AGENDA

FOR THE ORDINARY MEETING OF COUNCIL
TO BE HELD ON
TUESDAY 21 NOVEMBER 2017
COMMENCING AT 6.30 PM IN THE
COUNCIL CHAMBER,
MOUNT ALEXANDER SHIRE CIVIC CENTRE
CORNER LYTTLETON AND LLOYD STREETS, CASTLEMAINE.
# TABLE OF CONTENTS

1. **PRESENT**  
   - Page 4

2. **APOLOGIES**  
   - Page 4

3. **DECLARATIONS OF INTEREST/CONFLICTS OF INTEREST**  
   - Page 4

4. **MINUTES**  
   - Page 4
   4.1. **ORDINARY MEETING OF COUNCIL – 17 OCTOBER 2017**  
      - Page 4

5. **PUBLIC QUESTION TIME**  
   - Page 5

6. **PETITIONS AND JOINT LETTERS**  
   - Page 5

7. **COMMITTEE REPORTS**  
   - Page 5
   7.1. **AUDIT AND RISK ADVISORY COMMITTEE**  
        - Page 5
   7.2. **LODDON MALLEE LOCAL GOVERNMENT WASTE FORUM MEETINGS**  
        - Page 5

8. **ASSEMBLIES OF COUNCILLORS**  
   - Page 28
   8.1. **ASSEMBLIES ON 10 OCTOBER, 17 OCTOBER, 24 OCTOBER (3.00 PM AND 6.30 PM), 31 OCTOBER AND 8 NOVEMBER 2017 (3.00 PM)**  
        - Page 28

9. **OFFICER REPORTS**  
   - Page 45
   9.1. **OUR PEOPLE (PEO)**  
        - Page 45
        - PEO 10 **APPOINTMENTS TO SPECIAL COMMITTEES OF COUNCIL – CAMP RESERVE, ELPHINSTONE FACILITIES, MALDON COMMUNITY CENTRE, TARADALE HALL**  
             - Page 45
        - PEO 11 **ANNUAL PLAN 2017/2018 – QUARTER 1 PROGRESS REPORT**  
             - Page 49
        - PEO 12 **APPOINTMENT OF AUDIT & RISK ADVISORY COMMITTEE CHAIR**  
             - Page 51
        - PEO 13 **APPOINTMENT OF THE NORTHERN VICTORIAN INTEGRATED MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE**  
             - Page 53
   9.2. **OUR PLACE (PLA)**  
        - Page 59
        - PLA 09 **WESLEY HILL RECREATION RESERVE DECLARATION OF A DOG FREE AREA**  
             - Page 59
   9.3. **OUR ECONOMY (ECO)**  
        - Page 66
        - ECO 44 **QUARTERLY FINANCIAL MANAGEMENT REPORT TO 30 SEPTEMBER 2017**  
             - Page 92

10. **DELEGATES REPORTS**  
    - Page 94

11. **NOTICE OF MOTION**  
    - Page 94
    - NOTICE OF MOTION 2017/004 – VALE MR DONALD LATIMER, TOWN CRIER  
      - Page 94

12. **URGENT SPECIAL BUSINESS**  
    - Page 94

13. **CONFIDENTIAL REPORT**  
    - Page 95

14. **MEETING CLOSE**  
    - Page 95
SEPARATE ATTACHMENTS:
Separate Attachment ECO 44A: Financial Management Report for the period 1 July 2017 – 30 September 2017
ACKNOWLEDGEMENT OF COUNTRY

To start the official proceedings
I would like to acknowledge that we are meeting on Jaara country of which the members and elders of the Jaara Jaara community and their forebears have been custodians for many centuries and have performed age old ceremonies of celebration, initiation and renewal. We acknowledge their living culture and their unique role in the life of this region.

1. PRESENT

2. APOLOGIES

3. DECLARATIONS OF INTEREST/CONFLICTS OF INTEREST

4. MINUTES

4.1. ORDINARY MEETING OF COUNCIL – 17 OCTOBER 2017

The unconfirmed minutes of the Ordinary Meeting of the Mount Alexander Shire Council held at 6.30 pm on 17 October 2017 at the Mount Alexander Shire Civic Centre have been circulated to Councillors.

The unconfirmed minutes have also been posted on the Mount Alexander Shire Council website, pending confirmation at this meeting.

RECOMMENDATION

That the Minutes of the Ordinary Meeting of the Mount Alexander Shire Council held on 17 October 2017 be confirmed.
5. PUBLIC QUESTION TIME

6. PETITIONS AND JOINT LETTERS

Council has received a joint letter on 8 November 2018 with five signatures from residents of the Wintringham Units, requesting that Council inspect and repair the footpaths outside the units in the interests of public safety.

RECOMMENDATION:

That Council receive a report on this joint letter at the next Ordinary Meeting of Council on 19 December 2017.

7. COMMITTEE REPORTS

7.1. Audit and Risk Advisory Committee

The unconfirmed Minutes of the Audit and Risk Advisory Committee meeting held on 31 August 2017 are at Attachment 7.1A.

7.2. Loddon Mallee Local Government Waste Forum Meetings

The unconfirmed Minutes of the Loddon Mallee Local Government Waste Forum held on 28 August 2017 are at Attachment 7.2A.

RECOMMENDATION

That the unconfirmed Minutes of the Audit and Risk Advisory Committee and Loddon Mallee Local Government Waste Forum meetings be noted.
AUDIT AND RISK ADVISORY COMMITTEE
UNCONFIRMED MINUTES
31 AUGUST 2017 AT 9AM AT THE
COUNCIL CHAMBER,
MOUNT ALEXANDER SHIRE CIVIC CENTRE
CORNER LYTTLETON AND LLOYD STREETS, CASTLEMAINE.

TABLE OF CONTENTS

1. PRESENT 3
2. APOLOGIES 3
3. DECLARATIONS OF INTEREST / CONFLICTS OF INTEREST 3
4. ACCEPTANCE OF MINUTES 3
5. MATTERS ARISING FROM MINUTES 10
6. FINANCE REPORTS 10
   6.1. ANNUAL FINANCE AND PERFORMANCE STATEMENTS 10
7. RISK MANAGEMENT 11
   7.1. RISK MANAGEMENT REPORT AS AT 30 JUNE 2017 11
8. INTERNAL & EXTERNAL AUDITORS DISCUSSION 11
9. CHIEF EXECUTIVE OFFICER REPORT 11
10. AUDIT REPORTS 11
    10.1. INTERNAL AUDIT REPORT – TREE MANAGEMENT 11
    10.2. INTERNAL AUDIT - FOLLOW UP REVIEW 11
    10.3. INTERNAL AUDIT – STRATEGIC AUDIT PLAN 12
    10.4. INTERNAL AUDIT – PROGRESS REPORT 12
    10.5. INTERNAL AUDIT – RECENT REPORTS AND PUBLICATIONS OF INTEREST 12
11. OTHER 12
    11.1. ASSET POLICIES – NON CURRENT ASSET RECOGNITION POLICY AND ASSET VALUATION AND RE-EVALUATION POLICY 12
    11.2. PULSE DEMONSTRATION 12
12. FOR INFORMATION

12.1. ANNUAL PLAN 2017/2018

12.2. VAGO PERFORMANCE AUDIT – INTERNAL AUDIT PERFORMANCE

12.3. DATE OF NEXT MEETING: THURSDAY, 30 NOVEMBER 2017 AT 9.00 AM

13. MEETING CLOSED AT 11.50 AM
1. **PRESENT**

Committee members:

Ken Belfrage (Chair), Nicole Cox, Marina Bland, Glenn Sutherland (Items 1-8); Councillor Sharon Telford (Mayor), Councillor Robin Taylor

Officers: Acting Chief Executive Officer (Jason Taylor); Executive Manager Business Performance (Bradley Thomas); Acting Executive Manager Organisational Capability (Kevin Pitman) (Item 7), Principal Governance Officer (Suellen Pepperoll) (Item 7)

Visitors: Andrew Zavitsanos (Crowe Horwath), Phillip Delahunty (RSD) – Items 1-8

Cr Christine Henderson, Cr John Nieman and Cr Bronwen Machin

2. **APOLOGIES**

Officers: Chief Executive Officer (Darren Fuzzard)

3. **DECLARATIONS OF INTEREST / CONFLICTS OF INTEREST**

Nil

4. **ACCEPTANCE OF MINUTES**

The unconfirmed minutes of the Advisory Committee Meeting held on 1 June 2017 at the Council Chamber, Mount Alexander Shire Civic Centre had been circulated to Committee members and were confirmed by Nicole Cox and Marina Bland.
AUDIT AND RISK ADVISORY COMMITTEE
UNCONFIRMED MINUTES
1 JUNE 2017 AT 9AM AT THE
COUNCIL CHAMBER,
MOUNT ALEXANDER SHIRE CIVIC CENTRE
CORNER LYTTLETON AND LLOYD STREETS, CASTLEMAINE.

TABLE OF CONTENTS
1. PRESENT 3
2. APOLOGIES 3
3. DECLARATIONS OF INTEREST / CONFLICTS OF INTEREST 3
4. ACCEPTANCE OF MINUTES 3
5. MATTERS ARISING FROM MINUTES 3
6. FINANCE REPORTS 4
   6.1. QUARTERLY FINANCIAL MANGEMENT REPORT 31 MARCH 2017 4
7. RISK MANAGEMENT 4
   7.1. RISK MANAGEMENT REPORT A3 AT 4 MAY 2017 4
   7.2. RISK MANAGEMENT POLICY 4
8. CHIEF EXECUTIVE OFFICER REPORT 4
9. AUDIT REPORTS 4
   9.1. INTERIM MANAGEMENT LETTER AUDIT 2016/2017 4
   9.2. INTERNAL AUDIT REPORT – FEE WAIVER 4
   9.3. EXTERNAL AUDIT STRATEGY YEAR ENDING 30 JUNE 2017 5
   9.4. INTERNAL AUDIT PROGRESS REPORT 5
10. OTHER 5
   10.1. SELF ASSESSMENT QUESTIONNAIRE 5
11. FOR INFORMATION 5
   11.1. LOCAL GOVERNMENT INSPECTORATES 2016 COUNCIL ELECTION REPORT 5
   11.2. DRAFT COUNCIL PLAN 2017-2021 5
11.3. PROPOSED ANNUAL BUDGET 2017-2018
11.4. DEFINED BENEFITS SUPERATION
11.5. OTHER BUSINESS

12. MEETING CLOSED AT 11.00 AM
1. **PRESENT**

   Committee members:

   Ken Belfrage (Chair), Nicole Cox, Marina Bland, Glenn Sutherland; Councilor Sharon Telford (Mayor), Councilor Robin Taylor

   Officers: Chief Executive Officer (Darren Fazzard); Executive Manager Business Performance (Bradley Thomas); Risk and Safety Officer (Peter Brooks – Item 7), Executive Manager Organisational Capability (Sarah Noel – Item 7)

   Visitors: Andrew Zavitsanos (Crowe Horwath), Phillip Delahunty (RSD) – Items 1-9.3

2. **APOLOGIES**

   Nil

3. **DECLARATIONS OF INTEREST / CONFLICTS OF INTEREST**

   Nil

4. **ACCEPTANCE OF MINUTES**

   The unconfirmed minutes of the Advisory Committee Meeting held on 1 March 2017 at the Council Chamber, Mount Alexander Shire Civic Centre had been circulated to Committee members and were confirmed by Nicole Cox.

5. **MATTERS ARISING FROM MINUTES**

<table>
<thead>
<tr>
<th>MEETING</th>
<th>ITEM</th>
<th>ACTION</th>
<th>OUTCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>9 March 2017</td>
<td>Quarterly Financial Management Report 30 September 2016</td>
<td>Manager Finance to prepare a 5 year financial analysis by theme in a graphic format and e-mail to Committee</td>
<td>Completed</td>
</tr>
<tr>
<td>9 March 2017</td>
<td>Updated Strategic Audit Plan</td>
<td>That the risk management policy, matrix and strategic risk register be presented at the next meeting</td>
<td>Completed</td>
</tr>
<tr>
<td>9 March 2017</td>
<td>Appointment of an independent member</td>
<td>Council to advertise for the appointment of an independent member</td>
<td>Completed, and applications currently being shortlisted</td>
</tr>
<tr>
<td>9 March 2017</td>
<td>Audit Committee Charter</td>
<td>That a report be prepared and Council consider and adopt the amended charter</td>
<td>Completed – the amended charter was adopted by Council at the Ordinary Meeting of Council on 18 May 2017</td>
</tr>
</tbody>
</table>
6. **FINANCE REPORTS**

6.1. **QUARTERLY FINANCIAL MANAGEMENT REPORT 31 MARCH 2017**

The Audit and Risk Advisory Committee noted the Financial Management Report for the year to 31 March 2017.

7. **RISK MANAGEMENT**

7.1. **RISK MANAGEMENT REPORT AS AT 4 MAY 2017**

The Audit and Risk Advisory Committee noted the Risk Management Report.

7.2. **RISK MANAGEMENT POLICY**

The Audit and Risk Advisory Committee discussed in detail the Risk Management Policy, Matrix and the Strategic Risk Register. The Audit and Risk Advisory Committee noted these documents.

8. **CHIEF EXECUTIVE OFFICER REPORT**

The Audit and Risk Advisory committee noted the verbal Chief Executive Report which included the following topics:
- Corporate restructure and update on recruitment
- Office relocations
- EBA update
- Council Plan 2017-2021
- Annual Budget 2017/2018
- Grant funding
- Municipal valuations

9. **AUDIT REPORTS**

9.1. **INTERIM MANAGEMENT LETTER AUDIT 2016/2017**

The annual letter included two findings for review. The Audit and Risk Advisory Committee noted the Interim Audit Management Letter 2016/2017.

9.2. **INTERNAL AUDIT REPORT – FEE WAIVER**

---

Audit and Risk Advisory Committee Meeting Minutes – 1 June 2017

Page 4 of 8
The Audit and Risk Advisory Committee endorsed management's response to the recommendations in the Internal Audit Report – Fee Waivers. The major finding from the report related to the creation of an organisational wide policy for fee waivers, and improved organisational-wide reporting.

9.3. EXTERNAL AUDIT STRATEGY YEAR ENDING 30 JUNE 2017

The Audit and Risk Advisory Committee noted the VAGO Audit Strategy for the Year Ending 30 June 2017.

9.4. INTERNAL AUDIT PROGRESS REPORT

The Audit and Risk Advisory Committee noted the Internal Audit Progress Report from Crowe Horwath, and also noted that the report is provided to the organisation's Leadership Team to review.

ACTION: A presentation of Council's software system, PULSE, be provided at the next Audit and Risk Advisory Committee meeting.

10. OTHER

10.1. SELF ASSESSMENT QUESTIONNAIRE

The Audit and Risk Advisory Committee reviewed the results and provided feedback on the self-assessment questionnaire.

11. FOR INFORMATION

11.1. LOCAL GOVERNMENT INSPECTORATES 2016 COUNCIL ELECTION REPORT

The Audit and Risk Advisory Committee noted the report into the conduct of the 2016 Council elections.

11.2. DRAFT COUNCIL PLAN 2017-2021

The Audit and Risk Advisory Committee noted the draft Council Plan 2017-2021.

11.3. PROPOSED ANNUAL BUDGET 2017-2018

The Audit and Risk Advisory Committee noted the proposed Annual Budget 2017/2018.

11.4. DEFINED BENEFITS SUPERATION

The Audit and Risk Advisory Committee noted the update provided on the Defined Benefits Superannuation Fund.

11.5. OTHER BUSINESS

Nicole Cox noted she would be an apology from the next meeting of the Audit and Risk Advisory Committee.
Ken Beltrage noted this was his last meeting as a member of the Audit and Risk Advisory Committee, pending outcome of the current application process. He thanked the members for their commitment to the Committee.

