



South Gippsland
Shire Council

Come for the beauty, Stay for the lifestyle

COUNCIL AGENDA PAPERS

23 July 2014

**ORDINARY MEETING NO. 382
COUNCIL CHAMBERS, LEONGATHA
COMMENCING AT 2PM**

MISSION

To effectively plan and provide for the social, built, economic and natural environments that ensure the future wellbeing of South Gippsland Communities.

SOUTH GIPPSLAND SHIRE COUNCIL

**NOTICE IS HEREBY GIVEN THAT ORDINARY MEETING NO. 382
OF THE SOUTH GIPPSLAND SHIRE COUNCIL WILL BE HELD ON
23 JULY 2014 IN THE COUNCIL CHAMBERS, LEONGATHA
COMMENCING AT 2PM**

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Tim Tamlin
Chief Executive Officer

SECTION A - PRELIMINARY MATTERS

A.1 WELCOME

Please ensure Mobile phones remain 'off' during the Council Meeting.

A.2 OPENING PRAYER

We pray to God to guide us so that the thoughts we have and the decisions made this day, are in the best interests of the people of the South Gippsland Shire.

Amen

A.3 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS

The South Gippsland Shire Council respectfully acknowledges the Traditional Custodians of this Land, Elders past and present, their Spirits and Ancestors.

A.4 APOLOGIES

A.5 CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the South Gippsland Shire Council Special Meeting of Council held on Wednesday 11 June 2014 in the Council Chambers, Leongatha and the Minutes of Ordinary Council Meeting No.381, held on Wednesday 25 June 2014 in the Council Chambers, Leongatha be confirmed.

A.6 REQUESTS FOR LEAVE OF ABSENCE

A.7 DECLARATION OF CONFLICT OF INTEREST FOR COUNCILLORS

Any interest that a Councillor or staff member has deemed to be significant and has disclosed as either a direct or an indirect interest is now considered to be a conflict of interest. Conflict of interest legislation is in sections 77A, 77B, 78, 78A-D and 79 of the Local Government Act 1989. This legislation can be obtained by contacting the Council's Corporate Services Directorate (Governance Services) or by accessing the Victorian Legislation and Parliamentary Documents website at www.legislation.vic.gov.au. An interest may be by close association, financial, conflicting duties or receipt of gifts.

If a Councillor or staff member discloses any interest in an item discussed at any Council Meeting (whether they attend or not) they must:

- Complete a disclosure of interest form prior to the Meeting (forms are available from the Organisational Development Department – Governance).
- Advise the Chair of the interest immediately before the particular item is considered (if attending the Meeting).
- Leave the Council Chamber or Meeting room while the item is being discussed and during any vote taken (if attending the Meeting).

The Councillor or staff member will be advised to return to the Council Chamber or Meeting room immediately after the item has been considered and the vote is complete.

Councillors should check the Minutes of the Council Meeting to ensure their disclosure is recorded accurately.

Councillors are not required to disclose conflict of interest in relation to matters only considered at Meetings they do not attend.

Detailed information is available in Conflict of Interest – A Guide for Councillors June 2011.

Type of Interest		Example of Circumstance
Direct Interest		Reasonably likely that your benefits, obligations, opportunities or circumstances will be directly altered. Reasonably likely to receive a direct benefit or loss measurable in money. Reasonably likely that your residential amenity will be directly affected.
Indirect Interest	Close Association	A member of your family has a direct interest or an indirect interest. A relative has a direct interest. A member of your household has a direct interest.
	Indirect financial Interest	Likely to receive a benefit or loss, measurable in money, resulting from a change to another person's interest. Holding shares in a company or body that has a direct interest (subject to threshold) When a person with a direct interest owes money to you.
	Conflict of Duty	Manager or member of the governing body of an organisation with a direct interest. Trustee for a person with a direct interest. Past dealings in relation to the matter as duty to another person or body.
	Applicable Gift	Gifts valued at \$500 in previous 5 years. Election donations valued at or above \$500 in previous 5 years. Gifts other than election campaign donations that were received more than 12 months before a person became a Councillor are exempt.
	Party to the Matter	Initiated or became party to civil proceedings in relation to the matter.

Privacy

Council is required to keep minutes of each Council meeting. The minutes contain details of proceedings which may include personal information about community members disclosed as part of presentations, submissions and questions. The minutes of Council meetings are a public record and can be inspected by members of the public.

Council undertakes audio recordings of Council Meetings as a contribution to good governance and accuracy of minutes. An audio recording of this meeting is being made for the purpose of verifying the accuracy of minutes of the meeting. In some circumstances the recording may be disclosed, such as where Council is compelled to do so by court order, warrant, and subpoena or by any other law such as the Freedom of Information Act 1982. It should be noted that other people present at the meeting may be recording the meeting and Council has limited power to regulate this. Council has developed a policy to regulate recordings, "Sound Recording of Council Meetings". A copy of this policy is located on Council's website www.southgippsland.vic.gov.au. Further information or a copy of the policy or can be obtained by contacting Council's Organisational Development Department (Governance).

A.8 DECLARATION OF CONFLICT OF INTEREST FOR STAFF

Sections 80B and 80C of the Local Government Act 1989 require members of Council staff who have delegated functions and /or provide advice to Council or a Special Committee to disclose conflicts of interest. If Council staff have written, provided information/advice or approved a Council Report and have a conflict of interest it is the responsibility of that staff member to disclose the interest. Guidance to identifying and disclosing a conflict of interest is contained in Department of Planning and Community Development in '*Conflict of Interest A Guide for Council staff*', October 2011.

A.9 PETITIONS

Petitions (and Joint letters) are written requests that have been signed by a number of community members. According to the Local Law No.3 2010 petitions may be presented to Council by a Councillor. A petition presented to the Council must lay on the table until the next Ordinary Meeting of the Council and no motion, other than to receive the petition, may be accepted by the Chair unless the Council agrees to deal with it earlier.

The lead petitioner or person organising the petition may in presenting the petition to a Councillor at the Council Meeting speak briefly to its contents. At the same meeting a Councillor would accept the petition and introduce it to Council for formal noting and actioning by Council.

The Councillor presenting the petition is responsible for ensuring that they are familiar with the contents and purpose of the petition and that it is not derogatory or defamatory.

A.10 COUNCILLOR REPORTS

SECTION B - NOTICES OF MOTION AND/OR RESCISSION

Nil

SECTION C - COMMITTEE REPORTS

C.1 AUDIT COMMITTEE REPORT MAY 2014

Corporate Services Directorate

EXECUTIVE SUMMARY

The Audit Committee met on 19 May 2014 and a copy of their report (**Attachment 1**) is provided for Council's consideration and endorsement.

Document/s pertaining to this Council Report

- **Attachment 1** - Report of Audit Committee Meeting 19 May 2014

LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES

Local Government Act 1989, Section 139

INTERNAL POLICIES / STRATEGIES / DOCUMENTS

Audit Committee Charter and Terms of Reference adopted by Council
25 November 2013.

'Audit Committees A Guide to Good Practice for Local Government' January
2011.

COUNCIL PLAN

Strategic Goal:	4.0	A Leading Organisation
Outcome:	4.2	Pursue Best Practice In Organisational Development and Operations of the Organisation
Strategy No:	4.2.2	We will monitor corporate governance processes, including risk management and skills development with the aim of ongoing improvement

CONSULTATION

The Audit Committee Report has been circulated to the Chair of the Audit Committee and the Chief Executive Officer for their endorsement.

REPORT

Background

The Audit Committee is an advisory committee, whose role is to oversee and monitor Council's audit processes, including internal control activities. The committee comprises three independent community members, one of which

is the Committee Chair, and two Councillors (Councillors Davies and Fawcett). The Committee is independent from management and does not have any executive powers, management function or delegated financial responsibility. Some of the significant matters considered by the Audit Committee at the 19 May 2014 meeting included:

- Council's Intellectual Property policy and Procurement policy
- Data and Document Management Review scope
- Review of Rates Revenue report
- Six year Internal Audit program
- Annual Financial report and VAGO Financial Management letter which included discussions with representatives of the Victorian Auditor General's Office
- Local Government Inspectorate Local Government Act Compliance Report
- Progress with audit recommendations including registering concern that Council has not completed action in respect of an Events Management Framework
- Management of strategic risks

FINANCIAL CONSIDERATIONS

Funds for the internal audit function are allocated in the current and forward budgets.

Independent members are paid a meeting fee and travel expenses are reimbursed, both payable by Council. These are provided for in the Council Budget.

RISKS

The Audit Committee undertakes an integral and active role in risk mitigation (including financial and environmental) and ensuring organisational compliance with legislation.

RECOMMENDATION

That Council receive and endorse the report of the Audit Committee (Attachment 1) held on 19 May 2014.

STAFF DISCLOSURE OF INTEREST

Nil



**Attachment 1
Report of Audit Committee Meeting**

Report of Audit Committee Meeting			
Meeting Objective			
Date	Time	Duration	Location
Monday 19 May 2014	9.00 am start (Committee met in committee at 8.30am with internal auditor).	2 hour meeting concluding 11.00am	Meeting Room 2, Council Chambers, Michael Place, Leongatha
Attendees	Ms Theresa Glab (Chair) Mr Craig Nisbet Dr Irene Irvine Councillor Davies, Councillor Fawcett Support Staff: Tim Tamlin: CEO, June Ernst: Director Community Services, Tom Lovass: Manager Finance, Luke Anthony: Manager Governance Services, David Roche: Governance Coordinator Shami Kamunga HLB Mann Judd VAGO representatives – Jan-Michael Perez (Audit Manager) and Tim Loughran (Signing officer and sector director) attended at 10.00am for items 5.1 and 5.3		
Apologies			
Distribution List	As per attendees.		
Disclosures of Interest	Dr Irvine as a member of South Gippsland Water, Walkerville Foreshore Committee and Walkerville Residents Association. Theresa Glab as a member of the Audit Committee of the Shire of Baw Baw, Shire of Mitchell and City of Melbourne. Craig Nisbet has currently no disclosures of interest.		
Confirmation of report of previous meeting	Report of Meeting held on 17 February 2014. Action: Agreed that the report is confirmed.		
Advise of possible breaches of legislation / compliance	Nil advised.		



Agenda Items

MEETING ITEM IS SCHEDULED FOR	Qtr. 1 Feb 2014	Qtr. 2 May 2014	Qtr. 3 Sep 2014	Qtr. 4 Nov 2014	Who	Report Next Due	Action
<p>1. Quarterly Performance Report Financial Performance Report July 2013 to March 2014.</p>					Director Corporate Services	May 2014	<p>Committee noted:</p> <ol style="list-style-type: none"> 1. The report for information, 2. The report did not incorporate risk factors and is based on approved income and expenditure. Current KPIs would be retained in the report, however, it is intended that additional KPIs from the Local Government Performance Reporting Framework would be included in report from 1 July 2014; and 3. Council entering into MAY Local Government Bond arrangement for loans. <p>Committee noted this report will be presented to next meeting.</p>
<p>2. Internal Control System Periodically compare actual outcomes, achievement of milestones and other KPIs as compared with the Council Plan, Annual Report and Budget – strategic indicators for monitoring the achievement of the strategic objectives.</p> <p>Consider the effectiveness of Council's internal control system (including financial reporting), including Policy Review Timetable.</p>					Director Corporate Services	May 2014	



MEETING ITEM IS SCHEDULED FOR	Qtr. 1 Feb 2014	Qtr. 2 May 2014	Qtr. 3 Sep 2014	Qtr. 4 Nov 2014	Who	Report Next Due	Action
Intellectual Property Policy draft							<p>Committee suggested that sections of the policy relating to acknowledgement of Council as owner of all Developed Intellectual Property and action for infringement of IP is strengthened and that sub-contractors are included in the implementation section of the policy.</p> <p>Committee suggested that the following might be considered:</p> <ol style="list-style-type: none"> 1. Clarifying the process to approve variations under delegations to avoid procurement thresholds being exceeded; 2. Strengthen the advice that when determining which procurement process is to be used to estimate the full value of the contract which include extension options and variations; 3. Further guidance relating to shared procurement and local purchasing; 4. Reducing repetition; and 5. Being more specific in relation to gifts and hospitality.
Procurement Policy review summary and Procurement Policy draft							
3. Risk Management							
3.1 Risk Management Systems Monitor the systems and processes for risk management including status and content of corporate risk register and review Council's risk profile, including adequacy of mitigation actions.					Manager Governance Services	May 2014	



MEETING ITEM IS SCHEDULED FOR	Qtr. 1 Feb 2014	Qtr. 2 May 2014	Qtr. 3 Sep 2014	Qtr. 4 Nov 2014	Who	Report Next Due	Action
3.1.1 Strategic Risk Register Strategic Risk Register - April 2014							Committee suggested consideration could be given to: 1. Including additional Finance risks; 2. Including controls and trend data into register report; 3. Incorporating specific risks relating to major developments/projects such as Caravan Parks, Coal Creek, Bald Hills Wind Farm (building and planning aspects); 4. Concentrating on the major or top 10 risks and action plans for these in view of resource constraints; and 5. Altering the Risk Likelihood term "Unlikely but possible".
3.1.2 Reports of the Strategic Risk Committee Minutes of meeting 21 January 2014							
3.1.3 Quarterly report from a Director							Committee noted report held over to next meeting.
3.2 Insurance Coverage Details of Council Insurance Cover required under section 76A Local Government Act 1989. Insurance Coverage report including a year by year comparison of premiums.					Manager Governance Services	Sept 2014	Committee noted report not due.
3.3 Business Continuity Monitor effectiveness of business continuity planning including disaster recovery plan.					Director Corporate Services	Sept 2014	Committee noted report not due.
3.4 Fiduciary duty Review any reports concerning evidence of material violation or breaches of fiduciary duty.		As required			Director Corporate Services	Nov 14 or as required	Committee noted nil reported.
3.5 Fraud or possible illegal acts Review any instance of fraud or possible illegal acts.		As required			Directors and Managers	As required	



MEETING ITEM IS SCHEDULED FOR	Qtr. 1 Feb 2014	Qtr. 2 May 2014	Qtr. 3 Sep 2014	Qtr. 4 Nov 2014	Who	Report Next Due	Action
Management Report							Committee noted report and recommended an awareness survey.
4. Internal Audit							
4.1 Planned Internal Audits Review Internal audits and management action plans for implementation of recommendations. Q2 Review of Rates Revenue Report with Management Comments Q3 Review Depot Management Q4 Data and Document Management Draft Audit scope					Manager Governance Services	May 14	<p>Committee:</p> <ol style="list-style-type: none"> 1. Noted report; and 2. Suggested that consideration be given to the process and timing of rates update as property improvements occur after building permits are issued. <p>Committee noted Audit conducted in April 2014 and the Management comments will be provided at the September 2014 Meeting.</p> <p>The Committee asked for the scope to be focused on compliance and key risks rather than mapping against a best practice framework and redistribute to the Committee prior to the audit.</p>
4.2 Audit recommendation implementation Consider status of implementation of internal audit recommendations and agreed management action plans. Audit Committee Actions Monitoring Plan Summary – May 2014					Manager Governance Services	May 14	<p>Committee:</p> <ol style="list-style-type: none"> 1. Noted the summary of progress in completing actions; 2. Encouraged action to incorporate KPIs in all contracts and measure performance against them; 3. Noted contract variations were an



MEETING ITEM IS SCHEDULED FOR	Qtr. 1 Feb 2014	Qtr. 2 May 2014	Qtr. 3 Sep 2014	Qtr. 4 Nov 2014	Who	Report Next Due	Action
							<p>area of high risk and actions should be in place to manage the risk;</p> <p>4. Encouraged management to escalate actions to address the findings of the Fraud & Corruption control review; and</p> <p>5. Advised that actions to progress the development of an Events Management Framework is a priority.</p>
<p>4.3 Internal audit function review Review the internal audit function (internal auditor services/performance), monitor satisfaction with internal audit service.</p>					Manager Governance Services	Sept 2014	Committee noted report not due and that Council endorsed in April 2014, a one year extension to the HLB Mann Judd contract which will conclude on 30/6/15.
<p>4.4 Internal Audit Plan Review / recommend the annual audit plan and ensure it is linked to Council's risk profile. Draft 6 Year Internal Audit Program</p>					Manager Governance Services	May 2014	<p>Committee:</p> <p>1. Agreed that the Business Continuity Plan Review is delayed till 15/16;</p> <p>2. Road Management Review & Landfill Capacity & Management is conducted in Quarter 1 14/15, Caravan Parks Review is conducted in Quarter 2 14/15, Councillor Expenditure and Accounts Payable Review is conducted in Quarter 3 14/15 and IT Governance is conducted in Quarter 4 14/15;</p> <p>3. Requested Briefing papers in respect of Coal Creek Management, Developer approval contributions, Asset management and Revenue leakage from time of issue of</p>



MEETING ITEM IS SCHEDULED FOR	Qtr. 1 Feb 2014	Qtr. 2 May 2014	Qtr. 3 Sep 2014	Qtr. 4 Nov 2014	Who	Report Next Due	Action
4.5 Internal audit function independence Monitor processes and practices to ensure the independence of the internal audit function.					Manager Governance	Sept 2014	building approvals to issuing of rates notice. Also these be considered as possible reviews in the future. Committee noted report not due.
4.6 Opportunity to meet with internal auditor Provide an opportunity for the audit committee to meet with the internal auditor without management.					Manager Governance Services	As required	Committee noted they had met with the Internal Auditor during closed session.
As required							
5. External Audit							
5.1 External auditor proposed audit scope External auditor's proposed audit scope and strategy Draft Audit Scope					Manager Finance	May 2014	Discussions with VAGO representatives were conducted in respect of items 5.1 and 5.3. Committee requested that VAGO provide the draft Audit Scope earlier than had occurred for this audit. Committee noted report not due.
5.2 Annual financial report review Review the annual financial report including external auditor's view on the control environment, results of annual external audit, communication required under Australian Auditing Standards & management letters.					Manager Finance	Sept 2014	See 5.1 above.
5.3 VAGO Financial Management Letter VAGO Financial Management letter for final audit for financial year 2013/14. Interim management letter					Director Corporate Services	May 2014	Committee noted report not due and there were no discrepancies.
5.4 External audit discrepancies Resolve any disagreement between management and the external auditors in financial reporting.					Director Corporate Services	Sept 2014	Committee noted report not due and there were no discrepancies.
5.5 External Accreditations e.g. HACCC					CEO	As required	Committee noted the report and commended staff on an excellent audit
As required							
5.5.1 Local Government Inspectorate Local Government Act Compliance Report with							



MEETING ITEM IS SCHEDULED FOR	Qtr. 1 Feb 2014	Qtr. 2 May 2014	Qtr. 3 Sep 2014	Qtr. 4 Nov 2014	Who	Report Next Due	Action
Management Comments.							outcome.
6. Compliance							
6.1 Compliance reports Obtain updates on compliance matters including Freedom of Information, Privacy, Returns of Interest, Procurement and Gifts and Donations.					Manager Governance Services	Sept 2014	Committee noted report not due.
6.2 Compliance systems and processes Review the systems and processes for monitoring compliance with legislation and regulations.					Manager Governance Services	Feb 2015	Committee noted this was covered in the LGICI review.
6.3 Regulatory updates Keep informed of the findings of any examinations by regulatory agencies including Ombudsman, IBAC and Local Government Inspectorate. Ombudsman Victoria - Conflict of Interest in VPS - Advice provided to Ministers - Improper Procurement Practices - Latrobe City - Land Development Phillip Island IBAC – First Year of Operations Report					Manager Governance Services	As required	Committee noted availability of reports on Ombudsman and IBAC websites and asked in future for a brief traffic light report / summary of these reports is provided to indicate the level of compliance with the findings.
6.4 Protected disclosure Review protected disclosure arrangements and reports.					CEO	Nov 2014	Committee noted report not due.
7. Reporting responsibilities							
7.1 Audit Committee reports regularly to Council.					Manager Governance Services	May 2014	Committee noted that 17 February 2014 Audit Committee Minutes were reported to Council on 16 April 2014.
7.2 Audit Communications Monitor that open communication between the internal auditor, the external auditor and Council					CEO	As required	Committee noted no current issues.



MEETING ITEM IS SCHEDULED FOR	Qtr. 1 Feb 2014	Qtr. 2 May 2014	Qtr. 3 Sep 2014	Qtr. 4 Nov 2014	Who	Report Next Due	Action
occurs. 7.3 Audit Chair Annual Report Report annually via Chair's report to Council.					Chair	Nov 2014	Committee noted report not due.
8. Assessment of financial information							
8.1 Significant accounting and reporting issues.	As required				Manager Finance	As required	Committee noted nil report.
8.2 Review attestations Including Best Value and National Competition Policy.					Manager Governance Services	Sept 2014	Committee noted report not due.
8.3 Fire Service Levy update Fire Services Levy Update					Director Corporate Services	May 2014	Committee noted report.
9. General							
9.1 Establish number of meetings for forthcoming year.					Manager Governance Services	Nov 2014	Committee noted report not due.
9.2 Review effectiveness of Secretariat support performance.					Manager Governance Services	Nov 2014	Committee noted report not due.
9.3 Committee performance and fees Perform an assessment of the Committee's performance (and fees for budget consideration).					Manager Governance Services	Sept 2014	Committee noted report not due. In the future the two Councillor members of the Committee and the CEO will conduct this review. Committee noted that the fees increased by 2.5% in line with the 2.5% increase to Councillors allowances effective from the February 2014 meeting to \$385 for Independent Members and \$435 for the Chair.
9.4 Committee Chair Consideration and recommendation of Committee Chair for appointment by Council for the next					Manager Governance Services	Nov 2014	Committee noted report not due and Council on 18 December 2013 appointed Therese Glab Committee Chair



MEETING ITEM IS SCHEDULED FOR	Qtr. 1 Feb 2014	Qtr. 2 May 2014	Qtr. 3 Sep 2014	Qtr. 4 Nov 2014	Who	Report Next Due	Action
calendar year. 9.5 Independent Committee Membership Confirmation of Independent Members and Terms of Office	As required.				Manager Governance Services	May 2014	(Independent) for 2014. The terms of the Independent Committee Members are: Craig Nisbet – appointed by Council in March 2010 for an initial term ending 31 December 2010 and reappointed in December 2010 for a first 3 year term concluding in December 2013. Craig Nisbet re-appointed Independent Member for a second and final three year term by Council on 27 November 2013, will conclude in December 2016. Theresa Glab – appointed by Council in December 2011 for an initial 3 year term concluding on 30 November 2014. Irene Irvine – appointed by Council in December 2012 for an initial 3 year term concluding on 30 November 2015. The Committee noted Police check forms were received from Independent Audit Committee Members. Committee noted report not due and that the updated Charter was adopted by Council at the 18 December 2013 Ordinary Council Meeting.
9.6 Audit Committee Charter Review and assess the adequacy of the Audit Committee Charter annually and confirm all charter responsibilities have been carried out.					Manager Governance Services	Nov 2014	
10. General Business Local Government Performance Reporting Framework – CEO Report Reporting Trial No.2 was tabled and the good progress noted. It was agreed that the Committee is provided with a report on progress at the 1 December 2014 Audit Meeting.							
11. Close / Next meetings - 15 September 2014 and 1 December 2014.							

SECTION D – PROCEDURAL REPORTS

D.1 REPORT ON ASSEMBLY OF COUNCILLORS - JUNE 2014

Corporate Services Directorate

EXECUTIVE SUMMARY

As part of Council's ongoing efforts to enhance community engagement in Council processes, matters discussed at Councillor Briefing Sessions (other than those matters designated to be of a confidential nature) are reported on at Ordinary Council Meetings.

The matters listed in this report were presented or considered, at either an Advisory Committee Meeting, Councillor Strategic Briefing Session or Public Presentation Session from 5 to 30 June 2014.

Copies of responses to written questions presented and asked, that were not answered at the meetings, will be either provided as an attachment to this report or to a subsequent Council Meeting, as is practicable, to enable the development of a proper and informed response.

Document/s pertaining to this Council Report

Nil

LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES

Local Government Act 1989, Section 3D and Section 80A

COUNCIL PLAN

Outcome:	4.0	A Leading Organisation
Objective:	4.2	Pursue best practice in organisational development and operations of the organisation.
Strategy:	4.2.2	We will monitor corporate governance processes, including risk management and skills development with the aim of ongoing improvement.

REPORT

Meeting Title	Councillors Attending and Disclosures of Conflict of Interest	Topics Discussed
Wednesday 11 June 2014		
Leongatha Skate Park Funding Opportunities	<p>Councillors Attending: Crs McEwen, Newton, Fawcett, Harding, Hutchinson-Brooks and Davies.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed: Councillors were provided information to consider the financial implications to Council of supporting the development of the Leongatha Skate Park and how Council can support the skate park users to gain community and business support for the project to raise funds to make a contribution towards the project cost.</p>
Planning Committee	<p>Councillors Attending: Crs Fawcett, Harding, Davies, McEwen, Newton and Hutchinson-Brooks.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed:</p> <ul style="list-style-type: none"> • Decisions for April • VCAT Decisions • Statutory Planning Applications of Significance • Strategic Planning and Development Projects • General Business
Economic Development and Tourism Steering Committee	<p>Councillors Attending: Crs Hutchinson-Brooks, Davies, Harding, McEwen, Brunt and Newton.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed:</p> <ul style="list-style-type: none"> • Conflict of Interest • Terms of Reference • Collaboration and Engagement with Stakeholders update • Financial impact of growth of 10,000 residents, paper by Cr McEwen.
Executive Update	<p>Councillors Attending: Crs McEwen, Brunt, Newton, Fawcett, Harding, Hutchinson-Brooks and Davies.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed:</p> <ul style="list-style-type: none"> • Ipad rollout • Waste Privileges Disposal Policy
Great Southern Rail Trail - Future Maintenance Arrangements	<p>Councillors Attending: Crs McEwen, Brunt, Newton, Fawcett, Harding, Hutchinson-Brooks and Davies.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed: Council were provided information on the options for the management of ongoing maintenance for the Great Southern Rail Trail (GSRT).</p>

Meeting Title	Councillors Attending and Disclosures of Conflict of Interest	Topics Discussed
Wednesday 11 June 2014		
Community Satisfaction Survey 2014 Results	<p>Councillors Attending: Crs McEwen, Brunt, Newton, Fawcett, Harding and Davies.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed: Councillors were provided information on the recently released results of the Community Satisfaction Survey 2014.</p>
Community Engagement and Evolving Vision Steering Committee	<p>Councillors Attending: Crs Fawcett, Harding, Davies, McEwen, Newton, Hutchinson-Brooks and Brunt.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed:</p> <ul style="list-style-type: none"> • Road Survey update • Committee outcomes and final actions review • Committee Purpose achievement determination
Social Community Infrastructure Committee	<p>Councillors Attending: Crs Fawcett, Davies, Brunt, McEwen and Hill.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed:</p> <ul style="list-style-type: none"> • Revised draft Blueprint review and minor revisions • Review of actions from previous meeting • Comprehensive Strategic Documentation availability • Confirmation to place draft Blueprint on public exhibition to July Council Meeting
Wednesday 18 June 2014		
Ordinary Council Agenda Topics Discussion 25 June 2014	<p>Councillors Attending: Crs Brunt, Newton, Fawcett and Davies.</p> <p>Conflict of Interest: Cr Davies left the room with a declared indirect financial conflict of interest on Council Agenda item E9 as a bid had been made with respect of the Hospital Land Item.</p>	<p>Topics Discussed: Ordinary Council Agenda Topics Discussion 25 June 2014.</p>
Swimming Pools Contract	<p>Councillors Attending: Crs Brunt, Newton, Fawcett and Davies.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed: Councillors were provided information on the tender submissions received for the Management and Operation of Selected Aquatic Venues within the Shire.</p>

Meeting Title	Councillors Attending and Disclosures of Conflict of Interest	Topics Discussed
Wednesday 18 June 2014		
Senior Citizens Club Review	<p>Councillors Attending: Crs McEwen, Brunt, Newton, Fawcett and Davies.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed: Councillors were provided information on the Senior Citizen Club Review.</p>
Destination Gippsland	<p>Councillors Attending: Crs McEwen, Brunt, Newton, Fawcett, Hill and Davies.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed: Councillors were provided information from Mr Terry Robinson, Chief Executive Officer of Destination Gippsland Limited on the activities that have been conducted over the past 12 months, their future activity, and how it relates to South Gippsland Shire Council.</p>
Committee to Hear Submissions (S223) for Lease Corner Inlet Motorcycle Track	<p>Councillors Attending: Crs Fawcett and Davies.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed: Submissions were heard in respect of Lease Corner Inlet Motorcycle Track.</p>
<p>Public Presentations</p> <p>OPEN SESSION</p> <p>Presentations were made to Council by the following community members:</p> <p>Mr Harry Ballis, Head of Campus of Federation University regarding the structure and operations of the new University.</p> <p>Mr Neil Shaw, representing Sandy Point Community Group regarding Council Agenda Item E.3 Domestic Water Bores in Venus Bay and Sandy Point and impact on development of land.</p> <p>Mr Ken Stranger regarding Council Agenda Item E.3 Domestic Water Bores in Venus Bay and Sandy Point and impact on development of land.</p> <p>Ms Roslyn McPherson, regarding drainage in Port Welshpool foreshore Road, Lewis Street and Keane Street.</p>	<p>Councillors Attending: Crs McEwen, Brunt, Newton, Fawcett, Davies and Hill.</p> <p>Conflict of Interest: Nil disclosed.</p>	
Ordinary Council Agenda Topics Discussion 25 June 2014	<p>Councillors Attending: Crs Brunt, Newton, Fawcett and Davies.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed: Ordinary Council Agenda Topics Discussion 25 June 2014.</p>

Meeting Title	Councillors Attending and Disclosures of Conflict of Interest	Topics Discussed
Wednesday 18 June 2014		
Executive Update	<p>Councillors Attending: Crs Brunt, Newton, Fawcett and Davies.</p> <p>Conflict of Interest: Cr Davies left the room with a declared indirect financial conflict of interest on Council Agenda item E9 as a bid had been made with respect of the Hospital Land Item.</p>	<p>Topics Discussed:</p> <ul style="list-style-type: none"> • Revised Korumburra Integrated Children's Centre Funding • Caravan Parks • Land Purchase
Wednesday 25 June 2014		
<p>Ordinary Council Agenda Topics Discussion 25 June 2014</p>	<p>Councillors Attending: Crs Hutchinson-Brooks, Brunt, Newton, Fawcett, Harding, Davies, Hill, Kennedy and McEwen.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed: Ordinary Council Agenda Topics Discussion 25 June 2014.</p>
<p>Public Presentations</p> <p>OPEN SESSION</p>	<p>Councillors Attending: Crs Hutchinson-Brooks, Brunt, Newton, Fawcett, Harding, Davies, Hill Kennedy and McEwen.</p> <p>Conflict of Interest: Cr Fawcett left the meeting with an indirect conflict of interest in a public presentation item as he has conflicting duty as he is a Director of South Gippsland Water.</p>	<p>Presentations were made to Council by the following community members:</p> <p>Mr Steve George, regarding a submission he made to Council's Rating Strategy.</p> <p>Mr Paul Norton, regarding general comments including, a thank you letter from Council, VicTrack and fire access, car parks and making the town more accessible.</p> <p>Mrs Wilma Western, regarding the Budget S223 community consultation process and provision of management responses prior to the hearings.</p> <p>Mr David Amor, regarding comments about the waiting time when contacting VICRoads and reservoir condition and volume in Korumburra.</p> <p>Mr Ken Stranger, regarding Council Agenda Item E.3 Domestic Water Bores in Venus Bay and Sandy Point and impact on development of land.</p> <p>Mr Ron Wangman, regarding Water issues throughout the Shire and Coal Seam Gas.</p>

Meeting Title	Councillors Attending and Disclosures of Conflict of Interest	Topics Discussed
Wednesday 25 June 2014		
Landfill Master Plan	<p>Councillors Attending: Crs Hutchinson-Brooks, Brunt, Newton, Fawcett, Harding, Davies, Hill, Kennedy and McEwen.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed: Councillors were provided information on the preparation of the Koonwarra Landfill Master Plan which will guide the development and operation of the Koonwarra Landfill into the future.</p>
Ordinary Council Agenda Topics Discussion 25 June 2014	<p>Councillors Attending: Crs Hutchinson-Brooks, Brunt, Newton, Fawcett, Harding, Davies, Hill, Kennedy and McEwen.</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed: Ordinary Council Agenda Topics Discussion 25 June 2014.</p>
Friday 27 June 2014		
Access and Inclusion Advisory Committee	<p>Councillors Attending: Cr Newton</p> <p>Conflict of Interest: Nil disclosed.</p>	<p>Topics Discussed:</p> <ul style="list-style-type: none"> • Designated Accessible Parking, Korumburra • Tradies guide • Rural Access Position – update • Multi Sports Program • Tactile Ground Surface indicators • NDIS Road Show

RECOMMENDATION

That Council receive and note this report.

