

# Contents

1.	Apologies and Requests for Leave of Absence .....	1971
2.	Confirmation of Minutes and Attachments .....	1972
3.	Changes to the Order of Business .....	1972
4.	Declaration of Interests .....	1973
5.	Responsible Authority Decisions .....	1974
5.1.	Council Planning Report – 3799 Midland Highway Stanhope Vic 3623, PLN047/2019 .....	1974
6.	Planning Authority Decisions .....	1987
7.	Council Decisions.....	1988
7.1.	Council Policy Review.....	1988
7.2.	New Council Policy - Councillor Portfolios .....	1992
7.3.	New Council Policy - Recognising Traditional Owners .....	1995
7.4.	2019/20 Community Grants Program Round One - Community Support .....	1998
7.5.	2019/20 Community Grants Program Round One - Events .....	2003
7.6.	Echuca Arts Precinct Masterplan .....	2008
7.7.	Basketball Victoria Country – Junior Jamboree Five-Year Agreement.....	2014
7.8.	Funding Agreement for Kyabram Fauna Park 2019 - 2022.....	2018
7.9.	Adoption of Active Transport Strategy .....	2021
7.10.	Authorisation to use Echuca Aerodrome for Native Vegetation Offset Purposes.....	2030
7.11.	Kyabram Northern Oval Goal Nets .....	2034
7.12.	Kyabram Northern Oval Storage Facility .....	2038
7.13.	2019/20 Adopted Waste Fees and Charges Correction .....	2042
8.	Council Information .....	2044
8.1.	Assembly of Councillors Records .....	2044
8.2.	Letters of Appreciation .....	2050
8.3.	Responsive Grants Program.....	2051
8.4.	Audit and Risk Committee Meeting Minutes .....	2054
9.	Councillor Reports.....	2057
10.	Acting Chief Executive Officer’s Report .....	2060
11.	Petitions/Letters .....	2061
12.	Notices of Motion .....	2061
13.	Urgent Business .....	2061
14.	Question Time.....	2061
15.	Closed Session of the Meeting to the Public .....	2062
16.	Confirmation of Confidential Minutes and Attachments .....	2062
17.	Confidential Council Information .....	2062
18.	Confidential Business.....	2062
19.	Confidential Council Meeting Close .....	2062

20.	Items Determined to be no Longer Confidential .....	2063
18.1.	Fox Island Bridge Contract Sum Authorisation .....	2063
18.2.	C19022 – Riverboat Dock Mooring 5 (Closed Tender) .....	2063
18.3.	Council Office Separation from Echuca Court .....	2063
18.4.	Sale of 8 Kuhle Road, Kyabram.....	2064
21.	Open Meeting to the Public.....	2065
22.	Meeting Close .....	2065

#### Attachments

5.1.	Council Planning Report – 3799 Midland Highway Stanhope Vic 3623, PLN047/2019 .....	2066
7.1.	Council Policy Review .....	2067
7.2.	New Council Policy - Councillor Portfolios .....	2101
7.3.	New Council Policy - Recognising Traditional Owners .....	2103
7.6.	Echuca Arts Precinct Masterplan .....	2108
7.8.	Funding Agreement for Kyabram Fauna Park 2019 - 2022 .....	2194
7.9.	Adoption of Active Transport Strategy .....	2202
7.10.	Authorisation to use Echuca Aerodrome for Native Vegetation Offset Purposes.....	2242
7.11.	Kyabram Northern Oval Goal Nets .....	2243
7.13.	2019/20 Adopted Waste Fees and Charges Correction .....	2248
8.4.	Audit and Risk Committee Meeting Minutes .....	2249

# Minutes



Minutes of the open section of the meeting of the seventh Campaspe Shire Council, held in the Echuca Civic Centre, on Tuesday, 25 June 2019 commencing at 5:06pm.

## Present

Councillors: Adrian Weston (Mayor), Vicki Neele (Deputy Mayor), Daniel Mackrell, Kristen Munro, Neil Pankhurst, Leanne Pentreath, Annie Vickers, Leigh Wilson, John Zobec

## Officers

Ray Burton – Acting Chief Executive Officer

Fleur Cousins – General Manager Corporate Services

Richard Conway – General Manager Infrastructure Services

Paul McKenzie – General Manager Regulatory & Community Services

Keith Oberin – General Manager Economic & Community Development

Frank Crawley – Governance Manager

Bel Anderson – Communications Officer

Sharolyn Taylor – Council Support Officer

## 1. Apologies and Requests for Leave of Absence

### Apologies

Nil.

### Requests for Leave of Absence

Nil.

## 2. Confirmation of Minutes and Attachments

For the:

- Open section of the Special Council Meeting held on 7 May 2019
- Open section of the Council Meeting held on 21 May 2019
- Open section of the Special Council Meeting held on 4 June 2019
- The minutes of the Campaspe Briefing Session held on 7 May 2019
- The minutes of the Campaspe Briefing Session held on 14 May 2019
- The minutes of the Campaspe Briefing Session held on 21 May 2019

### **COUNCILLORS MUNRO / ZOBEC**

**That the following minutes be confirmed:**

- **Open section of the Special Council Meeting held on 7 May 2019**
- **Open section of the Council Meeting held on 21 May 2019**
- **Open section of the Special Council Meeting held on 4 June 2019**
- **The minutes of the Campaspe Briefing Session held on 7 May 2019**
- **The minutes of the Campaspe Briefing Session held on 14 May 2019**
- **The minutes of the Campaspe Briefing Session held on 21 May 2019**

**CARRIED**

## 3. Changes to the Order of Business

Nil

## 4. Declaration of Interests

Disclosure of Conflict of Interests are to be made immediately prior to any relevant item being discussed.

*Local Government Act 1989 Section 79*

- (1) If a Councillor or member of a special committee has a conflict of interest in a matter which is to be considered or discussed at a meeting of the Council or the special committee, the Councillor or member must, if he or she is attending the meeting, disclose the conflict of interest in accordance with subsection (2).
- (2) A Councillor or member of a special committee who has a conflict of interest and is attending the meeting of the Council or special committee must make a full disclosure of that interest:
  - (a) by either
    - (i) advising the Council or special committee at the meeting of the details required under paragraphs (b) and (c) immediately before the matter is considered at the meeting; or
    - (ii) advising the Chief Executive Officer in writing of the details required under paragraphs (b) and (c) before the meeting; and
  - (b) classifying the type of interest that has given rise to the conflict as either:
    - (i) a direct interest; or
    - (ii) an indirect interest and specifying the particular kind of indirect interest under section 78, 78A, 78B, 78C, 78D or 78E; and
  - (c) describing the nature of the interest; and
  - (d) if the Councillor or member advised the Chief Executive Officer of the details under paragraph (a)(ii), the Councillor or member must make a disclosure of the class of interest only to the meeting immediately before the matter is considered at the meeting.

**Cr Wilson declared an indirect conflict of interest in item 7.4 by way of conflicting duty**

**Cr Munro declared an indirect conflict of interest in item 18.2 by way of financial interest**

**Cr Vickers declared an indirect conflict of interest in item 18.2 by way of financial interest**

**Fleur Cousins declared an indirect conflict of interest in item 7.8 by way of conflicting duty**

**Keith Oberin declared an indirect conflict of interest in item 7.8 by way of conflicting duty**

## 5. Responsible Authority Decisions

### 5.1. Council Planning Report – 3799 Midland Highway Stanhope Vic 3623, PLN047/2019

Ms Casey Collins addressed Council in relation to item 5.1

Mr Kevin Hosford addressed Council in relation to item 5.1

Mr Peter Waller addressed Council in relation to item 5.1

<b>ALLOCATED OFFICER:</b>	Ally Wilkie, Team Leader Planning
<b>RESPONSIBLE MANAGER:</b>	Planning & Building Manager
<b>APPLICATION NO:</b>	PLN047/2019
<b>DATE RECEIVED:</b>	14 March 2019
<b>APPLICANT:</b>	Globird Energy Pty Ltd
<b>PROPOSAL:</b>	Use and development of the land for a renewable energy facility (solar farm) in the Farming Zone Schedule 1 and business identification signage pursuant to Clause 52.05 and alteration to a Road Zone Category 1 pursuant to Clause 52.29
<b>SUBJECT SITE:</b>	3799 Midland Highway Stanhope Vic 3623
<b>ZONING:</b>	Farming Zone Schedule 1
<b>OVERLAYS:</b>	None
<b>UNDER WHAT CLAUSE (S) IS A PERMIT REQUIRED?:</b>	Clause 35.07-1, Clause 35.07-4, Clause 52.05, Clause 52.29
<b>RESTRICTIVE COVENANTS ON THE TITLE?:</b>	None
<b>CURRENT USE AND DEVELOPMENT:</b>	Agricultural
<b>IS A CULTURAL HERITAGE MANAGEMENT PLAN REQUIRED:</b>	No
<b>OBJECTIONS:</b>	48 (forty eight)

#### 1. Summary Recommendation

It is recommended that Council as the Responsible Authority issue a Refusal to Grant a Permit.

#### 2. Conflict of Interest

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

#### 3. Charter of Human Rights

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

#### 4. Instrument of Delegation

This report has considered the Instrument of Delegation (S6) by Council. This report is required as the delegation does not allow officers to determine to refuse a planning application (unless it is prohibited or an objection from a referral authority is received).

#### 5. Proposal

It is proposed to use and develop the land for a 'Renewable Energy Facility' (Solar Farm) and business identification sign and alteration of access to a Category 1 Road Zone.

The facility is proposed to be connected to the national electricity grid via the 66kV Stanhope-Shepparton powerlines that are owned and operated by Powercor. The use is expected to be carried out for approximately 25 years.

The proposal seeks approval for a total 30 megawatt (DC) energy including 30 megawatts battery storage and 12.8MW of solar and grid connection. The site will comprise up to 40,320 panels installed in 189 arrays in area of approximately 29.7ha. A row of 224 panels in approximately 55m wide. Once mounted, each panel will have a maximum height above ground level of 3m.

The development is proposed to be setback at least 5m from the side and rear boundaries, 20m from local roads and 100m from any dwelling not in the same ownership. The development does not meet the setback of 100m from the Midland Highway, being approximately 50m.

The proposed development comprises:

- 204 shipping containers for batteries. Each container being 12.5m long, 2.5m wide and 2.6m high. Each container will be capable of storing 0.25MW. Battery storage containers will be constructed from steel and will be situated on concrete supports and will have an overall area of 0.48ha.
- 40 additional containers will be placed around the battery containers with the same dimensions as the above battery storage containers (12.5m x 2.5m x 2.6m). The containers are proposed to be used as sound barriers and are proposed to have 0.19ha of shelf space for growing grass or other crops.
- The batteries connect to the grid through transformer kiosks in a switching station. The purpose is to convert generated power from the solar arrays to 66kv before the power is transferred. The applicant has not included the details of the power conversion units or substations as part of the application.
- The existing dwellings and sheds on site will be converted into site offices.
- Access to/from the site will be via Downing Road and the existing access to the site from Midland Highway will be decommissioned.
- Screening will be erected on Downing Road and Midland Highway and will consist of chain mesh fencing with shade cloth with a height of 2.4m with chain wire above, for a length of 450m. Landscaping with a height of 3m is also proposed.

Traffic movement to/from the site during the construction period are proposed to be an average forty (40) truck movements per week and 70 light vehicle movements per day with up to 40 full time employees working onsite to establish the facility during peak period.

After the construction phase the applicant advised that two (2) full time workers are required for the routine maintenance and monitoring of the facility. A total of four (4) car parking spaces will be provided as part of the proposal and be close to the existing buildings on the site.

The proposal also involves displaying of a business identification sign. The proposed sign will have an area of 3m<sup>2</sup> (3m long and 1m wide) and will be mounted on poles being 1.5m above the ground. The sign will comprise the name of the business and business logo.

The construction works on the site involves 500m<sup>3</sup> of gravel for service tracks on the site and will also require 150m<sup>3</sup> of gravel and 115m<sup>3</sup> of sand to bury cables for approximately 9km of trenches. All new tracks will be

required to be constructed and will consist of local compacted gravel and will be located in between the solar arrays on the site.

The information submitted by the applicant advised that the soil of the land it described as being good to fair soil. An agricultural activity, being grazing of livestock will also operate on the site. The applicant has outlined that currently there are 42 calves on the subject site which will continue to graze over most of the site, to assist with the ongoing maintenance.

## 6. Subject Site & Locality

An inspection of the site and the surrounding area has been undertaken.

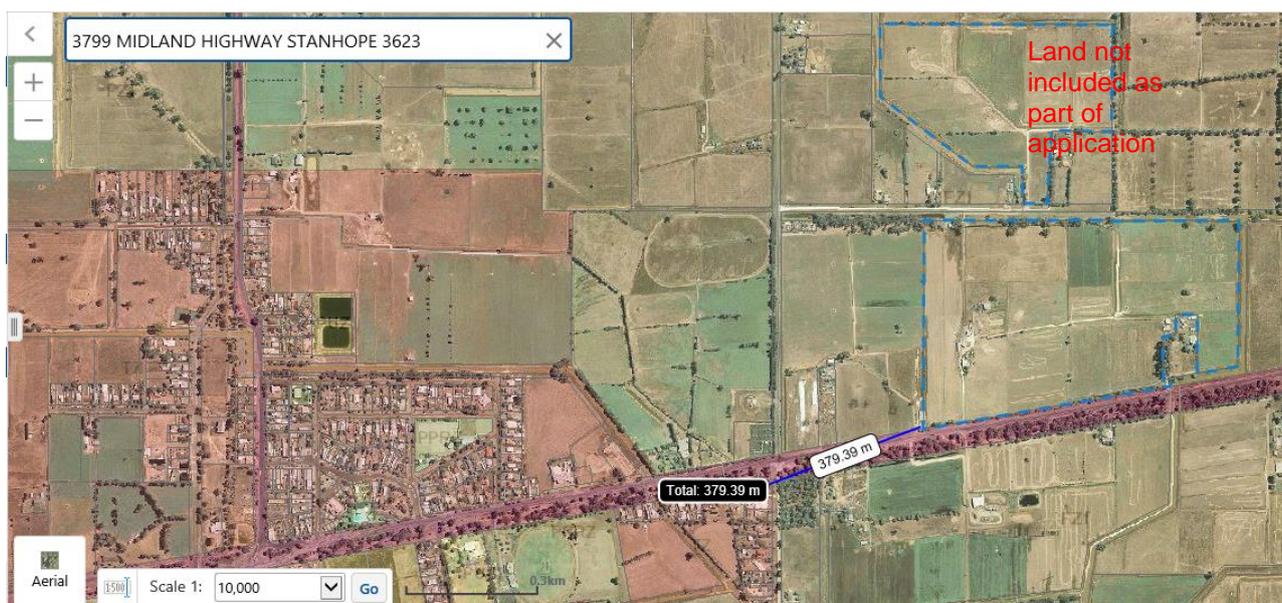
The site is formally referred to as Lot 2 on PS444917 is irregular in shape with a total area of 29.78ha. The lot has frontage to Midland Highway to the south and Downing Road, a council road, to the north. The site contains a single storey dwelling setback approximately 130m from Midland Highway. A number of agricultural sheds are also located within the vicinity of the existing dwelling on the site.

The property has some mature native trees along the southern and northern boundaries. The eastern and part of the north and south boundary of the allotment adjoins a Goulburn-Murray Water channel. There is available irrigation infrastructure, have been laser graded and existing internal and external fencing.

The allotment is also encumbered by a 2m wide power line easement located in the eastern corner. Adjoining the site, is a 1ha lot with a residential dwelling in separate ownership which has been excised from the subject site which has a southern boundary at Midland Highway and is surrounded by the subject site to the west, north and south.

There are four dwellings in separate ownership between the subject site and Downing Road to the south and three dwellings in separate ownership between the subject site and Johnson Road to the west. The subject area is located on the north side of Midland Highway, approximately 380m east from the intersection of Midland Highway and Johnson Road.

The eastern boundary of the township of Stanhope (shown in pink on the below aerial photo) is located on the western side of Johnson Road approximately 379m from the Township Zone, as shown in the photo below. The land to the north, south and east of the subject area is predominantly irrigated agricultural land with varying lot sizes.



Map provided from Vicplan (DELWP)

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## 7. Permit/Site History

The history of the site includes:

- TPA445/2009 – Whole Farm Plan approved for Crown Allotment 39, Section B.
- PLN148/2018 Use and development of the land for a Renewable Energy Facility (solar farm) in the Farming Zone Schedule 1 and Business Identification Signage Pursuant to Clause 52.05 and the alteration of access to a road in a Road Zone Category 1 pursuant to Clause 52.29. The application was withdrawn.

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## 8. Public Notification

The application has been advertised pursuant to Section 52 of the *Planning and Environment Act 1987*, by:

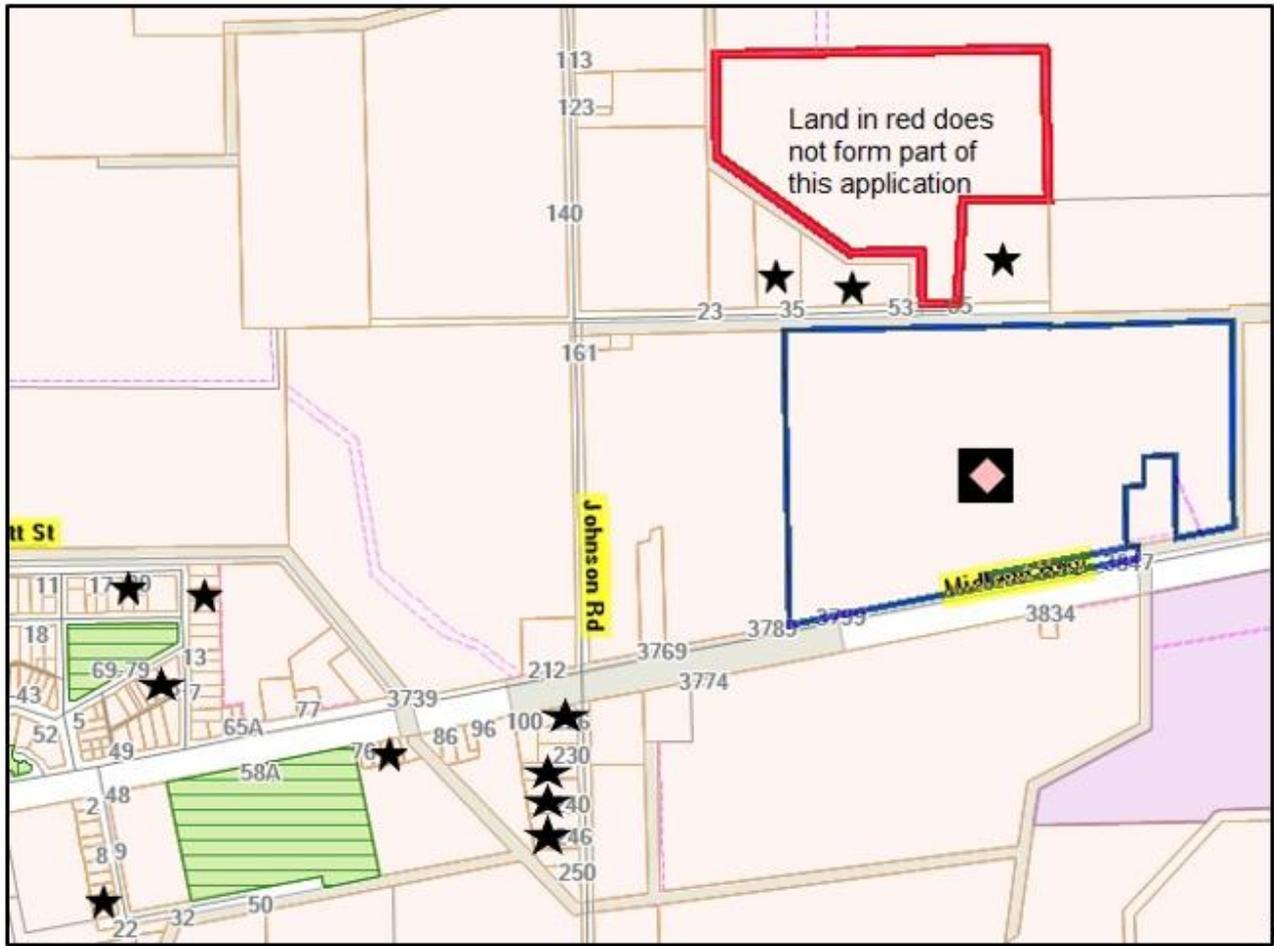
- Sending notices to the owners and occupiers of adjoining land.
- Placing a sign on site.
- Notice in the Newspaper.

The notification has been carried out correctly and 48 objections were received. The objection can be summarised as follows:

- Use and removal of productive land from agriculture.
- Amenity impacts including visual Impacts, light Spill, traffic, dust, noise and vibration.
- Heat Island Impacts.
- Inappropriate setback from dwellings and proximity to town.
- Soil contamination.
- Vibration.
- Environmental impacts flora and fauna.
- Stormwater runoff.
- Emergency including fire.

These issues have been taken into account in the assessment of the planning application.

**Figure 1: Subject site and surrounds**



Shire of Campaspe GIS

Legend	
Subject Site	
Objections	

Please note that multiple objections have been received from a number of properties and not all objections are shown on the map.

**9. Consultation**

A consultation meeting was undertaken on 13 June 2019 at the Rushworth Service Centre. A number of objectors attended, and the application and concerns were discussed.

