



## ORDINARY COUNCIL MEETING

Tuesday 17 December 2019

6:00pm

Community Hub

Room 1

48 Burns Street, Maryborough

### AGENDA

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1.	Commencement of Meeting, Welcome and Opening Prayer	
2.	Apologies	
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8.4	<b>PLANNING APPLICATION 050/19 – CONSTRUCTION OF FIVE DWELLINGS AND RETENTION OF ONE EXISTING DWELLING ON LAND AT 254-256 GLADSTONE STREET, MARYBOROUGH</b>	20
8.5	<b>PROPOSAL TO LEASE LAND - MARYBOROUGH AERO CLUB INC.</b>	34
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9.	Notices of Motion Nil	
10.	Urgent Business	
11.	Confidential Business Nil	
12.	Meeting Close	

## **5 CONFIRMATION OF THE MINUTES OF PREVIOUS COUNCIL MEETINGS**

**Author:** **Manager Governance Property and Risk**

**Responsible Officer:** **Chief Executive Officer**

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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### **SUMMARY/PURPOSE**

To present for confirmation the minutes of the Ordinary Council Meeting held on 26 November 2019.

### **LEGISLATION AND POLICY CONTEXT**

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) – Our Organisation

Outcome: Central Goldfields Shire is proactive, well governed, professional and financially sustainable organisation.

4.3 Objective: Provide leadership in governance and Council decision making

### **BACKGROUND INFORMATION**

The minutes of meetings remain unconfirmed until the next meeting of Council.

### **REPORT**

Section 93 of the *Local Government Act 1989* requires Council to keep minutes of each meeting of the Council and Special Committees, and for minutes to be submitted to the next appropriate meeting for confirmation.

### **CONSULTATION/COMMUNICATION**

Once confirmed minutes become available, they will replace the unconfirmed minutes currently on the Council's website.

### **FINANCIAL & RESOURCE IMPLICATIONS**

Costs included in the Governance and communications budgets.

### **RISK MANAGEMENT**

This process conforms to the requirements of the *Local Government Act 1989*. Publication of the minutes increases transparency and reduces the risk of maladministration.

### **CONCLUSION**

The unconfirmed minutes of the Ordinary Council Meeting held on 26 November 2019 are presented for confirmation.

**ATTACHMENTS**

1. Unconfirmed Minutes of Ordinary Council Meeting held 26 November 2019.

**RECOMMENDATION**

*That Council confirms the Minutes of the Ordinary Council Meeting held on 26 November 2019.*

## **8. OFFICER REPORTS**

### **8.1 ASSEMBLIES OF COUNCILLORS**

**Author:** **Manager Governance Property and Risk**

**Responsible Officer:** **Chief Executive Officer**

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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#### **SUMMARY/PURPOSE**

The purpose of this report is to provide the record of any assembly of councillors, which has been held since the last council meeting, so that it can be recorded in the minutes of the formal council meeting.

#### **LEGISLATION AND POLICY CONTEXT**

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) – Our Organisation

**Outcome:** Central Goldfields Shire is a proactive, well governed, professional and financially sustainable organisation.

**4.3 Objective** Provide leadership in governance and Council decision making

Section 80A of the Local Government Act 1989 requires the record of any assembly of councillors to be reported to the next practicable council meeting and recorded in the minutes and to include the names of all administrators and council staff attending, the matters considered and any conflicts of interest recorded.

#### **BACKGROUND INFORMATION**

The Local Government Act 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. A planned or scheduled meeting that includes at least half the councillors and a member of council staff; or
2. An advisory committee of the council where one or more councillors are present.

## REPORT

Outlined below are the details of assemblies of councillors:

<b>Date</b>	26 November 2019	<b>Meeting:</b>	Briefing Meeting
<b>Councillor Attendees</b>	Noel Harvey (Chief Administrator), Karen Douglas (Administrator), Hugh Delahunty (Administrator)		
<b>Council Staff Attendees</b>	Lucy Roffey (CEO)		
<b>Guests</b>			
<b>Conflict of interest disclosures:</b>	NIL		
<b>Matters Considered</b>	Pre meeting to discuss November Ordinary Council Meeting.		

<b>Date</b>	3 December	<b>Meeting:</b>	Briefing Meeting
<b>Councillor Attendees</b>	Noel Harvey (Chief Administrator), Karen Douglas (Administrator), Hugh Delahunty (Administrator)		
<b>Council Staff Attendees</b>	Lucy Roffey (CEO); Paul Brumby (GMCP); Rebecca Stockfeld (GMIAP); Martin Collins (GMCW); Philip Schier, Manager Strategy and Economic Development; Amy Bell, Strategic Planner; Kym Murphy, Manager Community Partnerships; Ron Potter, Manager Infrastructure; Kristie Berry, Property and Risk Officer; Megan Kruger, Manager Governance Property and Risk; Lynne Stephenson, Acting Manager Finance		
<b>Guests</b>	Camille White, Manager Floodplain NCCMA		
<b>Conflict of interest disclosures:</b>	NIL.		
<b>Matters Considered</b>	<ul style="list-style-type: none"> <li>• Implementation of Flood Studies for Carisbrook and Dunolly</li> <li>• Carisbrook Recreation Reserve Project</li> <li>• Aerodrome Lease Update</li> <li>• Proposal to Lease – Maryborough Aero Club</li> <li>• Reseals Contract</li> <li>• Car Park – Rear of 186-200 High St Maryborough</li> <li>• Instrument of Appointment and Authorisation S11A</li> <li>• 2019 Community Grants Program</li> <li>• Talbot Caravan Park</li> <li>• Planning App 050/19 254-256 Gladstone St Maryborough</li> <li>• Sustainability Action Plan</li> <li>• November Financial Report to be Circulated Out of Session</li> </ul>		

## CONSULTATION/COMMUNICATION

Assemblies of Councillors reported to Council and minuted thereby informing the community of any reportable assemblies.

## FINANCIAL & RESOURCE IMPLICATIONS

Costs included in the Governance budget.

## **RISK MANAGEMENT**

This process conforms to the requirements of the Local Government Act 1989. The requirement for reporting provides increased transparency of declarations of conflict of interest.

## **CONCLUSION**

All assemblies of councillors are reported as required under the Act.

## **ATTACHMENTS**

NIL

## **RECOMMENDATION**

*That Council note the record of assemblies of councillors for the period 19 November to 10 December 2019.*

## **8.2 2019 COMMUNITY GRANTS PROGRAM**

**Author:** **Manager Governance Property and Risk**

**Responsible Officer:** **General Manager Corporate Performance**

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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### **SUMMARY/PURPOSE**

The purpose of this report is to present to Council the community grants application received in the 2019 Community Grants Program and recommend the awarding of the grants.

### **LEGISLATION AND POLICY CONTEXT**

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) – Our Community

Outcome: A supported, cohesive community, living full and healthy life.

1.2 Objective Support and encourage volunteerism in the community.

### **BACKGROUND INFORMATION**

At its meeting on 24 September 2019 Council resolved to:

- 1. Adopt the Community Support Policy;*
- 2. Approve the 2019-2020 Community Grants program of \$20,000 be opened for applications;*
- 3. Approve the current recurrent funding of \$13,250 to be paid at 2018-2019 levels to relevant community groups in 2019-2020;*
- 4. Increase the Community Grants program to \$33,250 in the 2020-2021 Annual Budget.*

The Council Grants program for 2019 was advertised on Council's website and in the Maryborough Advertiser on Council's noticeboard. Application were due by Friday 25 October 2019.

### **REPORT**

Twenty applications were received for the 2019 Community Grants program.

Two applications were received late and were not assessed. Three applications were from groups which receive annual contributions and were not required to put in an application for funding in 2019. Two applications were received from groups which received a grant from Council in the 2018 Community Grants program. As the program was already over-subscribed, in accordance with the Community Support Policy, these applications were also not assessed. The remaining 12 Community Grant applications were assessed by the Manager Governance Property and Risk and the Manager Tourism Events Culture. The total amount of funding sought from these 12 application is \$26,479, which is \$6,479 more than the funding allocation for this grant round.

Organisation	Project Information	Amount of Grant	Total Project Cost	Costs or in kind support from others
<b>The Salvation Army Australia Territory</b>	"Work Ready" provides clothes and laundry service to jobseekers. Supported by Go Goldfields	\$1,700.00	\$9,700.00	\$0
<b>Carisbrook Historical Society</b>	A heritage exhibition and heritage tour	\$500.00	\$1,500.00	\$1,000.00
<b>Carisbrook Projects Inc</b>	Building a pergola and concrete garden edging for Carisbrook rose garden	\$2,500.00	\$11,680.00	\$9,180.00
<b>Goldfields Employment and Learning</b>	GELC Heat Retreat - a cool haven on days over 35C	\$1,500.00	\$1,950.00	\$450.00
<b>Dunolly Recreation Reserve Committee of Management</b>	Purchase of ride on mower	\$2,749.00	\$3,249.00	\$500.00
<b>Maryborough Girl Guides</b>	Supply and install new split system air conditioner	\$3,752.65	\$4,497.65	\$745.00
<b>Zonta Club of Maryborough</b>	Materials for making breast cushions for post-operative breast cancer patients	\$500.00	\$1,000.00	\$500.00
<b>Maryborough and District Garden club</b>	Shire-wide Garden competition Council - sponsored trophies	\$500.00	\$1,225.00	\$725.00
<b>Maryborough Field Naturalists Club Inc</b>	Purchase of 4 UHF hand held radios	\$500.00	\$620.00	\$120.00
<b>Maryborough Community Garden</b>	Hoses, watering cans, soil moisture meter and tool box	\$750.00	\$878.50	128.50
<b>Maryborough Community House</b>	Fence off an area in Roschollor Park to rehabilitate remnant vegetation	\$1,227.13	\$1,727.13	\$500.00
	<b>TOTAL</b>	<b>\$16,179</b>	<b>\$40,827</b>	

Some of the applications will require landowner consent or planning and building permits. This has not been obtained at this stage.

The Salvation Army Community Grant Application applied for a higher amount in its application, however it is recommended that their application be awarded in part. This is because the amount of money requested from Council was significant and there are similar services available in the region. The Salvation Army have advised that their project can still be delivered if the amount requested in their grant application is only partly funded through Council. It is recommended that Council fund this grant application in part by providing the Salvation Army with \$1,700.00.

One grant application which was assessed is recommended not to be funded. This is due to the alignment of this project with several other services currently available in the community. Rather than providing funding to an additional service in the community, it is recommended that Council work together with all the services that currently deliver similar services to create a coordinated service network across the Shire. The General Manager Community Wellbeing will meet with the unsuccessful applicant to discuss this proposal further.

It is recommended all the other grants be funded. This brings the total of the funding allocation to \$16,179.00.



As the total funding pool has not been expended in the first round, a second round of the 2019 Community Grants program will be held before 30 June 2020.

#### Learnings for 2020 Community Grants Program

There have been several learnings throughout the evaluation process which will be included in the review of the Community Support Policy and the 2020 Community Grants Program:

- An assessment criteria in relation to the project budget and the contribution of funding from Council versus contribution of funding and in kind support from other sources would assist in the assessment of the grants;
- An assessment criteria in relation to whether there are similar services already available in the community could be developed, or included in the benefit to the community criteria;
- The project delivery criteria should be decreased from 25%;
- More detail about how the project can be acquitted in the policy, application forms or assessment criteria would be beneficial to ensure that the acquittal process can be completed by the funding recipient and Council;
- Adding the requirement for applicants to get landowner permission for projects before submitting grants applications;
- Given that the total funding pool is quite small, the consideration of a maximum funding amount, such as \$5,000, would assist in ensuring that Council can support a large number of organisations through its Community Grants program.

#### **FINANCIAL & RESOURCE IMPLICATIONS**

The 2019-2020 Community Grants program has a budget of \$20,000.

#### **RISK MANAGEMENT**

The applications received for the 2019 Community Grants program were assessed in accordance with the Community Support Policy.

#### **CONCLUSION**

Twenty applications were received for the 2019 Community Grants program, of which 12 applications were assessable. The total amount of funding requested was \$29,179. All applications have been assessed by a panel of Council staff in accordance with the Community Support Policy.

#### **ATTACHMENTS**

Nil.

