourism Committee of Management	Scheduled 26-Aug-13	After 26-Aug-13	Scheduled 26-Aug-13
02/01/026	Korong Vale Mechanics Hall Committee of Management	25-Mar-13	27-May-13	27-May-13
02/01/027	Korong Vale Sports Centre Committee of Management	27-Aug-12	29-Jan-13	29-Jan-13
02/01/028	Little Lake Boort Management Committee of Management	22-Apr-13	22-Jul-13	22-Apr-13
02/01/029	Loddon Southern Tourism & Development Committee of Management	25-Feb-13	22-Apr-13	29-Jan-13
02/01/030	Mitiamo Municipal Recreation Reserve Committee of Management	25-Mar-13	22-Jul-13	22-Apr-13
02/01/031	Pyramid Hill Memorial Hall Committee of Management	25-Mar-13	27-May-13	27-May-13
02/01/033	Pyramid Hill Swimming Pool Committee of Management	25-Mar-13	27-May-13	29-Jan-13
02/01/034	Serpentine Bowls and Tennis Pavilion Committee of Management	25-Mar-13	Sent to committee	Sent to committee
02/01/036	Wedderburn Community Centre Committee of Management	24-Jun-13	Scheduled 26-Aug-13	24-Jun-13
02/01/048	Wedderburn Engine Park Committee of Management	24-Jun-13	22-Jul-13	24-Jun-13
02/01/038	Wedderburn Mechanics & Literary Institute Hall Committee of Management	25-Mar-13	27-May-13	29-Jan-13
02/01/040	Wedderburn Tourism Committee of Management	24-Jun-13	Scheduled 26-Aug-13	26-Nov-13
02/01/041	Yando Public Hall Committee of Management	25-Mar-13	27-May-13	25-Mar-13

Where there is no highlight on the table, all information has been returned and approved by Council.

Where the table is highlighted in blue, a number of approvals are scheduled for the August Council Meeting.

Where the table is highlighted in green, requests have been sent to the relevant committee for signing and returning, or providing information to Council.

There is one item highlighted in orange, which is the signing and sealing of the Kingower Development & Tourism Committee Instrument of Delegation which can occur after approval of the document by Council in August 2013.

As most committees are now at the end of the reporting cycle, it is expected that a number of committee memberships will be submitted to Council following Annual General Meetings, which will require approval.

COSTS/BENEFITS

There are a number of benefits of this project including:

- Standardisation of committee Instruments of Delegation, which will be easier to administer during future reviews
- Inclusion of the committee's reporting requirements to ensure that all legislative requirements are met
- Increased compliance with the Local Government Act 1989
- An increased understanding of Section 86 of the Act for officers and Councillors.

RISK ANALYSIS

Section 86 Committees act for and on behalf of Council which creates a risk for Council should they ever act outside their delegated authority.

The project of updating every Section 86 committee delegation will be followed by a project to prepare a governance manual for use by committees which will guide them in their activities and provide information about their responsibilities.

This will not only support committees better, but ensure that they understand their legislative responsibilities and Council requirements.

CONSULTATION AND ENGAGEMENT

Every committee was advised that their delegation would be updated as part of an overall Council review of Section 86 committee delegations.

Each committee is consulted and communicated with as part of the individual review process.

6.8 SUPPLEMENTARY VALUATIONS

SUMMARY

This report provides Council with the Supplementary Valuations that have been undertaken since July 2013, and seeks approval to have them included in Council's Rate Book for the 2013/2014 rating year.

Author:	Julie Ritchie – Revenue Collector
Council Plan ref:	Strategic Enabler: Sound financial management protocols
File no:	08/06/001
Attachment:	Nil

RECOMMENDATION

That Council approves the Supplementary Valuations of rateable and non-rateable properties in respect of the 2013/2014 financial year, as returned by the Shire Valuer, LG Valuations Pty Ltd, and endorses them being incorporated into the Register of Rateable and Non-Rateable Properties and Rate Book for 2013/2014.

PREVIOUS COUNCIL DISCUSSION

Council is provided with Supplementary Valuation Reports periodically.

BACKGROUND

Each year Council makes a number of additions, subtractions and alterations to the valuations contained in the annual rate book. These changes arise from various sources including:

- Splitting of parcels into new rateable assessments
- Development of vacant or unproductive land (urban and rural)
- Consolidation of separate rateable assessments into one assessment
- Re-assessment of property valuations arising from objections to the initial valuation
- Additions and cancellations of Licences (Grazing and Water Frontages)
- Change of Use
- Covenant on Title – Trust for Nature
- Area amendment.

The following table shows the number and type of changes to properties since July 2013 as a result of 341 Supplementary Valuations being processed:

Details	No	Site Value (\$)	CIV (\$)	NAV (\$)
Splits/Consolidations	36	411,000	842,500	42,125
Fire Service Property Levy	284	26,533,100	45,073,500	2,344,675
Licences	12	3,000	4,000	200
Improvements: Urban	3	9,000	768,000	38,400
Improvements: Rural	3	0	281,000	14,050
Change of use	3	(16,500)	23,000	1,150
Total	341	26,939,600	46,992,000	2,440,600

This table shows the change of valuations in total:

	Valuation approved by Council June 2013	Supplementary Valuations/Objections	Current Valuation
Site Value	965,629,900	26,939,600	992,569,500
Capital Improved Value	1,556,781,500	46,992,000	1,603,773,500
Net Annual Value	79,767,556	2,440,600	82,208,156

ISSUES/DISCUSSION

Included in the rate book for the first time are non-rateable properties, which have been brought about by the introduction of the Fire Property Services Levy (FSPL). Council acts as an agent on behalf of the State Government for collection and recording purposes. The FSPL is not recorded as revenue, it is recorded as a debtor for all amounts owing by ratepayers and an offsetting creditor for the amounts Council must forward to the State Revenue Office. These amounts are recorded in the Council's balance sheet.

COSTS/BENEFITS

The benefit to Council is that an accurate representation of property valuations is reflected in Council's rating system and the distribution of rate notices for the year 2013/2014.

RISK ANALYSIS

Council's risk exposure is increased if the rating system does not reflect the valuation changes associated with supplementary valuations as Council will not be aware of the changes, which can alter the rate revenue in the current year, and in future rating years.

CONSULTATION AND ENGAGEMENT

Consultation with ratepayers and authorities that act on behalf of ratepayers occurs when a change to a property is required or occurs by virtue of a sale.

7. DIRECTOR OPERATIONS' REPORTS

7.1 PLANNING APPLICATIONS CURRENTLY BEING PROCESSED

SUMMARY

Provides Council with an update on Planning applications currently under consideration and a register of planning permits issued between 5 July 2013 and 8 August 2013.

Author:	Tyson Sutton – Manager Planning & Local Laws
Council Plan ref:	Strategic platform 2 - Grow our population through appropriate development
File no:	02/01/001
Attachment:	7.1(a) List of Active Planning Applications, 7.1(b) List of Applications Approved under Delegation

RECOMMENDATION

That Council receives and notes the 'Planning Applications Currently Being Processed' report:

PREVIOUS COUNCIL DISCUSSION

Council is provided with a monthly report identifying the status of planning applications currently under consideration or those permits which have been issued within the preceding month.

BACKGROUND

The Loddon Shire's Planning Scheme sets out Council's objectives for the Shire with regard to land use and development via the Municipal Strategic Statement and Local Policies, and specifies which uses and developments require planning approval via zones and overlays.

As the responsible Authority it is Loddon Shire Council's duty to administer and enforce its planning scheme.

ISSUES/DISCUSSION

Attachments 7.1(a) and 7.1(b) provides Council with a full list of planning applications currently under consideration and those planning permits issued between 5 July 2013 and 8 August 2013.

COSTS/BENEFITS

Nil

RISK ANALYSIS

Failure to process planning applications in a timely manner or undertake rigorous assessment of development or works proposals is considered to pose the following risks:

- Barrier to development and associated economic growth within the Shire
- Proliferation of incompatible land use development
- Council's reputation as a regulatory authority
- Infrastructure, service provision or regulatory and enforcement pressures
- Protection of zones to accommodate intended activities or reduction of surrounding property amenity

CONSULTATION AND ENGAGEMENT

Consultation and engagement with planning permit applicants is routinely conducted at the required periods throughout the assessment and permit approval process.

7.2 ADOPTION OF PLANNING SCHEME AMENDMENT C28

SUMMARY

Recommends that Council consider submissions to Amendment C28 and adopt the amendment.

Author:	Tyson Sutton – Manager Planning & Local Laws
Council Plan ref:	Strategic Platform 2 – Grow our population through appropriate development
File no:	13/01/003
Attachment:	C28 Explanatory Report Department of Environment and Primary Industries Submission

RECOMMENDATION

That Council:

1. *Considers the submission to Amendment C28.*
2. *Adopts Amendment C28 to the Loddon Planning Scheme as exhibited, pursuant to section 29 of the Planning and Environment Act 1987.*
3. *Submits the adopted amendment, together with prescribed information, to the Minister for Planning for approval pursuant to Section 31 of the Planning and Environment Act 1987.*

PREVIOUS COUNCIL DISCUSSION

Council discussed this matter at its ordinary meeting of 24 May 2010 and resolved to:

- a) Request the Minister's Authorisation to prepare an amendment to the Loddon Planning Scheme.
- b) Prepare and exhibit the amendment to the Loddon Planning Scheme upon receipt of the Minister's Authorisation.

BACKGROUND

The Loddon Shire Council has identified an area of land on the western periphery of Wedderburn for future residential development. It is proposed to rezone the land to the Township Zone to facilitate the future subdivision of the site for residential purposes.

The amendment applies to one allotment being CA 9A Section R, Township of Wedderburn, Parish of Wedderburn, and is located on the south side of Yelka Street, Wedderburn. The parcel is approximately 2 hectares in area and is currently vacant.

The proposed amendment seeks the following changes to the Loddon Planning Scheme:

- Amends the Wedderburn Structure Plan in Clause 21.04-1 to include the subject site within the urban growth boundary;
- Rezones the land Township Zone.

The Wedderburn urban growth boundary contained within the Loddon Planning Scheme bisects the subject land along the lines of the existing zones. The growth boundary will need to be amended to reflect the changes in the identified residential growth opportunities.

The Township Zone is considered an appropriate zone for the land. It is compatible with the existing use of adjoining property and will not jeopardise Council's broader vision for the township. The proposed amendment will implement the State Planning Policy Framework and the Municipal Strategic Statement.

Rezoning the land will contribute to the realisation of the Shire's Land Use Planning Vision and strategic direction. The proposed rezoning will support the Shire's planning strategies in the following manner:

It will:

- Support the ongoing development of towns;
- Encourage population growth
- provide for growth and development, consistent with the needs of the community
- Direct urban development to land that is cleared of native vegetation, where possible
- Protect amenity of Wedderburn's residential areas

The proposed rezoning of the land is considered to be consistent with the State Planning Policy Framework and Local Planning Policy Framework including the Municipal Strategic Statement of the Loddon Planning Scheme. The opportunity to develop a new residential estate will provide beneficial outcomes to the Wedderburn Township and the Municipality.

