



SOUTHERN GRAMPIANS SHIRE COUNCIL

ORDINARY MEETING

8 June 2016

**SOUTHERN GRAMPIANS SHIRE COUNCIL
ORDINARY COUNCIL MEETING
TO BE HELD IN COUNCIL CHAMBERS, HAMILTON
WEDNESDAY 8 JUNE 2016 AT 5.30PM**

AGENDA

1. ACKNOWLEDGEMENT OF COUNTRY

2. PRAYER

3. APOLOGIES

4. CONFIRMATION OF MINUTES

Recommendation:

That the Minutes of the Ordinary Council Meeting held on 11 May 2016, as circulated be confirmed.

5. DECLARATION OF INTERESTS

By Councillors or Officers in respect of any item on the Agenda.

6. QUESTIONS ON NOTICE

Nil

7. PUBLIC DEPUTATIONS

Nil

8. COUNCILLOR REPORTS

Nil

9. MANAGEMENT REPORTS

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10. ITEMS FOR INFORMATION

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10.2	Temporary Road Closures & Street Processions	
10.3	Liquor Control Act Referrals	
10.4	Tenders	
10.5	Planning Report	
10.6	Building Services Report	

11. NOTICES OF MOTION

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11.1	Notice of Motion – Council Meetings in Smaller Communities - Cr Dennis Dawson	
11.2	Notice of Motion – GR8 Change - Cr Dennis Dawson	
11.3	Notice of Motion – On Track Market - Cr Paul Battista	

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| 12. | DELEGATES' REPORTS | Page 78 |
| 13. | CONFIDENTIAL MATTERS (not for public distribution) | Page 79 |
| 13.1 | Tender No. 10/16 – Provision of Food Services | |
| 14. | CLOSURE | |

There are no Questions on Notice.

There are no public deputations.

There are no Councillor Reports

CHIEF EXECUTIVE OFFICER

9.1 *Great South Coast Future Directions*

Summary

Following the most recent Board Meeting of the Great South Coast group, the Local Government members identified that a review should take place ensuring that the model, focus and make-up of the group remained contemporary and fulfilled the need of the various stakeholders in the partnership.

This report discusses in brief the history, focus and current make-up and concludes three proposed options moving forward including the status quo and two other reduced investment options that still look to deliver on the key outcomes of the group.

The report recommends Option 2 an intermediate cost model that would include six Member Councils being Colac Otway, Corangamite, Glenelg, Moyne, Southern Grampians and Warrnambool and an annual contribution of \$15,000 to cover Secretariat support and a budget allocation up to \$10,000 in addition allocated to support projects, research and specific advocacy as determined by the Board and called upon if and when required.

Background

Rationale for change

For about seven years the Great South Coast group has generally worked well, had many achievements and engaged key stakeholders including industry and governments. In recent times there has been discussion about the structure, focus and model and if it still serves the original purpose and intent. The external environment is also changing with a change in structure and focus of State Government and Regional Partnerships being established. We are also leading into a Federal Election and a State Election in 2017. Finally we have Council Elections in October 2016.

GSC Local Government CEO views

There is a diverse range of views but with a fundamental agreement that a regional approach for LGAs is important and required. The model to achieve this is one of the main points of contention across the LGAs. There are questions around the current executive support and also the Board makeup in particular independent members and their governance roles. There is some question of the level of investment from the LGAs and the focus of both the Board and the Executive Officer.

There have also been issues with the uneven involvement and support of member Councils such as oversight of the executive officer and provision of pillar leaders.

The role of the new Regional Partnership group is providing some uncertainty and lack of clarity of roles between these groups.

All agree there is a case for review and change, and that GSC is the vehicle going forward, although potentially in a different model, format, makeup and contributions.

9.1 Great South Coast Future Directions (cont'd)**Council Plan**

Objective 1 – Leadership and Good Governance:

- 1.2 Sound Working Relationships and Strong Advocacy

Policy /Strategy/ Legal/ Statutory

Council both currently and historically has recognised the value of Regional collaboration and partnerships such as the Great South Coast group to enhance our regional planning, advocacy and delivery of projects and initiatives across the region.

Financial / Risk Management

An allocation of \$30,000 is included in the 2016/17 Proposed Budget currently out for community consultation and scheduled to be considered by Council on 29 June 2016.

DiscussionGSC Local Government CEO priorities

- Review and agree Board structure, make-up & governance
- Agree strategic priorities
- Identify stakeholder roles and responsibilities
- Determine appropriate other levels of membership & engagement including Board
- Set an evidence-based agenda
- Develop strategic communication and advocacy strategies
- Align resources to workload expectations and outcomes

Governance Structure proposed

A Governance Board with a Mayor as Chair, LG Members and Skills-based members.

There is potential for a broader membership of the group with layered fees such as Member, Sponsor, Supporter & Affiliate as examples.

Ideally the Chair is elected/nominated for a 2-year period for continuity but understand the potential of Mayoral changeovers annually.

Whilst not all necessarily agree that an incorporated structure is required it is currently in place and should be maintained. Legal advice obtained when establishing the GSC Board indicated that Incorporation provided the highest level of protection for member Councils from adverse financial outcomes.

Finally, the ability to second or co-opt members to the Board and/or Pillars was seen as an advantage and should be explored. This could be achieved through various membership-type models or at the Pillar level.

9.1 Great South Coast Future Directions (cont'd)

GSC Board

The proposed Board make-up would include the 6 Great South Coast Local Government Mayor's, with CEO's attending and voting as proxies for the Mayor if unable to attend and up to 5 key industry partners aligned to the focus of the Board's work and associated pillars (Health, Environment, Education, Employment, Tourism & Roads) as Board Members.

Associated structures (Pillars)

There is a level of agreement around current pillars including Economic Growth, Connections (Road, Rail, and Telecommunications), Natural Assets & Community with an opportunity to align to industry participation and priority areas such as education, health and tourism along with employment & population growth/decline.

An opportunity to review the functioning and the need for the pillar groups should be undertaken once the Regional Partnership Group has been established and there is greater clarity on its role and effectiveness. It is expected that some projects might be better resources and managed by the Regional Partnership Group, especially where a project is aligned with the objectives of the State Government eg Food and Fibre and Beyond the Bell.

There is likely to remain a need to retain pillars groups to manage projects where there is no or little alignment between the desires of the Great South Coast Board and the State Government. Examples might include advocacy for increased road maintenance funding or national parking visitor charging.

An effective model

Other models were considered including the current Rural Councils Victoria model that includes Victoria's 38 Rural Councils in an alliance model of working together in collaboration to advocate and promote sustainable, liveable and prosperous rural communities.

A small contribution is made by all (~\$3,500) to sustain a part-time Secretariat hosted/provided by a member Council with a view to build capacity within the host Council. External funding also goes towards research, advocacy and other identified activities on a needs basis. It is noted that substantial funding (\$1M+) is provided by State Government to support the work of this group.

A hybrid model could be developed for GSC that also broadens the membership into key industry and government sectors with a similar contribution or with staggered levels of membership from full voting member through to supporter. These would then be 'Members' of the incorporated body and attend AGM, contribute to workgroups, utilise research or advocacy work that contributes to the region and the like.

Whilst this is a future suggested approach, it is felt by the CEO's that we limit this paper to the Board, Governance and Executive support and leave further work as to membership to a later discussion.

The Secretariat could be rotated across Councils (and potentially others) with a contribution from the member fees supporting this work. Other specific research or activities would be

9.1 Great South Coast Future Directions (cont'd)

funded as required by contributions from members and potentially grant/seed funding from industry or government.

Operating OptionsOption 1 – Status Quo

Remains 'as is' with Member Councils x 4 (Corangamite, Moyne, Southern Grampians, Warrnambool). Glenelg has signalled its intention to withdraw and Colac Otway has already refocused to Geelong and G21.

Secretariat support to current levels however scaled to reduced membership & contributions (~\$30,000 ea), Mayor as Chair & contract management rotating with Council and Pillars supported by Secretariat

Option 2 – Intermediate cost

Member Councils x 6 (Colac Otway, Corangamite, Glenelg, Moyne, Southern Grampians, Warrnambool). All have indicated a willingness to consider membership of GSC based upon this model.

Secretariat support hosted by Member Council with contribution towards host Council of \$15,000 per member (Total \$90,000). Alternatively the Great South Coast could continue to engage an executive officer on a reduced basis. The focus of the executive officer would be on providing administrative support to the board, CEOs group and pillars, maintaining regional networks and providing communication and information within the region and to member organisations.

Additional up to \$10,000 per Member Council allocated to support projects, research and specific advocacy as determined by the Board and called upon as required. For example engagement of a specialised lobby, advocacy and research organisation.

Mayor as Chair rotating with Council and Pillars supported by Secretariat in administration only.

Option 3 – Low cost

Member Councils x 6 (Colac Otway, Corangamite, Glenelg, Moyne, Southern Grampians, Warrnambool) All have indicated a willingness to consider membership of GSC based upon this model.

Secretariat support hosted by Member Council with contribution towards host Council of \$5,000 per member (Total \$30,000) no pillar support and secretariat only to Board. Support to the work of the pillars has been raised as a concern by some Member Councils and Mayor as Chair rotating with Council

Community Engagement

The broader community has not been consulted directly on this discussion or recommendations except through a budget allocation in the proposed budget. Previous membership and entering into Board Membership has been relayed through formal Council resolutions.

9.1 Great South Coast Future Directions (cont'd)**Communication of Decision**

This decision will be communicated to the Great South Coast Board at a Board Meeting by Councils representative Mayor, Cr Peter Dark.

Ultimately any model will be decided by the Great South Coast Board and formally communicated back to Council by the Board.

Officer Declaration of Interest

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Michael Tudball, Chief Executive Officer

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Michael Tudball, Chief Executive Officer

In providing this advice as the Author, I have no disclosable interests in this report.

Recommendation

That Council having considered the discussion and options around a proposed future governance model for the Great South Coast Group:

1. Support the proposed Option 2 – Intermediate cost model that would include six Member Councils being Colac Otway, Corangamite, Glenelg, Moyne, Southern Grampians and Warrnambool;
2. A contribution of \$15,000 to cover Secretariat support and a budget allocation up to \$10,000 in addition allocated to support projects, research and specific advocacy as determined by the Board and called upon if and when required; and
3. Authorise the Mayor to vote accordingly when required at the Great South Coast Board meeting.

9.2 Public Participation at Council Meetings

Attachment 1 – Public Participation at Council Meetings Policy

Attachment 2 – Request to Address Council, Public Question Time and Request to Make a Deputation forms

Summary

Council's current process for Public Participation at Council Meetings is contained in its Meeting Procedure Local Law No 10 of 2013, the Deputations to Council Policy and the Question Time at Ordinary Council Meetings Policy. These processes are not displayed in a clear and encouraging way on Council's website.

This report recommends the consolidation of all Councils policies and procedures in relation to public participation at Council Meetings into one Policy and the use of the new forms to ensure clear understanding, consistency and encourage participation by the community at Council Meetings.

Background

As part of our aim to improve the transparency of Council's decision making processes and encourage more members of the community to attend and participate in Council meetings some small changes have been made to the processes and procedures in relation to public participation at Council Meetings.

Council Plan

Outcome 1.1 Soundly Based Decisions

Strategy 1.1.4 Work together to develop a highly responsive Council organisation

Outcome 1.2 Sound Working Relationships and Strong Advocacy

Strategy 1.2.3 Ensure that our actions contribute positively to sound relationships and engagement with our local communities

Strategy 1.2.4 Engage well with our communities on the issues important to their quality of life, health and wellbeing

Policy/Strategy/Legal/Statutory

Council's Meeting Procedure Local Law No 10 of 2013, Deputations to Council Policy and Question Time at Ordinary Council Meetings Policy.

Social/Economic/Environmental

The recommendations in this report follow on from the Governance and Decision Making Discussion presented to and adopted by Council at its April Meeting. By encouraging attendance and participation at Council Meetings and making the processes for doing so clear and accessible Council is seeking to improve the relationship between Council and the community by ensuring transparency and consultation in relation to its decision making processes.

Financial/Risk Management

The recommendations in this report seek to improve transparency of Council's decision making and increased community engagement at Southern Grampians Shire Council.

9.2 Public Participation at Council Meetings (cont'd)

This will in turn see a reduction of risks in relation to governance and decision making. There may be some financial benefits through more informed decision making and accountability.

Discussion**Current Processes**Meeting Procedure Local Law

Division 7 of Council's Meeting Procedure Local Law details how the public can participate at Council Meetings.

If a person wants to make a deputation to Council they must forward a request to do so in writing to the CEO prior to the meeting.

Any member 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. A member of the public must also comply with Council policies in relation to meeting procedures and public participation at meetings.

A petition or joint letter to Council will be tabled and received at the next appropriate Council meeting. Petitions or joint letters will then be forwarded to the appropriate Director for action.

Deputations to Council Policy

Deputations may be received by the Council as part of Ordinary Meetings.

Deputations to the Council may only be made where a person or an organisation wishing to be received by Council has made a prior written request to the Chief Executive Officer in accordance with the Meeting Procedures Local Law.

Organisations may be represented at the deputation to Council by not more than four representatives. The names of the representatives to attend must be advised in writing to the Chief Executive Officer not less than 2 days prior to the meeting. One 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 deputation being received. One copy will be made available to the local media representative, if requested.

The Mayor and Chief Executive Officer are jointly authorised to invite individuals and/or organisations to make a submission to the Public Deputations section of the Ordinary Council Meeting on any subject of local concern or affecting the welfare of the Southern Grampians Shire community.

Question Time at Ordinary Council Meetings Policy

Councils Ordinary Meeting to be held on the second Wednesday in every month will provide an opportunity for public questions to be asked at 5.30 p.m.

9.2 Public Participation at Council Meetings (cont'd)

Question time is not an opportunity to make public statements or to provide gratuitous advice.

Questions must not pre-empt debate on any matter listed on the agenda of the Ordinary Meeting at which the question is asked.

Questions must not refer to matters designated as confidential under the Local Government Act 1989.

Procedure for Questioning:

- a) Questions must be submitted on the specified form and submitted to the Chief Executive Officer prior to the Ordinary Meeting at which the question is to be asked.
- b) A maximum of two questions may be asked by any person at the meeting.
- c) Questions must be clear and unambiguous and not contain argument on the subject.
- d) Questions must 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.
- e) The Mayor will have the right to accept or reject any question.
- f) The Mayor will state the name of the person asking each question.
- g) A Councillor or officer may decline to answer a question, or seek to have the question put on notice, or provide a detailed written response within ten days. If a question has been submitted as required and at least seven days prior to the meeting it is expected that an answer will be provided at the meeting.

Recommended Changes

No changes are being recommended in relation to the Meeting Procedure Local Law.

The following changes are recommended to the Policies:

1. That the Deputations to Council Policy and the Question time Policy be combined into one Policy titled Public Participation at Council Meetings. This name reflects the Meeting Procedure Local Law and having all information in one Policy will make it easier for the community to locate and access the information.
2. That the timeline for receiving Questions from the community be changed from 7 days before the meeting, to Monday 5pm prior to the Meeting.
3. That a form be developed for Questions from the community.
4. That the information in relation to Deputations to Council be more prominent on Council's website so that the community can locate and understand the process.
5. That the community be encouraged to come and speak to Management Reports at the Council Meetings. The community member will need to advise the CEO by 12 noon on the day of the meeting that they wish to speak to an item, which item that is and whether they are for or against the recommendations in the Report. The Mayor will then be provided with a list of speakers and will call them forward to speak (for a maximum of 3 minutes) prior to the Motion and debate by Councillors.