STAFF DISCLOSURE OF INTEREST

Nil

D.2 COUNCILLOR DISCRETIONARY FUND ALLOCATION REPORT

Corporate Services Directorate

EXECUTIVE SUMMARY

Each Councillor, subject to an annual budget and in accordance with the Councillor Discretionary Fund Policy, has the discretion to nominate Council funds to community groups and / or individuals in accordance with the guidelines developed for this purpose.

This report details Councillors allocations for the period between 10 June 2014 and 30 June 2014.

INTERNAL POLICIES / STRATEGIES / DOCUMENTS

Councillor Discretionary Fund Policy 2014

COUNCIL PLAN

Outcome:	2.0	Closely Connected Communities
Objective:	2.1	Engage and work collaboratively with our community
Strategy:	2.1.3	We aim to minimise barriers and find ways to support our volunteers, community groups and committees to provide services beyond those that Council, by itself, can provide.

REPORT

The following applications have been allocated funding from the Councillor's 2013/2014 Discretionary Fund for the period between 10 June 2014 and 30 June 2014.

- Bass Coast/South Gippsland Reconciliation Group: To assist with the costs of purchasing three banners for promotional use.

Cr Kieran Kennedy - \$200
- St Joseph's Primary School: To assist with the costs of establishing a vegetable garden at the school.

Cr Robert Newton - \$67

Cr Andrew McEwen - \$100
- Meeniyen & District RSL - Sub Branch: To assist with the provisions of sewerage for the Meeniyen RSL Men's Shed.

Cr Andrew McEwen - \$300

- Leongatha Branch of the CWA: To cover the costs to hire the Dakers Centre for a fundraising event.

Cr Nigel Hutchinson-Brooks - \$130

FINANCIAL CONSIDERATIONS

Each Councillor is allocated \$4,000 from the Councillor Discretionary Fund in the 2013/14 Financial Budget. An additional \$2,000 has been allocated to the Mayor to cover a broader focus across the entire Municipality.

CONCLUSION

The unexpended Councillor Discretionary Funds for the 2013/14 Financial Year as at 30 June 2014 is as follows:

- Cr Mohya Davies - Nil
- Cr Jeanette Harding - Nil
- Cr Kieran Kennedy - \$300
- Cr Lorraine Brunt - Nil
- Cr Robert Newton - Nil
- Cr Andrew McEwen - Nil
- Cr James Fawcett - \$358
- Cr Don Hill - Nil
- Cr Hutchinson-Brooks - \$68
- Mayoral Fund - Nil

RECOMMENDATION

That Council receive and note this report.

STAFF DISCLOSURE OF INTEREST

Nil

D.3 DOCUMENTS SEALED AND CONTRACTS AWARDED UNDER CHIEF EXECUTIVE OFFICER DELEGATION - JUNE 2014

Corporate Services Directorate

EXECUTIVE SUMMARY

Under the Victorian Local Government Act, each Council is a body corporate and a legal entity in its own right. Each Council must have a common seal (like any corporate entity) that is an official sanction of that Council.

Sealing a document makes it an official document of Council as a corporate body. Documents that require sealing include agreements, contracts, leases or any other contractual or legally binding document that binds Council to another party.

Council's Procurement Policy requires that Council be advised of the award of contracts after a public tender process that fall within the Chief Executive Officer's delegation.

LEGISLATIVE/ ACTION PLANS/ STRATEGIES/ POLICIES

- Local Government Act 1989 - Section 5 and 186
- Local Law No. 3 2010
- South Gippsland Shire Council Procurement Policy
- South Gippsland Shire Council Instrument of Delegation to the Chief Executive Officer

COUNCIL PLAN

Outcome:	4.0	A Leading Organisation.
Objective:	4.2	Pursue best practice in organisational development and operations of the organisation.
Strategy:	4.2.2	We will monitor corporate governance processes, including risk management and skills development with the aim of ongoing improvement.

REPORT

Documents Sealed

The Local Government Act 1989 requires that every Council must have a common seal and all courts, judges and persons acting judicially must take judicial notice of the imprint of the common seal of a Council on any document.

Local Law No. 3 2010, Part 9, Section 107 (f) (iv) – The Common Seal of Council, states that ‘If the Chief Executive uses the Common Seal in a manner prescribed by sub-clause (c) then he/she must advise Council of such use on a regular basis.’

In accordance with the Local Law, the following are presented to Council as documents sealed in the month of June 2014.

1. Section 173 Agreement between South Gippsland Shire Council and the Owners of 4 Satellite Crescent, Venus Bay in relation to a Single Dwelling - Seal Applied 4 June 2014.
2. Section 173 Agreement between South Gippsland Shire Council and the Owners of 235 Jupiter Boulevard, Venus Bay in relation to a Single Dwelling - Seal Applied 4 June 2014.
3. Lease Agreement between South Gippsland Shire Council and Crown Castle Australia Pty Ltd in regard to two sites being part of 2746 Meeniyan Promontory Road, Yanakie and part 6 Port Welshpool Road, Port Welshpool for the construction of infrastructure associated with the fixed radio (wireless) component of the National Broadband Network (NBN) – Seal Applied 6 June 2014.
4. Section 173 Agreement between South Gippsland Shire Council and the Owners of 275 Anderson Inlet Road, Moyarra in relation to Rural Industry (Cheese Making Industry) and associated Manufacturing Sales – Seal Applied 6 June 2014.
5. Section 173 Agreement between South Gippsland Shire Council and the Owners of 58-60 Canterbury Road, Venus Bay in relation to carport over easement – Seal Applied 6 June 2014.
6. Section 173 Agreement between South Gippsland Shire Council and the Owners of 35 Foster Promontory Road, Foster in relation to 2 Lot Subdivision - Seal Applied 6 June 2014.
7. South Gippsland Shire Council Instrument of Delegation for the following Committees. - Seal Applied 6 June 2014:
 - a. Walter J Tuck Special Committee;
 - b. Port Welshpool and District Maritime Museum Special Committee;

- c. T P Taylor Reserve Special Committee;
 - d. John Terrill Memorial Park & Fish Creek Recreation (Buckley Park) Special Committee; and
 - e. Korumburra Public Park Special Committee.
8. Section 173 Agreement between South Gippsland Shire Council and the Owners of 91 Atherton Drive, Venus Bay in relation to development of a Dwelling - Seal Applied 19 June 2014.
 9. Section 173 Agreement between South Gippsland Shire Council and the Owners of 7 Carmodys Road, Leongatha in relation to Tree Removal – Sealed Applied 25 June 2014.
 10. Section 173 Agreement between South Gippsland Shire Council and the Owners of 25 Algiers Road, Outtrim in relation to 2 Lot Subdivision – Seal Applied 27 June 2014.
 11. Section 173 Agreement between South Gippsland Shire Council and the Owners of 930 Woorarra Road, Woorarra East and 25 Hunts Road, Binginwarri in relation to the subdivision of land into two lots – Seal Applied 30 June 2014.
 12. Section 173 Agreement between South Gippsland Shire Council and the Owners of 11 Paris Crescent, Venus Bay in relation to the construction of a single dwelling – Seal Applied 30 June 2014.

Contracts Awarded Under Chief Executive Officer Delegation

The Chief Executive Officer's delegation of power from the Council allows the Chief Executive Officer to award contracts up to the value of \$250,000 (inclusive of GST) after a public tender process, subject to the exercise of this power being reported to the Council meeting after the contract is awarded.

All of the legislative requirements of section 186 of the Local Government Act 1989 and the requirements of Council's Procurement Policy are met in respect of the tender/s.

Procurement Policy requires recording in the Council Minutes all contracts over the statutory threshold set out in the Local Government Act 1989 (\$150,000 inclusive of GST for goods and services and \$200,000.00 inclusive of GST for works) for a public tender which shows the contracts purpose, a brief description of the goods, services and works that is being procured, the successful tenderer and the total contract price.

1. Contract No. SGC15/05 between South Gippsland Shire Council and Grey Army Pty Ltd for the Provision of Home Maintenance Services – Seal Applied 30 June 2014.

RECOMMENDATION

That Council note this report.

STAFF DISCLOSURE OF INTEREST

Nil

SECTION E - COUNCIL REPORTS

E.1 STRATEGIC LAND HOLDINGS REVIEW - OUTCOME OF COMMUNITY CONSULTATION ON THE PROPOSED EVALUATION MATRIX

Engineering Services Directorate

EXECUTIVE SUMMARY

At its meeting on 26 February 2014, Council resolved to commence public consultation on a proposed Evaluation Matrix developed as part of the Strategic Land Holdings Review Project.

This report presents and comments on the responses received from members of our community.

Document/s pertaining to this Council Report

- **Attachment 1** - Proposed Evaluation Matrix (as distributed).
- **Attachment 2** - Amended Evaluation Matrix.
- **Confidential Appendix 1** – Responses from the community.

A copy of **Confidential Appendix 1** has been distributed separately to Councillors and the Executive Leadership Team.

LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES

- Local Government Act 1989 (Sections 189 and 223)
- Subdivision Act 1988 (Section 24A)

INTERNAL POLICIES / STRATEGIES / DOCUMENTS

- Land Ownership Policy.

COUNCIL PLAN

Outcome:	4.0	A Leading Organisation.
Objective:	4.1	Improve the financial sustainability of Council, including diversifying revenue streams.
Strategy:	4.1.1	We will explore innovative ways of increasing revenue and reducing expenditure where appropriate.

CONSULTATION

The communication methods used to disseminate the proposed Evaluation Matrix are discussed below.

External Consultation

External communication on the proposed Evaluation Matrix formerly commenced on 17 March 2014 and closed on 5 May 2014 (7 weeks). The method and details are shown in Table 1 below. Communication also occurred outside of the 7 week formal period.

Table 1: Communication Methods

Method	Details
Media	Media release sent to local newspapers.
Stakeholder group meetings	<p>The following meetings took place between February and May where representatives of Council attended and the Strategic Land Holdings Review Project (Project) was discussed:</p> <ul style="list-style-type: none"> • South Gippsland Arts Network meeting held on 6 February 2014 at Fish Creek. Included 22 representatives from across South Gippsland. The Project and the proposal for an Evaluation Matrix attracted a minor discussion with no issues raised or suggestions on changes. • Sandy Point Community Planning forum held on 9 February 2014. Included 32 representatives from Sandy Point district including part time residents. Project added as a general item and discussed, in context, of how to fund improvements to existing infrastructure or development of new facilities. There were no suggestions or changes received. • South Gippsland Towns and Districts Associations meeting held on 13 March 2014 at Korumburra. Included 21 reps from across South Gippsland. Project and proposed Evaluation Matrix discussed as part of major item for the meeting that included the Community Infrastructure Audit and the need for new and improved facilities. There were no suggestions on changes. • Eastern District Group Meeting held on 13 June 2014 at Toora. Although the Project and proposed Evaluation Matrix were not added as an Agenda item to the meeting, there is an understanding of what the Project is trying to achieve and therefore, there were no suggestions or changes received.

Method	Details
Information via email lists	Letter, proposed Evaluation Matrix and a list of Frequently Asked Questions sent to Progress Associations and Towns and Districts Associations on 19 March 2014.
Website updates	Council website included the proposed Evaluation Matrix, list of land for sale, previous Council meetings minutes regarding the Strategic Land Holdings Review and Frequently Asked Questions.
Other	Letter, proposed Evaluation Matrix and list of Frequently Asked Questions sent to Libraries.
1:1 discussions	<p>One telephone conversation was received from an adjoining landowner to a property in Venus Bay.</p> <p>Comments received on the proposed Evaluation Matrix (refer to Confidential Appendix 1 – Response 6).</p> <p>Email communication received from the Venus Bay Community Centre Manager requesting copies of the proposed Evaluation Matrix and a Notice that could be placed in various locations in Venus Bay. A Notice was provided as requested.</p>
Council suggestion box	“Give us your feedback” added to website. Only 1 response received (refer No. 1 in Table 2 below).

Internal Consultation

Ongoing discussions on the Project are held between officers of Council’s Property, Community Strengthening, Strategic Planning and Sustainability Departments.

REPORT

Background

Since 2011, various reports and briefings to Council have discussed, in detail, the Project, its purpose of identifying Council vacant land that is potentially surplus to Council’s needs and reinvesting the proceeds of sale into improved facilities for our community.

Council reports dated 18 September 2013 and 23 October 2013 were pivotal in the Council’s recommendation to further consider the method of evaluation used for Council’s vacant land holdings. A brief summary of these earlier reports is provided below:

Report of 18 September 2013

This report presented and discussed submissions received pursuant to Section 223 of the Local Government Act, 1989 regarding Council's public notification relating to the sale of 7 parcels of land in Venus Bay being:

1. 1 Neil Street, Venus Bay.
2. 1A Noble Street, Venus Bay.
3. 3 McMillan Avenue, Venus Bay.
4. 8 Gary Court, Venus Bay.
5. 8 June Court, Venus Bay.
6. 8A Margaret Avenue, Venus Bay.
7. 22-24 Fishermans Road, Venus Bay.

Report of 23 October 2013

This report presented a motion that included preparation of a report at a Council meeting in February 2014 that resolved (part resolution):

- "i. a rigorous evaluation of Council's owned vacant land (excluding road reserves) that have not been previously resolved for sale by Council, that has regard to specific attributes for individual land holdings such as: public use and access, community linkages, environmental, historical, cultural & other matters and details the risks and costs of ownership referring to current Council Plans, Policies, Strategies, Planning frameworks and legislative requirements;*
- ii. an appropriate process for engagement and consultation on the evaluation criteria and the strategic review of land holdings."*

In responding to items (i) and (ii) above, a report to Council on 26 February 2014 proposed the Evaluation Matrix and a community consultation plan. This proposed Evaluation Matrix would be the first part in the rigorous evaluation of Council owned vacant land mentioned in the motion of 23 October 2013.

Discussion

1. The proposed Evaluation Matrix

The proposed Evaluation Matrix (the Matrix) that was circulated throughout our community is in **Attachment 1**. It includes criteria for consideration during a land assessment process such as:

- Legal status.
- Planning scheme.
- Community activity.
- Biodiversity.
- Council's internal policies and strategies.

It apportioned weightings to demonstrate the importance of each criteria in meeting the goals of the Strategic Land Holdings Review.

2. Consultation on the Evaluation Matrix

The Community were asked to provide comments on the Matrix by close of business on 5 May 2014. Seven responses were received. These are available in **Confidential Appendix 1**. Some Respondents used the term "submission". For clarity, it should be noted that the communication followed an informal consultation process and was not in accordance with a legislative public consultation procedure pursuant to Section 223 of the Local Government Act, 1989.

Seven responses were received within the timeframe. Four responses were from Venus Bay community members. One response was received post-closing date.

3. Summary of Respondents Concerns

Table 2 below summarises the Respondents concerns. Comments are provided in response to these concerns. Respondent 6 provided a lengthy response with a primary focus on the biodiversity criteria and its relationship with Venus Bay vacant lots.

The main theme of the concerns are:

- That the method of communication for the Matrix and explanation of the same was poor (Responses 2, 4 & 6).
- That the weightings in the Matrix are unfair and skewed and/or have wrong priorities, need for site assessments. (Responses 2, 3, 4 & 5).

- That the criteria did not adequately address recognition of public open space, community wishes, habitat values and indigenous cultural heritage (Response 4).

Table 2: Summary of Concerns

Concern No.	Summary of Concern / Comments
1	<p>Respondent 1: There is too much consultation with no result. Stick to the legislation process and get on with it. This process is actually costing more and eating into the small return from any land sales.</p> <p>Comment: The Motion of Council on 23 October 2013 provided the basis for further consultation subsequent to the formal process pursuant to sections 189 and 223 of the Local Government Act, 1989.</p>
2	<p>Respondents 2, 3, 6: Update communication strategy to properly advise stakeholders of the criteria and process including mail or email to all keenly interested stakeholders.</p> <p>Poor communication regarding distribution and publicity of the Matrix and lack of explanation.</p> <p>Comment: The Communication Matrix was followed which is in line with Council's Communication Policy. The comments have been noted and the connection with relying on distribution of information into particular communities by South Gippsland Towns and Districts Associations.</p> <p>The Matrix that was distributed included an explanation of how to use it.</p>
3	<p>Respondents 2, 3, 4 & 5: Update the Evaluation Matrix to address unfair nature of it. For example: weightings skewed, weightings have the wrong priorities, need for site assessments.</p> <p>Comment: The Matrix accounts for various property criteria for Council vacant land throughout the entire Shire and apportions the weightings to recognise the importance of each criteria in meeting the objectives as fairly as possible. The Matrix is not meant to be as detailed to the level being suggested, but an assessment tool to provide guidance in ranking the properties in priority order of importance to retain or dispose.</p> <p>The Respondents are focusing on the Council vacant land in Venus Bay subject of the report of 18 September 2013 and how the use of DEPI scoring methods in the Biodiversity Criteria of the Matrix will result in a higher score.</p> <p>The Respondents are correct. The effect of using the DEPI</p>

Concern No.	Summary of Concern / Comments
	<p>scores is that vulnerable sites will receive a higher overall score and therefore counter the objective of the Matrix which is the higher the score the more suitable the site for sale. Accordingly, the scores in this section of the Matrix have been reversed to reflect a lower score for vulnerable sites. (Refer to Attachment 2, Question 11).</p>
4	<p>Respondent 2: Update council policies.</p> <p>Comment: Council's policies are updated on a cyclical basis (usually every four years). During the update process, changes in legislation, connection to State Government and internal policies are made. An aim of Council's Land Ownership Policy is to align with the direction of other Council policies.</p>
5	<p>Respondent 2: Update the Evaluation Matrix to add 2 key questions to ensure Council transparency and accountability.</p> <p>Comment: Council land is sold by a public process and therefore, sale price would be available to the public.</p>
6	<p>Respondent 3 & 4: No recognition of current amount of public open space. Coastal land should not be recognised.</p> <p>Comment: Recognition of Public Open Space is embedded in some form or another, in each criteria of the Matrix. For example, "legal status" with its mention of "Reserve" and "Zoning" with its mention of the zones "PPRZ/PCRZ/PUZ".</p> <p>Further, all land plays a part in determining the amount of open space that is required, including the coastline and availability of privately owned land. These assets provide a recreational and leisure benefit to the community and should be considered as part of the overall mix of open space assets for a township.</p>
7	<p>Respondent 3 & 4: No consideration to Environmental Overlays in Venus Bay.</p> <p>Comment: The following question has been included in the amended Matrix to the "Planning" criteria (refer to Attachment 2, Question 3):</p> <p><i>"Are there any planning overlays applicable to the land?"</i></p>
8	<p>Respondent 3 & 4: Wishes of Community of Venus Bay not to sell Council vacant land.</p> <p>Comment: This comment relates to the "Save our Reserves" campaign. The Council is aware of this campaign and the wishes of some members of the Venus Bay community not to sell the small parcels of Council's vacant land. Council is also aware of</p>

Concern No.	Summary of Concern / Comments
	the wishes of its broader community to invest in improved community infrastructure given our ageing facilities and changing demographics.
9 & 10	Respondent 3 & 4: Conservation status / Habitat values.
	<p>Comment: The primary focus of this concern is on the impact to wildlife if Council sells its small parcels of vacant land in Venus Bay. Threatened plants or species are recognised in the Biodiversity criteria of the Matrix.</p> <p>The balance of wildlife does not necessarily tip away from biodiversity if a parcel of vacant Council land is sold and a single dwelling is constructed. This can be seen from the nearby township of Sandy Point which is almost completely settled lots. Lots with dwellings can become havens for wildlife.</p>
11	Respondent 3 & 4: Indigenous Cultural Heritage.
	Comment: Controls exist in Council's Planning Scheme to address the need for any further environmental or cultural studies of vacant sites.
12	Respondent 7: Loch property connected to Loch Public Hall
	Comment: The vacant Council land in Loch is a site in Smith Street. There is a septic system on this site that is possibly connected to the Loch Public Hall. The site has been removed from the sale process pending Loch Public Hall connection to town sewerage.

Options

The options available to Council are to:

1. Amend the proposed Evaluation Matrix as follows:
 - a. Include the following question regarding Planning Scheme Overlays:
 - i. *"Are there any planning overlays applicable to the land?"*
 - b. Amend the weightings to the Biodiversity Criteria by removing the DEPI scores and replacing with scores that better reflect the intention of the Matrix as follows:
2. Proceed with the proposed Evaluation Matrix.

Proposal

It is proposed to proceed with Option 1 above. An amended Evaluation Matrix has been prepared and included in **Attachment 2**.

A working group of representatives from Council's Property, Planning, Sustainability and Community Strengthening Departments will form the assessment.

FINANCIAL CONSIDERATIONS

The Evaluation Matrix does not require any financial consideration.

RISKS

There are minimal risks associated with amending the vacant land assessment.

CONCLUSION

The Evaluation Matrix is an assessment tool and forms part of a rigorous evaluation exercise on Council owned vacant land. It is not meant to be the ultimate decision in whether a parcel of land should be sold or not. It will be used as an assessment tool by a working group of Council staff when reviewing Council's vacant land holdings to better understand a vacant land's contribution within its township and towards improved facilities for the broader community. All Council land should be assessed the same as opposed to preparing individual matrices unique to any particular town. This avoids any conflict during the assessment process on ranking.

RECOMMENDATION

That Council:

- 1. Adopt the amended Evaluation Matrix (Attachment 2) and commences assessment of its vacant land.**
- 2. Receive a further report with the outcome of the assessment.**

STAFF DISCLOSURE OF INTEREST

Nil

**Attachment 1
 Proposed Evaluation Matrix (as distributed)**

PROPERTY:				Weighting % =	Total
Assessment questions	Score			X	Total
1 Given the legal status (ie. Road, Reserve, Lot), what is the level of difficulty to sell the land?	High	Medium	Low	10.0%	0.50
	1	5	10		
2 What is the zone?	PPRZ or PCRZ	PUZ/Farm	TZ/RLZ	10.0%	1.00
	1	5	10		
3 What is the level of vegetation on the site ?	Covered	Medium Cover	Minimal Cover	5.0%	0.25
	1	5	10		
4 Are there any trees or structures on the land that have been planted in respect/memory of a community member?	Yes	No		3.3%	0.33
	1	10	10		

**Attachment 1
Proposed Evaluation Matrix (as distributed)**

PROPERTY:		Score	X	Weighting % =	Total
Assessment questions		Score			
5	Does the site have a playground?	Large		3.3%	0.33
		Small			
		No	10		
		1	5	10	
6	Does the site have BBQ facilities?	Yes		3.3%	0.33
		No	10		
			1		
		1	5	10	
7	Are there signs of public recreational use?	Council made paths and trails		5.0%	0.50
		Worm tracks and visible signs on use			
		No sign of passive use	10		
		1	5	10	
8	Is native vegetation present (indigenous trees, shrubs and grasses)?	Yes	1	7.5%	0.075
		No			
			1		

**Attachment 1
 Proposed Evaluation Matrix (as distributed)**

PROPERTY:											
Assessment questions	Score	X	Weighting %	=	Total						
12 Is the site identified for future community use in a current Council Strategy or Policy?	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; padding: 2px;">Yes</td> <td style="width: 50%; text-align: center; padding: 2px;">No</td> </tr> <tr> <td style="text-align: center; height: 30px;"><input type="text"/></td> <td style="text-align: center; height: 30px;"><input type="text" value="10"/></td> </tr> <tr> <td style="text-align: center; padding: 2px;">1</td> <td style="text-align: center; padding: 2px;">10</td> </tr> </table>	Yes	No	<input type="text"/>	<input type="text" value="10"/>	1	10		15.0%		1.50
Yes	No										
<input type="text"/>	<input type="text" value="10"/>										
1	10										
13 Is the Town identified in a current Council Strategy or Policy as lacking land for Open Space purposes and could this site contribute to this need?	<table style="width:100%; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center; padding: 2px;">Yes</td> <td style="width: 50%; text-align: center; padding: 2px;">No</td> </tr> <tr> <td style="text-align: center; height: 30px;"><input type="text"/></td> <td style="text-align: center; height: 30px;"><input type="text" value="10"/></td> </tr> <tr> <td style="text-align: center; padding: 2px;">1</td> <td style="text-align: center; padding: 2px;">10</td> </tr> </table>	Yes	No	<input type="text"/>	<input type="text" value="10"/>	1	10		15.0%		1.50
Yes	No										
<input type="text"/>	<input type="text" value="10"/>										
1	10										
GRAND TOTAL					<input type="text" value="100%"/>						
How to use the Evaluation Matrix: <ol style="list-style-type: none"> 1. Place a score in the box you believe best fits the Property being evaluated. 2. Times the score by the weighting. 3. Enter figure in total column. 4. Continue the same process with all questions. 5. Calculate grand total. 					<input type="text" value="0.00"/>						

**Attachment 2
Amended Evaluation Matrix**

PROPERTY:				Total									
Assessment questions	Score	x	Weighting %	=									
Given the legal status (ie. Road, Reserve, Lot), what is the level of difficulty to sell the land? 1	<table border="1"> <tr> <td style="text-align: center;">High</td> <td style="text-align: center;">Medium</td> <td style="text-align: center;">Low</td> </tr> <tr> <td style="text-align: center;"><input type="text"/></td> <td style="text-align: center;"><input type="text"/></td> <td style="text-align: center;"><input type="text"/></td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">5</td> <td style="text-align: center;">10</td> </tr> </table>	High	Medium	Low	<input type="text"/>	<input type="text"/>	<input type="text"/>	1	5	10	x	<input type="text" value="10.0%"/>	<input type="text" value="0.00"/>
High	Medium	Low											
<input type="text"/>	<input type="text"/>	<input type="text"/>											
1	5	10											
2 What is the zone? PPRZ or PCRZ PUZ/Farm TZ/RLZ	<table border="1"> <tr> <td style="text-align: center;">PPRZ or PCRZ</td> <td style="text-align: center;">PUZ/Farm</td> <td style="text-align: center;">TZ/RLZ</td> </tr> <tr> <td style="text-align: center;"><input type="text"/></td> <td style="text-align: center;"><input type="text"/></td> <td style="text-align: center;"><input type="text"/></td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">5</td> <td style="text-align: center;">10</td> </tr> </table>	PPRZ or PCRZ	PUZ/Farm	TZ/RLZ	<input type="text"/>	<input type="text"/>	<input type="text"/>	1	5	10	x	<input type="text" value="7.0%"/>	<input type="text" value="0.00"/>
PPRZ or PCRZ	PUZ/Farm	TZ/RLZ											
<input type="text"/>	<input type="text"/>	<input type="text"/>											
1	5	10											
3 Are there any planning overlays applicable to the land? Yes No	<table border="1"> <tr> <td style="text-align: center;">Yes</td> <td style="text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input type="text"/></td> <td style="text-align: center;"><input type="text"/></td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">10</td> </tr> </table>	Yes	No	<input type="text"/>	<input type="text"/>	1	10	x	<input type="text" value="3.0%"/>	<input type="text" value="0.00"/>			
Yes	No												
<input type="text"/>	<input type="text"/>												
1	10												

