MINUTES OF ORDINARY MEETING OF THE COUNCIL HELD AT 6.00PM ON 5 SEPTEMBER, 2016 IN THE COUNCIL CHAMBER, ST ARNAUD TOWN HALL

PRESENT

Cr Murray Emerson (Mayor)
Cr Tony Driscoll
Cr Kevin Erwin
Cr Jason Hosemans
Cr Karen Hyslop
Cr Merrilee Reid
Cr Wayne Rice

Mr Michael Bailey, Chief Executive Officer
Mr Vaughan Williams, Director Corporate Services
Mr Sanjay Manivasagasivam, Director Infrastructure & Environment
Mrs Debbie Bach, Acting Director Economic & Community

AFFIRMATION

We recognise the traditional owners of the land.
We are inspired by the early pioneers and by those who gave their lives for our country.
We now ask God’s blessing on our deliberations and on our commitment to build a better lifestyle and environment.
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1. APOLOGIES

Nil

2. CONFIRMATION OF MINUTES

- Ordinary Meeting held on 1 August, 2016

RESOLUTION

That the minutes as listed, copies of which have been circulated, be confirmed and adopted.

Moved: Cr Wayne Rice
Seconded: Cr Jason Hosemans
Carried

3. MATTERS ARISING FROM THE MINUTES

Nil

4. PRESENTATIONS/AWARDS

Nil
5. PRESENTATION OF PETITIONS AND JOINT LETTERS

5.1 Petition – St Arnaud Community Cinema

Department: Corporate Services
Business Unit: Governance & Civic Support
Director: Director Corporate Services
Manager Responsible: Manager Governance & Civic Support
Author/Position: Mary Scully, Manager Governance & Civic Support

Summary

The purpose of the report is to receive a petition asking that the existing arrangements between Council and the St Arnaud Community Cinema be maintained.

Recommendation

That the petition be received.

RESOLUTION

That Council accept the petition from St Arnaud Community Cinema regarding the future of the St Arnaud Cinema, and that as Council has already acted to resolve the identified issues that there is no need for any further action on this matter.

Moved: Cr Wayne Rice
Seconded: Cr Merrilee Reid

Carried
Background/Rationale

The petition with approximately 865 signatures was received from volunteers of the St Arnaud Community Cinema on 27 July 2016. The petition states:

"To the Mayor and Councillors Northern Grampians Shire Council

As the St Arnaud Community Cinema has operated as a financially viable and appreciated community entertainment venue for 12 years and;
As the Cinema provides an economic and social stimulus to St Arnaud and district and;
As the Northern Grampians Council had previously resolved a level of support for the Cinema and continued to do so as the Cinema operates year round by a small volunteer team and;
As the Council has decided to withdraw that level of support as FROM 30" JUNE 2016, and that will place an unnecessary and onerous burden on the volunteers to the point that may lead to the Cinema's closure.

We, the below petitioners, DEMAND that:
Council RECOGNISE the success of the St Arnaud Community Cinema and its importance to St Arnaud community life and that;
Council IMMEDIATELY RESCIND its directive in withdrawing the current level of support to the volunteers operating the Cinema."

Council’s Meeting Procedure Local Law specifies that a petition or joint letter presented to the Council must lay on the table until the next ordinary meeting of the Council and no motion, other than to receive the petition or joint letter, may be accepted by the Chairperson, unless the Council unanimously agrees to deal with it earlier.

The Local Law also provides that where a petition or joint letter has been allowed to lay on the table, the Chief Executive Officer may refer it to the appropriate officer for a report prior to it next being considered by Council, as deemed appropriate by the Chief Executive Officer in her discretion.

Legislation, Council Plan, Strategy and Policy Implications

Meeting Procedure Local Law 1/2009

Options

Option 1
To receive the petition. [recommended]
Option 2
To unanimously agree to deal with the petition at the meeting. \textbf{[not recommended]}

Reporting

<table>
<thead>
<tr>
<th>Implications</th>
<th>Considered in this report?</th>
<th>Implication identified?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Heritage/Cultural</td>
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</tr>
<tr>
<td>Amenity</td>
<td>No</td>
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<td>Financial</td>
<td>No</td>
<td>No</td>
</tr>
<tr>
<td>Asset Management</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

Consultation

There has been no specific community consultation in the preparation of this report.

Officer’s Declaration of Interest

Under section 80C of the \textit{Local Government Act 1989} officers providing advice to Council must disclose any interests, including the type of interest.

Manager Governance & Civic Support, Mary Scully
In providing this advice as the Manager/Author I have no disclosable interests in this report.

Attachments

A copy of the petition has been circulated to Councillors separately.
6. DISCLOSURES OF INTEREST AND DECLARATIONS OF CONFLICT OF INTEREST

Nil
7. **ASSEMBLIES OF COUNCILLORS**

[Michael Bailey, Chief Executive Officer]

Section 80A of the *Local Government Act 1989* requires that the written record of an Assembly of Councillors is, as soon as practicable, reported at an ordinary meeting of the Council and incorporated in the minutes of that Council Meeting.

The records for the period since the last ordinary Council meeting are listed below.