Forms for deputations, questions and speaking to items and the Public Participation at Council Meetings Policy are attached.

Community Engagement and Communication of Decision

No community engagement has been done in relation to the changes proposed to the policies and the new forms, however the decision will be communication to the community

9.2 Public Participation at Council Meetings (cont'd)

so they are aware of the changes and how they can participate at Council Meetings. The forms will be displayed on Council's website and available from Council offices.

Officer Declaration of Interest

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Michael Tudball, Chief Executive Officer

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Megan Kruger, Governance Coordinator

In providing this advice as the Author, I have no disclosable interests in this report.

Recommendation

That the attached Public Participation at Council Meetings Policy be adopted, and the Request to Address Council, Public Question Time and Request to Make a Deputation forms be uploaded onto Council's website and available in hardcopy at Council's offices.

9.3 Chief Executive Officer – Annual Leave**Summary**

This report requests approval of the Council for the Chief Executive Officer to take annual leave in July 2016.

Discussion

It is requested that the Council approve annual leave for the period 11 July 2016 – 29 July 2016 inclusive, being 15 days.

The acting CEO for the period 11 July 2016 – 29 July 2016 inclusive will be Michael McCarthy, Director Shire Futures.

Communication of Decision

Prior to the leave, Council staff will be informed via an all staff email from the Chief Executive Officer and will be noted in the staff newsletter.

Officer Declaration of Interest

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Michael Tudball, Chief Executive Officer

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Michael Tudball, Chief Executive Officer

In providing this advice as the Author, I have no disclosable interests in this report.

Recommendation

1. That the CEO, Michael Tudball be granted annual leave for the period 11 July 2016 to 29 July 2016 inclusive.
2. That the Acting CEO for the period 11 July 2016 to 29 July 2016 inclusive, will be Michael McCarthy, Director Shire Futures.

9.4 Section 193 Entrepreneurial Powers Incorporation of Rural Councils Victoria

Attachment 3 – Draft Rural Councils Victoria Incorporated Rules

Summary

Rural Councils Victoria (RCV) has been operating for many years as an unincorporated association.

Over time, RCV has identified that this is an unsatisfactory means of conducting RCV's business – it exposes its members to liability and limits RCV's ability to enter into contracts. As a result, RCV has been considering alternative vehicles for the conduct of its business.

After extensive consideration, RCV's Executive Committee has determined that RCV should apply to the Registrar for Incorporated Associations for incorporation as Rural Councils Victoria Incorporated.

This will not change the way that RCV operates, or the enthusiasm with which it will continue to pursue outcomes that benefit all of its rural council members. It will simply ensure that RCV can operate more effectively when pursuing those outcomes.

Background

RCV is an unincorporated organisation which represents the interests of rural councils within Victoria and currently has 38 members, of which Council is one.

The RCV's work includes:

1. providing opportunities for networking and professional development;
2. activities directed at ensuring the sustainability of rural councils; and
3. activities to assist rural communities to remain sustainable.

This occurs via a number of mechanisms, including the:

1. organisation of forums and conferences for member councils;
2. engagement of consultants to undertake project work; and
3. applying for Government grants, particularly through Regional Development Victoria.

Given that the RCV is not a separate legal entity, it conducts its business through a 'Secretariat'. This involves the Executive appointing a willing council member to, essentially, act as its agent, providing administrative support and entering into contracts on its behalf.

Council Plan

Objective 1 – Leadership and Good Governance:

- 1.2 Sound Working Relationships and Strong Advocacy

9.4 Section 193 Entrepreneurial Powers Incorporation of Rural Councils Victoria (cont'd)

Policy /Strategy/ Legal/ StatutoryExercise of Entrepreneurial Powers

As Council will, if in favour of this proposal, be participating in the formation and operation of a separate legal entity, it is required, in accordance with s 193 of the Local Government Act 1989 (LG Act), to have regard to the risks involved and comply with ss 193(5A) and (5B) of the LG Act.

Social / Economic / Environmental

RCV has identified that the current operating model is an unsatisfactory means of conducting RCV's business – it exposes its members to liability and limits RCV's ability to enter into contracts. The proposed incorporation model has been deemed appropriate to manage these risks and provide a vehicle going forward.

Financial / Risk Management

Council is advised that:

1. the total investment involved in Council's participation in the formation of Rural Councils Victoria Limited is:
\$0
Council will be required to continue paying membership fees, as fixed by the Committee from time to time, but will not be required to invest anything in respect of the incorporation; and
2. the total risk involved in Council's participation in the formation of Rural Councils Victoria Limited is:
\$0

Any liability for the activities of Rural Councils Victoria Limited will attach to it, not to the individual members.

So, the total investment and risk exposure will be \$0, meaning that Council is not required to take any further action in relation to this matter under s 193(5C) of the LG Act.

Discussion

As the RCV is currently unincorporated, Council is, together with all other member councils, exposed to liability in respect of its operations.

To address this, and to enable the RCV to operate with greater independence and ease, it is proposed to incorporate the RCV as an incorporated association. It will be called 'Rural Councils Victoria Incorporated' and will operate in accordance with the draft Rules, attached to this report as 'Attachment A'.

The benefits of the RCV being incorporated include that it:

1. is recognised as a separate legal entity, with protection from debts for members and perpetual succession;
2. has the power to own and hold property, enter into contracts and otherwise act as any other legal entity would;
3. cannot distribute profit to its members;
4. must operate in accordance with a set of rules, including a statement of purpose – being the draft Rules attached to this report as 'Attachment A'; and

9.4 *Section 193 Entrepreneurial Powers Incorporation of Rural Councils Victoria (cont'd)*

5. is operated by a Committee of Management and a Secretary, which are responsible for ensuring that all legislative obligations are complied with, and purposes are being achieved.

The RCV fulfils a number of functions that are important to rural councils in Victoria. Perhaps most importantly, it currently has responsibility for applying for Government grants, particularly through Regional Development Victoria, which are of benefit to rural councils.

It will be important that the RCV is incorporated to enable it to carry on those functions with greater independence and flexibility while still being subject to the views of its member councils.

It is not expected that the manner in which the RCV operates will be different from its current operations, although election to the Committee of Management will be based on slightly different zones, as set out in the draft Rules attached to this report as 'Attachment 3'.

Next Steps

If the RCV continues operating as an unincorporated association, there is a risk that its individual members, including Council, will be exposed to liability if the RCV fails to properly conduct its business. Furthermore, it will be unable to enter into contractual arrangements on its own behalf – instead relying on the Secretariat council to do so.

It is therefore recommended that Council accepts the analysis of Council's investment and risk exposure and votes in favour of the RCV being incorporated on the basis of the draft Rules attached to this report as 'Attachment 3'.

It is proposed that a vote of all current members will be held at the next meeting of RCV to be held on 10 June 2016. The vote will, if a majority is in favour, authorise Jim Nolan, Chief Executive Officer of Pyrenees Shire Council (the current Secretariat council), to apply to the Registrar of Incorporated Associations for the incorporation of RCV and approve the draft Rules.

Community Engagement

This is purely an administrative resolution to allow RCV to become incorporated mainly for the protection of its individual member Councils.

Communication of Decision

Once resolved by RCV the outcome will be communicated to member Councils for information.

Officer Declaration of Interest

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Michael Tudball, Chief Executive Officer

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

9.4 Section 193 Entrepreneurial Powers Incorporation of Rural Councils Victoria (cont'd)

Author – Michael Tudball, Chief Executive Officer

In providing this advice as the Author, I have no disclosable interests in this report.

Recommendation

That:

1. the proposed incorporation of Rural Councils Victoria does not involve an investment and/or risk exposure that exceeds the thresholds set out in s 193(5C) of the Local Government Act 1989;
2. Council votes in favour of authorising Jim Nolan, Chief Executive Officer of Pyrenees Shire Council, to apply to the Registrar of Incorporated Associations for the incorporation of Rural Councils Victoria Incorporated;
3. Council approves the draft Rules attached to this report as 'Attachment A' as the Rules for Rural Councils Victoria Incorporated; and
4. Council authorises Mayor, Cr Peter Dark to vote on Council's behalf on this matter, in accordance with this resolution, at the meeting of RCV to be held on 10 June 2016.

DIRECTOR SHIRE SERVICES**9.5 Financial Statements to 31 May 2016 – 2015/16 Budget**

Attachment 4 - Financial Statements

Summary

The Financial Report for the period 1 July 2015 to 31 May 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 2015/16 Budget and actual performance.

Background

Financial management is a core function of Council. Council annually prepares a Budget which is developed in line with the Council Plan. Throughout the year interim financial reports are presented to Council, with the final financial report being audited by the Victorian Auditor General's Office and incorporated in Council's Annual Report which is forwarded to the Minister for Local Government.

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.

Policy/Strategy/Legal/Statutory

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.

Social/Economic/Environmental

The Annual Budget provides the funding for the Council to undertake its social, economic and environmental initiatives outlined in the 2013/2017 Council Plan. This report provides interim financial information on their progress.

Financial/Risk Management

Council is 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.

9.5 Financial Statements to 31 May 2016 – 2015/16 Budget (cont'd)

- 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.

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 2015/16 Budget, the anticipated forecast and actual performance.

Income Statement (Operating Statement)

Council is forecasting a minor operating surplus for the 2015/16 financial year. A large operating surplus was originally budgeted however the impact of prepaid grant revenue in the 2014/15 year together with increased depreciation due to asset revaluations, reduced grant revenue and increased expenditure in the employee benefits area substantially 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 2014/15, however after the 2015/16 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 \$15.6m of cash and investments held at the end of May. This means all commitments can be met with cash, as and when required. Opening cash was substantially more than anticipated due to early payment of grant funding and under expenditure of capital work in 2014/15. 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 \$13.4m of capital works. Additional Roads to Recovery funding of \$1.4m has also been received. \$1.4m of 2014/15 Capital works were incomplete and have been forecast for the current year. Several works project have now been deferred or are being reviewed (\$1.8m) resulting in a forecast program of \$13m for 2015/16.

Actual expenditure of \$10.4m has occurred (80% of the forecast amount).

9.5 Financial Statements to 31 May 2016 – 2015/16 Budget (cont'd)*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). Expenditure for operations was increased due to additional works, resignations, recruitment expenses and other associated oncosts. Capital Expenditure was increased mainly due to additional works funding. Overall the spend was at 91% of the forecast at the end of May.

Communication

The financial report forms part of the Council meeting minutes and is available to the public.

Officer Declaration of Interest

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Belinda Johnson, Manager Finance.

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Belinda Johnson, Manager Finance.

In providing this advice as the Author, I have no disclosable interests in this report.

Recommendation

That the financial report for the period 1 July 2015 to 31 May 2016 be received.

9.6 General Valuation**Summary**

A general valuation of all properties in the Southern Grampians Shire has been returned by the Contract Valuer, Opteon Property Group for use in the 2016/17 and 2017/18 rating years.

The valuations will be used as the basis of rating from 1 July 2016.

Background

A general valuation of all properties within Southern Grampians Shire is required to be undertaken every two years.

The 2016 revaluation is the ninth since biennial valuations were introduced by the Valuer-General in 1998 and will mean properties across Victoria are revalued at the same date: 1 January, 2016.

Opteon Property Group was appointed to provide valuation services for the 2016 general valuation by Council in December 2014. The 2018 and 2020 general valuations are subject to the exercise of options.

Council Plan

The Council has adopted a Council Plan 2013 - 2017 which provides that Council will:

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

Policy/Strategy/Legal/Statutory

The Council must for the purposes of the Local Government Act 1989 cause a general valuation of rateable land within the municipal district to be made as at 1 January in every even calendar year and returned to the rating authority before 30 April in that year. Valuations are undertaken in accordance with the Valuation of Land Act 1960, the Valuation Best Practice Specifications issued by the Valuer-General and the Valuation Contract terms and conditions.

The Contract Valuer has also completed a Statutory Declaration of Impartiality and Competence as required by the Valuation of Land Act 1960.

Valuer-General Victoria (VGV) oversees the revaluation process and monitors the progress of revaluations, provides advice to Councils on valuation methodologies and ensures Council valuers apply uniform standards across the state.

VGV also certifies all Council revaluations to ensure they have been completed according to the required standards.

9.6 *General Valuation (cont'd)***Social/Economic/Environmental**

The valuation process contributes to the generation of over 40% of Council revenue to fund services and capital works annually and ensure that a wide range of quality services are available to our community that will contribute to the liveability of the Shire.

Financial/Risk Management

The quality and timeliness of the delivery of the valuation and related services is vitally important, as Council and other rating and taxing authorities are dependent on the valuation to apportion the amount of rates to be paid by each property owner.

The Valuer-General, as Victoria's valuation authority has jurisdiction over municipal valuations and must certify the valuation.

The Contract Valuer must maintain complete confidentiality of Councils information both during and after the valuation task and demonstrate that no conflicts of interest will be created during the valuation process.

Discussion

The Contract Valuer has provided valuations for all rateable and leviable properties within the Shire as at 1 January, 2016.

Aggregate valuations are as follows:-

Site Value	Capital Improved Value	Net Annual Value
\$2,119 million	\$3,566 million	\$187 million

The total CIV has decreased by approximately 11%.

Movements in valuations are not uniform for all localities within the Shire or for all categories of land.

The new capital improved values will be used as the basis of rating for the financial year commencing 1 July, 2016. It is proposed that valuation and rate notices for 2016/17 will be issued in late August. Any person aggrieved by the valuation on their property is entitled to lodge an objection during the two months following the issue of the notices.

The movements in valuations shall result in a redistribution of the rate burden over the 11,077 rateable and leviable properties within the Shire.

Community Engagement

There is a significant customer service focus associated with the valuation service.

The number of properties inspected by the contract valuer is not to be less than 33 percent of the total number of residential and rural assessments.

Further community engagement will occur with the valuer should there be any enquiries or objections to valuations.

9.6 General Valuation (cont'd)**Communication of Decision**

The preparation and printing of rate notices will occur following the decision. Valuation and rate notices will be issued in August.

Officer Declaration of Interest

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Belinda Johnson, Manager Finance.

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Belinda Johnson, Manager Finance.

In providing this advice as the Author, I have no disclosable interests in this report.

Recommendation

That the general valuation made as at 1 January, 2016 be received and used as the basis of rating from 1 July, 2016.

9.7 Rating Strategy Policy

Attachment 5 - Rating Strategy Policy

Summary

The Councils Rating Strategy Policy was last updated on 9 April 2014. The Policy is generally reviewed every two years in the same year as the return of the general valuation of all rateable properties. The return of the valuation has now occurred and the Policy requires review.

It is recommended that the Rating Strategy Policy be adopted subject to the following:-

1. Clause 2.1 being amended to “..... rates and charges from 1 July 2016”
2. Clause 2.5 Policy Review being amended to “This policy shall be reviewed prior to the 2017/18 rating year”
3. All further clauses remaining unchanged

Background

On 9 April 2014 Council adopted the Rating Strategy Policy (as part of the review of all Council Policies) to provide a basis for the levying of rates and charges from 1 July 2013. The strategy is to be reviewed on the return of each general valuation.

