



## ORDINARY COUNCIL MEETING

Tuesday 18<sup>th</sup> December 2018  
6:00pm

Community Hub  
Room 1  
48 Burns Street, Maryborough

### AGENDA

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8.1	<b>ASSEMBLIES OF COUNCILLORS</b>	<b>6</b>
8.2	<b>COMMUNITY ENGAGEMENT - COMMUNITY VOICE PANEL</b>	<b>9</b>
8.3	<b>PUBLIC NOTICE - INTENTION TO LEASE PART OF MARYBOROUGH AERODROME - AMBULANCE VICTORIA</b>	<b>12</b>
8.4	<b>INTENTION TO LEASE MARYBOROUGH AND DUNOLLY SES SITES</b>	<b>15</b>
8.5	<b>PLANNING PERMIT APPLICATION 094/18 FOR THE USE AND DEVELOPMENT OF A RENEWABLE ENERGY FACILITY (90 MW SOLAR FARM), AND CREATION OF AN ACCESS TO A ROAD IN A ROAD ZONE CATEGORY 1, AND ASSOCIATED WORKS AT 3348 PYRENEES HIGHWAY, CARISBROOK; 3080 PYRENEES HIGHWAY, MOOLORT; AND 160 BALD HILL ROAD, CARISBROOK</b>	<b>19</b>
8.6	<b>NOVEMBER 2018 FINANCIAL REPORT</b>	<b>58</b>
9.	Documents for Sealing Confirmation	
9.1	<b>DOCUMENTS FOR SEALING CONFIRMATION REPORT</b>	<b>61</b>
10.	Notices of Motion Nil	

11. Urgent Business

12. Confidential Business Nil

13. Meeting Close

## 5 CONFIRMATION OF THE MINUTES OF PREVIOUS COUNCIL MEETINGS

**Author:** Acting Manager Governance

**Responsible Manager:** 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 27 November 2018.

### 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.

### CONCLUSION:

The unconfirmed minutes of the Ordinary Council Meeting held on 27 November 2018 are presented for confirmation.

### ATTACHMENTS:

1. Minutes of Ordinary Council Meeting held 27 November 2018.

### RECOMMENDATION:

*That Council confirms the Minutes of the Ordinary Council Meeting held on 27 November 2018.*



## **ORDINARY MEETING OF COUNCIL MINUTES**

Tuesday 27 November 2018  
6:00pm

Council Chamber  
Room 1 Community Hub  
48 Burns Street  
Maryborough

### **MEMBERSHIP**

Administrator Noel Harvey  
Administrator Karen Douglas  
Administrator Hugh Delahunty

To be confirmed at the Ordinary Council Meeting  
scheduled for 18 December 2018



# UNCONFIRMED MINUTES

## 1. COMMENCEMENT OF MEETING AND WELCOME

The meeting commenced at 6.00pm

The Chair, Administrator Noel Harvey read the Council Prayer and acknowledgement statement:

### **Council Prayer**

Almighty God, we ask you to be present in this Council.

Direct and guide our deliberations.

We ask you to grant us wisdom and sensitivity as we deal with the business of our Shire.

May each decision that we make advance the wellbeing of all our residents.

This we pray. Amen.

### **Acknowledgement of Country**

I acknowledge the Traditional Owners of the land on which we are meeting. I pay my respects to their Elders, past and present, and the Elders from other communities who may be here today.

## PRESENT

Administrator Noel Harvey  
Administrator Karen Douglas  
Administrator Hugh Delahunty

## IN ATTENDANCE

Chief Executive Officer, Lucy Roffey  
General Manager Corporate Performance, Paul Brumby  
General Manager Infrastructure, Assets and Planning, Rebecca Stockfeld  
General Manager Community Wellbeing, Brenton West

## 2. APOLOGIES

Nil

## 3. LEAVE OF ABSENCE

Nil

## 4. DISCLOSURES OF CONFLICTS OF INTEREST

Nil

## 5. CONFIRMATION OF THE MINUTES OF THE PREVIOUS COUNCIL MEETING

The purpose of this report was to present for confirmation, the minutes of the Ordinary Council Meeting held on 23 October 2018.

### **Council Resolution**

*That Council confirms the Minutes of the Ordinary Council Meeting held on 23 October 2018.*

**Moved** Administrator Douglas  
**Seconded** Administrator Delahunty

**CARRIED**

# UNCONFIRMED MINUTES

## 6. REPORTS FROM COMMITTEES

### 6.1 NOTING OF THE APPROVED MINUTES OF SPECIAL COMMITTEE MEETINGS

The purpose of this report was to present for noting the confirmed minutes of Council's Special Committees established under section 86 of the Local Government Act.

#### **Council Resolution**

*That Council notes the confirmed minutes of the:*

1. *Tullaroop Leisure Centre Committee of Management Meeting Minutes 16 May 2018 (confirmed 17 October 2018).*
2. *Adelaide Lead Hall AGM Minutes for 14 November 2017 (confirmed 26 September 2018).*

**Moved**                      **Administrator Delahunty**  
**Seconded**           **Administrator Douglas**

**CARRIED**

## 7. PETITIONS

Nil

## 8. OFFICER REPORTS

### 8.1 ASSEMBLIES OF COUNCILLORS

The purpose of this report was to provide the record of any assembly of Councillors so that they are recorded in the minutes of the formal Council Meeting.

#### **Council Resolution**

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

**Moved**                      **Administrator Douglas**  
**Seconded**           **Administrator Delahunty**

**CARRIED**

### 8.2 ORDINARY COUNCIL MEETING DATES FOR 2019

The purpose of this paper is for Council to set the dates and times for ordinary meetings of Council for the 2019 calendar year.

#### **Council Resolution**

*That Council adopts the following dates for the Ordinary Council Meetings in 2019:*

- *Tuesday 26 February 2019*
- *Tuesday 26 March 2019*
- *Tuesday 23 April 2019*

## UNCONFIRMED MINUTES

- *Tuesday 28 May 2019*
- *Tuesday 25 June 2019*
- *Tuesday 23 July 2019*
- *Tuesday 27 August 2019*
- *Tuesday 24 September 2019*
- *Tuesday 22 October 2019*
- *Tuesday 26 November 2019*
- *Tuesday 17 December 2019*

**Moved**            **Administrator Delahunty**  
**Seconded**      **Administrator Douglas**

**CARRIED**

### **8.3      INTERGRATED WATER MANAGEMENT FORUMS STRATEGIC DIRECTIONS STATEMENT REPORT**

It was noted that the CEO is a board member and Chair of Coliban Water Authority.

The Central Goldfields Shire has participated in the development of two Integrated Water Management Strategic Directions Statements; one for the Central Highlands Water and the Coliban Water area. The Strategic Directions Statements were developed through regional collaboration by a diverse Forum membership with interests in land, water, waterways, the urban built form, and community health and wellbeing.

The Statements identify opportunities, backed by the Forum, that can substantially transform and enhance the role that water plays as an essential part of our region's way of life. It is recommended that Council endorse the two Strategic Directions Statements and continue to participate the roll out of the works identified in the statements (for example the Maryborough Integrated Water Management plan) and in the development of future works/plans for water management in the region.

The Integrated Water Management Framework for Victoria aims to help government, the water sector and the community work together to better plan, manage and deliver water in Victoria's towns and cities.

The State Government 2016 Water for Vitoria policy promotes the development of Integrated Water Management Plans for better manage the water resource.

#### **Council Resolution**

*That Council:*

- *endorse the Central Highlands Integrated Water Management Strategic Directions Statement*
- *endorse the Coliban Integrated Water Management Strategic Directions Statement*
- *continue to work with both water Forums and the regional statutory bodies to undertake the planning and works identified in the Strategic Directions Statements*
- *advise the Coliban Water Forum that a future project should focus on the development of a small town Integrated Water Management Plans.*

**Moved**            **Administrator Douglas**  
**Seconded**      **Administrator Delahunty**

## UNCONFIRMED MINUTES

CARRIED

### 8.4 REPORT DETAILING THE EVALUATION OF CONTRACT G1279-2018 SPRAY SEALING ANNUAL CONTRACT

This report recommends that contract G1279-2018 for spray sealing services, be awarded to Boral Resources P/L, after a public tender process.

The spray seal contractor will renew deteriorating sections of the existing sealed road network.

The tender is a joint tender with Loddon Shire Council. Tender figures quoted in this report are for Central Goldfields Shire only, and any contract entered into will be between the successful tender and Central Goldfields Shire.

#### **Council Resolution.**

*It is recommended that Council:*

- *Award the Annual Spay Seal contract for 2018/19 G1279-2018 to Boral Resources (Vic) Pty Ltd for \$775,497.80 (GST Inclusive).*
- *Authorise the Chief Executive Officer to sign and affix the Common Seal to the contract documentation for Contract G1279-2018 for Annual Spray Sealing 2018/2019*

**Moved Administrator Delahunty**  
**Seconded Administrator Douglas**

CARRIED

### 8.5 OCTOBER 2018 FINANCIAL REPORT

Monthly financial reports are presented to Council to show Council's financial performance and how it is tracking against the adopted (original) budget.

#### **Council Resolution**

*That Council receives and notes the attached October 2018 Financial Report showing progress against the budget, as presented.*

**Moved Administrator Douglas**  
**Seconded Administrator Delahunty**

CARRIED

# UNCONFIRMED MINUTES

## 9 DOCUMENTS FOR SEALING CONFIRMATION

### 9.1 DOCUMENTS FOR SEALING CONFIRMATION REPORT

The purpose of this report is to present to Council for endorsement documents that have been signed under Council's common seal, via delegation, since the last Ordinary Council meeting.

#### **Council Resolution**

*That Council endorse the mortgage of lease document, and the delegations of powers, functions and duties from Council to staff document, both of which have been signed and sealed under delegation on behalf of Council.*

**Moved Administrator Delahunty**  
**Seconded Administrator Douglas**

**CARRIED**

## 10 NOTICES OF MOTION

Nil

## 11 URGENT BUSINESS

*That Council write to the Victorian Electoral Commission and the Australian Electoral Commission to request that an early voting centre be established in Maryborough for all future elections.*

**Moved Administrator Douglas**  
**Seconded Administrator Delahunty**

## 12 CONFIDENTIAL BUSINESS

Nil

## 13 MEETING CLOSURE

The Chair, Administrator Noel Harvey declared the meeting closed at 6.21pm

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To be confirmed at the Ordinary Council Meeting  
held on 18 December 2018.

Chair, Administrator Noel Harvey

## **6.1 NOTING OF THE APPROVED MINUTES OF SPECIAL COMMITTEE MEETINGS AND ADVISORY COMMITTEE MEETINGS**

**Author:** Acting Manager Governance

**Responsible Manager:** 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 noting the confirmed minutes of Council's Special Committees established under section 86 of the *Local Government Act 1989*.

### **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:**

In accordance with section 86 of the *Local Government Act 1989*, Council has established Special Committees.

The Terms of Reference for the Special Committees require the minutes to be presented to Council for noting.

Minutes of Special Committees are confirmed/approved at the next scheduled meeting of that Special Committee.

### **REPORT:**

The following special and advisory committees of Council have provided confirmed minutes from their meeting as follows:

- Audit and Risk Committee Meeting Minutes 10 September 2018
- Talbot Town Hall Committee Meeting Minutes 24 September 2018
- Go Goldfields Collaborative Table Minutes 10 October 2018

### **CONSULTATION/COMMUNICATION:**

Not applicable.

### **RESOURCE IMPLICATIONS:**

No resource implications.

**CONCLUSION:**

Recently received, confirmed minutes of Council's special and advisory committees are presented to Council for noting.

**ATTACHMENTS:**

1. Audit and Risk Committee Meeting Minutes 10 September 2018 (confirmed 4 December 2018).
2. Talbot Town Hall Committee Meeting Minutes 24 September 2018 (confirmed 19 November 2018)
3. Go Goldfields Collaborative Table Minutes 10 October 2018 (confirmed 12 December 2018).

**RECOMMENDATION**

*That Council notes the confirmed Minutes of the:*

- *Audit and Risk Committee Meeting 10 September 2018*
- *Talbot Town Hall Committee Meeting 24 September 2018*
- *Go Goldfields Collaborative Table 10 October 2018*



## AUDIT AND RISK COMMITTEE MEETING

Monday 10 September, 2018 11.00am

Community Hub, Room 5  
48 Burns Street, Maryborough

### MINUTES

#### Members:

- John Watson – Independent Chair
- Cheryl Fitzgerald – Independent Member
- Robert Tommasini – Independent Member
- Hon Hugh Delahunty – Administrator
- Karen Douglas - Administrator

#### Officers Attending:

- Lucy Roffey – Chief Executive Officer
- Paul Brumby – General Manager Corporate Performance
- Brenton West – General Manager Community Wellbeing
- Melanie Rogers – Director Business Transformation
- Anna Bartlett – Finance Manager
- Marita Turner – Manager Governance

#### Visitors Attending:

- Brad Ead – AFS & Associates Pty Ltd (Internal Auditor)
- John Gavens – Crowe Horwath (External Auditor)

#### Item

##### **1 Welcome and introduction** (11:00-11:04am)

The chair welcomed all attendees to the meeting. Brad Ead and John Gavens noted that they will need to leave the meeting at 1pm as they are each required at other meetings. Consequently, the Chair noted that Items 10, 11, 13, 14 & 15 will be moved up the agenda and dealt with first.

##### **2 Apologies** (11:04-11:05am)

- Noel Harvey, Chair of the panel of Administrators
- Rebecca Stockfeld, General Manager Infrastructure Assets and Planning
- Kristie Berry, Property and Risk Officer

##### **3 Declarations of conflicts of interest** (11:05-11:06am)

Nil.

##### **4 Consideration of the Agenda** (11:06-11:07am)

No issues raised.

##### **5 Declarations** (11:07-11:08am)



5.1 CEO – In response to the question, 'Has there been any impending legal action, legislation breach or instance of fraud since the last meeting?' the CEO responded there had been none other than a legal matter that will be discussed at In Camera item.

5.2 Internal auditors - In response to the question 'Has there been any obstruction to the work of Internal Audit?' the Internal Auditors responded there has been none.

**6 In Camera matters (1:05-1:07pm)**

All Council Officers and visitors with the exception of the CEO left the meeting for the In Camera Session.

**Decision:**

The In Camera report by the CEO was noted by the Committee.

**7 Adoption of minutes of previous meeting (1:07-1:08pm)**

Discussion around the need for 'advisory' in the name of the Committee.

Noted that the correct name of the Committee is the 'Audit and Risk Committee'.

**Decision**

The Minutes of meeting held 10 July 2018 confirmed by the Committee.

**8 Matters arising/Actions list (1:08-1:11pm)**

The Committee was concerned to note that the list was not updated to show the status and comments of actions arising from the last meeting. Anna Bartlett to review and update list, and circulate the updated list out of session.

**Action**

**Decision**

The matters arising/actions list was noted by the Committee.

**9 CEO's report (1:11-1:12pm)**

CEO circulated a written report to the Committee prior to the meeting.

**Decision:**

The CEO's report was noted by the Committee.

**10 Internal audit update (11:07-11:27am)**

**10.1 Internal audit program status update**

Brad Ead noted that the Committee's request from the last meeting for notification of changes has been implemented.

The Chair noted that his understanding was that the audit scope was to be submitted out of session. The Committee agreed.

**Action**

Robert Tommasini noted that with regard scheduling of an audit for Business Continuity and Disaster Recovery Planning, the letter and the 'Internal audit program status update' differ. Brad Ead advised that there is a typographical error in the letter. The date scheduled for that audit is December 2019.

Hugh Delahunty queried apparent discrepancies in the audit program. Lucy Roffey advised that agenda item 11.1 refers - If the Committee approves the update at agenda item 11.1 today, the audit program will be amended accordingly. Melanie Rogers added that there are two audit programs running – internal audit and consultancies arising from the Organisational, Governance and Reform Programme – agenda item 11.2 explains the programs further.

Cheryl Fitzgerald asked what the current status of the business continuity plan is and can it wait 2 years for an internal audit? Anna Bartlett advised that council has a business continuity plan, however it is outdated. Mel Rogers suggested that while an audit may be deferred 2 years, work on updating the plan will happen in the interim. The Chair asked whether the plan is organisation wide or department specific. Anna Bartlett advised that it is organisation wide, with priorities set for each department. It was developed with guidance from JLT. Karen Douglas asked how often a business continuity plan would need to be reviewed. Cheryl Fitzgerald suggested annually is preferred. The Chair confirmed that would keep it current to meet changing circumstances.

**Action**

**Decision:**

The report on the status of the internal audit program was noted, and the Committee recorded its concern around the outdated business continuity plan.

**10.2 Review of the Energy Breakthrough Insurance Status**

Robert Tommasini noted that it is unclear whether the insurance cover for the event is adequate. Brad Ead advised that the audit looked at the historical situation and recommends that council obtain a confirmation letter from its insurer. The Chair referred to the recommendation in the audit letter that the 'EBT Governance Committee include in its Charter the responsibility to ensure the event is adequately insured each year' – Council sets the terms of reference for section 86 Committees, therefore council should ensure that this responsibility is included in the terms of reference for the Energy Breakthrough Committee.

**Action**

Hugh Delahunty requested confirmation that participating schools have their own insurance. Brenton West advised that his understanding is that participating schools are required to have their own insurance. Additionally, all suppliers to the event are engaged under council's procurement processes this year which includes a requirement to have adequate insurance cover. With regard to community groups – if they are volunteers, they are covered under council's insurance policy and if a community group is contracted by council to supply a service for the event, they will go through council's procurement service, which as noted earlier, will require them to have adequate insurance cover.

**Action**

**Decision:**

The report on the review of the Energy Breakthrough Insurance Status was noted by the Committee.

**11 Organisation reform program update (11:37-11:40am)**

**11.1 Organisation and governance reform program action plan**

The Committee discussed the progress report.

**Decision:**

The report and the good progress across the program were noted by the

Committee.

## **11.2 Organisation and governance reform program consultancies**

Report discussed.

### **Decision:**

The Committee:

1. Noted the contribution of the Organisational Governance and Reform program as it related to the proposed consultancies
2. Noted the work being undertaken on improving Council's electronic management system and practices
3. Noted and endorsed the intention to undertake an internal audit of Council's privacy compliance
4. Noted and endorsed the future internal audits of HR Risk Management, OH&S and Governance.

## **12 Risk and insurance report (1:12-1:22pm)**

Cheryl Fitzgerald asked the CEO to comment on what the top risk priorities are for the organisation. The CEO advised that 1) having the right staff in the right areas, 2) asset management, 3) governance embedded within the organisation, and 4) long term financial plan would be the top four items.

### **Decision:**

The report was noted by the Committee.

## **13 VAGO update**

### **13.1 VAGO Report – Managing the municipal and industrial landfill levy (11:45-11:49am)**

The CEO noted that the report supports more funds coming back to councils. Hugh Delahunty expressed concern about the amount of \$'s from the levy being spent on administration etc.

The Chair declared that he has recently been appointed to a metropolitan waste management group therefore, if further discussion is desired by the Committee, he would excuse himself from the meeting. There was no further discussion.

### **Decision:**

The report was noted by the Committee.

### **13.2 VAGO interim Closing Report and interim Management Letter (11:49am-12:12pm)**

John Gavens distributed the VAGO closing report for discussion, drawing the Committee's attention to page 4 which indicates that based on the audit, the auditors conclude that both the financial report and performance report present fairly, consequently they expect to issue unmodified audit opinions.

John Gavens also drew the Committee's attention to page 12 of the report noting that the auditors will be working with councils to assist reaching the aspired maturity. The Chair noted that the wording suggested it was an assessment by VAGO but had seen other closing reports which correctly explained it was the

result of a self-assessment by the council. John Gavens undertook to review the wording.

John Gavens noted that an adjustment will be made re the inclusion of charges in the average residential rate per residential property assessment, and that the management letter will include a notation that a management revaluation of land and buildings should have been done.

**Decision:**

The VAGO interim Management Letter and draft Closing Report were noted by the Committee.

**14 Annual financial statement and performance report (12:12-12:57pm)**

The CEO noted that the final result includes many ups and downs that are out of council's control however, the result to budget is pretty accurate.

Clarifications and suggestions made by members of the Committee were as follows:

Page 3 Income refers to notes 2.7 and 2.8 however the notes don't really explain much as they both refer to 'other income'. John Gavens advised that the notes are standard in the model, however agrees that they don't add much value. To remove them would require renumbering of the document.

Page 6 – What are notes 4.6 and 4.1 there for as there are no corresponding figures? CEO suggested that the notes could be included with the final sentence on that page.

Page 10 Ref 5 – 'Gravel contributions'? CEO suggested changing wording to 'gravel pit sustainability fund'.

Page 10 Ref 10 – Wording to be amended to 'Infrastructure depreciation was budgeted as \$3,292,289, however as a result of the infrastructure revaluation, was actually \$5,409,153 (\$2,116,864 increase)'. Numbers need to tie back too.

Page 11 – Explanations noted, but why did those things not happen? The CEO advised that there are many factors – timing of grants, reclassifications, found assets, changing methodology of valuing culverts etc. Chair added - bringing accounts/methods up to date.

Page 15 Note 2 – The word 'asset' is sitting there on its own. Anna Bartlett advised that the rest of the sentence failed to print. Will amend so that the whole sentence appears.

Page 23 Note 5 – Anna Bartlett to check what land is included in 'Industrial land held for sale'.

Page 28 Note 5 – Under heading 'Specialised buildings', third sentence should read 'Current replacement costs are calculated on a square metre basis and range from \$150 to \$2,910 per square metre'.

Page 29 Note 6 – Correct title for Noel Harvey is Chair of the Panel of Administrators.

Anna Bartlett to amend the statements to reflect the discussion.

**Action**

Performance Statement to be circulated to Committee in Word version once approved by auditors.

**Action**

John Gavens noted that the Performance Indicators are under review by DELWP.

**Decision:**

That:

- 1) The Annual Finance Report and Performance Statement including Governance Checklist (subject to circulation of a final version), the VAGO draft Closing Report and Interim Management Letter be received and noted.
- 2) The Audit and Risk Committee recommends that Council;
  - Record its approval 'in principle' to the financial report and performance statement (the statements) for the year ended 30 June 2018; and  
That subject to the review of the final version of the financial report and the performance statement and draft of the final management letter, Council:
    - i. Authorise the Chief Executive Officer, the Chair of the panel of Administrators and an Administrator to certify the final version of the statements.
    - ii. Authorise the Manager Finance to implement any non-material changes to the statements as recommended by the Auditor-General, and provide a summary of any such changes to the Audit and Risk Committee at its next meeting. Any material changes will be discussed with the Chair of the Audit and Risk Committee prior to being presented to Council.
    - iii. Authorise the Chief Executive Officer to send the statements to the Auditor General.

**Action**

**Moved:** Karen Douglas

**Seconded:** Cheryl Fitzgerald

**CARRIED**

The Chair noted the Committee's appreciation of the efforts of staff involved in producing the Annual Statements.

**15 Progress report on prior audit recommendations (1:23-1:44pm)**

The Committee noted with concern that the audit recommendations and management comments relating to the Energy Breakthrough Event audit (items 97-126) were not reviewed and revised as requested at the last meeting. The Committee was assured they will be updated prior to the next meeting.

**Action**

The Committee discussed the remaining recommendations and noted the following updates:

Items now closed – Items 6, 7, 11, 15, 16, 17, 18, 21, 22, 34, 35, 38, 48, 49, 50, 51, 59, 60, 62, 63, 68, 71, 77, 78, 79, 84, 88, 89, 90, 127 and 128. May be removed from the list.