<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Matters/considered</th>
<th>Councillor / Officer making disclosure</th>
<th>Item No.</th>
<th>Left meeting Y/N</th>
</tr>
</thead>
<tbody>
<tr>
<td>18/07/2016</td>
<td>Eco Dev/Planning Taskforce Briefing</td>
<td>Economic Development &amp; Planning Partnership Report; ICT Infrastructure; Facility Hire Policy; Nectar Farms;</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>25/07/2016</td>
<td>Agenda Review Briefing</td>
<td>Western Highway Community Precinct Place Naming; Swanwater Camping &amp; Water Reserve; Delegations &amp; Authorisations Update - Council to Members of Staff; St Arnaud Senior Citizens (NGSC &amp; EWHS PAG); Instrument of Appointment and Authorisation - Planning &amp; Environment Act 1987; Economic Development and Planning Partnerships Report; Economic Report Card; Industry Sector Plans; Appointment of Audit Committee Chair; Facility Hire Policy; Kara Kara Shire Hall Lease; Marrang Children’s Pre School Committee Lease; C11 2013/14 Transfer Station Contract Extension C9 2015/16 Provision of Electrical Services; C8 2015/16 Provision of Plumbing &amp; Gas Fitting Services; C1 2014/15 Provision of Professional Consultancy Services (2nd &amp; Final Extension)</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
<tr>
<td>01/08/2016</td>
<td>Civic Engagement Briefing</td>
<td>Tour Stawell Neighbourhood House; YAC Presentation; CFA Member</td>
<td>N/A</td>
<td>N/A</td>
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<td>08/08/2016</td>
<td>Strategic Report Briefing</td>
<td>ICT Infrastructure; Mamoo Community Plan; 4 Years in Review; Stawell Bowling</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
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<td>Item 1</td>
<td>Item 2</td>
<td>Item 3</td>
<td></td>
<td></td>
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<td>--------------------------------------------------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>15/08/2016</td>
<td>Eco Dev/Planning Taskforce Briefing</td>
<td>Economic Development &amp; Investment Attraction Progress Report; Halls Gap Master Plan; St Arnaud Traffic Management; Heatherlie Rail Trail; Impact of Rating Valuations on Ratepayers</td>
<td>N/A</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>N/A</td>
<td>N/A</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**RESOLUTION**

That the report on Assemblies of Councillors held since the last meeting be approved.

Moved: Cr Wayne Rice
Seconded: Cr Jason Hosemans
Carried
8. ITEMS BROUGHT FORWARD

Nil
9. CONSIDERATION OF REPORTS OF OFFICERS

IMPROVE SOCIAL AND ECONOMIC VIABILITY OF THE SHIRE & DELIVER TARGETED PROJECTS AND CORE SERVICES

9.1. Annual Audit Committee Activity Report

Department: Corporate Services
Business Unit: Financial Services
Director: Director Corporate Services
Manager Responsible: Acting Manager Financial Services
Author/Position: John Traill, Acting Manager Financial Services

Summary

The purpose of this report is to provide Council with a report on the activities of the Audit Committee for 2015/2016.

RESOLUTION

Time 6.04pm

That Standing Orders be suspended to allow for Mr Peter Knights to present a report from the Audit Committee.

Moved: Cr Kevin Erwin
Seconded: Cr Wayne Rice Carried

RESOLUTION

Time 6.07pm

That Standing Orders resume.

Moved: Cr Kevin Erwin
Seconded: Cr Wayne Rice Carried

Recommendation

That the 2015/2016 Annual Audit Committee Activity Report be received.
RESOLUTION

That the 2015/2016 Annual Audit Committee Activity Report be received.

Moved: Cr Kevin Erwin
Seconded: Cr Karen Hyslop  Carried
Background/Rationale

The Audit Committee provides an independent overview of Council’s organisational risk and financial position. The Committee currently consists of five members, two Councillor and three external representatives, as per the Audit Committee Charter.

The Audit Committee Charter, adopted in April 2012, requires that the Audit Committee reports annually to Council. As set out in the Audit Committee Guidelines, this includes a report from the Chairman on activities undertaken throughout the year.

The Audit Committee met four times during 2015/2016, in August, November, May and June.

At the June 2015 meeting, the Committee agreed to nominate Mr. Peter Knights to be appointed as Chair of the Committee for 2015/2016, subject to Council approval. The appointment was approved by Council at its meeting on 3 August, 2015. The Chairman’s report is attached.

Legislation, Council Plan, Strategy and Policy Implications

Financial Sustainability Strategy - Providing internal and external audit functions to review Council’s performance, risk management, financial governance and reporting.

Options

Information report only.

Reporting

<table>
<thead>
<tr>
<th>Implications</th>
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</tr>
<tr>
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<td>No</td>
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<td>Risk Management</td>
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<td>Implications</td>
<td>Considered in this report?</td>
<td>Implication identified?</td>
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<tr>
<td>------------------</td>
<td>-----------------------------</td>
<td>-------------------------</td>
</tr>
<tr>
<td>Asset Management</td>
<td>No</td>
<td>No</td>
</tr>
</tbody>
</table>

**Consultation**

Not applicable

**Officer's 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.

John Traill, Acting Manager Financial Services
In providing this advice as the Author, I have no disclosable interests in this report.

**Attachments**

Audit Committee Chairman’s Report [9.1.1]

Department: Economic & Community Infrastructure & Environment
Business Unit: Economic Growth Environment & Regulatory Services
Director: Director Economic & Community Director Infrastructure & Environment
Manager Responsible: Manager Economic & Community Growth Manager Environment & Regulatory Services
Author/Position: Debbie Bach, Manager Economic & Community Growth Warren Groves, Manager Environment & Regulatory Services

Summary

This report provides an overview of economic activity within the shire, and reports on the activities of Council’s Economic Growth department as well as the Planning and Development Services department. Council’s Economic Development and Planning Task Force was formed to promote economic activity in the Northern Grampians area, and encouraging business development and investment within the shire. Economic growth remains a priority for Council and its departments and has a number of projects currently underway to attract external businesses to the shire.