ISSUES/DISCUSSION

The exhibition of Amendment C28 was conducted over a five week period commencing 27 June 2013. This is an essential step in the planning scheme amendment process as it ensures that any person who may be affected by a proposed amendment (either as the owner or occupier of land which is to be the subject of changed planning scheme provisions) or who may be affected by changes on other land, is aware of the proposal and has the opportunity to make submissions about the proposal. Following exhibition the Planning Authority (Council) is required to consider any submissions received.

Submission

The Department of Environment and Primary Industries (formerly Department of Sustainability and Environment and the Department of Primary Industries) has made a submission in support of the amendment. As the submission does not seek changes to the amendment Council does not need to refer the proposal to an independent panel and may decide to adopt or abandon the amendment.

COSTS/BENEFITS

Nil

RISK ANALYSIS

Failure to provide appropriately zoned land throughout the Shire may result in lost development opportunities.

CONSULTATION AND ENGAGEMENT

Amendment C28 was exhibited for a five week period commencing on 27 June 2013. Exhibition included:

- Publication in the Victorian Government Gazette
- Publication in the Bendigo Advertiser (on two occasions)
- Publication in the Loddon Times (on two occasions)
- Direct mail to prescribed ministers and surrounding landholders
- Copies of the Amendment and supporting documents being available at the Council Offices and on the Department of Planning and Community Development website.

7.3 ADOPTION OF PLANNING SCHEME AMENDMENT C30

SUMMARY

Recommends that Council consider submissions to Amendment C30 and adopt the amendment

Author:	Tyson Sutton – Manager Planning & Local Laws
Council Plan ref:	Strategic Platform 2 – Grow our population through appropriate development
File no:	13/01/003
Attachment:	Amendment C30 Explanatory Report DEPI and VicRoads Submissions

RECOMMENDATION

That Council:

1. *Considers the submissions to Amendment C30.*
2. *Adopts Amendment C30 to the Loddon Planning Scheme as exhibited, pursuant to section 29 of the Planning and Environment Act 1987.*
3. *Submits the adopted amendment, together with prescribed information, to the Minister for Planning for approval pursuant to Section 31 of the Planning and Environment Act 1987.*

PREVIOUS COUNCIL DISCUSSION

Council discussed this matter at its ordinary meeting of 24 May 2010 and resolved to:

- a) Request the Minister's Authorisation to prepare an amendment to the Loddon Planning Scheme.
- b) Prepare and exhibit the amendment to the Loddon Planning Scheme upon receipt of the Minister's Authorisation.

BACKGROUND

The Loddon Shire Council has developed an area of land on the northern periphery of Boort for light industry and industrial commercial uses. It is proposed to rezone the land to the Industrial 3 Zone to reflect existing and proposed development of the site and protect the integrity of the area for non-residential uses.

The land affected by the amendment is located on McMillans Road adjacent to the Boort recreation reserve.

The amendment applies to Lot 1, 2, 3, and 4 PS615690 and Lot 3 PS442836, Township of Boort. The land is located on McMillans Road (Boort-Kerang Road), Boort. The site has a total area of approximately 2 hectares

The amendment proposes to:

- Amend Clause 21.04-1 (Boort Township Structure Plan) to remove reference to the area being a "residential growth area".
- Rezone the land from Township Zone to Industrial 3 Zone.
- Amend planning Scheme Map 9Zn.

The Industrial 3 Zone is considered an appropriate zone for the land. It is compatible with the existing use of adjoining property and will not compromise the amenity of the existing residential development of nearby land. The proposed amendment will implement the State Planning Policy Framework and the Municipal Strategic Statement.

Rezoning the land will ensure the availability of light industrial land and facilitate the sustainable development and operation of industry as well as research and development activity in accordance with Clause 17.03 of the Loddon Planning Scheme.

The land affected by the proposed amendment is identified as providing the opportunity for residential expansion in the Boort Structure Plan contained within the Municipal Strategic Statement. The reference to the land being a residential growth area will be removed as the land is being identified for light industry and commercial industrial purposes.

Rezoning the land will contribute to the realisation of the Shire's Land Use Planning Vision and strategic direction as identified in the Local Planning Policy Framework of the Loddon Planning Scheme.

ISSUES/DISCUSSION

The exhibition of Amendment C30 was conducted over a five week period commencing 13 June 2013. This is an essential step in the planning scheme amendment process as it ensures that any person who may be affected by a proposed amendment (either as the owner or occupier of land which is to be the subject of changed planning scheme provisions) or who may be affected by changes on other land, is aware of the proposal and has the opportunity to make submissions about the proposal. Following exhibition the Planning Authority (Council) is required to consider any submissions received.

Submissions

At the close of the exhibition period two submissions to Amendment C30 had been received. These were from the Department of Environment and Primary Industries and Vicroads.

The Department of Environment and Primary Industries (formerly Department of Sustainability and Environment and the Department of Primary Industries) advise that they support the amendment.

VicRoads have advised that they have no objection to the amendment proceeding. They have requested that any future development of the land address access concerns relating to access from the Boort Kerang Road.

As the submissions do not seek changes to the amendment Council does not need to refer the proposal to an independent panel and may decide to adopt or abandon the amendment.

COSTS/BENEFITS

Nil

RISK ANALYSIS

Failure to provide appropriately zoned land throughout the Shire may result in lost development opportunities.

CONSULTATION AND ENGAGEMENT

Amendment C30 was exhibited for a five week period commencing on 13 June 2013. Exhibition included:

- Publication in the Victorian Government Gazette
- Publication in the Northern Times (on two occasions)
- Publication in the Loddon Times (on two occasions)
- Direct mail to prescribed ministers and surrounding landholders
- Copies of the Amendment and supporting documents being available at the Council Offices, Boort Resource and Information Centre (BRIC) and on the Department of Planning and Community Development websites.

7.4 ADOPTION OF PLANNING SCHEME AMENDMENT C33

SUMMARY

Recommends that Council consider submissions to Amendment C33 and adopt the amendment

Author:	Tyson Sutton – Manager Planning & Local Laws
Council Plan ref:	Strategic Platform 2 – Grow our population through appropriate development
File no:	13/01/003
Attachment:	Planning Scheme Amendment C33 Explanatory Report DEPI, GMW, NCCMA and VicRoads Submissions

RECOMMENDATION

That Council:

1. *Considers the submission to Amendment C33.*
2. *Changes Amendment C33 as requested by VicRoads*
3. *Adopts modified Amendment C33 to the Loddon Planning Scheme as exhibited, pursuant to section 29 of the Planning and Environment Act 1987.*
4. *Submits the adopted amendment, together with prescribed information, to the Minister for Planning for approval pursuant to Section 31 of the Planning and Environment Act 1987.*

PREVIOUS COUNCIL DISCUSSION

Council discussed this matter at its ordinary meeting of 26 August 2008 and resolved to seek authorisation from the Minister for Planning to prepare and exhibit amendments to the Loddon Planning Scheme.

BACKGROUND

The Loddon Shire has identified an area of land on the southwestern periphery of Bridgewater for residential expansion of the township. It is proposed to rezone the land to the Low Density Residential Zone to facilitate the preferred development of the site. It is also proposed to introduce the Development Plan Overlay into the Loddon Planning Scheme and apply it to the subject land. The overlay will be used to ensure the environmental constraints of the site are appropriately addressed in the future development of the land.

The land affected by the amendment is bound by Sugargum Drive, Peppercorn Lane, Bridgewater Maldon Road and the Bridgewater Public Caravan Park.

The amendment applies Crown Allotments 19, 20 and 21, Township of Bridgewater, Parish of Bridgewater and Lot 4 PS315058. The site has a total area of approximately 34 hectares

The amendment proposes to:

- Rezone the land from Farming Zone to Low Density Residential Zone.
- Amend Clause 21.04 (Bridgewater Structure Plan) to include all the land within the urban growth boundary.
- Insert the Development Plan Overlay into the planning scheme.
- Insert Schedule 1 to the Development Plan Overlay into the planning scheme.
- Apply the Development Plan Overlay Schedule 1 to the land.

The Low Density Residential Zone is considered appropriate to minimise the impact of development on the site. The application of the Low Density Residential Zone will manage the intensity of residential development and provide a greater diversity of housing choice to Bridgewater. The proposed amendment will implement the State Planning Policy Framework and the Municipal Strategic Statement.

Rezoning the land will ensure the availability of residential land and facilitate sustainable development of Bridgewater.

The land affected by the proposed amendment is identified as providing the opportunity for residential expansion in the Bridgewater Structure Plan contained within the Municipal Strategic Statement. The area of land identified for residential growth will be extended to include all the land subject to the amendment and to align the urban growth area to the natural boundary formed by Peppercorn Lane.

Rezoning the land will contribute to the realisation of the Shire's Land Use Planning Vision and strategic direction as identified in the Local Planning Policy Framework of the Loddon Planning Scheme.

ISSUES/DISCUSSION

The exhibition of Amendment C33 was conducted over a five week period commencing 20 June 2013. This is an essential step in the planning scheme amendment process as it ensures that any person who may be affected by a proposed amendment (either as the owner or occupier of land which is to be the subject of changed planning scheme provisions) or who may be affected by changes on other land, is aware of the proposal and has the opportunity to make submissions about the proposal. Following exhibition the Planning Authority (Council) is required to consider any submissions received.

Four submissions to Amendment C33 have been received. The Department of Environment and Primary Industries, Goulburn Murray Water and North Central Catchment Management Authority have all advised that they support the amendment.

VicRoads has advised that they do not object to the amendment subject to additional inclusions in the Development Plan Overlay. They have requested additions to the Development Plan Overlay to require the preparation of a Traffic Impact Assessment Report prior to the development of the land. This is requested to ensure that any future development takes into account the impact of the existing road network with particular emphasis on intersection with VicRoads controlled roads. The request is considered to be reasonable as it will ensure the impact of the development is considered and addressed in a holistic manner. The requested changes should be incorporated into amendment.

Subject to the changes requested by VicRoads Council will not need to refer the proposal to an independent panel and may decide to adopt or abandon the amendment. Should Council determine not to make the changes requested by VicRoads the amendment will need to be referred to an Independent Panel for consideration before proceeding.

COSTS/BENEFITS

Nil

RISK ANALYSIS

Failure to provide appropriately zoned land throughout the Shire may result in lost development opportunities.

CONSULTATION AND ENGAGEMENT

Amendment C33 was exhibited for a five week period commencing on 20 June 2013. Exhibition included:

- Publication in the Victorian Government Gazette
- Publication in the Bendigo Advertiser (on two occasions)
- Publication in the Loddon Times (on two occasions)
- Direct mail to prescribed ministers and surrounding landholders
- Copies of the Amendment and supporting documents being available at the Council Offices and on the Department of Planning and Community Development websites.

7.5 APPEAL AGAINST REFUSAL OF PLANNING APPLICATION 4741

SUMMARY

Council's decision to refuse Planning Permit application 4741 has been set aside by VCAT on appeal.

Author:	Tyson Sutton – Manager Planning & Local Laws
Council Plan ref:	Strategic platform 2 - Grow our population through appropriate development
File no:	13/02/004
Attachment:	Planning permit 4741

RECOMMENDATION

That Council note VCAT's decision to set aside the previous planning decision regarding application No. 4741 and issue the planning permit for this development.