Comment required in the Status column – Items 26, 27, 32, 36, 37, 39, 40, 42, 44, 45, 52, 64, 66, 67, 72, 87 and 91.

Review target dates – Items 12, 64, 66, 67 and 76.

Item 69 – all fields are blank. May be removed from the list.

**Decision:**

Report noted. The Committee requested that the above amendments be made to the schedule.

**Action**

**16 Organisational update**

**16.1 Procurement report** (1:44-1:46pm)

**Decision:**

The report was noted by the Committee.

**16.2 Defined Benefits of VBI update** (1:44-1:46pm)

**Decision:**

The report was noted by the Committee and the CEO was requested to provide a quarterly report to the Committee and council re the defined benefits superannuation fund status.

**Action**

**16.3 Enterprise Agreement 2017**

**Decision:**

The report was noted by the Committee.

**17 Policies for review**

**17.1 Councillor and Committee Member Support and Expenses Policy** (1:51-2:05pm)

**Action**

Draft policy discussed and following observations made:

- Re 3.2 ICT resources – appears to be an inequity with regard mobile telephones in that, if a Councillor uses a council issued mobile telephone, reasonable personal use is accepted, however if a Councillor uses their own mobile telephone, they will be reimbursed for council business calls only.
- Re 3.2 ICT resources - suggested the addition of 'immediately' in the paragraph concerning return of council equipment at the end of a Councillor's term of office.
- Re 3.5 Administrative support – electronic delivery of business papers should be encouraged.
- Re 3.6 Apparel and stationery – should specifically exclude letterhead.
- Re 3.9 Conferences and professional development – clause around approval of Mayor's attendance at conferences etc. to be considered.
- Re 3.15 Claiming expenses – time frame for submission of expense claims to be included.
- Re 5 Roles and responsibilities – amend 'Audit and Risk Advisory Committee' to 'Audit and Risk Committee'.
- Re 5 Roles and responsibilities – CEO report to Audit and Risk Committee to be on an annual basis. Reporting on council's website to be more frequent, e.g., quarterly.

**Decision:**

The report was noted by the Committee.

**18 Reports by sector and related agencies (11:40-11:45am)**

The Committee noted the following:

- Noted that the VAGO Local Government Insurance Audit was not included in the report. Brad Ead noted that is arrived later than the cut-off date for submissions to the agenda for this meeting.
- Is Council ready for Single Touch Payroll? Anna Bartlett advised that the council has an exemption whilst Council's software provider updates its system. Will be compliant in the near future. John Gavens added that this system will mean that the ATO received data fortnightly. Trial data submissions are recommended. Chair requested that the Committee be kept updated on progress.
- The Fair Work Commission allows for five days family violence leave however Council's Enterprise Agreement allows for 20 days. Melanie Rogers confirmed that Council's EA is more generous than the requirement under the Fair Work Commission.

**Action****Decision:**

The report was noted by the Committee.

**19 Other business (2:05-2:08pm)**

Hugh Delahunty noted that some of the reports in the agenda for this meeting referred to Council whereas they should refer to the Audit and Risk Committee.

**Decision:**

Noted for future reports.

**20 Next meeting (2:08-2:09pm)**

The Chair requested that a schedule of quarterly meetings be proposed, discussed and set at the next meeting, ensuring that a meeting is scheduled in September to consider the financial and performance statements.

**Decision:**

The Committee noted that a report will be included in agenda for next meeting.

**Action****21 Meeting closed at 2:09pm**

**Talbot Town Hall General meeting**  
**Held on the 24<sup>th</sup> September 2018**  
**Meeting held at: Talbot Town Hall**  
**Meeting Started at 7.00pm**

**Present:**

Daryl Greenwood, Steven Perry, Tina Fowler, Leanne Boyle, Lynda Kent, Ethan Fowler, Bev Wells.

## Apologies:

Gerry Seymour &amp; Maria Wolfe

**Minutes of the Previous Meeting:**

Read out

**Moved by:** Leanne Boyle                      **Seconded by:** Daryl Greenwood                      **Carried**

### Business arising from Previous Meeting

\*Council request for maintenance list. (Still no reply from council)

## Treasurer Report

As per attached

**Moved by:** Leanne Boyle      **Seconded by:** Tina Fowler      **Carried**

**Correspondence be dealt with as read**

**Moved by:** Tina Fowler      **Seconded by:** Steven Perry      **Carried**

## Correspondence in

- Bank Statements.
- Victorian Electoral Commission Re: Thanking us for our offer.
- Market Hub Re: Market advertising.
- Bendigo Bank Giveaway.

### Correspondence out

- Letter to Chris Meadows-Taylor Re: invitation to chair our AGM.
- Eveline Orr (Council) Re: Invitation to our AGM
- Talbot Art group Re: Discount for their booking.
- Talbot Today & Tomorrow Re: Market barbecue food prices.
- All Community groups Re: Barbecue allocations.
- Victorian Electoral Commission Re: Elections.
- Country Fire Brigade Re: Fire permits.
- Accounts Sent:                 Ritch Program  
   Goldfields Rate payers association.
- Talbot Museum Re: refund for booking overcharge.

## Market Report

As per attached

**Moved by:** Tina Fowler      **Seconded by:** Leanne Boyle      Carried



## **General Business**

**\*Eveline Orr (Council Governance)-** Eveline is no longer working at the council, at this stage they have no one in her position.

**\*Hall/Market Phone:** The new phone has been purchased and the number is 0417 476 888

**\*First Aid Kit:** Needs to be updated, Tina & Leanne to organise.

**Moved by:** Bev Wells

**Seconded by:** Steven Perry

Carried

**\*Floor Dust mops:** Tina mentioned that we need to purchase 2 floor dust mops so we have spares for when the current ones are being washed.

**Moved by:** Leanne Boyle

**Seconded by:** Daryl Greenwood

Carried

**\*Computer:** It was brought to the attention of the meeting that the computer is unable to meet the needs of the hall and market anymore.

A motion was put forward that we purchase a new computer after the committee has agreed on the price.

**Moved by:** Daryl Greenwood

**Seconded by:** Bev Wells

Carried

**\*TTT Account:** Leanne to approach Heather in regards to the payment.

**\*Roller Door:** The roller door is impossible to lock for one person, it was agreed to ring Ian Burt to fix it as he was the one that installed the door.

**\*Power Point in the Kitchen is not working:** Tina to contact Troy Walker to repair.

**\*Cleaning:** After a lengthy discussion regarding this matter, it was agreed that we do need the cleaner to do extra duties on some occasions as it is hard for the volunteers to find the time to do them. As these duties vary from time to time it was agreed that when things arise (i.e. floors after major bookings) then we would just pay the cleaner extra to do these jobs.

**\*Market Insurance:** As per our current policy if a stall holder has their own insurance we must have a copy of their certificate of currency on record which is very time consuming. Steven brought up the suggestion that we increase our insurance to cover all stalls as per other markets. After some discussion it was agreed that we make all 3 meter x 3 meter sites \$20 and we cover them under our insurance with the exception of some stalls that are not covered under our Public/Product liability. Site prices will be a 3x3 site \$20, larger sites will incur an extra fee.

**Moved by:** Steven Perry

**Seconded by:** Tina Fowler

Carried

**\*Market helpers:** The committee has agreed that as the market has got bigger Tina is not able to operate on market day without her helpers, a motion was put forward that we pay the helpers an honorarium of \$50. Tina is to be given this money to be distributed between them.

**Moved by:** Steven Perry

**Seconded by:** Daryl Greenwood

Carried

**Meeting Closed at: 7.55pm**



# COLLABORATIVE TABLE



Wednesday October 10<sup>th</sup> 2018

## Welcome & Acknowledgement:

Acknowledgement to Country

**Declaration of Conflict of interest:** No conflicts of interest.

## Story to bring the work into the room:

**Family Violence Action Group Presentation by Robyn Trainor, Centre for Non-Violence**

**Minutes from previous meeting:** Minutes have been received.

## Business Arising:

## Actions from previous meeting

## Collaborative Table Participation and Sustainability

We have two vacancies on the table for community members. Feel we need to broaden our member base. Also lots of changes within government departments so need to engage with people in new roles. Perhaps our inaugural AGM later this year could be a good opportunity to attract some new community members. This could be a great opportunity to open up to the community and be more transparent, tell them what we have used our funding for. Call for expressions of interest – community men (we have three community women).

**Action:** look into ways to make the AGM attractive to the community to attend. Need to give it another name. Need a criteria to identify appropriate people. Leaders graduating soon, good opportunity – Discuss with Sandra

## Bealiba book production – Story Seat project

This book was developed in conjunction with Bealiba Primary School. It includes the Go Goldfields logo, as agreed at previous Collaborative Table meeting.

**Story Seats** – some community groups want to arrange their own launches of seats. Council will co-ordinate the overarching launch then community groups can make their own arrangements.

There has been controversy around two of the seats – the Youth seat and the Indigenous seat. The Dja Dja Wurrung people have expressed concern at a perceived lack of consultation on the project. Council met with the Dja Dja Wurrung people last week and again this week.

The Marigolds Seat in Philips Gardens has faced some vocal opposition from a small number of community members who feel the heritage precinct is not a suitable place for the seat. These community members have been invited to meet with Noel to discuss this but the offer hasn't been taken up yet. Unsure if they will pursue it any further.

The launch of the Marigolds Seat was great and the Minister was very moved by the stories behind the seat.

The Family Violence Expert Reference Group were unaware of the launch due to very short notice from the Minister. Still keen to do something around this with the 16 Days of Activism starting November 16<sup>th</sup> and the White Ribbon Garden.

Disappointing that the QR codes are not up and running as they provide a fantastic way for people to find out the stories behind the seats. It hasn't happened yet as it is technically challenging, but we are working on it.

**Action:** Make sure the QR codes are followed up and we don't lose momentum on this.

## New Business:

## Reports from around the table

There was some concern expressed at the last meeting about a lack of collaboration and effectiveness of these meetings. One way to fix this is members receiving reports from each area of work to read prior to the meeting then use the meeting time to ask any questions.

## Reports from each area of work – questions arising

## Children & Families Report – No questions.

This is a celebration of the way everyone has worked together for Restacking the Odds and the data collection by Murdoch Children's Research Institute. Great to see privately-owned childcare also participating in this. Report should be out in February/March 2019.



**Qtn:** Readiness for School funding – why is Maryborough not receiving funding until 2021 when our AEDI data shows how disadvantaged our children are?

**Ans:** Funding is being staged in 2019/2020/2021. It is based on six local government areas, not each Council/Shire. Loddon Campaspe will start to receive funding in 2019 to fill positions etc. This funding is much more controlled by the government as to what kindergartens can spend it on. Workforce and Professional Learning has to be at the forefront of funding to improve kindergarten outcomes. Department of Education is willing to discuss this further.

## Youth & Work Readiness Report:

**Qtn:** The Maryborough Advertiser mentioned Council would be more engaged in this area, what did that mean?

**Ans:** Council will use our larger resources in the Economic Development proposal to push for things such as the Youth Hub. The article probably meant Council working in conjunction with Go Goldfields. The Youth Hub is gaining good traction within government and it would be great to get some funding to use to plan it out – this is a first important step.

Short Flix Festival will be held this Saturday. Great to see the participants so engaged in this project. It was very well run and well-coordinated. The participants are very excited and proud of their work and are looking forward to showcasing it to the community.

The time allocated to this project was greatly underestimated and we need to use these learnings if we run something like this in the future. Digital Storytellers was a great pre-cursor to the Short Flix Festival and it would be great to move it up another level to a mini-Tropfest in the future. Really put Maryborough on the map for young and aspiring filmmakers Australia-wide. Some of the courses being offered by Federation University link in very well with this project.

**Action:** Discuss this further at the next Collaborative Table.

## Community Arts Report – discussed via Story Seats and Short Flix.

Changes to Gallery staffing will see even further engagement with schools and community groups. The Gallery will become more outward-facing. This has already been happening but now more permanent arrangements have been made.

## Managers' Report

**Proposal – Capacity building sponsorship of participants to ChangeFest 19 – 22 November, Logan Queensland.**

This conference is a good opportunity to build capacity and strategic learning. Seeking expressions of interest to attend.

## Go Goldfields Theory of Change (draft)

Hold over until next meeting.

**Action:** If anyone has any feedback on this, please advise Sharyn so it can be passed along to Sandra.

## Family Violence Action Group Presentation by Robyn Trainor, Centre for Non-Violence

Family Violence Action Group meets monthly. There are four project pillars: Valuing and Respecting Women; Community Engagement and Empowerment; Service Development and Co-ordination; Justice and Accountability. Aim is to build community capacity to prevent and eradicate family violence. An example of this is the great 'Respectful Relationships' program at MEC. Working with "Male Champions of Change" – need men to advocate for change from within business and the community. Need to change the narrative from negative to positive, from #SayNo to #SayYes – reflect the good things that are happening.

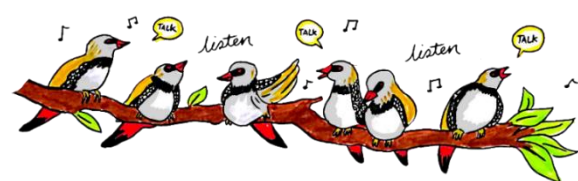
## Other Business:

- PAD application was lodged in the last few weeks
- Communications issues – highlighted in Murdoch Children's Research Institute report – still looking for someone to fill the position. Need someone who understands the work of Go Goldfields

## Actions from this Meeting:

- Look into ways to attract community o AGM – rename?
- Follow up on QR codes for Story Seats
- Discuss further opportunities arising from Short Flix Festival at next Collaborative Table
- Send any feedback on Theory of Change to Sandra

**Next Meeting:** Wednesday 12<sup>th</sup> December 2018, 1.00pm-3.00pm. Maryborough Community Hub.



**Minutes:** Wednesday October 10th 2018 **Where:** The Maryborough Community Hub – Room 1 at 1:00pm **Chair:** Noel Harvey

**Attendees:** Sharyn Huggett, Brenton West, David Sutton, Ben Rowbottom (left 3.30pm), Francis Lynch, Raelene Williams, Rowena Butler, Paul Huggett, Steven Cunningham, Margaret Augerinos, Amanda Hubber, David Osborn. Presentation: Robyn Trainor, Heather Paterson

**Notes:** Jodie Bennett

**Apologies:** Sandra Hamilton, Mary Sayers, Callen Parsons, Sue West, Caroline Thoroughgood, Tom Wills, Terry Welch

**Minutes Confirmed at meeting held on:** Wednesday 12<sup>th</sup> December 2018



## 8.1 ASSEMBLIES OF COUNCILLORS

**Author:** Acting Manager Governance

**Responsible Manager:** 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.

### POLICY CONTEXT:

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.

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

### REPORT:

Outlined below are the details of Assemblies of Councillors since the last meeting:

<b>Date</b>	27 November 2018	<b>Meeting:</b>	Site Visit
<b>Councillor Attendees</b>	Noel Harvey, Chief Administrator; Hugh Delahunty, Administrator; Karen Douglas, Administrator		
<b>Council Staff Attendees</b>	Lucy Roffey, CEO; Rebecca Stockfeld GMIAP		
<b>Guests</b>			
<b>Conflict of interest disclosures:</b>	NIL		
<b>Matters Considered</b>	Tullaroop Leisure Centre		
<b>Date</b>	27 November 2018	<b>Meeting:</b>	Briefing Meeting
<b>Councillor Attendees</b>	Noel Harvey, Chief Administrator; Hugh Delahunty, Administrator; Karen Douglas, 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>	4 December 2018	<b>Meeting:</b>	Strategy Briefing and Hearings Meeting
<b>Councillor Attendees</b>	Noel Harvey, Chief Administrator; Hugh Delahunty, Administrator; Karen Douglas, Administrator		
<b>Council Staff Attendees</b>	Lucy Roffey, CEO; Paul Brumby, General Manager Corporate Performance; Rebecca Stockfeld, General Manager Infrastructure Assets and Planning; Brenton West, General Manager Community Wellbeing; Kate Bucknall, Manager Community Engagement; Kristie Berry, Property and Risk Officer; Miriam Smith, Coordinator Statutory Planning; Peter Newman, Planner		
<b>Guests</b>			
<b>Conflict of interest disclosures:</b>	NIL		
<b>Matters Considered</b>	<ul style="list-style-type: none"> <li>Regional Centre for Culture investment Central Goldfields Shire 2018</li> <li>Regional Councils Transformation Program</li> <li>Community Satisfaction Survey 2019</li> <li>Community Voices Panel</li> <li>Public Notice – Intention to lease part of Maryborough Aerodrome – Ambulance VIC</li> <li>Maryborough and Dunolly SES Sites</li> <li>Ratings Strategy</li> <li>PLANNING PERMIT APPLICATION 094/18 FOR THE USE AND DEVELOPMENT OF A RENEWABLE ENERGY FACILITY (90 MW solar farm), and creation of an access to a road in a Road Zone Category 1, and associated works AT 3348 Pyrenees Highway, Carisbrook; 3080 Pyrenees Highway, Moolort; and 160 Bald Hill Road, Carisbrook</li> </ul>		
<b>Date</b>	4 December 2018	<b>Meeting:</b>	Hearings Meeting
<b>Councillor Attendees</b>	Noel Harvey, Chief Administrator; Hugh Delahunty, Administrator; Karen Douglas, Administrator		
<b>Council Staff Attendees</b>	Lucy Roffey, CEO; Paul Brumby, General Manager Corporate Performance; Rebecca Stockfeld, General Manager Infrastructure		

	Assets and Planning; Brenton West, General Manager Community Wellbeing; Miriam Smith, Coordinator Statutory Planning;		
Guests	Andrew Wilkinson, Development Manager, ib vogt GmbH; Community Members: Duncan Bates; Natalie Woods; Mark Woods; Jeff Mikkelsen; Ross Gregory; Sharon Hurse; Matthew Hurse; Vanessa Hurse; Peter Cain		
Conflict of interest disclosures:		NIL	
Matters Considered	Hearings Meeting for the PLANNING PERMIT APPLICATION 094/18 FOR THE USE AND DEVELOPMENT OF A RENEWABLE ENERGY FACILITY (90 MW solar farm), and creation of an access to a road in a Road Zone Category 1, and associated works AT 3348 Pyrenees Highway, Carisbrook; 3080 Pyrenees Highway, Moolort; and 160 Bald Hill Road, Carisbrook.		
Date	11 December 2018	Meeting:	Briefing Meeting
Councillor Attendees	Noel Harvey, Chief Administrator; Hugh Delahunty, Administrator; Karen Douglas, Administrator		
Council Staff Attendees	Lucy Roffey, CEO; Rebecca Stockfeld, GMIAP; Miriam Smith, Coordinator Statutory Planning		
Guests	NIL		
Conflict of interest disclosures:		NIL	
Matters Considered	PLANNING PERMIT APPLICATION 094/18 FOR THE USE AND DEVELOPMENT OF A RENEWABLE ENERGY FACILITY (90 MW solar farm), and creation of an access to a road in a Road Zone Category 1, and associated works AT 3348 Pyrenees Highway, Carisbrook; 3080 Pyrenees Highway, Moolort; and 160 Bald Hill Road, Carisbrook.		

**RECOMMENDATION:**

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

## 8.2 COMMUNITY ENGAGEMENT - COMMUNITY VOICE PANEL

**Author:** Manager Community Engagement

**Responsible General Manager:** General Manager Community Wellbeing

*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 an update to Council on the delivery of Council's *Engaging Central Goldfields: A Community Engagement Framework* and the establishment of a Community Voice Panel.

### 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.

4.2 Objective: Provide effective and accessible community information and opportunities community contributions to policy and program development.

Initiative: Implement the Community Engagement Framework

### BACKGROUND INFORMATION:

In May, 2018 Council adopted the *Engaging Central Goldfields: A Community Engagement Framework* as part of the Central Goldfields Organisation and Governance Reform Program.

The Framework reinforces Council's commitment to strengthening and broadening its community consultation processes to improve decision-making and community inclusion and participation.

It outlines a more open and authentic community engagement approach and aims for effective and inclusive participation in the decisions that affect the local community.

The establishment of the Central Goldfields Shire Community Voice Panel is one of the key outcomes of the Framework.

The Community Voice Panel will complement a series of new and improved methods of engagement that have been introduced by Council over recent months:

- Administrators available every Tuesday between 10 and 11am at the Community Hub for residents to access (by appointment)
- Quarterly listening posts in townships
- Administrators and Council staff available immediately following every Council Meeting for residents to access

- Following each Council Meeting a video summary of the meeting will be recorded and posted on Council's facebook page
- New Council website
- Live broadcasting of Council Meetings will be investigated

**REPORT:**

The Central Goldfields Shire Community Voice Panel will be made up of a group of community members with an interest in Council activities, projects and issues.

As a member of the Panel, community members will have the opportunity to have ongoing, regular input into Council-decision making.

The Community Voice Panel will:

- Improve the way Council consults and listens to the community
- Extend and broaden Council's community engagement reach within the community

It is anticipated that the Panel would be invited to provide feedback on approximately six topics every year. For example in 2019 the Panel could be invited to provide input on:

- Passenger transport
- Economic and Tourism Strategy
- Rating Strategy
- Libraries
- Recreation and Open Space Strategy
- Budget

Information provided by the Panel will help Council better understand community views and be better informed to make important decisions for the future.

To be a member of the panel, community members must:

- Be 16 years or over; and
- Be a resident of the Central Goldfields Shire municipality.

No prior experience or knowledge is necessary.

Registration will be via a form available online on Council's website and in person at Council's Customer Service Centre, 22 Nolan Street, Maryborough. Panel members can opt out at any time and Council will review membership and function of the group every 12 months.

Terms of Reference for the Community Voice Panel has been developed and is provided as an attachment.

**CONSULTATION/COMMUNICATION:**

Future communication for the establishment of the Central Goldfields Shire Community Voice Panel will commence once Council has endorsed the report and expressions of interest for the group is opened.

**FINANCIAL & RESOURCE IMPLICATIONS:**

Nil.

**CONCLUSION:**

This report is to provide Council with the information and tools necessary to establish the Central Goldfields Shire Community Voice Panel.

In May, 2018 Council adopted the Engaging Central Goldfields: A Community Engagement Framework as part of the Central Goldfields Organisation and Governance Reform Program.

The Community Voice Panel is one of the key outcomes of the Framework which reinforces Council's commitment to strengthening and broadening its community consultation processes to improve decision-making and community inclusion and participation.

**ATTACHMENTS:**

1. Central Goldfields Shire Community Voice Panel Overview
2. Central Goldfields Shire Community Voice Panel Terms of Reference
3. Central Goldfields Shire Community Voice Panel online application form

**RECOMMENDATION:**

*That Council:*

1. *Endorse the establishment of the Central Goldfields Shire Community Voice Panel*
2. *Commence the Expression of Interest process for the establishment of the Central Goldfield Shire Community Voice Panel*
3. *Review the membership and functionality of the Central Goldfields Shire Community Voice Panel after 12 months.*



# Community Voice Panel Overview & FAQ

Item 8.2 Attachment 1



**Keen to provide input to Council about key projects, issues and decisions?**

**We're inviting residents to join the Central Shire Goldfields Community Voice Panel.**

**This is another opportunity for our community to provide ongoing, regular feedback to Council.**

**Who can sign up?**

If you are over the age of 16 and a resident of the Central Goldfields Shire you are eligible to join. No prior experience or knowledge is necessary.

**How does it work?**

The Central Goldfields Shire Community Voice Panel will be made up of a group of community members with an interest in Council activities, projects and issues.