12. **MEETING CLOSED AT 11.00 AM**
5. MATTERS ARISING FROM MINUTES

<table>
<thead>
<tr>
<th>MEETING</th>
<th>ITEM</th>
<th>ACTION</th>
<th>OUTCOME</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 June 2017</td>
<td>Mr Belfrage appointment as a member of the Committee came to an end.</td>
<td>Advertise and appoint an independent member of the Committee.</td>
<td>Following advertising of the role, at the 18 July 2017 Ordinary Meeting Council reappointed Mr Belfrage to the Committee for a three year term ending 30 June 2020.</td>
</tr>
<tr>
<td>1 June 2017</td>
<td>Audit Committee Chairperson</td>
<td>Mayor Telford will call for nominations for the role of Chairperson for the Audit &amp; Risk Advisory Committee.</td>
<td>Following the Committee proposing a Chairperson, a Council report will be prepared and Council will appoint a Chairperson.</td>
</tr>
</tbody>
</table>

Mayor Telford, assumed Chair, called for nominations as Chairperson. Ken Belfrage was nominated and accepted.

**ACTION:** Executive Manager Business Performance to prepare a Council Report to appoint Mr Belfrage as Chairperson of the Audit and Advisory Committee.

6. FINANCE REPORTS

6.1. ANNUAL FINANCIAL AND PERFORMANCE STATEMENTS

The Executive Manager Business Performance, and Council's External Auditors spoke to and presented the Draft Audited Annual Financial Statements and Performance Statement for the year ended 30 June 2017. The Audit and Risk Advisory Committee noted the reports.

Moved:

That the Audit and Risk Advisory Committee, following consideration of the draft financial statements for the year ended 30 June 2017, recommend to Council that:

Council gives its in principle agreement to adopt the statements for forwarding to the Victorian Auditor General for approval; and

Authorise Councillor Telford and Councillor Taylor, as members of the Audit and Risk Advisory Committee, to sign the financial statements in their final form after any changes recommended or agreed to by the auditors have been made.

Moved: Glenn Sutherland. Seconded: Marina Bland - Approved

7. RISK MANAGEMENT

7.1. RISK MANAGEMENT REPORT AS AT 30 JUNE 2017

The Audit and Risk Advisory Committee noted the Risk Management Report.

Moved: Nicole Cox. Seconded: Marina Bland - Approved.

8. INTERNAL & EXTERNAL AUDITORS DISCUSSION

The Committee held discussions with both the internal and external Auditors without management representatives present.

Action: A report on the number of corporate cards and use be provided at the next meeting of the Committee.

9. CHIEF EXECUTIVE OFFICER REPORT

The Audit and Risk Advisory committee noted the verbal Chief Executive Report which included the following topics:

- Central Goldfields Shire
- Corporate Restructure
- Leadership Development
- RSPCA
- Castlemaine Depot
- NCCMA Flood Study
- Harcourt Mountain Park

10. AUDIT REPORTS

10.1. INTERNAL AUDIT REPORT – TREE MANAGEMENT

The Audit and Risk Advisory Committee endorsed management’s response to the recommendations in the Internal Audit Report – Tree Management.

Moved: Marina Bland. Seconded: Nicole Cox - Approved.

10.2. INTERNAL AUDIT - FOLLOW UP REVIEW

The Audit and Risk Advisory Committee endorsed management’s response to the recommendations in the Internal Audit Report – Follow Up Review
Moved: Nicole Cox. Seconded: Marina Bland - Approved.

10.3. INTERNAL AUDIT – STRATEGIC AUDIT PLAN

The Audit and Risk Advisory Committee endorsed the Internal Audit Strategic Audit Plan for 2017/2018.

Moved: Ken Belfrage. Seconded: Nicole Cox - Approved.

10.4. INTERNAL AUDIT – PROGRESS REPORT

The Audit and Risk Advisory Committee endorsed the Internal Audit Progress Report for August 2017.

Moved: Ken Belfrage. Seconded: Nicole Cox - Approved.

10.5. INTERNAL AUDIT – RECENT REPORTS AND PUBLICATIONS OF INTEREST

The report was noted by the Committee.

11. OTHER

11.1. ASSET POLICIES – NON CURRENT ASSET RECOGNITION POLICY AND ASSET VALUATION AND RE-EVALUATION POLICY

Both policies were noted by the Audit and Risk Advisory Committee.

Moved: Ken Belfrage. Seconded: Marina Bland - Approved.

11.2. PULSE DEMONSTRATION

The Audit and Risk Advisory Committee noted a presentation of PULSE - Council's Corporate Reporting Software.

12. FOR INFORMATION

12.1. ANNUAL PLAN 2017/2018

The Audit and Risk Advisory Committee noted the Annual Plan 2017/2018.

12.2. VAGO PERFORMANCE AUDIT – INTERNAL AUDIT PERFORMANCE

The Audit and Risk Advisory Committee noted the Report.

12.3. DATE OF NEXT MEETING: THURSDAY, 30 NOVEMBER 2017 AT 9.00 AM

13. MEETING CLOSED AT 11.50 AM
Loddon Mallee Local Government Waste Forum
Minutes of Meeting
11.45am Monday 28 August 2017
Meeting room at the Kerang Fire Station (CFA), 49 Fitzroy St, Kerang

1. Welcome and Introductions:
   Daryl Warren opened the meeting at 12.38pm and welcomed those in attendance to Kerang, including guest speakers Marcus Fogarty (Sustainability Victoria), Angela Hoefnagels and Natasha Velleley (DELWP).

<table>
<thead>
<tr>
<th>Agenda Item</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Present:</td>
</tr>
<tr>
<td></td>
<td>Daryl Warren (Buloke Shire), Geoff Curnow (Loddon Shire), Jennifer Anderson (Macedon Ranges Shire), Bronwen Machin (Mount Alexander Shire), Bill Moar (Swan Hill Rural City), Bridgette McDougall (City of Greater Bendigo), Michael Scott (Mount Alexander Shire), Matt George (Mildura Rural City Council), Sarah O’Connor (Mildura Rural City), Daniel Lloyd (Loddon Shire), Ritika Jindal (Macedon Ranges Shire), Win Laing (SV), Karen Fazzanti (LMWRRG), Melanie Bell (LMWRRG) Simon Rule (Wentworth Shire), Mark McDonald (Buloke Shire), Lorraine Learmonth (Gannawarra Shire), Nick Tuohey (EPA), Marcus Fogarty (Sustainability Victoria), Angela Hoefnagels and Natasha Velleley (DELWP), Matthew Irving (Macedon Ranges Shire), Geoff Rollinson (Gannawarra Shire), Kimmly Johnston (Swan Hill Rural City).</td>
</tr>
<tr>
<td>3</td>
<td>Apologies:</td>
</tr>
<tr>
<td></td>
<td>Izzy Tunali (Wentworth Shire), Andrea Metcalf (City of Greater Bendigo), Glenn Berry (Buloke Shire), Adam Cooper (Gannawarra Shire), Oliver McNulty (Swan Hill Rural City), Brooke Pearce (City of Greater Bendigo), Craig Lloyd (City of Greater Bendigo).</td>
</tr>
<tr>
<td>4</td>
<td>Approval of Minutes –29 May 2017</td>
</tr>
<tr>
<td></td>
<td>That the Minutes of the meeting from 29 May 2017 be accepted:</td>
</tr>
<tr>
<td></td>
<td>Moved: Lorraine Learmonth</td>
</tr>
<tr>
<td></td>
<td>Seconded: Bronwen Machin</td>
</tr>
<tr>
<td></td>
<td>Carried</td>
</tr>
<tr>
<td>5</td>
<td>Business Arising from Prior Meetings</td>
</tr>
<tr>
<td></td>
<td>Action</td>
</tr>
</tbody>
</table>
2. 1. LMWRRG Projects.
   Plastic bags
   Action: Karen to organise to put case studies, resource for our communities on the LMWRRG website.

   Procurement policy
   Action: Councils to send procurement policy to Bronwen if you have a suitable policy.

<table>
<thead>
<tr>
<th>Karen</th>
<th>Completed</th>
</tr>
</thead>
</table>

3. 2. Attendance at next meetings.
   ACTION – Chair/Karen to invite president of MAV and LGA to next meetings.

<table>
<thead>
<tr>
<th>Chair/Karen</th>
<th>Next meeting</th>
<th>To be Followed up</th>
</tr>
</thead>
</table>

4. 3. Statewide Waste and Resource Recovery Infrastructure Plan
   Action: Win to organise with Mel for SV to present on Vic Waste Data portal at next Forum meeting.

   Action: Mel to put link to SV Data portal in the minutes and provide Nick’s name for councils to get password for their data.

   Nick Chrisant,
   nick.chrisant@sustainability.vic.gov.au
   0386268716

<table>
<thead>
<tr>
<th>Win</th>
<th>Next Meeting</th>
<th>Completed. Vic Waste Data portal presentation in action 6 of this meeting.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mel</td>
<td>Next Meeting</td>
<td>Completed - included in the Forum minutes 29 May 2017.</td>
</tr>
</tbody>
</table>

5. 4. Officers for the Protection of the Local Environment (EPA Pilot Program)

6. Action: Keep Forum briefed on how this is travelling.
6 Vic Waste Data portal presentation - Marcus Fogarty, Data Analyst | Data & Governance, SV
Marcus provided a presentation on the Vic waste and resource recovery data portal:
It took 5 years to develop from existing data. The portals provide interactive mapping to help identify where Victoria’s waste streams are being generated and managed. It is a centralised system with data that can be accessed by external stakeholders. The public portal is not up and running yet. The data is updated annually.
ACTION: Mel to add Marcus’ details for councils to contact him for access to the data portal.
Marcus Fogarty
Data Analyst | Data & Governance
Ph: 03 8626 8788
Marcus.Fogarty@sustainability.vic.gov.au
ACTION: Marcus asked councils to test the site and provide feedback to SV.

7 E-Waste Ban and Energy from Waste presentations – Angela Hoefnagels, Manager Waste and Resource Recovery, Climate Change, DELWP
Angela provided a presentation on the following Waste policy:
• Implementing the e-waste landfill ban
• Waste to energy in Victoria
Why ban e-waste from landfill?
• Increase recovery of valuable resources
• Reduce harm from e-waste in landfill
• Reduce waste going into landfill
...and support jobs and investment in the recycling industry.
E-waste is growing three times faster than other waste streams
What we’ve done so far
Drafting legislation
• Ban e-waste from landfill
• Safe and effective handling
Developing support programs
• Designing an education campaign
• Investment in infrastructure
Analysing impacts
• Cost-benefit analysis
Consulting/researching
• Behavioural research – households
  60 per cent of survey respondents don’t know yet what we mean by ‘e-waste’
Proposed e-waste package of measures
• Waste Management Policy (Landfill)
  • To ban e-waste from landfill
• Waste Management Policy (E-waste)
  • To specify how e-waste must be managed
• E-waste education $1.5m
  • To increase awareness about e-waste and what to do with it
• Support for e-waste collection $1.5m
  • Reasonable access for community
- Safe collection & storage
- Other activities:
  - Resource recovery infrastructure program ($14.6m)
  - Market development programs
  - Officers for Protection of Local Environment (OPLEs)
  - Transfer station guidance
  - Electrical goods retailer engagement

There is e-waste data in the SWRRIP, the data portal and DELWP policy paper (including cost benefit analysis and reasonable access).
DELWP – advocating to commonwealth for e-waste stewardship under national television and computer scheme. Some councils still have to pay for transport. Cost per household is not distributed equally across the state.

ACTION: Mark McDonald to email Angela councils national television and computer scheme issues.

ACTION: Win to include an update on the e-waste ban in the next board report to WRGG’s.

The proposed e-waste ban in practice:
- All e-waste banned from landfill
- Shared responsibility
- Recording-keeping
- Management standards aligned with AS5377
- Due diligence re: e-waste services
- Segregation of all e-waste from general waste
- Storage area with permeable surface and cover
- Recording e-waste in, out and where to
- Measures to prevent breakage, crushing
- Signage updated

Compliance of infrastructure to Australian Standards – hard floor and cover (sheds) or bins?

**Proposed compliance approach**

**Expected compliance once ban takes effect 1 July 2018**
- Segregation of all e-waste from general waste
- Measures to minimise breakage and crushing
- Signage updated

**Expected compliance one year on**
- Storage area with permeable surface and cover
- Recording e-waste in, out and where to

The EPA takes a risk-based approach to compliance, to focus effort and resources where they are needed the most.

**ACTION:** During the 3 month consultation period, starting sometime in September 2017, councils are asked to provide feedback to DELWP on the implementation of the e-waste ban. This can be done through the Engage Vic website, through the LMWRRG, or councils can write to DELWP.

**ACTION:** Karen to circulate information to the Forum members when the e-waste ban consultation period opens in September 2017.

LMWRRG’s role in the e-waste ban is through the Market Development Manager working with councils, business and industry and assisting with identifying infrastructure upgrades needed.

EPA Compliance – the e-waste ban will sit in its own Waste Management Policy – the EPA will enforce this policy.
Infrastructure support package

- E-waste Infrastructure Network Mapping
  - Initial network mapping and assessment activities
  - Identify key sites for upgrades across the state to meet key requirements of AS/NZS 5377
- E-waste Infrastructure Network Assessment Tool
  - Identify current gaps in e-waste capacity and compliance with the broader capabilities and capacity of the network
  - Manage population growth & changing waste streams; address OH&S requirements; number of collection points and services for reasonable access
- E-waste Infrastructure Network Assessments
  - Stakeholder engagement
  - Assessment visits to a select number of e-waste collection facilities across state
- Recommendations
  - Consideration of the findings of the research, including key recommendations for funding prioritisation and tiered, fit for purpose solutions.
  - Individual site assessment results will be shared with WRRGs and local government
- Funding program
  - Targeted funding program for infrastructure upgrades
  - Funding for local government for e-waste upgrade requirements.

Market development activities

- Victorian Market Development Strategy for Recovered Resources
- Materials Flow Analysis
- Reprocessing Industry Capacity Analysis
- National product stewardship approach for photovoltaic systems
- Advocacy for expansion of NTCRS

Education campaign objectives

Audience: Households Businesses

- Increase community participating in correct e-waste disposal
- Inform introduction of the ban (less)
- To raise awareness of what e-waste is
  - Multichannel campaign – online, radio, video, TV, press.
  - Digital channels such as web and social media - Website pages and search tools
  - PR and Content marketing – focus on what e waste is and how to recycle e-waste
  - Supporting video and television commercials (metro and regional media buy)
  - Council engagement - All Victorian councils will be provided with campaign pack and resources
    - Info to include on council website, social media & print materials for display/distribution.

Education materials need to be state government branded.

Where to next?

- Further analysis and assessment of options - August 2016 – June 2017
- Public consultation on preferred approach - September - November 2017
- Development & implementation of support program/s - July 2017 - 2018
- Response to feedback on preferred approach - Oct 2017 – Jan 2018
- Legislative process - Jan – March 2018
- Implementation of e-waste landfill ban - Mid 2018

While consulting on e-waste ban also consulting on the Whole of Victorian Government waste to energy policy

Why Victorian Government waste to energy policy
- Lots of interest in investing
- Support programs across government
- National conversations
- Regional priority
- Many opportunities

Opportunities, risks and challenges
Opportunities
- greenhouse gas reductions
- increased renewable energy
- regional economic development

Risks
- undermine higher order recovery

Challenges
- securing reliable feedstocks
- offtake agreements and diversifying outputs
- regulatory hurdles?

