



Southern Grampians
SHIRE COUNCIL

Council Meeting Agenda

Ordinary Meeting
30 November 2016

To be held at 5.30pm in the Council
Chambers at 5 Market Place, Hamilton

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1. Membership

Councillors

Cr Mary-Ann Brown – Mayor
Cr Chris Sharples – Deputy Mayor
Cr Cathy Armstrong
Cr Albert Calvano
Cr Colin Dunkley
Cr Greg McAdam
Cr Katrina Rainsford

Officers

Mr Michael Tudball – Chief Executive Officer
Ms Evelyn Arnold – Director Community and Corporate Services
Mr Michael McCarthy - Director Shire Futures
Mr David Moloney – Director Shire Infrastructure
Ms Megan Kruger – Governance Coordinator

2. Acknowledgement of Country

3. Prayer

4. Apologies

5. Confirmation of Minutes

RECOMMENDATION

That the Minutes of the Ordinary Meeting of Council held on 12 October 2016 and the Special Meeting of Council held on 9 November 2016 be confirmed as a correct record of business transacted.

6. Declaration of Interest

7. Questions on Notice

Questions from the public must be submitted prior to the commencement of Council Meetings.

All questions must be submitted through completion of the Public Question Time form, and be forwarded to the Chief Executive Officer at 111 Brown Street, Hamilton. All questions must be received by no later than 5pm on the Monday before the Ordinary Meeting of Council.

Questions must:

1. Not pre-empt debate on any matter listed on the agenda of the Ordinary Meeting at which the question is asked
2. Not refer to matters designated as confidential under the Local Government Act 1989.
3. Be clear and unambiguous and not contain argument on the subject.
4. Not be derogatory, defamatory or embarrassing to any Councillor, member of staff, ratepayer or member of the public, nor relate to a matter beyond the power of Council.

If the member of the public is in attendance at the Council Meeting the Mayor will read the question aloud and provide a response. If a question cannot be answered at the meeting, a written response will be prepared and forwarded to the person raising the question.

Residents do not need to attend the meeting for a question to be answered. If they do not attend the meeting a written response will be provided.

1. Keith Staff:

“Could Council confirm that the \$2 million, award winning, South West Vic Landscape assessment study, [SWLAS] completed and the report made public in 2013, has been referenced in council’s own local Planning schemes.”

The South West Victoria Landscape Assessment Study is a referenced document in Schedule 6 to the Significant Landscape Overlay, Harman's Valley, of the Southern Grampians Shire Council Planning Scheme.

8. Public Deputations

Requests to make a Public Deputation to Council must be submitted prior to the commencement of the Council Meeting.

Anyone wishing to make a deputation to Council must complete the Request to Make a Deputation form and forward it to the Chief Executive Officer at 111 Brown Street, Hamilton no later than **2 days before the Ordinary Council Meeting**.

Speaking time is limited to 3 minutes per person. Organisations may be represented at the deputation to Council by not more than 4 representatives. The names of the representatives to attend must be advised in writing to the Chief Executive Officer and 1 of the representatives to attend must be nominated as the principal spokesperson for the deputation.

Deputations wishing to make a written submission to the Council must provide 15 copies of the submission to the Chief Executive Officer prior to the Ordinary Council Meeting. One copy will be made available to the local media representative, if requested.

All members of the public addressing the Council must extend due courtesy and respect to the Council and the processes under which it operates. If a member of the public fails to do this the Chairperson can remove them from the Chambers. All members of the public must also comply with Council's Public Participation at Council Meetings policy in relation to meeting procedures and public participation at meetings.

There are no Public Deputations listed on tonight's agenda.

9. Records of Assemblies of Councillors

An Assembly of Councillors is defined in section 3 of the *Local Government Act 1989* to include Advisory Committees of Council if at least one Councillor is present or, a planned or scheduled meeting attended by at least half of the Councillors and one Council Officer that considers matters intended or likely to be the subject of a Council decision.

Written records of Assemblies of Councillors must be kept and include the names of all Councillors and members of Council staff attending, the matters considered, any conflict of interest disclosures made by a Councillor attending, and whether a Councillor who has disclosed a conflict of interest leaves the assembly.

Pursuant to section 80A (2) of the Act, these records must be, as soon as practicable, reported at an ordinary meeting of the Council and incorporated in the minutes of that meeting.

There have been no Assemblies of Councillors since the Ordinary Meeting of Council on 12 October 2016.

10. Management Reports

10.1 Appointment of Council Representatives

Directorate: Michael Tudball, Chief Executive Office
Author: Megan Kruger, Governance Coordinator
Attachments: 1. Précis of Committees

Executive Summary

Each year the Southern Grampians Shire Council is represented on a range of committees by its Councillors.

A review of the list of committees which require a Councillor to act as a formal representative of Council has been reviewed. This Report recommends that Councillors be appointed as representatives of Council to 12 committees and that the other committees either have no formal Councillor representative or be dissolved.

Discussion

It is recommended that Councillor/s be appointed as representative/s of Council to the following committees:

- Audit and Risk Committee
- Municipal Emergency Management Planning Committee
- Planning Committee
- Community Inclusion Advisory Committee
- Hamilton Regional Livestock Exchange
- Environmental Reserves Advisory Committee
- MAV Delegate
- Great South Coast Group
- Barwon South West Waste Forum
- Green Triangle Action Group
- Alliance of Council for Rail Freight Development
- South West Timber Industry Roads Evaluation Study Committee

It is recommended that no Councillors are appointed as representatives to the following committees:

Committee	Recommendation
Municipal Fire Management Planning Committee	That no Councillor representative be appointed to this Committee as it is a CFA Committee.
Roadside Management Committee	It is recommended that this Committee no longer be an Advisory Committee of Council, although it may still be an appropriate cross industry working group. As such it is recommended that no Councillor Representative be appointed to this committee.
Community and Industry Transport Advisory Group	That no Councillor be appointed as a representative to this Committee. It is recommended to hold this Committee in abeyance until funding for this project is secured.