General valuations are undertaken on two yearly cycles with the current valuation returned by 30 April 2016 for use in the 2016/17 and 2017/18 rating years.

Council Plan

The Council has adopted a Council Plan 2013 - 2017 which provides that Council will:

- 1.1.1 Base decisions on the highest available level of professional advice and expertise and
- 1.3.1 Compliance with and application of prudent financial principles to the Council's annual budget.

Policy/Strategy/Legal/Statutory

The Local Government Act 1989 provides the legislative basis for the levying of rates and charges (sections 154 to 158c).

The Council adopted Rating Strategy Policy to provide an equitable and consistent basis for the levying of rates and charges.

Social/Economic/Environmental

Rates and charges provide a significant component of Council revenue to fund services and capital works annually and ensure that a wide range of quality services are available to our community.

9.7 Rating Strategy Policy (cont'd)

The quality of services in Southern Grampians Shire is important to the liveability of the Shire.

Financial/Risk Management

Rates and charges comprise approximately 40% of annual Council revenue and therefore amounts raised impact of the level on services and capital works available for implementation.

The Councils current comparative rating level is at the lower level of municipalities in Victoria referred to within the category of 'large rural Shires'.

Discussion

The Council adopted Rating Strategy Policy on 9 April 2014.

The policy provides that differential general rates will be levied on the capital improved value of all rateable land to reflect the different standard, range and access to municipal services available to residents and ratepayers of the Shire. The policy also provides for a municipal charge, annual service charge (garbage) and a special drainage rate.

In 2015/16 the differential general rate levied on all rateable land in the parishes of North Hamilton and South Hamilton (excluding farm land with an area of 40 hectares or more) was fixed at a higher rate to reflect the different standard, range and accessibility to services.

The lower differential general rate was fixed at 80% of the higher differential rate.

The policy is required to be reviewed upon receipt of the general valuation for the purpose of making any adjustments considered necessary to lessen the impact of any sudden or adverse re-distribution of the rate burden between sectors or categories of rateable land caused by such general valuation.

The 2016 general valuation for use in the 2016/17 and 2016/17 rating years have been returned on 30 April 2016. Uncertified valuation figures have been received.

The Local Government Act enables a Council using the capital improved value system to set differential rates to raise rate revenue subject to the difference between the lowest and highest differential rates being no greater than four times.

A copy of the proposed Rating Strategy Policy is **attached**.

Community Engagement

Council's Draft Budget for 2016/17 has been published based on the previously adopted policy. This Budget is currently available for comment by the public until Wednesday 15 June 2016.

Communication of Decision

The communication of this decision will be incorporated in the adopted Budget for 2016/17 and results in the issuing of rate notices in August 2016.

9.7 Rating Strategy Policy (cont'd)**Officer Declaration of Interest**

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Belinda Johnson, Manager Finance.

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Belinda Johnson, Manager Finance.

In providing this advice as the Author, I have no disclosable interests in this report.

Recommendation

That the Rating Strategy Policy be adopted subject to the following:-

1. Clause 2.1 being amended to “..... rates and charges from 1 July 2016”
2. Clause 2.5 Policy Review being amended to “This policy shall be reviewed prior to the 2017/18 rating year”
3. All further clauses remaining unchanged

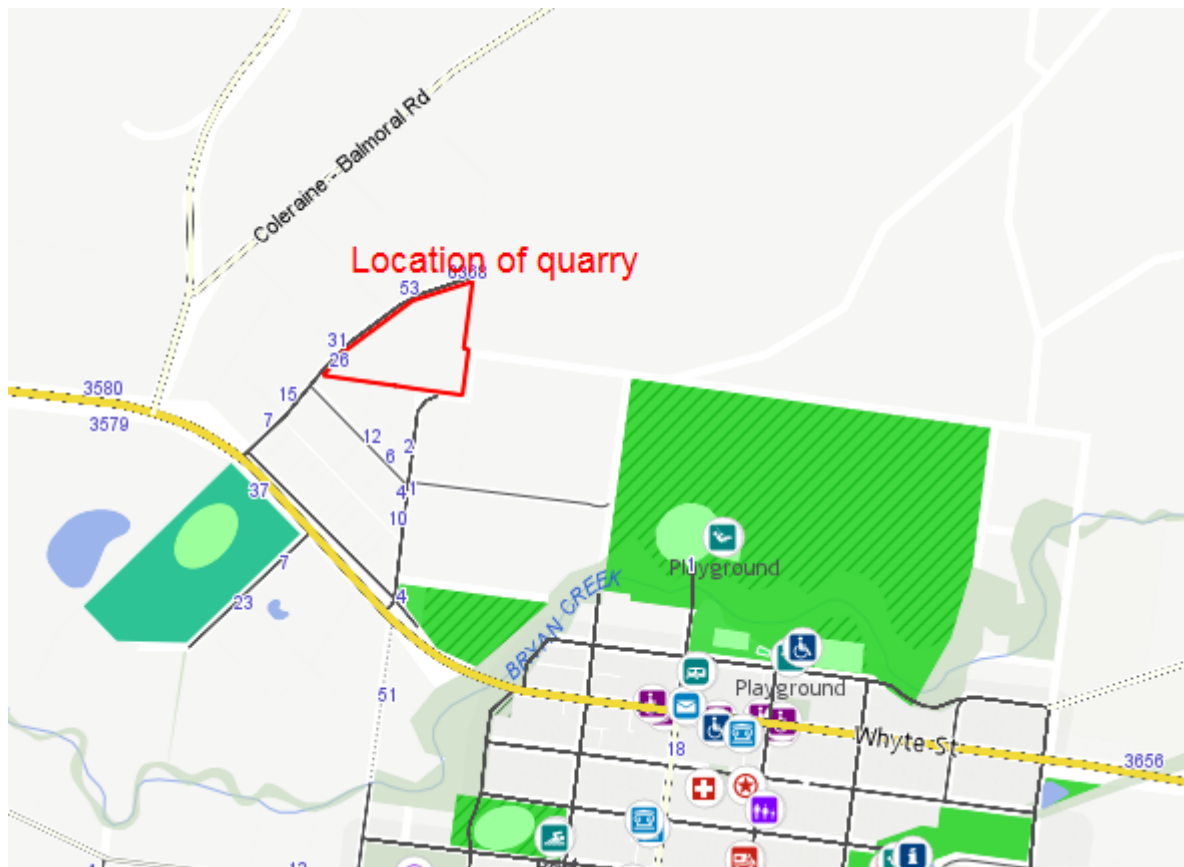
9.8 Coleraine Quarry

Summary

Council had been approached by Rigby Bros in relation to the expansion of the area of the existing quarry at Quarry Road Coleraine. In order to do this, it was recommended that Council give public notice of its intention to deviate Cameron Street in two parts (north/south and north east) as detailed in the enclosed map. And its intention to discontinue the East West section of Cameron Street and sell this land by private treaty to the quarry owners.

Background

The Rigby Bros Coleraine quarry is an established company which has been in operation since 1969. The quarry is a supplier to local companies and provides a valuable source of materials to the local economy. See below the location of the quarry in relation to Coleraine.



Council Plan

Within the Council Plan Objective 1 – Leadership and Good Governance the following Strategies are relevant to our recommendation:

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

9.8 Coleraine Quarry (cont'd)**Policy/Strategy/Legal/Statutory**

Under S206 (1) and Schedule 10, Clause 2 of the Local Government Act 1989, Council has the power to deviate Cameron Road which is a government road running north/south, and reinstate it as shown on the map as "New Cameron Road Reserve" with the Ministers approval which will be sought.

Under Schedule 10, Clause 3 of the Local Government Act, Council has the power to discontinue the proposed east/west section of Cameron Street.

Under Section 223 of the Local Government Act 1989 Council has invited 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 on 11 March 2016.

Social/Economic/Environmental

This proposal has a social and economic impact on the local community. The Rigby Bros currently employ twelve local residents of Coleraine and with the expansion this number may increase.

The quarry is also a supplier of high quality construction grade rock to businesses and government agencies in the Southern Grampians Shire for uses including but not limited to road construction and repair, concrete aggregate, rock beaching, rock for erosion prevention and environmental works.

Any environmental issues associated with the expansion of the quarry will be addressed by the owners through the Planning Scheme amendment and permit process. Council is advised that this separate process will include a proposal to build a bund wall (height to be determined) within the 10 meter wide buffer zone around the eastern, southern and western boundaries of the proposed site expansion. The bund wall will be densely planted with a mixture of blue gum and other native species and dust from the stockpiles will be managed through the installation of a sprinkler system.

Financial/Risk Management

The costs associated with deviating, discontinuing and selling the land will predominately be incurred by the owners of the quarry. The land to be discontinued will need to be surveyed and a valuation will need to be sought to sell the land to the Rigby Bros. The roads to be deviated will not incur any costs as these will be deviated and the cost of reinstating the road to the east and above north/west will be borne by the quarry owners.

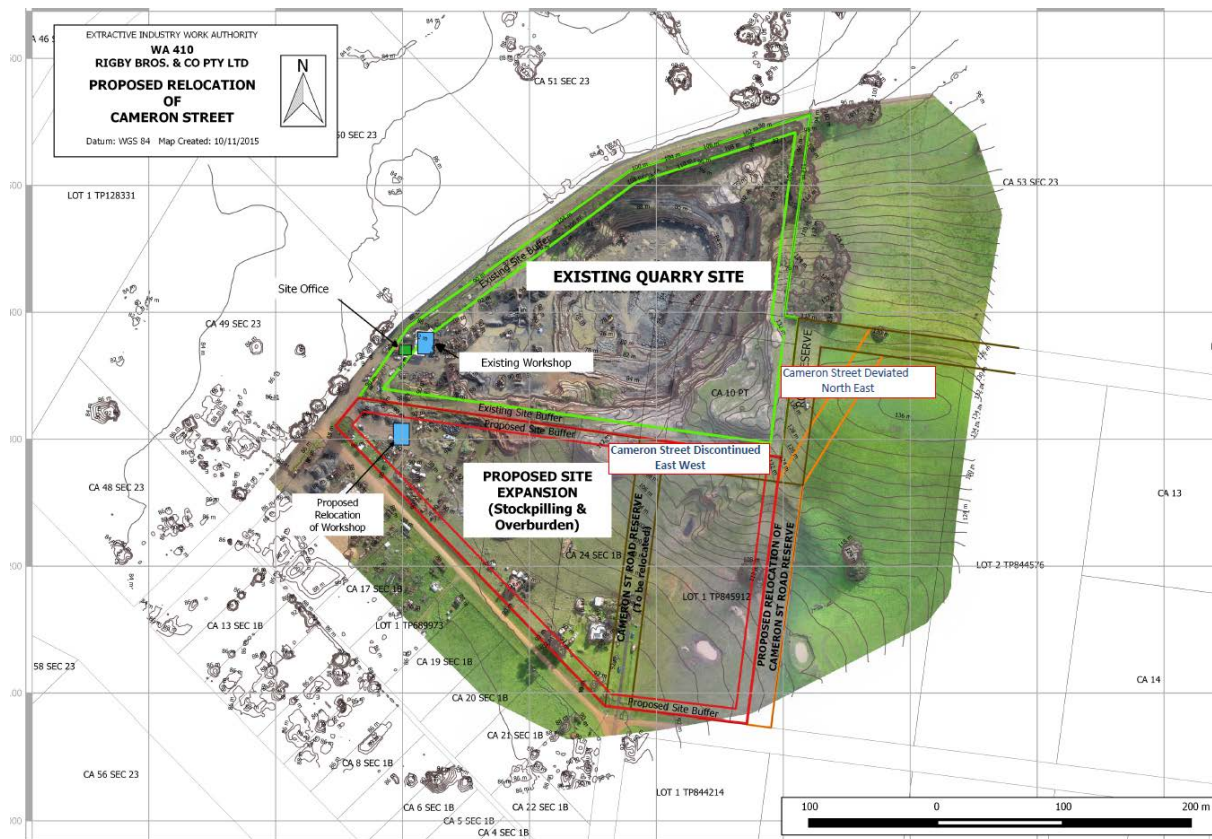
Discussion

The proposed extension of the quarry is to include land owned by Rigby Bros located to the south of the existing quarry boundary. In order to maximise the area of land available, the Rigby Bros propose to apply to deviate the north/south section of the road reserve known as Cameron Street from the western boundary of Lot 1 TP845912 to a new alignment along the eastern boundary of Lot 1 TP 845912.

Council is advised that Rigby Bros quarry has also negotiated with the owner of Lot 2 TP844576 to purchase a section of the north east corner of land to deviate Cameron Street

9.8 Coleraine Quarry (cont'd)

to enable further stockpiling initially, but to later effectively enable the quarry to rehabilitate the face of the quarry. The proposal would still maintain a continuous road network with the costs associated with constructing the road to be borne by the owners of the quarry. Please refer to the map below. The east/west section of Cameron Street which is vested in Council is proposed to be discontinued. The deviations and discontinuance of the road reserve will ensure that any land is prevented from being landlocked as the surrounding land belongs to the quarry owners.

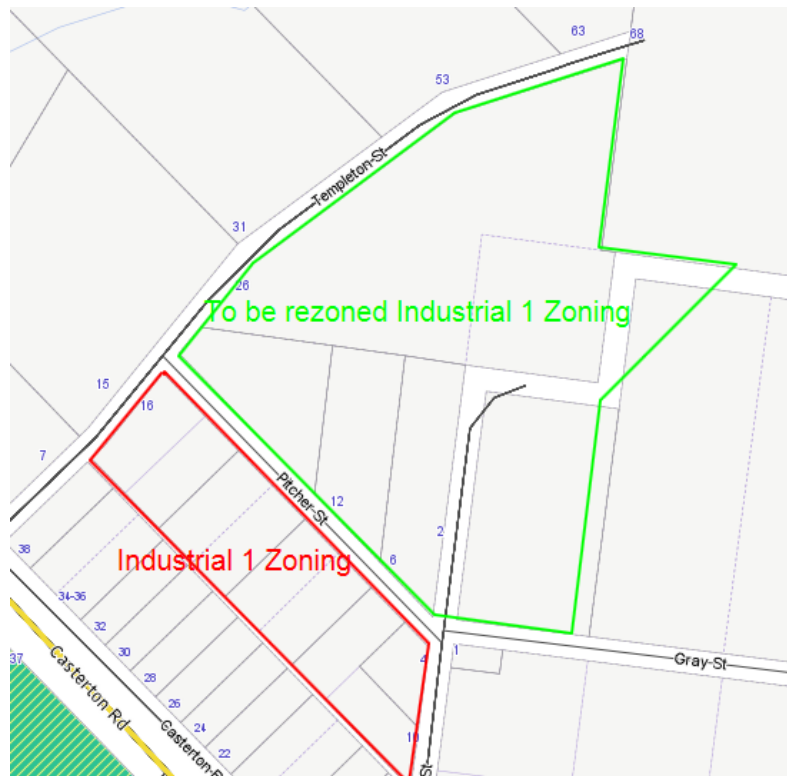


The expansion area will not be quarried but be used as a storage area so the impact to the local community should be minimal.