PREVIOUS COUNCIL DISCUSSION

Council resolved to refuse Planning Permit application 4741 at its ordinary meeting of 24 September 2012.

BACKGROUND

Application for Planning Permit 4741 was lodged by Ms Kerrie Fitzpatrick for the use and development of a dog breeding facility at 1040 Buckrabanyule North Road, Lake Marmal. Following Council's decision to refuse Planning Permit application 4741 the applicant lodged an appeal with the Victorian Civil and Administrative Tribunal (VCAT). The appeal was heard by VCAT on 9 July 2013 at the Bendigo Magistrates Court. Council was represented by Mr Jason Kane of counsel.

ISSUES/DISCUSSION

VCAT have handed down their decision for the appeal and have set aside Council's decision. Loddon Shire Council as the Responsible Authority for the Loddon Planning Scheme has been directed to issue a Planning Permit subject to forty specified conditions. The permit has been issued and a copy is provided to Council for information.

COSTS/BENEFITS

Nil

RISK ANALYSIS

Failure to process planning applications in a timely manner or undertake rigorous assessment of development or works proposals is considered to pose the following risks:

- Barrier to development and associated economic growth within the Shire
- Proliferation of incompatible land use development
- Council's reputation as a regulatory authority
- Infrastructure, service provision or regulatory and enforcement pressures
- Protection of zones to accommodate intended activities or reduction of surrounding property amenity

CONSULTATION AND ENGAGEMENT

Consultation and engagement with planning permit applicants is routinely conducted at the required periods throughout the assessment and permit approval process.

7.6 ROAD NETWORK DEFECT RECTIFICATION COMPLIANCE SUMMARY REPORT

SUMMARY

Provides a summary of Loddon Shires compliance against its Road Management Plan for the period 1 April 2013 to 30 June 2013, being the Fourth Quarter of the 2012/2013 Financial Year.

Author:	Steven Phillips – Manager Works
Council Plan ref:	Core Business of Council 5. Providing Quality Infrastructure
File no:	14/01/022
Attachment:	Nil

RECOMMENDATION

That Council receive and note the road network defect rectification compliance summary report.

PREVIOUS COUNCIL DISCUSSION

At its ordinary meeting held on Monday 22 April 2013, Council was presented with a report summarising road network defect rectification compliance against requirements specified within the Loddon Shire Road Management Plan.

BACKGROUND

This report is produced quarterly and provides Council with evidence of the Loddon Shire’s performance against requirements specified within the Loddon Shire Road Management Plan.

ISSUES/DISCUSSION

The following Defect Compliance Summary Report outlines Councils compliance against requirements specified within the Road Management Plan for the most recent quarter. The report indicates compliance by percentage for each of Councils Road Patrol Areas.

Defect Compliance Summary Report

Report Date: 26/07/ 2013

Table 1 – Quarter 4

Date Range: 1 April 2013 to 30 June 2013

Number of Works Actions	Number Completed By Due Date	Number Completed After Due Date	Number Not Completed	Compliance %	District
8	7	1	0	87.5%	Boort
36	34	2	0	94.4%	Newbridge
78	78	0	0	100.0%	Pyramid Hill
40	40	0	0	100.0%	Wedderburn

DEFINITIONS

Number of Works Actions - Within the date range, count the defects that were due for action

Number Completed by Due Date - From those defects in Column A to be rectified, how many were rectified by the due date

Number Completed After Due Date - From those defects in Column A to be rectified, how many were rectified outside the due date

Number Not Completed - Column A - Column B - Column C

Compliance % - Column B Divided by

Column A

District - Grouped By The AssetAsystDistrict

During the 4 Quarter of 2012/2013, 95.5 % of all date imposed defects were completed before there due date. This is below the target of 100 % of date imposed defects repaired by due date. It is noted however that all defects have now been completed and there are no outstanding date imposed defects.

As previously reported to Council compliance with the Loddon Shire Road Management Plan over the past 27 months has been made difficult due to, availability of resources and demand in the Flood Restoration Program leading to requirements for ongoing defect prioritisation. With the completion of this program the focus is now on improving the way in which routine maintenance operations are programmed, delivered and reported which will ultimately improve compliance against Councils RMP targets.

COSTS/BENEFITS

Nil

RISK ANALYSIS

Repairing 100 % of all date imposed defects before there due date limits Councils liability for any claims of damage made against Council. There have been no claims for damages against Loddon Shire as a result of a known defect this quarter.

An action plan has been put in place to minimise the risk posed by identified defects and includes the following assessment and action protocols:

- Establishment of a formal process where each District's identified defects are reviewed and prioritised for completion by a senior works co-ordinator.
- Prioritised and grouped works requests are provided to each operational team for action
- If the defect is unable to be completed within the available timeframe then it is inspected and made safe until it can be completed.
- Timeframes for permanently rectifying defects made safe are extended within the asset management system.

CONSULTATION AND ENGAGEMENT

Nil

7.7 DISABILITYCARE AUSTRALIA (PREVIOUSLY KNOWN AS NATIONAL DISABILITY INSURANCE SCHEME)

SUMMARY

Report is provided for Council information following introduction of DisabilityCare Australia, the national disability insurance scheme, including discussion around its potential impact on the Loddon Shire Council and the local community.

Author:	Jolie Middleton, Rural Access Officer
Council Plan ref:	Strategic Enabler: Skills in lobbying and advocacy
File no:	12/12/002
Attachment:	Nil

RECOMMENDATION

That Council receive and note the report identifying the recent introduction of DisabilityCare Australia and its potential impacts within the Loddon Community.

PREVIOUS COUNCIL DISCUSSION

Nil

BACKGROUND

The National Disability Insurance Scheme, named DisabilityCare Australia, became law on 28 March 2013.

DisabilityCare Australia is a system developed to ensure people with disability have the support they need to contribute and participate within the local community both socially and economically. This scheme will allow people with disability to be at the centre of decisions about their lives.

DisabilityCare Australia is a national support system based on a social insurance scheme model. This means that:

- All Australians are entitled to basic healthcare, basic education, and from 2018, *reasonable and necessary* disability support
- the cost of such support is planned for (based on lifetime care and support costs) and put aside on a yearly basis by government, and
- people have access to support based on their individual assessed need, rather than how their need compares to that of another person's (i.e. no person's need is prioritised over another's).

DisabilityCare Australia aims to:

- facilitate the development of a nationally consistent approach to disability support,
- enable people with disability to exercise choice and control in all aspects of their life,
- support independence and social and economic participation,
- promote the provision of high quality and innovative supports,
- raise community awareness of the issues that affect the daily lives of people with disability and facilitate greater community inclusion, and
- give effect to certain obligations that Australia has as a party to the Convention on the Rights of Persons with Disabilities.

The eligibility criteria for access to DisabilityCare Australia are:

1. the person is under the age of 65 years when the request to access is made; and
2. the person is an Australian resident; and

3. the person:

- a. has a disability or psychiatric condition that is likely to be permanent and results in substantially reduced capacity on everyday functions; or
- b. has an impairment or psychiatric condition that is likely to be permanent, or is a child with developmental delay and early intervention supports are likely to reduce the person's future needs for support in relation to disability.

People who acquire a disability under the age of 65 years will remain in DisabilityCare Australia for the rest of their life, unless they choose otherwise. Those that acquire a disability after the age of 65 years will access the aged care system for support.

Only those supports that are deemed 'reasonable and necessary' will be funded by DisabilityCare Australia, and will be determined using a set of criteria which take into account whether:

- The supports are effective and beneficial and are based on current good practice;
- the supports represent value for money; and
- what is reasonable to expect from family carers, other informal supports, and from community and mainstream services.

Funding:

On 14 May 2013 the Australian Government passed legislation through Parliament that secured an ongoing funding stream for DisabilityCare Australia. The legislation will provide for a half a percentage point increase to the Medicare levy from 1 July 2013. In addition, the Australian Government has announced that they will invest \$14.3 billion over seven years to roll out DisabilityCare Australia.

For Victoria, people who are currently receiving an Individual Support Package (ISP) through state government funding will transition to DisabilityCare Australia when it rolls out. This means that for those people happy with their current situation, things can stay the same. For those who are not happy with their current situation, DisabilityCare Australia will allow them the choice and control to change their plan.

Timelines:

DisabilityCare Australia launched in several locations across the nation on 1 July 2013 with a full operational roll out planned by 1 July 2019.

In Victoria the launch site is in the Barwon region and commenced on 1 July 2013 for 5,000 people. The full state roll out starts 1 July 2016 with full coverage by 2020.

ISSUES/DISCUSSION

DisabilityCare Australia is a major reform for the nation that has the potential to significantly impact, not only the lives of people with disability, but also the whole community.

Although the Loddon Shire area is not due to be transitioned to DisabilityCare Australia until 1 July 2016 (to be fully operational by 2020), the community is already being impacted by the uncertainties and expectations that come with such a major reform.

According to the results of the Survey of Disability, Ageing and Carers (SDAC), 18.5% of people in Australia reported having a disability in 2009. For the Loddon Shire Council, that equates to approximately 1,400 of our residents having a disability.

Current and potential impacts on the Loddon Shire community include:

- The current disability service environment will operate quite differently. Support services for people with disability are no longer confined to the 'disability sector', thus attracting new players to the area and potentially creating a competitive environment amongst service providers.
- While the predicted changes to the service system promise to provide greater access and control to people with disability, there are some community concerns that it may simply add greater complexity to an already difficult to navigate service system.
- DisabilityCare Australia has involved a rigorous consultative process over the last several years with information being released to the community in various stages. Although this process has

been valuable and empowering for people with disability it has led to community confusion about how it will operate and deliver.

There is also uncertainty as to the impact DisabilityCare Australia will have on local government planning and delivering functions. What is clear is that local government has an important role in ensuring that its local community is well informed and kept abreast with the roll out of the scheme.

The Loddon Shire Council (LSC) currently has two programs that support people with disability; Aged & Disability Services (provider of Home and Community Care (HACC) services) and RuralAccess (through the Victorian Government Department of Human Services, Community Building Program, with the City of Greater Bendigo being the auspice organisation and LSC being the partnering organisation).

LSC Aged & Disability Services, being a direct provider of services to people with disability, will be directly affected by the implementation of DisabilityCare Australia. At this stage the exact impact is unclear however according to the May 2013 MAV Human Services Bulletin, with the Victorian Government signing up to DisabilityCare Australia an agreement has been made that the responsibility for HACC for over sixty-fives will transfer to the Commonwealth.

The disability component of the current delivered HACC services will transition to DisabilityCare Australia. LSC will be required to apply to become a Registered Provider of Supports to DisabilityCare Australia participants should it wish to continue to provide direct service to people with disability. It appears there will be a gap for people under sixty-five with low level needs.

The exact nature of the RuralAccess role remains uncertain in the implementation of DisabilityCare Australia. Informal discussions have questioned whether the Community Building Program will be absorbed into Tier 1 of DisabilityCare Australia. This tier focuses on creating general community awareness about issues faced by people with disability and promotes inclusive practices. However, such discussions have not received any formal confirmation.