Recommendation

Council notes the information contained in the officer’s report.

RESOLUTION

Council notes the information contained in the officer's report.

Moved: Cr Wayne Rice
Seconded: Cr Karen Hyslop Carried
Background/Rationale

The Planning and Building teams provide an essential service to the community and play a vital role in facilitating the prosperity and growth of the area.

The information provided within the report is a critical indicator of the economic activity that is occurring throughout the municipality. Increasing activity demonstrates not only a more confident marketplace generally but a confidence to grow, build and expand within the Northern Grampians Shire.

Following is a summary of both Planning and Building Permit activity in the Northern Grampians Shire for the period 1 July to 30 July 2016 inclusive.

A change in format is planned for this report in months to come with more contemporary information reflected in graph and map form.

**PLANNING PERMITS**

<table>
<thead>
<tr>
<th>Planning Permits Issued</th>
<th>No.</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permits issued YTD in 2016</td>
<td>52</td>
<td>$ 5,033,429</td>
</tr>
<tr>
<td>Permits issued YTD in 2015</td>
<td>44</td>
<td>$ 6,175,361</td>
</tr>
<tr>
<td>Permits issued in July 2016</td>
<td>6</td>
<td>$ 389,599</td>
</tr>
<tr>
<td>Permits issued in July 2015</td>
<td>2</td>
<td>$ 365,001</td>
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<tr>
<td>Permits under consideration</td>
<td>40</td>
<td>$ 41,115,853</td>
</tr>
</tbody>
</table>

A specific breakdown of the Planning Permit values issued and those under consideration by areas in July 2016 is now provided as follows:

**STAWELL**

<table>
<thead>
<tr>
<th></th>
<th>July</th>
<th>YTD</th>
<th>Under Consideration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business</td>
<td></td>
<td>$ 100,360</td>
<td>$ 2,070,000</td>
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<tr>
<td>Residential</td>
<td>$220,000</td>
<td>$ 1,313,919</td>
<td>$ 4,100,000</td>
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<tr>
<td>Rural</td>
<td></td>
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<tr>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Community</td>
<td></td>
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</tr>
<tr>
<td>Signage</td>
<td>$ 6,599</td>
<td>$ 16,199</td>
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<tr>
<td>Tourist Accommodation</td>
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<tr>
<td>Other</td>
<td></td>
<td>$ 200</td>
<td>$ 47,000</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$226,599</strong></td>
<td><strong>$1,430,678</strong></td>
<td><strong>$6,217,000</strong></td>
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### ST ARNAUD

<table>
<thead>
<tr>
<th>Category</th>
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<th>YTD</th>
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</tr>
</thead>
<tbody>
<tr>
<td>Business</td>
<td>$25,051</td>
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<tr>
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<td>$320,000</td>
<td>$450,000</td>
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<tr>
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</tr>
<tr>
<td>Signage</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tourist Accommodation</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other</td>
<td>$100,000</td>
<td>$200</td>
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<tr>
<td><strong>Total</strong></td>
<td>$445,051</td>
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### HALLS GAP

<table>
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<tr>
<th>Category</th>
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<th>YTD</th>
<th>Under Consideration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business</td>
<td>$8,000</td>
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<tr>
<td>Residential</td>
<td>$150,000</td>
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<td>Signage</td>
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<tr>
<td>Tourist Accommodation</td>
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<tr>
<td>Other</td>
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<tr>
<td><strong>Total</strong></td>
<td>$150,000</td>
<td>$1,049,000</td>
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</table>

### OTHER AREAS

<table>
<thead>
<tr>
<th>Category</th>
<th>July</th>
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</thead>
<tbody>
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<td>Business</td>
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<tr>
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<tr>
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<td>$1,497,167</td>
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<td><strong>Total</strong></td>
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SUBDIVISION

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<thead>
<tr>
<th></th>
<th>No. of Applications</th>
<th>No. of Lots</th>
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</thead>
<tbody>
<tr>
<td>Residential</td>
<td>9</td>
<td>80</td>
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<tr>
<td>Industrial</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Figure No. 1 Historical Comparison of Planning Permits Issued (No's)
January – December 2012 – 2016

Significant Planning Permits Issued:
Nil

Significant Planning Permit Applications Received
Nil

BUILDING PERMITS

<table>
<thead>
<tr>
<th>Building Permits Issued</th>
<th>Council Building Surveyor</th>
<th>Private Building Surveyor</th>
<th>Total</th>
<th>Value</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permits issued YTD in 2016</td>
<td>86</td>
<td>26</td>
<td>112</td>
<td>$ 8,765,747</td>
</tr>
<tr>
<td>Permits issued YTD in 2015</td>
<td>67</td>
<td>26</td>
<td>93</td>
<td>$ 6,823,191</td>
</tr>
</tbody>
</table>
Permits issued in July 2016 | 14 | 4 | 18 | $1,469,814
Permits issued in July 2015 | 9 | 4 | 13 | $310,925

Figure No. 2 Historical Comparison of Building Permits Issued (No’s) January – December 2012 – 2016

![Building Permits Chart]

![Number of Permits Issued Chart]
Significant Building Permits Issued:

<table>
<thead>
<tr>
<th>Permit Number</th>
<th>Address</th>
<th>Builder/Owner</th>
<th>Cost</th>
<th>Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>6.2013.38.1</td>
<td>15 Wakeham Street, Stawell</td>
<td>Grampians Model Railroaders Inc</td>
<td>$50,000</td>
<td>Alterations to Museum</td>
</tr>
<tr>
<td>6.2016.95.1</td>
<td>10 Plantation Drive, Stawell</td>
<td>Eventide Homes (Stawell) Inc</td>
<td>$200,000</td>
<td>Dwelling &amp; Attached Garage</td>
</tr>
<tr>
<td>6.2016.98.1</td>
<td>71 Canterbury Street, St Arnaud</td>
<td>JG King Homes</td>
<td>$253,762</td>
<td>Dwelling &amp; Attached Garage</td>
</tr>
<tr>
<td>6.2016.108.1</td>
<td>7 McLaughlin Street, Stawell</td>
<td>Highlight Homes</td>
<td>$200,772</td>
<td>Dwelling &amp; Attached Garage</td>
</tr>
</tbody>
</table>

Financial Implications

There are no financial implications for Council, except for the normal administrative costs that are associated with the Planning and Building Departments, which are statutory functions of Council.

Legislation, Council Plan, Strategy and Policy Implications

Council Plan Objective - Improve the social and economic viability of the shire

Options

No options other than for Council to note the officer’s report, are recommended.

Reporting

<table>
<thead>
<tr>
<th>Implications</th>
<th>Considered in this report?</th>
<th>Implication identified?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social</td>
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Consultation

This report is provided to give information to Council on the Planning and Building activity within the municipality. There has been no formal community consultation associated with the development of this report. Individuals or businesses are however consulted during permit processes as applicable.

No community consultation required.

Officer’s 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.

Debbie Bach, Manager Economic & Community Growth
In providing this advice as the Author/Responsible Manager, I have no disclosable interests in this report.

Warren Groves, Manager Environment & Regulatory Services
In providing this advice as the Author/Responsible Manager, I have no disclosable interests in this report.

Attachments

Nil
9.3. Annual Designation of Neighbourhood Safer Places

Department: Environment & Regulatory Services
Business Unit: Environment & Community Protection
Director: Director Infrastructure & Environment
Manager Responsible: Manager Environment & Regulatory Services
Author/Position: John Matthews, Emergency Management Officer/ Municipal Fire Prevention Officer

Summary

The purpose of this report is to seek formal designation of the Northern Grampians Shire Neighbourhood Safer Places (NSPs) by the Council. The Northern Grampians Shire Council (NGSC) has three NSPs which were designated for the 2016-2017 fire danger period as follows:

- Halls Gap - Visitor Information Centre surrounds,
  Corner of Grampians Road and Heath Street, Halls Gap, 3381.

- St Arnaud - Lord Nelson Park Oval,
  Dunstan Street, St Arnaud, 3478.

- Stawell - Cato Park,
  Victoria Street (opposite Haitts Lane), Stawell, 3380.

It is a legislative requirement that these NSPs are to be assessed by the Country Fire Authority (CFA) before being redesignated on an annual basis. Advice of confirmation of the re-designation by Council must then be made to the CFA by 30 September 2016.

Recommendation

That:

1. the three Neighbourhood Safer Places in the Northern Grampians Shire municipal district be re-designated as suitable to be Neighbourhood Safer Places in accordance with the Country Fire Authority Act 1958, Country Fire Authority Guidelines, the Northern Grampians Shire Council Neighbourhood Safer Places Plan 2010, and the Northern Grampians Shire Municipal Fire Management Plan 2016-2019; and
2. Council notify the Country Fire Authority of Council’s intent to continue/retain designation of the Neighbourhood Safer Places by 30 September 2016

RESOLUTION

That:

1. the three Neighbourhood Safer Places in the Northern Grampians Shire municipal district be re-designated as suitable to be Neighbourhood Safer Places in accordance with the Country Fire Authority Act 1958, Country Fire Authority Guidelines, the Northern Grampians Shire Council Neighbourhood Safer Places Plan 2010, and the Northern Grampians Shire Municipal Fire Management Plan 2016-2019; and

2. Council notify the Country Fire Authority of Council’s intent to continue/retain designation of the Neighbourhood Safer Places by 30 September 2016

Moved: Cr Kevin Erwin
Seconded: Cr Jason Hosemans Carried
Background/Rationale

In accordance with section 50J of the *Country Fire Authority (CFA) Act*, councils are required to conduct an annual review of each designated NSP by 31 August to determine if it is still suitable to be designated as a NSP. This review is required to include a request to the CFA for reassessment. On receiving the request, CFA is required to assess the NSP in accordance with the CFA Assessment Guideline criteria.

The CFA has completed a NSP Assessment Summary Report of the three designated sites and found them to meet the CFA assessment criteria. The NGSC Municipal Emergency Resource Officer (MERO) and the Municipal Fire Prevention Officer (MFPO) have also undertaken a risk assessment of the designated sites in accordance with the Northern Grampians Shire Municipal Neighbourhood Safer Places Plan (MNSPP) and found the sites met the criteria detailed in Section 1.3 of the MNSPP.

The Municipal Emergency Management Planning Committee (MEMPC) and the Municipal Fire Management Planning Committee (MFMPC) have been informed of the intent to re-designate the existing sites.

Council is required to make a determination on the suitability of the NSPs based on the assessments. Council can only determine the designation is not warranted if the risk assessments undertaken by the MERO and MFPO did not address the matters raised in section 1.3 of the MNSPP.

In accordance with section 50K of the *CFA Act*, advice of confirmation of the re-designation of NSPs by Council must be made to the CFA by 30 September 2016.

Legislation, Council Plan, Strategy and Policy Implications

Meets the requirements of relevant Legislation; aligns with Council plans, strategies and policies; and meets with emergency and fire management planning goals and objectives.

