

Corangamite Shire

AGENDA

Ordinary Council Meeting

7.00 pm • Tuesday 24 July 2018

*Killara Centre
210-212 Manifold Street, Camperdown*

Order of Business

1. PRAYER
2. APOLOGIES
3. DECLARATIONS OF CONFLICT OF INTEREST
4. CONFIRMATION OF MINUTES
RECOMMENDATION
That the Minutes of the Corangamite Shire Ordinary Council meeting held on Tuesday 26 June 2018 be confirmed.
5. DEPUTATIONS & PRESENTATIONS
6. COMMITTEE REPORTS
7. PLANNING REPORTS
8. OFFICERS' REPORTS
9. OTHER BUSINESS
10. OPEN FORUM
11. CONFIDENTIAL ITEMS

ANDREW MASON
CHIEF EXECUTIVE OFFICER

DISCLAIMER

The advice and information contained herein is given by the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written enquiry should be made to the Council giving the entire reason or reasons for seeking the advice or information and how it is proposed to be used.

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5. DEPUTATIONS & PRESENTATIONS

1. Members of the public may address Council under this section of the Agenda of an Ordinary Meeting of the Council if:
 - a) The person is addressing the Council in respect to a submission on an issue under Section 223 of the *Local Government Act*, or
 - b) The person has requested that they address Council on an issue and the Mayor has agreed that they be heard.
2. Requests to address Council must be received by 5.00 pm on the day prior to the scheduled Ordinary Meeting of the Council.
3. Presentations made to Council in this section of the Agenda may not exceed five minutes in length, although Councillors may ask questions proceeding each presentation. If a presentation exceeds five minutes in length, the Mayor may request that the presenter ceases to address Council immediately.

6. COMMITTEE REPORTS

6.1 Audit Committee Report - 21 June 2018 Meeting

Author: David Rae, Director Corporate and Community Services

File No: D18/309

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - David Rae

In providing this advice to Council as the Director Corporate and Community Services, I have no interests to disclose in this report.

Summary

This report provides Council with a summary of business considered at the 21 June 2018 meeting of the Audit Committee and seeks Council approval of internal audit reviews proposed for 2018-2019.

Introduction

The Audit Committee (the Committee) is an independent advisory committee to Council. The primary objective of the Committee is to assist Council in the effective conduct of its responsibilities for financial reporting, management of risk, maintaining a reliable system of internal controls and facilitating the organisation's ethical development.

Issues

Attendees at the Committee meeting were as follows:

Councillors: Cr Helen Durant

Independent Members: Colin Hayman (Chairperson), Simon Buccheri, Andrew Jeffers

Apologies: Cr Bev McArthur

Officers: Andrew Mason, Chief Executive Officer
Ian Gibb, Director Sustainable Development
David Rae, Director Corporate and Community Services
Adam Taylor, Manager Finance

Guests: Andrew Zavitsanos, Crowe Horwath (Internal Auditor)
Chris Kol, McLaren Hunt (VAGO Agent)

Declaration of Conflict of Interest: Nil.

The Committee considered the following matters at the meeting:

- 2017-2018 External Audit Interim Management Letter.
- Local Government Model Financial Report.
- VAGO Performance Audit Report - Local Government and Economic Development.
- Finance Policy Reviews:
 - Investment Policy;
 - Borrowing Policy.
- Strategic Internal Audit Plan 2018-2019.
- Status Update - Outstanding Internal Audit Recommendations.
- New Local Government Act - Bill Status.
- Finance Report as at 31 March 2018.
- 2018-2019 Budget (Adopted).
- Recent, Current and Emerging Issues.

Strategic Internal Audit Plan 2018-2019

In accordance with the Audit Committee's Charter and annual work plan, the Strategic Internal Audit Plan was reviewed. The Committee considered the following matters in determining the proposed internal activity for 2018-2019:

- Internal audits completed
- Emerging issues within Local Government
- Recent legislative amendments
- Proposed reviews by Council's Internal Auditor, Crowe Horwath
- Senior Officer Group recommendations.

The Committee resolved to recommend Council approve the following internal audits reviews for 2018-2019:

- Child Safe Standards compliance.
- Traffic Management Practices.