RMIT Advisory Committee	This Committee no longer exists, no action required.
Grangeburn Stakeholders Advisory Group	That no Councillors be appointed to this Committee as this group has not met for more than two years. It is recommended to establish a new committee for all environmental reserves.
Hamilton Community Parklands Bandicoot Enclosure Advisory Committee	That this Committee cease being an Advisory Committee and be replaced with an Memorandum of Understanding that delineates responsibilities to the various participating agencies, e.g. CFA, DELWP, SGSC.
GWM Water Regional Recreation Water Users Group	That no Councillors be appointed to this Committee as delegated members. Outcomes of this group and Recreation Masterplan may hold a future role for Council.
Public Art Installation Reference Group	That no Councillors be appointed to this Committee as this committee was originally set up to identify suitable locations for specific artworks, i.e. the Ted Kenna statue, the Nucleus and a meeting place in the CBD using public art. All three have been achieved.
Active Ageing Alliance	This Committee no longer exists, no action required.
Felix Museum	This Committee is a community advocacy group. It is recommended that Councillors be available to attend but that it does not have a dedicated Councillor representative.
Skills Centre	That no Councillors be appointed to this committee as delegated members. A Board is in place for governance of the skills centre.
Iluka Community Forum	This Committee no longer exists, no action required.
Tarrington Structure Plan Steering Committee	This Committee no longer exists, no action required.
Cox Street Re-development Committee	This Committee no longer exists, no action required.
Lakes Edge Project Committee	As the Committee has not met for 3 years and is defunct no Councillor be appointed to this Committee.
Grampians Landscape Assessment Steering Committee	That Council receive a report regarding the way forward to implement Significant Landscape Overlays in Southern Grampians. Until this time it is recommended that no Councillors are appointed to the Committee.
Penshurst Wind Farm Community Engagement Committee	This Committee only meets when required, depending on the commercial decision of the

	proponent to proceed or not with an application. It is recommended that no Councillor be appointed to this Committee until the future of the proposal is more fully understood.
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For detailed information about the recommendation, purpose and membership of all the committees please see the attached Précis of Committees.

Legislation, Council Plan and Policy Impacts

- Council Plan Outcome 1 – Soundly Based Decisions
- Council Plan Outcome 2 – Sound Working Relationship and Strong Advocacy

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

1. That the following Councillors be appointed as representatives of Council to the below committees:

Committees Required by Legislation	
Audit and Risk Committee	
Municipal Emergency Management Planning Committee (MEMPC)	
Section 86 Committees	
Planning Committee	
Advisory Committees Established by Council	
Community Inclusion Advisory Committee	
Hamilton Regional Livestock Exchange Advisory Committee	
Environmental Reserves Committee	
Committees Established by Other Bodies	
MAV Delegate	
Great South Coast Group	
Barwon South West Local Government Waste Forum	
Green Triangle Action Group	
Alliance of Council’s for Rail Freight Development	
Project Committees	
South West Timber Industry Roads Evaluation Study (TIRES) Committee (Timber Towns Victoria)	

2. That no Councillors be appointed to any other committees as representatives of Council.
3. That the Roadside Management Committee and the Community Industry Transport Advisory Group cease to be Advisory Committees of Council.

10.2 Financial Statements to 31 October 2016 – 15/16 Budget

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Jason Cay, Acting Finance Manager
Attachments: 2. Financial Statements

Executive Summary

The Financial Report for the period 1 July 2016 to 31 October 2016 (copies attached) have been prepared to provide information regarding Council's current financial position.

The report includes an Income Statement, balance sheet and statement of cash flows. A narrative has also been prepared to explain variances between 2016/17 Budget and actual performance.

Discussion

The financial report includes an Income Statement, Balance Sheet, Statement of Cash Flows, Statement of Capital Work and Statement of Human Resources. A detailed narrative has also been prepared to explain variances between 2016/17 Budget, the anticipated forecast and actual performance.

Income Statement (Operating Statement)

Council is forecasting an operating surplus for the 2016/17 financial year. A larger operating surplus was originally budgeted however the carryover of some operating projects into the 2016/17 year has slightly reduced the surplus.

Balance Sheet

The budgeted balance sheet is understated in net equity and Property, Plant & Equipment due to the late revaluation of infrastructure assets. This revaluation was completed prior to the end of 2015/16, however after the 2016/17 budget had been prepared. All other balance sheet items are forecast to be close to their original estimates.

Statement of Cash flows

Cash balances are strong with \$17.06m of cash and investments held at the end of October. This means all commitments can be met with cash, as and when required. Even with the carry forward of capital works and some unexpected expenses, Council is still forecasting a strong end of year cash position.

Statement of Capital Works

Council budgeted \$15.58m of capital works. \$0.67m of 2015/16 Capital works were incomplete and have been forecast for the current year.

Actual expenditure of \$3.1m has occurred (19% of the forecast amount).