**Attachment 2
Amended Evaluation Matrix**

PROPERTY:				Total									
Assessment questions	Score	x	Weighting %	=									
4 What is the level of vegetation on the site ?	<table border="1"> <tr> <td>Covered</td> <td>Medium Cover</td> <td>Minimal Cover</td> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> <tr> <td align="center">1</td> <td align="center">5</td> <td align="center">10</td> </tr> </table>	Covered	Medium Cover	Minimal Cover	<input type="text"/>	<input type="text"/>	<input type="text"/>	1	5	10	x	5.0%	=
Covered	Medium Cover	Minimal Cover											
<input type="text"/>	<input type="text"/>	<input type="text"/>											
1	5	10											
			5.0%	0.00									
5 Are there any trees or structures on the land that have been planted in respect/memory of a community member?	<table border="1"> <tr> <td>Yes</td> <td>No</td> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> </tr> <tr> <td align="center">1</td> <td align="center">10</td> </tr> </table>	Yes	No	<input type="text"/>	<input type="text"/>	1	10	x	3.3%	=			
Yes	No												
<input type="text"/>	<input type="text"/>												
1	10												
			3.3%	0.00									
6 Does the site have a playground?	<table border="1"> <tr> <td>Large</td> <td>Small</td> <td>No</td> </tr> <tr> <td><input type="text"/></td> <td><input type="text"/></td> <td><input type="text"/></td> </tr> <tr> <td align="center">1</td> <td align="center">5</td> <td align="center">10</td> </tr> </table>	Large	Small	No	<input type="text"/>	<input type="text"/>	<input type="text"/>	1	5	10	x	3.3%	=
Large	Small	No											
<input type="text"/>	<input type="text"/>	<input type="text"/>											
1	5	10											
			3.3%	0.00									

**Attachment 2
 Amended Evaluation Matrix**

PROPERTY:			Score	x	Weighting %	=	Total
Assessment questions			Score				
7 Does the site have BBQ facilities?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	1 10		3.3%		0.00
8 Are there signs of public recreational use?	Council made paths and trails <input type="checkbox"/>	Worn tracks and visible signs on use <input type="checkbox"/>	1 5	No sign of passive use <input type="checkbox"/>	5.0%		0.00
9 Is native vegetation present (indigenous trees, shrubs and grasses)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>	1 10		7.5%		0.00

**Attachment 2
 Amended Evaluation Matrix**

PROPERTY:					Weighting %	=	Total
Assessment questions	Score	x		Weighting %	=	Total	
(Community Focus) 10 Has DEPI or a reputable authority mapped the native vegetation/Ecological Vegetation Classes (refer to DEPI Biodiversity Interactive Mapping)?	Yes	No		7.5%		0.00	
	1	10					
11 What is the Conservation Status of the Ecological Vegetation Classes (EVC)? (refer to DEPI Biodiversity Interactive Mapping).	Other/Rare	Endangered	Vulnerable	Depleted	Least Concern	7.5%	
	0	2	4	6	10		
(Species Specific) 12 Has DEPI or a reputable authority mapped any threatened plants or animal species at the site? (refer to DSE Biodiversity Interactive Mapping)	Yes	No		7.5%		0.00	
	1	10					

**Attachment 2
Amended Evaluation Matrix**

PROPERTY:														
Assessment questions	Score	x	Weighting %	=	Total									
13 Is the site identified for current or future community use in a current Council Strategy or Policy?	<table style="width:100%; border: none;"> <tr> <td style="width:50%; text-align: center;">Yes</td> <td style="width:50%; text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input style="width:80%;" type="text"/></td> <td style="text-align: center;"><input style="width:80%;" type="text"/></td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">10</td> </tr> </table>	Yes	No	<input style="width:80%;" type="text"/>	<input style="width:80%;" type="text"/>	1	10		15.0%		0.00			
Yes	No													
<input style="width:80%;" type="text"/>	<input style="width:80%;" type="text"/>													
1	10													
14 Is the Town identified in a current Council Strategy or Policy as lacking land for Open Space purposes and could this site contribute to this need?	<table style="width:100%; border: none;"> <tr> <td style="width:50%; text-align: center;">Yes</td> <td style="width:50%; text-align: center;">No</td> </tr> <tr> <td style="text-align: center;"><input style="width:80%;" type="text"/></td> <td style="text-align: center;"><input style="width:80%;" type="text"/></td> </tr> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">10</td> </tr> </table>	Yes	No	<input style="width:80%;" type="text"/>	<input style="width:80%;" type="text"/>	1	10		15.0%		0.00			
Yes	No													
<input style="width:80%;" type="text"/>	<input style="width:80%;" type="text"/>													
1	10													
How to use the Evaluation Matrix:						GRAND TOTAL	100%	0.00						
<ol style="list-style-type: none"> 1. Place a score in the box you believe best fits the Property being evaluated. 2. Times the score by the weighting. 3. Enter figure in total column. 4. Continue the same process with all questions. 														

E.2 SOCIAL COMMUNITY INFRASTRUCTURE PROJECT – DRAFT BLUEPRINT

Community Services Directorate

EXECUTIVE SUMMARY

A draft Blueprint for Social Community Infrastructure (the Blueprint) has been developed to assist Council and the community to plan for and manage social community infrastructure, optimising utilisation of facilities and reflecting future growth of the Shire.

The Blueprint sets out guiding principles together with infrastructure standards and triggers and a series of actions and that will guide Council and community in making infrastructure decisions over the next fifteen years.

It is proposed that the Blueprint be placed on public exhibition in order to seek community feedback prior to the final document being presented to Council for adoption.

Document/s pertaining to this Council Report

- **Appendix 1** - Draft Social Community Infrastructure Blueprint 2014-2029
- **Appendix 2** - South Gippsland Shire Council Strategy and Audit for Social Community Infrastructure (distributed electronically - hardcopy available on request)

This document underpins The Blueprint and includes population profiles and trends by town and catchment, a summary of relevant community planning documents, provides an audit of existing facilities, identifies infrastructure needs by facility type, considers funding options, standards and triggers and provides accompanying maps.

A copy of **Appendix 1 and 2** are available on Council's website: www.southgippsland.vic.gov.au or by contacting 5662 9200.

LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES

Local Government Act 1989

INTERNAL POLICIES / STRATEGIES / DOCUMENTS

- South Gippsland Shire Council Plan 2013-2017
- South Gippsland Annual Plan 2013 – 2014
- Priority Projects 2013
- South Gippsland Housing and Settlement Strategy

- South Gippsland Strategic Directions for Aquatic Facilities 2012 - 2016 July 2011
- South Gippsland Shire Council 2007, Recreation Plan: Volume 4: Implementation Plan
- South Gippsland Shire Council 2007 Open Space Strategy Vol. 1: Open Space Strategy
- South Gippsland Shire Council Asset Management Strategy 2013
- Town Centre Framework Plans
- Korumburra Town Centre Parking Study
- South Gippsland Shire Council, 2011, Municipal Early Years Plan 2012 to 2016
- South Gippsland Shire Council (2013) Early Childhood Services Building Assets Policy Framework
- South Gippsland Shire Council, 2012, Economic Development and Tourism Strategy 2012-2017

COUNCIL PLAN

Outcome:	3	Integrated Services and Infrastructure
Objective:	3.1	Deliver affordable modern community services and facilities through an integrated approach to planning and infrastructure development.
Strategy:	3.1.3	We will develop an integrated planning approach for our townships and villages, so that facilities are located in areas where they are most appropriate.

CONSULTATION

The Social Community Infrastructure Steering Committee was established on 9 October 2013 and has met monthly. The Committee consisted of Councillors Fawcett, Brunt, Davies, Hill and McEwen and key Council staff.

In February 2014 Andrew Nixon from Andrew Nixon Land Use Management was appointed to the role of Project Manager.

An audit of community infrastructure in each town was completed through invitation to various community groups. An audit of existing town plans and Council's strategic documents was also conducted.

REPORT

Background

Council has invested in developing a Blueprint to ensure social community infrastructure is located and maintained where it is most appropriate for future growth of the Shire.

The Blueprint notes that the Shire's population is projected to grow by 1.43% per annum, that there will be a greater increase in those over 60 years and that growth will be centred in areas with sewer, reticulated water, suitable geography and land availability.

An audit of Council-owned and community-owned community facilities identified 905 social community facilities across the Shire, of which 525 are Council owned or managed. The audit demonstrates that the Shire is well catered for with a range of community facilities but that many are under-utilised and the quality of a number of facilities is of an average standard.

The Blueprint sets out guiding principles together with infrastructure standards and triggers and a series of actions and that will guide Council and community in making infrastructure decisions over the next fifteen years.

Discussion

The following actions are proposed in the draft Blueprint:

Short term (0-5 years)

1. Review underutilised community facilities with the aim of optimising use. This may include disposal of some facilities, redevelopment of others and change of use for some community facilities;
2. Define a variety of funding sources for future multipurpose facilities;
3. Investigate staffing of future multipurpose community centres by identifying a lead agency and funding sources;
4. Work with the community to investigate the need for new and/or upgraded indoor leisure facilities in Mirboo North and the Shire;
5. Identify and provide youth specific spaces;
6. Plan and implement walking and cycling projects from existing Council strategic documents;
7. Complete the Great Southern Rail Trail linkages at the Black Spur

Medium Term (5-10 years)

1. Develop two strategically located community hubs in Leongatha and Korumburra;

2. Initiate planning for the expansion or upgrade of multipurpose facilities in all towns;
3. Plan for infrastructure in the coastal towns that reflects seasonal population variations and projected growth of coastal towns;
4. Plan for new multi-purpose recreation facilities in the Shire that complements the existing recreation infrastructure;
5. Plan to upgrade or extend the existing and available library floor space for current population needs in Mirboo North and Foster.
6. Develop a Shire wide Recreation Reserve Infrastructure Plan.

Long Term (10-15 years)

1. Continue the Great Southern Rail Trail from Welshpool to Yarram.
2. Investigate the extension of the Rail Trail from Nyora to Anderson.
3. Investigate the need for a community hub in Nyora when population triggers are activated.

Proposal

It is proposed that the Blueprint be placed on public exhibition in order to seek community feedback prior to the final document being presented to Council for adoption.

FINANCIAL CONSIDERATIONS

\$60,000 was allocated by Council in the 2013/14 financial year for the development of The Blueprint. Provision has been made in the 2014/15 budget for Stage 2 of the project.

The recommendations contained in the Blueprint will be included in Council's 15 year Capital Works budget, Council's Asset Management Plan and relevant recurrent budgets in accordance with the recommended timeframes.

Council will investigate a range of funding options for future infrastructure development including developer contributions, community contributions, realisation of assets, government grants and partnerships.

RISKS

The Blueprint is a snapshot in time of community infrastructure in the Shire. To remain relevant resources need to be allocated for the continued updating of the database and the transfer of information on community facility condition and usage into the Council's Geographical Information System for future community infrastructure planning.

Some residents may think there is too greater focus on future investment in larger towns. However, there are a number of actions contained in The Blueprint that will benefit towns of various sizes across the Shire. The Blueprint notes that growth will be constrained in areas that lack sewer, reticulated water, geography, planning restrictions and available land

CONCLUSION

The draft Blueprint demonstrates Council's commitment to existing and future Council and community managed and owned facilities in the Shire.

It sets the strategic direction, priorities and triggers to guide Council's and the community's infrastructure decision making for the next fifteen years.

Feedback is now sought from the community on the draft Blueprint.

RECOMMENDATION

That Council:

- 1. Exhibit the draft Social Community Infrastructure Blueprint 2014 - 2029 for a period of 28 days;**
- 2. Invite written submissions from the community until the closing date of 22 August 2014;**
- 3. Consider written submissions and where appropriate amend the final Social Community Infrastructure Blueprint 2014 - 2029; and**
- 4. Present the revised plan to Council for consideration of adoption as soon as practicable after the closing of submissions.**

STAFF DISCLOSURE OF INTEREST

Nil

E.3 SENIOR CITIZENS CLUB REVIEW 2014

Community Services

EXECUTIVE SUMMARY

Senior Citizen Centres provide a focal point for seniors' activities in the Shire. They serve as places for activities designed to respond to an increasingly diverse demand of needs and interests while fostering independence and community interaction among participants.

There are five Senior Citizens Clubs in South Gippsland, located in Leongatha, Mirboo North, Foster and Korumburra. Council provides facilities for four senior citizen centres in the Shire with the Korumburra Italian Seniors Centre operating from its own facility.

This report presents the Senior Citizens Club Review 2014 to Council and recommends the Review be adopted.

Document/s pertaining to this Council Report

- **Appendix 1** - Senior Citizen Club Review

A copy of **Appendix 1** is available on Council's website:
www.southgippsland.vic.gov.au or by contacting 5662 9200.

LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES

- Department of Health Home and Community Care Guidelines 2013
- Commonwealth Aged Care Reforms
- Active Ageing Plan 2012-2016

INTERNAL POLICIES / STRATEGIES / DOCUMENTS

Nil

COUNCIL PLAN

Outcome:	2.0	Closely Connected Communities
Objective:	2.1	Engage and work collaboratively with our community
Strategy:	2.1.3	We aim to minimise barriers and find ways to support our volunteers, community groups and committees to provide services beyond those that Council, by itself, can provide.

CONSULTATION

External Consultation:

Surveys were sent out to all Senior's Clubs in South Gippsland to gain a better understanding of their clubs.

Face to face meetings were held with the executive members of each club to discuss their operations, issues, and impacts of Government Reforms.

Benchmarking was undertaken with Super 11 participating Councils and Gippsland Home and Community Care (HACC) Managers.

Internal Consultation:

Meetings were held with Council's:

- Manager Aged and Disability Services
- Property Department
- Building Operations Department

REPORT

Background

Senior Citizen Clubs provide a friendly, welcoming place for social activities, meals and educational opportunities for residents over 55. They promote social connection which improves wellbeing.

In South Gippsland, Seniors Clubs operate out of historically, purpose built facilities that are easily accessible and meet the Club's needs. The Senior's Clubs are not-for-profit organisations with a Committee of Management that governs not only club operations but the facilities they operate from.

Council supports four Senior Citizen Centres in Leongatha, Mirboo North, Foster and Korumburra by providing the buildings and approximately \$15,500 per annum in total towards general maintenance. Council also funds approximately \$5,500 annually to subsidise the cost of providing meals and distributes a Department of Health HACC Maintenance Grant of \$5,367 to each of the four centres with Korumburra Italian Seniors receiving \$4,800 directly from Department of Health.

Discussion

The Review discusses and benchmarks:

- The benefits of Senior Citizens Clubs;
- The impacts of Commonwealth Aged Care Reforms;

- Council funded meals subsidy;
- Department of Health Maintenance Grants;
- Council's building maintenance program; and
- Lease agreements between the Senior Citizen's Clubs and Council.

Aged Care Reforms

New Commonwealth Aged Care Reforms to be implemented on 1 July 2015 have not guaranteed ongoing maintenance grant funding for Senior Citizens Centres. It is unlikely that the centres would be able to meet the maintenance costs from their own funds

Meals Subsidy

In benchmarking the distribution of meal subsidies, the Review identifies that only two of the nine Councils consulted provided meal subsidies. South Gippsland Shire Council is the only Council in Gippsland to provide a meal subsidy to Senior Citizens Clubs. The historical rationale for the subsidy no longer applies. Meals subsidies were originally introduced to boost meals on wheels targets within the HACC program. In South Gippsland's case the subsidy is a payment from Council funds now that meals targets have increased.

Maintenance Grant Funding

The current dispersion of the HACC Maintenance Grant is inequitable and not used in accordance with the HACC guidelines. The dispersion of the grant has been a longstanding agreement with all clubs and is now relied upon by some clubs to cover the shortfall in operating costs and activities for members.

The Senior Citizen Clubs, excluding Korumburra Italian Seniors who receive direct funding from Department of Health, have differing needs and expenses. Some centres are older and require additional maintenance; others generate additional funds through hall hire although these centres have higher utility and cleaning costs.

Lease Agreements

There are inconsistencies with the lease agreements for Senior Citizens Centres Council's Leasing Policy, adopted in May 2014, will address inconsistencies and ensure Council requirements are clearly outlined and implemented including the acquittal of funding from Council.

Partnerships

Consultation with all five Seniors Clubs supported the results of a state-wide Municipal Association Victoria survey of declining membership and difficulty in

finding members to take on Committee of Management roles. There is an increasing trend within the senior population to move away from the traditional Senior Citizen Clubs preferring alternate or special interest seniors groups for example Conservation Societies, U3A and Probus. These clubs are self-sufficient and have evolved to meet the needs of senior members of the community.

Council's facilitation in the developing of partnerships between all clubs could see benefits of networking and clubs supporting each other to manage challenges, develop ideas and information for programs, recruitment of new members and grant opportunities.

Proposal

Meal Subsidy

It is proposed that there be no change to the meals subsidy for 2014/2015 financial year. However, Clubs should be notified in writing that the meal subsidy will no longer be provided commencing 2015/2016 financial year.

Providing clubs with 12 months' notice will enable the club and their members to budget for the shortfall.

Maintenance Grant Funding

As of 1 July 2015 dependent on Government funding.

Option 1 - WITH Government Grant

Continue with current arrangements whilst investigating the viability of Council retaining the grant and paying for all maintenance costs for each centre, and in the case of Foster Senior Citizen's to pay the annual rent. Any excess in funding could be dispersed based on maintenance priorities established by the Senior Citizen Club partnership.

Option 2 - NO Government Grant

If government funding is to cease, this will most likely result in increased costs to Council with additional requests for minor maintenance. It is imperative to understand the financial operations of each centre to determine the financial impact on Council.

It is important to note that any changes to ongoing management of the centres need to align with the Social Community Infrastructure project with a clear transition plan for implementation.

Leasing of Council Buildings

Council's Leasing Policy, adopted in May 2014, will address inconsistencies and ensure Council requirements are clearly outlined and implemented. It is important to ensure funding, reporting and acquittals are clearly outlined in

the lease and reporting requirements of the Aged and Disability Services Department need to be incorporated. Maintenance schedules and responsibilities of the clubs and Council need to be clearly articulated

It is proposed that the Building Operations Department and Aged and Disability Services Department work together when determining priority of maintenance and/or upgrades to the buildings, in particular if these upgrades relate to access.

Partnerships

It is proposed that quarterly network meetings be established to include all Seniors Clubs to discuss challenges and coordinate events. Council will need to facilitate these meetings with a focus on developing partnerships that will benefit the operation of the clubs and expand the use of facilities.

FINANCIAL CONSIDERATIONS

Meals subsidy

Meal Subsidy for each Senior Citizen Club		
<u>Clubs</u>	<u>No of meals 2012/2013</u>	<u>Council Meal Subsidy at: \$1.50 per meal</u>
Leongatha	1,034	\$1,551
Korumburra	1,116	\$1,674
Mirboo North	720	\$1,080
Foster	324	\$486
Korumburra Italian Seniors	391	\$587
Total	3,585	\$5,378

The table illustrates the current subsidy provided to each club.

If the meal subsidy was to continue it will cost Council approximately \$6,000 annually.

Maintenance grant

Council administers the Department of Health HACC Maintenance Grant and distributes all of the funding evenly to all four clubs. In addition, Council's Building Operations Department contributes approximately \$15,500 annually for the ongoing maintenance of the facilities.

RISKS

Risk	Response
Impact on clubs by ceasing meal subsidy	<p>Members should be able to meet the cost of a meal themselves. No other Council's in Gippsland provide a meal subsidy and Council doesn't support other senior groups such as Probus or U3A with a meal subsidy.</p> <p>Providing advice 12 months in advance of ceasing the subsidy will enable clubs to consider how they will fund meals themselves.</p>

CONCLUSION

Senior Citizen Clubs provide a focal point for 472 members currently attending senior activities in the community in a facility that is easily accessible.

The implementation of the recommendations from this review will promote independence and self-sufficiency of Seniors Clubs in the Shire and assist them to evolve to meet the changing needs of senior members of the South Gippsland community.

RECOMMENDATION

That Council adopt the Senior Citizens Club Review 2014.

STAFF DISCLOSURE OF INTEREST

Nil

E.4 KORUMBURRA INTEGRATED CHILDRENS CENTRE - ROAD DISCONTINUANCE FOR 3 ROADS - JUMPTOWN LANE & PART MAIR CRESCENT & PART LITTLE PRINCES STREET, KORUMBURRA

Engineering Services Directorate

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's approval to commence the road discontinuance process for Jumptown Lane and parts of Little Princes Street and Mair Crescent, Korumburra.

These road discontinuances form part of the assembled parcel of land to be developed for the proposed Korumburra Integrated Children's Centre (KICC), the Project. Council needs to acquire 22 Princess Street and 5 Little Princes Street to provide vehicle and pedestrian access to the KICC.

Council has completed the purchase of 22 Princess Street by private treaty and is in the process of compulsory acquiring 5 Little Princes Street after negotiations with the property owner could not be progressed.

Document/s pertaining to this Council Report

- **Attachment 1** - Locality Plan of Roads to be Discontinued.
- **Attachment 2** - Detailed Plan of Roads to be Discontinued.

LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES

Local Government Act 1989 - Sections 206, 207A, 223 and Schedule 10
Clause 3

INTERNAL POLICIES / STRATEGIES / DOCUMENTS

Road Closure and Discontinuance Process 2013

COUNCIL PLAN

Outcome:	3.0	Integrated Services and Infrastructure.
Objective:	3.1	Deliver affordable modern community facilities through an integrated approach to planning and infrastructure development.
Strategy:	3.1.3	We will develop an integrated planning approach for our townships and villages, so that facilities are located in areas where they are most appropriate.
	3.1.4	We will plan for the service needs of the Shire's changing demographic.

CONSULTATION

Public Submission Process

In accordance with Sections 207A and 223 of the Local Government Act 1989, Council is required to give public notice of its proposal to remove the road status from the road by extensively consulting with and responding to submissions from the local community and affected landowners.

- It is proposed to place a public notice of the declaration in the local newspapers and on Council's website week commencing **28 July 2014** in accordance with Section 223 of the Local Government Act 1989, and send letters to adjoining properties.
- The submission period is 28 days from publication and is proposed to close on **Wednesday 27 August 2014**.
- If people request to speak to their submission, a 223 Hearing Session will be held on **Wednesday 17 September 2014** at 10.45am in the Council Chamber, Leongatha to hear submissions.
- Council will receive a further report to discuss the outcome of feedback from adjoining owners and the Section 223 process, and if appropriate, recommend declaring the road closures and a place notice in the Government Gazette.

External Community Consultation

The Project is being facilitated by Council's Community Services Directorate. Previous external consultation has included:

- Mail outs to surrounding residents.
- Publications in the local media regarding the Project.
- Project information and design plans provided at libraries, the Korumburra Kindergarten and Birralee Child Care Centre.

Drop-in sessions were held with Council to answer queries from the community.

- Korumburra Primary School on 19 June 2013.
- Coal Creek Heritage Village on 23 July 2013.

Internal Consultation

A Project Team has been formed with extensive internal deliberation and consultation between Council officers (Community Services and Engineering Services) and design consultants to determine the most appropriate access arrangements and design layout for the KICC.

REPORT

Background

At its meeting on 27 June 2012 Council resolved that the preferred site for the development of the Project was an assembled parcel of land comprising of 22 Princes Street, 5 Little Princes Street and the Council reserve at 19A Mair Crescent.

During the design process it was determined that, while this was the most appropriate site, suitable onsite parking including pedestrian and vehicular access directly to Princes Street was required to ensure the industry standard access facilities was provided for all users. The current status of this is that Council has completed the purchase of 22 Princess Street by private treaty and is in the process of compulsory acquiring 5 Little Princes Street after negotiations with the property owner had broken down.

To provide such facilities it is considered necessary to discontinue the full length of approximately 51 metres of Jumptown Lane, approximately 25 metres of part of Little Princes Street and approximately 80 metres of part of Mair Crescent being a total area of 1,544 square meters.

Refer to **Attachment 1** for a copy of the overview plan and **Attachment 2** for a detailed plan showing the roads to be discontinued.

Discussion

Current Status of the Roads

To design a safe and compliant KICC facility, it will be necessary to carry out significant earthworks within the proposed site, surrounds and access to Princes Street. These earthworks will effectively block the ongoing use of Jumptown Lane as a public road and Little Princes Street as a through road.

While it could be contended that these roads are used by the public the existing topography and condition of these roads suggests that it is reasonable to assume both are currently only used to access the side or rear of abutting properties.

When considering whether the roads are reasonably required for public use, it is relevant for Council to consider the fact that the abutting properties all have reasonable alternate legal access to their properties.

The property 10 Mair Crescent has a shed at the rear of the property which can be accessed via rear gates from Little Princess Street. Should Jumptown Lane and part of Little Princes Street be discontinued, as proposed, then access to this shed will still be possible via Parry Street and the western section of Little Princes Street.

The property 20 Princes Street currently uses Jumptown Lane to access a carport and shed behind the house. Direct access from Princes Street is

currently unavailable. Council would need to retain a carriageway easement in favour of this property should Jumptown Lane be discontinued.

Community Support

There have been a number of public meetings held to discuss and explain the proposed Korumburra Integrated Children's Centre facility at which there has been general community support.

Adjoining landowners and Service Authorities

All adjoining landowners and occupiers will be sent letters of explanation outlining the reasons for the proposed road discontinuances and all will be given an opportunity to put a submission to Council and be heard by a Special Committee of Council.

All service authorities and the Department of Environment & Primary Industries will also be sent letters of explanation.

A further report will be presented to Council detailing these submissions and recommended actions.

Options

Nil

Proposal

It is proposed that Council commence statutory procedures to consider the roads, as described and shown on the plan in the recommendation, be discontinued.

FINANCIAL CONSIDERATIONS

Once the road sections contained in this report are discontinued then Council can commence negotiations with the Department of Environment and Primary Industries with the view to purchase these discontinued roads.

RISKS

The road discontinuances are considered necessary to mitigate the risk to Council as the owner of the proposed KICC facility, the users of the facility and to neighbours.

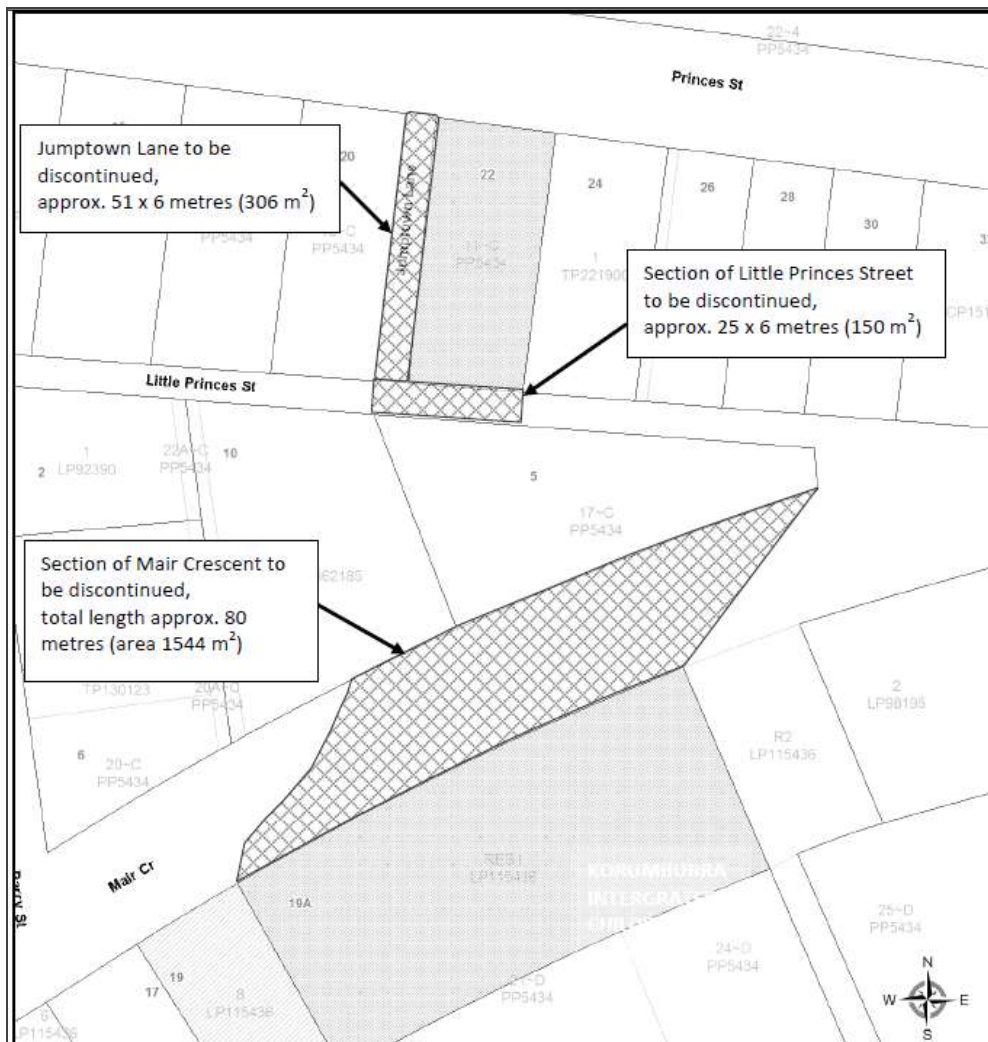
CONCLUSION

The proposed road discontinuances will ensure the provision of safe and convenient access to this important new Council facility, the KICC.