As a member of the Panel, community members will have the opportunity to have ongoing, regular input into Council-decision making. The Community Voice Panel will:

- Improve the way Council consults and listens to the community
- Extend and broaden Council's community engagement reach within the community

It is anticipated that the Panel would be invited to provide feedback on approximately six topics every year. Council anticipates that in most cases this be via a series of easy and convenient online surveys. Depending on the subject matter this may vary.

Information provided by the Panel will help Council better understand community views and be better informed to make important decisions for the future.

**Why a Community Voice Panel?**

Council is committed to strengthening and broadening its community consultation processes to improve decision-making and community inclusion and participation.

The Community Voice Panel is part of a series of new and improved methods of engagement being introduced by Council. It will complement our listening posts, community consultation events and surveys.

**How can I join?**

The Community Voice Panel is expected to be launched early 2019. Residents can register via our online form located at [www.centralgoldfields.vic.gov.au](http://www.centralgoldfields.vic.gov.au). You'll need to share with us a series of personal information. We'd also like you to tell us why you wish to join and if you have any specific Council interests. Council is looking at appointing a group with representation from across the municipality including a mix of ages, gender, interests and backgrounds.

Panel members can opt out at any time and Council will review membership and function of the group every 12 months. **For more information visit [www.centralgoldfields.vic.gov.au](http://www.centralgoldfields.vic.gov.au)**

22 Nolan Street / PO Box 194, Maryborough VIC 3465 • Customer Service: 03 5461 0610 • Email: [mail@cgoldshire.vic.gov.au](mailto:mail@cgoldshire.vic.gov.au)

# Community Voice Panel

## Terms of Reference



### Background:

The establishment of the Central Goldfields Shire Community Voice Panel is a key commitment of the Central Goldfields Shire Council Plan 2017-2021 and a key initiative of the *Council's Engaging Central Goldfields: A Community Engagement Framework*.

Council is committed to strengthening and broadening its community consultation processes to improve decision-making and community inclusion and participation.

The Central Goldfields Shire Community Voice Panel is one of a series of new and improved methods of engagement for Council.

### Purpose:

The Central Goldfields Shire Community Voice Panel will improve the way Council consults and listens to the community and extend and broaden Council's community engagement reach within the community

As a member of the Panel, community members will have the opportunity to have ongoing, regular input into Council-decision making.

Information provided by the Panel will help Council better understand community views and be better informed to make important decisions for the future.

### Membership:

The Central Goldfields Shire Community Voice Panel will be made up of a group of community members with an interest in Council activities, projects and issues.

Members of the Community Voice Panel will form an advisory body who provide valuable input and feedback to Council.

The group will feature representation from across the municipality including a mix of locations, ages, gender, interests and backgrounds.

It is anticipated that the Panel would be invited to provide feedback on approximately six topics every year. Council anticipates that in most cases this be via a series of easy and convenient surveys. Depending on the subject matter this may vary.

### Selection Criteria:

To be a member of the panel, community members must:

- Be 16 years or over; and
- Be a resident of the Central Goldfields Shire municipality.

22 Nolan Street / PO Box 194, Maryborough VIC 3465 • Customer Service: 03 5461 0610 • Email: [mail@cgoldshire.vic.gov.au](mailto:mail@cgoldshire.vic.gov.au)

# Community Voice Panel Terms of Reference



No prior experience or knowledge is necessary. Council is looking at appointing a group with representation from across the municipality including a mix of ages, gender, interests and backgrounds.

Registration will be via a form which will be made available on Council's website – [www.centralgoldfields.vic.gov.au](http://www.centralgoldfields.vic.gov.au) and in person from Council's Customer Service Centre, 22 Nolan Street, Maryborough.

Panel members will be required to provide Council with a series of personal information. They will also be asked to tell Council why they wish to join and if they have any specific Council interests.

Council is looking to appoint the Community Voice Panel early 2019.

Panel members can opt out at any time and Council will review membership and function of the group every 12 months.

## **Communication:**

Communication with the Community Voice Panel will be via email or mail. Members of the Panel will receive a summary of feedback that they have participated in.

## **Conflict of Interest:**

In the event that a member of the Community Voice Panel may stand to gain a personal or professional advantage from the outcome of an engagement activity, they will be required to declare the conflict to the Administrator and abstain from the engagement activity.

# Community Voice Panel Online Registration Form



**Full name:**

**What is your age group?**

- 16 to 24
- 25 to 34
- 35 to 49
- 50 to 59
- 60 to 69
- 70+

**What is your gender?** \_\_\_\_\_

**Are you of Aboriginal or Torres Strait Islander origin?** \_\_\_\_\_

**Do you identify as having a disability?** \_\_\_\_\_

**What is your locality?** \_\_\_\_\_

**What is your postcode?** \_\_\_\_\_

**What is your email address?** \_\_\_\_\_

**Why would you like to be involved in the Community Voice Panel?**

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**Do you have any specific interests within Council?**

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### 8.3 PUBLIC NOTICE – INTENTION TO LEASE PART OF MARYBOROUGH AERODROME – AMBULANCE VICTORIA

**Author:** Property and Risk Officer

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

*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.*

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#### SUMMARY/PURPOSE:

The purpose of this report is to recommend that Council enters into a site lease agreement with Ambulance Victoria for site 1/136 located at 152 Leviathan Road, Maryborough Aerodrome.

#### POLICY CONTEXT:

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

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

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

#### 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 commenced initial discussions with Ambulance Victoria in early 2018 in regard to a proposed patient transfer building at the aerodrome and on 25 July 2018, Ambulance Victoria officially registered their interest to progress with lease negotiations. Council officers consulted with DELWP and obtained their approval in-principle to commence direct negotiations with Ambulance Victoria.

Council at its meeting of 23 October 2018, resolved to commence negotiations with Ambulance Victoria for a potential site lease of site 1/136 located at 152 Leviathan Road, Maryborough Aerodrome, in order to enter into an appropriate lease agreement in accordance with legislative requirements. Council officers then commenced direct consultation and negotiation with Ambulance Victoria.

#### REPORT:

##### Lease Site

The subject site proposed to be formalised under a new lease agreement is site 1/136 located at 152 Leviathan Road, Maryborough Aerodrome, comprising an area of 408m<sup>2</sup>.

**Attachment 1** provides an aerial image of the proposed lease site.

### **In-principle agreement**

The lease negotiations have been undertaken in accordance with the terms contained in the Council report of 23 October 2018. Thereafter, Council officers wrote to Ambulance Victoria seeking to obtain an 'in-principle' agreement prior to further advancement of the proposal.

On 20 November 2018, Ambulance Victoria confirmed their interest to proceed with the general lease conditions. To progress the lease proposal, Council must advertise its intention to enter into a new lease agreement, as required by DELWP in accordance with the *Local Government Act 1989*.

### **Statutory Process**

Section 190 of the *Local Government Act 1989* reads as follows:

*“Restriction on power to lease land*

- (1) A Council's power to lease any land to any person is limited to leases for a term of 50 years or less.*
- (2) Subject to any other Act, if a Council leases any land to any person subject to any exceptions, reservations, covenants and conditions, it must comply with this section.*
- (3) If the lease is to be—*
  - (a) for 1 year or more and—*
    - (i) the rent for any period of the lease is \$50 000 or more a year; or*
    - (ii) the current market rental value of the land is \$50 000 or more a year; or*
  - (b) for 10 years or more; or*
  - (c) a building or improving lease—*

*the Council must at least 4 weeks before the lease is made publish a public notice of the proposed lease.*

- (4) A person has a right to make a submission under section 223 on the proposed lease.”*

In order to lease this land, Council officers must undertake a statutory process in accordance with Section 190(3)(b) of the *Local Government Act 1989*. The statutory process provides for a Public Notice advertising Council's intention to lease land and inviting submissions on the proposed lease for at least 28 days after the publication of the Public Notice, in accordance with Section 223 of the *Local Government Act 1989*.

A copy of the draft Public Notice is provided as **Attachment 2**.

### **CONSULTATION/COMMUNICATION:**

Consultation and communication has occurred with the following stakeholders:

- Ambulance Auxiliary – Maryborough Aeromedical Transfer Station (MATS) Project Committee
- Department of Environment, Land, Water and Planning
- Ambulance Victoria
- Internal Council departments

**FINANCIAL & RESOURCE IMPLICATIONS:**

Council will incur further costs associated with advertising the Public Notice, however these costs arise from a legislative requirement that Council must comply with. Should Ambulance Victoria enter into this lease it will generate income for Council of \$104 per annum.

**CONCLUSION:**

There has been ongoing positive consultation and negotiation with Ambulance Victoria and having a patient transfer building at the Aerodrome is an appropriate use of this site. The lease will provide Ambulance Victoria with security of tenure and will be of significant benefit to the community.

**ATTACHMENTS:**

1. Map of lease site
2. Draft Public Notice

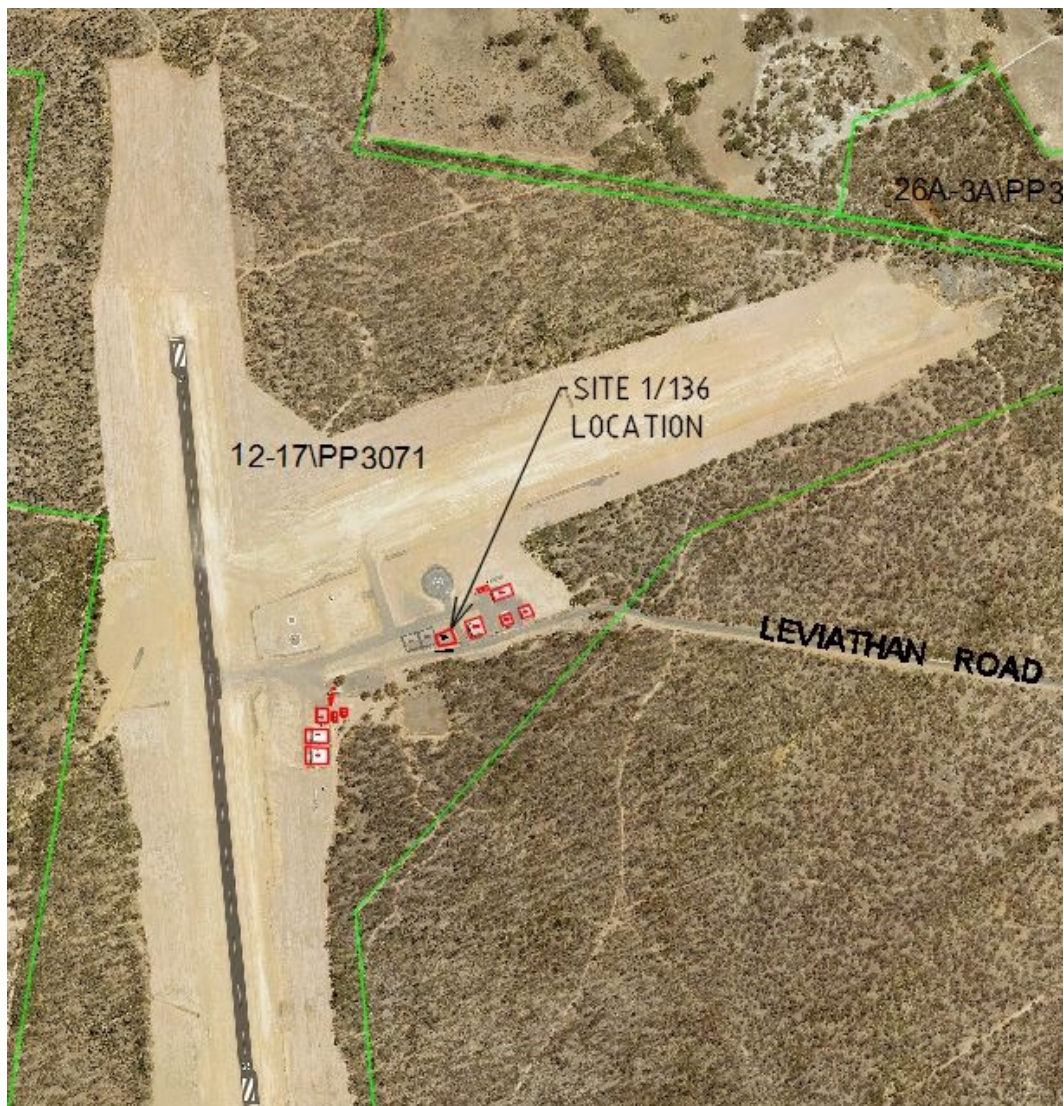
**RECOMMENDATION:**

*That Council:*

1. *Formally advertise its intention to enter into a 21 year lease agreement with Ambulance Victoria for site 1/136 located at 152 Leviathan Road, Maryborough Aerodrome (comprising an area of 408m<sup>2</sup>), with an initial term of seven years plus two options for a further seven years each, at a rental of \$104 plus GST per annum.*
2. *Invites public submissions on this proposal under Section 223 of the Local Government Act 1989.*
3. *Receives public submissions during the notice period ending 5.00pm on Tuesday 5 February 2019 and schedules a Hearing Meeting at 5.30pm on Tuesday 12 February 2019 to consider submissions.*



Appendix A- Map of Lease site





## Appendix B - Draft Public Notice

### PUBLIC NOTICE OF INTENTION TO LEASE PART OF MARYBOROUGH AERODROME

Central Goldfields Shire Council (Council) gives notice under Section 190 of the *Local Government Act 1989* (Act) of its intention to enter into a lease agreement for part of the land described as 152 Leviathan Road, Maryborough. The proposed Lease is to be granted over part of Crown Land managed by Council described as Crown Allotment 12, Section 17, known as the Maryborough Aerodrome.

The proposal is that Council grants Crown Lease Agreement in accordance with Section 17D of the *Crown Land (Reserves) Act 1978* to;

Ambulance Victoria

Site: Site 1/136 located at 152 Leviathan Road, Maryborough

Term: 7 years (Two further terms of 7 years)

Rent: \$104.00 per annum plus GST

Permitted Use: For the purpose of stabilising and transferring medical patients

Any person may make a public submission under Section 223 of the Act on this proposal to lease Council land. Public submissions must be in writing and will close at **5.00 pm on Tuesday 5 February 2019**. If a person wishes to be heard in support of their submission they must include the request to be heard in the written submission and this will entitle them to appear in person, or by a person on their behalf, at a Hearing Meeting to be held on **12 February 2019 at 5.30pm**.

Submissions must be clearly marked “**Submission – Maryborough Aerodrome Lease**” and should preferably be emailed to [submissions@CGoldshire.vic.gov.au](mailto:submissions@CGoldshire.vic.gov.au) or alternatively delivered to Council’s Municipal Office at 22 Nolan Street, Maryborough or posted to the following address:

#### Submissions

Central Goldfields Shire Council  
‘Maryborough Aerodrome Lease’  
PO BOX 194,  
MARYBOROUGH VIC 3465

Submissions form part of the public record of the meeting (including any personal information you provide) and will be appended to the Council report which is published on Council’s website. A hard copy will also be made available for inspection by members of the public at Council offices, in accordance with the requirements of the Act.

Further queries should be directed to Kristie Berry, Property & Risk Officer on telephone 5461 0636.

## 8.4 INTENTION TO LEASE MARYBOROUGH AND DUNOLLY SES SITES

**Author:** Property and Risk Officer

**Responsible General Manager:** 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 enters into leases with the Victorian State Emergency Service (VICSES) for two existing volunteer SES unit sites on Council land located in Maryborough and Dunolly.

### POLICY CONTEXT:

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

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

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

### BACKGROUND INFORMATION:

VICSES have occupied and maintained two Council properties located in Maryborough and Dunolly from the early 1980's.

#### **Maryborough SES site**

The subject property is located at 70 Burns Street, Maryborough, as shown on the attached map (**Attachment 1**), which is the location of the Shire depot. The property consists of seven certificates of title **owned in freehold** by Council.

The storage shed located at 70 Burns Street, was originally constructed by the Shire of Maryborough between 1979-1980 to house both parks and gardens equipment and the State Emergency Service. The Maryborough SES unit have continued to be co-located with Council and have had sole occupancy of the shed since that time.

During this tenancy there has been no formal written agreement between VICSES and Council for the SES occupation of this site.

#### **Dunolly SES site**

The subject property is located at 51 Broadway, Dunolly, as shown on the attached map (**Attachment 2**), consisting of two certificates of title **owned in freehold** by Council. The shed was purpose built for the SES by the Shire of Bet Bet in 1985 and has been occupied by the Dunolly SES since that time.

A lease agreement was executed by Council for this site commencing on 1 January 2016, with a total tenure of 50 years.

### **REPORT:**

In early 2018, VICSES wrote to Council following the establishment of a Memorandum of Understanding (MoU) between the State of Victoria, the Victoria State Emergency Service (VICSES) and the Municipal Association of Victoria (MAV) for the support of the VICSES volunteer units.

One of the key points of the MoU was to provide security of tenure to VICSES for its volunteer units across Victoria by negotiating new long term (40 year) lease agreements with Councils using a standard MAV lease template, at a rental is \$1 per annum (if demanded). These tenancy agreements would enable VICSES to grow, and consider capital improvement and investments where required, and also to provide consistency across all SES unit sites.

Following meetings and discussions with VICSES, it was considered appropriate to formalise their occupation. Accordingly, correspondence was received from VICSES on 24 October 2018, to initiate the lease process for both the Maryborough and Dunolly sites.

The proposals have been assessed against Council's Draft Property Occupancy Policy, however it is noted that an additional category (Government Organisations and Agencies) will need to be added to assess occupancies that are subject to State/Federal Government agreements or are of State/Federal significance.

### **Maryborough SES site**

The Maryborough SES unit is currently co-located with Council, which has been a practical and effective arrangement for many years. There is a need to formalise this occupancy arrangement.

The Shire depot located at 70 Burns Street, Maryborough had previously been considered for relocation and this option may be considered again in the future. It is therefore considered that a reduced lease term would be appropriate to ensure that Council has flexibility to determine the future of this depot site.

This proposal was assessed against Council's Draft Property Occupancy Policy with the following results:

- the most appropriate tenancy is a lease
- the category of tenant is to be Government Organisations and Agencies
- the appropriate rental is \$1 per annum (if demanded)
- the appropriate lease term is ten years (initial term of five years plus one further term of five years)

### **Dunolly SES site**

The Dunolly SES unit solely occupy this property under a current lease agreement that expires on 31 December 2065. The building in question is not required by Council to meet its operational requirements, and is considered to be an appropriate and convenient location for the Dunolly SES.

As a current lease exists and it is proposed that the lease is transferred to the MAV template, therefore the following is considered most appropriate:

- tenancy remains a lease
- the category of tenant is to be Government Organisations and Agencies
- the appropriate rental is \$1 per annum (if demanded)
- the appropriate lease term is 40 years (initial term of ten years plus three further terms of ten years)

### **Statutory process**

Section 191 of the *Local Government Act 1989* reads as follows:

#### *Transfer, exchange or lease of land without consideration*

- (1) *A Council's powers to transfer, exchange or lease any land include the power to do so with or without consideration to—*
  - (a) *the Crown; or*
  - (b) *a Minister; or*
  - (c) *any public body; or*
  - (d) *the trustees appointed under any Act to be held on trust for public or municipal purposes; or*
  - (e) *a public hospital within the meaning of the Health Services Act 1988 or other hospital carried on by an association or society otherwise than for profit or gain to the members of the association or society.*
- (2) *Any transfer, exchange or lease under this section is valid in law and equity.*
- (3) *Sections 189 and 190 do not apply to any transfer, exchange or lease under this section.*

VICSES has obtained and provided Council with a copy of legal advice obtained confirming that the SES meets the definition of being a public body under the *Local Government Act 1989*.

Section 190 of the *Local Government Act 1989* requires Council to publicly advertise leases of Council land. However, in this situation Section 191(1)(c) and (3) prevail as these leases are to be entered into with a public body, and this removes the requirement to publically advertise Council's intention to lease land and seek public submissions in accordance with Section 223 of the *Local Government Act 1989*.

### **CONSULTATION/COMMUNICATION:**

Consultation and communication has occurred with the following stakeholders:

- Internal Council departments
- Council's Lawyers
- Victorian State Emergency Service

**FINANCIAL & RESOURCE IMPLICATIONS:**

There are no financial implications with regard to this report.

**CONCLUSION:**

The Victorian State Emergency Service and its volunteers provide a vital service to the community. These two sites in Maryborough and Dunolly are currently occupied by the SES. It is considered appropriate that Council enters into lease agreements with VICSES to formalise their occupation of these two sites on the terms outlined above.

**ATTACHMENTS:**

1. Map of 70 Burns Street, Maryborough
2. Map of 51 Broadway, Dunolly

**RECOMMENDATION:**

*That Council:*

1. *Authorises Council officers to undertake lease negotiations with the Victorian State Emergency Service on the MAV lease template for the following two sites;*

*Site 1 - 70 Burns Street, Maryborough*

- *lease term of ten years (initial term of five years plus one further term of five years)*
- *rental of \$1.00 per annum (if demanded) and;*

*Site 2 - 51 Broadway, Dunolly*

- *lease term is 40 years (initial term of ten years plus three further terms of ten years)*
- *rental of \$1.00 per annum (if demanded)*

2. *Notes that when leasing land to a public body, that there is no requirement to give public notice of Council's intention to lease land in accordance with Section 190 of the Local Government Act 1989.*
3. *Authorises the CEO to sign and seal all documentation required to effect the lease agreements with the Victorian State Emergency Service for the sites that they currently occupy at 70 Burns Street, Maryborough and 51 Broadway, Dunolly.*

Attachment 1- Map of 70 Burns Street, Maryborough





Attachment 2- Map of 51 Broadway, Dunolly



## **8.5 PLANNING PERMIT APPLICATION 094/18 FOR THE USE AND DEVELOPMENT OF A RENEWABLE ENERGY FACILITY (90MW SOLAR FARM), AND CREATION OF AN ACCESS TO A ROAD IN A ROAD ZONE CATEGORY 1, AND ASSOCIATED WORKS AT 3348 PYRENEES HIGHWAY, CARISBROOK; 3080 PYRENEES HIGHWAY, MOOLORT; AND 160 BALD HILL ROAD, CARISBROOK**

**Author:** Planning Consultant

**Responsible General Manager:** 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:**

Council has received a planning permit application (PA094/18) proposing the use and development of a renewable energy facility (90 MW solar farm), and creation of an access to a road in a Road Zone Category 1, and associated works at 3348 Pyrenees Highway, Carisbrook; 3080 Pyrenees Highway, Moolort; and 160 Bald Hill Road, Carisbrook.

Public notice of the application has resulted in 22 submissions including 18 written objections.

The application has been assessed against the policy and specific controls of the planning scheme and it is considered that the proposal meets relevant policy in the planning scheme.

### **POLICY CONTEXT:**

Council Plan 2017-2021 – Council decisions will reflect the Council vision to be a vibrant, thriving, inclusive community by considering relevant strategic areas and/or actions when determining planning permit applications.

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

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

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

### **REPORT:**

#### **Proposal**

The applicant IB Vogt GmbH (IBV) is seeking approval to use and develop the land for a renewable energy facility (90 MW solar farm) and to create an access to the road in a Road Zone Category 1.

The proposed facility would provide enough energy to power approximately 44,000 homes and in the process to reduce CO2 emissions by 168,000 tonnes per year.



The site of the proposed facility is located on farmland approximately 3.5 kilometres east of Carisbrook. The site is located on the north side of the Pyrenees Highway and is bounded on its north side by the railway line. The north-west corner of the site has abuttal to Bald Hill Road.