The LSC already plays a significant role in service planning, coordination and advocacy for people with disability, through functions such as the Aged & Disability Services Network and the community development work of the RuralAccess program. These functions will potentially become more important as DisabilityCare Australia rolls out, particularly with respect to:

- Supporting people with disability in accessing quality, affordable and responsive services.
- Staying abreast of the changes within the community to support residents to understand the impact DisabilityCare Australia may have on them.
- Supporting the community to be well informed of the changes to and how to navigate the service system.
- Supporting the community and service sector to work collaboratively, resourcefully and in partnership for the benefit of people with disability.

COSTS/BENEFITS

There are no additional resource implications associated with this report.

The RuralAccess program and Aged & Disability Services staff will continue to provide support to the community as outlined above within the current budget allocations.

RISK ANALYSIS

- Although DisabilityCare Australia has achieved bi-partisan support and the NDIS bill is now law, there is potential that a change in government will influence and change the current governments promised budget for DisabilityCare Australia.
- There is potential for the RuralAccess program to be absorbed within Tier one of DisabilityCare Australia. If this occurs it may mean business as usual or a change in funding, accountability, program direction and positioning of the program within community.

- Council may decide for the LSC not to apply to become a Registered Provider of Supports under DisabilityCare Australia and thus this will have implications with regard to budget, staff numbers etc.

CONSULTATION AND ENGAGEMENT

Community Wellbeing Director contacted and contributed to discussion on 29 July 2013.

A NDIS workshop held by Carol Peterson, a private consultant funded through the NDIS Practical Design Fund, was attended by the RuralAccess officer on 23 April 2013.

A NDIS Engagement Forum held by Deakin University was attended by the RuralAccess officer on 15 May 2013.

Three parent/carer workshops were conducted and attended by the RuralAccess officer across the months of May and June. Information regarding the uncertainty of DisabilityCare Australia was received from parents and carers.

A community consultation forum on Disability Care held for Senator Bridget McKenzie was attended by the RuralAccess officer on 24 July 2013.

The RuralAccess officer continually engages with the community and disability service providers as part of their role.

7.8 RECOMMENDATION FOR REFUSAL OF PLANNING PERMIT APPLICATION NO. 4762

SUMMARY

Recommends refusal of planning application 4762 for the use and development of a mushroom farm.

Author:	Tyson Sutton – Manager Planning & Local Laws
Council Plan ref:	Strategic platform 2 - Grow our population through appropriate development
File no:	13/02/004
Attachment:	Application documents, objections

RECOMMENDATION

That Council refuse planning permit application 4762 on the following grounds:

1. *The proposed use and development will detrimentally affect the amenity of the area through the emissions of noise, odour and dust*
2. *The proposed use and development is not compatible with surrounding land uses and development*
3. *The proposed use and development is inconsistent with Clauses 13.04-1, 13.04-2, 16.02-1, 21.04-1 and 21.04-3 of the Loddon Planning Scheme*

PREVIOUS COUNCIL DISCUSSION

Council has not previously discussed this issue.

BACKGROUND

A planning permit application to use and develop land for a mushroom farm was lodged on 20 April 2012. The application relates to land identified as CA 12 Sec 11 parish of Painswick which is located on Sporting Flat Road, Dunolly. The site is currently vacant and largely unused. It occupies an area of approximately 4200 square metres. The subject land and the surrounding area are shown in the map below.



Image 1: Subject land and surrounds

The proposed use is defined as agriculture under the provisions of the Loddon Planning Scheme. Agriculture is a Section 2 use (discretionary use) in the Rural Living Zone and as such approval is required for the proposed use and development. Planning approval is also required under the provisions of the Environmental Significance Overlay.

The application as received was of extremely poor quality consisting of little more than an application form and a rough hand drawn site plan. A number of requests for further information eventually led to the submission of information that enabled the assessment of the application to progress.

The applicant seeks approval to develop a small scale mushroom farm on the subject land. It is proposed that the enterprise will be conducted within a 31 square metre shed that also forms part of this application. The shed is to be used to provide an enclosed atmosphere controlled environment for mushroom production and will incorporate insulation, humidity controls, heat controls and air filtering. Mushrooms are to be grown in wooden trays arranged along the internal walls of the shed containing a growing medium of straw, bedding, poultry litter and other various organic materials.

Mushroom farming generally consists of six steps; these steps identify what is needed to form a production system. The six steps are; Phase I composting (Production of substrate), Phase II composting (Peak Heating or Pasteurisation), spawning, casing, pinning, and cropping. These steps are described in their naturally occurring sequence, emphasizing the prominent features within each step.

Phase I composting (Production of substrate) involves the preparation and mixing of raw ingredients to produce a substrate on which mushrooms can be grown.

Phase II composting (Peak Heating or Pasteurisation) involves heating the prepared substrate to kill any pathogens present.

Spawning involves mixing spawn with compost which is then then filled into bags, trays or shelves. Spawn is sterilised cereal grain colonised by the desired mushroom strain.

Once the spawn has grown fully through the compost, a casing layer is added. A peat/limestone mix is the most widely used casing material. The basic functions of the casing layer are to:

- protect the compost from drying out;
- provide humid microclimate for fruit body formation and development;
- provide a moisture reservoir for maturing mushrooms.

Pins are the first emerging primordial fruit bodies of the mushroom fungus. As the mushroom mycelium starts to form the mushrooms, the climate and pattern of environment management is adjusted to ensure the right number of pins form and begin to grow out.

During the cropping stage pins mature into mushrooms. Mushroom crops grow in what are known as 'flushes'. The first flush is harvested 17-21 days after casing. Most growers harvest 34 flushes per crop. After the final flush the crop is terminated by the injection of wet steam into the growing room and the raising of the temperature to 70° C for 12 hours. This is referred to as cook out. Once cool the compost is moved off site and the room cleaned ready for the next crop, the cycle starting again.

It is unclear if the proposed use will involve the production of substrate or whether this is to be imported onto the site.

Five objections to the proposal have been received. The objections are made on the following grounds

- Odour
- Noise
- Traffic
- Impact on wildlife

ISSUES/DISCUSSION

The proposal requires planning approval in accordance with the provisions of the Rural Living Zone as the use is included in Section 2 of the Table of Uses. Because a use is in Section 2 does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the State Planning Policy Framework, the Local Planning Policy

Framework, the purpose and decision guidelines of the zone and any of the other relevant decision guidelines in the Loddon Planning Scheme. Approval is also required under the provisions of the Environmental Significance Overlay for the proposed development.

The application does not represent a well resolved proposal. It does not provide a detailed description of the proposal in terms of quantities and frequency of mushrooms produced, the exact nature of the growing substrate, whether the substrate will be produced onsite or brought in, the method and quantities of substrate storage. Also lacking is any detail of waste materials produced by the mushroom growing process and detail whether there will be any wastewater generated either as part of the mushroom growing process or from staff amenities and if so the method by which this will be managed.

State Planning Policy Framework

The State Planning Policy Framework exists in planning schemes to inform responsible authorities of those aspects of State planning policy which they are to take into account and give effect to in administering the Scheme. The State Planning Policy Framework provides a context for spatial planning and decision making responsible authorities. The following policies are considered relevant to the consideration of this application:

- Clause 13.04-1 Noise abatement

The objective of this policy is to assist the control of noise effects on sensitive land uses. This objective is to be achieved by using a range of building design, urban design and land use separation techniques as appropriate to the land use functions and character of the area to ensure that development is not prejudiced and community amenity is not reduced by noise emissions.

The proposed use and development requires equipment to control the climatic conditions inside the growing shed. This includes heating, cooling, humidity control and air filtering. No detail of the required equipment has been provided.

The climate control equipment will need to run constantly during a production cycle to maintain the appropriate growth conditions. Recommended maximum noise levels have been determined using the Environment Protection Authority publication "Noise from Industry in Regional Victoria, EPA, Publication 1411, October 2011". This has identified maximum noise levels of 45 dB(A) during the day, 38 dB(A) during evening and 33 dB(A) at night. Given that no detail has been provided about the climate control equipment to be installed it is not possible to determine whether these limits can be met. However, it is noted that they sound levels identified are relatively low with the loudest (45 dB(A)) being approximately equivalent to a conversation.

- Clause 13.04-2 Air quality

The objective of this policy is to assist the protection and improvement of air quality. This objective is to be achieved by ensuring, wherever possible, that there is suitable separation between land uses that reduce amenity and sensitive land uses. This policy requires the Responsible Authority to consider the publication "Recommended Buffer Distances for Industrial Residual Air Emissions (Environmental Protection Authority, 1990)" in assessing the separation between land uses that reduce amenity and sensitive land uses.

"Recommended Buffer Distances for Industrial Residual Air Emissions" identifies a mushroom farm as having a recommended separation distance from sensitive land uses that must be determined on a case by case basis. The recommended separation distance needs to be determined based on facts of the proposal (e.g. scale, production methodology and equipment to be used) but has not been identified for this proposal. Given the lack of detail provided by the applicant it is difficult to ascertain appropriate separation distances for the proposal.

The inclusion of mushroom farms in the publication indicates that the proposed use is seen consistently as having the potential to detrimentally affect the amenity of an area. This raises questions about the suitability of the proposed use for a rural residential environment given the purpose of the Rural Living Zone. The Rural Living Zone is discussed later in this report.

- Clause 16.02-1 Rural residential development

The objective of this policy is to identify land suitable for rural living and rural residential development. In the case of the subject land and its surrounds the area has been identified as suitable for rural residential development as evidenced by the application of the Rural Living Zone. This provision assists in the management of development in rural areas to protect agriculture and avoid inappropriate rural residential development. The Rural Living Zone provides for the clear separation of commercial agriculture from the development of rural land for lifestyle purposes. In providing this distinction it is important for Responsible Authorities to manage development to maintain the distinct natures of the different areas. The encroachment of inappropriate agricultural pursuits into rural residential areas undermines the purpose of providing such areas in the first place.

Local Planning Policy Framework including the Municipal Strategic Statement

The Municipal Strategic Statement (MSS) is a concise statement of the key strategic planning, land use and development objectives for the municipality and the strategies and actions for achieving the objectives. It furthers the objectives of planning in Victoria to the extent that the State Planning Policy Framework is applicable to the municipality and local issues. It provides the strategic basis for the application of the zones, overlays and particular provisions in the planning scheme and decision making by the responsible authority. The following clauses are considered relevant to the consideration of this application:

- Clause 21.04-1 Community and Settlement

One of the objectives for this Clause is to provide for sustainable rural living. The appeal of rural residential living for many people is the amenity afforded by residing in a rural type environment. Any loss or reduction of this amenity will affect the sustainability of the established rural residential enclave and its ability to retain existing residents or attract new citizens to the area.

- Clause 21.04-3 Land Management and Environment

The objective of this Clause is to protect and enhance the condition of the natural resource base of the Shire to provide for the environmental and economic health of the Shire. This will, amongst other strategies, be achieved by ensuring all new land use and development aims for net improvement in the condition of the natural resource base and ensuring new use and/or development does not produce polluted runoff that leaves the property untreated.