RECOMMENDATION

That Council:

1. Approve the commencement of the statutory procedures pursuant to Section 190 and Section 223 of the Local Government Act 1989 for the proposed discontinuances of Jumptown Lane and parts of Little Princes Street and Mair Crescent, Korumburra.



2. Give public notice in the local newspapers and on Councils website week commencing 28 July 2014 of the proposal in accordance with Sections 190 and 223 of the Local Government Act 1989 and write to all affected land owners with a property abutting the roads proposed to be discontinued.
3. In the public notice clearly state:
 - a. A person may make a submission to the proposal no later than 5.00pm on Wednesday 27 August 2014 addressed to the Chief Executive Officer, South Gippsland Shire Council,

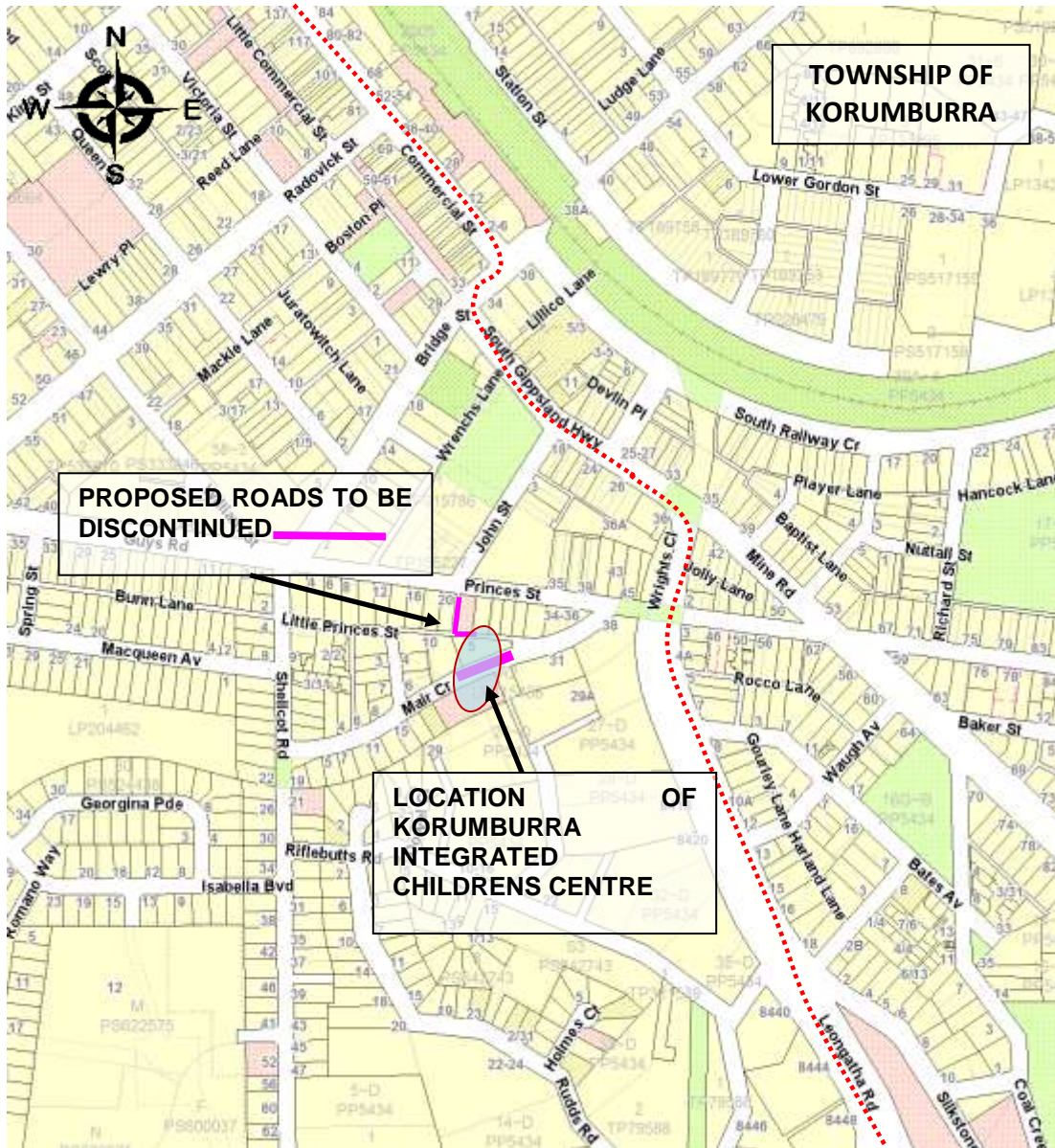
Private Bag 4, Leongatha 3953 or delivered to the Council Office, 9 Smith Street, Leongatha.

- b. Any person making a written submission is entitled to state in their submission that he or she wishes to appear in person, or be represented by a person specified in the submission, at a meeting to be heard in support of their submission.**
 - c. Copies of submissions (including submitters' names and addresses) will be made available at the Council or Special Committee meeting at which the proposals are considered and Council is required to make submissions available for public inspection for a period of twelve months.**
 - d. The time, date and place for hearing of submissions.**
- 4. Fix the time, date and place for hearing of persons who wish to be heard in support of their submission at a the 223 Hearing Session on Wednesday 17 September 2014 at 10.45am in the Council Chamber, Leongatha Memorial Hall and include these details in the public notice.**
 - 5. Appoint the Strzelecki Ward Councillors and Mayor Councillor Fawcett as the Committee to hear these submissions and prepare a report containing all submissions received for the purpose of the submission hearing.**
 - 6. Advise those persons who wish to be heard in support of their submission of the date, time and place of the hearing of submissions as soon as practicable.**
 - 7. Receive a final report of its proceedings and a summary of the outcome of the Section 223 process.**

STAFF DISCLOSURE OF INTEREST

Nil

Attachment 1
Locality Plan of proposed roads to be discontinued



Attachment 2 Detailed Plan of Roads Proposed to be Discontinued



E.5 KERBSIDE GREEN WASTE COLLECTION

Community Services Directorate

EXECUTIVE SUMMARY

South Gippsland Shire Council does not currently offer a kerbside green waste collection service. Provision for the potential introduction of a service is included in the current contract for the provision of kerbside garbage and recycling collection services.

The introduction of a fortnightly kerbside green waste collection service would divert a significant amount of organic material currently being sent to landfill through kerbside garbage bins and offer an environmentally sustainable disposal option for green waste. The service would be of particular benefit for those members of the community unable to deliver their own waste to a transfer station.

This report recommends that Council:

1. Introduce a compulsory user pays fortnightly kerbside green waste collection service to properties receiving a kerbside garbage and recycling collection service on the basis of full cost recovery with the service commencing 1 July 2015;
2. Introduce an optional user pays fortnightly kerbside green waste collection service to properties receiving a kerbside garbage and recycling collection service in Venus Bay and Walkerville commencing 1 July 2015; and
3. Refer \$20,000 to the 2015/16 budget process to engage an independent, specialist consultant to investigate the viability of and processing options for a full organics collection (food waste and green waste).

Document/s pertaining to this Council Report

- **Confidential Appendix 1 - Tendered Kerbside Green Waste Collection Rates**

A copy of **Confidential Appendix 1** has been distributed separately to Councillors and the Executive Leadership Team.

LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES

Getting Full Value: the Victorian Waste and Resource Recovery Policy

INTERNAL POLICIES / STRATEGIES / DOCUMENTS

- South Gippsland Shire Council Waste Management Strategy - Actions 12 & 13
- South Gippsland Sustainability Strategy - Action 1.3.5
- Contract Number SGC13/08 - Provision of Kerbside Garbage and Recycling Collection Services

COUNCIL PLAN

Outcome:	1.0	A Prosperous Shire
Objective:	1.3	Improve the sustainability of the local and regional environment
Strategy:	1.3.2	We will promote sustainable waste management practices, energy efficiency and management of our natural resources

CONSULTATION

Latrobe City, Bass Coast, Baw Baw, Campaspe and Nillumbik Shire Councils, and the Gippsland Regional Waste Management Group relating to green waste/organics collection information from existing collections and trials.

REPORT

Background

Council has not offered a kerbside green waste collection in the past. Over recent years kerbside green waste collection services have become more common across Victoria predominantly in metropolitan Councils. More recently, kerbside green waste collection services have been introduced in rural and regional councils. Traditionally one of the main barriers to implementing a service in non-metro areas has been a lack of composting facilities, leading to long travel distances and high costs.

Discussion

Removing organic waste from landfill has been identified as a key action in the recently released State Government waste management policy Getting Full Value. Not only does removing organic waste from kerbside garbage bins save landfill airspace but it also reduces landfill greenhouse gas emissions and leachate generation.

Bin audits carried out in South Gippsland in 2010 indicate that approximately 50% of the contents of a kerbside garbage bin is green waste and food waste. This equates to approximately 1,000 tonnes of each type of waste currently

going to landfill through the kerbside garbage collection service. Based on the current EPA Landfill Levy rates, the cost to Council in landfill levies for these combined materials equates to approximately \$53,000.

The Gippsland Regional Waste Management Group advised Council at a briefing session in November 2013 that the optimum model to reduce organic waste to landfill from households involves a weekly collection (240L bin) for combined green and food waste, a fortnightly collection (240L bin) for recycling and a fortnightly collection (120L bin) for the residual garbage.

At the time of that briefing, the intended course of action was to recommend to Council the introduction of an optional full organics collection (green and food waste) in the form of a trial. A key factor contributing to that view was that there was a strong possibility that an organics processing facility to service south east Melbourne might have been established in the Nyora area. This project has not eventuated. As a result, there is currently no local facility available to process organic waste that includes food waste.

To compound issues facing a full organics collection, the model recommended by the Gippsland Regional Waste Management Group has had problems being established elsewhere. Currently the only Victorian Council to introduce this model is Nillumbik Shire Council. The material collected through their organics collection is sent to a newly commissioned composting facility.

Even though the facility is the newest and most technologically advanced composting facility in Victoria at this time, contamination levels of between 20-25% mean that much of the collected material ends up being sent to landfill. Other Councils that are sending kerbside collected green waste (only green waste, not food waste) to the facility reported 1-3% contamination. Contamination, if not sorted from the organic material thoroughly can mean that the end compost product has no market value and can harm future marketability of compost products through a damaged reputation.

The other potential processing option for South Gippsland's organic waste is on-farm composting. On-farm composting has been used successfully in several trials. The process involves the collected material being delivered to a local farm, composted and then used on-site to remediate soils and reduce fertiliser reliance.

There is one known on-farm composting operation in South Gippsland which is located in Leongatha South. While this operation may provide a viable option in the future, several factors mean that it could not be used for the service at this stage. Material dropped off at the local on-farm operation must be pre-mulched otherwise acceptance fees are charged to cover mulching. In addition the site does not hold an appropriate EPA licence for it to be used as a disposal facility for kerbside collected green waste. It is anticipated that the operator will obtain an EPA licence at some stage in the future, at which time the site could be considered as an option.

The unpredictability of what may be contained in kerbside collected material and the damage to a farm that contamination can cause, presents risks that material delivered to a farm may be rejected by a farmer if they consider the contamination levels to be too high. Adding food waste to this process makes EPA approvals harder to obtain and contamination problems more pronounced.

Some success has been achieved in other states of Australia with on-farm composting. The City to Soil Program run in the Goulburn region of New South Wales has reported very low contamination rates for a full organics collection partly attributed to an intensive social marketing campaign. This may be an option for Council to consider at a later date, once an investigation has been undertaken to assess the viability of a full organics collection in South Gippsland.

With the lack of a suitable processing facility available for a full organics collection it is recommended that, at this time, a green waste only collection be introduced.

Council's kerbside garbage and recycling collection contract contains rates for a green waste collection. The rates in **Confidential Appendix 1** show the tendered rates provided by Cleanaway. The rates are per property per year and include the supply of a bin (240L), fortnightly collection, transport and composting of the collected green waste at Pine Grow in Morwell (EPA licenced facility). Pine Grow are only licenced to accept green waste, not food waste.

Options

Option 1 - Introduce a compulsory, user pays kerbside green waste collection service

This is the preferred option and would involve all residential properties (with some practical exceptions) that receive a kerbside garbage and recycling collection being provided with a compulsory kerbside green waste collection service on the basis of full cost recovery.

This option would lead to a lower price per ratepayers (\$76.73 per year); however, all ratepayers receiving a kerbside collection would have to pay for the service

A compulsory service would provide Council with the greatest quantity of green waste diverted from landfill.

If Council adopts a compulsory service it is proposed that the service commence from the 1 July 2015 which will provide Cleanaway with the necessary time for purchase of equipment and vehicles to implement the service.

A compulsory service can include exemptions such as units who have limited use for the service and larger properties (e.g. 1 Ha) that have more capacity

to manage their own green waste through composting or mulching on site. These properties could opt in to the service for the standard greenwaste fee.

In Venus Bay and Walkerville it is proposed that the service be made available on an optional basis for properties receiving an optional kerbside garbage and recycling collection. This approach would be necessary to avoid a potential reduction in the current participation rates brought about through increased service costs.

Based on current property numbers, a compulsory kerbside green waste collection service would be provided to approximately 6,954 properties. This figure is likely to reach approximately 7,200 by the 1 July 2015.

Risks and mitigation measures associated with the implementation of a compulsory service are included later in this report under the heading of Risks.

Option 2 - Do not introduce a kerbside green waste collection service.

This option would maintain the current level of service with the only green waste recycling options for residents being disposal at transfer stations or home composting. Organic waste to landfill takes up valuable airspace and increases landfill gas and leachate generation.

This option is in opposition to Council's strategic direction for waste management outlined in Council's Waste Management Strategy, which recommends that Council take action to divert organic waste from landfill.

The main risk to Council if this option is adopted is that the green waste component that audits have shown to be in kerbside garbage bins will continue to go to landfill.

Based on the 2010 audit figures this equates to approximately 1,000 tonnes of green waste and just over 1,000 tonne of food waste sent to landfill each year. Organic waste in a landfill increases landfill gas and leachate generation which have to be managed into the future.

If no service is introduced increased education encouraging home composting, worm farming and transfer station drop off options could be implemented in an effort to reduce the amount of organic waste entering landfill from the kerbside garbage collection service.

Option 3 - Introduce an optional, user pays kerbside green waste collection service.

This option would allow all residential properties that receive a kerbside garbage and recycling collection service to opt in to the service for a fee.

This option would be more expensive per property than if the service was compulsory and would be contingent on at least 1001 properties signing up for a collection. Currently there are approximately 9000 residential properties

eligible for the service. If fewer than 1001 properties sign up, the cost per property would be prohibitive. Low participation would mean that most green waste from residential properties will still end up in landfill

As a comparison, Bass Coast Shire Council recently introduced an optional green waste collection available to approximately 7,000 properties on Phillip Island. Since introduction, participation rates have been approximately 10%. To achieve the minimum number of participants to make the service financially viable in South Gippsland we would require a participation rate in excess of 11% of properties receiving a kerbside garbage collection.

The advantage of an optional service is that it is generally only taken up by ratepayers willing to use the service purely for its intended purpose meaning that contamination rates are generally far lower than those found in a compulsory service. While an optional service is likely to create less contamination than a compulsory service it will provide less benefit through landfill airspace savings.

Proposal

It is proposed that Council introduce a compulsory fortnightly kerbside collection service to residential properties in areas serviced by Council's kerbside garbage and recycling collection service commencing from 1 July 2015. Units and properties over 1 Ha would be exempt but could opt in. The service would be provided on an optional basis in Venus Bay and Walkerville.

FINANCIAL CONSIDERATIONS

Rates for a kerbside green waste collection service were included in tenders for contract number SGC13/08 Provision of Kerbside Garbage and Recycling Collection Services.

Rates provided (**Confidential Appendix 1**) varied depending on participation rates and in which year of the contract term the service was to be introduced. Due to the high cost if less than 1001 properties participate, the service would not be viable with less than this number of participants.

The proposed service would be funded on the basis of full cost recovery, with participating ratepayers paying an additional \$76.73 on their annual Garbage Charge to cover the cost of the service.

Rates listed in **Confidential Appendix 1** were provided by Cleanaway and are exclusive of GST. They include the provision of a bin, the fortnightly collection of green waste and the transport and composting of the green waste at an EPA licenced composting facility (Pine Grow - Morwell).

Any advertising costs associated with introducing the service will be funded from existing budgets.

It is also recommended that Council refer \$20,000 to the 2015/16 budget process to engage an independent, specialist consultant to investigate the

viability of and processing options for a full organics collection (food waste and green waste).

RISKS

The following table contains the risks associated with implementing the proposed option of a compulsory kerbside green waste collection service and measures that will be taken to manage the risk.

Risk	Mitigation
Negative public reaction due to affordability	Communication strategy promoting the environmental and economic benefits The value for money the service will provide
Lack of choice	Provision for exemptions for units and larger properties who manage their own green waste disposal. Provision of an optional service in Venus ay and Walkerville.
Contamination	Education, bin audits, and enforcement

Many councils that offer a green waste collection service, do so on a compulsory basis. In the Gippsland region Latrobe, Baw Baw and East Gippsland Shires all provide a compulsory service to township areas.

A compulsory service would lead to lower costs per property but would mean that residents would be paying for the service whether they wanted it or not if they lived in serviced areas. There is the option to allow exemptions from the service for units or larger properties

The main risks associated with implementing a compulsory service, either across the whole kerbside garbage serviced area or in selected towns are adverse public reaction due to increased Garbage Charge rates and the potential for high contamination rates.

Negative public reaction to increased costs can be reduced with a communication strategy outlining why the service is being introduced and the benefits to the community and the environment. However, there will be a proportion of the community that will oppose the additional cost.

Contamination from a compulsory service can also be higher than for an optional collection as some people who are forced into having the service will use the green waste bin for excess garbage or recycling. Contamination could result in a composting facility rejecting loads, causing the material to go to landfill. Existing compulsory collections in Baw Baw and Latrobe receive approximately 5-8% contamination compared to 1-3% reported from metro collections being processed at the new Veolia composting facility.

To counter excess contamination, educational programs would be delivered to try and reduce contamination. Bin audits would also be carried out with new collection vehicles containing cameras which can identify bins containing contamination. Offending bins would be labelled with the problem listed with the aim of educating the resident. Strategic enforcement including the withdrawal of service for repeat offenders could be done.

CONCLUSION

Diverting organic waste from the Koonwarra landfill is a critical action to prolonging the life of the site. While current composting options are limited, by introducing a kerbside green waste collection service Council will divert a significant portion of waste from landfill until options for a full organics collection can be investigated further.

An investigation into the viability of a full organics collection and possible processing options is proposed for the 2015/16.

In the meantime Council has a contract in place that facilitates the introduction of a green waste collection service at a reasonable cost. Implementing the service would assist to remove the green waste component from kerbside waste going to landfill, with the option to include food waste at a later date, pending the outcomes of investigations into the viability of a full organics (green waste and food waste) collection service.

RECOMMENDATION

That Council:

- 1. Introduce a compulsory user pays kerbside green waste collection service to properties receiving a kerbside garbage and recycling collection service on the basis of full cost recovery with the service commencing 1 July 2015;**
- 2. Introduce an optional user pays kerbside green waste collection service to properties receiving a kerbside garbage and recycling collection service in Venus Bay and Walkerville commencing 1 July 2015; and**
- 3. Refer \$20,000 to the 2015/16 budget process to engage an independent, specialist consultant to investigate the viability of and processing options for a full organics collection (food waste and green waste).**

STAFF DISCLOSURE OF INTEREST

Nil

**E.6 APPLICATIONS TO SPORT AND RECREATION VICTORIA 2015/2016
COMMUNITY FACILITY FUNDING PROGRAM**

Corporate Services Directorate

EXECUTIVE SUMMARY

Council endorsement and an allocation of Council funding is sought to support applications to the Sport and Recreation Victoria (SRV) 2015/2016 Community Facility Funding Program (CFFP) for the Leongatha Regional Skate Park Development and South Gippsland Soccer Facilities Master Plan Projects.

Council endorsement is also sought to approve the request from the Korumburra Bowling Club to honour the allocation of funds for the Korumburra Bowls Club Synthetic Greens Redevelopment Project.

Council was required to submit initial Project Proposals for the three projects to the 2015/2016 SRV CFFP prior to 30 April 2014. This process enabled SRV to provide guidance on the development of proposals that had merit, aligned with the programs objectives and are ready to proceed.

On 16 June 2014, Council was formally invited to submit full applications for the Leongatha Regional Skate Park Development and the South Gippsland Soccer Facilities Master Plan Projects to the SRV CFFP by 23 July 2014.

Unfortunately the proposal for the Korumburra Bowls Synthetic Greens Redevelopment Project was unsuccessful in proceeding to the application stage. Council endorsement is therefore sought to allocate the funds that had been identified in the Project Proposal to assist the club in completing the project.

The breakdown for funding required to meet the project costs is as follows:

Project	Total Project Cost	Grant Sought	Council Contribution	Community Contribution
South Gippsland Soccer Facilities Master Plan	\$30,000	\$20,000	\$10,000	
Korumburra Bowls Club Synthetic Greens Redevelopment Project	\$364,000	\$100,000	\$132,000	\$132,000
Leongatha Regional Skate Park	\$450,000	\$100,000	\$350,000	

Project	Total Project Cost	Grant Sought	Council Contribution	Community Contribution
Development				

Document/s pertaining to this Council Report

- **Attachment 1** - Letter from Department of Transport, Planning and Local Government
- **Attachment 2** – Letter from the Korumburra Bowling Club Inc.
- **Attachment 3** - Leongatha Regional Skate Park Plans
- **Attachment 4** - South Gippsland Skate Park Audit

INTERNAL POLICIES / STRATEGIES / DOCUMENTS

- South Gippsland Recreation Plan 2007
- Leongatha Recreation Reserve Master Plan 2013
- Korumburra Bowls Club Strategic Plan
- Community Project Management Policy

COUNCIL PLAN

Outcome: 3.0 Integrated Services & Infrastructure
 Objective: 3.1 Deliver affordable modern community services and facilities through integrated approach to planning and infrastructure development.
 Strategy: 3.1.1 We will deliver Council and community projects and leverage funds to attract investment from external sources.

CONSULTATION

On Friday 14 March 2014, Council was advised that the Hon. Damien Drum, Minister for Sport and Recreation had formally launched the 2015/216 Sport and Recreation Victoria (SRV) Community Facility Funding Program (CFFP). The process for applying to the program was improved to include two stages:

- Step One - Project Proposals
- Step Two - Full Applications

Project Proposals were submitted after Council identified the following three projects that could meet the programs objectives:

- South Gippsland Soccer Facilities Master Plan.
- Korumburra Bowls Club Synthetic Greens Redevelopment Project; and
- Leongatha Regional Skate Park Development Project.

Council was kept informed on the progress of the Korumburra Bowls Club and the Leongatha Regional Skate Park Development Projects via InfoSum, with the latest update provided on 23 April 2014.

As a result of public presentations to Council for the Korumburra Bowls Club project on 19 February 2014 and the Leongatha Skate Park on 21 May 2014, a briefing was conducted on 11 June 2014, which identified the potential for the projects to be considered in the 2015/2016 CFFP.

REPORT

Background

The CFFP provides grants for planning, building new and improving existing facilities where communities meet, interact and participate in sport and recreation. Funding is available under the following categories:

- Better Pools – Grants of up to \$3 million are available to provide high-quality aquatic leisure facilities through new or redeveloped aquatic leisure centres.
- Major Facilities – Grants of up to \$650,000 (where the total project cost is more than \$500,000 excluding GST) are available to develop or upgrade major sport and recreation facilities.
- Seasonal Pools – Grants of up to \$200,000 are available to rejuvenate seasonal swimming pools in rural, regional and outer metropolitan municipalities that are significantly isolated from a year-round aquatic centre.
- Minor Facilities – Grants of up to \$100,000 for any one project, where the total project cost is up to \$500,000 (excluding GST) are available for community groups, working in partnership with local government to develop or upgrade community sport and recreation facilities.
- Soccer Facilities – Grants of up to \$100,000 for up to two projects are available for local soccer clubs working with local government, to upgrade existing or develop new facilities to maximise participation opportunities in soccer.

- Planning – Funding is available for planning initiatives that address the future sport and recreation needs of communities through better information gathering, consultation and strategic planning, including:
 - Grants of up to \$30,000 for projects focusing on recreation planning or facility feasibility in one municipality.
 - Grants of up to \$50,000 for regional planning initiatives that demonstrate inter-municipal needs and financial support from multiple local government authorities.

Only local government authorities are eligible to apply directly to Sport and Recreation Victoria for this program.

Discussion

South Gippsland Soccer Facilities Master Plan

An opportunity has been identified to seek funding for a South Gippsland Soccer Facilities Master Plan. Council endorsement and an allocation of Council funding is sought to support a grant application. The total project cost is \$30,000.

The funding ratio is SRV \$2:\$1 through the CFFP - Planning and it is therefore recommended that a grant of \$20,000 be sought from the Grant Program.

Council would therefore need to allocate \$10,000 from the 2015/2016 forward budget to support the application, if successful.

Funding is available through Council's 15-year Long Term Financial Plan as 'Community Infrastructure Projects' to cover Council's contribution in 2015/2016. The budget allocation in 2015/16 is \$182,000.

Korumburra Bowls Club Synthetic Greens Redevelopment Project

In 2011, the Korumburra Bowling Club completed a strategic planning exercise. The plan identified the need to work with all members, the committee and other key stakeholders to help plan for the long term future of the club. The plan was funded through the Community Grants Program. The Bowling Club is a well-used community asset with 138 members and growing. The facilities are well maintained and the club has hosted part of the South Gippsland State Final Series for the last 5 years. The Strategic Plan has assisted the committee and members of the Korumburra Bowling Club to continue to monitor the current activities of the club and to plan for the future. The plan identified the replacement of the greens and associated works as the number one priority.

Unfortunately the opportunity to seek external funding through the 2015/2016 SRV CFFP is no longer possible. The assessment of the application was that although the new surface would improve the current conditions as well as

reduce volunteer labour in maintaining the green, it was considered that replacement was for a similar surface which is outside the guidelines.

The Korumburra Bowling Club Inc. is now requesting Council to consider providing the funds of \$132,000 that had been allocated in the 2015/2016 budget should the application being approved (see **Attachment 2**). The club have committed to provide the remaining \$100,000 that was requested through SRV, therefore increasing their total contribution to \$232,000.

Funding is available through Council's 15-year Long Term Financial Plan as 'Community Infrastructure Projects' to cover Council's contribution in 2015/2016. The budget allocation in 2015/16 is \$182,000.

Leongatha Regional Skate Park Development Project

In 2012, with funding from the Community Grants Program, the Leongatha Recreation Reserve Committee undertook a master plan for the reserve. As the Leongatha skate park is located within the reserve, the master plan identified the opportunity to improve the condition of this facility.

A skate park designer was engaged to work with users to develop concept plans for the potential redevelopment of the skate park (see **Attachment 3**). At the public presentation session held 21 May 2014, representatives of the skate park users presented the plans to Council and requested support in bringing the concept plan to reality.

The concept plan provides for a complete redevelopment of the skate park in its existing location. The new facility provides for a variety of different ages, abilities and uses, including skate boards, BMX and scooters.

An opportunity has now been identified to seek funding of \$100,000 (maximum available) for the Leongatha Regional Skate Park Development Project through the SRV 2015/2016 CFFP - Minor Facilities. The total project cost is \$450,000. The 2015/2016 SRV CFFP provides a solid funding option, however with no other confirmed contributions at this stage Council would be required to contribute/underwrite the remaining funds of \$350,000 required if the application was successful.

Skate park users have limited capacity to raise significant funds towards the cost of redevelopment. However, they are very committed to raising some funds towards the project.

If approved, the project would not have to be completed until December 2016. This provides Council and the user group time to identify and explore other funding opportunities to offset some of the \$350,000 total potential Council contribution. There may be opportunities for other business, philanthropic or community contributions towards the project however these cannot be confirmed at this time. These will be explored by the Community Strengthening team and the user group to reduce Council's financial commitment. Various service organisations have already pledged their support for the project.

Council applications to the CFFP usually involve Council matching club / community contributions to leverage the external funds. Council has an allocation within the Capital Works Program towards supporting these applications. As identified, the contribution from Council could be as high as \$350,000 if other funding sources are not found. This is beyond what is contained within the Community Infrastructure Projects budget. The funding shortfall would need to be referred to the Capital Works Program.

An audit of the skate parks/bowls across the shire has been conducted (**Attachment 4**). The audit identifies the current condition of the skate parks / bowls and any future funding requirements to upgrade the facilities to meet local community needs.

The audit identified the development of the Leongatha Regional Skate Park as the highest priority due to its current condition and age. The relocation of the Korumburra Skate Bowl is most likely to be the next project for consideration, with discussions currently being undertaken. However, this project is not likely to be conducted within the next five years.

Options

Council has the following options related to the three projects:

1. Endorse an application to be submitted to the Grant Program for the South Gippsland Soccer Facilities Master Plan and allocate \$10,000 from the 2015/2016 forward budget for Community Infrastructure Projects and resources to deliver the project if the application is successful.
2. Not support an application for the South Gippsland Soccer Facilities Master Plan to the Grant Program.
3. Approve the request from the Korumburra Bowling Club for the Korumburra Bowls Club Synthetic Greens Redevelopment Project making an allocation of \$132,000 from the 2015/2016 forward budget for Community Infrastructure Projects towards the project. Note that the application was not approved by Sport and Recreation Victoria and that the club will contribute an additional \$100,000 towards the project making their total commitment \$232,000;
4. Not approve the request from the Korumburra Bowling Club for the Korumburra Bowls Club Synthetic Greens Redevelopment Project.
5. Endorse an application to be submitted to the Grant Program for the Leongatha Regional Skate Park Development Project and allocate the required funds and resources to deliver the project in 2015/2016 if the application is successful. This would have a potential \$350,000 cost impact on the forward budget. This option would also include working with the community to investigate other community fundraising/funding opportunities.