The footprint of the proposed development will cover an area of approximately 300 ha. The panels will run north/south and be mounted on a single axis horizontal tracking system that allows each panel to track the path of the sun from east to west. Each row of panels will be at least 5 metres apart. The solar panels, including the mounting structures, will be a maximum height of 4m.

An access road will run around the perimeter of the site, with various east-west aligned access roads passing through the centre of the site.

Inverters (to convert the current from DC to AC) will be dispersed throughout the site alongside the internal access roads. The inverters will be contained within shipping containers (12m long x 2.5m wide x 2.5m height). Adjacent to each of the inverters will be another unit resembling a shipping container which will contain the proposed battery packs (each is 16.2m long x 2.4m wide x 2.6m height).

The substation will be located towards the north-west corner of the site.

The facility is proposed to connect to the electricity grid via the existing power lines which run along the west side of Bald Hill Road, at a point near the north-west boundary of the site.

The buildings and works associated with the development of the solar facility will be as follows:

- Perimeter security fencing
- A construction compound and site office
- Connection to the existing electricity supply along Bald Hill Road
- Substation inverter station / Transformer / Battery Storage
- Single axis tracking solar panels and associated framework
- Onsite cabling between solar panels and inverters
- Landscaping Buffers
- Access off the Pyrenees Highway

The location and layout of the proposed facility is shown on Attachment 1 Development plans including an aerial photograph of the subject land and environs.

### **Site and surrounds**

The site is located approximately 3.5 km east of Carisbrook on the north side of the Pyrenees Highway. The site's northern boundary abuts the Moolort railway line (which is included in the PUZ4 – Transport), while the north-west extant of the site has an abuttal to Bald Hill Road.

The subject land and surrounding area is all zoned farming. The area is generally used for cattle and sheep grazing or cropping.

The land is predominantly very flat with only minor variations in elevation. The main topographic feature in the area is Mount Moolort (Bald Hill) which is a very low hill whose peak is about 1100m from the site.

There is a cluster of rural dwellings near the intersection of Bald Hill Road and Donovans Road, to the west of the site. Three of the dwellings are located at a similar elevation to the proposed solar farm, while one dwelling is elevated with views over a vineyard located on the east side of Bald Hill Road. The dwellings range from about 400 to 700 metres to the edge of the proposed solar farm.

There is a second cluster of dwellings near the intersection of Bald Hill Road and Baringhup Road, to the north of the site. These dwellings are approximately 900 to 1500 metres from the site.

The project comprises eight parcels of land with a combined area of 300ha owned by three separate landowners. The lot descriptors affected by the proposal are as follows:

- CA 14A, 3080 Pyrenees Highway, Moolort
- CA 14A1, 3080 Pyrenees Highway, Moolort
- CA 14B, 3080 Pyrenees Highway, Moolort
- CA 14B1, 3080 Pyrenees Highway, Moolort
- CA 13A & 13B, 3348 Pyrenees Highway, Carisbrook
- Lot 7, TP98420N, 160 Bald Hill Road, Carisbrook
- Lots 1, 3, 5 & 6, TP98420N, 3080 Pyrenees Highway, Moolort
- CA 13C (S4), 3080 Pyrenees Highway, Moolort

None of the above parcels have restrictive covenants recorded on title.

Two unmade government road reservations pass through the site in an east-west and north-south direction.

## **Referrals**

External Referrals/Notices Required by the Planning Scheme:

The application was referred to VicRoads pursuant to s. 55 of the Act. VicRoads have no objection to the proposal, subject to conditions requiring the access crossover to the Pyrenees Highway being constructed generally in accordance with the plans prepared by Beveridge Williams, and the provision of a Construction Traffic Management Plan (CTMP) to its satisfaction.

The application was referred to DELWP pursuant to s. 52(1)(d) of the Act. DELWP's comments are as follows:

- In respect of native vegetation removal, DELWP notes that the current project design avoids native vegetation removal. Should this change, it advises that a permit to remove native vegetation will be required.
- In respect of screening plants, DELWP supports the proposal (as described at page 15 of the Beveridge William's report) to revegetate for screening using plants from the pre-1750 Ecological Vegetation Class (EVC) for the site.
- In respect of protection of vegetation, DELWP advises it is currently supporting buffers of 30m from the edge of any solar panels to any native vegetation retained at renewable energy facilities. This protects the vegetation from impacts during construction phase, fire suppression, and through the potential for a heat island to form around the panels. It will also protect the panels from damage through limb-fall and avoid the need for removal of native vegetation during the life of the facility. DELWP suggests to Council that it should ensure these buffers are required in its decision making on this application. It also suggests Council consider conditions that:
  - Create a buffer around native vegetation using protective temporary fencing (suggest a minimum of 15m) or the Tree Protection Zone during construction; and
  - Prevent the use of the 15m buffer for access, machinery or other storage, or construction activities on an on-going basis.
- In respect of Threatened Flora and Fauna, DELWP notes that the site has been assessed as containing habitat for four EPBC Act 1999 listed species. Development is to be avoided in these habitat areas.
- In respect of Wildlife Management, DELWP recommends the applicant be advised to prepare a 'wildlife management plan' for the site to manage and mitigate impacts from non-threatened native vegetation, and monitoring the impacts to enable adaptive management offsite. It has identified white cockatoos as a potential problem which may necessitate mitigation measures such as the armoring of cables, covering and protection of rubber seals, and the like.
- In respect of Government Roads, DELWP points out that the subject site contains two unmade government roads (Crown Land) held under licence where the solar development is proposed. The licences will need to be transferred to the applicant. Although there is no proposal to build infrastructure on the roads, DELWP points out that additional land owner consents may be required if this was to change.

The application was referred to Goulburn Murray Water (GMW) pursuant to s. 52(1)(d) of the Act. GMW has no objection subject to the following conditions:

1. All construction and ongoing activities must be in accordance with sediment control principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).
2. If applicable, all wastewater from the office must be treated and disposed of using an EPA approved system, installed, operated and maintained in compliance with the EPA Code of Practice – Onsite Wastewater Management, Publication 891.4, and to the satisfaction of council's Environmental Health Department.

3. If applicable, the wastewater disposal area must be located in accordance with Table 5 of the EPA Code of Practice – Onsite Wastewater Management, Publication 891.4, July 2016, from any waterways (including Goulburn Murray Water open channels), drainage lines, dams or bores.

The application was referred to the Country Fire Authority (CFA) pursuant to s. 52(1)(d) of the Act. The CFA has provided an extensive set of recommendations which relate to all types of renewable energy facilities (some of the recommendations are specific to wind farms and can therefore be disregarded). The recommendations relate to Emergency Management and Site Operation.

The Emergency Management recommendations relate to:

- Risk Management (identification of hazards/risks; identification of controls; risk analysis; risk treatment and risk review)
- Emergency Management Plan (Fire Management Plan)
- Provision of Emergency Information
- Siting of battery storage facilities
- Access
- Water Supply
- Dangerous Good Storage and Handling

The Site Operation recommendations relate to:

- Operation and maintenance of facilities
- Fuel/Vegetation Management
- Battery Storage Facilities
- Fire Brigade site familiarisation and exercises
- Training for facility staff

### **Planning Scheme Provisions**

The Planning Report submitted with the application describes the planning policies relevant to this application. These include:

#### Clause 11.01-1S - Settlement

This clause references the Loddon Mallee South Regional Growth Plan (Victorian Government, 2014) which is listed as a background document at clause 72.08 of the planning scheme. Among other things, the Growth Plan supports the development of emerging and potential growth sectors including renewable energy. Section 14.1 (Water, energy and utilities) of the Growth Plan notes that the traditional electricity network is

capable of accommodating projected growth for the region, and that there are significant opportunities to produce energy through alternative methods, such as renewable energy. It further notes that initiatives to support energy generation in the region should be pursued.

#### Clause 13.02-1S - Bushfire planning

This policy must be applied to all planning and decision making under the Planning and Environment Act 1987 relating to land that is:

- Within a designated bushfire prone area;
- Subject to a Bushfire Management Overlay; or
- Proposed to be used or developed in a way that may create a bushfire hazard.

(The subject land is located within a designated bushfire prone area).

The objective is 'To strengthen the resilience of settlements and communities to bushfire through risk-based planning that prioritises the protection of human life'.

The strategies include the following related to bushfire hazard identification and assessment:

- Consulting with emergency management agencies and the relevant fire authority early in the process to receive their recommendations and implement appropriate bushfire protection measures.
- Ensuring that strategic planning documents, planning scheme amendments, planning permit applications and development plan approvals properly assess bushfire risk and include appropriate bushfire protection measures.

There is also a strategy relating to use and development control in a Bushfire Prone Area which requires that bushfire risk should be considered when assessing planning applications for a range of listed uses and development which will result in people congregating in large numbers (and which is therefore not applicable to the proposal solar farm).

#### Clause 14.01 – Agriculture

The objective (Clause 14.01-1S) is to protect the state's agricultural base by preserving productive farmland. This is supported by a range of strategies including avoiding permanent removal of productive agricultural land, and protecting productive farmland that is of strategic significance in the local or regional context.

#### Clause 15.03-2S – Aboriginal cultural heritage

The Objective is 'To ensure the protection and conservation of places of Aboriginal cultural heritage significance'.

#### Clause 17 – Economic Development

At Clause 17.01-1R (Diversified economy - Loddon Mallee South), the strategies include support and develop emerging and potential growth sectors including renewable energy.

### Clause 19 – Infrastructure

At Clause 19.01-1S (Energy Supply), the objective is 'To facilitate appropriate development of energy supply infrastructure'. The Strategies are:

- Support the development of energy facilities in appropriate locations where they take advantage of existing infrastructure and provide benefits to industry and the community.
- Support transition to a low-carbon economy with renewable energy and greenhouse emission reductions including geothermal, clean coal processing and carbon capture and storage.
- Facilitate local energy generation to help diversify the local economy and improve sustainability outcomes.

At Clause 19.01-2S (Renewable energy), the Objective is 'To promote the provision of renewable energy in a manner that ensures appropriate siting and design considerations are met'. The Strategies include:

- Facilitate renewable energy development in appropriate locations.
- Consider the economic and environmental benefits to the broader community of renewable energy generation while also considering the need to minimise the effects of a proposal on the local community and environment.

At Clause 19.01-2R (Renewable energy - Loddon Mallee South), the strategy is:

- Support and facilitate development in renewable energy, waste to energy, carbon sequestration and other new energy opportunities.

### Clause 21.08 – Agricultural Productivity

The overview to this clause notes the significance of agriculture to the Shire, the wider region and Victoria, and that agricultural land in the Shire is a resource that must be maintained for productive use.

### Clause 22-04 - Agriculture

This policy applies to all land in the Rural zones.

Where a permit is required for use or development, it is policy to (among other things):

- Ensure that land capability is taken into account in the assessment of land use and development proposals...
- Strongly discourage non agricultural use of rural land except in circumstances where an industry or rural dependent enterprise is linked to the agricultural use of the land.

### **Zones and overlays**

#### Clause 35.07 Farming Zone (FZ)

The purpose of the Farming Zone is:

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

#### 35.07-1 Table of Uses

A renewable energy facility is a Section 2 – Permit required use.

#### 35.07-4 Buildings and works

A permit is required for buildings and works associated with a Section 2 use.

#### Clause 44.01 Erosion Management Overlay (EMO)

A very small part of the western edge of the subject land is affected by the EMO. The purpose of the EMO includes 'To protect areas prone to erosion, landslip or other land degradation processes, by minimising land disturbance and inappropriate development'.

#### **Particular Provisions**

#### Clause 52.29 Land adjacent to a Road Zone Category 1

The Purpose of this clause is to ensure appropriate access to identified roads.

Under clause 52.29-3, a permit is required to create or alter access to a road in a Road Zone, Category 1.

Clause 52.29-4 requires that an application to create or alter access to (inter alia) an arterial road must be referred to the Roads Corporation under section 55 of the Act.

The decision guidelines at clause 52.29-6 require that before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider (inter alia) the views of the relevant road authority.

#### Clause 53.13 - Renewable Energy Facility (Other than wind energy facility and geothermal energy extraction).

The purpose of this clause is to facilitate the establishment and expansion of renewable energy facilities, in appropriate locations, with minimal impact on the amenity of the area. The clause applies to land used and developed or proposed to be used and developed for a renewable energy facility.

The clause sets out the information that must accompany an application for a renewable energy facility, as appropriate. This includes information that identifies the site and its context (Site and Context Analysis), and information that is required as part of the Design Response.

It is considered that the information submitted with the present application is generally satisfactory in terms of the information requirements under this clause. This is commented upon later in this Assessment.

The Decision guidelines for this clause require that, before deciding on an application, in addition to the decision guidelines of Clause 65, the responsible authority must consider, as appropriate:

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

### **Draft Solar Energy Facilities Design Guidelines (DELWP 2018)**

DELWP has released a draft set of design and development guidelines for solar energy facilities. These outline the assessment and development process for large-scale solar energy facilities in Victoria and provide advice on how potential impacts can be avoided or effectively managed.

The first part of the draft DELWP Guidelines (in chapter 5) sets out the framework for assessing proposals for solar energy facilities. This requires Council to consider state planning policies, the applicable zone and overlays, the relevant particular provisions and local planning policies or other guidance provided within the planning scheme when assessing an application.

### **Assessment of application**

The key issues with respect to this application are considered to be:

- The need to facilitate renewable energy projects (on the one hand) against meeting other planning objectives including protecting productive agricultural land and protecting landscape values and visual amenity (on the other).
- Consistency with State Policy directions
- Loss of agricultural land
- Biodiversity and native vegetation
- Landscape values and visual amenity
- Other amenity impacts



In many ways, the key issues mirror the issues of concern raised by objectors.

It is considered that climate change is a reality and there is a need to transition to renewable energy. That transition is already underway and is supported by the State Government which has set a target requiring increasing renewable energy generation to 25 per cent by 2020 and 40 per cent by 2025.

The scale of solar energy facilities and the desirability of locating them close to the areas where the power is needed means they will be encouraged to locate in rural areas on the outskirts of townships and close to power lines that can carry the electricity generated from the farm into the grid.

However large scale facilities have the potential to adversely impact landscape values and visual amenity, and may also have other adverse amenity impacts. Renewable energy may enjoy widespread community support, but it would be true to say that landowners don't want to have them next door

To assist in the assessment of large-scale solar energy facilities, the Victorian Government has recently released a draft set of design and development guidelines (Draft – Solar Energy Facilities Design and Development Guidelines, DELWP, 2018).

The following assessment has been made with regard to the applicable zoning and other controls in the Central Goldfields Planning Scheme and also to the Guidelines.

#### Compliance with the requirements of Clause 53.13

It is considered the information submitted with the application satisfies the requirements of Clause 53.13.

The application includes the required site and context analysis, including a Module Array Layout plan at a scale of 1:4000. This is an aerial photograph over which a range of information including the following is superimposed:

- The site boundary
- Surrounding roads
- The location of the two proposed access points (comprising the main access on the Pyrenees Highway and a second access from Bald Hill Road)
- The area over which PV panels are proposed to be sited.
- Details of the existing drainage system
- The location of areas with ecological constraints (which are not proposed to be developed)
- Proposed 20m wide landscape buffer areas along the Pyrenees Highway and west boundary, together with proposed bushfire buffer areas
- Location of the proposed solar farm switching station at the northern corner of the facility adjacent to Bald Hill Road, and the point of connection to the power grid

The Module Array Layout photograph also shows a number of dwellings and associated improvements which are located along and on both sides of Bald Hill Road, and on the south side of Pyrenees Highway near the intersection with Bald Hill Road.

The supporting information submitted with the application includes a Planning Report prepared by Beveridge Williams and associated specialist reports (which are included as appendices to the Planning Report). The information satisfies most of the 'design response' information required under clause 53.13 and is considered sufficient to enable an assessment of the application. The material includes:

- A Site Context Plan showing the location of the subject site from Carisbrook (3.5 kms), Maryborough (10 kms) and Maldon (25 kms).
- Drainage Plan and Feature and Level Survey.
- A site development plan (which is essentially the same plan as the Module Array Layout plan).
- Technical drawings including a cross section of a Tracker which shows the solar panels when at their maximum elevation will have a maximum height of less than 4m; and plans and elevations of the Battery Container (with spacing for the DC/DC converter) and the Transformer Station.
- Landscape and Visual Assessment report. This includes visual simulations of how the solar farm will appear when viewed from the surrounding area and from key vantage points, and also includes information about the proposed vegetation screens which will reinforce the existing vegetation along the Pyrenees Highway and which is proposed along the west side of the site as a means of screening the solar farm from properties to the west.
- Cultural Heritage Assessment
- Flora and Fauna Assessment
- Glare Assessment
- Flooding and Drainage Assessment
- Proposed Access to Pyrenees Highway Plans
- Economic Impact Assessment

#### State Policy Directions

The draft solar energy facility guidelines require that proposals for the development of solar energy facilities must reflect the Victorian Government's key policy directions for Renewable energy, Water, Regional development and agriculture, and Biodiversity. It is considered that the proposed use and development is generally consistent with these directions.

In relation to the renewable energy directions, the Victorian Government has committed to renewable energy targets. It has set a target (VRET) which requires increasing renewable energy generations to 25 per cent by 2020 and 40 per cent by 2025. This will include 20 per cent for large scale solar power. The VRET policy also encourages investment in energy

storage and new energy technologies. The VRET is supported by Victoria's Renewable Energy Action Plan. Whilst the actions are directed at Government, the present application is considered to be consistent with the Plan to the extent that the purpose of the plan is to encourage renewable energy generation. The present proposal is also consistent with Action 17 under the Plan which supports energy storage that integrates with renewable generation. In this regard, the battery storage proposed in conjunction with this solar energy facility is consistent with this action which is directed (among other things) at improving grid reliability and lowering prices by allowing low-cost power to be stored for times of high-cost and high-demand.

In relation to water, the proposal does not raise any issues as far as Victoria's water policy is concerned, and Goulburn Murray Water has no concerns about the proposal.

In relation to regional development and agriculture, the subject site is not identified as an area of agricultural significance in the Loddon Mallee South Regional Growth Plan. The Growth Plan encourages alternative energy development in the region.

In relation to biodiversity, the subject site contains four areas of endangered habitat, which are excluded from the development area.

#### Policy context, zone and overlays

The subject site is located within the Farming Zone, in which a renewable energy facility is an allowable use under the provisions of the Farming Zone subject to a planning permit.

The land is presently used for cropping and/or grazing. Although the use will remove the land from agricultural purposes for the foreseeable future, the land is not designated 'Strategic Agricultural Land' in the Loddon South Regional Growth Plan. As already noted, some loss of agricultural land has to be expected given the scale of solar energy facilities and their locational requirements.

In relation to the Farming Zone decision guidelines, it is considered that:

#### *General Issues*

- The proposed solar energy facility has policy support at State level. The relevant policies were noted above.
- The land (including its size and location close to Maryborough and Carisbrook) is suitable for the proposed use and development of a solar energy facility.
- The proposed use and development is generally compatible with adjoining and nearby rural land uses. There are a small number of dwellings located nearby however, that will be affected by the development, mainly due to the facility impacting on their existing view outlook.
- The proposed use and development makes good use of existing infrastructure and services, being easily accessed by the Pyrenees Highway and well located in relation to the electricity grid which the facility will need to connect to.

#### *Agricultural issues and the impacts from non-agricultural uses*

- The use and development will not prevent the ongoing use of surrounding land for agricultural purposes.

#### *Environmental issues*

- The use and development will result in the protection and enhancement of the flora and fauna on the site through the protection of four habitat areas and the planting of native vegetation buffers along the south and west boundaries of the site.

#### *Design and siting issues*

- The solar panels will occupy most of the 300ha site and will therefore be seen from outside of the site. The proposed native vegetation landscape buffer along the southern and western boundaries of the site will reduce the visual impact of the facility when viewed from the Pyrenees Highway and properties to the west. The visual impact is further discussed later in this assessment.

#### Agricultural values

All Victorian planning schemes contain strategies to protect agricultural land. The relevant policies (e.g. Clause 14.01 – Agriculture: Protection of agricultural land) have been noted earlier in this assessment, and are reinforced by the Farming Zone purposes and decision guidelines. Responsible Authorities are required to have regard to the agricultural quality of the proposed site, including whether it is strategically significant agricultural land, and the potential impact of removing the land from agricultural production.

The draft DELWP guidelines for solar energy facilities provide responsible authorities with guidance in assessing the impacts of removing land from agricultural production. The guidelines include a table (Table 1 at page 12) which sets out the land and economic attributes of strategically significant agricultural land.

With regard to land attributes, the subject land can be said to have versatile soils that are suitable for a range of cropping, horticulture and pasture purposes, but is not located within an irrigation district.

With regard to economic (structural) attributes, the land is of a size which favours sustainable agricultural production, but is not in an area with any particular advantages in terms of matters such as access to post-harvest processing and value adding, industry clusters, or access to markets. Similarly, this area does not attract any significant government investment targeted at food production and other agricultural economic development, and does not enjoy any particular advantages as far as commodity market trends.

The guidelines note that in most rural areas, renewable energy generation such as solar energy facilities can effectively co-exist with agricultural production. It also notes that solar energy facilities can contribute to the rural economy and support farm incomes by providing property owners with a diversified revenue stream.

In essence, in terms of the agricultural value of the subject land, the issue is whether the use and development of the land for the purpose of a renewable energy facility (solar farm) will result in an unacceptable impact on agricultural production in the region.

The subject land is acknowledged as being locally productive farming land, but is not identified as being strategically significant agricultural land in the Loddon Mallee South Regional Growth Plan.

The Economic Impact Assessment (EIA) report submitted with the application addresses the potential impact of the proposed facility on agricultural activity. Victoria comprises three natural resource management regions (Goulburn-Broken, North Central, and Corangamite), with the subject land being located in the North Central Natural Management (NRM) Region. The report states that the NRM Region contains approximately 1,970,000ha of productive agricultural land supply and that the subject land (300ha) comprises 0.02% of this productive land supply. The EIA report concludes that the loss of this productive agricultural land is acceptable in a regional context and allows for increased income compared with continuation of existing activities on the land.

The EIA report also notes that the proponent is looking at ways to facilitate ongoing sheep grazing on the site around and beneath the solar structures. At Council's briefing hearing on 4 December 2018, the proponent's representative advised that the company encourages such grazing activity by the landowners, and that generally the carrying capacity of a solar farm site would be around 60% of predevelopment levels.

Finally, the EIA report notes that the subject land can ultimately be rehabilitated to its original condition at the end of the project when all the above ground infrastructure is removed, and that this would allow cropping, sheep grazing or other farming activities to recommence.

Council officers accept that the agriculture land and the current land-use and productivity has value and, that value may be increased with additional investment into the land. Council must also accept that alternative uses for agricultural land can be proposed and must make a decision on the application before it. In this instance, as noted above, the region has approximately 1,970,000ha of productive agricultural land supply, of which this individual site is a part. The loss of this site in the regional context is considered acceptable. This does not set a precedent for other sites and the loss of additional land (where any proposal must be considered on its merits).