Where to from here?
- Victorian Government is developing a policy position on waste to energy
- Discussion paper for public comment (September – November 2017)
- Final policy position and potential further work, next year 2018

More information
Consultation home will be at: [engage.vic.gov.au](http://engage.vic.gov.au)
For information on the e-waste ban or waste to energy: [wastepolicy@delwp.vic.gov.au](mailto:wastepolicy@delwp.vic.gov.au)
For information on the e-waste support measures: [karl.shanley@sustainability.vic.gov.au](mailto:karl.shanley@sustainability.vic.gov.au)

8 Update from LMWRRG Board – Karen Fazzani
- Business Plan is approved.
- Annual Report is completed, signed off by VAGO and is now with DELWP
- Projects:
  - Regional Organics Strategy
  - Regional Procurement Strategy
  - Investigate feasibility of regional energy from waste facility
  - Implement WRRIP Land use planning recommendations
  - Implement C&I and C&D recommendations
  - Organics events – one for households and also one for business and industry
  - Possibly further grants rounds

9 Update from Technical Sub-Committee – Matt George
Matt highlighted the discussion points from the technical meeting:
LG funded projects were presented from the new LMWRRG project officer Trinity Mawson:
- Get it Sorted
- Scrunch Test
- Plastic Bag Free Towns
- Collateral Resources Package
- New contaminant television campaign.
The statewide project, Environmental Risk Assessment Tool for closed landfills will be ready to use soon – will use co-branding on the tool.
Officers for the Protection of the Local Environment (EPA Pilot Program) – will appoint staff in mid-September.

10. **SV Update - Win Laing**
   - SV have extended the consultation period for 2 weeks for the SWRRIP amendment to 14 September 2017.
   - The Resource Recovery Infrastructure Fund aims to:
     - increase the recovery of priority materials including food organics, and rigid and flexible plastics by between 2-9%.
     - reducing waste to landfill by 3%
     - avoiding 216,000t of GHG production from priority materials
     - increasing the employment in the resource recovery sector by 100 FTEs
     - supporting the implementation of the Statewide Waste and Resource Recovery Infrastructure Plan (SWRRIP) and seven Regional Waste and Resource Recovery Implementation Plans (RWRRIPs)
     - support for energy from waste initiatives, including biofuels opportunities
   - Round 1 was metropolitan Melbourne focussed
     - $5.1 million allocated to projects
     - 14 projects 90+ new sector jobs
     - Priority materials including timber, food waste, polystyrene ridged and flexible plastics, tyre crumb
     - Funded projects are expected to recover a total of 17,000 tonnes of plastics each year; 3,500 tonnes of food organics; 100,000 tonnes of end of life tyres; 100,000 tonnes of timber; and reduce landfilling by over 200,000 tonnes each year.
   - Round 2 will have a regional focus and should be announced in the next few weeks
     - $3 million +
     - New sector jobs
     - Diversion from landfill and increase resource recovery
     - Avoids GHG emissions
     - Priority materials (food organics, rigid / flexible plastics)
     - Supports SWRRP and regional resource recovery implementation plans
       • Waste and Resource Recovery Groups can assist with applications
   - Round 3
     - The design will depend on the outcomes of rounds 1 and 2
     - Potentially and open competitive round across the state
     - Will focus on maximising the ability of the funding to meet the targets could concentrate on target areas that did not attract enough interest in earlier rounds to meet the aims of the fund.
   - For more information on the fund please contact Amanda Neilson, Manager of WRR Infrastructure, [Amanda.neilson@sustainability.vic.gov.au](mailto:Amanda.neilson@sustainability.vic.gov.au)

11. **EPA Update – Nick Tuohey**
12 Regional consolidated solution for waste/recycling
The group discussed State Government funding for processing facility in the region – For the Group to establish a dialogue with Local and State Government CEOs, EOs, and Boards for best way to approach State Government to seek investment in a facility that would ensure waste/recycling processing occurs in our region. E.g. E-waste facilities, dirty MRF.
**ACTION:** Karen to raise with the LMWRRG Board on how we can establish this dialogue for the best way to approach State Government.

Part of the role of the LMWRRG Market Development Manager is to work with business, industry and council's economic development staff to find waste and resource recovery solutions including investment in and establishment of facilities.

Metro WRRG will be going out to the regions to look for solutions for ‘residual waste’ to service Metro – looking for suitable land.

Melanie discussed the progress of the WRRIP and projects currently being implemented from the priority actions.

**PLAN**
The Loddon Mallee Waste and Resource Recovery Implementation Plan (regional implementation plan) was released by the Acting Minister for Environment, Energy and Climate Change, Richard Wynne on 6 July 2017.

**LAUNCH**
Launched the WRRIP on Friday 4th August 2017 in Bendigo.
Through a presentation, stakeholders were provided with the chance to find out about the content and implementation of the plan, and also have conversations with the LMWRRG about the plan after the presentation.

The Launch also included a panel session after lunch comprising representatives from the Victorian Governments environment portfolio (Sustainability Victoria; Department of Environment, Land, Water and Planning; Environment Protection Authority Victoria and LMWRRG) who provided details about how they are working together through the Victorian Waste and Resource Recovery Infrastructure Planning Framework.

Other communication activities included - Designed version of the WRRIP and Synopsis, information on LMWRRG SV and council websites and social media, inside waste eNewsletter, media releases.

**PROJECTS**
Establishing networks and forums to facilitate innovation, investment and partnerships
- Evaluate and share the outcomes of the Loddon Mallee Fund.
  - Two applicants have been successful in receiving funding through the 2017/18 round of the Loddon Mallee Waste and Resource Recovery Fund.
The aim of the funding is to assist councils, business, industry and community groups to deliver best practice projects that help improve recycling and reduce the amount of waste going to landfill from the commercial and industrial (C&I) and construction and demolition (C&D) sectors in our region.

- I Do Stuff Bendigo - PALLETS TO PELLETS (P2P) project.
- The project has commenced and will divert pallets and other end of life timbers from landfill.
- It is a pilot project to develop a system to divert single use wooden pallets from landfill and to process these pallets to produce an environmentally sustainable biomass fuel to provide heating to a range of horticultural industries that currently rely on gas to heat growing environments.
- A portable chipping machine will provide a free on-site pallet and end of life timber chipping service to C&I and C&D businesses. Businesses are currently being contacted to confirm their pallets and end of life timber collections.
- Chipped material will be processed via Hammer-Mill with the product then pelletised. A small sample of pallets has been processed into pellet chips to confirm their suitability for pelletising. The sample pellets will be sent for independent scientific calorific testing.
- The pellets will then be taken to B&G Basil for heating the hot house (pilot test environment).

- Christie Centre - Aroundagain is a social enterprise that employs people living with a disability, Construction and Demolition Waste Recover-Sort-Reuse Program.
- It is a pilot project to collect waste materials from construction and demolition sites throughout Sunraysia to reduce the amount of waste going to landfill and increase the recovery of waste materials that can be reused and recycled. Pallet cages are used to collect the materials which are then transported via a trailer to Aroundagain, where the materials will be sorted in a shed by staff for resale and recycling. The Christie Centre are currently awaiting planning permit approval for the shed build.
- Supporting education materials will be developed as well as data monitoring.
- Project partners include Mildura Rural City Council and local construction company Lifestyle Developments.

House 1: Demolition of a house and clean-up of site in Mildura. We estimate one tonne of avoided waste to landfill which resulted in an on sale for Aroundagain of $2,300. Windows and doors were salvaged. The 600x600 concrete pavers sold as soon as they were put out in the Aroundagain sales yard. The builder also saved $540 in skip hire. So a great partnership all round.

Supporting councils and waste and resource recovery industry to improve the operation and management of waste and resource recovery infrastructure

- Develop LMWRR contingency plan.

The aim is to include W&RR pathways in 8 Council Disaster Plans by 2019-20.

Melanie provided a presentation on the LMWRRG contingency planning to the technical subcommittee.
- LMWRRG must analyse the need and then develop a schedule in the regional implementation plan, of existing and required waste and resource recovery infrastructure.
- The LMW/RGG is required to factor contingency requirements into the assessment of landfill and resource recovery needs.
- Planning for, and allocating, contingency allowances ensures that sufficient landfill or reprocessing capacity is available if an adverse or emergency event occurs.
- The Contingency Plan is proposed to be an annual assessment of the capacity of the Loddon Mallee region's waste infrastructure.
- It is proposed to detail the Loddon Mallee Waste and Resource Recovery Groups (LMWRRG) role in (1) facilitating and planning for adequate waste disposal capacity, (2) managing
unexpected events, and (3) responding to emergencies; that may require waste disposal and/or resource recovery.

- An unforeseen incident may lead to an inadequate availability of waste and resource recovery infrastructure needed to safely manage waste. This can include: longer term capacity issues (such as management failure), unexpected events (such as a landfill fire), or emergencies (such as a bushfire).
- Regardless of the cause, LMW/RRG’s overall goals are to:
  1. Reduce harm to the public and the environment
  2. Maximise resource recovery

<table>
<thead>
<tr>
<th></th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>NIL</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Next Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Monday 27 November 2017, Ouyen, Council Office, Mildura Rural City Council, 79 Oke Street, Ouyen</td>
</tr>
<tr>
<td>ACTION: Mel to send calendar invitations.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Meeting Close</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>There being no further business, the meeting closed at 2.38pm</td>
</tr>
</tbody>
</table>
8. **ASSEMBLIES OF COUNCILLORS**

8.1. **ASSEMBLIES ON 10 OCTOBER, 17 OCTOBER, 24 OCTOBER (3.00 PM AND 6.30 PM), 31 OCTOBER AND 8 NOVEMBER 2017 (3.00 PM)**

**RECOMMENDATION**

That the Records for the Assemblies of Councillors on 10 October, 17 October, 24 October (3.00 pm and 6.30 pm), 31 October and 8 November 2017 (3.00 pm) be entered into the record of this meeting (Attachments 8.1, 8.2, 8.3, 8.4, 8.5 and 8.6).
ASSEMBLY OF COUNCILLORS RECORD
10 OCTOBER 2017
AT 3.00 PM IN THE
COUNCIL CHAMBER,
MOUNT ALEXANDER SHIRE CIVIC CENTRE
CORNER LYTTLETON AND LLOYD STREETS, CASTLEMAINE.

TABLE OF CONTENTS
1. PRESENT 2
2. APOLOGIES 2
3. PURPOSE OF THE MEETING 2
4. RECORD OF CONFLICT OF INTEREST 3
5. MEETING CLOSE 3
1. **PRESENT**

   **Councillors:** Tony Cordy, Christine Henderson, Bronwen Machin, John Nieman and Robin Taylor.

   **Officers:** Chief Executive Officer (Darren Fuzzard), Director Corporate and Community Services (Lisa Knight), Director Sustainable Development (Jason Taylor, items 4.1 to 6.1), Principal Governance Officer (Susan Pepperell), Acting Civic Compliance Coordinator (Tracey Watson, item 5.2), Manager Development Services (Rebecca Stockfeld, item 5.2), Statutory Planning Coordinator (Louise Johnston, item 5.2), Manager Community Places and Spaces (Ben Grounds, items 5.4 and 6.1) and Active Communities Team Leader (Jacquie Phiddian, items 5.4 and 6.1).

   **Visitors:** Stephanie Miller, President.
   Brian Heydon, Secretary.
   Tina Fratta, Vice President.
   Malinda Melbourne, Treasurer.

2. **APOLOGIES**

   Nil.

3. **PURPOSE OF THE MEETING**

   The purpose of the meeting was a scheduled meeting for the CEO and Councillors to discuss the following matters.

<table>
<thead>
<tr>
<th>Matter Discussed</th>
<th>Councillor Conflict?</th>
<th>Councillor Name</th>
<th>Councillor left meeting?</th>
<th>Time left</th>
<th>Time Returned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Interim Council Spokesperson</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Notice Of Motion – Civic Reception For Dustin Martin</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kennedy Street Carpark</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Businesses Using Footpaths For Business Purposes</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Deputation - Mt Alexander Animal Welfare Inc</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Combined Planning Scheme Amendment C73 And Permit Application PA072/2013 – Rezoning Of Land And Development Of A Supermarket – 98 Forest Street, 2 Duke Street And 2a Urquhart Street, Castlemaine</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Castlemaine Aquatic Facility Business Case Review</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wesley Hill Announcement</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mayoral Term</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ordinary Meeting Of Council 17 October 2017 – Order Of Business</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Extraordinary Vacancies On Council</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Assembly of Councillors – Record – 10 October 2017 3.00 pm
4. RECORD OF CONFLICT OF INTEREST

Councillors are required to leave the meeting if they have declared an interest in an item that is being discussed. Councillors who have left the meeting must not be able to see or hear the proceedings.

5. MEETING CLOSE

Meeting closed at 7.12 pm.
# ASSEMBLY OF COUNCILLORS RECORD

17 OCTOBER 2017
AT 5.45 PM IN THE
COUNCIL CHAMBER,
MOUNT ALEXANDER SHIRE CIVIC CENTRE
CORNER LYTTLETON AND LLOYD STREETS, CASTLEMAINE.

## TABLE OF CONTENTS

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>PRESENT</td>
</tr>
<tr>
<td>2.</td>
<td>APOLOGIES</td>
</tr>
<tr>
<td>3.</td>
<td>PURPOSE OF THE MEETING</td>
</tr>
<tr>
<td>4.</td>
<td>RECORD OF CONFLICT OF INTEREST</td>
</tr>
<tr>
<td>5.</td>
<td>MEETING CLOSE</td>
</tr>
</tbody>
</table>
1. **PRESENT**

Councillors: Tony Cordy, Christine Henderson, Bronwen Machin, John Nieman and Robin Taylor.

Officers: Chief Executive Officer (Darron Fuzzard), Executive Manager Business Performance (Bradley Thomas), Manager Development Services (Rebecca Stockfeld) and Principal Governance Officer (Suellen Pepporell).

2. **APOLOGIES**

Nil

3. **PURPOSE OF THE MEETING**

The purpose of the meeting was to brief Councillors on items that will be considered at the Ordinary Meeting of Council on 17 October 2017 and to discuss matters of interest which impact the Shire. The matters itemised below reflect those items that were on the Agenda that were discussed by Councillors during the briefing session.

<table>
<thead>
<tr>
<th>Matter Discussed</th>
<th>Councillor Conflict?</th>
<th>Councillor Name</th>
<th>Councillor left meeting?</th>
<th>Time left</th>
<th>Time Returned</th>
</tr>
</thead>
<tbody>
<tr>
<td>PEO 08 Review of Delegations to Special Committees of Council</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PEO 09 Council Funding of Chewton Swimming Pool</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PLA 08 Adoption of Domestic Animal Management Plan 2017-2021</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECO 37 Planning Permit Application 106/2017 - Construction of New Dwelling at 15 Church Street, Maldon</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECO 38 Mount Alexander Planning Scheme Amendment C084 Request for Authorisation – Rezone Land to General Residential Zone and Combined Application for Planning Permit PA162/2017 for 32 Lot Subdivision at 26 Market Street, Harcourt</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECO 39 Mount Alexander Planning Scheme Amendment C085 Request for Authorisation – Rezone Land Designated as &quot;Residential (Greenfield) – Conventional &amp; Medium Density&quot; in the Adopted Diamond Gully Structure Plan 2016 to General Residential Zone and Apply a Development Plan Overlay</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Matter Discussed</td>
<td>Councillor Conflict?</td>
<td>Councillor Name</td>
<td>Councillor left meeting?</td>
<td>Time left</td>
<td>Time Returned</td>
</tr>
<tr>
<td>---------------------------------------------------------------------------------</td>
<td>---------------------</td>
<td>-----------------</td>
<td>--------------------------</td>
<td>-----------</td>
<td>---------------</td>
</tr>
<tr>
<td>ECO 40 Combined Planning Scheme Amendment C73 and Permit Application PA072/2013 –</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Rezoning of Land and Development of a Supermarket – 98 Forest Street, 2 Duke Street and 2 &amp; 2A Urquhart Street, Castlemaine</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECO 41 Consideration Of Annual Report 2016/2017</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECO 42 Public Notice – Leasing of Part of Castlemaine Secondary College Etty Street Campus to Workspace Australia Pty Ltd</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. **RECORD OF CONFLICT OF INTEREST**

Councillors are required to leave the meeting if they have declared an interest in an item that is being discussed. Councillors who have left the meeting must not be able to see or hear the proceedings.