**RECOMMENDATION**

*That Council allocate the following funds from the 2019 Community Grants Program:*

<i>The Salvation Army Australia Territory</i>	<i>\$1,700.00</i>
<i>Carisbrook Historical Society</i>	<i>\$500.00</i>
<i>Carisbrook Projects Inc</i>	<i>\$2,500.00</i>
<i>Goldfields Employment and Learning</i>	<i>\$1,500.00</i>
<i>Dunolly Recreation Reserve Committee of Management</i>	<i>\$2,749.00</i>
<i>Maryborough Girl Guides</i>	<i>\$3,752.65</i>
<i>Zonta Club of Maryborough</i>	<i>\$500.00</i>
<i>Maryborough and District Garden club</i>	<i>\$500.00</i>
<i>Maryborough Field Naturalists Club Inc</i>	<i>\$500.00</i>
<i>Maryborough Community Garden</i>	<i>\$750.00</i>
<i>Maryborough Community House</i>	<i>\$1,227.13</i>

### 8.3 AMENDMENT C31 TO THE CENTRAL GOLDFIELDS PLANNING SCHEME

**Author:** Strategic Planner

**Responsible Officer:** General Manager Infrastructure Assets and Planning

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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#### SUMMARY/PURPOSE

The purpose of this report is to recommend that Council resolve to commence the process for a planning scheme amendment to implement recommendations of the *Carisbrook Flood and Drainage Management Plan 2013* and the *Dunolly Flood Investigation 2014*.

#### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) – Our Community

Outcome: A supported, cohesive community, living full and healthy life.

1.4 Objective: Provide leadership in municipal emergency and fire prevention planning and strengthen public safety.

Initiative: Implement recommendations from flood management plans including flood mitigation works.

#### Other relevant legislation

Local Government Act 1989

Planning and Environment Act 1987

Catchment and Land Protection Act 1994

North Central Regional Floodplain Management Strategy 2018-2028

Victorian Floodplain Management Strategy 2016

#### BACKGROUND INFORMATION

Implementing planning scheme amendments associated with flood risk for the townships of Carisbrook and Dunolly is recognised as a high priority in the North Central Regional Floodplain Management Strategy 2018-2028. The North Central Catchment Management Authority (CMA) has received funding to assist Central Goldfields Shire Council to work on flood-related planning scheme amendments.

At the Ordinary Meeting of Council on 23 July 2019, Central Goldfields Shire Council Administrators authorised the CMA to become the planning authority for the Flood Overlay (FO) and Land Subject to Inundation (LSIO) Overlay amendment. This amendment process consigned the CMA to lead a group of Councils in a 'GC' amendment to make changes to the Central Goldfields Planning Scheme. However, this option is no longer being pursued due to

lack of support from the Department of Environment, Land, Water and Planning (DELWP) Water Office.

Consent is now requested to proceed via a local amendment approach (a 'C' amendment) to the Central Goldfields Planning Scheme. This will be led by Central Goldfields Shire Council with project support continuing to be provided by the CMA. The amendment is not expected to unreasonably impact upon the existing priorities of the strategic planning program.

## **REPORT**

### The Planning Scheme Amendment Process

The Planning Scheme is a legal document prepared under the *Planning and Environment Act 1987*. Changes to the planning scheme, including updated flood mapping and controls, need to go through a prescribed amendment process that involves consent from the Minister to prepare the amendment and place it on public exhibition.

Council is required to seek authorisation from the Minister for Planning prior to preparation of the amendment to ensure that the amendment is consistent with State planning policy and makes accurate use of the Victoria Planning Provisions. It is common planning practice to prepare a draft amendment first to support a Council decision to seek such authorisation. Amendment C031gol has been drafted by the CMA on behalf of Council and forms the basis of this report. Once authorisation (including any conditions or requested changes) is provided from the Minister, the amendment will be placed on exhibition.

Exhibition will include notice to affected land owners and occupiers via direct mail. Other agencies will be advised and public notices will be placed in the local paper, social media and Victorian Government Gazette. The exhibition process will include public drop in sessions in Dunolly and Carisbrook. The CMA will arrange individual site meetings with land holders if requested, as part of the exhibition process.

Following exhibition, Council will be provided the opportunity to consider all submissions and decide whether to proceed with the amendment, modify the amendment in response to a submission or abandon the amendment.

Council may choose to refer unresolved submissions to an independent panel hearing. The panel will consider the amendment and any submissions and make a recommendation to Council on how to proceed with the amendment. The date for the directions hearing and planning panel will be provided to Council once the Planning Minister provides authorisation.

If Council resolves to adopt the amendment, it must be forwarded to the Minister for Planning for approval.

The following table summarises the process of an amendment:

Table 1

<b>Steps</b>	<b>Status</b>
Council decides whether to seek Ministerial authorisation to prepare the amendment	Current stage
Minister determines whether amendment may be placed on exhibition	10 days after request submitted
Public exhibition of planning scheme amendment	Proposed for Feb-Mar 2020
Submissions received and considered; Council requests an independent panel to consider submissions if required	Proposed for April 2020
Panel hearing and report	TBD
Council considers the recommendations of the Panel, and decides whether to adopt or abandon the planning scheme amendment	TBD
If adopted, send to Minister for approval and gazettal	TBD

#### Preparation of Amendment C31

Council officers have worked with the CMA to further refine the proposed overlay maps from the flood studies based on best practice evidence flood mapping. The overlay schedules will exempt minor developments from requiring a permit (e.g. minor dwelling extensions, small outbuildings, carports, hay sheds and similar). The amendment documents also include a minor alteration to the Municipal Strategic Statement (MSS) to include the flood risks for these local areas.

The CMA has recently assisted the preparation of recent amendments for Bendigo, Charlton, Donald, Castlemaine, Creswick and Clunes, and therefore has previous experience of the amendment process, using a consistent approach to mapping and appropriate schedules to exempt minor developments from requiring a permit. The CMA has also presented to planning panels.

It is expected that the amendment will provide greater clarity and guidance to development proposals in the affected areas. This is an ongoing concern arising from outdated and inaccurate flood overlays, coupled with limited guidance on what developments will or won't be approved prior to applying for a permit. The nominated exemptions in the proposed overlays will result in a reduction in planning permit applications and development enquires in these flood affected areas.

### Flood control selection in Carisbrook, Dunolly and along Tullaroop Creek

View Attachment 1 – Planning Scheme Ordinance – Municipal Strategic Statement (MSS), FO and LSIO and Schedules

Within the Central Goldfields Planning Scheme, Clause 21.09 Protection of Land and Water Resources (part of the Municipal Strategic Statement) will have two additional strategies added relating to environmental risk. These strategies clearly stipulate flooding risk for Carisbrook and Dunolly.

The Central Goldfields Planning Scheme currently utilises only the LSIO flood control for managing flood risk. The existing LSIO will continue to be used in the areas not subject to this amendment (Maryborough and Talbot). These will be retained under the control of the LSIO Schedule 1.

The three other planning controls to manage flood risk within the planning scheme include:

**Floodway Overlay (FO)** – The FO will be introduced into the Central Goldfields Planning Scheme for the first time and is typically applied to higher hazard areas of the floodplain. These areas convey active flood flows or store floodwaters of greater depths. Generally, these areas can perform their underlying uses as residential, industrial or commercial areas but the flood risk warrants greater control over future development. Subdivision is generally restricted in the FO. The CMA has mapped the FO as areas greater than 500mm in depth which represents areas where new development would have difficulty in meeting floodplain development guidelines. Therefore, a low level of development can be expected in the FO. The FO has been mapped consistently with other areas in the CMA and will only apply within the flood plan boundaries – where the highest quality flood mapping exists and is highly defensible. It will not be applied to the rural areas modelled by the CMA.

**Urban Floodway Zone:** this zone is not widely used due to its very restrictive nature and is not proposed to be used for Carisbrook or Dunolly.

**Special Building Overlay:** this is not proposed to be used in Carisbrook or Dunolly.

The preparation of the planning scheme ordinance was drafted by the CMA in consultation with Council. The wording and language utilised in this document has been provisionally approved by DELWP and is similar to the ordinance utilised by other councils (such as Bendigo, Loddon and Macedon Ranges). The schedules to the overlays determine the development which is exempt from requiring a planning permit in these flood affected areas. The existing LSIO flood control only had one exemption (for outbuildings under 120m<sup>2</sup>). Through the use of clear language and direction, the proposed schedules will provide transparency for landowners considering development and statutory planning staff making decisions.

### Dunolly

View Attachment 2

The Central Goldfields Planning Scheme currently includes the LSIO in Dunolly (see orange outline in attachment 2). The existing LSIO is extensive and found to be significantly inaccurate by the *Dunolly Flood Investigation 2014*. The amendment proposes to update the overlays to a combination of LSIO and FO.

The FO is being applied to areas where flooding impacts are more substantial and where development needs to be carefully managed – generally along the immediate environs

of Burnt Creek. The LSIO applies to areas subject to flooding between 0-500mm in depth, where moderate levels of development can still occur subject to planning conditions.

The LSIO is being applied to Burnt Creek and its local tributaries as determined in the flood plan. Draft overlays in the original flood plan included some isolated and non-contiguous areas of FO which have not been included in the proposed amendment mapping of the FO. The LSIO can adequately manage these areas.

The proposed overlays represent a significant reduction in flood controls in Dunolly and also account for the recent flood mitigation works undertaken by Council.

### Carisbrook

View attachment 3

The Central Goldfields Planning Scheme currently includes the LSIO in Carisbrook (see orange outline in attachment 3). The existing LSIO is extensive in some parts and lacking in others and generally found to be inaccurate by the *Carisbrook Flood and Drainage Management Plan 2013* ('the Plan'). The amendment proposes to update the overlays to a combination of LSIO and FO.

The FO will be applied from the upstream boundary of the Plan area to the downstream boundary and is shown dark blue in Attachment 3. The FO applies to areas where flooding impacts are more substantial and where development needs to be carefully managed – generally along corridors of McCallums Creek (from south west), Tullaroop Creek (from south east) and a back-water area near the Carisbrook-Eddington Road. The FO affects areas that are largely undeveloped rural land or where development is already being carefully managed through the LSIO (between Bucknall Street and Tullaroop Creek). A low level of development would be permitted in the FO and any development applications would be encouraged to be moved to areas of lower flood risk where possible (e.g. outside the FO or outside the flood extent entirely).

On the Tullaroop Creek arm upstream of Carisbrook (to the south-east) the existing LSIO is extensive and will be significantly reduced based on new flood modelling undertaken by the CMA. This flood modelling was based on parameters from the Plan and whilst it would not be considered as robust as the area modelled by the Plan, it is considered fit-for-purpose for this rural area. It removes clearly inaccurate LSIO to create a reasonable representation of the 1% probability flood event based on ground surveys, modelled flows from the Plan, and aerial flood imagery captured during the January 2011 flood event. This area will only have the LSIO applied and removes a number of houses from the LSIO that were shown not to have flooded in the January 2011 flood event.

The LSIO is to be applied to areas between 0-500mm deep in a 1% probability event, where moderate levels of development can still occur subject to planning conditions. A significant change introduced by this amendment is covering the central Carisbrook township with the LSIO. The LSIO will be applied to the balance of the Carisbrook township and immediate surrounding areas affected by flooding from both the creeks and from overland flows from the west. This area was inundated with flood waters during the 2010-2011 flood and there is firm evidence to show this area will be subject to floodwaters in a significant flood event. The Schedule does make a number of exemptions for minor building and works within this area.

Further, areas where the flood risk is slightly higher than the 1% probability flood event (the "islands") within the main portion of town are included within the proposed LSIO. The rationale for this is two-fold. Firstly, as access to these properties may be affected during a flood event,

development of these sites should be assessed to ensure compatibility with the potential flood risk. Secondly, these island areas were impacted during the January 2011 event.

In assessing development to account for climate change, the CMA has been applying a 600mm freeboard above the 1% probability flood event to all new development in Carisbrook. This ensures that all new development is built above the January 2011 flood event and therefore caters for potentially more frequent extreme flood events.

The proposed overlays also account for the completed portion of flood mitigation works undertaken by Council to the north of the Pyrenees Highway. If further mitigation works are completed, the overlays will be subsequently amended. This process is likely to be undertaken as a more straightforward Ministerial Amendment to the planning scheme, whereby flood controls are removed from land where the risk is no longer apparent.