#### Heritage and Aboriginal cultural values

The application includes a supporting letter from heritage consultant, Archaeology at Tardis, that advises:

- The subject land is not within a legislated area of Aboriginal cultural heritage sensitivity as described in the Aboriginal Heritage Regulations 2018 (Part 2, Division 3) and the proposed activities are not considered to be high impact under the Regulations (Part 2, Division 5). Therefore the triggers for the preparation of a Cultural Heritage Management Plan do not apply.
- An examination of the Aboriginal Cultural Heritage Register Information System (ACHRIS) revealed the area is not situated within a legislated area of Aboriginal cultural heritage sensitivity, and that there are no registered Aboriginal heritage places within the activity area or within 50m of its boundaries. The ACHRIS search also showed that the area has not previously been subject of archaeological survey.
- Since European settlement, most of the land surrounding Carisbrook has been used for grazing purposes. Past and recent land use activities included the clearing of trees, repeated ploughing, and long-term grazing. An aerial photograph from 1946

shows that land in proximity to the activity area had by then been cleared of natural vegetation and was being used primarily for grazing.

- There have been no previous cultural heritage assessments relevant to the project area.
- There is no heritage overlay applicable to the activity area.

On the basis of the above, and Council officers own assessment, it is considered that the proposed Carisbrook Solar Park does not require the preparation of a mandatory CHMP because the project infrastructure will not be constructed within an area of legislated cultural heritage sensitivity.

#### Biodiversity and native vegetation

A Flora and Fauna Assessment report prepared by Biosis was also submitted with the application. This identifies the key ecological values within the study area as being:

- 1.21 ha of native vegetation and two scattered trees.
- Some sections of the road reserve which also contain native vegetation.
- Remnants of Plains Grassland which exist within the area. Plains Grassland is considered an endangered ecological community within the Victorian Volcanic Plain bioregion.
- A patch of native vegetation present within the study area which meets the definition of the nationally threatened ecological community 'Natural Temperate Grasslands of Victoria Volcanic Plain' which is a listed FFG Act community, and 'Western (basalt) Plains Grassland' community.
- That the area contains potential habitat for five EPBC listed (significant) species.
- That the area includes plantations of a mix of native and non-native species
- The area includes extensive areas of land depleted of native vegetation, currently used for cropping and grazing.

The report includes an assessment of the project in relation to key biodiversity legislation and policy and concludes that:

- As the current design does not affect areas of Plains Grassland EVC, no referral under the EPBC Act is required. However if future designs impact these areas then a targeted survey for the Striped Legless Lizard and Golden Sun Moth will be required.
- A permit is not required under the Flora and Fauna Guarantee Act.
- As no native vegetation is to be removed, there is no requirement for a planning permit for removal of native vegetation.
- The Catchment and Land Protection Act 1994 is not applicable.

No offset planting is required because the proposed facility avoids all areas of native vegetation. In this regard, the project has been designed to avoid:

- mapped areas of natural temperate grassland containing native grass and which potentially provides habitat for four EPBC listed species;
- scattered trees which potentially provide habitat for the Swift Parrot; and
- potential habitat for the Legless Striped Lizard.

The design plan nominates various vegetation/habitat areas which are to be 'retained'. These areas are to be treated as no-go zones and are not to be encroached upon as development progresses, and it is recommended that this be enforced by permit condition.

It is also recommended that the suggestions made by DELWP in its referral response also be given effect to by way of permit conditions. These suggestions include the provision of a 30m wide supporting buffer between the edge of the solar panels and any native vegetation as a means of protecting the vegetation during the construction phase; for fire suppression reasons, and to protect vegetation from the heat that will form around the panels (the heat island effect). DELWP has also suggested that protective temporary fencing also be provided at a distance of 15m from vegetation areas, as a further means of protecting the vegetation during the construction phase.

The native vegetation provisions to Clause 52.17 of the Central Goldfields Planning Scheme require native vegetation removal to be avoided where possible. In this instance, the retention of the various vegetation/habitat areas as no-go areas would achieve this.

#### Landscape values and visual amenity

One of the main issues of concern to objectors is the potential visual impact on adjoining and nearby properties.

As noted earlier in this assessment, there are a number of dwellings to the west of Bald Hill Road which enjoy an easterly outlook over the Moolort Plain which includes views towards extinct volcanoes (Mt Moolort and Mt Tarrengower). The subject land comprises the middle ground in this view outlook.

The application supporting material includes a Landscape & Visual Assessment by Xurban (Allan Wyatt) which shows the visual impact implications on viewers using the Pyrenees Highway and the local road network as well as from residential properties within the viewshed of the solar farm. The report also describes the landscape design that responds to this setting.

The proposed landscaping will consist of a landscape buffer along the west and south sides of the solar farm. The proposed buffer is illustrated in Attachment 2. The landscaping will consist of indigenous species comprising (common names) Blackwood, Black Sheoak, Drooping Sheoak, Buloke, Yellow Gum and Grey Box. These will complement the existing trees located within the Pyrenees Highway road reserve and other road reserves in the surrounding area.

The methodology for undertaking the visual assessment is detailed in the Landscape & Visual Assessment report and is considered appropriate. The viewshed is defined based upon the elevations of the proposed components within the solar farm and the parameters of human vision.

The Landscape & Visual Assessment by Xurban (Allan Wyatt) assessed visual impact from a number of different locations is assessed and photomontages have been prepared for some of these viewpoints. The following table describes the impact on views from each of these viewing points after the landscape buffer has been planted (and has reached maturity).

View Point	Description
VP1 – Pyrenees Highway, about 250m west of the solar farm's south west corner.	This section of the Pyrenees Highway is bordered by Sugar Gums and whilst the solar farm would initially be visible, this would be momentary as one passed along the highway. The visual impact after construction is assessed as Low. However as the proposed vegetation matures this would reduce to nil, and could become positive for some people due to the border of trees. The report does not include a photomontage for this viewpoint given that there would ultimately be no view of the solar farm.
VP2 – Pyrenees Highway, at the eastern end of the solar farm.	A photomontage has been prepared showing that the solar farm would appear as a low element in a very expansive landscape. The proposed landscape buffer planting would ultimately completely screen any view of the panels from this viewpoint. As with viewpoint 1, the visual impact would be Low and will ultimately reduce to nil and would possibly become positive for some people due to the landscaping. The landscaping would screen Bald Hill from view.
VP3 – Pyrenees Highway, about 450m east of the edge of the solar farm	The solar farm may be just visible from VP3 in the short term. The visual impact is assessed as Negligible.
VP4 – at Buttons Lane (to the east), approximately 2.4kms from the solar farm	A slight ridge between this location and Bald Hill would screen any view of the solar farm. The visual impact of the solar farm from VP4 is therefore assessed as Nil.
VP5 – at the corner of Boundary Road and Baringhup Road, approximately 2.7km from the solar farm.	Because of the distance and intervening vegetation, the solar farm would be barely visible from this viewpoint. Therefore the visual impact is assessed as Negligible. It is also noted that this is a little used road.



VP6 – is located on the northwest corner of the solar farm where Bald Hill Road crosses the railway line.	The solar panels would be visible in the immediate foreground, however given the low usage of this road and the horizontal nature of the solar farm, the visual impact from VP6 is assessed as Low.
VP7 is the viewpoint from the residence at 1069 Bald Hill Road. The dwelling is located about 700m west of the solar farm and has an elevated view over the farm.	<p>The view from the dwelling is a panoramic view over a rural landscape with mountains in the background. A photomontage has been prepared which shows the solar panels would be visible in the middle distance, with the impact being assessed as Medium.</p> <p>A second photomontage shows the impact of the solar panels can be reduced by planting along the western edge of the solar farm. The planting would not block the views to the plains to the east of the solar farm or of the mountains beyond. The report describes the view that would remain of the solar panels as an “intriguing element in the view” and assesses the visual impact once the planting is established as Low.</p>
VP8 is the viewpoint from another residence at 320 Donovans Road which is also located at the side of Bald Hill Road, but slightly closer (590m) to the boundary of the solar farm than the dwelling at VP7 (which is 700m from the solar farm).	The dwelling at VP8 does not enjoy the same panoramic landscape views as the dwelling at VP7 due to being at a lower elevation and because the view is constrained by existing garden planting. The solar panels may be visible in the middle distance, but the level of visual impact is assessed as being Low to negligible.

The conclusion reached in the Landscape & Visual Assessment report is that the proposed solar farm is appropriately sited and will have a minimal visual impact and that the landscape setting which is proposed to be established is consistent with the landscape of the Bald Hill area.

The views of the solar farm from the Pyrenees Highway are assessed as being Low to Negligible, while the views from the local road network are assessed as being Low.

There are only two dwellings that will have a visual impact, only one of which has a panoramic view over the subject site. The Landscape & Visual Assessment report concludes that the impact on the view from that property would be partially mitigated once vegetation was established.

In response to concerns about the time it will take for the proposed vegetation screen to grow to a height that provides any effective screening, IBV was asked whether in the event that Council might support the grant of a planning permit, it would be agreeable to a

condition that would require the landscaping to be planted prior to the commencement of construction. IBV's responded that it would be willing to undertake the planting prior to construction, but did not wish to see construction delayed if the planting has to be undertaken at a particular time of the year. Whilst IBV's concerns about delaying construction are appreciated, and notwithstanding that it will take several years before the proposed vegetation reaches a height that will provide effective screening, it is considered that it would be an act of good faith for the landscaping to be planted prior to the commencement of construction and that this would be required by Council by way of permit condition.

### Glare Impacts

A report by Environmental Ethos has been submitted with the application which assesses the potential glare impact of the proposed solar farm. The methodology for the assessment is described in Chapter 3 of the report.

The first step in the methodology is to identify the glare assessment parameters relevant to glare assessment modeling for solar farms. The location of sensitive receptors (viewers) and the screening potential of surrounding topography and vegetation are two of the factors considered in this modeling (and are matters which were addressed in the Landscape and Visual Impact Assessment Report which has already been commented upon above).

The second step in the methodology is to identify glare intensity categories. There are broadly three categories which refer to the human experience of reflected light, being:

- Low potential for after-image
- Potential for after-image; and
- Potential for permanent eye damage

Having identified the glare assessment parameters and glare intensity categories, the methodology then progresses through Reflection and Angle of Incidence, View shed analysis, Solar Glare Hazard Analysis, establishment of baseline conditions, and Risk Assessment Approach.

The assessment took into consideration the operation of the Solar Farm during daylight hours throughout the year, with the modeling calculating the potential for glare at 1 minute intervals. The modeling assumed a sun energy intensity which is double the standard used in US Federal Aviation Administration modeling, and also made no allowance for atmospheric conditions such as cloud cover, dust and haze which might impact light reflection.

Based on the assumptions and parameters used in their desktop assessment the report by Environmental Ethos concludes that the results of their assessment were:

- *No glare potential was identified for surrounding existing rural dwellings during normal operation of the solar farm. The likely impact on these sensitive receptors within the viewshed was therefore identified as insignificant.*
- *No glare potential was identified for the Pyrenees Highway or surrounding roads during normal operation of the solar farm.*

- *Operation of a backtracking process up to an angle of 30 degrees was tested in the modeling with no increase in glare potential.*
- *Reverting or 'resting' the solar panels in a horizontal position (resting angle of 0 degrees) during the early morning and late afternoon resulted in the model identifying increased angles of incidence of the sun relative to the panels causing potential glare affecting minor roads (Bald Hill and Donovans Road) to the west of the project. However the proposed landscape screen planting on the western boundary will mitigate this glare potential.*
- *To avoid potential glare impacts prior to the establishment of the screen planting, the solar farm should be operated within the following parameters:*
  - *Operation of a single axis tracking system with a maximum rotation of 60 degrees and a resting angle of 60 degrees.*
  - *Backtracking procedures to operate within normal parameters to maintain low angles of incidence relative to the sun.*
  - *Avoid 'resting' PV modules at 0 degrees, horizontal to the ground, notably during early morning due to potential increase in glare as identified in the modeling.*

Based on the above expert analysis and these points being included as a permit condition, it is considered that glare should not be an issue. A condition of any permit issued needs to require the interim step of limited rotation as set out in the last dot point above, to be included to ensure glare is not an issue.

#### Heat Island Effect

Expert evidence about "heat island effect" was considered at the recent Panel Hearings in relation to the Shepparton solar facility application nos. 2017-162, 2017-274, 2017-301 and 2017-344 (Panel report dated 23 July 2018 relates).

The term "heat island effect" is generally used to describe increased temperatures in urban areas compared to surrounding rural areas, and the evidence presented at the Shepparton hearings addressed whether a similar effect is caused by PV farms (the photovoltaic heat island (PVHI) effect).

The Panel accepted there is sufficient scientific evidence to determine that no proposed solar energy facility will increase temperature beyond 30 metres. The Panel noted however that the solar arrays will affect air and soil temperatures within the perimeter of a solar array, but that this is able to be managed.

Based on the tested evidence presented at the Shepparton hearings, and having regard to the siting of the proposed solar panels in relation to property boundaries, it is considered there will be no adverse heat island effects on adjoining properties as a result of the proposed development. It should be noted however that DELWP has recommended a condition that requires the edge of the solar panels to be no closer to the boundary screening vegetation than 30 metres and that this is considered desirable for all of the reasons given by DELWP.

In summary, as far as the Carisbrook solar farm proposal is concerned, it is considered on the basis of the 'heat island effect' evidence accepted by the Shepparton Panel that:

- The proposed landscape screening buffers along the west and south boundaries, combined with the recommended condition (condition 1a) requiring the layout plan to be modified to provide for a 30 metres minimum separation between the edge of the solar arrays and the edge of the buffer should ensure that the properties to the west (which include vineyards) and south will not be adversely affected by heat island effects. The properties to the south are in any event further separated from the subject land by the Pyrenees Highway.
- The Environmental Management Plan which is required pursuant to the recommended permit conditions can further address operational measures to minimise any heat island effects. The evidence suggests that natural convection benefits can be facilitated at night by PV arrays not being held in the horizontal overnight is considered a setback of 30 metres would be adequate.

### Flooding and Drainage

The Flooding and Drainage Assessment report describes the subject land as moderately undulating with a defined natural depression beginning at the boundary fence at the Pyrenees Highway and falling in a north east direction in a sweeping meandering alignment. There are also various other drainage characteristics, including a centrally located depression close to two pipes that form a subway under the railway line to the north. Overall there is a 24m fall from the south of the property to the north.

The combined soils types (medium and lighter clay loams) and the sloping terrain is ideal for shedding water during high rainfall events.

A drainage scheme is proposed which would direct water to the two subway pipes under the railway line. Lateral surface drains at the base of the proposed blocks of solar panels will outfall to the main outfall drains which are aligned with the centre of the depressions found within the site.

The solar panel layout has been designed to avoid the natural depressions. This is evident on the Module Array Layout Plan which shows various rectangular shaped areas within the property over which solar panels will not be installed.

The proposed solar panels will be affixed on frames which will be at least 0.5m from the natural surface and will therefore not be affected by any flood events across the property. Similarly the inverters will be elevated on 300mm concrete blocks which will allow any water to pass under. The security fence around the periphery of the site will also allow the passage of water.

The drainage plan was prepared in consultation with the North Central Catchment Management Authority (NCCMA) to ensure any issues raised by the NCCMA were addressed. Following feedback from the NCCMA, the following conclusions were made:

- The assessment site is not subject to the 100 year ARI flood level.
- Buildings operations) will be raised above the ground but are not subjected to the 100 year ARI flood level.
- The solar panels and inverters will not impact flood flow as the property has not experienced a 100 year ARI flood level.
- Access tracks between the banks of solar panels will be kept to a minimum height and tracks through depressions will be gravelled.

- Solar panels can be raised as they are a tracking device and this will prevent any obstruction to flow in the unlikely event of a 100 year ARI event.

### Fire Risk

The subject land is not within a bushfire management overlay, however along with much of central Victoria is within a bushfire prone area (BPA). This means that relevant bushfire protection measures are in place to manage risk. When considering bushfire risk relevant policy and strategies are identified at clause 13.02-1S (Bushfire planning). Consistent with the strategies at that clause, the Country Fire Authority (CFA) has reviewed the proposal and made recommendations relating to siting, access, water supply, the storage and handling of dangerous goods, construction management, site operation, vegetation management, and emergency management. Relevant CFA recommendations are included in recommended conditions in this report.

It is noted that the CFA's recommendations are generic and relate to all renewable energy facilities, including wind farms. For that reason and to ensure appropriate further consideration is given to the specific requirements by Council and the CFA, the recommended conditions include a requirement to prepare various detailed work plans including a fire management plan, bushfire risk assessment, fuel reduction and maintenance plan and an emergency management plan.

Notwithstanding the CFA requirements, concern about fire risk was raised by a number of the objectors. In response to these concerns, IBV have advised that there is no evidence solar arrays cause fires or that they emit toxic fumes and it is their intention to ensure emergency management practices are enforced on the site and will ensure that fire management is of high priority. IBV also want to protect their project (asset) from the risk of fire.

It is noted that

- The risk of grass fire as a result of the proposed solar farm is likely to be reduced for the simple reason that there will be less grass than would be the case if the subject land was to continue to be used for grazing purposes. This is because of the areas that will be taken up with solar panels, roads, drainage lines and other improvements.
- The solar panels themselves present a minimal risk because the material used in their manufacture consists mostly of glass, silicon, steel, aluminium and only small amounts of plastic. The frames themselves are set in concrete.
- Fire service crews (CFA) will be expected to undertake on site familiarization.

### Noise, Light and other potential amenity impacts

The solar farm may generate low levels of noise, but this is unlikely to affect the amenity of the area given the distances between the solar farm and sensitive uses (dwellings in the surrounding Farming Zone).

The Panel for the Shepparton solar facility concluded that solar energy facilities are expected to comply with relevant Environment Protection Authority noise guidelines, and recommended a permit condition which references the EPA Publication 1411 Noise from Industry in Regional Victoria, 2011 for the operational phase and EPA Publication 1254, Noise Control Guidelines, 2011 for the construction phase to clarify which guidelines need to be met. It is recommended that a permit condition to this effect also be included in the permit for the present application.

### Lighting

The applicant advises that no continuous night time lighting will be installed. However lighting would be available at each inverter station and the substation for maintenance or emergency purposes. There would also be security lighting at the operation and maintenance building near the entry to the site.

Concerns about night-time lighting are addressed by a permit condition requiring any site lighting to be baffled to prevent light spillage beyond the site. It is considered the landscape buffers will also mitigate against night-time lighting.

### Electromagnetic interference (EMI)

Several objectors have raised concerns about the potential for EMI.

IBV advises the EMI risk will be negligible because all EMI sources (the inverter stations) are placed at a sufficient distance (greater than 30 metres) from the boundaries. IBV also advises that the cumulative effects of the proposed solar farm will not exceed safe limits for Human Exposure to EMI and a requirement to meet the relevant standard is included in recommended conditions.

Council Officers have found no evidence of solar farms impacting on radio or television reception.

### Access to the Victorian electricity grid

The proposal would be linked to the existing power lines located on the west side of Bald Hill Road.

### Cumulative effect of solar energy facilities in the area

This is the first proposal for a solar energy facility to be considered by Central Goldfields Shire Council.

Another solar facility (for 75 MW) has been proposed at Baringhup in Mount Alexander Shire. However this has not yet been the subject of a planning permit determination.

### Traffic and Access

The applicant advises that there may be upwards of 240 workers at the site during the construction phase which is estimated at being approximately 7 to 9 months duration.

At peak periods, there could be up to 160 heavy vehicle movements per week (return trips count as 2), and up to 220 light vehicles per day. These levels of traffic can easily be accommodated by the road system (i.e. Pyrenees Highway).

Once complete, the facility would employ 5 full-time employees for maintenance. Council's Infrastructure department have considered the proposal including a secondary access point to Bald Hill Road. Given the current level of service for the road and the proposed increase in use a recommendation has been made to require improvements to the Bald Hill Road pavement.

It is recommended that any permit contain a condition requiring a Construction Management Plan (CMP) be prepared to the satisfaction of the Responsible Authority. Matters such as the designation of areas for the parking of tradesperson vehicles could be addressed in such a plan.

A Site Access Functional Layout Plan showing the proposed access arrangements at the Pyrenees Highway was submitted with the application. VicRoads has requested a condition requiring the access to be constructed generally in accordance with this plan.

VicRoads has also requested a condition requiring the preparation of a Construction Traffic Management Plan (CTMP) prior to the commencement of construction. This must address, in particular, heavy vehicle haulage routes, possible pavement deterioration due to construction traffic and the identification and remediation of damage.

#### Other Amenity Impacts

Most potential amenity impacts including visual amenity have been addressed in specialist assessment reports submitted with the application, and are discussed above.

Other potential impacts such as increased traffic and associated air pollution (dust) during the construction period are matters common to most construction projects. These matters are usually addressed by way of a Construction Management Plan, which is typically and recommended here, to be required by way of a permit condition.

#### Economic Impacts

An Economic Impact Assessment (EIA) by Essential Economics (August 2018) was submitted with the application.

The EIA notes that the project will involve approximately \$100 million in investment during the 7 to 9 month construction phase, and will support 240 direct and 380 indirect positions over this period. Once operational, the facility will support 5 direct jobs and 15 indirect jobs.

Importantly the project will provide significant participation opportunities for businesses and workers in the Study Area (comprising the LGAs of Central Goldfields Shire, City of Greater Bendigo, City of Ballarat, Mount Alexander Shire and Hepburn Shire), with the EIA noting that there is a good match of skills and resources available in this area.

The EIA estimates that construction workers will inject approximately \$430,000 into the local economy in the construction phase. There would also be a demand for local accommodation for about 60 project workers during the construction peak. The three landholders on whose properties the facility is to be built will also benefit by annual drought-proofed income returns over the 25 year leasing period for the facility (with the potential for a further 5 year extension). There is also a potential for the facility to generate tourism opportunities, attracting potential visitors including environmentalists, researchers, eco-tourists, and school and education groups.

The facility will also produce national grid benefits. In a regional context, the facility has the potential to provide the annual electricity needs of approximately 42% of the Study Area's dwellings and will reduce CO2 emissions by approximately 168,000 tonnes per year.

#### Objectors' Concerns

Most of the concerns raised by objectors have been addressed in this assessment. However a number of additional matters raised by objectors are commented upon below.

In response to objections that the application has been made in the absence of policy guidance for large scale solar farms, it is considered that this has been addressed to some extent by DELWP's Draft Solar Energy Facilities Guidelines. In addition, further guidance is also provided under the Planning Policy Framework and in the existing planning scheme controls, including clause 53.13 which relates to renewable energy facilities of this type.

In response to objections that there may be more suitable sites for this facility, the issue here is that Council must assess the application before it. For the reasons addressed in this assessment, it is considered that the subject site is suitable for the use and development of a solar facility. In addition however, the proponent has advised its reasons for selecting this particular site at Carisbrook in preference to other possible sites include:

- That compared to other areas of Victoria, this area has an excellent solar resource which would enable the project to generate a significant amount of clean electricity.
- The site is predominately flat and has a suitable soil profile to allow easy access and constructability.
- The site is owned by accommodating landowners who are willing to have the solar farm on their properties.
- The site is in a rural setting as opposed to a built-up area with a large number of sensitive receptors.
- The site is located within close proximity to existing electricity infrastructure, there is good access to the transmission network, and there are high levels of available capacity on the grid transmission system.
- The site has been heavily disturbed from past and current agricultural activities and there are low environmental constraints.
- The location, site attributes and the heavy disturbance of the land means the proposal will have low environmental impacts.
- The site is not subject to land hazards such as excessive flooding or significantly high bushfire risk, and the land is not known to be contaminated.
- The proposal is not likely to generate land use conflicts with surrounding land uses and is compatible with land use zoning.
- The site is located in an area with suitable road access.

In response to concerns that the proximity of the solar panels to the railway line could prevent the straightening of the railway line if it is ever opened again to passenger use, this is an issue that would need to be addressed in the future if such a proposal was ever mooted. If a new alignment for the railway was ever proposed, this would require an amendment to the Planning Scheme to include the land in a Public Acquisitions Overlay.