Statement of Human Resources

The breakup between operating and capital salaries is variable for a large proportion of Council's workforce (Infrastructure Services in particular). Capital Expenditure is seasonal due the majority of works occurring during the construction season. Overall the spend was at 48% of the forecast at the end of October.

Legislation, Council Plan and Policy Impacts

Council Plan

The financial report provides interim information on the financial progress of the achievement of the Annual Budget. Financial sustainability and compliance with our annual budget are specifically identified as strategies within the Council Plan.

Legislation

Section 138 of the Local Government Act 1989 requires that at least every three months, the CEO must ensure that a statement comparing the budgeted and actual revenue and expenditure for the financial year is presented to the Council at a Council meeting which is open to the public. Financial reports are generally prepared following the month ends of September, December, January, February, March, April & May. The June report forms part of Council's Annual Report.

Council is also required to implement the principles of sound financial management detailed in Section 136 of the Local Government Act 1989 which states:

- 1) A Council must implement the principles of sound financial management.
- 2) The principles of sound financial management are that a Council must-
 - (a) manage financial risks faced by the Council prudently, having regard to economic circumstances;
 - (b) pursue spending and rating policies that are consistent with a reasonable degree of stability in the level of the rates burden;
 - (c) ensure that decisions are made and actions are taken having regard to their financial effects on future generations;
 - (d) ensure full, accurate and timely disclosure of financial information relating to the Council.
- 3) The risks referred to in subsection (2)(a) include risks relating to-
 - (a) the level of Council debt;
 - (b) the commercial or entrepreneurial activities of the Council;
 - (c) the management and maintenance of assets;
 - (d) the management of current and future liabilities;
 - (e) changes in the structure of the rates and charges base.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That the financial report for the period 1 July 2016 to 31 October 2016 be received.

10.3 Operations of Council Outdoor Pools Policy

Directorate: Evelyn Arnold, Director Community and Corporate Services
Author: Jason Thomas, Manager Recreation
Attachments: 3. Draft Policy; 4. Usage Trends Report

Executive Summary

Councils Operation of Outdoor Pools Policy outlines the service levels for the operations of the Southern Grampians Community Pools. In review of operations and usage trends it is recommended to revise the services levels of Councils Community Pools.

Key Policy Recommendations:

- Season length from the first weekend in December to Labour Day public holiday in March;
- Pools will be closed when the air temperature is forecast to be less than 24 degrees Celsius;
- Pools will be opened from 2.30pm to 6.30pm;
- Pools will be opened on weekends from 12.00pm to 8.00pm when the air temperature is forecast to be more than 35 degrees Celsius;
- Supervised early morning swimming will be offered regardless of temperature at Hamilton Monday, Wednesday and Friday between 6am and 8am.

Discussion

HILAC Enterprise Review

In 2015 Council completed an Enterprise Review of HILAC that clearly highlighted that the HILAC Organisational Structure needing to be reviewed to decrease the resource allocation and align with service priorities. The structure included 4 duty supervisors whose positions included a significant volume of work in servicing the outdoor pools.

In the process of completing the structure review a significant amount of issues and opportunities were identified in how Council services its outdoor pools:

- The supervisors roles were covering up significant gaps in the operations;
 - Lifeguard availability;
 - A lack of technical knowledge to maintain operations;
 - Non-compliance with Industrial Relations obligations;
 - Failing infrastructure;
- A large proportion of the outdoor pool costs were hidden in the supervisor wages that were charged to the cost of HILAC;
- Policy service levels were not aligning with use and need;
- Contracting out the lifeguard management;
- Lifeguard availability could not achieve the service levels detailed in the Policy;
- Significant risks in operations;
 - Lifeguards working 8 hour shifts without breaks;
 - Capacity to maintain concentration over that period;
 - Working in heat;
 - Leaving the pool unattended for amenity breaks;
 - Not completing pools chemistry tests as required every 4 hours;

Current Service Levels:

- Season Length
 - Hamilton is open from first weekend in November to the last weekend in March;

- Coleraine, Dunkeld, Glenthompson, Peshurst is open from the first weekend in December to Labour Day public holiday in March;
- Balmoral is open from the first weekend in December to the last weekend in March.
- Temperature
 - Heated pools will be closed when the air temperature forecast by the Bureau of Meteorology at mid-afternoon for the next day is less than 21°C;
 - Unheated pools will be closed when the air temperature forecast at mid-afternoon for the next day by the Bureau of Meteorology is less than 23°C.
- Hours of Service:
 - All Pools school terms Operating Monday – Friday 3.15pm- 6.45pm;
 - All Pools Except Balmoral and Glenthompson Weekends/public holidays/school holidays 12.00noon - 7.00pm;
 - Balmoral and Glenthompson Weekends/public holidays/school holidays 1.00pm - 7.00pm.
- Programming Arrangements:
 - Supervised early morning swimming from 6.00am - 9.00am (Monday, Wednesday, Friday) at the Hamilton Outdoor Swimming Pool from the first full weekend in November until the last weekend in March;
 - Supervised early morning swimming at Coleraine Pool for three hours per week;
 - Unsupervised early morning swimming for six hours per week available at all pools except Hamilton subject to approval of times by Manager Hamilton Indoor Leisure and Aquatic Centre and minimum of three swimmers on each occasion;
 - All pools may remain open when the air temperature is 26°C or more at 6.45pm or later and when there is reasonable patronage in the water (greater than 5 patrons);
 - Hamilton Outdoor Swimming Pool will open to the public at 10.00am when the air temperature forecast at mid-afternoon for the next day by the Bureau of Meteorology is 35°C or more.