#### Tullaroop Creek (downstream of Carisbrook)

View attachment 4

On the Tullaroop Creek arm downstream of Carisbrook (to the north) the existing LSIO is extensive and will be significantly reduced based on new flood modelling undertaken by the CMA (see Attachment 4). This flood modelling was based on parameters from the Plan and whilst it would not be considered as robust as the area modelled by the Plan, it is considered fit-for-purpose for this rural area. It removes clearly inaccurate LSIO to create a reasonable representation of the 1% AEP flood event based on ground survey, modelled flows from the Plan, and aerial flood imagery captured during the January 2011 flood event. This area will have the LSIO applied only. It removes a number of houses from the LSIO that were shown not to have flooded in the January 2011 flood event and reduces the LSIO width by up to 1km in some areas.

### **CONSULTATION/COMMUNICATION**

#### Pre-exhibition Consultation

View attachment 5

The attachments include the proposed maps and ordinance for the amendment, as well as a Frequently Asked Questions sheet which will be available online and in .PDF format to email to flood group stakeholders. This document has been prepared by the CMA and Council and contains information that will assist the community in understanding the purpose and key elements of the proposed amendment. This document is contained as Attachment 5.

#### Amendment Exhibition

The exhibition process is prescribed under the *Planning and Environment Act 1987*. Exhibition will meet and exceed the minimum prescribed process, including direct notice to all affected landowners and occupiers, as well as other agencies, and public notices in local papers, social media and Victorian Government Gazette.

There will be several methods of communication utilised during the exhibition phase including direct consultation, electronic media, and press. The exhibition will include public drop-in sessions within Dunolly and Carisbrook. There will be provision for the CMA and Council to follow up landowners onsite to discuss specific issues as required. In consultation with Council's communications department a multi-page question and answer brochure will be developed for use at public drop-ins and council outlets. This will mirror similar content available on social media and Council's webpage. Council's IT department will upload the



proposed overlay maps to the online sharing GIS system POZI, so residents can assess the impact of the changes during the exhibition phase. The overlays will also be added to Council's internal GIS system as an additional layer to aid questions from the community at the front counter and statutory planning department.

Previous community consultation activities have occurred during the development of the Carisbrook and Dunolly flood plans, which were both managed using community-based steering committees. Broader community feedback was sought and used to verify the accuracy of the flood models and when determining the final recommendations of the plans – which included amending the Central Goldfields Planning Scheme with updated flood mapping\*.

Members of the public can make submissions to Council during the exhibition process. These submissions must be considered by Council and a possible planning panel, prior to Council making a decision on whether to adopt the amendment.

\*Note: an amendment was not listed in Section 13 Conclusions and Recommendations of the *Carisbrook Flood and Drainage Management Plan 2013*, however it was referenced as an action in the Executive Summary (page vi) and recommended in Section 6.2.1 (page 137). It is considered that not listing a planning scheme amendment in Section 13 as a recommendation is an accidental omission from this section of the report.

## **FINANCIAL & RESOURCE IMPLICATIONS**

Amendment costs to Council can generally be categorised into staff time and fees.

*Staff time* – in this instance, Council is being assisted by the CMA who have received funding for a planning resource for two years to assist local Councils to implement a backlog of amendments, including Carisbrook and Dunolly. Council and the CMA have entered an MOU for the provision of planning services to carry out the majority of tasks required for this amendment. The planning resource will remain an employee of the CMA. There will be a low level of requirement on existing Council staff to assist with exhibition activities and a planning panel if required. The General Manager Infrastructure, Assets and Planning will oversee and manage the CMA employee in accordance with the MOU agreement.

*Fees* – A small allocation of budget would be required for fees associated with public engagement activities when exhibiting the amendment (e.g. mailouts, venue hire, public notices). Additional fees would be incurred if the application was to go before a Planning Panel to hear unresolved community submissions. The costs associated with a Panel can be significant and are highly dependent on the number of unresolved submissions to be heard. Such fees are normal to an amendment process and are expected to be managed within the existing Strategic Planning budget. Panel costs cannot be estimated accurately at this time but are expected to be in the order of \$10,000. Additional support may be available from DELWP to help cover the costs of any Panel.

The staff time to prepare an amendment is generally the most significant cost of an amendment process and therefore Council should take the opportunity presented by the CMA whilst available. If deferred to a future date, the amendment would need to be managed within Council's own budget and strategic priorities. If consideration is given to Council's current work demands and priorities, it is uncertain when this amendment could be implemented if not completed now.

## RISK MANAGEMENT

Managing flood risk through Planning Schemes is a local government responsibility. The Central Goldfields Planning Scheme should be a robust document that correctly identifies known flood risk and provides clear guidance and transparency on potential uses and development of land. Where mapping doesn't exist or is outdated the Planning Scheme should be amended. "LGAs (Councils) are accountable for ensuring that their Planning Schemes correctly identify the areas at risk of a 1% Annual Exceedance Probability (1 in 100 year) flood, and that they contain the appropriate objectives and strategies to guide decisions in exercising land use controls in regard to flooding." *Victorian Floodplain Management Strategy 2016*

Attachments 2-4 clearly show inaccuracies in the flood overlays as compared to updated flood mapping produced through the flood plans. The amendment is required to update the overlay maps and amend the associated ordinance that controls buildings and works to ensure development within the floodplain is appropriately managed.

Managing development through accurate and effective planning schemes is considered the most cost-effective method of managing flood risk and avoiding future flood damages and can promote faster recovery from major floods (e.g. because house floor levels were set above the flood levels). The amendment updates mapping in the Carisbrook and Dunolly townships using information developed in the flood plans. It also removes significant expanses of flood controls in rural areas along Tullaroop Creek where additional new mapping produced by the North Central CMA shows these maps to be clearly wrong (therefore not requiring individuals to obtain permits where flooding is not a risk).

The amendment will also include the introduction of permit exemptions for minor buildings and works, meaning the need for obtaining permits and applying flood-management conditions is only required for developments with a higher likelihood of detrimental flood impacts.

From a consultation perspective, the amendment process is heavily prescribed in legislation and provides transparency and meaningful opportunities for community input. This explicitly defines the scope of community engagement activities and therefore manages any risks associated with community concerns of bias or unfairness. Council will prepare a community engagement plan that aligns with the prescribed process (as a minimum).

## CONCLUSION

Amendment C031gol to the Central Goldfields Planning Scheme has been drafted in close consultation with the CMA and proposes to update flood controls in Carisbrook, Dunolly and along the rural areas of Tullaroop Creek as recommended in the *Carisbrook Flood and Drainage Management Plan 2013* and the *Dunolly Flood Investigation 2014*.

Updating the Central Goldfields Planning Scheme with the best practice flood risk information is acting in accordance with the community led Flood Studies of Carisbrook and Dunolly, the North Central Regional Floodplain Management Strategy 2018-2028 and the *Victorian Floodplain Management Strategy 2016*.

**ATTACHMENTS**

1. Planning Scheme Ordinance – FO and LSIO and schedule and MSS
2. Dunolly FO and LSIO Map
3. Carisbrook FO and LSIO Map
4. Tullaroop Creek FO and LSIO Map
5. FAQ Sheet

**RECOMMENDATION**

*That Council:*

1. *Request authorisation from the Minister for Planning to prepare an amendment to the Central Goldfields Planning Scheme to update flood controls for Carisbrook, Tullaroop Creek and Dunolly, in accordance with the Planning and Environment Act 1987 Part 3 and the attached documents;*
2. *Should authorisation be provided, prepare the amendment and place the amendment on public exhibition;*
3. *Delegate the Manager Strategy and Economic Development to make minor changes to the amendment as and if required.*

#### **8.4 PLANNING APPLICATION 050/19 – CONSTRUCTION OF FIVE DWELLINGS AND RETENTION OF ONE EXISTING DWELLING ON LAND AT 254-256 GLADSTONE STREET, MARYBOROUGH**

**Author:** **Manager Statutory Services**

**Responsible Officer:** **General Manager Infrastructure Assets and Planning**

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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#### **SUMMARY/PURPOSE**

This report recommends that a Notice of Decision to Grant a Planning Permit be issued for the construction of five dwellings and retention of one existing dwelling on land at 254-256 Gladstone Street, Maryborough.

Public notice of the application has been given by letter to adjoining owners and placing a sign on site. One objection has been received.

The Application has been assessed against the policy and specific controls of the Planning Scheme and it is considered that the proposed development is generally consistent with the relevant scheme provisions.

#### **LEGISLATION AND POLICY CONTEXT**

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) – Our Economy

**Outcome:** A vibrant local economy which contributes to the municipality's economic prosperity.

**2.3 Objective:** Promote Central Goldfields as a place of choice to live, work and play.

This report has been developed in accordance with the Planning and Environment Act 1986, and the Central Goldfields Planning Scheme.

#### **BACKGROUND INFORMATION**

Planning Permit D155/17 was granted on 27th March 2018 to subdivide 256 Gladstone Street, Maryborough into two lots, in a battle-axe configuration. The subdivision process has not been completed to date (titles have not been issued). The approved subdivision layout does not accord with the development proposed in the current application, however this is not fatal to the application and is discussed further in the assessment section of this report.

## REPORT

### Proposal

The application proposes buildings and works associated with the development of six dwellings on a lot at 254-256 Gladstone Street Maryborough. The application plans (Attachment 2) show the retention of one existing dwelling and the development of five new dwellings on the land. A common driveway is proposed through the centre of the site which would be accessed from Gladstone Street or Gladstone Lane. A new crossover, driveway and carport is proposed to provide vehicle access and parking for the lot occupied by the retained dwelling.

### Site and Surrounds

The combined area of the subject land is approximately 2,026m<sup>2</sup> and is formally identified as Crown Allotment 8 on Title Plan 314336C (Volume 09344 Folio 947) and Crown Allotment 9 on Title Plan 786519G (Volume 11404 Folio 621). Both Crown Allotments are subject to conditions shown on the Crown Grant relating to reserved minerals and the resumption of mining activities on the land. The conditions do not affect the proposed development of the allotments.

The allotments are rectangular in shape, and have frontage to Gladstone Street and Gladstone Lane. The land falls 1.49 metres from west to east. The true orientation of the land is north-west. For ease of reference the Gladstone Street boundary is described in this report as west, and the Gladstone Lane boundary is east, consistent with the application plans.

A copy of the aerial photograph is attached to this report (see Attachment 8).

The land at 254 Gladstone Street is currently developed with a single storey dwelling with a galvanised iron roof, and a separate small shed. A concrete crossover and driveway is positioned south of the dwelling. The dwelling is setback 8.2 metres from the western (front) boundary. Both buildings are proposed to be removed. No planning approval is required to demolish these buildings. Two large trees in the rear yard are proposed to be removed. No planning approval is required to remove these trees. Two palm trees in the front setback are proposed to be retained.

The land at 256 Gladstone Street is currently developed with a single storey weatherboard dwelling with galvanised iron roof, setback 8.3 metres from the western (front) boundary. This dwelling is proposed to be retained. A concrete crossover and driveway is positioned south of the dwelling, and leads to a carport which is proposed to be demolished. Two trees in the front setback and three trees in the north side setback are proposed to be retained. A shed and two trees at the rear of the property are proposed to be removed. No planning approval is required.

Both lots do not have front fences along the Gladstone Street boundaries. Galvanised iron fences are constructed to the north, south and east (rear) boundaries of each lot. Gates in both rear fences provide access from the laneway.

A power pole is positioned within the Gladstone Street road reserve south of the crossover to 256 Gladstone Street. Power lines run within the road reserve abutting both site frontages.

Land abutting to the south at 250 Gladstone Street is developed with a single storey brick dwelling with a tiled roof. The dwelling is setback 13 metres from the Gladstone Street boundary. A low brick fence is constructed along the western boundary.

Land abutting to the north at 258 Gladstone Street (corner of Wills Street) is developed with a single storey weatherboard dwelling with a galvanised iron roof. The dwelling is setback 10.2 metres from the western boundary. The rear of that property has been subdivided into two lots and two attached dwellings have been constructed on each lot.

Gladstone Lane to the east is an unsealed road. Further east is California Gully Recreation Reserve which is positioned south of single dwellings fronting Wills Street.