As part of the road realignments and road discontinuance the Planning Department has also discussed the potential to rezone all the land owned by the quarry owners south of the existing quarry to "Industrial 1 Zoning" contiguous with the land on the northern side of Pitcher Street Coleraine which is currently zoned Industrial (see map below).

As no submissions have been received on this proposal, it is recommended that Council should now proceed to formally resolve to deviate and discontinue sections of Cameron Street as per the maps provided in this report.

9.8 Coleraine Quarry (cont'd)



In order to facilitate the road deviation initial consultation was entered into with the Department of Environment, Land, Water and Planning to seek the Ministers consent. Although this is not finalised the Department is prepared to submit this to the Minister for consideration.

The process to complete the road deviations and road discontinuance is as follows:

- The affected land is to be professionally surveyed and plans produced for ministerial consent and for use in the Victorian Government Gazette. The owners of the quarry will be responsible for this action;
- Council will obtain a valuation on the section of Cameron Street to be discontinued and sold to the quarry owners;
- Ministerial approval will be sought for the north/south road deviation of Cameron Street, Coleraine;
- The road deviations and road discontinuance will be published in the Victorian Government Gazette.
- The consolidation and rezoning of the land is to be applied for via a separate application to the planning department of Southern Grampians Shire Council.
- The transfer of Council land will need to be completed with the Titles office.

9.8 Coleraine Quarry (cont'd)**Community Engagement**

A Public Notice of Council's proposal to deviate the road in two parts of Cameron Street (north/south and north/east) and discontinue the section East West of Cameron Street was published in the Hamilton Spectator on Saturday 11 March 2016 and on the Council's website.

Communication of Decision

The owners of the quarry will be notified of Council's decision of the road deviations and road discontinuance.

Officer Declaration of Interest

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Bronwyn Herbert, Director Shire Services

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Cate Dundon, Property Agreement Officer

In providing this advice as the Author, I have no disclosable interests in this report.

Recommendation

1. That Council having advertised its intention, and not having received any submission, hereby resolves to discontinue the East West section of Cameron Street and sell this land by private treaty to the quarry owners (as detailed in the enclosed map).

9.9 2017-2018 Community Sports Infrastructure Fund

Attachment 6 – Balmoral Community Centre Feasibility Study

Summary

The 2017-2018 Community Sports Infrastructure Fund (CSIF) is a Victorian Government funding program that helps provide high quality, accessible community sport and recreation facilities. The CSIF provides grants for planning, building new, and improving existing facilities where communities conduct, organise and participate in sport and recreation.

The following projects are recommended to proceed to submit a Project Proposal to Sport and Recreation Victoria (SRV):

- Balmoral Recreation Reserve - Community Hub Complex,
- Patterson Park - Stage 1 Active Play Park,
- Recreation & Leisure Strategic Plan – Action Plan.

Background

The CSIF program objectives are to assist in sport and recreation facilities that encourage:

- Increased sport and recreation participation for all Victorians,
- Increased female and junior participation,
- Increased access to sport and recreation opportunities,
- Better planning of sport and recreation facilities,
- Innovative sport and recreation facilities,
- environmentally sustainable facilities,
- Universally designed facilities.

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 district and regional sport and recreation facilities,
- Small Aquatic Projects – Grants of up to \$200,000 are available to improve and upgrade aquatic facilities, seasonal pools and develop new water play spaces,
- Minor Facilities – Grants of up to \$100,000 for any one project (where the total project cost is up to \$1,000,000 excluding GST) are available for community sport and recreation groups, working in partnership with local government, to develop or upgrade community sport and recreation facilities,
- Cricket Facilities - Grants of up to \$100,000 are available to assist local councils, cricket associations and local cricket clubs to upgrade and develop cricket specific club infrastructure including new buildings, grounds, and training facilities,
- Female Friendly Facilities – Grants of up to \$100,000 are available to build new and upgrade existing, outdated change facilities at sports clubs around the state that cater for female sport, with a focus on promoting female and family friendly environments,
- 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.

9.9 2017-2018 Community Sports Infrastructure Fund (cont'd)**Council Plan**

Outcome 3.3 Sustainable Leisure and Recreation activities;

- Strategy 3.3.1 Promotion of quality leisure and recreation facilities and services,
- Strategy 3.3.2 Consolidation and development of facilities and activities to achieve effective and long term outcomes,
- Strategy 3.3.3 Support and develop groups and clubs to achieve sustainability.

Policy /Strategy/ Legal/ Statutory

The 2017-18 CSIF Application Guidelines detail to process required to be followed by Council.

Step One: Contact Sport and Recreation Victoria

Council must discuss project ideas with a Sport and Recreation Victoria representative before submitting a Project Proposal. They will provide:

- Advice on the most appropriate form of support for your project
- Guidance on the development of those proposals that have merit, that align with program objectives and that are ready to proceed
- High-level design advice.

Step Two: Project Proposal

Project Proposals can be submitted via Grants Online at www.sport.vic.gov.au/grants by 11.59 pm Wednesday 8 June 2016.

Step Three: Notification

Sport and Recreation Victoria will advise councils of Project Proposals supported to proceed to Full Application stage from Monday 18 July 2016.

Step Four: Full Application

Councils notified of supported Project Proposals in Step Three will be invited to submit a Full Application. Full Applications may only seek an amount equal or lesser than that approved in Step Three and should not change in scope.

Social / Economic / Environmental

Improving participation outcomes is a key objective of the program. Applications must clearly demonstrate how the projects will improve participation outcomes.

Specifically, proposals should demonstrate how the project:

- Will increase or maintain participation,
- Encourages participation by females, juniors, people living in growth areas and communities experiencing disadvantage,
- Improves health and wellbeing of the community,
- Encourages development of multi-use, shared and co-located facilities,
- Collaborates with schools and community groups,
- Collaborates with state sporting associations or relevant peak bodies,

- Improves environmental sustainability,
- Applies or demonstrates principles of Universal Design.

9.9 2017-2018 Community Sports Infrastructure Fund (cont'd)**Financial / Risk Management**

The CSIF will not fund projects where contributions from funding partners are not confirmed in writing or underwritten by council. The submitting of a project proposal does not constitute that Council has underwritten the project.

Discussion

Council called for Expression of Interest (EOI) for projects for the CSIF for a 2 weeks period between 4th May 2016 and the 18th of May 2016.

The following EOI were submitted from sporting and community groups:

1. Balmoral Recreational Reserve – Community Complex Project
2. Hamilton Basketball Ball Association- HILAC Roof Refurbishment
3. Victoria Valley Tennis Court Resurface Project
4. Tarrington Community Park Clubroom Upgrade

The following EOI were submitted internally by Council Officers:

5. Patterson Park – Stage 1 Active Play Park
6. Recreation & Leisure Strategic Plan – Action Plan

Council held a meeting with SRV representation on the 20th of May 2016 to seek feedback on all project proposals.

SRV provide advice on:

- The most appropriate form of support for your project
- Guidance on the development of those proposals that have merit, that align with program objectives and that are ready to proceed
- High-level design advice.

1: Balmoral Recreational Reserve – Community Complex Project

The Balmoral Community Centre Feasibility Study (Attachment 6) was completed in January 2015. The Feasibility Study recommended that in order to progress the development of the community centre, the Balmoral Recreation Reserve Committee of Management will need to:

- Meet with Southern Grampians Shire to determine:
 - Level of partnership and intended timelines
 - Ability to execute staff resources to project, aligned to timetable
 - Financial contribution towards the project
- Reconfirm philanthropic pledge
- Prepare schematic plans and have these plans costed by a quantity surveyor
- Undertake investigations into adequacy of existing services (e.g. power, sewerage and fire), and the costs of upgrading where required
- Obtain costing's for car parking, landscaping and soft furnishings
- Prepare a fundraising plan and commence fundraising
- Agree on whether or not the facility is to be constructed as one stage (Option A) or in two stages (Option B). Note that the preferred option is Option A.
- Submit an application to relevant funding bodies to seek funding to construct the facility either under Option A or B
- Adopt a Crown Land Committee of Management model as the most suitable form of management for the proposed Balmoral Community Centre
- Develop a position description and recruit a suitable volunteer to manage the Balmoral Community Centre.

9.9 2017-2018 Community Sports Infrastructure Fund (cont'd)

The EOI received has a total project cost of \$996,000 and under the Minor Category of the CSIF was requesting the maximum amount of \$100,000.

Proposed income for the project:

- \$100,000 CSIF Minor Category (unconfirmed)
- \$100,000 SGSC (unconfirmed)
- \$350,000 Regional Development Australia (unconfirmed)
- \$66,000 Regional Development Victoria (unconfirmed)
- \$320,000 Community Contribution (\$83,898 confirmed bank balances, \$111,000 Australian Sports Foundation, \$50,000 unconfirmed pledged Balmoral Harrow Football Netball Club, \$75,102 unconfirmed)
- \$10,000 Philanthropic (unconfirmed)
- \$30,000 Community in-kind (confirmed)
- \$10,000 Recreation Reserve Committee (confirmed)
- \$10,000 not allocated (unconfirmed)

Given the large amount of unconfirmed project funds an application into the CSIF is highly unlikely to proceed past the project proposal stage unless those funds are unwritten by Council.

2: Hamilton Basketball Ball Association- HILAC Roof Refurbishment

The project is proposing to install an insulated suspended ceiling with new lighting and some minor improvement to the current spaces for office and function room purposed. The outcomes from the suspended roof include:

- Prevent leaks to reaching the courts
- Improved temperature control both in summer and winter
- Improved acoustics
- Lighting at the standard required

The EOI received has a total project cost of \$400,000 and under the Minor Category of the CSIF was requesting the maximum amount of \$100,000. The EOI estimated costs were based on a quantity surveys completed in October 2013. Since the EOI, the quantity surveys have been update to reflect the current costs for the suspended roof to be \$448,897.05.

Proposed income for the project:

- \$100,000 CSIF Minor Category (unconfirmed)
- \$350,000 SGSC (unconfirmed)

SRV advised that the project did not align strongly with the CSIF and recommended exploring \$22 million for the Better Indoor Stadiums Fund to build and upgrade multi-use stadiums that was announced in the Victorian Government 2016-2017 budget.

3: Victoria Valley Tennis Court Resurface Project

The project is proposing to renew the surface of 3 courts that have deteriorated since their last upgrade in 1987. The current surface has fungus across the surface which is creating a safety risk for players.

The EOI received has a total project cost of \$80,000 and under the Minor Category of the CSIF was requesting the amount of \$50,000.

9.9 2017-2018 Community Sports Infrastructure Fund (cont'd)

Proposed income for the project:

- \$50,000 CSIF Minor Category (unconfirmed)
- \$10,000 SGSC (unconfirmed)
- \$15,000 Community Contribution (\$6056 confirmed, \$8944 unconfirmed)

SRV advised that the replacement of like-for-like surfaces (e.g. tennis hard-court surface replaced by a similar hard-court surface) will not be considered a priority to receive funding unless it can be demonstrated that additional uses are proposed and/or a multi-purpose element is being introduced.

4: Tarrington Community Park Clubroom Upgrade

The project is proposing to upgrade the existing basic structure to include a servery, store room, change room, toilets and showers. The Tarrington Community Park Clubroom Upgrade has unusually applied for the CSIF Minor Category twice in previous year rounds.

The EOI received has a total project cost of \$125,000 and under the Minor or Cricket Facilities Category of the CSIF was requesting the maximum amount of \$100,000.

Proposed income for the project:

- \$50,000 CSIF Minor Category (unconfirmed)
- \$10,000 SGSC (unconfirmed)
- \$15,000 Community Contribution (\$6056 confirmed, \$8944 unconfirmed)

The project did not demonstrate how the principles of Universal Design and Environmentally Sustainable Design principles had been incorporated. The CSIF Applications Guidelines outline that projects that do not incorporate Universal Design and Environmentally Sustainable Design principles will not be funded.

SRV advised that this project would align better under the Cricket Facilities category and with further planning would be better positioned to apply in the future.

5: Patterson Park – Stage 1 Active Play Park

The project is proposing to implement some of the key features identified in the Patterson Park Master Plan, including:

- Upgrade playgrounds facilities
- 9 basket Frisbee golf course
- Installing soccer goals
- Recreation track around the venue

The EOI has a total project cost of \$139,350 and under the Minor Category of the CSIF was requesting the amount of \$92,900.

Proposed income for the project:

- \$92,900 CSIF Minor Category (unconfirmed)
- \$35,000 SGSC (Patterson Park playground renewal included in the 2016-2017 draft budget)
- \$11,450 Patterson Park Trust (confirmed)

SRV advised that the project aligned well with the guidelines and supports the changing trends towards less structured recreation.

9.9 2017-2018 Community Sports Infrastructure Fund (cont'd)**6: Recreation & Leisure Strategic Plan – Action Plan**

The project is proposing to develop a Recreation and Leisure sub action plan as part of the Municipal Health & Wellbeing Plan (MHWP). A component of the action plan will be upgrading the Master Plans for Pedrina Park and Lake Hamilton.

The EOI has a total project cost of \$60,000 and under the Planning Category of the CSIF was requesting the amount of \$30,000.

Proposed income for the project:

- \$30,000 CSIF Planning Category (unconfirmed)
- \$30,000 SGSC (MHWP included in the 2016-2017 draft budget)

SRV advised that the current Leisure Service Strategic Plan is fast becoming out of date and won't strategically support Council in the future.

Community Engagement

Council emailed the CSIF Application Guidelines, Minister CSIF Media Release and an invitation to complete EOI to the progress associations and recreation clubs, association and venues across the Shire.

Communication of Decision

Council will arrange follow up meetings with all groups that submitted an EOI to provide advice on the best way to progress their projects.

Officer Declaration of Interest

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – (insert name and position)

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Jason Thomas, Manager of Recreation

In providing this advice as the Author, I have no disclosable interests in this report.

Recommendation

That Council resolves to:

1. Submit an application for the Balmoral Recreational Community Hub Complex in the CSIF under the Minor Category for \$100,000, with Council's contribution towards the project been subject to a future Council resolution if invited to proceed to full application.
2. Submit an application for Patterson Park Stage 1 Active Play Park Project in the CSIF under the Minor Category for \$92,900.
3. Submit an application for the Recreation and Leisure Strategic Action Plan in CSIF under the Planning Category for \$30,000.

9.9 2017-2018 Community Sports Infrastructure Fund (cont'd)

4. Submit an application for the Hamilton Basketball Ball Association HILAC Roof Refurbishment in Better Indoor Stadiums Fund once the program is opened for applications, and that Councils contribution towards the project been subject to a future Council resolution once the guidelines have been released.

DIRECTOR OF SHIRE FUTURES**9.10 Memorandum of Understanding between Council and Grampians Tourism Board Inc. 2016-2020**

Attachment 7 – GT LGA MOU

Attachment 8 - GT LGA Combined Project List

Summary

This report discusses the history of Grampians Tourism Board and the role of Local government with it and recommends that Council sign the four-year Memorandum of Understanding (MoU) between Grampians Tourism Board Inc. (GTBI) and Council, which sets in place the Strategic Partnership for a further 4 years for the period 2016-2020.