5. **MEETING CLOSE**

Meeting closed at 6.20 pm.
## ASSEMBLY OF COUNCILLORS RECORD
24 OCTOBER 2017
AT 3.00 PM IN THE
GUILDFORD PUBLIC HALL,
30 FRYERS STREET, GUILDFORD.

### TABLE OF CONTENTS

1. **PRESENT** ......................................................... 2  
2. **APOLOGIES** ......................................................... 2  
3. **PURPOSE OF THE MEETING** .................................. 2  
4. **RECORD OF CONFLICT OF INTEREST** .................. 3  
5. **MEETING CLOSE** ...................................................... 3
1. **PRESENT**

Councillors: Christine Henderson, Bronwen Machin, John Nieman and Robin Taylor.

Officers: Chief Executive Officer (Darren Fuzzard), Director Corporate and Community Services (Lisa Knight), Acting Director Sustainable Development (Rebecca Stockfeld), Acting Executive Manager Organisational Capability (Suellen Pepperell), Manager Healthy Environments (Ben Bowman, item 5.2), Waste and Recycling Coordinator (Michael Scott, item 5.2), Manager Economy and Culture (David Leathern, item 5.3), Cultural Development Officer (Kara Finlay, item 5.3), Manager Infrastructure (Daniel Smith, item 5.4) and Team Leader Engineering (Marcus Goonan, item 5.4).

Visitors:

- Carinya (item 5.1)
  - Rose Lavery Director, Castlemaine Childcare Co-operative (Carinya).
  - Daria Healy Aaron Chair, Castlemaine Childcare Co-operative (Carinya).

Community members in attendance (item 6):

- Cathy Wheel, Mount Alexander Shire Disability Advocacy Group
- Duncan Brown, resident of Guildford
- Bill Sampson, Guildford Progress Association
- Pete Bowman, resident of Yapeen
- Chris Wetherell, resident of Guildford
- Diana Forrest, Guildford Progress Association and Guildford community garden advocate
- Bob Ford, Guildford Progress Association

2. **APOLOGIES**

Councillor Tony Cordy

3. **PURPOSE OF THE MEETING**

The purpose of the meeting was to brief Councillors on issues and matters of interest which impact the Shire and which may be considered by Council in the future.

<table>
<thead>
<tr>
<th>Matter Discussed</th>
<th>Councillor Conflict?</th>
<th>Councillor Name</th>
<th>Councillor left meeting?</th>
<th>Time left</th>
<th>Time Returned</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1 Deputation - Castlemaine Childcare Co-operative (Carinya)</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.2 Report on Joint Procurement - Bin Collection Service and Transport</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.3 Draft Public Art Policy</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.4 Flood Levees; Next Steps</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.1 Guildford Community Garden – Diana Forrest</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.2 Guildford Landcare - Water Access for Tree Watering</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Assembly of Councillors – Record – 24 October 2017 3:00 pm
<table>
<thead>
<tr>
<th>Matter Discussed</th>
<th>Councillor Conflict?</th>
<th>Councillor Name</th>
<th>Councillor left meeting?</th>
<th>Time left</th>
<th>Time Returned</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.3: Guildford Hall Locks</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.4: Cricket Club Ramp</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.5: Newstead Streetscape Plan</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.6: Grass Slashing on Local Newstead Roads</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.7: Guildford Hall Septic Tanks</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.8: Speed Limit in Town</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.1: Aquatic Centre</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.2: Streetscapes</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.3: Library Board Meeting</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.4: LGBTIQ Round Table Progress</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. **RECORD OF CONFLICT OF INTEREST**

Councillors are required to leave the meeting if they have declared an interest in an item that is being discussed. Councillors who have left the meeting must not be able to see or hear the proceedings.

5. **MEETING CLOSE**

Meeting closed at 6.30 pm.
ASSEMBLY OF COUNCILLORS RECORD
24 OCTOBER 2017
AT 6.30 PM IN THE
GUILDFORD PUBLIC HALL,
30 FRYERS STREET, GUILDFORD.

TABLE OF CONTENTS
1. PRESENT 2
2. APOLOGIES 2
3. PURPOSE OF THE MEETING 2
4. RECORD OF CONFLICT OF INTEREST 2
5. MEETING CLOSE 2
1. **PRESENT**
   Councillors: Christine Henderson, Bronwen Machin, John Nieman and Robin Taylor.
   Officers: Chief Executive Officer (Darren Fuzzard).

2. **APOLOGIES**
   Councillor Tony Cordy

3. **PURPOSE OF THE MEETING**
   The purpose of the meeting was for councillors and the Chief Executive Officer to discuss issues and matters of interest which impact the Shire and which may be considered by Council in the future.

<table>
<thead>
<tr>
<th>Matter Discussed</th>
<th>Councillor Conflict?</th>
<th>Councillor Name</th>
<th>Councillor left meeting?</th>
<th>Time left</th>
<th>Time Returned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Etty St Project</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maldon Pool Project</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staffing Matters</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Response to Public Question</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Response to Correspondence</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maine FM</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wesley Hill Project Funding</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Election of New Councillor</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sharing of Public Events</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. **RECORD OF CONFLICT OF INTEREST**
   Councillors are required to leave the meeting if they have declared an interest in an item that is being discussed. Councillors who have left the meeting must not be able to see or hear the proceedings.

5. **MEETING CLOSE**
   Meeting closed at 7.16 pm.
TABLE OF CONTENTS

1. PRESENT 2
2. APOLOGIES 2
3. PURPOSE OF THE MEETING 2
4. RECORD OF CONFLICT OF INTEREST 3
5. MEETING CLOSE 3
1. **PRESENT**

Councillors: Tony Cordy, Bronwen Machin, John Nieman and Robin Taylor.

Officers: Chief Executive Officer (Darren Fuzzard), Manager Development Services (Rebecca Stockfeld), Director Corporate and Community Services (Lisa Knight), Principal Governance Officer (Suellen Pepperell), Manager Healthy Environments (Ben Bowman, Items 5.2 and 5.6), Business Solutions Analyst, (Kat Turner, Item 5.3 and 5.4), Acting Manager Infrastructure (Marcus Goonan, Item 5.5) and Coordinator Parks and Gardens (Stewart Campbell, Item 5.6).

Visitors:

Item 5.1
Jim Norris Chairman, Workspace Australia Ltd.
Merv Rushden Advisor, Workspace Australia Ltd.

Item 5.2
Don Culvenor Project Committee Member, Newstead 2021.

2. **APOLOGIES**

Councillor Christine Henderson.

3. **PURPOSE OF THE MEETING**

The purpose of the meeting was to brief Councillors on issues and matters of interest which impact the Shire and which may be considered by Council in the future.

<table>
<thead>
<tr>
<th>Matter Discussed</th>
<th>Councillor Conflict?</th>
<th>Councillor Name</th>
<th>Councillor left meeting?</th>
<th>Time left</th>
<th>Time Returned</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1. Workspace Australia Ltd</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.2. Newstead 2021 – Renewable Newstead Project</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.3. Annual Plan 2017/2018 – Quarter 1 Progress report</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.4. Quarterly Financial Management Report to 30 September 2017</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.5. Discontinuation of Unused Government Roads in Ravenswood South under Schedule 10 of the Local Government Act 1999</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.6. Norwood Hill Recreation Reserve Improvements</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.1. IMASC Project</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.2. Abandoned Cars</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.3. Harcourt Roundabout</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.4. Town Crier</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.5. Disposal of Fill from McClure Site</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Matter Discussed</td>
<td>Councillor Conflict</td>
<td>Councillor Name</td>
<td>Councillor left meeting?</td>
<td>Time left</td>
<td>Time Returned</td>
</tr>
<tr>
<td>----------------------------------</td>
<td>--------------------</td>
<td>----------------</td>
<td>--------------------------</td>
<td>-----------</td>
<td>--------------</td>
</tr>
<tr>
<td>6.6. Goldfields Library Ceo</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.7. Loddon Mallee Community Leadership Program</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.8. Hot Rodders Plans</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.9. Land Sales</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.10. LGBTIQ Discussions</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. **RECORD OF CONFLICT OF INTEREST**

Councillors are required to leave the meeting if they have declared an interest in an item that is being discussed. Councillors who have left the meeting must not be able to see or hear the proceedings.

5. **MEETING CLOSE**

Meeting closed at 6.25 pm.
ASSEMBLY OF COUNCILLORS RECORD
8 NOVEMBER 2017
AT 3.00 PM IN THE
COUNCIL CHAMBER,
MOUNT ALEXANDER SHIRE CIVIC CENTRE
CORNER LYTTLETON AND LLOYD STREETS, CASTLEMAINE.

TABLE OF CONTENTS
1. PRESENT 2
2. APOLOGIES 2
3. PURPOSE OF THE MEETING 2
4. RECORD OF CONFLICT OF INTEREST 2
5. MEETING CLOSE 2
1. **PRESENT**

Councillors: Tony Cordy, Christine Henderson, Bronwen Machin and John Nieman

Officers: Chief Executive Officer (Darren Fuzzard), Director Corporate and Community Services (Lisa Knight), Acting Director Sustainable Development (Rebecca Stockfeld), Principal Governance Officer (Suellen Pepperell), Manager Community Partnerships (Gaynor Atkin, items 5.1 and 5.3), Acting Manager Infrastructure (Marcus Goonan, item 5.1), Coordinator Statutory Planning (Louise Johnston, item 5.2), Emergency Management Coordinator (Jason Armos, item 5.3) and Manager Community Places and Spaces (Ben Grounds, item 5.4).

Visitors:

- Item 5.1
- Max Zelman.... Castlemaaine Rotary Club.
- Rob Cordy Castlemaaine Rotary Club.

2. **APOLOGIES**

Councillor Robin Taylor.

3. **PURPOSE OF THE MEETING**

The purpose of the meeting was to brief Councillors on issues and matters of interest which impact the Shire and which may be considered by Council in the future.

<table>
<thead>
<tr>
<th>Matter Discussed</th>
<th>Councillor Conflict?</th>
<th>Councillor Name</th>
<th>Councillor left meeting?</th>
<th>Time left</th>
<th>Time Returned</th>
</tr>
</thead>
<tbody>
<tr>
<td>5.1. Deputation – Castlemaaine Rotary Club</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.2. Planning Permit Application 110/2017 at 19-21 Reckieben Street, Castlemaaine - 27 Dwellings and 27 Staged Subdivision</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.3. Appointment of the Northern Victorian Integrated Municipal Emergency Management Planning Committee</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.4. Development of Optus Mobile Phone Tower at Wesley Hill Recreation Reserve</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.5. Schedule of Ordinary Meetings for 2018</td>
<td>No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

4. **RECORD OF CONFLICT OF INTEREST**

Councillors are required to leave the meeting if they have declared an interest in an item that is being discussed. Councillors who have left the meeting must not be able to see or hear the proceedings.

5. **MEETING CLOSE**

Meeting closed at 5.08 pm.
9. OFFICER REPORTS

9.1. OUR PEOPLE (PEO)

PEO 10 APPOINTMENTS TO SPECIAL COMMITTEES OF COUNCIL – CAMP RESERVE, ELPHINSTONE FACILITIES, MALDON COMMUNITY CENTRE, TARADALE HALL

Responsible Director: Chief Executive Officer
Responsible Officer: Principal Governance Officer
Original Document: DOC/17/50820

Executive Summary

Special committees have recently advised Council of changes to their membership. As set out in the committee’s Instruments of Delegation, committees nominate persons to the committee but Council appointment of membership is required.

The proposed appointments are consistent with the Committees, Instruments of Delegation. Only Council can make these appointments.

RECOMMENDATION

That Council:

1. Appoint members to the committees and revoke memberships of retiring members as follows:

Camp Reserve

<table>
<thead>
<tr>
<th>Name</th>
<th>Expiry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trevor Butcher</td>
<td>18 July 2018</td>
</tr>
<tr>
<td>Ron Cawthan</td>
<td>18 July 2018</td>
</tr>
<tr>
<td>Graham Fraser</td>
<td>18 July 2018</td>
</tr>
<tr>
<td>Debbie Hamilton</td>
<td>18 July 2018</td>
</tr>
<tr>
<td>Noel Flanagan</td>
<td>18 July 2018</td>
</tr>
<tr>
<td>Ron Gartside</td>
<td>18 July 2018</td>
</tr>
<tr>
<td>Phil Dessens</td>
<td>18 July 2018</td>
</tr>
<tr>
<td>Peter Bower</td>
<td>Retired</td>
</tr>
</tbody>
</table>

Elphinstone Facilities

<table>
<thead>
<tr>
<th>Name</th>
<th>Expiry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mike Reeves</td>
<td>19 July 2018</td>
</tr>
<tr>
<td>Lynette Hills</td>
<td>19 July 2018</td>
</tr>
<tr>
<td>Maree Priestley</td>
<td>19 July 2018</td>
</tr>
<tr>
<td>Gill Maskell</td>
<td>19 July 2018</td>
</tr>
<tr>
<td>Name</td>
<td>Expiry</td>
</tr>
<tr>
<td>-------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Erin Downie</td>
<td>19 July 2018</td>
</tr>
<tr>
<td>Elaine Geraghty</td>
<td>Retired</td>
</tr>
<tr>
<td>Heather Morrison</td>
<td>Retired</td>
</tr>
<tr>
<td>Cassie Gunter</td>
<td>Retired</td>
</tr>
</tbody>
</table>

**Maldon Community Centre**

<table>
<thead>
<tr>
<th>Name</th>
<th>Expiry</th>
</tr>
</thead>
<tbody>
<tr>
<td>Glenn Roy</td>
<td>7 August 2018</td>
</tr>
<tr>
<td>Debra Watson</td>
<td>7 August 2018</td>
</tr>
<tr>
<td>Karen Smith</td>
<td>7 August 2018</td>
</tr>
<tr>
<td>Graham Rogers</td>
<td>7 August 2018</td>
</tr>
<tr>
<td>Leeanne Mitchell</td>
<td>7 August 2018</td>
</tr>
<tr>
<td>Colin Lewis</td>
<td>Retired</td>
</tr>
<tr>
<td>Kath Hanson</td>
<td>Retired</td>
</tr>
<tr>
<td>Graeme Hardiman</td>
<td>Retired</td>
</tr>
<tr>
<td>Leo Farrell</td>
<td>Retired</td>
</tr>
<tr>
<td>Diane Long</td>
<td>Retired</td>
</tr>
</tbody>
</table>

**Taradale Hall**

<table>
<thead>
<tr>
<th>Name</th>
<th>Expiry</th>
</tr>
</thead>
<tbody>
<tr>
<td>G. Coffey</td>
<td>25 September 2018</td>
</tr>
<tr>
<td>O. Penno</td>
<td>25 September 2018</td>
</tr>
<tr>
<td>T. Henderson</td>
<td>25 September 2018</td>
</tr>
<tr>
<td>A. Huck</td>
<td>25 September 2018</td>
</tr>
<tr>
<td>B. Wales -West</td>
<td>25 September 2018</td>
</tr>
<tr>
<td>L. Shill</td>
<td>25 September 2018</td>
</tr>
<tr>
<td>D. Goldsmith</td>
<td>25 September 2018</td>
</tr>
<tr>
<td>C. Burgess</td>
<td>25 September 2018</td>
</tr>
<tr>
<td>S. Ebbott</td>
<td>25 September 2018</td>
</tr>
<tr>
<td>M. Pettigrew</td>
<td>Retired</td>
</tr>
<tr>
<td>Y. Pettigrew</td>
<td>Retired</td>
</tr>
<tr>
<td>M. Moody</td>
<td>Retired</td>
</tr>
</tbody>
</table>

2. **Write to the committees confirming the appointments of members, acknowledging retiring members and thanking them for their contribution to their committees and their local community.**
Context

The purpose of this report is to request Council appoint the membership of the following special committees of Council:

- Camp Reserve
- Elphinstone Facilities
- Maldon Community Centre
- Taradale Hall

These Committees are established by Council to exercise functions and powers and perform duties in relation to the management of Council facilities, being recreation reserves and halls.