Usage Trends Over Last 3 Seasons

All Pools - Usage Against Temperature

Average 3 Years - 2013/2014, 2014/2015, 2015/2016						
Temp	Days Open	% Total Days	% Total Patrons	Temp Range	Accumulated % of Total days	Accumulated % of Total Patrons
Under 21°	28	6.03	1.73	< 21°	6.03	1.73
21° - 23°	80	16.90	7.20	< 24°	22.93	8.93
24° - 26°	101	21.52	13.15	< 27°	44.45	22.08
27° - 29°	86	17.88	13.99	< 30°	62.33	36.07
30° - 32°	66	13.93	16.72	< 33°	76.26	52.79
33° - 35°	57	11.80	18.40	< 35°	88.06	71.19
Over 35°	58	11.94	28.81	> 35°	100.00	100.00

Usage Against Opening Times						
	2015/2016		2014/2015		2013/2014	
Time	No. Patrons	%	No. Patrons	%	No. Patrons	%
10:30 AM	51	0.27	0	0.00	171	0.90
11:30 AM	82	0.43	24	0.18	161	0.84
12:30 PM	635	3.31	472	3.51	826	4.33
1:30 PM	1369	7.13	1044	7.76	1294	6.79
2:30 PM	2086	10.86	1706	12.69	1881	9.86
3:30 PM	4085	21.27	2731	20.31	3592	18.84
4:30 PM	4886	25.44	3310	24.61	5042	26.44
5:30 PM	4055	21.11	2734	20.33	4256	22.32
6:30 PM	1867	9.72	1314	9.77	1837	9.63
7:30 PM	93	0.48	113	0.84	8	0.04

Recommended Service Level

- Season Length:
 - First weekend in December to Labour Day public holiday in March;
 - Usage of the pools by schools and approved training squads to the end of March on application.
- Temperature
 - Pools will be closed when the air temperature forecast by the Bureau of Meteorology at mid-afternoon for the next day less than 24°C;
 - Pools will be closed when the air temperature forecast by the Bureau of Meteorology at mid-afternoon for the day is revised to be less than 24°C;
 - Supervised early morning swimming will continue regardless of temperature.
- Hours of Operation
 - Pools will be opened from 2.30pm to 6.30pm;
 - When the air temperature forecast for weekends by the Bureau of Meteorology at mid-afternoon for the next day is greater than 35°C pools will be opened from 12.00pm to 8.00pm.
- Supervised Early Morning Swimming
 - Hamilton on Monday, Wednesday and Friday from 6am to 8am.

Financial and Resource Implications

Implementing the recommended service levels would result in an estimated saving of approximately 1000 lifeguard hours or approximately \$30,000 of the budgeted amount for the 2016-17 year.

The proposal is to calculate the actual savings against the budgeted amount for the 2016-17 budgets at the end of the pool season for each pool. The savings would be used to support the Progress or Township Association (Coleraine, Balmoral, Dunkeld, Glenthompson and Penthurst) to contribute towards a community event that has health and wellbeing outcomes.

Legislation, Council Plan and Policy Impacts

Pool operations in Victoria are not currently legislated. A recent Coroners Courts recommendation is that Victoria should legislate pool operations similar to other states like Western Australia.

Industry practice in Victoria is that pool operations implement The Royal Life Saving Guidelines for Safe Pool Operation.

Risk Management

The recommended services levels are designed to address the following risks:

- Lifeguarding
 - Prevent lifeguards from working whole day shifts without breaks;
 - Have lifeguards shifts that allow concentration to be maintained to the level required;
 - Avoid situation in which the pool is left unsupervised;
- Water Quality
 - Have the water quality tested every 4 hours;
- Unsupervised Swimming
 - Avoid community members completing the water quality testing and removing pool blankets;
 - Avoid situations in which pool blankets have only been partly removed;
 - Avoid situation in which community members have entered the pool with unsafe chemistry levels;
 - Avoid medical emergencies where no suitably qualified staff is present

Environmental and Sustainability Considerations

A minor energy reduction will be realised as the heated pools will have their blankets on for longer periods that will help maintain the water temperature.

Community Consultation and Communication

Progress or Township Associations

A letter will be drafted to each township with an outdoor pool explaining the Policy change and the proposal to allocate the actual budgeted savings to contribute to a community plan priority or health and wellbeing initiative.

Community Newsletters

The changes will be advertised in all the community newsletters across the Shire.

Members

All members will be informed of the change and a full refund offered.

Pool Hotline

The pool hotline will reference the changes and direct people to either the website or Facebook page for full details.

Social Media & Websites

The changes will be promoted on all relevant Council websites and Facebook pages.

Pool Signage

Signage at each pool will amended with proposed operating hours.

Media Release

A media release will be draft and sent to all relevant media outlets.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That Council:

1. Adopts the revised Operation of Outdoor Pools Policy to be implemented from 1 January 2017.
2. Endorse the allocation of the actual savings for the 2016-17 year to contribute towards a community event that has health and wellbeing outcomes.

10.4 Sale of vacant land between McPhee Street and Elizabeth Street, Hamilton

Directorate: Community and Corporate Services
Author: Megan Kruger, Governance Coordinator
Attachments: 5. Asset Disposal Policy

Executive Summary

An internal review has been undertaken into open space land owned by Council. Several parcels of land have been identified as surplus to Council requirements, with the potential to sell these parcels as land which could be developed for residential purposes.