The new four year MoU proposed with four Local Government members commits Council to a contribution of \$43,592.50 + CPI annualised, + GST per annum for the term of the MoU .

Background

Grampians Tourism Board Inc. was established in 2008 as the first regional tourism organisation for the Grampians region. The primary purpose of GTBI is to deliver a coordinated approach to marketing, product development, infrastructure investment and industry development for the region. The Grampians Tourism Region includes the municipalities of Southern Grampians, Northern Grampians, Horsham Rural City, Ararat Rural City and Pyrenees Shire. The GTBI Board includes six industry skills based members, as well as representatives from the five participating Councils, Parks Victoria, Regional Development Victoria and Tourism Victoria. The board is chaired by an independent chairperson.

Upon its establishment in 2008, GTBI and its partner Local Government members (five at that time) entered into an initial three year MoU, for the period July 2008 – June 2011. A one year extension was granted in 2011 and a four year MoU signed for the period July 2012 – June 2016.

Originally each of the Councils contributed equally to Grampians Tourism via the MoU with further funds coming from the State Government agencies. The MoU established the frame work for Grampians Tourism to work with the Local Government members to deliver against the Grampians Tourism Strategic Plan.

The current MOU with Local Government Members is due to expire in June 2016 and the current Grampians Tourism Board has undertaken the development of a new four year MOU that aligns with the updated strategic plan.

Southern Grampians Shire Council has actively supported the work of GTBI since its inception in 2008. A broad representation from the Shire has played a pivotal role in shaping the organisation including as a member of the Board of Grampians Tourism.

9.10 Memorandum of Understanding between Council and Grampians Tourism Board Inc. 2016-2020 (cont'd)**Council Plan**

One of the five fundamental objectives outlined in the Council Plan (2013 – 2017) is to “Foster Population and Economic Growth”.

Tourism forms a major component of the Council Plan and highlights the Council's strong commitment to and support for Tourism growth in the region.

A key outcome (2.3) of the Council Plan is to seek a strong, innovative and distinctive tourism sector:

Strategy 2.3.2**Enhance, facilitate and promote existing and new experiences****Strategy 2.3.3****Build capacity and improved coordination within the sector****Strategy 2.3.5****Ensure that tourism marketing reflects the diverse tourist appeal of the Shire****Policy /Strategy/ Legal/ Statutory**

The signing of the MoU aligns with the Southern Grampians Tourism Strategic Plan 2010 – 2015 which was adopted by Council in June 2010.

Action 151, section 15, Tourism Partnership Actions:

Continue to contribute resources to participate in Grampians Tourism Board Inc. and assist with the implementation of marketing and development activities. Continue to include representation of Southern Grampians Shire on Grampians Tourism Board Inc. by the Southern Grampians Shire Tourism Manager to facilitate good communication between Grampians Tourism Board Inc. and Southern Grampians Shire tourism operators.

The MoU adopts as a principle that Grampians Tourism and Local Government Members have shared goals as outlined in the Agreement and conduct activity individually and collectively to achieve those goals. Visit Victoria, local business owners and other stakeholders also conduct activity individually and collectively to achieve these or similar goals. The MoU identifies the activities undertaken by individual parties and proposes shared performance metrics for the evaluation of the success of those activities. The MoU establishes the resource contribution to be received by Grampians Tourism and contains other clauses that are operational and administrative in nature.

Social / Economic / Environmental

A continued partnership with GTBI, has significant social, economic and environmental benefits for the community of the Southern Grampians Shire.

Increased visitation to the region, by way of domestic and international day-trippers and overnight visitors provides direct economic benefit to dedicated tourism operators and ancillary services. Furthermore, increased visitation has a direct positive impact on facilities and services in region, including petrol stations, markets,

9.10 Memorandum of Understanding between Council and Grampians Tourism Board Inc. 2016-2020 (cont'd)

events, restaurants, cafes, hotels and more, and leads to increased investment in and for the community.

Financial / Risk Management

By signing the MoU, Southern Grampians Shire Council agrees to contribute \$43,592.50 (plus CPI annualised, plus GST) in financial resources to GTBI each year for the term of the agreement. This commitment is allowed for in the draft budget.

Further to this, Council also commits to allocating additional resources to the implementation of cooperative projects and strategies as outlined in the Strategic Plan. These items will be wholly budgeted for in each financial year, with supporting business cases.

In addition to the financial contribution provided, Council also agrees to provide a representative from the Council as a director on the Board and commits to encouraging Council officers to attend regular designated staff meetings with GTBI staff.

There is minimal risk involved in the signing of the MoU. Through maintaining close association with the GTBI Board and providing ongoing support to the work of GTBI staff, Council can participate in the shaping of the organisation and the future of Tourism in the region.

Discussion

To assist in the development of the new strategic plan each Local Government member was requested to contribute their Council strategic priorities and plans for comparison and alignment with other Council member's information.

This allows the Grampians Tourism Board to work on combined projects where synergies exist and allocate who is responsible for each task. The strategic plan identifies which project will be driven by Grampians Tourism, which will be jointly worked on and which ones Council will drive. Attachment 8 GT LGA Combined Project List.

The MoU adopts as a principle that Grampians Tourism and Local Government members have shared goals as outlined in the Agreement and conduct activity individually and collectively to achieve those goals. Visit Victoria, local business owners and other stakeholders also conduct activity individually and collectively to achieve these or similar goals. The MoU identifies the activities undertaken by individual parties and proposes shared performance metrics for the evaluation of the success of those activities. The MoU establishes the resource contribution to be received by Grampians Tourism and contains other clauses that are operational and administrative in nature.

The revised MOU between Grampians Tourism and the four Local Government members will share the following goals:

- a. To raise the profile and front of mind awareness of the Grampians Region to:
 - i. Create sustained growth in visitor numbers, length of stay and spending

9.10 *Memorandum of Understanding between Council and Grampians Tourism Board Inc. 2016-2020 (cont'd)*

- ii. Increase revenue from the visitor economy in local towns
- iii. Increase jobs (particularly for young people) in the visitor economy
- iv. Support the growth and success of business owners investing in the visitor economy
- v. Introduce the Region to visitors who may go on to consider living, learning or investing in the Region
- b. To conduct product and industry development to create compelling visitor experiences.
- c. To attract investment into world class products and experiences
- d. To provide leadership and create productive partnerships, that:
 - i. Raise the profile of the Visitor Economy among stakeholders,
 - ii. Advocate on behalf of stakeholders in the visitor economy to work in partnership to resource, develop and deliver the Goals

Grampians Tourism and the Local Government Members have prepared individual strategic plans that outline marketing, investment attraction and product development initiatives intended to achieve those Goals. Attachment 7 GT LGA MOU 2016-2020

In March 2015, Grampians Tourism distributed an information package to the Local Government partners outlining the benefits of the Visitor Economy to each municipality identified in the Remplan Economic Modelling programme.

Grampians Tourism outlined three options for the allocation of Local Government member contributions using Remplan data to formulate individual contributions.

Remplan Economic Modelling programme, 2015 Regional Visitor Economy figures:

Local Government Members	Direct Revenue (\$ million)	Percentage of Visitor Economy	Employment (Jobs)
Ararat Rural City	\$38.522	14.47%	224
Horsham Rural City	\$79.669	29.92%	497
Northern Grampians Shire	\$81.768	30.70%	459
Southern Grampians Shire	\$66.344	24.91%	329
Total	\$266.299		1,509

With the recent Premiers announcement to establish Visit Victoria, the Victorian Government has written to the Southern Grampians Shire Council advising of the importance they place on Regional Tourism Boards (RTB). They value and rely on local governments and RTBs to grow the visitor economy and look forward to further developing these relationships together.

The historical approach to fund Grampians Tourism \$175,000 combined Local Government contribution had been an equal 5 way split equating to \$35,000 per Local Government member.

9.10 Memorandum of Understanding between Council and Grampians Tourism Board Inc. 2016-2020 (cont'd)

One significant change going forward has been the departure of the Pyrenees Shire Council from Grampians Tourism which has resolved to instead align itself with Ballarat Tourism. At this point Grampians Tourism has indicated they still require the same amount of \$175,000 to deliver works and services outlined in the update strategic plan. Grampians Tourism put forward three contributions options:

A. Equal Local Government member contribution.

Ararat Rural City	\$43,750
Horsham Rural City Council	\$43,750
Northern Grampians Shire	\$43,750
Southern Grampians Shire	\$43,750
Total	\$175,000

B. Contribution modelled based on 50% fixed and 50% Remplan variable amount

LG Member	Visitor Economy	50% Fixed	50% Variable	Total Contribution
Ararat Rural City	14.47 %	\$21,875.00	\$12,661.25	\$ 34,536.25
Horsham Rural City Council	29.92 %	\$21,875.00	\$26,180.00	\$ 48,055.00
Northern Grampians Shire Council	30.70 %	\$21,875.00	\$26,862.50	\$ 48,737.50
Southern Grampians Shire Council	24.91 %	\$21,875.00	\$21,796.25	\$ 43,671.25
Totals		\$87,500.00	\$87,500.00	\$175,000.00

C. Contribution based on 100% Remplan amount

LG Members	Visitor Economy	Contribution
Ararat Rural City	14.47%	\$25,322.50
Horsham Rural City Council	29.92%	\$52,360.00
Northern Grampians Shire	30.70%	\$53,725.00
Southern Grampians Shire	24.91%	\$43,592.50

The CEOs of all Local Government members considered these options and it was agreed to recommend to their Councils that :

- contributions are apportioned on revenue from the Visitor Economy measured in Remplan;

9.10 Memorandum of Understanding between Council and Grampians Tourism Board Inc. 2016-2020 (cont'd)

- the aggregate Local Government member resources contribution remains unchanged at \$175,000; and
- the Pyrenees contribution of \$18,000 be allocated among the remaining Local Government Members in proportion with Remplan data.

Communication of Decision

It is recommended that the decision be communicated to Grampians Tourism Board Inc. through the Chairman of the Board in a formal letter.

Given the significance of the Visitor Economy to the Southern Grampians community and the public interest in Tourism, it is also recommended that Council communicate this decision to the tourism businesses in the Shire and general public by way of a Council Press release.

Officer Declaration of Interest

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Michael McCarthy

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Hugh Koch

In providing this advice as the Author, I have no disclosable interests in this report.

Recommendation

That Southern Grampians Shire Council sign and affixes the Shire Common Seal to the Memorandum of Understanding between Grampians Tourism Board Incorporated and Southern Grampians Shire for the period of 2016 – 2020.

9.11 Digital Strategy – Southern Grampians and Glenelg Shire Councils

Attachment 9 – Southern Grampians & Glenelg Digital Strategy

Summary

This report highlights the development of a digital strategy for Southern Grampians and Glenelg Shire Councils. It details what the digital economy is, the potential impacts and opportunities, examines our existing local digital eco-system (current situation for our region), explores our business, industry and community's digital capacity, discusses local government's leadership opportunities and provides a strategic direction for both regions to fully maximise the full potential of both regions in embracing Australia's Digital Economy.

The strategic direction and suggested actions are themed into four areas:

- Enabling Infrastructure
- Digital Local Government
- Building Digital Capacity
- Digital Industry

This report recommends that Council adopt the Digital Strategy.

Background

The introduction of fast speed downloads through the roll out of the National Broadband Network presents transformative opportunities for the communities and economies of Southern Grampians and Glenelg Shires. The challenge for both Southern Grampians and Glenelg Shires of growing our population, economy and social cohesiveness is a reality faced every day. Whilst High Speed Broad Band (HSBB) provides enormous potential to assist in meeting these challenges, it also will accelerate the division between growing communities and stagnating/declining communities.

The 2011 census indicates that 64.7% of households within the Southern Grampians Shire and 66.3% within Glenelg Shire have an internet connection at their dwelling. This compares with 79.2% for Melbourne, 76.9% for Victoria and 68.4% for Regional Victoria. The challenge for both Shires is to enhance our connectedness, to develop our skills and to ensure all the community is equipped with the abilities to understand and embrace new means of living life.

With the common elements identified Southern Grampians and Glenelg Shire Council's came together to address the current digital issues with the development of a Digital Strategy to maximise the full potential of both our regions in embracing Australia's Digital Economy.

Regional Development Victoria through the Regional Growth Fund – Putting Locals First Program provided \$60,000 towards the project with \$10,000 contributed by each council. A brief was developed and advertised for tender with 11 respondents. Four businesses were short listed and interviewed with Geografia appointed to develop the strategy.

Consultation with businesses and the community was held online (surveys, competitions) and through in-person workshops in mid- 2015. A full summary of business and community survey results is provided at Appendix H in the draft strategy. A Business and Community Reference Group was established and met

9.11 Digital Strategy – Southern Grampians and Glenelg Shire Councils (cont'd)

twice through the project to provide input into the strategy. An online website was developed for the project www.ourdigitalstrategy.com

In December 2015, Council endorsed the release of the draft strategy for public comment. The draft strategy was displayed and available for comment until the end of March 2016 following an extensive online, advertising and one on one engagement program. Feedback has now been incorporated into the strategy particularly noting the flexibility needed to respond to new digital opportunities as they arise and the role of the education sector in growing the capacity of the digital economy.

Upon Council endorsing the release of the draft strategy for public comment a consultation document was prepared to assist in gathering feedback including developing a number of questions designed to test our assumptions around the actions priorities.

In March 2016, the draft strategy was displayed for public input online and at libraries and community centres. A press release was sent and picked up by local media on the date of release, posters displayed at cafes and libraries, and emails were sent out to mailing lists to notify community members about the opportunity to participate. A radio advertising campaign was also conducted. Traffic to the website indicates that press release and email notifications successfully informed participants. Schools were phoned and invited to participate through interviews and then when it was hard to get them to participate, an online survey was circulated by email.

How participants engaged with us

We had 112 visitors to the website between 26/2/16 – 26/3/16. The average time on the site was around 4mins, which is high and suggests participants read the digital document online. Visitors to the website and participation peaked at the start of the project.

18 people representing community members and businesses and schools in the area participated in the consultation. This included:

- 7 people provided input into the consultation online, 80% of these were businesses.
- 5 people provided written submissions or emails, 60% of these owned businesses.
- 8 schools, including one participant in the online survey.

Out of the participants who engaged online, 6 participants used the online feedback form and one participant responded to questions within the online document.

Offline engagement was largely responsive to emails. Three emails were sent to Southern Grampians Shire and a meeting was held with Economic Development staff in Council on 30/3/16 that generated a fifth email. One participant sent a hand written submission.

Summary of findings

Participation peaked after press releases and email notifications, which seem to be best way to make people in the community aware of the opportunity to engage with Council. This seemed to generate visits to the website and time on the website indicates most read or at least scanned the strategy online, which indicates some interest in the strategy but participation rates are low. This is usually an indication of one of two things:

1. That the community just want to know what Council are doing and have no comment/were happy with the plan.

9.11 *Digital Strategy – Southern Grampians and Glenelg Shire Councils (cont'd)*

2. The community did not think they could contribute. Some negative feedback was received about the content of the plan being too high level so it is possible that some people in the community did not feel they could contribute.

Participants who did engage online seemed to have good digital skills, allowing us to identify potential partners for follow up actions. These participants were:

- interested in training for website management, online marketing for business and graphic design;
- happy to use online services from Council including online engagement; and
- open to being involved in Digital Advisory Committees run by Council.