**Legislation** -  
*Country Fire Authority Act 1958*, Division 3 and Division 4

**Council Plans** -  
Council Plan 2013-2017 (Emergency and Risk Strategy)  
Northern Grampians Shire Council Neighbourhood Safer Places Plan 2010

**Emergency and Fire Management Plans** -  
Municipal Emergency Management Plan  
Municipal Fire Management Plan 2016-2019
Options

Option 1
Council re-designates the three NSPs and directs the MFPO to notify the CFA as per the officer's recommendation. [recommended]

Option 2
That Council does not re-designate the three NSPs. [not recommended]

Reporting

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<td>Risk Management</td>
<td>Yes</td>
<td>The purpose of the three NSPs is to provide a place of last resort that may mitigate the impact of a bushfire or grassfire on human life</td>
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<td>Financial</td>
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<td>As per site maintenance undertaken for original use/purpose</td>
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<td>Asset Management</td>
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Consultation

Consultation on NSPs occurred during the recent rewrite of the Municipal Fire Management Plan and review of Community Information Guides. This consultation period was from 17 May to 12 June 2016, and included community information sessions held in Halls Gap, St Arnaud and Stawell.
Additionally fire and emergency management stakeholders including members of the MEMPC and MFMPC were part of the consultation process.

**Officer’s 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.

John Matthews, Emergency Management Officer
In providing this advice as the Author/Responsible Officer, I have no disclosable interests in this report.

**Attachments**

CFA NSP Compliant Letter Halls Gap VIC Surrounds [9.3.1]
CFA Assessment Summary Report Halls Gap VIC Surrounds [9.3.2]
Council NSP Assessment Halls Gap VIC Surrounds 2016-2017 [9.3.3]
CFA NSP Compliant Letter Lord Nelson Park [9.3.4]
CFA Assessment Summary Report Lord Nelson Park [9.3.5]
CFA NSP Compliant Letter Cato Park [9.3.7]
CFA Assessment Summary Report Cato Park [9.3.8]
Council NSP Assessment Cato Park 2016-2017 [9.3.9]
9.4. Annual Report

Department: Corporate Services
Business Unit: Financial Services
Director: Director Corporate Services
Manager Responsible: John Traill, Acting Manager Financial Services
Author/Position: John Traill, Acting Manager Financial Services

Summary

The purpose of this report is to approve in principle and authorise two Councillors to certify the 2015/2016 statements. The Local Government Act 1989 requires that Council, prior to submission to the Auditor General, formally resolves to approve in principle the financial statements and performance statement (s.132 (2)) and nominate two Councillors to be authorised to certify the statements (s.132 (5)).

Recommendation

That Council in accordance with section 132 (2) and (5) of the Local Government Act 1989:

1. approves in principle, the following statements for the 2015/2016 financial year:
   - Annual Financial Statements
   - Performance Statement; and

2. authorises Councillor Emerson and Councillor Erwin to certify the 2015/2016 statements as detailed in part 1 of the recommendation in their final form after any changes recommended, or agreed to, by the Auditor General have been made and in accordance with the requirements of the Local Government Act 1989.

RESOLUTION

That Council in accordance with section 132 (2) and (5) of the Local Government Act 1989:

1. approves in principle, the following statements for the 2015/2016 financial year:
   - Annual Financial Statements
   - Performance Statement; and
2. authorises Councillor Emerson and Councillor Erwin to certify the 2015/2016 statements as detailed in part 1 of the recommendation in their final form after any changes recommended, or agreed to, by the Auditor General have been made and in accordance with the requirements of the *Local Government Act 1989*.

Moved: Cr Tony Driscoll  
Seconded: Cr Merrilee Reid  
Carried
Background/Rationale

The financial statements reflect the position of Council’s finances at the end of the financial year. The performance statement contains the results of the prescribed service outcome indicators, financial performance indicators and sustainable capacity indicators for the financial year and included in the annual report. The financial and performance statements have been prepared in accordance with the Local Government Act 1989 and the Local Government (Planning and Reporting) Regulations 2014.

The Audit Committee met on Friday 2 September, 2016 with Ms Kathie Teasdale, agent of the Auditor General, who conducted the audit of the statements. Ms Teasdale advised that the audit was almost complete, that no material adjustments were required and that she was confident with the statements as presented. The Committee resolved to recommend to Council that the statements be approved.

Legislation, Council Plan, Strategy and Policy Implications

The report is consistent with Strategy 8 Financial Sustainability – we will provide leadership and advocacy to improve the financial sustainability of the Northern Grampians Shire.

Options

Option 1
Adopt the report to approve in principle the annual financial statements and the performance report for 2015/2016 and to nominate two Councillors to be signatories on the reports. [recommended]

Option 2
To not adopt the report and defer to a later date. It is a regulatory requirement to approve the financial reports in principle prior to the reports being signed off by the Minister. The legislative mandated date is September 30. [not recommended]

Reporting

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Consultation

No consultation was undertaken for this report.

Officer's 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.

John Traill, Acting Manager Financial Services
In providing this advice as the Author/Responsible Manager, I have no disclosable interests in this report.

Attachments

Draft Annual Report was not completed at the time the report was distributed.
9.5. St Arnaud Traffic Management

Department: Infrastructure & Environment
Business Unit: Infrastructure
Director: Director Infrastructure & Environment
Manager Responsible: Manager Infrastructure
Author/Position: Trenton Fithall, Manager Infrastructure

Summary

Goldacres business in St Arnaud has requested Department of Environment Land Water & Planning (DELWP) to lease a portion of Mill Street, St Arnaud to enable business sustainability in the current location. As with all Government Road Reserve leases, Council must provide consent before being approved. If approved the lease will enable Mill Street to be physically closed to public traffic.