Opposite the land to the west is Laidman Street, which ends with a give-way intersection with Gladstone Street. Number 257 Gladstone Street is the property on the northern side of Laidman Street. It is developed with a single storey brick dwelling with a tiled roof, setback 6.8 metres from the Gladstone Street boundary. Number 253 Gladstone Street is the property of the southern side of Laidman Street. It is developed with a single storey dwelling with a galvanised iron roof, and is setback 9.1 metres from the Gladstone Street boundary.

### **Planning Permit Trigger**

The subject land and surrounds are zoned General Residential Zone (GRZ) under the Central Goldfields Planning Scheme. Under clause 32.08-6 of the zone, a planning permit is required to construct two or more dwellings on a lot. A development must meet the requirements of clause 55 (Rescode), for which an assessment is included within this report.

The subject land is not covered by any overlays.

### **Planning Scheme Provisions**

The purposes of the Central Goldfields Planning Scheme are as follows:

- *To provide a clear and consistent framework within which decisions about the use and development of land can be made.*
- *To express state, regional, local and community expectations for areas and land uses.*
- *To provide for the implementation of State, regional and local policies affecting land use and development.*

Council must take into consideration the State Planning Policy Framework (SPPF) and the Local Planning Policy Framework (LPPF) including the Municipal Strategic Statement (MSS).

### **State Planning Policy**

#### **Clause 11.01-1S Settlement**

The objective of this clause is 'To promote the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements.' Relevant strategies to achieve this objective include:

- *Support sustainable development of the regional centres of Ararat, Bacchus Marsh, Bairnsdale, Benalla, Castlemaine, Colac, Echuca, Gisborne, Hamilton, Kyneton, Leongatha, Maryborough, Portland, Sale, Swan Hill, Warragul/Drouin and Wonthaggi.*
- *Ensure regions and their settlements are planned in accordance with their relevant regional growth plan.*
- *Provide for growth in population and development of facilities and services across a regional or sub-regional network.*
- *Limit urban sprawl and direct growth into existing settlements.*
- *Promote and capitalise on opportunities for urban renewal and infill redevelopment.*

#### **Clause 11.01-1R Settlement – Loddon Mallee South**

This clause provides the regional strategic context for settlement-based on the clause above. It seeks to 'Manage and support growth in Castlemaine, Gisborne, Kyneton and Maryborough as employment and service hubs that reinforce the network of communities in the region.'

#### Clause 11.02-1S Supply of urban land

The objective of this clause is 'To ensure a sufficient supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses.' Relevant strategies to achieve this objective include:

- *Ensure the ongoing provision of land and supporting infrastructure to support sustainable urban development.*
- *Planning for urban growth should consider:*
  - *Opportunities for the consolidation,*
  - *Redevelopment and intensification of existing urban areas.*
  - *Neighbourhood character and landscape considerations.*

#### Clause 15.01-1S Urban design

The objective of this clause is 'To create urban environments that are safe, healthy, functional and enjoyable and that contribute to a sense of place and cultural identity.' Relevant strategies to achieve this objective include:

- *Require development to respond to its context in terms of character, cultural identity, natural features, surrounding landscape and climate.*
- *Ensure development contributes to community and cultural life by improving the quality of living and working environments, facilitating accessibility and providing for inclusiveness.*

#### Clause 15.01-2S Building design

The objective of this clause is 'To achieve building design outcomes that contribute positively to the local context and enhance the public realm.' Relevant strategies to achieve this objective include:

- *Require a comprehensive site analysis as the starting point of the design process.*
- *Ensure the site analysis provides the basis for the consideration of height, scale and massing of new development.*
- *Ensure development responds and contributes to the strategic and cultural context of its location.*
- *Minimise the detrimental impact of development on neighbouring properties, the public realm and the natural environment.*
- *Ensure the form, scale, and appearance of development enhances the function and amenity of the public realm.*
- *Ensure buildings and their interface with the public realm support personal safety, perceptions of safety and property security.*
- *Ensure development provides safe access and egress for pedestrians, cyclists and vehicles.*
- *Ensure development provides landscaping that responds to its site context, enhances the built form and creates safe and attractive spaces.*
- *Encourage development to retain existing vegetation.*

#### Clause 15.01-5S Neighbourhood character

The objective of this clause is 'To recognise, support and protect neighbourhood character, cultural identity, and sense of place.' Relevant strategies to achieve this objective include:

- *Ensure development responds to cultural identity and contributes to existing or preferred neighbourhood character.*
- *Ensure development responds to its context and reinforces a sense of place and the valued features and characteristics of the local environment and place by emphasising the:*
  - *Pattern of local urban structure and subdivision.*
  - *Underlying natural landscape character and significant vegetation.*
  - *Heritage values and built form that reflect community identity.*

#### Clause 15.02-1S Energy and resource efficiency

The objective of this clause is 'To encourage land use and development that is energy and resource efficient, supports a cooler environment and minimises greenhouse gas emissions.' Relevant strategies to achieve this objective include:

- *Improve the energy, water and waste performance of buildings and subdivisions through environmentally sustainable development.*
- *Promote consolidation of urban development and integration of land use and transport.*
- *Encourage retention of existing vegetation and planting of new vegetation as part of development and subdivision proposals.*

#### Clause 16.01-1S Integrated housing

The objective of this clause is 'To promote a housing market that meets community needs.' Relevant strategies to achieve this objective include:

- *Increase the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations, including under-utilised urban land.*
- *Ensure housing developments are integrated with infrastructure and services, whether they are located in existing suburbs, growth areas or regional towns.*

#### Clause 16.01-2S Location of residential development

The objective of this clause is 'To locate new housing in designated locations that offer good access to jobs, services and transport.' Relevant strategies to achieve this objective include:

- *Increase the proportion of new housing in designated locations within established urban areas and reduce the share of new dwellings in greenfield and dispersed development areas.*
- *Encourage higher density housing development on sites that are well located in relation to jobs, services and public transport.*
- *Ensure an adequate supply of redevelopment opportunities within established urban areas to reduce the pressure for fringe development.*
- *Facilitate residential development that is cost effective in infrastructure provision and use, energy efficient, water efficient and encourages public transport use.*
- *Identify opportunities for increased residential densities to help consolidate urban areas.*



### Clause 16.01-3S Housing diversity

The objective of this clause is 'To provide for a range of housing types to meet diverse needs.' Relevant strategies to achieve this objective include:

- *Ensure housing stock matches changing demand by widening housing choice.*
- *Facilitate diverse housing that offers choice and meets changing household needs through:*
  - *A mix of housing types.*
  - *Adaptable internal dwelling design.*
  - *Universal design.*
- *Encourage the development of well-designed medium-density housing that:*
  - *Respects the neighbourhood character.*
  - *Improves housing choice.*
  - *Makes better use of existing infrastructure.*
  - *Improves energy efficiency of housing.*
- *Support opportunities for a range of income groups to choose housing in well-serviced locations.*

### Clause 16.01-4S Housing affordability

The objective of this clause is 'To deliver more affordable housing closer to jobs, transport and services.' Relevant strategies to achieve this objective include:

- *Improve housing affordability by:*
  - *Ensuring land supply continues to be sufficient to meet demand.*
  - *Increasing choice in housing type, tenure and cost to meet the needs of households as they move through life cycle changes and to support diverse communities.*
  - *Promoting good housing and urban design to minimise negative environmental impacts and keep costs down for residents and the wider community.*
  - *Encouraging a significant proportion of new development to be affordable for households on very low to moderate incomes.*
- *Increase the supply of well-located affordable housing by:*
  - *Facilitating a mix of private, affordable and social housing in suburbs, activity centres and urban renewal precincts.*
  - *Ensuring the redevelopment and renewal of public housing stock better meets community needs.*

## **Local Planning Policy**

### Clause 21.03 Key Influences

#### Housing

This clause advises that affordable housing is an economic and lifestyle strength of Central Goldfields. Council will continue to encourage the provision of innovative residential housing construction that is well designed, energy efficient and affordable.

Demographic features of the Shire and its urban centres will influence the housing mix and residential densities. These features include ageing population, smaller household sizes and comparatively lower levels of household income.

### Clause 21.06 Residential Development

This clause advises that planning for future residential development needs to take account of projected low levels of population growth. Serviced residential and low density residential development needs to be directed to Maryborough and to towns such as Dunolly and Carisbrook that will receive reticulated sewerage by the year 2001.

Affordable housing is one of the Shire's competitive strengths.

The first objective of this clause is to 'Develop a settlement pattern based on population being primarily directed to Maryborough as a sub-regional centre with other population directed to infill allotments that are suitable for development in the smaller townships of Dunolly, Carisbrook, Bealiba, Talbot and Majorca.' One of the strategies for implementing this objective is to:

- *Limit new residential development to infill areas identified in township structure plans. Expansion of township areas to occur when infill areas have been predominantly developed.*

The second objective of this clause relates to rural residential development and is not relevant to this assessment. The third objective is to 'Provide opportunity for residential development in a range of types, lot sizes and costs to meet the needs of the future population of the Shire.' Relevant to this application, it is strategy to:

- *Provide medium density residential opportunities close to Maryborough CBA.*

### Clause 21.12 Strengthening the Regional Role of Maryborough

This first objective of this clause is to this application. It seeks to 'Encourage well-planned and integrated urban development of Maryborough to enhance its qualities as a place to live, work, invest and visit.' Relevant strategies to achieve this objective include:

- *Maximise the use of urban land in Maryborough by defining an urban boundary based on existing development patterns.*

Other objectives and strategies within this clause relate to the Central Business Area (CBA). The subject site is outside the CBA.

### Clause 22.01 Urban Design

This policy applies to the built form, landscape context and public spaces in Maryborough and the Shire's towns. It specifically applies to all urban zones.

Objectives of this policy include:

- *To preserve and enhance the visual amenity and character of the Shire's city and towns.*
- *To ensure the siting and design of new development has regard to built form, landscape character and visual qualities of urban centres.*

Where a permit is required for use or development, it is policy to:

- *Encourage development where the design and siting of new development has demonstrated the following:*
  - *How building scale, height, mass and external finishes reflect dominant building forms, particularly heritage buildings and structures.*

- *How the proposal contributes to the overall appearance and character of the town.*
- *The site has the capacity to accommodate the proposed development, including traffic circulation and carparking.*
- *How the proposals responds to identified streetscape character.*
- *Retention of native vegetation and other natural features and landscaping and tree species selection that is consistent with the landscape character of the city, town or locality.*
- *Encourage the use of landscaping as a means to achieve good quality presentation of development. Use of native species, indigenous to the locality, will be supported.*

## **Zones and Overlays**

### **Zone**

#### **Clause 32.08 General Residential Zone**

The land is located within the General Residential Zone which includes a statement of purposes (among other things):

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To encourage development that respects the neighbourhood character of the area.*
- *To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.*

The relevant Decision Guidelines of this zone includes:

- *The Municipal Planning Strategy and the Planning Policy Framework.*
- *The purpose of this zone.*
- *The objectives, standards and decision guidelines of Clause 55.*

### **Overlays**

Not applicable to this application

## **Particular Provisions**

#### **Clause 55 Two or more Dwellings on a lot**

The purposes of this clause are expressed as follows:

- *To implement the Municipal Planning Strategy and the Planning Policy Framework.*
- *To achieve residential development that respects the existing neighbourhood character or which contributes to a preferred neighbourhood character.*
- *To encourage residential development that provides reasonable standards of amenity for existing and new residents.*
- *To encourage residential development that is responsive to the site and the neighbourhood.*

A development:

- *Must meet all of the objectives of this clause that apply to the application.*
- *Should meet all of the standards of this clause that apply to the application.*

#### **Clause 52.06 Car parking**

Clause 52.06 Car Parking applies to the proposed five dwellings. The purposes of this clause are:

- *To ensure that car parking is provided in accordance with the Municipal Planning Strategy and the Planning Policy Framework.*
- *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.*
- *To support sustainable transport alternatives to the motor car.*
- *To promote the efficient use of car parking spaces through the consolidation of car parking facilities.*
- *To ensure that car parking does not adversely affect the amenity of the locality.*
- *To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.*

## **General Provisions**

### **Clause 65 Decision Guidelines**

This clause states that,

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

## **Referrals**

The application was referred internally to Councils Infrastructure Unit. This Unit consented to the application subject to the conditions contained in the draft council recommendation below.