The proposed use and development cannot be said to improve the condition of the natural resource base as it is likely to introduce negative impacts such as noise, dust and odour into the local environment. Polluted runoff is considered a risk of the proposed use and development. Wash-down water is required to clean the growing shed between cropping cycles and in addition to the water required to maintain a humid environment. No details of water retention and treatment have been provided to demonstrate how waste water will be managed on the site.

Zone

The subject land is contained within the Rural Living Zone of the Loddon Planning Scheme. Planning approval is required for the proposed use and development under the provisions of the zone. The purpose of the zone is as follows:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To provide for residential use in a rural environment.
- To provide for agricultural land uses which do not adversely affect the amenity of surrounding land uses.
- To protect and enhance the natural resources, biodiversity and landscape and heritage values of the area.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

The proposed use and development fails to satisfactorily respond to the purpose of the zone. As discussed earlier in this report the application fails to appropriately respond to several clauses of the State Planning Policy Framework and the Local Planning Policy Framework. Whilst the purpose of the

zone provides for agricultural uses it specifies uses which do not adversely affect the amenity of the area. As previously discussed it is considered that the proposed use will adversely affect the amenity of the area, therefore it is not consistent with the purpose of the zone.

The decision guidelines of the Rural Living Zone identify a number of general, agricultural, environmental, siting and design issues to be considered in the determination of a planning application. Amongst these guidelines is the following:

Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses.

The proposed use and development is not compatible with adjoining and nearby land uses. The surrounding area is dominated by rural residential uses. Some nearby properties contain agricultural pursuits conducted on a hobby scale but nothing of the intensity as proposed by the applicant. The proposed use is more akin to industrial agriculture than to the hobby farming present in the immediate area.

Overlay

The Environmental Significance Overlay Schedule 2 applies to the land and triggers planning approval for the proposed buildings and works. The purpose of the Environmental Significance Overlay is as follows:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To identify areas where the development of land may be affected by environmental constraints.
- To ensure that development is compatible with identified environmental values.

The Environmental Significance Overlay Schedule 2 seeks to protect and maintain water quality and water yield within the Laanecoorie Water Catchment Area.

Schedule 2 to the Environmental Significance Overlay identifies:

Laanecoorie is a significant water supply storage on the Loddon River for many communities in and beyond the Loddon Shire. It provides water for both domestic use and agricultural use. The quality of water within the Loddon River is currently under threat and development around this storage must be managed to ensure that the quality and quantity of water in this storage is maintained and enhanced.

Potential impacts from the proposed use and development on water quality and yield within the catchment area are difficult to quantify due to the paucity of information provided with the application. There is insufficient detail about the processes involved to determine what offsite impacts may result.

Goulburn Murray Water indicated in response to a referral that they could not assess the impacts of the proposal on the catchment without additional information being provided. Upon receipt of the further information request Goulburn Murray Water were advised that officers would be recommending refusal of the application. They agreed that given the recommendation the additional information would not be warranted.

Clause 65 Decision Guidelines

Clause 65 of the Loddon Planning Scheme identifies that following:

Because a permit can be granted does not imply that a permit should or will be granted. The responsible authority must decide whether the proposal will produce acceptable outcomes in terms of the decision guidelines of this clause.

The decision guidelines of Clause 65 apply to all planning permit applications and provide a set of generic set of considerations. Included in these considerations is the impact of the proposal on the amenity of the area, the orderly planning of the area.

The paucity of information provided with the application makes a comprehensive assessment of the likely amenity impacts of the proposal difficult. Mushroom farms are consistently associated with emissions of dust, noise and odour, however without a detailed understanding of the processes involved in this specific proposal the likely extent and impact of these emissions is speculative at best however, any impact is unlikely to be beneficial to the amenity of the area. Therefore, given the unknowns

surrounding the proposal the approval of the application would not facilitate the orderly planning of the area.

Objections

Five objections to the proposed mushroom farm have been received. The issues raised by the objectors are as follows:

- Odour
- Noise
- Traffic
- Impact on wildlife

As previously discussed the impact of the proposed development is difficult to quantify due to the paucity of information provided regarding the processes and materials associated with the proposed use. However, increased odour and noise are considered likely to occur with a corresponding impact on the amenity of the area.

Odour emissions from mushroom farms primarily originate from the composting of materials to produce substrate. If this step in the process were to be avoided and premade substrate brought into the site the potential for odour emissions would be reduced. Odour issues can be exacerbated by poor site management. The application indicates that the operator will visit the site as needed to manage operations. They will not reside on the site. This will restrict responsiveness to changes in the production environment and will not facilitate the high level of site management needs to efficiently run the proposed operation.

As the land is currently vacant any development will result in additional traffic. The impact of additional traffic is dependent on the type, frequency and duration of vehicle movements. Without being able to determine production volumes and requirements the impact of traffic cannot be determined.

The impact on wildlife in the surrounding area is difficult to ascertain. The land does not provide significant habitat for wildlife.

COSTS/BENEFITS

Nil

RISK ANALYSIS

Failure to process planning applications in a timely manner or undertake rigorous assessment of development or works proposals is considered to pose the following risks:

- Barrier to development and associated economic growth within the Shire
- Proliferation of incompatible land use development
- Council's reputation as a regulatory authority
- Infrastructure, service provision or regulatory and enforcement pressures
- Protection of zones to accommodate intended activities or reduction of surrounding property amenity

CONSULTATION AND ENGAGEMENT

Consultation and engagement with planning permit applicants is routinely conducted at the required periods throughout the assessment and permit approval process. Surrounding landholders were notified of the application which resulted in the receipt of five objections.

7.9 ADDITIONAL WORKS AT SERPENTINE OFFICE CARPARK

SUMMARY

Report provides information on a variation to scope and cost increases relating to the pavement and sealing works being carried out at the Serpentine Office car park

Author:	David Fry Manager Infrastructure
Council Plan ref:	Core Business No: 5 Providing Quality Infrastructure
File no:	15/01/001
Attachment:	Nil

RECOMMENDATION

That Council approve the re-scoping of the Serpentine Car Park Project and approve a \$30,000 budget variation to complete these works.

PREVIOUS COUNCIL DISCUSSION

At its June 2012 meeting Council adopted the 2012-2013 Annual Infrastructure Program. Included within that program was a project to rehabilitate and seal the car park between the Serpentine Council Office and Rudkins Reserve.

BACKGROUND

The initial scope for the project was the preparation of the existing pavement and the placement of a primer seal. The issues being addressed were dust, ride quality and amenity issues. The budget for this project was \$27,500.

The design developed for the project called for the importation of suitable pavement material to improve both the strength of the existing pavement and improve cross fall to insure appropriate drainage and the retention of the existing kerb and drainage points. It also included the protection of existing tapping points, used for the irrigation of garden beds and lawn areas, with appropriate concrete surrounds.

The works in this project were awarded to Tactile Australia as a part of a larger contract, Number 279, which included footpath works in both Serpentine and Inglewood.

ISSUES/DISCUSSION

During the construction of the car park, two issues have been encountered.

The first problem was the discovery of a previously unknown water main that required replacement. The cost of these works consumed the contingency amount provided for in the project.

During the design, it was expected that the existing drainage network would be adequate to service the sealed carpark. However, during construction, it has become apparent that this is not the case.

It will be necessary to provide underground drainage and to replace the kerb and channel to ensure the integrity of the newly sealed carpark. The cost of these works is estimated to be \$30,000.

COSTS/BENEFITS

The cost of this work is significant being a 100+% increase on the original project. However without these proposed works the project is unable to be completed. The outcome of the re-scoped works will benefit Council by the provision of a better outcome than would have been provided by the previously scoped project.

RISK ANALYSIS

Council's reputation will be damaged if a high quality carpark is not constructed.

CONSULTATION AND ENGAGEMENT

Nil

7.10 2013-2014 SWIMMING POOL STRATEGY BUDGET VARIATION REQUEST

SUMMARY

Requests an \$85,000 variation to the 2013/14Swimming Pool Strategy Budget

Author: Allan Stobaus – Manager Community and Recreation Development

Council Plan ref: Strategic Platform 4 – Make Our Towns Liveable and Memorable

File no: 16/04/012

Attachment: Proposed Pool Strategy Budget Modification 2013-2014

RECOMMENDATION

That Council approve a budget variation of \$85,000 to the Swimming Pool Strategy Budget 2013-2014.

PREVIOUS COUNCIL DISCUSSION

Council approved the 2013-2014 budget on 24 June 2013, however a budget request for an allocation towards the Swimming Pool Strategy within this financial year had not been submitted. Accordingly no funding allocation has been made this financial year for capital refurbishment or improvement works at Council’s public swimming pools.

BACKGROUND

In the 2009/10 financial year Council created a “Swimming Pool Strategy” budget. The purpose of this budget was for the implementation of the various capital improvement recommendations contained within Councils Swimming Pool Asset Management Plan 2007-2017.

Since its inception, budget allocations towards the Swimming Pool Strategy and in turn capital projects contained within the Pool Asset Management Plan have been made annually with the exception of the current financial year.

Since the adoption of the Pool Asset Management Plan in 2007, significant progress has been made towards the implementation of the identified capital improvement recommendations. The vast majority of major improvement projects identified within the Asset Management Plan are either complete, in progress or have been superseded and so are no longer required.

No allocation towards the “Swimming Pool Strategy” budget was requested for the 2013/2014 financial year as the Pool Asset Management Plan is currently being reviewed, with a revised list of capital works also being prepared. A draft version of the plan, complete with recommendations for the period 2014-2019, is expected to be presented to Council at the forum in September 2013.

Previous budget allocations to the swimming pool strategy have been made to meet costs associated with the implementation of the larger capital works recommendations contained within the asset management plan.

These amounts have been matched by significant State and Federal Government funding and further contributions have been made from Councils Swimming Pool Maintenance budget to complete projects identified within the plan.

At the conclusion of the 2012-13 financial year, approximately \$72,000 remained unspent of the annual swimming pool strategy budget allocation. This funding has subsequently been carried over into the current financial year however is already committed to a number of improvement or refurbishment projects as identified within the Asset Management Plan for completion in 2012/13.

A summary of the historical budget allocations to the Swimming Pools Strategy may be seen below in Table 1. In addition to the annual budget allocations made by Council, significant funding for capital improvement works has also been obtained through state government grants.

Table 1: Previous Budget Allocations in Accordance with Swimming Pool Strategy.

Year	Funding Amount (\$)
2009/10	\$149,500.00
2010/11	\$ 15,000.00
2011/12	\$ 95,000.00
2012/13	\$142,000.00
Pool Strategy Total	\$401,500.00
External Funding Secured during period 2009 - 2013	\$613,000.00
Total Funding Allocated toward Capital Improvement Works at Public Pools 2009-2013	\$1,014,500.00

ISSUES/DISCUSSION

During the past 2 months some significant issues have arisen at pools which require the undertaking of some unplanned and unforeseen works not previously identified within the Pool Asset management Strategy. A summary of these works is as follows:

1. Mitiamo Public Toilet and Swimming Pool Septic Tank Upgrade and Relocation

Whilst undertaking works associated with the installation of a new filtration system at Mitiamo, it was discovered that the septic tank that services the public & swimming pool toilets was situated between the toddler pool and the main pool.