Although the concerns were discussed there was no resolution at the meeting.

**10. Referrals**

The application has been referred to three (3) external authorities and one (1) internal Council Department. The following table makes note of the type of information requested; whether consent was given and whether

conditions were requested to be attached to the permit. In some cases, notes or other advice were included in the referral response.

Referral Authority	Type of Referral	Consent/ Approve Proposal	Request Permit Conditions	Any other advice notes
Goulburn-Murray Water (GMW)	Section 52	No response		
VicRoads	Section 55	Yes	Yes	
Department of Environment, Land, Water and Planning	Section 52	Yes		
CFA	Section 52	Yes	Yes	Yes
Powercor	Section 52	Yes	Yes	Yes
EPA	Section 52	No Response		
Internal Department	Type of Referral	Consent/Approve Proposal	Request Permit Conditions	Any other advice notes
Design and Road Services	Comments	Yes	Yes	No

In relation to the referral to Goulburn-Murray Water (GMW), it is noted that at the Planning Panel Hearing in Shepparton in May 2018 GMW were one of the parties. GMW requested development of guidelines to clarify criteria for the development of new solar energy facilities.

GMW's response to draft solar energy facilities design and development guidelines was to assist and provide advice to council and council to give notice under Section 52. The application was referred to GMW for comment (S.52), however, no response was made in relation to the application. At present the authority is not a recommending or determining authority under the Campaspe Planning Scheme.

## 11. Assessment

### Planning Policy Framework (PPF)

The following State policies and objectives are relevant to this application.

**Clause 11 Settlement** - The objective of planning is to anticipate and respond to the need of existing and future communities. Planning should recognise the need for and as far as practicable contribute towards, the health and safety, diversity of choice, adaption in response to changing technology, economic viability, a high standard of urban design and amenity, energy efficiency, prevention of pollution to land, water and air, protection of environmentally sensitive areas and natural resources, accessibility and land use and transport integration.

**Clause 13 Environmental Risks and Amenity** - Planning should adopt a best practice environmental management and risk management approach which aims to avoid or minimise environmental degradation and hazards and amenity conflicts. Planning should identify and manage the potential for the environment, and environmental changes, to impact upon the economic, environmental or social well-being of society and should prepare for and respond to the impacts of climate change.

**Clause 13.02 Bushfire** – To strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life.

**Clause 13.05 Noise** – Planning should assist the control of noise effects on sensitive land uses.

### Clause 14.01 Agriculture

**Clause 14.01-1S Protection of Agricultural Land** - To protect the state's agricultural base by preserving productive farmland.

**Clause 14.01-2S Sustainable Agricultural Land Use** - To encourage sustainable agricultural land use.

**15.02-1S Energy and Resource Efficiency** - To encourage land use and development that is energy and resource efficient, supports a cooler environment and minimises greenhouse gas emissions.

**Clause 17 Economic Development** - Planning is to provide for a strong and innovative economy, where all sectors of the economy are critical to economic prosperity. Planning is to contribute to the economic well-being of communities and the State as a whole by supporting and fostering economic growth and development by providing land, facilitating decisions, and resolving land use conflicts, so that each district may build on its strengths and achieve its economic potential

**Clause 19.01-2S Renewable energy** - To promote the provision of renewable energy in a manner that ensures appropriate siting and design considerations are met.

**Clause 19.01-2R Renewable Energy – Loddon Mallee North** - Support and facilitate renewable energy generation and protect these activities from urban encroachment.

### Local Planning Policy Framework (LPPF)

**Clause 21.01 Campaspe Shire Key Issues and Strategic Vision** tells us the estimated 2013 population of the shire was approximately 37,000, which is expected to grow to approximately 39,600 by 2031 (VIF 2015) and to 43,000 by 2036 (Campaspe Profile). Compared to other areas of regional Victoria, the shire has a higher population of younger (school age) people and older people. This trend is expected to grow, which may leave a 'population donut', with less working age residents in the municipality.

Agriculture (particularly irrigated primary production) and its processing underpin the economy of the shire and region. Approximately 40% of employment in the shire is in manufacturing, agriculture (including fishing and forestry) and health care.

#### Clause 21.05 Natural Resource Management

This clause provides local content to support Clause 14 (Natural Resource Management) of the State Planning Policy Framework.

### Agriculture

Irrigated primary production and the processing of that product underpin the economy of the municipality and the region. The level of production is nationally important, and the region is responsible for significant parts of the nation's milk production, deciduous canned fruit production, stone fruit crop and tomato processing production.

Growth and Consolidation areas, being an area for growth and expansion of existing farm businesses and for new investment. The minimum subdivision size in these areas has been set at 60ha, and a dwelling needs a planning permit on all land less than 80ha in area.

#### Objectives

- To ensure that agriculture is and remains the major economic driver in the region
- To identify a preferred area for intensive agricultural activities
- To ensure that use and development does not pose a threat to the sustainable productive capacity of the shire's agriculture economic base.

#### Clause 22.01 Agriculture Policy

This policy addresses two separate issues, which arise in the Farming Zone being rural subdivision and rural dwellings.

The process of farm consolidation is considered fundamental to the long term viability of the agricultural base of the Shire. The fragmentation of existing farms is discouraged as it is inconsistent with the trend

towards the consolidation of larger and more viable agricultural parcels. Fragmentation also leads to rural living opportunities, which compromise farming purposes by increasing land prices and introducing residents with 'non-farming' amenity expectations. The existing supply of lots in the Farming Zone is considered sufficient to enable the incremental growth of farms.

Council acknowledges that there is a demand for rural living opportunities in the Shire, but adequate land has been allocated to accommodate this demand. Unplanned rural living results in agricultural land being taken out of production. A rural dwelling will often be needed to properly farm the land, however new dwellings must be limited to those that genuinely relate to agricultural production.

#### **Clause 22.04 Non-agricultural Uses in Farming Zone**

This policy builds on the MSS strategies at Clause 21.05 regarding potential land uses and developments that may impact on agricultural activities and investment. The Farming Zone was significantly modified in 2013, after the adoption of the Campaspe, Greater Shepparton and Moira Regional Rural Land Use Strategy (2010). An array of new discretionary uses was introduced, many of which had been prohibited at the time of the preparation of the strategy.

In terms of land use, the preferred mix of uses in the Farming Zone includes those that support agricultural activities and associated rural industries that maintain and build the economic base of the shire. Council discourages uses in the rural areas that are not directly related to agriculture, or that have an adverse impact on agriculture and future agricultural opportunities.

#### Objectives

- To identify a preferred mix of land uses in rural areas.
- To promote appropriate land use and development within rural areas.
- To discourage non-agricultural use and development in all rural areas, other than those that support agriculture.

### **Zoning**

#### **Clause 35.07 Farming Zone**

Ensures that non-agricultural uses, particularly dwellings, do not adversely affect the use of land for agriculture and encourage use and development of land based on comprehensive and sustainable land management practices.

A permit is required for the use of the land pursuant to Clause 35.07-1 (Table of Uses) for a renewable energy facility. This is a defined Section 2 Use with the condition that the proposal must meet the requirements of Clause 53.13. Clause 35.07-4 requires a permit to construct or carry out works associated with a use in Section 2 of Clause 35.07-1.

### **Relevant Particular Provisions**

**Clause 52.05 Signs** Regulate the display of signs and associated structures. Provide for signs that are compatible with the amenity and visual appearance of an area, including the existing or desired future character. Ensure signs do not contribute to excessive visual clutter or visual disorder. Ensure that signs do not cause loss of amenity or adversely affect the natural or built environment or the safety, appearance or efficiency of a road.

**Signage in the FZ is Category 4** – Sensitive Areas (Clause 52.05-14). A permit is required for business identification signage and the area of the sign must not exceed 3m<sup>2</sup>.

**Clause 52.06 Car Parking** Aims to ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality and ensure that the car parking is of a high standard and does not adversely affect the amenity of the locality.

A Renewable Energy Facility is not listed as a defined use under Clause 52.06-5. As such car parking is to be provided to the satisfaction of the responsible Authority pursuant to Clause 52.06-5A. The application proposes four (4) defined car spaces.

**Clause 52.29 Land Adjacent to a Road Zone**, Category 1, or a Public Acquisition Overlay for a Category 1 Road Ensure appropriate access to identified roads.

**Clause 53.13 Renewable Energy Facility** Facilitates the establishment and expansion of renewable energy facilities, in appropriate locations, with minimal impact on the amenity of the area.

This provision has no direct triggers however it provides specific application requirements and decision guidelines for any application for a Renewable Energy Facility.

Before deciding on an application, in addition to the decision guidelines of Clause 65, the responsible authority must consider, as appropriate:

- The effect of the proposal on the surrounding area in terms of noise, glint, light spill, vibration, smell and electromagnetic interference
- The impact of the proposal on significant views, including visual corridors and sightlines.
- The impact of the proposal on the natural environment and natural systems.
- Whether the proposal will require traffic management measures.

## General Provisions

**Clause 65 Decision Guidelines** Sets out decision guidelines for the responsible authority to consider in ensuring acceptable outcomes in terms of Planning Policy Framework.

**Clause 71.02-1 Purpose of the Planning Policy Framework** is to provide a context for spatial planning and decision making by planning and responsible authorities, seeking to ensure that the objectives of planning in Victoria are fostered through appropriate land use and development planning policies and practices that integrate relevant environmental, social and economic factors in the interests of net community benefit and sustainable development.

**Clause 71.02 Operation of the Planning Policy Framework** requires the Responsible Authority to balance conflicting objectives by considering relevant environmental, social and economic factors in the interests of net community benefit and sustainable development. In the case of this application, the key conflicts arise from whether the proposed use and development of the land for a renewable energy facility is appropriate for the subject site, which is productive, irrigated agricultural land in close proximity to the township of Stanhope.

## Clause 73.01 General Terms

### High quality productive agricultural land

Land which is used for animal husbandry or crop raising, and is capable of continuing to sustain agricultural production, and: High quality productive agricultural land

- a) is of prime, or very good, agricultural quality, having regard to soil type, growing season, and availability of infrastructure, and is of sufficient extent to support agricultural activities on an economically viable scale; or
- b) has been identified through a regional, sub-regional, or local study as being of particularly good quality and strategic significance for agriculture in the regional or local context.

**Clause 73.03 Definition Renewable Energy Facility** - Land used to generate energy using resources that can be rapidly replaced by an ongoing natural process. Renewable energy resources include the sun, wind, the ocean, water flows, organic matter and the earth's heat. It includes any building or other structure or thing used in or in connection with the generation of energy by a renewable resource. It

does not include a renewable energy facility principally used to supply energy for an existing use of the land.

This definition is considered appropriate as the proposed use will supply energy that is not for any existing use on the subject site.

### Relevant incorporated or reference documents

- Council Plan 2013-2017
- Wangaratta Solar Farm Advisory Committee Report (Department of Environment Land Water and Planning, 2017)

### Relevant Planning Scheme amendments

VC157 (gazetted 15 March 2019) - introduces changes to the Victoria Planning Provisions (VPP) and all planning schemes to require planning approval for power lines to connect new large-scale electricity generation facilities to the electricity network. The changes amend the following;

- Amending Clause 62.02 (Buildings and works) to insert an exemption for power lines and electrical sub-stations associated with an 'Energy generation facility' or 'Geothermal energy extraction' if a permit was issued prior to the gazettal date of Amendment VC157.
- Amending Clause 73.03 (Land use terms) to amend the definition for 'Minor utility installation' to exclude power lines or sub-stations directly associated with an 'Energy generation facility' or 'Geothermal energy extraction'.
- Amending Clause 73.03 (Land use terms) to introduce a new land use term 'Energy generation facility'.

Amendment VC157 is required to ensure that these facilities are subject to the requirements of the relevant planning scheme, by introducing a planning permit requirement for power lines and electrical sub-stations directly associated with 'Energy generation facility' and 'Geothermal energy extraction' land uses. This will ensure that any potential amenity impacts of the power lines and electrical sub-stations are able to be appropriately considered.

### Other Documents

- Draft – Solar Energy Facilities – Design and Development Guidelines (DELWP)

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## 12. Summary of Key Issues

The local policies of the Campaspe Planning Scheme provide minimal guidance regarding 'appropriate' locations or decision guidelines related to renewable energy facilities. As with all applications however, site selection is a key consideration.

Although the scheme includes a state-wide particular provision Clause 53.13 Renewable Energy Facility, specific guidelines regarding appropriate locations are not outlined and no 'code of practice' is available compared to other particular provisions.

Whilst the Planning Policy Framework emphasises in Clause 15.02-1S the importance of renewable energy, it is recognised that a significant transition to renewable energy is already underway in Victoria. Renewable energy is already one of the cheapest and cleanest new sources of energy supply. Increasing electricity generation capacity will help to reduce power prices and meet the Victorian renewable energy targets of 25 per cent by 2020 and 40 per cent by 2025. However, it is also recognised that irrigated primary production and the processing of that agricultural product underpin the economy of the municipality and the region.

The assessment of the application has considered the Draft Solar Energy Facilities, Design and Development Guidelines (DELWP) (2018). Factors such as State policy, site selection, detailed development assessment, community engagement and stakeholder consultation, design, construction, operation and decommissioning all need to be determined.

### Appropriateness of Site

When reviewing facilities of this nature it is acknowledged that they require, considerable land mass, are generally discouraged within township boundaries and should not be located close to sensitive interfaces. It is understood that given the land size required, any renewable energy facility is likely to be located within land which is zoned Farming. This is also more likely given that these facilities generally need to locate along or within proximity (2km) to the major transmitting lines (66kV). The use of the land for a Renewable Energy Facility is a Section 2 use requiring a permit, which means consideration must be given to both appropriateness of the site selected and the design of the infrastructure.

Clause 14.01-1S aims to "ensure that the State's agricultural base is protected from the unplanned loss of productive agricultural land due to permanent changes of land use". Clause 14.01-2S aims to "encourage sustainable agricultural land use." Local policies provide direction for economic, social and physical development of the Shire. Clause 21.05-1 recognises that "agricultural investment is jeopardised, deterred, or lost by land use and development that has the potential to compromise the scale and location of such investment".

In relation to site selection it is noted that Clause 17.01-1S strategy is to "support emerging and potential growth sectors such as nature-based tourism, mining and renewable energy generation and protect these activities from urban encroachment". The proximity of the site to the existing township area of Stanhope (within 350m) and with a number of existing dwellings on small lots in the Farming Zone, means that there is already an issue of urban encroachment and sensitive interfaces.

Clause 19.01-2S Provision of renewable energy objective guides us "to promote the provision of renewable energy in a manner that ensures appropriate siting and design considerations are met" with a strategy to "facilitate renewable energy developments in appropriate locations". Attempts have been made to minimise the impact of the use on the surrounding area, however, based on the agricultural value of the land; scale and intensity; and the proximity to surrounding dwellings; the site selection is considered inappropriate.

The incorporated Regional Rural Land Use Strategy (RRLUS) referenced within Clause 21.05-1 identifies the site as being within a 'growth and consolidation' area identified as "being areas for growth and expansion of existing farm businesses and for new investment". Objections have been raised in relation to the loss of productive agricultural land. Based on the agricultural qualities of the site including available irrigation infrastructure, it is considered that the use and development will remove productive agricultural land and has the potential to restrict the growth of existing agricultural operations.

The solar farm will largely occupy the 29.7ha of land, with panels on fixed frames which will be mounted 3m high, to allow for the continued use for grazing of livestock. The land where the batteries will be located will be totally removed from agricultural use for the life of the project. Each of the approximate 244 containers for the batteries and barriers will have concrete foundations. Each container will have an area of 31.25sqm, combining for a total hard surface area of productive land being removed from agriculture of approximately 0.76ha. Although this may not appear significant in relation to the total land size, due to the dominant use as a solar farm, productive land will not be appropriately used.

The construction works involve 500m<sup>3</sup> of gravel for service tracks on the site and will also require 150m<sup>3</sup> of gravel and 115m<sup>3</sup> of sand to bury cables for approximately 9km of trenches. All new tracks will be required to be constructed and will consist of local compacted gravel and will be located in between the solar arrays on the site therefore removing productive agricultural land. In addition, the soil compression resulting from the weight of the containers may also impact on the existing irrigation layout of the land.

It is considered based on the above, that the proposal will result in the land being 'taken out' of agriculture based on the scale and intensity of the use on the site. The proposal is contrary to sound and orderly planning. The use and development are contrary to planning policy framework and local policies and the relevant decision guidelines of the Farming Zone.

### Goulburn-Murray Water

The site has access to the Goulburn-Murray Water channel with existing irrigation infrastructure on both parcels of land, therefore being considered as having productive agricultural qualities. In relation to the referral to Goulburn-Murray Water (GMW) It is noted that at the Planning Panel Hearing in Shepparton in May 2018 GMW were one of the parties that requested development of guidelines to clarify criteria for the development

of new solar energy facilities. GMW's response to draft solar energy facilities design and development guidelines submitted are as follows:

- GMW prepare advice that Council's should give notice to GMW under Section 52,
- GMW will provide advice to the relevant Council on an assessment of whether the proposed development site is in an area served by modernised irrigation infrastructure and farmed using intensive irrigation,
- GMW will provide input to Council's on the implications of the solar proposal on the irrigation system, its viability and sustainability and will prepare maps updated to reflect ongoing adjustments to the irrigation systems and provide these maps to guide decision making.

The application was referred to G-MW under Section 52 of the Act, however, no response was made in relation to the application. At present the authority is not a recommending or determining authority under the Campaspe Planning Scheme. As no response was received, Council is required to decide within a 60-day statutory timeframe in accordance with the Planning and Environment Act and Regulations.

### Amenity

Clause 13 advises that planning should adopt a best practice environmental management and risk management approach to avoid amenity conflicts. In the case of this application there is potential for amenity impact, given the proximity of the site to the township of Stanhope being located less than 400m. The site is also within proximity to several dwellings, which will be relatively close to the panels in three directions.

The use and development of the solar farm, in particular the 244 shipping containers on the site, results in a different landscape character from traditional uses in the Farming Zone. In an effort to minimise the visual impact of the development, the applicant has proposed the planting of screening trees along the property boundaries, as well as attaching shade cloth to the proposed security fences. Whilst this may help to reduce the appearance of the development for adjoining dwellings, it will result in a form which is inconsistent with the rural character of the area and is only necessary due to the inappropriate site selection. Concerns regarding this has been raised by several of the objectors.

The site is located within a designated bushfire prone area. The planting of extensive vegetation in an effort to screen the development from neighbouring properties has the potential to increase the fire risk onsite. The application was referred to the Country Fire Authority who, amongst other advice including vehicle access requirements, recommended that a fuel reduced area of 10m width would be required to be maintained around the perimeter of all facilities and that battery storage facilities be located as close to the site entrance as possible. Upon review of the layout of the proposed development the recommendations of the CFA cannot be achieved due to the proximity of neighbouring dwellings.

Objections have been raised regarding the noise that will be generated by the development. Clause 13.05 states that planning should assist with the control of noise effects on sensitive land uses, in this case, the adjoining dwellings. Noise generation will be predominantly associated with the construction of the solar farm, including traffic and construction and there may be ongoing noise generated by the operation and cooling of the battery and conversion unit containers. Whilst the noise generated from the proposal may be no louder than that considered normal for an agricultural use, the requirements for cooling for battery storage will result in noise emissions to neighbouring dwellings.

Objections were raised regarding the potential for glint, glare or reflection impacting neighbouring properties. Solar panels are designed to absorb as much light as possible to maximise power generation and they have an anti-reflection coating to further reduce reflection. Given the flat topography, proposed screening and the lack of opportunities for overlooking of the site, the potential for impact resulting from reflection or glare is reduced.

### Construction

The applicant has outlined that during construction phase a weekly average movement of 40 trucks and 70 light vehicle movements a day will occur to transport the infrastructure. It is expected that approximately 40 full time employees will be working onsite during the construction phase.

Objectors have raised concerns about the dust that will be generated by the development as access to the site would be past neighbouring dwellings via Downing Road, a gravel lane. Allowing the proposal in an area not suited in proximity to existing dwellings and the township of Stanhope, it needs to be recognised that there may be additional complaints and increased Council resources.

Although the proposal will result in increase of traffic and dust from vehicles during construction, if it was to proceed this would be for a limited period and could be managed through appropriate permit conditions.

### Sign

The subject site is within Farming Zone and therefore Category 4 (Clause 52.05-14) applies to the subject site, which has high limitation applying to sensitive areas. The proposed sign is defined as 'Business Identification Signs' and does not exceed the 3sqm however is not considered appropriate based on the overall purpose associated with the use and development.

### Other matters

Access to the site will be provided via existing vehicle crossovers on Downing Road. These vehicle crossovers would likely need to be upgraded to meet council requirements. The existing vehicle access to Midland Highway is proposed to be decommissioned. Whilst some information regarding traffic management was provided as a part of the application, the application was referred to VicRoads and Council's Engineering Department, who consented to the proposal subject to conditions including the provision of detailed traffic studies.

Concerns have been raised that the proposal may result in a variance or heat temperature rise. It is considered that there will not be significant change in climate and that no proof or relevant evidence has been provided (not an urban environment). Any difference in temperature, if any, will only be localised to the solar panel surface. Solar panels will be elevated from the ground allowing for ventilation and heat transfer.

The application was also referred to Powercor and the Department of Environment, Land Water Planning (DELWP) who consented to the proposal subject to conditions. Although the authorities have consented the Responsible Authority is required to consider all relevant policies, zones and particular provisions and has considered that based on the site location and agricultural qualities of the site that the proposal is inappropriate and is recommended to be refused.