One piece of land which has been identified is land between McPhee Street and Elizabeth Street, Hamilton. This land has the potential to be subdivided into two lots. It is recommended that public notice be given of Council's proposal to sell the land between McPhee Street and Elizabeth Street, Hamilton in two lots.

Discussion

In 2015 a review was undertaken of various open space land within Hamilton to determine if any of the sites which were surplus to Council requirements could be sold to the public as residential building lots.

As part of the overall review consultation was held with the relevant Council's departments directly responsible for maintaining these sites to ascertain the cost to Council and to take into consideration the potential needs of the community.

Land that runs between McPhee Street and Elizabeth Street, Hamilton was identified as surplus land which could be sold. The land is vacant and not currently being utilised by the Council. The land is located near other recreational facilities and transport so offer excellent infrastructure. There is currently 145.07 hectares of open space land available in the Southern Grampians Shire with 87.89 hectares in Hamilton. Although the land could be developed as Open Space land it is not necessary to do so.

The land is currently zoned General Residential. It is recommended that the land be subdivided and sold as two lots.

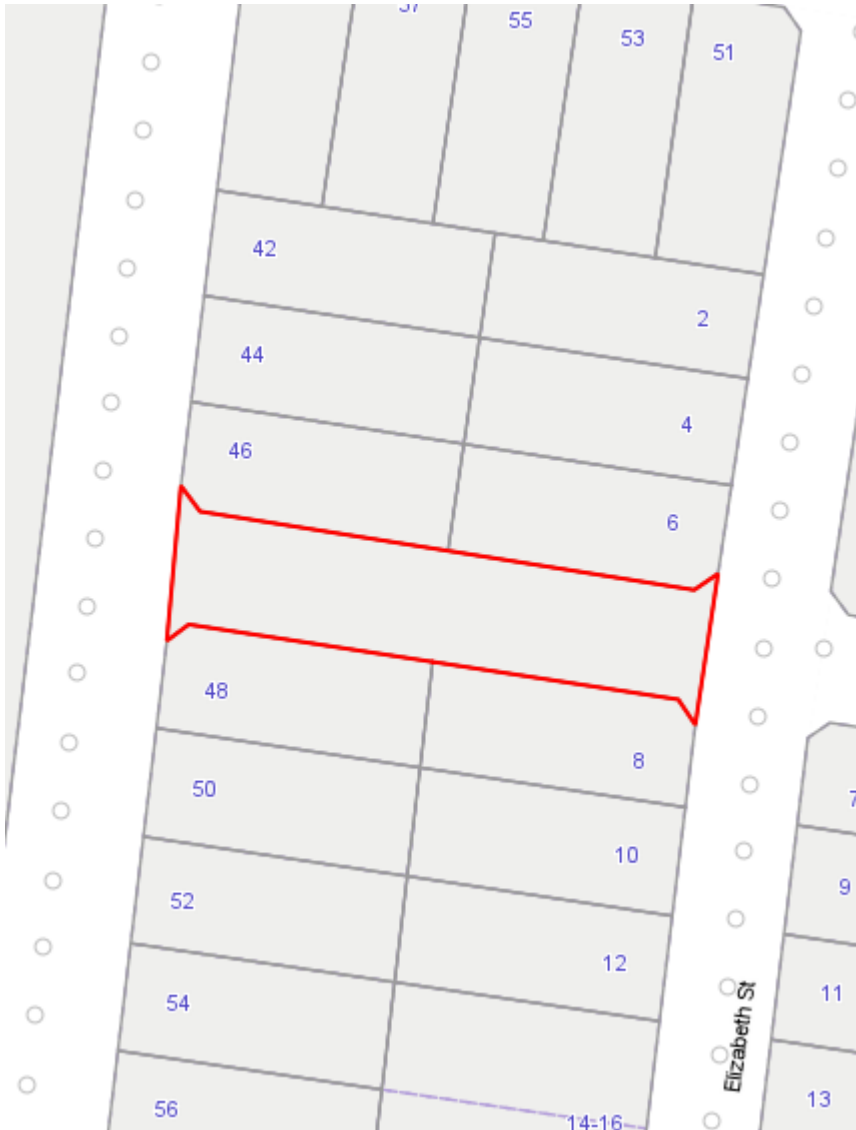
The land is highlighted on the map below. The land is in General Residential 1 Zone. The land is approximately 1375 sqm, being approximately 17 metres wide and 88 metres long.

There are no strategic land use planning issues to prevent the development of this parcel of land.

Selling the land would be beneficial to Council by relieving it of the current maintenance obligations of the land. The land is periodically slashed by Parks and Gardens.

All departments within Council have confirmed that they are in support of the recommendation to sell the land and have no interest in the land being retained for Council purposes.

It is recommended that public notice be given of Council's proposal to sell the land between McPhee Street and Elizabeth Street, Hamilton in two lots.



Council is required to sell the land in accordance with the processes outlined in Section 223 of the Local Government Act and its Asset Disposal Policy. This policy has been modified to ensure that any asset sales are undertaken in accordance with the relevant legislation/regulation and that any proceeds are held in reserve and utilised in accordance with Council's annual budget deliberations and long term financial plan. This modified Policy is presented for Council approval as part of the officer's recommendation below.

Financial and Resource Implications

The financial implications for the Council and community are substantial. Not only is there a saving for Council but if the land is sold, the costs associated with maintaining the infrastructure be utilised to fund improvements at other nearby recreational parks nearby. The cost of selling the land relate to legal costs, subdivision costs and agents selling fees. These costs will be recovered from the income generated from the sale of land.