This tank is very old and in poor condition, the condition of the tank makes it likely that septic water is seeping into the surrounding ground and possibly also contaminating the adjacent pools as the integrity of the pool structures/shell cannot fully be guaranteed (i.e. possible seepage through shell).

Both the location and the condition of the septic tank have been identified as a significant risk to users of the facility and to Council.

In recent years a number of contaminated water samples have been taken from the pools at Mitiamo and it is thought that the proximity of the septic tank could be a contributing factor. Given the potential impact on the ability for Council to operate the pool at Mitiamo and the potential public safety risk, the septic tank is in the process of being upgraded and relocated.

2. Power Upgrade Boort

Whilst undertaking works associated with the installation of a new filtration system to the toddler pools at Boort, it was discovered that when originally installed, the underground electrical wiring that powers the kiosk area and the pool floodlights was not encased in conduit.

This is an extremely dangerous scenario and it is proposed that steps be taken to rewire the necessary parts of the pool grounds as soon as possible to ensure that the facility can be open for the 2013/14 season.

3. Plant Room Shed Construction – Mitiamo Pool

This component of the proposed works is not critical to ensuring that the Mitiamo Pool is open for the 2013-2014 swimming pool season. However the construction of a shed to house the

filtration system, pump and provide a kiosk/office space is being proposed as it will provide protection to the new filtration system and much needed kiosk and office space.

Whilst this project was to be recommended in the revised "Swimming Pool Development Plan 2013-2018") as a high priority and notionally completed in 2014/15, the completion of this project now will enable us to more efficiently utilise contractors currently undertaking other works at the site i.e. concreters and electricians.

4. Filtration System Improvements – Boort Pool

During the 2012/13 pool season a number of water quality tests failed to meet the required specifications. Accordingly modifications to the filtration pipework and equipment are required to improve the efficiency and effectiveness of the disinfection processes.

Failure to comply with testing regimes during the upcoming 13/14 pool season may result in the Boort pool being closed to the public until such time that water quality may be proven to meet the required standards. It is envisaged that proposed filtration system modifications will address this potential risk.

In addition to identification of the above projects, works have or are about to commence on a number of capital improvement projects identified within the current Swimming Pool Asset Management Plan, utilising carryover funds from the 2012/13 financial year. Delivery of pool improvement projects is usually scheduled in the period May to November given the requirement to avoid conflict with the operating season.

Carryover funding from 2012/13 is currently committed to the following works across the five public swimming pools:

Table 2: Current Capital Improvement Commitments as per Swimming Pool Strategy

2012-13 Swimming Pool Strategy Carryover Projects		Funding Amount Committed (\$)
Inglewood		
	Repaint of Toddler Pool	\$2000
	Chemical Storage & Dosing System Improvements	\$10,000
	Filtration Plant Shed Improvement	\$24,000
Boort		
	Internal pool concrete repairs	\$7,000
	Fence repairs	\$4,500
	Remove structure modification and equipment protection	\$5,000
Mitiamo		
	Chemical storage and dosing system improvements	\$18,300
TOTAL		\$70,800

Based upon the current financial commitments in completing works already identified within the Swimming pool Strategy, as well as the identification of projects required for delivery in 2013-14 ahead of finalisation of the revised Pool Management Plan (which replaces the previous Swimming Pool Asset

Management Plan), a variation amount of \$85,000.00 to the 2013/14 Swimming Pool Strategy budget is being requested.

This variation will enable all of these unplanned works to be undertaken whilst also maintaining an appropriate pool maintenance budget required for the swimming pool operating season.

This amount is in line with allocations made to the "Swimming Pool Strategy" budget in previous years. Assuming we have no further unplanned major emergency works it is expected that no further budget variation requests will be made this financial year.

COSTS/BENEFITS

The requested variation represents a financial impact upon Councils 2013/14 Annual budget; however it is believed that this additional allocation can be accommodated whilst maintaining the budgeted surplus.

The benefit derived from this additional budget allocation will be in the avoidance of potential public safety and operational risks associated with operating the pools during the forthcoming summer season.

Implementation of the identified projects at Boort, Mitiamo and Inglewood will further enhance the quality of Council's swimming pool facilities.

In particular the provision of a filtration/pump shed incorporating a partitioned kiosk and office space at Mitiamo will also significantly contribute to operational improvements at the facility. A small saving for this project will be achieved if the filtration/pump shed is constructed now as opposed to 12 month's time due to price rises and the more efficient use of contractors currently on site.

RISK ANALYSIS

The upgrading of the septic system at the Mitiamo pool is expected to contribute to a reduced risk of pool water being contaminated. This will reduce the risks of patrons and staff becoming ill due to exposure to contaminated water.

The rewiring of the pool at Boort will reduce the risk to staff and patrons at the facility as the wiring will be reinstalled to meet safety compliance requirements.

Addressing both of these issues will also protect Council from potential litigation, reputational impact and service delivery disruption during the upcoming pool season.

CONSULTATION AND ENGAGEMENT

Nil.

7.11 ALLOCATION OF ADDITIONAL CAPITAL PROJECTS TO ROADS TO RECOVERY PROGRAM

SUMMARY

Report outlines the need to allocate additional projects to the Roads to Recovery Program to ensure the full allocation for the 2009-2014 Roads to Recovery Program is expended.

Author:	David Fry Manager Infrastructure
Council Plan ref:	Core Business No: 5 Providing Quality Infrastructure
File no:	15/01/001
Attachment:	Nil

RECOMMENDATION

That Council

1. *Approve the re-allocation of Council funded projects, from the recently adopted Annual Infrastructure Program, to the R2R program to ensure a zero available balance in the R2R program allocation is maintained*
2. *Approve the retention of budget allocations at a program level within the Annual Infrastructure Program until approved replacement projects are in place*

PREVIOUS COUNCIL DISCUSSION

At its June 2013 meeting Council approved the 2013-2014 Annual Infrastructure Program. This program included the expenditure of Councils own source funds as well as Roads to Recovery (R2R) funds on approved projects.

BACKGROUND

The R2R program is a rolling program over the allocation period (2009-2014). This program is updated on a quarterly basis with the actuals for completed projects and the estimated expenditure on projects for the following quarter imputed to the system.

When the quarterly update was completed for the June quarter, this included the input of all the Council approved projects for 2013-2014, a surplus of \$250k remained in the program. R2R require that in the final year of a program a zero remaining budget must be in place.

ISSUES/DISCUSSION

The easiest way to achieve this would be to allocate Council funded projects from the Infrastructure program to R2R in the last quarter of the program to ensure full expenditure of the allocation.

This is however not possible as R2R require that a zero balance be in place at the start of the final year of the program. To do this the solution is the same, but the timing is different. Projects funded from Councils own source revenue, to the value of the available balance (\$250k), need to be re-allocated to the R2R Program by the end of August.

The difficulty with this will be keeping the balance of available funds at zero. At the end of each quarter when updates to projects are made, based on the actual expenditure, variations to the total allocation will occur. This will require an adjustment to allocations on projects yet to be completed. This is needed to ensure that the allocation remains at zero. The R2R system will also not allow an input to take the balance over the total allocation.

The projects that are transferred from Council funded programs to R2R programs can be replaced later in the year when it is clear that the transferred projects can be completed with R2R funds. If funding from R2R is insufficient to complete the projects, due to movements caused by the quarterly updates, then they can be partly or wholly completed with Council funds.

It is important that the total allocation of Council funds in the Infrastructure Program remain the same even with the transfer of projects to R2R. There is need for flexibility to ensure that as many projects as possible are completed and that the full allocation from R2R is used.

It is envisaged that as the year unfolds and capital projects are delivered (on or below budget), a further report to Council seeking authorisation to include additional capital projects within this year's infrastructure program will be submitted. This will ensure that the budget allocation provided towards the various sub- programs within the Annual Infrastructure program is allocated to the highest priority renewal or improvement works currently identified whilst maintaining the required expenditure effort to address the short term asset renewal gap.

COSTS/BENEFITS

The benefit to Council with this recommendation is the ability to ensure the full expenditure of the R2R allocation.

RISK ANALYSIS

Not expending the total allocation from R2R is a risk to Councils ability to maintain its infrastructure.

CONSULTATION AND ENGAGEMENT

Nil

7.12 PROPOSED RELOCATION OF INGLEWOOD V-LINE BUS STOP

SUMMARY

Provides Council with an update on progress regarding investigation, negotiation and consultation in respect to the potential relocation of the Inglewood V-Line bus stop away from Brooke Street, and seeks authorisation to seek Department of Transport Planning and Local Infrastructure (DTPLI) approval to complete capital improvement works at the recommended shelter locations near the Post Office in Grant Street South.

Author:	Ian McLauchlan
Council Plan ref:	Core Business Item No. 5 – providing Quality Infrastructure
File no:	15/01/001
Attachment:	Proposed Concept Plan for Grant Street South bus stop Installations

RECOMMENDATION

That Council:

1. *Receive and note the outcomes of consultation conducted with key stakeholders regarding the location of the Inglewood V-Line service bus stops.*
2. *Support the proposal to implement relocation of the Inglewood V-Line Bus Stops away from Brooke Street and establish new bus stops on opposing sides of Grant Street South, near the Inglewood Post Office.*
3. *Seek authorisation from the DTPLI to implement to the proposed bus stop relocation to Grant Street South.*
4. *Subject to DTPLI approval Utilise funding allocated for the establishment of Disability Discrimination Act (DDA) compliant bus stops in Inglewood to establish the new bus stop locations, including shelter installation.*

PREVIOUS COUNCIL DISCUSSION

Council first considered issues pertaining to the potential relocation of the V-line bus stops currently located in Brooke Street Inglewood during its Meeting in June 2010. This followed the provision of a grant from the then Department of Transport (DoT) for the capital upgrade of V-line bus stops within the Shire to meet DDA regulations.

A subsequent report was presented to Council in October 2010 outlining DoT's decision with respect to the request to relocate these bus stops. Following further discussions with representatives from the Inglewood Hall Committee, traders group and Inglewood Development & Tourism Committee (IDTC) the decision was made by DoT staff to retain modified bus stops in Brooke Street on a trial basis.

The matter of relocating the bus stops away from Brooke Street was again raised during a Council meeting early in 2013 as a result of lobbying by the local community and traders. Following this discussion it was requested that officers again consult with relevant stakeholders with the aim of seeking approval to relocate the bus stops from Brooke Street to an alternate location.

BACKGROUND

Both V-Line bus stops servicing Inglewood are currently located on opposite sides of Brooke Street, which houses the vast majority of commercial business within the Township and also is an intermediate road being part of the Calder Hwy. The local community have for some time held the view that the positioning of the bus stops in this location posed an unacceptable safety risk.

The primary safety concern presented to Council in relation to the bus stops being located in Brooke Street is a combination of the following:

- Narrow pavement width of traffic lane and parking bays (11m approx.)
- Encroachment of busses into the traffic lane whilst parked to allow passengers to board or alight. (particularly when vehicles may be parked illegally within the nominated bus bays)
- Subsequent requirement for vehicles to either cross or encroach upon the dividing line (specifically heavy transport) in order to pass parked busses.
- Risk of collision posed to passing vehicles or oncoming traffic as a result of the above.