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## 13. Conclusion

The subject site is considered to not be appropriate for the use and development proposed. The land is productive irrigated agricultural land, located in close proximity to existing dwellings and the township of Stanhope and should be protected and preserved for agricultural use in accordance with both state and local planning policy. It is recommended that Council as the Responsible Authority issue a Refusal.

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## 14. COUNCILLORS VICKERS / PANKHURST

**That Council as the Responsible Authority under the *Planning and Environment Act 1987*:**

- **Having caused notice of Planning Application No. PLN047/2019 to be given under Section 52 of the *Planning and Environment Act 1987* and or the planning scheme**

**And**

**Having caused notice of Planning Application No. PLN047/2019 to be given under Section 52 of the *Planning and Environment Act 1987* and having considered all the matters required under Section 60 of the *Planning and Environment Act 1987* decides to Refuse to Grant a Permit under the provisions of Clauses 35.07-1, 35.07-4, 52.05-14 and 52.29 of the Campaspe Planning Scheme in respect of the land known as Vol. 10922 Fol.249 and described as 3799 Midland Highway, Stanhope, for the use and development of the land for a Renewable Energy Facility (solar farm) in the Farming Zone Schedule 1 and Business Identification Signage Pursuant to Clause 52.05 and the alteration of access to a road in a Road Zone Category 1 pursuant to Clause 52.29, with the application dated 14 March 2019, due to the following:**

- **The use and development is inconsistent with the Planning Policy Framework, particularly the objectives of Clauses 14.01 Agriculture and 21.05 Natural Resource Management which all seek to protect and preserve productive farmland from non-agricultural uses.**
- **The proposed subject site is contrary to Clause 13 Environmental Risks and Amenity which states that planning should avoid or minimise amenity conflicts and Clauses 19.01-2S Renewable Energy and 53.13-3 Renewable Energy Facility which require that renewable energy facilities are appropriately located to minimise the impact on the amenity of the area.**
- **The use and development is inconsistent with the purposes of Clause 35.07 Farming Zone which seeks to provide for the use of land for agriculture, to encourage the retention of productive agricultural land and to ensure that non-agricultural uses do not adversely affect the use of the land for agriculture.**
- **The use and development is contrary to the decision guidelines of Clause 65 of the Campaspe Planning Scheme.**
- **The proposal is contrary to the 'Draft Solar Energy Facilities, Design and Development Guidelines' (DELWP).**

**CARRIED**

## **6. Planning Authority Decisions**

Nil

## 7. Council Decisions

### 7.1. Council Policy Review

**Author:**

Sharolyn Taylor, Council Support Officer

**Responsible Manager:**

Governance Manager

**Attachments:**

- 7.1.1 Council Policy 055 – Media Relations
  - 7.1.2 Council Policy 059 – Community Engagement
  - 7.1.3 Council Policy 075 – Fraud
  - 7.1.4 Council Policy 123 – Acceptance of Gifts, Benefits and Hospitality
  - 7.1.5 Council Policy 150 – Creditor Management
  - 7.1.6 Council Policy 157 – Places of Assembly/Community Facilities
- 

#### 1. Purpose

To present to Council for adoption six revised council policies.

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#### 2. COUNCILLORS PENTREATH / VICKERS

**That Council adopt the following revised Council policies:**

- **Council Policy 055 – Media Relations**
- **Council Policy 059 – Community Engagement**
- **Council Policy 075 – Fraud**
- **Council Policy 123 – Acceptance of Gifts, Benefits and Hospitality**
- **Council Policy 150 – Creditor Management**
- **Council Policy 157 – Places of Assembly/Community Facilities**

**CARRIED**

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#### 3. Conflict of Interest

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

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#### 4. Charter of Human Rights

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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## 5. Instrument of Delegation

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

## 6. Background

Policies are an essential component of defining council's services and responsibilities to the community. They also promote consistency across the organisation both for employees and customers. Policies and procedures also guide Council, reduce liability risks, and ensure Council is compliant with applicable laws, regulations, and best governance practices.

Council policies have been prepared and reviewed by the responsible officers in accordance with Council Policy 156 – Policy Framework which outlines a policy hierarchy, process for the preparation of new policies and review of existing policies, and a methodology for the management of policies and procedures. It applies to Council and Internal policies.

The purpose of the Policy Framework is to contribute to the consistency, clarity, transparency and accountability of council's decision - making processes and in the delivery of services. This will be achieved by providing a mechanism whereby councillors and staff create and access a comprehensive collection of the current council and internal policies and procedures.

Campaspe Shire Council is committed to maintaining a robust and integrated Governance Framework that will assure stakeholders that council is pursuing its objectives and fulfilling its responsibilities with due diligence and accountability.

## 7. Content

A summary of the revised policies are listed below, and the policies are also attached. The Audit and Risk Committee has also reviewed and approved the Council Policy 075 – Fraud and the Fraud Minimisation and Reporting Procedure.

Policy No.	Policy/ Procedure Title	Purpose	Proposed Changes
<b>DIVISION – Office of the CEO</b>			
<b>Department – Communications and Public Affairs</b>			
055	Media Relations	<p>This policy outlines the approach to and resources available for managing media inquiries, producing media releases, proactively managing issues and promoting Council's work.</p> <p>The aim of the policy is to:</p> <ol style="list-style-type: none"> <li>ensure a clear and effective presentation of Council's message to the media and the community;</li> <li>ensure a clear and understood strategy for communicating a consistent message to the media; and</li> <li>avoid any misunderstandings, misquotes or overtly negative coverage.</li> </ol> <p>The Communications Manager has responsibility for implementation of this policy, and for ensuring that Council's communication practices meet its Council Plan commitments and Council's obligations in respect to open and accountable Local Government.</p>	<p>This policy has been reviewed and assessed against Council Policy 156 Policy Framework by the Communications Manager and includes minor changes including changing the review period to four years.</p>

<b>DIVISION – Corporate Services</b>			
<b>Department – Governance</b>			
075	Fraud	<p>To demonstrate Council's commitment to the prevention, deterrence, detection and investigation of all forms of fraud and to establish processes to prevent fraud and corrupt conduct.</p> <p>To protect the integrity, security and reputation of the Council, Councillors, employees, contractors and Council assets</p>	<p>This policy has been reviewed by the Governance Manager, GM Corporate Services, EMG and the Audit and Risk Committee.</p> <p>The Audit and Risk Committee meeting requested some changes which are now included.</p> <p>It is proposed to change this policy from an Internal policy to a Council policy.</p> <p>There are significant changes to both the policy and Fraud Minimisation and Reporting Procedure.</p>
123	Acceptance of Gifts, Benefits and Hospitality	To establish guidelines for appropriate conduct in circumstances where Councillors or staff are offered gifts, hospitality, benefits, or are granted awards or win prizes, whether part of their official duties or while attending functions as Council representatives.	<p>This policy has been reviewed by the Governance Manager, GM Corporate Services and EMG.</p> <p>There are significant changes to the policy including a name change (Corporate Gifts and Hospitality to Acceptance of Gifts, Benefits and Hospitality), inclusion of a process for policy breaches and exclusions.</p>
<b>Department – Finance</b>			
150	Creditor Management	To provide guidance on the payment terms for suppliers for the provision of goods and services to Campaspe Shire Council	The policy review period has been assessed against Council Policy 156 Policy Framework by the Finance Manager to alter the review period to two years. No other changes have been proposed for the policy at this time.
<b>DIVISION – Economic and Community Development</b>			
<b>Department – Community Engagement</b>			
059	Community Engagement	To set the framework for community engagement activities conducted by Campaspe Shire Council.	<p>The policy review period has been assessed against Council Policy 156 Policy Framework by the Community Engagement Manager to change the review period to four years.</p> <p>No other changes have been proposed to the policy at this time.</p>
157	Places of Assembly/ Community Facilities	To inform decisions on planning, provision and management of places of assembly and community facilities across the Shire of Campaspe.	<p>The policy review period has been assessed against Council Policy 156 Policy Framework by the Community Engagement Manager to alter the review period to four years.</p> <p>No other changes have been proposed for the policy at this time.</p>

## 8. Issues and Risk Management

### Issues:

Nil

**Risk:**

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

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**9. Strategic Planning Environments**

Strong and Engaged Communities:	No impact
Resilient Economy:	No impact
Healthy Environment:	No impact
Balanced Services and Infrastructure:	Policies improve delivery on services to the community and give clear direction to officers.
Responsible Management:	Council policy assist with establishing guidelines, effective decision making and accountability to the community.

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**10. Consultation**

- Executive Management Group
- Audit and Risk Committee
- Councillors reviewed the policies at the 11 June 2019 Briefing session.

## **7.2. New Council Policy - Councillor Portfolios**

### **Author:**

Frank Crawley, Governance Manager

### **Attachments:**

7.2. Council Policy 166 - Councillor Portfolios

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#### **1. Purpose**

To adopt Council Policy 166 Councillor Portfolios.

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#### **2. Recommendation**

That Council adopt Council Policy 166 - Councillor Portfolios.

### **COUNCILLORS PENTREATH / NEELE**

#### **That Council**

- 1. Adopt Council Policy 166 – Councillor Portfolios**
- 2. Councillors continue in their existing portfolios and be allocated new portfolios based on Council Policy 166 at the Statutory Council meeting to be held on 12 November 2019.**

### **CARRIED**

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#### **3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest regarding this matter.

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#### **4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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#### **5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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#### **6. Background**

At the November 2017 Statutory meeting, Council introduced a portfolio system for Councillors. This was a Councillor initiative which included the portfolio subjects. There is a general understanding amongst the Councillors of the role of portfolios but no supporting policy.

The Governance Manager prepared a discussion paper on portfolios on 8 January 2019 and this was considered at Councillor Briefing sessions on 5 and 19 February 2019. Councillors generally supported the development of a policy to help guide them in their portfolio role.

## 7. Content

A draft policy is attached for Council consideration.

The policy provides for the following:

- Portfolios based on the Council Plan
  - Acceptance of a portfolio by a Councillor is optional
  - Clarification that the Mayor is the principal spokesperson of Council and Portfolio Councillors can speak to the media on a matter relating to their portfolio if requested by the Mayor
  - Preference to Councillor training on matters relating to their portfolio and subject to available funding
  - Clarification of relationship between Portfolio Councillor and relevant General Manager
- 

## 8. Issues and Risk Management

### Issues:

Issue 1: May encourage tendency for portfolio Councillor to get involved in operational matters

The policy clearly states what role a portfolio Councillor may have in this regard.

Issue 2: Increases workload of portfolio Councillors, e.g. may be required to attend more meetings

As the portfolios are based on the Council Plan the likelihood is that there will be two (2) Councillors for each portfolio. This should result in any additional responsibilities being shared and accommodated.

Issue 3: Councillors may become too focused on specific portfolios to the detriment of their wider role to be across all topical issues affecting the council

Councillors are aware of their overall responsibilities and should allocate specific time to ensure they are across all topical issues. Regular briefing sessions, communications reports and meetings with members of the Executive Management Group should alert Councillors to topical issues.

### Risk:

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

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## 9. Options

Option 1: Adopt Council Policy 166 - Councillor Portfolios.

The policy provides a clear direction and should alleviate any misconception on the role of portfolio Councillors.

This option is recommended by officers.

Option 2: Not adopt Council Policy 166 - Councillor Portfolios

Not having a clear understanding of the purpose of portfolios will mean that Council does not leverage the benefit of having portfolios.

This option is not recommended by officers.

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**10. Strategic Planning Environments**

Strong and Engaged Communities:	Not applicable
Resilient Economy:	Not applicable
Healthy Environment:	Not applicable
Balanced Services and Infrastructure:	Not applicable
Responsible Management:	Strong leadership, advocacy and good governance

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**11. Consultation**Internal Consultation:

- Councillors at the 5 and 19 February and 11 June 2019 Council Briefing Session.
- Executive Management Group

External Consultation:

- Various Council websites

### **7.3. New Council Policy - Recognising Traditional Owners**

**Author:**

Andrew Cowin, Corporate Strategy Manager

**Attachments:**

7.3. Council Policy 167 – Recognising Traditional Owners

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**1. Purpose**

To seek adoption of Council Policy 167 - Recognising Traditional Owners.

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**2. COUNCILLORS PENTREATH / VICKERS**

**That Council adopt Council Policy 167 – Recognising Traditional Owners.**

**CARRIED**

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**3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest regarding this matter.

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**4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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**5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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**6. Background**

On the 5 December 2017 Yorta Yorta Nation Aboriginal Corporation representing the interests of the Yorta Yorta People signed an agreement with Council. The agreement seeks to build a closer working relationship between the two organisations and improve the presence and understanding of Aboriginal issues in the planning and provision of services by Council with a view to improved Aboriginal participation, employment, health and wellbeing outcomes.

Dja Dja Wurrung Aboriginal Corporation under the *Traditional Owners Settlement Act* signed a Recognition and Settlement Agreement with the Victorian State Government in March 2013. The agreement formally recognised the Dja Dja Wurrung People as traditional owners for part of central Victoria as well as recognised traditional owner rights. Taungurung Land & Waters Council signed a similar agreement in late 2018.

These Agreements seek a number of commitments from local government, including the flying of the Aboriginal flag, acknowledging the traditional owners of relevant areas in official documents and websites and seeking 'Welcome to Country' and/or 'Acknowledgement of Country' at council events.

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## 7. Content

Policy 167 outlines Council's commitment for recognising Traditional Owners at Councils civic functions and in business activities.

The policy assists Council in observing the appropriate protocols when recognising the Traditional Owners. This is done through outlining the process of when a 'Welcome to Country' and/or 'Acknowledgement of Country' are appropriate and who can perform them, as well as detailing appropriate wording of an 'Acknowledgement of Country' for varied circumstances.

Importantly the policy affirms council's continued commitment to the flying of the Aboriginal flag. As well as the continued support in the celebration of NAIDOC and Reconciliation Weeks.

The sharing of Aboriginal culture and heritage supported through this policy seeks to enable better relationships and reconciliation between Aboriginal and non-Aboriginal People.

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## 8. Issues and Risk Management

### Issues:

No issues have been identified.

### Risk:

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

The risk assessment did identify that there is likely to be isolated individuals within the community that are not supportive of Council's decision for numerous reasons and feel it appropriate to voice their concerns. These risks were assessed as being moderate and consequently no specific mitigation measures outside of normal process have been developed or implemented.

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## 9. Options

### Option 1: Adopt Council Policy 167 as presented

Policy 167 outlines Councils commitments for recognising Traditional Owners at Council's civic functions and in business activities. The policy seeks to support the sharing of Aboriginal culture and heritage, enabling better relationships between Aboriginal and non-Aboriginal People.

This option is recommended by officers.

### Option 2: Not adopt Policy 167 as presented and make changes

Policy 167 has been developed with input and review by the three Registered Aboriginal Parties reflecting the Traditional Owners. Changes to the policy without appropriate consultation or regard may impact these relationships.

This option is not recommended by officers.

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## 10. Strategic Planning Environments

Strong and Engaged Communities:	The adoption of Policy 167 supports implementation of strategy 2 by outlining Council's commitments for recognising Traditional Owners at Council's civic functions and in business activities to enable better relationships and reconciliation between Aboriginal and non-Aboriginal People.
Resilient Economy:	No impact
Healthy Environment:	No impact
Balanced Services and Infrastructure:	No impact
Responsible Management:	The adoption of Policy 167 supports implementation of the strategic objectives of responsible management by outlining Council's commitments and demonstrating strong leadership.

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## 11. Consultation

### Internal Consultation:

- Communications Manager and Economic and Community Development Executive Assistant (Civic Events) have both reviewed the draft policy and raised no concerns.
- The draft policy was reviewed by EMG.

### External Consultation:

- The three Registered Aboriginal Parties reflecting the three Traditional Owners: Dja Dja Wurrung Aboriginal Corporation, Taungurung Land and Waters Council; and Yorta Yorta Nation Aboriginal Corporation were engaged in the development of Policy 167. Input and review on the draft policy was sought from each Traditional Owner group in particular regarding the wording of the 'Acknowledgement of Country'.

Councillors at the 4 and 11 June 2019 Council Briefing Sessions were presented with the draft policy.

**7.4. 2019/20 Community Grants Program Round One - Community Support**

**Cr Wilson declared a conflict of interest in item 7.4 and left the Chamber at 6:09pm**

**Author:**

Bobbi Aitken, Economic and Community Development Executive Assistant

**Responsible Manager:**

General Manager Economic and Community Development

**1. Purpose**

To seek Council's endorsement of recommendations for the 2019/20 Community Grants Program Round One – Community Support category.

**2. COUNCILLORS PANKHURST / MUNRO****That Council:****1. Approve community grant applications in the Community Support category as follows:**

<b>\$4,000</b>	<b>Echuca Moama Search &amp; Rescue Inc., small renovations to training room.</b>
<b>\$2,365</b>	<b>Rochester Lions Club Inc., Rochester Sports Museum replacement of picnic setting.</b>
<b>\$1,093</b>	<b>Echuca Historical Society Inc., conservation and skills upgrade.</b>
<b>\$3,790</b>	<b>Kyabram Bowls Club Inc., outdoor seating and eating.</b>
<b>\$1,513</b>	<b>Rochester Cemetery Trust, iPad to enable immediate access to records.</b>
<b>\$3,991</b>	<b>Echuca East Primary School Parents Committee (Echuca East Primary School), bicycle lockup area expansion and roof.</b>
<b>\$1,400</b>	<b>Riding Develops Abilities (RDA) Echuca (Riding for the Disabled Association of Victoria (RDAV) Inc), equipment renewal to support safe rallies and division competition.</b>
<b>\$2,942</b>	<b>Rushworth Community House Inc., community arts precinct hub.</b>
<b>\$2,895</b>	<b>Shine Bright Echuca East Kindergarten Inc., not a drop wasted.</b>
<b>\$1,856</b>	<b>We are Vivid Inc., a Vivid outdoor area for Kyabram.</b>
<b>\$3,831</b>	<b>Life Saving Victoria, open water learning experience – aquatic safety education for Campaspe youth.</b>
<b>\$4,000</b>	<b>Rochester Community House Inc., fill our hall with tables.</b>
<b>\$3,000</b>	<b>Echuca Moama Broadcast Services Inc., purchase linked PC's for computer network.</b>
<b>\$1,231</b>	<b>Colbinabbin Clay Target Club Inc., honour board for Colbinabbin Clay Target Club.</b>
<b>\$3,112</b>	<b>Echuca Moama Theatre Company Inc., purchase sound equipment.</b>
<b>\$4,000</b>	<b>Warramunda Village Inc., Warramunda hub equipment.</b>
<b>\$1,350</b>	<b>Tongala Lions Club Inc., Tongala street art brochure.</b>
<b>**\$750</b>	<b>Kyabram Deakin Residents Ratepayers &amp; Development Group Inc., KDRRADG communication equipment.</b>

- \$3,900** Tongala Community Activities Centre Inc., food & friendship – connecting the Tongala community one meal at a time.
- \$3,000** Echuca Moama Uniting Church, purchase defibrillator unit.
- \$1,000** Tongala Primary School, koori artwork at TPS.
- \$971** Kyabram District Men’s Shed Inc., PA and projector for meetings and men’s health presentations.
- \$4,000** Echuca Senior Citizens Club Inc., upgrading of chairs.
- \$4,000** One & All Inclusion Project (Echuca Specialist School), One & All Inclusion project.
2. Advise unsuccessful applicants in the Community Support category in writing.

**CARRIED**

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**3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

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**4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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**5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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**6. Background**

The Community Grants Program offers financial support to not for profit community organisations, groups and associations for projects, events, exhibitions and/or performances which contribute to the municipality, making it a vibrant and stimulating place for people to live, work and visit.

The Community Grants Program has two rounds:

- round one, advertised in March, awarded in July (current round)
- round two, advertised in August, awarded in December

Category	Total 2019/2020 Budget	July 2019 Funds Available	July 2019 Allocation	Balance
<b>Community Support</b>	<b>\$128,400</b>	<b>\$64,200</b>	<b>\$63,990</b>	<b>\$210</b>
Events	\$85,600	\$42,800	\$36,610	\$6,190
<b>Total</b>	<b>\$214,000</b>	<b>\$107,000</b>	<b>\$100,600</b>	<b>\$6,400</b>

All applications received were assessed by a panel of three staff using the assessment matrix in the guidelines.

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Applicants with outstanding acquittals from a previous Community Grant round are not eligible for funding consideration, as outlined in the guidelines.

Successful applicants are required to enter into a Funding Agreement with the Campaspe Shire Council that stipulates the conditions of the grant.

### Category: Community Support

The Community Support Grants aim to deliver programs, projects and activities that benefit the residents of the shire and align with council priorities and strategic directions. Maximum grant \$4,000.