6. Not endorse an application for the Leongatha Regional Skate Park Development Project to the Grant Program.

Proposal

It is recommended that Council endorses both applications (Options 1 and 5) to the Grant Program.

Option 1 would require Council to allocate \$10,000 from the 2015/2016 forward budget for 'Community Infrastructure Projects' to cover Council's contribution for the South Gippsland Soccer Facilities Master Plan.

Option 5 would require Council to allocate \$40,000 from the 2015/2016 forward budget for 'Community Infrastructure Projects' plus \$310,000 from the forward Capital Works Budget to cover Council's contribution for the Leongatha Regional Skate Park Development Project.

It is also recommended that Council endorses Option 3 to allocate the \$132,000 to the Korumburra Bowls Club Synthetic Greens Redevelopment Project from the from the 2015/2016 forward budget for 'Community Infrastructure Projects' which was allocated in the Project Proposal.

Option 2, 4 and 6 are not recommended as all projects are viewed as important priorities worthy of Council support.

FINANCIAL CONSIDERATIONS

South Gippsland Soccer Facilities Master Plan

The South Gippsland Soccer Facilities Master Plan project cost is \$30,000. Council would be required to allocate \$10,000 if the application is approved. Funding is available through 'Community Infrastructure Projects' forward budgets to cover Council's contribution in 2015/2016 for this project.

Korumburra Bowls Club Synthetic Greens Redevelopment Project

The Korumburra Bowls Club Synthetic Greens Redevelopment project cost is \$364,000. Council would be required to allocate \$132,000 to provide the requested funds which had already been allocated in the Project Proposal. Funding is available through 'Community Infrastructure Projects' forward budget to cover Council's contribution in 2015/216 for the request.

Leongatha Regional Skate Park Development Project

The cost to implement the skate park concept plan is significant. Council applications to the CFFP usually involve Council matching club / community contributions to leverage the external funds. Council has an allocation within the Capital Works Program towards supporting these applications. In this instance the contribution from Council could be as high as \$350,000, if other funding sources are not found. This is beyond what is contained within the remaining 2015/2016 'Community Infrastructure Projects' allocation of

\$182,000. Therefore up to \$310,000 would be required to be referred to the 2015/2016 Capital Works budget towards this project.

2015/2016 Community Infrastructure Projects Budget

Total funding currently allocated to the 2015/2016 Community Infrastructure Project budget is \$182,000, therefore if the South Gippsland Soccer Facilities Master Plan (\$10,000) and the Korumburra Bowls Club Synthetic Greens Redevelopment (\$132,000) are both approved, there would be a balance of \$40,000. This could be used to assist with the funding towards the Leongatha Regional Skate Park Development Project, however there would be still a shortfall of up to \$310,000 that would be required to be referred to the 2015/2016 Capital Works budget.

As applications to CFFP are to be submitted by Council, Council will be required to provide staff resources for both the Leongatha Regional Skate Park Development and South Gippsland Soccer Facilities Master Plan projects, funded within the total project cost, if successful.

RISKS

If all three projects are not supported, Council will forgo an opportunity to assist in improving recreational facilities within the Shire.

There is also a risk that Council will be required to allocate the remaining amount of \$350,000 if other funding contributions are not able to be sourced for the Leongatha Regional Skate Park Development Project.

Further, by fully committing the 2015/2016 Community Infrastructure Project budget, there is a risk that other potential community projects may not have the opportunity to seek external funds until 2016/2017.

RECOMMENDATION

That Council:

- 1. Endorse a grant application to be submitted for \$20,000 for the South Gippsland Soccer Facilities Master Plan to the Sport and Recreation Victoria 2015/2016 Community Facility Funding Program - Planning;**
- 2. Approve the request from the Korumburra Bowling Club Inc. to honour the allocation of \$132,000 for the Korumburra Bowls Club Synthetic Greens Redevelopment project subject to the club providing evidence of their contribution of \$232,000;**
- 3. Endorse a grant application to be submitted for \$100,000 for the Leongatha Regional Skate Park Development Project to the Sport and Recreation Victoria 2015/2016 Community Facility Funding Program - Minor Facilities;**

- 4. Note that there is a current budget allocation of \$182,000 in the 2015/2016 Financial Budget line item Community Infrastructure Projects;**
- 5. Make an allocation of \$10,000 from the 2015/2016 forward budget for Community Infrastructure Projects towards the South Gippsland Soccer Facilities Master Plan project if the application is approved by Sport and Recreation Victoria;**
- 6. Make an allocation of \$132,000 from the 2015/2016 forward budget for Community Infrastructure Projects towards the Korumburra Bowls Club Synthetic Greens Redevelopment project as requested by the Korumburra Bowling Club Inc.;**
- 7. Allocate the remaining \$40,000 from the 2015/2016 forward budget for Community Infrastructure Projects towards the Leongatha Regional Skate Park Development Project if the application is approved by Sport and Recreation Victoria;**
- 8. Note that if the application is approved by Sport and Recreation Victoria, Council will need to refer \$310,000 to the 2015/2016 Capital Works budget to fund the remaining contribution for the Leongatha Regional Skate Park Development;**
- 9. Explore other funding opportunities to reduce Council's total potential contribution of \$350,000 for the Leongatha Regional Skate Park Development Project in partnership with the Leongatha Skate Park users if the application is approved.**

STAFF DISCLOSURE OF INTEREST

Nil

Attachment 1
Letter from Department of Transport, Planning and Local Government



**Department of Transport,
Planning and Local Infrastructure**

GPO Box 2392
Melbourne Victoria 3001 Australia
Telephone: 03 9208 3333
www.dtpli.vic.gov.au
DX210292

Dear Mr Tamlin

Thank you for your Project Proposals submitted to Sport and Recreation Victoria's 2015/2016 Community Facility Funding Program.

Each Project Proposal's scope, proposed outcomes, strategic justification and consultation has been assessed against the program's objectives, criteria and project readiness.

The following Project Proposals are invited to proceed to Stage Two – Online Full Application:

Project Name	Category	Proceed Amount	Link to application
Leongatha Regional Skate Park Development	Minor Facilities	\$100,000	Click here to submit your Minor Facilities application
Soccer Facilities Master Plan	Planning	\$20,000	Click here to submit your Planning application

Full Applications addressing all criteria and including all required documentation must be submitted by **11.59pm on Wednesday 23 July 2014**.

Please submit all supporting documentation to cffp@sport.vic.gov.au quoting your application number in the subject line of your email. Alternatively, you can send attachments on a CD or USB quoting your Application Number (generated when the online application is made) to:

Community Facilities Group
Sport and Recreation Victoria
Department of Transport, Planning and Local Infrastructure
GPO Box 2392
Melbourne, Victoria 3001

The following Project Proposal is unsuccessful in proceeding to Stage Two - Full Application:

Project Name	Category
Korumburra Bowls Club Synthetic Greens Redevelopment Project	Minor Facilities

Should you have any questions about proposals proceeding to full application or if you would like to receive feedback on your unsuccessful Project Proposal please contact your departmental Sport and Recreation representative.

Yours Sincerely

SUSAN GEORGE
Director
Community Sport and Recreation

Attachment 2
Letter from the Korumburra Bowling Club Inc.



KORUMBURRA BOWLING CLUB Inc.
PO Box 16
Korumburra 3950
Phone: 5655 1246

19th June, 2014

Cr Jim Fawcett
Mayor
South Gippsland Shire Council
Leongatha 3950

Dear Cr Fawcett

Korumburra Bowls Club Synthetic Green Redevelopment Project

The Korumburra Bowls Club has been advised that Council's Project Proposal submission for the **Korumburra Bowls Club Synthetic Green Redevelopment Project** to the Sport and Recreation Victoria 2015/2016 Community Facility Funding Program – Minors was unsuccessful in being approved to proceed to Stage Two – Full Application.

Although the club was extremely appreciative of Council's support in submitting proposal; the issue of the replacing the greens is still urgently required. Therefore, the club would be grateful if Council would still consider approving the nominal allocation of \$132,000.

The total project cost is \$364,000. The Korumburra Bowls Club had already allocated \$132,000 towards the project and we are prepared to raise the additional \$100,000 to cover the funds sought through from Sport and Recreation Victoria.

The greens are starting to break at the edges and have a limited usage time left. Although the Korumburra Bowling Club totally financed the original synthetic greens we will really struggle financially without the assistance of Council on this project. Under our current Strategic Plan our club has committed to saving \$30,000 per year towards future green replacement.

The Korumburra Bowling Club would be happy to supply any further information to support this request or a copy of the presentation made to Council in February 2014.

Yours faithfully

A handwritten signature in black ink, appearing to read 'R. Sund'.

Robert Sund
President

Attachment 3

Concept Designs

ENGAGEMENT
(GENUINE COMMUNITY INVOLVEMENT)



ACTIVATION
(EVENTS, WORKSHOPS ETC...)



UNIQUE
(POINTS OF DIFFERENCE)





IDENTITY
(MATERIALS, ELEMENTS, DESIGN)



VALUE
(ENCOURAGE SOCIAL AND WIDER COMMUNITY PARTICIPATION)



LEONGATHA - funding draft design (December 2012)
COMMUNITY ENGAGEMENT // LANDSCAPE ARCHITECTURE // FABRICATION // PROJECT DELIVERY

DESIGN AGENDA

THE NEW LEONGATHA SKATEPARK IS TO REPLACE THE WELL USED AND WORK (SAFETY AND FUNCTIONAL) EXISTING SKATE BOWL. IT HAS BEEN DESIGNED IN CONSULTATION WITH LOCAL USERS AND STAKEHOLDERS. THE OTHER MAJOR CONTRIBUTING FACTOR IS THE SLOPING TOPOGRAPHY OF THE SITE AND THE DRAFT MASTERPLAN.

CONSULTATION INVOLVED WORKING WITH A KEY GROUP OF FORTY-NINE LOCAL USERS WHO AS AN ESTABLISHED GROUP WERE ABLE TO COLLABORATIVELY SUGGEST IDEAS AND CONCEPTS THAT WOULD ACCOMMODATE A VARIETY OF USERS AND THEIR RESPECTED SKILL LEVELS. A BOWL WAS HEAVILY MENTIONED AT THE WORKSHOPS AS A FUNCTIONARY REPLACEMENT TO THE EXISTING SKATE BOWL. THE BOWL WAS THEN DESIGNED TO ALLOW A VARIETY OF FORMS ALONG ELEMENTS TO FEATURE IN ORDER TO BRING SOME TRADITIONAL TRICKS INTO TO MAKE UNIQUE/NEW ELEMENTS. IN ADDITION A SEPARATE STREET SECTION OFFERS A SPACE FOR ALTERNATIVE USERS AND DESIGNED SKILL LEVELS.

VARIOUS LEVEL CHANGES HAVE BEEN INCORPORATED INTO THE DESIGN TO CREATE THE SPACE FITS INTO THE SLOPING SITE AND PROVIDE MINIMAL GRASSWORK.

FINALLY THE PLAN HAS BEEN GENERATED FROM A SCHEMATIC MASTERPLAN OF THE SPACE WHICH ENSURING THAT THE IMPORTANT COMMUNITY ASPECT IS PROMINENT AND COHERENT WITHIN THE RECREATIONAL RESERVE.



WINDING ACCESS PATH TO ALLOW PASSIVE USERS BACK INTO SPACE AND FOLLOW THE TOPOGRAPHY OF THE SITE.

PLATFORM OF BOWL TO ACCOMMODATE SEVERAL ELEMENTS TO WORK IN COMBINATION WITH BOWL AND/OR AS SEPARATE ELEMENTS.

INTERMEDIATE TO ADVANCED LEVEL BOWL. FEATURED INCLUDE: 1.5M (5FT) DEPTH, EXTENSION, BANKS, WALLS, RIPS AND TRANSFER CAPABILITY INTO STREET AREA.

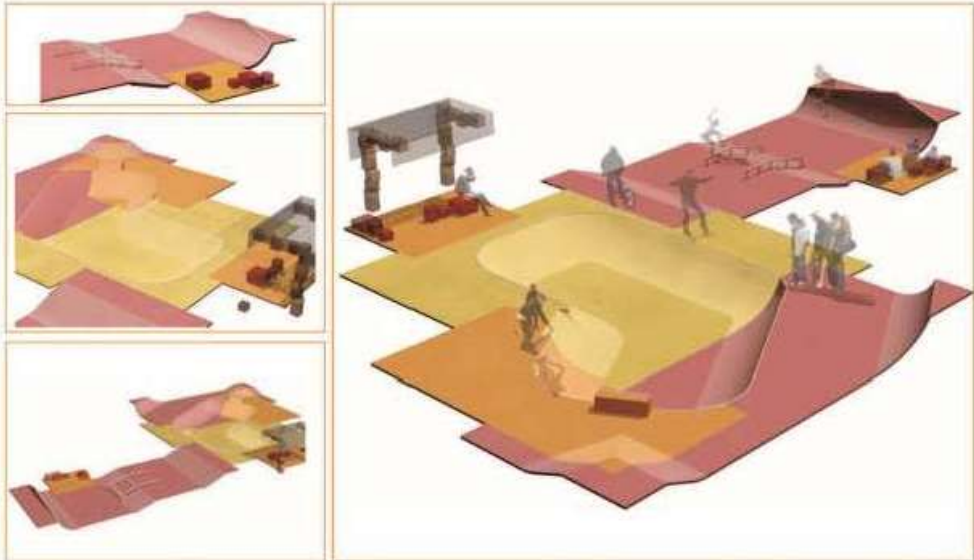
SECONDARY REFUGE AREA WITH CONNECTION PATHS TO EXISTING PEDESTRIAN NETWORK.

STREET AREA FEATURING PLUMBING ELEMENTS INCLUDING TRANSITIONS, BANKS, STAIRS AND RAILS. SEVERAL LEVEL CHANGES TO ACCOMMODATE SLOPING TOPOGRAPHY OF SITE.

MAIN REFUGE AREA WITH LEVEL CONNECTION TO ENTRY INTR. AREA TO FEATURE SEATING, DRINKING FOUNTAIN AND DESIGN SPECIFIC SHADE SHELTER.



LEONGATHA - funding draft design (December 2012)
COMMUNITY ENGAGEMENT // LANDSCAPE ARCHITECTURE // FABRICATION // PROJECT DELIVERY



VARIED ELEMENTS — INTEGRATION
(ALLOWING A MORE DIVERSE RANGE OF USERS AND SKILL LEVELS) (CONNECTING WITH SURROUNDING COMMUNITY SPACES)

en:locus
www.enlocus.com

LEONGATHA - funding draft design (December 2012) COMMUNITY ENGAGEMENT // LANDSCAPE ARCHITECTURE // FABRICATION // PROJECT DELIVERY

Attachment 4 Audit Report

South Gippsland Shire Council

Skate Park Report

Nyora Skate Park

Location: Mitchell St, Nyora - opposite the General Store. Corner of 'Toby's Paddock'.

Details: The concrete park has good flow, great transition with a grinding rail and a low vertical. Family picnic facilities and playground nearby. Has toilets and is also adjacent to the South Gippsland Tourist Rail Station.

Recommended Works:

- Construct gravel pathways that lead to the skate area.
- Complete minor crack repairs and concrete patching, smoothing any rough and sharp edges











Loch Bowl

Location: Sunnyside Park, Victoria Street, Loch

Details: Street style park with transition and good flow. The south end has a near vert, 5 1/2ft quarter that extends above two 3.5m wide banks on either side. There is a flat rail in the middle area and a wide 4ft half pipe (with angled 1ft extensions on one side) at the northern end. Both half pipe platforms have banks running back down into the middle of the park, one side has a 3m long kink rail, and the other side has an angled box ledge running down the length of the bank. Family picnic facilities nearby, with free electric BBQ's, picnic tables and water fountain. Nearest toilets at Centennial Park.

Recommended Works:

- Improve drainage below the park, to help move water away from skate park
- Review drainage through the skate area as water is getting below park which is causing the structural issues. Correct drainage issues and back fill with gravel in key areas that have been washed out.
- Crack repairs are required within the park









Leongatha Bowl

Location: Leongatha Recreation Reserve, Ronghead St, Leongatha

Details: Concrete bowl, flush - 6ft deep, figure eight (8) shape with mini snake run and roll over. It has a decent platform and surround for rolling in and launching out of.





Mirboo North Bowl

Location: Baromi Park on Ridgway (main street of Mirboo North)

Details: Bowl is a bell shape and it was designed as a dual purpose skate bowl/ampitheatre. Heights vary from 3ft to 7ft. There is a half capsule bowl that opens up into the larger bowl that has wall of varying sizes and a vertical wall which is the highest section of the park. There are locally made street obstacles scattered in the flat bottom of the larger section of the bowl and a flight of stairs off to the side. Skate facilities are co-located with major park facilities that include public toilets, BBQ area, playground and walking trail.

Recommended Works:

Signage for skate park is in the middle of a garden bed, some distance from the stake park. It may need to be re-located.

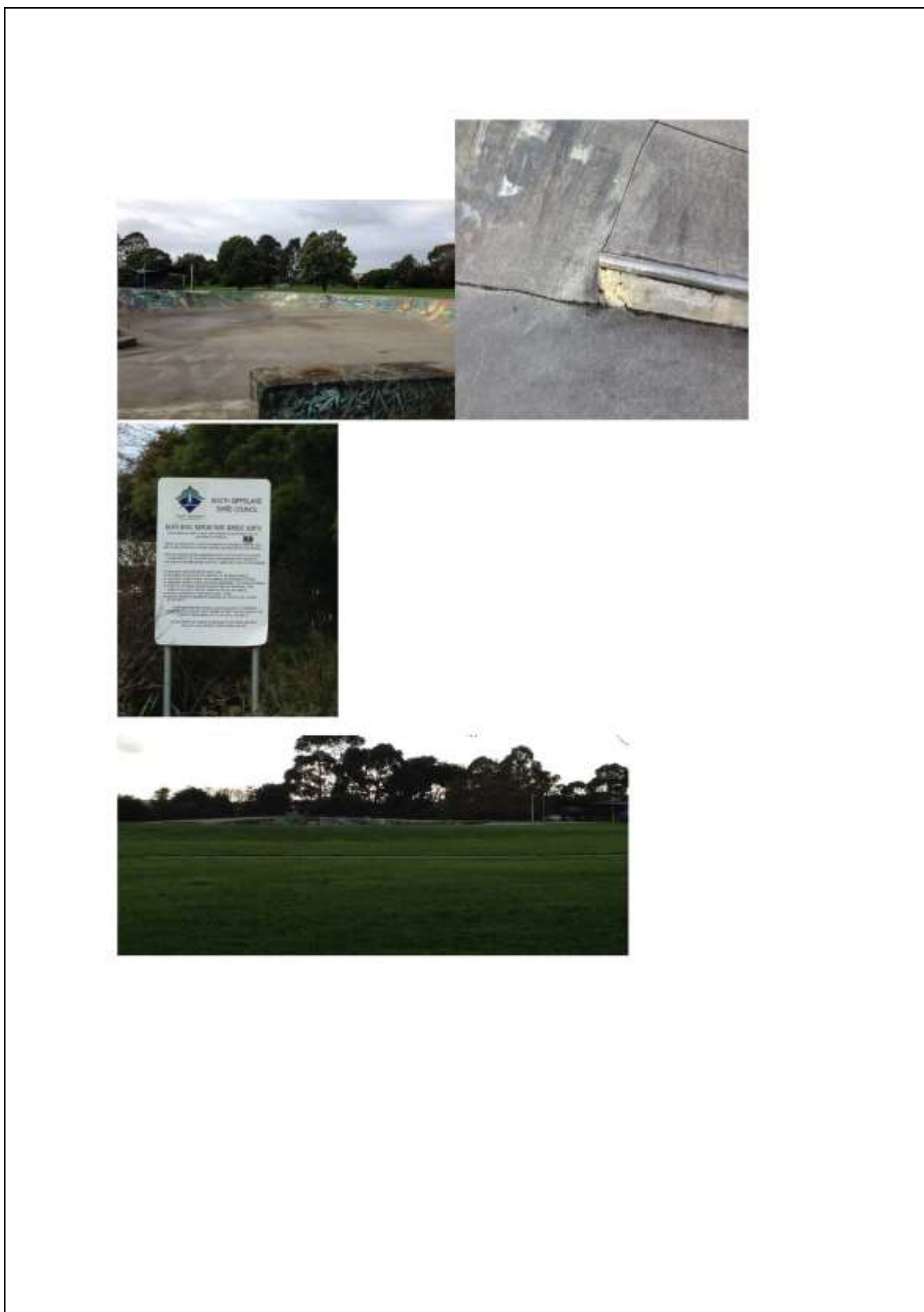
Additional seats around skate park for supervision are needed

Minor crack repairs and patching need to be undertaken including weed spraying









Foster Bowl

Location: Pioneer Street, Foster (Between the Scout Hall and the Kindergarten at the rear of the South Gippsland Shire Depot).

Details: The bowl is a capsule shape, spine with round bowl. There is also a metal half pipe / vert ramp. The facility is in very good condition apart from the blocked drain. No access to other facilities from this site.

Recommended Works

- Replace signage
- Install on street directional signage
- Clear blocked drain in middle of bowl
- Add another seat/ picnic table for spectators







Toora Bowl

Location: Behind Sagasser Park, on Victoria Street and beside the Old Railway Platform, south of Toora's main street.

Details: Sagasser Park has a large playground, including a climbing wall, a large BBQ shelter with undercover seating and outdoor picnic areas. Nearby is an Information Rotunda and toilet block, and a newly constructed dry creek bed with plantings. The rail trail has recently been constructed through the township which should increase visitation to the area. The skate area is a small concrete park to skate with a variety of challenges. Flat concrete area with street style features and small level ramps at either end of the park.

Recommended Works:

- Improve drainage around the skate park site to prevent flooding
- Grass mowing in area should include weed spraying around the edges of the skate park to clear growth away from concrete
- Replace signage
- Repair small gap between railway platform and skate park
- Replace gravel around edges of skate park in some areas where there have been minor wash outs
-







Venus Bay Bowl

Location: Venus Bay Community Centre, 27 Canterbury Rd, Venus Bay

Details: Small oval shaped bowl, elongated that flattens out and is relatively shallow. It has an elevated transition area and concrete apron surroundings. There is also a flat games area. It's a very small skate area that it is located at the rear of the Community Centre. It caters well for the usual resident population but is considered too small during peak holiday periods. There is not room to expand its size on the current location. There is a homemade timber ramp that needs to be upgraded. Only minor works are required including new signage.

Recommended Works

- Add on street directional signage
- Pruning of branches which are encroaching onto skate area
- Replace Safety Signage
- Improve/ Replace Timber skate ramp
- Minor clean/ sealing of cracks
- Re-locate mulch storage pile away from skate area







Korumburra Skate Ramp

Location: Located in the Korumburra Show Ground Precinct.

Details: Large concrete pad that has a range of prefabricated steel ramps, varying in size and complexity. It is a well-used; however the style of jumps makes the area look tired and uninviting. The ramps could be moved around to change the area and the area could be landscaped to improve the visual amenity.

The Showgrounds Committee of Management would prefer that the park be re-located in the future to another site.

Recommended Works

- Move ramps within the skate area to create new interest
- Replace and update signage
- Complete landscaping works i.e. planting, seating etc around park to improve amenity





Meeniyon Recreation Reserve- Proposed Skate Park

Location: Meeniyon Recreation Reserve, Hanily Street, Meeniyon

Details: Currently a Flat concrete pad that will be used to create a small skate area with pre-fabricated concrete ramps. Funding has been obtained to improve the play space area.



E.7 REPAIRING OUR ROADS CAMPAIGN AND SURVEY

Corporate Services Directorate

EXECUTIVE SUMMARY

In late November 2013, Council commenced an advocacy campaign to draw more attention to the condition of South Gippsland roads and to seek urgent funding to restore them to a safe and acceptable level.

An online 'Repairing our Roads' survey tapped into a concerned and receptive community and attracted 846 responses. Road users were asked to identify problem roads, economic impacts and safety issues and to prioritise where they believe any additional funding should be spent on the road network.

Impact statements from key manufacturing and transport businesses and industry associations in our community were also received.

A final summary of this information is now provided to Council to present to State Government Member for Gippsland South and Deputy Premier, The Hon Peter Ryan MP, to support the urgent funding requirements for roads in South Gippsland.

Document/s pertaining to this Council Report

- **Attachment 1** - South Gippsland Road Network
- **Attachment 2** - Repairing Our Roads Letters of Support
- **Appendix 1** - VicRoads Works Program for South Gippsland
- **Appendix 2** - Repairing Our Roads Survey Summary

A copy of **Appendix 1 and 2** is available on Council's website: www.southgippsland.vic.gov.au or by contacting 5662 9200.

LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES

Local Government Act 1989 (Best Value, Council Plan, S223)

INTERNAL POLICIES / STRATEGIES / DOCUMENTS

- Communication and Engagement Policy
- Community Engagement Plan and Toolkit 2014

COUNCIL PLAN

Outcome:	1.0	A Prosperous Shire
Objective:	1.2	Raise the awareness of local and regional issues with State and Federal decision makers.
Strategy:	1.2.2	We will advocate for priority projects that assist in stimulating economic growth, agricultural development, tourism infrastructure and community facilities.
Outcome:	2.0	Closely Connected Communities
Objective:	2.1	Engage and work collaboratively with our community.
Strategy:	2.1.1	We will develop a continually evolving Vision for the Shire that encourages community participation in defining what it wants, needs and can afford to guide rationalisation, consolidation and achievement of desired community outcomes.

CONSULTATION

External Consultation

Council consulted with road users, which included residents and ratepayers through the survey and managed customer and media enquiries during the campaign. This provided an opportunity for road users to give their details, experiences and impacts based on the condition of the roads. It provided information that identified the responsible road authority and acknowledges the impact on road users.

Letters of support for the campaign and survey have been received from local community, business and tourism associations and transport and manufacturing businesses.

Council Officers have also presented to the South Gippsland Heavy Vehicle Safety Round Table.

A preliminary summary of the survey was provided to Member for Gippsland South and Deputy Premier, The Hon Peter Ryan MP, and presented to VicRoads. This summary was also published in Council's South Gippsland Matters Autumn Newsletter and on its website.

Internal Consultation

Internal consultation occurred through Council's Community Engagement and Evolving Vision Steering Committee and with officers from the Engineering Directorate and Community Strengthening, Economic Development and Tourism departments.

A copy of the Survey Summary and the identified Council roads to action have been provided to the Engineering Directorate. The actions will be addressed via Council's road maintenance program.

REPORT

Background

Council recognises the impact the poor road conditions are having on road users, residents and businesses, and shares their frustration. However, the funding required is beyond Council's sole responsibility.

Council maintains approximately 1300 km of unsealed roads and 800 km of sealed roads, however the main problem areas being reported were for the main highways and arterial roads that link towns, which are the responsibility of VicRoads.

Prior to the survey, many of the roads being reported were not Council managed, but instead are part of the sealed road network managed by VicRoads (see Attachment 1 - South Gippsland Road Network). An example was the reporting to Council of the Fish Creek-Foster Road collapse late last year.

Years of drought followed by three years of heavy rain and storm events have affected the condition of the roads. It was witnessed that patching jobs on sealed roads did not hold for any length of time and in many circumstances the more intensive repair works were not undertaken until sites were sufficiently dry. The problems are then compounded by both a lack of funds to maintain and repair the roads and the site conditions.

After being inundated with requests from our community for road repairs, Council launched an advocacy campaign in November 2013 to highlight the critical road conditions and seek urgent funding to restore them to a safe and acceptable level.

Discussion

Community Engagement

A key part of the campaign was to engage the community and obtain their feedback and suggestions. This would also raise awareness of the road conditions at State Government level through the results of a community road user survey.

Both Council and State Government would then have a snapshot what the impact and sentiment was from the community regarding the condition of the roads.

An online survey (using SurveyMonkey) was launched that asked users to identify problem roads, economic impacts, safety issues and to prioritise where they believe any additional road funding should be spent.

The campaign and survey was launched on Council's website and well supported by media throughout the summer months of 2013/14. Local newspaper articles and Council media releases reported on the survey and the progress being made on roads under repair. Council's Mayor conducted several interviews to highlight the problems via local ABC radio and WIN News TV.

The survey was also promoted and shared via social media with local newspapers, ABC Gippsland radio and RACV Pothole Patrol Facebook pages attracting followers to link on to the survey.

Council also sent emails to our community, town and district, youth, art, business and tourism networks, encouraging them to participate and provide feedback.

This community engagement resulted in 846 surveys being completed online.

Advocacy

During the campaign and while the survey was running, Council notified State Government local member and Deputy Premier, Peter Ryan to the road conditions and community feedback that Council was receiving.

Through the support of the Deputy Premier, VicRoads commenced some major patching works and road rehabilitation when the conditions became suitably dry and announced the funding of other road works to be undertaken in the area (see **Appendix 1** - VicRoads Works Program for South Gippsland).

A funding announcement of \$1 million for Council would be provided through the Coalition Government's Country Roads and Bridges Fund to support Council managed roads.

\$4.33 million had also been announced for 2013/14 for pavement strengthening and road resurfacing to repair and restore VicRoads managed roads around Foster, Buffalo, Fish Creek and Middle Tarwin.

Although this support has been welcomed by the community, it has not addressed all the road issues or road maintenance support required.

Survey results

The survey provided a snapshot from road users about their views and experiences from driving South Gippsland roads. A summary of the survey results has been provided in **Appendix 2**.