Legislation, Council Plan and Policy Impacts

Council Plan Objective 1 – Leadership and Good Governance

Strategy 1.1.1.

Base decisions on the highest available level of professional advice and expertise

Strategy 1.1.5

Provide timely and accurate advice

Asset disposal policy

All assets to be disposed of are to be undertaken in accordance with Council's Asset Disposal Policy

Under Section 223 of the Local Government Act 1989 Council will invite public submission on the proposed road deviations and proposed road discontinuance for a minimum of 28 days by a Notice published in the Hamilton Spectator. A valuation of the land must also be undertaken.

Risk Management

There are no risks to this recommendation which proposes a detailed policy position and sale of land that reduces Council's financial burden.

Environmental and Sustainability Considerations

This proposal does not invoke environmental or sustainability considerations.

Community Consultation and Communication

Before Council can make a decision in relation to selling the land submissions must be invited on the proposal under section 223 of the Local Government Act 1989. A public notice will be published in the Hamilton Spectator inviting submissions on Council's proposal to sell the land by private treaty for a period of at least 28 after which Council will consider any submissions received and then make a resolution whether or not to sell the land.

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That Council

1. Adopt the revised Asset Disposal Policy
2. Give public notice of its intention to sell the land between McPhee Street and Elizabeth Street, Hamilton in two lots;
3. Invite submissions on this proposal in accordance with section 223 of the Local Government Act 1989; and
4. Be presented with a report and recommendation following the expiration of the public notice period.

10.5 Greater Grants Report

Directorate: Michael McCarthy, Director Shire Futures
Author: Jane Coshutt, Community Engagement Coordinator
Attachments: 6. Application – Peshurst Bean Bag Cinema Project

Executive Summary

This report provides Council with information regarding 19 community grant applications under the categories of Tourism and Events, Heritage and Restoration, Community Strengthening, Community Infrastructure, Arts and Culture, that have been recommended for Greater Grants program funding via the Community Planning Focus Group, and approved under delegation (totalling \$34,079).

This report also recommends that Council endorse a funding allocation of \$7,000 to Advance Peshurst for the Peshurst Bean Bag Cinema project.

Discussion

The Greater Grants program was established to deliver Council grants that are responsive to the needs and opportunities of the community, inclusive and equitable to all, and one that facilitated the flexible delivery of key strategies identified within the Council Plan 2013-2017 across the social, economic and environmental spectrum.

This program consolidates Council's extensive range of grant opportunities into one program to enable better integration and co-ordination of grant administration and improved marketing of those grant opportunities.

Greater Grants assistance is considered for organisations, groups, committees and individuals with proposals that directly benefit the Southern Grampians Shire region. Applications are assessed using pre-determined evaluation criteria for each grant category taking into consideration strategic objectives within the Council Plan, other Council Strategies and Community Plans.

The Greater Grants program remains open throughout the year and applications are assessed using pre-determined evaluation criteria by the Greater Grants Common Assessment Team (GGCAT). The GGCAT also explore opportunities for leverage, collaboration and alternatives to achieve outcomes across the social, economic and environmental spectrum. Recommendations from the GGCAT are forwarded to the CPFPG for comment and endorsement.

Grant applications for amounts greater than \$2,500 are taken to Council for a resolution. Applications for \$2,500 or greater must demonstrate cash or in-kind contributions and must provide evidence of cash held, or applicants must be able to demonstrate their financial capacity. Any applicable Annual Operational Subsidies provided by Council are not to be used as the applicant's cash contribution toward the project.

Grant applications for amounts \$2,500 or less are assessed and recommended through the CPFPG on an as needed basis. Assessing and recommending grant applications amount for less than \$2500 through the CPFPG will ensure that Council is responsive to the needs and opportunities that often are presented by the community at short notice. The Director Shire Futures is the delegated officer authorised to approve this expenditure.

The assessment seeks to explore:

- Social – what are the opportunities for this application to further increase social connection, cohesion and sense of community?
- Economical - what are the opportunities for this application to further stimulate the economy through economic development or tourism?
- Environmental – what are the opportunities for this application to improve the natural environment and raise awareness within the community

Council officers liaise with applicants to explore how such opportunities can be incorporated into their application to achieve greater outcomes.

The collaborative approach across Council grant categories opens opportunities for Council to work with the community to broaden the scope of ideas identified within applications to position these projects and or events to leverage external funding.

Each grant category has predetermined assessment criteria and a set weighting for each criteria to identify and assess the risk exposure within each application. The assessment criteria ensure that projects and events have adequate control measures in place to ensure the successful and safe delivery.

The current round of grants includes one grant above delegation totalling \$7,000 for the Peshurst Bean Bag Cinema; and 19 grants under delegation across the categories of Tourism and Events, Community Strengthening, Community Infrastructure, Arts and Culture and Heritage Restoration, totalling \$34,079.

These projects are listed in the **tables below** with further information.