- Total funds available for Community Support applications: \$64,200
- Total of applications received: \$102,312
- Total of grants allocated: \$63,990

<b>Organisation</b>	<b>Project Details</b>	<b>Grant Requested</b>	<b>Project Expenditure</b>	<b>Recommended Allocation</b>
Echuca Moama Search & Rescue Inc	Small renovations to training room	\$4,000	\$5,047	\$4,000
Rochester Lions Club Inc	Rochester Sports Museum – replacement of picnic setting	\$2,365	\$4,000	\$2,365
Echuca Historical Society Inc	Conservation and upgrade skills	\$1,093	\$1,093	\$1,093
Kyabram Bowls Club Inc	Outdoor seating and eating	\$3,790	\$3,790	\$3,790
Rochester Cemetery Trust	iPad to enable immediate access to records	\$1,513	\$1,513	\$1,513
Echuca East Primary School Parents Committee (Echuca East Primary School)	Bicycle lockup area expansion and roof	\$3,991	\$19,191	\$3,991
The Cottage Committee of Management (Rushworth & District Historical & Preservation Society Inc)	A fresh start	\$3,740	\$3,740	\$0
Riding Develops Abilities (RDA) Echuca (Riding for the Disabled Association of Victoria (RDAV) Inc)	Equipment renewal to support safe rallies and division competition	\$1,400	\$1,400	\$1,400
Rushworth Community House Inc	Community Arts Precinct Hub	\$2,942	\$6,582	\$2,942
Shine Bright Echuca East Kindergarten Inc	Not a drop wasted	\$2,895	\$2,895	\$2,895
We Are Vivid Inc	A Vivid outdoor area for Kyabram	\$1,856	\$1,856	\$1,856
Life Saving Victoria	Open water learning experience – aquatic safety education for Campaspe youth	\$3,831	\$6,187	\$3,831
Stanhope & District Development Committee Inc	Modernise Stanhope website	\$4,000	\$4,349	\$0
Rochester Community House Inc	Fill our hall with tables	\$4,000	\$4,818	\$4,000
Echuca Moama Men's Shed Inc	Air filtration for Men's Shed	\$3,448	\$4,048	\$0
Echuca Moama Broadcast Services Inc	Purchase linked PC's for computer network	\$3,000	\$4,192	\$3,000
Rochester & District Amateur Swimming Club Inc	Rochester Swim Fit Program	\$4,000	\$4,000	\$0
Colbinabbin Clay Target Club Inc	Honour board for Colbinabbin Clay Target Club	\$1,231	\$1,231	\$1,231
Kyabram & District Historical Society Inc	Glass viewing area in Hazelman's Cottage	\$4,000	\$7,172	\$0
Echuca Moama Theatre Company Inc	Purchase of sound equipment	\$3,112	\$3,112	\$3,112
Warramunda Village Inc	Warramunda Hub equipment	\$4,000	\$5,979	\$4,000

<b>Organisation</b>	<b>Project Details</b>	<b>Grant Requested</b>	<b>Project Expenditure</b>	<b>Recommended Allocation</b>
Leitchville Gunbower Football Netball Club Inc	Lighting upgrade at Gunbower's concrete netball court	\$4,000	\$7,636	\$0
Tongala Lions Club Inc	Tongala Street Art brochure	\$2,697	\$3,097	\$1,350
** Kyabram Deakin Residents Ratepayers & Development Group Inc	KDRRADG communication equipment	\$750	\$750	\$750
Tongala Community Activities Centre Inc	Food & Friendship – connecting the Tongala community one meal at a time	\$3,900	\$4,500	\$3,900
Echuca Moama Uniting Church	Purchase defibrillator unit	\$3,000	\$3,500	\$3,000
Tongala Primary School	Koori artwork at TPS	\$1,000	\$1,000	\$1,000
Kyabram District Men's Shed Inc	PA & projector for meetings and men's health presentations	\$971	\$971	\$971
Colbinabbin & District Historical Society Inc	Information boards	\$4,000	\$8,580	\$0
Echuca Basketball Association Inc	Women in Sport	\$1,788	\$3,038	\$0
Echuca Senior Citizens Club Inc	Upgrading of chairs	\$4,000	\$5,000	\$4,000
Bendigo TAFE Echuca Campus	Cultural strengthening program	\$4,000	\$20,460	\$0
Love Me Love You	Mental health awareness workshops	\$4,000	\$4,000	\$0
One & All Inclusion Project (Echuca Specialist School)	One & All Inclusion Project	\$4,000	\$6,790	\$4,000
<b>Total</b>		<b>\$102,312</b>	<b>\$165,516</b>	<b>\$63,990</b>

It is important to note that where an initiative pertains to council owned or managed infrastructure or facilities, the awarding of a grant through one of council's funding programs does not constitute approval to undertake any works. Such approval must be separately requested from council in its capacity as land owner/manager. Requests for council to auspice any related grants is also subject to a separate application.

There may also be specific permit or other approval requirements needed for this initiative. It remains the responsibility of the funding recipient to obtain these approvals through the relevant council department or other.

\*\* Funding conditional upon obtaining public liability insurance and provision of certificate of currency.

## 7. Issues and Risk Management

### Issues:

Nil

### Risk:

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process

## 8. Strategic Planning Environments

**Strong and Engaged Communities:** Community Grants directly support community groups to implement locally identified projects and programs that will lead to increased partnerships, connect people, promote diversity, develop leadership, build self-efficiency, improve the environment and strengthen communities.

**Resilient Economy:** The Community Grants Program supports communities to undertake a range of projects.

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Healthy Environment:	The Community Grants Program supports communities to undertake a range of projects.
Balanced Services and Infrastructure:	The Community Grants Program supports communities to undertake a range of projects.
Responsible Management:	Council has allocated \$214,000 to Community Grants for the 2019/2020 financial year. The development of the Community Grants Program has resulted in an open and transparent use of financial resources, available to all community groups

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## **9. Consultation**

Community Support assessments were completed by the Community Engagement Manager, Recreation Services Officer and Environment Project Officer – Conservation.

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## **10. Officer Comment**

Unsuccessful applicants within this round either:

- did not meet or address the general and specific criteria stated in the Grant Guidelines;
- the weighted score from the assessment matrix was less than those now recommended for funding.

Successful applicants will be awarded with funds at a civic reception programmed for Wednesday, 17 July 2019 at 5.45pm in Echuca.

## **7.5. 2019/20 Community Grants Program Round One - Events**

### **Author:**

Bobbi Aitken, Economic and Community Development Executive Assistant

### **Responsible Manager:**

General Manager Economic and Community Development

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#### **1. Purpose**

To seek council's endorsement of recommendations for the 2019/20 Community Grants Program Round One – Events Community, Events Minor and Events Major category.

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#### **2. COUNCILLORS NEELE / MUNRO**

##### **That Council:**

##### **1. Approve community grant applications in the Events category as follows:**

<b>\$3,750</b>	<b>Campaspe Shire &amp; Murray River Council Town Crier (Echuca Moama Accommodation Association Inc.), World Invitational Town Crier Tournament and Australian Guild Championships.</b>
<b>\$3,000</b>	<b>Rochester Motoring Club Inc., Rochester Motoring Club Biannual Show 'n' Shine.</b>
<b>\$3,000</b>	<b>Kyabram Town Hall Inc., 'Be Persuaded' – a Jane Austen experience garment exhibition.</b>
<b>\$3,000</b>	<b>Kyabram RV Country Music Festival (Kyabram Development Committee Inc.), Kyabram RV Country Music Festival.</b>
<b>\$3,000</b>	<b>Echuca Kennel Club Inc., two day championship dog show for pure bred dogs.</b>
<b>\$3,000</b>	<b>Girgarre Development Group Inc., Girgarre Moosic Muster.</b>
<b>\$3,000</b>	<b>Rotary International District 9810 Inc., Rotary District 9810 conference.</b>
<b>\$3,000</b>	<b>Echuca Moama Triathlon Club Inc., Echuca Moama Sweat vs Steam.</b>
<b>\$2,250</b>	<b>Echuca Moama &amp; District Agricultural &amp; Pastoral Society Inc., family friendly entertainment at the Echuca Moama Show.</b>
<b>\$800</b>	<b>Echuca Moama Artists Inc., 65<sup>th</sup> Anniversary Art Exhibition.</b>
<b>\$760</b>	<b>Echuca Swimming Club Inc., October Swimming Carnival.</b>
<b>\$1,000</b>	<b>Tongala Community Events Inc., Tongala Community Garage Sale.</b>
<b>\$1,000</b>	<b>Girgarre Community Group Inc., Girgarre Open Garden Festival 2019.</b>
<b>\$1,000</b>	<b>Rotary Club of Rochester Inc., Farm &amp; Road Safe Expo.</b>
<b>\$750</b>	<b>Henley Friends Inc., Christmas in July.</b>
<b>\$1,000</b>	<b>Wyuna Memorial Hall, seasonal dinners and end of year Christmas social.</b>
<b>\$1,000</b>	<b>Kyabram Blue Light Inc., Kyabram Blue Light events and disco.</b>

- \$1,000**      **Lockington Bowls Club Inc., Ladies Invitational Fours tournament.**
- \$1,000**      **Gunbower & District Development Group Inc., Country Bush Dance.**
- \$300**        **Lockington Golf Club Inc., 2019 Joy Bickford Rose Bowl.**

**CARRIED**

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**3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

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**4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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**5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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**6. Background**

The Community Grants Program offers financial support to not for profit community organisations, groups and associations for projects, events, exhibitions and/or performances which contribute to the municipality, making it a vibrant and stimulating place for people to live, work and visit.

The Community Grants Program has two rounds:

- round one, advertised in March, awarded in July (current round)
- round two, advertised in August, awarded in December

<b>Category</b>	<b>Total 2019/2020 Budget</b>	<b>July 2019 Funds Available</b>	<b>July 2019 Funds Allocation</b>	<b>Balance</b>
Community Support	\$128,400	\$64,200	\$63,990	\$210
<b>Events</b>	<b>\$85,600</b>	<b>\$42,800</b>	<b>\$36,610</b>	<b>\$6,190</b>
<b>Total</b>	<b>\$214,000</b>	<b>\$107,000</b>	<b>\$100,600</b>	<b>\$6,400</b>

All applications received were assessed by a panel of three staff using the assessment matrix in the guidelines.

Applicants with outstanding acquittals from a previous Community Grant round are not eligible for funding consideration, as outlined in the guidelines.

Successful applicants are required to enter into a Funding Agreement with the Campaspe Shire Council that stipulates the conditions of the grant.

The Events Grant aims to encourage and assist the development and implementation of events. Maximum grant \$1,000 (community), \$3,000 (minor) and \$5,000 (major).

▪ Community Grants Program funding:	\$42,800
▪ Total applications received (community):	\$9,860
▪ Total applications received (minor)	\$27,000
▪ Total applications received (major):	\$5,000
▪ Total of applications received (community, minor and major):	\$41,860
▪ Total of grants allocated community:	\$9,610
▪ Total of grants allocated minor:	\$23,250
▪ Total of grants allocated major:	\$3,750
▪ Total of grants allocated (community, minor and major):	\$36,610

### Category: Events Community

<i>Organisation</i>	<i>Project Details</i>	<i>Grant Requested</i>	<i>Project Expenditure</i>	<i>Recommended Allocation</i>
Echuca Moama Artists Inc	65 <sup>th</sup> Anniversary Art Exhibition	\$800	\$4,200	\$800
Wyuna Memorial Hall	Seasonal dinners and end of year Christmas	\$1,000	\$4,000	\$1,000
Kyabram Blue Light Inc	Kyabram Blue Light events and disco	\$1,000	\$4,000	\$1,000
Tongala Community Events Inc	Tongala Community Garage Sale	\$1,000	\$2,900	\$1,000
Girgarre Community Group Inc	Girgarre Open Garden Festival 2019	\$1,000	\$2,800	\$1,000
Rotary Club of Rochester Inc	Farm & Road Safe Expo	\$1,000	\$3,700	\$1,000
Henley Friends Inc	Christmas in July	\$1,000	\$2,850	\$750
Lockington Bowls Club Inc	Ladies Invitational Fours Tournament	\$1,000	\$2,150	\$1,000
Echuca Swimming Club Inc	October Swimming Carnival	\$760	\$4,127	\$760
Gunbower & District Development Group Inc	Country Bush Dance	\$1,000	\$1,000	\$1,000
Lockington Golf Club Inc	2019 Joy Bickford Rose Bowl	\$300	\$1,450	\$300
<b>Total</b>		<b>\$9,860</b>	<b>\$33,177</b>	<b>\$9,610</b>

### Category: Events Minor

<i>Organisation</i>	<i>Project Details</i>	<i>Grant Requested</i>	<i>Project Expenditure</i>	<i>Recommended Allocation</i>
Rochester Motoring Club Inc	Rochester Motoring Club Biannual Show 'n' Shine	\$3,000	\$6,680	\$3,000
Kyabram Town Hall Inc	'Be Persuaded' – a Jane Austen experience garment exhibition	\$3,000	\$4,100	\$3,000
Kyabram RV Country Music Festival (Kyabram Development Committee Inc)	Kyabram RV Country Music Festival	\$3,000	\$40,500	\$3,000
Echuca & District Kennel Club Inc	Two day championship dog show for pure bred dogs	\$3,000	\$19,780	\$3,000
Girgarre Development Group Inc	Girgarre Moosic Muster	\$3,000	\$23,000	\$3,000
Rotary International District 9810 Inc	Rotary District 9810 Conference	\$3,000	\$140,000	\$3,000
Echuca Moama Triathlon Club Inc	Echuca Moama Sweat vs Steam	\$3,000	\$26,000	\$3,000
Echuca Moama & District Agricultural & Pastoral Society Inc	Free Family Friendly Entertainment at the Echuca Moama Show	\$3,000	\$17,515	\$2,250
<b>Total</b>		<b>\$27,000</b>	<b>\$307,575</b>	<b>\$23,250</b>

**Category: Events Major**

<i>Organisation</i>	<i>Project Details</i>	<i>Grant Requested</i>	<i>Project Expenditure</i>	<i>Recommended Allocation</i>
Campaspe Shire & Murray River Council Town Crier (auspiced by Echuca Moama Accommodation Association Inc)	World Invitational Town Crier Championship & Australian Guild Championship	\$5,000	\$52,500	\$3,750
<b>Total</b>		<b>\$5,000</b>	<b>\$52,500</b>	<b>\$3,750</b>

It is important to note that where an initiative pertains to council owned or managed infrastructure or facilities, the awarding of a grant through one of council's funding programs does not constitute approval to undertake any works. Such approval must be separately requested from council in its capacity as land owner/manager. Requests for council to auspice any related grants is also subject to a separate application.

There may also be specific permit or other approval requirements needed for this initiative. It remains the responsibility of the funding recipient to obtain these approvals through the relevant council department or other authority.

**7. Issues and Risk Management****Issues:**

Nil

**Risk:**

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

**8. Strategic Planning Environments**

Strong and Engaged Communities:	Community Grants directly support community groups to implement locally identified projects and programs that will lead to increased partnerships, connect people, promote diversity, develop leadership, build self-efficiency, improve the environment and strengthen communities.
Resilient Economy:	The Community Grants Program supports communities to undertake a range of projects.
Healthy Environment:	The Community Grants Program supports communities to undertake a range of projects.
Balanced Services and Infrastructure:	The Community Grants Program supports communities to undertake a range of projects.
Responsible Management:	Council has allocated \$214,000 to Community Grants for the 2019/2020 financial year. The development of the Community Grants Program has resulted in an open and transparent use of financial resources, available to all community groups

**9. Consultation**

Community, Minor and Major Event assessments were completed by the Event Support Officer, Economic and Community Development Executive Assistant and Community Engagement Officer.

**10. Officer Comment**

Unsuccessful applicants within this round either:

- did not meet or address the general and specific criteria stated in the Grant Guidelines;
- the weighted score from the assessment matrix was less than those now recommended for funding

Successful applicants will be acknowledged at a civic reception programmed for Wednesday, 17 July 2019 at 5.45pm in Echuca.

## **7.6. Echuca Arts Precinct Masterplan**

### **Author:**

Sam Campi, Community Engagement Manager

### **Attachments:**

7.6.1. Echuca Arts Precinct Master Plan

7.6.2. Port Precinct Strategy

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### **1. Purpose**

To seek adoption of the Echuca Arts Precinct Master Plan.

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### **2. Recommendation**

That Council adopt the Echuca Arts Precinct Master Plan.

#### **COUNCILLORS NEELE / VICKERS**

**That the adoption of the Echuca Arts Precinct Masterplan be delayed until such time as Council develops and approves an Arts Policy and Strategy.**

**Cr Wilson foreshadowed the original recommendation should this motion be lost.**

**Cr Munro proposed an amendment to the motion:**

**That Council adopt the Echuca Arts Precinct Masterplan but delay the implementation of the Masterplan until the development of an Arts Policy and Strategy**

**The amendment was accepted by both the Mover and Seconder of the Motion**

#### **COUNCILLORS MUNRO / PENTREATH**

**That standing orders be suspended at 6:46pm to seek further clarification on the amendment to the motion**

**CARRIED**

#### **COUNCILLORS ZOBEC / VICKERS**

**That standing orders be resumed at 7:02pm**

**CARRIED**

**The Mayor requested that Council accept the proposal by the Mover and Seconder to change the original motion to:**

#### **COUNCILLORS NEELE / VICKERS**

**That Council adopt the Echuca Arts Precinct Masterplan but delay the implementation of the Masterplan until the development of an Arts Policy and Strategy.**

**CARRIED**

**The motion was PUT to the VOTE and was CARRIED**

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### 3. Conflict of Interest

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest regarding this matter.

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### 4. Charter of Human Rights

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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### 5. Instrument of Delegation

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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### 6. Background

In October 2017 Council approved the allocation of \$50,000 Community Planning Implementation Funds for the development of an Arts Precinct Master Plan within the Echuca Port Precinct. This project was recognised as a key component of the Echuca Port Precinct Strategy, which identified the development of an arts and culture, events and entertainment hub as a significant strategic outcome.

The space identified for focus included Council owned buildings; The Murray Hotel, The Foundry, and The Old Brothel, the surrounding open space and Little Hopwood Street.

To ensure the Master Plan was reflective of the community needs and ambitions, a comprehensive community engagement process was undertaken. In line with Council's endorsed community engagement framework, a range of stakeholders were consulted through various activities. (See section 11 of this report for details of the engagement process).

This initial consultation identified the following themes:

- The space (including the buildings) should excite and engage
- To learn about, marvel at and experience, the old and the new
- The area should be flexible and supportive of creativity and innovation
- The open space area is highly regarded by the community with great ideas to make this valued
- The recognition of the integrity of the buildings
- Finding new ways of blending arts and culture together

At the conclusion of this process, Council engaged consultants Terroir/Hirst to further configure these themes and ambitions into a draft Master Plan.

A reference group was established, whose membership comprised a cross section of stakeholders engaged in the first round of consultation. The reference group assisted in refining the themes with its feedback leading to the development of a preliminary draft Master Plan.

A further round of consultation was then conducted with initial stakeholders. Engagement activities were varied and enabled the broad cross section of interested parties the opportunity to provide feedback on the draft Master Plan. This confirmed that the draft Master Plan reflected the ambitions of all interested parties and that the draft supported the overarching strategic direction of the Port Precinct.

## 7. Content

The Master Plan identifies a number of key opportunities:

- The identified area can accommodate a breadth of alternative artistic endeavour.
- The precinct can act as a hub for Arts and Culture activity, yet compliment the potential of the Port Precinct, High Street, the two rivers and the Aquatic Reserve.
- The acknowledgement of the opportunity to work collaboratively with Murray River Council and use the new infrastructure of the Murray River Bridge to create linkages to a broader precinct.
- The recognition of the local indigenous community and its role within the arts and culture, however the Master Plan does not define this and allows conversations to further this opportunity respectfully.
- A potential activation strategy for the Arts and Culture Precinct that is sustainable and effective.
- A planning tool for scheduling of events for current and potential target markets.
- A business development framework to support the long-term sustainability of arts and cultural endeavour.
- A site analysis of infrastructure for the conceptualisation of the space and timings for the activation of this space with indicative costs.
- A platform for further discussion on the management of infrastructure within and surrounding the precinct, e.g. Little Hopwood Street and further open spaces with the precinct.
- Linkages to other Council strategies such as Activate Transport, Economic Development and the Port Precinct.

As stated previously, there was significant comment from community groups that identified operational issues that were not within the scope of this project. The proposed Maser Plan enables Council to hold further conversations with all stakeholders in relation to these issues.

## 8. Issues and Risk Management

### Issues:

#### Issue 1: Funding to support implementation of the Master Plan

The concepts identified within this Master Plan are highly reliant on external funds, especially for the renewal and upgrading of buildings identified as having historical significance.

### Risk:

Risk	Likelihood	Consequence	Rating	Mitigation action
Reputational risk from inaction	Possible	Major	High	Clear activation strategy developed to facilitate activities that are within the budget capacity of Council and are relevant for potential funding opportunities

## 9. Strategic Planning Environments

The Master Plan presented enables Council to meet a number of its strategic themes and objectives as outlined the current Council Plan 2017.

## Strong and Engaged Communities

*Foster community partnerships*

The Master Plan offers the opportunity for multiple groups to directly and indirectly create tangible partnerships, e.g. local arts groups and individuals along with neighbouring businesses within the Port Precinct.

*Build Vibrant Communities*

Communities that have an arts space have increased wellbeing and improved engagement.

*Enable engaged and active residents*

In developing this Master Plan, the process has identified multiple opportunities to create improved engagement of marginalised groups, such as youth, to use the space in a safe manner.

The local Arts fraternity will have a stronger conduit to connect with the broader community.

## Resilient Economy

*Facilitate and enable local enterprise*

The activation processes identified within the Master Plan identifies the opportunity to create economic opportunities for community groups as well as private business.

*Support tourism opportunities*

The Master Plan identifies how arts and cultural activities can link the entire visitor catchment. It also enables current and prospective tourism opportunities to thrive by the add value this space creates.