Recommendation

Council consider the public submissions and make a decision regarding the closure and lease of Mill Street, St Arnaud between Mill Street and McMahon Street.

RESOLUTION

Provide consent stating that Mill Street between McMahon Street and Napier Street is not required for public traffic purposes and endorse the application to license Government Road, South of CP170899, Township of St Arnaud, Parish of St Arnaud

Moved: Cr Tony Driscoll
Seconded: Cr Merrilee Reid Carried
Background/Rationale

Goldacres has approached Council about the possibility of the closure of Mill Street, St Arnaud between Napier Street and McMahon Street. The understanding is that Goldacres wishes to close the road off to the public to reduce the risk of an incident and injury due to operations being on both sides of the road. Goldacres have since formally requested the Department of Environment, Land, Water and Planning to lease the portion of Mill Street, St Arnaud, starting the formal process.

Goldacres made this same request some years ago and at that time the Council decided to keep Mill Street open to traffic after extensive community consultation.

Issues identified by an independent if Mill Street between McMahon Street and Napier was to be physically closed are listed below.

- At the intersection of Alma Street and Napier Street, visibility is often restricted by parked cars and slow circulating traffic pushing traffic to Mill Street where the intersection is considered safe.
- Mill Street is a very popular street for use by cars and it was noted that traffic from the north east quadrant of St Arnaud wanting to access the west of the Town Centre use Mill Street to avoid crossing Napier Street.
- Residents on McMahon Street utilise Mill Street off Napier Street to gain access from north and east due to McMahon Street being one way.
- School Bus uses Mill Street.
- Observations identified typically between 1 and 3 medium sized delivery vehicles use Mill Street per hour.
- Traffic counts indicated 65% of traffic was west bound and 35% of traffic was east bound.
- Public pedestrian movements are typically less than 3 movements per hour.
- Cyclists movements are typically less than 2 movements per hour.
- In the case of Mill Street closure all west bound detours are considered convoluted detours with increased time, distance and risk given the number of right turns required.
- The impact of westbound traffic would be significantly reduced if McMahon Street was returned to two-way traffic.
● In the case of Mill Street closure all eastbound detours are considered reasonably direct detours with negligible increases in time, distance and risk.

● Properties will have a noticeable increase in traffic burden in residential areas due to the diverted high traffic levels.

Council placed a public notice in the local paper requesting submissions regarding the request. Council received 9 submission from the public. A summary of the concerns provided through the public submissions are listed below.

● Traffic Counts are high enough to deny the request

● Mill Street is an important traffic route linking the town on both sides on Napier Street, including school traffic (vehicle/pedestrians)

● Access to the doctors surgery from the north will be hindered if Mill Street were to be closed. Mill Street is the main entry as entry from North Western Road is already denied.

● Mill Street provides a safe intersection at the roundabout rather than performing a right hand turn at sight impaired intersections. Right hand turn onto Alma Street is cumbersome due to the pedestrian crossing

● The nature of the pedestrian traffic is largely elderly or those with limited mobility

● School Buses will be re-routed to the Napier Street

● Employee parking will be pushed toward the Doctor Surgery

● Mill Street provides a parking area for caravans and motor homes

● When the Napier Street is closed, having no Mill Street will create even more detours and traffic issues

● In recent years, the business has relocated significant functionality and staffing away from St Arnaud to Ballarat – including all ownership, management and administrative functions.

● It is the responsibility of the business to address the safety concerns by restructuring the layout of the site to ensure staff traffic and vehicular movements between buildings is restricted/minimised. Closing Mill Street is a shortcut taken by the business in order to minimise costs while addressing the issue.

● “I would ask if Council has requested a business plan from the business in support of its request.”
The business previously applied for, and obtained closure of McMahon Street, to allow movement of larger equipment being assembled and dispatched. The company has not manufactured this style equipment at the site for some 10 years.

The site is used 40 hours a week while the community use the road 24/7. It's a negation of ratepayers rights to favour a single business and has no community merit. Residential streets should not be closed for industry.

Will Council set a precedent in this case and allow other businesses get away with similar requests?

Closing Mill Street will be a significant over the top reaction to an issue that can be solved with people taking responsibility for their own actions.

If Mill Street is to close please open McMahon Street at the North Western Road to two-way traffic to lighten the burden on traffic.

Is there an opportunity to only close the road during works hours?

Make the existing crossing an official pedestrian crossing.

**Legislation, Council Plan, Strategy and Policy Implications**

Council will reduce the infrastructure renewal gap and manage our roads, building and structures for safety and optimal use.

Create industrial development opportunities in St Arnaud and Stawell.

**Options**

**Option 1**
Deem Mill Street is required for traffic purposes and provide a response to DELWP objecting to the application to license Government Road, South of CP170899, Township of St Arnaud, Parish of St Arnaud.

**Option 2**
Provide consent stating that Mill Street between McMahon Street and Napier Street is not required for public traffic purposes and endorse the application to license Government Road, South of CP170899, Township of St Arnaud, Parish of St Arnaud.

**Option 3**
Provide consent stating that Mill Street between McMahon Street and Napier Street is not required for public traffic purposes and endorse the application to license Government Road, South of CP170899, Township of St Arnaud,
Parish of St Arnaud whilst providing a condition to reopen McMahon Street between Mill Street and North Western Road.

**Reporting**

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**Consultation**

Council has approached Driscoll Engineering Services for an assessment of the traffic implications if Mill Street, St Arnaud was to be closed off to the public. The assessment is attached.

