



COUNCIL MEETING

Tuesday 25 May 2021

6:00pm

Community Hub

AGENDA

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12.	Other Business Nil	
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14.	Meeting Close	

5 CONFIRMATION OF THE MINUTES OF PREVIOUS COUNCIL MEETING

Author: Governance Officer

Responsible Officer: Chief Executive Officer

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

SUMMARY/PURPOSE

To present for confirmation the minutes of the Council Meeting held on 27 April 2021 noting the separate circulation of confidential minutes of the meeting item conducted in camera.

LEGISLATION AND POLICY CONTEXT

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

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

4.3 Objective: Provide leadership in governance and Council decision making

BACKGROUND INFORMATION

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

REPORT

Council keeps minutes of each meeting of the Council and those minutes are submitted to the next appropriate meeting for confirmation.

CONSULTATION/COMMUNICATION

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

FINANCIAL & RESOURCE IMPLICATIONS

Costs included in the Governance and Community Engagement budgets.

RISK MANAGEMENT

This report addresses Council's strategic risk Governance - Failure to transparently govern and embrace good governance practices. This process conforms to the requirements of the Governance Rules. Publication of the minutes increases transparency and reduces the risk of maladministration.

CONCLUSION

The unconfirmed minutes of the Council Meeting held on 27 April 2021 are presented for confirmation.

ATTACHMENTS

1. Unconfirmed Minutes of Council Meeting held 27 April 2021

RECOMMENDATION

That Council confirms the Minutes of the Council Meeting held on 27 April 2021 including the confidential minutes relating to item 13.1 Chief Executive Officer Performance Review.



MEETING OF COUNCIL MINUTES

Tuesday 27 April 2021
6:00pm
Community Hub

MEMBERSHIP

Councillors
Liesbeth Long
Gerard Murphy
Wayne Sproull
Geoff Lovett
Grace La Vella
Chris Meddows-Taylor (Mayor)
Anna de Villiers

To be confirmed at the Council Meeting
scheduled for 25 May 2021

draft unconfirmed

UNCONFIRMED MINUTES

1. COMMENCEMENT OF MEETING AND WELCOME

The meeting commenced at 6.00pm
The Mayor, Cr Meddows-Taylor welcomed everybody.

IN ATTENDANCE

Councillors

Chris Meddows-Taylor (Mayor)
Liesbeth Long
Gerard Murphy
Wayne Sproull
Grace La Vella
Geoff Lovett
Anna de Villiers

Officers

Chief Executive Officer, Lucy Roffey
General Manager Corporate Performance, Mick Smith
General Manager Community Wellbeing, Martin Collins
General Manager Infrastructure Assets and Planning, Rebecca Stockfeld
Manager Business Transformation, David Oliver
Manager Governance Property and Risk, Nikki Parker

2. APOLOGIES

Nil

3. LEAVE OF ABSENCE

Nil

4. DISCLOSURES OF CONFLICTS OF INTEREST

Nil

5. CONFIRMATION OF THE MINUTES OF PREVIOUS COUNCIL MEETINGS

To present for confirmation the minutes of the Council Meeting held on 23 March 2021. The Mayor suggested an amendment – the passing of Mr Fred Treble OAM is acknowledged in the minutes and his previous service as Councillor and Mayor are noted. The Mayor would like the words “of City of Maryborough” added in the minutes.

Council Resolution

That Council confirms the Minutes of the Council Meeting held on 23 March 2021 with the agreed amendment.

CARRIED

6. REPORTS FROM COMMITTEES

Nil

7. PETITIONS

Nil

UNCONFIRMED MINUTES

8. OFFICER REPORTS

8.1 CARISBROOK RECREATION RESERVE UPGRADES

The purpose of this report is to request that Council endorses the revised Carisbrook Recreation Reserve and Pavilion plan which incorporates the relocation of the bowls club pavilion.

Council Resolution

That Council endorses the:

- 1. Carisbrook Recreation Reserve Master Plan*
- 2. Carisbrook Recreation Reserve Floor Plans*
- 3. Bowls Club Pavilion Plan.*

Moved Cr de Villiers
Seconded Cr Sproull

Crs de Villiers and Sproull spoke to the motion.

CARRIED

8.2 MARYBOROUGH AERODROME

The purpose of this report is for Council to consider recommendations to undertake planning for the future of the Aerodrome to realise the economic and community benefits of this important local asset and for transitioning the Maryborough Aerodrome leases to new terms and conditions to meet the requirements of the Crown Land (Reserves) Act 1978).

Council Resolution

That Council:

- 1. Approve the allocation of \$30,000 in the 2021/22 Budget for the development of a business plan for the Maryborough Aerodrome;*
- 2. Adopt the Terms of Reference for the Maryborough Aerodrome Taskforce in Attachment 1 adding the word stakeholders to the composition of the members of the taskforce;*
- 3. Commence an Expression of Interest process for membership of the Maryborough Aerodrome Taskforce;*
- 4. Approve the waiving of rates on Aerodrome leases for the Aeroclub and Maryborough Ambulance Transfer Station on the basis that they provide services at the Aerodrome that are accessible to and for the benefit of the community in accordance with Section 169 of the Local Government Act 1989; and*
- 5. Confirm that current leases are transitioned to DELWP leases on current rents and lease terms; and*

UNCONFIRMED MINUTES

6. *Approve that new leases be negotiated on terms of 7+7+7 years, with rent set at \$3.50 sq/m +CPI for the first term of 7 years, and market rent reviews for subsequent terms.*

Moved Cr La Vella
Seconded Cr Lovett

Crs La Vella, Lovett and Meddows-Taylor spoke to the motion.

CARRIED

8.3 PYRENEES HIGHWAY CARISBROOK - CULVERT CONSTRUCTION CONTRACT No. G1473-2021

The purpose of this report is for Council to consider awarding Contract G1473-2021 Pyrenees Highway Carisbrook – Culvert Construction, following a public tender process.

Council Resolution

That Council:

1. *Award the Pyrenees Highway, Carisbrook – Culvert Construction contract No. G1473-21 to Leech Earthmoving and Contracting Pty Ltd for \$170,896.00 (GST Inclusive).*
2. *Authorise the Chief Executive Officer to sign and affix the Common Seal to the contract documentation for Contract G1473-21 for Pyrenees Highway, Carisbrook – Culvert Construction.*

Moved Cr Anna de Villiers
Seconded Cr Sproull

Cr Anna de Villiers and Cr Sproull spoke to the motion.

CARRIED

8.4 CONTRACT No. G1472-21 GILLIES STREET MARYBOROUGH ROAD RECONSTRUCTION (Between Layton Road and Sutton Road

The purpose of this report is for Council to consider awarding Contract No. G1472-21 Gillies Street, Maryborough - Road Reconstruction, following a public tender process.

Council Resolution.

That Council:

1. *Award the Gillies Street, Maryborough - Road Reconstruction contract No. G1472-21 to Doran Earthmoving Pty Ltd for \$535,526.20 (GST Inclusive).*
2. *Authorise the Chief Executive Officer to sign and affix the Common Seal to the contract documentation for Contract G1472-21 for Gillies Street, Maryborough - Road Reconstruction.*

Moved Cr Murphy
Seconded Cr La Vella

UNCONFIRMED MINUTES

Cr Murphy spoke to the motion.

CARRIED

8.5 THE COMMUNICATIONS AND ENGAGEMENT STRATEGY

At the December Council Meeting, Council endorsed that the *Draft Community Participation and Engagement Policy* and *Draft Communications and Engagement Strategy* be advertised for community feedback for a period of four weeks.

The updated Community Engagement Policy was adopted by Council at the February Meeting.

The updated Communications and Engagement Strategy establishes shared expectations for communications and engagement and features a detailed action plan for how we will further develop, improve and evaluate our activities moving forward.

In accordance with the Community Engagement Policy, the Shaping Central Goldfields: Engagement Plan has been prepared to guide the development of the Community Vision and Council Plan (including the long-term Financial Plan)..

Council Resolution.

That Council:

- 1. Adopts the updated Communications and Engagement Strategy 2021-2022*
- 2. Adopts the Shaping Central Goldfields: Engagement Plan 2021*
- 3. Disband the Community Voice Panel and write to panel members thanking them for their contribution to Council's policy and strategy development*

Moved Cr Long
Seconded Cr Murphy

Crs Long, Murphy, Sproull, La Vella and Meddows-Taylor spoke to the motion.

CARRIED

8.6 DRAFT EXPENSES AND SUPPORT FOR COUNCILLORS AND MEMBERS OF DELEGATED COMMITTEES POLICY

The purpose of this report is to present the amended draft Expenses and Support for Councillors and Members of Delegated Committees Policy to Council for adoption.

This Policy has been reviewed and updated following discussions during a councillor briefing in accordance with the Local Government Act 2020.

Council Resolution.

That Council adopt the Expenses and Support for Councillors and Members of Delegated Committees Policy.

Moved Cr La Vella

UNCONFIRMED MINUTES

Seconded Cr Long

Cr La Vella and Cr Long spoke to the motion.

CARRIED

8.7 DRAFT AMENDED GIFTS, BENEFITS AND HOSPITALITY FOR COUNCILLORS POLICY

The purpose of this report is to present the draft amended Gifts, Benefits and Hospitality Policy to Council for adoption.

This Policy has been reviewed and updated in accordance with the Local Government Act 2020.

Council Resolution.

That Council adopt the Gifts, Benefits and Hospitality for Councillors Policy.

Moved Cr Sproull
Seconded Cr Lovett

Cr Sproull and Cr Lovett spoke to the motion.

CARRIED

8.8 ADVOCACY ON KEY ISSUES FOR THE CENTRAL GOLDFIELDS SHIRE

The purpose of this report is to inform Council and the community of the recent meeting with the Minister for Local Government and the Mayor and CEO, and issues raised with the Minister to advocate on behalf of the Central Goldfields Shire Community.

Council Resolution.

That Council note the advocacy undertaken on behalf of the Central Goldfields Shire community at the recent meeting with the Minister for Local Government and in the letter from the Mayor to the Minister in Attachment 1.

Moved Cr Long
Seconded Cr Murphy

Cr Long, Cr Murphy and Cr Meddows-Taylor spoke to the motion.

CARRIED

8.9 MARCH FINANCIAL REPORT

The purpose of this report is to update Council on its financial performance for the year to date, how it is tracking against the adopted budget and now includes a forecast result for the full financial year.

Council Resolution.

That Council:

- 1. Receives and notes the attached Financial Report for the period to 31 March 2021.*
- 2. Council approves and adopts the financial forecast including an operating result of \$1.635m and a Capital Works Program of \$6.8m to 30 June 2021.*

UNCONFIRMED MINUTES

Moved Cr Murphy
Seconded Cr de Villiers

Cr Murphy spoke to the motion.

CARRIED

8.10 PROPOSED BUDGET 2021-22

The purpose of this report is to provide Council a Proposed Budget for 2021-22 for community consultation.

Council Resolution.

That Council endorses the Proposed 2021-2022 Budget and commences community consultation on the Budget.

Moved Cr Lovett
Seconded Cr Murphy

Cr Lovett, Cr La Vella and Cr Meddows-Taylor spoke to the motion.

CARRIED

9 DOCUMENTS FOR SEALING CONFIRMATION REPORT

Nil

10 NOTICES OF MOTION

Nil

11 URGENT BUSINESS

Nil

12 OTHER BUSINESS

Cr Sproull noted the one year anniversary of the accident causing the death of four police officers and the impact this may have had on Victorian Police officers that serve our community. Cr Sproull also gave thanks to Victoria Police officers in the Shire who are often exposed to the risk of harm.

Cr Sproull noted that 28 April is International Workers Memorial day for remembering workers who have lost their life at work and acknowledged Sonac for two years without a lost time injury.

13 CONFIDENTIAL BUSINESS

13.1 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW

The purpose of this report is for Council to consider the recommendations from the Chief Executive Officer Employment Matters Advisory Committee report on the Chief Executive Officer Performance Review.

Council Resolution.

UNCONFIRMED MINUTES

That Council note that the CEO's performance review has been conducted by the CEO Employment Matters Advisory Committee in accordance with the CEO Employment Matters Advisory Committee Policy.

Moved **Cr La Vella**
Seconded **Cr Lovett**

Cr La Vella, Cr Lovett and Cr Meddows-Taylor spoke to the motion.

CARRIED

That Council closes the meeting to the public under section 66 (2)(a) of the Local Government Act 2020 (the Act) to consider a matter that is "confidential" as defined by section 3 (1) a) of the Act because it contains information relating to personal information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

Moved **Cr La Vella**
Seconded **Cr Murphy**

CARRIED

The meeting was closed to the public at 6.55 pm.

The meeting re-opened to the public at 7.12 pm

14 MEETING CLOSURE

The Chair, Cr Meddows-Taylor declared the meeting closed at 7.12pm.

To be confirmed at the Council Meeting
to be held on 25 May 2021.

6.1 NOTING OF THE APPROVED MINUTES OF THE AUDIT AND RISK COMMITTEE

Author: Governance Officer

Responsible General 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.

SUMMARY/PURPOSE

To present for noting the confirmed minutes of the Audit and Risk Committee established in accordance with section 35 of the Local Government Act 2020.

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 35 of the Local Government Act 2020, Council has established an Audit and Risk Committee.

REPORT

The Audit and Risk Committee have provided confirmed minutes from their meeting 8 December 2020.

RESOURCE IMPLICATIONS

There are no resource implications involved in the preparation of this report.

RISK MANAGEMENT

This report addresses Council's strategic risk Governance - Failure to transparently govern and embrace good governance practices. The requirement for reporting provides increased transparency of declarations of conflict of interest.

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 8 December 2020

RECOMMENDATION

That Council notes the confirmed minutes of the Audit and Risk Committee Meeting 8 December 2020



AUDIT AND RISK COMMITTEE MEETING

Tuesday 8 December 2020

10:00 am

Via Zoom

<https://us02web.zoom.us/j/88663616098>

A Members only in camera session will be offered at the end of the Committee meeting.

MINUTES

MEMBERS: Mr John Watson (Independent Chair), Mr Robert Tommasini (Independent Member), Ms Cheryl Fitzgerald (Independent Member), Cr Geoff Lovett (Councillor), Cr Gerard Murphy (Councillor)

OFFICERS ATTENDING: Ms Lucy Roffey (Chief Executive Officer), Mr Martin Collins (General Manager Community Wellbeing), Ms Rebecca Stockfeld (General Manager Infrastructure Assets and Planning), Mr David Anderson (Acting General Manager Corporate Performance), Ms Nikki Parker (Manager Governance Property and Risk)

OBSERVERS ATTENDING:

VISITORS ATTENDING: Mr Brad Ead (AFS & Associates Pty Ltd – Internal Auditor)

MINUTE TAKER: Ms Susan Lloyd (Acting Manager Governance Property and Risk)

Item Title

1. **Welcome and Introduction** – Congratulations to Crs Murphy and Lovett on their election and nomination to the Audit and Risk Committee, welcome to Nikki Parker (Manager Governance Property and Risk). Thanks to Susan Lloyd (Acting Manager Governance Property and Risk)
2. **Agreed Members only session will move to the end of the meeting**
3. **Acknowledgement of Country**
4. **Apologies** - Ms Rebecca Stockfeld (General Manager Infrastructure Assets and Planning)
5. **Declaration of Conflicts of Interest** – None noted
6. **Consideration of the Agenda**
7. **Adoption of Minutes of the meeting held on 14 September 2020 and 27 October 2020**

Recommendation: That the Minutes of the Audit and Risk Committee Meeting held on 14 September 2020 and 27 October 2020 be confirmed.

DECISION

The minutes of the meetings held on 14 September and 27 October 2020 were confirmed.

8. Matters arising from the Minutes Report

Recommendation: That the Audit and Risk Committee note the Matters arising from the Minutes Report.

Members indicated they were pleased to see the number of completed items in the action items. Questions were raised concerning;

- Item 4 & 69 have actions to be completed by Dec 31, 2020?
 - (Item 4) Council has access to a Smart Fleet system and be used to manage Council vehicles
 - Item 69 – Business Continuity Plan – will not be completed by 31 Dec due to resource unavailability but will be completed before March 2021 This item should be unshaded as it is not complete (**Note ACTION**)
- Item 50 – MAV Insurance – will be followed up and reported at the next meeting. (**Note ACTION**)
- Item 101 – Uncertain timing and it is not clear in the legislation. John will work with Nikki to simplify the format for reporting purposes. John will find a sample and send it to Nikki and fall into a pattern in 6 months reporting. (**Note ACTION**)
- Item 9 – software system of Governance (referenced as MR9)
- Item 80 – effectiveness of monitoring compliance with the regulation. Could these items be tied together for completion? – David Anderson to take this on notice for the next meeting (**Note ACTION**)

- Item 111 – Vision Super – David Anderson noted this was a reference to a note in the statements where a comments was replicated

DECISION

The status of matters arising from minutes of previous meetings was noted with the clarification recorded above against some items.

GENERAL BUSINESS

9. VAGO Final Management Letter

Recommendation: That the Audit and Risk Committee note the VAGO Final Management Letter, Financial Statements and Performance Statements for the year ended 30 June 2020.

The VAGO Final Management Letter has arrived and statements have been signed off by Council. David Anderson noted there were 3 new findings with one item already acted on. There are still some outstanding actions which have been included in the Action items.

The Auditors are still dealing with a few items. In the VAGO Final Management letter CGSC achieved a good result overall and reflected the efforts made by Management to make the progress that it had achieved.

VAGO summary of Audit findings;

- Payroll and financial systems are very old and are not as accurate for calculating leave. Council is investigating a new HR system. Council needs to annually calculate Long Service Leave which is verified when staff leave Council.
- Family Day Care Contractor action was due to be implementation Dec 2019. The response to this is expanded on (page 7) of the report.
- Risk Management Register – Did the Auditors consider the Strategic Risk Plan? The Register was updated in 2020. It is an ongoing issue for Council and will be one of the priorities for Nikki's position moving forward. Nikki indicated that an update of the Operational Risk Register is required along with changing the culture of the organisation to improve an understanding of how Risk should be considered across the organisation. (Note ACTION) The CEO noted that the Risk Management system needs to be set up to have staff be reminded through an automated system of actions to be undertaken. This would also tie into items 9 and 69 with the compliance calendar. Greater focus on Risk has been given to Local Government through the new Act.

DECISION

The VAGO Final Management letter was received and noted.

10. Governance Report

Recommendation: That the Audit and Risk Committee note the interim Governance Report.

- Council is working through compliance issues with the election and the new act and are compliant with those matters.
- FOI – questions for clarification were raised about the status and processing of FOI application. FOIs can be protracted and often require clarification and advice. Matters are progressing within timeframes within the intent of the Act.
- The Audit and Risk Committee members are happy to voluntarily disclose any interests but this information is not required for public disclosure and is part of good

governance and transparency. Disclosure of interests and transparency are referred to in the Audit and Risk Charter.

- o Credit card for senior staff – CEO noted there are stronger controls in place than ever before and are directed by policies and monitoring. What is the definition of purchasing and what are the limits across Council? These will be included in a report to Council. (Note ACTION)

DECISION

The Governance report was received and noted.

11. Implementation of Local Government Act

Recommendation: That the Audit and Risk Committee note the update on the Implementation of the Local Government Act 2020.

In the first quarter of 2021 Community Engagement Policy and the Councillor Code of Conduct will be workshopped and achieved by the required dates.

DECISION

The update on the implementation of the Local Government Act 2020 was received and noted.

INTERNAL AUDIT

Declaration by the Auditor -there have been no obstructions in the carrying out of the Auditor's work and they have conducted their audit with independence.

12.1. Internal Auditor Declarations

Verbal declarations from the Internal Auditors of any obstruction of the work of the Internal Auditors by Council.

Verbal declarations from the Internal Auditors on their independence, including declaring any other work undertaken for Council, outside of the scheduled Internal Audit Program which may compromise the Internal Auditors independence.

12.2. Internal Audit Program Status Update

Recommendation: That the Audit and Risk Committee note the Internal Audit Program Status Update report provided by the internal audit service provider AFS Chartered Accountants.

DECISION

The Internal Audit Program Status Update was received and noted.

12.3. Internal Audit Program

Recommendation: That the Audit and Risk Committee note the Internal Audit Report – 2020-05 Internal Audit Program report provided by the internal audit service provider AFS Chartered Accountants.

The audit was conducted in the final quarter of 2020 and the Auditors have proposed a forward program commencing in March 2021 with a list of actions which will be and discussed with the AGMCS. The Audit program will need approval and add back the Business Continuity Plan, which had been deferred.

Need to ensure the BCP is noted in the next 3 year plan and have a progress towards the plan. The Disaster Recovery Committee chaired by the CEO has tested the robustness of service and resource provision due to the pandemic. The sub plans feeding into the BCP for service provision are up to date and can be fed into the BCP for the organisation. By 31 March this should be completed and can be reviewed by the internal auditors. This could be considered in June/July 2021 by the Auditors, there will be an update provided at the next Audit and risk committee meeting. (Note ACTION)

Recommendation: The Audit plan is consistent with the previous considerations by the committee and is recommended for adoption subject to the comments raised.

DECISION

The Internal Audit Program was confirmed subject to the discussion recorded above.

STANDING ITEMS

13. Chief Executive Officer's Report

Including any declarations of any impending legal action or legislation breaches or instances of fraud since the last meeting of the committee.

Recommendation: That the Audit and Risk Committee note the Chief Executive Officer's Report.

The report has focused on the COVID risk and updated the previous report. Council has led recovery for the community focusing on economic recovery. Through Council, Working for Victoria (WFV) have employed about 28 staff across a range of roles. The Recovery Manager is focused on delivering services in an environment limited by COVID. We were able to deliver the induction training for new Councillors and get them up to speed about Council, service delivery, the new Local Government Act and working with the community. The CEO is focused on staff well being as they are exhausted in delivering services under COVID conditions.

How has Council coped with the implementation of WFV? One of the roles was within HR has worked well and that staff member has now found work with another organisation. Bounce, a HR consultancy firm, have assisted Council with WFV and have worked with and supported WFV applicants to develop their CV.

DECISION

The Chief Executive Officer's report was received and noted.

14. Finance Report

Recommendation: That the Committee receives and notes the attached Financial Report for the period to 31 October 2020.

Cr Murphy declared a conflict of interest with the Capital works item due to his business involvement with a Council Capital works project and would leave the meeting with its consideration.

NOTED

Finance Report – The AGMCP noted there was an issue with the Income statement as it incorrectly missed identifying expenses with the employees costs but it was included in the commentary and is available in the executive summary. David will circulate the correct report after the meeting. (Note ACTION)

Income statement – Why have brackets been used for income but in the balance sheet they are around the other way. Its not consistent in how this is considered but it is through the system that it presents in this format. A new Finance Manager is starting on Monday (14 Dec) and will see if this could be rectified.

Capital works – (Note: Cr Murphy was excluded for this particular session). CEO commented that there will be variances in funding from COVID funds and there is some work required. Two officers have been put on to manage Capital Works projects as we are seeking to improve project management. The Pulse system will enable good project management software for project management. Milestone payments and timelines will be realistic and there are projects that are season or time dependent in their delivery. Prioritising projects is being driven by Government stimulous funding and its timing. There may be problems in the market to get contractor tenders.

DECISION

The Finance Report was received and noted subject to the discussion recorded above.

15. Reports by Sector and Related Agencies

15.1. Recent Reports and Publications of Interest to Councils

Recommendation: That the Audit and Risk Committee note the report from AFS Chartered Accountants on recent reports and publications of specific interest to Councils.

- Item 1 There should be an awareness of the protection of personal information
- Councillor expenses should be included in the review of recommendations (Note ACTION -add to action plan)
- Waste and recycling – It's good to see Government funding for Waste and recycling and it is envisaged that there will be a Victorian Waste Management Authority in the future

DECISION

The reports by Sector and Related Agencies was received and noted.

16. Defined Benefits Superannuation Update

Recommendation: That the Audit and Risk Committee note the Defined Benefits Superannuation Update Report.

Local Government has had to contribute into the scheme and it is travelling ok. Vision Super has estimated 104.5% but if it drops below 100% then Councils are required to contribute into the scheme. While it is a closed scheme, it has a long trail of people still receiving benefits.

DECISION

The Defined Benefits Superannuation Update was received and noted.

17. Progress Report on Prior Audit Recommendations

Recommendation: That the Audit and Risk Committee note the status update report on outstanding actions from prior audit recommendations.

The Progress Report on prior Audit Recommendations report is used to track and monitor Council actions.

There are still 100 outstanding actions which is still of concern, but it is trending down. In the past, an internal audit wasn't a priority but this has changed and generated a lot of recommendations and remains a challenge to work through and implement. The Audit and Risk committee would like to see the numbers of actions reduce with so many issues that need to be addressed. A lot of work and effort still has to be done to address the issues and with the impact of Covid the challenge continues. Issues will be resolved with the implementation of systems. Council is looking at more innovative solutions at corporate systems that are best practice and cloud based.

There was concern raised that after over 3 years down the track, there are over 100 Audit actions outstanding and some of these things go back over a period of years. Have these issues been prioritised?

There was an absence of internal audits in the past in terms of the actions, systems and priorities. With the number of actions there were over 250 items which require additional resources and staff to address the high risk items. This can't be achieved with business as usual staff and can be challenging. The audit items with the highest risk have been prioritised. It will take at least the next calendar year to address all the issues. Could the internal audit keep an eye on the progress of the actions and give an insight as to other Councils. It is part of the Auditor's role getting access to insights to other government entities and their progress on systems. The committee continues to be concerned on the number of actions outstanding.

Is it possible to get an average across the state as to the number of outstanding issues. Some Councils are bigger with greater capacity or resources. No two Councils are the same but this council does not have the longest list of actions compared to other Councils.

DECISION

The progress report on prior audit recommendations was received and noted subject to the discussion recorded above.

18. Annual Work Plan

Recommendation: That the Audit and Risk Committee note the status report on achievement of the 2020 Audit and Risk Committee Annual Work Plan.

There is a requirement of the 2020 Local Government Act to have a new work plan and it picks up all the things the committee is required to do under its new charter and space them out across the Audit and Risk meetings across the year.

ACTION 3.9 – Review the annual basis of the auditor. This may need to be brought forward to the next meeting (Note – add to Action item)

ACTION 4.1 – This is hard to review but there are Audit reports, internally and externally and being done every meeting. This is business as usual and a note could be included that this is inherit in the considerations of the Audit and Risk meeting

Need to look at the Audit and Risk Charter at future meetings (Note ACTION)

ACTION 5.1-5.4 – Risk Management (notation as above or a footnote as business as usual) good to have the Risk Management as an item for the Audit and Risk Meeting with any changes to risks or mitigations being highlighted.

DECISION

The report on the Annual Work Plan was received and noted subject to the discussion recorded above.

19. Other Business

No other business

20. Next Meetings

Recommendation: That the Audit and Risk Committee note the following meeting times and dates for the Audit and Risk Committee for the 2021 year:

- Monday 1 March 2021 – 10:00am to 1:00pm
- Monday 7 June 2021 – 10:00am to 1:00pm
- Monday 13 September 2021 – 10:00am to 1:00pm
- Monday 6 December 2021 – 10:00am to 1:00pm

There are no issues with the 2021 dates for the meetings proposed and they are confirmed but may allow for changing circumstances..

DECISION

The proposed schedule of meeting dates for 2021 was confirmed.

It was noted that the Chair will monitor circumstances with management as to if the next meeting is face to face or by zoom

The Chair noted that this was the last meeting for this year and wished everyone a happy and safe Christmas and new year break.

21. Members only session

(conducted without staff or the Auditor)

8. OFFICER REPORTS

8.1 CENTRAL GOLDFIELDS SHIRE DRAFT POSITIVE AGEING STRATEGY: STRATEGIC PRIORITIES AND ACTIONS

Author: Manager Community Services

Responsible Officer: 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.

SUMMARY/PURPOSE

The purpose of this report is to request that Council endorse Central Goldfields Shire Draft Positive Ageing Strategy: Strategic Priorities and Actions.

LEGISLATION AND POLICY CONTEXT

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

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

Objective 1.3 Ensure that all of our community, regardless of diversity, can live a full and healthy life.

Objective 1.7 Support positive development for residents of all ages and abilities.

Objective 1.8 Maximise all forms of connectivity for the community

BACKGROUND INFORMATION

The development of a positive ageing strategy is a key output in the Council's Action Plan for 2020-21.

The population in Central Goldfields Shire is ageing. On current trends, over 40% of the population in the Shire will be aged 70+ within ten years.

The increasing age profile, together with reported changes in the needs, expectations and ambitions of our ageing population and ongoing reforms to the aged care service sector creates the need for Council to develop a clear strategic framework to guide responsive decision making and priority setting over the medium to long term.

TAG Consulting has been commissioned to develop Council's Positive Ageing Strategy.

REPORT

The development of a Positive Ageing Strategy is a step in providing Council, key stakeholders, and the community with a framework on which to build and enhance the strengths of our local rural communities and to prepare Council to be able to adequately respond to the projected growth of our aged population cohort.

The result will be a document that articulates a strategic direction for council, together with community and key stakeholders, to promote and enhance opportunities for all residents to age positively. The strategy will include but not limit itself to a review about the latest key evidence-based research in relation to seniors; an outline of the community engagement and participation process; and a set of community goals, objectives and actions developed in response to the identified needs of senior residents.

The draft strategy will be available for public comment for a period of 2 weeks.

CONSULTATION/COMMUNICATION

The draft strategic priorities and actions have been developed following engagement with individuals and groups from the community, Council staff, Councillors, and other stakeholders.

Engagement methods have included, group and 1-1 interviews, forums and focus groups and both an on-line and paper-based survey.

Over 650 individuals from the Shire have been involved in the development of the draft plan to date.

FINANCIAL & RESOURCE IMPLICATIONS

There are no direct financial or resource implications to Council presented by the draft report at this stage.

Should the strategy be endorsed by Council, there will be a series of future resourcing decisions required in order to prioritise and implement recommended actions.

RISK MANAGEMENT

This report addresses Council's strategic risk Community Well-being - Failure to recognise and manage the impact of changing social and economic conditions on the community.

Risk	Mitigation
Strategy creates a series of actions which are difficult to resource by Council	Implementation planning to be staged over a number of years with key actions prioritised for early implementation. External funding sources and partnerships to be sourced
Aged care (and other Government) policy reform requires changes to Council services which are not consistent with the strategy.	Individual and group advocacy with Government

CONCLUSION

The draft positive ageing strategy has been developed over the last 6 months with more than 650 people involved. The draft is now ready for community comment. Once endorsed, it will be available from 27 May to 10 June 2021. All submissions will be used in the development of the final positive ageing strategy.

ATTACHMENTS

1. Central Goldfields Shire Draft Positive Ageing Strategy: Strategic Priorities and Actions

RECOMMENDATION

That Council endorse the Central Goldfields Shire Draft Positive Ageing Strategy: Strategic Priorities and Actions for public comment.

Central Goldfields Shire
Positive Ageing Strategic Plan
Priority areas & actions
Version 3.0

Purpose

The following are the key priorities and actions that were raised by community, Council staff and key stakeholders throughout the Positive Ageing Strategy consultation process. The purpose of this document is to ensure that we have heard and understood what is most important to the individuals of the Central Goldfields Shire (CGS) in relation to positive ageing. We are seeking your feedback in relation to the identified priorities and actions contained within this report. We would like to know:

- Have we heard and understood what's important to the community in relation to Positive Ageing?
- Have we missed capturing any priority areas?
- Have we missed capturing any priority actions?
- Is there anything further you would like us to consider when developing the Positive Ageing Strategy?

Definitions

What is 'positive ageing'?

The Positive Ageing approach aims to extend a healthy ageing and quality of life agenda to all people as they age to enable continuing participation in social, economic, cultural and spiritual affairs and the labour force, as well as being physically active.

What is an 'Aged Friendly Shire'?

An 'Aged Friendly Shire' encourages positive ageing by optimising opportunities for health, participation and security in order to enhance quality of life as people age. People are living longer and many aspects of our shire are not equipped to meet the full range of people's needs as they age. An Aged Friendly Shire is one where people of all ages can live healthy and independent lives for as long as possible, and remain in a secure and supportive environment that enables them to participate in the community as they grow older.

An Aged Friendly Shire benefits people of all ages. By viewing a community through an Age Friendly lens. Shire planners, residents, businesses, service providers and visitors can help create a Shire that meets its resident's needs throughout their lifetimes.

The concept of Positive Ageing is shifting the way we think about getting older. Instead of thinking of ageing as a problem, we propose that it is a celebration. Everybody is ageing and it is the quality of this experience that is important.

Role of Central Goldfields Shire

The Central Goldfields Shire has primary responsibility for the following areas of positive ageing:

- Primary role for delivery and maintenance of services that have a direct impact on the quality of life for people as they age
- Lead and partner implementation of a Positive Ageing Strategy across the Central Goldfields Shire with older people, service providers and other level of government
- Information provision to our residents and advocacy of their needs to other tiers of government and relevant agencies
- Referral service to other ageing and service providers

We also play the leadership role in developing the Central Goldfields Shire as an Aged Friendly Shire. However, to achieve this we will require understanding and commitment from all members of our community.

Methodology

The strategic priority areas and associated actions documented in this report have been developed in response to feedback from council staff, key stakeholders and community members.

Literature review

A comprehensive literature review was undertaken in early 2021 to assist in the creation of strategic priorities and actions (refer to CSG Context Report March 2021). The review provided a summary of current literature on the development of Positive Ageing Strategies. Included are examples of best practice, challenges encountered and suggestions for how the Central Goldfields Shire can work towards being more Age Friendly.

Engagement

An extensive engagement initiative was undertaken with council staff, key stakeholders and community members in late 2020 and early 2021 to inform the strategic priorities and actions contained within this report (refer to CGS Engagement Report March 2021). Over 650 individuals provided valuable feedback and insight that has been used to develop the strategic priority areas and actions.

Overall, those who participated were positive about growing older within the Central Goldfields Shire, with key areas of strength being relationships and support of their neighbours, services and support provided by Council and other service providers,

opportunities to participate in civic and social activities and engagement and quality of community information and parks and gardens.

Key areas for improvement included footpath quality and maintenance, road safety and parking, Shire planning, transport, connectivity and volunteer support models to improve the experience of volunteering.

The engagement also highlighted areas where increased awareness would be of benefit, especially around services available, opportunities to participate in civic and social activities and down sizing of housing.

Strategic priority areas and actions

The Positive Ageing Strategic Priority Areas have been developed from the engagement process and are aligned with the WHO Aged Friendly Cities Guidelines, which feature eight key focus areas. A ninth Strategic Priority Area has been included to highlight the Shires role in leading the development of an Aged Friendly Shire with the community and key partners. The following are the nine strategic priority areas:

- Priority area one: Outdoor spaces and buildings
- Priority area two: Transportation
- Priority area three: Housing
- Priority area four: Social participation
- Priority area five: Respect and inclusion
- Priority area six: Civic participation and employment
- Priority area seven: Communication and information
- Priority area eight: Community support and health services
- Priority area nine: Positive ageing leadership

The Action Areas highlighting the Shire's role for each action, noting:

- **Provider**, for functions we are directly responsible for resourcing, developing and implementing. These are services that Council is directly funded or resourced to undertake on behalf of community.
- **Partner**, where we will be working with other organisations to deliver relevant initiatives. This could be through providing knowledge, skills, expertise or resources. Partnering involves relationships from mutual agreements, to Memorandums of Understanding to Joint Venture Agreements and beyond.
- **Advocate**, where the Shire is not directly able to effect change, and instead takes an influencing role. In instances where the Shire is unable to advocate then we have a responsibility to identify the correct individual or entity to advocate for the community and provide them with information that may support their advocacy role.
- **Informer**, in the instances where the Shire is communicating information, educational material and referrals.

Priority area one: Outdoor spaces and buildings

Goal: To create an environment that is pleasant, safe and accessible

Objectives:

- Pedestrian access and safety is improved through a Shire wide footpath upgrade program with a focus on Age Friendly Pathways, specifically focused on main streets, near schools and aged care facilities and service providers and highly pedestrianized pathways
- Road crossings will be made easier with more pedestrian crossings and the use of pedestrian countdown timers
- The Shire will continue to enhance street scaping, access and useability
- Walking is encouraged through an increased number and quality of walking paths and trails
- Ample seating and resting points are provided alongside highly pedestrianized areas including parks, public transport stops, popular walkways and near shopping and service precincts
- Outdoor and indoor furniture and seating is designed and selected with the requirements of older people in mind
- Access to key civic buildings meets appropriate standards
- Entry standards are in place for retailers and service providers, outlining access requirements including ramps and handrails
- Location and accessibility are considered in the design of new installations and renewal projects
- Improved lighting in car parks, parks, entry points, near outdoor exercise equipment, public toilets and civic and community spaces maximises Shire safety and accessibility
- Signage is enhanced to make it easier to navigate and locate community facilities, events and places of interest
- Positive Ageing is a focus to upgrades of park and event facilities and amenities

Our success to date:

- Securing \$1.9 million to revitalise the Central Goldfield Art Gallery
- Investing \$1.5 million to enhance Princess Park infrastructure
- Installing new seating in the Maryborough central business district, Dunolly retail area and Princess Park

Future investment:

1. Foot paths and walkways

Implement the Integrated Transport Strategy with a focus on prioritising action that would enhance the Aged Friendly focus of the Shire	Provider
Implement actions from the Walking and Cycling Strategy Refresh, incorporating positive ageing standards and criteria for footpaths and walkways, including navigable by wheeled mobility aids. Map and prioritise the streets to which these standards apply	Provider
Implement Shire wide footpath upgrade program with a focus on age friendliness	Provider
Implement Shire wide inspection and pruning program for all overhanging foliage on main walkways with a focus on age friendliness	Provider
Develop Positive Ageing walking trails and walk about maps across the Shire	Provider
Review installation priorities from pedestrian crossings with a focus on busy neighbourhood centres and meeting places	Partner
Liaise with relevant organisations to implement pedestrian countdown timers at busy intersections	Advocate

2. Seating

Review the amount of quality seating along highly pedestrianized routes including parks, public transport stops, walkways and areas near main streets to ensure they provide protection from sun and inclement weather and enable ageing residents to make best use of the Shire's facilities	Provider
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3. Building and development

Implement Positive Ageing design principles at all community and Shire facilities ensuring accessibility for people of all ages and abilities	Provider
Evaluate access, amenity and safety of public toilets across the Shire	Provider
Develop Positive Ageing design principles specific to the CGS	Partner
Liaise with shopping centres and local retailers to increase age friendly parking, access and safety	Advocate
Liaise with relevant organisations to enhance basic amenities within key townships across the Shire eg, access to town water, access to town sewage ensuring consistency with the Shires Environmental Sustainability Plan	Advocate

Provide Positive Ageing design principles to developers for consideration as part of residential and commercial developments	Informer
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4. Lighting

Improve lighting where appropriate in car parks, parks, entry points, near play equipment, public toilets and community and Shire spaces	Provider
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5. Signage

Implement easy-to-read way finding and information signage around key locations	Provider
Improve signposting of public toilets and other regularly used facilities	Provider
Develop event signage, gateway signage and community display boards at popular parks and Shire locations using Positive Ageing design principles	Provider

6. Parks, gardens and open space

Implement Positive Ageing design principles in open spaces, play spaces, event facilities and public amenities	Provider
Improve the number of exercise points suitable for older people in parks	Provider

Priority area two: Transportation

Goal: Our residents are able to easily move throughout the Shire to participate in the community and have access to services

Objectives:

- Increased advocacy to improve bus and train transport services, frequency, shelters and stops
- Increased recognition of priority seating and assistance for frail and older people
- Increased access and availability of community bus and community transport services to assist older people get to shops, appointment and social activities
- Community transport services continue to evolve to be responsive and relevant to our community to support social connections, independence and ageing in place
- Increased reliability, courtesy and availability of taxi/ ride share services for local residents
- Opportunities to utilise alternative transport services for the utility of older people across the Shire
- Drivers are more confident and feel safer when travelling throughout the Shire
- Car parking is maximised to improve availability, accessibility and support people with disability
- Encouragement of carpooling initiatives lead to fewer cars on the road, with more transport options available
- Inclusion of 'senior friendly parking' available throughout the Shire
- Support for mobility device users is improved with increased engagement, information and education programs available
- Mobility device requirements are considered when upgrading pathways or road infrastructure
- Opportunities for cycling throughout the Shire are optimised through expansion of the Shire's bicycle network, support and infrastructure
- The Shire establishes a network of safe streets for cycling and walking

Our success to date:

- The creation and installation of two pop up bike paths
- Increased the ability for the community utilising public transport to access VIC
- Increased parking availability near VIC and EV recharging stations

Future investment:

1. Public transport

Develop a strategy with relevant partner organisations to improve amenity, comfort and access to transport shelters and stops across the Shire	Partner
Liaise with relevant organisations to improve bus/train transport services such as reliability, extended services, courtesy and assistance for older passengers	Advocate
Liaise with relevant organisations to increase promotion and recognition of priority seating for frail and older people	Advocate

2. Community transport

Implement the Integrated Transport Strategy with a focus on ensuring local transport meets community needs and provides cross Shire accessibility to key community locations	Provider
Develop with relevant partner organisations a centralised community transport options scheme across the Shire including a single booking service for the community	Partner

3. Taxi/ride share services

Liaise with relevant organisations to explore alternative transport systems/ options for their utility to older people across the Shire	Advocate
Liaise with relevant organisations to make available training regarding communicating with and assisting older passengers	Advocate
Liaise with relevant organisations to explore options to support car pooling initiatives	Advocate

4. Driving and parking

Improve enforcement and patrol of parking spaces with a designated time allocation and those designated for individuals with a disability or flagged as a "Senior Park"	Provider
Develop in partnership with Vic Roads advice and support regarding vehicle modifications, adjustments and driver training for older residents	Partner
Liaise with relevant organisations for increased disability and Aged Friendly parking spaces in popular locations	Advocate

Liaise with relevant organisations for local shopping precincts to establish a "Senior Parks" trial, similar concept to pram parking	Advocate
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5. Mobility devices

Evaluate the number, access and location of recharge points for mobility scooters in high usage community locations	Provider
Develop a mobility devices user forum to advise Council on issues and suggested improvements	Provider
Develop in partnership with Vic Roads an education program for the use of mobility devices and develop maps of suitable routes for mobility devices	Partner

6. Cycling

Develop a cyclist user forum to advise Council on issues and suggested improvements to cycle access and safety	Provider
Evaluate the number, access and location of bike racks and repair stations across the Shire	Provider
Evaluate the number, access and location of bikeways and walk ways across the Shire	Provider
Develop bicycle path/ route maps assisting older people to safely navigate the Shire by Bike	Provider

Priority area three: Housing

Goal: Affordable and accessible housing is available to meet the needs of residents throughout their lives.