Policy and Statutory Implications

Special committees of council are formed under Section 86 of the Local Government Act 1989 (the Act), to control and manage Council facilities and to act as a planning, promotion and co-ordinating body for the facilities.

Committee powers and administration are governed by an Instrument of Delegation from Council.

Council is the only party able to appoint members to these committees. Appointment provides the basis of appropriate governance arrangements for the Committees in accordance with the Act.

All Instruments of Delegation allow for the Chief Executive Officer and his/her nominee, and the Ward Councillor to attend any meeting as ex-officio members of the Committees.

Issues

Committee terms

Council reviewed delegation to all special committees of Council in 2017, adopting new Instruments of Delegation at the ordinary Meeting of Council on 17 October 2017. The terms of membership for committees are now all set for a period of two years and will commence in 2018. Therefore, the terms for all committee members appointed at this meeting are for a one year term ending in 2018, at which time all committees will nominate members for a two year term.

Camp Reserve

The Camp Reserve committee of management held their Annual General Meeting on 18 July 2017 and informed Council of proposed changes to its membership. The term for this appointment is one year, until 2018, when the committee will nominate representatives for a two year term.

The Council representative for this committee is Councillor Robin Taylor and the key Council contact is Council’s Active Communities Team Leader.

Elphinstone Facilities

The Elphinstone Facilities committee of management held their Annual General Meeting on 19 July 2017 and informed Council of proposed changes to its membership. The term
for this appointment is one year, until 2018, when the committee will nominate representatives for a two year term.

The Council representative for this committee is Councillor Christine Henderson and the key Council contact is Council’s Manager Community Partnerships.

**Maldon Community Centre**

The Maldon Community Centre committee of management held their Annual General Meeting on 7 August 2017 and informed Council of proposed changes to its membership. The term for this appointment is one year, until 2018, when the committee will nominate representatives for a two year term.

Council representative for this committee is the Tarrengower Ward Councillor. As there is an extraordinary vacancy for this seat, the committee may contact any other Councillor in the interim. The key Council contact is Council’s Manager Community Partnerships.

**Taradale Hall**

The Taradale Hall committee of management held their Annual General Meeting on 25 September 2017 and informed Council of proposed changes to its membership. The term for this appointment is one year, until 2018, when the committee will nominate representatives for a two year term.

The Council representative for this committee is Councillor Christine Henderson and the key Council contact is Council’s Manager Community Partnerships.

**Alternative Options**

Council may resolve not to appoint the committee members nominated by the Committee. If doing so, Council should provide a reason why that appointment cannot be made.

**Financial and Resource Implications**

Special committees of Council provide a valuable service to the community. The duties they perform to manage Council facilities provide a cost benefit to Council operations, as otherwise Council would require more staff to carry out these duties.

**Consultation**

Nil.
PEO 11  ANNUAL PLAN 2017/2018 – QUARTER 1 PROGRESS REPORT

Responsible Director: Director Corporate and Community Services
Responsible Officer: Executive Manager Business Performance
Original Document: DOC/17/49403

Executive Summary


RECOMMENDATION

Context

Council prepares an Annual Plan each year to monitor progress toward actions in the Council Plan and receives a quarterly report on the achievements against the Annual Plan.


Refer to:

Separate Attachment PEO 11A: Annual Plan Progress Report 2017/2018 Quarter 1

Policy and Statutory Implications

Council has adopted a Council Plan for 2017-2021 and Budget 2017/2018 in accordance with the Local Government Act 1989 (the Act).

The Annual Plan is prepared each year and progress in delivering projects is reported to Councillors and the community each quarter in accordance with the Act.

Issues

Of the 66 projects and programs outlined in the Annual Plan 2017/2018, as at 30 September 2017:

- 3 are completed;
- 54 have commenced or are ongoing;
- 6 are not due to start;
- 2 have not yet commenced; and
- 1 is on hold.

Alternate Options

None

Financial and Resource Implications

Projects and initiatives contained in the Annual Plan are fully funded in the Budget 2017/2018. The majority of projects are contained within the Capital Works Program or funded as a one-off initiative. A number of programs are also funded from the Operating Budget.

Consultation

Individual projects within the Annual Plan involve community consultation or consultation with relevant stakeholders.
PEO 12  APPOINTMENT OF AUDIT & RISK ADVISORY COMMITTEE CHAIR

Responsible Director: Director Corporate and Community Services
Responsible Officer: Executive Manager Business Performance
Original Document: DOC/17/47273

Executive Summary

The purpose of this report is to recommend that Council appoint a Chair of the Audit and Risk Advisory Committee.

Recommendation:

That Council:

1. Reappoint Mr Ken Belfrage to the position of Chair of the Audit and Risk Advisory Committee; and

2. Write to Mr Ken Belfrage advising him of the reappointment to Chair of the Audit and Risk Advisory Committee
Context

Council established the Audit and Risk Advisory Committee at the Ordinary Meeting of Council on 14 December 2010. The Audit and Risk Advisory Committee Charter outlines the objectives and responsibilities of the Committee and is reviewed annually by the Committee and Council. It was last reviewed by Council at its Ordinary Meeting on 16 May 2017.

At the Ordinary Meeting of Council on 18 July 2017, Council reappointed the Audit and Risk Committee independent member Ken Belfrage for a further term of three years. Mr Belfrage has acted in the role of Chair of the Committee since February 2015.

Policy & Statutory Implications

It has been mandatory since 2004 for Councils to establish an Audit Committee as an Advisory Committee under Section 139 of the Local Government Act.

The Audit and Risk Advisory Charter outlines the following membership requirements:

The Committee will be comprised of up to six members as follows:

- Two Councillors
- At least three independent members, one of whom shall be appointed as Chairperson of the Committee by Council upon a recommendation of the Chief Executive Officer

Issues

It is recommended that Ken Belfrage continue as Chair of the Audit and Risk Advisory Committee. Mr Belfrage is currently the Company Secretary of Bendigo Community Telco Limited and has extensive business, finance and general management skills including 34 years as a practising public accountant. He was Partner of AFS and Associates Accounting Practice. He has been a Director of Loddon Mallee Housing Services Ltd since November 2010 and is also a member of the Audit Committees for Loddon Shire Council and the City of Greater Bendigo.

Finance and Resource Implications

Nil

Consultation

The Chief Executive Officer consulted with Mr Belfrage to confirm his availability and interest in chairing the Committee.
PEO 13 APPOINTMENT OF THE NORTHERN VICTORIAN INTEGRATED MUNICIPAL EMERGENCY MANAGEMENT PLANNING COMMITTEE

Responsible Director: Director Corporate and Community Services
Responsible Officer: Emergency Management Coordinator
Original Document: DOC/17/49854

Executive Summary

The purpose of this report is to seek the Instrument of Appointment to the Mount Alexander Municipal Emergency Management Planning Committee be revoked and the appointment of the Northern Victorian Integrated Municipal Emergency Management Planning Committee, as required under Section 21 (3) of the Emergency Management Act 2017.

RECOMMENDATION

That Council:

1. Revoke the Instrument of Appointment to the Mount Alexander Municipal Emergency Management Planning Committee from 7 December 2017;

2. Approve the Instrument of Appointment for the Northern Victorian Integrated Municipal Emergency Management Planning Committee from 7 December 2017, in accordance with Section 21(3) of the Emergency Management Act 1986; and

Context

Mount Alexander Shire Council forms part of the Northern Victorian Emergency Management Cluster (the Cluster) in partnership with the City of Greater Bendigo, Central Goldfields, Loddon and Campaspe Shires

The objectives of the Cluster include:

- Develop a good practice model for sharing emergency management resources and expertise between regional councils, better enabling each to meet their statutory obligations.
- Identify, and subsequently attempt to minimise, duplication of emergency management efforts between municipalities and emergency management agencies.
- Provide a cost effective and sustainable model focused towards building shared capability and capacity as well as aligning emergency management practices and protocols.
- Trial innovative methods for improving the delivery of emergency management services by councils.

As reported at the Ordinary Meeting of Council on 13 October 2015, one of the key efficiency measures explored by the Cluster was the preparation of an integrated Municipal Emergency Management Plan and associated Integrated Municipal Emergency Management Planning Committee (Integrated MEMPC).

An Integrated MEMPC will comprise of representatives from each of the partner Councils and service agencies. The Integrated MEMPC will adopt an Integrated Municipal Emergency Management Plan (Integrated MEMP) and continue to meet the Cluster objectives.

During the establishment phase, localised MEMPCs (i.e. Mount Alexander MEMPC) will remain as the authorised MEMPCs for their respective areas and continue to meet and fulfil their roles, as well as review and update their current MEMPs. However, once the Integrated MEMPC is established, localised MEMPCs will be made redundant.

The Integrated MEMPC is the first to be developed in Victoria, and as such, the Mount Alexander MEMPC passed the following motions at their 6 September 2017 meeting:

- The Mount Alexander MEMPC transitions to an advisory committee for a six month period from 7 December 2017 - 7 June 2018. A decision will be made at the 6 June 2018 MEMPC meeting whether to disband completely.
- The MEMPC also recommends to Mount Alexander Shire Council that Council approves the transition of the Mount Alexander Municipal Emergency Management Planning Committee to an advisory committee and appoint the Northern Victorian Integrated Municipal Emergency Management Planning Committee as the committee for Mount Alexander Shire pursuant to Emergency Management Act 1986, Section 21 (3)

As an advisory committee the Mount Alexander MEMPC would have no Instrument of Appointment issued by Council.

Loddon Shire, Central Goldfields and Campaspe Shire Councils have already revoked their former MEMPC’s and have now fully transitioned to the Integrated MEMPC.
Policy and Statutory Implications

Annual Plan

The Annual Plan for 2017/2018 under the goal of ‘Create resilient communities’ prioritises the development and implementation of the Mount Alexander Municipal Emergency Management Plan (Integrated MEMP).

Although this goal has been completed, the implementation of the Integrated MEMP was completed under the guidance of the Integrated MEMPC in their advisory role at the time. The transition will ensure that the Integrated MEMP remains current into the future.

State Government Strategies

In May 2017 the State Government through Emergency Management Victoria released the Victorian Preparedness Framework. This framework aims to outline core capabilities and critical tasks and sets the foundations for how we prepare, respond to and recover from emergency incidents.

The Integrated MEMPC will continue the work already started by the current Mount Alexander MEMPC to develop strategies and activities that assist in strengthening the core capabilities and meeting the critical tasks listed in the framework.

Statutory powers and implications

The Integrated MEMPC once appointed will continue to achieve the requirements of the Emergency Management Act 1986, Section 21(3) and Section 21(4) relating to the requirements to appoint a MEMPC and for the MEMPC to be responsible for the development of a draft MEMP for the Council to consider.

Issues

The transition to an Integrated MEMPC will result in representatives of local agencies and organisations being no longer required to attend meetings as they will be represented by a single regional representative from their organisation who will cover the five municipalities.

As part of the transition period, all local agency and organisation representatives have been consulted with and advised that while their regional representative is the first contact for any items they wish to raise at the Integrated MEMPC, they are encouraged to continue to work with Council’s Emergency Management Unit. This continued liaison is critical to maintain and strengthen the existing relationships outside of the Integrated MEMPC for day to day operations.

Although a small number of agencies and organisations will no longer have representation at the Integrated MEMPC (i.e. Castlemaine Health and Loddon Prison), they will remain as members of the Integrated MEMP sub-committees (i.e. Mount Alexander Municipal Fire Management Planning Committee and Municipal Heatwave Committee). These agencies and organisations will also be invited to present to the Integrated MEMPC if there is a specific matter that they wish to raise.

These agencies and organisations will also continue to liaise with Council’s Emergency Management Coordinator to ensure that their input is included in Mount Alexander Shire’s emergency management planning and, where relevant, the Integrated MEMPC.
Alternate Options

The alternative option is for Mount Alexander Shire to remain with the current localised Mount Alexander MEMPC however this will likely result in Council having to withdraw from the Northern Victorian Integrated Emergency Management Project. It would also require our Municipal Emergency Management Plan to be redeveloped into a standalone document separate from the Integrated MEMP.

Financial and Resource Implications

The transition to the Northern Victorian Integrated MEMPC would bear no additional financial implications to Council. The transition would result in a reduction of administration activities to Council staff. This allows for additional capacity of emergency management staff to meet other legislative and Council requirements within the emergency management sector.

Consultation

Significant consultation over a 24 month period has been undertaken. Consultation took place through meetings, written and verbal correspondence from partner organisations.

- Mount Alexander Shire Council
- Victoria Police (Municipal and Regional)
- Country Fire Authority (Municipal and Regional)
- Department of Environment, Land, Water and Planning (Municipal and Regional)
- Department of Health and Human Services (Municipal and Regional)
- Australian Red Cross (Municipal and Regional)
- Goulburn Murray Water (Municipal and Regional)
- North Central Catchment Management Authority (Regional)
- Loddon Shire Council
- Central Goldfields Shire Council
- Mount Alexander Municipal Emergency Management Planning Committee
- Loddon Mallee Regional Emergency Management Planning Committee
- Emergency Management Victoria (State and Regional)
- State Emergency Service (Municipal, Regional and State)
- VicRoads (Municipal and Regional)
- Department of Economic Development, Jobs, Transport and Resources (Municipal and Regional)
- Victorian Council of Churches (Municipal and Regional)
- Environmental Protection Agency (Regional)
- Coliban Water (Municipal and Regional)
- Ambulance Victoria (Municipal)
- Campaspe Shire Council
- City of Greater Bendigo Council
- Northern Victorian Integrated Municipal emergency Management Planning Committee
- Loddon Mallee Regional Emergency Management Executive Committee
PEO 14  SCHEDULE OF ORDINARY MEETINGS FOR 2018

Responsible Director: Chief Executive Officer, Darren Fuzzard
Responsible Officer: Principal Governance Officer, Suellen Pepperell
Original Document: DOC/17/48720

Executive Summary

Council's Local Law Meeting Procedures requires that Council provide advance notice of Council Meetings.

Recommendation

That Council adopt the following dates as the schedule for Ordinary Meetings of Council in 2018:

- 20 February 2018
- 20 March 2018
- 17 April 2018
- 15 May 2018
- 19 June 2018
- 17 July 2018
- 21 August 2018
- 18 September 2018
- 16 October 2018
- 20 November 2018
- 18 December 2018
Context

Council’s Meeting Procedures Local Law (No.1 of 2008) requires that:

*The date time and place of all Council meetings are to be fixed by the Council and reasonable notice of the meetings must be provided to the public.*

Council complies by including the adopted meeting schedule in Council’s column in the Midland Express and listing the schedule on Council’s website. In addition Council’s weekly column in the Midland Express includes the date and time of the next Council Meeting.

Issues

Council amended the Meeting frequency from twice monthly to monthly at the Ordinary Meeting of Council on 22 November 2016 and brought the meeting time forward from 7.30 pm to 6.30 pm.

The smaller number of Council Meetings has not impacted the ability of Council to conduct its business in a timely fashion, nor has there been an increase in Meeting length.

The proposed schedule for 2018 retains the commitment to monthly Council Meetings.

*Proposed Ordinary Meeting schedule for 2018*

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>20 February 2018</td>
<td>6.30 pm</td>
</tr>
<tr>
<td>20 March 2018</td>
<td>6.30 pm</td>
</tr>
<tr>
<td>17 April 2018</td>
<td>6.30 pm</td>
</tr>
<tr>
<td>15 May 2018</td>
<td>6.30 pm</td>
</tr>
<tr>
<td>19 June 2018</td>
<td>6.30 pm</td>
</tr>
<tr>
<td>17 July 2018</td>
<td>6.30 pm</td>
</tr>
<tr>
<td>21 August 2018</td>
<td>6.30 pm</td>
</tr>
<tr>
<td>18 September 2018</td>
<td>6.30 pm</td>
</tr>
<tr>
<td>16 October 2018</td>
<td>6.30 pm</td>
</tr>
<tr>
<td>20 November 2018</td>
<td>6.30 pm</td>
</tr>
<tr>
<td>18 December 2018</td>
<td>6.30 pm</td>
</tr>
</tbody>
</table>

Alternate Options

Councillors may wish to amend the Ordinary Council Meeting dates scheduled for 2018.
9.2. OUR PLACE (PLA)

PLA 09 WESLEY HILL RECREATION RESERVE DECLARATION OF A DOG FREE AREA

Responsible Director: Director Sustainable Development
Responsible Officer: Manager Development Services
Original Document: DOC/17/45598

Executive Summary

It is proposed that the velodrome at Wesley Hill be declared a dog free area and that the netball courts at the same reserve are declared as a dog on lead area.