In addition to the above safety concerns local traders have also been calling, for some time, for the bus stops to be relocated in order to create additional parking bays in the commercial strip of the Township.

The issue of the bus stop locations within Inglewood maintains a long history with numerous discussions held between the key stakeholders being DoT, Council, V-line and community groups (e.g. Inglewood Town Hall & Development and Tourism committee's).

The most recent decision regarding the location of the bus stops being retained within Brooke Street was made by DoT back in June 2011 following completion of a trial during which bus stops were made available for general parking during certain times of the day where conflict with bus services was unlikely to occur.

Following this decision it was intended that installation of two bus shelters purchased under a grant provided for the upgrade of bus stops across the shire to meet DDA regulations would commence. Disruptions caused by the January 2011 floods resulted in this project being deferred until such time that appropriate resources could be allocated to complete the required works.

Preparation for installation of the bus shelters in Brooke Street commenced late in 2012 in the form of officer site visits to verify and set out the shelter installation locations. Local community and trader representatives still hold the view that an alternate location for the bus stops in Inglewood should be identified so as to permanently address safety and parking concerns. Accordingly further representations were made to both Council staff and the local Councillor upon observation that preparations were being made to install the bus shelters at the existing stop locations within Brooke Street.

ISSUES/DISCUSSION

Council have previously purchased two bus shelters for the Inglewood Township utilising funding via a grant obtained from DoT in 2010 as part of the bus stop DDA improvement program. These shelters have been stored at the Wedderburn depot for the last 3 years pending determination of agreed bus stop locations. Funding for the installation of these shelters has also been carried over for the past 3 years.

In accordance with Council's direction, negotiations were again held with V-Line, DoT and bus operators regarding the potential relocation of the bus stops to an alternate location. The most acceptable option presented to all parties was establishment of two bus stops on Grant Street South, in front of and opposite the post office (see attachment 1).

This option was previously considered during initial negotiations back in 2010, however DoT maintained concerns at the time regarding impact upon post office patron parking, conflict with nearby driveways and proximity to public amenities and therefore excluded this site from further consideration.

During the most recent site meeting held in February 2013 all of the above issues were examined. Whilst DoT representatives were unable to attend this meeting, subsequent discussions between V-line, Council and DoT, including presentation of detail plans showing the configuration of the bus stop proposal in Grant Street, and strong endorsement of the proposal by V-Line, have resulted in a joint agreement that this alternate site would be suitable.

Further to the discussions with DoT and V-Line, the Inglewood Development & Tourism Committee was also provided the opportunity to comment on the proposed plans. Confirmation of support for this proposal has been received from this committee with a request that rubbish bins also be provided in conjunction with installation of the shelters.

Discussions were also held with the operator of the Post Office who, whilst expressing some concerns regarding potential impact upon parking for his customers, conceded that the location offered a number

of benefits over retaining the bus stops in Brooke Street. In order to address the Post Office operator's concerns consideration will be given to moving the bus stop on the Post Office side of Grant Street South closer to the Police Station if possible.

An objection to the proposed relocation was however received from a resident opposite the Post Office on the grounds that installation of the bus shelters in this location would detrimentally impact upon local amenity.

In consideration of the position of relevant stakeholders and adjacent landowners, it is being recommended that Council endorse the proposed relocation of both the V-line bus stops from Brooke Street to Grant Street South. This option is considered to offer the most practical solution to address local community concerns regarding the safety and impact of the existing bus stops and is considered to have sufficient local support.

It envisaged that installation of the bus shelters and associated civil works to bring the bus stop configuration in line with DDA requirements will commence immediately after determination of the final bus stop location and authorisation to proceed being received from DTPLI (Formerly DoT).

COSTS/BENEFITS

Approximately \$18,000 has been carried over into Councils 2013/14 budget for the installation of pre-purchased shelters at the nominated locations within Inglewood.

This budget is considered to be adequate to deliver the works required to install the bus shelters as well as improve DDA access to each of the bus stops.

Benefits to the community in completing this work include:

- Certainty around bus stop locations within the township
- Improved car parking opportunities within the commercial shopping strip
- Improved road safety along a major arterial road through the Township.
- Establishment of quality bus stop infrastructure on what is considered to be a well-used service route. Provision of shelter and adequate seating will improve the amenity of service users which includes both local residents and tourists.

RISK ANALYSIS

Failure to resolve this matter poses a reputational risk to Council in respect of delivery of its commitments under the previous DoT DDA improvement Grant.

Failure to install the shelters may also result in previous financial allocation under this grant having to be returned, ultimately limiting Councils ability to install the pre-purchased bus stop shelters.

CONSULTATION AND ENGAGEMENT

Extensive consultation with various stakeholders has occurred over the life of this project. Most recently discussions and feedback regarding the proposed relocation of bus stops away from Brooke Street has been sought/received from:

- V-Line
- Bus line operators
- Department of Transport (Now Department of Transport Planning & Local Infrastructure)
- Inglewood Development & Tourism Committee
- Inglewood Post Office
- Local Residents

7.13 ADOPTED REFORMS TO THE RURAL ZONES

SUMMARY

This report advises Council of changes to the Rural Zones adopted by the Minister for Planning.

Author:	Tyson Sutton – Manager Planning & Local Laws
Council Plan ref:	Strategic platform 2 - Grow our population through appropriate development
File no:	13/01/003
Attachment:	Existing and reformed Farming Zone, Rural Living Zone, Rural Activity Zone and Rural Conservation Zone

RECOMMENDATION

That Council receives and notes the Adopted Reforms to the Rural Zones report.

PREVIOUS COUNCIL DISCUSSION

At its August 2012 ordinary meeting Council considered a report detailing proposed changes to Township Zone, Low Density Residential Zone, Farming Zone, Rural Living Zone, Industrial 1 Zone, Rural Activity Zone, Rural Conservation Zone and Industrial 3 Zone.

BACKGROUND

The Minister for Planning approved reforms to the suite of rural zones in the Victorian Planning Provisions on 14 August 2013. The reforms are due to be gazetted on 5 September at which time they will replace the existing controls. The reforms affect the Farming Zone and Rural Living Zone of the Loddon Planning Scheme. They will also affect the Rural Conservation Zone and the Rural Activity Zone that are proposed to be introduced to the scheme by the Loddon Shire Rural Zones Review.

ISSUES/DISCUSSION

Changes to the zones relate to the allowable uses, use conditions, subdivision requirements and buildings and works exemptions. Changes have also been made to the purpose of the Farming Zone. The specific reforms to the rural zones relevant to the Loddon Planning Scheme are detailed as follows:

Farming Zone

The reforms change the purpose of the Farming Zone from:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*
- *To provide for the use of land for agriculture.*
- *To encourage the retention of productive agricultural land.*
- *To ensure that non-agricultural uses, particularly dwellings, do not adversely affect the use of land for agriculture.*
- *To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.*
- *To protect and enhance natural resources and the biodiversity of the area.*

to the following:

- *To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.*

- *To provide for the use of land for agriculture.*
- *To encourage the retention of productive agricultural land.*
- *To ensure that non-agricultural uses, including dwellings, do not adversely affect the use of land for agriculture.*
- *To encourage the retention of employment and population to support rural communities.*
- *To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.*

The following changes have been made to the table of uses:

Section 1 Uses	Section 2 Uses	Section 3 Uses
<u>Adds</u>		
Primary Produce Sales	Abattoir	Amusement parlour
Rural Industry (other than abattoir and Sawmill)	Camping and caravan park	Brothel
Rural Store	Industry	Child care centre
	Landscape gardening supplies	Cinema based entertainment facility
	Market	Education centre (other than primary school or secondary school)
	Primary School	Nightclub
	Sawmill	Office
	Secondary School	
	Trade Supplies	
	Warehouse	
	Any other use not in Section 1 or 3	
<u>Deletes</u>		
	Community market	Industry
		Motor racing track
		Warehouse
		Any other use not in Section 1 or 2

Changes to use conditions in the Farming Zone are as follows:

- the number of people who can be accommodated in a B&B without planning approval has been increased from 6 to 10 people.
- the condition that group accommodation, host farm, residential hotel and restaurant must be used in conjunction with agriculture, outdoor recreation facility, rural industry or winery has been deleted.

Changes to the subdivision requirements of the Farming Zone have seen the mandatory requirement for a Section 173 agreement for subdivisions that create lots less than the minimum specified size has been deleted. This requirement previously applied to house lot excisions and re-subdivision of existing lots.

Changes to the buildings and works provisions of the Farming Zone effectively double the size of buildings exempt from the buildings and works requirements from 50 square metres to 100 square metres. The exempt buildings and works are dwelling extensions, outbuildings associated with an existing dwelling and extension to buildings associated with agriculture.

Rural Living Zone

No changes are proposed to the purpose or the table of uses of the Rural Living Zone.

Changes to use conditions in the Rural Living Zone are as follows:

- the number of people who can be accommodated in a B&B without planning approval has been increased from 6 to 10 people.

The reforms reduce the default minimum lot size for use and development of a dwelling and for subdivision from 8 ha to 2 ha unless otherwise specified in a schedule to the zone. The reforms do not alter the existing schedule to the Rural Living Zone. As such the minimum lot size remains as 8 hectares for the use and development of a dwelling and for subdivision in the Loddon Planning Scheme.

Changes to the buildings and works provisions of the Rural Living Zone effectively double the size of buildings exempt from the buildings and works requirements from 50 square metres to 100 square metres. The exempt buildings and works are dwelling extensions, outbuildings associated with an existing dwelling and extension to buildings associated with agriculture.

Rural Activity Zone

No changes to the purpose of the Rural Activity Zone have been made. The following changes have been made to the table of uses:

Section 1	Section 2	Section 3
<u>Adds</u>		
Primary produce sales	Abattoir	No change
Rural Industry (other than Abattoir and Sawmill)	Market	
Rural Store	Sawmill	
	Trade Supplies	
<u>Deletes</u>		
	Community Market	
	Equestrian Supplies	
	Primary Produce Sales	
	Store	
	Winery	

Changes to use conditions in the Rural Activity Zone are as follows:

- the number of people who can be accommodated in a B&B without planning approval has been increased from 6 to 10 people.

Changes to the subdivision requirements of the Rural Activity Zone have seen the mandatory requirement for a Section 173 agreement for subdivisions that create lots less than the minimum specified size has been deleted. This requirement previously applied to house lot excisions and re-

subdivision of existing lots. The changes also introduce an averaging provision. This means that subdivisions that create lots smaller than the minimum lot size can be considered if the number of lots is no greater than that which the land could be subdivided into in accordance with the specified size. At least one of the allotments must be of the specified size.

Changes to the buildings and works provisions of the Farming Zone effectively double the size of buildings exempt from the buildings and works requirements from 50 square metres to 100 square metres. The exempt buildings and works are dwelling extensions, outbuildings associated with an existing dwelling and extension to buildings associated with agriculture.