Objectives:

- Positive Ageing building principles are available and adopted
- Building code variations provide for Positive Ageing and mobility access standards
- Increased interest across the Shire in the development of small/ granny flat housing developments that aid diversity and affordability
- Increased information available about the options to provide small/granny flat housing occupancies in large single dwelling house areas
- Positive Ageing principles are demonstrated in the development of Shire assets
- An increased level of affordable housing available throughout the Shire through clear planning requirements and active attraction and encouragement of housing providers and developers
- Housing needs of older residents are better understood and incorporated in the development of aged care housing within the Shire
- Increased promotion and advocacy for the provision of modern models of residential aged care across the Shire

Our success to date:

- Development of a Population and Housing and Residential Settlement Strategy
- Planning permits issued for the development of a new residential aged care housing

Future investment:

1. Development

Implement the Population and Housing and Residential Settlement Strategy ensuring support for retirement villages, single dwelling and down size housing options being constructed in appropriate locations close to essential amenities	Provider
Provide information regarding options to provide dual occupancies in large single dwelling house areas	Informer
Provide information regarding the demand and need for diversity and affordability of housing to property developers	Informer

2. Affordable housing

Liaise with relevant organisations for the inclusion of a proportion of affordable housing in property developments	Advocate
Liaise with relevant organisations to investigate the potential for social housing developments across the Shire	Advocate

3. Residential aged care

Improve the utilisation and access to Council services within the public and private residential aged care environment. Eg, library services	Partner
Liaise with public and private aged care service providers to ensure sufficient availability of residential aged care and palliative care beds for the community	Advocate
Liaise with public and private aged care service providers for the increased use of volunteers in residential aged care facilities	Advocate
Liaise with public and private aged care service providers to partner with community service providers to enable resident attendance/ participation in community activities and events	Advocate

4. Retirement living/ downsizing

Evaluate downsizing options available for elderly residents across the Shire	Partner
Develop an advisory service helping people to think through home modifications and planning requirements	Partner
Provide advice and information about making existing housing adaptable to support elderly residents	Informer

Priority area four: Social participation

Goal: Our residents are encouraged and have opportunities to participate in the community throughout their lives.

Objectives:

- Celebration and promotion of benefits of positive ageing is realised through the development of new program and activities centred on optimising longevity, health and well-being
- Access to community events and cultural facilities is improved for older people through the provision of additional transport options and partnerships
- Positive Ageing principles have been applied to the access, availability and use of community facilities
- Improved ambience, atmosphere and access to the Shire’s key buildings positioning them as destinations to visit, play and stay
- Increased WiFi hot spots available throughout the Shire
- Increased assistance and education to support older residents with computer and online literacy
- Improved Shire wide online access and availability
- Loneliness and isolation are reduced through community programs and initiatives that encourage neighbourhood development, community support, connection and resilience
- Increased pet ownership is embraced as an effective method of mitigating loneliness, with ‘pets as companions’ embraced throughout the Shire

Our success to date:

- Increased free WiFi access at the Co-Working Hub, Station Building (including the platform) in Maryborough
- Implementation of the Digital Connection Project supporting community members over the age of 55 years old

Future investment:

1. Events and activities

Improve promotion of social opportunities (Council run and non-Council run activities)	Provider
Improve the opportunity to use Council facilities to deliver social activities for elderly people	Provider
Evaluate transport options to assist older people accessing community events and cultural facilities	Provider
Develop new programs and activities to celebrate and promote Positive and Active Ageing	Provider

2. Facilities and venues

Implement a program to install hearing loops and similar assistance devices at community centres, libraries and Council facilities	Provider
Develop a communities facilities map of places where elderly people can attend and socialise during periods of hot or inclement weather	Provider
Review opportunities to extend the library operating hours and increase programs targeted at supporting Positive Ageing within the Shire	Provider

3. Technology

Develop opportunities for people to be exposed to and trained in new technologies including expanding the Digital Connection Program to other geographical locations throughout the Shire	Provider
Review the number of public access computers within the library along with programs to support ageing residents to utilise technology	Provider
Improve connectivity and access to free WiFi across the Shire including community hubs, public transport and parks	Partner

4. Reduce isolation

Develop in partnership a Pets as Companions program, to promote the benefits of pet ownership in mitigating loneliness and providing support	Partner
Develop in partnership a program to that assists community members to walk dogs or care for animals, when they are unable to do so themselves	Partner
Liaise with relevant organisations to encourage social entrepreneurship by older people	Advocate

Priority area five: Respect and inclusion

Goal: Our residents of all ages are valued and the community benefits from their contribution.

Objectives:

- Council core values of diversity and respect for all are displayed at all community facilities
- Tolerance and understanding are fostered through programs aimed at connecting generations, sharing wisdom and learning, and reducing ageism
- A Positive Ageing Shire and Communities theme is encouraged within local schools, fostering intergenerational understanding, appreciation and interaction
- Increased initiatives are in place to visit older people at home and assist older people's participation in community activities
- An improved appreciation and understanding of cultural diversity is achieved through considering integration and support for older culturally diverse people in our community
- A strengthened sense of belonging and relation realised through increased opportunities for our residents to interact and connect
- Local businesses are recognised and celebrated for demonstrating practices focused on inclusivity and access
- Increase opportunities to strengthen inclusivity and community spirit is achieved through boosting the offering and support for events and initiatives celebrating diversity

Our success to date:

- Implementation of the CGS kinder visitors and letter writing program in residential aged care
- Develop and implementation in partnership the food security program during COVID-19

Future investment:

1. Respect for older people

Develop a "Positive Ageing Initiative of the Year", a "Positive Ageing Business of the Year" and a "Positive Ageing Individual" category in the Australia Day awards	Provider
Develop a training program for customer service staff that encompasses improved awareness of the need of older people and skills to assist older people in accessing Council services	Provider
Develop in partnership a buddy style program to introduce older person's stories to pre-school children	Partner

Develop in partnership a schools connection program and encourage opportunities for intergenerational understanding, appreciation and interaction including older person visits to schools and school visit to retirement villages and residential aged care services	Partner
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2. Social inclusion

Improve the range of activities available through the library and community centre for older citizens	Provider
Evaluate affordability for Senior Groups and Programs when setting fees and charges for Shire venues	Provider
Develop in partnership a Feasting with Friends program through the community centre to promote meal sharing and community support	Partner
Develop in partnership a dementia training program for staff, local business and the community	Partner
Develop in partnership community program that foster intergenerational connection between young and older people	Partner
Liaise with local restaurants and café's to establish Positive Ageing eating programs providing for smaller portions and earlier meal times	Advocate
Liaise with relevant social groups/ networks to bring together older citizens within diverse groups (culturally and linguistically diverse, Aboriginal and Torres Strait Islander, people with a disability and the LGBTQI community)	Advocate

Priority area six: Civic participation and employment

Goal: Our residents are actively involved in the community throughout their lives.

Objectives:

- All Shire led community engagement initiatives adopt an Aged Friendly approach ensuring all materials are accessible and easy to read and participation is convenient and easy
- Increase community involvement and participation shapes the future direction and operation of our community and cultural facilities
- The Positive Ageing Alliance is active and providing input into all areas of the Shire operations enhancing our Positive Ageing approach
- Employment programs enable flexibility to assist and support Shire staff to remain in the workforce and transition to retirement
- Retirement transition talks better position community members about the challenges and opportunities of post career life in the Shire
- New volunteering opportunities for people as they age in community services, economic development and events are identified and available
- High level awareness of new models of community volunteering with new opportunities created
- Information is centralised regarding volunteer vacancies and extensively promoted throughout the community
- Local clubs and community groups are supported to manage and recruit volunteers to support their activities

Our success to date:

- Memorandum of Understanding signed with the Neighbourhood House for the establishment of a centralised volunteer database
- Provision of operating space by CGS for the centralised volunteer database

Future investment:

1. Engagement

Implement a Positive Ageing Alliance to give advice to all areas of Council operations	Provider
Implement a Positive Ageing approach to community engagement including that all materials are accessible and easy to read	Provider

Implement a community advisor groups to guide and support the direction and operation of areas being refurbished or newly established to ensure Positive Ageing design principles are incorporated into and delivered in the project	Provider
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2. Paid employment

Implement retirement transition talks providing informal panel discussions about the challenges and opportunities post career life for CGS staff	Provider
Develop a plan to establish the CGS as a Positive Ageing employer	Provider
Develop programs to provide information on Encore Careers for CGS staff	Provider
Develop a plan to support and embed Positive Ageing principles for CGS staff incorporating adjusted work environments, flexible employment structures, etc.	Provider

3. Volunteering

Develop training and support programs to local community clubs and groups on managing and recruiting volunteers	Provider
Develop new volunteering opportunities for people as they age in community services, economic development and events	Provider
Develop in partnership a new model of community volunteering	Partner
Develop in partnership a Shire wide database of volunteers and their skills sets along with volunteering opportunities available through external agencies	Partner

Priority area seven: Communication and information

Goal: Our community is able to easily access information about their community and services.

Objectives:

- Customer service standards and approach consider the needs of older people and our staff are skilled to assist older people, those with disabilities and/or dementia in accessing Shire services
- Technology solutions are adopted to optimise accessibility within the Shire’s customer service services
- Branding and communications highlight the Central Goldfields Shire as an Aged Friendly locality
- Older people in our community know where they can source relevant and suitable information to support Positive Ageing
- Shire publications are presented in a format suitable for vision impaired wherever possible: large font, audio format and jargon free and in multiple languages as relevant
- The Shire’s Positive Ageing initiatives are well known across the Shire and beyond

Future investment:

1. Customer service

Implement the Positive Ageing design principles (eg, accessibility, diversity, etc) into the Customer Service Strategy	Provider
Develop and implement Customer Service Standards and training to assist staff in meeting the needs of older people and those with disabilities and dementia	Provider
Improve the experience for older citizens by introducing equipment to assist hearing and visually impaired people within the customer and community service areas	Provider

2. Shire communications

Develop Positive Ageing branding and promotion material to promote the CGS as a Positive Ageing leader	Provider
Review Councils communication formats and sources to reach all people in the community, ensuring publications support vision impairment where possible, large font, audio formats and jargon free	Provider
Improve communications utilising the community on-line forums and notice boards to actively engage with community in relation to matters that are of greatest importance in relation to Positive Ageing,	Provider

including providing community with regular updates of progress in relation to implementation of the Positive Ageing Strategy	
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3. Information for older people

Develop and promote a Positive Ageing collection of resources that focus on topics such as Positive Ageing, retirement and financial management	Provider
Develop a Positive Ageing discussion forum on the Shire's website	Provider
Implement a Positive Ageing role/ portfolio within the CGS to facilitate delivery of actions within the Positive Ageing Strategy and for the provision of advice regarding internal programs that affect Positive Ageing	Provider

Priority area eight: Community support and health services

Goal: To ensure that appropriate community support and health services are available to assist residents throughout their lives.

Objectives:

- A wide range of home care assistance services are available such as home maintenance, gardening, shopping and cleaning
- Residents are encouraged and supported to remain healthy and independent through provision of community services, programs, information and initiatives
- Partnerships with local retirement villages and residential aged care homes enable further outreach opportunities for community services
- Food support services are enhanced for residents in need through partnerships with other service providers
- Mechanisms for identifying and reporting older people at risk are confirmed to assist the elimination of instances of elder abuse and isolation
- Support for people with dementia and Alzheimer’s is optimised through partnership education initiatives
- Older residents are actively encouraged to join and participate in healthy lifestyle, fitness and well-being activities which are fun and easy
- A strong network of health and allied health partners results in collaborative community outreach and support programs

Future investment:

1. Supporting independence

Develop a plan to re-brand and re-name support programs and services that are available for older people through Council under the new Community Care banner	Provider
Develop in partnership a centralised resource highlighting the variety of services available throughout the Shire for older people	Partner

2. Support services

Implement environmentally friendly principles in all areas of Council service delivery for older people. Eg the products used by CGS staff when delivering service to/ or on behalf of older citizen	Provider
Develop in partnership the opportunity to expand and enhance food support services for older citizens	Partner
Develop in partnership the opportunity to expand property maintenance services for older citizens	Partner

3. Health and well-being

Develop in partnership a healthy community program offering a number of opportunities to try fitness and health activities for older citizens	Partner
Develop in partnership a music for life program offering a number of opportunities to engage and participate in drama, dance and music activities	Partner
Develop in partnership with health and allied health service providers the opportunity to enhance health based community outreach and support programs across the Shire (for Council ran services)	Partner
Liaise with general practice to increase GP availability throughout the Shire, considering access and use of telehealth models	Advocate

Priority area nine: Positive ageing leadership

Goal: To provide leadership by showcasing the Central Goldfields Shire as an Aged friendly Shire.

Objectives:

- The Shire is recognised as a local government leader in Positive Ageing strategies and initiatives that produce positive outcomes for community
- Alliances and partnerships are established with community, service providers and other sectors of government from which collaborative initiatives and projects can be realised by pooling resources and leveraging investment
- Positive Ageing principles and strategies are incorporated into all of the Shire's activities
- The Shire exceeds specific targets and measures of a Positive Ageing Shire

Future investment:

1. Partnership and leadership

Develop in partnership a Positive Ageing Leadership Group with key organisational stakeholders (Services Alliance)	Partner
Develop in partnership a Positive Ageing Consumer Representative Group (Community Alliance)	Partner
Develop and implement in partnership a Positive Ageing Outcomes Framework reporting on the collective impact entities have across the Shire	Partner
Develop and implement in partnership a reporting framework to capture Positive Ageing impacts across the Shire	Partner
Develop in partnership a community of practice to share Positive Ageing strategies across the Shire	Partner

Conclusion

These strategic priority areas and actions bring together the latest thinking, the Central Goldfield's experience and, most importantly the experiences of our older people in the community to guide all of our activities towards making the Central Goldfields Shire an Aged Friendly Shire.

The strategic priorities and actions recognise that we are doing well in many areas, but there is room for improvement. It also recognises that people's needs and the tools to address them are changing and we need to keep up with those developments.

In releasing these strategic priorities and action for consultation the Central Goldfields Shire is committing to work with the community to make the Central Goldfields Shire an even better place to grow old.

8.2 PUBLIC ROAD REGISTER POLICY

Author: Coordinator Strategic Asset Management

Responsible Officer: General Manager Infrastructure Assets and Planning

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

SUMMARY/PURPOSE

The purpose of this report is to present the updated Public Road Register Policy to Council for adoption.

The Road Management Act 2004 places a mandatory requirement for road authorities to keep a register of public roads for which it is the coordinating road authority.

This Policy defines when a road should be on the Roads Register and identifies how and when a road can be: added to; changed in; or removed from; the Roads Register to meet the requirements of the Act.

LEGISLATION AND POLICY CONTEXT

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

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

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

Initiative:

- Undertake service planning to establish asset requirements to deliver services.
- Review and update Asset Management Plans and prepare a ten year capital works program.
- Develop a plan to divest from assets that are surplus to community needs.

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

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

Initiative:

- Implement the Community Engagement Framework.

- Develop a website that is accessible, easy to use and allows all transactions to be conducted online.

The Road Management Act 2004 places a mandatory requirement for road authorities to keep a register of public roads for which it is the coordinating road authority. The register is available for public examination in accordance with the Road Management Act 2004.

BACKGROUND INFORMATION

In accordance with the Road Management Act 2004, Council maintains a Public Roads Register. Road-related assets comprise the largest group of Council's assets

The purpose of the Public Road Register Policy is to ensure that all matters that are required to be contained in the Register are in fact included in the Register, and to provide guidelines to assist in determining which municipal roads are to be included on the Register. The Policy has been reviewed to ensure it is up to current standards.

The benefit of the Policy is that it allows a clear definition of roadways and pathways that are considered to be required for public use, identifies those that are no longer required for public use, and therefore determining which roads are the responsibility of Council to maintain.

The Policy also provides clear direction for community, developers and Council when determining development and planning proposals in relation to access to properties and the responsibility of road assets.

REPORT

Following the review, the Public Road Register Policy has been amended as follows:

- The format has been adjusted to comply with Council's current policy format.
- The matters that must be included in the Public Road Register as prescribed in the Road Management Act have been listed in the Policy.
- Guidelines that will assist in determining whether a road is "reasonably required for general public use" have been added to the Policy.
- The definitions of high, medium and low traffic usage of roads used to define Council's road hierarchy have been added to the Policy.

The Policy sets out 11 circumstances by which a road could qualify as being eligible to be included in the Public Road Register and thereby becoming the responsibility of Council to maintain. The 11 circumstances have not altered, and the additional guidelines related to the term "reasonably required for general public use" will serve as a checklist for assessing the status of any road under review.

CONSULTATION/COMMUNICATION

In accordance with Council's Strategic plan and the adopted Community Engagement Framework, a public notice regarding the reviewed Policy was put in the local newspaper and on Council's website on the 19th of May, 2020.

The intention of this public notice was to inform the public about the revised Policy and invited them to provide submissions and feedback prior to the due date of 26th of June 2020.

Only one submission (relating to a single word in the policy document) was received.

FINANCIAL & RESOURCE IMPLICATIONS

The adoption of the Public Road Register Policy outlined in this report will not have any immediate financial or resource implications. However, over time roads will be added to the Public Road Register (subject to the criteria set out in the Policy), and these roads will become the responsibility of Council to maintain.

The Policy ensures that only roads that meet the prescribed criteria in the Policy are added to the Public Road Register and become Council's responsibility.

RISK MANAGEMENT

This report addresses Council's strategic risk: Property and Assets - Failure to maintain, renew and expand our assets in a timely and robust way, that considers service and delivery needs by ensuring that the level of expenditure on road infrastructure is maintained.

The Public Road Register Policy establishes guidelines to assist Council in determining which municipal roads are to be included on the Public Road Register to accord with the requirements of the Road Management Act.

The Policy mitigates the risks of the community challenging the responsibility for a road by defining the circumstances where Council has the responsibility for maintaining a public road or footpath which allows budgets to be set accordingly. Simultaneously, the policy is flexible to allow the inclusion of roads that are reasonably required for general public use.

Council has a duty of care to meet the response maintenance standards on various classifications of roads assets. The Policy defines what level of access is required and therefore the level of response that is required.

CONCLUSION

The Public Road Register Policy has been reviewed and amended to bring it up to date with Council's policy format, and further detail has been added to the criteria by which a road can be determined to be a municipal road. The Policy ensures that only roads that meet the prescribed criteria in the Policy are added to the Public Road Register and then become Council's responsibility.

Public consultation was undertaken, with no submissions being received which required any amendments to be made to the Policy.

ATTACHMENTS

1. Public Road Register Policy.

RECOMMENDATION

That Council adopt the Public Road Register Policy.



Public Road Register Policy

Category: Strategic
Adoption: Council Date: May 2021
Review Period: Align with Council Elections
Responsible Manager: Manager Infrastructure
Signed by CEO:
Date:

1. Purpose

The Road Management Act (the Act) places a mandatory requirement for road authorities to keep a register of public roads for which it is the coordinating road authority. (s19(1)).

The purpose of this policy is to;

- Ensure that all matters that are required to be contained in the Public Road Register are included in the Register.

The Road Management Act 2004 schedule 1 sets out that the matters which must be included in a Register of Public Roads are;

- (a) The name of each public road or, if a road is unnamed, a description which enables the particular road to be easily identified;*
- (b) If a road becomes a public road after 1 July 2004, the date on which the road became a public road;*
- (c) If a public road ceases to be a public road, the date on which the road ceased to be a public road;*
- (d) The classification, if any, of the public road;*
- (e) The reference of any plan or instrument made on or after 1 July 2004 that fixes or varies the boundaries of a public road;*
- (f) any ancillary areas;*
- (g) a reference to any arrangement functions in respect of any part of public road or ancillary area is transferred to or from another road authority;*

- (h) and (ha) refers to Melbourne City Link act and Eastlink project Act;*
- (i) any matter required to be included by the relevant Minister under section 22;*
- (j) any other matter required to be included by this Act*
- (k) any other matter which is prescribed for the purpose of this clause.*

- Provide guidelines to assist in determining which municipal roads are to be included on the Public Road Register.

2. Scope

Intent

Council policy establishes guidelines to assist Council in determining which municipal roads are to be included on the Public Road Register to accord with the requirements of the Act.

CONTEXT

Roadways or pathways considered no longer required for general public use under this Policy, will result in road sections being excluded from the Public Road Register. As a result, Council will have no further responsibility for the coordination or operational management function.

Some roads included on the Public Road Register are listed to ensure that property accesses (refer to Policy item 3.4 below), are maintained and are based on land holdings detailed on the municipal rate register.

The register will remain a dynamic document subject to amendment to account for changes and trends in property development, land ownership and road usage, tested in accordance with the provisions of this Policy.

Note:

This Policy relates solely to Council's Public Road Register. It does not stipulate:

- ✘ Council's requirements as a Responsible Road Authority. (Refer to Council's Road Management Plan.)
- ✘ Guidelines for negotiating demarcation arrangements with other Responsible Road Authorities.

3. Policy

The following describes the circumstances that must be met for a road to be placed on the Public Road Register.

3.1. COUNCIL MUST BE CAPABLE OF BEING DEEMED THE COORDINATING ROAD AUTHORITY.

Note: Listed public roads can only appear on the register of a single Coordinating Road Authority.

Under provisions of the Act, Council will be the Coordinating Road Authority for any of the following:

- The road has been declared under Section 204 of the Local Government Act;
- The road has been declared by VicRoads to be a Municipal Road;
- The road is referred to in Section 205 of the Local Government Act 1989;
- The road is part of a crown land reserve and has Council as the Committee of Management;
- Roads which the Minister has assigned a designated road project to Council control under Section 16 of the Act;
- Roads that Council has agreed to have care and management;
- Roads which Council has decided are reasonably required for general public use.

Section 15 of the Act enables transfer of coordinating and/or operational functions from one road authority to another, subject to a formal agreement (eg Memoranda of Understanding (MOU)). In these instances, Council may deem a road to be a municipal road which may otherwise be a non-arterial road or the continuation of a municipal road which ventures onto crown land, crown reserve or freehold land.

When required, MOU's are to address the following matters:

Arterial Roads

Section 37 of the Act and the "Demarcation Code of Practice - Operational Responsibility for Public Roads", define the operational management VicRoads (Rural Roads Victoria) and municipalities on declared freeways and arterial roads.

In these instances, Council may negotiate with VicRoads (Rural Roads Victoria) to transfer the coordination functions of an arterial road alignment and thereby define the road to be a municipal road and included onto Council's Register.

Boundary Roads

Council currently has maintenance arrangements with adjoining municipalities in relation to boundary roads, which establish maintenance responsibilities for various road sections. Council is required to formalise these agreements, with the relevant adjoining municipalities, to establish the terms by which the coordination and/or operational responsibilities are distributed. Cost-sharing arrangements may also form part of a negotiated agreement and include isolated structures, such as bridges, where they relate to a road crossing or forming the municipal boundary.

Non-Arterial State Roads on Crown Land.

Municipal roads (including roadways and pathways), contained on crown land or crown reserve (i.e. not on a public highway) need to be formalised with the relevant State Authority (i.e. DELWP).

The Demarcation Code of Practice defines broad responsibility arrangements between Councils and state road authorities such as DELWP.

Site specific arrangements will need to be clarified in an MOU, to determine the nature and extent of coordination and/or operational management functions which may also include some form of cost sharing arrangement. A Coordinating Road Authority may fix the boundaries of a road in accordance with Section 13 of the Act.

Freehold Land.

Public roads, including ancillary areas, contained on freehold land will need to be formalised via an MOU with the relevant land owner.

Council may consider it necessary to either, purchase the land area required and declare the road, or enter into a long term lease agreement with the land owner to secure the ongoing use of the alignment for road purposes.

3.2. THE MUNICIPAL ROAD MUST BE ASSOCIATED WITH A COUNCIL 'ROADWAY' OR 'PATHWAY' OR 'ANCILLARY AREA'.

Council will only list a municipal road onto its Public Roads Register when that municipal road is associated with a roadway, pathway or ancillary area which has been constructed and maintained with the intention of functioning as a roadway, pathway or ancillary area.

To be included on the Public Road Register, a road must relate to a Council asset and be either:

- a roadway developed and maintained in some manner with the intention of being used by a motor vehicle, or
- a pathway constructed and maintained by Council, or
- an ancillary area developed and maintained with the intention of providing an ancillary function to a pathway and/or roadway (i.e. carpark, roadside stop etc.)

3.3. THE MUNICIPAL ROAD PROVIDES STRATEGIC ACCESS.

The road provides strategic access connections to points of industry, commerce, community or residential development. This would include all Rural / Urban Link and Collector routes defined under Council's road hierarchy. Strategic access extends to the provision of bus routes along the local road network. The hierarchal classification associated with bus routes are set at a minimum standard of an RA1 route.

Strategic access may also include low usage rural roads which provide a route of convenience in terms of travel time to connect with established collector or link roads. They may also be considered

necessary in terms of egress during or following emergency events, and depending on their degree of usage, can either be classified RA1, RA2 or RAT within Council's road hierarchy.

- The road is classified a Rural / Urban Link or Collector route defined under Council's road hierarchy, or
- The road has been approved as an established bus route, or
- The road has been identified necessary as a route of convenience or emergency egress.

3.4. THE MUNICIPAL ROAD PROVIDES A SINGLE CLOSEST POINT OF ACCESS TO A RATEABLE PROPERTY HOLDING.

These include the major portion of the roads listed on the Public Road Register and are associated with all Rural / Urban Access routes defined under Council's road hierarchy.

This will satisfy Council's Property Access Service Function whereby every rateable property holding adjacent to a connected network of public highways has an access point to a roadway listed on the Public Roads Register. The standard of construction and who should pay for the creation, or upgrade (if this is required or requested), is a separate question from whether the road is required as a municipal public road. These matters are addressed under Council's Responsible Road Authority requirements.

Council will have no property access service responsibilities where an existing property holding has access arrangements to a public road listed within a Public Road Register of another municipal or state controlled road authority.

Where property holdings currently have more than one connection point to a roadway, Council may or may not service the secondary access points, depending on the requirement for the alternate roadways for general public use. In urban areas where existing rear access via lanes provides the only practical means of vehicle access to the properties, Council will service these laneways.

In addition, where primary access is obtained from a roadway which forms an extension of the property driveway entrance, Council may not include the public road beyond the closest point of access onto the Public Roads Register, unless there is a demonstrated public access requirement. Council will honour existing arrangements in the case of public roads servicing access points (as at 1 July 2004) to rural developments such as farm dwellings, machinery sheds and shearing sheds.

Details of various common access arrangements and Council's corresponding position are listed in the property access criteria of this policy document (see 3.11.)

- The public road provides a single closest point of access to a rateable property holding not otherwise accessing onto another municipal controlled road or state controlled arterial or non-arterial road.

3.5. ACCESS/USE MUST BE 'REASONABLY REQUIRED FOR GENERAL PUBLIC USE'.

The following guidelines will assist in determining whether a road is “reasonably required for general public use”.

- The number and nature of the separately owned and occupied properties abutting onto the road or requiring the road for access purposes.
- A range of planning and land use and development considerations, including whether or not land abutting onto the road or requiring the road for access has been developed to its highest and best economic use.
- The type of properties abutting onto the road, including public open space, community facilities and car parking areas.
- Whether the roads connects into and forms part of the wider network of public roads.
- The usage patterns of the road in relation to the nature and frequency of past, present and likely future use.
- Whether the road is required for both vehicular and pedestrian use.
- Whether the Council or any of its predecessors or any other public authority constructed the road at public expense.
- Whether the council has cared for, managed or controlled the road.
- Whether the properties which enjoy an abuttal to the road or require the road for access purposes have alternative access rights.
- Whether there are designated car parking facilities and traffic control signs attaching to any public use of the road.
- Whether the road has ever been required to be set aside for public use as a condition of any planning approval.
- Whether the road has ever been formally dedicated or proclaimed to be public highway under the local government act or any predecessor legislation.
- Whether the road has ever been constructed under a special charge scheme or a private street scheme.
- Whether the use is occurring as of right in particular evidence of permission.
- Whether the road contains assets owned and managed by public service authorities, gas, electricity, telecommunications, sewerage, water.
- Whether the road has fencing, barriers, signage etc.

3.6. PROVISION OF FIRE ACCESS.

The creation and ongoing maintenance of declared fire access tracks listed within the Municipal Fire Prevention Plan is recognised as the responsibility of Council for periodic inspection and maintenance. **NB** This may relate to tracks venturing off public highways onto crown land/reserves or freehold land.

Under this policy, Council will include fire break roads which are also open for general public access onto its Public Roads Register. Limited access tracks listed for the intention of providing access to emergency vehicles only, are considered not open for general public access and will not be included on the Public Roads Register.

Limited access tracks will be referenced on Council road asset registers, for which Council will act as the Responsible Road Authority, and be associated with levels of maintenance service commensurate with standards referenced under the Municipal Fire Prevention Plan.

- The public road has been declared as a fire break road or fire access track open for general public use, and is listed within the Municipal Fire Prevention Plan.

3.7. PUBLIC ROAD HAS UNRESTRICTED PUBLIC ACCESS.

Public roads, not providing emergency access or not associated with a local law restricting access, which are fenced off or gated, are not considered available for unrestricted general public access, and are not included on the Public Roads Register.

- The public road has unrestricted public access.

3.8. ACCEPTANCE OF SUBDIVISIONAL ROADS.

Subdivisional roads, established as part of subdivisional development works, will not be listed on the Public Roads Register unless formally accepted by Council through the planning approval processes and until the satisfactory completion of all requirements listed under Council's hand over procedures.

- The subdivision road has been accepted by Council as a public road and is to be added to its register following issue of Title.

3.9. THE LAND IS CONSIDERED TO BE AN ANCILLARY AREA.

Ancillary areas can include car parks or roadside stops / toilet / picnic facilities which adjoin a public road and provide an intended service function for roadway or pathway users.

- The ancillary area is adjacent to a public road and provides an intended service function for the roadway or pathway users.

3.10 TOURISM / CULTURAL FOCAL POINTS OR RECREATIONAL ACCESS.

These are associated with roadways or pathways which service local tourism / cultural points of interest or provide a facility for active public recreation.

The criteria by which Council will include these on the Public Roads Register is based on the acknowledgement by Council through the funding, promotion, management, establishment and/ or

prior maintenance of the facility and associated infrastructure. Inclusion of public roads, not included on a public highway or Council owned land, will need to be subject to agreement and accompanying Memorandum of Understanding with the relevant land manager or land owner.

- The public road is acknowledged by Council as required for general public use as the result of its municipal related tourist attraction, cultural significance or recreational activity.

3.11. PUBLIC ROAD REGISTER – PROPERTY ACCESS CRITERIA

Property access roads account for the major portion of the roads listed on the Public Road Register and are associated with all Rural/Urban Access routes defined under Council’s road hierarchy.

Clear definition is necessary to isolate the sections of access roads which do not provide an essential municipal related public access service function.

Council’s “Public Access Service Function” obligation, in relation to property access, extends to the provision a single closest point of access to a “rateable property holding” which may consist of a single or contiguous series of individual land titles.

In this regard, “rateable property holding”, as referenced under the “Valuation of Land Act 1960” is where **several parcels of land in the same municipal district are occupied by the same person and separated from each other only by a road or railway or other similar area across or around which movement is reasonably possible.**

The issue of access provision, and the extent to which Council will commit as the coordinating and/or responsible road authority, considers the following property access cases:

POLICY REFERENCE	PROPERTY ACCESS CASE	ADOPTED POSITION
3.11.1	An existing developed property (dwelling) holding has sited its rural addressed entrance beyond the closest point of access for which the roadway provides sole access.	<i>For all access arrangements existing as at the 1st July 2004 along public highways, Council will include the public road onto its Public Road Register to the rural addressed access point to the property dwelling.</i>

POLICY REFERENCE	PROPERTY ACCESS CASE	ADOPTED POSITION
3.11..2	<p>An existing undeveloped property (vacant or sheds only) holding has sited its rural addressed entrance beyond the closest point of access for which the roadway provides sole access.</p>	<p><i>For all access arrangements existing as at the 1st July 2004 along public highways, Council will include the public road onto its Public Road Register to the rural addressed access point to the property shearing or machinery sheds. This does not extend to points providing property access only.</i></p>
3.11..3	<p>An existing undeveloped property (vacant or sheds only) holding fronting an unused public highway with no current Council acknowledged infrastructure.</p>	<p><i>Applications for road access be considered in terms of whether providing multiple land holding access or sole land holding access:</i></p> <ul style="list-style-type: none"> <i>-Sole access instances handled in terms of providing a single closest point of access to the property holding.</i> <i>-Multiple land holding access arrangements handled in terms of providing the least cost option of gaining access to all land holdings involved, considering the single closest point philosophy.</i>

POLICY REFERENCE	PROPERTY ACCESS CASE	ADOPTED POSITION
<p>3.11..4</p>	<p>An existing undeveloped (vacant or sheds only) or developed (dwelling) property holding with non-arterial roadway access controlled by another state road authority (e.g. DELWP). The property holding may or may not front onto an unused public highway.</p>	<p><i>Reference is made to any prior planning scheme conditions /agreements entered into. Otherwise, Council will enter into an agreement with the other road authority in accordance with guidelines detailed in the “Demarcation Code of Practice – Operational Responsibilities for Public Roads” in terms of coordination and/or operational functions.</i></p>
<p>3.11..5</p>	<p>An existing developed (dwelling) or undeveloped property (vacant or sheds only) holding with frontage access to a public road and abuts to an alternate side or rear roadway with no municipal related general public access requirements.</p>	<p><i>Council does not included the alternate side or rear road onto its Public Roads Register.</i></p>
<p>3.11..6</p>	<p>An existing developed (dwelling) property holdings which abut to rear/side lane property access.</p>	<p><i>Where rear/side lanes provide existing points of property access, include the lane on the Public Roads Register. Where rear/side lanes do not provide property access, or where alternate access arrangements are possible, enter into negotiations in terms of possible lane closure and consolidation of lanes into adjoining land holdings.</i></p>

4. Roles and Responsibilities

Person/s responsible	Accountability
Chief Executive Officer	Is delegated with the authority to approve the update of the Public Road Register in accordance with the principles detailed in this policy.
Coordinator Strategic Asset Management	Will update the Public Road Register following approval of the update by the Chief Executive Officer

5. Definitions

What is a road?

A “road” includes:-

- i. any public highway;
- ii. any ancillary area;
- iii. any land declared to be a road or forming part of a public highway or ancillary area. Section 11 of the Act

What is a pathway?

'Pathway' means a footpath, bicycle path or other area constructed or developed by a responsible road authority, for use by members of the public other than a motor vehicle, but does not include any path which has not been constructed by the responsible road authority or which connects to other land.

What is a roadway?

'Roadway means:-

- in the case of a public road, the area of the public road that is open to, or used by members of the public, and is developed by a responsible road authority for the driving or riding of motor vehicles;
- in the case of any other road, the area of the road within the meaning of “road” in section 3(1) of the Road Safety Act 1986 – but does not include a driveway providing access to the public road or other road from adjoining land.

What is a motor vehicle?

'Motor vehicle' means a vehicle that is used or intended to be used on a highway and that is built to be propelled by a motor that forms part of the vehicle.

What are road classifications?

The Act defines four classifications of public roads which include:

- Freeways
- Arterial Roads
- Non-Arterial State Roads
- Municipal Roads

What are road hierarchies?

Road hierarchies are functional classifications which Council uses to isolate the range of municipal roads applicable to its network of roadways and pathways for which it is the Responsible Road Authority. These include:

RURAL ROADWAY NETWORK		
Hierarchy Type	Hierarchy Category	Primary Function
LINK ROADS	Rural Link (RL)	<p>High usage strategic <u>Freight</u> linkage routes.(High usage is >100 vpd AADT and 6% CV)</p> <p>* Heavy vehicle <u>linkage</u> from the State Arterial Road network.</p> <p>* Also includes heavy vehicle bypass routes of major urban centres.</p>
COLLECTOR ROADS	Rural Collector (RC)	<p>High usage strategic Collector routes.(High usage is >100 vpd AADT and 6% CV).</p> <p>* Rural collector routes from local access roads to community centres or popular focal points.</p> <p>* High usage connector routes to the Arterial road network.</p>
INDUSTRIAL ACCESS ROADS	Rural Industrial Access (RIA)	<p>Heavy vehicle use roads linking industrial enclaves with Arterial or Link Road</p> <p>* Heavy vehicle <u>direct access</u> from the State Arterial Road network or link roads.</p>
ACCESS ROADS	Rural Access 1 (RA1)	<p>Medium usage property access routes.(>30 vpd AADT)</p> <p>* Provide property access to rural developed areas incorporating at least 5 permanent tenements.</p> <p>* Medium usage access to rural properties generating regular and consistent vehicle usage.</p> <p>* Bus Route minimum standard.</p>

RURAL ROADWAY NETWORK		
Hierarchy Type	Hierarchy Category	Primary Function
	Rural Access 2 (RA2)	<p>Low usage property access routes.</p> <ul style="list-style-type: none"> * Provide property access to rural developed areas incorporating up to 5 permanent tenements. * Low usage access to rural properties generating spasmodic vehicle usage.(10 to 30 VPD AADT)
	Rural Access Track (RAT)	<p>Occasional usage property access routes.</p> <ul style="list-style-type: none"> * Occasional usage access to rural properties generating spasmodic vehicle usage.<10vpd AADT) * Strategic fire access routes or emergency access points. * Strategic access to state forest or crown land areas.
	Limited Access Track (LAT)	<p>Specific purpose access tracks <u>not</u> intended for General access.</p> <ul style="list-style-type: none"> * Strategic fire access.
OBSOLETE	Not Maintained (NM)	Road Reserve <u>not</u> intended for General access

URBAN ROADWAY NETWORK		
Hierarchy Type	Hierarchy Category	Primary Function
LINK STREETS	Urban Link (UL)	<p>High usage strategic <u>Freight</u> linkage routes. .(High usage is >1000 AADT)</p> <p>* Heavy vehicle <u>linkage</u> from the State Arterial Road network to local commercial or industrial focal points.</p> <p>* Also includes heavy vehicle bypass routes of major urban centres.</p>
COLLECTOR STREETS	Urban Collector (UC)	<p>High usage strategic Collector routes. .(High usage is >1000 AADT)</p> <p>* Urban collector routes from urban access streets to community, school or commerce centres or popular focal points.</p> <p>* High usage connector routes to the Arterial road network.</p>
INDUSTRIAL ACCESS ROADS	Urban Industrial Access (UIA)	<p>Heavy vehicle use roads linking industrial enclaves with Arterial or Link Road</p> <p>* Heavy vehicle <u>direct access</u> from the State Arterial Road network or link roads.</p>
ACCESS STREETS	Urban Access 1 (UA1)	<p>Property access streets.</p> <p>* Provide property frontage access to residential developed allotments.</p> <p>* Bus Route minimum standard.</p>
	Urban Access 2 (UA2)	<p>Property access streets.</p> <p>* Provide property frontage access to residential developed allotments.</p>
	Urban Access Lane (UAL)	<p>Low usage property access streets/lanes.</p> <p>* Provide alternate side or rear property access to urban residential or commercial allotments.</p>

PARKING	Carparks (UP)	Car parking areas * On or off street designated car parking areas.
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PATHWAY NETWORK	
HIERARCHY CLASS	PRIMARY FUNCTION
Commerce (CO)	Main shopping areas / Transport hubs
Business (BU)	Busy urban areas. Township main streets or zones immediately adjacent to or feeding schools, halls, churches etc.
Residential (RE)	Formed paths through urban residential areas or parks.
Rural (RU)	Formed paths through rural residential areas or parks.
Shared Path (SP)	Shared use bicycle and foot paths along defined pathways delineated by pavement markings and signs and furniture.
On Road Bicycle (OR)	Shared use bicycle paths along defined roadways delineated by pavement markings and roadside signs and furniture.