## Healthy Environment:

Nil

## Balanced Services and Infrastructure

*Manage Assets*

As Council owns the assets within the space, the Master Plan offers realistic alternative uses that reinvigorate the assets and support the catchment with an improved offer for the target markets that the Echuca Port Precinct Strategy sees as priorities.

## Responsible Management

*Advocate*

The Master Plan offers a voice to the Local Arts community to articulate their aspirations.

*Strengthen relationships and partnerships*

The Master Plan has recognised a number of opportunities to create and strengthen a range of partnerships. Through the acknowledgment that art and culture can take many forms and genres, it also enables a range of groups and individuals to utilise the space(s).

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## 10. Consultation

To ensure the Master Plan is reflective of the needs and ambitions of the many user and interest groups, an extensive engagement process was conducted. This consultation included:

- Local community arts groups, examples, the Foundry, Alton Pavilion Group, EMAI (Echuca Moama Arts Initiative)
- Local Artists
- Secondary School arts students and their teachers, including Echuca Moama Specialist School
- Council's Youth Advisory Group (YAG)
- Local Indigenous Artists
- Echuca Moama and District Tourism Association
- Local Echuca Moama Disability services
- Regional Arts Victoria
- Neighbouring businesses
- Echuca Moama and extended Campaspe community
- Visitors

The consultation process focused on the "Involve" and "Collaborate" components of the IAP2 spectrum (Council's endorsed engagement charter) with target stakeholders. Feedback focused on how Council could configure the current buildings and open space, to enable a broad range of arts and cultural activities to be facilitated on the site.

The consultation methodology used in the first round of engagement included:

- Facilitated Consultation sessions with:
  - School Students and teachers
  - Local Arts groups/artists.
  - Neighbouring businesses
  - Family History Group
- Interviews/meetings were conducted with:
  - Echuca Moama & District Tourism association
  - Regional Arts Victoria.
  - Southwest Arts NSW
  - local indigenous artist(s)
  - Committee 4 Echuca Moama (C4EM)

A second and third round of engagement was facilitated upon an advanced draft being available.

Providing feedback to the same groups identified in the first round of engagement.

Internal Consultation:

- EMG identified the Master Plan as a positive document that supported the overarching strategic direction as outlined within the adopted Echuca Port Precinct Strategy.
- The Recreation unit identified that there was a lack of open space within the Port Precinct, and that the activation of the spaces within this catchment would add value to the community. It further identified that the Master Plan would support Council's Active Transport Strategy, which seeks to use Little Hopwood Street as a connection between the High Street and the Port areas.
- The Parks and Gardens unit reviewed the operational impact of activating the space and as per the Recreation unit identified the opportunity the proposed spaces created in providing greater access to green spaces.
- The Community Engagement team identified a multitude of opportunities for youth, people with disabilities, those from lower socio-economic backgrounds and others to use the space passively or as a space for their "voice" to be heard.
- The Planning team identified a number of issues relating to the heritage overlay covering the site; but also identified the opportunity to use the various building's heritage status to seek funding and support to activate the space.
- The River Services Manager saw the concept adding value to the tourism offer delivered within the Port Precinct.
- The Road Services team identified a number of issues relating to the management of Little Hopwood Street. It was agreed that addressing the manner in which cars and pedestrians utilise Little Hopwood Street was an opportunity to improve safety and amenity.

Councillors received updates on the project to develop this Master Plan at the following briefing sessions.

- 15 May 2018
- 4 December 2018
- 5 March 2019
- 4 June 2019

Through the four presentations, officers outlined issues relating to:

- The initial project scope and community engagement process.
- Communicated the results of all three consultation rounds, including consistent themes from the community stakeholders targeted through the project. This included activation and access to the open space in front of the Brothel.
- Articulated pertinent opportunities identified through the engagement process, for example the proposed arts and culture spine that links the entire Port Precinct to arts and cultural activity.
- How the space could support the strategic directions identified in the Echuca Port Precinct Strategy.

## **7.7. Basketball Victoria Country – Junior Jamboree Five-Year Agreement**

### **Author:**

Belinda Owen, Event Support Officer

### **Responsible Manager:**

Investment Attraction Manager

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### **1. Purpose**

To seek Council's approval to enter into a five year funding agreement with Basketball Victoria Country commencing in 2019 with a cash contribution of \$5,000 (including GST) to support the delivery and growth of the state Under 12 Junior Jamboree.

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### **2. COUNCILLORS VICKERS / MUNRO**

**That Council agree to enter into a five year funding agreement with Basketball Victoria Country commencing in 2019 with an annual cash contribution of \$5,000 (GST inclusive).**

### **CARRIED**

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### **3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest regarding this matter.

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### **4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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### **5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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### **6. Background**

For over 25 years Basketball Country Victoria (BCV) has co-ordinated an annual Under 12 Junior Jamboree. For many years the Jamboree moved from town to town but has been based in Echuca Moama for the last 21 years. The quality of the facilities at the Echuca Stadium, geographic location, number of accommodation and activity options and the ongoing support from the Echuca Basketball Association have been paramount in building this relationship.

Prior to Council resuming management of the Echuca Stadium in 2016, the Echuca Basketball Association, as then managers, provided the stadium free of charge to the BCV, understanding the economic benefit the event and promotion of the sport provided.

Once Council assumed the management of the stadium, an event hire fee was implemented however each year Council has received a request from BCV to have this fee waived or covered internally by Council. To date this request has been accommodated.

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BCV have requested a multi-year agreement Council which will provide them with certainty and the ability to plan for the period of the agreement.

## 7. Content

BCV are requesting a multi-year agreement with Council for financial assistance to cover the cost of hiring the Echuca Basketball Stadium for the tournament duration. Proposed dates for future events are:

- Saturday 21 September – Tuesday 24 September 2019
- Saturday 19 September – Tuesday 22 September 2020
- Saturday 18 September – Tuesday 21 September 2021
- Saturday 17 September – Tuesday 20 September 2022
- Saturday 16 September – Tuesday 19 September 2023 (or the week later)

The hire fee for the Echuca Basketball Stadium for the 2019 event is \$4,595.20.

An assessment of the Basketball Junior Jamboree against the new Event Strategy has been conducted. The event is considered a Hallmark Event for our region.

The assessment matrix for a Hallmark Event is included below:

Assessment Criteria	Assessment Summary of Under 12 Junior Jamboree
Minimum Operational budget of \$90,000.	Operational budget in excess of \$130,000
An economic benefit to the community greater than \$1 million based on attendance numbers from previous years.	Based on the direct spend data Gross Regional Product is estimated to increase by \$2.2million.
Minimum marketing budget of \$15,000 which includes regional and/or metro placement. The event marketing should align with the destination branding and promote Campaspe Shire as a great place to visit.	Direct marketing to the players and their families is around \$5,000 however this does not include the general BVC allocation to the event which is covered in their general operations.
The ability to attract visitation beyond Campaspe and Murray River Shires.'	It is estimated that the event brings 800 people to the region. This is made up of 240 players, 3 team leaders (coach, assistant coach and team manager) and 23 referees from across Victoria.  Given the age of the players, many of their families travel with them and stay in the area to watch the games and visit local attractions.
Compliments the existing events calendar.	The Basketball Jamboree is held over four days in September complimenting the school holidays.
A growth element to keep the product vibrant.	Each year BCV look at ways to improve and enhance the visitor's experience. An example of this was in in 2018 when BCV hosted the Federation International Basketball Association delegation, putting our destination on show to international guests.
Be a community or commercially owned event. Organisers may reside outside the municipality.	Basketball Country Victoria is a state wide organisation based in Bendigo.

The scorecard of the event against the criteria and weighting for funding is:

Scorecard		
Criteria	Description	Hallmark Event Score
Economic Benefit	Increase spending to retail, industry and accommodation, or enhancement of economic base.	35/40
Project Sustainability	One off project/event. If ongoing, demonstrates ability to generate funds for future years. Proposed innovation.	30/30
Community/Social Benefit	Involvement of community members, cultural enrichment of Shire, and/or brings visitors to the Shire	8/10
Council Plan Alignment	Addresses strategies within the Council Plan, Community Plans or Place Based Plans.	6/10
Partnership	Contribution by group or others to the project either cash and/or in-kind, including project partnership participation (not just financial contribution).	8/10
		<b>87%</b>

Given that it is assumed that the stadium hire fees may increase over the next five years, it is recommended that we support the event with \$5,000 cash support per annum bringing it in line with other Hallmark Events. This will also assist with other event costs such as waste management. A Memorandum of Understanding will be developed outlining the agreement and requirements of both parties.

## 8. Issues and Risk Management

### Issues:

#### Issue 1: Hire fees for Council Owned Infrastructure

Councils' Recreation & Open Spaces department are unable to offer any discount on the annual adopted fees and charges for hire of the Echuca Stadium, regardless of the benefit of the event.

### Risk:

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

## 9. Options

Option 1: That Council agree to enter into a five year funding agreement with Basketball Victoria Country commencing in 2019 that includes an annual cash contribution of \$5,000 (GST inclusive).

This option is recommended by officers.

Option 2: That Council do not support Basketball Country Victoria's request for a multi-year agreement for the Junior Jamboree.

This option is not recommended by officers.

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## 10. Strategic Planning Environments

Strong and Engaged Communities:	Reviewing the Council Plan the introduction of a five year agreement supports the implementation of strategy one, fostering Councils relationship with Basketball Victoria Country and strategy three, promoting Councils commitment to improved health and wellbeing for our community.
Resilient Economy:	By supporting the basketball jamboree this reinforces Councils strategy three supporting and developing Campaspe's tourism opportunities.
Healthy Environment:	No impact.
Balanced Services and Infrastructure:	Ensuring that Basketball Victoria Country continue to host their jamboree at the Echuca Stadium supports strategy three of the Council Plan, of maximising access and use of assets.
Responsible Management:	This recommendation fosters a customer centred approach, strategy six of Responsible Management.

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## 11. Consultation

### Internal Consultation:

- Regulatory & Community Services General Manager
- Recreation & Open Spaces Coordinator

### External Consultation:

- Basketball Country Victoria

## **7.8. Funding Agreement for Kyabram Fauna Park 2019 - 2022**

### **Author:**

Jemima Lewis, Tourism Development Officer

### **Responsible Manager:**

Investment Attraction Manager

### **Attachments:**

7.8. Funding Agreement for Kyabram Fauna Park 1 July 2019 – 30 June 2022

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#### **1. Purpose**

To seek Council's approval to enter into a funding Agreement with the Kyabram Fauna Park Committee of Management for the period 1 July 2019 – 30 June 2022 for its operation as a wildlife park and tourist attraction.

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#### **2. COUNCILLORS WILSON / ZOBEC**

##### **That Council:**

- 1. Authorise the CEO to sign a three year funding agreement with the Kyabram Fauna Park Committee of Management for the period of 1 July 2019 – 30 June 2022.**
- 2. Contribute \$51,586.82 (plus GST) for the 2019/20 financial year, with CPI increases annually for the subsequent years of the agreement.**

**CARRIED**

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#### **3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest regarding this matter.

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#### **4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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#### **5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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#### **6. Background**

Kyabram Fauna Park has been a much-loved Campaspe Shire tourism attraction for over 40 years, providing economic and social benefits for the region and a source of community pride.

Part of the land on which the Fauna Park is built is owned by Campaspe Shire and the remainder is Crown land managed by Department of Environment, Land, Water and Planning (DELWP). DELWP are the

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responsible body for oversight of the Committee of Management of the Kyabram Fauna Park. DELWP define the Fauna Park as a Tier 1 Committee given the animal management component of the Park.

An interim Committee of Management for the Kyabram Fauna Park was appointed in July 2018 following resignations from the Committee of Management and the identification of a number of issues regarding the operation and management of the Fauna Park. The Committee is made up of representatives from DELWP, Campaspe Shire and Zoos Victoria.

Both DELWP and Council acknowledge that there is a significant amount of work and capital required to realise the full potential of the Kyabram Fauna Park. Both parties are committed to the long-term sustainability of the Kyabram Fauna Park and have recently announced that they will continue for further two years in the Committee of Management role.

Since July 2018 the Committee have successfully secured funding from the Victorian State Government for the creation of a Strategic Plan, Marketing Plan and a Zoo Master Plan. A new Park General Manager was appointed in March 2019.

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## 7. Content

The proposed agreement 2019-22 outlines responsibilities and obligations for the Kyabram Fauna Park. The 2019-2022 agreement has been refined to streamline the reporting requirements and simplify the funding expenditure given the current changes occurring at the Park.

Under this agreement, Council will contribute \$51,586.82 (plus GST) in the 2019/20 financial year which has been allocated within the 2019/20 council budget. CPI increases will occur annually for the subsequent years.

The Chair of the Committee, another Committee member and the Park General Manager presented the draft Strategy for the Fauna Park to Council in early June 2019. The need to make changes at the Park and grow the revenue streams quickly was clearly evident. The Committee indicated that it required additional funding from Council to enable the changes to occur and would submit a business case requesting more funds. It is anticipated that Council would consider a request for further funding within the budget review process.

Some of the challenges faced by the Fauna Park include a lack of processes and systems, poor record keeping, high staff turnover, ageing infrastructure, dated exhibits and animal attrition. In addition to this, the recent exceptionally hot summer resulted in low visitor numbers and as a result revenue for the period was lower than normal.

The Park is currently running with minimal staff. There are two full-time staff members including the General Manager and four part-time wildlife keepers. The café owners who currently manage the admissions, gift shop and café are not employees of the Park. In order to deliver a high standard visitor experience, additional staffing and resources are required.

Significant upgrades and investment across the Park as a whole are required in order to deliver a high quality visitor experience and to ensure the sustainability of the park into the future.

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## 8. Issues and Risk Management

### Issues:

#### Issue 1: Funding

The Fauna Park is in desperate need of capital investment to realise its potential. DELWP have committed funds for asset renewal and upgrades and the Committee of Management will be seeking additional funds from Council to support extra activities and a support person to help with administration and customer experience. The Committee of Management will lodge a business case outlining the support and funds required for Councils consideration within the budget review process.

**Risk Management:**

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

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**9. Options****Option 1: Council agrees to enter into the funding agreement with the Kyabram Fauna Park for three years**

This option is recommended by officers.

**Option 2: Council declines to enter into the funding agreement with the Kyabram Fauna Park and instructs Council Officers to amend the Agreement**

This action is not recommended by officers.

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**10. Strategic Planning Environments**

Strong and Engaged Communities:	Encourage residents, visitors and education providers to discover the Kyabram Fauna Park and learn about native Australian animals and flora.
Resilient Economy:	Support the Kyabram Fauna Park to be Northern Victoria's premier wildlife attraction and to generate sufficient revenue to grow and be sustainable.
Healthy Environment:	The Strategy for the Kyabram Fauna Park embraces conservation and sustainability to support a healthy environment.
Balanced Services and Infrastructure	The Fauna Park is an important community asset and tourism attraction.
Responsible Management:	Council has a long standing relationship with the Kyabram Fauna Park and understands the value of the Park. It is important that Council and DELWP remain committed to the sustainability and ongoing viability of the Park.

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**11. Consultation****Internal Consultation:**

- Investment Attraction Manager
- General Manager Economic and Community Development

**External Consultation:**

- Meeting with Kyabram Fauna Park Committee of Management staff – 15 March, 21 May, 24 May 2019.
- Councillors at the 4 June 2019 Council Briefing Session.

## **7.9. Adoption of Active Transport Strategy**

**Author:**

Fraser Neele, Recreation Planner

**Responsible Manager:**

Recreation Manager

**Attachments:**

7.9. Active Transport Strategy Dated June 2019 Prepared by GTA Consulting

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### **1. Purpose**

The purpose of this report is to adopt the Active Transport Strategy (hereafter *the Strategy*) dated June 2019 prepared by GTA Consulting.

It is intended that the Strategy replaces the existing 2007 *Walking and Cycling Strategy*, modernising Campaspe's approach to the provision of active transport infrastructure and services. This document is intended to create communities where active transport is the preferred mode of transportation for short journeys.

The Strategy focuses council's investment and attention on three areas. These are: Getting to school by walking and cycling; creating walking and cycling towns; and connected and liveable development. These focus areas have been determined through engagement with the community and stakeholders as being key opportunities to maximise the impact of any investment.

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### **2. COUNCILLORS MACKRELL / PANKHURST**

**That Council:**

1. **Adopt the Active Transport Strategy dated June 2019 and prepared by GTA Consulting, superseding the currently endorsed Walking and Cycling Strategy dated October 2007.**
2. **Seek funding for the implementation of the Strategy from the State Government and other potential funding partners, pursuing the "Gold Standard" outcomes identified in the Strategy.**
3. **Develop localised infrastructure plans incorporating the findings of the Active Transport Strategy for incorporation into future capital works program.**
4. **Prepare an implementation plan for the Active Transport Strategy that is developed in conjunction with the Local Infrastructure Plans. This will include specific tasks, areas and responsibilities including which division and position within Council is responsible for the implementation of the relevant item.**
5. **Incorporate the Active Transport Strategy as a Reference Document in the Campaspe Planning Scheme as part of the next appropriate Planning Scheme Amendment.**

**CARRIED**

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### **3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

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#### 4. Charter of Human Rights

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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#### 5. Instrument of Delegation

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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#### 6. Background

In 2018 the Shire of Campaspe appointed GTA Consulting to undertake an Active Transport Strategy and localised Active Transport Infrastructure planning within our municipality. It is intended that this document will replace the existing Walking and Cycling Strategy adopted in 2007 and provide supplementary guidance in related areas including open space, development contributions, streetscapes, car parking and infrastructure provision. It was determined during a strategy review that the existing strategic framework for this service area was outdated and no longer fit for purpose.

It was determined to develop a strategy that addresses the needs of our communities in relation to day to day life and necessary movement, using active transport to improve quality of life throughout our municipality for all residents. In order to achieve this a process was established to develop a strategic framework before using this strategic base to inform subsequent infrastructure and service planning.

This process was designed to be carried out across two phases. Phase 1 was the development of a high level strategy and will be completed by the adoption of this report. Phase 2 includes the development of an implementation plan for the strategy and local infrastructure plans for our major communities.

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#### 7. Content

The objective of this report is to adopt the Active Transport Strategy. The adoption of the strategy will allow the continued planning for and provisions of active transport infrastructure in Campaspe, allowing the development of an implementation plan and localised infrastructure plans for key localities.

The content of the report is concentrated to three focus areas and a total of 14 initiatives with subsequent recommended actions. While these three focus areas are equal, the initiatives and recommended actions are staged.

The staging pattern exists across two paradigms, the “step-change” or business as usual approach and the “gold-standard” approach, both of which are accommodated in the Strategy allowing flexibility in implementation depending on capability and success in attracting funding partners.

This staging plan identifies when certain initiatives and actions are to be implemented and actioned in order to ensure a best outcome scenario. The Gold Standard paradigm outlines a pathway which could be achieved some of these simultaneously, if funding became available, to leapfrog the rest of the state and project our communities to the forefront of active transport practice.

The three focus areas, and their subordinate initiatives are listed below:

##### Getting to School by Walking and Cycling

This focus area includes six initiatives:

- Work with schools to develop active travel programs
  - Guide children along the safest routes
  - Improve pedestrian and cyclist priority, especially on routes to schools
-

- Make walking and cycling easy across the whole journey
- Reduce car movements around key areas
- Develop an exceptional cycling network

This focus area identifies the daily school run as the prime opportunity to implement change, affecting as it does sites which are continuous trouble-spots for congestion and creating multiple quick win initiatives that are cost effective ways to initiate and catalyse change.

This was also identified as a key priority throughout the Community Consultation with many people identifying the decrease of actively commuting children as an issue and showing support for measures to combat and reverse this.

Through increasing the use of active transport in the school commute, Campaspe can encourage lifelong behavioural change. Increased active transport participation will encourage greater physical activity amongst the approximately 5,500 students that reside in Campaspe, improving health and wellbeing and encouraging life-long healthy behaviours in all our children.

### Creating Walking and Cycling Towns

Concentrating attention to the areas around schools and to the centre of towns and communities allows Council to direct implementation to where maximum benefit will be achieved.

This focus area contained six initiatives:

- Complete missing sections of the pedestrian network
- Make the pedestrian environment accessible for all
- Make walking and cycling comfortable and attractive
- Encourage everyone to leave their cars and move around town by foot
- Make better use of road space
- Create exceptional pedestrian spaces

This proposes to establish towns as comfortable and attractive places to walk. This envisions town centres where people can both walk from home or park and stride before lingering and spending time in our urban centres and commercial areas, encouraging activity and commercial and social interactions. The development of these centres, along with critical connecting infrastructure to their catchments ensures all residents can benefit from improvements. This includes encouraging “park and stride” style services so residents and visitors dependant on cars can still benefit and lead healthier lifestyles.

### Connected and Liveable Developments

The final focus area is ensuring that best practice active transport infrastructure is considered and implemented through the development process. This will ensure early intervention avoiding the high costs inherent in retrofitting existing urban spaces whilst ensuring new development improves the amenity, appearance and operation of the urban environment.

This area contains two initiatives:

- Require higher standards of walking and cycling facilities
- Encourage developments to provide attractive walking and cycling links

In association with the other focus areas and initiatives, this will ensure that future development continues to expand our infrastructure, upholding standards for good walking and cycling encouraging connected communities. This will create an environment of continuous improvement and ensure our network and infrastructure continues to grow and develop with our communities. This also generates implementation

opportunities through adjusting the legislative requirements of developers through tools such as the Infrastructure Design Manual and the Planning Scheme, effectively automating and perpetuating implementation.