## **CONSULTATION/COMMUNICATION**

Public notice of the application has been given by letter to adjoining owners and placing a sign on site. One objection has been received from an adjoining land owner. The objectors concerns relate to:

- The construction of a brick wall on the boundary adjoining his property requiring the removal of the existing fence, uncertain time period for completion of new wall raising security and privacy concerns in the intervening period.
- The obstruction of, or parking of vehicles in, Gladstone Lane during and after construction.
- Runoff, discharge from or placement of building materials outside the subject land during construction.
- Inspections by Council to ensure damage to public infrastructure is repaired.
- Construction noise.

## **ASSESSMENT OF APPLICATION**

This application is for the development of five dwellings and the retention of one existing dwelling on the site, in accordance with the proposed application plans attached to this report (see Attachments 1-8).

From a policy perspective, the proposed development satisfies broad strategic objectives and strategies in the Central Goldfields Planning Scheme that encourage infill residential development in Maryborough. The proposal would increase the supply of housing diversity, and contribute to the affordability of housing in our major town.

The planning scheme also seeks to ensure that new development proposals have been designed in a site responsive way, and provide appropriate setbacks, car parking, building height, building design and form. As discussed above, it is policy to preserve and enhance the visual amenity and character of our towns, and ensure new development responds positively to the local neighbourhood character and streetscape.

In this regard, the application plans could be improved to achieve a site responsive outcome, and bring the proposal into compliance with the planning scheme, without affecting the proposed yield.

Key issues are identified as follows:

The proposed development does not provide appropriate setbacks from the Gladstone Street boundary. Unit 1 is setback only 6.63 metres and will sit well forward of dwellings on neighbouring properties, including the dwelling proposed to be retained in the application.

Car parking to unit 2 and visitor car parking does not provide the required 6.4 metre access lane width. The required access lane width is designed to ensure vehicles can comfortably move through, into and out of the site. Officers note that the proposal includes two visitor car parking spaces, while the planning scheme only requires one space to be provided.

The proposed development includes the construction of a new crossover to the common driveway through the site. The plans do not dimension the distance of the crossover to an existing power pole in the Gladstone Street nature strip.

Recommended changes to overcome these issues:

- A redesign of the visitor car parking and layout of Units 1, 2 and 3 would enable the application to achieve a 9 metre front setback, review of the crossover location and provision of the required 6.4 metre-wide access lane.

The proposed layout does not meet Standard B12 of Clause 55.03-7 because it provides the opportunity for the common driveway to be used as a public thoroughfare. The provision of a gate at the Gladstone Lane end of the common driveway should be provided would overcome this issue.

A landscape plan has not been provided with the application and should be included as a condition of the permit, if approved.

The proposed development is otherwise compliant with the planning scheme and should be supported with changes that overcome these issues.

An assessment against Clause 55 ResCode has been prepared and is provided at Attachment 3.

#### Previous subdivision

Planning Permit D155/17 was granted on 27<sup>th</sup> March 2018 to subdivide 256 Gladstone Street, Maryborough into two lots, in a battle-axe configuration. The subdivision has not been completed and does not reflect the layout of the proposed development. A condition should be included on the permit, (*if approved*), that requires all of the subject land to be consolidated and re-subdivided to reflect the layout approved by the current application.

## **FINANCIAL & RESOURCE IMPLICATIONS**

The assessment of planning permit applications is within the normal operational budget of Council.

Should any party appeal any decision that Council makes there would be a VCAT hearing. Additional costs will be incurred if a VCAT hearing occurs.

## **RISK MANAGEMENT**

The risk management issues in relation to this planning permit application have been discussed in the Report and Assessment of Application sections above.

The risk to council of not making a decision on the application is a 'failure to determine' appeal at VCAT.

Should the proposal be approved by Council and VCAT (upon appeal) there is a risk to non-compliance with the permit conditions. Council has a planning compliance function to mitigate this risk.

Should Council refuse the permit there may become a risk over time of insufficient housing to meet population growth. Council is currently preparing a strategic population and housing strategy to better inform long term housing provision.

## **CONCLUSION**

The proposed development seeks approval for six dwellings (retention of one dwelling and construction of five additional dwellings) on two lots at 254-256 Gladstone Street, Maryborough. One objection has been received during the notice period.

A Council determination is sought for the application as the Council's Planning Officer recommends that a Notice of Decision to grant a planning permit be issued.

Council must determine a position on the application for a planning permit and take one of the following options:

- I. Approve a planning permit and issue a Notice of Decision to Grant Planning Permit for the proposal (with or without conditions); or
- II. Issue a Refusal to Grant a Planning Permit for the proposal – appeal rights apply to the applicant.

## **ATTACHMENTS**

1. Proposed Elevations
2. Proposed Ground Floor Plan
3. Proposed Streetscape
4. Shadow Plan 3pm
5. Shadow Plan 9am
6. Shadow Plan 12pm
7. Site Analysis Plan
8. Site Location Plan
9. Clause 55 ResCode Assessment

**RECOMMENDATION**

That Council, having caused notice of Planning Application No. 50/19 to be given under Section 52 of the *Planning and Environment Act 1987* and the Central Goldfields Planning Scheme and having considered all the matters generally required, determines to issue a Notice of Decision to Grant a Planning Permit 50/19 in respect of the land known and described as 254-256 Gladstone Street, Maryborough, for the development of six dwellings (retention of one and construction of five additional dwellings) in accordance with the endorsed plans and subject to the following conditions:

**Amended plans**

1. Before the development starts, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application but modified to show:
  - a) a minimum nine (9) metre setback to the front façade of Unit 1;
  - b) a minimum 6.4 metre-wide access aisle to the common driveway;
  - c) a reduction of one (1) visitor car parking space;
  - d) provision of a vehicle gate at the Gladstone Lane end of the common driveway; and
  - e) the dimension between the power pole in the Gladstone Street nature strip and the proposed central crossover to ensure safe vehicle access and egress.

**Schedule of materials and colours**

2. Before the development starts, a schedule of construction materials, external finishes and colours (incorporating [insert details, for example paint samples]) to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority.

When approved, the schedule will be endorsed and will then form part of the permit.

**Landscape Plan**

3. Before the development starts, a landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be generally in accordance with the approved plans and drawn to scale.

**Landscaping works to be completed**

4. Before the occupation of the development starts or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.

**Boundary walls**

5. The walls on the boundary of the adjoining properties must be cleaned and finished to the satisfaction of the responsible authority.

**Garbage storage**

6. Provision must be made on the land for the storage and collection of garbage and other solid waste. This area must be graded and drained and screened from public view to the satisfaction of the responsible authority.

**Secondary Consent**

7. The development as shown on the endorsed plans must not be altered without the prior written consent of the responsible authority.

**Consolidation**

8. The subject land is to be consolidated prior to commencement of development.

**Engineering**

9. Prior to the use of the dwelling the following must be undertaken by the applicant/owner to the requirements and satisfaction of the Responsible Authority:

**Access:**

- 9.1 Vehicular access to dwellings must be provided from Gladstone Street Road with secondary access permitted from Gladstone Lane.
- 9.2 Any new or existing vehicular crossovers/driveways must be constructed between the dwelling and Sutton Road. Such crossovers/driveways must be of concrete construction and be from kerb to property boundary. (Refer Infrastructure Design Manual Standard Drawing 240) to the satisfaction of the Responsible Authority.
- 9.3 Any disused crossovers/driveways must be removed and the kerb and channel and nature strip reinstated to the satisfaction of the Responsible Authority.
- 9.4 The applicant/owner must make further application for and have approved driveway crossing permit for crossover/driveway works. All works constructed or carried out must be in accordance with the approved plans/permit(s).
- 9.5 Once constructed the crossovers must be thereafter maintained by the landowner to the satisfaction of the Responsible Authority.

**Drainage:**

- 9.6 All stormwater must be accommodated and treated within the subject land in accordance with IDM Clause 19.
- 9.7 The owner/applicant must design a drainage system to drain the surface and roof water from the dwellings to the legal point of discharge to the satisfaction of the Responsible Authority.
- 9.8 A legal point of stormwater discharge LPSD must be provided for the roof water from the dwellings to the Gladstone Street kerb & channel and for the surface water from the subject land to the Gladstone Lane dished invert to the satisfaction of the Responsible Authority.
- 9.9 The dished invert along Gladstone Lane is to be upgraded from the outlet of the subject land to flow stormwater to the Wills Street kerb and channel to the satisfaction of the Responsible Authority.

**Landscaping:**

- 9.10 One advanced street tree (minimum of two metres high at the time of planting), of a species and in a location to the satisfaction of the responsible authority is to be placed in the nature strip on the Gladstone Street road reserve in front of 254 Gladstone Street. The tree must be planted prior to the issue of the statement of compliance and maintained by the permit holder/owner for a period comprising at least two summers, or alternatively, a bond can also be offered to allow people to plant the trees at the appropriate time.
- 9.11 Upon completion of all off site works all nature strips must be levelled, and rehabilitated to match surrounding nature strip to the satisfaction of the



Responsible Authority. Alternate landscaping methods may be undertaken, but must be approved, in writing, by the Responsible Authority prior to any works being undertaken.

**Asset Protection**

9.12 At any time the permit holder must ensure that the operation and condition of Council assets (including street trees, drainage pits and covers, footpaths, inverts and kerb and channel) are not damaged by the site construction works. If the Responsible Authority deems Council assets have been detrimentally affected or damaged by development construction access, then the assets will be required to be repaired and reinstated by the permit holder to the satisfaction of the Responsible Authority.

**Sediment Control**

9.13 The developer must restrict sediment discharges from any construction sites within the land in accordance with Construction Techniques for Sediment Pollution Control (EPA 1991) and Environmental Guidelines for Major Construction Sites (EPA 1995).

**Permit Expiry**

10. This permit will expire if one of the following circumstances applies:

- The development is not started within two years of the date of this permit.
- The development is not completed within four years of the date of this permit.

The responsible authority may extend the periods referred to if a request is made in writing before the permit expires, or within three months afterwards.

## 8.5 PROPOSAL TO LEASE LAND - MARYBOROUGH AERO CLUB INC.

**Author:** Property and Risk Officer

**Responsible Officer:** General Manager Corporate Performance

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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### SUMMARY/PURPOSE:

The purpose of this report is to advise Council on the outcome of the required statutory advertising process and recommend that Council enters into a site lease agreement with Maryborough Aero Club Inc. for sites 2/154 and 3/154 at the Maryborough Aerodrome located at 152 Leviathan Road, Maryborough.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) – Our Built and Natural Environment

**Outcome:** Our Shire celebrates the rich built and natural heritage and a sustainable environment.

**3.1 Objective:** Ensure investment in roads, footpaths and buildings meet community needs now and in the future

### BACKGROUND INFORMATION

The Maryborough Aerodrome is Crown Land owned by the Department of Environment, Land, Water and Planning (DELWP), temporarily reserved for aerodrome purposes, and for which Council is the appointed DELWP Committee of Management.

Council at its meeting on 27 August 2019, resolved to offer the Maryborough Aero Club a 21 year lease in accordance with Council's Property Occupancy Policy for the two sites, on lease documentation that complies with the DELWP standard Crown 17D (non-retail) lease template and contains lease conditions as per the new lease template, subject to any public notice requirements.

### REPORT

The site occupancies intended to be formalised under a new lease agreement are 2/154 and 3/154 located at 152 Leviathan Road, Maryborough Aerodrome (Attachment 1).

In order for Council to lease any Crown Land, it is a requirement of DELWP that Council advertise its intention to offer a lease agreement. The advertising process is undertaken in accordance with section 190 of the Local Government Act 1989, whereby public notice of Council's intention to lease land is advertised for a minimum of 28 days after the publication of the Public Notice inviting public submissions on the proposal, in accordance with Section 223 of the Local Government Act 1989.

In accordance with Section 223, *Local Government Act 1989*, Council notified the community of its intention to enter into the lease agreement by placing a Public Notice on Council's website, social media and in the Maryborough Advertiser on 6 September 2019.

At the close of public submissions at 5.00pm on Friday 4 October 2019 Council had not received any submissions, and the Hearing Meeting scheduled for 5.30pm on Tuesday, 8 October 2019 to consider any submissions was cancelled.