Who is the Coordinating and Responsible Road Authority?

Section 36 of the Act defines the Coordinating Road Authority to be:-

- i. if the road is a freeway or arterial road, VicRoads (Rural Roads Victoria).
- ii. if the road is a non-arterial State road, the relevant responsible road authority

- under sections 37(1) c or 37(1) d. (eg Parks Victoria, DEWLP)
- iii. if the road is a municipal road, the Municipal Council of the municipal district in which the road or part of the road is situated.

Section 37 of the Act defines various arrangements of operational responsibilities between Council and other responsible state road authorities such as VicRoads and DELWP. The Ministerial Code of Practice “Operational Responsibilities for Public Roads” establishes general guidelines for the demarcation of responsibility between Responsible Road Authorities in terms of the management of road infrastructure.

Section 15 of the Act enables road authorities to transfer coordinating and/or operational management functions between road authorities.

What is a public road?

Section 17 of the Act defines a public road, in the case of municipal roads, if it is:-

- i. declared under section 204(1) of the Local Government Act 1989, **or**
- ii. a road declared by VicRoads to be a municipal road under S14 (1), **or**
- iii. a road where the coordinating road authority has made a decision that the road is reasonably required for general public use, and which may include
- iv. an ancillary area which is owned or managed by the coordinating road authority to be maintained by a responsible road authority as ancillary to a public road.

By definition:

- an “Ancillary Area” means an area designated as an ancillary area by the coordinating road authority under section 18.

What is a municipal road?

A “municipal road” means any road which is not a State road, including any road which:-

- i. is a road referred to in the Local Government Act 1989, Section 205, **or**
- ii. is a road declared by VicRoads to be a municipal road under Section 14(1) b; **or**
- iii. is part of a crown land reserve under the Crown Land (Reserves) Act 1978 and has the relevant municipal council as the committee of management.

6. Human Rights Statement

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act (2007). Central Goldfields Shire Council is committed to consultation and cooperation between management and employees. The Council will formally involve elected employee representatives in any workplace change that may affect the health and safety of any of its employees.

7. Related Policies and Procedures

- Municipal Public Road Register.
- The Road Management Plan.

8. Relevant Legislation and Guidelines

- The Road Management Act 2004.
- The Local Government Act 1989.
- The Crown Lands (Reserves) Act 1978.

9. Review

The policy will be reviewed in conjunction with the review of the Road Management Plan.

DOCUMENT HISTORY (TO BE REMOVED BEFORE SIGNING)

	Date	Author
Initial Draft	6 June 2019	Stephen Wright
Approved by GM for EMT	June 2019	
Endorsed	June 2019	EMT with updates
Final Draft	2 April 2020	Sivathasan Sampasivam
*Audit Committee comments if needed		
*Amended after Audit Committee		
*Final Draft To Council Briefing	April 2021	Sivathasan Sampasivam
*Final draft to Council meeting		
Signed by CEO		

*Council Policies only

8.3 CENTRAL GOLDFIELDS ART GALLERY

Author: Senior Project Manager

Responsible Officer: General Manager Infrastructure Assets and Planning

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

SUMMARY/PURPOSE

The purpose of this report is for Council to consider and adopt the Central Goldfields Art Gallery project concept plans, and more broadly advise Council of the project program, risks and budget.

LEGISLATION AND POLICY CONTEXT

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

3.5 Objective: Protect and preserve our heritage assets

Initiative: Implement recommendations from Cultural Heritage Plans for heritage listed buildings

As per Council Policy, the award of contracts above \$500,000 including GST shall be via Council Resolution.

The Local Government Act 1989 Section 186 (still relevant section until July 1, 2021) requires Councils to undertake competitive market testing processes before entering into contracts for purchase for the carrying out of works to the value of \$200,000 or above.

BACKGROUND INFORMATION

Council's Economic Development and Tourism & Events strategies each identify the opportunities offered through increasing the quality and availability of cultural experiences in the Shire. The Economic Development Strategy sets a priority for a '*Productive, Sustainable and Creative Shire*', with a corresponding action area focused on '*Arts and Culture Development*'. This action area identifies key drivers for change including '*public art programs and regular gallery exhibitions*' and '*Council presented activities*'. The Central Goldfields Tourism and Events Strategy identifies 10 '*transformative projects*' one of which concerns the '*redevelopment*' of the of the art gallery.

In 2019 CGSC advertised a tender to develop a concept and cost plan for an upgrade to the Central Goldfields Art Gallery. This contract was awarded to O'connor and Houle Architecture, who completed the work in December 2019.

This work consisted of a concept, grant application and cost plan for a proposed upgrade to the Central Goldfields Art Gallery. This was subsequently submitted to Regional Development Victoria (RDV), Department of Jobs Precincts and Regions (DJPR).

In (29) May 2020 Council was successful in obtaining grant money (\$500,000 via the Regional Tourism and Infrastructure Fund) to undertake stage 1 of the planned gallery upgrade. This was matched by a \$273,000 Council contribution.

In September and October of 2020, O’connor and Houle Architecture developed an updated concept (based on the December 2019 concept) for the gallery upgrade in response to existing conditions investigations undertaken by other consultants. This work was accompanied by another cost plan but with a significant budget overrun at that time. The existing conditions included: feature and level survey, building surveyor’s preliminary assessment, heritage and town planning advice.

In late 2020 and early 2021, Council advertised and awarded a public tender to undertake another concept (review and further development of the previous Sept/Oct 2021 concept) and detail design (up to for tender issue of drawings and documents), as well as contract administration of the construction phase for stage 1 (and with reference to all stages). This contract was awarded to Nervegra Reed.

In March 2021, Council was successful in obtaining further funding (\$1,200,000 via the Regional Tourism and Infrastructure Fund) for stages 2 and 3 of the gallery upgrade, thus enabling Council to undertake design and construction for all stages (1 to 3) concurrently. This required a revision to the existing architect’s scope of work and the program and timeline to finish the works.

As of May 2021, a revised set of concepts including a preferred concept have been developed (based on the Sept/Oct 2021 concept work) and another cost plan finalised. These concepts were developed over the period February to April 2021 inclusive. They were informed by more background investigations including advice from specialist consultants on matters such as DDA issues and the structure of the building (structural engineer).

Looking forward, the proposed program is to finish the detail design phase by the end of June 2021, followed by a three-month tender advertising, assessment and award period (July to September 2021). A report will be presented at the September Council Meeting to recommend awarding of the contract. Mobilisation and finalisation of the contract (signing etc) will take place in October 2021, with construction to commence in November 2021. It is envisaged the construction will be complete by May 2022, noting there is traditionally a break over the Christmas/New Year period that may impact on the timeline.

REPORT

Description of Concept (see attachment)

- New reception area
- Extended and modernised main exhibition gallery
- New environment controls to enable borrowing of specific collections from other galleries
- New permanent collection gallery
- Upgraded and expanded central access ramp with an attached gallery

- DDA compliant access
- DDA and public toilets
- Staff toilet
- New collection store
- New furniture store
- New technician's preparation room
- Upgraded and expanded administration rooms for gallery staff and volunteers
- Workshop area for public programming, including wet area
- Kitchen and additional coffee making area for gallery staff and public programming
- Re-instated link to town hall for access to commercial kitchen, main town hall entrance and additional toilets, facilities and storage (as needed)
- New entrance to reception, new entrance via bell tower, new entrance via engine room doors, potential entrance or access via re-instated town hall link
- New covered loading dock for deliveries
- New external courtyards and landscaped areas, including the streetscape interface with potential for art installations
- Replacement of existing hanging ceilings with exposed rafters or the exposed roof structure of existing buildings
- New skylights to introduce light and views to darker areas of the gallery
- New colour, gallery logo as wayfinding / identity elements for the gallery

Description of Program (see attachment)

- Feb to May – Concept phase, inclusive of May Council briefing/ordinary Council meeting
- May to June – Detail design phase
- July, August, September – Tender phase inclusive of September Council briefing/ordinary Council meeting to award Tender
- October 2021 to May 2022 – Construction phase, inclusive of mobilisation
- All dates are notional targets and subject to further program development

Summary

The attached concept and program are the most current information for the Central Goldfields Art Gallery project.

The concept plans will inform the detail design package, which will be developed before going to tender for construction. All plans and associated documents are subject to ongoing development.

It is envisaged Council will be further briefed (for a Council resolution) about advertising, assessment and award of the construction contract for stages 1-3 in (notionally) September 2021.

CONSULTATION & PROJECT MANAGEMENT

Council Project Management

The project will be overseen by a Project Control Group (PCG). The PCG will be the project management function and core decision makers for the project. The PCG will provide direction on the overall project based on the adopted and revised Project Plan and associated contract/s. The PCG will include representatives from Council, the lead Consultant and key state government representative/s. The PCG will meet with all or some members at key grant milestones (and depending on the milestone/issue) or at other key meetings as determined in the Project Plan.

In addition to the PCG, a tender evaluation panel is a requirement of Council's procurement policy. This panel is formally convened for each tender and consists of formally nominated panel members including some members of the PCG (and inclusive of the RDV representative).

In addition to PCG and the tender evaluation panels (already convened), the project is subject to regular reporting against grant milestones to the grant authority, RDV. This also includes the RDV representative attending key meetings and/or workshops, as well as reviewing documents. To date, RDV have attended a key workshop in October 2020 (second generation concept), they have also been part of the tender evaluation panel for selection of the architect, including vetting the specification and tender submissions. They will be further briefed about the preferred concept and the associated cost plan. Beyond this they will be involved with the tender evaluation panel for the construction phase, on top of the milestone reporting for the grant and generally being included in the circulation of key milestone documents.

CONSULTATION/COMMUNICATION

The community consistently provided feedback throughout the development of both the Economic Development and Tourism & Events Strategies that the community recognise the importance of the arts in supporting transformational change in community.

A significant number of support letters were also obtained in support of Stage 1 funding, from a broad cross section of community members and organisations.

Development plans as they have emerged have been shared with the community via the 'current projects' page on Council's website, as well as in both the Spring 2020 and Autumn 2021 Community Update publications.

Meeting strict funding timelines and delivering the project within available budget has meant that concepts have not been open to extensive community input. However, increasing the opportunity for community use of the space for both workshops and pop-up exhibitions, by invitation has remained at the forefront as designs have developed.

There will be updates to Council and/or selective media releases during the project. They include website and content for print communication. It is a requirement of the grant that there

shall be suitable site signage installed for the project showing it is a Victorian state government funded initiative. Likewise, when the works are completed, there will be a Ministerial opening or event.

FINANCIAL & RESOURCE IMPLICATIONS

Budget Source

Source	Amount (\$) Exc GST	Confirmed/ Unconfirmed
Council Contribution & Source #1	\$273,000	YES Noted in grant agreement
External Contribution Source #1 (Signed funding agreement on 29 May 2020 and commenced, 1 July 2020) Department of Jobs Precincts and Regions (DJPR)	\$500,000 Via Regional Tourism Investment Fund	YES Signed funding agreement 2020
External Contribution Source #2 (Announced 17 March 2021, Minister's Release) Department of Jobs Precincts and Regions (DJPR)	\$1,200,000 Via Regional Tourism Investment Fund	YES No paperwork received or signed funding agreement
Total Project Budget	\$1,973,000	

It is possible the project budget will be insufficient for all the concept and/or detail design inclusions/scope or materials/finishes and this will result in a design review to align the concept/detail design with the available budget. There will also be an additional quantity surveyor cost plan at the end of the detail design phase and before the documents go to public tender to ensure the scope and detail can be constructed within the available budget.

If necessary, another review of inclusions and alternative solutions including materials and finishes will be considered then.

It is noted here, other Council projects are experiencing cost increases due to a state-wide surge in the construction sector, including escalating building material costs and a reduced potential labour pool or availability. It is also noted, other projects are having to undertake reviews and cost plans or further analysis, to align the design and detail with the available construction budget.

RISK MANAGEMENT

This report addresses Council's strategic risk Property and Assets - Failure to maintain, renew and expand our assets in a timely and robust way, that considers service and delivery needs by upgrading the art gallery building.

This report has highlighted other risks for the project. The risks are associated with the:

1. Grant milestones and overall program length are ambitious and require management and monitoring through the project management function and PCG, including obtaining further support when milestones are looming and/or processes or key information and/or expertise is required.
2. Initial cost plans indicate the potential for budget over-run and there will be reviews to align the concept and detail design with the available budget.
3. Expertise for a development of this type and scale and with precinct and/or regional importance, will be managed by the use of the architect and their team of sub-consultants to provide independent advice on a range of matters, as well as the use of gallery expert advisor/s to supplement expertise.
4. Work needs to commence on the second generation of landscape/urban design (external spaces) concepts as well as detail design and this part of the project is well behind. A landscape architect/urban designer is required and is to commence work to develop and align the landscape architecture/urban design for the external spaces with the overall concept, detail design and program.
5. There is a pressing need to scope, include or do further work on: the Central Goldfields history and heritage of the building and Maryborough/region (includes World Heritage bid), the local arts community, the broader community heritage and identity, indigenous heritage and the natural heritage and characteristics of the region. These matters should be considered (as appropriate) in the gallery design and development. An indigenous advisor has been nominated to assist with the project but there is a question about their availability.

CONCLUSION

The Central Goldfields Art Gallery project at the end of April 2021 is at final concept stage and is moving into detail design, tender and then construction phases from May 2021 forward, with an estimated project finish of May 2022.

ATTACHMENTS

1. Concept drawing set (for cost plan issue)
2. Program

RECOMMENDATION

That Council:

1. *Adopt the attached concept of the art gallery project to be developed through the Stage 1 and Stage 2 Regional Infrastructure Fund.*
2. *Note that the concept may be subject to further changes in response to detail design and budget constraints.*



Sketch Design for Alterations and Additions to the Central Goldfields Art Gallery, 1 Neill Street, Maryborough, 3465

Drawing No.	Title	Scale @ A3	Revision	Date
A000	Title Sheet	NTS	-	03.05.21
A100	Existing Site and Roof Plan	1:200	-	03.05.21
A101	Existing Plan	1:100	-	03.05.21
A102	Demolition Plan	1:100	-	03.05.21
A103	Existing North Elevation	1:100	-	03.05.21
A104	Existing East Elevation	1:100	-	03.05.21
A105	Existing South Elevation	1:100	-	03.05.21
A106	Existing West Elevation	1:100	-	03.05.21
A107	Existing Section AA	1:100	-	03.05.21
A200	Proposed Site and Roof Plan	1:200	-	03.05.21
A201	Proposed Plan	1:100	-	03.05.21
A202	Proposed Reflected Ceiling Plan	1:100	-	03.05.21
A203	Proposed North Elevation	1:100	-	03.05.21
A204	Proposed East Elevation	1:100	-	03.05.21
A205	Proposed South Elevation	1:100	-	03.05.21
A206	Proposed West Elevation	1:100	-	03.05.21
A207	Proposed Section AA	1:100	-	03.05.21
A208	Proposed Section BB	1:100	-	03.05.21
A209	Proposed Section CC	1:100	-	03.05.21
A210	Proposed Section DD	1:100	-	03.05.21



NOTES:

AMENDMENTS:

Nervegna Reed Architecture Pty Ltd

PHASE 2A AND 2B

Project:

CGAG
1 NEILL STREET,
MARYBOROUGH, 3465

Drawing No. A000

Sheet

Scale @ A3: NTS

Sheet size: A3

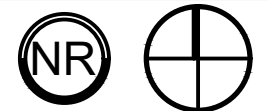
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Date: 3/05/2021

Drawn: BR

Checked: TR

Approved: -



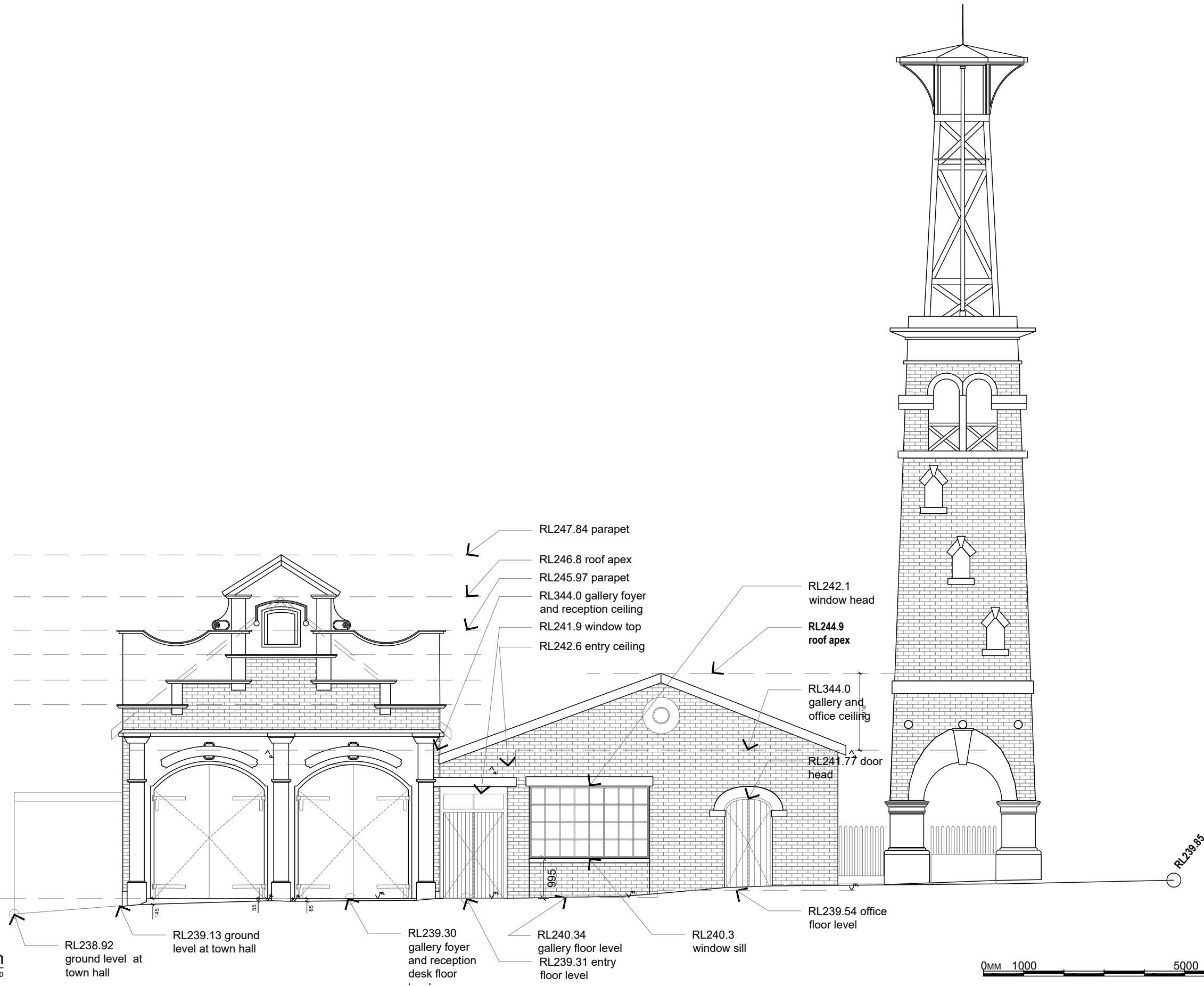
2 / 491 King Street West Melbourne, Victoria 3003
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ABN 42 108 619 334

Title:
TITLE SHEET

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Existing North Elevation
 Scale: 1:100

NOTES:

AMENDMENTS:

Nervegna Reed Architecture Pty Ltd

PHASE 2A AND 2B

Project:

CGAG
 1 NEILL STREET,
 MARYBOROUGH, 3465

Drawing No. A103

Sheet

Scale @ A3: 1:100

Sheet size: A3

Revision:

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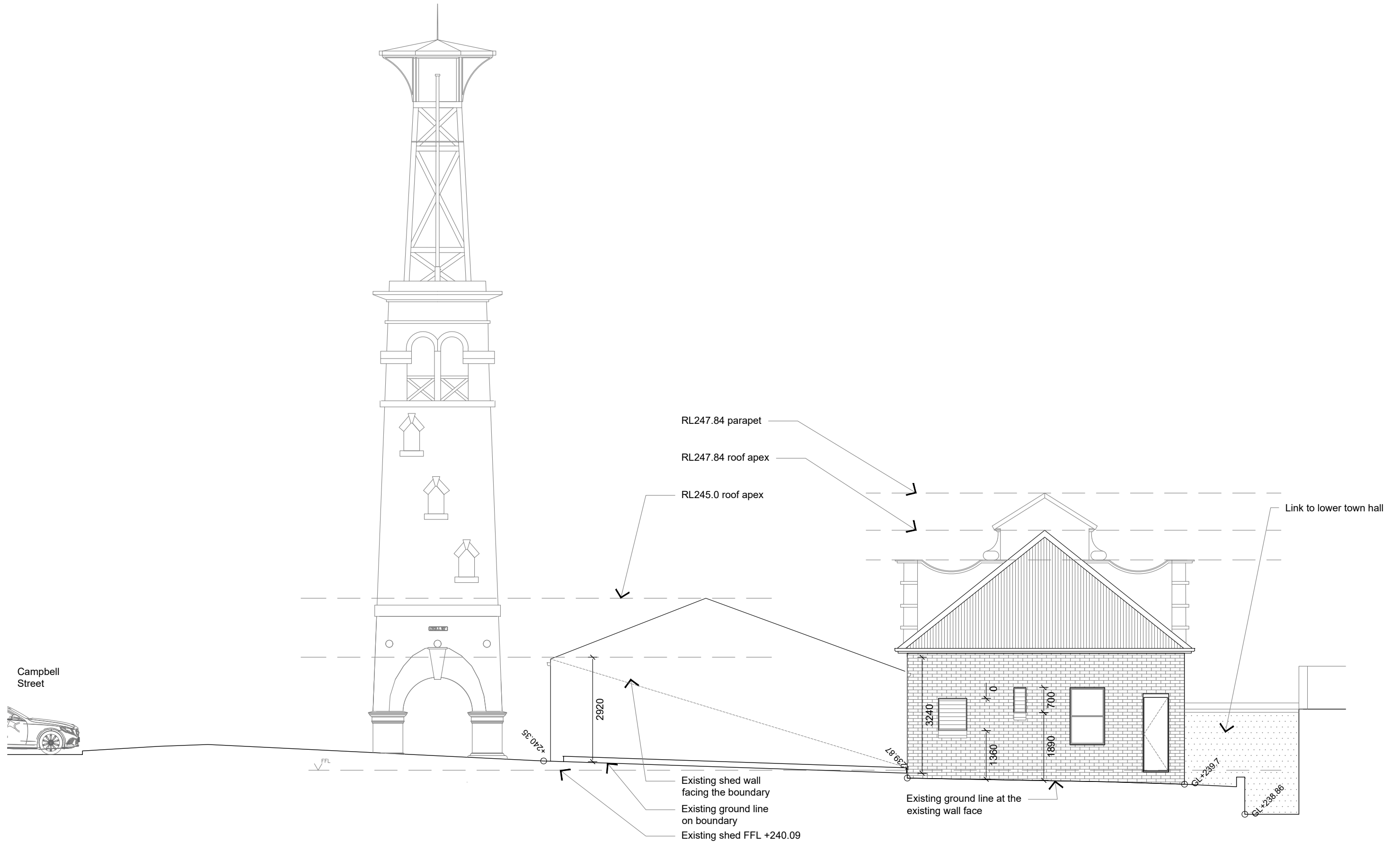
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Title:

EXISTING
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Existing South Elevation
Scale: 1:100

0MM 1000 5000 10000

NOTES:

AMENDMENTS:

Nervegna Reed Architecture Pty Ltd

Project:

CGAG
1 NEILL STREET,
MARYBOROUGH, 3465

Drawing No. A105

Sheet

Scale @ A3: 1:100

Sheet size: A3

Revision:

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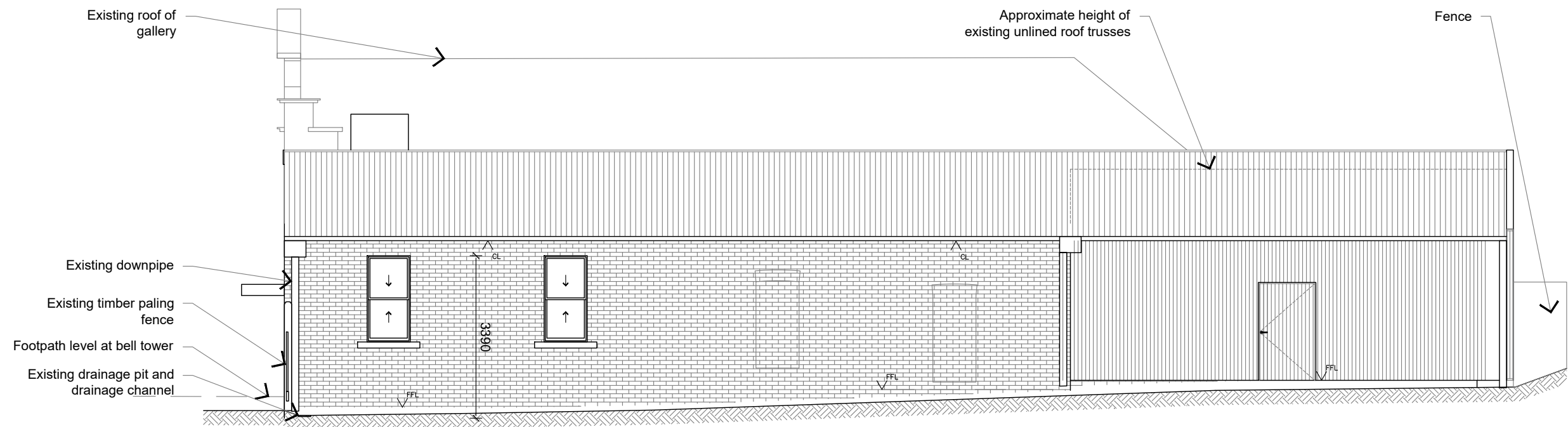
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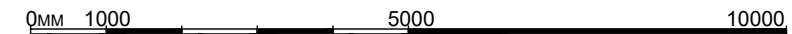
EXISTING
SOUTH ELEVATION

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Existing West Elevation
Scale: 1:100



NOTES:

AMENDMENTS:

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Project:

CGAG
1 NEILL STREET,
MARYBOROUGH, 3465

Drawing No. A106

Sheet

Scale @ A3: 1:100

Sheet size: A3

Revision:

Date: 3/05/2021

Drawn: BR

Checked: TR

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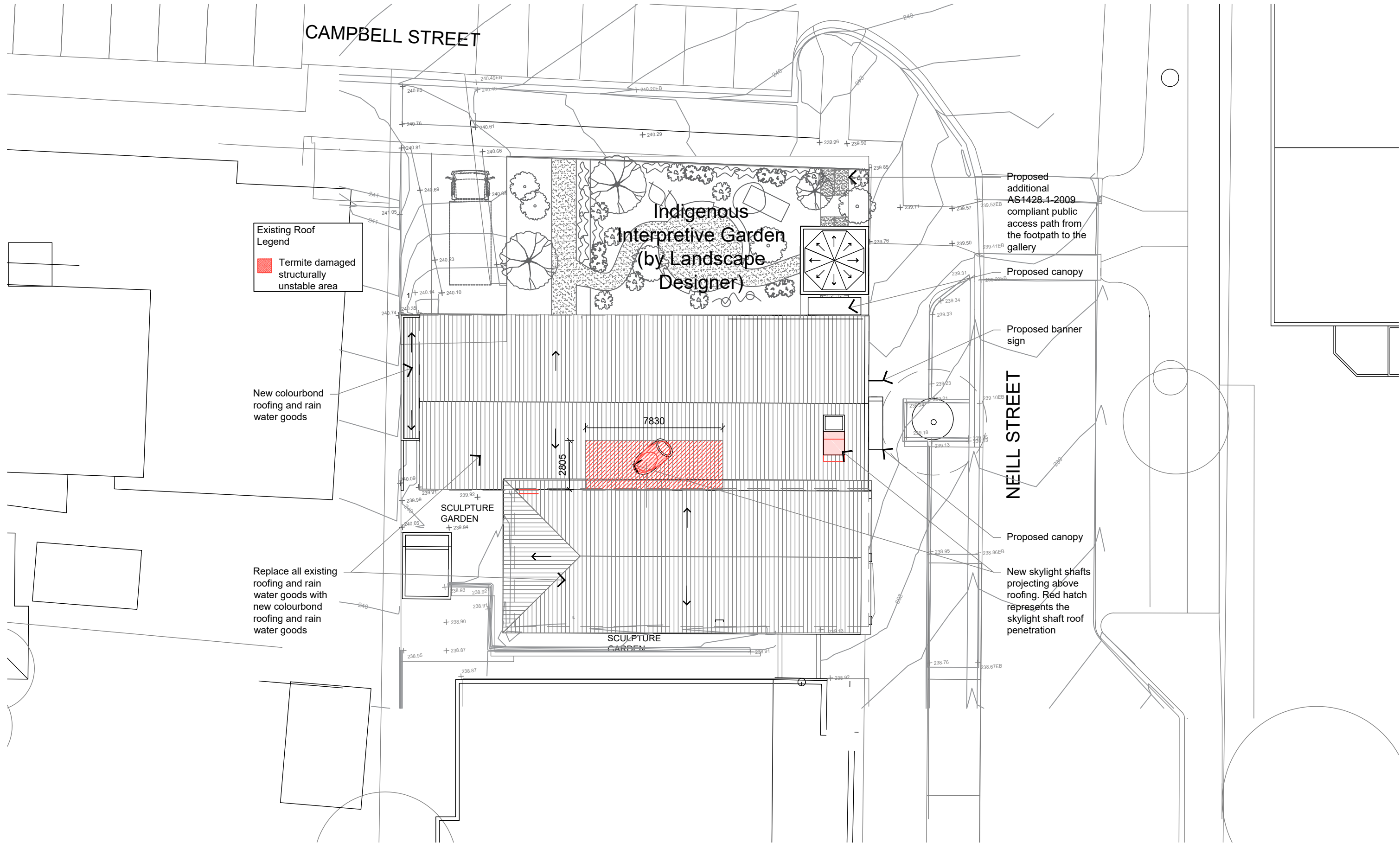
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Title:

EXISTING
WEST ELEVATION

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Proposed Roof Plan
Scale: 1:200

0mm 2000 4000

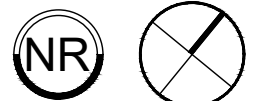
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Nervegna Reed Architecture Pty Ltd

PHASE 2A AND 2B

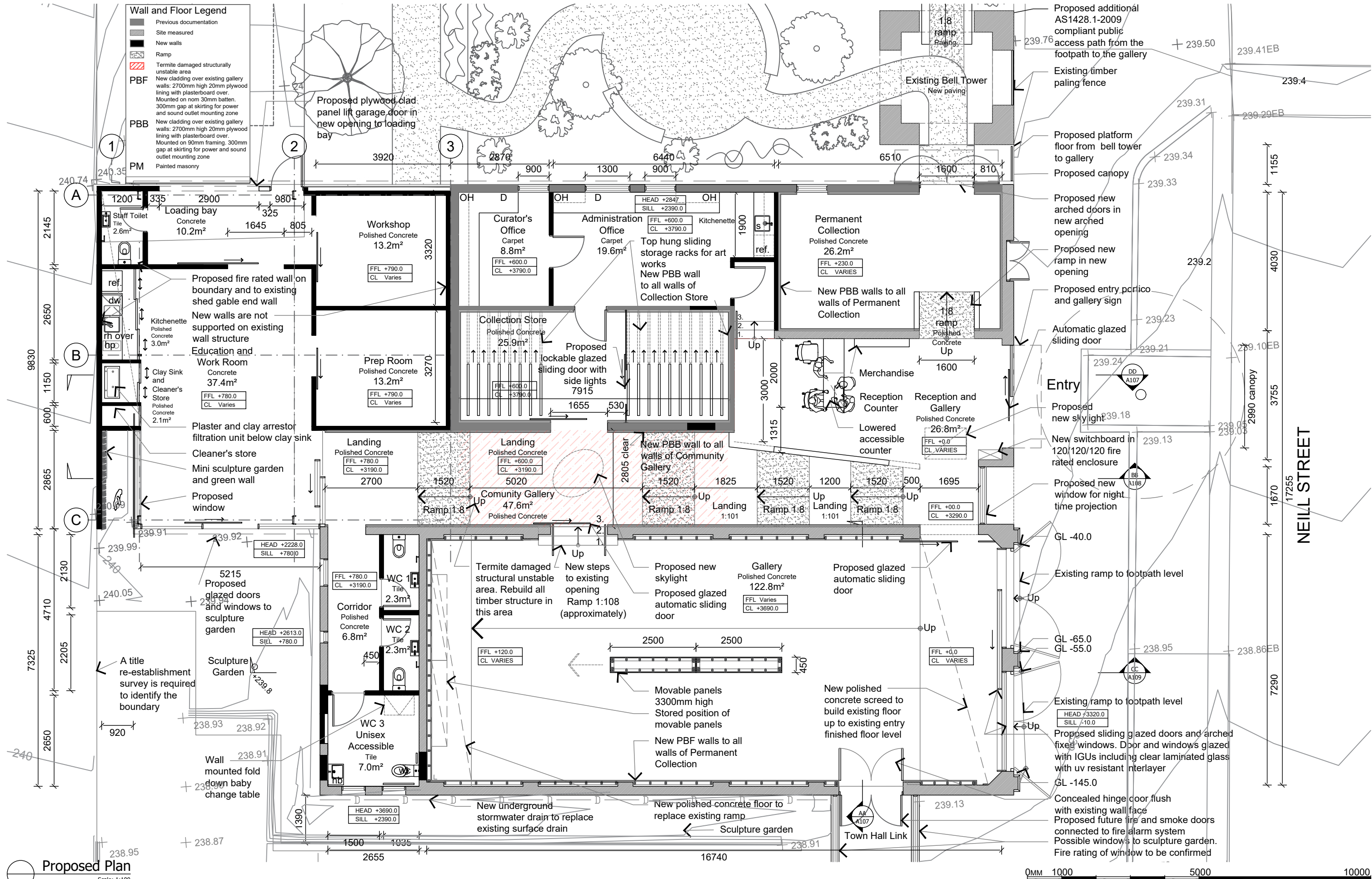
Project:
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Drawing No.	A200	Sheet	
Scale @ A3:	1:200	Sheet size:	A3
Revision:			
Date:	3/05/2021		
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ROOF PLAN
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Proposed Plan
Scale: 1:100

NOTES:

AMENDMENTS:

Nervegna Reed Architecture Pty Ltd

PHASE 2A AND 2B

Project:
CGAG
1 NEILL STREET,
MARYBOROUGH, 3465

Title:
PROPOSED PLAN

Drawing No. A201 Sheet
Scale @ A3: 1:100 Sheet size: A3
Revision:
Date: 3/05/2021
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Title:

PROPOSED PLAN

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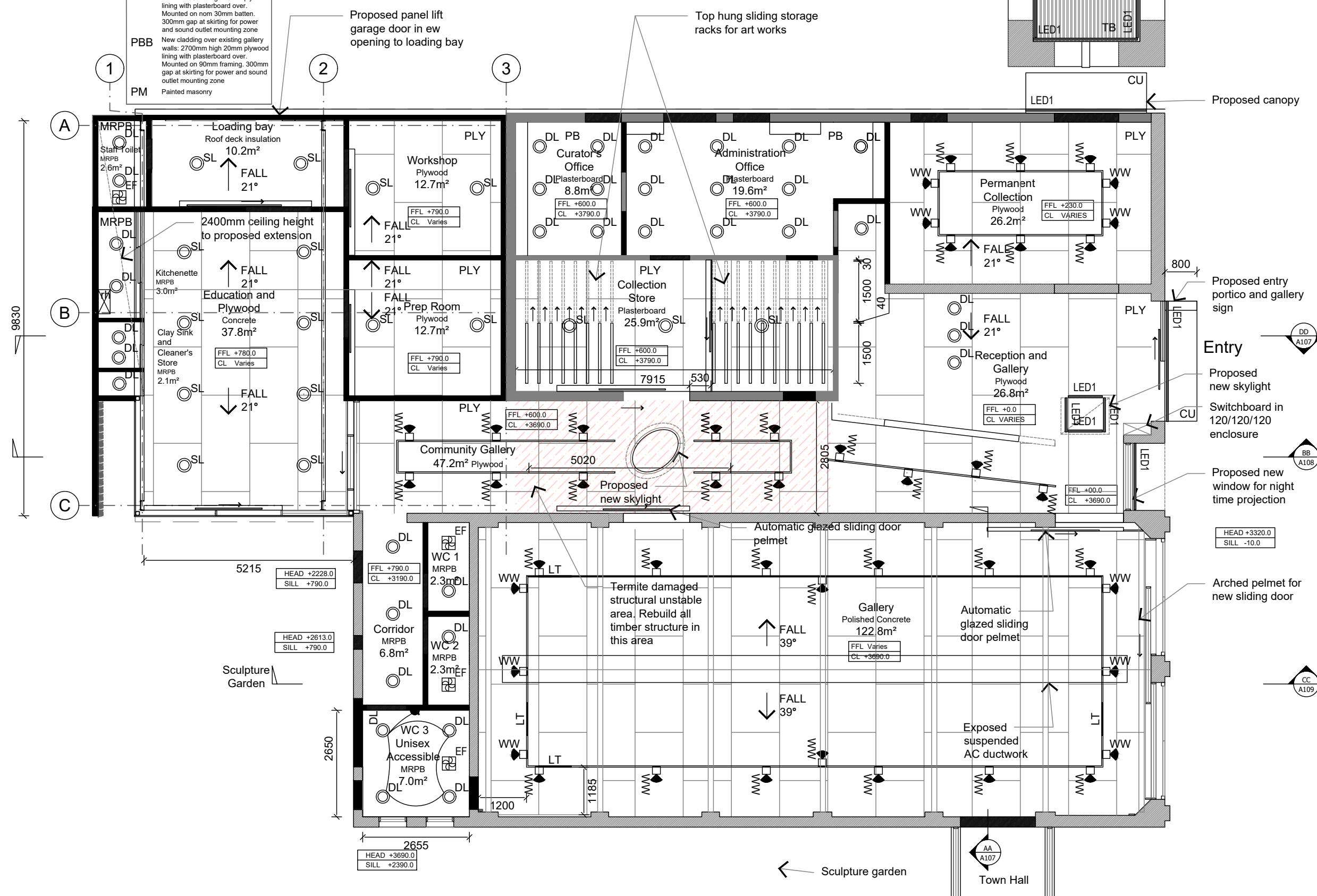
Wall and Floor Legend

- Previous documentation
- Site measured
- New walls
- Ramp
- Termite damaged structurally unstable area
- New cladding over existing gallery walls: 2700mm high 20mm plywood lining with plasterboard over. Mounted on non 30mm batten. 300mm gap at skirting for power and sound outlet mounting zone
- New cladding over existing gallery walls: 2700mm high 20mm plywood lining with plasterboard over. Mounted on 90mm framing. 300mm gap at skirting for power and sound outlet mounting zone
- Painted masonry

PBF Plywood with matt sealer

PBB Flush jointed plasterboard. Paint finish

PM Moisture resistant plasterboard. Paint finish



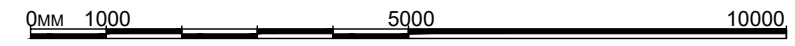
Ceiling Materials

Plywood with matt sealer	PLY
Flush jointed plasterboard. Paint finish	PB
Moisture resistant plasterboard. Paint finish	MRPB
Timber v joint board. Paint finish	TVJ
Timber batten	TB
Insulated metal deck roofing	MD
Copper	CU

Units 1 to 6 Inclusive: RCP and Lighting

New LED recessed interior downlight	DL
New LED recessed exterior downlight	EDL
New External LED spotlight	SP/L
New strip LED	LED1
New LED surface mounted oyster fitting	OYS
New LED ceiling light with PIR sensor	SL
Light switch with dimmer	⌋
Light switch	⌋
Sensor light switch	○
New exhaust fan with damper. Vented to exterior. With PIR sensor	EF
3 circuit suspended lighting track	LT
Adjustable track mounted LED wall washer	WW
High bay suspended LED	SL

Proposed Plan
Scale: 1:100



NOTES:

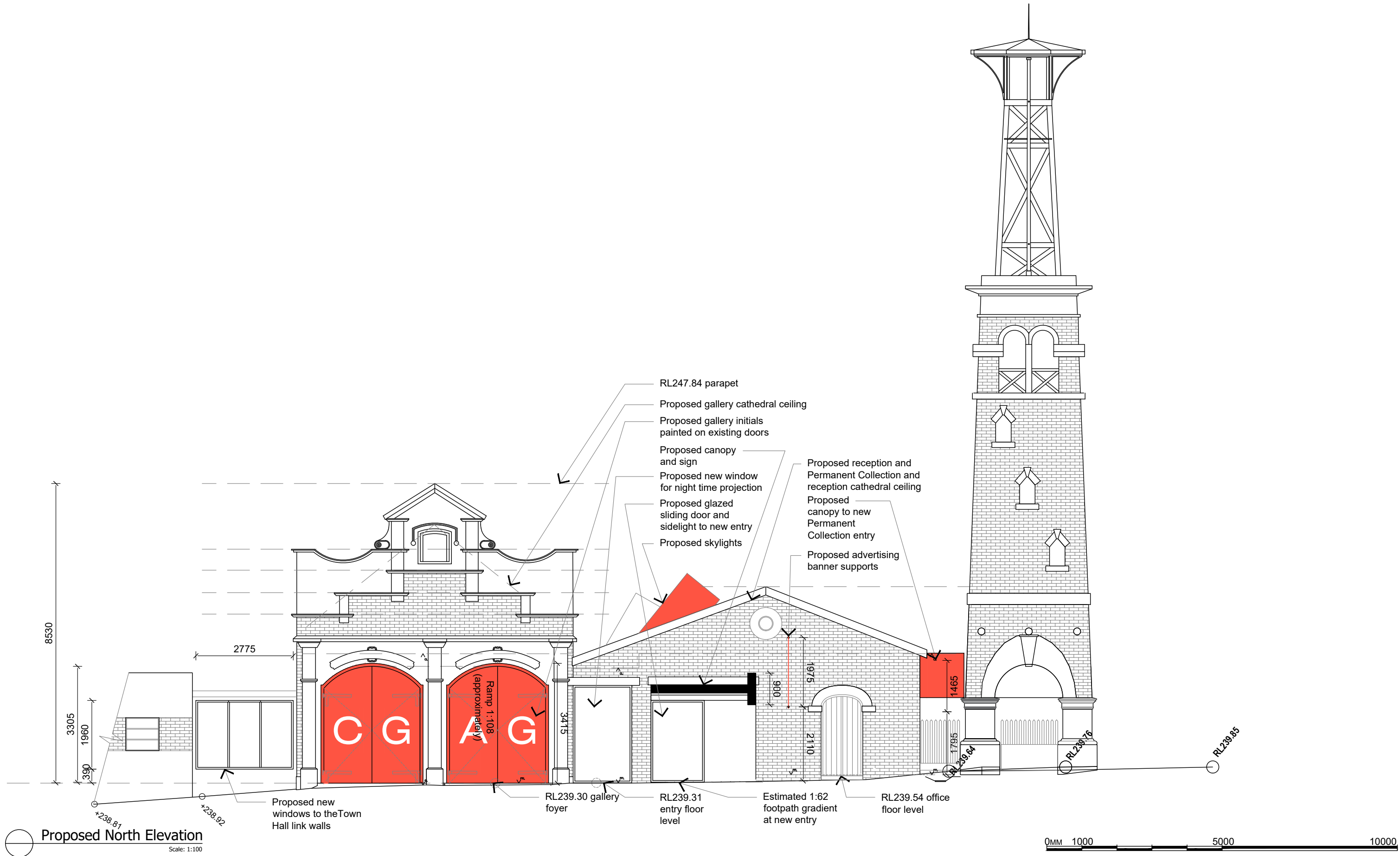
AMENDMENTS:

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PHASE 2A AND 2B
 Project: CGAG
 1 NEILL STREET,
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 Title: PROPOSED PLAN

Drawing No. A202 Sheet
 Scale @ A3: 1:100 Sheet size: A3
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Proposed North Elevation
Scale: 1:100

NOTES:

AMENDMENTS:

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Project:

CGAG
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Drawing No. A203

Sheet

Scale @ A3: 1:100

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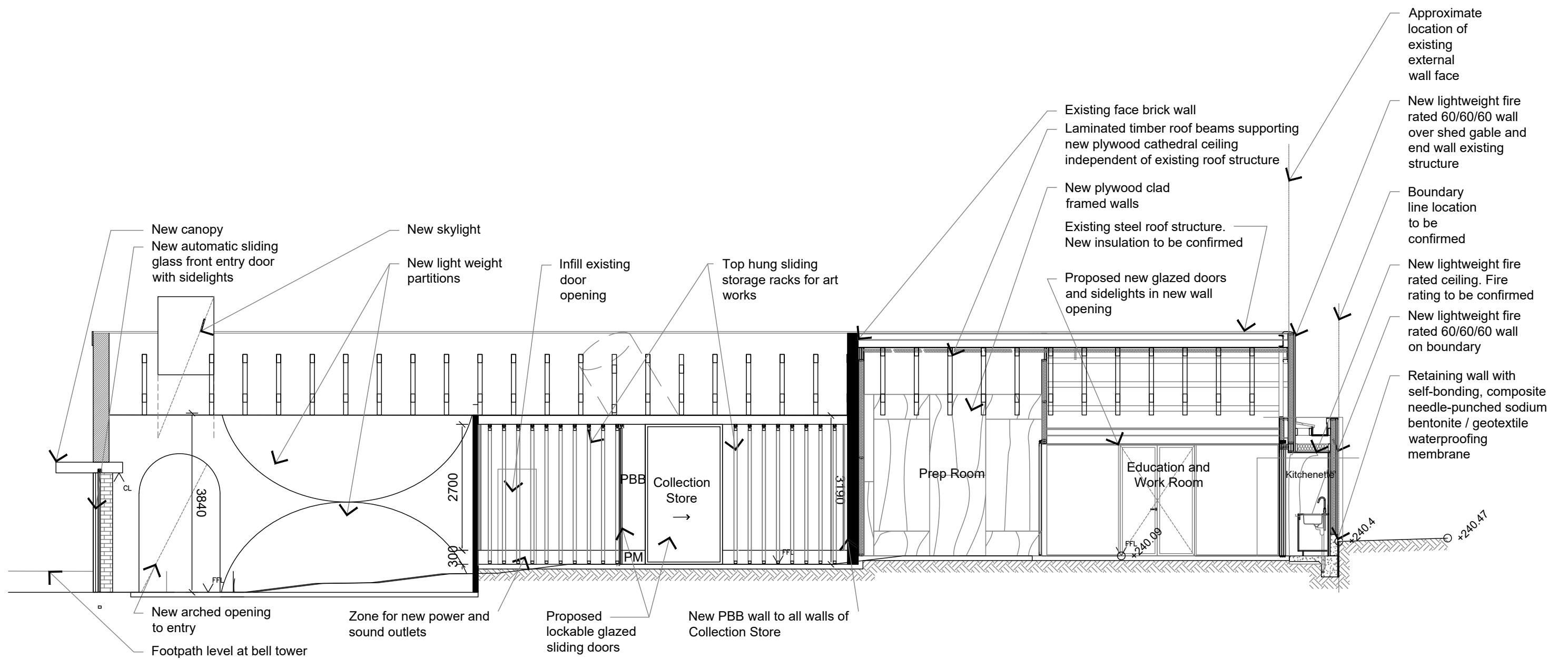
Title:

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Proposed Section DD
Scale: 1:100



NOTES:

AMENDMENTS:

Nervegna Reed Architecture Pty Ltd

Project:

CGAG
1 NEILL STREET,
MARYBOROUGH, 3465

Drawing No. A210

Sheet

Scale @ A3: 1:100

Sheet size: A3

Revision:

Date: 3/05/2021

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PHASE 2A AND 2B

Proposed Section DD

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Title:

PROPOSED SECTION DD

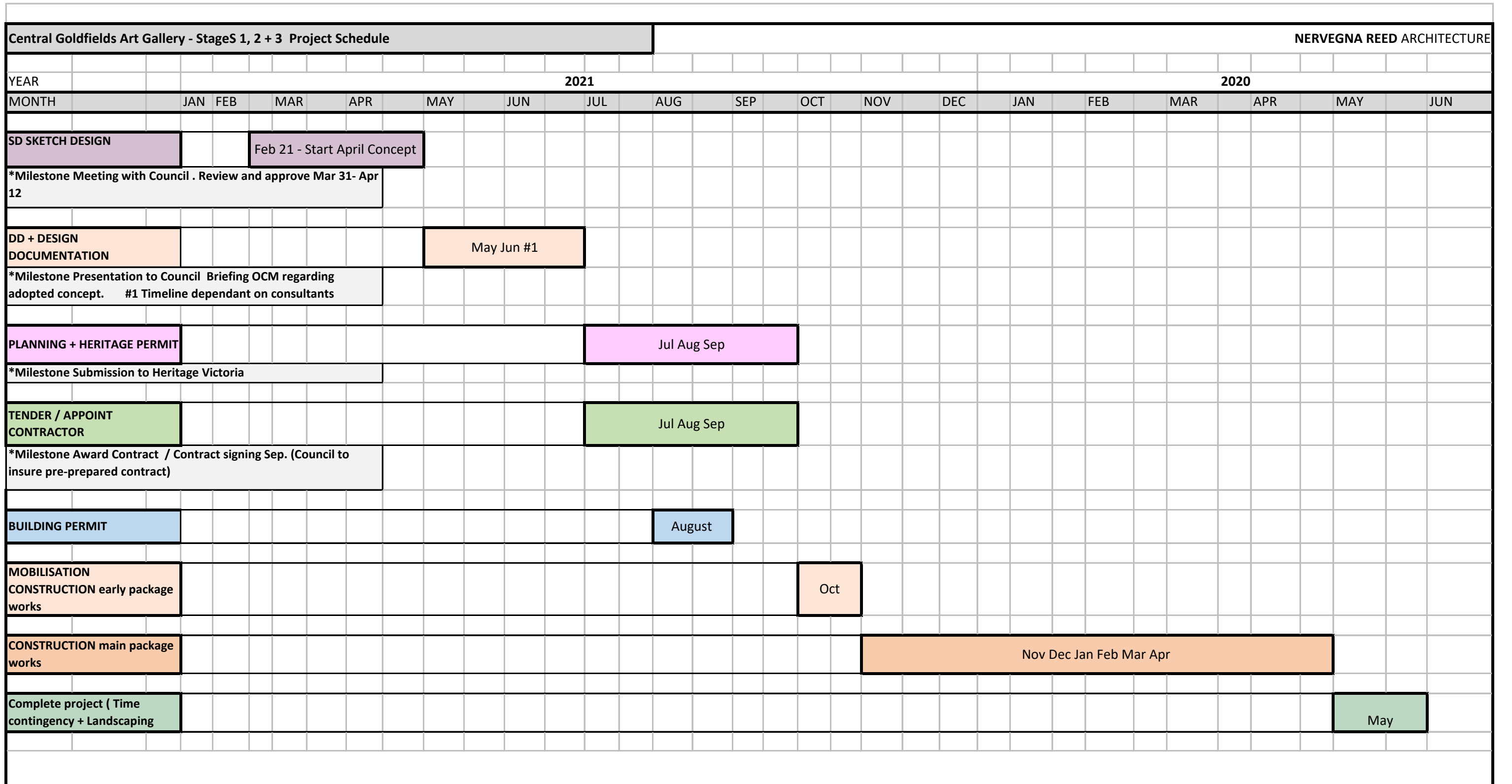
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CENTRAL GOLDFIELDS ART GALLERY REVITALISATION PROJECT
27 APRIL 2021

ARCHITECTS - DESIGN AND BUILD TIMELINE



8.4 ENERGY BREAKTHROUGH COMMUNICATIONS UPGRADE

Author: Manager Tourism, Events & Culture

Responsible Officer: 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.

SUMMARY/PURPOSE

This report recommends that the tender G1467-2021 for the Energy Breakthrough Communications Upgrade be awarded to Troy Walker Electrical Pty Ltd, after a public tender process.

LEGISLATION AND POLICY CONTEXT

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

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

Objective 2.7 Capitalise on tourism and the visitor economy through growth of events and promotion of unique local experiences.

Relevant Policies:

Procurement Policy adopted 23 June 2020 This Policy is made under Section 186A of the Local Government Act 1989 ("the Act"). This section of the Act requires Council to prepare, approve and comply with a procurement policy encompassing the principles, processes and procedures applied to all purchases of goods, services and works by Council.

BACKGROUND INFORMATION

IT and communications infrastructure is critical to the successful delivery of the Energy Breakthrough Event, which has been held in the Princes Park Precinct for the past 29 years.

Energy Breakthrough's IT team, alongside electricians set up and provision a site wide network, providing internet and network access to critical IT services, such as internal registration and staff management software, electronic lap timing, Event and Emergency Operations Centre software as well as general internet access for the staff and volunteers across the site.

This temporary, per event infrastructure has been bumped in and bumped out of the site year on year, with much of the existing equipment failing, no longer serviceable or too costly to install on an ongoing basis.

\$1.5m funding through the Crisis Committee of Cabinet – Infrastructure Stimulus Fund has made it possible to address the limitations of this temporary infrastructure, as well as add to

our onsite capability, with permanent installation of various networking components for specific use by the Event Delivery Team (EDT), including dedicated WiFi, CCTV and a public address system included in the tender brief.

Due to the scale and complexity of the networking requirements, CGSC engaged the services of a consultancy, Total Secure, to assist CGSC with the requirements gathering, design specifications and Build of Material (BOM). Total Secure will provide technical assistance to CGSC across the full life cycle of this tender and subsequent implementation project.

This tender will also provide substantial benefit for CGSC to provide the network for use by other events, offering event delivery organisations the ability to utilise the infrastructure to run other major events in the precinct.

REPORT

In response to Council's request for tenders, two contractors submitted detailed tender submissions. These were: Troy Walker Electrical Pty Ltd and OneWiFi.

The assessment criteria used for this tender was:

Risk Management (Pass/Fail)

Meeting requirements of specification (Pass/Fail)

Financial Benefit to Council (40%)

Capability of delivering outcomes (20%)

Capacity to deliver extent of works (20%)

Financial Benefit to Community (10%)

Methodology (10%)

Priority/Importance:

The awarding of this contract is of considerable importance - allowing time for the successful tenderer to mobilise the required resources and undertake the works to meet the grant deadlines. Additionally, permanent infrastructure is planned to be installed prior to the 2021 Energy Breakthrough Event (17-21 November 2021)

Options/Alternatives:

The panel has recommended the contract be awarded to Troy Walker Electrical Pty Ltd based on the tender evaluation in accordance with Council's procurement policy.

CONSULTATION/COMMUNICATION

The request for tenders were advertised in compliance with section 186 of the Local Government Act.

An evaluation meeting was held and attended by all tender panel members. As part of the evaluation the preferred tenderer's referees were consulted, with positive feedback received.

FINANCIAL & RESOURCE IMPLICATIONS

The total cost of the tender (\$789,373) will be covered by the \$1.5 million Crisis Committee of Cabinet Infrastructure Stimulus Fund.

RISK MANAGEMENT

This report addresses Council's strategic risk.

Information management and protection - Failure to keep up with technology trends and to provide efficient, reliable, secure technology systems to support the delivery of council services.

Due to the scale and complexity of the networking requirements, CGSC engaged the services of a consultant, Total Secure, to assist CGSC with the requirements gathering, design specifications and Build of Material (BOM). Total Secure will provide technical assistance to CGSC across the full life cycle of this tender and subsequent implementation project.

The full BOM provided was based on several network and public address vendors hardware. These were provided as a baseline for the design of the network. Respondents could provide alternative hardware and solutions, however the specifications for capacity, performance, availability, durability etc were to match or better the technical specifications of all equipment shown in the BOM. The Tender response provided by Troy Walker Electrical Pty Ltd has met this brief.

Management of the system for a 5-yr period was specified in the tender requirements, service level agreements for which will be clearly outlined in the contract.

CONCLUSION

A full tender evaluation was conducted and Troy Walker Electrical Pty Ltd received the highest evaluation score and are recommended for acceptance for a contract sum of \$789,373 (Ex GST).

ATTACHMENTS

Nil

RECOMMENDATION

It is recommended that Council:

- 1. Award the Energy Breakthrough Communications Upgrade Contract G1467-2021 to Troy Walker Electrical Pty Ltd for \$789,373 (Ex GST).*
- 2. Authorise the Chief Executive Officer to sign and affix the Common Seal to the contract documentation for Contract G1467-2021 for the Energy Breakthrough Communications Upgrade.*

8.5 COUNCIL PLAN ACTION PLAN PROGRESS REPORT

Author: Manager Governance, Property and Risk

Responsible Officer: General Manager Corporate Performance

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

SUMMARY/PURPOSE

The purpose of this report is to provide Council with an update on the status of the projects identified in the 2020-21 Action Plan.

LEGISLATION AND POLICY CONTEXT

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

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

4.3 Objective: Provide leadership in governance and Council decision making

Under Section 90 of the Victorian Local Government Act 2020 Council must prepare a Council Plan which includes; the strategic direction and objectives for achieving the strategic direction, strategies for achieving the objectives for at least the next four financial years, strategic indicators for monitoring the achievement of the objectives, a description of the Council's initiatives and priorities for services, infrastructure and amenity.

BACKGROUND INFORMATION

The 2017-2021 Refreshed Council Plan was adopted by Council at the Ordinary Meeting of Council in August 2018. The 2020-21 Action Plan was developed to support the achievement of the strategic objectives identified in the Refreshed Council Plan and to provide a reporting framework to measure progress against the Council Plan. The 2020-21 Action Plan was adopted by Council at the Ordinary Meeting of Council 11 August 2020.

This is the third progress report against the Action Plan 2020-21.

REPORT

There has been progress against the initiatives and projects outlined in the 2020-21 Action Plan. There are 82 actions identified in the plan, of these 19 are complete/ongoing, five are not due to start, three are not progressing and 55 are underway.

CONSULTATION/COMMUNICATION

Council has developed the Action Plan through consultation with the community during the development of the 2017-2021 Refreshed Council Plan, through Listening Posts held quarterly across the Shire, and the development of the 2020-21 Budget.

FINANCIAL & RESOURCE IMPLICATIONS

The 2020-21 Budget and the four year Strategic Resource Plan were prepared in line with the initiatives identified in the Annual Plan subject to grants from State and Federal Government being received in some cases.

RISK MANAGEMENT

This report addresses Council's strategic risk Governance - Failure to transparently govern and embrace good governance practices.

CONCLUSION

The 2020-21 Action Plan outlines the projects and programs being undertaken during the year to meet the objectives of the Council Plan. This report shows progress for the third quarter.

ATTACHMENTS

1. 2020-21 Action Plan Progress Report Quarter 3

RECOMMENDATION






That Council note as detailed in the report update on the status of the projects identified in the 2020-21 Action Plan.







Quarterly Progress Report 2020/2021, Q3

Our Community

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

Build an aspiring community, achieving and living a full life where: Family Violence is unacceptable in our community Children are loved and safe Everyone has the language and literacy skills needed Young people are celebrated as they strive to reach their full potential Everyone can learn, earn, achieve and dream




Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
1.1.2	Advancement of projects in areas of Early Years Literacy Engagement of Young People Addressing Family Violence Work Readiness	1.1.2.1	Conduct a building review of existing Kindergarten buildings to inform Council's early years improvement planning	Manager Community Services		Completed	100%	Contractor has completed review. The information from this review will contribute to a report for the Kindergarten Infrastructure and Service Plan	18/12/2020	
1.1.2	Advancement of projects in areas of Early Years Literacy Engagement of Young People Addressing Family Violence Work Readiness	1.1.2.2	Develop and implement School Readiness Funding plan for Goldfields Family Centre based on local data of needs for Central Goldfields Shire.	Manager Community Services		Completed	100%	School readiness plan has been approved by DET with funding allocation of \$63,516 for 2021.	30/06/2021	
1.1.2	Advancement of projects in areas of Early Years Literacy Engagement of Young People Addressing Family Violence Work Readiness	1.1.2.3	Establish and coordinate a single registration system for all state funded 3-yo and 4-yo kindergarten places in 2021.	Manager Community Services		Completed	100%	Central registration system has allocated 229 children places across the 7 kindergartens in Central Goldfields Shire. This is an ongoing project and registrations will commence at the end of May 2021 for 2022 registrations.	31/12/2020	
1.1.2	Advancement of projects in areas of Early Years Literacy Engagement of Young People Addressing Family Violence Work Readiness	1.1.2.4	Implement State government funded 15 hour per week - 3 year old Kindergarten program in Goldfields Family Centre Kindergarten service.	Manager Community Services		Completed	100%	15 hours of funded 3 year old kindergarten commenced at Goldfields Family Centre in Term 1, 2021, with 32 three year old children enrolled to attend the integrated 3/4 year old kindergarten. This program will continue to run throughout 2021.	30/06/2021	
1.1.2	Advancement of projects in areas of Early Years Literacy Engagement of Young People Addressing Family Violence Work Readiness	1.1.2.5	Complete implementation of future of Library Services Report and seek funding to support the expansion and refurbishment of the Maryborough Library as a social hub. This will include the	General Manager Community Wellbeing		In Progress	80%	Dunolly Library opening delayed due to contractor scheduling issues; construction work now finalised with fit-out underway for opening in Q3. Funding application submitted for Maryborough Library upgrades and initial project planning discussions undertaken for	30/06/2021	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
			completion of the Dunolly Library and the investigations for expanding the outreach services to Bealiba and other small towns.					small town library service improvements to be further developed in Q4		
1.1.2	Advancement of projects in areas of Early Years Literacy Engagement of Young People Addressing Family Violence Work Readiness	1.1.2.6	Evaluate the pop-up Youth Hub and develop an advocacy Business Case.	Manager Community Partnerships		Completed	100%	Completed	31/12/2020	
1.1.2	Advancement of projects in areas of Early Years Literacy Engagement of Young People Addressing Family Violence Work Readiness	1.1.2.7	Align Family Violence Action Plan with the Municipal Health and Wellbeing Plan	General Manager Community Wellbeing		In Progress	90%	Reducing family violence has been highlighted as a key objective of the MHWBP in the project scope	30/06/2021	
1.1.2	Advancement of projects in areas of Early Years Literacy Engagement of Young People Addressing Family Violence Work Readiness	1.1.2.8	Develop a Youth Strategy for the Shire	Manager Community Partnerships		Not Due To Start	5%	This will commence in the second half of the year after the Health and Wellbeing Plan has been developed and endorsed.	30/06/2021	
1.1.3	Develop a 10 year Community Plan	1.1.3.1	Plan, design and construct shade sail structures as identified in the community plans in Bealiba, Bet Bet, Dunolly, Majorca, Talbot and Timor.	Manager Infrastructure		In Progress	40%	Consultant has been engaged to complete consultation phase and facilitate delivery.	30/06/2021	
1.1.3	Develop a 10 year Community Plan	1.1.3.2	Develop a Community Vision which describes the municipal community's aspirations for the future of the municipality.	Manager Community Engagement		In Progress	10%	Planning underway with Shaping Goldfields launched in May	30/06/2021	
1.1.4	Develop a Gender Equity Policy for the organisation	1.1.4.1	Develop a Gender Equity Strategy for completion October 28 as per funding agreement.	General Manager Community Wellbeing		In Progress	90%	Strategy fully developed as much as is possible at this stage. Requires staffing gender audit to be carried out in June and added to the document to complete the strategy. Endorsement from Council and State Government to be held over until staffing audit is carried out.	31/12/2020	

Support and encourage volunteerism in the community



Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
1.2.1	Provide a safe, fun, encouraging and welcoming environment for volunteers and promote the benefits of a volunteer organisation	1.2.1.1	Develop a Volunteering Strategy	Manager Tourism Events and Culture		In Progress	80%	First draft completed	30/09/2020	

Ensure that all of our community, regardless of diversity, can live a full and healthy life

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
1.3.1	Implement Central Goldfields Public Health and Wellbeing Plan	1.3.1.1	Develop Council's Municipal Health & Wellbeing Plan 2021-2025	Manager Community Partnerships		In Progress	20%	Project scope completed and contracting underway	31/12/2021	
1.3.1	Implement Central Goldfields Public Health and Wellbeing Plan	1.3.1.2	Immunisation Service review of immunisations that are provided separately by Maternal and Child Health and Compliance Services.	Manager Community Services		Completed	100%	Completed	31/12/2020	
1.3.2	Actively participate in The Healthy Hearts Project	1.3.2.1	Implement projects identified in the Healthy Hearts Project for our Shire, including infrastructure upgrades and activity planning.	Manager Community Partnerships		Completed	100%	Completed	30/06/2021	

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


Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
1.4.1	Coordinate Municipal Emergency Management Plans and Committee	1.4.1.1	Adopt the Municipal Fire Management Plan 2018 - 2021	Manager Community Partnerships		In Progress	50%	With changes to the CFA Act, a Municipal Fire Management Plan is no longer a legislative requirement. Consequently, discussions are being held with key agencies to agree on the Municipal Emergency Management Plan's role in fire management planning.	30/06/2021	






Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
1.4.2	Implement recommendations from flood management plans including flood mitigation works	1.4.2.1	Implement the Carisbrook Flood and Drainage Management Plan, specifically the completion of the western levy and additional creek clearing	Manager Infrastructure		In Progress	75%	Tender has been awarded for the construction of culverts under Pyrenees Highway. Contractors have been engaged to relocate services to facilitate the culvert installations. Negotiations continuing with VicTrack and V/Line regarding culverts under the railway line.	30/06/2021	
1.4.3	Extend and upgrade township CCTV systems	1.4.3.1	Seeking funding to develop a CCTV plan.	Manager Infrastructure		In Progress	10%	Continuing to SEEK funding opportunities for CCTV	30/06/2021	





Facilitate an active and inclusive arts community

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
1.5.1	Develop a Community Arts Strategy	1.5.1.1	Develop a Community Arts Strategy	Manager Tourism Events and Culture		Not Due To Start	10%	Re-prioritised to be undertaken in 2021/22	31/12/2020	



Promote and enhance passive and active recreation

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
1.6.1	Develop a Central Goldfields Shire Recreation Plan	1.6.1.1	Implement recommendations and actions from the Active Central Goldfields: Recreation and Open Space Strategy 2020-2029	Manager Community Partnerships		In Progress	30%	The Carisbrook Pavilion and Recreation Reserve continues with the following: - minor works package: construction commenced on 20 April - netball court resurfacing: discussions with Netball Victoria have occurred due to minor non-compliance of the netball court run-off, this has now been resolved, and - masterplan and floor plans were endorsed by Council on 27 April - major works: tender is due to go live late May. Maryborough Master plans project to be	30/06/2021	




Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
								contracted in Q4 Sport & Recreation Victoria's Community Sport Infrastructure Fund applications were prepared and submitted in March. Applications were submitted for a new score board at the Deledio Reserve and new lighting at the Maryborough Bowls.		
1.6.1	Develop a Central Goldfields Shire Recreation Plan	1.6.1.2	Finalise the Active Central Goldfields: Recreation and Open Space Strategy 2020-2029.	Manager Community Partnerships		Completed	100%	Completed	31/08/2020	
1.6.1	Develop a Central Goldfields Shire Recreation Plan	1.6.1.3	Undertake playground improvement identified in the Community Plans for Bet Bet, Dunolly, Majorca, and Timor.	Manager Operations		In Progress	10%	This project has altered with the reallocation of funding.	19/03/2021	
1.6.1	Develop a Central Goldfields Shire Recreation Plan	1.6.1.4	Undertake tree planting identified in the community plans in Bet Bet, Dunolly, Majorca, Timor.	Manager Operations		Not Progressing	10%	The funding has been reallocated to other projects.	30/06/2021	
1.6.2	Continue to implement priorities from Major Recreation Reserves Master Plans	1.6.2.1	Construct the all-access changing places change room at the Maryborough Sports and Leisure Centre	Manager Community Partnerships		Completed	100%	Completed	30/06/2021	
1.6.2	Continue to implement priorities from Major Recreation Reserves Master Plans	1.6.2.2	Construct the new Carisbrook Recreation Reserve pavilion.	Manager Community Partnerships		In Progress	25%	The Carisbrook Pavilion and Recreation Reserve continues with the following: - minor works package: construction commenced on 20 April - netball court resurfacing: discussions with Netball Victoria have occurred due to minor non-compliance of the netball court run-off, this has now been resolved, and - masterplan and floor plans were endorsed by Council on 27 April - major works: tender is due to go live late May.	30/06/2022	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
1.6.2	Continue to implement priorities from Major Recreation Reserves Master Plans	1.6.2.3	Finalise concept designs for the Deledio Reserve upgrade in Dunolly and seek funding to support the upgrade.	Manager Community Partnerships		In Progress	90%	The final draft concept designs have been developed and discussed by the Committee with minor amendments being incorporated into final design for group sign-off	30/06/2021	
1.6.2	Continue to implement priorities from Major Recreation Reserves Master Plans	1.6.2.4	Construct the Maryborough Skate and Scooter Park.	Manager Community Partnerships		In Progress	40%	The Skate and Scooter park's tender was awarded to Grind projects and the inception meeting is scheduled for 10 May.	31/12/2021	
1.6.2	Continue to implement priorities from Major Recreation Reserves Master Plans	1.6.2.5	Develop a masterplan/landscape plan for Phillips Gardens, Maryborough	Manager Operations		In Progress	20%	A contractor has been appointed and has commenced work on this project.	31/03/2021	
1.6.2	Continue to implement priorities from Major Recreation Reserves Master Plans	1.6.2.6	Work with the community to identify the most suitable site for a splash park and to develop concept plans.	Manager Community Partnerships		In Progress	10%	Information gathering underway to inform specifications and scope of contract	30/06/2021	

Support positive development for residents of all ages and abilities.

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
1.7.1	Develop a Municipal Early Years Plan	1.7.1.1	Include recommendations from the Regional Early Years and Literature Strategy into the Municipal Early Years Plan.	Manager Community Services		Not Due To Start	20%	Development of early years plan has been rescheduled to incorporate learning from the Go Goldfields six-month family engagement project commencing Q4	30/06/2021	
1.7.3	Implement priorities from the Positive Ageing Strategy	1.7.3.1	Develop a Positive Ageing Strategy for the community and council to adequately prepare and respond to the needs and ambitions of our older residents.	Manager Community Services		In Progress	85%	Final round of consultations on draft will take place in Q4. Strategy to be prepared for endorsement in Q1 21/22	30/06/2021	

Maximise all forms of connectivity for the community

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
1.8.1	Advocate for enhanced passenger rail services	1.8.1.1	Continue to advocate for enhanced passenger rail services.	General Manager Community Wellbeing		In Progress	80%	Face to face and written advocacy with State Government Ministers and officials undertaken - including at the launch of the new Visitor Information Centre at Maryborough Railway Station.	30/06/2021	
1.8.3	Deliver local Community Transport Plan	1.8.3.1	Develop and implement a Transport Strategy including public and community transport options.	General Manager Infrastructure Assets and Planning		Completed	100%	Council adopted the Integrated Transport Strategy at the September 2020 meeting	30/06/2021	
1.8.4	Implement priorities from the Walking and Cycling Strategy	1.8.4.1	Build footpaths identified in Walking and Cycling Strategy in Carisbrook, Dunolly, Bealiba.	Manager Infrastructure		In Progress	40%	Each path is funded in the 2020-21 budget. Bull Street, Dunolly footpath has been built. The Carisbrook footpath is designed and ready to be built. The Bealiba footpath is designed and ready to be built.	30/06/2021	



Our Economy

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

Facilitate an environment which is conducive to industry/business growth and employment growth and retention

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
2.1.1	Develop an Economic Development and Tourism Strategy	2.1.1.1	Maryborough Railway Station Activation Project - master plan and Stage 1 implementation including upgrades funded through the Regional Jobs & Infrastructure Fund	Manager Strategy and Economic Development		Completed	100%	Project completed and launch event held.	31/03/2021	

Promote Central Goldfields as a place of choice to live, work and play

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
2.3.4	Advocate for a wastewater scheme for Talbot township	2.3.4.1	Advocate for a wastewater scheme for the Talbot Township.	Strategic Planner		In Progress	75%	Council are currently advocating to the state government for a wastewater scheme in Talbot.	30/06/2021	
2.3.4	Advocate for a wastewater scheme for Talbot township	2.3.4.2	Implementation of a Domestic Wastewater Management Plan to address existing and future domestic wastewater issues within unsewered townships.	Strategic Planner		In Progress	25%	Preparation of a Domestic Wastewater Management Plan is at tender.	30/11/2020	

Provide a supportive environment for existing business to prosper

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
2.4.2	Support Committee for Maryborough and other business groups in the Central Goldfields Shire	2.4.2.1	Support retail recovery from the economic impacts of the COVID-19 pandemic	Manager Strategy and Economic Development		In Progress	95%	Support for 2020-21 has continued as the pandemic impacts have extended into 2021. Currently finalising support through the Outdoor Dining & Entertainment Package.	31/12/2020	

Strengthen and facilitate diversification for the Agri-business and food processing sectors


Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
2.5.1	Update and renew the Food Cluster Strategy	2.5.1.1	Develop an investment attraction strategy with a cluster approach to food production and manufacturing	Manager Strategy and Economic Development		In Progress	40%	Not progressed this quarter - delayed due to focus on pandemic response and additional funding received for the pandemic response.	31/03/2021	●

Grow the digital capability of the Shire

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
2.6.2	Continue to advocate to minimise mobile phone black spots	2.6.2.1	Continue to advocate for mobile towers in blacks spots identified in the Regional Development Australia - Loddon Mallee Mobile Coverage Report	General Manager Infrastructure Assets and Planning		In Progress	75%	This is an on going action. Discussions have been held with NBN regarding possible upgrades to the southern part of the Shire.	30/06/2021	●

Capitalise on tourism and the visitor economy through growth of events and promotion of unique local experiences




Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
2.7.1	Advance the Goldfields Heritage Development and Opportunity Project towards World Heritage Listing	2.7.1.1	Implement Regional Tourism projects through partnerships including Accessible Tourism, Goldfields Villages Destination Management Plan and Regional Itineraries projects.	Manager Tourism Events and Culture		In Progress	40%	Following the successful relocation of the Visitor Information Centre to the Maryborough Railway Station in March, a funding application for \$1.8m has been submitted to RDV to support the development of a contemporary approach to marketing and visitor servicing in the new location. If successful, the project will provide an impressive location for the Shire worthy of inclusion in the World Heritage Bid.	30/06/2021	●
2.7.2	Review and update the business and marketing plan for Energy Breakthrough	2.7.2.1	Develop and implement an Energy Breakthrough infrastructure improvement and marketing plan in consultation	Manager Tourism Events and Culture		In Progress	70%	A Latrobe University Site Planning report was completed in March, drawing on feedback received over many years. Site improvements are being led by the communications infrastructure upgrade, with other proposed	30/06/2021	●

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
			with local businesses and the community					enhancements currently being costed against remaining grant funds. Marketing of the event is currently being planned in consultation with the Country Education Partnership.		
2.7.2	Review and update the business and marketing plan for Energy Breakthrough	2.7.2.2	Upgrade Princes Park Precinct to improve the Energy Breakthrough visitor experience	Manager Tourism Events and Culture		In Progress	55%	A Tender review process is currently underway for the communications infrastructure upgrade. The Latrobe planning report has also been received and other proposed enhancements are being costed against remaining grant funds.	30/06/2021	




Our Built & Natural Environment

Central Goldfields Shire celebrates the rich built and natural heritage and a sustainable environment







Ensure investment in roads, footpaths and buildings meet community needs now and in the future



Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
3.1.1	Undertake service planning to establish asset requirements to deliver services	3.1.1.1	Design and cost new public toilets for the Rene Fox Gardens Dunolly	Manager Infrastructure		Not Progressing	20%	Design has been externally contacted.	31/05/2021	
3.1.2	Review and update Asset Management Plans and prepare a 10 year capital works program	3.1.2.1	Develop and implement a program for the review and adoption of individual asset management plans by Council	Manager Infrastructure		In Progress	20%	AMSG meeting occurred with a broad plan established.	30/06/2021	
3.1.2	Review and update Asset Management Plans and prepare a 10 year capital works program	3.1.2.2	Review and update Council's Assets Management Framework and Asset Plants	Coordinator Design and Projects		Not Due To Start	0%		30/06/2021	

Improve the appearance of township entrances and streetscapes


Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
3.2.1	Renew and update urban design frameworks in the Shire	3.2.1.1	Build entrance signs for Bet Bet.	Manager Infrastructure		In Progress	5%	Consultant engineer has been engaged to investigate feasibility of placing signs on a VicRoads road in a 100kmh zone.	30/06/2021	
3.2.2	Collaborate with township tree committees on tree plantings and maintenance	3.2.2.1	Implement Cool It project	Manager Operations		Completed	100%		30/06/2021	
3.2.2	Collaborate with township tree committees on tree plantings and maintenance	3.2.2.2	Adopt and implement a Tree Management Strategy.	Manager Operations		In Progress	55%	Tender is being advertised for tree inspection works in relation to the adopted Tree Management Plan	31/12/2020	

Protect and enhance the environment while planning for growth



Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
3.3.1	Review and update the Central Goldfields Planning Scheme and Municipal Strategic Statement	3.3.1.1	Draft and prepare a Planning Scheme Amendment to implement key strategic directions developed in the planning scheme review, population and housing strategy and the economic development and tourism strategy	Manager Strategy and Economic Development		In Progress	50%	Exhibition documentation has been completed.	31/03/2021	
3.3.1	Review and update the Central Goldfields Planning Scheme and Municipal Strategic Statement	3.3.1.2	Complete Amendment C031cgol implementing flood studies for Carisbrook and Dunolly	Manager Strategy and Economic Development		Completed	100%	Council action completed by Council resolution to adopt the amendment and forward to Minister for Planning for approval. Awaiting Minister's decision.	31/12/2020	
3.3.1	Review and update the Central Goldfields Planning Scheme and Municipal Strategic Statement	3.3.1.3	Expansion of Councils Better Approvals Program to support not only small businesses in navigating permit approval requirements but also the broader community.	Strategic Planner		In Progress	15%	The processes and systems are being drafted to progress the broadening of the Better Approvals Program.	31/12/2020	
3.3.2	Develop a Strategic Planning program	3.3.2.1	Review local heritage controls in the Planning Scheme	Manager Strategy and Economic Development		In Progress	30%	Initial assessment underway - on hold awaiting appointment of new Strategic Planner.	30/06/2021	
3.3.2	Develop a Strategic Planning program	3.3.2.2	Prepare the Maryborough Flood Study	Manager Infrastructure		In Progress	95%	The flood study is progressing and will be completed in 2021-22. Delays due to timing of consultation around Covid-19.	31/01/2021	
3.3.3	Participate in regional environmental projects through the Central Victorian Greenhouse Alliance	3.3.4.1	Participate in the MASH program, facilitating home solar energy installation	Manager Strategy and Economic Development		Completed	100%	Additional project completed with installation of the Electric Vehicle charging station outside the Community Hub (new CVGA regional program).	30/06/2021	




Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
3.3.4	Implement the actions from Council's Sustainability Plan	3.3.4.2	Undertake Station Domain Stormwater Harvesting and Irrigation Design Project	Manager Infrastructure		In Progress	80%	A draft report has been received for feedback.	30/06/2021	
3.3.4	Implement the actions from Council's Sustainability Plan	3.3.4.3	Commence development of a Climate Adaptation Plan.	Manager Strategy and Economic Development		In Progress	20%	Initial review of past strategic work in this area and data gathering has been undertaken. Staff have met with community sustainability groups.	30/06/2021	

Ensure waste management meets current and future demand and standards

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
3.4.2	Participate in regional waste projects through the Grampians Central West Waste and Resource Recovery Group	3.4.2.1	Develop a plan to transition to a circular economy.	Manager Infrastructure		Not Progressing	85%	Liaison with CWG group continuing to facilitate development of the transition plan.	30/06/2021	

Protect and preserve our heritage assets



Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
3.5.1	Implement recommendations from Cultural Heritage Plans for heritage listed buildings	3.5.1.1	Commence the Maryborough Outdoor Pool Complex Renewal Project	Manager Infrastructure		In Progress	40%	Tenders called for Design & Construct contract. Only 1 compliant submission received - no contract awarded. Will now be split into separate design and construct components.	30/06/2021	
3.5.2	Seek funding assistance to maintain and preserve heritage assets	3.5.2.1	Repair Worsley Cottage - internal and external wall repairs	Manager Operations		In Progress	10%	Design details around repairs being confirmed.	31/03/2021	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
3.5.2	Seek funding assistance to maintain and preserve heritage assets	3.5.2.2	Design and install new toilets at the Talbot Town Hall.	Manager Infrastructure		In Progress	25%	Design still underway. Status of land (road reserve etc) being investigated.	30/06/2021	
3.5.2	Seek funding assistance to maintain and preserve heritage assets	3.5.2.3	Develop a Cultural Heritage Management Plan for Princes' Park Grandstand Maryborough.	Strategic Planner		In Progress	60%	Community information phase is progressing, staff have held an information session at the Grandstand and relevant stakeholders have been contacted directly. The surveys and design drawings are complete ready to be formulated into the draft.	30/06/2021	
3.5.2	Seek funding assistance to maintain and preserve heritage assets	3.5.2.4	Implement Stage 1 of the Central Goldfields Art Gallery redevelopment	Manager Tourism Events and Culture		In Progress	50%	The development of detailed designs for Phase 1 has been extended to incorporate phases 2 & 3 following the receipt of an additional \$1.2m from RDV. The concepts as developed by Nervegna Reed Architects will be presented to Council for endorsement prior to RFT for construction.	31/12/2020	