Several meetings have been held with Goldacres to review the Traffic Impact Assessment and provide comment regarding implications and potential issues.

The St Arnaud community have been notified of the potential changes via the local paper and have been given the opportunity to provide submissions.

**Officer’s 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.

Trenton Fithall, Manager Infrastructure
In providing this advice as the Author/Responsible Manager, I have no disclosable interests in this report.

**Attachments**
Traffic Impact Assessment [9.5.1]
9.6. Place Naming - Western Highway Community Precinct

Department: Corporate Services
Business Unit: Governance & Civic Support
Director: Director Corporate Services
Manager Responsible: Manager Governance & Civic Support
Author/Position: Mary Scully, Manager Governance & Civic Support

Summary

Council is asked to determine a proposal to name the community space at 46-56 Longfield Street Stawell, currently referred to as the Western Highway Community Precinct.

Recommendation

Council determines a proposal to name the community space at 46-56 Longfield Street, Stawell.

RESOLUTION

To propose the precinct be named Pleasant Creek Historic Precinct and in the event that the Registrar of Geographic Place Names determines this to be a duplication that the precinct be named Stawell Historic Precinct.

Moved: Cr Karen Hyslop
Seconded: Cr Kevin Erwin
Carried
Background/Rationale

Any place naming must be in accordance with Geographic Place Names legislation. At its meeting held on 2 May Council resolved to commence the formal naming process and to invite comment on the following suggested names:

- Pleasant Creek Historical Precinct
- Sir William Stawell Historical & Council Precinct
- Sir William Stawell Precinct

Public notice of the proposal inviting comment was given in the Stawell Times News on 13 May 2016.

At its meeting on 1 August Council resolved to defer consideration of the naming and seek further comment from the Stawell Historical Society regarding the possible duplication of names if Council was to propose to name the precinct the Pleasant Creek Historic & Council Precinct.

Prior to naming the precinct Council must consider any submissions received. Five submissions were received:

1. Stawell Historical Society - The Pleasant Creek Historic Precinct (not Historical and not after a person) and The Pleasant Creek Historic Precinct Centre
2. Wendy Melbourne - Pleasant Creek Historic Precinct
3. Stawell Historical Society via Jim Melbourne - Pleasant Creek Historic Precinct
4. Jim Anselmi - Nexus (means bond, link or connection, community bonding)

On 4 August the Stawell Historical Society advised that their preference is still Pleasant Creek Historic Precinct or, if not acceptable, Stawell Historic Precinct.

The former Shire Hall and the Court House form the principal sections of the precinct. The Pleasant Creek township was established in this area (later changed to Stawell) and the old Court House which houses the Stawell Historical Society Museum was the first important government building erected at Pleasant Creek. Councillors and officers support that the name Pleasant Creek Historic Precinct is the most appropriate as it recognises the original settlement; however they acknowledge that the name may be a duplicate as the former Pleasant Creek Training Centre is located 1km north west on the Western Highway. This area will be redeveloped in the future and Councillors may feel that the words ‘historic precinct’ are sufficient to differentiate between the 2 precincts.
The Registrar of Geographic Place Names must be assured that any naming is not a duplication. Geographic Guidelines Principle 1(D) states that the proposal must ensure names are not duplicated and that duplicates are considered to be two names within close proximity and those which are identical or have similar spelling or pronunciation. Duplication is not allowed within the one locality or within prescribed distances. If Council resolves to propose naming the precinct as suggested it must be assured that the inclusion of the word ‘Historic’ is sufficient to differentiate between the two precincts and that the Registrar will support this. The alternatives are to support the naming and to suggest an alternative if the proposal is not accepted by the Registrar, eg Stawell Historic Precinct or to simply propose to name the precinct as Stawell Historic Precinct.

Comment has been sought from local emergency services about whether or not the naming of the precinct which is in close proximity to the former Pleasant Creek Training Centre would cause confusion for the delivery of emergency services. If possible comment will be provided before the Council meeting.

**Heritage** - The place name proposed is commemorative and recognises the historical name for the area.

**Risk Management** - Council supports the naming of places to ensure the prompt delivery of emergency services to residents.

**Financial** - The naming of places incurs administration, advertising and signage costs.

**Legislation, Council Plan, Strategy and Policy Implications**

Council Plan - Delivered targeted projects and core services

*Local Government Act 1989*

*Guidelines for Geographic Names 2010*

**Options**

**Option 1**
To propose the precinct be named Pleasant Creek Historic Precinct and in the event that the Registrar of Geographic Place Names determines this to be a duplication that the precinct be named Stawell Historic Precinct. [recommended]

**Option 2**
To propose the precinct be named Pleasant Creek Historic Precinct. [not recommended]
Option 3
To propose the precinct be named Stawell Historic Precinct. [recommended]

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Consultation

Community consultation is an important part of a place naming process and the giving of public notice and inviting consideration of a selection of names has allowed interested persons an opportunity to comment prior to the precinct being formally named. The Stawell & District Historical Society has been a major contributor to the naming process.

Officer’s 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.

Mary Scully, Manager Governance & Civic Support
In providing this advice as the Responsible Manager/Author, I have no disclosable interests in this report.

Attachments

Copies of submissions received have been circulated separately to Councillors.
9.7. Waste & Recycling Exemption Policy

Department: Environment & Regulatory Services
Business Unit: Waste management Unit
Director: Director Infrastructure & Environment
Manager Responsible: Manager Environment & Regulatory Services
Author/Position: Warren Groves, Manager Environment & Regulatory Services

Summary

The purpose of this report is for Council to adopt amendments resulting from a policy review which support administrative efficiencies and clarity of terminology within the *Waste & Recycling Exemption Policy*.