Prior to commencing each internal audit review a memorandum of understanding outlining the scope of each audit will be prepared and agreed with management.

Policy and Legislative Context

Reporting of the Audit Committee's activities is consistent with the Council Plan 2017-2021 which includes the following commitments:

We are committed to ensuring the ethical behaviour of Councillors and staff, maintaining good governance and remaining financially sustainable.

Council will demonstrate high levels of ethical behaviour and governance standards.

Council will make budgetary decisions that ensures Council remains in a strong financial position now and into the future.

Council will deliver value for money by ensuring that services are required and delivered efficiently and sustainably.

The internal audit reviews for 2018-2019 are recommended for Council's approval in accordance with the Audit Committee's annual work plan.

Financial and Resource Implications

The internal audit reviews proposed for 2018-2019 will be resourced in accordance with the 2018-2019 budget allocation of \$20,800.

Conclusion

The next meeting of the Audit Committee is scheduled for September 2018 and a report on that meeting will be presented at the October 2018 Council meeting.

RECOMMENDATION

That Council receives the Audit Committee Report and approves Internal Audit Reviews for Child Safe Standards and Traffic Management Practices for 2018-2019.

7. PLANNING REPORTS

Nil.

8. OFFICERS' REPORTS

8.1 Investment Policy

Author: Adam Taylor, Manager Finance

File No: D18/310

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - Adam Taylor

In providing this advice to Council as the Manager Finance, I have no interests to disclose in this report.

Summary

This report recommends Council adopt the revised Investment Policy dated June 2018 as attached.

Introduction

The current Investment Policy (the Policy) was adopted by Council in April 2017 on the recommendation of Council's Audit Committee.

Officers have reviewed the Policy and proposed changes that allows investments with any approved institution be available for investment for a maximum period of two years.

Issues

The Investment Policy establishes the basis for the investment of Council's surplus funds and to optimise the balance between risk and return. The Investment Policy is an existing policy and was extensively reviewed in 2015. One amendment is sought to allow investments with any approved institution over a period of two years.

Current Credit Rating of Institution and Portfolio Investment Parameters

| Long Term | | Short Term | | Maximum Portfolio Allocations | | |
|-----------|---------|------------|---------|-------------------------------|------------------|-------------------------------|
| S&P | Moody's | S&P | Moody's | Funds With A Single ADI | Term to Maturity | Percentage of Total Portfolio |
| AAA | Aaa | | | 50% | 2 Years | 100% |
| AA+ | Aa1 | | | | | |
| AA | Aa2 | | | | | |
| AA- | Aa3 | | | | | |
| A+ | A1 | A-1+ | P-1 | 25% | 1 Year | 50% |
| A | A2 | A-1 | | | | |
| A- | A3 | | | | | |
| BBB+ | Baa1 | A-2 | P-2 | 25% | 180 Days | 25% |
| BBB | Baa2 | | | | | |

Proposed Credit Rating of Institution and Portfolio Investment Parameters

| Long Term | | Short Term | | Maximum term to maturity | Maximum Portfolio Allocations | |
|-----------|---------|------------|---------|--------------------------|-------------------------------|-------------------------------|
| S&P | Moody's | S&P | Moody's | | Funds with a single ADI | Percentage of total portfolio |
| AAA | Aaa | A-1+ | P-1 | 2 Years | 50% | 100% |
| AA+ | Aa1 | | | | | |
| AA | Aa2 | | | | | |
| AA- | Aa3 | | | | | |
| A+ | A1 | A-1 | P-1 | 2 Years | 25% | 50% |
| A | A2 | | | | | |
| A- | A3 | | | | | |
| BBB+ | Baa1 | A-2 | P-2 | 2 Years | 25% | 25% |
| BBB | Baa2 | | | | | |

Policy and Legislative Context

Consideration of this report is in accordance with the following commitments in the 2017-2021 Council Plan:

Council will make budgetary decisions that ensures Council remains in a strong financial position now and into the future.

Council will deliver value for money by ensuring that services are required and delivered efficiently and sustainably.