Our Organisation


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

Ensure the financial sustainability of Council through efficient and effective delivery of services




Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
4.1.1	Undertake service planning across the organisation to set sustainable service levels that meet community needs	4.1.1.1	Adopt 10 year financial plan based on information from the service plans.	General Manager Corporate Performance		In Progress	20%	Work under way on 10 year financial plan following development of the proposed budget for 2021/22.	30/09/2020	
4.1.4	Develop a fees and charges policy	4.1.4.1	Develop a Revenue and Rating Plan by 30 June 2021 in accordance with section 93 of the Local Government Act 2020.	General Manager Corporate Performance		In Progress	70%	This item is well underway and on track for the 30 June 2021 target	30/06/2021	








Provide effective and accessible community information and opportunities community contributions to policy and program development

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
4.2.1	Implement the Community Engagement Framework	4.2.1.1	Develop the Community Engagement Policy by 1 March 2021 in accordance with section 55 of the Local Government Act 2020.	Manager Community Engagement		Completed	100%	Complete	30/06/2021	
4.2.1	Implement the Community Engagement Framework	4.2.1.2	Investigate Customer Relationship Management (CRM) tools to assist in the management and monitoring of customer interactions and complaint handling	Manager Business Transformation		In Progress	20%	This item has been carried forward from the 2020/21 Capital Works budget for delivery in 2021/22.	30/06/2021	
4.2.1	Implement the Community Engagement Framework	4.2.1.3	Develop a Strategic Communications Plan	Manager Community Engagement		In Progress	20%	Community Engagement Strategy adopted that sets the direction for this plan.	30/10/2020	
4.2.1	Implement the Community Engagement Framework	4.2.1.4	Roll out and embed Customer Service Charter across Council	Manager Business Transformation		In Progress	40%	Customer Service Team Leader has been working with the management team to update and revise the customer charter.	30/06/2021	



Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
4.2.2	Develop a website that is accessible, easy to use and allows all transactions to be conducted online	4.2.2.1	Redesign Council's public website including enhancing the content and accessibility of the platform	Manager Business Transformation		In Progress	40%	Ongoing work to create online forms, creating credit card payment gateway and introducing a new facilities booking module is enabling the community to engage with Council more easily and with greater efficiency. Council have implemented a new community module on the web for use by community groups to provide contact information. Work will continue with estimated completion end of August.	30/06/2021	

Provide leadership in governance and Council decision making

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
4.3.1	Develop and implement a cultural change program to develop a high performing, customer focused organisation	4.3.1.1	Develop Reconciliation Action Plan.	Manager Community Partnerships		In Progress	40%	Workshops have been conducted with the Executive, Managers and Councillors to develop a vision for the RAP.	31/12/2021	
4.3.1	Develop and implement a cultural change program to develop a high performing, customer focused organisation	4.3.1.2	Implement the key recommendations from the 2020 Staff Survey	General Manager Corporate Performance		In Progress	30%	The quick wins identified through the staff workshops have been implemented, and work is yet to be undertaken on the longer term strategic priorities.	30/06/2021	
4.3.1	Develop and implement a cultural change program to develop a high performing, customer focused organisation	4.3.1.3	Implement the new HRIS / Payroll system for Council to ensure efficiency and compliance with legislative requirements.	Manager People and Culture		In Progress	10%	Work continues on system options and functional requirements and budget allocation has carried forward to the 2021-22 proposed budget	31/12/2020	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
4.3.3	Implement recommendations from Internal Audits completed as part of the four year Internal Audit Program	4.3.3.1	Develop a Corporate Governance Framework	Manager Governance Property and Risk		In Progress	70%	Significant work still required, resource constraints currently prevent this.	31/03/2021	
4.3.3	Implement recommendations from Internal Audits completed as part of the four year Internal Audit Program	4.3.3.2	Develop a Risk Management framework including improved practices and reporting systems	Manager Governance Property and Risk		In Progress	20%	Significant work required, resource constraints. Resourcing requested for 21-22 budget but not included in draft budget.	31/12/2020	
4.3.3	Implement recommendations from Internal Audits completed as part of the four year Internal Audit Program	4.3.3.3	Update Council's Business Continuity Plan to include learnings from the COVID-19 Pandemic	Manager Governance Property and Risk		In Progress	20%	No further work undertaken on this due to resource constraints.	31/12/2020	
4.3.4	Prepare for 2020 General Election and implement the Local Government Act 2020	4.3.4.1	Develop the Council Plan by 31 October 2021 in accordance with section 55 of the Local Government Act 2020.	Manager Community Engagement		Not Due To Start	0%		31/10/2021	
4.3.4	Prepare for 2020 General Election and implement the Local Government Act 2020	4.3.4.2	Assist the Victorian Electoral Commission with the delivery of the 2020 local government elections, including coordinating Candidate Information Sessions	Manager Governance Property and Risk		Completed	100%		31/12/2020	
4.3.4	Prepare for 2020 General Election and implement the Local Government Act 2020	4.3.4.3	Coordinate and deliver a comprehensive Councillor Induction training program.	Manager Governance Property and Risk		Completed	100%	Additional work done implementing LGA includes gifts and benefits policy, induction/training and election donations and summaries of interests online. All mandatory induction training delivered and induction declarations signed.	30/06/2021	
4.3.4	Prepare for 2020 General Election and implement the Local Government Act 2020	4.3.4.4	Develop the Governance Rules, Public Transparency Policy and Council Expenses Policy by 1 September 2020 in accordance with sections 60, 57 and 41 of the Local Government Act 2020.	Manager Governance Property and Risk		Completed	100%		30/09/2020	

Ensure the health and wellbeing of our staff

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Findings	Status	Progress	Comments	Due Date	Traffic Lights
4.4.1	Review and update Occupational Health and Safety policies and practices	4.4.1.1	Implement recommendations from the OH&S Internal Audit	Manager Governance Property and Risk		In Progress	20%	Advertised OHS position twice, interviews conducted, no appointment made.	31/12/2020	
4.4.2	Re-establish and support a Health and Wellbeing Committee	4.4.2.2	Reactivate implementing the Workplace Achievement Program	Manager People and Culture		Completed	100%		27/11/2020	



**CENTRAL
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8.6 COUNCILLOR AND MAYORAL ALLOWANCES

Author: General Manager Corporate Performance

Responsible Officer: General Manager Corporate Performance

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

SUMMARY/PURPOSE

The purpose of this report is to seek Council agreement to give notice pursuant to section 223 of the Local Government Act 1989 of its intention to set the annual allowances for Councillors and the Mayor.

Council must set the level of Councillor and Mayoral allowances within a period of six months after a general election or by next 30 June. The level of allowances, as set by Council through the review process will be the base rate for the term of this Council until the first Determination made by the Victorian Independent Remuneration Tribunal. Council must give notice of its intention to set allowances for Councillors and the Mayor pursuant to section 223 of the Local Government Act 1989 (1989 Act).

LEGISLATION AND POLICY CONTEXT

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

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

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

Whilst the Councillor allowance provisions of the 1989 Act were revoked on 6 April 2020, and replaced with section 39 of the Local Government Act 2020, the Victorian Independent Remuneration Tribunal has yet to determine an allowance for Mayors, Deputy Mayors or Councillors.

Despite the repeal of the Councillor allowance provisions under the 1989 Act, section 39(6) of the Local Government Act 2020 provides that the 1989 Act provisions continue to apply in respect of allowances payable to Mayors and Councillors until the first Determination is made by the Remuneration Tribunal.

Accordingly, section 74(1) of the 1989 Act requires that Councils must review and determine the level of the allowances by 30 June 2021 unless the Victorian Independent Remuneration Tribunal determines the allowances beforehand.

BACKGROUND INFORMATION

Councils are designated either a category 1, 2 or 3. The categories are derived by Local Government Victoria from a formula based on an individual Council's population and annual revenue. Central Goldfields Shire Council is a Category 1 Council and allowances paid currently are set at 100% of the uppermost allowance limit within the range for this category:

- Councillors: \$8,833 to \$21,049
- Mayor: up to \$62,884

Allowances are payable in advance at the start of each month. The payments are to compensate Councillors for the duties performed as an elected local government Councillor. Mayoral and Councillor allowances are subject to an additional 9.5% superannuation guarantee.

REPORT

Council may determine to pay less than the uppermost allowance limit applicable under the 1989 Act in advertising its intention to set allowances, or following receipt of submissions under section 223.

The 1989 Act provides a Council must pay a Councillor allowance or a Mayoral allowance in accordance with any review and determination made by Council under section 74.

The 1989 Act further provides a Council does not have to pay an allowance to a Councillor or Mayor who does not want to receive an allowance.

CONSULTATION/COMMUNICATION

The submissions process under section 223 of the 1989 Act continues to apply in the determination of allowances because that section has not been revoked and is presently not intended to be revoked.

Following consideration of public submissions, Council can determine the allowance level for the Mayor and Councillors. The allowances become applicable from the date of the resolution following consideration of any submissions.

FINANCIAL & RESOURCE IMPLICATIONS

Upon the completion of the section 223 process and the setting of the allowances, the amount of the allocation will be confirmed as part of the finalisation of the 2021/22 Annual Budget.

RISK MANAGEMENT

This report addresses Council's strategic risk Financial sustainability - Failure to maintain our long term financial sustainability by clearly setting levels of Councillor and Mayoral Allowances for inclusion in the Long Term Financial Plan.

CONCLUSION

That Council gives notice pursuant to section 223 of the Local Government Act 1989 of its intention to set the annual allowances for Councillors and the Mayor.

ATTACHMENTS

Nil

RECOMMENDATION

That Council

1. *Gives notice pursuant to section 223 of the Local Government Act 1989 of its intention to set the annual allowances for Councillors and the Mayor as follows:*

- *Councillors: \$21,049*
- *Mayor: \$62,884*

with the intention to adjust the above allowances in accordance with any adjustment factor determined by the Minister until such time as the Victorian Independent Remuneration Tribunal has made a determination under the Local Government Act 2020.

2. *Consider all submissions made with respect to the review of Councillor and Mayoral allowances following conclusion of the public submission process.*

8.7 DRAFT REVENUE AND RATING PLAN

Author: Manager Finance

Responsible Officer: General Manager Corporate Performance

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

SUMMARY/PURPOSE

This report provides information on the development of Council's Revenue and Rating Plan 2021-25.

LEGISLATION AND POLICY CONTEXT

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

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

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

BACKGROUND INFORMATION

The new Local Government Act 2020 requires Councils to prepare a Revenue and Rating Plan by 30 June 2021. Council adopted a Rating Strategy in April 2019. This strategy has been updated to include information on all types of revenue raised or received by Council.

REPORT

A Revenue and Rating Plan 2021-25 document has been prepared for consideration and is included as Attachment 1.

Council raises revenue in a number of ways notably;

- Rating
- User Charges
- Grants
- Statutory Fees and Fines

Municipal rates are Council's single biggest income source, representing over 40% of income in the 2021-2022 budget. Council's rating strategy articulates to the community how the total rate revenue to be raised is allocated between individual ratepayers.

With the election of the new Council in 2020, the previously adopted Rating Strategy, which includes a gradual removal of the "Other" rating categories (non-Maryborough), has been paused for further consideration.

The Fair Go Rating System, imposed by the Essential Services Commission, has prescribed a 1.5% cap on increasing rates. This increases the total rating revenue the Council can raise, but this can vary between rating categories, so long as the total does not exceed 1.5%.

Municipal revaluations are conducted under the auspice of the Valuer-General Victoria and are conducted annually. The valuations are used for the rating year commencing 1 July immediately after the revaluation date.

Other forms of revenue include grants (Capital or Operating in nature) and grants have been a strategic focus for Council to maintain or increase the current servicing levels.

User fees and charges are those that Council will charge for the delivery of services and use of community infrastructure.

Statutory fees and fines are those which Council collects under the direction of legislation or other government directives.

CONSULTATION/COMMUNICATION

Consultation and feedback will be invited from the community once the Revenue and Rating Plan 2021-25 has been adopted by Council.

FINANCIAL & RESOURCE IMPLICATIONS

Work on reviewing the rating strategy has been completed in house using existing resources.

RISK MANAGEMENT

This report addresses Council's strategic risk Financial sustainability - Failure to maintain our long term financial sustainability. Any risks in relation to this report have been discussed in the report above.

CONCLUSION

A review of Council's rating and revenue strategy has been completed by Council staff and a Revenue and Rating Plan 2021-25 document has been prepared.

ATTACHMENTS

1. Draft Revenue and Rating Plan 2021-25

RECOMMENDATION

That Council

- 1) *endorses the draft Revenue and Rating Strategy 2021-25 for community feedback; and*
- 2) *receives a report at the June Council Meeting to adopt the final Revenue and Rating Strategy 2021-25.*



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Central Goldfields Shire Council Revenue and Rating Plan 2021-25

May 2021



Central Goldfields Shire Council
Revenue and Rating Plan 2021-25
May 2021

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Purpose

The Local Government Act 2020 requires each council to prepare a Revenue and Rating Plan to cover a minimum period of four years following each Council election. The Revenue and Rating Plan establishes the revenue raising framework within which the Council proposes to work.

The purpose of the Revenue and Rating Plan is to determine the most appropriate and affordable revenue and rating approach for Goldfields Shire Council which in conjunction with other income sources will adequately finance the objectives in the Council Plan.

This plan is an important part of Council's integrated planning framework, all of which is created to help Council achieve its vision of an engaged and responsible community.

Strategies outlined in this plan align with the objectives contained in the Council Plan and will feed into the budgeting and long-term financial planning documents, as well as other strategic planning documents under Council's strategic planning framework.

This plan will explain how Council calculates the revenue needed to fund its activities, and how the funding burden will be apportioned between ratepayers and other users of Council facilities and services.

The plan sets out decisions that Council has made in relation to rating options available to it under the Local Government Act 2020 to ensure the fair and equitable distribution of rates across property owners. It will also set out principles that are used in decision making for other revenue sources such as fees and charges.

It is also important to note that this plan does not set revenue targets for Council. Instead, it outlines the strategic framework and decisions that inform how Council will go about calculating and collecting its revenue.

Introduction

Council provides a range of services and facilities to our local community, and in doing so, must collect revenue to cover the cost of providing these services and facilities.

Council's revenue sources include:

- Rates and Charges
- Waste and garbage charges
- Grants from other levels of Government
- Statutory Fees and Fines
- User Fees
- Cash and non-cash contributions from other parties (ie developers, community groups)
- Interest from investments
- Sale of Assets

Property rates (rates) are Council's single biggest income source, representing 42.2% of income in the 2021-2022 budget. Council's revenue and rating plan articulates to the community how the total rate revenue to be raised is allocated between individual ratepayers.

The introduction of rate capping under the Victorian Government's Fair Go Rates System (FGRS) has brought a renewed focus to Council's long-term financial sustainability. The FGRS continues to restrict Council's ability to raise revenue above the rate cap unless application is made to the Essential Services Commission for a variation. Maintaining service delivery levels and investing in the renewal of community assets remain key priorities for Council. This plan will address Council's reliance on rate income and provide options to actively reduce that reliance.

Council provides a wide range of services to the community, often for a fee or charge. The nature of these fees and charges generally depends on whether they relate to statutory or discretionary services. Some of these, such as statutory planning fees are set by State Government statute and are commonly known as regulatory fees. In these cases, councils usually have no control over service pricing. However, in relation to other services, Council can set a fee or charge and will set that fee based on the principles outlined in this Revenue and Rating Plan.

Any changes to the rating system is a financial nil sum exercise for Council, in that the total revenue raised by Council remains the same. What any changes to the rating system does do is alters the amount that each individual property contributes in rates. In essence, any changes made that provides a reduction in rates paid by one group of ratepayers must be offset by increases in the rates paid by other groups of ratepayers.

Rating legislation

The legislative framework set out in the Local Government Act 1989 determines Council's ability to develop a rating system. The framework provides significant flexibility for Council to tailor a system that suits its needs.

Section 155 of the Local Government Act 1989 provides that a Council may declare the following rates and charges on rateable land:

- General rates under Section 158
- Municipal charges under Section 159
- Service rates and charges under Section 162
- Special rates and charges under Section 163

The recommended strategy in relation to municipal charges, service rates and charges and special rates and charges are discussed later in this document.

In raising Council rates, Council is required to primarily use the valuation of the rateable property to levy rates. Section 157 (1) of the Local Government Act 1989 provides Council with three choices in terms of which valuation base to utilise. They are: Site Valuation, Capital Improved Valuation (CIV) and Net Annual Value (NAV).

The advantages and disadvantages of the respective valuation basis are discussed further in this document. Whilst this document outlines Council's strategy regarding rates revenue, rates data will be contained in the Council's Annual Budget as required by the Local Government Act 2020.

Section 94(2) of the Local Government Act 2020 states that Council must adopt a budget by 30 June each year (or at another time fixed by the Minister) to include:

- a) the total amount that the Council intends to raise by rates and charges.
- b) a statement as to whether the rates will be raised by the application of a uniform rate or a differential rate.

- c) a description of any fixed component of the rates, if applicable.
- d) if the Council proposes to declare a uniform rate, the matters specified in section 160 of the Local Government Act 1989.
- e) if the Council proposes to declare a differential rate for any land, the matters specified in section 161(2) of the Local Government Act 1989.

Section 94(3) of the Local Government Act 2020 also states that Council must ensure that, if applicable, the budget also contains a statement –

- a) that the Council intends to apply for a special order to increase the Council’s average rate cap for the financial year or any other financial year; or
- b) that the Council has made an application to the ESC for a special order and is waiting for the outcome of the application; or
- c) that a special Order has been made in respect of the Council and specifying the average rate cap that applies for the financial year or any other financial year.

This plan outlines the principles and strategic framework that Council will utilise in calculating and distributing the rating burden to property owners, however, the quantum of rate revenue and rating differential amounts will be determined in the annual Central Goldfields Shire Council budget.

In 2019 the Victorian State Government conducted a Local Government Rating System Review. The Local Government Rating System Review Panel presented their final report and list of recommendations to the Victorian Government in March 2020. The Victorian Government subsequently published a response to the recommendations of the Panel’s report. However, at the time of publication the recommended changes have not yet been implemented, and timelines to make these changes have not been announced.



Rating Framework

What are rates?

Rates are property taxes that allow Council to raise revenue to fund essential public services to cater to their municipal population. Importantly, it is a taxation system that includes flexibility for councils to utilise different tools in its rating structure to accommodate issues of equity and to ensure fairness in rating for all ratepayers.

Council has established a rating structure comprised of three key elements. These are:

- General Rates – Based on property values (using the Capital Improved Valuation methodology), which are indicative of capacity to pay and form the central basis of rating under the Local Government Act 1989;
- Service Charges - A 'user pays' component for council services to reflect benefits provided by Council to ratepayers who benefit from a service; and
- Municipal Charge - A 'fixed rate' portion per property to cover some of the administrative costs of Council.

Striking a proper balance between these elements will help to improve equity in the distribution of the rate burden across residents.

Council makes a further distinction when applying general rates by applying rating differentials based on the purpose for which the property is used. That is, whether the property is used for residential, commercial, or farming purposes. This distinction is based on the concept that different property categories should pay a fair and equitable contribution, considering the benefits those properties derive from the local community.

Central Goldfields Shire Councils rating structure comprises five categories of rates (residential, rural residential, vacant, commercial, and farmland) and currently applies three additional "other" differentials to residential, commercial and vacant land. These rates are structured in accordance with the requirements of Section 161 'Differential Rates' of the Local Government Act 1989, and the Ministerial Guidelines for Differential Rating 2013. The differential rates are discussed in more details later in this document.

Council also levies a municipal charge. The municipal charge is a minimum rate per property and declared for the purpose of covering some of the administrative costs of Council. In applying the municipal charge, Council ensures that each rateable property in the municipality makes a contribution.

The formula for calculating General Rates, excluding any additional charges, arrears or additional supplementary rates is:

- Valuation (Capital Improved Value) x Rate in the Dollar (Differential Rate Type)

The rate in the dollar for each rating differential category is included in Council's annual budget.

Rates and charges are an important source of revenue, accounting for over 40% of operating revenue received by Council. The collection of rates is an important factor in funding Council services.

Planning for future rate increases is therefore an essential component of the long-term financial planning process and plays a significant role in funding both additional service delivery and the increasing costs related to providing Council services.

Council is aware of the balance between rate revenue (as an important income source) and community sensitivity to rate increases. With the introduction of the State Government's Fair Go Rates System, all rate increases are capped to a rate declared by the Minister for Local Government, which is announced in December for the following financial year.

Council currently utilises a service charge to fully recover the cost of Council's waste services and provide for future landfill rehabilitation costs. The waste management service charge is not capped under the Fair Go Rates System, and Council will need to ensure that revenue from this charge is applied to appropriate costs associated with providing the service.

Council's revenue and rating plan considers the fair and equitable share of rates to be paid by the owner of each type of property (residential, farm, commercial, industrial and vacant land).

Property valuations

Under Section 11 of the Valuation of Land Act 1960, Council is required, for rating purposes, to undertake a general revaluation of rateable land as at 1 January in each calendar year. This revaluation will then be used to calculate the rates for the financial year commencing on 1 July of that year.

Revaluations result in varying levels of valuation movements across the municipality, which sometimes result in major shifts in the rate burden and significant movement in rates for individual properties.

There is a common misconception that as property values increase, Council receives a 'windfall gain' of additional revenue. This is not so as the revaluation process simply results in a redistribution of the rate burden across all properties in the municipality.

Total income from rates is determined by the Council, during the budget process and is governed by the State Government's Fair Go Rates System. In order to generate the same amount of rate revenue, in simple terms, as property values increase, the rate in the dollar decreases.

Revenue and rating principles

The Local Government Victoria Revenue and Rating Strategy Better Practice Guide sets out the following seven revenue and rating principles.

Wealth tax principle

Wealth can be defined as the total value reflected in property and investments and income directed to day-to-day living. Local government is limited to taxing one component of wealth – real property. Council rates tax the stored "wealth" or unrealised capital gains inherent in land and buildings.

The "wealth tax" principle implies that the rates paid are dependent upon the value of a ratepayer's real property and have no correlation to the individual ratepayer's consumption of services or the perceived benefits derived by individual ratepayers from the expenditures funded from rates.

One issue associated with the application of the wealth tax principle to property rating is that it takes no account of an individual ratepayer's net financial equity in a property. Thus the owner of a house with a valuation of \$300,000 and a \$240,000 mortgage on that property pays the same rates as the

owner of a house with a valuation of \$300,000 with no mortgage, despite only having 20% of the net equity (wealth) in that property.

This is an inherent shortcoming of the property rating system, in that it taxes the gross “wealth” embedded in a property, even when the bulk of that “wealth” may not be owned by the property owner (ie the majority of the “wealth” is owned by the mortgagee, which in most cases is a bank). In effect, property rates are a tax on controlled wealth, as opposed to wealth measured by financial equity in a property.



Equity

Equity is a subjective concept that is difficult to define. What is considered fair for one person may be considered unfair for another. There are two main equity concepts used to guide the development of rating strategies (and taxation more generally):

Horizontal equity – ratepayers in similar situations should pay similar amounts (ensured mainly by accurate property valuations, undertaken in a consistent manner, their classification into homogenous property classes and the right of appeal against valuation).

Vertical equity – those who are better off should pay more than those worse off (this rationale applies for the use of progressive and proportional income taxation. It implies a “relativity” dimension to the fairness of the tax burden).

Rates are essentially a wealth tax, determined on the value of property. A pure “wealth tax” approach implies that the rates paid relate directly to the value of a ratepayer’s real property. The tests of horizontal and vertical equity are solely based on a property’s value. There is frequent debate surrounding the characteristics of property owners that may impinge on the application of an equity principle. The three main ways in which positions can vary are:

- the benefit or user pays principle – some ratepayers have easier access to, make more use of, or benefit more from the Council services paid for by rates
- the capacity to pay principle – some ratepayers have more ability to pay rates than do others with similarly valued properties
- the incentive or encouragement principle – some ratepayers may be doing more towards achieving Council goals than others (for example, in areas such as employment creation and environmental or heritage protection).

Concepts such as “user pays” and “capacity to pay” often conflict. Depending on your viewpoint the equitable outcome may be the one where individuals pay more, or less, or exactly in proportion to, their level of consumption of services.



Efficiency

Economic efficiency is measured by the extent to which production and consumption decisions by people are affected by a tax. Setting aside taxes explicitly intended to change behaviour (such as high taxes on cigarettes), a perfectly efficient tax would be one, which did not distort behaviour. Of course, there is no such tax – all taxes affect behaviour to some extent. However, economic efficiency in revenue collection is maximised when the degree of this distortion is minimised.

Price is the major mechanism through which taxation efficiency may be achieved and for services where users are price sensitive, direct charging can influence demand and thus lead to greater efficiency. Conversely, the funding of services through rates (or via subsidies from other services) may result in an inflated demand for services and additional costs for Councils to meet this demand. As a result, a mix of user charges and rates revenue funds a variety of Council services.

The efficiency of a tax is also related to the cost of administration. Administration costs include the issuing of assessments, collection of rates (including maintaining and improving collection systems), monitoring outcomes, educating and informing ratepayers, and enforcement and debt recovery.



Simplicity

The taxation principle of simplicity revolves around how easily a system can be understood by the public, and in particular ratepayers. This can conflict with the principles of equity and efficiency.

A simple rating scheme would have a limited number of rating classifications, even using a uniform rate. Other features of a simple rating scheme may be practicality and ease of administration. Rates in general are quite simple to administer in that they rely on a clear information source (property values) and they place a levy on something that is impossible to conceal (land). Public understanding is another consideration for a Council in striving for simplicity. A simple system should be easier for the public to understand as should the explanation of it by a Council.

The efficacy of using rates to provide incentive or encouragement for ratepayers to act in a certain way to achieve corporate goals (e.g. environmental) should be evaluated critically against other approaches in terms of likely effectiveness.

Benefit principle

A popular complaint levelled at Councils is that “the rates I pay have no correlation with the services I consume or the benefits I receive”. This argument is based on the benefit principle (the opposite of the wealth tax principle) that argues there should be a clear nexus between consumption/benefit and the rate burden. A user pays system is closely reflective of the benefit principle.

Application of the benefit principle to rates is difficult in practice because of the impossibility of measuring the relative levels of access and consumption across the full range of Council services.

While it might be quite obvious that certain geographic areas may not get access to specific services, for example street lighting, it is the level of benefit across the full range of rates-funded services that is important in determining the amount of rates that should be paid. This exercise is not clear cut – for example, it might be argued that rural ratepayers derive less benefit from library services than their town counterparts but the reverse argument can apply to the costs of repairing gravel roads in rural areas which are predominantly used by rural ratepayers.

In some ways the arguing of the benefit principle with respect to Council rates is like trying to do the same for Commonwealth income tax that is used to fund a wide range of universally accessed services.

The benefits received principle applies to many tax systems, for example stamp duty paid on the purchase of a motor vehicle. However, it is difficult to rationalise a relationship between rates paid and services provided by local government. It is even more tenuous when attempting to draw a relationship with rates against services actually used by ratepayers, of which there is little research or evidence to support a proportional connection.

The analysis of benefit is often reduced to arguments of what services are consumed by town v. country, businesses v. residences and between different towns and suburbs. Such a simplistic determination of rates based on where services are located ignores the facts that:

- many services are not location specific
- access is not synonymous with consumption
- residents can travel or use technology to access some services
- more significantly, services provided in different locations within a municipality have different costs. For example, the actual cost of providing the same or a lesser level of service to a more remote or less central location may be higher due to dis-economies of scale or logistical reasons. Home care and waste collection are two examples where the cost of providing the same service is higher in rural areas than within Maryborough.



Capacity to pay

The capacity to pay principle stands in contrast to the benefits received principle. Its measurability may be either determined by wealth or income. In the case of local government rating, it is determined on the value of property which reflects wealth, rather than the actual income of the ratepayer. It is acknowledged that over the lifetime of a taxpayer, the relativity between income and wealth may vary significantly.

Councils may decide that capacity to pay is fundamentally reflected by property value or that the application of the wealth tax and benefit principles should be moderated for groups of ratepayers because of capacity to pay considerations.

As rates are levied on unrealised wealth in the form of property, their nexus with ratepayers' capacity to pay may be tenuous – ratepayers may be “asset rich” but “cash poor” or vice versa.

It is an inherent restriction of property taxation that it does not recognise the situation where ratepayers are “asset rich” and “cash poor”. In these cases, ratepayers may be assessed as having considerable wealth reflected in the property that they own, but have a low level of cash income. Examples may include pensioners, businesses facing cyclical downturn, households with large families, single parent families, property owners with little equity in their property and farmers dealing with climate variability.

The use of differential rating categories is a blunt tool that is available to Councils in order to attempt to address the capacity to pay issue to some degree.

Diversity

There is no way of getting around the fact that despite the “likeness” of members of property classes, there will also be considerable diversity within each class. There is considerable diversity in the economic circumstances of households related to household income, the number of breadwinners and members, expenditure patterns and debt levels.

Similarly, enormous business diversity exists – businesses range from small businesses with owner operators and few employees to corporations employing many thousands of people. They may take a variety of forms – sole operators, companies, partnerships, cooperatives and trusts. Production may cover a diverse range of goods and services for local, national or overseas markets. They may vary considerably in terms of turnover, net worth, profitability and gearing – just to name a few characteristics. Businesses may be “price takers” with little market power or “price makers” operating in oligopolistic markets.

The taxation effect of property rates for income tax purposes is another point of diversity that challenges the equity principles of property rating. Businesses that occupy commercial, industrial or farm properties are able to claim property rates as an income tax expense. This allows businesses to pay property rates in after-tax dollars, as opposed to private non-business people who have to pay property rates in pre-tax dollars. There is a line of thought that incorporating the income taxation effect of property rates into the setting of differential rating category relativities would improve the overall equity of property rating systems.

Council rate setting for different groups may need to have regard to the general capacity of those classes of property to pay rates. There are practical limits to the extent that classes may be differentiated because of impacts on efficiency and simplicity – and the broader a property class, the more general are the assumptions about capacity to pay. Clearly, there is an issue of how well the

assumptions made about a large class of ratepayers accurately reflect the circumstances of most of its members.

The rating challenge for Council therefore is to determine the appropriate balancing of competing considerations.

Rates and Charges Revenue Principles:

Property rates will:

- be reviewed annually;
- not change dramatically from one year to next; and
- be sufficient to fund current expenditure commitments and deliverables outlined in the Council Plan, Financial Plan and Asset Plan.

Differential rating should be applied as equitably as is practical and will comply with the Ministerial Guidelines for Differential Rating 2013.

Why review the rating strategy?

The Local Government Act 2020 requires that Councils review their rating strategy after every Council election. Council's previous rating strategy was adopted in April 2019.

Determining which valuation base to use

Under the Local Government Act 1989, Council has three options as to the valuation base it elects to use. They are:

- Capital Improved Value (CIV) – Value of land and improvements upon the land.
- Site Value (SV) – Value of land only.
- Net Annual Value (NAV) – Rental valuation based on CIV.

For residential and farm properties, NAV is calculated at 5 per cent of the Capital Improved Value. For commercial and industrial properties, NAV is calculated as the greater of the estimated annual rental value or 5 per cent of the CIV.

Capital Improved Value (CIV)

Capital Improved Value is the most commonly used valuation base by local government with over 90% of Victorian councils applying this methodology. Based on the value of both land and all improvements on the land, it is generally easily understood by ratepayers as it equates to the market value of the property.

Section 161 of the Local Government Act 1989 provides that a Council may raise any general rates by the application of a differential rate if –

- a) It uses the capital improved value system of valuing land; and
- b) It considers that a differential rate will contribute to the equitable and efficient carrying out of its functions.

Where a council does not utilise CIV, it may only apply limited differential rates in relation to farm land, urban farm land or residential use land.

Advantages of using CIV

- CIV includes all property improvements, and hence is often supported on the basis that it more closely reflects “capacity to pay”. The CIV rating method takes into account the full development value of the property, and hence better meets the equity criteria than Site Value or NAV.
- With the increased frequency of valuations (previously two year intervals, now annual intervals) the market values are more predictable and has reduced the level of objections resulting from valuations.
- The concept of the market value of property is more easily understood with CIV rather than NAV or Site Value.
- Most councils in Victoria have now adopted CIV which makes it easier to compare relative movements in rates and valuations across councils.
- The use of CIV allows council to apply differential rates which greatly adds to council’s ability to equitably distribute the rating burden based on ability to afford council rates. CIV allows council to apply higher rating differentials to the commercial and industrial sector that offset residential rates.

Disadvantages of using CIV

- The main disadvantage with CIV is the fact that rates are based on the total property value which may not necessarily reflect the income level of the property owner as with pensioners and low-income earners.

Site value (SV)

There are currently no Victorian councils that use this valuation base. With valuations based simply on the valuation of land and with only very limited ability to apply differential rates, the implementation of Site Value would cause a shift in rate burden from the commercial sectors onto the residential sector and would hinder Council’s objective of a fair and equitable rating system.

There would be further rating movements away from modern townhouse style developments on relatively small land parcels to older established homes on quarter acre residential blocks. In many ways, it is difficult to see an equity argument being served by the implementation of site valuation in Central Goldfields Shire.

Advantages of Site Value

- There is a perception that under site value, a uniform rate would promote development of land, particularly commercial and industrial developments. There is, however, little evidence to prove that this is the case.

Disadvantages of using Site Value.

- Under SV, there will be a significant shift from the commercial sector onto the residential sector of the Shire. The percentage increases in many cases would be in the extreme range.
- SV is a major burden on property owners that have large areas of land. Some of these owners may have much smaller/older dwellings compared to those who have smaller land areas but well-developed dwellings - but will pay more in rates. A typical example is flats, units, or townhouses which will all pay low rates compared to traditional housing styles.
- The use of SV can place pressure on Council to give concessions to categories of landowners on whom the rating burden is seen to fall disproportionately (eg. Farm land and residential use properties). Large landowners, such as farmers for example, are disadvantaged using site value.

- SV will reduce Council's rating flexibility and options to deal with any rating inequities due to the removal of the ability to levy differential rates.
- The community may have greater difficulty in understanding the SV valuation on their rate notices, as indicated by many inquiries from ratepayers on this issue handled by council's customer service and property revenue staff each year.

Net annual value (NAV)

NAV, in concept, represents the annual rental value of a property. However, in practice, NAV is loosely linked to capital improved value for residential and farm properties. Valuers derive the NAV directly as 5 per cent of CIV.

In contrast to the treatment of residential and farm properties, NAV for commercial and industrial properties are assessed with regard to actual market rental. This differing treatment of commercial versus residential and farm properties has led to some suggestions that all properties should be valued on a rental basis.

Overall, the use of NAV is not largely supported. For residential and farm ratepayers, actual rental values pose some problems. The artificial rental estimate used may not represent actual market value, and means the base is the same as CIV but is harder to understand.

Recommended valuation base

In choosing a valuation base, councils must decide on whether they wish to adopt a differential rating system (different rates in the dollar for different property categories) or a uniform rating system (same rate in the dollar). If a council was to choose the former, under the Local Government Act 1989 it must adopt either of the CIV or NAV methods of rating.

Central Goldfields Council applies Capital Improved Value (CIV) to all properties within the municipality to take into account the fully developed value of the property. This basis of valuation takes into account the total market value of the land plus buildings and other improvements.

Differential rating allows (under the CIV method) Council to shift part of the rate burden from some groups of ratepayers to others, through different "rates in the dollar" for each class of property.

Section 161(1) of the Local Government Act 1989 outlines the requirements relating to differential rates, which include:

- a) A Council may raise any general rates by the application of a differential rate, if Council considers that the differential rate will contribute to the equitable and efficient carrying out of its functions.
- b) If a Council declares a differential rate for any land, the Council must specify the objectives of the differential rate, which must be consistent with the equitable and efficient carrying out of the Councils functions and must include the following:
 - i. A definition of the types or classes of land which are subject to the rate and a statement of the reasons for the use and level of that rate.
 - ii. An identification of the type or classes of land which are subject to the rate in respect of the uses, geographic location (other than location on the basis of whether or not the land is within a specific ward in Council's district).
 - iii. Specify the characteristics of the land, which are the criteria for declaring the differential rate.

Once the Council has declared a differential rate for any land, the Council must:

- a) Specify the objectives of the differential rates;
- b) Specify the characteristics of the land which are the criteria for declaring the differential rate.

The purpose is to ensure that Council has a sound basis on which to develop the various charging features when determining its revenue strategies and ensure that these are consistent with the provisions of the Local Government Act 1989.

The general objectives of each of the differential rates are to ensure that all rateable land makes an equitable financial contribution to the cost of carrying out the functions of Council. There is no limit on the number or types of differential rates that can be levied, but the highest differential rate can be no more than four times the lowest differential rate.

Property Valuations

The Valuation of Land Act 1960 is the principle legislation in determining property valuations. Under the Valuation of Land Act 1960, the Victorian Valuer-General conducts property valuations on an annual basis. Central Goldfields Shire Council applies a Capital Improved Value (CIV) to all properties within the municipality to take into account the full development value of the property. This basis of valuation takes into account the total market value of the land including buildings and other improvements.

The value of land is always derived by the principal of valuing land for its highest and best use at the relevant time of valuation.

Council needs to be mindful of the impacts of revaluations on the various property types in implementing the differential rating strategy outlined in the previous section to ensure that rises and falls in Council rates remain affordable and that rating 'shocks' are mitigated to some degree.

Supplementary Valuations

Supplementary valuations are carried out for a variety of reasons including rezoning, subdivisions, amalgamations, renovations, new constructions, extensions, occupancy changes and corrections. The Victorian Valuer-General is tasked with undertaking supplementary valuations and advises Council on a monthly basis of valuation and Australian Valuation Property Classification Code (AVPCC) changes.

Supplementary valuations bring the value of the affected property into line with the general valuation of other properties within the municipality. Objections to supplementary valuations can be lodged in accordance with Part 3 of the Valuation of Land Act 1960. Any objections must be lodged with Council within two months of the issue of the supplementary rate notice.

Objections to property valuations

Part 3 of the Valuation of Land Act 1960 provides that a property owner may lodge an objection against the valuation of a property or the Australian Valuation Property Classification Code (AVPCC) within two months of the issue of the original or amended (supplementary) Rates and Valuation

Charges Notice (Rates Notice), or within four months if the notice was not originally issued to the occupier of the land.

A property owner must lodge their objection to the valuation or the AVPCC in writing to Council. Property owners also can object to the site valuations on receipt of their Land Tax Assessment. Property owners can appeal their land valuation within two months of receipt of their Council Rate Notice (via Council) or within two months of receipt of their Land Tax Assessment (via the State Revenue Office)

Where did we start?

Council believes each differential rate will contribute to the equitable and efficient carrying out of council functions. Details of the objectives of each differential rate, the classes of land which are subject to each differential rate and the uses of each differential rate are set out below.

Council's rating strategy currently has five different land categories but eight differential rating categories as follows:

- Residential - Maryborough
- Residential - Other
- Vacant Land - Maryborough
- Vacant Land - Other
- Commercial - Maryborough
- Commercial - Other
- Industrial
- Farm



Council also levies a municipal charge per property (noting that single farm enterprises are entitled to an exemption for all but one of the municipal charges levied on that single farm enterprise). The municipal charge in 2021-2022 was budgeted to generate 13% of the total revenue raised from property rates (17.7% in 2018-2019, and 15% in 2019-2020 and 13% in 2020-21). Council has 1,043 properties rated as farms and they pay 462 municipal charges.

The eight current differentials

Council's current eight differential rating categories are defined as follows:

Residential - Maryborough

Meaning that rateable land which has an occupiable dwelling able to be issued with a certificate of occupancy, is used solely for residential purposes and is situated within the Maryborough District boundary. To ensure an equitable contribution towards the total rate income, having regard to the location, use and services available to the land by proximity to the major service centre.

Residential - Other

Meaning that rateable land which has an occupiable dwelling able to be issued with a certificate of occupancy, is used solely for residential purposes, and is situated outside the Maryborough District boundary. To ensure an equitable contribution towards the total rate income, having regard to the location, use and services available to the land where the infrastructure cost and service provision has been affected by reason of its distance from the major service centre - Maryborough.

Vacant Land - Maryborough

Meaning that rateable land where no occupiable dwelling is erected (an occupiable dwelling has a Certificate of Occupancy issued), and is situated within the Maryborough District boundary. To ensure an equitable contribution towards the total rate income and encourage the development of vacant land within the Maryborough District boundary.



Vacant Land - Other

Meaning that rateable land where no occupiable dwelling is erected (an occupiable dwelling has a Certificate of Occupancy issued) and is situated outside the Maryborough District boundary. To ensure an equitable contribution towards the total rate income and encourage the development of vacant land outside the Maryborough District boundary.