### **CONSULTATION/COMMUNICATION**

Direct consultation has been undertaken with the Maryborough Aero Club Inc. regarding the leasing requirements for the Aerodrome.

Council has complied DELWP's requirement to advertise and notified the wider community by giving public notice under Section 223 of the Local Government Act 1989 on 6 September 2019.

### **FINANCIAL & RESOURCE IMPLICATIONS**

The development of the lease agreement, and consultation on the proposal to lease has been undertaken within existing budgets. Council will generate income of \$104.00 per annum from this lease.

### **RISK MANAGEMENT**

The benefit of entering into a new lease agreement provides security of tenure for the Maryborough Aero Club Inc. and defines clear obligations and responsibilities for both Council and the Aero Club. In addition, Council will ensure compliance with DELWP and legislative requirements which will assist to mitigate risk exposure.

### **CONCLUSION**

The new lease agreement will formalise the occupation of these two sites at the Maryborough Aerodrome in accordance with legislative requirements and provide security of tenure for the Maryborough Aero Club Inc.

Council have complied with DELWP's requirements to advertise leasing of Crown Land by undertaking a public notice process and there were no public objections to the proposal to lease these sites.

### **ATTACHMENTS**

1. Aerial map of lease sites- 2/154 and 3/154

**RECOMMENDATION:**

*That Council*

1. *Enters into a 21 year lease agreement with Maryborough Aero Club Inc. for sites 2/154 and 3/154 located at 152 Leviathan Road, Maryborough Aerodrome with an initial term of seven years plus two options for a further seven years each, at a rental of \$104.00 plus GST per annum.*
2. *Authorises the CEO to sign and seal all documentation required to effect the lease agreement with Maryborough Aero Club Inc. for site 2/154 and 3/154 located at 152 Leviathan Road, Maryborough Aerodrome.*

## 8.6 TALBOT CARAVAN PARK

**Author:** Chief Executive Officer

**Responsible Officer:** Chief Executive Officer

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that there are disclosable interests that need to be raised in relation to this report. One officer declared an indirect conflict of interest in this matter and has not been involved in any discussions or decision making in relation to this matter and had no involvement in the preparation of this report*

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### SUMMARY/PURPOSE

The purpose of this report is to inform Council of non-compliance issues at the Talbot Caravan Park and possible options for the future of the Caravan Park, which have been discussed with the operator of the Caravan Park, being Talbot Football Netball Club, and the permanent residents of the Caravan Park.

The report recommends broader consultation with the community on the future of the Caravan Park and a further report for decision to be presented to Council at the March Ordinary Meeting of Council.

### LEGISLATION AND POLICY CONTEXT

Council is responsible for the registration of caravan parks under the Residential Tenancies Act 1997.

Council is the Department of Environment, Land, Water and Planning (DELWP) appointed land manager of the Crown Land portion of this facility.

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) – Our Community

Outcome: A supported, cohesive community, living full and healthy life.

1.4 Objective: Provide leadership in municipal emergency and fire prevention planning and strengthen public safety

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) – Our Economy

Outcome: A vibrant local economy which contributes to the municipality's economic prosperity.

2.2 Objective: Promote Central Goldfields as a place of choice to live, work and play.

### BACKGROUND INFORMATION

The Talbot Recreation Reserve is located at 34 Avoca Road, Talbot and is Crown Land reserved for Public Park and Recreation purposes by way of Gazette in 1874 and 1875. The Reserve area is identified as Crown Allotment 2A Section 26A, Township of Talbot and is contained in Volume 11806 Folio 664.

Council is the DELWP appointed land manager of the Crown Land portion of the facility and are therefore deemed managers of the land parcel. The Shire of Talbot and Clunes (as the appointed Committee of Management for the reserve) wrote to the TFNC in 1994 reaffirming the terms of the TFNC occupation of the reserve, which referred to the upkeep and maintenance of the Sporting Facility, but made no reference to the operation of a caravan park.

The sporting facilities include the football clubrooms and pavilion, indoor sports stadium, netball courts and related outbuildings. The caravan park consists of approximately 14 powered sites, with 11 currently occupied by permanent tenants. The tenants pay \$60 week. There are only a few casual users of the caravan park due to limited amenities and capacity.

The TFNC generate approximately \$30,000 per annum from the caravan park. Limited investment has been made in the amenities or upgrades to the park from this revenue. No marketing or promotion has been undertaken to increase patronage at the park, with the TFNC noting that they don't have the capacity to support increased usage by tourists.

The caravan park is registered under the Residential Tenancies Act 1997, with the last registration approved on 21 December 2018 for a period of two years to 31 December 2020. The registration was subject to a schedule of works to meet the recommendations outlined in the Country Fire Authority (CFA) Fire Safety Report.

The CFA Fire Safety Report was prepared pursuant to the Residential Tenancies (Caravan Parks and Moveable Dwellings Registration and Standards) Regulations 2010 – as amended November 2012) for the caravan park on 1 March 2017, for the purpose of enabling Council “deciding whether or not the caravan park is suitable for registration”. The report noted that the report was not intended to be used to automatically refuse registration, unless warranted, but to be used to “enable the park owner an opportunity over time to improve fire safety within the caravan park”.

An inspection of the caravan park on 23 May 2019 by Council's Compliance Coordinator found that of the ten required improvements, the TFNC had completed one action satisfactorily; completed one action but not to the standard required, and had not commenced the other eight improvements.

The schedule of works recommended and included as part of the re-registration and current status are:

Develop and implement an Emergency Management Plan.	Not undertaken
LP Gas secured and located in accordance with AS 1596-2008	Complete
Electrical safety works and plans	Partially complete
Fire prevention works and plans	Not undertaken

## **REPORT**

As the caravan park is on Crown Land, the caravan park should be operated under an approved DELWP lease. This may require the lease opportunity to be publicly advertised by tender. The cost of running a tender process for the operation of the caravan park is approximately \$20,000 to \$30,000. Ministerial approval can be sought for direct negotiation of a lease, circumstances where this may be justified include where the current market rental value of a property is low relative to the cost of conducting a competitive process.

To overcome the safety issues at Talbot Caravan Park, there are two options:

- 1) Invest in the caravan park to bring it to a compliant standard
- 2) Not renew the registration of the caravan park in December 2020.

#### Option 1

Council has investigated the cost of implementing the schedule of works and has obtained quotes for design of fire prevention works, estimates of a compliant fire system, quotes for electrical safety works, and estimate of tree removal. The total cost of these works including project management and a 10% contingency is \$117,000.

Additionally the reserve needs a power upgrade at a cost of between \$80,000 and \$100,000 to safely run the caravan park and the recreation facilities.

The total cost to bring the caravan park up to minimum compliance standard is estimated at between \$197,000 and \$217,000.

The TFNC have advised that they do not have the financial resources to upgrade the caravan park.

Camping and caravan grants are available through the Victorian State Government. The purpose of these grants is to provide affordable visitor accommodation and provide grants up to \$200,000. Eligibility for this grant program is likely to be impacted by there not being a current occupancy agreement and that the caravan park is predominately a residential caravan park, with limited tourism appeal. It is expected that the fund will be strongly contested given that it is the first time this grant program has run for many years.

Upgrades to the caravan park to make it more suitable for tourists would require significant further investment including replacement of the amenities block, increase in the number of powered sites, signage, revegetation and landscaping. The current site on the recreation reserve is constrained with limited room for additional sites and amenities as shown in Attachment 1 Ariel image of the Talbot Recreation Reserve. Additionally these upgrades would cost between \$300,000 and \$500,000.

#### Option 2

If the schedule of works are not complete by 31 December 2020, Council “should not re-register the caravan park and the TNFC would therefore need to close it. This would require the eleven permanent residents to find alternative accommodation and would also remove a key revenue stream for the TFNC.

If Council is unable to re-register the caravan park we would work in partnership with TNFC to assist them with the closure. This would include working with support agencies to facilitate re-housing of any of the permanent residents who require support and working with the TFNC toward a financial sustainable position without this source of revenue.

Council will ensure minimum safety stands are met during this process and is in the process of installing a temporary static water supply at the caravan park.

### **CONSULTATION/COMMUNICATION**

Council has met with representatives of the TFNC committee on a number of occasions to discuss the implementation of the schedule works and the future of the caravan park. It is clear through these discussions that complying with the schedule of works is beyond the financial and technical capacity of the committee.

A meeting with residents of the caravan park was held by senior Council staff on Thursday 5 December to advise them of the safety issues at the caravan park and the options being considered for the future of the caravan park. Further meetings will be held in January and as required to provide residents with any further information to assist with understanding the status of the Caravan Park, the responsibilities of the operator of the Caravan Park (TFNC) and the responsibilities of Council under the Residential Tenancies Act 1997 and any support available for relocation if required.

During recent Council consultation on the Economic Development and Tourism Strategy some members of the Talbot community identified that the caravan park was an important part of the town, and something that could be improved to provide additional economic benefit to the community. Council will engage with the broader community on the options being considered and the potential economic impact if the caravan park is closed.

Council has also consulted with DELWP in relation to crown land leases and use of crown land for caravan parks, and with DHHS and other service providers in regard support that can be provided to permanent residents.

### **FINANCIAL & RESOURCE IMPLICATIONS**

Council does not receive rent for the use of the site as a caravan park, and all investment and costs in the powered sites and amenities have been incurred by the TFNC.

Council intends to install temporary fire safety measures at a cost of approximately \$15,000.

### **RISK MANAGEMENT**

The outstanding items on the schedule of works is an ongoing risk to the safety of the residents and casual users of the caravan park and the public.

Council intends to install temporary fire safety measures to mitigate the risk for the current fire season.

### **CONCLUSION**

The Talbot Caravan Park requires investment of \$197,000 to \$217,000 to address minimum safety compliance. The current operators of the caravan park, the TFNC do not have the financial capacity to make this investment. Consultation with the TFNC, permanent residents of the caravan park and the Talbot community should be undertaken over the next few months, to consider the voluntary closure of the caravan park prior to the expiry of the registration on 31 December 2020.



## ATTACHMENTS

1. Aerial image of the Talbot Recreation Reserve

### RECOMMENDATION

*That Council note*

- 1) *non-compliance issues at the Talbot Caravan Park, and the intention to undertake further consultation with the Caravan Park operator Talbot Football Netball Club, the permanent residents and the broader community on the future of the Talbot Caravan Park; and*
- 2) *that a further report will come to the March Ordinary Meeting of Council after consideration of the community consultation, providing a recommendation on the future of the Talbot Caravan Park.*

## 8.7 SUSTAINABILITY ACTION PLAN 2012 – 2020

**Author:** General Manager Infrastructure Assets and Planning

**Responsible Officer:** General Manager Infrastructure Assets and Planning

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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### SUMMARY/PURPOSE

The purpose of this report is to report to Council the actions undertaken that align with the Sustainability Action Plan 2012 – 2020 (the Plan) and to suggest how Council may address its role in sustainability and addressing climate change.

In summary the key points are:

- The Plan was adopted by Council in 2013, with an ambitious agenda and governance arrangements. The Plan was led by a Sustainability Officer, was funded through a specific program, and had considerable input across Council and the community.
- The Plan was not supported through the appointment of a Sustainability Officer, as recommended in the plan.
- The governance arrangements that would have driven delivery of the plan were not put in place.
- Despite not having the capacity to implement the Plan as the Plan proposed, Council has put in place a number of actions to address sustainability and climate change.
- Council should consider appointing a Sustainability Officer to develop a set of actions that Council can implement to address climate change.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) – Our Built and Natural Environment

Outcome: Our Shire celebrates the rich built and natural heritage and a sustainable environment.

3.3 Objective: Protect and enhance the environment while planning for growth

Initiative: Implement the actions from Council's Sustainability Plan

#### Other relevant legislation:

*Public Health and Wellbeing Act 2008*

*Climate Change Act 2017*

Council's Health and Well Being Plan 2017 – 2021 states:

The *Public Health and Wellbeing Act 2008* states that all Victorian Councils are required to prepare a Municipal Public Health and Wellbeing Plan within 12 months of the last local Council general election which:

- is consistent with the Council Plan
- covers a four-year period
- has regard for the impact of climate change

Councils must do this as they have a role under legislation to protect, improve and promote public health and wellbeing within their municipality.