The Investment Policy also complies with Section 143 of the *Local Government Act 1989*, relevant regulations and ministerial guidelines.

Internal / External Consultation

The revised Investment Policy has been developed and reviewed internally. Internal audit and sector findings or recommendations have been incorporated, including the aforementioned ministerial guidelines and prudential statement. The revised Policy was considered by Council's Audit Committee in June 2018. The Committee recommends Council approve the revised policy.

Financial and Resource Implications

There are no financial and resource implications as a consequence of adopting the revised Investment Policy.

Options

Council may choose to adopt the Investment Policy with or without amendment. Alternatively, Council may choose not to adopt the Investment Policy.

Conclusion

The revised Investment Policy is attached for Council's consideration and approval.

RECOMMENDATION

That Council:

- 1. Revokes the previous Investment Policy dated April 2017.**
- 2. Adopts the Investment Policy dated June 2018.**

Attachments

1. Policy Council Investment DRAFT June 2018_
2. Policy Council Investment DRAFT June 2018 - Tracked Changes - Under Separate Cover_



**CORANGAMITE
SHIRE**

Investment Policy

Corangamite Shire

June 2018

Council Policy



Investment Policy

Introduction

This policy provides guidance on the effective and responsible utilisation of Council's surplus cash funds within the government legislative framework and will conform to applicable Federal and State regulations.

Particular emphasis is directed towards investment decisions that limit unnecessary exposure to risk and optimise return on investment whilst ensuring sufficient liquidity for Council's on-going operating commitments.

Purpose

This policy establishes the basis for the investment of Council's surplus funds and to optimise the balance between risk and return. The purpose of Council's investment policy is to ensure that:

- All funds are invested in accordance with legislative and Council requirements.
- Effective internal controls are in place to minimise investment risk and unauthorised appropriation of Council funds.
- All investment transactions are appropriately authorised and documented.
- Investment decisions are based on the security of funds by limiting unnecessary exposure to risk.
- The financial yield is enhanced through prudent investment of funds whilst ensuring sufficient liquidity for Council's day to day operational commitments.
- Legally restricted funds are appropriately invested so as to earn a reasonable income towards their purposes (whilst limiting unnecessary exposure to risk).

Scope

This policy applies to all Council officers (Investment Officers) who are involved in the investment of Council funds. It is considered that this Policy does not impact negatively on any rights identified in the Charter of Human Rights Act (2006).

Definitions

- The Act – Local Government Act 1989
- APRA – Australia Prudential Regulation Authority
- ADI – Authorised Deposit-taking Institution. It covers banks, building societies and credit unions.
- AFS – Australian Financial Services
- VFMC - Victorian Funds Management Corporation
- S&P – Standard and Poor's rating agency
- Moody's – Moody's rating agency
- Investment Officers – Director Corporate and Community Services, Manager Finance, Accountant(s).

Adopted at Council on:
Agenda Item:
Responsibility: Manager Finance
File Number:

Department: Finance
To be reviewed by: June 2019

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Corangamite Shire Council Policy – Investment Policy

References

- Local Government Act 1989 (specifically Section 143 – Investments)
- Ministerial Guidelines - Approval of Authorised Manners of Investments For The Purposes of Section 143(f) of the Local Government Act 1989 (Victorian Government Gazette 26 July 2007 Page 1733)
- Prudential Statement - Investments Powers of Councils (Department of Treasury and Finance, February 1998)
- Australia Prudential Regulation Authority

Policy Detail

1. Prudent Person Standard

The standard of prudence is to be used by Investment Officers when managing the overall portfolio. Investments will be managed with the care, diligence and skills that a prudent person would exercise in managing the affairs of other persons. This includes having in place appropriate reporting requirements that ensure the investments are being reviewed and overseen regularly.

Investment Officers are to manage the investment portfolios not for speculation, but for investment in accordance with this Policy. Investment Officers are to avoid any transaction that might harm confidence in Council. Investment Officers must consider the safety of capital and income objectives when making an investment decision.

2. Ethics and Conflicts of Interest

Investment Officers shall refrain from personal activities that would conflict with the proper execution and management of Council's investment portfolio. This includes activities that would impair the investment officer's ability to make impartial decisions.