Commercial - Maryborough

Meaning that rateable land which is used solely for commercial purposes and is situated within the Maryborough District boundary. To ensure an equitable contribution towards the total rate income which recognises the objective of maintaining an environment which is beneficial to the continuing operation of these properties, as well as the use and services available to the land.

Commercial - Other

Meaning that rateable land which is used solely for commercial purposes and is situated outside the Maryborough District boundary. To ensure an equitable contribution towards the total rate income, which recognises the objective of maintaining an environment which is beneficial to the continuing operation of these properties where the cost of infrastructure and commercial opportunity differ from Maryborough Commercial, as well as the use and services available to the land.

Industrial



Meaning that rateable land which is used solely for industrial purposes. To ensure an equitable contribution towards the total rate income which recognises the objective of maintaining an environment which is beneficial to the continuing operation of these properties, reflects the cost of infrastructure and encourages development.

The difference between commercial and industrial land is mainly one of use. In general, commercial areas are used for trading goods and services while industrial areas serve as sites of production. Commercial areas are most valuable when they receive heavy traffic from potential customers.

Farm

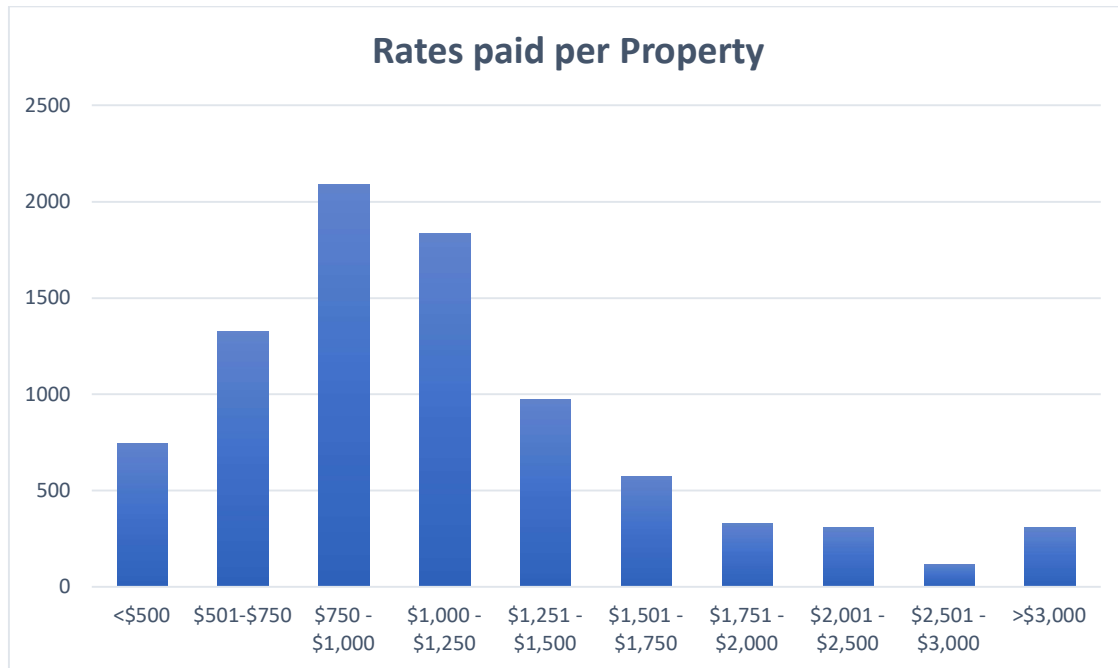
Meaning that rateable land, in aggregate, which is not less than 16 hectares (40 acres) in area and which is used primarily for carrying on one or more of the following businesses or industries:

Grazing (including agistment) dairying, pig farming, poultry, farming, fish farming, tree farming, bee-keeping, viticulture, horticulture, fruit growing or the growing of crops of any kind.

To ensure an equitable contribution towards the total rate income commensurate with the nature of the land the capital improved value of which has been affected by reason of its abnormally large area and the use to which it is put in comparison to the general land size of the majority of rateable properties within the municipal district.

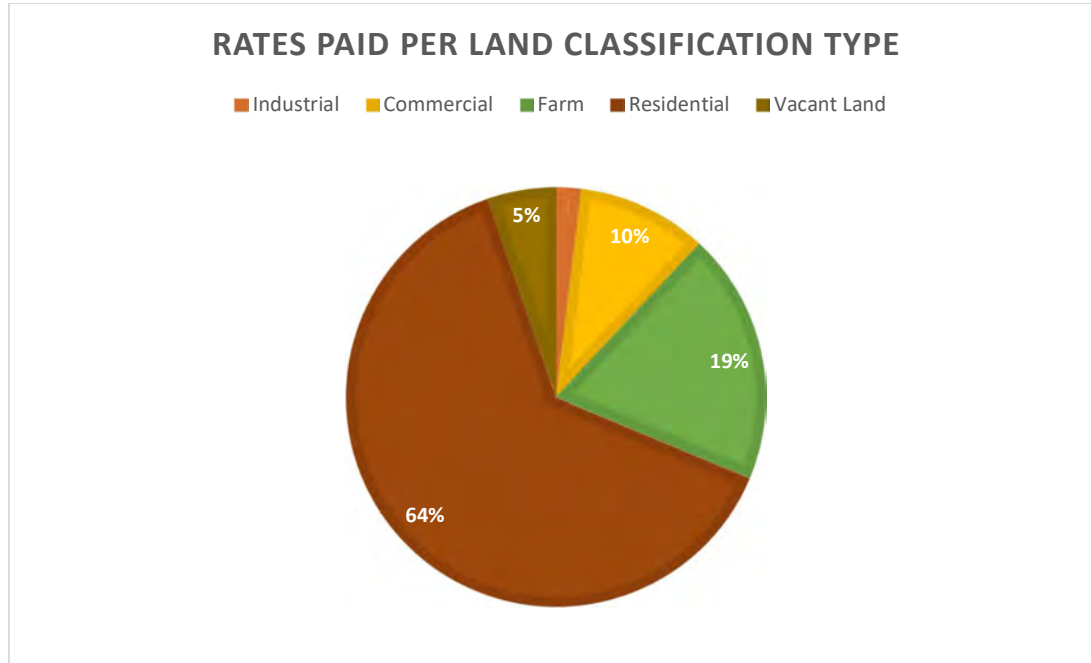
Rates per assessment

The following table (2021 valuation data) shows that 7,872 or 91.5% of properties pay less than \$2,000 per year (\$38.46 per week) in rates. The remaining 8.6% of properties paying more than \$2,000 per year account for 28.2% of Council's total rate revenue.



Rate revenue by land classification type

Currently residential properties contribute almost two thirds of Council's rate revenue, with farm properties contributing 19%, commercial properties 10% and industrial and vacant land contributing the remaining 7% of rate revenue.



Current Capital Improved Valuations

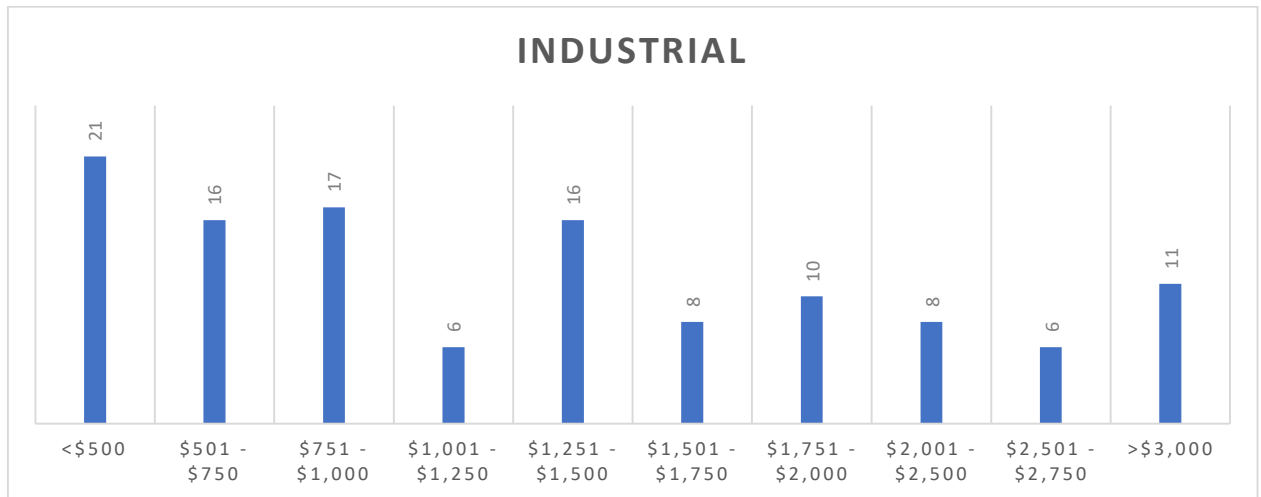
The CIV of each property at the 25th, 50th (median), and 75th is as follows:

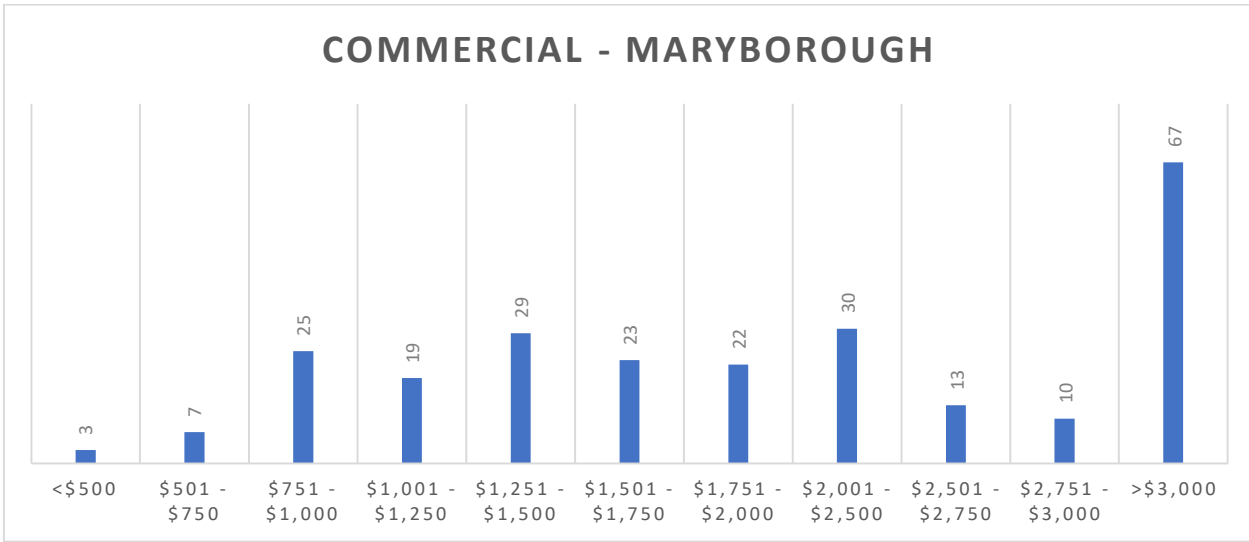
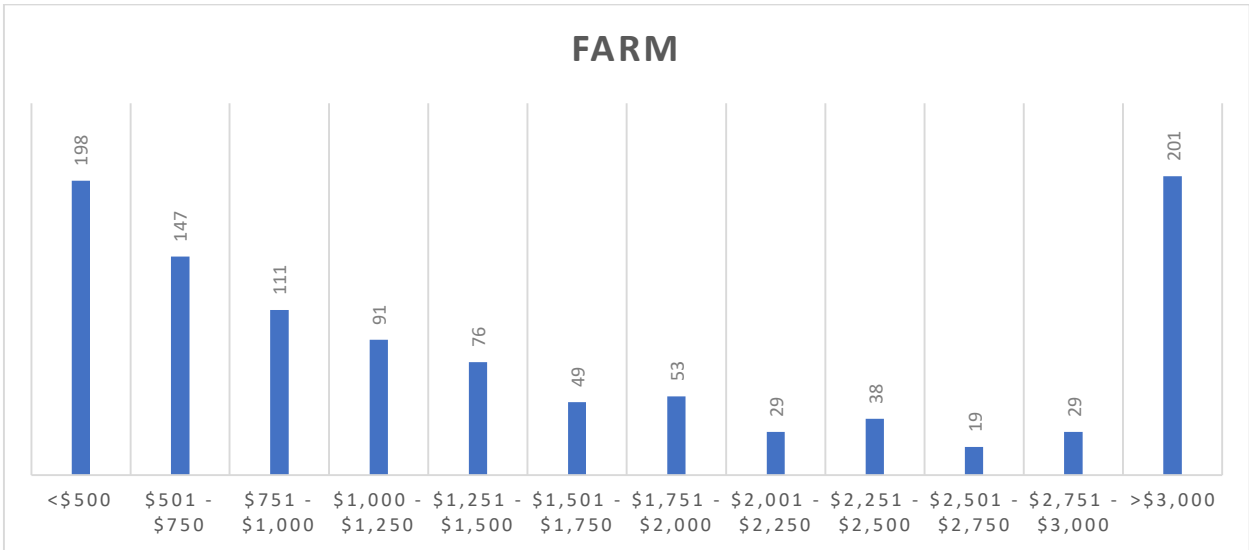
Differential Category	25% Percentile Valuation	50% Percentile Valuation	75% Percentile Valuation
Residential - Maryborough	175,000.00	215,000.00	265,000.00
Residential - Other	185,000.00	250,000.00	320,000.00
Vacant Land - Maryborough	74,500.00	85,000.00	127,500.00
Vacant Land - Other	52,000.00	80,000.00	110,000.00
Commercial - Maryborough	165,000.00	260,000.00	400,000.00
Commercial - Other	112,500.00	200,000.00	280,000.00
All Industrial	125,000.00	200,000.00	340,000.00
Farm	155,000.00	310,000.00	630,000.00



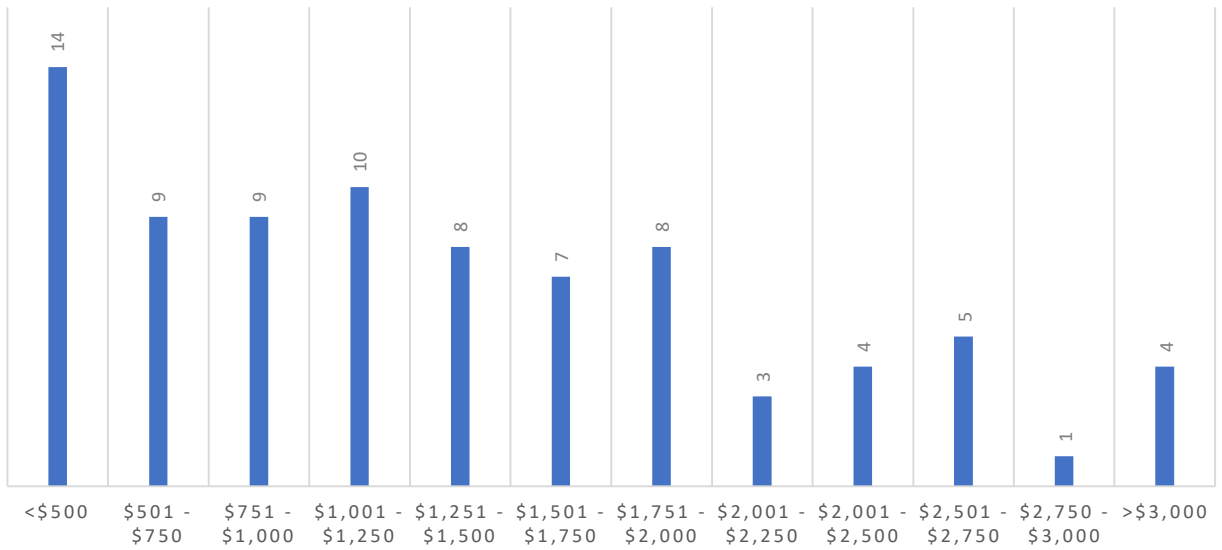
Annual rates paid for each differential

The following graphs show the annual rates paid in bands for each of the eight current differential rates showing the number of properties per band.

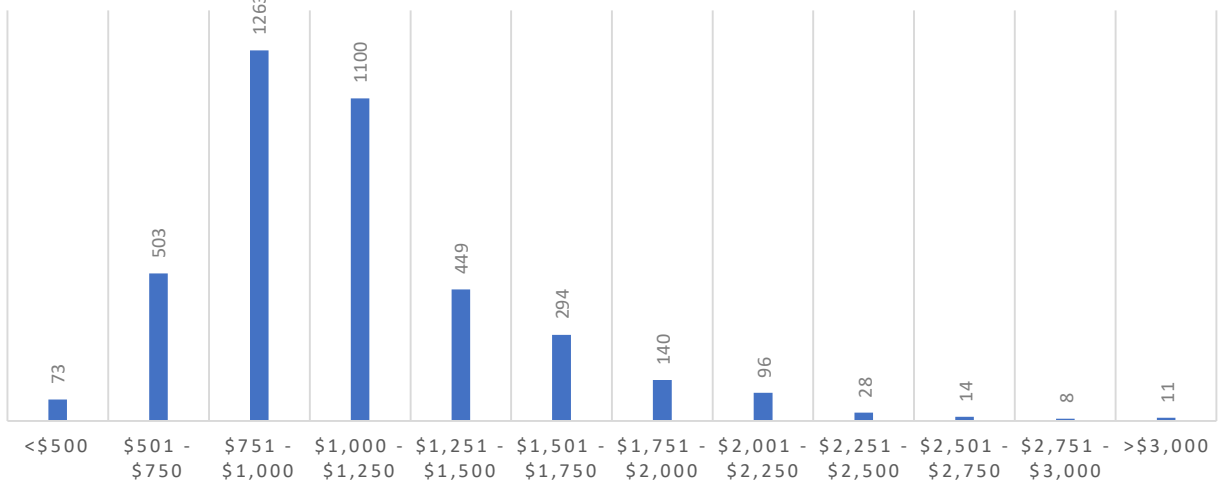


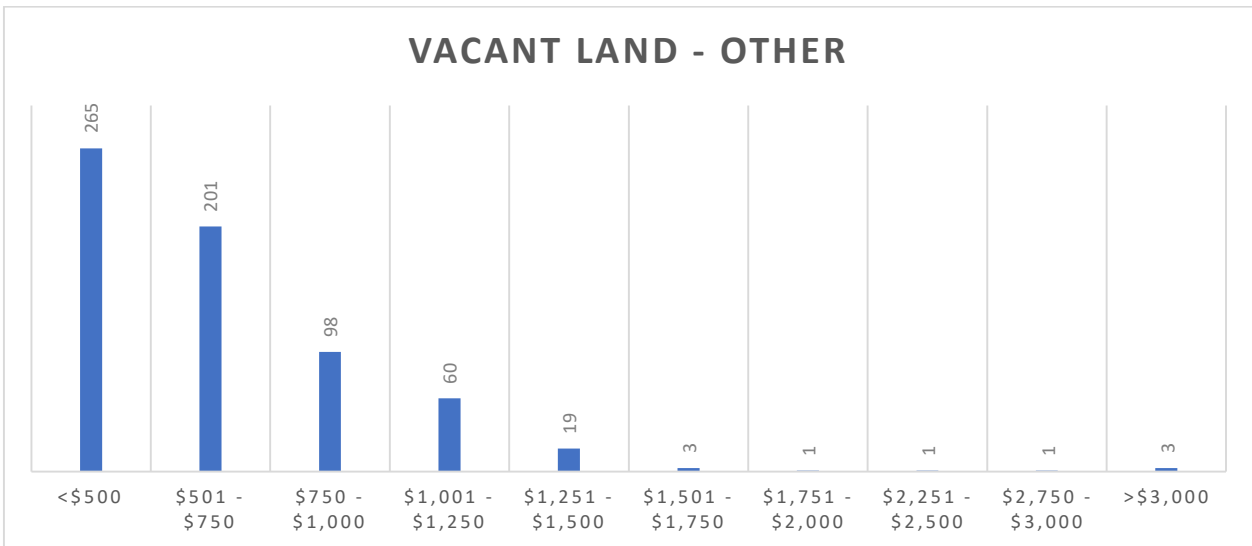
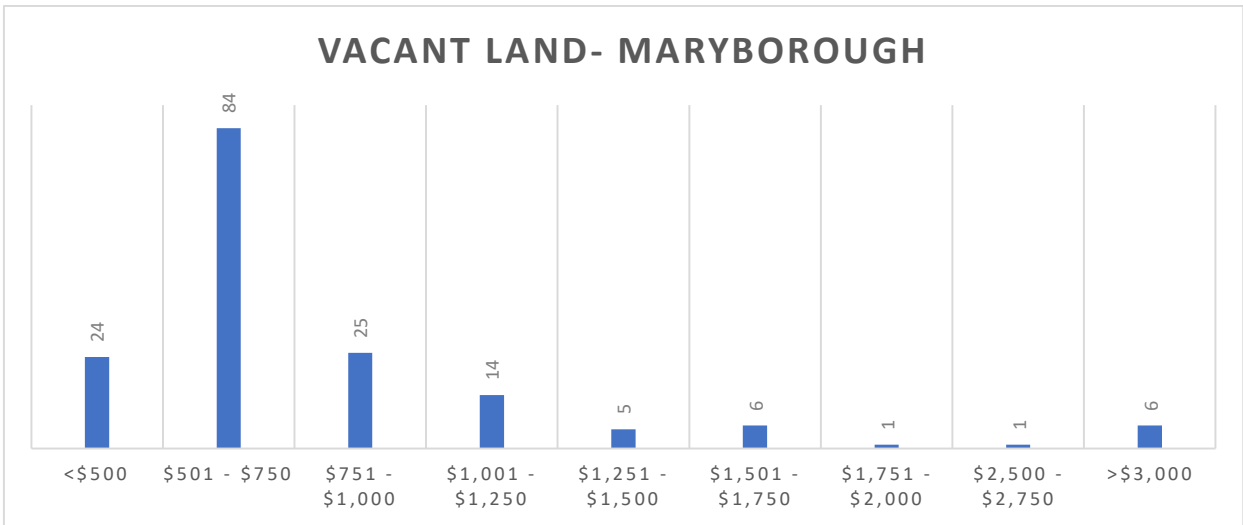
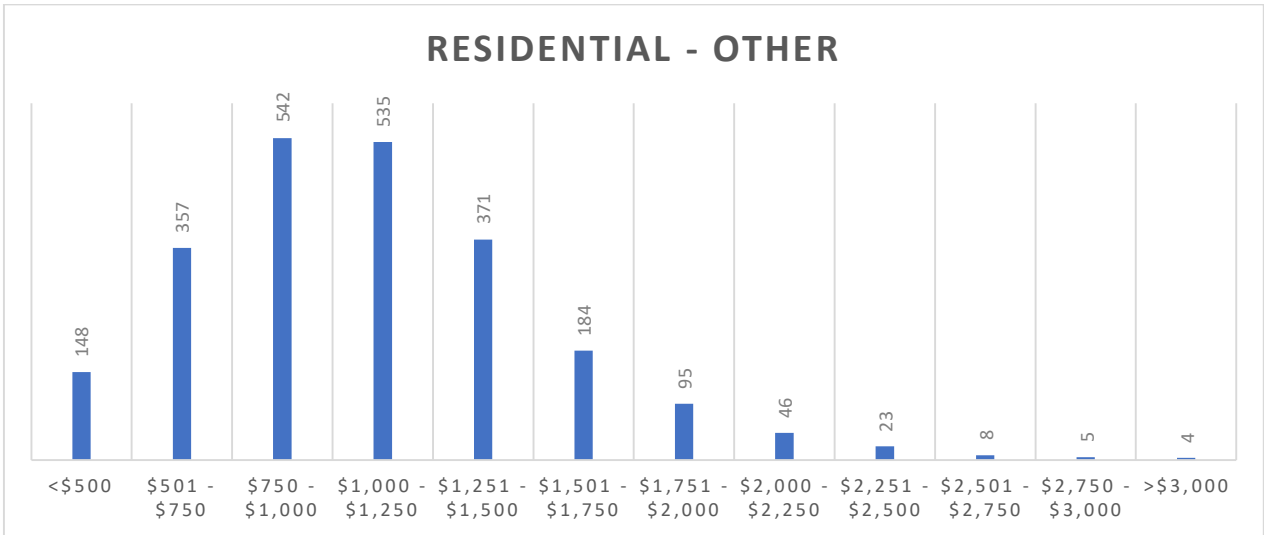


COMMERCIAL - OTHER

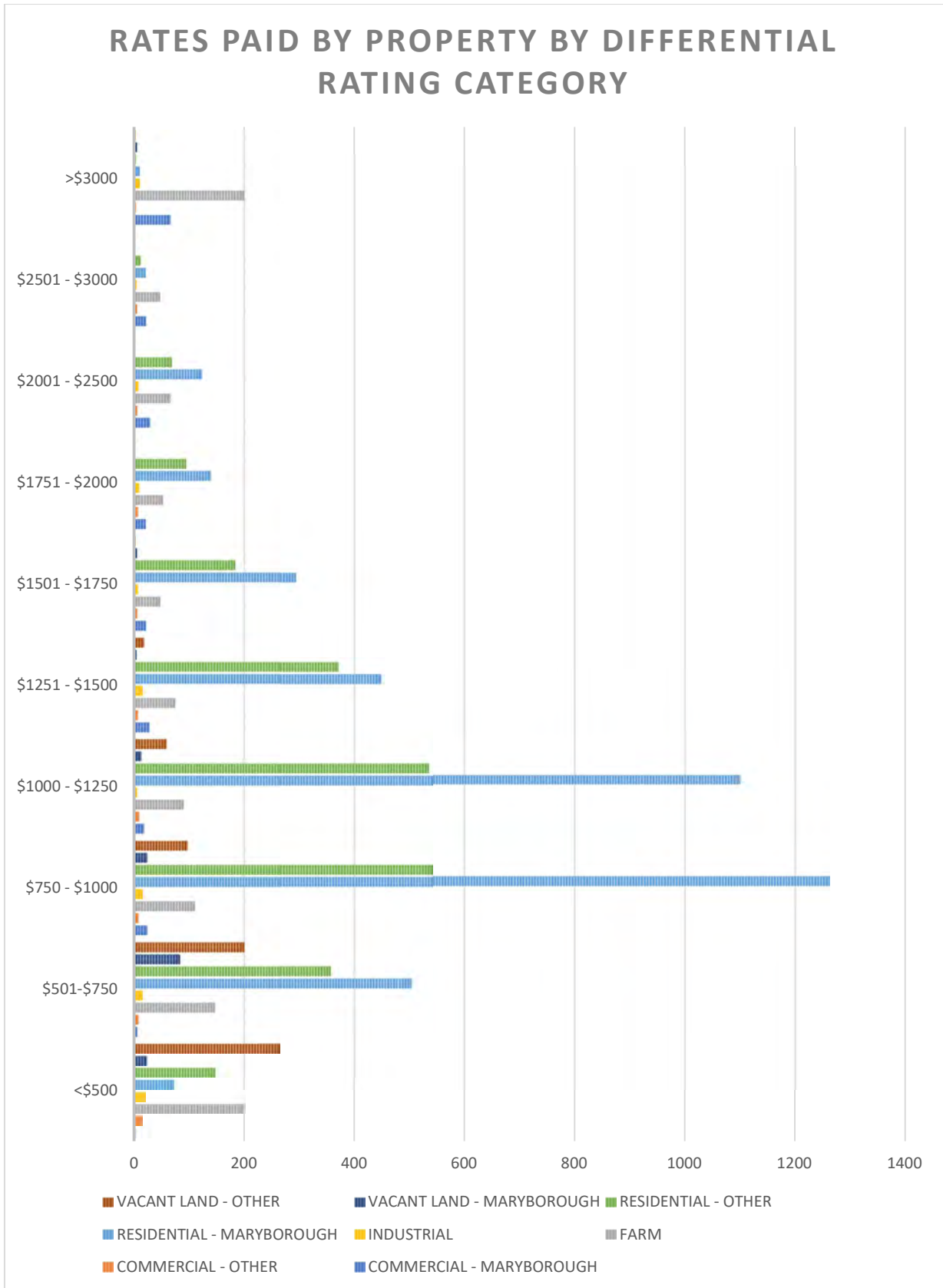


RESIDENTIAL - MARYBOROUGH





These eight charts have been combined to create the following picture of how much each property pays in rates.



Differential rating explained

What were the issues addressed in the 2019 rating strategy?

Three main issues addressed by the 2019 rating strategy were::

- The yield from the municipal charge was almost 18%
- The Maryborough/Other split within some differentials
- There was no mechanism for dealing with “rate shock”

Each of these issues are discussed in more detail below.

The municipal charge

Council raises rates income from properties by two means:

Rates levied on capital improved valuation (CIV)

Municipal charge

The rates levied on capital improved valuation move directly in relation to valuation. Thus a house with a \$400,000 CIV will pay twice the rates on CIV as a house with a \$200,000 CIV. This is consistent with the vertical equity principle in the rating better practice guide.

A municipal charge is a flat amount charged on every# rateable property irrespective of the valuation of that property. By its very nature, the municipal charge is a regressive tax, (that is, the rate of taxation is higher on a low valued property than it is on a high valued property), and works in direct conflict to the vertical equity principle.

(# Single farm enterprises are entitled to an exemption for all but one of the municipal charges levied on that single farm enterprise.)

The municipal charge is the same for every property levied (\$202 in 2021-2022). The municipal charge on a retail building with a CIV of \$100,000 has a taxation effect ten times greater than the same municipal charge on a retail building with a CIV of \$1,000,000.

Part 8 of the Local Government Act 1989 (the Act) deals with “Rates and Charges on Rateable Land”.

The State Government had proposed in 2018 to restrict the amount of total rates revenue that can be raised by the municipal charge to 10%, down from 20% in the Act.



Legislation for that change was never passed however Council considered that as the municipal charge is a regressive tax, reducing it provides a benefit to properties with a lower CIV and provides a detrimental impact on properties with a higher CIV. It was proposed to reduce the municipal charge over five years and three reductions have been applied.

It should be noted that the 20% is a cap only and councils have discretion to charge less or, as some do, not raise a municipal charge at all.

The previous rate strategy (2019) was set so that the five categories be retained but that the “Other” categories would be phased out over a number of years.

With the election of the new Council, this strategy has been paused for the 2021/22 financial year for further review as part of the broader Council Plan Process and will feed into an updated strategy for 2022.

With differential reduction being paused, the reduction in the municipal charge is also paused.

The table below shows the change to the municipal charge over the past three years and the coming budgeted year:

	2018/19	2019/20	2020/21	2021/22
Municipal Charge	\$256.90	\$229	\$202	\$202
Revenue raised	\$2,070,000	\$1,811,000	\$1,615,000	\$1,615,000
Total rates and charges	\$11,621,000	\$11,968,000	\$12,340,000	\$12,525,000
% Municipal Charge	18%	15%	13%	13%



The reduction in the total income raised by the municipal charge has been offset by an increase in the total income raised by valuation-based rates, and has impacted all properties across all differential rating categories. Single farm enterprises with municipal charge exemptions for multiple properties were adversely impacted by a reduction in the municipal charge, however the remainder of the community benefited.

The Maryborough/Other split within some differentials

Council's 2019 rating strategy reviewed the five different land categories and eight differential rating categories as follows:

- Residential - Maryborough
- Residential - Other
- Vacant Land - Maryborough
- Vacant Land - Other
- Commercial - Maryborough
- Commercial - Other
- Industrial
- Farm

The below table outlines the impact of the paused rating strategy on the differentials.

It must still be noted that although the current strategy has been paused in the 2021-22 financial year, a change to 2020-21 differentials was still necessary in order to avoid rate shock in particular categories. Rate shock is discussed later in this document.

Category	2018-19		2019-20		2020-21		2021-22	
	Rate in \$	Differential	Rate in \$	Differential	Rate in \$	Differential	Rate in \$	Differential
Residential Maryborough*	0.5131	100%	0.4950	100%	0.4741	100%	0.00477	100%
Residential other	0.4105	80%	0.4158	84%	0.4172	88%	0.004198	88%
Vacant land Maryborough	0.9236	180%	0.8910	180%	0.8534	180%	0.007918	166%
Vacant land other	0.7697	150%	0.7722	156%	0.7112	150%	0.007417	155%
Commercial Maryborough	0.8210	160%	0.7920	160%	0.7586	160%	0.007633	160%
Commercial other	0.6157	120%	0.6336	128%	0.6448	136%	0.006487	136%
Industrial	0.5644	110%	0.5445	110%	0.5215	110%	0.005247	110%
Farm	0.4105	80%	0.3960	80%	0.3793	80%	0.003816	80%

* "Base" rate in \$

What options could Council consider?

Council can choose to consider various options in relation to its current rating system as part of the future review these include:

- Continue implementation of the strategy to phase out the “other” differentials and reduce the municipal charge income to 10% of total property rates and charges;
- Hold or “pause” the strategy where it is now;
- Wind back the strategy to the previous arrangements;
- Another combination of changes



Dealing with “Rate Shock”

Rate shock is defined by Council as the movement (both up or down) in total rates paid by any one differential rating category in any one year by ten percent (10%) or more.

Where rate shock occurs for one or more particular differential rating category in any particular year, Council will cap the movement in total rates raised for that differential rating category at 10% by changing the level of the rate in the dollar CIV.

Cultural and Recreational Land

Under the Cultural and Recreational Land Act 1963, provision is made for a Council to grant a rating concession to any recreational lands which meet the test of being rateable land under the Local Government Act 1989.

Outdoor recreational lands developed primarily for regional use as evidenced by paid administrative support and/or commercial business dealings in their operation or management are currently granted a rates concession under the provisions of the Cultural and Recreational Land Act 1963.

Not for profit retirement lifestyle villages

Over the past few years, retirement villages across the State have recommended a reduction in the rates levied against retirement village properties on the basis that they maintain the road and drainage network within the village and are also responsible for their own street lighting.

However, retirement villages have access to infrastructure up to the village boundary, like all other properties. Their situation is like other ‘common properties’ such as apartment and unit complexes. The residents have equal access to the services provided by Council.

Properties within a retirement village generally have lower values and this is already reflected in the lower amount of rates paid. In addition, all villages have common property including, gardens, roads, footpaths, office and leisure areas. Despite these surrounding amenities being privately owned and used to generate income, they are not rated.

Residents within retirement villages are also charged to use the waste service and most receive a pensioner discount.

Council may grant a rebate in relation to any rate or charges to assist the proper development of the municipal district (Local Government Act 1989 Section 169(1)(a)).

Special charge schemes

The Local Government Act 1989 recognises that councils need help to provide improved infrastructure for their local communities. Legislation allows councils to pass on the cost of capital infrastructure to the owner of a property that generally receives a unique benefit from the construction works. The technical explanation of a Special Charge comes from legislation (under the Local Government Act 1989) that allows councils to recover the cost of works from property owners who will gain special benefit from that work.

The purposes for which special rates and special charges may be used include road construction, kerb and channelling, footpath provision, drainage, and other capital improvement projects.

The special rate or special charge may be declared in accordance with Council’s Special Rates and Charges Policy, which also determines the maximum contribution Council will provide towards declared projects.

Special rates and charges may be declared on the basis of any criteria specified by the council in the rate (Section 163 (2)). In accordance with Section 163 (3), Council must specify:

- a. the wards, groups, uses or areas for which the special rate or charge is declared; and
- b. the land in relation to which the special rate or special charge is declared;
- c. the manner in which the special rate or special charge will be assessed and levied; and
- d. details of the period for which the special rate or special charge remains in force.

The special rates and charges provisions are flexible and can be used to achieve a wide range of community objectives. The fundamental principle of special rates and charges is proof “special benefit” applies to those being levied. For example, they could be used to fund co-operative fire prevention schemes. This would ensure that there were no ‘free-riders’ reaping the benefits but not contributing to fire prevention.

Landscaping and environmental improvement programs that benefit small or localised areas could also be funded using special rates or charges.

Service rates and charges

Section 162 of the Local Government Act 1989 provides council with the opportunity to raise service rates and charges for any of the following services:

- a. The provision of a water supply;
- b. The collection and disposal of refuse;
- c. The provision of sewage services;
- d. Any other prescribed service.

Council currently applies a service charge for the collection and disposal of refuse on urban properties (compulsory) and rural properties (optional) and providing waste services for the municipality (street litter bins for instance). Council retains the objective of setting the service charge for waste at a level that fully recovers the cost of the waste services, including providing for the cost of rehabilitation of Council’s closed landfill.

It is recommended that Council retain the existing waste service charge – should Council elect not to have a waste service charge, this same amount would be required to be raised by way of an increased general rate – meaning that residents in higher valued properties would substantially pay for the waste service of lower valued properties.

Whilst this same principle applies for rates in general, the mix of having a single fixed charge combined with valuation driven rates for the remainder of the rate invoice provides a balanced and equitable outcome.

Collection and Administration of rates and charges

The purpose of this section is to outline the rate payment options, processes, and the support provided to ratepayers facing financial hardship.

Payment options

In accordance with section 167(1) of the Local Government Act 1989 ratepayers have the option of paying rates and charges by way of four instalments. Payments are due on the prescribed dates below:

- 1st Instalment: 30 September
- 2nd Instalment: 30 November
- 3rd Instalment: 28 February
- 4th Instalment: 31 May

Council offers a range of payment options including:

- in person at Council offices (cheques, money orders, EFTPOS, and credit/debit cards),
- online via Council's ratepayer portal, direct debit (on prescribed instalment due dates or monthly, fortnightly or weekly),
- BPAY,
- Centrepay
- by mail (cheques and money orders only),
- by phone (automated phone banking or with Council's customer service team).

Council discourages the use of cash as a payment option.

Interest on arrears and overdue rates

Interest is charged on all overdue rates in accordance with Section 172 of the Local Government Act 1989. The interest rate applied is fixed under Section 2 of the Penalty Interest Rates Act 1983, which is determined by the Minister and published by notice in the Government Gazette.

Pensioner rebates

Holders of a Centrelink or Veteran Affairs Pension Concession card or a Veteran Affairs Gold card which stipulates TPI, or War Widow may claim a rebate on their sole or principal place of residence. Upon initial application, ongoing eligibility is maintained, unless rejected by Centrelink or the Department of Veteran Affairs during the annual verification procedure. Upon confirmation of an eligible pensioner concession status, the pensioner rebate is deducted from the rate account before payment is required by the ratepayer.

With regards to new applicants, after being granted a Pensioner Concession Card (PCC), pensioners can then apply for the rebate at any time throughout the rating year. Retrospective claims up to a maximum of one previous financial year can be approved by Council on verification of eligibility criteria, for periods prior to this, claims may be approved by the relevant government department.

Deferred payments

Under Section 170 of the Local Government Act 1989, Council may defer the payment of any rate or charge for an eligible ratepayer whose property is their sole place of residency, allowing ratepayers an extended period of time to make payments or alternatively to forestall payments on an indefinite

basis until the ratepayer ceases to own or occupy the land in respect of which rates and charges are to be levied.

Deferral of rates and charges are available to all ratepayers who satisfy the eligibility criteria and have proven financial difficulties. Where Council approves an application for deferral of rates or charges, interest will continue to be levied on the outstanding balance of rates and charges but at an interest rate fixed annually by Council. This deferred interest rate will typically be well under the penalty interest rate levied by Council on unpaid rates and charges.

Ratepayers seeking to apply for such provision will be required to submit an application form which is available at the Council offices, on the Council website or which can be posted upon request.

Rates Assistance Policy

It is acknowledged at the outset that various ratepayers may experience financial hardship for a whole range of issues and that meeting rate obligations constitutes just one element of a number of difficulties that may be faced. The purpose of the Debt Collection Policy (Hardship) is to provide options for ratepayers facing such situations to deal with the situation positively and reduce the strain imposed by financial hardship.

Ratepayers may elect to either negotiate a rate payment plan or apply for a rate deferral. Ratepayers seeking to apply for such provision will be required to submit an application form which is available at the Council offices, Council website or can be posted upon request.

Debt recovery

Council makes every effort to contact ratepayers at their correct address, but it is the ratepayers' responsibility to properly advise Council of their contact details. The Local Government Act 1989 Section 230 and 231 requires both the vendor and buyer of property, or their agents (e.g., solicitors and or conveyancers), to notify Council by way of notice of disposition or acquisition of an interest in land.

If an account becomes overdue, Council will issue an overdue reminder notice which will include accrued penalty interest. If the account remains unpaid, Council may take legal action without further notice to recover the overdue amount. All fees and court costs incurred will be recoverable from the ratepayer.

If an amount payable by way of rates in respect to land has been in arrears for three years or more, Council may take action to sell the property in accordance with the Local Government Act 1989 Section 181.

Fire Services Property Levy

In 2016 the Victorian State Government passed legislation requiring the Fire Services Property Levy to be collected from ratepayers. Previously this was collected through building and property insurance premiums. The Fire Services Property Levy helps fund the services provided by the Fire Rescue Victoria (FRV), and all levies collected by Council are passed through to the State Government.