In response to concerns about the absence of information about how the site would ultimately be decommissioned, it is considered that requiring this information now is premature, but that a permit condition should be included which requires the information to be submitted at the appropriate time.

### **Alternative Options**

Council could choose to issue a Notice of Decision to Refuse a permit. For the reasons outlined in this report, this is not recommended by Council officers

### **CONSULTATION/COMMUNICATION:**

The planning application was advertised in accordance with Section 52 of the Planning and Environment Act 1987 by way of the following:

- Placing two signs on the subject land. One at the Pyrenees Highway frontage of the site and one at the Bald Hill Road frontage of the site.
- Sending notices to all adjoining and surrounding landowners and occupiers within 1.5km of the site.
- Placing a notice in the Maryborough Advertiser and Carisbrook Mercury.

Twenty-two (22) submissions were received in response to the advertising of the application.

Eighteen (18) of these are from objectors, which include the owners of two dwellings to the west of Bald Hill Road. The grounds of objection include:

- The application has been made in the absence of policy guidance for large scale solar farms.
- It is inconceivable that there are no better sites in the 80km radius around Bendigo where the land has less agricultural value and where there are fewer local permanent residents that could be negatively impacted.
- The Moolort Plains is a highly productive agricultural area, with the soils around Bald Hill (Mount Moolort) being the most productive in Central Goldfields Shire.
- The visual impact of the solar farm when viewed from properties on the west side of Bald Hill Road.
- The potential for glare.
- That the solar farm will adversely affect the beauty of the Moolort Plains, which is an area of natural beauty with sight corridors/views towards extinct volcanoes (Mt Moolort and Mt Tarrengower).
- That the proposed native tree buffers will also obscure the beautiful vistas.
- That the proposed tree buffers will take too long to grow.
- That the visual impact on the night-time environment has not been addressed (i.e. the impact of industrial-scale lighting).

- That the location of the solar farm in the north-west corner of the land could prevent the straightening of the railway line in the event the Castlemaine Railway is ever opened again to passenger use. If this occurred, it is suggested that the line would need to be straightened to allow for high speed rail.
- That the proposed switching station should be relocated further to the south to allow for a realignment of the railway in the future.
- Increased traffic on Bald Hill Road during the construction of the facility, including potential damage to roads. There is objection to Bald Hill Road and Donovans Road being used for construction access.
- Air pollution that could be caused due to dust impact from use of Bald Hill Road during and after construction.
- Fire risk has not been addressed, and that there is a potential for the solar panels to cause fire.
- Electrical noise (static) produced by the inverters and its effect on TV and radio reception in the area.
- That the solar panels will act as a heat sink and cause an associated temperature rise in the area.
- The potential loss of amenity of the area and especially to owners of neighbouring properties (minimum of 5 properties) for all of the reasons noted in the various objections.
- Impact on the security of adjoining properties (that strangers have allegedly entered adjoining properties without permission to view the site of the solar farm).
- That the proposal will not generate local employment because the construction and operational labour will be brought in from outside the area.
- The proposal will have an adverse impact on tourism and will deter visitors.
- The application does not address how the site would be decommissioned and the land brought back to its original state.
- Potential for soil erosion when the rain falls off the panels.

Other objections such as loss of value and the politics behind the application are noted, but are not legitimate planning considerations.

Three (3) of the submissions are supportive of the application for reasons including that renewable energy is required to reduce our environmental footprint; that the proposal will bring economic benefits to the region; and that the subject land can still be used for sheep grazing (i.e. that the land will not be lost to agriculture).

Prior to the lodgement of the application, the community consultation was undertaken by the applicant including community drop in days and the development of a website with information regarding the proposal available for public viewing. Given this level of previous consultation no additional applicant/objector meeting was undertaken, however, the applicant was informed of the objections and comment sought directly from the applicant.

**FINANCIAL & RESOURCE IMPLICATIONS:**

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

Should any party (applicant or objector) appeal the determination of the application (permit condition or issue of permit) additional VCAT appeal costs will be incurred.

**CONCLUSION:**

The subject site is currently used for farming purposes (grazing, cropping).

Planning application 094/18 proposes the use and development of a renewable energy facility (90 MW solar farm), and creation of an access to a road in a Road Zone Category 1, and associated works at 3348 Pyrenees Highway, Carisbrook: 3080 Pyrenees Highway, Moolort; and 160 Bald Hill Road, Carisbrook.

The applicant provided various expert evidence reports regarding flora and fauna, economic impact, traffic, drainage & water flow, heritage, glare and visual assessment. An assessment of the proposal has been undertaken and it is considered that the application accords with relevant policy, and the objectives of the zone, overlays and particular provisions.

Twenty-two (22) submissions including eighteen (18) written objections have been received following public notice of the application.

The responsible authority 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 (NOD) to Grant a Planning Permit for the proposal (with or without conditions) – appeal rights apply to the objectors and applicant (regarding any conditions)
- II. Issue a Refusal to Grant a Planning Permit for the proposal – appeal rights apply to the applicant

It is recommended that a Notice of Decision to Grant a Permit be issued including conditions to manage construction and the on-going use of the site as a solar farm

**ATTACHMENTS:**

1. Development plans including an aerial photograph of the subject land and environs
2. Planting Buffer Plan

**RECOMMENDATION:**

*That Council consider the planning permit application PA094/18, objections received and all matters required to be considered for the Use and Development of a Renewable Energy Facility (solar farm), access to Pyrenees Highway (RD1Z) and associated works at 3348 Pyrenees Highway, Carisbrook: 3080 Pyrenees Highway, Moolort; and 160 Bald Hill Road, Carisbrook (Crown Allotments 13A, 13B, 13C, 14A, 14A1, 14B, 14B1, Section 4, Lots 1, 3, 5, 6 & 7 on TP098420N) and determine to issue a Notice of Decision to Grant a*

*Planning Permit subject to the following conditions:--*

**1. Amended Plans Required**

*Before the developments starts, 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 generally in accordance with the plans submitted with the application but modified to show:*

- a) A 30 metres minimum separation between the edge of the solar arrays and the edge of the four ecologically constrained areas identified in the Flora and Fauna Assessment report (Biosis, 2018) and the edge of the native vegetation buffers along the south and west boundaries of the facility.*
- b) A 10 metres wide fuel-reduced area around the perimeter of the site which is to contain a perimeter road complying with the CFA access requirements. This fuel-reduced area may be constructed within the 30 metres buffer areas described in (a) above, but the perimeter road must not itself be closer than 15 metres from the edge of these areas.*
- c) The location of the static water supply tanks required for fire suppression purposes.*
- d) Detailed planning drawings of the development including floor and elevation plans of all proposed buildings, access roads and parking areas.*

*Before the use of the solar energy facility commences, all buildings and works as shown on the endorsed plans must be completed to the satisfaction of the responsible authority.*

**2. Layout not altered**

*The use and development of the land for a solar energy facility as shown on the endorsed plans must not be altered or modified except with the prior written consent of the Responsible Authority.*

**3. Decommissioning Plan**

*The following requirements must be met when the solar energy facility permanently ceases operation:*

- a) Within three months of the solar energy facility use ending, a decommissioning management plan prepared by a suitably qualified person must be submitted to the satisfaction of the responsible authority. When approved, the plan will be endorsed and will form part of the permit. The plan must include but is not limited to:*
  - i. identification of structures to be removed, including but not limited to all solar panels, substation, buildings if they are not useful for ongoing use) and electrical infrastructure;*

- ii. *details of how the land will be rehabilitated to allow it to be used for agricultural purposes (or proposed alternative use).*
- b) *Within 12 months of the endorsement of the decommissioning management plan, the decommissioning must be completed to satisfaction of the responsible authority*

#### **4. Access**

- a) *Primary vehicular access to and from the property must be provided from the Pyrenees Highway. Only this access must be used during the construction phase of the development.*
- b) *Secondary vehicle access via Bald Hill Road is permitted for ongoing use and development subject to upgrading the road from the Pyrenees Highway to the proposed access point to meet the Rural Access 1 (RA1) standard as defined in Councils Road Management Plan (RMP). In addition a vehicular crossover/driveway in accordance with IDM standard drawing 255 must be installed. All work must be undertaken to the satisfaction of the Responsible Authority and prior to the commencement of development of the site.*
- c) *The applicant/owner must make further application for and have approved a driveway crossing permit for crossover/driveway works. All works constructed or carried out must be in accordance with the approved plan/permit.*
- d) *Once constructed the crossover must be thereafter maintained by the landowner to the satisfaction of the Responsible Authority.*
- e) *Any disused crossovers are to be removed and replaced with table drain and the nature strip levelled to the satisfaction of the Responsible Authority.*

#### **5. Water Supply**

- a) *The location of water access points and the quantity of water supply is to be established through a comprehensive risk management process that considers the credible on site hazards. In the event of a fire (either Structural Fire or Bushfire), sufficient water is to be available and accessible to fire appliances to ensure that fire suppression activities are not hindered in any way. Water access points are to be clearly identifiable and unobstructed to ensure efficient access.*
- b) *Static water storage tank installations are to comply with AS 2419.1 and the following additional conditions:*
  - i. *The static water storage tanks shall be of not less than 45,000 litres effective capacity and must be above ground and constructed of*

*concrete or steel. The location and number of tanks should be determined as part of the site's risk management process and in consultation with a CFA Delegated Officer.*

- ii. The static storage tanks shall be capable of being completely refilled automatically or manually within 24 hours.*
- iii. The static storage tanks shall be fitted with a hard suction point and connections and adapters which meet the requirements of the CFA.*
- iv. Access to the hard suction points shall also meet the requirements of the CFA.*
- v. An external water level indicator is to be provided to the tank and be visible from the hardstand area.*
- vi. Signage identifying the static water storage tank as being available for fire-fighting purposes shall be fixed to each tank to the satisfaction of the CFA.*
- vii. Signage indicating the direction to the static water tank(s) shall be provided at the front entrance to the site to the satisfaction of a CFA Delegated Officer.*

#### **6. Loading and Unloading**

- a. The loading and unloading of vehicles and the delivery of goods to and from the site must at all times be undertaken entirely within the boundaries of the site and be so conducted as to cause minimum interference with other traffic to the satisfaction of the Responsible Authority.*
- b. The surface of loading areas and access roads must be constructed and maintained to the satisfaction of the Responsible Authority to prevent dust and drainage run-off causing a loss of amenity to the site or broader area. All such surfaces and roads to be constructed to an all-weather standard to ensure all-weather use and access.*

#### **7. Car parking**

- a. Prior to the commencement of use, areas on the subject land must be set aside for parked vehicles, crossovers, driveway and access lanes as shown on endorsed plans and/or approved engineering plans must be:*
  - i. Constructed to the satisfaction of the Responsible Authority;*
  - ii. Properly formed to such levels that they may be used in accordance with the plans;*
  - iii. Surfaced with an all-weather standard to the satisfaction of the Responsible Authority;*
  - iv. Drained and maintained to the satisfaction of the Responsible*

*Authority.*

- v. Parking spaces, access lanes and driveways must be kept available for these purposes at all times.*
- vi. All parking spaces must be designed to allow all vehicles to drive forwards both when entering and leaving the property.*

## **8. Drainage**

- a. All storm water must be accommodated and treated within the subject land.*
- b. All storm water and surface water drainage from the proposed buildings, hard standing areas, driveways and yards must be designed to be contained within the site and designed for storm water quality and quantity to comply with the Best Practice Environmental Management Guidelines for Urban Storm water (CSIRO) 1999 to the satisfaction of the Responsible Authority.*
- c. The legal point of discharge of storm water is to be to the north of the site to the existing culvert under the Maryborough Castlemaine Rail line.*
- d. A Stormwater Management Strategy detailing all proposed storm water quality works within the subject land must be submitted to and approved by the Responsible Authority prior to the commencement of any drainage works on site.*

## **9. Waste Disposal**

- a. The treatment of waste and litter from the operation of the site is to be undertaken in accordance with the endorsed Environmental Management Plan.*
- b. No stockpiling of waste or litter is to occur on the site, all waste is to be disposed off site to the satisfaction of the Responsible Authority.*
- c. All waste pick-up vehicles/trucks to be covered with secure covers, which are used to prevent dust or spillage of waste on departure from the site.*

## **10. Amenity**

*The amenity of the area must not be detrimentally affected by the use or development through the:*

- Appearance of any buildings, works or materials*
- Emission of noise, smell, waste water and waste products.*
- Presence of vermin*

- *Discharge of polluted water or run off onto the site and or watercourses within or outside of the boundaries of land*
- *Reflection, Glint or Glare from the solar panels*

### **11. Site Lighting**

*No external floodlighting shall be installed without the permission of the Responsible Authority*

*Where external lighting is provided (including security lighting) it must be fitted with suitable baffles and located so as to prevent the emission of direct light onto adjoining properties or roadways to the satisfaction of the Responsible Authority.*

### **12. Glare**

*Prior to the screen plating being established and to the satisfaction of the Responsible Authority, the solar farm must only operate within the following parameters:*

- Operation of a single axis tracking system with a maximum rotation of 60 degrees and a resting angle of 60 degrees.*
- Backtracking procedures to operate within normal parameters to maintain low angles of incidence relative to the sun.*
- Avoid 'resting' PV modules at 0 degrees, horizontal to the ground, notably during early morning due to potential increase in glare as identified in the modeling.*

### **13. Noise**

*The use and development must comply with relevant Environment Protection Authority noise guidelines including the EPA Publication 1411 Noise from Industry in Regional Victoria, 2011 for the operational phase and EPA Publication 1254, Noise Control Guidelines, 2011 for the construction phase*

### **14. Electromagnetic Interference**

*The use and development must comply with any exposure limits set by the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA)*

### **15. Asset Protection**

*At any time the permit holder must ensure that the operation and condition of Council assets are not damaged by the new 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.*

### **16. Sediment Control**

*The applicant / owner shall restrict sediment discharges from the construction site in*



*accordance with Construction Techniques for Sediment Pollution Control (EPA1991) and Environmental Guidelines for Major Construction Sites (EPA 1995).*

### **17. Civil Construction Requirements**

*Before the development starts, detailed 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 information submitted must show any relevant details listed in the Council's Infrastructure Design Manual (IDM) and be designed in accordance with the requirements of that manual, including:*

- a) details (and computations) of how the works on the land are to be drained;*
- b) details of how the drainage design allows for the continuation of existing overland flow paths across the land and ensures the prevention of erosion of the land;*
- c) carparking areas, circulation lanes and access shall be designed and constructed in accordance with AustRoads Publication 'Guide to Traffic Engineering Practice: Part 11 Parking,' 'Australian Standard AS2890.1-2004 (Off Street Parking)' & 'AS2890.6 (Off Street Parking for People with Disabilities);'*
- d) details of how lighting within the site is designed, baffled and located to effectively illuminate all pertinent public areas without spilling onto the road reserve or adjoining land, to the satisfaction of the responsible authority*
- e) details on how noise emitted from the land during the operation of the facility will not exceed the recommended levels set out in EPA Publication 1411 Noise from Industry in Regional Victoria, 2011 as amended and replaced;*
- f) details of the boundary fencing of the land.*

*Before the operation of the solar energy facility commences all buildings and works as shown on the endorsed plans must be constructed in accordance with the endorsed plans to the satisfaction of the responsible authority unless alternative approval provided, in writing, by the Manager Infrastructure:*

### **18. Landscape Plan**

*Before the development starts, three copies of a landscape plan consistent with the Landscape Plan submitted with the application 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 drawn to scale with dimensions and must include:*

- a) a survey of all existing vegetation and natural features showing plants (greater than 1200mm diameter) to be removed;*
- b) a schedule of the trees and shrubs proposed to be planted in association with the landscape screening buffers along the south and west boundaries of the site, including the location, number and size at maturity of all plants. The planting is to be consistent with the details described in the Landscape & Visual Assessment*

*report (Xurban 2018).*

- c) a maintenance and monitoring program to ensure the ongoing health of the landscaping, including weed management and the replacement of dead or diseased plants.*

*All species selected must be to the satisfaction of the responsible authority.*

*Before the commencement of the use or by such a later date as is approved by the responsible authority in writing, landscaping works shown on the endorsed plan must be carried out and completed to the satisfaction of the responsible authority.*

*Once the landscaping planting is carried out the landscaping must be maintained including the replacement of any dead or diseased plants to the satisfaction of the responsible authority.*

### **19. Landscape to be planted and maintained**

*Before the commencement of the development, the landscaping works, comprising the landscape screening buffers as described in the Landscape & Visual Assessment report (Xurban 2018), shown on the endorsed Landscape Plans must be carried out and completed to the satisfaction of the Responsible Authority.*

*The landscaping shown on the endorsed plans must be maintained to the satisfaction of the Responsible Authority, including that any dead, diseased or damaged plants are to be replaced.*

### **20. Temporary and permanent fencing**

*Before the development starts:*

- a) the four ecologically constrained areas identified on the endorsed plans are to be enclosed by permanent fences which are to be setback a minimum of 15 metres from the edges of these areas. These habitat protection areas shall be maintained as no access areas.*
- b) temporary protection fences consisting of star pickets and flagging or similar to the satisfaction of the responsible authority must be erected at a minimum distance of 15 metres from the edges of native vegetation buffer areas proposed along the south and west boundaries of the site. Except with the written consent of the Responsible Authority, the following activities are prohibited within the area contained within these fenced areas:*
- i. Vehicular or pedestrian access*
  - ii. Trenching or soil excavation*
  - iii. Storage or dumping of any soils, materials, equipment, vehicles, machinery or waste products*
  - iv. Entry and exit pits for underground services*

- v. *Any other actions or activities that may result in adverse impacts to retained native vegetation.*

*The temporary protection fences must remain in place until all works and development are completed to the satisfaction of the Responsible Authority.*

## **21. Construction Management**

*Prior to commencement of works, a Construction Management Plan to the satisfaction of the responsible authority must be prepared, submitted to and implemented to the satisfaction of the responsible authority. The plan must show:*

- a) *measures to control erosion and sediment and sediment laden water runoff, including the design details of structures;*
- b) *measures to retain dust, silt and debris on site, both during and after the construction phase;*
- c) *locations of any construction waste and the method of disposal, equipment, machinery and/or earth storage/stockpiling during construction;*
- d) *existing conditions survey of public roads that may be used in connection with the construction of the facility*
- e) *where access to the site for construction vehicle traffic will occur;*
- f) *tree protection zones;*
- g) *the location of trenching works, boring, and pits associated with the provision of services;*
- h) *the location of any temporary buildings or yards;*
- i) *details of any treatment required for the portion of Bald Hill Road adjacent to the subject site to minimise dust during the construction phase*
- j) *heavy vehicle movements*
- k) *construction times*
- l) *details of a site contact/site manager*
- m) *details of how the construction phase will comply with EPA Publication 1254, Noise Control Guidelines, 2011 as amended and replaced.*
- n) *Details of how the construction phase will comply with the requirements of the CFA.*

*During the construction phase all measures identified in the endorsed construction management plan must be implemented to the satisfaction of the responsible authority.*

## **22. General Amenity – Environmental Management Plan**

*Before the use commences, an Environmental Management Plan must be prepared, approved and implemented to the satisfaction of the responsible authority. The Environmental Management Plan must include:*

- a) overall environmental objectives for the operation of the solar energy facility and techniques for their achievement;*
- b) day-to-day management requirements for the use of the solar energy facility and proposed agricultural use of the land;*
- c) procedures to ensure no significant adverse environmental impacts occur as a result of the use;*
- d) identification of possible risks of operational failure and response measures to be implemented;*
- e) A pest animal and plant management plan.*
- f) a program for recording and reporting environmental incidents or non-compliances with this permit and for responding to complaints during operation of the solar energy facility.*

*The use must at all times be conducted in accordance with the Environmental Management Plan to the satisfaction of the Responsible Authority.*

## **23. Fire and Emergency Management**

*Before the development starts, plans must be prepared to the satisfaction of the responsible authority and the Country Fire Authority and must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and then form a part of the permit. The plans must include the following:*

- a) Fire Management Plan;*
- b) Bushfire Risk Assessment, incorporating water supply requirements;*
- c) Fuel Reduction and Maintenance Plan;*
- d) Emergency Management Plan; and*
- e) Any other risk management information for the site.*

## **24. Goulburn-Murray Water Requirements**

*All construction and ongoing activities must be in accordance with sediment control*

*principles outlined in 'Construction Techniques for Sediment Pollution Control' (EPA, 1991).*

*If applicable, all wastewater from the office must be treated and disposed of using an EPA approved system, installed, operated and maintained in compliance with the EPA Code of Practice – Onsite Wastewater Management, Publication 891.4, and to the satisfaction of council's Environmental Health Department.*

*If applicable, the wastewater disposal area must be located in accordance with Table 5 of the EPA Code of Practice – Onsite Wastewater Management, Publication 891.4, July 2016, from any waterways (including Goulburn Murray Water open channels), drainage lines, dams or bores.*

## **25. VicRoads Requirements**

*The access crossover to the Pyrenees Highway shall be constructed generally in accordance with Beveridge Williams proposal: Project ref 1800070, Stage No. TR, Drawing No. 011, Rev P0.*

*A Construction Traffic Management Plan (CTMP) must be provided for VicRoads review and approval prior to construction commencing. The CTMP must address, in particular, heavy vehicle haulage routes, possible pavement deterioration due to construction traffic and the identification and remediation of any damage. Once approved, the CTMP will become an endorsed document within the Planning Permit.*

## **26. Expiry of Permit**

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

- a) The development is not started within two years of the date of this permit*
- b) The development is not completed within four years of the date of this permit*
- c) The use does not start within two years after completion of the development; or*
- d) The use is discontinued for a period of two years.*

*The Responsible Authority may extend the commencement date if a request is made in writing by the owner or the occupier of the land to which the permit applies before the permit expires or within 6 months afterwards.*

*The Responsible Authority may extend the time within which the development is to be completed if the development has commenced and a request in writing is made by the owner or the occupier of the land to which it applies within 12 months after the permit expires.*

## **General Notes**

- (a) **VicRoads Note:** Prior to any works commencing within the Pyrenees Highway road reserve, the applicant must enter into a works agreement with VicRoads, confirming design plans and works approvals processes, including the determination of fees and the level of VicRoads' service obligations – contact*