Recommendation

Council adopts the amendments to the *Waste & Recycling Exemption Policy*.

RESOLUTION

Council adopts the amendments to the *Waste & Recycling Exemption Policy*.

Moved: Cr Kevin Erwin
Seconded: Cr Wayne Rice Carried
Background/Rationale

The *Waste & Recycling Exemption Policy* aims to provide a formalised and consistent approach to granting an exemption from Council’s waste and recycling services or associated fees and charges.

The *Waste & Recycling Exemption Policy* was first adopted in 2007 and replaced Council’s former Garbage and Recycling Exemption Policy.

The policy currently comprises three specific sections relating to commercial and industrial premises, properties exempt from Council rates and a registered charities exemption.

The registered charities exemption aspect of the policy was previously reviewed in June 2015 and a minor amendment relating to the wind blown litter definition was incorporated into the policy. This followed a query about the meaning of this term by a local community organisation which identified a requirement for a more precise definition of wind blown litter.

The policy was further reviewed internally in July 2016 and both the efficiency of the commercial and industrial premises - exemption and definition of public areas within the registered charities exemption were identified as requiring an update.

Currently, applicants for the commercial and industrial premises exemption are required to submit a current tax invoice each year as evidence of a waste collection service to substantiate a request for an exemption from Council’s kerbside waste. It is proposed that this annual requirement be amended to once only and remaining in place while the business management remains the same. It is further proposed that the exemption would not be transferable and sale of the business, subletting, leasing or substantial change of business operations would void the existing exemption.

The current use of the term ‘public areas’ within the registered charities exemption of this policy was also identified as ambiguous and requiring clarification. As Council can only approve activities in relation to Council owned land or assets, it is recommended that the existing Local Laws definition of ‘municipal place’ be adopted to provide clarity and transparency within this section.

These two recommended amendments are proposed in the interests of red tape reduction, clarity and transparency for both applicants and Council staff alike. It is possible that some charitable organisations may feel restricted by the proposed registered charities exemption amendment, however it has been structured to avoid confusion and provide guidance in the interests of fairness to all parties.
Legislation, Council Plan, Strategy and Policy Implications

The proposed policy amendments are consistent with the *Local Government Act 1989*, Part 8 Rates and Charges and Council’s Waste Strategy - we will implement a waste reduction action plan and promote better use and reuse of valuable resources by:

- Implementing measures to reduce waste to landfill.

Options

Option 1
Council adopts the amendments to the policy. [recommended]

Option 2
Council does not adopt the amendments to the policy and the existing arrangements continue. [not recommended]

Reporting

<table>
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<th>Implications</th>
<th>Considered in this report?</th>
<th>Implication identified?</th>
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<td>Risk Management</td>
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<td>No</td>
</tr>
<tr>
<td>Asset Management</td>
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</tr>
</tbody>
</table>

Consultation

Project Platypus and Stawell Landcare have been consulted in relation to this Policy as has Council’s Senior Leadership Team, the Coordinator Environment and Community Protection and the waste management Unit.
Officer’s 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.

Warren Groves, Manager Environment & Regulatory Services
In providing this advice as the Author/Responsible Manager, I have no disclosable interests in this report.

Attachments

Draft Waste & Recycling Exemption Policy [9.7.1]
10. NOTICES OF MOTION OR RESCISSION

Nil

11. REPORTS FROM COUNCILLORS/COMMITTEES

- Cr Hyslop shared the Motor Home Convention starts tomorrow at Stawell Trackside.
- Cr Reid noted the excellent artwork on display at the Friends of the Library Art Show that commenced Friday 2 September.
- Cr Hosemans reported Councillors will be attending Advocacy sessions at Parliament House, Melbourne next week.
- Mayor commended the successful opening of the SUPL Photo Walk that opened last week. The display will be available to the public over the next two months.

12. URGENT BUSINESS

Cr Kevin Erwin asked that the matter of a letter of congratulations be considered as Urgent Business.

RESOLUTION

That the following item be considered as Urgent Business.

12.1 Letter of Congratulations

Moved: Cr Wayne Rice
Seconded: Cr Karen Hyslop Carried

12.1 Letter of Congratulations

That a letter of congratulations be sent to Best's Wines Great Western for winning Wine of the Year for their Thomson Family Shiraz 2014.

Moved: Cr Kevin Erwin
Seconded: Cr Jason Hosemans Carried

13. PUBLIC QUESTION TIME

Nil
14. CLOSURE OF MEETING PURSUANT TO SECTION 89(2) OF THE LOCAL GOVERNMENT ACT 1989

RESOLUTION

That the meeting be closed to consider the following items pursuant to section 89(2) of the *Local Government Act 1989*:

14.1 Contract – Plant Replacement Program
14.2 Contract – Road Condition Assessment
14.3 Contract – Hosted Services
14.4 Contract – Supply & Delivery of Guardrail Materials

Moved: Cr Kevin Erwin
Seconded: Cr Jason Hosemans Carried
OPEN COUNCIL

The Chief Executive Officer reported that the following decisions had been made in Closed Council.

14.1 Council awards Contract No. C1 2016/17 - Plant Replacement Program to the following suppliers Cervus Equipment Australia, William Adams Pty Ltd and CMV Truck & Bus (Mack Trucks)


15. CLOSE

There being no further business, the Mayor declared the meeting closed at 7.07pm.

Confirmed

_____________________
Cr Murray Emerson, Mayor
Date: 3 October, 2016