Surveys were facilitated via an online survey linked from Council's website attracting 846 responses. The survey closed 30 January, 2014.

Based on submitted responses for two of the open-ended questions (questions six and nine) several categories were developed. This gave an

overview of which roads were most frequently referenced by survey respondents and which roads were the responsibility of VicRoads or Council.

Comments listed in the report have been provided verbatim, therefore spelling inaccuracies may occur.

The following is an overview of the survey questions and responses.

1. Please rate the condition of SEALED roads in South Gippsland.

1 = poor condition, 10 = excellent condition

Overall survey respondents rated the condition of sealed roads in South Gippsland as being poor. Using the rating scale from 1 to 10 (5 being an average condition), of the 846 who answered the question, over 95% rated the roads as poor or below average with 51.3% rating it at the lowest level of 1 (Poor).

This opinion on the condition of the road network and in particular sealed roads is reflected throughout the survey responses and open ended (verbatim) comments left by those who participated in the survey.

2. If the State Government was to provide additional funding to the South Gippsland Road network, where do you believe the money would be best spent?

Please rank each item in order of importance from 1 through to 10.

1 = most important, 10 = least important

Survey respondents were given the opportunity to rank ten areas related to road infrastructure and maintenance that would benefit from potential increased funding.

Seven hundred and ten (710) people completed this question. They considered where the additional funding should be spent or given priority.

An allocation of 1 (preferred spending) through to 10 (least preferred spending) was made a mandatory requirement of the survey question. This ensured the average response from participants reflected their sentiments towards priority maintenance and repair issues and what was least important in their views. The lower the average score in the response indicates the higher the priority or preference.

The areas included to consider were:

- Culvert cleaning/repair,
- Potholes,
- Major patching,

- Reconstruction/rehabilitation of road,
- Roadside drainage clearing,
- Roadside slashing/mowing,
- Safety barriers,
- Shoulder grading,
- Signage, and
- Vegetation removal/tree branch removal.

The responses showed that if additional funding was provided by State Government to the road network in South Gippsland, on average, the most popular areas to allocate funding are:

1. *Potholes,*
2. *Major patching, and*
3. *Reconstruction/rehabilitation of road.*

This was not surprising as these responses reflect the condition of the roads and for responsible road authorities to prioritise repair and rehabilitation of the roads.

Below these responses, was a strong average representation for roadside drainage clearing, culvert cleaning, repair and shoulder grading and roadside slashing/mowing.

This indicates a consistent preference for people to allocate funding to preventative and ongoing maintenance programs as a secondary priority to immediate repair and rehabilitation.

Of least importance were vegetation/tree branch removal, safety barriers and signage.

The option to provide other comments was also possible. A total of 63 comments were received with many people suggesting preventative measures be considered rather than short term 'band-aid' solutions. Also common was the displeasure with the state of the roads, lack of quality workmanship to repairs, lack of urgency and drainage concerns.

3. When road repairs are undertaken on South Gippsland roads, how satisfied are you with the quality of the repairs?

Survey respondents were asked to rate their level of satisfaction to the quality of the road repairs on South Gippsland roads from the following:

- Very dissatisfied

- Dissatisfied
- Neutral
- Satisfied
- Very satisfied

With 706 people completing this question, over 82% indicated they were dissatisfied or very dissatisfied.

Comments made by people throughout the survey also indicate dissatisfaction and general concerns on the quality of workmanship to repairs such as potholes, or that potholes reappeared quickly after a repair was completed. Also mentioned negatively was the use of traffic or roadwork signage. This was seen as not addressing the problem.

4. In the last two years have you sustained any damage to your vehicle that was directly caused by the condition of the road on which you were driving?

Seven hundred and six (706) people completed this question with nearly two-thirds (72.1%) answering yes.

This was a relatively high rate and shows the level of impact road users are sustaining, however the survey did not ask specifically what damage was sustained. In other questions where comments were provided, especially with regards to safety or financial impacts, the examples of the damage were specified.

This ranged from the common occurrence of tyre punctures and wheel rim damage, to increased or accelerated vehicle wear and tear to suspension, shocks and wheel alignment.

5. What was the cost of repairing the damage to your vehicle?

The question regarding the cost of repairing the vehicle was completed by 516 people. People surveyed had the opportunity to choose from the following amounts to identify the costs they had sustained:

- Under \$100,
- \$100 to \$500,
- \$500 to \$1000,
- \$1000 to \$2000,
- More than \$2000, and
- Other.

A majority of the respondents (87.4%) claimed the cost of repairing the damage was under \$1000. Most notable was \$100 to \$500, with 52.52% identifying this choice.

Other comments provided indicated a very common trend in tyre punctures and wheel rim damage, or windscreen repairs, which may fall into the \$100 to \$500 price range for repair or replacement.

Some other comments provided noted unknown or unseen damage, damage to suspension and steering/wheel alignment. A few respondents listed their vehicles having been a 'write-off' which would indicate less common but more extreme cases of vehicle damage, safety issues and increased costs.

6. On which road was the damage sustained?

This question attracted 474 responses. The intention of this question was to identify what roads were causing the damage to vehicles. This information will be provided to the responsible road authority to address.

Of the 474 responses:

- 89% were identified as being VicRoads managed roads,
- 8% were identified as Council managed roads, and
- 3% were unidentified or not in South Gippsland.

The most popular referenced roads where damage was sustained to vehicles were VicRoads managed roads:

- South Gippsland Highway 277
- Bass Highway 63
- Meeniyan-Promontory Road 45
- Strzelecki Highway 24

The highways and main tourist roads are popular routes for locals, freight transport and visitors to South Gippsland. The roads are heavily used compared to other local roads.

There were 39 responses that identified Council managed roads. The most common Council roads identified were:

- Nippards Track 3
- Walkerville-Fish Creek Road 2

Other Council roads were individually listed with the majority being unsealed roads.

Information relating to Council roads has been provided to Council's Engineering and Operations team to address in their road maintenance program.

7. Other than vehicle damage, has there been any other economic impact to you, or your business as a result of the road conditions?

Of the 697 people who completed this question, 31.13% answered 'Yes' and 68.87% answered 'No' to having experienced other economic impact to themselves or their business, other than vehicle damage.

Although a majority of people surveyed could only answer or relate to the direct impact to their own vehicle in terms of damage, 217 people still identified the flow on impacts and other costs the condition of the roads is having on them financially.

The response varied with what the financial impact was and they related to having business fleet/transport vehicles off the road or incurring increased maintenance and repair costs. This also affected businesses that had fleet off the road and the purchase or rental of further vehicles was required.

Comments also reflected the impact on the local and regional tourism industry from a marketing (poor image of the area) and customer satisfaction perspective. Accommodation providers also listed in their comments the high level of customer complaints and refusal to return due to the roads.

The impact on some businesses from the closure of the Fish Creek-Foster Road was also noted in the comments provided with decline in trade, increased travel costs or customers unable to make it to a business.

Other comments included:

- Increased travelling times due to road conditions, road closures, land slips, etc.
- Costs incurred to businesses flowed on to suppliers, clients or customers,
- Car accident costs,
- Loss of vehicle, unable to attend work or study,
- Poor image to tourists, loss of tourism dollars due to poor word of mouth and safety concerns and reduced stays and cancellations,
- Increased time and fuel consumption to take alternate routes or detours,
- Discomfort and potential injury to livestock in transportation, and
- Stock and consumer products damaged in transport due to road conditions.

Further to the survey, there were several letters of support for the campaign that identified the impacts on business and the local economy (these letters are attached as **Attachment 2**).

Letters were received from:

- Leongatha Chamber of Commerce and Industry
- Korumburra Business Association
- Meeniyah Progress Association
- Foster Chamber of Commerce
- Prom Country Regional Tourism
- Destination Gippsland Limited
- Ryan's Transport
- Murray Goulburn Co-Operative Pty
- Select Produce
- Evans Petroleum
- Moons Buslines
- Holcim

8. Have you experienced (or witnessed) a road safety incident/issue directly related to the road conditions?

This question had a high response rate with 689 responses.

71.55% answering 'yes' and 28.45% answering 'no'.

Safety concerns related to the roads were evident in people's feedback with a further 470 comments provided.

The most frequently commented type of safety concern was vehicles swerving to avoid potholes, which caused vehicles to drive onto the wrong side of the road, into oncoming traffic or onto road verges and shoulders.

Other common safety issues or incidents that people raised were:

- Tyre punctures, blow outs and wheel rim damage. These caused loss of control or sudden changes in vehicle direction and speed,
- Car and truck roll overs,
- Multiple incidents - six cars with blown tyres at the same location,

- Car accidents and near misses, and
- People disobeying road rules and road conditions placing other road users at risk - not slowing down or acknowledging road signs.

The most concerning issue raised in all the survey comments was clearly road safety.

9. Which roads do you believe require the most urgent attention and why?

If you know of any recurring trouble spots (or potential future issues), please list.

The roads requiring the most urgent attention received a strong response from the survey with 623 people commenting on this question.

Because the feedback was to an open-ended question, responses had to be categorised under roads that were often referenced, common road defect issues and whether they were managed by Council or VicRoads.

Of the responses, 79% of the roads listed were managed by VicRoads and 14% managed by Council. The remaining 7% were unidentified or not in South Gippsland.

The most popular referenced roads requiring urgent attention were VicRoads managed roads:

- South Gippsland Highway 430
- Meeniyah-Promontory Road 120
- Bass Highway 120
- Fish Creek-Foster Road 44
- Strzelecki Highway 43
- Foster-Promontory Road 21
- Korumburra-Warragul Road 11

Ninety four (94) comments were received for Council managed roads, with the most common being:

- Walkerville-Fish Creek Road 5
- Old Thorpdale Road 5
- Waratah Bay Road 4

- Nippards Track 4

The other roads mentioned that are Council's responsibility were individually referenced and mostly unsealed. The issues with unsealed roads related to drainage maintenance and surface conditions (road grading and potholes).

In no particular order, common issues and concerns raised as requiring urgent attention are:

- The impact the roads are having on our business and tourism industries,
- Lack of drainage maintenance to prevent road damage,
- Heavy vehicle and truck traffic impacts on road,
- Potholes and patching,
- Rehabilitation and reconstruction of roads, and
- Safety concerns.

Proposal

It is recommended that Council endorse the Repairing our Roads Campaign and Survey Report and provide a copy of the report to State Government Member for Gippsland South and Deputy Premier, The Hon Peter Ryan MP and VicRoads.

Council should continue to advocate on behalf of the community and road users for increased funding to be allocated to the South Gippsland road network (both Council and VicRoads managed roads) in future budgets and committed to as an election priority to urgently improve the condition of the roads in South Gippsland.

FINANCIAL CONSIDERATIONS

Nil. This Survey and Campaign was managed internally through existing staff resources.

Council has allocated in its 2014/15 Annual Budget \$7.5 million funding for periodic and routine maintenance works on its road infrastructure. This includes an increased \$0.5 million funding into Council's re-sheet program to improve the unsealed road network.

It has also allocated \$5.8 million capital works expenditure funding to renew and upgrade its roads.

RISKS

Council must continue to advocate on behalf of the community regarding road repairs. By not endorsing the report, or not providing members of State

Government and VicRoads the relevant information will not fulfil the objectives of the campaign.

To not finalise this part of the campaign may damage the image and perception of Council within the community to advocate for important issues and potentially compromise opportunities to receive increased funding and support for road maintenance to the South Gippsland road network.

CONCLUSION

With 846 responses to the survey and additional letters of support, Council can be pleased with the level of community engagement the campaign attracted.

Council must ensure the information is used to appropriately address the road concerns for which it is the responsible authority and also share the information with VicRoads for roads they manage.

The condition of the road network in South Gippsland has deteriorated over recent years and although Council is not solely responsible for management of the majority of road issues identified in the survey, Council should continue to advocate on behalf of the community for improvements to current road conditions and ongoing quality preventative maintenance.

It is apparent from the survey that the unsatisfactory condition of the road network, in particular sealed roads, and the safety and financial impacts they are having on our community should be addressed as a serious matter.

Council should continue to advocate to State Government for increased funding, improved maintenance and rehabilitation of roads managed by VicRoads and increased funding support for roads managed by Council.

South Gippsland's business, manufacturing, transport and tourism industries have also been affected. They have been very supportive of the campaign and Council should continue to work collaboratively with them through any further advocacy.

Although recent funding has improved specific road locations, more financial support is required. Such support will assist the road network to return to a satisfactory condition, the safety concerns and incidents are reduced and the current negative image of our Shire as being an unsafe place to drive through is improved.

RECOMMENDATION

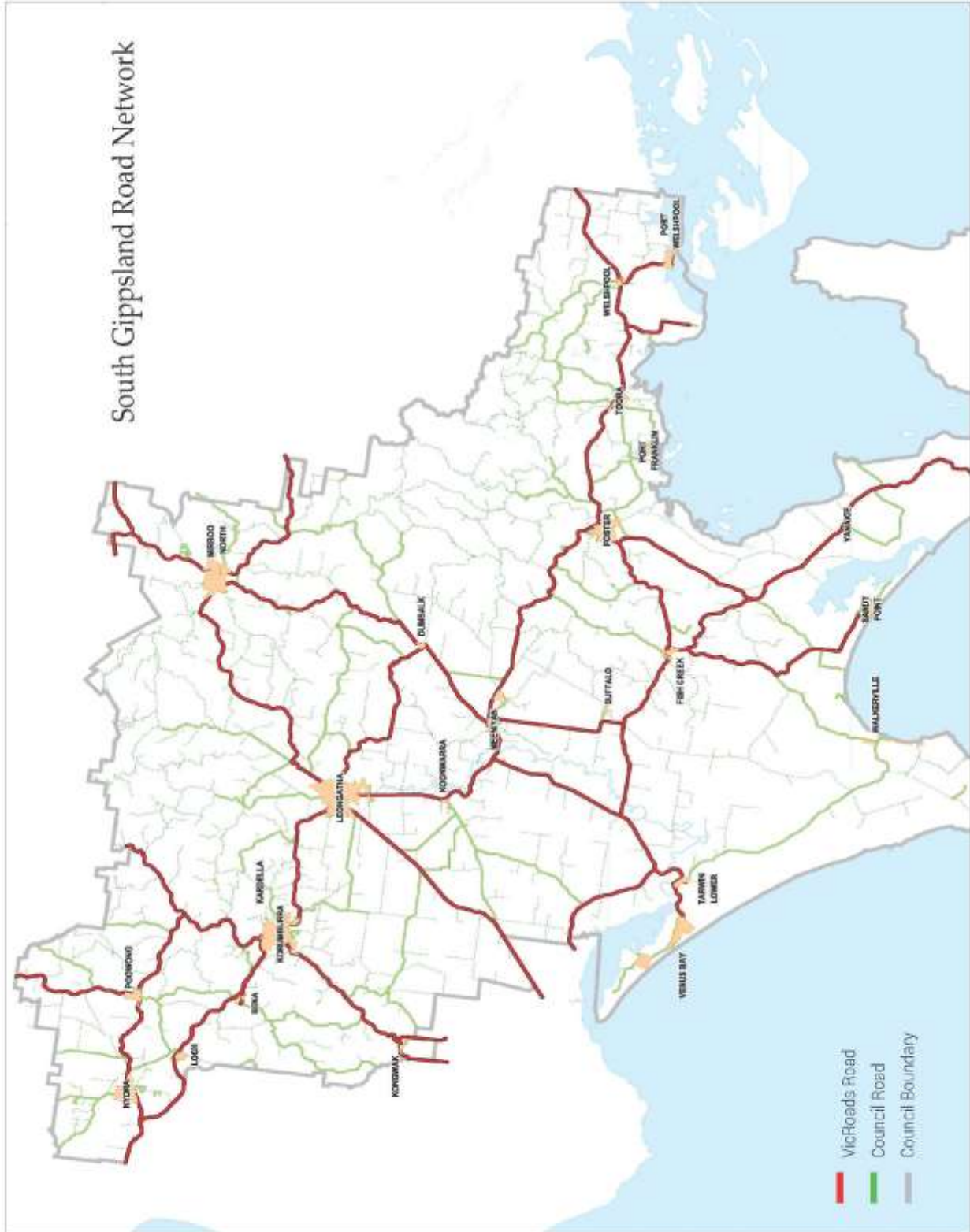
That Council:

- 1. Receive and endorse the Repairing Our Roads Campaign and Survey Results (including letters of support in Attachment 1);**
- 2. Thank the community for their strong support and participation throughout the campaign and survey; and**
- 3. Write to the Member for Gippsland South and Deputy Premier, The Hon Peter Ryan MP:**
 - a. Providing him with a copy of the Repairing Our Roads Campaign and Survey Results (including letters of support in Attachment 1);**
 - b. Thanking him for his support for the additional \$1 million funding which has been provided through the Country Roads and Bridges Program for Council road infrastructure and the \$4.33 million for pavement strengthening and road resurfacing works for the State Road Network.**

STAFF DISCLOSURE OF INTEREST

Nil

Attachment 1 South Gippsland Road Network



Attachment 2 Letters of Support

LEONGATHA CHAMBER OF COMMERCE & INDUSTRY Inc.
A.B.N 32 037 936 993

Promoting Business in our Community

P.O. Box 1, Leongatha 3953
leongatha-cci@hotmail.com



Shop Locally - It Matters

16th June 2014

To the Mayor and Councillors of the South Gippsland Shire Council,

As an association made up of local business people to represent theirs and all local businesses on issues that arise within our area, we The Leongatha Chamber of Commerce and Industry feel strongly about putting our view point to you all with regards to the ongoing state of disrepair of our local roads.

As a regional centre we rely almost totally on our roads as our access to everything in our region including local businesses, sporting events, medical appointments etc. As such the current ongoing state of disrepair of these roads is a huge deterrent to everyone not only locals to our region but as importantly visitors, customers, transport companies, business representatives and families and most importantly tourism to the entire local region.

The ongoing state of disrepair of our roads is truly an embarrassment and continued topic of discussion that casts a negative feel amongst locals, the business community and visitors alike.

The ongoing state of disrepair of our regions roads genuinely has a continued economic impact for local businesses, the real cost being that our region has become known far and wide for the ongoing state of disrepair of our roads and a true disbelief that our roads continue to stay in a state of disrepair... Where are our local representatives and what are they doing about our regions roads?.

All those who reside within our shire should be able to showcase all the wonders of our region with safe access. We look forward in anticipation that as our local representatives you will do all that is required to repair and maintain our roads.

Yours Sincerely

Peter Watchorn

President Leongatha Chamber of Commerce and Industry

From: Frank Nobile [mailto:Frank@selectproduce.com.au]
Sent: Monday, 23 June 2014 2:05 PM
To: Christian Stefani
Subject: RE: Repairing our Roads Statement of Support

Hi Christian

The state of our road has been a concern and major issue for Select Produce and has had a high impact on our business in a few different ways. On our packaged product we've had to increase the strength of the cardboard due to the uneven surfaces and high impact from pot holes causing our pallets to either collapse or weaken there integrity, therefore making interstate deliveries difficult at times. We also find that our vehicles transporting bulk product from farm to processing factory have a high occurrence of suspension and tire wear. And when we are transporting machinery via roads we are finding breakages and fatigue due to the road conditions. We at Select Produce are very reliant on the conditions of our roads and suffer a great disadvantage through increased expenses. We would fully support and appreciate an increase in road funding to see vast improvements in our major roads.

Regards,

Frank Nobile



Managing Director
Phone +613 56581952
Mobile 0418599809
frank@selectproduce.com.au

MEENIYAN PROGRESS ASSOCIATION INC
(ABN 14 319 869 471)

PO Box 83
Meeniyah
Vic 3956



25 May 2014

Mr Christian Stefani
Manager Customer Relations
South Gippsland Shire Council
Private Bag 4
Leongatha
Vic 3953

Dear Mr Stefani

Re: Repairing Our Roads Campaign

The issue of the poor state of our roads has been an item for regular discussion at our monthly meetings for too long. The topic just won't go away because there is little improvement in the state of our highways in South Gippsland.

We have written to VicRoads and had a meeting with their Manager of Operations but still we see only patchwork repairs – repairs that don't last long.

Winter is almost upon us and the presently poor situation is likely to worsen rapidly.

Our Association fully supports Council's Repairing Our Roads Campaign and the need for sufficient funding to provide safe roads.

Yours Faithfully,

Clive Hope,
Secretary/Treasurer
Tel: 56647464

INSPIRED BY GIPPSLAND
DESTINATION GIPPSLAND LTD

Christian Stefani
Manager Community Relations
South Gippsland Shire Council
Private bag 4
Leongatha Vic 3953

May 27, 2014

Dear Christian,

South Gippsland Shire Council – Repairing our Roads Campaign

On behalf of Destination Gippsland I write to confirm our support for South Gippsland Shire Council's 'Repairing our Roads' campaign.

I believe increased funding to improve the standard of key roads in South Gippsland will benefit South Gippsland's visitor economy. It will do this by improving the visitor experience, decreasing travel times, improving word of mouth and encouraging repeat visitation. This will all contribute to more visitors undertaking touring activities across more towns leading to higher visitor expenditure on local goods and services. This is consistent with Destination Gippsland's strategic tourism objectives for the region and we will provide ongoing support to Council to assist these efforts.

South Gippsland is a key visitor region of Gippsland and the development of improved road access will enhance the safety and overall experiences for the visitor. World class tourism icons such as Wilsons Promontory National Park need satisfactory infrastructure and connecting roads to maintain its reputation. 'Repairing our Roads' will also contribute to the capacity of the tourism industry to meet the growing expectations of motorists and coach passengers to the area. With very little public transport services connecting key tourism destinations, South Gippsland relies heavily on self-drive visitors navigating an ageing network of roads.

Destination Gippsland is the peak body for tourism in Gippsland responsible for marketing, industry and product development, and infrastructure and investment priorities. Our organisation has the policy and financial support of six local governments, Parks Victoria and Tourism Victoria and is governed by a skills based board.

I wish South Gippsland Shire Council all the best for the campaign. If you require further information about our organisation or support for this project please do not hesitate to contact me on ph: 0428 595 634 or email trobenson@destinationgippsland.com.au

Yours sincerely



Chief Executive Officer
Destination Gippsland



Destination Gippsland Ltd ABN 57 131 138 194
Cnr South Gippsland & Silkestone Road, Korumburra, Victoria | Postal Address PO Box 399, Korumburra, Victoria, 3950
T: +61 3 56 552 033 | Email: admin@destinationgippsland.com.au | www.destinationgippsland.com.au



To: Christian Stefani

Christian,

Murray Goulburn Co-Operative Ltd is a major employer in the South Gippsland Shire employing approximately 350 people at the Leongatha production plant.

Our transport division employs 65 drivers who travel around 1.7 million kilometres per year in the Shire of South Gippsland collecting milk from approximately 400 dairy farms.

These collections are made in heavy vehicle configurations ranging up to 25 meters in length.

We also have a field team of 6 which travel around 150,000 kilometres each per year.

As well, majority of our employees live in the South Gippsland Shire and travel on the roads daily.

Our farm collections are divided into three regions in the state, North (Cobram/Rochester), West (Koroit) and the East (Leongatha).

All regions travel about the same distances per year however the fleet maintenance costs for the East are 15% higher than the other regions which we mainly contribute to the road conditions in the South Gippsland Shire.

We welcome the opportunity to support the "Repairing Our Roads" campaign seeking additional road funding for the South Gippsland Shire.

Regards

Neil Chaplin
Regional Manager – Inbound Logistics – East
Murray Goulburn Co-Operative Pty
18 Yarragon Road
Leongatha. 3953
56-629678
0409 954430





Foster Chamber of Commerce and Industry Inc.

PO Box 242, Foster Vic, 3960

President: John Davies

Secretary: Lloyd Morcom

Association Number A0003363R

Hon Peter Ryan
PO Box 145, Sale 3850

4 March 2013

Dear Peter

The Foster Chamber of Commerce and Industry is writing to you to voice our concern with the very poor state of maintenance of the major roads in South Gippsland. Not only are dangerous potholes remaining unrepaired for weeks and even months at a time, it is obvious that major works are needed on many sections of the South Gippsland highway to bring it back to the standard it was at twenty or so years ago. Yet traffic is far heavier these days.

Our local economy depends totally on our highways. All our of our production leaves by them and all of our requirements are brought in by them. All of our tourists travel on them. Our very lives depend on the safety of these highways. Yet it has come to the point where driving anytime, especially at night, has become a tense and risky business due to their dangerous state. The community is full of stories about serious damage being done to vehicles driven by local residents, businesses and tourists.

We have interviewed various business people and others for whom the state of the roads is of intimate concern. Here are some of the findings:

From two of our local mechanics in Foster. Clint Hilder at Foster Tyres and Service Centre says damage to suspensions and tyres has increased by a factor of three in the last two years. He says even experienced drivers are damaging their tyres and that some potholes are so bad it would be advisable to use four wheel drive vehicles along certain roads. Greg Elmore at O'Connell Motors also says that the number of car repairs due to pothole damage has trebled. Greg also added that Vicroads has decreased the amount of compensation payable for damage due to poor roads and gave an example of a retired couple whose new Volkswagen struck a pothole, destroying a wheel which cost \$1200.00 to replace and a tyre worth several hundred, but who could only get \$1000.00 maximum in compensation. He says modern vehicles with alloy rims are particularly vulnerable.

John Barry, one of our long-serving ambulance paramedics in Foster, said driving at speed to emergencies has become much more dangerous because of the potholes, especially at night. Transporting patients without subjecting them to large shocks due to hitting potholes has also become a problem over the past couple of years. One of the ambulances has had to be withdrawn



Foster Chamber of Commerce and Industry Inc.

PO Box 242, Foster Vic, 3960

President: John Davies

Secretary: Lloyd Morcom

Association Number A0003363R

from service to repair a cracked firewall which he thinks may well be due to damage from hitting potholes.

Allan Adcock, Manager of Rail Replacement Services at Westport Roadlines since 2011 and a bus driver in South Gippsland before that, says the potholes have become a major issue for his drivers over the last eighteen months or so. Holes suddenly appear in the road and are not repaired for long periods: he gave an example of one near Buffalo between Fish Creek and Meeniyah which was unrepaired for 3 months. All the new buses which have entered service recently have had to have front end realignments. He thinks the only reason there has been no major accident involving a bus is the high skill level of the drivers.

It is clear that this situation has been steadily growing worse over several years. At first excuses were made: it was the weather: too hot/wet/cold for proper repair. Or it was due to the inefficiency of the maintenance contractors. But it is becoming increasingly apparent that the problem is not material. It is political. Resources which were available in the 1970's to build the roads, at a time when the economy was less than half its current size, are now no longer available to maintain them. These resources are now being directed somewhere else.

Our question to you as our local State parliamentary representative and the Deputy Premier is, what other needs can possibly trump the continued prosperity and physical safety of your constituents? When are our highways going to be restored to their previous good repair?

Sincerely

Lloyd Morcom
Secretary



South Gippsland Shire Council

15/05/2014

Att: Christian Stefani

I write in support of the South Gippsland Shires mandate to seek extra funding for returning our highways to an acceptable standard.

Evans Petroleum currently operate nine late model B-Double and truck and dog fuel tanker assemblies from our Leongatha depot which carry fuel from the BP Yarraville terminal to service stations, commercial accounts and depots throughout the Gippsland area and wider Victoria. These tankers are forced to use the South Gippsland Highway on every trip (some four times daily) and also have many movements along the Bass Highway as well.

It is no secret that our local highways are in an atrocious condition with patched up holes and uneven surface a very common site for our drivers to endure as they go about their delivery schedules. An instance recently where a pot hole on the western side of Leongatha had developed into a crater of probably half a meter in circumference, caused the lift gate on the B-Double trailer to shut down the air brakes after the wheels had struck the hole. The result was a \$4000-00 tyre bill due to flat spots. This is only one of many incidents or near misses that have occurred with our vehicles over the past two to three years due to the lack of maintenance of our roads.

The major concern that we have with the state of our roads is the fuel products that we carry which have the potential to cause a massive incident should an accident occur. The expectation that we have put upon our company to train and ensure that our drivers are first class operators and that our vehicles are maintained to the highest standards should lead to the expectation that where we are to operate our equipment should be first class as well. We currently do not believe this to be the case.

If I can be of any further assistance with this issue please do not hesitate in contacting me,

Yours Sincerely

Stuart Evans

Managing Director

0418 512870



Christian Stefani
Manager Customer Relations
South Gippsland Shire Council

Christian,

Re. 'Repairing Our Roads' campaign and the need for additional road funding.

As a heavy vehicle operator with a range of business activities supporting various infrastructure projects such as the "Bald Hills Windfarm" and product support to local industry throughout South Gippsland. Our concerns for the current condition of the local roads in the areas we visit have had a significant impact on both drivers and their vehicles.

I have taken an active role in supporting road safety initiatives such as the fitment of daytime running lights, conduct regular safety audits on our vehicles, provide regular training for approx. 50 drivers, contracted vehicles undergo annual roadworthys and have had a significant increase in drivers participating in Holcim's safety systems including the reporting of hazards and near misses. The basis of concerns raised centre around...

- Potholes and road deterioration leading to damage to critical steering components resulting in 1 vehicle requiring roadside towing and loss of control.
- Driver impact through whole body vibration resulting in back and neck injuries (personally witnessed a heavy vehicle driver using his hand to support his head while driving through a pothole section of road).
- Near Miss reports of oncoming road users nearing loss of control (due to potholes) of their vehicles as they approached.
- Recent line of site issues due to road side growth severely affecting forward vision resulting in our truck driver taking evasive action to avoid a nose to tail collision only to have that develop into a near miss for a head on with a passenger vehicle.

Should you wish to discuss further or require evidence in support of these concerns please do not hesitate to contact me.