The Policy requires that Investment Officers disclose to the Chief Executive Officer any conflict of interest on any investment positions that could be related to the investment portfolio.

3. Delegation of Authority

Authority for implementation of the Policy is delegated by the Council to the Chief Executive Officer in accordance with the Victorian Local Government Act 1989.

Authority for the day-to-day management of the Council's investment portfolio is delegated by the Chief Executive Officer to the Director Corporate and Community Services and Manager Finance. The Accountant(s) and Manager Finance have the authority to review the reasonableness of an investment, initiate or redeem an investment in accordance with this policy.

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Department: Finance
To be reviewed by : June 2019

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Corangamite Shire Council Policy – Investment Policy

3.1.1. Term to Maturity of Investments

Investment Officers are only permitted to invest in term to maturity deposits or similar products with an ADI. Such investment products must have a readily available market and may include any of the following types of investments:

- At call accounts
- Fixed term deposits
- Negotiable Certificates of Deposit
- Bank bills
- Promissory notes
- Bonds
- Floating Rate Notes
- Floating Rate Certificates of Deposit

3.1.2. All other investments

All other investments, including investments in managed investment schemes (managed funds) or Australian equities, will need a specific Council resolution and must:

- Comply with Ministerial Guidelines - Approval of Authorised Manners of Investments For The Purposes of Section 143(f) of the Local Government Act 1989 (Victorian Government Gazette 26 July 2007 Page 1733)
- Comply with the requirements of the Prudential Statement - Investments Powers of Councils (Department of Treasury and Finance, February 1998)
- Be supported by a specified cash backed reserve in Council's balance sheet.

Investments in Managed Fund, Fixed Interest Securities of an Australian Authorised Deposit Taking Institution and Shares listed on the Australian Stock Exchange must be managed by the Victorian Funds Management Corporation. Currently, investments with the VFMC must be for a minimum value of \$2million and for a minimum term of three years.

4. Investment Objectives

Council's overall objective is to invest its funds at the most advantageous rate of interest/return available to it at the time, for that investment type, and in a way that it considers most appropriate given the circumstances. In priority, the order of investment priority shall be preservation of capital, liquidity, and return.

4.1. Preservation of Capital

Preservation of capital shall be the principal objective of the investment portfolio. Investments are to be performed in a manner that seeks to ensure security of principal of the overall portfolio. This includes managing credit and interest rate risk within given risk management parameters and avoiding any transactions that would prejudice confidence in Council. Diversification of investments assists in reducing the overall risk of the investment portfolio.

4.2. Maintenance of liquidity

In addition to the balances held in its bank account for routine operating requirements, the investment portfolio will maintain sufficient liquidity to meet all reasonably anticipated operating cash flow requirements of Council, as and when they fall due, without incurring significant transaction costs due to being required to sell or redeem an investment.

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Corangamite Shire Council Policy – Investment Policy

4.3. Return on Investments

The portfolio is expected to achieve a market average rate of return and take into account Council's risk tolerance and current interest rates, budget considerations, and the economic cycle.

Investment Officers should aim to maximise where possible, favourable returns that do not jeopardise the security of funds invested. It would be anticipated that returns would exceed the Bank Bill Swap Rate (BBSW).

5. Portfolio Implementation

5.1. Authorised Personnel

The Investment Officers are authorised to invest Council's operating funds at their discretion in investments consistent with the Policy and legislation.

5.2. The Role of the Audit Committee

To ensure separation of duties, The Audit Committee will:

- Oversee the development and maintenance of the Policy and its guidelines.
- Recommend to the Council modification to the Policy.
- Monitor compliance with the Act.

The Audit Committee is not to direct investment decisions or become involved in the management of the investment portfolio. Its role is to review the policy, processes and refer investment decisions to the Council if required.

5.3. Internal Controls

The Manager Finance will establish internal controls and processes that will ensure investment objectives are met and that the investment portfolio is protected from loss, theft or inappropriate use.

The Audit Committee is responsible for reviewing the Policy and recommending amendments to Council.