Category	Annual Adopted Budget	Starting Budget since previous report	Total amount of Grant Funding recommended/approved/ rolled over into this report UNDER delegation	Total amount of Grant Funding recommended/approved/ rolled over into this report ABOVE delegation	Remaining Budget
Arts & Culture	\$10,000	\$10,000	\$400	\$1750	\$7,850
Tourism & Events	\$47,000	\$28,680 (\$18,320 rolled over from previous financial year for events not yet acquitted)	\$9500	\$1750	\$17,430
Community Infrastructure	\$60,000	\$60,000	\$17,714	\$1750	\$40,536
Community Strengthening	\$10,000	\$10,000	\$2,465	\$1750	\$5,785
Sustainability	\$10,000	\$10,000	\$0	\$0	\$10,000

Heritage Restoration	\$10,000	\$10,000	\$4,000	\$0	\$6,000
Demand Allocation	\$40,000	\$40,000	\$0	\$0	\$40,000
Total above delegation	-	-	-	\$7,000	
Total under delegation	-	-	\$34,079	-	
TOTAL	\$187,000	168,680	\$34,079	\$7,000	\$127,601

Summary of grant applications – June 2016 - November 2016

Above delegation of \$2,500 = \$7,000

Category	Project	Auspice body	Total Project cost	Amount Requested \$	Grant amount recommended \$	Summary reasons for decision
Community Infrastructure, Community Strengthening, Arts and Culture, Tourism and Events	Penshurst Bean Bag Cinema	Advance Penshurst	\$14,000	\$7,000	\$7,000 (4 categories @ \$1,750 each)	A well prepared application that demonstrates good planning for this project that crosses multiple grant categories. Highly supported within the town and will support further skills development opportunities for the Youth in Penshurst. See attached application for expenditure breakdown.

Summary of grant applications – June 2016 - November 2016

Under delegation of \$2,500 = \$34,079

Category	Project	Auspice body	Total Project cost	Amount Request \$	Grant amount recommended \$	Summary reasons for decision
Arts and Culture	Framing of a public piece of Surface Embroidery	Hamilton Embroidery Group	\$400	\$400	\$400	Project will promote and preserve the art of embroidery. The members of the guild are passionate in preserving and enhancing this tradition. The embroidery will be displayed at a public venue.

Community Strengthening	Penshurst Community Christmas Market	Advance Penshurst	\$1295	\$465	\$465	Event will be a social occasion for the community, will attract visitors from out of town and will support local business.
Community Strengthening	Fresh and Light Cooking event	Nareen Produce Swap	\$500	\$500	\$500	Invigorates connections between the community member, builds local knowledge and makes the community more empowered by sharing resources, skills and food.
Community Strengthening	New Year's Eve Street party	Rotary Club of North Hamilton	\$6000+	\$1500	\$1500	The event benefits families especially those with young children, and those with limited income. It is a free and safe event held before the fireworks display at Melville oval.
Community Infrastructure	Practice Golf Bays	Hamilton Golf Club	\$9715	\$2500	\$2500	Practice golf bays will provide a safe training, practice and coaching facility. The project will be done in conjunction with Bainbridge College year 11 and 12 technical students.
Community Infrastructure	Ron Lewis Park Shade Structures	Cavendish Townscape assoc.	\$14,565.50	\$2500	\$2500	Ron Lewis Park is referenced in the Cavendish community plan and will activate and create a meeting place accessible to all community.
Community Infrastructure	Adult Exercise Equipment	Coleraine & District Development Assoc.	\$13,000	\$2,350	\$2,350	Equipment will provide the opportunity for the community to engage in physical exercise, encourage outdoor socialisation and will add to the Recreation Precinct.

Community Infrastructure	Melville Oval War Memorial Master plan	RSL Hamilton	\$2750	\$2750	\$2500	Significant site and planning crucial to future recognition of the war memorial area will also provide guidance to the master planning for Melville Oval.
Community Infrastructure	Hamilton Men's Shed Refurbishment	Auspiced by the Uniting Church of Hamilton	\$6,874	\$2500	\$2500	Funding will be used towards the refurbishment of the Hamilton Men's Shed. Works include replacing floor coverings and the installation of a heater/air conditioner.
Community Infrastructure	Rollover Protection for Nth Hamilton CFA Quad Bike	North Hamilton CFA	\$1364	\$1364	\$1364	Responds to an identified safety need. Nth Hamilton Rural CFA is very active in a range of community activities and often use this asset for participation in these activities.
Community Infrastructure	Purchase of Projector	HIRL	\$1500	\$1500	\$1500	HIRL is extensively used by the community for a range of events including meeting, training and forums. The venue is a very affordable option for the community and is 100% run by volunteers
Community Infrastructure	Lane Ropes for Hamilton Outdoor Swimming Pool	Hamilton Swim Club	\$8045	\$2500	\$2500	The total project cost is \$8045, of which the club is contributing \$5545 and the lane ropes will benefit the whole community who use Hamilton Outdoor Swimming Pool
Tourism and Events	Balmoral Food for Thought Festival	Balmoral k-12 Community College	\$6,800	\$2,500	\$2,500	<ul style="list-style-type: none"> • A great new event for Balmoral. • Recommendation for \$2500 to assist with marketing the event – must include outside region promotion. • This event would be something new for the

						Balmoral district, and the plan will be to host a week-long celebration of food and its importance in bringing people together.
Tourism and Events	Being Well Expo	Being Well Inc	\$6,874	\$2,500	\$1,000	<ul style="list-style-type: none"> • Recommended to fund to support promoting this new event to bring new visitors to the region. • In kind support being provided by the team at HILAC.
Tourism and Events	Graze and Groove (with the roos)	Balmoral Rec Reserve Committee	\$15,000	\$2,500	\$2,500	<ul style="list-style-type: none"> • A great project for the Balmoral township. Recommendation for \$2500 to assist with marketing the event – must include outside region promotion. • A great new initiative for the township of Balmoral. Whilst this is ultimately a fundraiser, the committee understand that, in order for it to be successful, they need to work on it as a major tourism event that has the potential to showcase the region.
Tourism and Events	Hamilton Motorsport Park Car and Bike Show	Hamilton Motorsport Park Inc	\$2,718	\$2,000	\$1,000	<ul style="list-style-type: none"> • Total requested funding amount not recommended for 2016. Recommend providing grant for outside of region advertising to the value of \$1000. • It is positive to see they are aiming to increase visitation to the area for the event. •
Tourism and Events	Australian Pedal Car Grand Prix	Coleraine Progress Association	\$30,000	\$2,700	\$2,500	<ul style="list-style-type: none"> • Recommend up to \$2500 to assist in the cost of traffic management and marketing outside the region. This will help with the cost of traffic management • The event has potential to grow and meets Council's health and wellbeing priorities.