Regards,

Tom Wachal
Training & Safety Coordinator
Victoria Aggregates



To whom it may concern,

Prom Country Regional Tourism (PCRT) would like to confirm its support of the South Gippsland Shire Council's 'Repair our Roads' report.

PCRT was unsurprised by many of the report findings, as road deterioration (particularly on VicRoads maintained roads) is an ongoing concern of our members and visitors. In fact, PCRT has received complaints from visitors (and local businesses) about the unsatisfactory condition of our road network. Many of these complaints have been in relation to safety concerns.

One family, from Italy, had intended to visit Wilsons Promontory late last year. The family hit a large pothole near Korumburra while en-route to the Prom, damaging their vehicle extensively. They discontinued their journey. Other visitors have been more persistent, but as the regional tourism association for South Gippsland, we are concerned that the perceived "unsafe" condition of our road network will potentially impact on future and return visitation.

Many of the statistics detailed in the report are quite troubling (such as 92% of respondents consider the condition of the sealed roads in South Gippsland as unsatisfactory) and PCRT hopes that improvements can be made quickly to minimise the impact to local businesses and improve safety for all road users.

We would like to thank the South Gippsland Shire Council for preparing this report.



Philip Botte
Chair, Prom Country Regional Tourism

Prom Country Regional Tourism Inc. ABN 82547529958
PO Box 523, Leongatha, Victoria 3953

simply beautiful ...naturally



**RYAN'S BRICKS
& TRANSPORT**
Division of B.W. & J. Ryan Pty.
Ltd. A.B.N. 49 004 755 042

PO Box 128
Leongatha, Victoria
3953
Phone: (03) 5662 2430
Fax: (03) 5662 3213
Email: leongatha@ryansbricks.com.au

Wednesday, 25 June 2014

To Whom It May Concern:

Re: Support for South Gippsland Shires 'Repairing our Roads' Campaign

We would like to publicly support the above campaign.

It is no secret that over the last couple of years, the roads in our area have deteriorated significantly. The deterioration is particularly noticeable when driving on roads in other areas of Victoria that appear to be in a much better state of repair.

The effect on our business is significant.

Our company cars have sustained damage through hitting potholes, one vehicle sustained two flat tyres and a damaged rim.

For our truck fleet the affects are multiple:

Fatigue – There is a heightened requirement of concentration needed to constantly be on the lookout for large potholes that could damage the truck or cause an accident

Other Road Users – As cars on the road swerve to avoid the potholes or damaged surfaces, they increase the danger to other cars but in particular trucks that are nowhere near as manoeuvrable as a car.

Vehicle Damage and Maintenance – The increasingly damaged road surface and large potholes has caused damage to our trucks, even the newer ones, with steering and suspension issues. This increases the maintenance requirements and increases our cost of operation.

Time & Traffic – The time to travel the roads is increased due to the extra care required to avoid the road dangers.

This area relies on road transport to distribute the produce and finished goods that are grown and produced here; we deserve better road quality to achieve this. The meat, milk and vegetables produced here not only supply the whole of Victoria, much is exported throughout the world, supporting the entire country.

Regards,

Melanie Ryan
Business Manager



Korumburra Business Association
PO Box 78, Korumburra Vic. 3950
David Amor – President 5655 1003
Yvonne Hess – Secretary 5655 2777
Email: korumburraforist@interforaforist.com.au

26 June 2014

Christian Stefani
Manager Customer Relations
South Gippsland Shire Council
Email:
Christians@southgippsland.vic.gov.au

Dear Sir/Madam

Re: Repairing Our Roads Campaign

On behalf of the Korumburra Business Association we thank and support the efforts of the South Gippsland Shire Council in advocating the need for additional funding to better maintain the roads of south Gippsland.

Poor road maintenance is a limiting factor for business in the area. It imposes an additional expense on all businesses in south Gippsland, through higher vehicle maintenance costs and a decrease in efficiency in getting our products and services to our customers locally or overseas.

The appalling state of our roads affects perception of our area and makes us less attractive to tourists and day trippers, a vital part of our retail sector.

Most small businesses are struggling with the current economic conditions and anything that makes doing business easier, more profitable and safer, is worth doing and repairing roads would accomplish this.

Please note this issue will not just go away. The business community is united in support for better maintained roads in south Gippsland and only additional funding will achieve this.

Yours faithfully

David Amor
President
Korumburra Business Association

MOON'S BUSLINES

TRADING AS
A.N & T.A. MOON
255 FOLEY ROAD
YANAKIE
VICTORIA 3960
PH: 03 5687 1249 MOB: 0428 672 833
Email: moonsbuslines@bigpond.com

23 June 2014

Dear Councillors

I am writing this letter in regards to the state of the roads in our local area and the effect they are having on our Business.

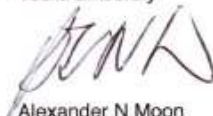
In the last few weeks we have had damage to our vehicles through the state of the roads. The first was on the 23/05/2014 when our school bus hit a pothole on the Meeniyan Promontory Road near the Emerson's Road intersection. This caused the brake on the near side of our bus to lock on, this led to the bus having to stop and there was a fear that the bus would catch fire as the brake had got so hot that the brake dust was burning. The driver had to evacuate the students from the bus and another bus was sent to pick up the students and deliver them to school. Fortunately the burning brake dust had extinguished itself by the time the students had alighted the bus but the vehicle had to be taken to the local garage and the brake system dismantled and repaired. The following week the bus hit the same pothole, which had not be repaired even though it was reported, and the shock from the pothole caused the control arm on the vehicle to break. This caused the vehicle to be off the road for three days while we got a new control arm. Which meant that we had to hire a replacement bus for our school service at our cost.

The state off the Meeniyan Promontory road is terrible and is causing us concern with maintenance and safety issues with our busses. Both our school services travel on this road, one from Yanakie to Foster and the other from Yanakie to Fish Creek and Buffalo. In recent years we have had to perform maintenance on steering arms, spring bushes and general repairs to suspension components that can be attributed to the state of the roads.

Our busses are required to meet stringent safety standards, as they should given we carry children, and given the state of the roads we travel on this means we spend more time in the workshop to keep these busses safe. This also means that our maintenance costs are increasing. I would hope that a maintenance program for the roads is put in place, not for the benefit of cost saving, for the safety of families in our local area. I would not like a fatal accident involving children to be the catalyst for something to be done.

We also do charter work which involves carrying passengers from outside the South Gippsland area and we are constantly apologising for the state of the roads we travel on. This is not a very good advertisement for the area and the Meeniyan Promontory Road being the only road to our local iconic attraction, Wilsons Promontory National Park, would not be encouraging people to make a return visit.

Yours Sincerely



Alexander N Moon
Moon's Buslines

E.8 SUBDIVISION TO CREATE 14 LOTS AND ANCILLARY WORKS AT 90 HARMON ROAD FOSTER (BEING LOT 2 PS142286 PARISH OF WONGA WONGA SOUTH) PLANNING APPLICATION 2010/7

Development Services Directorate

EXECUTIVE SUMMARY

This report is to consider a planning permit application to subdivide land at 90 Harmon Road Foster to create 14 rural living lots, each lot with an area of at least 1 hectare.

The application is being referred to Council for determination as more than 5 written objections to the application were received. Common objections included:

1. Impact of additional traffic on the condition of Harmon Road.
2. Impact of additional traffic on the safety of the intersection of Harmon Road with Foster Promontory Road.
3. Stormwater and drainage impacts on waterways, roads and private land.
4. Impacts of effluent disposal and vegetation removal on soil and water quality.
5. Impacts of additional houses, traffic and residents on privacy and character of the area.
6. Impacts of construction noise and dust on residential amenity.

Notice of the application was provided to adjoining and nearby landowners in accordance with the Planning and Environment Act 1987 ("the Act").

Following assessment of the application against the Act and the South Gippsland Planning Scheme the proposal is recommended for approval subject to appropriate conditions.

Document/s pertaining to this Council Report

- **Attachment 1** - Locality Plan
- **Attachment 2** - Aerial Photo and Zoning Plan
- **Attachment 3** - Proposed Subdivision Layout Plan
- **Confidential Appendix 1** - Copy of Submissions

A copy of **Confidential Appendix 1** has been distributed separately to Councillors.

LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES

- Planning and Environment Act 1987
- South Gippsland Planning Scheme

INTERNAL POLICIES / STRATEGIES / DOCUMENTS

Infrastructure Design Manual

COUNCIL PLAN

Outcome:	1.0	A prosperous Shire
Strategy:	1.1.2	Protect and retain the unique identity of towns, villages and farming districts
Outcome:	3.0	Integrated Services and Infrastructure
Objective:	3.1.3	Develop an integrated planning approach for our townships and villages so that facilities are located in areas where they are most appropriate
Strategy:	3.1.5	Encourage a sustainable development that promotes the health, well-being and unique character of the community

CONSULTATION

The application was referred and notified in accordance with the Act in January 2010 and again in January 2014. On each occasion, notice of the application was sent to adjoining residents and landowners and a notice was placed in the local newspaper (Foster Mirror). The application was available for the public to view at Council offices.

Ten (10) written submissions have been received from local residents whose concerns are discussed in the report.

An on-site meeting was held on 20 June 2014 to discuss and respond to the objector concerns.

The application was referred to the following external agencies under the Act:

Referral Authority	Response
South Gippsland Water	No service available
SP Ausnet	Conditional consent
Comdain Gas	No service available
VicRoads	Conditional consent
West Gippsland Catchment Management Authority	Conditional consent
CFA	Conditional consent

The application was referred to Council's Engineering Department and Wastewater Department who have raised no objection to the proposal subject to appropriate conditions.

REPORT

Background

The application was first lodged in January 2010. The application was advertised and additional information was requested of the applicant in order to address a range of issues raised by service authorities and local residents.

The applicant then sought additional time to consult with service authorities and prepare a revised subdivision layout. As there had been no significant changes to planning policy in the time since the application was first received it was considered acceptable to extend the length of time to submit the information, rather than require a new application to be lodged.

Following receipt of a revised subdivision layout and further information in January 2014, the application has been readvertised and referred to service authorities and the relevant matters arising from the assessment are discussed below.

Discussion

Proposal

It is proposed to subdivide the land to create 14 lots and ancillary works. Access to the lots will be from new roads constructed from an extension to Harmon Road. Each of the lots will have an area of at least 1 hectare consistent with the planning zone requirements.

The subject land is at 90 Harmon Road Foster, being Lot 2 PS PS142286 Parish of Wonga Wonga South. The land is within the Rural Living Zone under the provisions of the South Gippsland Planning Scheme.

The land has an area of 29.9 hectares. The land is currently developed with a single dwelling and contains patches of remnant native vegetation.

Access to the land is from Harmon Road, an unsealed Council road.

Refer **Attachment 1** - Locality Plan

Refer **Attachment 2** - Aerial Photo and Zoning Plan

Refer **Attachment 3** - Proposed Subdivision Plan

PLANNING SCHEME REQUIREMENTS AND POLICIES

Before deciding a planning permit application the following considerations under the South Gippsland Planning Scheme must be addressed:

- State and Local Planning Policies
- Zone and Overlays
- Particular Provisions (Clause 62.01, Clause 65.01)

State Planning Policy Framework

Policy Objectives	
12.01-2 Native vegetation management	To ensure that permitted clearing of native vegetation results in no net loss in the contribution made by native vegetation to Victoria's biodiversity.
12.04-1 Environmentally sensitive areas	To protect and conserve environmentally sensitive areas.
12.04-2 Landscapes	To protect landscapes and significant open spaces that contribute to character, identity and sustainable environments.
13.03-2 Erosion and landslip	To protect areas prone to erosion, landslip or other land degradation processes.
13.05-1 Bushfire planning strategies and principles	To assist to strengthen community resilience to bushfire.
14.02-1 Catchment planning and management	To assist the protection and, where possible, restoration of catchments, waterways, water bodies, groundwater, and the marine environment.

Policy Objectives	
14.02-2 Water quality	To protect water quality.
15.01-3 Neighbourhood and subdivision design	To ensure the design of subdivisions achieves attractive, liveable, walkable, cyclable, diverse and sustainable neighbourhoods.
15.01-5 Cultural identity and neighbourhood character	To recognise and protect cultural identity, neighbourhood character and sense of place.
15.03-2 Aboriginal cultural heritage	To ensure the protection and conservation of places of Aboriginal cultural heritage significance.
16.02-1 Rural residential development	To identify land suitable for rural living and rural residential development.
18.02-4 Management of the road system	To manage the road system to achieve integration, choice and balance by developing an efficient and safe network and making the most of existing infrastructure.
19.03-2 Water supply, sewerage and drainage	To plan for the provision of water supply, sewerage and drainage services that efficiently and effectively meet State and community needs and protect the environment.
19.03-3 Stormwater	To reduce the impact of stormwater on bays and catchments.

The State Planning Policy Framework (SPPF) supports subdivision for rural residential purposes in appropriate areas provided the environmental and scenic qualities of the area are protected and the neighbourhood character is maintained.

The land is within an area of Aboriginal Cultural Heritage Sensitivity and a Cultural Heritage Management Plan was prepared for the land. The assessment found that archaeological resources on the land may be significantly degraded by historical clearing of pre-contact vegetation; repeated and long term ploughing, long term intensive grazing; dam construction; increased erosion rates along creek lines and increased alluviation in areas of low gradient. One sub-surface stone artefact was located, recorded and collected in the north east section of the activity area during the assessment. No further Aboriginal archaeological materials or potentially sensitive deposits were identified. It was concluded that the subdivision of the land for the purpose of residential development will not impact on the Aboriginal Cultural Heritage values of the land.

It is considered that this application is consistent with the relevant SPPF provisions and can be supported. A number of vegetation management, drainage and waterway protection conditions are proposed to ensure the development is consistent with the Policy objectives.

Local Planning Policy Framework

Policy Objectives	
21.04-2 Vision	<p><u>Settlement</u></p> <ul style="list-style-type: none"> • Availability of high quality and diverse lifestyle opportunities <p><u>Transport</u></p> <ul style="list-style-type: none"> • A high quality road network supporting economic development and the future needs of the community <p><u>Infrastructure</u></p> <ul style="list-style-type: none"> • Physical infrastructure supporting the needs of the community
21.06-1 Biodiversity	To achieve a measurable net gain in the extent and quality of the Shire's biodiversity
21.06-2 Coastal and hinterland landscapes	To ensure that coastal development between settlements responds appropriately to the landscape setting and character
21.07-2 Land and catchment management	To achieve a measurable improvement in the health of the Shire's land and water resources
21.10-1 Housing choice and diversity	To provide diversity in housing types across the Shire to meet the changing needs of the population
21.12-1 Transport	To maintain a safe and efficient road network across the Shire

Relevant local planning policies recognise the need to provide a range of housing alternatives and an acceptable standard of physical infrastructure while protecting environmental and scenic qualities.

It is considered the proposal is consistent with the relevant local policy provisions and can be supported.

Rural Living Zone

The land is within the Rural Living Zone. The purpose of this zone is:

- To provide for residential use in a rural environment.
- To provide for agricultural land uses which do not adversely affect the amenity of surrounding land uses.
- To protect and enhance the natural resources, biodiversity and landscape and heritage values of the area.
- To encourage use and development of land based on comprehensive and sustainable land management practices and infrastructure provision.

The proposed subdivision will allow for rural residential use of the land consistent with the use of nearby lots in Harmon Road and Powells Road.

The proposed lots are a suitable size for rural living purposes and are able to be developed in a manner consistent with existing rural residential land in the Shire. The Schedule to the Rural Living zone indicates that the minimum size for new lots in the zone is 1 hectare. The proposed lots satisfy this requirement.

Each of the proposed lots will have sufficient area to contain a dwelling and an on-site effluent disposal system. Access will be available from new roads to be constructed from Harmon Road. The lots will be able to be connected to power and telecommunication services in accordance with the requirements of the relevant service authorities and will have sufficient area to provide tanks for drinking water.

The impacts of additional traffic on Harmon Road and on the intersection of Harmon Road and Foster Promontory Road have been considered acceptable by Council's Engineering Department and VicRoads provided the recommended upgrading works are completed. These include sealing of Harmon Road from the subject site to the intersection with Powells Road, construction of turning lanes into Harmon Road from Foster Promontory Road and drainage culverts along the full length of Harmon Road.

The land is not currently used for agriculture and the proposed subdivision does not provide for agricultural use of the land as the resulting lot sizes will be too small to support most farming activities. The proposed subdivision and use of the subject land for rural living purposes is not expected to affect the agricultural use of adjoining land. Nearby farms currently adjoin rural living lots with no known negative impacts.

The proposed subdivision aims to protect natural resources, biodiversity and the landscape values of the area by protecting areas of existing native vegetation and waterways on the land. It is proposed to implement vegetation and waterway management plans to ensure that native vegetation

and waterways are protected from degradation. Protection of vegetation on the land will also assist in maintaining the scenic landscape qualities of the area.

Environmental Significance Overlay Schedule 5 - Areas Susceptible to Erosion

The land is within an area affected by the Environmental Significance Overlay Schedule 5 - Areas Subject to Erosion. The objectives of the overlay are:

- To protect areas prone to erosion by minimising land disturbance and vegetation loss.
- To prevent increased surface runoff or concentration of surface water runoff leading to erosion or siltation of watercourses

It is proposed to retain and protect existing native vegetation on the land by requiring landowners to enter into a section 173 agreement with Council and this will assist in reducing the potential for erosion on the land.

Council's Engineering Department has assessed the implications of stormwater run-off and will require works within the proposed roadways and drainage culverts in Harmon Road to ensure the impacts of increased surface water run-off do not affect adjoining properties or contribute to erosion and siltation of water courses.

The West Gippsland Catchment Management Authority has recommended that Waterway Management Plans be required in order to protect the land either side of the designated waterways on the land and this will also assist in minimising run-off effects on downstream land. The requirement for a Waterway Management Plan to be prepared and registered on the land has been recommended as a condition of any planning permit.

As the land is sloping the construction of the proposed roads as part of the subdivision has the potential to contribute to erosion unless undertaken in accordance with appropriate design and construction standards. Council's Engineering Department recommended submission of detailed construction plans to ensure earthworks will not result in erosion.

Environmental Significance Overlay Schedule 1 - Areas of Natural Significance

A small portion of the land at the north-west corner of the site is within the Environmental Significance Overlay Schedule 1 - Areas of Natural Significance. The objectives of the Overlay are:

- To preserve and enhance existing indigenous flora and fauna.
- To conserve areas of wildlife habitats and allow for the generation and regeneration of habitats.

- To conserve areas of high environmental and landscape quality, ensuring development minimises adverse environmental impact.
- To ensure that development reinforces existing flora through the revegetation of valleys and drainage lines.
- To protect the views of identified significant vistas.

The land within the Overlay will be contained within the Vegetation Protection areas of proposed Lots 5, 6 and 7 which will ensure that none of the existing vegetation within the Environmental Significance Overlay will be removed. This will conserve biodiversity and the landscape quality protected by the Overlay.

Significant Landscape Overlay Schedule 3 - Corner Inlet Amphitheatre

A permit is not required for subdivision under the SLO3. Works associated with the construction of new roads is exempt.

Objections

Ten (10) written submissions were received from local residents. Key concerns raised in the submissions are discussed below:

Additional Traffic

A key concern raised by the objectors is the impact of additional traffic on the condition of Harmon Road and the safety of the intersection of Harmon Road with Foster Promontory Road. These matters have been assessed by Council's Engineering Department and VicRoads and conditions for upgrading Harmon Road and its intersection with Foster Promontory Road have been recommended. These conditions will require that the applicant submit engineering designs for road works to both Council and VicRoads before the final layout of the subdivision is confirmed at Certification. Certification requires a detailed Plan of Subdivision to be prepared by a licensed surveyor and then checked by Council and service authorities to confirm the plan is accurate. Following Certification and construction of the road works each of the relevant service authorities must then confirm in writing that all conditions of the planning permit have been satisfied before a Statement of Compliance is issued. It is not until these checking processes have been completed that titles may be created for the new lots.

Stormwater Run-Off

Concern was also raised about the effect of increased stormwater run-off from development within the subdivision on local waterways, Harmon Road and on private land. The impact of stormwater run-off from the proposed subdivision on waterways, roads and private land has been assessed by Council's Engineering Department and conditions for managing stormwater run-off in Harmon Road and the new subdivision roads have been recommended. These include new drainage culverts in Harmon Road as well

as drainage works associated with the new roads. The conditions proposed on the planning permit will require that the stormwater design for the subdivision is prepared and submitted for endorsement by Council prior to Certification. These plans and the drainage works will then be checked and inspected before new titles are issued.

West Gippsland Catchment Management Authority has also recommended that Waterway Management Plans be prepared to demonstrate how the waterways within the subject land will be revegetated to protect them from the effects of extra stormwater run-off. The recommended condition requires that the Waterway Management Plans be approved by West Gippsland Catchment Management Authority and Council before the plan of subdivision is certified.

Effluent Disposal and Vegetation Removal

Residents have raised concern about the impacts of effluent disposal and vegetation removal on soil and water quality. In response to these concerns, a Land Capability Assessment has been completed for the subject land and confirms the proposed lots will be able to contain effluent within the boundaries of the proposed lots. The road layout was also modified to ensure that no vegetation needs to be removed as part of this application. Established areas of vegetation on the land will be protected through the requirement for Vegetation Management Plan.

Privacy and Character

Residents have raised concern about the impacts of additional houses, traffic and residents on the privacy and character of the area. The land is within the Rural Living zone and the proposal is consistent with adjoining land use and with the provisions of the zone. As the proposed lots will have an area of at least 1 hectare, there will be sufficient area within each lot to site future dwellings to protect privacy and sufficient area to screen planting between dwellings. The increased traffic on Harmon Road is not expected to be so significant as to change the rural living character of the area.

Noise and Dust

The impact of construction noise and dust on residential amenity was also raised as a matter of concern by local residents. It is acknowledged there is potential for short term disruption from construction activity which is the case with any development. Noise and impacts from construction activities are managed by other legislation and codes of practice including the Environment Protection Authority guideline "Noise in Rural Victoria".

FINANCIAL CONSIDERATIONS

Nil

RISKS

The decision of this application could be subject to VCAT appeal by either the applicant or interested parties (objectors).

CONCLUSION

The proposed subdivision is consistent with the provisions of the South Gippsland Planning Scheme and with state and local planning policy frameworks. The proposed subdivision is consistent with the Rural Living zone and with existing development in Harmon and Powells Road.

The concerns raised by the objectors may be addressed by conditions on the planning permit requiring upgrading works to Harmon Road and to the intersection of Harmon Road and Foster Promontory Road. The proposed vegetation management plans and waterway management plans will ensure the environmental and scenic qualities of the land are protected.

RECOMMENDATION

That Council grant a Notice of Decision for the subdivision of the land into 14 lots and ancillary works at 90 Harmon Road Foster (being Lot 2 PS142286 Parish of Wonga Wonga South) subject to the following conditions:

- 1. The layout of the subdivision, as shown on the approved plan/s, must not be altered or modified without the consent in writing of the Responsible Authority**

WEST GIPPSLAND CATCHMENT MANAGEMENT AUTHORITY CONDITION

- 2. The owner/applicant must comply with the following West Gippsland Catchment Management Authority Conditions:**
 - a. Prior to Certification of the Plan of Subdivision, a Waterway Management Plan (WMP) must be endorsed in writing by the West Gippsland Management Plan. The WMP must include:**
 - i. A landscape plan for the revegetation of the waterway and waterway buffer which includes:**
 - ii. Building envelopes, waterways, waterway buffer areas, proposed fencing and existing vegetation.**
 - iii. Proposed revegetation zones.**
 - iv. A species list and proposed density for the revegetation zones which is in accordance with the Ecological Vegetation Class for the site.**

- v. **A maintenance plan detailing the sequencing and periods of short, median and long term actions, including inspections and the parties responsible for each action.**

- b. **Prior to Certification of the Plan of Subdivision, a Stormwater Management Plan (SMP) must be endorsed in writing by the West Gippsland Catchment Management Authority. The SMP must identify appropriate Water Sensitive Urban Design features to provide stormwater treatment to meet best practice guidelines.**

- c. **Prior to the issue of a Statement of Compliance for the Plan of Subdivision, the owner(s) shall enter into an Agreement with the Responsible Authority pursuant to Section 173 of the Planning and Environment Act 1987 (“the Act”) and make application to the Registrar of Titles to have the Agreement registered on the title to the land under section 181 of the Act. The owner(s) must pay all reasonable costs of the preparation, execution and registration of the Agreement. The Agreement will stipulate that:**

The “Owner” shall be responsible for the implementation and maintenance of the “Waterway Management Plan” endorsed by the West Gippsland Catchment Management Authority and attached to this agreement.

SECTION 173 AGREEMENT CONDITION

- 3. **Prior to the issue of a statement of compliance an Agreement under Section 173 of the Planning and Environment Act must be entered into with the owner of each lot which ensures that:**
 - a. **Onsite Wastewater Disposal**
 - i. **Onsite wastewater systems must conform with the requirements of the Land Capability Assessment for 90 Harmon Road Foster prepared by EWS Environment Pty Ltd, Report No: 131014, dated 31 October 2013, unless with the written consent of the Responsible Authority.**

 - b. **Vegetation Protection**
 - i. **The owner shall take all reasonable steps to ensure the protection and maintenance of native vegetation within the areas shown pink on the endorsed plan.**

 - ii. **The owner must not remove native vegetation from the areas shown pink on the endorsed plan except with the written consent of the Responsible Authority.**

- iii. **The owner shall not permit the storage of material being machinery and rubbish, green waste or the parking of vehicles within the areas shown pink on the endorsed plan.**
- iv. **The owner shall not fence the external boundaries of the lots within the area shown pink on the endorsed plan.**
- v. **External fencing between the subject land and the CA42C Parish of Wonga Wonga South shall be undertaken only at the direction of Department of Sustainability.**
- vi. **Domestic grazing animals (including, but not limited to cattle, horses, sheep and the like) must not be permitted to access the areas shown pink on the endorsed plan.**
- vii. **The owner shall keep all areas of native vegetation accessible for vegetation management works, passive recreation and for access to emergency vehicles.**
- viii. **The owner shall take all reasonable steps to remove and control noxious weeds within the area shown pink on the endorsed plan.**
- ix. **The owner shall take all reasonable steps to remove and control environmental weeds (as may be defined from time to time) within the area shown pink on the endorsed plan.**

The Agreement must be registered on title pursuant to Section 181 of the Planning and Environment Act. All costs relating to the preparation and registration of the Agreement must be borne by the applicant. The agreement must be registered prior to the issue of a Statement of Compliance.