Following a recent incident at Wesley Hill velodrome, where a dog ran onto the track causing an accident and subsequent serious injury to a cyclist, a risk assessment identified the need to declare the velodrome dog free. Assessment also highlighted the potential conflict between netball players and dogs running onto the court.

The proposal aims to reduce the likelihood of a repeat incident due to conflicting uses of these areas after undertaking a risk assessment and consultation with the Wesley Hill Recreation Reserve Committee of Management.

All Council areas are off lead unless Council resolves to make or amend an order under the Domestic Animals Act 1994 (the Act). The Act also mandates the process for Council to introduce a dog or cat order.

RECOMMENDATION

That Council:

1. Make an order under Section 26(2) of the Domestic Animal Act 1994 to designate the velodrome at Wesley Hill Recreation Reserve as a dog free area, as depicted in Attachment PLA 09A;

2. Make an order under Section 26(2) of the Domestic Animal Act 1994 to designate the netball courts at Wesley Hill Recreation Reserve as a dog on lead area, as depicted in Attachment PLA 09A; and

3. Publish the Order in the Government Gazette and in the Midland Express, being a newspaper circulated in the Mount Alexander Municipal District.
Context

On 29 July 2017 a cyclist using the velodrome at Wesley Hill Recreation Reserve fell from their bike sustaining serious injuries after a small dog ran in front of them. Temporary signage has been installed at the entrances to the facility informing all users that dogs and bikes don’t mix and dogs are to be under effective control at all times.

The Wesley Hill velodrome is the only such facility in the shire and has high usage by cycling groups and individuals. Cyclists should have a reasonable expectation that a velodrome is a safe place to ride.

The Reserve is also utilised for netball, football and cricket and for recreational purposes and dog walking. There are dog bags available at the facility.

A risk assessment of the likelihood and impact of a dog coming into contact with a user of Council’s high use recreation facilities was undertaken following the incident. The risk assessment measured the shared use of the velodrome at Wesley Hill and the presence of off-lead dogs. The assessment identified the inherent and residual risk to be extreme or high which are the highest level of risk in the assessment tool. The risk would be lowered to medium if dogs were banned from the velodrome.

Council can declare areas of the municipality ‘dog free’, or ‘dog on lead’ under Section 26(2) of the Domestic Animals Act 1994. In all other areas dogs can be off lead.

The following changes are proposed to allow a wide range of uses whilst providing a safe environment:

- Velodrome: dog free area
- Netball courts: dog on lead area

Refer to:

Attachment PLA 09A: Development Services operating risks – Shared use of the Wesley Hill velodrome – cycling and off-lead dogs
Attachment PLA 09B: Site plan 1
Attachment PLA 09C: Site plan 2

Policy and Statutory Implications

Relevant policies, strategies and plans

The introduction of the dog free and dog off lead areas are consistent with the Domestic Animal Management Plan 2017 which encourages responsible pet ownership and the prevention of animal attacks and risk to the community.

The Council Plan 2017-2021 aims to improve health and wellbeing through use of our public spaces.

Statutory powers and implications

Section 26(2) of the Domestic Animal Act 1994 (the Act) defines the process for Council to resolve to make an order to prohibit the presence of dogs and cats and/or impose a condition on the presence of dogs and cats in any public place of the municipal district of the Council.

The Act defines the process for Council to introduce or change dog or cat orders. An order made by the Council under Section 26(2) of the Act must be published in the
Government Gazette and in a newspaper circulating in the municipal district of the Council making the order.

Issues

The Wesley Hill Recreation Reserve is used by a number of sporting groups and as a recreation and dog walking area. All users should be able to feel safe using the facility. The Council Plan 2017-2021 aims to improve health and wellbeing through the use of public places whilst Council’s Domestic Animal Management Plan encourages responsible pet ownership.

Introducing dog free and dog on lead areas will reduce the inherent and residual risk of having shared use of the facility.

Victory Park and the Castlemaine Botanical Gardens playground are declared dog free areas.

Dogs must be kept on a lead at:

- Campbells Creek Community Park
- Castlemaine Botanical Gardens
- Castlemaine CBD
- Maldon CBD

Alternate Options

The following alternate options were considered:

- Declaring the velodrome dog free and make the rest of the reserve an on lead area.
- Retaining the current arrangement where the facility is an off lead area.

Option 1 is not being recommended because the area is utilised as a dog walking area and the risk of having dogs off lead on the non-sporting areas is regarded as low. Dog walking is also regarded for the health and social benefits for both the dogs and owners. The facility should be utilised by as many people as possible in a safe environment.

Option 2 is not being recommended because it does not mitigate the risks identified through the risk assessment. Failure to address the risks may impact on public safety and Council’s reputation to manage its public places.

Financial and Resource Implications

The following will need to be undertaken however it is expected that this will occur within current budget allocations:

- communicate the changes to the community and reserve users
- erect signage and undertake minor works
- have the Order published in the Government Gazette and Midland Express
- undertake patrols to inform users and undertake compliance as required

Consultation

The Committee of Management for the Wesley Hill Recreation Reserve, which includes representation from the cycling, football and netball clubs has been consulted in regards
to the changes. The Committee requested that consideration be given to the remainder of the reserve becoming a dog on lead area.

As per the Committee's request the whole of the Reserve was considered. The recommendation to make the netball court dogs on lead was to increase safety for sporting uses whilst allowing the continued use of other areas for recreational and dog walking. The cricket oval was not included because the oval is fenced and the likelihood or a dog causing harm during a cricket game is minimal.
## Development Services

### Development Services operating risks

**Risk:** Shared use of the Wesley Hill velodrome - cycling and off-lead dogs.

<table>
<thead>
<tr>
<th>Risk Description</th>
<th>Risk Category</th>
<th>Inherent Likelihood</th>
<th>Inherent Consequence</th>
<th>Inherent Risk</th>
<th>Effectiveness of existing controls</th>
<th>Residual Risk</th>
<th>Risk Owner Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Shared use of the Wesley Hill velodrome - cycling and off-lead dogs.</td>
<td>Public Liability</td>
<td>Likely</td>
<td>Catastrophic</td>
<td>Extreme</td>
<td>Poor controls</td>
<td>Extreme</td>
<td>Civic Compliance Coordinator</td>
</tr>
</tbody>
</table>

### Risk Controls

<table>
<thead>
<tr>
<th>Control</th>
<th>Description</th>
<th>Control Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>Voice control over dogs.</td>
<td></td>
<td>Wayne O'Toole</td>
</tr>
<tr>
<td>Fencing around velodrome perimeter only.</td>
<td></td>
<td>Wayne O'Toole</td>
</tr>
<tr>
<td>Helmets (cyclists)</td>
<td></td>
<td>Wayne O'Toole</td>
</tr>
<tr>
<td>Good visibility for cyclists.</td>
<td></td>
<td>Wayne O'Toole</td>
</tr>
</tbody>
</table>

### Risk Tasks

<table>
<thead>
<tr>
<th>Task</th>
<th>Task Owner</th>
</tr>
</thead>
<tbody>
<tr>
<td>install interim signs - dogs must be under effective control</td>
<td>Wayne O'Toole</td>
</tr>
<tr>
<td>Prepare Council Report to recommend banning dogs on the velodrome/oval.</td>
<td>Wayne O'Toole</td>
</tr>
</tbody>
</table>
9.3. OUR ECONOMY (ECO)

ECO 43 PLANNING PERMIT APPLICATION 110/2017 AT 19-21 RECKLEBEN STREET, CASTLEMAINE - 27 DWELLINGS AND 27 STAGED SUBDIVISION

Responsible Director: Director Sustainable Development
Responsible Officer: Manager Development Services
Original Document: DOC/17/46290

Executive Summary

Council has received an application for the development of 27 dwellings and a 27 lot staged subdivision and removal of an easement at 19-21 Reckleben Street, Castlemaine. The site is located within a General Residential Zone (GRZ) and is not affected by any overlays.

The application was advertised and two objections have been received raising issues with the density and design of the development, single access into the site and the location of internal roads, fencing, loss of amenity, the potential number of cats and dogs and the treatment of wastewater on the site. A mediation meeting between the objectors, Council Officer and Applicant/Owners was undertaken discussing the issues raised in the objections. No resolution was reached at this meeting. Conditions relating to wastewater requirements, restrictions for the keeping of dogs and cats on the land and new fencing would aim to ameliorate these issues in response to the objections.

The application has been assessed against the provisions of the General Residential Zone and local and State planning policy and is considered to be appropriate.

It is recommended that a Notice of Decision to grant a planning permit subject to conditions be issued.

RECOMMENDATION

That Council issue a Notice of Decision to Grant a Planning Permit for the development of 27 dwellings, a 27 lot staged subdivision common property and removal of an easement at 19-21 Reckleben Street, Castlemaine, subject to the following conditions:

1. Before the development starts, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. the plans must be generally in accordance with the plans submitted with the application but modified to show:
   a) Provision of a 1.8 m timber paling fence or an alternative (to provide screening) to the satisfaction of the Responsible Authority along the eastern boundary of the site.
   b) Replacement of the existing old sections of timber post and wire fence along the western boundary of the site (approximately 130 m).
   c) Increase the width of the common property at the north east corner of the site to 8 m in width and realign the walking track through to Crag Street to a minimum of 5 m off the eastern boundary.
d) Location of the proposed grey water treatment system in accordance with Option 2 (Section 3.5) of the Site Servicing Report prepared by Vivid Civil Engineers (Revision C 19/5/2017). The system is to be sited a minimum of 10 metres from the western property boundary.

2. SUBDIVISION LAYOUT PLAN

2.1. The subdivision as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.

3. NO LAYOUT ALTERATION

3.1. The development allowed by this permit as shown on the endorsed plan(s) and/or described in the endorsed documents must not be altered or modified (for any reason) except with the prior written consent of the Responsible Authority.

4. ENGINEERING

Engineering Plans

4.1. Prior to certification of the plan of subdivision, engineering plans must be submitted to and approved by the Responsible Authority. When approved, the plans will be endorsed and form part of the permit. The engineering plans must accord with the Infrastructure Design Manual. All works constructed or carried out must be in accordance with those approved plans and completed to a standard satisfactory to the Responsible Authority prior to the issuing of Statement of Compliance. The plans are to include:

a) Drainage and flood mitigation works
b) Traffic Management works including turning movement
c) Vehicle crossing works, Common property driveway etc.

Drainage

4.2. The whole of the subject land, including landscaped and paved areas, must be graded and drained to the satisfaction of the council as the responsible drainage authority so as to prevent the discharge of water from the subject land across any road or onto any adjoining land.

4.3. The internal drainage system shall include provision of storm water retention system to limit flows downstream from the development to pre-development levels in accordance with the current Australian rainfall and Runoff – Flood Analysis and Design (IDM Design standards - Section 19.3 Requirements). The PSD must meet the following requirements:

- Be designed for 1 in 5 year storm and
- The storage must be designed for 1:10 year storm

4.4. There is an existing natural flow path running through the property via the existing Dam. Therefore an easement needs to be created covering the full flow path with a sufficient width allowing the stormwater to pass through the property.

4.5. On completion of the works, certification must be submitted to the Responsible Authority certifying that works have been completed in accordance with the Approved Engineering Plans.

4.6. Provide cut off drains or similar to protect adjoining properties from overland storm water flow. Provision is to be made to divert major rainfall (1
4.7. Designation of the minor and major flow paths shall be indicated on Drainage plans.

4.8. In designing this drainage system the applicant may also consider incorporating aspects from Guidelines for Water Sensitive Urban Design (WSUD).

4.9. The legal point of discharge to the development is to the existing internal drainage system. Accordingly stormwater runoff from all buildings and paving areas must be drained and connected to the existing drainage.

4.10. The developer must formalise the open drain along the Reckleben Street from the property frontage up to Chapmans Road.

Easements

4.11. All existing and proposed easements and sites for existing and required utility services 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.

Driveways

4.12. Driveways are to be designed and constructed using appropriate engineering standards to the satisfaction of the Council.

Vehicle crossovers

4.13. Proposed vehicle crossovers are to be constructed /upgraded to the levels/requirements of council. No impending or redirection of existing surface flow is allowed to occur as a result of these works. Where two crossovers are in close proximity, pipes are to be extended through to create one wide crossover servicing both properties.

Traffic Management Plan

4.14. Prior to commence any development works, a traffic management plan for the site must be submitted to and approved by the responsible authority.

Infrastructure Status

4.15. All existing road reservation assets are to be protected and maintained throughout the works including all utilities and services. Any damage is to be restored prior to issuing of statement of compliance.

Sediment pollution control

4.16. 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).

Consent for constructions

4.17. Council is to be paid a fee of 0.75\% of the total construction costs for these works for the approval of said plans plus 2.5\% for supervision of construction. Said fees to be paid prior to commencement of any road/drainage works. Estimate for the works are to be prepared and submitted to Council.

4.18. Prior to the commencement of any works on the road reserve the owner/applicant must submit a Minor Works in a Road Reserve application and be issued a permit to occupy the road for works.
Statement of Compliance

4.19. Prior to issue of a statement of compliance for the subdivision, drainage and driveway works must be completed to satisfaction of council in accordance with the approved plans.

Removal or Trimming of road reserve trees.

4.20. If the applicant / Property owner require removing or Trimming of trees in the road reserve as part of the works permitted by this planning permit or as part of future works, all the cost of such removal must be borne by the applicant / Property owner. Applicant / Property owner must obtain consent and necessary work permits from the council for such future tree trimmings/ removals prior to commencement of the works.

5. COLIBAN WATER CONDITIONS
   a) The owner is required to provide reticulated water and sewerage services to each of the lots within the subdivision. Services are to be provided in accordance with our specifications.
   b) All Coliban Water assets within the subdivision, both existing and proposed, are to be protected by an easement in favour of Coliban Region Water Corporation.

6. DOWNER UTILITIES / AUSNET SERVICES (GAS) CONDITIONS
   a) The plan of subdivision submitted for certification must be referred to AusNet Services (Gas) in accordance with Section 8 of the Subdivision Act 1988.

7. POWERCOR CONDITIONS
   a) The Plan of Subdivision submitted for certification under the Subdivision Act 1988 shall be referred to Powercor Australia Ltd in accordance with Section 8 of that Act.
   b) The applicant shall:
      • Provide an electricity supply to all lots in the subdivision in accordance with Powercor’s requirements and standards, including the extension, augmentation or re-arrangement of any existing electricity supply system, as required by Powercor.
      • Where buildings or other installations exist on the land to be subdivided and are connected to the electricity supply, they shall be brought into compliance with the Service and Installation Rules issued by the Victorian Electricity Supply Industry. You shall arrange compliance through a Registered Electrical Contractor and provide to Powercor Australia Ltd a completed Electrical Safety Certificate in accordance with Electricity Safe Victoria’s Electrical Safety System.
      • The applicant shall provide to Powercor Australia Ltd, a copy of the version of the plan of subdivision submitted for certification, which shows any amendments which have been required.
      • Any buildings must comply with the clearances required by the Electricity Safety (Installations) Regulations.
      • Any construction work must comply with Energy Safe Victoria’s “No Go Zone” rules.
8. COUNTRY FIRE AUTHORITY (CFA) CONDITIONS

Water Supply

8.1. Operable hydrants, above or below ground, must be provided.

8.2. Hydrants must be located with a maximum distance between a hydrant and the rear of all buildings and the rear of all buildings (i.e. to the furthermost point of the upper storey) must be 120m and hydrants must be no more than 200m apart.