Participants felt that the Community Courthouse (Glenelg), Library, Tafe, School or online were identified as the best ways to learn digital skills in the community. There are groups in the community teaching digital skills that are willing to help to teach digital skills to other community members.

Highlights from engagement with schools

Many schools are encouraging the use of technology / devices in the classroom, but only 42% have specific classes and spaces to teach computer skills. Some kids are showing an interest in coding, gaming and design. There is no tech support at the schools in the area. Teachers were not aware of students getting training outside of the classroom and felt parents and teachers would benefit from some training. Two schools were involved in coding club.

Getting the involvement of schools in this process was challenging. This was due to school holidays, hours and the need to go through reception to find the right person and get their attention. The results of this investment have been really worthwhile. Council now have contact details, and the attention of, the right person in most schools and the data generated from this work about how young people learn digital skills in this community is rich.

Council Plan

Objective 2 Foster Population and Economic Growth

Outcome 2.1 Strong economic performance that supports population growth

Objective 3 Enhance Wellbeing and Culture

Outcome 3.1 Coordinated and Accessible Services

Objective 4 Help Communities Feel Dynamic and Resilient

Outcome 4.2 A Dynamic Community

Social / Economic / Environmental

The Southern Grampians Shire has adopted a vision of being Australia's most liveable provincial community. As part of embracing that vision, Council has a vital role in building connectivity. Council needs to assume a leadership role if our community is not to split into socially inclusive or socially excluded groupings.

Digital technology can help address some of our social and economic challenges and opportunities, including:

9.11 Digital Strategy – Southern Grampians and Glenelg Shire Councils (cont'd)

- Ageing population - many of our communities are ageing faster than the Victorian regional average. This creates issues around productivity, social isolation, health and services access, and developing contemporary industry skills.
- Remoteness - some of our towns are remote with poor access to many services; something technology could help.
- Tourism - there is potential for tourism growth in parts of our Shires and technology plays an important role in tourism markets.
- Agriculture - is our key export, and could benefit from significant productivity increases on the back of digital.
- Strong community capital - our towns benefit from existing strong online and offline networks. New digital technologies provide an opportunity to build these social connections.
- Population growth - some towns continue to shrink, often due to limited economic opportunities. Working from home or remotely might provide opportunity to create new opportunities.

Financial / Risk Management

Digital technology also has the opportunity to completely redesign Council services. For example, mobile applications that allow residents to report maintenance issues to Councils not only increase the efficiency of Council maintenance operations, they can also provide real-time feedback to community members about when a maintenance request is complete, thereby increasing ratepayer satisfaction. Similarly, online community engagement is a key means to allow communities to have their say about Council decisions and direction.

To be successful digital organisations, cultural transformation will be important. Some other local governments have adopted a 'digital first' paradigm, where the digital opportunities and consequences are considered as part of all decisions in Council procedures. Other local governments have stimulated transformation through creating eGovernment or service transformation roles. This may be a longer term direction for Southern Grampians Shire. Several of the actions within the report will require financial consideration and external funding to achieve other actions will involve current budgets and services transforming using "digital first" principles. Recent changes to e-tendering and procurement examples of these.

Discussion

The advent of HSBB, the continuous development of newer versions of technology and the continuous expansion of technological applications and adaptations opens opportunities to strengthen both business and community. High Speed Broad Band offers the prospects of reducing the distance between businesses and markets, turning small companies into global exporters, increasing community vitality, increasing the attractiveness of regions to tree changers, connectivity that will match metropolitan cities and strengthening regional resilience. At a local government level we have a role to lead by example and encourage businesses and industry to get online to boost productivity. Recent studies have shown that for every 10% increase

9.11 Digital Strategy – Southern Grampians and Glenelg Shire Councils (cont'd)

in broadband sophistication of a business they improve their contribution to the regional GDP by .44%.

Digital technology is not just changing the way we do things, it is changing what we do. The future prosperity of communities is increasingly tied to their digital infrastructure, literacy and opportunities.

How is Digital Changing the Economy?

Digital technology is redefining the structure of our national economy. Geografia has found that NBN access can drive productivity growth of up to 14% amongst Victorian businesses. Some of the key changes that digital technology is enabling, and those that we need to respond to, include:

1. The creation of new industries and jobs – such as programming, infrastructure engineering and user experience design.
2. The decline of many existing jobs – especially manual and repetitive tasks – with automation and computerisation. At the same time increasing productivity for many businesses.
3. The changing nature of work - with people working from home, on the road, and from afar. For the first time, many people are able to work from anywhere– connected by video and the Cloud.
4. Access to new markets and customers, from anywhere in the world. This will increase opportunities but also competition.
5. The shift to new business practices. Increasingly, business relies on innovation, agility and entrepreneurship. In the new economy, business models that are slow to change will be threatened.

How is Digital Changing Communities?

Digital is also changing the communities we live in – through the way we interact, and the structure of our social networks. It will:

- Increase social connections and opportunity. Technologies such as video conferencing and chat make it easier to connect with friends, family and community groups. Technology also allows new online interest or social networks to form, often spilling over into the offline world. These new opportunities can be important to retaining youth in regional areas.
- Increase inclusion and social mobility, especially in remote and disadvantaged areas. Technology will help reduce the tyranny of distance, including unequal access to services.
- Make life easier at home, especially for those who are ageing or with a disability. For example, technologies such as health monitoring, electronic health care, and home automation will help the sick and elderly live happily at home for longer. This is especially important in more remote areas, where access to health services can be an issue.

How is Digital Changing Government?

Digital technology will allow government to do more with less, and better respond to the needs of the community. The opportunities for local government are not just about changing the way services are provided (e.g. offering traditional offline services online). Digital provides the opportunity to completely redesign government services from the ground up.

9.11 Digital Strategy – Southern Grampians and Glenelg Shire Councils (cont’d)

Some examples of the areas where digital is changing government services include:

- Encouraging online community participation – ensuring that decisions and services reflect the needs and views of the community.
- Increasing communication with constituents and between officers – using technologies such as video conferencing.
- Responding to issues or faults more efficiently through sensors or live reporting from the community.
- Providing information and data to the community to promote transparency and accountability.
- Reducing the cost of customer service transactions with the help of technology.
- Demonstrating the opportunities to local business and the community.

What is a Digital Strategy?

A Digital Strategy provides a pathway to take advantage of the opportunities in the digital age, enabled by high speed broadband Internet. This Strategy is focused on identifying the opportunities for moving toward a digital community and economy in the Southern Grampians and Glenelg Shires.

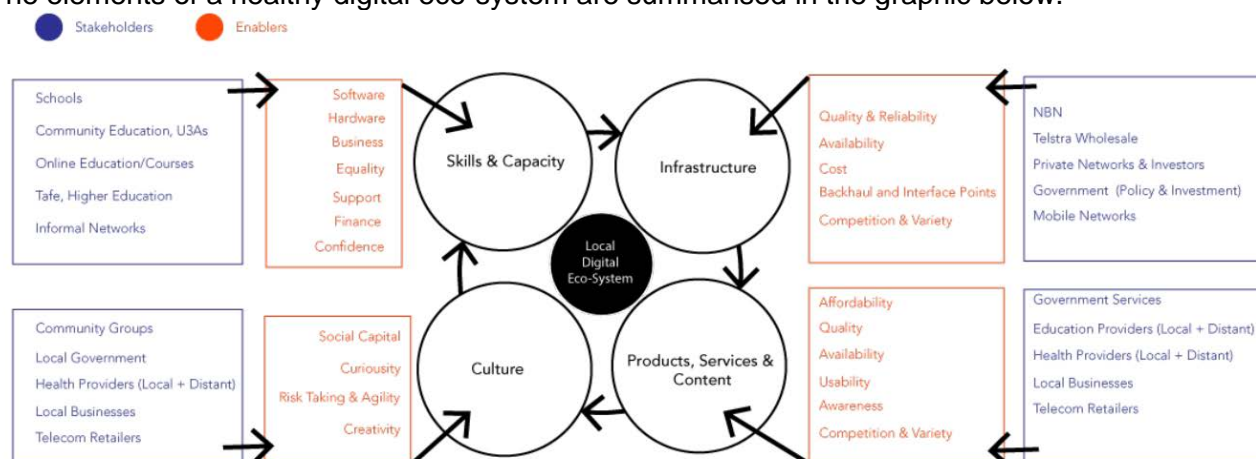
Both Shires will benefit from the staged rollout of the National Broadband Network (NBN) in the coming years, and this will change the way our community uses the Internet, opening up new possibilities. A strong local digital eco-system will be needed to take full advantage of the NBN and traditional broadband Internet. A local digital ecosystem recognises that it takes more than infrastructure to realise these new opportunities. Also necessary are:

- Skills and capacity – technical ability, modern business skills
- Culture – leadership, entrepreneurship and curiosity
- Products and services – telecommunications product, online groups and sites
- Infrastructure – quality, speed, reliability and cost of Internet

The Strategy focuses on how we can develop a strong local digital eco-system. It provides a pathway for developing:

- A more digitally connected community.
- An economy that can respond to the business opportunities in the digital area.
- Council leadership in providing digital services for the community.

The elements of a healthy digital eco-system are summarised in the graphic below.



9.11 *Digital Strategy – Southern Grampians and Glenelg Shire Councils (cont'd)*

In developing the Strategy, Geografia examined our existing local digital eco-system. This included gaining an understanding of our current key issues, our digital infrastructure, skills, culture and product mix.

It was also important to understand how digital technology can help address some of our social and economic challenges and opportunities, including:

- Ageing population - many of our communities are ageing faster than the Victorian regional average. This creates issues around productivity, social isolation, health and services access, and developing contemporary industry skills.
- Remoteness - some of our towns are remote with poor access to many services; something technology could help.
- Tourism - there is potential for tourism growth in parts of our Shires and technology plays an important role in tourism markets.
- Agriculture - is our key export, and could benefit from significant productivity increases on the back of digital.
- Strong community capital - our towns benefit from existing strong online and offline networks. New digital technologies provide an opportunity to build these social connections.
- Population growth - some towns continue to shrink, often due to limited economic opportunities. Working from home or remotely might provide opportunity to create new opportunities.

Digital Skills and Capacity

The consultation and surveys helped to reveal the level of existing digital skills and capacity within the regional business community, residents and youth. Key skills and capacity gaps noted through the survey and consultation include: digital strategy for business; social media; website development; mobile applications; online financial tools; and email marketing. These should provide the focus of future capacity building programs. Other areas of interest to the community, for developing their digital capacity, include:

- Internet security and privacy – a large proportion of survey respondents indicated they have anxieties regarding these issues, and this creates a barrier to full utilisation of digital.
- Basic programming and app development – there are not currently any opportunities to learn these skills within Glenelg and Southern Grampians Shires.
- Selling and buying goods online – through online marketplaces, and to generate additional income.

Local eGovernment

Local councils play a leadership role in the transition toward a digital economy and community. Digitised council services not only make life easier through efficiencies for both council officers and the community; they also make help demonstrate the

9.11 Digital Strategy – Southern Grampians and Glenelg Shire Councils (cont'd)

possibilities of digital services to the local community, and the digital culture of a place to outside investors.

A detailed audit of eGovernment services in Glenelg and Southern Grampians Shire is provided at Appendix D of the strategy. This has been informed by workshops with a cross-section of council staff.

Some of the key strengths for Glenelg and Southern Grampians Shires, when compared to other similar councils include:

1. Online web mapping
2. Social media use and audience
3. Electronic contact/enquiry forms

Some of key areas of improvement for the two councils include:

1. Online community engagement – allowing residents to have their say online.
2. Providing content for mobile phones (e.g. responsive web sites, mobile apps). Community expectations about accessing information online, from anywhere using phones continues to grow. This is especially important in some key markets (e.g. tourism).
3. Expanding digitised services, such as online planning permit/building permit tracking and submission.

Within both councils, the responsibility for digital services and enablement lies across many different actors/departments – such as information technology, communications, economic development, and finance. One of the challenges lies in coordinating digital efforts across the organisation. Some other councils have developed eGovernment portfolios to help provide this guidance – recognising that digital government is not just about technology, but also the redesign of services and cultural change. The workshops with Council staff suggested there is a strong support internally for improving online services, and developing a digital culture within both councils. There is a critical mass of staff in each Council that could drive wider digital evolution.

Our Digital Future – a digital economy and community

The vision outlined in the report is that by 2025, Glenelg and Southern Grampians will be leading examples of successful digital economies, communities and local governments in regional Australia. Digital technology will have helped to create a resilient economy, and connected community. Our councils, in partnership with businesses, the community, and services providers, have developed a healthy local digital eco-system that embraces digital change. This will be underpinned by enhanced digital infrastructure, and by stronger digital skills in our community.

Key Partners in a Digital Eco-System

A healthy digital eco-system cannot be developed by our councils in isolation. The wider digital eco-system needs to be cultivated by a mix of partners, including:

- Local education providers – schools, adult and community education providers, and skills groups.
- Local health services – given the significant opportunities to enhance health outcomes through digital technology.
- Local businesses – who can share skills and experiences, and stimulate demand for digital.
- The community – who can share skills, content and applications for digital technology.

9.11 Digital Strategy – Southern Grampians and Glenelg Shire Councils (cont'd)

Partners in our digital eco-system also extend beyond local groups. The beauty of digital is that it reduces the impact of distance. Key digital services (e.g. cloud services, internet service provision, online education) will continue to be provided from outside our local area.

Exploring partnerships, wherever relevant, with outside groups should be promoted as part of the embrace of the digital era.

Connecting and leading these partners should be the role of councils. There are no other stakeholders that have the mandate or networks to help coordinate a response toward developing a local digital eco-system.

Progressively Developing the Eco-System

This Digital Strategy recognises that, in some areas, our communities are moving more slowly towards digital than other parts of Victoria. This is due to our infrastructure gaps, and limited local service availability. In the first years of the Strategy, the focus should be on developing the basic building blocks of a digital ecosystem, and then developing more sophisticated products, services and ideas as local capacity and confidence is developed.

The basic building blocks that should provide the focus in the short to medium term include:

- Basic Internet infrastructure – exploring opportunities to bring forward investment in critical Internet infrastructure.
- Basic skills – continuing to develop foundation skills for business and the community participate in the digital world.

Monitoring Digital Outcomes

To ensure we are on track to achieve our vision for a digital ecosystem, it is crucial that progress is monitored. The proposed indicators below will help us do this. Baseline data is now available for these indicators, and can be regularly reviewed (ideally on a biennial basis). Measuring progress toward these goals will ensure that the Digital Strategy is adjusted as necessary to respond to changes, and helps to promote accountability for our digital future.

Key performance indicators for our digital eco-system

Key performance indicator	Data source/updates
Broadband uptake	ABS Census
Average Internet speeds	Department of Communications
Digital adoption by local business	Regular business survey
Community attitudes toward technology	Regular community survey
Council adoption of online technologies	Regular audit of online Council services

Strategies and Actions

Based on the community engagement undertaken and the input from key stakeholders a series of implementation strategies have been identified. These strategies provide high level directions and principles that will help coordinate our actions related to all things digital. Actions provide specific programs that, together, will work towards the achievement of our digital vision.