VICROADS CONDITION

4. **The owner/applicant must comply with the following VicRoads Conditions:**
 - a. **Prior to certification, a detailed plan of the intersection of Harmon Road and the Foster Promontory Road must be approved by VicRoads.**
 - b. **Prior to the issue of a Statement of Compliance for the subdivision, construction drawings of the intersection with Harmon Road must be provided to the satisfaction of VicRoads and approved in writing by the Regional Director, Eastern Region. The final design drawings must be accompanied with a road safety audit for the design, prepared by a VicRoads pre-qualified traffic consultant.**

- c. **Prior to the issue of a Statement of Compliance, the approved works must be completed to the satisfaction of VicRoads.**
- d. **At the intersection, a sealed Type “Bal” left turn in accordance with AustRoads Guidelines as shown on Fig 8.2 must be provided.**
- e. **A sealed Type “CHR (s)” right turn lane in accordance with Fig 7.6 of the Guidelines must be provided at the intersection.**
- f. **The discharge of any concentrated drainage on to VicRoads road reserve/drainage system will not be permitted unless approved in writing by VicRoads Eastern Region.**
- g. **The intersection is to be lit with flag lighting in accordance with AS/NZS 1158.**
- h. **VicRoads, in responding to this permit application, is not deemed to have been notified of, or to have given consent to undertake any works within the road reserve proposed in this permit application.**
- i. **The proponent must meet the requirements of the Road Management Act 2004 with respect to notifying and/or seeking consent from VicRoads to undertake works in the road reserve.**

**SOUTH GIPPSLAND SHIRE COUNCIL ENGINEERING
DEPARTMENT CONDITION**

- 5. **The owner/applicant must comply with the following South Gippsland Shire Councils Engineering Department conditions:**
 - a. **Unless stated otherwise, the following conditions must be complied with to Council’s satisfaction prior to the issue of a Statement of Compliance;**
 - i. **The construction works for the approved subdivision shall generally accord with Council’s Infrastructure Design Manual (I.D.M.). and includes, but is not limited to:**
 - ii. **Sealing and drainage of all internal roads,**
 - iii. **Sealing and drainage of Harmon Road from, and including the Powells Road intersection to the approved subdivision,**
 - iv. **Upgrading/replacing the existing pipe culverts at chainages 210 and 710 (as measured from Foster –**

Promontory Rd) to cater for future widening of Harmon Road, as per:

- **CH210 – cut off damaged inlet pipe ends square, extend pipes and cast new inlet and outlet endwalls, re-define waterway and lay rock beaching as appropriate,**
 - **CH710 – remove & replace existing culverts with new 600mm \varnothing RRP pipe culverts, construct new inlet and outlet endwalls, redefine waterway and lay rock beaching as appropriate, re-construct table drain entries and resheet road pavement.**
- b. Prior to submission of detailed engineering plans, a Geotechnical Report shall be undertaken and submitted for approval to substantiate the batter slopes and extent/nature of stabilisation required, pavement makeup and extent/nature of beaching works (or similar) to limit scouring along and at the discharge points of the drainage system required to service the development.**
- c. Appropriate easements are to be created for existing and future stormwater infrastructure.**
- d. Prior to certification, engineering plans and computations (based on the I.D.M.) are to be submitted to and approved by the South Gippsland Shire Council. (See note below).**
- e. Engineering design to include, but is not limited to; appropriate drainage infrastructure to service the internal and external catchments (including drainage computations), sealed access points for all lots and turning areas at the end of the subdivision roads for recycling.**
- f. Upon approval of construction plans by Council, pay to Council an amount equivalent to 0.75 % of the estimated cost of construction for checking of engineering plans and computations. A certified cost estimate is to be provided by the applicant.**
- g. A Site Management Plan showing the proposed erosion control measures is to be lodged with Council. No works are to commence on-site until such plan is approved.**
- h. Number of and timing of inspections of construction work to be as agreed with Council's Engineering Department. A minimum of twenty four hours' notice is required for inspections.**
-

- i. Scaled “As Constructed” plans are to be forwarded to Council in paper, “pdf” and/or AutoCAD compatible format, to the satisfaction of the Responsible Authority.**
- j. Upon agreed practical completion of civil works, pay to Council an amount equivalent to 2.5 % of the actual cost of construction, being for supervision of works. A certified final cost is to be supplied by the applicant.**
- k. A twelve months Defects Liability Period shall apply to all civil engineering and landscaping works requested by the South Gippsland Shire Council.**
- l. Upon agreed practical completion of civil works, pay to Council an amount equivalent to 5 % of the actual cost of construction of infrastructure to be handed to Council (including landscaping), being for Guarantee of Works during Defects Liability Period. The amount to be refunded upon release from Defects Liability Period by Council.**
- m. All work shall be carried out to the satisfaction of the South Gippsland Shire Council.**

SP AUSNET CONDITION

- 6. The owner/applicant must comply with the following SP Ausnet conditions:**
 - a. The plan of subdivision submitted for certification must be referred to SPI Electricity Pty Ltd in accordance with Section 8 of the Subdivision Act 1988.**
 - b. The applicant must -**
 - i. Enter into an agreement with SPI Electricity Pty Ltd for supply of electricity to each lot on the endorsed plan.**
 - ii. Enter into an agreement with SPI Electricity Pty Ltd for the rearrangement of the existing electricity supply system.**
 - iii. Enter into an agreement with SPI Electricity Pty Ltd for rearrangement of the points of supply to any existing installations affected by any private electric power line which would cross a boundary created by the subdivision, or by such means as may be agreed by SPI Electricity Pty Ltd.**
 - iv. Provide easements satisfactory to SPI Electricity Pty Ltd for the purpose of “Power Line” in the favour of “SPI Electricity Pty Ltd” pursuant to Section 88 of the**

- Electricity Industry Act 2000, where easements have not been otherwise provided, for all existing SPI Electricity Pty Ltd electric power lines and for any new power lines required to service the lots on the endorsed plan and/or abutting land.**
- v. Obtain for the use of SPI Electricity Pty Ltd any other easement required to service the lots.**
 - vi. Adjust the position of any existing SPI Electricity Pty Ltd easement to accord with the position of the electricity line(s) as determined by survey.**
 - vii. Set aside on the plan of subdivision Reserves for the use of SPI Electricity Pty Ltd for electric substations.**
 - viii. Provide survey plans for any electric substations required by SPI Electricity Pty Ltd and for associated power lines and cables and execute leases for a period of 30 years, at a nominal rental with a right to extend the lease for a further 30 years. SPI Electricity Pty Ltd requires that such leases are to be noted on the title by way of a caveat or a notification under Section 88(2) of the Transfer of Land Act prior to the registration of the plan of subdivision.**
 - ix. Provide to SPI Electricity Pty Ltd a copy of the plan of subdivision submitted for certification that shows any amendments that have been required.**
 - x. Agree to provide alternative electricity supply to lot owners and/or for each lot until such time as permanent supply is available to the development by SPI Electricity Pty Ltd. Individual generators must be provided to each supply point. The generator for temporary supply must be installed in such a manner as to comply with the Electricity Safety Act 1998.**
 - xi. Ensure that all necessary auditing is completed to the satisfaction of SPI Electricity Pty Ltd to allow the new network assets to be safely connected to the distribution network.**

CFA CONDITION

- 7. Prior to a Statement of Compliance the following must be provided, unless otherwise agreed in writing by the CFA:**

Access Roads

- a. Access roads 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.**
- b. 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 metres. Dips must have no more than a 1 in 8 (12%) (7.1 degree) entry and exit angle.**
- c. Curves in driveways must have a minimum radius of 10 metres.**
- d. Must provide a minimum trafficable width of 3.5 metres, 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.**

Hydrants

- e. Operable hydrants must be installed either above or below ground.**
- f. The maximum distance between these hydrants and the rear of all building envelopes (or in the absence of building envelopes, the rear of the lot) must be 120m and hydrants must be no more than 200m apart.**
- g. Hydrants must be identified as specified in "Identification of Street Hydrants for Firefighting purposes" available under publications on the Country Fire Authority web site (www.cfa.vic.gov.au).**

TELECOMMUNICATIONS SERVICES AND FACILITIES CONDITION

- 8. The owner of the land must enter into an agreement with:**
- a. a telecommunications network or service provider for the provision of**
 - i. 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. **The subdivision is not certified within two (2) years of the date of this permit; or**
- b. **The registration of the subdivision is not completed within five (5) years of the date of certification.**

FOOTNOTES TO BE INCLUDED ON PERMIT

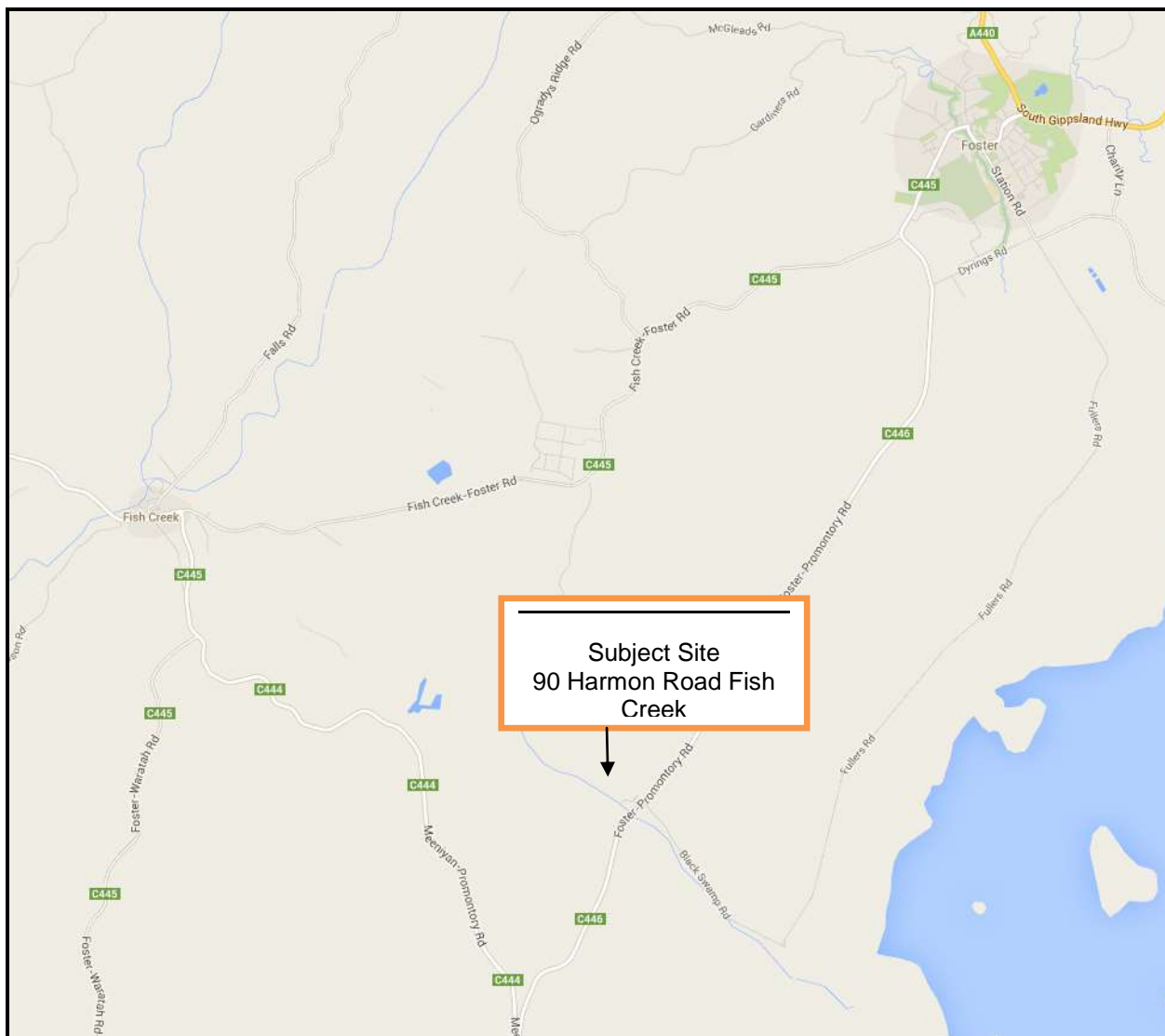
1. **Pursuant to the provisions of Section 69 of the Planning and Environment Act 1987 the Responsible Authority may extend the time to certify a plan under part (a) of the expiry condition, if the request is made before the permit expires or within 6 months afterwards.**
2. **The Responsible Authority is not able to extend the time to register the plan under part (b) of the expiry condition from the original date of certification, irrespective of whether the plan is re-certified or a new plan is certified under the provisions of the Subdivision Act 1988.**
3. **This permit allows the above land to be used or developed for the purpose specified. It is the permit holder's responsibility to ensure that any other relevant approvals are obtained prior to the commencement of the use or development.**
4. **In relation to the Telecommunications Condition please refer to "Telecommunications Services and Facilities" on our Website at www.southgippsland.vic.gov.au**
5. **A Consent to Work Within the Road Reserve Permit must be obtained from Council for all works carried out in Harmon Road and/or Powells Road.**
6. **The owner/applicant is encouraged to check with the relevant service authorities before any excavation work is undertaken (e.g. Telstra, SP Ausnet and South Gippsland Water).**
7. **Appropriate design checklist must be forwarded with engineering plans and computations with all relevant items addressed. Failure to address all relevant items or forward appropriate information may lead to a delay in the assessment of engineering plans and computations.**
8. **All works associated with the development must be in a manner consistent with the provisions of the Aboriginal Heritage Act, 2006. Aboriginal Affairs Victoria is the authority for administration of that Act and the proponent is advised to contact GPO Box 2392V, Melbourne, 3001. Telephone 1300 888 544 or (03) 9208 3287.**

STAFF DISCLOSURE OF INTEREST

Nil

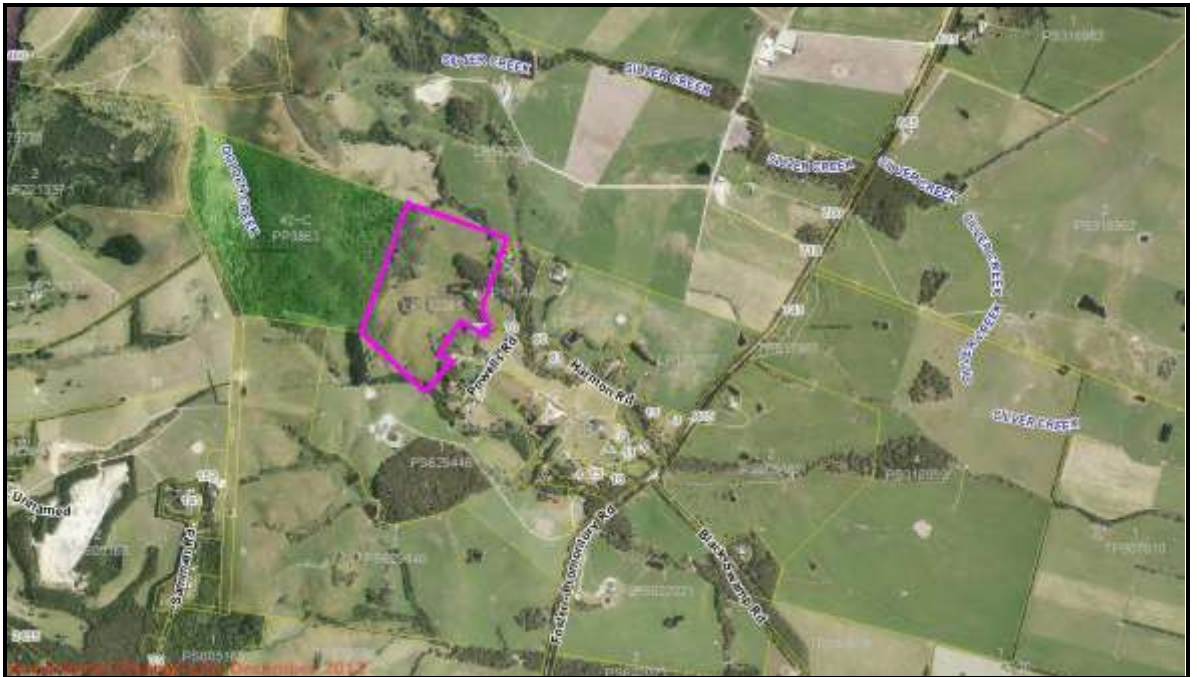
Attachment 1

LOCALITY PLAN

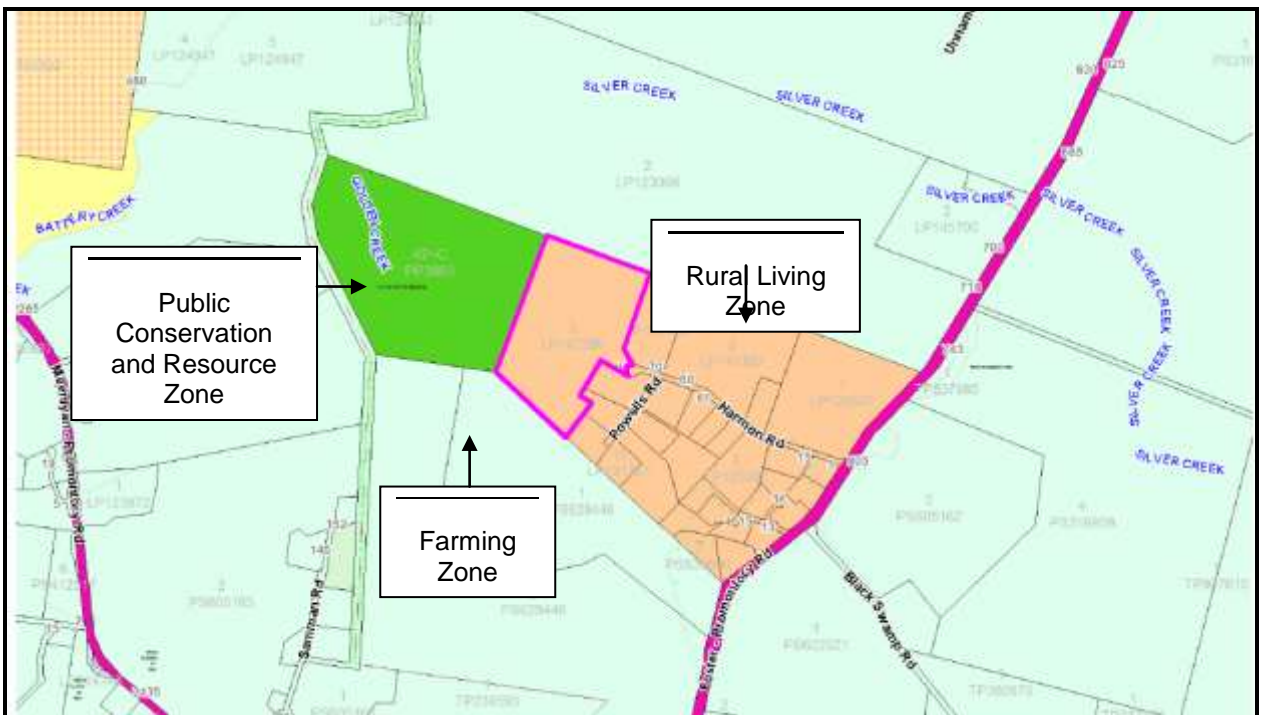


Attachment 2

AERIAL PHOTO



ZONING PLAN



Attachment 3

PROPOSED SUBDIVISION LAYOUT PLAN



E.9 GENERAL REVALUATION 2014

Corporate Services Directorate

EXECUTIVE SUMMARY

In accordance with the provisions of the Valuation of Land Act 1960 (as amended), a General Valuation of all rateable properties in the Shire of South Gippsland is required every 2 years.

Council formally resolved to undertake the re-valuation at the Ordinary Council Meeting held on 27 March 2013.

The General Valuation has now been completed by Council's in-house valuation team under the supervision of Council's Valuer.

Council is required to formally adopt the Valuation.

Document/s pertaining to this Council Report

- **Attachment 1** - The Valuer's Declaration
- **Attachment 2** - 'Form 2' Report of General Valuation

LEGISLATIVE / ACTION PLANS / STRATEGIES / POLICIES

Valuation of Land Act 1960 (as amended)

COUNCIL PLAN

Outcome: 5.0 A Leading Organisation

Objective: 5.2 Systems and Process

Strategy: 5.2.3 Financial Management

REPORT

Discussion

The 2014 General Valuation is based on levels of value as at 1 January 2014 (previously 1 January 2012). The valuation reflects changes in the relativity of the real estate market during the past 2 years.

The Site Value, Capital Improved Value and Net Annual Value totals for Rateable and Non Leviable Rateable properties are tabled below:

Number of Assessments	Level of Value	Site Value	Capital Improved Value	Net Annual Value
19,548	2012	\$4,155,374,500	\$6,943,801,500	\$359,571,375
19,548	2014	\$4,206,461,000	\$7,070,403,000	\$366,769,000

The Capital Improved Value of rateable properties in the Shire has increased from \$6,943,801,500 as per 2012 levels, to \$7,070,403,000 as per 2014 levels. This is an increase of \$126,601,500 or 1.82%.

The current trend in valuation relativity from the 2012 levels, indicate little change generally with modest gains/reductions in other areas.

Residential Properties

The residential market has seen moderate growth with total residential properties increasing by 2.66% in CIV levels. Exceptions to the rule which include Foster, with an increase in CIV of 11.15%, and the coastal Townships of Toora and Sandy Point, showing increases of 10.16% and 8.27% respectively. These townships represent lifestyle type properties which are increasingly becoming more popular. In contrast Walkerville North and South levels have receded by an average of 3.09%

Residential Units

Throughout the municipality residential units have virtually remained unchanged. Increases have varied from 0.66 - 0.70% for Leongatha and Foster, Korumburra 0.53%, with an average increase of 0.27 for all other areas. All units combined show an average increase in CIV levels of 0.62%

Coastal Towns

Coastal towns have experienced various results ranging from CIV increases of over 10% in Toora, 8.27% in Sandy Point, and just over 3.0% in Venus Bay and Welshpool. Since the 2012 revaluation, decreases have been noted in Walkerville and Yanakie of 3.09% and 2.16% respectively. All other coastal communities have experienced a slight increase averaging 0.44%.

Commercial Property

Commercial property has generally increased in value with the main town of Leongatha increased by 4.11% and the Korumburra Commercial precinct showing an increase in CIV of 4.05%. Other better performers include Meenyan with an increase of 3.96% in CIV levels and Foster with a 2.24% increase. Demand for good commercial properties particularly in the stronger towns has remained steady.

Industrial Property

Both Leongatha and Korumburra have experienced an increase in CIV of 8.98% and 2.18% respectively. Demand for both vacant and improved industrial property in these areas has been consistent. Foster industrial has experienced moderate growth in this sector.

Farming Property

The demand for farming properties has eased. Whilst premium undulating rural property has remained steady, the traditional poorer steeper land has experienced little demand.

There has been above average increases in the value of most hobby farms with existing dwellings. The Farming Zone amendments, coupled with the Bushfire and Wildfire management overlays have put pressure on the real estate market. There is still limited availability of land with planning permits resulting in an increase in demand for hobby farms with existing dwellings.

The well established farming districts have generally experienced a slight increase in CIV levels since 2012. The premium Leongatha and Korumburra Rural areas have increased by 1.06%.and 1.87% respectfully. Among the other better performers were Meeniyana rural and the Dumbalk/Mardan/Neerena rural areas at 1.06% and 1.40%. All other rural areas have had little change with level increases of between 0.17% and 0.72%. The exception this time round has been in the Poowong/Allambee region which has decreased in value by 2.01%.

Premium Coastal Properties

Premium coastal lifestyle properties have experienced a slight increase overall in the CIV of 0.45%. This is generally consistent with the moderate trends in the coastal townships excluding the main holiday tourist areas.

Right of Appeal

As part of the valuation process, ratepayers may appeal against the valuations on their assessment within 2 months of the issue of their rate notice. This provision for objection is made pursuant to Section 16 of the Valuation of Land Act 1960. Ratepayers are advised of their objection rights on their rate notice.

FINANCIAL CONSIDERATIONS

The costs associated with undertaking the revaluation are contained within the 2012/2013 and 2013/2014 budgets.

RISKS

This report complies with the statutory process pursuant to the Valuation of Land Act 1960 (as amended).

CONCLUSION

The General Valuation of the municipality has been completed in accordance with Council's statutory obligations and Council is now required to formally adopt the valuation.

RECOMMENDATION

That Council:

- 1. Receive and adopt the 2014 General Valuation;**
- 2. Submit a copy of the valuation return to the Valuer General seeking certification as to its general trueness and correctness.**

STAFF DISCLOSURE OF INTEREST

Nil

Attachment 1

Attachment 1

State of Victoria

Statutory Declaration

I, Andrew Graeme Begg
[full name]


of _____
[address]

Valuer _____, do solemnly and sincerely declare that:-
[occupation]

I make this declaration to return a General Valuation made pursuant to the Provisions of Section 11 of the Valuation of land Act 1960.

The 2014 General Valuation of all rateable properties in the Shire of South Gippsland has been made by me or under my immediate personal supervision, and is impartial and true to the best of my judgement.

The General Valuation comprises 19548 rateable and non rateable leviable properties property summarised in Form 2, being the prescribed form under Regulation 6 of the Valuation of Land Act 1960 and recorded in Councils Valuation data base is the final and complete valuation for the Municipality of South Gippsland as at level of value date January 1, 2014.

_____ 
I acknowledge that this declaration is true and correct, and I make it with the understanding and belief that a person who makes a false declaration is liable to the penalties of perjury.

Declared at LEONGATHA

this 17 day of JUNE 2014

Signature of person making this declaration
[to be signed in front of an authorised witness]

Before me,

Signature of Authorised Witness

LORELLE LOGAN JP
88 BRIDGE STREET,
KORUMBURRA 3950
JUSTICE OF THE PEACE FOR VICTORIA
REG. NO 12426

The authorised witness must print or stamp his or her name, address and title under section 107A of the Evidence (Miscellaneous Provisions) Act 1958 (as of 1 January 2010), (previously Evidence Act 1958), (eg. Justice of the Peace, Pharmacist, Police Officer, Court Registrar, Bank Manager, Medical Practitioner, Dentist)

Attachment 2

Attachment 2

FORM 2

Regulation 6

REPORT OF GENERAL VALUATION UNDER SECTION 7 (2A)

Valuation Summary

Area (km2)	Date valuation returned to rating authority	Date of previous valuation returned to rating authority	Name of Rating Authority	Basis of Rating
	30 Jun 2014	29 Jun 2012		
3305	Level of value date	Level of value date of previous valuation	South Gippsland Shire Council	CIV
	01 Jan 2014	01 Jan 2012		

	Residential	Commercial	Industrial	Rural (inc Urban Farm Land)	Non Rateable Leviable	Total
Number of Assessments with Buildings	12605	1413	321	2451	348	17138
Number of Assessments without Buildings	1677	34	53	618	28	2410
Total Net Annual Value	\$193,550,450	\$26,162,700	\$15,733,150	\$125,351,000	\$5,971,700	\$366,768,000
Total Site Value	\$1,928,748,000	\$131,454,000	\$66,967,000	\$2,020,558,000	\$58,734,000	\$4,206,461,000
Total Capital Improved Value	\$3,870,467,000	\$401,548,000	\$197,094,000	\$2,507,020,000	\$94,274,000	\$7,070,403,000

Summary of previous valuation details as amended to the end of the rating year immediately preceding the current valuation

	Residential	Commercial	Industrial	Rural (inc Urban Farm Land)	Non Rateable Leviable	Total
Number of Assessments with Buildings	12605	1413	321	2451	348	17138
Number of Assessments without Buildings	1677	34	53	618	28	2410
Total Net Annual Value	\$188,520,350	\$25,178,000	\$15,230,950	\$124,967,375	\$5,674,700	\$359,571,375
Total Site Value	\$1,882,540,000	\$127,892,000	\$63,389,000	\$2,023,818,500	\$57,735,000	\$4,155,374,500
Total Capital Improved Value	\$3,770,101,000	\$391,036,000	\$190,878,000	\$2,499,347,500	\$82,639,000	\$6,943,801,500

16 Jun 2014

General Comments

1. List and comment on the percentage change between this and the previous revaluation for each of the following land classifications—

(a) residential	2.66%
(b) commercial	2.68%
(c) industrial	3.36%
(d) rural production	0.31%

Detailed comments to above

- (a) The residential market has seen moderate growth with total residential properties increasing by 2.66% in CIV levels. Exceptions to the rule which include Foster with an increase in CIV of 11.15%, and the coastal Townships of Toora and Sandy Point, showing increases of 10.16% and 8.27% respectively. These townships represent lifestyle type properties which are increasingly becoming more popular. In contrast Walkerville North and South levels have receded by an average of 3.09%
- (b) Commercial property has generally increased in value. with the main town of Leongatha increased by 4.11% and the Korumburra Commercial precinct showing an increase in CIV of 4.05%. Other better performers include Meeniyan with an increase of 3.96% in CIV levels and Foster with a 2.24% increase. Demand for good commercial properties particularly in the stronger towns has remained steady.
- (c) Both Leongatha and Korumburra have experienced an increase in CIV of 8.98% and 2.18% respectively Demand for both vacant and improved industrial property in these areas has been consistent. Foster industrial has experienced moderate growth in this sector.
- (d) The demand for farming properties has eased. Whilst premium undulating rural property has remained steady the traditional poorer steeper land has experienced little demand.

There has been above average increases in the value of most hobby farms with existing dwellings. The Farming Zone amendments, coupled with the Bushfire and Wildfire management overlays have put pressure on the real estate market. There is still limited availability of land with planning permits resulting in an increase in demand for hobby farms with existing dwellings.

The well established farming districts have generally experienced a slight increase in CIV levels since 2012. The premium Leongatha and Korumburra Rural areas have increased by 1.06% and 1.87% respectively. Among the other better performers were Meeniyah rural and the Dumbalk/ Mardan/ Neerena rural areas at 1.06% and 1.40%. All other rural areas have had little change with level increases of between 0.17% and 0.72%. The exception this time round has been in the Poowong/Allambee region which has decreased in value by 2.01%.

2. Specify the impact of any amendments to planning schemes, local laws, etc. on the valuation and on the sales of property in years relevant to valuation.

The planning schemes and local laws have been taken into consideration in determining the current revaluation.

3. Comment on development in the area of the rating authority, recent trends, geographical, social and other factors influencing general levels of valuation of properties in the area of the rating authority.

Demand for farming properties has eased, with less transactions taking place compared to the previous revaluation. The residential sector is currently showing signs of reduced activity especially in the area of vacant land sales.

Signed:

Name and Title: Andrew Begg, Valuer

Date: 17 June 2014

SECTION F - URGENT OR OTHER BUSINESS

There are two basic parts to this section of the Agenda:

1. Urgent Business

Normally no motion should be debated by Councillors unless the matter is already included as an item on the Agenda. However in some circumstances it is possible to raise urgent motions.

The Meeting Procedure Local Law No.3 (Clause 46) allows for where a situation has not been provided for under the Local law, the Council may determine the matter by resolution. Established practice has provided for urgent motions to be raised at Council provided the matter cannot be dealt with at the next ordinary meeting of Council or by officers under delegation.

It is necessary for the Councillor wishing to raise a matter of urgent business to raise a motion similar to the following: 'That consideration of (*the issue*) be dealt with as a matter of urgent business and Councillorbe allowed a 'short period' to indicate the reason(s) why the matter should be considered as a matter of urgent business". If the Chairperson accepts the motion as meeting the urgent business criteria, normal meeting procedures in Local law 3 will apply.

If the motion to accept the item as a matter of urgent business is passed by Council, the motion relating to the specific issue can then be put and debated in the normal way.

2. Other Business

This provides an opportunity for Councillors to raise items of general interest to the Council and the community. It may relate to an up coming event or the outcomes of a recent meeting with a Minister etc.

SECTION G – GENERAL QUESTION TIME

G.1 QUESTION TIME

G.2 ANSWERS TO PREVIOUS QUESTIONS ON NOTICE

Nil

CLOSED SESSION

Consideration of confidential matters under the Local Government Act 1989, Section 89(2).

According to Section 89 of the Local Government Act 1989 (the Act), Council may consider items in closed session. There must be a resolution to move 'In Committee' stating the reasons why the matter(s) need to be considered in this way. The reasons provided for within the Act are matters concerning personnel, personal hardship, industrial issues, contracts, proposed developments, legal advice or any other matter that Council considers would be prejudicial, to it or any other person.

Once 'In Committee' discussions and debate have concluded, a further resolution to resume open Council is required.

ITEM 1 CONTRACTUAL MATTER

RECOMMEDATION

That Council close the Meeting to the Public to allow for consideration of a Contractual Matter pursuant to section 89(2)(d) as provided for by the Local Government Act 1989.

SECTION H - MEETING CLOSED

NEXT MEETING

The next Ordinary Council Meeting open to the public will be held on Wednesday, 27 August 2014 commencing at 2pm in the South Gippsland Secondary College, Foster.