Council is also identified as a decision maker under the *Climate Change Act 2017* and therefore has a duty to consider the impact of climate change in the preparation of this Plan. While the direct health impacts of responding to extreme weather events are outlined within the Municipal Emergency Management Plan there are indirect health impacts caused by climate change which also need to be considered.

## **BACKGROUND INFORMATION**

In 2013 adopted a Sustainability Action Plan 2012 – 2020. The development of the Sustainability Plan was led by a Council officer and informed by a committee of interested parties including local residents, business owners and a member of the Goldfields Sustainability Group.

The Plan developed a framework for planning and decision making and action to achieve improved environmental sustainability for the Shire and community.

The Plan itself is a complex document developed on the principles for quadruple bottom line sustainability:

Council has established the following principles for quadruple bottom line sustainability:

- provide integrated environmental management, strategic planning, services and waste management to enhance and sustain the natural, social, cultural and built environment and contribute to an equitable regional and global ecological footprint;
- advocate for and develop opportunities that will ensure all residents have equal opportunity to participate in the economic and social life of the community;
- maintain and develop a sustainable road and drainage network and facilitate continual improvement of the Shire's transport network; and
- the Shire's economy prospers with managed growth that enhances the health and quality of life of the community and its members, while balancing employment and environmental goals.

The plan was to be implemented through seven priority areas:

- Energy Security
- Transport
- Human Water Use
- Food Quality and Security
- Built Environment and Land Use
- Waste Management
- Ecosystem Enhancement

The plan and its governance arrangements were developed to build on a model of spontaneous and collaborative project development and delivery (page 14 of the plan). The governance structure to deliver the Plan comprised a steering committee constituting senior Council staff (including the Mayor and CEO), and then each of the priority areas were to have a working group that would develop targets for the area. The Plan included that the steering committee was to report performance annually in Council's Annual Report.

## REPORT

The Plan was to be rolled out between 2012 and 2020. It is timely to assess whether the implementation of the plan was undertaken and also, given the Plan finishes in 2020, consider how Council might address its role in sustainability and climate change beyond 2020.

### Assessment against the Sustainability Action Plan

The Plan specifies that each year Council will include a report as part of the Annual Report about progress against the Plan. This has not occurred.

Council has, over the time of the plan, set in place and undertaken a number of actions to meet the broad objectives of the Plan. The vision of each priority are listed below and in dot point the actions Council has undertaken:

### Energy Security

#### *Vision:*

*The Shire produces no Greenhouse Gas emissions through electricity generation or consumption and has minimised or offset all greenhouse gas emissions from other energy sources.*

*If required, the Shire could be 100% self-sufficient in terms of energy generation at the flick of a switch.*

#### Council actions:

- Council is part of a local government wide Power Purchase Agreement to purchase 100% renewable energy for council's electricity use (including street lights, buildings and community halls).
- Council is part of the environmental upgrade finance scheme; Environmental Upgrade Finance (EUF) is an agreement where a building owner borrows money for environmental upgrades from a financier and makes the repayments through the local council rates system. These repayments are known as Environmental Upgrade Charge (EUC). This scheme has not been used by building owners in our Shire, in part because it is not advertised and there is not a sustainability officer role to support the process.
- Investing in solar panels for a number of Council buildings including the Resource Centre, the Nolan Street gym building and on the Family Centre. Not all panels are in place, with the panels for the Family Centre on order.
- Changing street lights to LED light globes to reduce electricity consumption.
- Changing lighting within the administration centre, the resource centre, The Hub and Maryborough Sports and Aquatic Centre to LED lighting to reduce electricity consumption.
- Changing air conditions in the administration building to energy efficient models to Ecosystem Enhancement.
- Council now only purchases 4 cylinder vehicles for the general fleet and ute fleet.

## Transport

### *Vision*

*The transport system in the Shire is organised to make community travel easy, cheap, responsive and non-polluting.*

*'Passive transport' options like walking and cycling are highly privileged. That and a free and responsible public transport system has radically reduced the need for individual car ownership.*

### Council actions:

- Development of a Walking and Cycling Strategy to guide decision and Council spending on a footpath network that facilitates walking and cycling in our townships.
- Lobbied for changes to the rail network, and achieved signalling upgrades in Ballarat which will make additional train services to Maryborough possible.
- Developing an Integrated Transport Strategy, which will ensure all modes of transport are considered to provide transport that is community focussed, responsive to our lives and rural township environments and provides access to education and employment opportunities.

## Human Water Use

### *Vision*

*The community extracts less water for all purposes than comes into the shire.*

*Water is highly valued and carefully managed resource within the community.*

*Efforts are continually being made to minimise usage, capture, reuse and recycle water.*

### Council actions:

- Participating in Coliban Water and Central Highlands Water Integrated Water Forums and development of the Strategic Directions Statement for both areas. The Forums and adopted Strategic Directions Statements leverage opportunities across the urban water cycle to deliver a healthy, resilient and prosperous future for the region and its communities. The Forum values a partnership approach to water management to support urban liveability and resilience across the region.
- Participated in the development of the Maryborough Integrated Water Management Plan, and have received funding to develop a design to capture stormwater to use on the Station Domain area.

## Food Quality and Security

### *Vision:*

*The bulk of food eaten in the Shire is healthy, high quality and locally produced*

*There is sufficient capacity in place to transition to be wholly self-sufficient in terms of providing for basic nutritional needs of the local population within 2 years.*

#### Council actions:

- Council has installed water drinking fountains that provide water bottle filling facilities
- Council has over time supported the Community Gardens in Dunolly, at the rear of GELC and at the Maryborough Community House.

#### The kindergarten has:

- raised vegetable gardens in place and raised seedlings, use compost and manure to fertilise the garden.
- signed up to the Early Years Recycling Program 'Get Grubby' – (continuing to be implemented into the program)
- used recycling and compost bins and embed this in their everyday practice
- used research, had conversations about global warming and invited expert speakers to attend group sessions to extend the children's understanding of the earth, creatures and national park lands.
- embedded the use of the 5 R's - Refuse, reduce, rot, reuse and lastly recycle are 'processes' that the children are developing as their everyday 'familiar'.

### Built Environment and Land Use

#### *Vision*

*Land-use planning and practice in the Shire are increasingly integrated with social, economic and environmental values and future threats. Careful integration to maximise benefits from the use of land is increasingly the norm.*

#### Council actions:

- Council is currently developing an Economic Development and Tourism Strategy, Population and Housing Strategy and Community Plans. Together these strategies will integrate Council's direction for social, economic and environmental outcomes, where the environment that we live in is an integral part of liveability.
- Council is participating the regional Loddon Campaspe Environmentally Sustainable Design project which will develop a framework to ensure Council developments as well as private developments integrate ESD.

### Waste Management

#### *Vision*

*Waste within the Shire is regarded as a valuable resource that should be carefully managed to the benefit of the local community and the local eco-system.*

*All waste generated or coming into the Shire is managed, recycled or disposed of within the Shire.*

#### Council actions:

- Establishment of a FOGO waste collection service that includes a local composting facility developed by Council.
- Collection and separation of e-waste for recycling, including the provision of e-waste facilities in townships across the shire.

- Development of a “tip shop” at the Carisbrook transfer station.
- Shire office paper supply is only recycled paper.
- Developing a Waste Management Strategy that focusses to reducing waste as well as increasing the proportion of waste that is reused and recycles.

### Ecosystem Enhancement

#### *Vision*

*The local ecosystem is getting richer, stronger, and more resilient to environmental shocks.*

*Community members see themselves as environmental stewards. They are empowered and enabled to proactively support the continued growth of eco-system quality in the Central Goldfields Region.*

*Ecosystem enhancement is premised on a sense of responsibility for the natural environment. It is not premised on returning ecosystems to a previous state but rather on supporting the growth of a new preferred state.*

#### Council actions:

- Participated in the Cool It project to help council improve community resilience to increasing heat in regional Victoria, in association with the Central Victorian Greenhouse Alliance.
  - The mapping now enables Councils to instantly prioritise areas for cooling interventions and inform the following:
    - tree planting programs (in both streets and parks) to provide plants that are more resilient to climate change
    - irrigation programs of open space
    - where to position "shady walkways and cycle ways"
    - where to prioritise Water Sensitive Urban Design for cooling
    - capital works, strategic planning and planning

Council is also a member of the Central Victorian Greenhouse Alliance, whose visions is:

Our region is home to empowered, thriving and sustainable communities leading the way in addressing climate change

#### Mission:

Local governments working together to drive action on climate change across central and northwest Victoria

We develop and implement innovative regional projects, undertake advocacy on climate and energy policy, share knowledge and promote best practice.

A number of the actions listed above have been completed under the umbrella of the CVGA, and membership of this organisation has been key to Council being able to implement several projects.

### Assessment and what next

The Plan was prepared by Council in collaboration with the community and businesses. The Plan was ambitious in what it sought to achieve and would have required sustained collaborative effort to implement to the level set put in the Plan, particularly as a number of the areas are not where Council has direct control (for example food quality and security).

The Plan recommended that Council employ a Sustainability Officer, and had this occurred Council would have been more likely to be in a position to lead the governance arrangements sought and would have then been able to set achievable targets in each of the action areas.

However since adoption of the Plan in 2013 this role has not been created which has led to the desired outcomes of setting targets to work towards not being achieved. This is understandable given Central Goldfields Shire Council is classed as a small rural shire; without considerable staff and community input the ambitions of the Plan were unlikely to be achieved as set out.

The Plan's actions were timed to be completed by 2020, and as such the Plan is coming to its completion. Council's role in sustainability and climate change is becoming clearer through the work of other Councils, membership of Central Victorian Greenhouse Alliance and particularly through community expectations. The latest JWS Community Satisfaction Survey 2019 notes:

*Service areas where stated importance exceeds rated performance by more than 10 points are also recommended areas for focus. Key priorities include:*

- *Environmental sustainability (margin of 13 points)*

Action in the sustainability and climate change space is a shared responsibility; an achievable direction for council is needed. The Council Plan and the Health and Wellbeing Plan indicate that climate change is a responsibility of all staff, however it is clear that Council needs a resource that has sustainability action (both strategic and practical) as part of their responsibility to undertake the knowledge based research and base line planning that is needed to ensure future actions have the impact sought. Should Council wish to continue to strategically and purposefully deliver sustainability actions it is recommended that an officer position include this responsibility. This would not only assist Council in delivering on sustainability, but would engage with the community and allow Council to seek grant funding in this area.

### **CONSULTATION/COMMUNICATION**

The Sustainability Action Plan was developed in collaboration with the community, as set out in the Plan.

This report notes the actions undertaken and progress against the Plan. Many of the actions undertaken would have been done so in consultation with the community.

The report also makes suggestions about how Council may proceed with pursuing sustainability and climate change strategy and action, through sustainability being included as part of an officer responsibility (noting it is not an individual's responsibility alone). Once a path to develop a new strategy and/or action plan has been resolved, a communication and engagement plan will be developed so that the work meets community expectations.

The Goldfields Sustainability Group have met with officers of Council to discuss progress of the plan and have expressed their disappointment that the Plan was not implemented as they had hoped or reported against annually. It will be important to identify a range of stakeholders



for the development of a new sustainability pathway for Council. The Goldfields Sustainability Group provided a list of achievements against the Sustainability Action Plan that they were aware of.

## **FINANCIAL & RESOURCE IMPLICATIONS**

The report recommends a council officer be allocated to sustainability/climate change. This role would need to be funded through the reallocation of resources and will be considered during the preparation of the 2020/21 budget.

## **RISK MANAGEMENT**

The community will benefit significantly from a renewed sustainability and climate change strategy and action plan that takes into consideration emerging trends and measures to address the impact of climate change. A set of achievable actions supported by a skilled Sustainability Officer will enable Council to lead and collaborate with the community in being more sustainable.

The risk of Council doing nothing in the sustainability arena is significant given its legislative requirements.

Continuing to undertake sustainability planning, assessment and actions addresses risk associated with our legislative requirements as well as reputational risk associated with no action in this area. This is particularly noted in the JWS Community Satisfaction Survey, where the importance exceeds the rated performance in the area of environmental sustainability.

Council's continued involvement with relevant agencies including the CVGA is vital to ensure partnerships are maintained to achieve desirable outcomes. Membership and officer participation in the CVGA ensure council accesses regional climate change programs.