						<ul style="list-style-type: none"> The Australia Pedal Car Grand Prix is now in its 5th year. Entries for 2015 grew 35% on 2014 and the event is looking to grow these numbers again for 2016..
Heritage Restoration	Repairs to Mt.Napier Homestead Windows	Ben Hiscock	\$9500	\$2000	\$2000	Recommended - Max amount payable is \$2000 as per Guidelines, recommended as per Heritage Advisors report and recommendations.
Heritage Restoration	Repairs to Coleraine Anglican Sunday School Hall	Anglican Parish Of Coleraine	\$5200	\$2000	\$2000	Recommended - Max amount payable is \$2000 as per Guidelines, recommended as per Heritage Adviser's report and recommendations.

Various Council staff engage with the community in relation to the Greater Grants program at a range of meetings (including Councillor Engagement, Progress Association, club and user groups, committee of management and, event organiser meetings, etc). Staff also engage with applicants on a 1:1 basis, to provide support through the Greater Grant process.

Grant recipients across all categories are required to complete a grant acquittal report. As part of the acquittal, Council seeks feedback from the grant recipient on ways in which the delivery of grants to the community could be improved.

The Annual Tourism and Events Forum, held in May or June each year, provides an opportunity for Greater Grants applicants to hear the latest updates about the program, provide feedback to grant owners, and learn how to get the best outcome from their application.

The collaborative approach across Council grant categories opens opportunities for Council to work with the community to broaden the scope of ideas identified within applications to position these projects and or events to leverage external funding.

Applications for \$2,500 or greater must demonstrate cash or in-kind contributions and must provide evidence of cash held, or applicants must be able to demonstrate their financial capacity to complete the project.

The grant amount approved by Council cannot be increased post funding approval. In the case of a funding shortfall, funding will not be made available by way of a Council loan.

Each grant category has predetermined assessment criteria and a set weighting for each criteria to identify and assess the risk exposure within each application. The assessment criteria ensure that projects and events have adequate control measures in place to ensure the successful and safe delivery.

Legislation, Council Plan and Policy Impacts

The Greater Grants program assists Council to deliver on key outcomes of the Council Plan 2012-2017.

Outcome 1.1 Soundly Based Decisions:

- Strategy 1.1.2 Develop and enact policies, plans and strategies to ensure consistency in decision making
- Strategy 1.1.3 Demonstrate leadership through ethically, socially and environmentally responsible conduct
- Strategy 1.1.4 Work together to develop a highly responsive Council organisation

Outcome 1.3 Financial Responsibility and Security:

- Strategy 1.3.3 Maintain a continuous improvement approach to all Council operations

Outcome 2.3 A strong, innovative and distinctive tourism sector:

- Strategy 2.3.1 Attract conferences and events to the Shire and facilitate and enrich the local events program
- Strategy 2.3.2 Enhance, facilitate and promote existing and new experiences

Outcome 3.2 Community appreciation of and participation in Arts and Cultural activities:

- Strategy 3.2.4 Encourage and support innovation in the arts

Outcome 4.2 A Dynamic Community:

- Strategy 4.2.1 Provide support and services to enable communities to flourish
- Strategy 4.2.2 Support the growth, development and provision of training to volunteers and community organisations
- Strategy 4.2.3 Providing the information and assistance that supports community empowerment
- Strategy 4.2.4 Assisting all communities to realize their individual community identity, strengths and opportunities through the development and implementation of Community Plans

Outcome 4.3 An inclusive and diverse community:

- Strategy 4.3.2 Provide opportunities for youth participation and development

Outcome 5.1 Waste Management and Minimisation

- Strategy 5.1.1 Reduce the volume of waste going to landfill
- Strategy 5.1.4 Increase the volume of recycled materials through continued community education programs

Outcome 5.2 Adaptation to climate change and reduced emissions:

- Strategy 5.2.2 Reduce carbon emissions from Council facilities, equipment and plant

Disclosure of Interests

All Council Officers involved in the development and advice provided in this Report affirm that no direct or indirect interests need to be declared in relation to any matters in this Report.

RECOMMENDATION

That Council:

1. Notes the \$34,079 for Greater Grants approved under delegation.
2. Resolves to allocate \$7,000 ex GST to Advance Penshurst for Penshurst Bean Bag Cinema.

11. Notices of Motion

There are no Notices of Motion listed on tonight's agenda.

12. Delegated Reports

There are no Delegated Reports on external Committees and Representative Bodies for which Councillors have been appointed as a representative by Council on tonight's agenda.

13. Mayors and Councillors Reports

Address from the Mayor and Councillors in relation to matters of civic leadership and community representation, including acknowledgement of community groups and individuals, information arising from internal Committees, advocacy on behalf of constituents and other topics of significance.

14. Confidential Matters

There are no Confidential Matters listed on tonight's agenda.

15. Close of Meeting

This concludes the business of the meeting.