The Fire Services Property Levy is based on two components, a fixed charge, and a variable charge which is linked to the Capital Improved Value of the property. This levy is not included in the rate cap and increases in the levy are at the discretion of the State Government.

Other revenue items

User fees and charges

User fees and charges are those that Council will charge for the delivery of services and use of community infrastructure.

Examples of user fees and charges include:

- Pool visitation and membership fees
- Resource Recovery Centre fees
- Childcare fees
- Aged and Health Care service fees
- Leases and facility hire fees.

The provision of infrastructure and services form a key part of Council's role in supporting the local community. In providing these, Council must consider a range of 'Best Value' principles including service cost and quality standards, value-for-money, and community expectations and values. Council must also balance the affordability and accessibility of infrastructure and services with its financial capacity and in the interests of long-term financial sustainability.

Councils must also comply with the government's Competitive Neutrality Policy for significant business activities they provide and adjust their service prices to neutralise any competitive advantages when competing with the private sector.

In providing services to the community, Council must determine the extent of cost recovery for particular services consistent with the level of both individual and collective benefit that the services provide and in line with the community's expectations.

Services are provided based on one of the following pricing methods:

- a) Market Price
- b) Full Cost Recovery Price
- c) Subsidised Price

Market pricing (a) is where Council sets prices based on the benchmarked competitive prices of alternate suppliers. In general market price represents full cost recovery plus an allowance for profit. Market prices will be used when other providers exist in the given market, and council needs to meet its obligations under the government's Competitive Neutrality Policy. *It should be noted that if a market price is lower than Council's full cost price, then the market price would represent Council subsidising that service. If this situation exists, and there are other suppliers existing in the market at the same price, this may mean that Council is not the most efficient supplier in the marketplace. In this situation, Council will consider whether there is a community service obligation and whether Council should be providing this service at all.*

Full cost recovery price b) aims to recover all direct and indirect costs incurred by council. This pricing should be used in particular where a service provided by Council benefits individual customers specifically, rather than the community as a whole. In principle, fees and charges should be set at a level that recovers the full cost of providing the services unless there is an overriding policy or imperative in favour of subsidisation.

Subsidised pricing c) is where Council subsidises a service by not passing the full cost of that service onto the customer. Subsidies may range from full subsidies (ie Council provides the service free of charge) to partial subsidies, where Council provides the service to the user with a discount. The subsidy can be funded from Council's rate revenue or other sources such as Commonwealth and State funding programs. Full Council subsidy pricing and partial cost pricing should always be based on knowledge of the full cost of providing a service.

Council will develop a table of fees and charges as part of its annual budget each year. Proposed pricing changes will be included in this table and will be communicated to stakeholders before the budget is adopted, giving them the chance to review and provide valuable feedback before the fees are locked in.

One area where Council has concerns around current costs to deliver services and hence cost recovery is related to non statutory building services. This area required further work on developing a viable service model, then the cost recovery charges accordingly. It is anticipated this will occur during the 2021/2022 financial year.

Statutory fees and charges

Statutory fees and fines are those which Council collects under the direction of legislation or other government directives. The rates used for statutory fees and fines are generally advised by the state government department responsible for the corresponding services or legislation, and generally councils will have limited discretion in applying these fees.

Examples of statutory fees and fines include:

- Planning and subdivision fees
- Building and Inspection fees
- Infringements and fines
- Land Information Certificate fees

Penalty and fee units are used in Victoria's Acts and Regulations to describe the amount of a fine or a fee.

Penalty units

Penalty units are used to define the amount payable for fines for many offences. For example, the fine for selling a tobacco product to a person aged under 18 is four penalty units.

One penalty unit is currently \$165.22, from 1 July 2020 to 30 June 2021.

The rate for penalty units is indexed each financial year so that it is raised in line with inflation. Any change to the value of a penalty unit will happen on 1 July each year.

Fee units

Fee units are used to calculate the cost of a certificate, registration or licence that is set out in an Act or Regulation. For example, the cost of depositing a Will with the Supreme Court Registrar of probates is 1.6 fee units.

The value of one fee unit is currently \$14.81. This value may increase at the beginning of a financial year, at the same time as penalty units.

The cost of fees and penalties is calculated by multiplying the number of units by the current value of the fee or unit. The exact cost may be rounded up or down.

Grants

Grant revenue represents income usually received from other levels of government. Some grants are singular and attached to the delivery of specific projects, whilst others can be of a recurrent nature and may or may not be linked to the delivery of projects.

Council will pro-actively advocate to other levels of government for grant funding support to deliver important infrastructure and service outcomes for the community. Council may use its own funds to leverage higher grant funding and maximise external funding opportunities.

When preparing its financial plan, Council considers its project proposal pipeline, advocacy priorities, upcoming grant program opportunities, and co-funding options to determine what grants to apply for. Council will only apply for and accept external funding if it is consistent with the Community Vision and does not lead to the distortion of Council Plan priorities.

Grant assumptions are then clearly detailed in Council's budget document. No project that is reliant on grant funding will proceed until a signed funding agreement is in place.

Contributions

Contributions represent funds received by Council, usually from non-government sources, and are usually linked to projects.

Contributions can be made to Council in the form of either cash payments or asset handovers.

Examples of contributions include:

- Monies collected from developers under planning and development agreements.
- Monies collected under developer contribution plans and infrastructure contribution plans.
- Contributions from user groups towards upgrade of facilities
- Assets handed over to Council from developers at the completion of a subdivision, such as roads, drainage, and streetlights.

Contributions should always be linked to a planning or funding agreement. Council will not undertake any work on a contribution-funded project until a signed agreement outlining the contribution details is in place.

Contributions linked to developments can be received well before any Council expenditure occurs. In this situation, the funds will be identified and held in a reserve for the specific works identified in the agreements.

Interest on investments

Council receives interest on funds managed as part of its investment portfolio, where funds are held in advance of expenditure, or for special purposes. The investment portfolio is managed per Council's investment policy, which seeks to earn the best return on funds, whilst minimising risk.

Borrowings

Whilst not a source of income, borrowings can be an important cash management tool in appropriate circumstances. Loans can only be approved by Council resolution. The following financial sustainability principles must be adhered to with new borrowings:

- Borrowings must only be applied for where it can be proven that repayments can be met in the Long-Term Financial Plan
- Borrowings must not be used to fund ongoing operations.
- Borrowings are appropriate for funding large capital works where the benefits are provided to future generations.
- Council will maintain its debt at levels which are sustainable, with:
 - indebtedness <60% of rate and charges revenue, and
 - debt servicing cost <5% of total revenue (excluding capital revenue)

Conclusion

Council's method of raising revenue is via a number of methods; Rates and charges, Grants, User charges, Statutory fees and charges and to a lesser extend Interest on investments, contributions and borrowings.

Council's revenue raising is governed in some areas, while others are at the discretion of the Council.

This Revenue and Rating Strategy is to be reviewed in more detail as part of the upcoming Council Plan process. The approach taken by Council for this Rate and Revenue Strategy is to pause on any further changes to the differential rate categories and municipal levy rate, holding them at the 2020/2021 amounts.



It is important to note in each finance report, the impact of the timing of cash received. Cash received does not always reflect directly in the Income Statement, so reporting on the cash position is imperative.

The closing cash balance at 30 June 2020 was \$13.2m. The anticipated cash balance at 30 June 2021 is \$18.1m, \$4.9m increase on prior year. The cash position of the Council will be higher than in previous years due to the timing of receipt of capital grants which will be expended in the 21/22 financial year. The below variances are based on timing of cash in the bank, and are not reflected in the Income Statement

- (\$5.8m) Capital Grants not yet received
- \$8.5m Reduced Capital works expenditure including on plant, vehicles and ICT
- \$2.2m Grants received in advance

Income Statement

The operating result for the period to 30 April 2021 is a surplus of \$3.4 million reflecting the rates and charges for the full year have already been brought to account.

Total income in the ten months to date is greater than budget however the timing of capital and operating grant receipt has influenced this position. While the budget estimates receipt of grants, the actual timing often will change throughout the year, as noted above when reviewing the cash position.

Operating grants are currently \$884k more than budget mainly due to additional grants that were received, notably, a number of State Government COVID-19 initiatives including the following:

- \$120k COVID-19 Kindergarten Support Fund
- \$250k Outdoor Eating and Entertainment Grant
- \$100k Rural Council ICT Support
- \$ 58k CASI Social Isolation
- \$140k Living Libraries fund which was not budgeted.
- \$160k Childcare Centre Benefit Grant
- \$102k Free Kinder Sessional (State)
- \$ 40k Station Activation (further funding to come)
- (\$175k) Delay in receiving Go Goldfields Grant
- \$ 65k Strength for Life Move It

Full year forecast for operating grants revenue is expected to be \$866k above budget.

This income will be offset over the course of the financial year as Council meets its funding obligations delivering these services and projects.

Capital grants for the full year are forecast to be \$5.83m less than original budget. The reduction in these grants is largely as a result of various capital projects and the timing of their delivery being aligned to revenue recognition. A summary is as below

- (\$1.22m) Carisbrook Levee Stage 4 – funding to be received in next financial year
- (\$ 300k) Art Gallery Expansion – reduced as this project will be partially complete at financial year end, with the balance to be completed in 2021/22
- (\$ 500k) Energy Breakthrough Capital – reduced as the 2021 event was cancelled.
- (\$2.00m) Carisbrook Recreation Reserve - reduced as the project will be completed in 2021/22.
- (\$2.00m) Maryborough Outdoor Pool – reduced as the project will be completed in 2021/22.
- \$ 500k Carisbrook Drainage Mitigation – increased as final payment for completion of Stage 3 (not budgeted).

The capital works program is forecast be \$7.4m, a reduction of \$8.5m from budget but an increase of \$0.6m on the March forecast. The capital works program is reported in more detail later in this report. It should be noted that some capital grants have been received during the year but where Council has not undertaken or completed works, these funds will be held as “Prepaid revenue” at 30 June 2021 and carried over to 2021/22.

User charges are forecast to be \$337k less than budget, impacted by Council decisions offering hardship support including waivers of various fees as a result of the effects of COVID-19 on our communities.

Expenditure year to date is \$723k ahead of budget and forecast to finish the financial year \$505k ahead. Additional costs include

- \$700k Energy Breakthrough reduction in costs (offset by reduction in revenue)
- (\$ 88k) Additional costs carried forward from 2020/21 relating to resources allocated to prior year Audit Actions
- (\$220k) COVID response costs (offset by operating grants)
- (\$543k) Employee costs, most notably additional costs for 2020/21 Workcover premium, COVID-19 related projects, and staff recruitment costs.
- (\$ 80k) VCAT & Legal costs
- (\$145k) Insurances (Legal Liability, Public Liability & Asset Protection)
- (\$ 47k) Environmental Management costs (Flood & Fire)

Additional costs associated with additional operating grants

Capital Works Statement

The 2020/21 budget included a capital works program of \$15.9 million across property, plant and equipment and infrastructure asset classes.

At 30 April 2021, Council had expended \$4.0 million on capital works, which is \$8.9 million behind anticipated spend. Forecast anticipates a further \$3.4m between now and June 30, 2021.

Several projects will be commenced or completed in the next financial year due to the timing of grants being available and finalisation of project plans notably:

- (\$1.83m) Carisbrook Stage 4 Levee – project to be completed next financial year (grant confirmed)
- (\$ 565k) Art Gallery Expansion – project will be partially complete at end of financial year (grant confirmed).
- (\$1.80m) Carisbrook Recreation Reserve Upgrade project will commence in 2020/21 but not completed (grant confirmed).
- (\$1.71m) Maryborough Outdoor Pool (\$1.71m) project will commence in 2020/21 but not completed (grant confirmed).

Offset by material additional spend in the following projects;

- \$ 98k Aerodrome Fence renewal (partially funded by grant)
- \$450k Avoca Rd Upgrade Works (carry forward from 2019/20)
- \$100k Rural ICT Technology Support (funded by grant)
- \$ 89k Building Structural Condition Assessment and Management Plan (Kindergarten and Worsley Cottage complete, with further assessments to be done).
- \$180k Maryborough Sports and Leisure Upgrade (carry forward from 2019/20)
- \$120k Gordon Gardens Pump track (grant funded)

Balance Sheet

Council's equity has increased from 30 June 2020, due to the surplus for the April period. Rate debtors at 30 April are \$4.4m with a further instalment due on 31 May. Rate debtors are likely to be higher at year end than for last year as a result of COVID and will require some management over coming months to ensure that collections post COVID.

Cash flow is monitored to enable completion of scheduled works and meet recurrent obligations, as well as ensuring surplus funds are invested to generate maximum interest revenue. As noted above, Council's cash flow will be favourable against budget as a result of the Capital Works program being less than anticipated to budget at this stage.

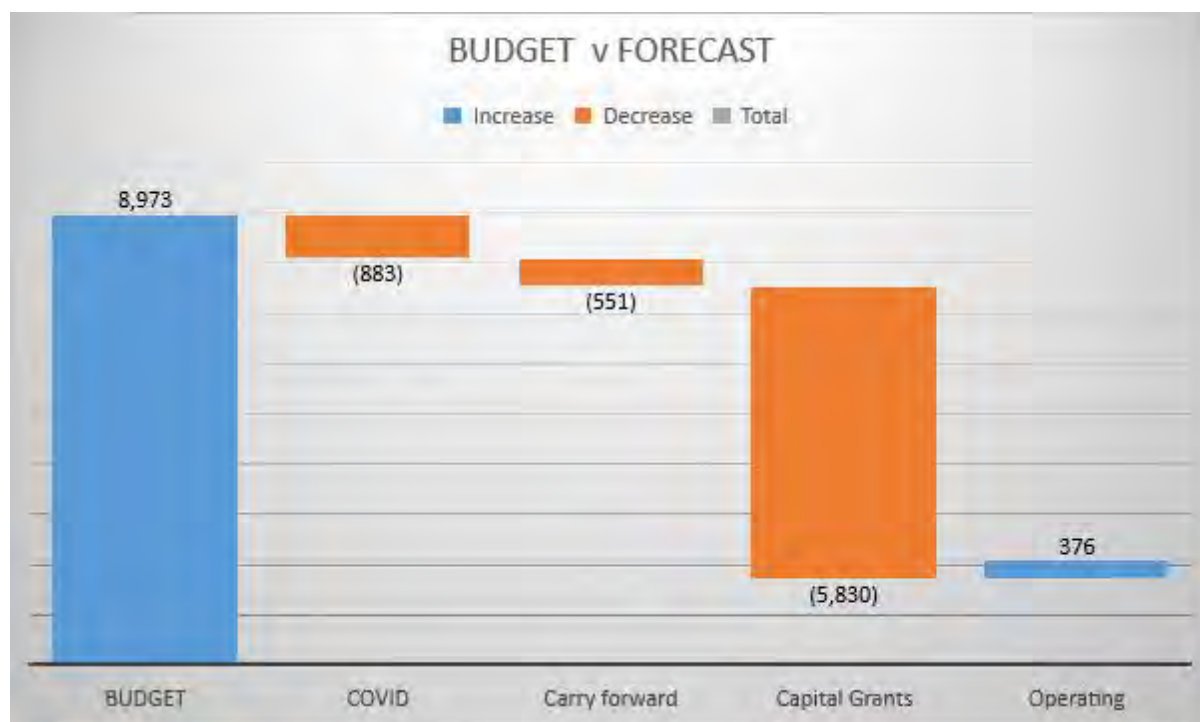
Council liabilities at the reporting date include the Fire Services Property Levy (FSPL), employee benefits as well as Prepaid Revenue (\$2.2m of grants received in advance).

Employee benefits provision is \$2.2m and of this \$1.4m is long service leave. Probability of employee entitlement provisions is reviewed on an annual basis.

Summary

The impact of the forecast on the Income Statement, as summarised above, is a reduction in the budgeted surplus to \$2.09m (variance of \$6.9m decrease on budget and an increase of \$0.6m on March forecast).

This can be summarised as follows.



As indicated in the above graph, a strong focus on reducing operational expenses has had a positive impact on the financial position.

The balance sheet remains in a strong financial position with a cash and cash equivalent balance of \$14.3m and is forecast to remain strong at end of financial year.

CONSULTATION/COMMUNICATION

Internal only required for this report.

FINANCIAL & RESOURCE IMPLICATIONS

The financial statements were prepared internally by Council officers.

RISK MANAGEMENT

This report addresses Council's strategic risk Financial sustainability - Failure to maintain our long term financial sustainability. Any risks in relation to this report have been discussed in the report above.

CONCLUSION

Council's financial position at the end of April 2021 is sound with cash and cash equivalents totalling \$14.4 million and no major issues of concern in either the operating or capital budgets.

While the forecast operating surplus has decreased by \$6.9m on budget, this is mostly related to the forecast reduction in capital grants for projects that will be completed in FY22 (\$5.8m).

Surplus funds have been invested to ensure interest earnings are maximised, and cash flows continue to be monitored closely.

ATTACHMENTS

1. 30 April 2021 Financial Report including forecast to 30 June 2021.

RECOMMENDATION

That Council:

1. *Receives and notes the attached Financial Report for the period to 30 April 2021.*
2. *Council approves and adopts the Financial forecast including an operating result of \$2.085m and a Capital Works Program of \$7.4m to 30 June 2021.*

Income Statement Period to 30 April 2021

	2019/20 Actuals	2020/21 Total Budget	2020/21 YTD Budgets April	2020/21 YTD Actuals April	2020/21 YTD Variance +ve (-ve)	2020/21 Forecast	2020/21 Forecast Variance +ve (-ve)
Income							
Rates and service charges	(15,177,814)	(15,803,333)	(15,775,503)	(15,715,059)	(60,444)	(15,716,210)	(87,123)
Contributions - monetary	(113,327)	(154,000)	(41,170)	(82,446)	41,276	(125,344)	(28,656)
Grants - capital	(2,279,413)	(9,499,546)	(3,256,546)	(3,999,143)	742,597	(3,668,781)	(5,830,765)
Grants - Operating	(8,588,123)	(9,561,585)	(6,126,554)	(7,009,833)	883,279	(10,428,968)	867,383
Other Income	(961,190)	(992,481)	(540,351)	(149,858)	(390,493)	(144,673)	(847,808)
Statutory fees and fines	(455,507)	(523,900)	(451,854)	(333,289)	(118,565)	(405,545)	(118,355)
User Charges	(1,579,742)	(1,950,840)	(1,642,429)	(1,332,327)	(310,102)	(1,613,694)	(337,146)
Total Income	(29,155,116)	(38,485,685)	(27,834,407)	(28,621,955)	787,548	(32,103,215)	(6,382,470)
Expenses							
Bad and doubtful debts	17,802	20,000	16,660	3,313	13,347	12,901	7,099
Borrowing costs	79,120	52,920	39,985	29,319	10,666	52,920	0
Depreciation	6,323,069	6,156,919	5,130,750	5,134,802	(4,052)	6,157,219	(300)
Employee costs	12,061,846	14,163,296	11,834,962	12,378,396	(543,434)	14,338,114	(174,818)
Materials and services	9,694,567	8,590,495	7,200,357	7,464,773	(264,416)	9,106,567	(516,072)
Net loss on disposal of property, infrastructure, plant and equipment	14,017	135,000	(18,330)	2,812	(21,142)	(20,000)	155,000
Other Expenses	478,939	394,209	342,779	257,530	85,249	370,449	23,760
Total Expenses	28,669,360	29,512,839	24,547,163	25,270,945	(723,782)	30,018,170	(505,331)
(Surplus) Deficit	(485,756)	(8,972,846)	(3,287,244)	(3,351,010)	63,766	(2,085,045)	(6,887,801)

Balance Sheet as at 30 April 2021

	2019/20 Actuals	2020/21 YTD Actual
Assets	\$	\$
Current Assets		
Cash and cash equivalents	16,031,973	14,362,709
Inventories	36,000	51,546
Non-current assets classified as held for sale	245,000	245,223
Other financial assets	505,000	512,138
Trade and other receivables	2,788,000	5,639,172
Total Current Assets	19,605,973	20,810,788
Non-current assets		
Property, infrastructure, plant and equipment	310,048,400	307,317,986
Total Non-Current Assets	310,048,400	307,317,986
Total Assets	329,654,373	328,128,774
Liabilities		
Current Liabilities		
Interest-bearing loans and borrowings	(564,000)	(678,250)
Provisions	(2,738,000)	(2,238,021)
Trade & other payables	(7,798,000)	(2,851,131)
Trust funds & deposits	(402,000)	(1,719,122)
Total Current Liabilities	(11,502,000)	(7,486,524)
Non Current Liabilities		
Other NC Liabilities	(2,464,000)	(2,875,895)
Prepaid Revenue	(123,931)	(116,868)
Provisions NC	0	0
Total Non-Current Liabilities	(2,587,931)	(2,992,763)
Total Liabilities	(14,089,931)	(10,479,287)
Net Assets	315,564,442	317,649,487
Equity		
Accumulated Surplus	(127,749,935)	(129,834,980)
Year to Date (Surplus) Deficit	(187,814,507)	(187,814,507)
Total Accumulated Surplus	(315,564,442)	(317,649,487)
Reserves		
Asset Revaluation Reserve	(187,342,157)	(187,342,157)
Open Space Reserve	(22,350)	(22,350)
Other Reserves	(450,000)	(450,000)
Total Reserves	(187,814,507)	(187,814,507)
Total Equity	(315,564,442)	(317,649,487)

Capital Works 10 months to 30 April 2021

Project	2020/21 Total Budget	2020/21 YTD Budget April	2020/21 YTD Actuals April	2020/21 YTD Variance +ve (-ve)	2020/21 Forecast
Infrastructure					
Bridges and major culverts					
63241.01. Minor Culverts Renewal	15,000	15,000	12,740	2,260	15,000
63330.622. Major Culvert Renewal Program	70,000	58,340	44,559	13,781	44,459
63330.67. Porteous Rd Bridge B129 Replacement (Part BRP)	0	0	1,307	(1,307)	1,307
63340.01. Minor Culverts New	15,000	12,500	115	12,385	115
	100,000	85,840	58,721	27,119	60,881
Drainage					
63271.01. Kerb & Channel Renewal	50,000	50,000	25,354	24,646	25,447
63271.52. Kerb & Chanel Nightingale Street (Park to Clarendon)	8,000	6,670	0	6,670	0
63271.53. Kerb & Chanel Broadway (8 Orme Street to Orme Street)	12,000	10,000	566	9,434	566
63370.01. Kerb & Channel New	0	0	2,990	(2,990)	2,990
64306.344. Carisbrook Drainage Mitigation - Stg 3 North Pyrenees Hwy	652,000	489,000	585,744	(96,744)	585,744
64306.346. Carisbrook Creek Additional Clearing	75,000	56,250	0	56,250	0
64306.341. Carisbrook Drainage Mitigation-Creek Clearing	0	0	29,059	(29,059)	57,519
64306.345. Carisbrook Drainage Mitigation - Stg 4 South Pyrenees Hwy	0	0	32,752	(32,752)	32,752
64306.25. Tabledrain Renewals	56,000	46,670	39,429	7,241	39,429
64306.251. Drainage New	0	0	65	(65)	65
64306.342. Carisbrook Drainage Mitigation-Construction	1,830,000	1,372,500	0	1,372,500	0
64306.21. Drainage Renewal	118,000	98,330	2,936	95,394	5,000
64306.252. Drainage New (Aerodrome Silt Control EPA)	0	0	10,693	(10,693)	10,693
64306.27. Main Drain Maryborough Renewal	0	0	11,307	(11,307)	11,307
	2,801,000	2,129,420	740,895	1,388,525	771,512
Other Infrastructure					
63251.01. Street Furniture Renewal	15,000	11,250	12,800	(1,550)	15,000
63251.03. Furniture Renewal Urban	0	0	2,028	(2,028)	2,028
63261.01. Signs Renewal	15,000	12,500	20,669	(8,169)	19,507
63281.01. Traffic Control Facilities Renewal	10,000	8,330	13,412	(5,082)	13,412
63360.01. Signs New	10,000	8,330	15,478	(7,148)	15,478
63380.01. Traffic Control Facilities New	0	0	35,273	(35,273)	35,273
63510.02. Aerodrome Fence Renewal	0	0	103,372	(103,372)	120,143
	50,000	40,410	203,032	(162,622)	220,841

Capital Works 10 months to 30 April 2021

Project	2020/21 Total Budget	2020/21 YTD Budget April	2020/21 YTD Actuals April	2020/21 YTD Variance +ve (-ve)	2020/21 Forecast
Parks, Open Space & Streetscapes					
62450.1. Cool It Phase 2 - Street Tree Project	0	0	9,766	(9,766)	9,766
62461.06. (DJCS) Lighting Lake Victoria	0	0	11,122	(11,122)	11,123
63352.01. Streetscape Renewal	15,000	12,500	909	11,591	909
	15,000	12,500	21,797	(9,297)	21,798
Pathways					
63291.01. Pathways Renewal	100,000	83,340	62,093	21,247	100,000
63390.01. Pathways New/Upgrade	81,000	81,000	17,446	63,554	81,000
63390.35. Pathways New/Upgrade Bealiba	0	0	800	(800)	801
63390.36. Pathways New/Upgrade Dunolly	0	0	337	(337)	337
63390.1. Pathways New/Upgrade Maryborough	0	0	7,986	(7,986)	7,986
	181,000	164,340	88,662	75,678	190,124
Roads					
63200.05. Design Nightingale Street (Park to Clarendon)	19,000	19,000	12,484	6,516	19,000
63200.02. Design Main Street Bealiba (Davies to Grant)	18,000	18,000	9,877	8,123	18,000
63200.03. Design Pascoe Avenue (Park Road to End of Court)	18,000	18,000	4,236	13,764	18,000
63200.04. Design Florence Lane (Nightingale to End of Lane)	18,000	18,000	0	18,000	18,000
63210.122. Bell Street, Talbot (Whittakers Lane to Scandinavian Crescent)	29,000	29,000	0	29,000	0
63210.124. Prince Alfred Street, Talbot (Chapman Street to Rowe Street)	114,000	114,000	8,727	105,273	8,727
63210.111. Gillies Street (Rogers Street to Majorca Road)	600,000	600,000	3,343	596,657	600,000
63210.115. Rogers Street (Railway Street to Gillies Street)	180,000	180,000	5,241	174,759	5,241
63210.126. Road Widening Chisholm Street Whirrakee Rise	0	0	39,025	(39,025)	39,025
63210.4. Major Patches RG	90,000	75,000	146,078	(71,078)	142,806
63210.112. Goldsmith Street (Newton to Wills)	280,000	280,000	28,300	251,700	280,000
63210.114. Gillies Street (Sutton Lane to Sutton Road)	100,000	100,000	228	99,772	0
63210.117. Dunolly Avoca Road (Racecourse Track to Shaw Track)	355,000	355,000	2,456	352,544	355,000
63210.119. Rowe Street (Prince Alfred Street to Barkly Street)	26,000	26,000	0	26,000	0
63210.120. Middle Road (Freemantles Rd to Bendigo Maryborough Rd)	59,000	59,000	0	59,000	59,000
63210.121. King Street, Talbot (Ballarat Street North to Chapman Lane)	23,000	23,000	0	23,000	0
63210.123. Star Street, Talbot (Scandinavian Lane to Barkly Street)	35,000	35,000	0	35,000	0
63210.113. Gillies Street (Sutton to Layton)	185,000	185,000	228	184,772	228
63210.118. Middle road (Wild Dog Lane to Stiegmeiers Road)	21,000	21,000	2,437	18,563	21,000

Capital Works 10 months to 30 April 2021

Project	2020/21 Total Budget	2020/21 YTD Budget April	2020/21 YTD Actuals April	2020/21 YTD Variance +ve (-ve)	2020/21 Forecast
63210.125. Picnic Point Road (Joyces Creek Baringhup to Picnic Point Reserve)	124,000	124,000	0	124,000	124,000
63210.31. Baringhup Road Reconstruction (west of Hurses Road)	0	0	932	(932)	932
63210.822. Avoca Rd Upgrade Works - Design of Stage 2	0	0	443,757	(443,757)	443,757
63210.9. Gillies Street Renewal and Upgrade Street to Majorca Road	0	0	52,361	(52,361)	571
63210.96. Rodborough Rd Stabilisation B197 to End of Seal	0	0	945	(945)	945
63212.01. Sealed Road Shoulders Renewal	60,000	50,000	10,002	39,998	10,002
63215.01. Unsealed Roads Renewal	356,000	267,000	159,310	107,690	159,490
63215.011. Unsealed Roads Renewal - Urban	0	0	11,429	(11,429)	11,420
63220.01. Seals Renewal Reseals	564,000	564,000	43,566	520,434	564,000
63220.011. Seals Renewal Asphalt	66,000	66,000	0	66,000	66,000
63221.01. Seals Renewal Final Seals	50,000	37,500	0	37,500	50,000
63271.11. Goldsmith St - Newton St to Wills St	0	0	101	(101)	0
	3,390,000	3,263,500	985,063	2,278,437	3,015,144
Plant and equipment					
Fixtures, fittings and furniture					
63351.01. Furniture New/Upgrade	0	0	0	0	117
64751.03. General Office Equipment	0	0	2,362	(2,362)	2,362
64751.04. PC Network/Hardware	41,000	34,170	2,978	31,192	527
64751.29. Server Upgrades	19,500	16,250	4,621	11,629	4,621
64751.38. Backup Power Generator	55,000	55,000	0	55,000	55,000
64751.39. SharePoint Setup	30,000	30,000	0	30,000	30,000
64751.36. IT Strategy Initiatives	0	0	184,208	(184,208)	184,208
64751.41. Council Website Redevelopment	35,000	35,000	0	35,000	35,000
64751.42. New Agenda Software	40,000	40,000	0	40,000	40,000
64751.43. Office 365/SharePoint Training	25,000	25,000	0	25,000	25,000
64751.33. IT Strategy	0	0	44,383	(44,383)	44,393
64751.37. Customer Service and Mobility Module	69,500	69,500	0	69,500	0
64751.4. Integrations Across Multiple Platforms	55,000	55,000	0	55,000	55,000
64751.44. Rural Council ICT Technology Support Package	0	0	19,344	(19,344)	19,344
64774.35. Coronavirus COVID-19 Business Continuity Plan Implementation	0	0	63,637	(63,637)	63,637
	370,000	359,920	321,533	38,387	559,209
Plant, machinery and equipment					

Capital Works 10 months to 30 April 2021

Project	2020/21 Total Budget	2020/21 YTD Budget April	2020/21 YTD Actuals April	2020/21 YTD Variance +ve (-ve)	2020/21 Forecast
63820.91. Operating Plant WIP	420,000	315,000	0	315,000	462,000
63820.93. Vehicles Cars WIP	230,000	191,670	170,737	20,933	170,350
63820.94. Vehicles Utes WIP	120,000	100,000	41,230	58,770	120,000
	770,000	606,670	211,967	394,703	752,350

Capital Works 10 months to 30 April 2021

Project	2020/21 Total Budget	2020/21 YTD Budget April	2020/21 YTD Actuals April	2020/21 YTD Variance +ve (-ve)	2020/21 Forecast
Property					
Buildings					
60180.053. Healthy Hearts Infrastructure - Maryborough Community House	0	0	2,251	(2,251)	4,502
60217.25. Building Renewal - Unallocated	20,000	20,000	0	20,000	20,000
60217.23. Carisbrook Scout Hall & Lions Club - Roof	10,000	10,000	12,283	(2,283)	12,283
60217.24. Worsley Cottage - Internal and external wall repairs	150,000	150,000	1,920	148,080	2,000
60217.22. Maryborough Community House - Carpark Lighting and Disability Access	10,000	10,000	4,420	5,580	8,840
60800.03. Youth Hub Planning	40,000	40,000	0	40,000	0
61511.2. (LRCI) Hall Improvements - Talbot	250,000	250,000	14,640	235,360	14,640
61511.21. (LRCI) Hall Improvements - Bet Bet	15,000	15,000	0	15,000	0
61511.23. (LRCI) Hall Improvements - Majorca	20,000	0	16,144	(16,144)	20,000
61511.18. (LRCI) Hall Improvements - Timor/Wareek	20,000	20,000	9,625	10,375	30,000
61511.19. (LRCI) Hall Improvements - Bealiba	50,000	50,000	150	49,850	150
61511.22. (LRCI) Hall Improvements - Dunolly	10,000	10,000	5,470	4,530	10,000
61511.24. (LRCI) Hall Improvements - Carisbrook	115,000	0	2,511	(2,511)	2,511
61565.01. Essential Safety Measures Buildings Upgrade	5,000	4,170	8,325	(4,155)	8,325
61565.12. Building Insurance Risk Reduction Upgrades	21,000	15,750	16,947	(1,197)	16,967
61565.13. Building Structural Condition Assessments & Management Plan	0	0	17,510	(17,510)	27,510
61575.05. Dunolly Library Works	0	0	123,004	(123,004)	123,004
61575.02. Living Libraries - Capital Expenditure	0	0	16,963	(16,963)	16,963
61611.17. Art Gallery Expansion	675,000	675,000	48,550	626,450	110,000
62121.09. Maryborough Sports & Leisure Centre Upgrade Project	0	0	183,342	(183,342)	183,341
62121.11. Community Sports Infrastructure Grant	0	0	46,480	(46,480)	50,480
62470.29. Carisbrook Recreation Reserve Building Project Management	110,000	82,500	28,310	54,190	28,310
62470.28. Carisbrook Recreation Reserve Upgrades Stage 1 Project	2,000,000	1,000,000	177,451	822,549	177,451
64110.131. E Waste Shed Extension	26,000	26,000	0	26,000	0
64110.31. Carisbrook Transfer Station - Bin Roofs	0	0	4,927	(4,927)	18,427
64110.32. Carisbrook Transfer Station - Compost Roof	150,000	150,000	8,427	141,573	8,426
64223.13. Dunolly Caravan Park Amenities Upgrade	0	0	1,677	(1,677)	676
64225.02. Rene Fox Gardens Dunolly - Design Public Toilets	15,000	15,000	0	15,000	15,000
64751.014. Building Upgrades Civic Centre	500,000	375,000	110,819	264,181	130,819
	4,212,000	2,918,420	862,146	2,056,274	1,040,625

Capital Works 10 months to 30 April 2021

Project	2020/21 Total Budget	2020/21 YTD Budget April	2020/21 YTD Actuals April	2020/21 YTD Variance +ve (-ve)	2020/21 Forecast
Land Improvements					
60180.055. Healthy Hearts Infrastructure - Gordon Gardens Pump Track	0	0	128,085	(128,085)	245,442
60180.054. Healthy Hearts Infrastructure - Playground Maryborough Community House & Ro:	0	0	15,791	(15,791)	31,582
60181.01. Energy Breakthrough (EBT) Land Improvements	500,000	0	5,517	(5,517)	0
60216.22. (LRCI) Town Entrance Signage	50,000	50,000	0	50,000	0
60216.21. Bike Racks New	15,000	15,000	48	14,952	96
60360.07. (LRCI) Shade Structures Towns by 6	150,000	150,000	5,361	144,639	5,362
62121.69. Recreation Open Space Strategy Implementation	50,000	50,000	0	50,000	0
62121.62. Carisbrook Bowls Club Synthetic Green Upgrade	0	0	571	(571)	571
62121.7. Recreation Planning - Splash Park	30,000	30,000	0	30,000	0
62121.71. Recreation Planning - Unallocated	20,000	15,000	0	15,000	0
62316.03. Maryborough Outdoor Pool - Living Heritage	2,000,000	2,000,000	33,403	1,966,597	40,052
62316.15. Swimming Pool Renewal	15,000	15,000	0	15,000	0
62316.13. Maryborough Indoor Pool Capital Works	0	0	3,380	(3,380)	3,380
62316.14. Maryborough Outdoor Pool Works	0	0	226,605	(226,605)	226,605
62400.17. (LRCI) Community Hall Projects	65,000	65,000	0	65,000	0
62400.01. Renewal Ovals	30,000	25,000	3,207	21,793	3,207
62400.16. Parks Renewal	52,000	43,330	4,432	38,898	4,433
62410.08. Growing Victoria Botanic Gardens Phillips Gardens Round one	0	0	20,889	(20,889)	20,889
62410.01. Renewal Surrounds	40,000	33,330	5,842	27,488	5,842
62411.03. Gordon Gardens Master Plan Works	82,000	82,000	330	81,670	82,000
62421.01. Princes Park Improvements	0	0	1,025	(1,025)	1,025
62421.21. Rubbish Bins Renewal General	10,000	8,340	3,000	5,340	3,000
62430.01. Renewal Playgrounds	15,000	12,500	13,117	(617)	13,117
62430.05. Market Reserve Carisbrook Playground Equipment	10,000	8,330	0	8,330	0
62470.09. Carisbrook Rec Reserve Lighting	0	0	5,500	(5,500)	5,500
62470.26. Maryborough Skate Park Design	0	0	(25,082)	25,082	3,150
62470.3. Maryborough Skate and Scooter Park	645,000	483,750	59,431	424,319	59,431
62495.25. Princes Park Grandstand - Cultural Management Plan	35,000	35,000	764	34,236	764
62671.08. (LRCI) Playground Improvements	45,000	45,000	0	45,000	40,000
64110.41. Dunolly Rehabilitate Landfill	100,000	100,000	0	100,000	0
64110.77. Dunolly Landfill Rehabilitation	15,000	15,000	0	15,000	0

Capital Works 10 months to 30 April 2021

Project	2020/21 Total Budget	2020/21 YTD Budget April	2020/21 YTD Actuals April	2020/21 YTD Variance +ve (-ve)	2020/21 Forecast
64110.78. Work Safe Upgrades All Towns	12,000	12,000	0	12,000	0
64110.76. Bealiba Landfill Rehabilitation	15,000	15,000	0	15,000	0
64150.02. Recycled Watermain Replacement	15,000	12,500	8,055	4,445	8,055
	4,016,000	3,321,080	519,271	2,801,809	803,503
Total	15,905,000	12,902,100	4,013,087	8,889,013	7,435,987

8.9 PLANNING APPLICATION 123/19-A1 FOR AN AMENDMENT TO ALLOW AN INCREASE IN LOTS FROM 59 TO 64 AT 42 HARRISON STREET, MARYBOROUGH

Author: Statutory Planner

Responsible Officer: General Manager Infrastructure Assets and Planning

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

SUMMARY/PURPOSE

The purpose of this report is to seek a Council determination for the application to amend planning permit 123/19 to increase the number of lots from 59 to a total of 64 lots at 42 Harrison Street, Maryborough.

The approved subdivision remains proposed in 3 stages, with a variety of land sizes. Civil work has commenced onsite under the existing planning permit.

Public notice of the application has been given and two objections have been received by Council.

The application has been assessed against the Central Goldfields Planning Scheme and it is considered that the proposed amendment is appropriate.

The addition of five lots to the approved 59 lot subdivision will not result in detriment to the surrounding properties by way of unreasonable car movements. The lots sit conformably within the existing approved layout.

The recommendation is that a Notice of Decision to amend a planning permit be granted.

LEGISLATION AND POLICY CONTEXT

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

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

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

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

BACKGROUND INFORMATION

Planning permit D123/19 was issued on 30 June 2020, permitting the subdivision of the land at 42 Harrison Street, Maryborough into 59 lots. The subdivision will be undertaken in three stages and includes the removal of native vegetation.

The subject site is located within the General Residential Zone and is not affected by any overlays. The subject site is located within a declared potable open water supply catchment area.

REPORT

Proposal

The proposed amendment seeks to add 5 lots resulting in a total of 64 lots within the subdivision.

The additional lots are the further subdivision of already approved lots 1, 13, 19 and 54. The lots to be subdivided are proposed to range in size from 336 square meters to 416 square meters.

The lots are proposed to be subdivided further as follows:

- Existing lot 1, 672 square meters to be subdivided to add two additional lots. New lots will be 416 square meters each. A small amount of the proposed drainage reserve will be used reducing it to 1840 square meters.
- Existing lot 13, 745 square meters to be subdivided to add one additional lot. New lots will be (13A) 405 square meters and (13B) 340 square meters.
- Existing lot 19, 672 square meters to be subdivided to add one additional lot. New lots will be 336 square meters each.
- Existing lot 54, 701 square meters to be subdivided to add one additional lot. New lots will be (54A) 359 square meters and (54B) 342 square meters.

Site and Surrounds

The subject site is approximately 4.4 hectares in total area, is an irregular shape and is currently vacant. Vehicle access to the site is via Harrison Street to the west or East Field Street to the north. The land gently slopes from its highest point in the south-west to its lowest point in the north-east at the corner of Clarendon Street and East Street. Civil work has commenced on the site and the removal native vegetation as permitted under the original permit has taken place and been completed.

Land surrounding the subject site is within the General Residential Zone and is part of an already established residential area. The site is surrounded by an established residential area with similar sized lots (between 300 – 800 square meters in size) and contains single dwellings and some dual or multi-dwelling developments.

The town centre of Maryborough is located approximately 1 km to the south of the subject site. The subject site is also within proximity to public open spaces such as Princes Park to the south and the Maryborough Golf Course to the north.