## **CONCLUSION**

Council developed a Sustainability Action Plan in 2012. The Plan expires in 2020. While actions contained in the Plan have been achieved, the lack of a dedicated resource has restricted consistent and sustained ongoing progress, particularly the creation of steering groups and setting targets for each action area.

It is timely for Council to create a responsibility for a sustainability officer ahead of developing a new sustainability strategy and action plan) in whatever format that takes.

## **ATTACHMENTS**

1. Sustainability Action Plan 2012- 2020

### **RECOMMENDATION**

*That Council:*

- a) *Note that the Sustainability Action Plan 2012 – 2020 concludes in 2020.*
- b) *Note the actions undertaken that align with the Sustainability Action Plan 2012 – 2020.*

## 8.8 SECTION 11A INSTRUMENT OF APPOINTMENT AND AUTHORISATION

**Author:** **Manager Government Property and Risk**

**Responsible Officer:** **General Manager Corporate Performance**

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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### SUMMARY/PURPOSE

The purpose of this report is to recommend that Council adopt a Section 11A Instrument of Appointment and Authorisation for its Coordinator Statutory Planning and Statutory Planner.

The S11A Instrument of Appointment and Authorisation appoints Council staff under the Planning and Environment Act 1987, which allows them to fully discharge their duties and responsibilities under that Act.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) – Our Organisation

Outcome: Central Goldfields Shire is a proactive, well governed, professional and financially sustainable organisation.

4.3 Objective: Central Goldfields Shire is proactive, well governed, professional and financially sustainable.

The S11A Instrument of Appointment and Authorisation is made in accordance with section 147 of the Planning and Environment Act 1987 and section 232 of the Local Government Act 1989.

### BACKGROUND INFORMATION

The S11A Instrument of Appointment and Authorisation is specifically for authorised officers appointed under the Planning and Environment Act 1987.

Alexandra Jefferies has been appointed as Coordinator Statutory Planning, and Andrew Page has been appointed as a Statutory Planner.

### REPORT

#### S11A Instrument of Appointment and Authorisation

The S11A Instrument of Appointment and Authorisation:

- Appoints the officers to be authorised officers for the purposes of the Planning and Environment Act 1987 and the regulations made under that Act; and
- Authorises the officers generally to institute proceedings for offences against the Planning and Environment Act 1987 and the regulations made under that Act.

Authorisations need to be made for Council's Coordinator Statutory Services, Alexandra Jefferies and Statutory Planner Andrew Page to be authorised officers under the Planning and Environment Act 1987. In particular, this authorisation gives officers the power to access property when required.

As with the delegations under the Planning and Environment Act 1987 these appointments and authorisations must be made by Council, and are not delegated to the CEO.

### **CONSULTATION/COMMUNICATION**

There is no requirement for community consultation in relation to the review of the Instruments. Affected staff will be provided with confirmation of the adoption of any Instruments.

### **FINANCIAL & RESOURCE IMPLICATIONS**

Council subscribes to the Delegations and Authorisations service provided by Maddocks Lawyers, the cost of which is provided for in Council's budget. There are no other financial implications in reviewing the Instruments of Delegation.

### **RISK MANAGEMENT**

The use of the Maddocks service alleviates the potential risk of staff not being appropriately authorised in the exercise of various powers and fractions. The updates are done regularly and capture any legislative changes. The service is available to all Victorian Councils which enables consistency.

### **CONCLUSION**

The S11A Instrument of Appointment of Authorisation is required due to staffing changes at Council. The Instrument must be adopted by Council.

### **ATTACHMENTS**

1. Section 11A Instrument of Appointment and Authorisation.

#### **RECOMMENDATION:**

1. *That Council adopt the attached s11A Instrument of Appointment and Authorisation for the members of Council staff set out in the Instrument.*
2. *The attached s11A Instrument of Appointment and Authorisation comes into force immediately the common seal of Council is affixed to the Instrument, and remains in force until Council determines to vary or revoke it.*
3. *That the attached s11A Instrument of Appointment and Authorisation be signed and sealed.*

## 8.9 NOVEMBER FINANCIAL REPORT

**Author:** Acting Manager Finance

**Responsible Officer:** General Manager Corporate Performance

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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### SUMMARY/PURPOSE

The purpose of this report is to brief Council on its financial performance for the year to date and how it is tracking against the adopted budget.

Central Goldfields Shire Council's Council Plan 2017-2021 (2018 Refresh) – Our Organisation

**Outcome:** Central Goldfields Shire is a proactive, well governed, professional and financially sustainable organisation.

**4.1 Objective:** Ensure the financial sustainability of Council through efficient and effective delivery of services.

**Initiative:** Review budget and financial reporting processes to improve monitoring of financial performance

Section 138(1) of the Local Government Act 1989 requires a statement, comparing the budgeted revenue and expenditure with the actual revenue and expenditure to date, to be presented to the Council at least every 3 months.

### BACKGROUND INFORMATION

This finance report is provided for the year to 30 November 2019 and does not include results for Council's Section 86 Committees such as the Tullaroop Leisure Centre that are consolidated within the annual financial report at year end.

### REPORT

The monthly financial report comprises the following:

- Operating Statement;
- Balance Sheet;
- Statement of Changes in Equity;
- Cash Flow Statement;
- Statement of Capital Works
- Rate and General Debtor Information;
- Investment Schedule.

### Operating Statement

The operating result, for the year to date as at 30 November 2019 is a surplus of \$8.14 million. Income is at \$20.11 million compared to a budgeted income of \$22.40 million, an unfavourable variance to budget of 10.2%. This variation is mainly due to the:

- timing of budgeted grant revenue including:
  - Go Goldfields grant revenue of \$700,000 not yet received with \$500,000 anticipated to be received in 2019-20 (including \$200,000 carried forward from 2018-19) and \$400,000 anticipated to be carried forward to 2020-21,
  - budgeted bridge renewal program grant revenue of \$500,000 anticipated for Porteous Road Wareek Bridge replacement in December (\$300,000) and January (\$200,000),
  - Maryborough Outdoor Pool Living Heritage grant application unsuccessful \$300,000 and reforecast at the December quarter budget review. Opportunity to consider in 2020-21 application round with Council's contribution of \$350,000,
  - Maryborough Sport & Leisure Centre upgrade project grant of \$280,000 (including \$172,000 received in advance in 2018-19 and \$108,000 anticipated in December 2019),
  - Maryborough Sport & Leisure Centre accessibility grant \$150,000 (including \$108,000 received in advance in 2018-19 and \$43,000 anticipated on completion in July 2020),
  - Community Planning project grant \$90,000 (\$49,000 anticipated in 2019-20 and 41,000 in 2020-21), and
- timing of Energy Breakthrough event sponsorship of \$150,000 not yet received, and
- budgeted Go Goldfields Ten20 Data Management contribution of \$75,000 no longer available.

Expenditure is at \$11.97 million compared to budgeted expenditure of \$13.08 million, a favourable variance of 8.5% for the year to date. The variation is primarily attributable to the:

- timing of expenses below budget, including:
  - waste disposal expenditure of \$440,000,
  - budgeted contract event support of \$214,000 for Energy Breakthrough anticipated to be invoiced in December,
  - transport expenditure below budget of \$159,000, including unsealed roads maintenance, sealed roads maintenance, bridges maintenance, line marking, pathways maintenance and asset protection,
  - Maternal and Child Health salaries of \$58,000 below budget,
  - budgeted Maryborough Sports & Fitness Centre operational expenses of \$47,000, and timing of the Dunolly Deledio Reserve Concept Plan \$52,000.

This is partially offset by:

- Go Goldfields Family Violence project expenses carried forward from 2018-2019.

### Statement of Financial Position

Council's equity position has increased from 30 June 2019 by \$8.14 million to \$328.38 million, mainly due to the levying of rates and charges during August. Refer to the receivables summary for an explanation of the movement in current receivables.

Other Financial Assets has decreased by \$2.85 million due to matured short term deposits transferred to cash to meet budgeted operational requirements and the unbudgeted redemption of a \$1.50 million loan on 4 November 2019. This loan is budgeted to be refinanced during 2019-2020. Refinancing is not currently required due to Council's strong cash flow position, so will be deferred until June 2020.

Creditors has decreased by \$1.41 million to \$2.09 million and includes the Fire Services Property Levy (FSPL) which totalled \$1.27 million as at 30 November 2019. This balance includes arrears, however, excludes the FSPL Concession (which effectively reduces the payable amount). Council's first instalment for 2019-2020 of \$252,000 was paid in October 2019.

### Statement of Changes in Equity

Council has not budgeted to make any transfers to reserve during the 2019-2020 year.

### Cash Flow Statement

The balance of cash and investments as at 30 November 2019 is \$9.22 million, which includes \$7.40 million in short-term deposits.

Council's cash position is \$547,000 favourable to budget at 30 November 2019, due to:

- \$1.99 million higher cash balance at the beginning of the financial year, and
- \$1.27 million lower payments for capital works.

This is offset by:

- \$1.50 million unbudgeted redemption of loan borrowings, and
  - \$1.20 million higher operating payments mainly due to reduced trade payables.
- Future cash flows are being monitored closely to enable completion of scheduled works and to meet recurrent obligations, as well as ensuring surplus funds are invested to generate maximum interest revenue.

### Capital Works Statement

The 2019-2020 budget included a capital works budget of \$9.88 million across property, plant and equipment and infrastructure asset classes.

As at 30 November 2019, Council had expended \$1.41 million in capital works, a favourable year to date variance of \$1.27 million. The variance is due to the majority of capital works completed in the first quarter of the year being carry forward projects from the previous financial year and timing issues relating to completion of budgeted works, including:

- Porteous Road Wareek Bridge replacement \$758,000 anticipated to be completed in December/January,
- Majorca Road renewal \$310,000 anticipated to be completed in February 2020,
- Civic centre building upgrade \$288,000 and works anticipated to be tendered in early 2020, and
- Rodborough Road stabilisation \$224,000 anticipated works to be tendered in December.

This is offset by timing of capital works expenses above budget relating to:

- Rural unsealed road renewal \$238,000 completed and over budget by \$38,000, and
- Stage 1 Avoca Road upgrade works design \$152,000 carried forward works from 2018-19.

### Receivables Summary

The Rate Debtor balance at 30 November 2019 is \$10.86 million (excluding FSPL), which is \$417,000 or 4% higher than this time last year, partially due to the 2.5% increase in rates and increase in garbage service charges.

This level of arrears is higher than the same time last year at 7.5% (6.6% as at November 2018). Those ratepayers with arrears are progressed for additional debt collection action in accordance with Council's Debt Collection Policy.

The Other Debtors balance totals \$576,000, which is \$346,000 or 38% lower than this time last year, and mainly relates to a decrease in sundry debtors.

### Operating and Cash Flow Budget Amounts

Council's budget forecast for 2019-2020 has been divided into monthly amounts. While every attempt is made to accurately predict when income and expenditure will occur and phase budgets appropriately, Council should make allowances for variations in these monthly budget allocations throughout the year. This is especially true for receipt of non-recurrent Government grants and completion of capital and large maintenance works which can be planned but not proceed due to a variety of issues including variable weather.

The monthly year-to-date (YTD) operating budget forecast amounts should be used to indicate budget position rather than an absolute result for each month.

## **CONSULTATION/COMMUNICATION**

Nil required to this report.

## **FINANCIAL & RESOURCE IMPLICATIONS**

The financial statements were prepared internally by Council officers.

## **RISK MANAGEMENT**

Any risks in relation to this report have been discussed in the report above.

## **CONCLUSION**

The financial position to the end of November 2019 does not highlight any issues for concern, however is impacted by timing of the following:

- grant revenue,
- Energy Breakthrough event contract support expenditure and sponsorship revenue,
- bridge renewal program grant revenue,
- waste disposal expenditure,

- transport expenditure, and
- delivery of the capital works program.

Rate Debtor balances will continue to be monitored with debt collection action to be undertaken in accordance with Council's Debt Collection Policy.

Surplus funds have been partially used to redeem loan borrowings of \$1.5 million in November. The balance of surplus funds are being reinvested to ensure interest earnings are maximised.

## **ATTACHMENTS**

1. 30 November 2019 Financial Report

### **RECOMMENDATION**

*That Council receives and notes the attached 30 November 2019 Financial Report showing progress against the budget.*