To minimise the potential for investment risk and unauthorised appropriation of Council funds, the following internal controls will apply:

- All placement and redemption of investments must be authorised by any two of the Investment Officers, one of which must be Director Corporate and Community Services or Manager Finance.
- The investment authorisation process must be carried out in accordance with any other relevant policies and procedures.
- Each transaction will require written confirmation by the Financial Institution.
- Investments are to be reconciled monthly to the General Ledger

Adopted at Council on:
Agenda Item:
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File Number:

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To be reviewed by : June 2019

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Corangamite Shire Council Policy – Investment Policy

6. Investment Parameters

6.1. Prohibited Investments

This Policy prohibits any investment carried out for speculative purpose, including the following:

- Derivative based investments;
- Principal only investments or securities that provide nil or negative cash flow;
- Standalone securities issued that have underlying futures, options, forward contracts and swaps of any kind;
- Any investments or securities issued in non-Australian currency; and
- 'Enhanced cash Funds' or similar products that fall within the definition of a Collateralised Debt of Obligation (CDO).

6.2. Term to Maturity investments are required to be made with an APRA approved ADI.

6.3. Money is to be transferred using the General Bank Account

- Funds must be transferred electronically and be authorised by two officers who are authorised signatories on the general bank account.
- Interest earned on investments being rolled over may either be reinvested or redeemed to Council's general bank account at the time of maturity.
- All funds that are being redeemed, or interest being paid, must be directly credited to Council's general bank account.

6.4. Factors to consider when investing

In order to meet investment objectives, Investment Officers must take into consideration all of the following factors when carrying out investment functions:

6.4.1. Existence of Guarantee and security

Determine whether the investment is guaranteed by the Institution, or by the Government. Note the Commercial / Bank Bills guaranteed by the Institution, although guaranteed, rank as an unsecured creditor in the event of winding up.

6.4.2. Credit Rating of Institution and Portfolio Investment Parameters

a) Term to Maturity of Investments

A credit rating is used to determine the level of risk involved when investing with the ADI. All investments should not have a risk exposure greater than the minimum set out in the table below. The table also details the maximum percentage of funds that may be held by any one financial institution, the maximum term to maturity and the maximum percentage of total investment portfolio.

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Corangamite Shire Council Policy – Investment Policy

| Long Term | | Short Term | | Maximum term to maturity | Maximum Portfolio Allocations | |
|-----------|---------|------------|---------|--------------------------|-------------------------------|-------------------------------|
| S&P | Moody's | S&P | Moody's | | Funds with a single ADI | Percentage of total portfolio |
| AAA | Aaa | A-1+ | P-1 | 2 Years | 50% | 100% |
| AA+ | Aa1 | | | | | |
| AA | Aa2 | | | | | |
| AA- | Aa3 | | | | | |
| A+ | A1 | A-1 | | | 25% | 50% |
| A | A2 | | | | | |
| A- | A3 | | | | | |
| BBB+ | Baa1 | A-2 | P-2 | 25% | 25% | |
| BBB | Baa2 | | | | | |

Where the aggregate of the portfolio decreases resulting in funds with a single ADI or within a particular credit rating exceeding the applicable limit, the Investment Officers will work towards balancing the portfolio as future investments mature.

b) Managed Investment Schemes (Managed Funds)

Investments in Managed Investment Schemes must have a rating as specified by Ministerial Guidelines - Approval of Authorised Manners of Investments for the purposes of Section 143(f) of the Local Government Act. Investments in Managed Investment Schemes must also be in accordance with 3.1.2 above.

6.4.3. Prudential requirements of investment institution

Council will only invest in ADI's that meet the APRA prudential requirements, including:

- Liquidity Coverage Ratio
- Capital Adequacy Ratio

6.4.4. Investment Term and Amount

Investments can be made at any time where excess cash is available. It is prudent to have multiple investments with varying maturity dates to maximise returns to meet Council's cash flow requirements. Investment Officers should ensure a sufficient level of funds is available to meet short term debts. However, discretion of the Director of Corporate and Community Services or Manager Finance can be used in regards to diversification for funds placed in "At-Call" type accounts.