9.11 *Digital Strategy – Southern Grampians and Glenelg Shire Councils (cont'd)*

The strategies embrace four key areas:

Focus A: Enabling Infrastructure

Basic infrastructure is crucial to enabling a digital local ecosystem. Existing provision and the current NBN roll-out plan are insufficient for stimulating local digital development.

Focus B: Digital Local Government

The provision of government services online saves time and money for both ratepayers/businesses and our councils. It also provides an opportunity for digital leadership in our region, showing what is possible and how to do it.

Focus C: Building Digital Capacity

Building new skills, culture and interest in digital technology will be critical to a functioning local digital eco-system. When building the capacity of businesses and community, there is a need to recognise that people are starting from very different levels, and that skill development should be highly relevant the audience.

Focus D: Digital Industry

Digital technology provides an opportunity for businesses in Southern Grampians and Glenelg to access new outside markets, promote local expenditure, and increase operational efficiencies. The current barriers to our industry realising the benefits of digital are the local availability of suitable skills, infrastructure, industry networks and contemporary business spaces.

A channel strategy has been developed to complement the digital strategy. It identifies digital opportunities and makes recommendations for how they might be used as part of Council's wider communications plans. The document outlines an overview of the current channels used and resources for communications and engagement by both Councils, the status of digital communications in Council and context both Councils are working in as they transition to digital communications.

Access to High Speed Broadband, digital literacy and the use of digital tools to access information and services is inconsistent across the two Local Government areas. However some user types and use patterns did emerge through survey research and engagement and a number of profiles or personas have been developed to help develop recommendations that will be outlined the channel strategy. The recommendations demonstrate a clear need to service both online and offline / multiple channels and support both Council staff and the community to transition to digital communications. The channel strategy takes this into account and provides a pathway and metrics to help staff delivering communications and engagement for Council to transition to digital communications.

Community Engagement

As discussed above, consultation with businesses and the community was held online (surveys, competitions) and through in-person workshops in mid-2015. A full summary of business and community survey results is provided at Appendix H in the draft strategy. A Business and Community Reference Group was established and

9.11 Digital Strategy – Southern Grampians and Glenelg Shire Councils (cont'd)

met twice through the project to provide input into the strategy. An online website was developed for the project www.ourdigitalstrategy.com

[There will be extensive and varied community engagement during the various stages of implementation.](#)

Communication of Decision

A press release will be developed and distributed to local media, progress associations and business database. The press release will also be featured on our website and social media channels.

Officer Declaration of Interest

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Michael McCarthy, Director Shire Futures

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Hugh Koch, Manager Economic Development and Tourism

In providing this advice as the Author, I have no disclosable interests in this report.

Recommendation

That the digital strategy for Southern Grampians and Glenelg Shire Councils be adopted.

9.12 Greater Grants Report – June 2016**Summary**

This report recommends that Council allocate:

- \$15,000 to Dunkeld Public lands Committee for Stage 2 of Dunkeld Caravan Park Office and Residence
- \$10,800 to Branxholme Wallacedale Recreation Reserve for upgrades to the netball courts

This report also provides Council with information regarding six community grant applications (Tourism and Events, Sustainability, Community Strengthening, Community Infrastructure, Arts and Culture categories) that have been recommended for Greater Grants program funding via the Community Planning Focus Group, and approved under delegation (totalling \$12,796).

Background

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. 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 through twice annually in February and August. 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.

9.12 Greater Grants Report – June 2016 (cont'd)**Council Plan**

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

Policy/Strategy/ Legal/Statutory

The Greater Grants Policy was adopted on 11 June 2014.

9.12 Greater Grants Report – June 2016 (cont'd)

Each Grant category requests that applicants ensure that their project or idea demonstrates a link to the Council Plan outcomes, or endorsed Strategic Plans of Council. Such plans include but are not limited to:

- Economic Development Strategy
- Tourism Strategic Plan
- Health and Wellbeing Strategy
- Sustainability Strategy
- Arts and Culture Strategy.

Also, each grant applicant must demonstrate that they comply with any legal or statutory regulations relevant to the project which they are seeking Greater Grants funding. This includes (where relevant) appropriate insurances, food handling permits, liquor licences etc.

Social/Economic/Environmental

Applications are assessed monthly by the Greater Grants Common Assessment Team (GGCAT), and against the grant category assessment criteria. The GGCAT work together to explore opportunities to leverage, collaborate and cross fertilise grant opportunities to achieve greater triple bottom line outcomes for the organisation and wider community.

Once applications have been assessed and a recommendation determined, they are referred to the Community Planning Focus Group (CPFG) for comment and endorsement.

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.

Financial/Risk Management

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.

9.12 Greater Grants Report – June 2016 (cont'd)

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.

Discussion

The current round of grants includes two grants above delegation totalling \$25,800; six grants under delegation across the following categories (Tourism and Events, Sustainability, Community Strengthening, Community Infrastructure, Arts and Culture and Heritage Restoration) totalling \$12,796 and six grants currently under consideration.

An earlier application for \$10,800 was received from Branxholme Wallacedale Football netball Club for upgrades to its netball courts.

This application, which scored very highly against the criteria, was approved subject to external funding from the State Government being achieved. Those funds were not granted, however, the Club has raised that matching funding independently.

The works have been partially undertaken after the application was received and assessed.

Whilst the Community Infrastructure fund has been completely expended for this financial year, the balance of total funds from the greater Grants program has a total exceeding \$11,099.48 prior to this application being considered.

It is therefore recommended that funding from that total 2015/16 Greater Grants program pool be allocated to the Branxholme Wallacedale Football Netball Club for upgrades to the netball courts in accordance with the original application.

9.12 Greater Grants Report – June 2016 (cont'd)

These projects are listed in the table below with further information.

Category	Annual Adopted Budget	Starting Budget since previous report (May 2016)	Total amount of Grant Funding recommended/approved in this report	Remaining Budget
Arts & Culture	\$10,000	\$700	\$1,425 (\$725 from Demand Allocation)	\$0
Tourism & Events	\$41,500 (+\$5,500)*	\$0	\$2,500 (\$2500 from Demand Allocation)	\$0
Community Infrastructure	\$60,000 (+\$17,400)*	\$8,306.30	\$16,871 (\$8564.70 from Demand Allocation)	\$0
Community Strengthening	\$10,000	\$4,352	\$2500	\$1,852
Sustainability	\$10,000	\$7,016.40	\$2,500	\$4,516.40
Heritage Restoration	\$10,000	\$7,277.78	\$2000	\$5277.78
Demand Allocation	\$40,000	\$11,243	\$11,789.70	\$0 (\$-546.70)
Total under delegation		-	\$12,796	-
Total above delegation		-	\$25,800	-
TOTAL	\$181,500 (+\$22,900) =\$204,400	\$38,895.48	\$38596	\$399.48

* carried over from previous financial year

9.12 Greater Grants Report – June 2016 (cont'd)

Summary of grant applications – April 2016 - May 2016

Above delegation of \$2,500 = \$15,000

Category	Project	Auspice body	Total Project cost	Amount Requested \$	Grant amount recommended \$	Summary reasons for decision
Community Infrastructure	Stage 2 of Dunkeld Caravan Park Office and Residence	Dunkeld Public lands Committee	\$75,000	\$15,000	\$15,000	A well planned project that supports education attainment, youth engagement and the growth of visitation to Dunkeld.
Community Infrastructure	Branxholme/Wallacedale Netball Courts renewal	Branxholme Recreation Reserve Management Committee	\$112,659	\$10,800	\$10,800	Application assessed prior to works undertaken. Project necessary to ensure home games in Branxholme.

9.12 Greater Grants Report – June 2016 (cont'd)

Summary of grant applications – April 2016 - May 2016 **Under delegation of \$2,500 = \$12,796**

Category	Project	Auspice body	Total Project cost	Amount Request \$	Grant amount recommended \$	Summary reasons for decision
Arts and Culture	Purchase of 'Fools Vessel' Sculpture	Lost in sculpture Committee	\$4,000	\$1,425	\$1,425	Project will add to the ongoing development of the Dunkeld Arts Precinct. Recommended on demonstration of ownership and permission from land owner/authority.
Community Infrastructure	Painting outside of Association building	Hamilton Pensioners Assoc.	\$4,400	\$1,871	\$1,871	Painting renewal of the front of the building will enhance the appeal of the venue for the local community and thus attract and maintain participation. The building is in need of renewal.
Category	Project	Auspice body	Total Project cost	Amount Request \$	Grant amount recommended \$	Summary reasons for decision
Community Strengthening	'Passport 2 Employment' Program	GSGLLEN (Glenelg & Southern Grampians Local Learning and Employment Network	\$4,200	\$2,500	\$2,500	Recommended. Supports young people with additional needs (such as a disability, learning difficulties and/or multiple barriers) make a successful transition from education to the workplace and/or further education.
Sustainability	Kanawalla Rail Reserve Trail	Hamilton Field	\$5,800	\$2,500	\$2,500	Recommended with request that HFNC liaise with Tourism and Events & Sustainability teams upon completion to promote the site.

9.0 MANAGEMENT REPORTS

08/06/2016

	imporovement	Naturalists Club				
Tourism and events	Refurbishment of Town Walk Signage Dunkeld Historial Walk	Dunkeld Musuem	\$8,785	\$1,800	\$2,500	Recommended \$2500 support, with discussion that the additional \$700 would be used for marketing of the walk to the local community and wider region.
Heritage Restoration	Repairs to Clunie Homstaed	James McGennisken	\$4168	\$3168	\$2000	Recommended - Max amount payable is \$2000 as per Guidelines, recommended as per Heritage Advisors report and recommendations.

9.12 Greater Grants Report – June 2016 (cont'd)**Community Engagement**

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 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.

Communication of Decision

The decision will be communicated through a media release to the general public, via letters to the Grant recipients and through Council's Community Newsletter and township newsletters. The successful applicants will be notified by phone call and mail, and successful projects will be promoted on Council's website.

Officer Declaration of Interest

Under section 80c of the Local Government Act 1989 officers providing advice to Council must disclose any interests, including the type of interest.

Officer Responsible – Michael McCarthy, Director - Shire Futures

In providing this advice as the Officer Responsible, I have no disclosable interests in this report.

Author – Jane Coshutt, Community Engagement Coordinator

Recommendation

That Council:

- Notes the \$12,796 for Greater Grants approved under delegation.
- Resolves to allocate
 - \$15,000 to Dunkeld Public lands Committee for Stage 2 of Dunkeld Caravan Park Office and Residence
 - \$10,800 to the Branxholme Wallacedale Recreation Reserve for upgrades to the netball courts.

10.1 ASSEMBLY OF COUNCILLORS RECORD

10.2 TEMPORARY ROAD CLOSURES AND STREET PROCESSIONS

10.3 LIQUOR CONTROL ACT REFERRALS

10.4 TENDERS ACCEPTED BY THE CHIEF EXECUTIVE OFFICER UNDER DELEGATED
AUTHORITY

10.5 PLANNING REPORT

10.6 BUILDING SERVICES REPORT

10.1 ASSEMBLY OF COUNCILLORS RECORD

In accordance with the Local Government Act 1989 the following Assembly of Councillors records are attached:

- Advocacy Priorities Working Party – 3 May 2016
- Council Meeting – 11 May 2016
- Councillor Briefing Session – 25 May 2016
- Municipal Emergency Management Planning Committee – 26 May 2016
- Municipal Fire Management Planning Committee – 26 May 2016

10.2 TEMPORARY ROAD CLOSURES AND STREET PROCESSIONS

The following applications have been received and permission granted for the temporary closure of roads and streets and/or the conduct of street processions:

Three Peaks Festival

Permission has been granted to the Three Peaks Festival for the temporary closure of Wills Street and Stirling Streets in Dunkeld on Saturday 15 October, 2016 between 7.00 am and 6.00pm.

Peaks and Trails Run

Permission has been granted to the Peaks and Trails Run for the temporary closure of Adams Street in Dunkeld and other 'reduce speed signs at other locations over the weekend of 6 and 7 August, 2016.

Hamilton Pastoral Museum May Rally

Permission was granted to the Hamilton Pastoral Museum for the temporary closure of Hillier Lane from the corner of Ballarat Road on 21 and 22 May, 2016

Hamilton and Alexandra College Inter Primary Games

Permission was granted to the Hamilton and Alexandra College for the temporary closure of Hillier Lane between Kent Street and North Boundary Road from 9.00am to 3.00pm on 11 May, 2016

10.3 LIQUOR CONTROL ACT REFERRALS

During the past month, there were no applications referred to Liquor Licensing Victoria for the grant, variation or transfer of licences, permits and/or extended hours permits for comment.

10.4 TENDERS ACCEPTED BY THE CHIEF EXECUTIVE OFFICER UNDER DELEGATED AUTHORITY

The following tender was accepted by the Chief Executive Officer under delegated authority for the month of May 2016.

Contract No	Contract Title	Awarded to	Value
01-16	Hamilton Regional Livestock Exchange – Stage 2 – Part 1	MKM Construction	\$1,046,641
01-16	Hamilton Regional Livestock Exchange – Stage 2 – Part 2	Thornton Engineering Australia Pty Ltd	\$955,105
01-16	Hamilton Regional Livestock Exchange – Stage 2 – Part 3	Twelfth Ceryne Pty Ltd Ken Creek Family Trust	\$39,726
03-16	Design and Construction Bridge Maintenance and Repair Works	MF & JL Wilmore Pty Ltd	\$707,812

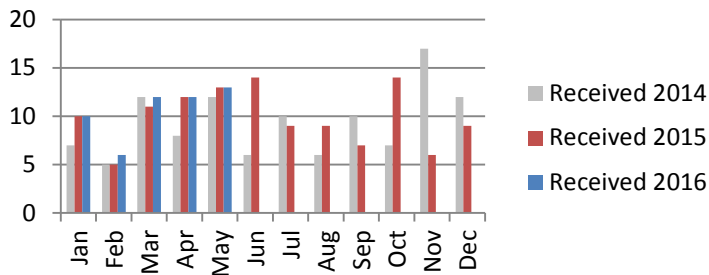
10.5 Planning Report

Delegated Planning Permits

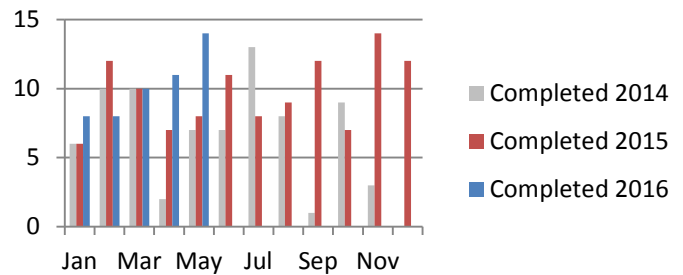
The following delegated decisions were made and planning permits issued for May, 2016.