*western.mail@roads.vic.gov.au*

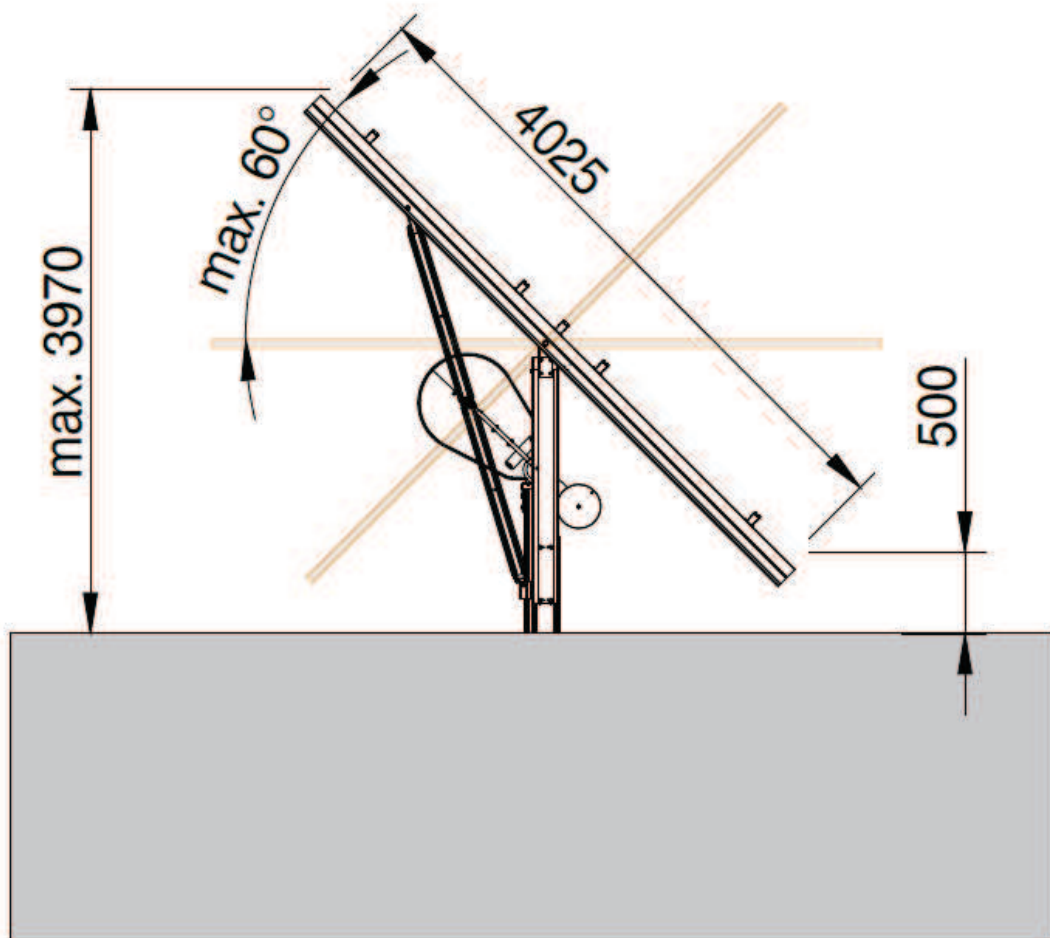
- (b) ***Need to transfer licences for unmade Government roads:*** *The licence for the two unmade government roads (Crown Land) within the subject land will need to be transferred to the applicant. Please note that further consents may be required in respect of any proposal to build infrastructure on the land comprised within these roads.*







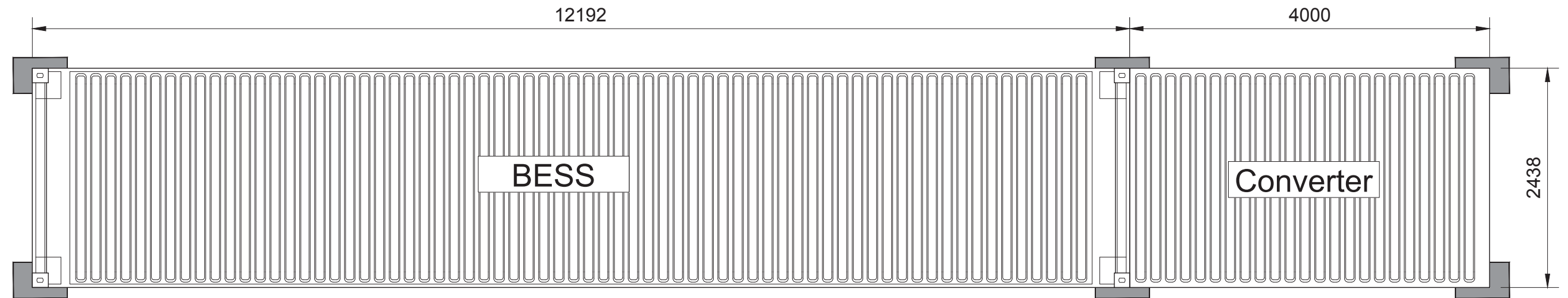
## Tracker Cross Section





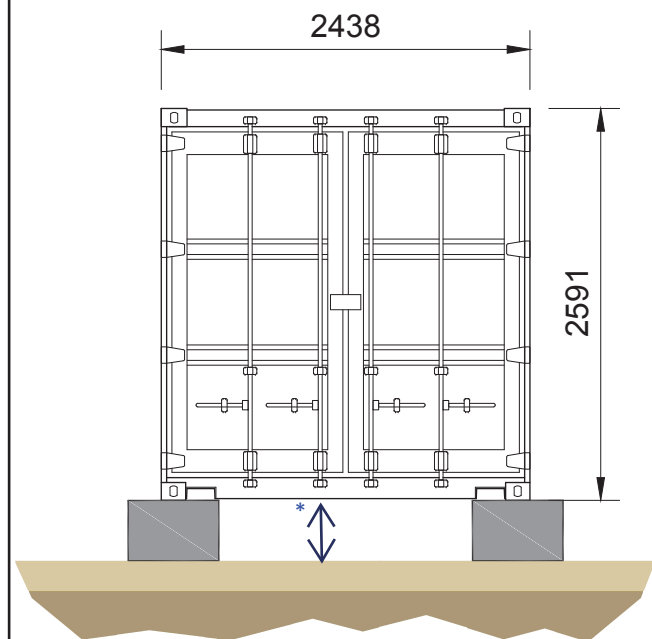
# 1 Top view of Battery container plus spacing for DC/DC Converter

M 1:50



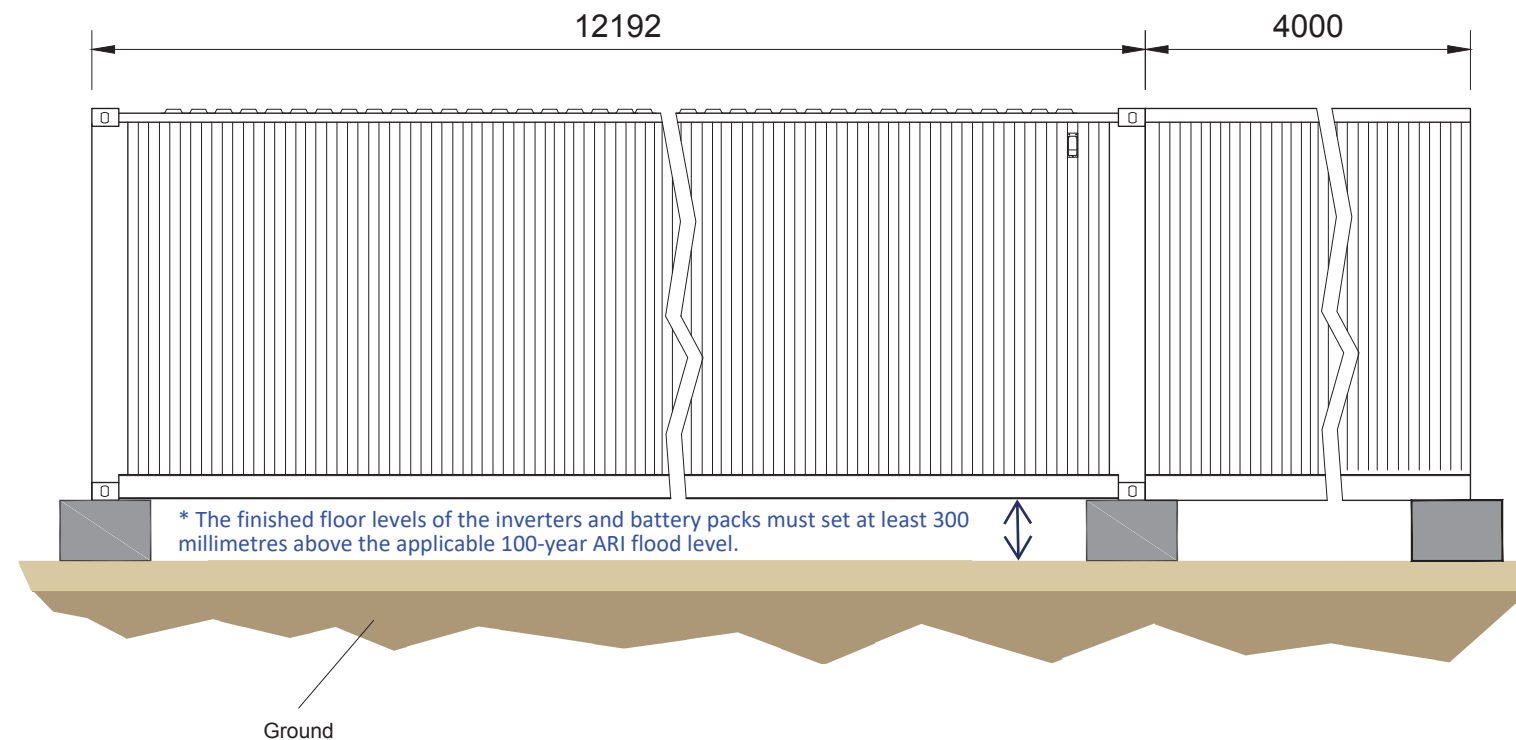
## 2 Elevation - front view

M 1:50



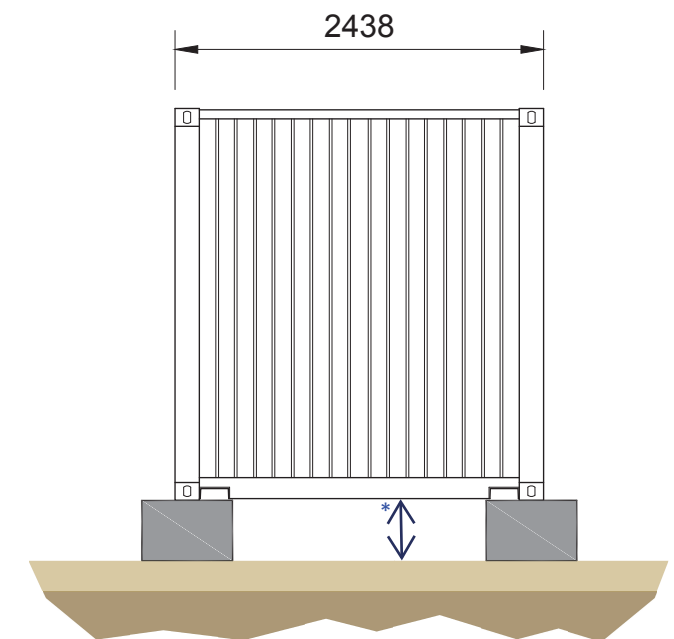
## 3 Elevation - side view

M 1:50



## 4 Elevation - back view

M 1:50



all measurements in mm

0	01 Mar 18	RSU		OSA	Original drawing
Revi.	Date	Desi.	Chec.	Appr.	Revision Description

**ibvogt**

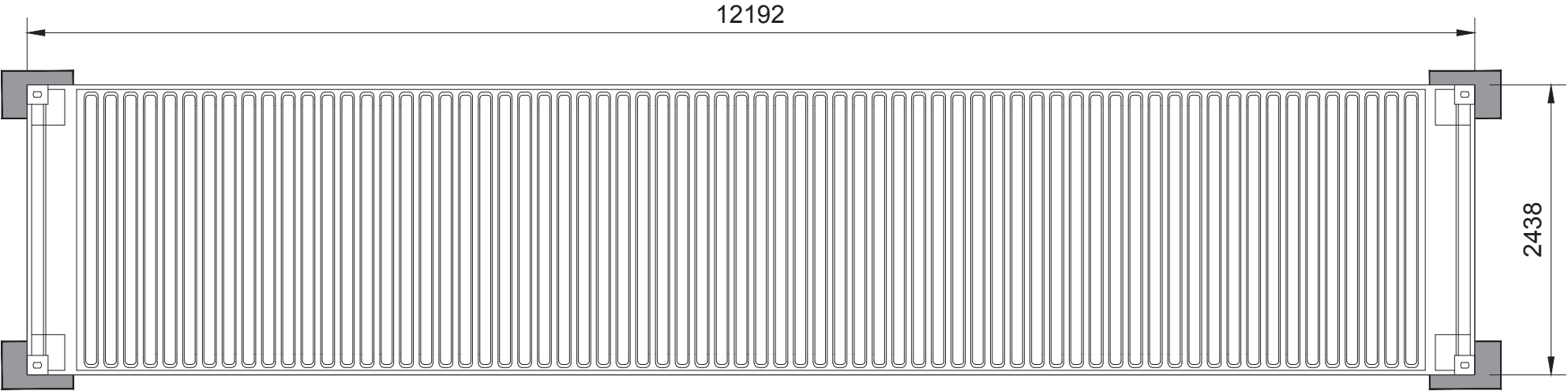
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### Carisbrook Solar Farm

Page: 1	Size: A3_420x297	Status: 01 Mar 2018 Revision: 0	Copying of this document and distribution to others and the use or communication of the contents thereof are forbidden without expressed authority. Offenders are liable to the payment of damages © by ib vogt GmbH
	Of: 1		
Title: Planning Battery container plus spacing for DC/DC Converter		Document-No.: <b>2510.M4.015.3.0</b>	Project-No. Descr. Serial-No. Size Rev.

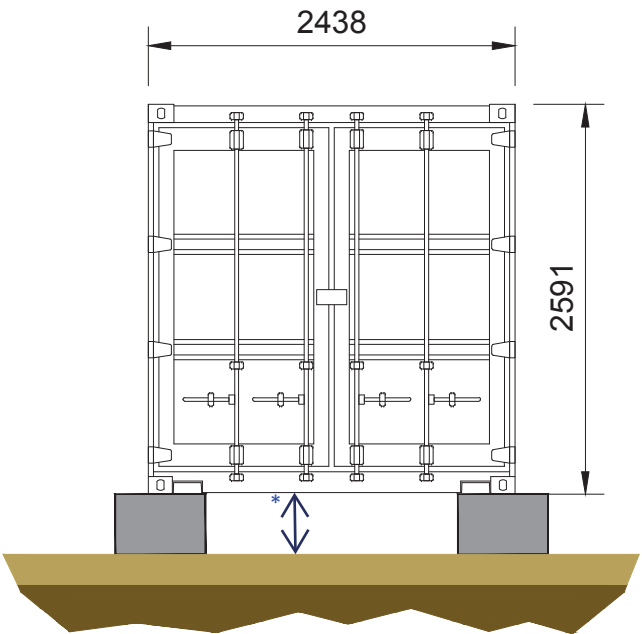
1 Top view of Inverter Transformer Station

M 1:50



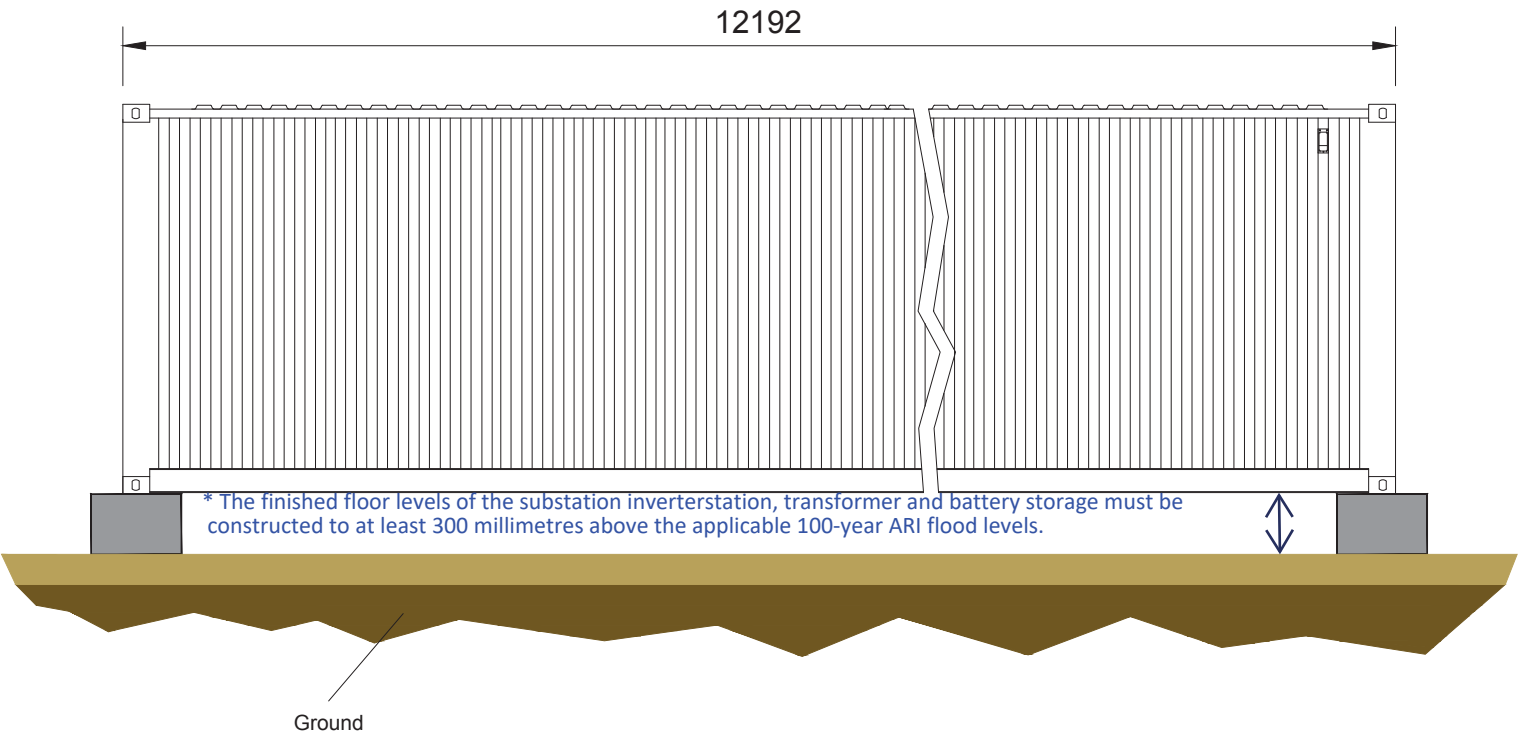
2 Elevation - front view

M 1:50



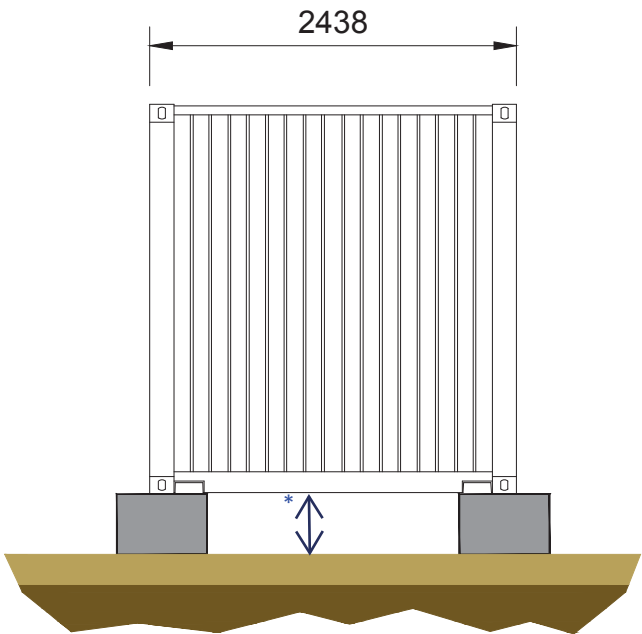
3 Elevation - side view

M 1:50




4 Elevation - back view

M 1:50



all measurements in mm

0	19 Oct 2017	JED	MAB	OSA	Original drawing
Revi.	Date	Desi.	Chec.	Appr.	Revision Description



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Carisbrook Solar Farm

Page: 1  
Of: 1

Status: 19 Oct 2017  
Revision: 0

Size: A3\_420x297  
Drawing Scale: 1:50

Document-No.: 2510.M4.014.3.0

Project-No. Descr. Serial-No. Size Rev.

Title: Planning Inverter Transformer Station

## ATTACHMENT 2 – PLANTING BUFFER PLAN

*Proposed planting*



The landscape buffer planting is shown on the western and southern side of the solar farm.

## 8.6 NOVEMBER FINANCIAL REPORT

**Author:** Finance Manager

**Responsible General Manager:** 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:

Monthly financial reports are presented to Council to show Council's financial performance and how it is tracking against the current budget (which is the adopted budget updated to include the carry forwards adopted at October 2018 Council meeting).

### 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.

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

### BACKGROUND INFORMATION:

This finance report is provided for the year to 30 November 2018 and does not include results for Council's Section 86 Committees such as the Tullaroop Leisure Centre which are consolidated within the annual financial report at year end.

### FINANCIAL 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, incorporating approved carry forwards, for the year to date as at 30 November was a surplus of \$8.53 million. Income is at \$20.46 million compared to a budgeted income of \$20.32 million, a minor variance to date of (0.7%).

Expenditure is at \$11.93 million compared to budgeted expenditure of \$12.67 million, a variance of 5.8% for the year to date. The variation is primarily attributable to the timing of waste related expenditure plus some routine maintenance expenditure.

### **Statement of Financial Position**

Council's equity position has increased from 30 June 2018, due to the levying of rates and charges during August. Refer to the receivables summary for an explanation for the movement in current receivables.

The creditors balance includes the Fire Services Property Levy (FSPL) which totalled \$1.11 million as at 30 November 2018. This balance includes arrears, however, excludes the FSPL Concession (which effectively reduces the payable amount). Council's next quarterly instalment for 2018-2019 is to be paid to the CFA by 28 December 2018.

### **Statement of Changes in Equity**

Council has not budgeted to make any transfers to reserve during the 2018-2019 year, with the movement within the statement of changes in equity equating to the operating result.

### **Cash Flow Statement**

The balance of cash and investments as at 30 November 2018 is \$7.52 million, which includes \$5.25 million in short-term deposits.

Council's cash position is higher than budget, due to the cash at the beginning of the period being \$4.04 million more than budget. This was primarily due to the early payment of 50% of Council's 2018-2019 Financial Assistance Grant funding in June 2018 (\$1.98 million), and deferred capital works.

Future cash flows are being monitored closely to enable completion of scheduled works and meeting recurrent obligations, as well as ensuring surplus funds are invested to generate maximum interest revenue.

### **Statement of Capital Works**

The 2018-2019 budget included a capital works budget of \$6.21 million, and with the addition of \$465,875 in approved carried forward projects, the budget now totals \$6.67 million across property, plant and equipment and infrastructure asset classes. As at 30 November 2018, Council had expended \$1.19 million on capital works.

### **Receivables Summary**

The Rate Debtor balance at 30 November is \$10.44 million (excluding FSPL), which is \$372,006 or 4% higher than this time last year, primarily due to the 2.25% increase in rates and increase in garbage service charges.

This level of arrears is consistent with the same time last year at 6.6% (6.5% as at 30 November 2017). Those ratepayers with arrears are currently being progressed for additional debt collection action in accordance with Council's Debt Collection Policy.

The Other Debtors balance totals \$922,157 which is \$273,134 or 42% higher than this time last year. This is primarily due to a progress claim invoice of \$308,000 being raised at the end of November for Fixing Country Roads funding (not yet paid).

### **Operating and Cash Flow Budget Amounts**

Council's budget forecast for 2018-2019 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:**

Nil.

### **CONCLUSION:**

The financial position to the end of November 2018 does not highlight any issues for concern, however is impacted by the following:

- The timing of waste related expenditure.

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 invested to ensure interest earnings are maximised, and cash flows are to be monitored closely.