Rural Conservation Zone

No changes to the purpose of the Rural Conservation Zone have been made. The following changes have been made to the table of uses:

Section 1	Section 2	Section 3
<u>Add</u>		
No change	Animal Boarding	Amusement Parlour
	Landscape Gardening Supplies	Brothel
	Market	Child Care Services
	Primary School	Cinema Based Entertainment Facility
	Secondary School	Education Centre (other than Primary School or Secondary School)
	Any other use not in section 1 or 3	Rice Growing
		Transport Terminal
<u>Delete</u>		
	Community Market	Animal Boarding

Changes to use conditions in the Rural Conservation Zone are as follows:

- the number of people who can be accommodated in a B&B without planning approval has been increased from 6 to 10 people.
- the condition that group accommodation, host farm, residential hotel and restaurant must be used in conjunction with agriculture, outdoor recreation facility, rural industry or winery has been deleted.

Changes to the subdivision requirements of the Farming Zone have seen the mandatory requirement for a Section 173 agreement for subdivisions that create lots less than the minimum specified size has been deleted. This requirement previously applied to house lot excisions and re-subdivision of existing lots.

Changes to the buildings and works provisions of the Farming Zone effectively double the size of buildings exempt from the buildings and works requirements from 50 square metres to 100 square metres. The exempt buildings and works are dwelling extensions, outbuildings associated with an existing dwelling and extension to buildings associated with agriculture.

COSTS/BENEFITS

The reforms to the rural zones will give Council greater scope to attract investments and development in the rural areas of the Shire

RISK ANALYSIS

Nil

CONSULTATION AND ENGAGEMENT

The State Government engaged in consultation about the zone reforms in late 2012. Loddon Shire made a submissions to the proposed changes which have now been adopted.

8. **DIRECTOR ECONOMY AND COMMUNITY REPORTS**

8.1 **TRANSPORT CONNECTIONS - GETTING AROUND LODDON**

SUMMARY

The Getting around Loddon application for smartphones, and promotional material including a Quick Response code will assist residents, visitors and tourists in accessing the transport options available to them within Loddon Shire.

Author:	Sue Devereaux, Transport Connections Coordinator
Council Plan ref:	6.3 Ensure that residents of small towns have access to a set of basic services
File no:	13/09/005
Attachment:	Nil

RECOMMENDATION

That Council receive and note the 'Transport Connections – Getting Around Loddon' report.

PREVIOUS COUNCIL DISCUSSION

Council Report August 2012 – Transport Connections Program Update

BACKGROUND

The *Getting Around Loddon* smartphone application (app) was designed to assist residents and visitors with public access and travel options in to and around Loddon Shire. The app provides access to community transport resources within Loddon Shire and linkages to public transport services.

In conjunction with the smartphone app a *Getting Around Loddon* brochure has been produced and will be mailed out to ratepayers with the next rate notices. Posters, stickers and flyers have also been produced for display around the Shire.

A Quick Response (QR) code was developed so people can download the app onto their smartphone directly from the promotional material.



**Scan this QR code with
your smartphone** 



**for your FREE travel
assistance app**



ISSUES/DISCUSSION

The *Getting Around Loddon* app was developed by the BLine Transport Connections Program with funding through the Transport Connections *Local Innovation Fund*. The project is one of several local projects to have been instigated, together with mentoring programs such as Seniors Mobility Training, L2P and assistance for community buses.

The original project was to simply produce a pamphlet to be distributed to every ratepayer within Loddon through the rates notice mail out, and displayed in tourism and community centres and at some high traffic businesses such as general stores.

The pamphlet was considered important as the smartphone app on its own may not be accessible by a large number of people in Loddon Shire. People with limited transport options may also have limited access to electronic communications (i.e. only have a simple phone), and would be at a disadvantage if *Getting Around Loddon* were not produced in multimedia formats.

The information collected for the pamphlet was used as a basis for the app, an interactive tool that people can access on the move. The app enables users to contact transport providers either through web pages or via phone number, to find their nearest bus stop, railway station or ticket vendor, access timetable information or specific travel information such as hire cars, taxis, concession information, purchase of Myki products, access to Centrelink for Veterans Affairs information, and direct contact with community bus providers.

Each bus stop, train station and information centre in Loddon Shire will have a sticker and posters prominently displayed that will enable people to scan the app straight to their phones and immediately access the information.

COSTS/BENEFITS

The initiative was funded through State Government funding. The app only requires updating if local information changes.

RISK ANALYSIS

As the TCP program was funded externally any future reproduction of pamphlets would require funding.

CONSULTATION AND ENGAGEMENT

The Transport Connections Coordinator has worked closely with advocacy groups such as the RoadSafe Committee, transport providers and users such as the East Loddon Community Bus, target groups and community centres in Wedderburn, Boort, Tarnagulla, Pyramid Hill and Inglewood.

8.2 BUSINESS TRAINING SURVEY

SUMMARY

An online survey of local businesses was conducted to determine their development requirements. The survey was distributed to 80 Loddon businesses, of which 12 surveys were completed and submitted. A series of business training workshops are currently being developed based on feedback from the survey.

Author:	Robyn Vella Manager of Tourism
Council Plan ref:	Strategic platform 5 Grow and Diversify our Economy
File no:	16/07/003
Attachment:	Blank survey

RECOMMENDATION

That Council receive and note the Business Training Survey Report.

PREVIOUS COUNCIL DISCUSSION

The business survey was an action in the 2010-2014 Council Plan.

BACKGROUND

The business training survey was an action from the 2010-2014 Council Plan, to survey existing businesses to determine their business development requirements. An online survey was designed and distributed to 80 Loddon businesses which 12 completed and submitted.

ISSUES/DISCUSSION

This survey was promoted through the Tourism ENewsletter, the Loddon Shire Mayoral Message and local newsletters. The survey focussed on online technology and distributed via email to a variety of operators such as retail, eateries, accommodation, wineries and farm based businesses.

The breakdown of the business sector that completed and submitted their survey is listed below.

- Accommodation 2
- Farm based 2
- Eateries 2
- Retail 2
- Local Attractions 4

The questions in the survey were based around online technology, preferred learning environment, customer expectations, financial training, risk management and specific areas such as National Broadband Network and exporting.

The survey results indicated that operators would like to further their knowledge of online technologies. The training most in demand is in the collaborative development of visitor experience packages, which a separate, focussed workshop will be developed.

Based on the feedback received from the survey Council Officers are also investigating a series of training workshops around E-Marketing.

While it is likely that training will be conducted using external providers, it will utilise local facilities such as resource centres and neighbourhood houses. Any venue hosting the training must have adequate facilities example access to computers and internet, training room with infrastructure, amenities and catering facilities.

Council will provide a series of training workshops during the 2013/2014 financial year to the value of \$3,000 at a nominal charge to local businesses. If successful in obtaining sufficient funding, further workshops can be made available.

COSTS/BENEFITS

By direct survey of our existing businesses, Council is able to provide relevant and well-targeted training for local businesses.

RISK ANALYSIS

The risk associated with training workshops is attendance by local proprietors. The challenge for the Economy and Community Department is encouraging local proprietors to take time out of their business to work on their business not in their business.

CONSULTATION AND ENGAGEMENT

The survey was promoted through the tourism E newsletter, mayoral message and local newsletters. Local development and tourism committees were also included in the distribution of the online survey giving them the opportunity to complete and submit.

9. **DIRECTOR COMMUNITY WELLBEING REPORTS**

9.1 **VULNERABLE PEOPLE IN EMERGENCIES – SCREENING AND REGISTERING VULNERABLE PEOPLE NOT RECEIVING SERVICES**

SUMMARY

This report is to provide Council with an update on the implementation of identifying, screening and registering vulnerable people who are not clients of funded agencies.

Author:	Wendy Gladman – Director Community Wellbeing
Council Plan ref:	6.1 Support initiatives that assist community members who may be isolated or at risk
File no:	12/07/001
Attachment:	Nil

RECOMMENDATION

That Council receive and note the report detailing the implementation of the identifying, screening and registering of vulnerable people who are not clients of funded agencies.

PREVIOUS COUNCIL DISCUSSION

A report in January 2013 detailed Council's obligations regarding the identifying, screening and registering of vulnerable people following the introduction of the state government Vulnerable People in Emergencies Policy (VPE).

These obligations under the VPE Policy included:

- screening and registering of recipients of funded services meeting vulnerable criteria,
- develop and maintain a list of local facilities where vulnerable people are likely to be situated,
- coordinate local implementation of the web based Vulnerable Persons Register (VPR),
- work in partnership with Red Cross to support inclusion of people not receiving services from funded agencies.

BACKGROUND

In meeting the requirements of the VPE Policy Council has:

- included a list in the Municipal Emergency Management Plan of all facilities where vulnerable people are likely to be situated. This list includes, for example, hospitals and residential care facilities, schools and kindergartens.
- coordinated the local implementation of the VPR and provided education to other funded agencies to encourage entries to the register.
- renewed consent from the current listed vulnerable people and entered details onto the new web based register.
- continued to review and assess service users' vulnerability status and modify the VPR as required.

At the time of the previous report, Red Cross had commenced piloting processes to connect with community members not receiving services who may be eligible for inclusion on the register. It was predicted that Council and Red Cross would commence implementation in the Loddon Shire Council in the second half of 2013.

ISSUES/DISCUSSION

Council has received confirmation from Red Cross that this component of the VPE Policy regarding vulnerable people can now be implemented.

Red Cross will work in partnership with Council's Community Care Department to provide emergency planning support and initial screening for people identified as vulnerable, but who are not currently clients of funded agencies.

Red Cross Preparedness Outreach will provide trained volunteers who will be available to meet with people, who are not clients of agencies, and support them to develop emergency plans using the Red Cross REDiPlan resource.

Where Red Cross determines an individual as vulnerable and unable to complete a plan or identify personal or community supports, a referral will be made to Council's Community Care Department to screen for possible inclusion on the VPR.

COSTS/BENEFITS

The Department of Health has provided funds to Council through the Home and Community Care program to screen non-clients referred by Red Cross and to enter and manage registrations to the VPR.

The benefits of expanding the screening and registering of vulnerable people to include those who do not receive services increases the opportunity to provide support to the wider Loddon community during emergency events.

RISK ANALYSIS

As previously reported, the VPE Policy cautions that 'while Vulnerable Person Registers will be established, personal and community resilience must be encouraged and expectations about potential provision of assistance or evacuation managed. Evacuation of vulnerable individuals within the community cannot be guaranteed in emergencies and any assistance in an emergency or evacuation will be dependent on the capacity and ability of emergency service organisations to safely provide it'.

CONSULTATION AND ENGAGEMENT

Council's assistance has been requested in sharing information about the availability of Red Cross to help vulnerable people prepare emergency plans with the sections of council that are most likely to know of vulnerable individuals not already receiving services, including community services, local laws and the Municipal Emergency Management Planning Committee.

10. GENERAL BUSINESS

11. CONFIDENTIAL ITEMS

Closing of Meeting to the Public

RECOMMENDATION

That the meeting be closed to the public.

NEXT MEETING

The next Ordinary Meeting of Council will be held on 23 September at Serpentine commencing at 3.30pm.