8.3. Hydrants shall be located a minimum distance of 10m from the building.

Access

8.4. Roads or driveways must be constructed to a standard so that they are accessible in all weather conditions and capable of accommodating a vehicle of 15 tonnes for the trafficable road width.

8.5. The average grade must be no more than 1 in 7 (14.4%) (8.1 degrees) with a maximum of no more than 1 in 5 (20%) (11.3 degrees) for no more than 50 meters. Dips must have no more than a 1 in 8 (12%) (7.1 degree) entry and exit angle.

8.6. Curves in driveway must have a minimum radius of 10 metres.

8.7. The driveways must provide a minimum trafficable width of 3.5 metres (if parking prohibited on both sides of road), be clear of encroachments 4 metres vertically and have no obstructions within 0.5 metres either side of the formed width of the road, to the satisfaction of the Responsible Authority.

8.8. Constructed roads/ driveways more than 60m in length from the nearest intersection must have a turning circle with a minimum radius of 8m (including roll-over kerbs if they are provided) T or Y heads of dimensions specified by the CFA may be used as alternatives.

9. GOULBURN MURRAY WATER

9.1. 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.

9.2. 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.

9.3. Each lot must be provided with connection to the reticulated sewerage system in accordance with the requirements of Coliban Water.

9.4. All existing on-site wastewater treatment and disposal systems must be decommissioned to the satisfaction of council’s Environment Health Department.

9.5. Prior to the Statement of Compliance being issued, the dwelling to be retained on proposed Lot 27 must be connected to the reticulated sewerage system in accordance with Coliban Water requirements and their on-site system must be decommissioned. In order For GMW to consent to the Statement of Compliance, evidence of connection to sewer must be provided.

9.6. 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.
10. CONTROL OF LIGHT SPILL
External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land to the satisfaction of the responsible authority.

11. COMPLETION OF LANDSCAPING
Before the statement of compliance is issued for Stage 4 (final stage) of the development or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority.

12. LANDSCAPING MAINTENANCE
The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced.

13. DOGS AND CATS RESTRICTION
Prior to any of the dwellings being occupied on the land, a restriction must be included within the Owners Corporation Rules that applies to the land that states:

a) All pet cats to be secured (indoors or in secure cat runs/cages) at all times.

b) All pet dogs to be leashed within all areas of common property on the site at all times.

14. PUBLIC OPEN SPACE CONTRIBUTION
a) 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.

15. VALUATION EXPENSES
a) 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.

16. TELECOMMUNICATIONS
a) The owner of the land must enter into an agreement with:

• 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; and

• 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.
b) 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 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

- 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.

17. PERMIT EXPIRY- SUBDIVISION

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

a) The plan of subdivision for the first stage of the subdivision is not certified within two years from the date of the permit.

b) The plan of subdivision for each subsequent stage is not certified within 2 years of certification of the previous stage.

c) The registration of the plan of subdivision for each stage is not completed within 5 years of certification of that stage.

If the plan of subdivision for each stage is not certified within the specified time in this permit, the responsible authority may extend the time for certification if a request is made in writing prior to expiry of the permit or within 6 months after the expiry date.

18. PERMIT EXPIRY-DEVELOPMENT

This permit will expire if the permitted development is not started within two years of the date of this permit, or is not completed within four years of that date.

The responsible authority may extend these periods if a request is made in writing before the permit expires, or:

- Within six months afterwards if the development has not been started.
- Within twelve months afterwards if the development started lawfully before the permit expired.
Context

The purpose of this report is to enable Council to make a determination on an application for the development of 27 dwellings and a 27 lot staged subdivision at 19-21 Reckleben Street, Castlemaine. The application has been referred to Council for a decision because there are two objections.

Refer to:
Attachment ECO 43A: Context and site aerial
Attachment ECO 43B: Final plans submitted with application
Attachment ECO 43C: Clause 55 assessment

The application was lodged on 2 June 2017 and proposes to construct 27 dwellings, 27 staged subdivision, common property and removal of an easement. The new 27 dwellings would be developed as attached dwellings located within six blocks across the site, all being double storey. The 27 dwellings over the site would comprise:

- Four one bedroom dwellings
- Seven two bedroom dwellings
- Twelve three bedroom dwellings
- Three four bedroom dwellings

All dwellings have a similar floor plan and layout based on the dwelling size and type and have been sited and designed around existing vegetation and proposed landscaped gardens including terraced vegetable gardens and a planted wetland.

Materials and finishes include raw sawn and dark sawn timber, bagged and painted brickwork, cement sheet cladding and brushed metal. All dwellings would be accessed from one single access point from Reckleben Street and access throughout the site would be provided by a shared car and pedestrian zone. A total of forty seven car spaces would be provided on the land, providing parking for each of the dwellings and visitor parking.

The subdivision of the land would include:

- The existing dwelling fronting Crag Street proposed to be retained on its own lot, an area of 6657sqm.
- Creation of 26 lots within the balance of the land having areas of 84sqm to 120sqm.
- Balance of the land shown as common property No 2, has an area of 1.2 hectares.
- Common property No 1 along the western boundary of the land to provide services from Reckleben Street to the existing dwelling, an area of approximately 450sqm.
- Common property No 3, an area of 120sqm containing the communal laundry and store and a three bedroom dwelling to be used able to be used / by residents of the site as a guest house. This dwelling is located within proposed Block A.

The development is proposed to be undertaken in stages as follows:

- Stage 1 – Subdivide the existing dwelling fronting Crag Street into an single lots, subdivision of Blocks A & B and required common property
- Stage 2 – Blocks C & D and required common property
- Stage 3 – Block E and common property
- Stage 4 – Block F and common property

The application seeks to remove the water race easement currently dissecting the site as it is no longer required.
The land is known as 15 &19-21 Reckleben Street, Castlemaine and is located on the north side of Reckleben Street, approximately 206 metres from the intersection of Reckleben Street with Crag Street. The land is irregular shaped made up of four existing lots having a total area of 2.2 hectares, having a 135 metre frontage to Reckleben Street. The land is developed with a dwelling fronting Crag Street which is proposed to be retained and contained on its own lot (Lot 27) and an existing dwelling and outbuildings located within the south-western corner of the site on the Reckleben frontage which are proposed to be removed to accommodate the development. The balance of the land contains scattered planted vegetation with typically slashed grass at ground level. The site is undulating generally sloping down away from the Reckleben frontage.

Adjoining land is developed with dwellings on similar sized lots as the subject land. Beyond the immediate adjoining land, particularly to the east and south, the land is developed at a much higher residential density on a mixture of lots sizes, all contained with the Castlemaine Land Use Framework Plan. The land is located approximately 1.2km from the centre of Castlemaine.

In relation to the requirement for a Cultural Heritage Management Plan, under the provisions of the Aboriginal Heritage Act 2006 and the Aboriginal Heritage Regulations 2007, a CHMP is required for an activity if:

- all or part of the activity area for the activity is an area of cultural heritage sensitivity; and
- all or part of the activity is a high impact activity.

The land is not located an area of cultural heritage sensitivity and the activity (subdivision of the land into 27 lots) is a high impact activity therefore a CHMP is not required.

**Policy and Statutory Implications**

**State Planning Policy Framework (SPPF)**

*Clause 11.02-1 Supply of urban land*

The objective of this clause is to ensure a sufficient supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses.

*Clause 11.10-3 Planning for growth*

The objective of this clause is to focus growth and development to maximise the strengths of existing settlements.

*Clause 11.05 Regional Development*

The objective of this clause is to promote the sustainable growth and development of regional Victoria through a network of settlements identified in the Regional Victoria Settlement Framework plan.

*Clause 14.02-1 Catchment Planning and Management*

The objective of this clause is to assist the protection and, where possible, restoration of catchments, waterways, water bodies, groundwater, and the marine environment.

*Clause 14.02 -2 Water Quality*

The objective of this clause is to protect water quality.
Clause 15.01-3 Neighbourhood and Subdivision Design

The policy in this clause offers broad guidelines for the design of urban areas, including new subdivisions. Relevant policy aims and strategies seek to ensure subdivision locations have ready access to local services and that the design creates a strong sense of place. Subdivision should be designed to respond to its context in terms of character, natural features and surrounding landscape and provide a range of lot sizes to suit a variety of dwelling and household types to meet the needs of different groups of people.

Clause 16.01 Residential development

This clause contains a range of policy relating to provision of housing in appropriate locations that meet the needs of a diverse community. Strategies include increasing housing yield in under-utilised urban land and provide increased supply in appropriate locations.

Clause 19.03-2 Water Supply, Sewerage and Drainage

The protection of water supply from uses that may cause possible contamination must be considered in permit applications.

Appropriate on-site waste disposal methods in areas not connected to a reticulated sewerage system must be provided to all lots created through subdivision.

Local Planning Policy Framework (LPPF)

Clause 21.02 Municipal Vision and Framework Plan

The land use planning and development vision for Mount Alexander Shire will be achieved by increasing housing choice and consolidation of urban growth to maximise infrastructure and reduce environmental impacts.

Under the heading of Township role and identity at Clause 21.02-3, Castlemaine is classed as a Region centre/town and identified as a having a local and sub-regional role, with key features including heritage buildings and streetscapes, and surrounding areas of native vegetation which provide the backdrop to the town.

In the Strategic Framework Plan at Clause 21.02-4, Castlemaine is identified as the preferred location for commercial, industrial and residential expansion in the shire.

Clause 21.03-1 Urban growth

This clause offers an overview of the Shire’s urban growth. The preferred settlement pattern identifies Castlemaine as accommodating the majority of the Shire’s population. This clause also identifies that the current rate of dwelling construction exceeds the projected growth rate in households within the Shire.

Clause 21.03-2 Urban Consolidation

There are social, economic and environmental reasons to develop housing in existing urban areas. Encouraging compact urban forms reduces the cost of infrastructure, limits the use of non-renewable resources, and assists in the viability of local businesses, transport and other public infrastructure and services. The Shire’s towns have a range of transport, economic and social infrastructure to support an increase in population. The application accords with these objectives as the development is located within the Castlemaine urban framework boundary, would provide diverse housing choices to a range of household types and would create a compact urban form over this 1.4 hectare site.
Clause 21.06-3 Water

This clause aims to protect and improve water quality and quantity in the Shire. The policy recognises the poor condition of water catchments, including open potable water catchment areas, which cover much of the Shire and outline strategies to address identified issues.

Clause 21.11 Infrastructure

This clause gives an overview of the Shire’s significant infrastructure assets and also issues arising due to lack of infrastructure in some areas. Key issues include preventing unplanned residential development in rural area which can increase costs of infrastructure maintenance and provision.

Clause 21.12-1 Castlemaine

Castlemaine is the main population centre in Mount Alexander Shire which accounts for 50 percent of the Shire’s total population. The subject land falls within the urban boundary on the Castlemaine land use framework plan and is located in area where residential development is encouraged.

Zoning

Clause 32.08 General Residential Zone (GRZ)

The land is located within the General Residential Zone which includes in its objectives:

- To provide for 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.

Under Clause 32.08-3, a permit is required to subdivide land. The land is not affected by any overlays.

Under Clause 32.08-6, a permit is required to construct two or more dwellings on a lot. A development must meet the requirements of Clause 55

Particular provisions

Clause 52.01 Public Open Space Contribution and Subdivision

A Public Open Space Contribution is applicable as the subdivision is not exempt under 52.01 and will increase the density of population and demand for open space facilities in the area accordingly. This will be required as a permit condition.

Clause 52.02- Easements, restrictions and reserves

The purpose of this clause is to enable the removal of an easement to enable a use or development that complies with the planning scheme after the interests of affected people are considered. A permit is required under Section 23 of the Subdivision Act 1988 to remove an easement. The application seeks to remove the water race easement shown on the title to the land, as it is no longer used for its dedicated purpose. Both Coliban Water & GMW has not raised any issues with the removal of this easement.

Clause 52.06- Car Parking

Clause 52.06 refers to car parking and Clause 52.06-1 requires that a new use must not commence or the floor area of an existing use must not be increased until the required car spaces have been provided on the land. The number of spaces required to be provided is specified in the table at Clause 52.06-5. Dwellings require:
- One space to each one or two bedroom dwelling
- Two spaces to each three or more dwellings
- One space for every five dwellings for visitors

The proposal provides a total of 47 which achieves compliance with Clause 52.06.

Clause 55 Two or more dwellings on a lot

This clause lays out various standards for two or more dwellings on a lot. A detailed assessment against the relevant sections of Clause 55 has been included at Attachment ECO 43C to this report. As detailed dwelling designs have been included for each of the vacant lots proposed, an assessment against Clause 56 is not required.

Issues

Policy support

The proposal is supported by a wide range of policy within the Mount Alexander Planning Scheme which recognises the need to accommodate future populations and actively encourages urban consolidation and infill development where it is considered appropriate.

The proposed dwellings would be located within the General Residential Zone and within an area where residential infill developed is encouraged on the Castlemaine land use framework plan at Clause 21.12. Whilst the proposed development will be of the greater density than what currently exists immediately adjoining the land, the layout and design of the proposal, providing significant setbacks to boundaries, having minimal amenity impacts to adjoining properties in terms of overlooking, and overshadowing, retaining existing vegetation and having a site coverage of just 16%, is considered an appropriate design response for this site.

State policy requires development to respond to its context in terms of urban character, cultural heritage, natural features, surrounding landscape and climate. Policy specific to Castlemaine requires development accord with the character and context of the town and surrounding landscapes.

The development is a modest scale with a design that can fit into the site as a suitable transition between the existing dense residential developments to the east and south and the adjoining Farming Zone land to the west of the subject site developed with single dwellings on similar sized parcels of land as the subject site.

The development provides adequate setbacks to all property boundaries and the dwellings have been styled in a terraced type design to minimise the building footprint, would be articulated with different wall surfaces to delineate the individual dwellings having a pitched roof form, appropriate for this area.

Density of Development

The density of any development is not considered in isolation. The planning provisions of the Mount Alexander Planning Scheme require a performance based approach to how development responds to a site and its context. Therefore matters such as built form, scale, design, pattern of existing development, setbacks, retention of vegetation and amenity impacts must be considered in any development.

It is noted that number of dwellings proposed on this site is a much higher density than what currently exists in the immediate area, however it is considered that the design and layout of the dwellings on the land has responded to and considered the existing built
form and layout of lots in this section of Reckleben Street and more importantly has responded to the sites opportunities and constraints by:

- Locating the dwellings to provide sufficient setbacks from all boundaries to minimise overlooking and overshadowing to any adjoining site.
- Locating the dwellings in areas over the site to retain existing significant existing vegetation, whilst reducing the need for significant site cuts.
- All dwellings have been orientated to provide north facing secluded private open spaces and have been designed to achieve an 8.5 star energy rating, would reuse grey and black water on site resulting in a development with reduced greenhouse emissions.
- Providing separation between the building blocks to allow for landscaping and providing a sense of space on the site.
- The use of selected building materials, colours and finishes that are sympathetic to the landscape character of the area and are recessive within this streetscape.
- Locating the dwellings in terrace style block designs reduces the buildings footprint over the site, achieving a 16% site coverage, whilst still presenting a layout consistent with the existing subdivision pattern in the area.
- Locating car parking on site that is not highly visible from Reckleben Street.
- Inclusion of a detailed landscape plan that retains existing established vegetation and would be further enhanced by additional landscaping around the proposed dwellings, around the perimeter of the site and within the common property area which includes terraced vegetable gardens and orchards.

The purpose of the General Residential zone is not limited to providing single detached dwellings on quarter acre blocks. Rather, the purpose of the zone specifically seeks to provide a variety of dwellings at a range of densities that meet the housing needs of all household types.