6.4.5. Other considerations

Council's aim is to invest funds to obtain the best return possible with the least risk, however, consideration must be given to any fees applicable to transferring funds between Institutions that may erode investment returns.

6.5. Use of Licenced Broker

Adopted at Council on:
Agenda Item:
Responsibility: Manager Finance
File Number:

Department: Finance
To be reviewed by : June 2019

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Corangamite Shire Council Policy – Investment Policy

Term to maturity Investments can be placed directly with an ADI or through an AFS licenced broker.

6.6. Quotation on Investments

Not less than three (3) quotations shall be obtained from approved ADI's whenever a Term to Maturity investment is proposed. The best quote will be successful after allowing for administrative and banking costs, as well as having regard to the limits set above.

Investment Officers shall take into account the following factors:

- The level of risk against return (i.e.: credit rating vs interest rate).
- The process required to transfer cash to the institution.
- The spread of Council's existing investments.

7. Investment Decision

All investments should be reviewed by another Investment Officer of which one must be either the Director Corporate and Community Services or Manager Finance. An investment decision is required to have sufficient documentation to meet the policy and audit requirements.

8. Reporting On Investments

- Investment activities and results must be reviewed on a monthly basis by the Manager Finance and reported to the Director Corporate and Community Services in the form of an Investment Activity Report.
- A register of investments will be maintained together with an investment file containing all letters of advice.
- Investments will be brought to account and valued at fair value plus transaction costs directly related to the acquisition of the financial asset in accordance with IFRS.
- Interest revenue will be recognised as it is earned.

Legislative compliance

All investments must comply with Section 143 of the *Local Government Act 1989*, relevant regulations and Ministerial guidelines.

Review Date

The Policy will be reviewed in June 2019 or as required by changed circumstances, including changes to legislation and policies.

It is considered that this Policy does not impact negatively on any rights identified in the *Charter of Human Rights and Responsibilities Act (2006)*.

Adopted at Council on:
Agenda Item:
Responsibility: Manager Finance
File Number:

Department: Finance
To be reviewed by : June 2019

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8.2 Borrowing Policy 2018

Author: David Rae, Director Corporate and Community Services

File No: D18/307

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - David Rae

In providing this advice to Council as the Director Corporate and Community Services, I have no interests to disclose in this report.

Summary

This report recommends Council adopts the Borrowing Policy 2018 as attached to this report.

Introduction

The intent of the (new) Borrowing Policy 2018 (the Policy) is to establish the objectives and principles that outline when it is appropriate for Council to undertake borrowings within a sound financial management framework which is compliant with the *Local Government Act 1989*.

Historically, Council has primarily undertaken borrowings as a funding source for the construction or purchase of assets which will be used by present and future ratepayers. Although Council is currently debt free it is proposed the Policy be adopted to ensure future decisions on the use of debt are consistent with the aspirations of Council.

Council's Audit Committee considered the Policy at its 21 June 2018 meeting and has recommended Council adopt it without amendment.

Issues

The Policy provides for the effective and responsible utilisation of borrowings by Council within the government legislative framework. Borrowing funds is a legitimate and responsible financial management tool. Policy emphasis is directed towards prudent borrowing decisions to limit unnecessary exposure to debt whilst ensuring sufficient liquidity to finance major projects.

The *Local Government Act 1989* (the Act) provides councils with the power to borrow. The Act states '*Subject to the principles of sound financial management, a Council may borrow money to enable the Council to perform the functions and exercise the power conferred on the Council under the Act or any other Act.*' The Act also specifies the circumstances in which the power to borrow may be exercised, securities to be used for local government borrowings, and how the borrowings should be disclosed. Council must approve all borrowings and Council is unable to delegate the power to borrow money.

The purpose of the Policy is to:

- Establish objectives and principles that outline when it is appropriate for Council to undertake borrowings within a sound financial management framework consistent with the *Local Government Act 1989*, and
- To ensure borrowings:
 - Are sustainable and comply with legislative requirements.
 - Are considered on a case by case basis to optimise Council's loan portfolio.
 - Facilitate cash flow (liquidity) requirements, particularly where there are large scale projects.
 - Do not adversely impact Council's low risk rating of indebtedness as defined by the Victorian Auditor-General's Office financial sustainability risk indicators and risk assessment criteria.