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## **8. Issues and Risk Management**

### **Issues:**

Issues in this case relate to the existing strategic environment, the amount of consultation already undertaken and the future direction for the project. The project is currently at a fork in the road, with two options for progressing the project from this point, either a step-change process, or a gold-standard objective.

#### Issue 1: Existing Strategic Guidance and Proposed Future Plans

There is limited local strategic guidance around Active Transport at the municipal level. There is some guidance within the Planning Scheme while the State has some very high level support for Active Transport. This guidance is often not of the type that can provide a specific input regarding local priorities and challenges focusing largely on metropolitan style infrastructure and greenfield development.

The process developed for this piece of strategic work is to combat this disadvantage. This report presents the Strategy to Councillors to ensure alignment with their expectations and priorities; future steps include preparing local infrastructure plans in accordance with the Strategy for future adoption. This is to provide the benefits of independent strategic thought, in depth consultation and localised infrastructure outcomes.

The proposed infrastructure plans are intended to be scalable and transplantable. The intent is to develop a set of model interventions and actions through these plans that could then be rolled out through all of our communities as appropriate through Capital and Renewal projects, ensuring benefits from the Strategy and the Plans are felt in all of Campaspe's communities.

The strategy provides guidance and certainty to the consultants, officers and the community on the principles they are to follow in future steps. This allows concentration of focus areas of maximise benefits and avoids council and community resources being spread too thinly away from identified critical interventions.

#### Issue 2: Consultation

A large amount of consultation across a 60 day period has already occurred in the preparation of the draft strategy with detailed public and stakeholder engagement and discussion. The consultation undertaken and the findings are further discussed in Section 11 of this report.

Detailed consultation has been undertaken with internal and external stakeholders and the general community in accordance with the IAP2 framework in the preparation of this strategy as well as a 28 day public exhibition of the final draft document. The structure of this project allows for further, intensive and localised consultation to be undertaken through the development of the proposed infrastructure plans.

The proposed future consultation would allow community feedback to be incorporated at a localised level, in the areas where the general public feel the most interest: how this affects their physical environment and daily lives. This is in keeping with the feedback received in the consultation period already undertaken, where the community was largely interested in local outcomes.

This would accommodate the realities of timeframes and process constraints as well, ensuring faster progress and allow detailed engagement in areas where the community can have the most input, rather than creating confusion and fatigue within the wider community.

#### Issue 3: Step-Change or Gold Standard

Within the draft document we have explored two alternative future processes. These are called the Step-Change process or the Gold-Standard process.

## Step-Change

The Step-Change process would result in a business as usual outcome. Low-risk with a moderate to high return over an extended period, subject to funding availability both by Council and by other authorities to effect the outcomes. This has a realistic implementation period of 10+ years and would still create positive outcomes in line with larger councils, and ahead of most comparable municipalities.

## Gold-Standard

The Gold-Standard would be a change of a much greater affect and would involve a higher risk to council, however the potential rewards are exponentially greater. Proposed, is to alter Phase 2 of the project to include the preparation of a business plan, and a bid to the State Government, to turn Campaspe communities into national leaders in relation to walking and cycling.

Any business case would involve large scale programming and infrastructure interventions, with a specified, intense and progressive plan to make the municipality a national case study and proof of concept. This would also result in a potentially much shorter implementation time frame, reduced from 10 years to 3-5 years.

There is a risk that the application to the State for funding would fail, reducing the capacity of Campaspe to implement the best practice outcomes and major interventions required to achieve the Gold Standard. The design of the project should ameliorate this risk however, creating a framework that can scale back through amended implementation plans to adapt any actions to the funding available. This is due to the nature of the focus areas and policies of the strategy that are scalable and not restrictive.

An important matter for consideration here is that while the Gold-Standard approach can potentially be scaled back due to changing circumstances, up-scaling the first approach would not be possible. Following the Step-Change approach is potentially limiting to the outcomes that can be achieved and while there is some risk to the following of the Gold Standard approach, that risk is largely managed and ameliorated.

### Issue 4: Implementation

An area of concern for the strategy is the implementation of the Strategy's findings and ensuring the recommendations are captured and considered in all relevant council decision making. This creates a risk that the Strategy could be "*shelved*". This is where a document exists however due to the inertia of existing systems and the difficulty of implementing meaningful change the findings are not widely acted on or implemented.

The project was designed to minimise this risk through the two phase process. This will also be minimised through the adoption of recommendation points 4 and 5. These will ensure the development of a detailed and achievable implementation plan that will be formulated through consultation with the relevant departments before being presented to Council at a briefing session. It would then be incorporated into the future capital works program.

Following this path, in conjunction with adopting the strategy into the Campaspe Planning Scheme and developing local infrastructure plans, would ensure that adequate council resources continue to be directed to the implementation of the strategy. This would reduce the risk of stagnation while ensuring achievable implementation targets are set and agreed to by relevant stakeholders.

### **Risk:**

There is a risk at this stage in pursuing the Gold-Standard approach that State or Federal funding may not be forthcoming. This would result in the expenditure of officer and consultant time and result in a plan that would not be actionable independently. This could be ameliorated however, with subsequent work being able to down-scale the recommendations and actions to fit within council's capacity. This can best be considered as an additional step, fitting between phase 1 and phase 2 to identify additional funding.

A further risk relates to Campaspe's capacity to speedily and properly implement the findings of the strategy and to provide the infrastructure and services identified both through the strategy, but also through the subsequent community plans. To mitigate this risk a detailed implementation schedule will be developed in conjunction with the proposed infrastructure plans that will not only identify key tasks and outcomes but will also identify the positions responsible for the delivery of these within the municipality. This will be developed in coordination with all relevant internal and external stakeholders and will be confirmed before presentation to Council.

Risk	Likelihood	Consequence	Rating	Mitigation action
Failure of any business case to attract funding.	Moderate	Lessened capacity of council to implement findings of Strategy	Moderate to High within the context of the project.	The design of the strategy should limit impacts. The inherent flexibility within the strategic model should allow the mitigation of this and the agility to scale down the project findings.
Implementation lacks momentum	Moderate	Inadequate and incomplete implementation of the Strategies findings.	Moderate to high	The development of a detailed implementation plan will reduce this risk ensuring internal council departments are aware of their responsibilities and reducing the potential for the strategy to be “shelved”.

## 9. Options

### Option 1: Adopt the Strategy and confirm pursuit of Gold-Standard Outcome and Implementation.

This option is recommended by officers.

This option would adopt the Active Transport Strategy for future guidance of future work while instructing officers to pursue the Gold-Standard outcome whilst continuing to develop and implementation framework and local infrastructure plans. This would ensure continued momentum in this space, ameliorating risks around the strategy stagnating.

### Option 2: Adopt the Strategy

This option is not recommended by officers.

This outcome would provide guidance for the remaining steps of the process and would result in the pursuit of the original project methodology and outcomes with localised plans to be prepared. This outcome would provide less explicit support of the continuation of the project limiting the pursuit of the high level outcomes made possible in option 1.

### Option 3: Do not adopt the Strategy

This option is not recommended by officers.

This would result in a lack of guidance to officers and demonstrate a disagreement on the part of councillors with the content of the strategy. This would introduce uncertainty in the direction officers and the consultants should pursue in the subsequent phases and limit the capacity to achieve the outcomes desired from the project.

This would contradict the findings of the stakeholder engagement and exhibition period that found widespread community support for the new strategy and the outcomes it will facilitate.

## 10. Strategic Planning Environments

Strong and Engaged Communities	<p>With the Strategic Objective that <i>Services Programmes and advocacy enable improved health, wellbeing and safety of our community</i> the adoption of the Strategy will enable the pursuit of the three subservient strategies. These are: <i>fostering partnerships and supporting other agencies in the delivery of services; building strong, healthy and vibrant communities through implementing best practice and; enabling residents to be active and engaged in the community.</i> The adoption of the Active Transport Strategy will increase the authority and efficacy in supporting our communities through removing barriers to, and expense of, transport and accessing community events and facilities.</p> <p>The pursuit of the “Gold-Standard” outcomes by council will allow the future of the project to explore the potential for implementation of best practice outcomes in both service and infrastructure delivery, as well as investigation of opportunities to undertake significant changes in partnership with agencies, schools, employers and the broader community.</p>
Resilient Economy	No impact
Healthy Environment	<p>The development and endorsement of the ATS will support the Strategic Objective to develop <i>a healthier environment for current and future generations.</i> The document will support increased Active Transport use, reducing dependency on cars and the associated fossil fuel and energy resource usage, emissions and environmental effects. The third focus area will also directly support the strategic planning and development of growth areas while ensuring that natural, built, social and economic environments are respected.</p>
Balanced Services and Infrastructure	<p>The rigour associated within the literature, demographic and community review ensures that the findings of the strategy and the future stages are all in accordance with the current and future needs of our broader community and accord with best practice. This will result in efficient and optimised infrastructure provision and management utilising innovative design and partnership models to maximise usage and identifying opportunities to relinquish surplus assets.</p>
Responsible Management	<p>No impact</p> <p>The endorsement of the high level principles of the draft document will allow certainty in progression for officers and consultants, further increasing value for money and demonstrating fiscal responsibility.</p>

## 11. Consultation

### Consultation

Extensive internal and external consultation was held for this project both by the consultant and officers involved. This included, but was not limited to the following held across 60 days:

- Stakeholder workshops with interested internal and external stakeholders;
- A Councillor workshop;
- A workshop with representatives of the Youth Action Group;

- One on One meetings with key stakeholders including many schools;
- Listening posts held in Kyabram and Echuca:
- Online surveys via the Crowdsport platform:
- A period of general consultation, accepting submissions from the general public around Active Transport.

The consultation was extensive and in depth for the early stage of the process.

The consultation showed the following key challenges:

- Some disinterest in walking and cycling due to ease and expectation of car use;
- Safety concerns;
- Low cycling uptake results in absence of “safety in numbers” and reduces activation of footpaths and streets at the human scale.

The desired outcomes of the community included:

- Safer walking and cycling routes to school;
- Improved amenity and infrastructure for Active Travel;
- Infrastructure and facilities that address known, existing barriers;
- A culture shift that fosters safety and confidence in Active Travel.

### Exhibition

After the development of a draft strategy that incorporated the findings of the above consultation, Campaspe implemented a 28 day general exhibition of the draft document. This included:

- A press release to local news outlets that resulted in stories published in all local papers;
- Transmission through Council’s established Social and Traditional Media pathways;
- Direct engagement with high level stakeholders including (but not limited to):
  - All schools;
  - Relevant public authorities;
  - Relevant state government departments;
  - Interested community groups.

Feedback received was hugely positive from all authorities and agencies.

Four community members made submissions that broadly covered the following matters:

- General support for the strategy and it’s goals and objectives;
- Details on specific infrastructure concerns and issues;
- The need to ensure improvement is also implemented in our smaller communities; and
- Support for specific strategy initiatives including improving access to schools.

The feedback received has been universally positive. The additional information provided with these submissions has related to the provision of specific infrastructure within the Shire. This falls outside of the scope of the Strategy however will be captured and incorporated into the implementation plan and infrastructure plans that will be developed as products of this document.

In this case it is considered that the submissions are addressed through the existing strategy and implementation framework. Specific infrastructure concerns will be addressed as appropriate through the infrastructure planning while the implementation of findings within smaller communities will be ensured both through the application of best practice in all new and renewal projects in these towns as well as through exploring new and innovative service and infrastructure opportunities identified through the infrastructure process.

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## **12. Officer Comment**

The adoption of the Strategy will allow certainty and confidence in the outcomes of subsequent stages, whilst the pursuit of the gold standard outcome, and the development of a business case to pursue state funding will allow council to implement change on a much grander scale than would ordinarily be possible.

The risk of this pathway is minimised by the continued possibility to revert to the “step-change” model if any submission is unsuccessful, and then to continue along the business as usual pathway.

## **7.10. Authorisation to use Echuca Aerodrome for Native Vegetation Offset Purposes**

### **Author:**

Richard Conway, General Manager Infrastructure Services

### **Attachments:**

7.10. Map of proposed Aerodrome Offsets

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#### **1. Purpose**

To seek approval to use part of the Echuca Aerodrome as a native vegetation offset location.

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#### **2. COUNCILLORS PENTREATH / MACKRELL**

##### **That Council:**

- 1. Approve the use of 4.36ha of the Echuca Aerodrome as a location for native vegetation offsets in perpetuity.**
- 2. Authorise the registration of these offsets on the Native Vegetation Credit Register to be maintained in accordance with DELWP conditions.**
- 3. Note that the registration will be for 1.204 General Habitat Units, 1.095 Species Habitat Units of Small-leaf Bluebush, 1.209 Species Habitat Units of Annual Buttons and 1.160 Species Habitat Units of Weeping Myall.**

#### **CARRIED**

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#### **3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest regarding this matter.

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#### **4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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#### **5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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#### **6. Background**

Large rainfall events in January 2011, March 2012 and December 2017 caused inundation of a significant number of properties on MaryAnn Rd, McKenzie Rd and the surrounding area. To mitigate the issue of flooding the McKenzie Road Drainage project was started with designs commencing in 2017.

One key property to reducing the impacts of the inundation is located at the south-east corner of McKenzie Road and Scott Road. As a mitigating action this property has a drainage requirement stating that it provide 11,000 cubic metre storage on site and pump it into the Shire drainage system at 200 litres/sec. However due

to the restrictions in the Aerodrome drainage network water backs up causing flooding on the private property for in excess of five days. This amount of flooding does not meet the level of service stated in Council's Drainage Policy 135 and staff are told impacts on the landowner's ability to work his property. The owner has already indicated that he has sought legal advice on his options if flooding occurs again.

The design process included consultation with landowners along the proposed routes and the creation of easements through to the Campaspe River discharge. The route identified some native vegetation which required offsets or avoidance. The offset for the General Habitat Units (GHU) were purchased however the specific offsets for the Small-leaf Blue Bush cannot be sourced in Victoria according to DELWP.

DELWP will not issue a permit for construction until this offset can be purchased. However, DELWP did indicate that the Shire could set aside an area meeting the criteria and on investigation the Aerodrome has the required amount. The required space on the aerodrome would be placed on the Native Vegetation Credit Register in perpetuity. This would require the Shire commit to preserve this area and maintain it in accordance with DELWP conditions. It could never be repurposed. DELWP require an explicit resolution of Council reserving the Aerodrome for vegetation offset before they will authorise the construction permit for McKenzie Road Drainage Project.

Current Aerodrome operations are not affected by formalising the presence of this native vegetation. All the recommendation does is protect the areas identified in the attachment as being kept forever. The flying club are being consulted to ensure they are across the formalising of the vegetation. It is unlikely any significant concerns will be raised. The areas identified are not actively used for flying activities, do not represent a safety hazard and are not likely to be required for any development of the airfield. All costs related to the care of the native vegetation are, as with the care of everything else at the aerodrome, the sole responsibility of Council.

Alternative routes were investigated to circumvent the native vegetation. However, these were considered to pose far greater risk and cost due to the need to modify the high pressure natural gas main to Echuca.

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## **7. Issues and Risk Management**

### **Issues:**

#### **Issue 1: Alternatives to delivering on the current design.**

The proposed design was chosen to ensure that water could be moved without pumping, lowering operational cost and risks, and minimising impact on landowners.

To avoid the issue of vegetation staff sought alternative routes that might offer relief. Any variation to the route encountered significant costs and some delay through moving the main gas supply line to Echuca affecting many thousands of people.

#### **Issue 2: Knowledge of offset availability before this point**

Council was informed there were no Small-leaf Bluebush offsets available to purchase in April 2019.

#### **Issue 3: Impact on Aerodrome use and cost to Council of maintenance**

Setting aside this area will have no impact on the operation of the Aerodrome. This area is already covered in Native Vegetation and would require purchase of offsets to be used for any development. The area is currently fenced off and is part of an active Aerodrome leading to minimal intrusion on to it and requiring minimal care for it to be maintained to DELWP conditions.

#### **Issue 4: What else could the offset be used for.**

The offset could contribute to future Council projects. For example, it could give 30% of the required amount to the Echuca Industrial Estate development saving time, cost and risk there. Alternatively, the current value of this is offset to purchase (if available) is quoted at \$4059 (including brokerage fee)

**Risk:**

Risk	Likelihood	Consequence	Rating	Mitigation action
Not being able to continue the project at its most cost and risk effective way	High	Alternative routes must be used which all encounter increased costs in both development and maintenance.	High	Use the Aerodrome as an offset and so eliminate the need to alter the route excluding the need for a re-route of the project.
Flooding of property in a high rain event.	Unknown – depends on weather conditions	Properties are inundated and owners take legal action costing thousands to defend or make recompense.	High if properties are significantly affected	Deliver the project in the shortest time possible delivering relief to the flood affected properties.

**8. Options**Option 1: Create native vegetation offsets on the Aerodrome with the Native Vegetation Credit Register.

This option is recommended by officers. This offset can be used for the McKenzie Road drainage project and future projects requiring Small-leaf Bluebush offsets.

Option 2: Wait for offsets to become available.

This option is not recommended by officers. The timeframe for an adequate amount of offset is not known. DELWP will not provide a permit until an offset is found and this project will not progress until offset or an alternate route is found. As this is a critical project to address a potential flood and litigation liability any delay risks flooding which will be potentially costly to Council

Option 3: Use an alternative route to avoid the problem.

This option is not recommended by officers. Two alternative routes were reviewed which would be considerably higher risk requiring work to the primary natural gas line to Echuca.

**9. Strategic Planning Environments**

Strong and Engaged Communities: No impact

Resilient Economy: No impact

Healthy Environment: No impact

Balanced Services and Infrastructure: The recommendation opens the way to the most cost and risk efficient mitigation to a long lived flood risk.

Responsible Management: As well as allowing a current project to continue the recommendation allows for Council to have some native offset in reserve for future projects. In doing so the cost and delay risks to future projects requiring offsets diminishes.

**10. Consultation**Internal Consultation:

- Project Manager
- Road Services team
- Public Environment Manager
- Infrastructure Services General Manager

External Consultation:

- DELWP
- Expert native vegetation consultants
- Consultant Engineers responsible for the drainage design
- Echuca Flying Club

## **7.11. Kyabram Northern Oval Goal Nets**

### **Author:**

Shane Stacey, Community Places Project Officer

### **Responsible Manager:**

Acting Recreation Manager

### **Attachments:**

- 7.11.1. Site Aerial (locality view)
  - 7.11.2 Net Design (concept)
  - 7.11.3 St Augustine's Junior Football Club letter of commitment
  - 7.11.4 Quotes
- 

### **1. Purpose**

To seek Council approval for the installation of goal nets at the Kyabram Northern Oval.

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### **2. COUNCILLORS NEELE / ZOBEC**

#### **That Council:**

- 1. Agree to St Augustine's Junior Football Club supplying and installing nets at each end of the Northern Oval behind the goal posts.**
- 2. Agree to provide Project Management from the Community Project – Project Management fund.**
- 3. Note that St Augustine's Junior Football Club will:**
  - a) Pay all costs associated with the supply and installation of the nets;**
  - b) Cover all ongoing operation and maintenance costs relating to the nets;**
  - c) Pay all costs associated with the removal of the nets should this be required by Council;**
  - d) Be responsible for the nets separately and exclusively to the Section 86 Committee of Management;**
  - e) Own the nets and associated infrastructure in full.**

### **CARRIED**

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### **3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

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### **4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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## 5. Instrument of Delegation

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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## 6. Background

Northern Oval in Kyabram underwent a major renewal and upgrade in 2016. The works were undertaken after consultation with the Section 86 Committee of Management which consists of membership from user groups at this facility. The works necessitated closure of amenities at the site for the period of construction.

Upon completion, user groups returned however the St Augustine's Junior Football Club expressed concern with the orientation of the oval and the goal ends being located in close proximity to Tisdall Road.

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## 7. Content

The St Augustine's Junior Football Club raised their concerns with the safety of their players due to the risk of footballs being kicked out of the reserve and ending up on the neighbouring property or Tisdall Road. It is perceived that children are in danger when they retrieve balls.

People retrieving balls have to walk to the eastern end of the reserve to access the neighbouring property through a gate and foot walk at the Goulburn Murray Water channel. This results in a loss of match time due to the delay in retrieving balls.

The possibility of balls leaving the reserve and ending up on Tisdall Road is identified as a risk to people because of the potential for someone to be hit by a vehicle. This is not considered a high risk as Tisdall Road is a dead end street which services 22 houses therefore traffic numbers are extremely low and vehicle speed would be slow (50 KPH zone).

Council officers have investigated the concerns of the club and made reference to the level of service which is provided to football ovals and to the standards determined by the AFL. The provision of nets behind goals is not consistent with the level of service nor the recommendations of the AFL. However, a site inspection indicates that there may be some inconvenience for participants in retrieving balls if they do go over the fence into the neighbouring property at the northern end of the oval.

Officers have been in consultation with the club representative who has reinforced the desire to have the nets installed. The lack of nets is seen as a restriction to the full utilisation of the reserve by a user group along with the club's commitment to pay all capital and ongoing costs relating to the nets has led to officers seeking Council agreement to allow St Augustine's Junior Football Club to proceed with this project subject to compliance with all relevant statutory and Council requirements including Project Management.

Council as the owner of the reserve has obligations under Occupational Health and Safety Act and the Building Code that it cannot divest, providing Project Management from the Community Projects - Project Management fund will ensure these obligations are met.