As outlined in Clause 21.08-1 Housing; ‘The population of Mount Alexander Shire is ageing and households are getting smaller. Compared with Victoria as a whole, the Shire has an older age profile, fewer family households and more single (or lone) person households (ABS, 2011).’

This demographic change is one reason for the large amount of local and State planning policy which supports creating a wider diversity of housing types, including smaller dwellings rather than larger traditional 3 and 4 bedroom family homes on larger single lots. Similarly, there is strong policy support for considering higher density development on infill sites within existing townships where residents can easily walk to local shops and services.

The development is walkable (and cycleable) distance to Castlemaine town centre and Railway Station and most importantly provides a housing option and choice with fits into the changing demographics of our community. There are also very few other vacant sites so close to the town centre available for such development, making it both a rare opportunity to provide such housing, and also unlikely to act as a significant precedent.

Concerns were raised at the potential number of dogs and cats as a result of the number of dwellings proposed on site. In response, the Applicant has agreed to include a dog and cat restriction within the Owners Corporation Rules that will apply to the land and all of its occupants that restricts pet cats to be secured indoors or within cat runs and all pet dogs to be leashed at all times within the land.

Clause 55 (Rescode) Assessment

A detailed assessment against the requirements of Clause 55 has been made and is provided as an appendix to this report. Overall, the proposal has a good level of
compliance with the requirements of Rescode. This indicates a suitable design in regards to features such as the provision of open space, siting and availability of sunlight to habitable rooms, provision of privacy, and other design details. The applicant has agreed to include replacement fencing along both the east and west boundaries in response to protection of privacy from adjoining owners. This has been included as condition 1 requirement.

Outstanding objections to the application

Following advertisement of the application in accordance with Sections 52(1)(a) and 52(1)(d) of the Planning and Environment Act 1987, two objections were received.

Density and design of the proposed development is not appropriate at this location

As stated in the report, density cannot be considered in isolation and must be considered against all the provisions of the planning scheme as they relate to neighbourhood character, urban consolidation, infill, amenity impacts and Clause 55 assessment. As demonstrated in this report, the development is considered on balance to achieve a site response design at this location.

Loss of biodiversity through loss of vegetation and increased development

The development would result in the loss of some vegetation on the land, however, the development has been purposely designed and sited to minimise vegetation loss and would further be enhanced by significant additional vegetation including in the landscaping of the site, particularly around the perimeter of the site and between proposed building blocks. The additional planting includes a mixture of native and fruiting trees that would enhance the biodiversity of the site.

The development only provides a single access point onto Reckleben Street which will create traffic congestion and safety issues for the street.

Both Council’s Engineers and CFA have not raised concern with the single point of entry to and from the site from Reckleben Street. A detail traffic report was submitted with the application that demonstrated that traffic management including entry and exit to the site and traffic movements within the site were satisfactory as shown on the submitted plans.

Loss of privacy to the adjoining property owners particularly from increased density, increase in the number of dogs and cats in the neighbourhood and vehicular access within the site.

The dwellings have been set back from all boundaries, in excess of the distances requires by rescode based on the heights of the dwellings. Existing vegetation will be retained along both the east and west boundaries. The applicants have agreed to replace fencing along the east and west boundaries and place restrictions on the keeping of pet cats and dogs on the land.

Alternative Options

Council could refuse the application, however there are no grounds for refusal.

Financial and Resource Implications

Cost of potential appeal to the Victorian Civil and Administrative Tribunal.
Consultation

Advertising

Notice of the application was given in accordance with Sections 52(1)(a) and 52(1)(d) of the Planning and Environment Act 1987 to owners and occupiers of adjoining land and. A sign was also placed on-site. Two objections were received.

An Applicant/Objector meeting was held on the 18th September and the matters that were discussed were the issues raised in the objection, particularly regarding the density and design of the development, single entry point from the development onto Reckleben Street, and amenity impacts from vehicles and dogs and cats. No resolution was reached at the meeting nor any objections withdrawn. The applicant has agreed to replacement fencing along both the east and west boundaries and a restriction on the keeping of dogs and cats as reflected in the conditions if a permit was to issue.

External Referrals

The application was referred to Coliban Water, Powercor, Telstra, Goulburn Murray Water, CFA, all who have provided conditional consent to the application.

Internal Referrals

The application was referred to Council’s Infrastructure Unit who have provided conditional consent to the application.
### Clause 55 ASSESSMENT

<table>
<thead>
<tr>
<th>Clause 55</th>
<th>Description</th>
<th>Compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>55.02-1 Neighbourhood character objectives</td>
<td>To ensure that the design respects the existing neighbourhood character or contributes to a preferred neighbourhood character. To ensure that development responds to the features of the site and the surrounding area.</td>
<td>Complies, the design and use of materials of the dwellings would fit within this existing neighbourhood and streetscape and would respond to the features of the site.</td>
</tr>
<tr>
<td>55.02-5 Integration with the street objective</td>
<td>To integrate the layout of development with the street. <strong>Standard B5</strong> Developments should provide adequate vehicle and pedestrian links that maintain or enhance local accessibility. Development should be oriented to front existing and proposed streets.</td>
<td>Complies</td>
</tr>
<tr>
<td>55.03-1 Street setback objective</td>
<td>To ensure that the setbacks of buildings from a street respect the existing or preferred neighbourhood character and make efficient use of the site.</td>
<td>Complies</td>
</tr>
<tr>
<td>55.03-2 Building height objective</td>
<td>To ensure that the height of buildings respects the existing or preferred neighbourhood character. <strong>Standard B7</strong> The maximum building height should not exceed the maximum height specified in the zone, schedule to the zone or an overlay that applies to the land. If no maximum height is specified in the zone, schedule to the zone or an overlay, the maximum building height should not exceed 9 metres.</td>
<td>The dwellings do not exceed 9 metres in height</td>
</tr>
<tr>
<td>55.03-3 Site coverage objective</td>
<td>To ensure that the site coverage respects the existing or preferred neighbourhood character and responds to the features of the site. <strong>Standard B8</strong> The site area covered by buildings should not exceed: □ If no maximum site coverage is specified in the schedule to the zone, 60 per cent.</td>
<td>16% site coverage complies</td>
</tr>
<tr>
<td>55.03-4 Permeability objectives</td>
<td>To reduce the impact of increased stormwater</td>
<td>At least 20% of the site would be pervious</td>
</tr>
</tbody>
</table>
**Clause 55 ASSESSMENT**

<table>
<thead>
<tr>
<th><strong>run-off on the drainage system.</strong> To facilitate on-site stormwater infiltration.</th>
<th><strong>Standard B9</strong> At least 20 per cent of the site should not be covered by impervious surfaces.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>55.03-5 Energy efficiency objectives</strong> To achieve and protect energy efficient dwellings and residential buildings. To ensure the orientation and layout of development reduce fossil fuel energy use and make appropriate use of daylight and solar energy.</td>
<td><strong>Standard B10</strong> Buildings should be: □ Oriented to make appropriate use of solar energy. Sited and designed to ensure that the energy efficiency of existing dwellings on adjoining lots is not unreasonably reduced. The dwellings have been orientated to maximize solar access, particularly to living areas.</td>
</tr>
<tr>
<td><strong>55.03-7 Safety Objective</strong> To ensure the layout of the development provides for the safety and security of residents and property.</td>
<td><strong>Complies</strong> - Entrances are accessible and easily identified</td>
</tr>
<tr>
<td><strong>55.04-1 Side and rear setbacks objective</strong> To ensure that the height and setback of a building from a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</td>
<td><strong>Complies</strong></td>
</tr>
<tr>
<td><strong>Standard B17</strong> A new building not on or within 150mm of a boundary should be set back from side or rear boundaries: If no distance is specified in the schedule to the zone, 1 metre, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres. Sunblinds, verandahs, porches,</td>
<td></td>
</tr>
<tr>
<td><strong>55.04-2 Walls on boundaries objective</strong> To ensure that the location, length and height of a wall on a boundary respects the existing or preferred neighbourhood character and limits the impact on the amenity of existing dwellings.</td>
<td><strong>N/A</strong></td>
</tr>
</tbody>
</table>
**Clause 55 ASSESSMENT**

<table>
<thead>
<tr>
<th>Clause</th>
<th>Description</th>
<th>Compliance</th>
</tr>
</thead>
<tbody>
<tr>
<td>55.04-3 Daylight to existing windows objective</td>
<td>To allow adequate daylight into existing habitable room windows. <strong>Standard B19</strong> Buildings opposite an existing habitable room window should provide for a light court to the existing window that has a minimum area of 3 square metres and minimum dimension of 1 metre clear to the sky. The calculation of the area may include land on the abutting lot. Walls or carports more than 3 metres in height opposite an existing habitable room window should be set back from the window at least 50 per cent of the height of the new wall if the wall is within a 55 degree arc from the centre of the existing window. The arc may be swung to within 35 degrees of the plane of the wall containing the existing window.</td>
<td>Complies</td>
</tr>
<tr>
<td>55.04-5 Overshadowing open space objective</td>
<td>To ensure buildings do not significantly overshadow existing secluded private open space.</td>
<td>Complies</td>
</tr>
<tr>
<td>55.04-6 Overlooking objective</td>
<td>To limit views into existing secluded private open space and habitable room windows. <strong>Standard B22</strong> A habitable room window, balcony, terrace, deck or patio should be located and designed to avoid direct views into the secluded private open space of an existing dwelling within a horizontal distance of 9 metres (measured at ground level) of the window, balcony, terrace, deck or patio. Views should be measured within a 45 degree angle from the plane of the window or perimeter of the balcony, terrace, deck or patio, and from a height of 1.7 metres above floor level.</td>
<td>Complies – a 1.8m high paling fence along both the west and eastern boundaries will restrict any views into the adjoining properties secluded open space or habitable room window</td>
</tr>
<tr>
<td>55.04-7 Internal views objective</td>
<td>To limit views into the secluded private open space and habitable room windows of dwellings and residential buildings within a development.</td>
<td>Complies</td>
</tr>
<tr>
<td>55.05-4 Private open space objective</td>
<td>To provide adequate private open space for</td>
<td>Complies, all dwellings would have areas of secluded private open space that is oriented to</td>
</tr>
</tbody>
</table>
**Clause 55 ASSESSMENT**

| the reasonable recreation and service needs of residents. | maximize solar access, (size varies depending on the bedrooms to the dwelling) - In addition, Residents will have access to the communal open space |
| Standard B28 |  |
| A dwelling or residential building should have private open space consisting of:  |  |
| - An area of 40 square metres, with one part of the private open space to consist of secluded private open space at the side or rear of the dwelling or residential building with a minimum area of 25 square metres, a minimum dimension of 3 metres and convenient access from a living room, or  |  |
| - A balcony of 8 square metres with a minimum width of 1.6 metres and convenient access from a living room, or  |  |
| - A roof-top area of 10 square metres with a minimum width of 2 metres and convenient access from a living room. |  |
| 55.05-5 Solar access to open space objective | Complies |
| To allow solar access into the secluded private open space of new dwellings and residential buildings. |  |
| Standard B29 |  |
| The private open space should be located on the north side of the dwelling or residential building, if appropriate. |  |
| The southern boundary of secluded private open space should be set back from any wall on the north of the space at least \((2 + 0.9h)\) metres, where \(h\) is the height of the wall. |  |
| Storage objective | Complies |
| To provide adequate storage facilities for each dwelling. |  |
| Standard B30 |  |
| Each dwelling should have convenient access to at least 6 cubic metres of externally accessible, secure storage space. |  |
| Design detail objective | Complies |
| To encourage design detail that respects the existing or preferred neighbourhood character. |  |
| Standard B31 |  |
| The design of buildings, including:  |  |
| - Facade articulation and detailing,  |  |
| - Window and door proportions,  |  |
| - Roof form, and  |  |
### Clause 55 ASSESSMENT

<table>
<thead>
<tr>
<th>Verandahs, eaves and parapets, should respect the existing or preferred neighbourhood character. Garages and carports should be visually compatible with the development and the existing or preferred neighbourhood character.</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Front fences objective</strong>&lt;br&gt;To encourage front fence design that respects the existing or preferred neighbourhood character. <strong>Standard B32</strong></td>
<td><strong>N/A</strong></td>
</tr>
<tr>
<td><strong>Common property objectives</strong>&lt;br&gt;To ensure that communal open space, car parking, access areas and site facilities are practical, attractive and easily maintained. To avoid future management difficulties in areas of common ownership. <strong>Standard B33</strong>&lt;br&gt;Developments should clearly delineate public, communal and private areas.</td>
<td><strong>Complies</strong></td>
</tr>
</tbody>
</table>
ECO 44  QUARTERLY FINANCIAL MANAGEMENT REPORT TO 30 SEPTEMBER 2017

Responsible Director:  Director Corporate and Community Services
Responsible Officer:  Executive Manager Business Performance
Original Document:  DOC/17/49976

Executive Summary

The Financial Management Report is presented to Council outlining Council’s financial position and its achievement to date against the adopted budget.

RECOMMENDATION

Context

Regular review of financial performance and reporting of Council activities provides an overview as to how different programs and projects are being delivered. Reporting assists in monitoring Council’s achievement of objectives in the Strategic Resource Plan and Annual Budget whilst ensuring that Council is financially sustainable in the long term.

The Financial Management Report is presented to Councillors at Briefing Sessions and at an Ordinary Meeting of Council on a quarterly basis.

The Financial Management Report presented includes the following information:

- Income Statements
- Balance Sheet
- Statement of Cash Flows
- Statement of Capital Works in Progress and
- Investment Register

Refer to:


Policy and Statutory Implications

Section 138 of the Local Government Act 1989 requires the Chief Executive Officer to present to the Councillors at least every three months a statement comparing the budgeted income and expenditure with the actual income and expenditure.

The Council Plan 2017-2021 includes a strategic objective of ‘an innovative and sustainable organisation’ and strategy of ‘maintaining financial sustainability to deliver the Council Plan’.

Councillors will promote and ensure responsible financial management by receiving and reviewing quarterly financial reports, using agreed project management processes for large projects and conducting regular internal audits of Council activities.

Issues

The Financial Management Report is a snapshot of the year to date financial performance for the 2017/2018 financial year. The current budget includes the adopted carry forwards budgeted for capital projects, special projects and operating items.

Alternate Options

Nil

Financial and Resource Implications


Consultation

Explanations of major variances are provided by officers responsible for the services and are summarised in the Financial Management Report.
10. DELEGATES REPORTS

11. NOTICE OF MOTION

NOTICE OF MOTION 2017/004 – VALE MR DONALD LATIMER, TOWN CRIER

Moved Councillor Taylor

That Council:

1. Acknowledge the contributions of Mr Donald Latimer in his role as Town Crier of Mount Alexander Shire and the City of Castlemaine; and

2. Convey Council’s condolences to Mr Latimer’s family on his passing.

Rationale

Mr Donald Latimer was the Town Crier for the former Shire of Metcalfe and was the Town Crier for the Mount Alexander Shire Council from 1999 until his retirement from public duties in 2013.

Town Criers carry out ambassadorial and ceremonial roles, for example, leading parades and meeting and greeting at various events.

Mr Latimer was a member of the Ancient and Honourable Guild of Australian Town Criers, whose membership criteria requires that a crier be proclaimed by their local Council. He orated at a number of civic events such as Australia Day celebrations and the 2000 Olympic Torch Relay as it passed through Castlemaine. Mr Latimer also represented the Mount Alexander Shire in Town Crier competitions in England, Canada and Australia.

Mr Latimer passed away on 1 October 2017. Council would like to acknowledge the contributions that he made to the community and convey their condolences to Mr Latimer’s family.

Officer Comment

It is appropriate for Council to recognise Mr Latimer’s role as Town Crier and pass on condolences to his family, following his recent passing.

12. URGENT SPECIAL BUSINESS
13. CONFIDENTIAL REPORT

This report is confidential in accordance with Section 89(2)(a) of the Local Government Act 1989, which permits the meeting to be closed to the public for business relating to personnel matters.

14. MEETING CLOSE