Planning Permit Trigger

Under clause 32.08-3 of the General Residential Zone – Schedule 1 (GRZ1) a planning permit is required to subdivide land.

Note: A permit is required to remove native vegetation, however this has already occurred under the existing permit and is not part of this amendment.

Planning Scheme Provisions

Planning Policy Framework

Clause 11.01-1R Settlement - Loddon Mallee South

Strategies

Support Bendigo as the regional city and the major population and economic growth hub for the region, offering a range of employment and services.

Manage and support growth in Castlemaine, Gisborne, Kyneton and Maryborough as employment and service hubs that reinforce the network of communities in the region.

Support sustainable growth and expansion in Inglewood, Bridgewater, Marong and Harcourt to capitalise on their proximity to Bendigo.

Facilitate increased commercial and residential densities, mixed use development and revitalisation projects for underutilised sites and land in Bendigo.

Maintain non-urban breaks between settlements.

Clause 11.01-1L Settlement - Central Goldfields

Strategies

Provide medium density residential opportunities close to Maryborough Central Business Area.

Provide low density and rural living opportunities around the periphery of Maryborough and other centres where they do not conflict with environmental and agricultural objectives and where infrastructure can be supplied in a cost-effective way.

Clause 11.02-1S Supply of Urban Land

Objective

To ensure a sufficient supply of land is available for residential, commercial, retail, industrial, recreational, institutional, and other community uses

Clause 13.02-1S Bushfire Planning

Objective

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

Clause 14.02-1S Catchment planning and management

Objective

To assist the protection and restoration of catchments, water bodies, groundwater, and the marine environment.

Clause 14.02-2S Water Quality

Objective

To protect water quality

Clause 14.02-2L Water Quality – Central Goldfields

Strategy

Ensure effluent disposal systems in unsewered areas are located and maintained to minimise the risk of pollution to waterways

Clause 15.01-3S Subdivision design

Objective

To ensure the design of subdivisions achieves attractive, safe, accessible, diverse and sustainable neighbourhoods.

Clause 15.01-5S Neighbourhood Character

Objective

To recognise, support and protect neighbourhood character, cultural identity, and sense of place.

Clause 15.03-2S Aboriginal Cultural Heritage

Objective

To ensure the protection and conservation of places of Aboriginal cultural heritage significance.

Clause 16.01-1S Housing Supply

Objective

To facilitate well-located, integrated, and diverse housing that meets community needs.

Clause 16.02-2S Housing Affordability

Objective

To deliver more affordable housing closer to jobs, transport and services.

Clause 19.03-3S Integrated Water Management

Objective

To sustainably manage water supply, water resources, wastewater, drainage and stormwater through an integrated water management approach.

Zones and OverlaysClause 32.08 General Residential Zone – Schedule 1

To implement the Municipal Planning Strategy and the Planning Policy Framework.

To encourage development that respects the neighbourhood character of the area.

To encourage a diversity of housing types and housing growth particularly in locations offering good access to services and transport.

To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.

Comment

The addition of the proposed five lots as part of this amendment meets the relevant decision guidelines and meets the purpose of the zone by providing further opportunity for diverse housing and creating additional lots that are well connected to the Maryborough Town Centre. All servicing infrastructure is available to the subject site.

The additional five lots continue the pattern of the already approved subdivision and is also consistent with previous development within the existing residential area, including along Holyrood Street to the south-west and East Field Street and Backway Court to the north.

Under clause 32.08-11 application requirements, an application to subdivide land must meet the requirements of clause 56 (Residential Subdivision) of the Central Goldfields Planning Scheme. If in the opinion of the Responsible Authority an application requirement is not relevant to the evaluation of an application, the responsible authority may waive or reduce the requirement.

It is considered that a clause 56 assessment is not required in this instance given the minor nature of the amendment in the overall proposal. A detailed assessment was submitted as part of the original permit application and it is considered that the amendment will not change what has been previously assessed for the following reasons:

- The proposed additional lots have a consistent layout with the previously approved permit in terms of orientation and layout. The proposed new lots do not impact new roads or the overall shape of the subdivision. Critical aspects of the residential subdivision remain unchanged including the layout and road access.
- Future development of the proposed lots for a single dwelling will not require further planning approval given that the lots proposed exceed 300 square meters. Further, any siting assessment for a new dwelling in the future will be undertaken by a relevant building surveyor at the building approval stage under part 5 of *the Building Regulations 2018*. The siting assessment deals with matters including overshadowing, overlooking, and amenity-based setbacks.

For the above reasons, a clause 56 assessment is not required with this application for an amendment.

The subject site is not affected by any planning overlays.

Particular Provisions

There are no particular provisions that apply to this amendment. The removal of native vegetation under clause 52.17 has been completed under the existing permit and as discussed, a clause 56 assessment is not required in this instance.

General Provisions

65.02 Approval of an application to subdivide land

Before deciding on an application to subdivide land, the responsible authority must also consider, as appropriate:

- The suitability of the land for subdivision.
- The existing use and possible future development of the land and nearby land.
- The availability of subdivided land in the locality, and the need for the creation of further lots.
- The effect of development on the use or development of other land which has a common means of drainage.
- The subdivision pattern having regard to the physical characteristics of the land including existing vegetation.
- The density of the proposed development.
- The area and dimensions of each lot in the subdivision.
- The layout of roads having regard to their function and relationship to existing roads.
- The movement of pedestrians and vehicles throughout the subdivision and the ease of access to all lots.
- The provision and location of reserves for public open space and other community facilities. The staging of the subdivision.
- The design and siting of buildings having regard to safety and the risk of spread of fire.
- The provision of off-street parking.
- The provision and location of common property.
- The functions of any body corporate.
- The availability and provision of utility services, including water, sewerage, drainage, electricity and gas.
- If the land is not seweraged and no provision has been made for the land to be seweraged, the capacity of the land to treat and retain all sewage and sullage within the boundaries of each lot.
- Whether, in relation to subdivision plans, native vegetation can be protected through subdivision and siting of open space areas.

Planners Comment

Based on the detailed assessment above the proposed amendment to planning permit 123/19 for a subdivision is considered to address the decision guidelines set out in clause 65.02.

ASSESSMENT OF APPLICATION

Referrals

The following tables outline the referrals undertaken under both section 55 and 52 of the Planning and Environment Act 1987 and the Central Goldfields Planning Scheme.

Note: The application to amend the permit has been re-referred to the relevant authorities, with no change to the original conditions.

Department	Response
Central Highlands Water (CHW) (S.55)	We refer to your letter received 11th January 2021 and advise that in accordance with Section 56(1)(b) of the Planning and Environment Act, this Authority does not object to the granting of any permit that may issue subject to the following conditions: -

	<ol style="list-style-type: none"> 1. Any plan lodged for certification will be referred to the Central Highlands Region Water Corporation pursuant to Section 8(1)(a) of the Subdivision Act. 2. Reticulated sewerage facilities must be provided to each lot by the owner of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant. 3. A reticulated water supply must be provided to each lot by the owner of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant. 4. The owner will provide easements to the satisfaction of the Central Highlands Region Water Corporation, which will include easements for pipelines or ancillary purposes in favour of the Central Highlands Region Water Corporation, over all existing and proposed sewerage facilities within the proposal. 5. If the land is developed in stages, the above conditions will apply to any subsequent stage of the subdivision.
Planner Comment	Nil – Conditions not changed

Department	Response
AusNet Gas Services (Downer Utilities) (s.55)	<p>AusNet Gas Services pursuant to Section 56 (1) of the Planning and Environment Act 1987 has no objection to the granting of a permit, subject to the following condition:</p> <ol style="list-style-type: none"> 1. The plan of subdivision submitted for certification must be referred to AusNet Gas Services in accordance with Section 8 of the Subdivision Act 1988.
Planners Comment	Nil – Condition not changed, noted a response was not received from Downer Utilities within the prescribed period.

Department	Response
Goulburn Murray Water (GMW) (s.55)	Based on the information provided and in accordance with Section 56 (b) of the Planning and Environment

	<p>Act 1987, Goulburn-Murray Water has no objection to this planning permit being granted subject to the following conditions:</p> <ol style="list-style-type: none"> 1. Any Plan of Subdivision lodged for certification must be referred to Goulburn Murray Rural Water Corporation pursuant to Section 8(1)(a) of the Subdivision Act. 2. Each lot must be provided with connection to the reticulated sewerage system in accordance with the requirements of the relevant water authority. 3. All works within the subdivision must be done in accordance with EPA Publication 960 "Doing It Right on Subdivisions, Temporary Environmental Protection Measures for Subdivision Construction Sites", September 2004. 4. All stormwater discharged from the site must meet the urban run-off objectives and Standard C25 as specified in Clause 56.07-4 of the Victorian Planning Provisions. All infrastructure and works to manage stormwater must be in accordance with the requirements of the Responsible Authority. <p>Planning Note: The subject property is located within an area of Cultural Heritage Sensitivity. Should the activity associated with proposed development require a Cultural Heritage Management Plan (CHMP), planning permits, licences and work authorities cannot be issued unless a CHMP has been approved for the activity.</p>
<p>Planners Comment</p>	<p>Nil – Condition not changed. As part of the original permit application the applicant had a due diligence report prepared by Alpha Archology Pty Ltd which concludes that the site has been subject to significance ground disturbance due to past mining activity. Therefore, the proposal does not require a Cultural Heritage Management Plan to be prepared</p>

Department	Response										
<p>Powercor (s.55)</p>	<p>Subject to the following conditions, Powercor Australia Ltd (the Distributor) does not object to the issue of a planning permit for the abovementioned application</p> <ol style="list-style-type: none"> 1. This letter shall be supplied to the applicant in its entirety. 2. The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to the Distributor in accordance with Section 8 of that Act. 3. The applicant shall provide an electricity supply to all lots in the subdivision in accordance with the Distributor’s requirements and standards. <p>Notes: Extension, augmentation or rearrangement of the Distributor’s electrical assets may be required to make such supplies available, with the cost of such works generally borne by the applicant.</p> <ol style="list-style-type: none"> 4. The applicant shall ensure that existing and proposed buildings and electrical installations on the subject land are compliant with the Victorian Service and Installation Rules (VSIR). <p>Notes: Where electrical works are required to achieve VSIR compliance, a registered electrical contractor must be engaged to undertake such works.</p> <ol style="list-style-type: none"> 5. The applicant shall, when required by the Distributor, set aside areas with the subdivision for the purposes of establishing a substation or substations. <p>Notes: Areas set aside for substations will be formalised to the Distributor’s requirements under one of the following arrangements:</p> <ul style="list-style-type: none"> • RESERVES established by the applicant in favour of the Distributor. • SUBSTATION LEASE at nominal rental for a period of 30 years with rights to extend the lease for a further 30 years. The Distributor will register such leases on title by way of a caveat prior to the registration of the plan of subdivision. <ol style="list-style-type: none"> 6. The applicant shall establish easements on the subdivision, for all existing Distributor electric lines where easements have not been otherwise provided on the land and for any new powerlines to service the lots or adjust the positioning existing easements. <p>Notes:</p> <ul style="list-style-type: none"> • Existing easements may need to be amended to meet the Distributor’s requirements • Easements required by the Distributor shall be specified on the subdivision and show the Purpose, Origin and the In Favour of party as follows: <table border="1" data-bbox="660 1783 1265 2016"> <thead> <tr> <th data-bbox="660 1783 791 1899">Easement Reference</th> <th data-bbox="791 1783 914 1899">Purpose</th> <th data-bbox="914 1783 1027 1899">Width (Meters)</th> <th data-bbox="1027 1783 1141 1899">Origin</th> <th data-bbox="1141 1783 1265 1899">Land Benefited / In Favour of</th> </tr> </thead> <tbody> <tr> <td data-bbox="660 1899 791 2016"></td> <td data-bbox="791 1899 914 2016">Powerline</td> <td data-bbox="914 1899 1027 2016"></td> <td data-bbox="1027 1899 1141 2016">Section 88 - Electricity Industry Act 2000</td> <td data-bbox="1141 1899 1265 2016">Powercor Australia Ltd</td> </tr> </tbody> </table>	Easement Reference	Purpose	Width (Meters)	Origin	Land Benefited / In Favour of		Powerline		Section 88 - Electricity Industry Act 2000	Powercor Australia Ltd
Easement Reference	Purpose	Width (Meters)	Origin	Land Benefited / In Favour of							
	Powerline		Section 88 - Electricity Industry Act 2000	Powercor Australia Ltd							

Planners Comment	Nil – Conditions not changed.
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Department	Response
Central Goldfields Shire Council Engineer (s.52)	No change required to original planning permit conditions due to increase in number of lots.
Planners Comment	Nil

Alternative Options

CONSULTATION/COMMUNICATION

In accordance with the Planning and Environment Act 1987 Section 72 Application for Amendment of Permit; if an application is amended under Section 72, the responsible authority must provide Notice of the Amendment as prescribed in Section 52 –

- (1) Unless the responsible authority requires the applicant to give notice, the responsible authority must give notice of an application in a prescribed form:

(a) to the owners (except persons entitled to be registered under the Transfer of Land Act 1958 as proprietor of an estate in fee simple) and occupiers of allotments or lots adjoining the land to which the application applies unless the responsible authority is satisfied that the grant of the permit would not cause material detriment to any person.

In February the application was advertised with 2 signs onsite, 7 letters sent to the adjoining property owners and documents placed onsite.

During May the application was re-advertised with 4 signs on the site area, 48 letters sent to neighbouring properties and documents available on the website.

The application was advertised in accordance with the Act and two objections have been received to Council.

Issues raised

The issues raised in the objection are as follows:

- Traffic Congestion
- Parking Issues
- Safety Concerns for existing residents

Planners Comment

The proposed additional 5 lots will not result in any changed traffic conditions in the area. The existing carriageway and verges at Harrison Street (adjacent no. 35) and all roads to be upgraded or constructed as part of the development, are in accordance with the Infrastructure Design Manual (IDM) which is used by Victorian regional councils and provides a set of consistent requirements and standards for the design and development of infrastructure. The existing and proposed roads meet the requirements of an 'Access Street' as defined in the IDM standards.

The overall proposal as approved for 59 lots and the amendment to propose 5 additional lots will provide multiple access points to the development, via Park Road to East Field Street and the overall proposal also provides for a new court and an internal road. It is considered that there will not be a total reliance on the Harrison Street entrance from Holyrood Street. The objection raises the possibility of imposing one way traffic flow or court. However, it is considered that this may increase traffic further on Harrison Street and other streets if there is a limitation placed on entry and exit points.

Within the approved 59 lot subdivision and the additional lots, car parking for the future single dwellings on these proposed lots will be required to be provided. The issue of people parking within the streets would be beyond the scope of what a planning permit can regulate through permit conditions.

Access and egress from individual sites will be managed again through the agreed permit conditions requiring the construction and completion of compliant crossovers/driveways in accordance with the IDM standard. Any safety concern for residents can be mitigated to an acceptable level.

Objection 2, 43 Harrison Street Maryborough

Issues raised

The issues raised in the objection are as follows:

- Excessive road use / increase in traffic
- Lack of parking
- Lack of open space
- Safety of pedestrians
- Lack of notification

Planners Comment

It is considered that the objectors concerns will be managed via the implementation of the proposed planning permit conditions which will require various works and appropriate design considerations to be undertaken prior to the subdivision being finalised.

If a permit were to issue, the permit holder would be required to undertake civil works to the relevant standards pursuant to conditions from councils engineering department including the construction of new roads and upgrading of existing roads providing access to the site.

Upgrade works to Harrison Street and the proposed roads within the subdivision are to be designed to accommodate increased vehicle movements in accordance with the Infrastructure Design Manual (IDM) which is used by Victorian regional councils and provides a set of consistent requirements and standards for the design and development of infrastructure. The IDM and proposed permit conditions address matters such as safety access and egress.

Consistent with the planning scheme requirements, the developer will make a monetary contribution to Council's open space network prior to the completion of the first stage of the initial subdivision. The developer is required to make a monetary contribution of 5% of the value of the land to Council. This contribution goes towards Council parks and open space. Also the site is easily accessible to open space areas located with the site being located less than 1km from public parks.

The lots within the approved 59 lot subdivision and the additional lots, if developed with dwellings will be required provide off street parking for the residents of the dwellings. The lots

with a frontage width greater than 12.5 metres can accommodate dwellings with double garages. 60 of 64 lots or 94% of the subdivision can accommodate double car garages with the remaining 4 lots if approved being able to accommodate single garages, given the sizes of a typical single dwelling.

The objection raises why only certain residents were notified by mail.

During May, the application was re-advertised, with 4 signs placed on the site area, 48 letters sent to neighbouring properties and documents available on the website.

The notice met the requirements of the Act.

FINANCIAL & RESOURCE IMPLICATIONS

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

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

RISK MANAGEMENT

This report addresses Council's strategic risk Legislative compliance - Failure to manage our compliance with relevant legislative requirements by processing the amendment in accordance with the Planning and Environment Act 1987.

There is a risk to council of not deciding the application through a 'failure to determine' appeal at VCAT. This is mitigated by reporting this to Council for a decision.

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

CONCLUSION

The proposed application to amend planning permit D123/19 seeks approval for an additional five lots at 42 Harrison Street Maryborough.

A Council determination is sought for the application as the application has received two objections.

The conditions recommended are not altered from the existing approved planning permit (i.e. there are no modified or new conditions)

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

- I. issue a Notice of Decision to approve an amendment to planning permit D123/19 for a 64 lot subdivision and the removal of native vegetation within the General Residential Zone or
- II. Issue a Refusal to Grant an amendment to a planning permit for the proposal

ATTACHMENTS

1. Proposed Plan of Subdivision

2. Existing Conditions Plan

RECOMMENDATION

That Council having caused notice of Planning Application No. 123/19-A1 to be given under Section 52 of the Planning and Environment Act 1987 and the Central Goldfields Planning Scheme and having considered all the matters generally required, determines to issue a Notice of Decision to Amend planning permit 123/19; subject to the following conditions:

Amended Plans

1. Before the plan of subdivision is certified under the Subdivision Act 1988, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans submitted with the application/other specified plans but modified to show:
 - a) all bearings, distances, levels, street names, lot numbers, lot sizes, reserves and easements;
 - b) a subdivision road layout and road reserve plan;
 - c) drainage works required by the conditions of this permit;
 - d) landscaping plans inclusive of the requirements of this permit.
These plans must be drawn to scale and with dimensions. When approved, the plan will be endorsed and will then form part of this permit.

Certification of Plan

2. The formal plan of subdivision lodged for certification must be in accordance with the approved plan and must not be modified except to comply with statutory requirements or with the further written consent of the Responsible Authority.

Payment in lieu of Open Space Provision

3. Prior to the issue of the Statement of Compliance, a monetary contribution of an amount equal to 5 % of the current value of all the land within the subdivision shall be paid to the Responsible Authority. If the land is subdivided in stages, the contribution may be paid proportionally to the area of the lots being created.
4. The applicant or owner must pay on demand to Council, the Council's reasonable costs and expenses to provide valuation for payment in lieu of open space.

Staged Subdivision

5. The subdivision must proceed in the order of stages as shown on the endorsed plan unless otherwise agreed in writing by the responsible authority.

Easements

6. All existing and proposed easements and sites for existing and required utility services and roads must be set aside in favour of the relevant authority for which the easement or site is to be created on the plan of subdivision submitted for certification under the Subdivision Act 1988.

Telecommunications

7. A telecommunications network or service provider for the provision of telecommunication services to each lot shown on the endorsed plan in accordance with the provider's requirements and relevant legislation at the time;
8. a suitably qualified person for the provision of fibre ready telecommunication facilities to each lot shown on the endorsed plan in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.
9. Before the issue of a Statement of Compliance for any stage of the subdivision under the Subdivision Act 1988, the owner of the land must provide written confirmation from:
 - a) a telecommunications network or service provider that all lots are connected to or are ready for connection to telecommunications services in accordance with the provider's requirements and relevant legislation at the time; and
 - b) a suitably qualified person that fibre ready telecommunication facilities have been provided in accordance with any industry specifications or any standards set by the Australian Communications and Media Authority, unless the applicant can demonstrate that the land is in an area where the National Broadband Network will not be provided by optical fibre.

Engineering

Prior to the issue of a Statement of Compliance (or as otherwise stated) the following must be undertaken by the applicant/owner to the requirements and satisfaction of the Responsible Authority (alternative requirements may be approved, in writing, by Council's Manager Infrastructure):

Roads

10. The subdivision road layout plans must be provided to the satisfaction and approval of the Responsible Authority.
11. The subdivision and development allowed by this permit must not be commenced until three copies of a subdivision road layout and road reserve plan, drawn to scale and with dimensions, is submitted to and approved by the Responsible Authority. When approved, the plan will be endorsed and will then form part of this permit.
12. Roads shall be designed and constructed in accordance with Council's Road Management Plan 'Road Hierarchy' design service level standards to Urban Access 1

Road and Urban Access Court roads standard, pavement depth 300mm depth minimum, pavement design to be verified via subgrade and pavement materials testing (CBR) with kerb & channel both sides, to the satisfaction of the Responsible Authority.

13. Harrison Street road formation to be widened to a 7.3 metre wide road inclusive of a 20 metre diameter vehicle turn-around area (court bowl) at the north end of the road with kerb & channel completed to both sides.
14. East Field Street formation to be widened to a 7.3 metre wide road with kerb & channel completed to both sides.
15. The laneway which provides rear access to Park Road properties (71 to 89 Park Road) is to be retained or upgraded if it is required to be altered.
16. All roads shall be designed to accommodate and contain road surface stormwater drainage;
17. All road wearing surfaces shall be asphalt, to the satisfaction of the Responsible Authority.

Kerbs

18. Kerb and channel provided on both sides of roads to all proposed roads shall be modified SM2 profile.

Footpaths

19. Subdivision footpath layout plans must be provided to the satisfaction and approval of the Responsible Authority.
20. Concrete footpaths shall be 1.5 metre wide and 125mm depth with SL72 mesh reinforcement and offset 300mm from the property boundary along one side of all Urban Access 1 roads.
21. Concrete footpaths shall be 1.2 metre wide and 125mm depth with SL72 mesh reinforcement and offset 300mm from the property boundary along one side of all Urban Access Court roads.
22. A concrete footpath must be provided along one side of Harrison Street from the court bowl at the north end of Harrison Street to link with existing footpath in Harrison Street to Holyrood Street. The concrete footpath shall be 1.5 metre wide and 125mm depth with SL72 mesh reinforcement and offset 300 mm from property boundaries.
23. A concrete footpath must be provided along one side of East Field Street from the west end of East Field Street to link with existing footpath in Park Road to Holyrood Street. The concrete footpath shall be 1.5 metre wide and 125mm depth with SL72 mesh reinforcement and offset 300 mm from property boundaries.
24. Any linkage footpaths in public open space areas shall be 1.5 metres wide and include an all-weather treated surface
25. All footpaths and pram crossings are to be compliant with the Disability Discrimination Act.

Street Lighting

26. Street lights must be provided on street light poles, adequately located and spaced to light intersections, road reserves, footpaths and public open spaces to the satisfaction of the Responsible Authority.
27. Prior to installation the exact location, type and design of such street light(s) must be approved, in writing, by the Responsible Authority. The design must be one of a standard LED approved by Powercor.

Access

28. Vehicular access to all lots must be provided from the road frontage of the lots, no rear access shall be provided to any of the new lots.
29. No secondary access will be allowed for any lots to the Clarendon Street drainage reserve.
30. Subject to Condition 31 below, vehicular crossovers must be constructed between each of the lots and the road frontages. Such crossovers must be of concrete construction and be from kerb to property boundary in accordance with IDM Standard Drawing SD240. Once constructed the crossover(s) must be thereafter maintained by the landowner to the satisfaction of the Responsible Authority.
31. Where construction of vehicle crossovers is impractical at the time of subdivision the permit holder will be required to enter into a 173 agreement between Council and the permit holder for each lot created in the subdivision to guarantee the future land owner of each lot will provide a crossover to the satisfaction of the Responsible Authority. The Section 173 agreement shall be prepared at the cost of the permit holder and be to the satisfaction of the Responsible Authority.

Drainage

32. The owner/applicant must design and construct a drainage system to drain the development to the legal point of discharge.
33. Subdivision drainage plans must be provided to the satisfaction and approval of the Responsible Authority.
34. The underground drainage system shall be designed and constructed to contain stormwater flows for the minimum return period of 10 years and overland stormwater flows shall be contained for the minimum return period of 100 years.
35. Subject to Condition 36 below, all stormwater shall be accommodated and treated within the subdivision in accordance with IDM Clause 19, including any overland stormwater flows which flow into the subdivision from external sources.
36. Stormwater and surface water drainage from lots, pathways, driveways, drainage reserves, park land and roadways shall be designed for stormwater quality and quantity to comply with the Best Practice Environmental Management Guidelines for Urban Stormwater (CSIRO) 1999 and to the satisfaction of the Responsible Authority.
37. A legal point of stormwater discharge shall be provided for each lot, with the legal point of stormwater discharge from the subdivision to the underground drainage system at the East Field Street/Clarendon Street intersection to the satisfaction of the Responsible Authority.

38. A Stormwater Management Strategy detailing all proposed stormwater quality works (including operation and maintenance schedules) within the subdivision must be submitted to the Responsible Authority for approval. Provision must be made within the subject land, or other land downstream of the subdivision to accommodate the necessary stormwater drainage and treatment system, including, but not limited to, bio-retention and treatment basins, wetlands, open water zones, landscaped areas, pits and underground pipes. Such stormwater retention systems must be used to limit flow downstream from the site to predevelopment levels.
39. Approval for the use of the Clarendon Street road reserve is required before the area can be utilised for development of a retention and treatment basin.

Landscaping

40. Subdivision landscaping plans must show any public open space required and proposed street tree locations and species to the satisfaction and approval of the Responsible Authority.
41. Any public open space areas shall be designed and constructed to be low maintenance.
42. Upon completion of all works all nature strips must be levelled, topsoiled, and seeded. Alternate landscaping methods may be undertaken but must be approved in writing by the Responsible Authority prior to any works being undertaken.
43. At least one street tree shall be planted in the nature strip to the frontage of each lot. The proposed species must be approved by the Responsible Authority prior to planting.
44. All trees and landscaping must be planted prior to the issue of a Statement of Compliance and maintained by the applicant/owner for a period comprising at least two summers.

Signage

45. Street name, regulatory and estate signage on road reserves shall be designed and installed to the satisfaction of the Responsible Authority

Staged Works

46. The staged construction of the subdivision shall be undertaken so that each stage is completed in accordance with the endorsed plans and to the satisfaction of the Responsible Authority.
47. Prior to the issue of Statement of Compliance for any stage of the subdivision, nature strips, road related assets, stormwater drainage and treatment system assets and driveways for the relevant stage shall be 100% complete to the satisfaction of the Responsible Authority.

Defects Liability

48. A defects liability period will apply to all civil construction works undertaken.
49. Handover of nature strips, road-related assets and stormwater drainage and treatment system assets will occur at the end of the defects liability period, where the condition

and operation/function of each asset is to be to the satisfaction of the Responsible Authority.

50. Defects liability periods are:

- Nature strips and landscaped areas - at least 2 summers from installation/planting
- Road related assets - 12 months from completion
- Open space assets – 12 months from installation/planting
- Stormwater drainage and treatment system – 12 months from completion
- Constructed items - 12 months from completion.

51. The operation/function/maintenance/repairs of nature strips, road related assets, landscaped areas and stormwater drainage and treatment system assets will be undertaken by the permit holder up to handover for each stage, where the operation/function of each asset is to be to the satisfaction of the Responsible Authority.

Prior to certification of the plan of subdivision

52. Prior to Certification of the Plan of Subdivision, the applicant/owner must submit digital format (*.dwg) and 3 hard copy format site plans drawn to scale with dimensions and inclusive of a proposed timeline of works to the Responsible Authority. When approved, the plan(s) will be endorsed and will then form part of this permit. Such plan must be generally in accordance with the plan submitted but modified to show:

- Detailed civil drawings of all proposed roads, including the ability to accommodate a garbage truck and vehicle turn around facilities;
- Construction access routes (subdivision & dwelling);
- Vehicular crossovers and kerbs;
- Traffic control facilities;
- Drainage (including computations and Water Sensitive Urban Design treatment measures) and legal point of stormwater discharge for each lot (house drains);
- Stormwater retention and treatment basins, lagoons and or wetlands;
- Footpaths, street lights and signage;
- Street trees and landscaping

Prior to the commencement of any buildings or works the applicant/owner must

53. Ensure all civil drawings are approved and to the satisfaction of the Responsible Authority.

54. Make application for and have approved driveway crossing permits (vehicular crossover) and road occupation permit(s) (pedestrian access way, kerbs, footpaths, landscaping). All works constructed or carried out must be in accordance with the approved plans/permit(s).
55. The permit holder must provide temporary garbage collection points for developed properties during staged subdivision construction to the satisfaction of the Responsible Authority.

General Requirements

56. All works constructed or carried out must be in accordance with the approved plans and specifications.
57. The developer must restrict sediment discharges from any construction sites within the land in accordance with Construction Techniques for Sediment Pollution Control (EPA 1991) and Environmental Guidelines for Major Construction Sites (EPA 1995).
58. Only the approved subdivision construction access points shall be utilised, or developed, unless with the prior consent of the Responsible Authority.
59. At any time, the permit holder must ensure that the operation and condition of Council assets are not damaged by subdivision works or the construction of subsequent stages of the subdivision. 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.
60. The permit holder must provide to the Responsible Authority “as constructed” plans/ civil drawings of all constructed road works, kerbs, footpaths, drainage, traffic control facilities, stormwater retention and detention basin(s), street lights, street trees and signage provided in digital format (*.dwg).
61. Prior to the issue of a Statement of Compliance the owner of the subject land must submit a Construction Management Plan (CMP). The CMP must include for future landowners, their responsibilities for construction works on any lot in this subdivision:
- Ensuring all construction workers are made aware of the approved dwelling construction access points as agreed with the land developer.
 - All damage caused to Council assets during the construction of any building on site are the responsibility of the landowner.
 - The containment of builders’ waste on-site
 - The construction of a driveway to each lot, to be constructed of concrete and be from kerb to the property boundary.
- Once approved the CMP will be endorsed to form part of the permit.
62. Prior to issue of statement of compliance, road works, vehicle crossovers, drainage and landscaping works for any stage of the approved subdivision must be installed to the satisfaction of the Responsible Authority in accordance with the approved plans. At the completion of the works one set of 'as constructed' civil plans shall be submitted to the Council.

Goulburn Murray Water

63. Any Plan of Subdivision lodged for certification must be referred to Goulburn-Murray Rural Water Corporation pursuant to Section 8(1)(a) of the Subdivision Act.
64. Each lot must be provided with connection to the reticulated sewerage system in accordance with the requirements of the relevant water authority.
65. All works within the subdivision must be done in accordance with EPA Publication 960 “Doing It Right on Subdivisions, Temporary Environmental Protection Measures for Subdivision Construction Sites”, September 2004.
66. All stormwater discharged from the site must meet the urban run-off objectives and Standard C25 as specified in Clause 56.07-4 of the Victorian Planning Provisions. All infrastructure and works to manage stormwater must be in accordance with the requirements of the Responsible Authority.

Central Highlands Water

67. Any plan lodged for certification will be referred to the Central Highlands Region Water Corporation pursuant to Section 8(1)(a) of the Subdivision Act.
68. Reticulated sewerage facilities must be provided to each lot by the owner of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant.
69. A reticulated water supply must be provided to each lot by the owner of the land (or applicant, in anticipation of becoming the owner) to the satisfaction of the Central Highlands Region Water Corporation. This will include the construction of works and the payment of major works contributions by the applicant.
70. The owner will provide easements to the satisfaction of the Central Highlands Region Water Corporation, which will include easements for pipelines or ancillary purposes in favour of the Central Highlands Region Water Corporation, over all existing proposed sewerage facilities within the proposal.

Downer Utilities

71. The plan of subdivision submitted for certification must be referred to AusNet Gas Services in accordance with Section 8 of the Subdivision Act 1988.

Powercor

72. The plan of subdivision submitted for certification under the Subdivision Act 1988 shall be referred to the Distributor in accordance with Section 8 of that Act.
73. The applicant shall provide an electricity supply to all lots in the subdivision in accordance with the Distributor’s requirements and standards. Notes: Extension, augmentation or rearrangement of the Distributor’s electrical assets may be required

to make such supplies available, with the cost of such works generally borne by the applicant.

74. The applicant shall ensure that existing and proposed buildings and electrical installations on the subject land are compliant with the Victorian Service and Installation Rules (VSIR).
75. The applicant shall, when required by the Distributor, set aside areas with the subdivision for the purposes of establishing a substation or substations.
76. The Distributor will register such leases on title by way of a caveat prior to the registration of the plan of subdivision.
77. The applicant shall establish easements on the subdivision, for all existing Distributor electric lines where easements have not been otherwise provided on the land and for any new powerlines to service the lots or adjust the positioning existing easements.

Native Vegetation Offsets

78. In order to offset the removal of the native vegetation within the Native Vegetation report ID: 313-20191031-003 and dated 31 October 2019 and approved as part of this permit, the applicant must provide a native vegetation offset that meets the following requirements, and is in accordance with the Permitted clearing of native vegetation - Biodiversity assessment guidelines and the Native vegetation gain scoring manual:

The offset must:

- Contribute gain of 0.042 general biodiversity equivalence units.
- Be located within the North Central Catchment Management Authority boundary or Central Goldfields Shire Council
- Have a strategic biodiversity score of at least 0.080.

Offset Evidence

79. Before any native vegetation is removed, evidence that an offset has been secured must be provided to the satisfaction of the responsible authority. This offset must meet the offset requirements set out in this permit and be in accordance with the requirements of the Permitted clearing of native vegetation - Biodiversity assessment guidelines and the Native vegetation gain scoring manual. Offset evidence can be either:

- A credit register extract from the Native Vegetation Credit Register; or
- A security agreement, to the required standard, for the offset site or sites, including a 10-year offset management plan to the satisfaction of the Department of Environment, Land, Water and Planning and approved by the Responsible Authority. Every year, for ten years, after the responsible authority has approved the offset management plan, the applicant must provide notification of the management actions undertaken towards implementing the offset management plan, to the department. An offset site condition statement, including photographs must be included in this notification.

Permit Expiry

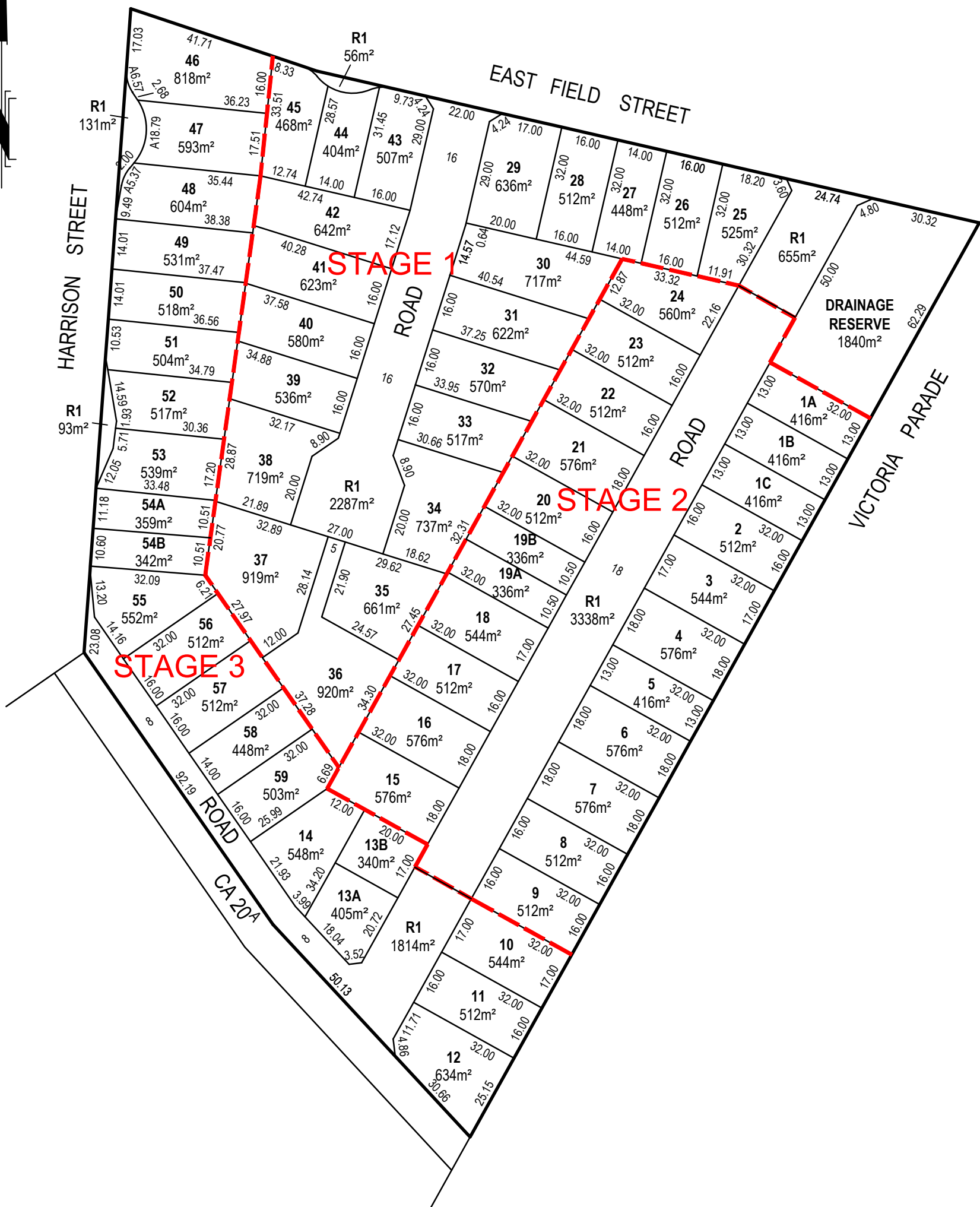
80. Where the subdivision is to be developed in stages, the time specified for the commencement of the first stage is two (2) years from the date of this permit. The time specified for the commencement of any subsequent stage is five (5) years from the date of this permit and the time specified for the completion of each stage is five years from the date of its commencement.

The Responsible Authority may extend the periods referred to if a request is made in writing before the permit expires or within six months afterwards.

Permit Note:

This permit has been amended as follows:

Date of Amendment	Description of Amendment
xx/xx/xx	Permit preamble and proposal amended under section 72 of the <i>Planning and Environment Act 1987</i> to allow for an amendment from 59 lots to 64 lots.



WARATAH PLACE
STAGES 1, 2 & 3
64 LOTS

Cardno TGM
 ABN 11 125 568 461
 1315 Sturt Street, Ballarat, VIC Australia (PO Box 563W, Ballarat West) 3350
 Phone +61 3 5330 8888 Fax +61 3 5333 3815
 Email: victoria@cardno.com.au Web: www.cardno.com

Rev.	Date	Amendments
09	27/11/2020	REV LAYOUT LOTS 1, 13, 19, 54 (+5 LOTS)
08	25/08/2020	REV FRONTAGES LOTS 43-48, 51-53, 55
07	31/10/2019	STAGE BDY'S ADDED
06	29/10/2019	REV PROPOSED LOT LAYOUT
05	28/10/2019	REV PROPOSED LOT LAYOUT
04	28/10/2019	REV PROPOSED LOT LAYOUT
03	23/10/2019	REV PROPOSED LOT LAYOUT

Drawn	Drawn
PF	Checked
PF	Scale
PF	Sheet Size
PF	File Ref: 9888-300-ODP01-09.dwg
PF	Sheet No.

PF	Client:	MARK DELLAVEDOVA
ASH	Municipality:	CITY OF BALLARAT
1:1250		
A3		
12.5 0 25 50		
1 of 1		Scale in Metres

PLAN OF PROPOSED
STAGED SUBDIVISION
LAYOUT
HARRISON STREET,
MARYBOROUGH



ABN 11 125 568 461
 1315 Sturt Street, Ballarat, VIC Australia (PO Box 563W, Ballarat West) 3350
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Rev.	Date	Amendments
08	25/08/2020	REV FRONTAGES LOTS 43-48, 51-53, 55
07	31/10/2019	STAGE BDY'S ADDED
06	29/10/2019	REV PROPOSED LOT LAYOUT
05	28/10/2019	REV PROPOSED LOT LAYOUT
04	28/10/2019	REV PROPOSED LOT LAYOUT
03	23/10/2019	REV PROPOSED LOT LAYOUT
02	04/09/2019	PRELIM PROPOSED LOT LAYOUT

Drawn	Drawn
PF	Checked
PF	Scale
PF	Sheet Size
PF	File Ref: PF-19888-01-PP01-08.dwg
PF	Sheet No.

PF	Client:	MARK DELLAVEDOVA
ASH	Municipality:	CITY OF BALLARAT
1:1250		
A3		
12.5 0 25 50		
1 of 1		Scale in Metres

PLAN OF PROPOSED STAGED SUBDIVISION LAYOUT
 HARRISON STREET, MARYBOROUGH