The club has provided designs and structural computations for the nets and structures and has confirmed their willingness to pay all capital and ongoing costs relating to this infrastructure.

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## 8. Issues and Risk Management

### Issues:

#### Issue 1: Safety Concern Business Case

There is no data or history of incidents relating to the concerns raised by the club that balls leaving the reserve have resulted in an incident. It is difficult to develop a business case in support of this request due to the lack of data.

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There is no known history of either an injury or traffic accident as a result of balls being kicked out of the reserve and onto Tisdall Road or into the neighbouring property.

The club chooses to train at the southern end (Tisdall Road) to avoid the possibility of balls entering the neighbouring property but no record of the number of times balls leave the reserve have been collected. No data has been provided to support their claim that this is a significant issue during competition.

The club have expressed their desire to proceed with the project based on perception and expressly stated this infrastructure will be at no cost to the rate payers.

While one household along Tisdall Road has identified balls are sometimes kicked into their front yard, there is no information to suggest this occurred during formal use of the reserve by the football club. As the games played at the reserve are junior matches (U/14, U/12 and U/10), they would have to kick the ball from the goal line approximately 35 metres to the property directly across from the goal posts. To reach the properties on either side would require the ball to travel 40 and 50 metres from the goal line.

As a public space, informal use will occur and could result in a stray ball going onto private property.

The risks associated with ball retrieval are limited and considered acceptably low.

#### Issue 2: Alternative Solutions.

Officers have considered and suggested to the club a number of alternative solutions such as:

- providing parental supervision at each set of goals;
- installation of a personal access gate and foot walk behind the northern end goals;
- the provision of spare balls at each goal during matches to be used while stray balls are being collected to reduce lost game time; and
- the construction of a high chain mesh barrier behind the goals.

These alternatives were not seen as a viable or agreeable solution by the club.

#### Issue 3: Council Service Levels

The installation of nets behind goals on football ovals is not a service level Council offers. Officers have concerns that a precedence may be implied in agreeing to the request from the club. Officers have clearly stated that the infrastructure is the responsibility of the club and may be removed if required by Council at the club's expense.

Officers also wish to reinforce that the recommendation to agree to this request relates specifically to the Northern Oval at Kyabram and the concerns of the St Augustine's Junior Football Club and should not be considered as an indication of support of the rationale should any other club approach Council with the same or a similar request.

#### **Risk:**

Risk	Likelihood	Consequence	Rating	Mitigation action
Project Management	Likely	Major	High	Experience has shown that infrastructure requires the support of qualified and experienced project management to ensure compliant and satisfactory completion of building works.  Provision of Project Management through Council's Project Management Team will mitigate this risk.

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## 9. Options

Option 1: Agree to St Augustine's Junior Football Club supplying and installing nets behind the goals at the Northern Oval, Kyabram.

This option is recommended by officers.

Agreement being subject to the club paying all capital and ongoing costs associated with this infrastructure.

Option 2: NOT agree to St Augustine's Junior Football Club supplying and installing nets behind the goals as the Northern Oval, Kyabram.

This option is not recommended by officers.

By not agreeing to this request, the club is unlikely to return as a user of this facility for competition therefore continuing in the under-utilisation of the reserve.

Option 3: Modify the recommendation allowing St Augustine's Junior Football Club to supply and install nets behind the goals at the Northern Oval, Kyabram.

This option is not recommended by officers.

Alternative options presented were not considered acceptable by the club.

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## 10. Strategic Planning Environments

Strong and Engaged Communities: Nil impact

Resilient Economy: Nil impact

Healthy Environment: Nil impact

Balanced Services and Infrastructure: The recommendation seeks to align with Strategy 3: "Maximise access and usage through innovative design and partnership initiatives".

Responsible Management: Nil Impact

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## 11. Consultation

External:

- St Augustine's Junior Football Club
- Northern Oval Section 86 Committee of Management

Internal:

- Acting Recreation Manager
  - Recreation and Open Spaces Coordinator
-

## **7.12. Kyabram Northern Oval Storage Facility**

### **Author:**

Shane Stacey, Community Places Project Officer

### **Responsible Manager:**

Acting Recreation Manager

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### **1. Purpose**

To seek Council approval for the renovation and extension of the existing storage facilities at Northern Oval, Kyabram.

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### **2. COUNCILLORS ZOBEC / WILSON**

#### **That Council:**

- 1. Agree to the renovation and fit out of the existing storage facilities at the Northern Oval by the Section 86 Committee of Management on behalf of the user groups.**
- 2. Agree to the construction of an extension to the existing storage shed to house machinery used in maintaining the oval.**
- 3. Note that:**
  - a) All costs relating to the renovation, upgrade and construction of additional storage at Northern Oval will be paid for by the user groups via the Section 86 Committee of Management;**
  - b) All works will be undertaken by approved and qualified contractors;**
  - c) Project Management will be provided by Council through the Community Project - Project Management operational budget.**

### **CARRIED**

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### **3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

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### **4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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### **5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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## 6. Background

Northern Oval in Kyabram underwent a major renewal and upgrade in 2016. The works were undertaken after consultation with the Section 86 Committee of Management which consists of membership from all user groups at this facility.

The works involved the removal of a storage facility for the machinery used to maintain the oval. This facility was not replaced as part of the Northern Oval Project.

User groups, through the Section 86 Committee of Management have approached Council with a request to construct a new storage shed at the recreation reserve.

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## 7. Content

Officers met with a representative of the committee and undertook an inspection of the storage facilities available at Northern Oval. User groups also submitted a list of their current and projected storage requirements. The lists were reviewed by officers and discussed with the committee representative.

The site inspection and associated lists for storage revealed significant potential to rationalise the contents of the existing storage space and to review the need to store some excess items at the reserve.

The existing brick storage shed on site is considered to be an adequate size to provide sufficient storage for requisite items of all user groups. This space is still supplemented with a number of store rooms within the recreation reserve pavilion. A clean up and some repairs as well as shelving will make the shed a functional store room.

The larger equipment such as mowers and rollers have no covered or protected space to be stored. The addition of a skillion to extend the size of the brick shed will make it possible to house the machinery undercover and to better secure it from unwanted interference. This option was discussed with the committee and is considered a viable alternative to building a new and separate shed. This outcome will provide a greater amount of storage space than originally requested by the committee.

The committee have stated the user groups are prepared to fund the renovations and proposed extension with money they have acquired for the original proposal to build a new shed.

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## 8. Issues and Risk Management

### Issues:

#### Issue 1: Management of Storage at Recreation Reserves

Recreation Reserves typically have multiple user groups with varying equipment needs. This creates the necessity for individual storage space. However, management of the available storage space is critical as equipment can accumulate to take up all, and more, of the available space.

The committee will be asked to encourage user groups to undertake a regular stock take of equipment in storage and to look for opportunities to share equipment where possible which can assist in reducing excessive storage needs.

#### Issue 2: Increased Demand for Storage

There has been a level of growth in the demand by user groups for increased storage space at a number of recreation reserves. This increased demand is driven at times by an increase in the amount of equipment user groups now own such as mowers which traditionally may have been borrowed from members. The importance of protecting expensive equipment is also recognised.

While the increase in storage is justifiable and within the service level for recreation reserve storage, Council is not readily able to meet the demand for additional storage through the capital works program due to limitation

of funds and prioritisation of projects. Therefore, supporting user groups in funding storage facilities where these are justified is a viable alternative.

### Issue 3: Capitalisation of the Recreation Reserve Assets

The proposed project is within the service level for recreation reserve storage. There will be a negligible increase in depreciation due to the low capital cost and long service life (80 years) of this type of building. Based on an estimate of total construction cost being \$45,000 then an annual depreciation of around \$500 would be expected.

The provision of adequate storage will provide benefits due to the security of expensive equipment, reducing the cost of repairs and maintenance to valuable machinery and the accelerated replacement of sporting equipment currently not being stored properly.

### Issue 4: Construction Risks

It is Council's standard practice for projects delivered by the community on Council facilities to have project management provided by Council. This enables Council to control site risks, ensure the safety of volunteers and contractors and provides sufficient oversight to ensure the finished project meets quality and compliance requirements.

#### **Risk:**

Risk	Likelihood	Consequence	Rating	Mitigation action
Project Management	Likely	Major	High	Experience has shown that infrastructure construction requires the support of qualified and experienced project management to ensure compliant and satisfactory completion of building works.  Provision of Project Management through Council's Project Management Team will mitigate this risk.

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

## **9. Options**

### Option 1: Agree to the renovation, fit out and construction of an extension to the existing storage shed at Northern Oval.

This option is recommended by officers. This project is within approved service levels, will improve the functionality of the reserve and is to be achieved at no direct capital cost to Council.

### Option 2: Not agree to the renovation, fit out and construction of an extension to the existing storage shed at Northern Oval.

This option is not recommended by officers. Improvements to the storage facilities will assist user groups and provide protection for valuable equipment currently exposed to the weather and security risks.

### Option 3: Modify the recommendation to allow the renovation, fit out and construction of an extension to the existing storage shed at Northern Oval.

This option is not recommended by officers. The recommendation has been made after consultation and agreement with the committee. Any change would require new consultation and further delay the desired objective of the user groups.

## 10. Strategic Planning Environments

Strong and Engaged Communities:	No Impact
Resilient Economy:	No Impact
Healthy Environment:	No Impact
Balanced Services and Infrastructure:	The recommendation aligns with Strategy 2: “Plan and advocate for services and infrastructure to meet community need.”
Responsible Management:	The recommendation of this report aligns with Strategy 3: “Strengthen relationships and partnerships to maximise services and infrastructure opportunities, deliver joint initiatives, and leverage external funding.”

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## 11. Consultation

### External Consultation

- Northern Oval Section 86 Committee of Management (user group representatives)

### Internal Consultation

- Acting Recreation Manager
- Recreation & Open Spaces Coordinator
- Finance Manager

### **7.13. 2019/20 Adopted Waste Fees and Charges Correction**

**Author:**

Ailsa Box, Finance Manger

**Attachments:**

7.13. 2019/20 Waste Fees and Charges

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**1. Purpose**

To seek Council approval to correct the descriptors on four of the adopted fees and charges for waste services included in the adopted 2019/20 Budget and Strategic Resource Plan.

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**2. COUNCILLORS WILSON / PENTREATH****That Council:**

1. Amend the adopted "Campaspe Shire Council Waste Fees and Charges 2019/20" appended as Attachment 7.13, as follows:
  - a) Residential - per year - 240 litre 1 bin - without food and garden bin, be changed to - Residential - per year - 240 litre 1 bin (6 or more in family)- without food and garden bin
  - b) Residential - per year - 240 litre 1 bin - with food and garden bin be changed to Residential - per year - 240 litre 1 bin (6 or more in family)- with food and garden bin
  - c) Residential - per year - 240 litre 1 bin (6 or more in family or medical condition) - without food and garden bin, be changed to - Residential - per year - 240 litre 1 bin (medical condition) - without food and garden bin
  - d) Residential - per year - 240 litre 1 bin (6 or more in family or medical condition) - with food and garden bin be changed to - Residential - per year - 240 litre 1 bin (medical condition) - with food and garden bin
2. Authorise the published 2019/20 Budget and Strategic Resource Plan be updated to reflect the amendments above.

**CARRIED**

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**3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest regarding this matter.

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**4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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**5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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## 6. Background

Following the adoption of the 2019/20 Budget and Strategic Resource Plan at the Special Council meeting on 4 June 2019, four of the fees and charges for waste services have been identified as having incorrect descriptions beside the fees. This relates to the residential 240L bin service for families of 6 or more.

The correction of this error will ensure the correct fees can be charged in the 2019/20 financial year.

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## 7. Issues and Risk Management

### Issues:

Nil

### Risk:

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

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## 8. Strategic Planning Environments

Strong and Engaged Communities:	Income from the fees and charges will provides services to improve the health, wellbeing and safety of our community.
Resilient Economy:	Income from the fees and charges will support economic growth, investment opportunities and community development
Healthy Environment:	Income from the fees and charges will help deliver services to support the health of our communities' environment and promotes environmental sustainable practices.
Balanced Services and Infrastructure:	Income from the fees and charges will assist in the maintenance and renewal of existing assets, as well as providing some funding to support creation of new infrastructure.
Responsible Management:	The fees and charges have been based on the principles of sound financial management.

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## 9. Consultation

- General Manager Corporate Services

## 8. Council Information

### 8.1. Assembly of Councillors Records

**Author:**

Sharolyn Taylor, Council Support Officer

**Responsible Manager:**

Governance Manager

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#### 1. Purpose

To present to Council the open records for the Assemblies of Councillors held in the month of May 2019.

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#### 2. COUNCILLORS MUNRO / MACKRELL

**That Council note the records of Assemblies of Councillors as outlined in this report.**

#### **CARRIED**

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#### 3. Conflict of Interest

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

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#### 4. Charter of Human Rights

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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#### 5. Instrument of Delegation

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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#### 6. Background

The *Local Government Act 1989* provides a definition of an assembly of Councillors where conflicts of interest must be disclosed.

A meeting will be an assembly of Councillors if it considers matters that are likely to be the subject of a Council decision, or, the exercise of a Council delegation and the meeting is:

1. An advisory committee of the Council that includes at least one Councillor; or
2. A planned or scheduled meeting that includes at least half the Councillors (5) and one member of Council staff.

The requirement for reporting provides increased transparency and the opportunity for Councillors to check the record, particularly the declaration of conflict of interest.

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## 7. Content

The following Assemblies of Councillors were held in the month of May 2019:

<b>Meeting Information</b>		
Meeting Name/Type	Campaspe Briefing Session	
Meeting Date	7 May 2019	
Start time:	10:15am	Finish time: 4:20pm
Matters Discussed	<ol style="list-style-type: none"> <li>1. Welcome, present &amp; apologies</li> <li>2. Declaration of Interests</li> <li>3. Active Transport Strategy Update No. 5</li> <li>4. Kyabram Transit Centre Update No. 2</li> <li>5. 287 &amp; 316 High Street Echuca Drainage Update</li> <li>6. Rushworth Street Scape Project</li> <li>7. Echuca Moama Bridge Project Update</li> <li>8. Delegation – Victorian Planning Authority</li> <li>9. Echuca Regional Health Update</li> <li>10. Application for Assistance – Echuca Distillery</li> <li>11. Echuca Accommodation Update</li> <li>12. General Business               <ol style="list-style-type: none"> <li>12.1 Joint Meeting Campaspe Shire Council and Murray River Council</li> </ol> </li> </ol>	
<b>Attendees</b>		
Councillors	Vicki Neele (Deputy Mayor), Daniel Mackrell, Kristen Munro, Neil Pankhurst, Leanne Pentreath (10:22am – 4:20pm), Annie Vickers, Leigh Wilson (12:12pm -4:20pm), John Zobec	
Staff	Fleur Cousins, Andrew Cowin, Paul McKenzie, Sharolyn Taylor	
<b>Apologies</b>		
Councillors	Cr Adrian Weston	
Staff		
<b>Conflict of Interest disclosures</b>		
Matter No.	Councillor/officer making disclosure	Left meeting: Yes/No
Nil		

<b>Meeting Information</b>		
Meeting Name/Type	Campaspe Briefing Session	
Meeting Date	14 May 2019	
Start time:	9:31am	Finish time: 4:33pm
Matters Discussed	<ol style="list-style-type: none"> <li>1. Welcome, present &amp; apologies</li> <li>2. Declaration of Interests</li> <li>3. Access and Inclusion Strategy Update</li> <li>4. Planning Scheme Amendments Update</li> <li>5. Roundabout at the intersection of Allan, Dawes and Saunders Streets, Kyabram Update</li> <li>6. Local Law No. 1 Meeting Procedure Review</li> <li>7. MAV State Council Meeting Motions Review</li> <li>8. Kyabram Flood Study Update</li> <li>9. Council Policy 159 – Commercial Health and Fitness Providers</li> <li>10. Recreation Reserves Part 2 Management Model Review</li> <li>11. Delegation – Murray Regional Tourism Board</li> <li>12. Tourism Discussion No.1</li> <li>13. General Business               <ol style="list-style-type: none"> <li>13.1 Budget Submission Register</li> <li>13.2 Port of Echuca Mooring Tender</li> </ol> </li> </ol>	
<b>Attendees</b>		
Councillors	Adrian Weston (Mayor), Daniel Mackrell, Kristen Munro (9:39am – 4:33pm), Vicki Neele (9:35am – 4:33pm), Neil Pankhurst, Leanne Pentreath, Annie Vickers, Leigh Wilson, John Zobec (9:41am – 4:33pm)	
Staff	Fleur Cousins, Andrew Cowin, Paul McKenzie, Richard Conway (9:35am – 4:33pm), Sharolyn Taylor	
<b>Apologies</b>	Nil	
<b>Conflict of Interest disclosures</b>		
Matter No.	Councillor/officer making disclosure	Left meeting: Yes/No
8	Cr Weston	Yes
13.2	Cr Munro	Yes
13.2	Cr Vickers	Yes

<b>Meeting Information</b>		
Meeting Name/Type	Audit and Risk Committee Meeting	
Meeting Date	15 May 2019	
Start time:	12:00pm	Finish time: 2:00pm
Matters Discussed	<ol style="list-style-type: none"> <li>1. Present &amp; apologies</li> <li>2. Declaration of Interests</li> <li>3. Charter of Human Rights</li> <li>4. Adoption of Previous Minutes</li> <li>5. Welcome to Our New Committee Members</li> <li>6. Quarterly Financial Report</li> <li>7. 2019 Audit Strategy</li> <li>8. Local Government Performance Reporting</li> <li>9. Asset Valuation</li> <li>10. Compliance of Essential Safety Measures Legislation</li> <li>11. Fraud Policy</li> <li>12. Risk Management Report</li> <li>13. Update of Outstanding Audit Actions Register</li> <li>14. Audit and Risk Committee Work Plan</li> <li>15. Summary of Actions From Audit and Risk Committee</li> <li>16. Audit and Risk Committee and Audit Performance Assessment Results</li> <li>17. CSC Strategic Risk Register</li> <li>18. Internal Audit Program Status Update</li> <li>19. For Information</li> <li>20. Administration</li> <li>21. Next Meeting</li> </ol>	
<b>Attendees</b>		
Councillors	Leanne Pentreath, John Zobec	
Staff	Fleur Cousins (General Manager Corporate Services), Ailsa Box (Finance Manager), Donna Standfast (Executive Assistant Corporate Services) Members: Mike Bennett (Chair), Wayne Jenkin, Linda MacRae	
<b>Apologies</b>	Nil	
<b>Conflict of Interest disclosures</b>		
Matter No.	Councillor/officer making disclosure	Left meeting: Yes/No
Nil		

<b>Meeting Information</b>		
Meeting Name/Type	Campaspe Briefing Session	
Meeting Date	21 May 2019	
Start time:	12:36pm	Finish time: 3:10pm
Matters Discussed	<ol style="list-style-type: none"> <li>1. Welcome, present &amp; apologies</li> <li>2. Declaration of Interests</li> <li>3. Council Meeting Agenda – Open Q &amp; A</li> <li>4. Council Meeting Agenda – Confidential Q &amp; A</li> <li>5. Monthly Performance Reporting – Operational Reports</li> <li>6. Monthly Performance Reporting – Financial Report</li> <li>7. Monthly Performance Reporting – Procurement</li> <li>8. Monthly Performance Reporting – Capital Works</li> <li>9. Monthly Performance Reporting – Council Resolutions for Action</li> <li>10. Briefing Minutes Review</li> <li>11. Future Meetings</li> <li>12. Communication Reports</li> <li>13. CEO Employment and Contract Committee Update</li> <li>14. Councillor Portfolio and Committee Updates, Reports from Conference and Training Attended</li> <li>15. General Discussion and Question Time               <ol style="list-style-type: none"> <li>15.1 Infrastructure update</li> </ol> </li> </ol>	
<b>Attendees</b>		
Councillors	Vicki Neele (Deputy Mayor), Daniel Mackrell, Kristen Munro, Neil Pankhurst, Leanne Pentreath, Annie Vickers, Leigh Wilson, John Zobec	
Staff	Fleur Cousins, Paul McKenzie (12:49pm – 3:10pm), Andrew Cowin, Richard Conway, Sharolyn Taylor	
<b>Apologies</b>		
Councillors	Cr Adrian Weston	
Staff		
<b>Conflict of Interest disclosures</b>		
Matter No.	Councillor/officer making disclosure	Left meeting: Yes/No
4-7.1	Cr Mackrell	Yes
4-7.1	Cr Munro	Yes
7	Cr Mackrell	Yes

## 8. Issues and Risk Management

Nil.

**9. Strategic Planning Environments**

Strong and Engaged Communities: No impact

Resilient Economy: No impact

Healthy Environment: No impact

Balanced Services and Infrastructure: No impact

Responsible Management: No impact

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**10. Consultation**

Nil.