Description	Location	Date of Decision	Decision within Statutory time?
Re-subdivision of two (2) existing lots into two (2) lots	Tarrington Strathkellar Road STRATHKELLAR	03/05/2016	Yes
2 lot subdivision and certification	4284 Hamilton Chatsworth Road NAREEB	04/05/2016	Yes
Buildings and works for the installation of business identification signage	297 Mt Napier Road HAMILTON	05/05/2016	Yes
Buildings and Works for the construction of a garage to be used as a store.	5-7 Cadden Street CAVENDISH	11/05/2016	Yes
To vary the restrictions to the building envelopes and access on Lots 1, 4, 5 and 11	W Schultz Road HAMILTON	13/05/16	Yes
Demolition and removal of existing storage sheds and buildings and works for new storage sheds and business identification signage for warehousing of plumbing	127 French Street HAMILTON	17/05/16	Yes
Buildings and works for the installation and construction of a dwelling using shipping containers, iron clad hay/machinery shed and associated animal shelters	Elijah Street HAMILTON	18/05/16	Yes
Buildings and works for the construction of a garage ancillary to residential use.	126 Jennings Road HAMILTON	19/05/16	Yes
Buildings and works for the construction of a garage	7808 Hamilton Highway TARRINGTON	20/05/16	Yes
Buildings and works to construct a class 10 machinery shed	262 Kurtzes Road HAMILTON	23/05/16	Yes
Buildings and works for two (2) dwellings on one (1) lot, the construction of a tennis court, a swimming pool and a BBQ shelter.	223 Leura Lane HAMILTON	26/05/16	Yes
Four (4) lot subdivision	41-47 Hensley Park Road	26/05/16	Yes
Retrospective planning permit for the construction of a shed to be used as a vehicle and machinery store	121 Creek Street BRANXHOLME	27/05/16	Yes
Two (2) lot subdivision	15 McPhee Street HAMILTON	30/05/16	Yes

New Planning Applications Received



New Planning Applications Completed



10.6 Building Services Report

The below graphs provide trend data relating to Building Permits over the last 2 years (by value and number of permits) and the number of new dwelling permits.

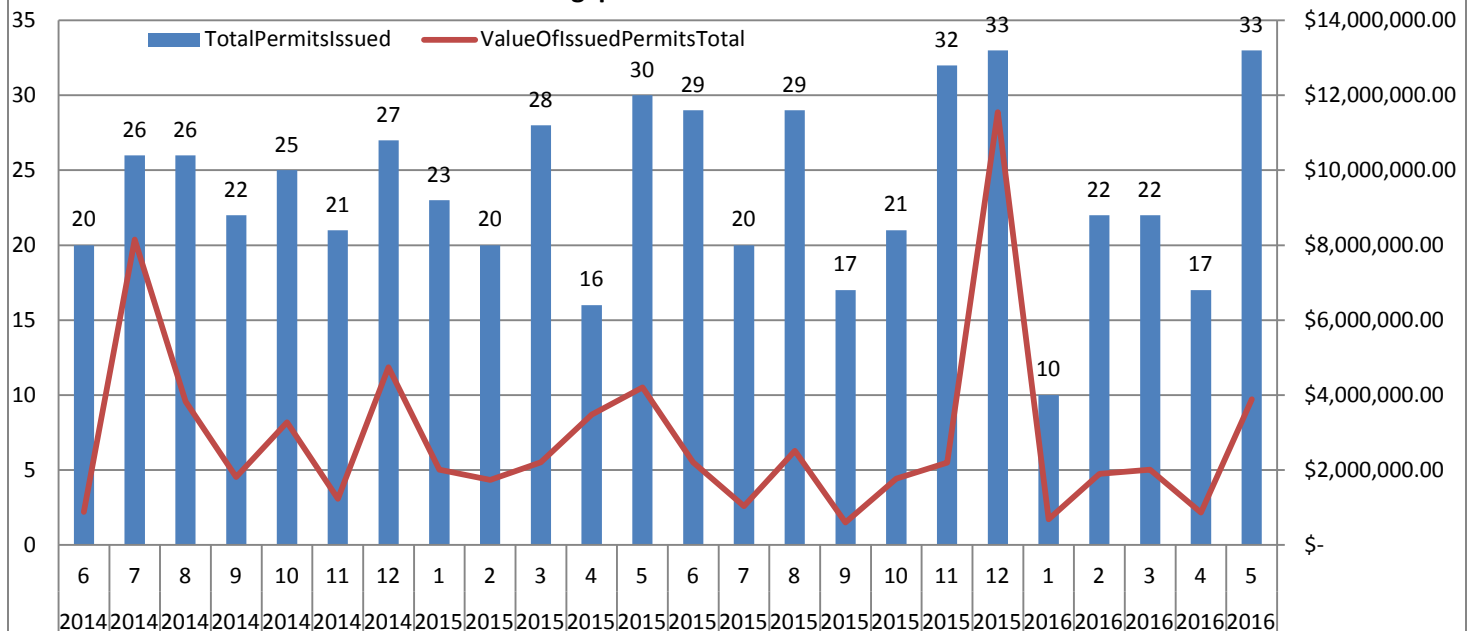
The total value of 20 Permits issued by the Municipal Building Surveyor for May, 2016 was \$2,923,215.00

The total value of 13 Permits issued by Private Building Surveyors for May, 2016 was: \$962,263.00

Total value of Building works for May, 2016 = \$3,885,478.00.

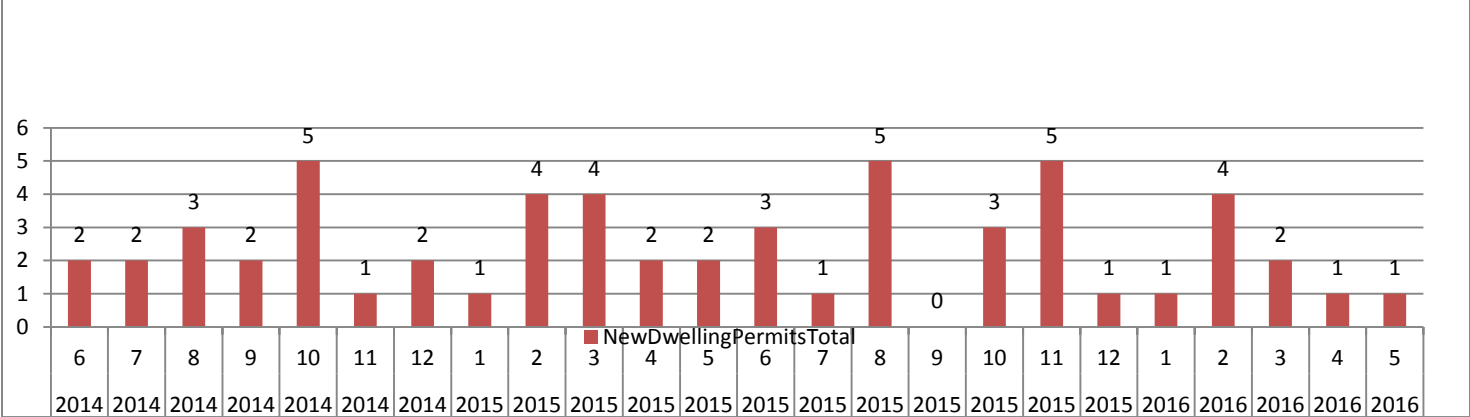
The Municipal Building Surveyor also issues building permits outside Southern Grampians Shire. Since June 2015, 19 permits have been issued with a total value of building works of \$2,287,047.00. Seventeen permits have been issued in Glenelg Shire and 2 permits issued in Ararat Rural City.

Total number of building permits issued and total value of works MBS and PBS



10.6 Building Services Report (cont'd)

New Dwelling building Permits Total MBS & PBS



Recommendation

That items 10.1 to 10.6 as listed above be received.

11.1 Notice of Motion – Council Meetings in Smaller Communities - Cr Dennis Dawson**Motion**

That two formal Council Meetings per year be held in smaller communities within the Shire at venues to be determined.

Background

At present Council normally holds 11 formal Council meetings, other than Special Meetings, per annum and these are normally held in the Council Chamber at Market Place.

This motion seeks to ensure that our smaller communities have opportunities to see Council and Councillors in formal incarnation working within their community.

Discussion

Recently Council determined to adopt the Governance and Decision Making Paper and that paper highlighted the importance of transparency in improving Council's image and improving the level of trust in the community.

The issue of transparency and the issue of Councils reaching out to the community to enable a better understanding of role, function and performance underpins the current State Government review of the Local Government Act.

The Southern Grampians Shire proposed the Governance and Decision Making Paper before the Victorian Ombudsman made strong comments in relation to openness and transparency of Councils. Acceptance of this initiative will show further leadership and a willingness to reach out.

The smaller communities in our Shire sometimes see us, as we sometimes see State and Federal Governments, as being remote and not completely in touch with their needs and aspirations. This is managed by us to some extent through our Community Consultation program where discussions are informal and are in the form of information sharing. The communities do not have the opportunity to see their Councillors dealing with the end result of matters and debating important points in the public forum unless they travel to Hamilton to attend a formal meeting.

It is argued that it is necessary for us to promote confidence in our decisions and the way in which they were made. To do that our ratepayers need to see Councillors performing their role in working through information, debating points and coming to decisions as a responsible and elected team.

People in our smaller communities do not have the opportunity to assess Councillor Performance in their most important role and I believe that Council should give them that opportunity in their community where possible.

It is recognised that there is an argument that ratepayers can attend our meetings but we know that the levels within the gallery wax and wane depending on whether there is some particular political interest in a decision. Our community engagement meetings in the smaller communities are more positive and there is genuine interest in the broad range of Council actions. The people in those communities are aware, as we are, that there is interdependence between them and Hamilton and that the interests of both are served by the other.

11.1 Notice of Motion – Council Meetings in Smaller Communities - Cr Dennis Dawson (cont'd)Legislation, Council Plan and Policy Impacts

There is no legislation that precludes Council from holding formal Council meetings outside the normal Council meeting venue.

The Council Plan outlines some Sustainable Excellence Principles. Among those are:

Leadership – “*lead by example, provide clear direction.*”

Community and Customers – “*Understand what our community and customers value and use this to drive organisational design*”

Systems Thinking – “*Continuously improve the system*”.

Continuous Improvement – *Develop agility, adaptability and responsiveness based on a culture of continual improvement, innovation and learning*”.

Objective 1 of Council Plan - Leadership and Good Governance provides:

Strategy 1.1.3 says to “*Demonstrate leadership through ethically, socially and environmentally responsible conduct*”.

Strategy 1.2.3 says to “*Ensure that our actions contribute positively to sound relationships and engagement with our local communities*”.

Risk Management

There are no risks perceived in holding a meeting at an alternate venue.

Environmental and Sustainability Implications

None are anticipated.

Community Consultation and Communication

The matter has not been the subject of Community Consultation and is proposed to show leadership rather than reaction.

Communication of the meeting place needs to be done in a timely way and a determination should probably be made at the Statutory Meeting of the meeting time and location for those meetings to be held away from the main Council Chamber.

11.2 Notice of Motion – GR8 Change - Cr Dennis Dawson**Motion**

That to lead in Gr8 Change Southern Grampians Shire Council establish a healthy charter for all Council funded services.

BackgroundSummary

This Notice of Motion proposes that Council take some positive action in relation to the challenge of escalating childhood obesity as detailed in the research previously presented to Council by Dr Steven Allender of Deakin University and promoted by the GR8 Change group. It arises specifically as a response from the last group workshop.

Discussion

For approximately 12 months Council representatives have been involved with GR8 Change, a broad Community Group involved with Obesity Prevention and being managed by the Southern and Glenelg Primary Care Partnership.

In 2015 Council was advised of the research undertaken by Dr Steven Allender of Deakin University showing the extent of childhood obesity and the trend lines for obesity, particularly in primary school age children. Council determined to be represented on the GR8 change group to look at ways in which we could contribute to, "Making the healthy choice the easy choice".

Council has an obligation to be involved in this matter particularly because of our obligations under the Health and Well Being Plan developed for the period 2013-2017.

The plan states that, "Public health is what we, as a society, do collectively to assure the conditions which people can be healthy. Public health focuses on prevention, promotion and protection rather than on treatment, on populations rather than individuals and on the factors and behaviour that cause illness and injury".

It is our responsibility to implement Policies and Strategies that will support that plan and meet our obligations.

Legislation, Council Plan and Policy Impacts.

The Health and Well Being plan is legislated by the State Government and is required to be prepared within a year of Council Elections.

The current Health and Well Being Plan will be reviewed within 12 months of November 2016.

The Council Plan for 2013-2017 under Objective 3 – Enhance Well Being and Culture has a priority to "Review and implement the key actions from the Municipal Public Health and Wellbeing Plan and associated plans."

As part of the Health and Well Being Plan we state that we want to "Promote healthy eating and encourage regular physical activity".

Under this section of the plan we have a number of initiatives but do not specifically support a healthy charter for all Council structured activities. It does refer to Council "Developing leadership" with a workplace focus but does not focus on the younger members of our community.

11.2 Notice of Motion – GR8 Change - Cr Dennis Dawson (cont'd)Risk Management

It is suggested that the implementation of a Charter would particularly benefit those younger members of our community in providing guidance and support in making healthy food choices.

The Charter should be applicable to the provision of all Council services and funded Council activities.

Environmental and Sustainability Implications

There are no apparent environmental or sustainability considerations other than it may lessen the availability of processed foodstuffs leading to a reduction in packaging and disposal.

Financial and Resource Implications

There are some financial implications in the staff time required to research and draft the Charter and supporting material.

No specific allocations for funding have been made to develop the Charter but some external funding may be available.

It is suggested that there is no long term financial implications arising from the adoption of such a Charter however it is conceded that there may be some adverse reaction in the short term leading to a reduction in income from such services as HILAC through the Kiosk area. It is noted that there is currently a survey being conducted in relation to the food offering at HILAC and the results of this survey should inform such a Charter.

Community Consultation and Communication

There has been no public consultation in relation to this matter however it does arise from the actions of a Community based group represented by various members of the community looking at ways to generate improvement in the obesity levels of children in particular.

It is suggested that any proposed Charter may affect funding offered by Council to community groups and because of that there should be a period of public consultation in relation to a draft Charter before it is finally adopted.

11.3 Notice of Motion – On Track Market – Cr Paul Battista**Motion**

"That Southern Grampian Shire Council waive all associated planning fees required for the "On Track Market" which is held on the 2nd and 4th Sunday of each month, at the Hamilton Trotting Track, Caldows Road, Hamilton".

"That Council move to rezone this area from "Farming Zone" to "sport and recreation" as per the planning scheme amendment directions".

Background

Mr Wes Hill who is a person in our community that has a passion for local economic development has moved forward with a very successful Market at the sites at above address. This market has approximately 50 stall holders and an average visit of 350 people. This Market allows for many various types of stalls including C.F.A brigades, charities, hardware and is not just focused on produce, it has great potential to be much larger, and has the full support of the Hamilton Harness Racing Club.

There is a clear need to rezone this parcel of land which would allow for a greater multi use facility, applicable to sport and recreation. This would also allow for future expansion of opportunities for the Hamilton Harness Racing Club's facilities in the future. This harness track is well known as one of the fastest in rural Victoria, and the Club is keen to ensure its growth for the benefit of our Shire in Southern Grampians.

Councillors Delegates Reports for May 2016.

Recommendation:

That the following items be considered in Closed Council as it deals with matters specified in Section 89 (2) (d) of the Local Government Act 1989.

13.1 Tender No. 10/16 – Provision of Food Services

This concludes the business of the meeting.