The Policy proposes the following principles for Council to adhere to, when considering any borrowing decision:

- Council will not borrow to fund operating expenditure as this type of expenditure is to be funded from operating revenue streams. The exception to this principle is where 'defined benefit' Superannuation Fund reserves are not sufficient to fund 'calls'.
- Council will not borrow to fund "recurrent" capital works which is inclusive of acquisition, replacement or renewal of assets (e.g. road resurfacing). This type of expenditure is to be funded from operating revenue streams.

The Policy must also be adhered to in developing the annual budget and long term financial plan.

Policy and Legislative Context

In addition to the Borrowing Policy 2018 all Council borrowings must comply with the *Local Government Act 1989*, relevant regulations and Ministerial guidelines. Development of a borrowing policy was an initiative in the 2017-2018 Annual Action Plan and is also consistent with the following Council Plan 2017-2021 commitments:

We are committed to ensuring the ethical behaviour of Councillors and staff, maintaining good governance and remaining financially sustainable.

Council will demonstrate high levels of ethical behaviour and governance standards.

Council will make budgetary decisions that ensures Council remains in a strong financial position now and into the future.

Council will deliver value for money by ensuring that services are required and delivered efficiently and sustainably.

Internal / External Consultation

The Policy was developed by the Director Corporate and Community Services in consultation with the Senior Officer Group and Manager Finance. Council direction into the development of the Policy was obtained at the 27 February 2018 Council briefing. The Policy was considered by Council's Audit Committee on 21 June 2018 and it has recommended Council adopt the Policy without amendment. It is proposed Council review the Policy in 2020.

Financial and Resource Implications

The Policy has been developed with existing resources. Whilst there are no immediate financial implications for Council adopting the Policy, these will become evident through future budget cycles should Council resolve to borrow funds. However, the Policy is unlikely

to be detrimental to Council's long-term financial sustainability by exposing it to unnecessary debt. Regular reviews of the Policy will also ensure the prudent use of debt will assist Council in achieving its objectives, both financial and non-financial.

Options

Council may resolve to adopt the Borrowing Policy 2018 with or without amendment. Alternatively, Council may resolve to not adopt the Borrowing Policy 2018.

Conclusion

The principles of sound financial management, amongst other things, require Council to use debt appropriately. A borrowing policy will ensure any future decision by Council to borrow is consistent with its aspirations and that the use of debt is appropriate, affordable and will not result in adverse financial consequences. It is recommended Council adopt the Borrowing Policy 2018.

RECOMMENDATION

That Council adopts the Borrowing Policy 2018 as attached to this report.

Attachments

1. Borrowing Policy 2018_



**CORANGAMITE
SHIRE**

Borrowing Policy

Corangamite Shire

July 2018

Council Policy



CORANGAMITE
SHIRE

Borrowing

Introduction

This policy provides for the effective and responsible utilisation of borrowings by Council within the government legislative framework.

Borrowing funds is a legitimate and responsible financial management tool. Emphasis is directed towards prudent borrowing decisions to limit unnecessary exposure to debt whilst ensuring sufficient liquidity to finance major projects, as it spreads the cost for such assets across the generations who benefit.

Purpose

The purpose of this Borrowing Policy is to:

- Establish objectives and principles that outline when it is appropriate for Council to undertake borrowings within a sound financial management framework consistent with the *Local Government Act 1989*;
- To ensure borrowings:
 - Are sustainable and comply with legislative requirements.
 - Are considered on a case by case basis to optimise Council's loan portfolio.
 - Facilitate cash flow (liquidity) requirements, particularly where there are large scale projects.
 - Do not adversely impact Council's low risk rating of indebtedness as defined by the Victorian Auditor-General's Office financial sustainability risk indicators and risk assessment criteria.

The Policy will be adhered to in developing the annual Budget and long term financial plan.

Scope

This policy applies to all Councillors, and Council employees who make decisions or provide advice regarding borrowings and those involved in the development and adopting of budgets and long term financial plans.