## **8.2. Letters of Appreciation**

The following have been received:

- City of Greater Bendigo (COGB) – thank you to Janelle Wheatley and Kasey Mullane for generously sharing their time, experience and knowledge in relation to Maternal & Child Health (MCH). The discussion held has been important in the development of COGB MCH structure.
- Returned Services League, Australia – thank you for the support provided for the 2019 ANZAC Appeal.
- Rodney Carter, Dja Dja Wurrung Clan Aboriginal Corporation – thank you Councillor Adrian Weston, Jason Russell and Andrew Cowin for their attendance the Balaki Wurrekang Treaty meeting held on 24 April.
- Wayne McInnes – thank you for the delivery of general waste and recycling bins. Your efforts are very much appreciated.
- Andrew & Mark Stephens, Waranga Shores – are excited and look forward to working with the Campaspe Shire Council. It has been a pleasure working with the building department as they have never worked with such an efficient Council before.
- Echuca Moama Beacon Foundation Inc – thank you to Brigid Dullard, Youth Engagement Officer for her time and commitment conducting Mock Interviews at Echuca College on 29 May. Students appreciate the real life experience of the interview process and found it very informative and helpful for the future.
- Ben Stannard – thank you to the building department for the speedy service provided during the building permit application process. It was a pleasure dealing with the team.
- Echuca Moama Rural Australians for Refugees – thank you for the support provided through the Responsive Grants Program towards the first Echuca Moama Australians for Refugees 'Feast of Stories' held on 29 March.

The event was a great success with 100 people in attendance from a wide variety of cultural backgrounds and feedback received was very positive.

- Echuca Moama Beacon Foundation Inc – thank you to Glen, Heidi and Kim, Campaspe Aquatic & Leisure Services for presenting a workshop at the Beacon Careers Expo held at Rich River Golf Club on 6 May. Feedback received was positive and information provided at the workshop was very clear and well explained.
- Tom Harrington, PLC Consulting – thank you to Andrew Fletcher, Planning & Building Manager and Penny Loader, Planner for their hard work to resolve Greenham's Tongala permit. The quick turnaround to get them a building permit is greatly appreciated.

### **COUNCILLORS MUNRO / PENTREATH**

**That Council note the letters of thanks and appreciation as listed.**

**CARRIED**

### **8.3. Responsive Grants Program**

**Author:**

Bobbi Aitken, Civic Events and Grants Officer

**Responsible Manager:**

General Manager Economic and Community Development

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**1. Purpose**

To note Responsive Grants Program applications received and approved in line with grant guidelines and criteria.

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**2. COUNCILLORS VICKERS / NEELE**

**That Council note the following grants have been approved in accordance with Responsive Grants Program guidelines and criteria and applicants advised in writing:**

- **Fight MND – to assist with costs associated to coordinate and run the BIG FREEZE Echuca Moama on 10 June, \$1,000.**
- **Rotary Club of Echuca Moama Inc. – towards the cost to design and produce new promotional signage for the Echuca Moama Australia Day celebration, \$1,000.**
- **Echuca Football Club Inc. – towards the cost of the 2019 GVFL Indigenous Round game between Echuca and Kyabram at Victoria Park on 27 July, \$1,000.**
- **Echuca Village CFA – towards the cost of hosting a Men’s Health event to be held at Billabong Ranch on 14 June, \$1,000.**
- **Farmers Wellness (St Anthony Family Medical Practice Pty Ltd) – towards the cost of hosting a Farmers Wellness Day at Barlow’s Shearing Shed, Rushworth on 26 July, \$1,000.**
- **Kiara Dean (Kerrie Dean) – towards the costs associated with representing Australia at the ISSF Trench World Competition to be held in Italy and Germany from 1 – 15 July, \$300.**

**CARRIED**

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**3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

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**4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

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**5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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## 6. Background

The Responsive Grants Program provides funding for community initiatives and has guidelines for applications submitted to council.

This month, the following applications have been received:

Organisation	Amount Requested	Amount Recommended	Purpose	Comment
Fight MND	\$1,000	\$1,000	To assist with costs associated with the BIG FREEZE Echuca Moama to be held on 10 June	Approved by CEO – meets assessment criteria
Rotary Club of Echuca Moama Inc.	\$1,020	\$1,000	Towards the cost to design and produce new promotional signage for the Echuca Moama Australia Day event	Approved by CEO – meets assessment criteria
Echuca Football Club Inc.	\$1,000	\$1,000	Towards the cost of the 2019 GVFL Indigenous Round game between Echuca and Kyabram at Victoria Park on 27 July	Approved by CEO – meets assessment criteria
Echuca Village CFA	\$1,000	\$1,000	Towards the cost of hosting a Men's Health event to be held at Billabong Ranch on 14 June	Approved by CEO – meets assessment criteria
Farmers Wellness (St Anthony Family Medical Practice Pty Ltd)	\$1,000	\$1,000	To assist with costs to host a Farmers Wellness Day to be held at Barlow's Shearing Shed, Rushworth on 26 July	Approved by CEO – meets assessment criteria
Echuca Moama Accommodation Association Inc.	\$600	\$0	To assist with costs associated with Port Grand Final Fever to be held on 27 September	Not approved by CEO – does not meet assessment criteria
Kiara Dean (Kerrie Dean)	\$1,000	\$300	To assist with costs associated with representing Australia at the ISSF Trench World Competition to be held in Italy and Germany from 1 – 15 July	Approved by CEO – meets assessment criteria

<b>Fund Balance Prior to application approval:</b>	\$25,274
<b>Funding approved:</b>	\$5,300
<b>Fund Balance: (25 June 2019)</b>	\$19,974

## 7. Issues and Risk Management

### Issues:

Nil

### Risk:

Risk management has been considered in the preparation of this report and no risks with a high or extreme rating have been identified in this process.

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## 8. Strategic Planning Environments

Strong and Engaged Communities:	This funding source provides support to Responsive Grants Program requests for community initiatives.
Resilient Economy:	No impact
Healthy Environment:	No impact
Balanced Services and Infrastructure:	No impact
Responsible Management:	This annual budget allocates funding for Responsive Grants Program requests for community initiatives.

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## 9. Consultation

Nil

## **8.4. Audit and Risk Committee Meeting Minutes**

### **Author:**

Michael Bennett, Audit and Risk Committee Chairperson

### **Attachments:**

8.4. Draft Minutes of the Audit and Risk Committee meeting held on 15 May 2019.

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#### **1. Purpose**

To note the Audit and Risk Committee Meeting Draft Minutes of the meeting held on 15 May 2019.

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#### **2. PENTREATH/ ZOBEC**

**That Council note the Draft Minutes of the Audit and Risk Committee meeting held on 15 May 2019 subject to confirmation by the Audit and Risk Committee.**

#### **CARRIED**

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#### **3. Conflict of Interest**

In accordance with Section 80B of the *Local Government Act 1989*, the officer preparing this report declares no conflict of interest in regards to this matter.

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#### **4. Charter of Human Rights**

This report has considered and complies with the Human Rights and Responsibilities contained in the Victorian *Charter of Human Rights and Responsibilities Act 2006*.

---

#### **5. Instrument of Delegation**

This report has considered and complies with the Instrument of Sub-Delegation by the Chief Executive Officer in so far as this report is not contrary to the existing policy or strategy previously adopted by Council.

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#### **6. Background**

The Audit and Risk Committee's role is to monitor, review and advise Council on matters of accountability and internal control.

The Audit and Risk Committee provides Council with Draft Minutes after each meeting. The Draft Minutes are then formally adopted at the following meeting. To enable officers the ability to present the Minutes to Council in a timely manner the process has been changed. It is appropriate that Council is presented with the outcomes from the Audit and Risk Committee meetings as soon as practical after meetings. This will necessitate the noting of the Draft Minutes and adoption of the final Minutes once formally adopted by the Audit and Risk Committee at the following meeting.

## 7. Content

### Meeting: 15 May 2019

The 15 May 2019 Audit and Risk Committee meeting was attended by:

Members: Michael Bennett, Wayne Jenkin, Linda MacRae, Cr Leanne Pentreath, Cr John Zobec

Officers: Fleur Cousins (General Manager Corporate Services), Ailsa Box (Finance Manager), Donna Standfast (Corporate Support Executive Assistant)

Affiliate Member: Ray Warren

Internal Auditor: Joshua Griffin (AFS & Associates)

External Auditor: Ryan Schischka (By Phone - 12.12pm - 12.37pm)

Apologies: Brad Ead (AFS & Associates)

Items discussed at the meeting were:

- Adoption of Previous Minutes
- Welcome to Our New Committee Members
- Quarterly Financial Report
- 2019 Audit Strategy
- Local Government Performance Reporting
- Asset Valuation
- Compliance of Essential Safety Measures Legislation
- Fraud Policy
- Risk Management Report
- Update of Outstanding Audit Actions register
- Audit and Risk Committee Work Plan
- Summary of Actions from Audit and Risk Committee
- Audit and Risk Committee and Audit Performance Assessment Results
- CSC Strategic Risk Register
- Internal Audit Program Status Update
- For Information
- Administration

Refer to Attachment 8.4 for copy of the Draft Minutes of 15 May 2019.

## **8. Issues and Risk Management**

As this report is for noting, there are no applicable issues or risks outside of those noted in the Minutes.

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## **9. Strategic Planning Environments**

Strong and Engaged Communities: No impact

Resilient Economy: No impact

Healthy Environment: No impact

Balanced Services and Infrastructure: No impact

Responsible Management: Audit reviews and findings are a critical aspect in the implementation of appropriate governance within the organisation. Control risks are reviewed, identified and actions implemented ensuring organisational risk and exposure are minimised

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## **10. Consultation**

The Audit and Risk Committee includes three external people to provide a broad range of specialist skills and facilitates wider consultation and participation in Council's financial management, Governance and internal controls.

## 9. Councillor Reports

Cr Adrian Weston	
22 May	Moving the Goulburn Murray Region Forward
24 May	Echuca Moama Tourism Volunteers Morning Tea
27 May	Kow (Ghow) Swamp LOWMP Meeting
27 May	Reconciliation Week Community Walk & Flag Raising Ceremony
28 May	Cultural Training
2 June	Game Birds Show
4 June	Moving the Goulburn Murray Region Forward Workshop
5 June	Joint Meeting Campaspe Shire Council and Murray River Council
5 & 6 June	MRGC Meetings
7 June	Loddon Campaspe Councils Meeting
9 June	Rushworth Shire Hall 150 Years Celebration
12 June	Stanhope Men's Health Week Event - Guest speaker Rod Hadfield
13 June	Regional Roads Victoria (RRV) Strategy Development Workshop
16-19 June	National General Assembly
24 June	Taungurung Land & Waters Council – Councils Forum

Cr Daniel Mackrell	
22 May	Biomix Site Tour
22 May	Annual Apex High School Debating Competition
25 May	Echuca Football Netball Club Sponsors Lunch
28 May	Cultural Training
29 May	Annual Apex High School Debating Competition
5 June	Joint Meeting Campaspe Shire Council and Murray River Council
13 June	Site Tour Echuca Gin Distillery
18 June	Site Tour of the Proposed Arts Precinct
18 June	EMT Industry Networking Event
20 June	MAV Transport and Infrastructure Committee

Cr Kristen Munro	
25 May	Echuca Football Netball Club Sponsors Lunch
7 June	Echuca Police CCTV Meeting
7 June	EMAI Exhibition Opening - Obsessions - John Stevens and Elly Wegener
18 June	Site Tour of the Proposed Arts Precinct
18 June	EMT Industry Networking Event
24 June	Moama Bowling Club Bowling Events Showcase

Cr Vicki Neele	
22 May	Biomix Site Tour
22 May	Echuca Moama and District Tourism Meeting
23 May	Campaspe Community Volunteer Awards Morning Tea
24 May	Echuca Moama Tourism Volunteers Morning Tea
27 May	Reconciliation Week Community Walk & Flag Raising Ceremony

Cr Vicki Neele continued	
28 May	Cultural Training
29 May	KDHS Planning Project Consultation Meeting
3 June	EMFM Radio
5 June	Joint Meeting Campaspe Shire Council and Murray River Council
5 June	Kyabram Parkland Golf Club - Ladies Victorian Par 3 Championship 10th Anniversary Dinner
18 June	Site Tour of the Proposed Arts Precinct
24 June	Kyabram One Voice Meeting

Cr Neil Pankhurst	
22 May	Biomix Site Tour
27 May	Reconciliation Week Community Walk & Flag Raising Ceremony
28 May	Cultural Training
5 June	Joint Meeting Campaspe Shire Council and Murray River Council
7 June	St Pats High Tea
7 June	Echuca Police CCTV Meeting
11 June	Kyabram Club Annual School Sponsorship
12 June	Stanhope Men's Health Week Event - Guest speaker Rod Hadfield
13 June	Site Tour Echuca Gin Distillery
13 June	Planning information session - Pln047/2019
18 June	Site Tour of the Proposed Arts Precinct
18 June	Tongala Lions Club Changeover Dinner
22 June	Rochester RSL Sub Branch - Unveiling and Dedication Honour Roll
24 June	Kyabram One Voice Meeting

Cr Leanne Pentreath	
22 May	Rochester Lions Club 50th Changeover Dinner
23 May	Campaspe Community Volunteer Awards Morning Tea
24 May	Lockington Deb Ball
27 May	Reconciliation Week Community Walk & Flag Raising Ceremony
28 May	Cultural Training
5 June	Joint Meeting Campaspe Shire Council and Murray River Council
13 June	Site Tour Echuca Gin Distillery
18 June	Site Tour of the Proposed Arts Precinct
18 June	CLRS Brand Launch Collaborate by Recyclability
22 June	Rochester RSL Sub Branch - Unveiling and Dedication Honour Roll

Cr Annie Vickers	
23 May	Campaspe Community Volunteer Awards Morning Tea
24 May	EMAI Exhibition Opening - Rich River Quilters 25th Anniversary
25 May	Echuca Football Netball Club Sponsors Lunch
27 May	Reconciliation Week Community Walk & Flag Raising Ceremony
28 May	Cultural Training
2 June	Game Birds Show
5 June	Joint Meeting Campaspe Shire Council and Murray River Council
7 June	Echuca Police CCTV Meeting

Cr Annie Vickers continued	
7 June	EMAI Exhibition Opening - Obsessions - John Stevens and Elly Wegener
8 June	Echuca Moama Steam Rally Official Opening
13 June	Site Tour Echuca Gin Distillery
13 June	VEC Electoral Representation Review Public Information Session
18 June	Site Tour of the Proposed Arts Precinct
18 June	EMT Industry Networking Event
18 June	CLRS Brand Launch Collaborate by Recyclability
19 June	St Joseph's College Echuca Circle of Solidarity
20 June	Ramp Up Resilience - Curious About Climate
22 June	Rochester RSL Sub Branch - Unveiling and Dedication Honour Roll
22 June	Echuca United Annual Sponsors Day
24 June	Moama Bowling Club Bowling Events Showcase

Cr Leigh Wilson	
22 May	GVWRRG Meeting
22 May	Annual Apex High School Debating Competition
23 May	GBGA Meeting
27 May	Rochester Community House Meeting
28 May	Cultural Training
29 May	Rochester CCTV Project Meeting
29 May	Annual Apex High School Debating Competition
2 June	Game Birds Show
5 June	Joint Meeting Campaspe Shire Council and Murray River Council
7 June	Echuca Police CCTV Meeting
18 June	Site Tour of the Proposed Arts Precinct
20 June	Ramp Up Resilience - Curious About Climate
21 June	GVWRRG Board Meeting
22 June	Rochester RSL Sub Branch - Unveiling and Dedication of Honour Roll
24 June	Rochester Town Garage Planning Meeting

Cr John Zobec	
5 June	Joint Meeting Campaspe Shire Council and Murray River Council
12 June	Stanhope Men's Health Week Event - Guest speaker Rod Hadfield
18 June	EMT Industry Networking Event

### **COUNCILLORS MUNRO / ZOBEC**

**That the Councillor reports be noted.**

**CARRIED**

## **10. Acting Chief Executive Officer's Report**

Activities and meetings attended since previous Council Meeting:

- Campaspe Community Volunteer Awards
- Reconciliation Week Community Walk & Flag Raising Ceremony
- Cultural Training with Councillors and Executive Team
- Joint Campaspe Shire Council and Murray River Council meeting
- Murray River Group of Councils meeting
- Loddon Campaspe Councils Meeting
- Regional Roads Victoria Strategy Development Workshop
- Loddon Campaspe Regional Partnership meeting
- Community Living & Respite Services Upcycling Product/Brand Launch
- Dedication to Rochester Honour Roll

### **COUNCILLORS ZOBEC / VICKERS**

**That the Acting Chief Executive Officer's report be noted.**

**CARRIED**

## 11. Petitions/Letters

Nil

## 12. Notices of Motion

Nil

## 13. Urgent Business

Nil

## 14. Question Time

Council heard items of Question Time on the following:

Text of Question	Summation of answer given
What is Council's position on the Electoral representation review	Council has not formed a position at this stage, however the Electoral Representation Review will be the subject of further discussion of Council to form a position to meet the timelines of the VEC submission periods.  All submissions will be publicly available on the VEC website.

## 15. Closed Session of the Meeting to the Public

### COUNCILLORS NEELE / MUNRO

That pursuant to the provisions of the *Local Government Act 1989*, the meeting will now be closed to members of the public at 7:57pm to enable the meeting to discuss matters in items 16, 17, 18 and 19 which the Council may, pursuant to the provisions of Section 89(2) of the *Local Government Act 1989* (the Act) resolve to be considered in Closed Session, being a matter contemplated by Section 89(2) of the Act, as follows:

- (a) personnel matters;
- (b) the personal hardship of any resident or ratepayer;
- (c) industrial matters;
- (d) contractual matters;
- (e) proposed developments;
- (f) legal advice;
- (g) matters affecting the security of Council property;
- (h) any other matter which the Council or special committee considers would prejudice the Council or any person;
- (i) a resolution to close the meeting to members of the public.

CARRIED

## 16. Confirmation of Confidential Minutes and Attachments

## 17. Confidential Council Information

## 18. Confidential Business

## 19. Confidential Council Meeting Close

## **20. Items Determined to be no Longer Confidential**

The following resolution was made in the confidential section the meeting.

### **COUNCILLORS PANKHURST / VICKERS**

That Council resolve the resolutions from confidential items 18.1 – 18.4 be no longer confidential

**CARRIED**

### **18.1. Fox Island Bridge Contract Sum Authorisation**

#### **COUNCILLORS PENTREATH / PANKHURST**

That Council delegate to the Chief Executive Officer powers to authorise expenditure on the Fox Island Bridge construction contract beyond one million dollars total contract value.

**CARRIED**

### **18.2. C19022 – Riverboat Dock Mooring 5 (Closed Tender)**

#### **COUNCILLORS NEELE / PANKHURST**

That Council cease tender process and request Roads and Maritime Services determine mooring locations.

**CARRIED**

### **18.3. Council Office Separation from Echuca Court**

#### **COUNCILLORS WILSON / PANKHURST**

That Council:

1. Approve the upgrade to the Echuca Council Offices, creating clear separation of the Echuca Court from the Council Offices in accordance with the concept plans in Attachment 18.3.1.
2. Support the subdivision of Crown Allotment 1; Section 9A; Township of Echuca into two lots, relinquishing Committee of Management status over the lot occupied by the Echuca Court, as outlined in Attachment 18.3.2, or such other mechanism as agreed between the two parties (Court Services Victoria and Council) to achieve the outcome of clear separation of land parcels.
3. Authorise the CEO to negotiate and enter into a capital grant arrangement with Court Services Victoria for the construction of a new entry and customer service reception area, function space and amenities.
4. Continue to work with Court Services Victoria on the delivery of the Echuca Court separation project to ensure the best outcomes for Council, Court Services Victoria and the community.

**CARRIED**

**18.4. Sale of 8 Kuhle Road, Kyabram****COUNCILLORS NEELE / ZOBEC****That Council:**

1. **Agree to the sale of land to Goulburn Campaspe Trading Pty. Ltd. ACN 080 555 031 (Purchaser) and/or:**
  - a) **A natural person or corporation if that person or corporation is connected with the Purchaser. A person or corporation is "connected" for the purposes of this resolution if:**
    - i) **That person or corporation is a trustee of a trust under which the Purchaser is capable of benefitting, or**
    - ii) **The Purchaser has the capacity to determine the outcome of decisions about the corporation's financial and operating policies and exercise that capacity for the benefit of the Purchaser.**
  - b) **A natural person who is a closely related party to the Purchaser. A person is a "closely related party" to the Purchaser for the purposes of this resolution if that person is a spouse, child, parent, brother, sister of the Purchaser or in a de facto relationship with the Purchaser.**

**For the land described as Lot 8 of Plan of Subdivision 724007Y, Volume 12001 Folio 883, 8 Kuhle Road, Kyabram for \$60,000 inclusive of GST, with a 30 day settlement or earlier by mutual agreement and otherwise on terms and conditions satisfactory to Council's Governance Manager.**

2. **If, prior to Council publishing a notice under Section 223 of the *Local Government Act 1989*, the Purchaser seeks to rely upon conditions a) or b), Council's Governance Manager must be satisfied that including or substituting a related body corporate, associated entity, connected entity or another entity as a purchaser of the land does not result in a situation where a relevant consideration has not been brought to Council's attention.**

**Subject to:**

- a) **The giving of public notice under Section 189 of the *Local Government Act 1989*; and**
  - b) **Consideration of submissions received pursuant to Section 223 of the *Local Government Act 1989*, which will be returned to Council for consideration should submissions be received.**
3. **Authorise the CEO to sign the Contract of Sale and associated documents, subject to the satisfactory outcome of the statutory requirements of Section 189 of the *Local Government Act 1989*.**

**CARRIED**

## 21. Open Meeting to the Public

**COUNCILLORS MUNRO / MACKRELL**

**That Council resolves to open the meeting to the public at 8:09pm**

**CARRIED**

## 22. Meeting Close

There being no further business, the meeting concluded at 8:09pm.



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**CR ADRIAN WESTON**

**MAYOR**