### **ATTACHMENTS:**

1. 30 November 2018 Financial Report

### **RECOMMENDATION:**

*That Council receives and notes the attached November 2018 Financial Report showing progress against the budget, as presented.*

# CENTRAL GOLDFIELDS SHIRE

## Operating Statement

For Period 01/07/2018 to 30/11/2018

	Actual Year to Date \$	* Budget Year to Date \$	Variation on Budget	% Variation	* Annual Budget \$
<b>Revenues</b>					
Community	651,501	1,120,383	(468,882)	(41.9%)	1,330,223
Health & Human Services	1,888,121	1,798,568	89,553	5.0%	4,024,892
Economic Development	437,361	343,287	94,074	27.4%	754,247
Culture & Heritage	157,585	137,908	19,677	14.3%	153,062
Recreation & Leisure	15,773	5,256	10,517	200.1%	221,057
Transport	1,322,191	981,547	340,644	34.7%	2,652,930
Waste & Environment	3,121,044	3,106,123	14,921	0.5%	3,294,203
Administration	199,702	117,949	81,753	69.3%	298,017
Rates	11,627,991	11,638,322	(10,331)	(0.1%)	11,632,488
Financial Assistance Grants	976,849	958,402	18,447	1.9%	1,916,807
Profit/(Loss) on sale of Fixed Assets	62,720	112,429	(49,709)	(44.2%)	100,829
	<b>20,460,838</b>	<b>20,320,174</b>	<b>140,664</b>	<b>0.7%</b>	<b>26,378,757</b>
<b>Expenditures</b>					
Community	767,904	779,624	(11,720)	(1.5%)	1,659,167
Health & Human Services	1,731,597	1,692,531	39,066	2.3%	4,047,918
Economic Development	1,011,558	929,455	82,103	8.8%	1,975,129
Culture & Heritage	362,518	345,756	16,762	4.8%	832,825
Recreation & Leisure	1,211,801	1,443,703	(231,902)	(16.1%)	3,232,287
Transport	3,768,871	3,971,079	(202,208)	(5.1%)	9,190,373
Waste & Environment	923,823	1,387,883	(464,060)	(33.4%)	3,283,541
Administration	2,152,605	2,121,625	30,980	1.5%	4,888,368
	<b>11,930,677</b>	<b>12,671,656</b>	<b>(740,979)</b>	<b>(5.8%)</b>	<b>29,109,608</b>
Surplus/(Deficit) on operations	8,530,161	7,648,518	881,643	11.5%	(2,730,851)

# CENTRAL GOLDFIELDS SHIRE

## Statement of Financial Position as at

	30/06/2018	30/11/2018
	\$	\$
<b>Current Assets</b>		
Cash	8,718,243	7,523,664
Receivables	2,212,535	12,728,374
Other	381,081	167,938
Non-current assets held for resale	573,394	245,223
<b>Total Current Assets</b>	<b>11,885,253</b>	<b>20,665,199</b>
<b>Current Liabilities</b>		
Creditors	3,245,044	1,898,569
Borrowings	574,803	543,419
Provisions	2,432,694	2,432,694
<b>Total Current Liabilities</b>	<b>6,252,541</b>	<b>4,874,683</b>
<b>NET CURRENT ASSETS</b>	<b>5,632,713</b>	<b>15,790,516</b>
<b>Non-Current Assets</b>		
Land Under Roads	381,486	381,486
Land & Buildings	46,010,465	45,485,093
Plant & Machinery	3,919,461	3,737,922
Furniture & Equipment	207,917	119,927
Infrastructure	266,524,875	264,446,673
Artwork Collection	210,990	210,990
Library Bookstock	349,277	349,277
Works in Progress	390,181	1,587,728
<b>Total Non-Current Assets</b>	<b>317,994,653</b>	<b>316,319,096</b>
<b>Non-Current Liabilities</b>		
Other Liabilities	69,115	69,115
Borrowings	3,885,313	3,885,313
Provisions	599,357	551,443
<b>Total Non-Current Liabilities</b>	<b>4,553,785</b>	<b>4,505,871</b>
<b>NET ASSETS</b>	<b>319,073,580</b>	<b>327,603,741</b>
<b>Equity</b>		
Accumulated Surplus	122,225,443	130,755,604
Reserves	196,848,137	196,848,137
<b>TOTAL EQUITY</b>	<b>319,073,580</b>	<b>327,603,741</b>



# CENTRAL GOLDFIELDS SHIRE

## Statement of Changes in Equity

For the period ended 30/11/2018

	Accumulated Surplus	Reserves	Total
Balance at beginning of period	122,225,443	196,848,137	319,073,580
Adjustments due to changes in accounting policies	0	0	0
	<hr/> 122,225,443	<hr/> 196,848,137	<hr/> 319,073,580
Increase/(Decrease) in net assets resulting from operations	8,530,161	0	8,530,161
Transfers to reserves	0	0	0
Transfers from Reserves	0	0	0
Balance at end of period	<hr/> <b>130,755,604</b>	<hr/> <b>196,848,137</b>	<hr/> <b>327,603,741</b>

# CENTRAL GOLDFIELDS SHIRE

## Statement of Cash Flows

For the period ended 30/11/2018

	Actual Year to Date Inflows/ (Outflows)	Budget Year to Date Inflows/ (Outflows)
<b>Cash flows from operating activities</b>		
<b>Payments</b>		
<i>Community</i>	(751,878)	(779,624)
<i>Health &amp; Human Services</i>	(1,718,862)	(1,692,531)
<i>Economic Development</i>	(972,646)	(929,455)
<i>Culture &amp; Heritage</i>	(313,178)	(345,756)
<i>Recreation</i>	(920,914)	(1,443,703)
<i>Transport</i>	(3,670,475)	(3,971,079)
<i>Waste &amp; Environ</i>	(867,891)	(1,387,883)
<i>Administration</i>	(2,080,144)	(2,121,625)
	<b>(11,295,986)</b>	<b>(12,671,656)</b>
<b>Receipts</b>		
<i>Community</i>	669,616	1,120,383
<i>Health &amp; Human Services</i>	1,888,121	1,798,568
<i>Economic Development</i>	437,361	343,287
<i>Culture &amp; Heritage</i>	157,585	137,908
<i>Recreation</i>	15,773	5,256
<i>Transport</i>	1,322,188	981,547
<i>Waste &amp; Environ</i>	1,339,364	823,682
<i>Administration</i>	228,783	117,949
<i>Debtors/Rates</i>	3,736,888	3,100,134
<i>FSPL collected/paid</i>	142,837	0
<i>Grants Commission</i>	976,849	958,402
	<b>10,915,365</b>	<b>9,387,116</b>
<b>Net cash inflow/(outflow) from operating activities</b>	<b>(380,620)</b>	<b>(3,284,540)</b>
<b>Cash flows from investing activities</b>		
<i>Proceeds from Sale Fixed Assets</i>	438,891	553,750
<i>Payments for Capital Works</i>	(1,197,544)	(1,679,306)
<b>Net cash inflow/(outflow) from investing activities</b>	<b>(758,653)</b>	<b>(1,125,556)</b>
<b>Cash flows from financing activities</b>		
<i>Financing costs</i>	(23,923)	(60,240)
<i>Repayment of loan borrowings</i>	(31,384)	(31,382)
<b>Net cash inflow/(outflow) from financing activities</b>	<b>(55,307)</b>	<b>(91,622)</b>
<b>Net increase (decrease) in cash</b>	<b>(1,194,578)</b>	<b>(4,501,718)</b>
<i>Cash at beginning of the financial period</i>	8,718,243	4,678,219
<b>Cash at the end of November</b>	<b>7,523,664</b>	<b>176,501</b>

# CENTRAL GOLDFIELDS SHIRE COUNCIL

## Statement of Capital Works

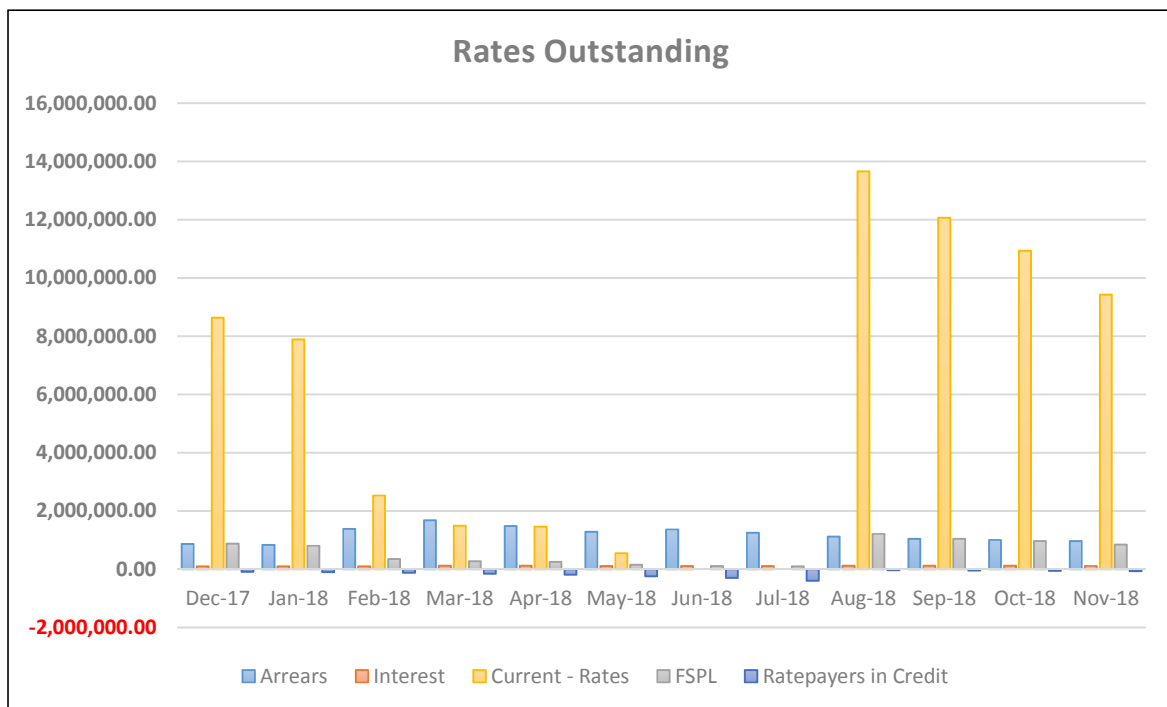
For the period ended 30/11/2018

	Budget 2018-20198	Budget Year to Date	Actual Year to Date
<b>Property</b>			
Land	104,665	-	16,026
Land Improvments	15,500	2,000	1,435
Buildings	492,000	40,000	56,243
<b>Total property</b>	<b>612,165</b>	<b>42,000</b>	<b>73,704</b>
<b>Plant and equipment</b>			
Plant, machinery and equipment	619,000	286,000	72,543
Fixtures, fittings and furniture	329,945	150,000	53,954
<b>Total plant and equipment</b>	<b>948,945</b>	<b>436,000</b>	<b>126,497</b>
<b>Infrastructure</b>			
Roads	2,620,288	936,821	518,666
Bridges and major culverts	954,837	-	144,244
Pathways	156,000	50,000	58,347
Drainage	678,160	42,000	75,121
Parks, Open Space & Streetscapes	203,000	78,000	3,960
Car Parks	35,000	20,000	-
Other Infrastructure	467,980	74,485	197,005
<b>Total infrastructure</b>	<b>5,115,265</b>	<b>1,201,306</b>	<b>997,343</b>
<b>Total capital works expenditure</b>	<b>6,676,375</b>	<b>1,679,306</b>	<b>1,197,544</b>
<b>Represented by:</b>			
New asset expenditure	1,098,485	502,485	198,208
Asset renewal expenditure	3,324,053	939,821	689,755
Asset upgrade expenditure	2,253,837	237,000	309,581
<b>Total capital works expenditure</b>	<b>6,676,375</b>	<b>1,679,306</b>	<b>1,197,544</b>

# CENTRAL GOLDFIELDS SHIRE

## Receivables - Rates

	30/11/2017		30/11/2018	
	Amount \$	% (Rate Income)	Amount \$	% (Rate Income)
Arrears	905,243.10	6.5%	966,250.17	6.6%
Interest	104,570.18	0.7%	114,109.59	0.8%
Current - Rates	9,059,428.38	64.6%	9,360,888.08	64.0%
Total (excluding FSPL)	10,069,241.66	71.8%	10,441,247.84	71.4%
Annual Rate Movement			372,006.18	4%
Fire Services Property Levy (FSPL)	927,724.37		845,794.01	
Total Rates (including FSPL)	10,996,966.03		11,287,041.85	

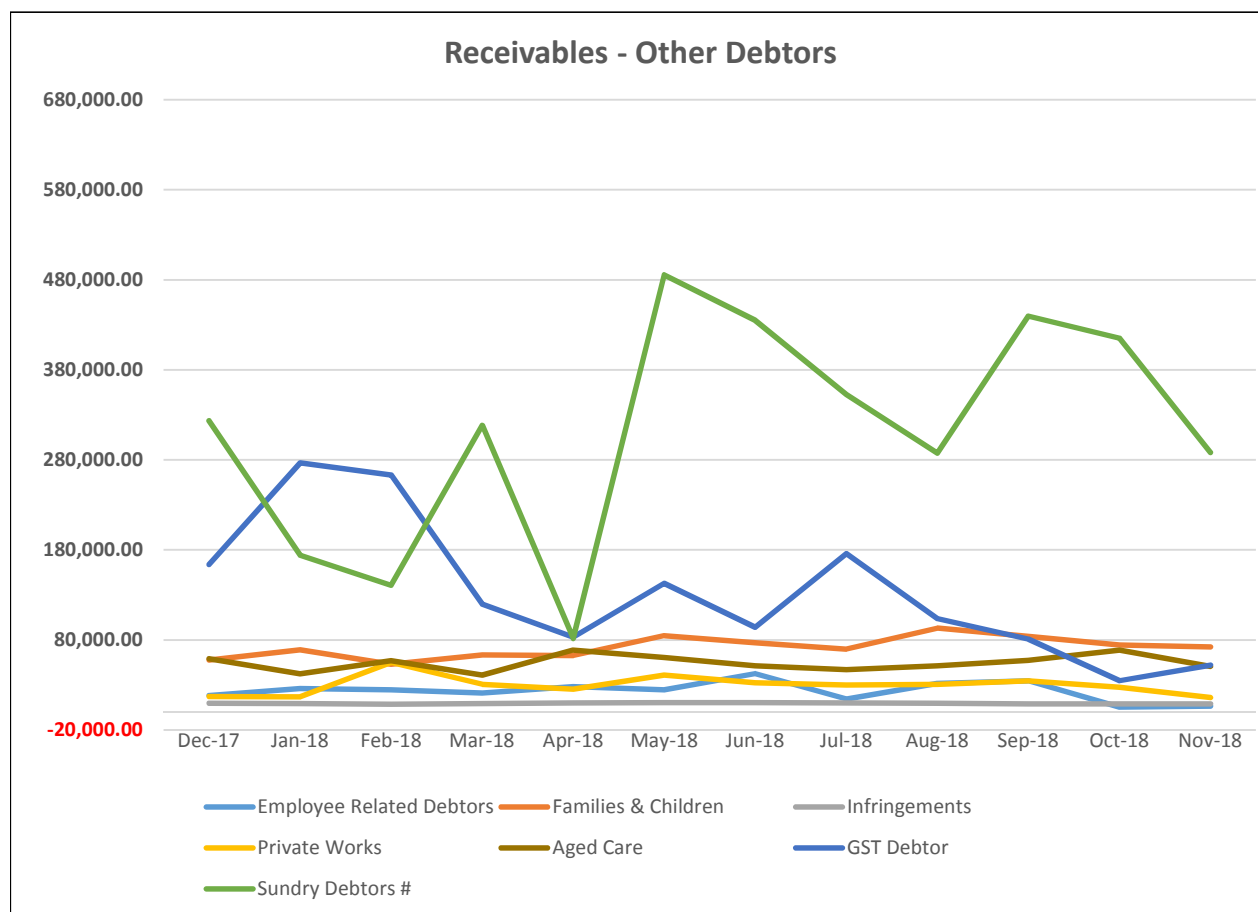


# CENTRAL GOLDFIELDS SHIRE

## Receivables - Other Debtors

	30/11/2017		30/11/2018	
	Amount \$	% (Budget Income)	Amount \$	% (Budget Income)
Employee Related Debtors	18,183.49	0.1%	8,008.03	0.1%
Families & Children	57,885.33	0.4%	83,880.01	0.9%
Infringements	9,617.21	0.1%	8,596.55	0.1%
Private Works	17,103.15	0.1%	15,370.13	0.2%
Aged Care	59,259.66	0.4%	45,550.81	0.5%
GST Debtor	163,660.20	1.1%	82,579.65	0.8%
Sundry Debtors #	323,313.85	2.1%	678,172.34	6.9%
	<u>649,022.89</u>	<u>1.1%</u>	<u>922,157.52</u>	<u>1.8%</u>
Annual Movement			273,134.63	42%

# includes an unbudgetted \$308,000 Fixing Country Roads grant invoiced during November

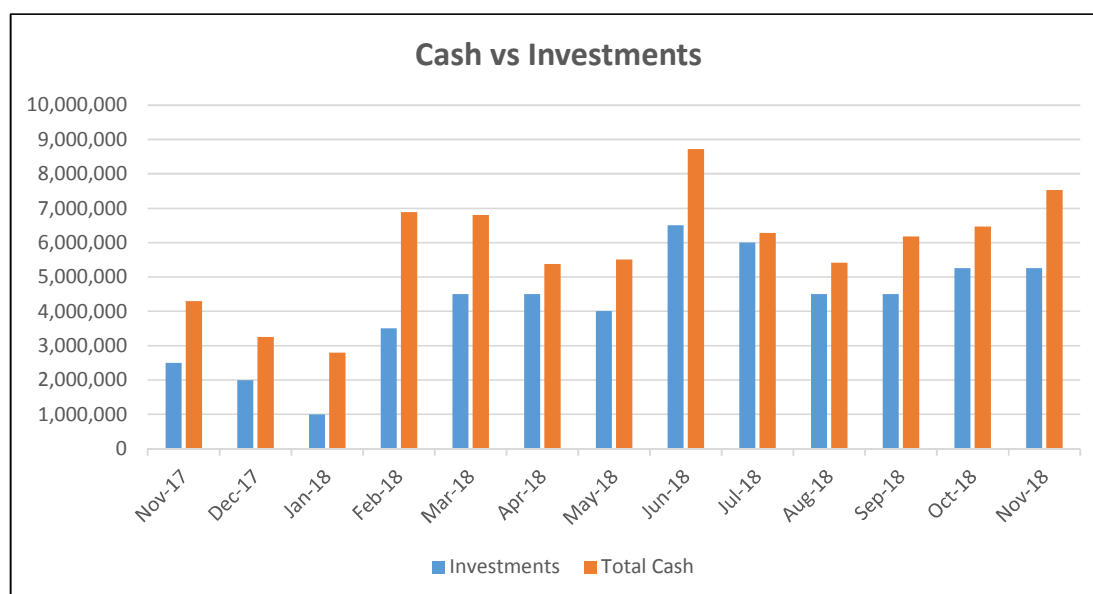


# CENTRAL GOLDFIELDS SHIRE

## Investment Register as at 30/11/2018

Financial Institution	Term	Maturity Date	Rating	Amount \$	Interest Rate
Bankwest	90 d	04-Dec-18	A1+	500,000.00	2.65%
NAB	91 d	13-Dec-18	A1+	500,000.00	2.60%
ME Bank	90 d	17-Dec-18	A2	500,000.00	2.66%
Bank Australia	90 d	07-Jan-19	A2	500,000.00	2.87%
NAB	90 d	14-Jan-19	A1+	750,000.00	2.68%
ME Bank	100 d	31-Jan-19	A2	500,000.00	2.65%
Bankwest	120 d	19-Feb-19	A1+	500,000.00	2.65%
Bankwest	90 d	25-Feb-19	A1+	500,000.00	2.60%
ME Bank	90 d	25-Feb-19	A2	500,000.00	2.65%
AMP	183 d	23-Apr-19	A1	500,000.00	2.75%
<b>Total</b>				<b>\$ 5,250,000</b>	

NB: The balance of cash is held within Cheque Accounts and At Call Accounts.



## 9.1 DOCUMENTS FOR SEALING CONFIRMATION REPORT

**Author:** General Manager Corporate Performance

**Responsible General Manager:** 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 for noting, documents that have been signed under Council's common seal, via delegation, since the last Ordinary Council meeting .

### 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.

### BACKGROUND INFORMATION:

Section 5 of the Local Government Act 1989 reads as follows:

*The Council*

*S. 5(1) repealed by No. 109/2003 s. 7(2).*

*(2) A Council—*

*(a) is a body corporate with perpetual succession; and*

*(b) must have a common seal; and*

*(c) may sue or be sued in its corporate name; and*

*(d) is capable of acquiring, holding, dealing with or disposing of property for the purpose of performing its functions and exercising its powers; and*

*(e) is capable of doing and suffering all acts and things which bodies corporate may by law do and suffer and which are necessary or expedient for performing its functions and exercising its powers.*

*(3) The common seal of a Council must—*

*S. 5(3)(a) amended by No. 78/1991 s. 13(a).*

*(a) bear the name of the Council (which name may refer to the inhabitants of the municipal district) and any other word, letter, sign or device the Council determines should be included; and*

*(b) be kept at the Council office; and*

*(c) be used in accordance with the local laws of the Council.*

*(4) All courts, judges and persons acting judicially must take judicial notice of the imprint of the seal of a Council on any document and must presume that the document was properly sealed until the contrary is proved.”*

In the case of Central Goldfields Shire Council, regulation of the common seal is dealt with under section 9 of Council’s Governance Local Law 2015, which states:

### **“9. Common Seal**

*9.1 The Council’s common seal and words to be used accompanying it on any document to which it is affixed are as follows –*

*The COMMON SEAL of CENTRAL*

*GOLDFIELDS SHIRE COUNCIL*

*was affixed in the presence of:*

.....

*Chief Executive Officer*

*9.2 The Chief Executive Officer must keep the Common Seal in safe custody and must ensure that access to it is restricted.*

*9.3 Every document to which the Common Seal is affixed must be signed by the Chief Executive Officer or his or her delegate.”*

### **REPORT:**

At an ordinary meeting of Council held on 27 November 2018, Council resolved to:

- “Award the Annual Spray Seal contract for 2018/19 G1279-2018 to Boral Resources (Vic) Pty Ltd for \$775,497.80 (GST Inclusive).
- Authorise the Chief Executive Officer to sign and affix the Common Seal to the contract documentation for Contract G1279-2018 for Annual Spray Sealing 2018/2019.”

Since the last Council meeting the following document has been signed under seal:

Contract G1279-2018 with Boral Resources (Vic) Pty Ltd for Annual Spray Sealing 2018-2019.

### **CONSULTATION/COMMUNICATION:**



Nil.

**FINANCIAL & RESOURCE IMPLICATIONS:**

Nil.

**CONCLUSION:**

The spray sealing contract document was signed under seal in accordance with a resolution of Council passed on 27 November 2018.

**ATTACHMENTS:**

Nil

**RECOMMENDATION:**

*That Council note that the contract documentation relating to Contract G1279-2018 with Boral Resources (Vic) Pty Ltd for Annual Spray Sealing was signed and sealed by the Chief Executive Officer under delegation on behalf of Council, in accordance with the following resolution of Council made on 27 November 2018:*

- *Award the Annual Spray Seal contract for 2018/19 G1279-2018 to Boral Resources (Vic) Pty Ltd for \$775,497.80 (GST Inclusive).*
- *Authorise the Chief Executive Officer to sign and affix the Common Seal to the contract documentation for Contract G1279-2018 for Annual Spray Sealing 2018/2019.*