Definitions

- Borrowing: Indebtedness in respect of money borrowed (loaned) or raised including a lease.
- Indebtedness: Comparison of non-current liabilities (mainly comprising borrowings) to own-sourced revenue. The higher the percentage, the less the entity is able to cover non-current liabilities from the revenues the entity generates itself.
- Lease:
 - An operating lease is where Council hires the asset for a set fee per period and at the end of the agreed time ownership of the asset remains with the lessor or the hire company. Council can terminate the lease at any time without incurring a penalty. This has been used previously by Council for photocopiers and equipment hire.
 - A finance lease is where Council agrees to a series of payments and a residual value for the asset. There is a penalty for terminating the agreement

prior to the finishing date. At the end of the period it is expected that Council purchase the asset for the agreed residual value.
LGPRF: Local Government Performance Reporting Framework.

References

- *Local Government Act 1989*,
- Victorian Auditor General's Office financial sustainability risk indicators and risk assessment criteria.

Policy Detail

The *Local Government Act 1989* (the Act) provides Councils the power to borrow. The Act states 'Subject to the principles of sound financial management, a Council may borrow money to enable the Council to perform the functions and exercise the power conferred on the Council under this Act or any other Act.' The Act also specifies the circumstances in which the power to borrow may be exercised, securities to be used for local government borrowings, and how the borrowings should be disclosed. Council must approve all borrowings. Council is unable to delegate the power to borrow money.

1. Principles

- Council will not borrow to fund operating expenditure. This type of expenditure is to be funded from operating revenue streams. The exception to this principle is where 'defined benefit' Superannuation Fund reserves are not sufficient to fund 'calls'. In this circumstance a separate report to Council which will include a recommended method of funding, including the use of working capital, operational savings, capital deferral and/or borrowings.
- Council will not borrow to fund "recurrent" capital works which is inclusive of acquisition, replacement or renewal of assets (e.g. road resurfacing). This type of expenditure is to be funded from operating revenue streams.

2. Borrowing Arrangements

- When entering into borrowing arrangements, Council will seek to minimise interest costs and maximise the best value for the community over the long term without introducing undue volatility in annual interest costs.
- In determining a lending institution Council will use either bank debt and/or the Local Government Funding Vehicle as sources of debt funding. If bank debt is chosen as the appropriate source of funding, requests to appropriate lending institutions will be made in accordance with Council's Procurement Policy inviting written quotations on Council's borrowing requirements.
- Written quotations must include the:
 - Interest rate
 - Term of loan
 - Repayment intervals (monthly, quarterly, etc.)
 - Repayment instalment amount
 - Any applicable fees
 - Loan break costs
- Council will consider the appropriateness of the various types of debt products available (including savings offset arrangements).
- The tenor of a loan will not be greater than twenty-five (25) years or the expected useful life of the asset being funded and will be managed strategically to stagger Council's debt maturity profile and reduce financial risk.
- Borrowings will be either "principal and interest" or "interest" only. Where an "interest" only loan is proposed it must be supported by a business case, incorporating a cost benefit analysis, which has been reviewed by Council's Audit Committee.

- Loan repayments (principal and interest) will be at least quarterly and determined at the time of entering the loan agreement. Consideration should be given to efficiency of payment while minimising interest costs.
- The nature of any borrowings (short or long term) and the interest rate (fixed or variable) will take into account the purpose of the loan and seek to balance interest rate exposure with refinancing flexibility.
- When undertaking borrowing decisions, Council's ongoing funding requirements will be considered, and borrowings will be aggregated into a single loan where practical.

3. Leasing

Leasing as a funding option should be considered where appropriate. Prior to considering a lease, appropriate analysis (buy/borrow/lease) should be undertaken. Leasing will be for a maximum period of five years for assets:

- Which diminish in value quickly (e.g. photocopiers and telecommunications equipment);
- Where assets will be disposed of in a short timeframe; and/or
- Where the lease option transfers responsibilities to the asset owner for maintenance and disposal.

4. Lending Institution

- In determining a lending institution Council will use either bank debt or the Local Government Funding Vehicle as sources of debt funding. If bank debt is chosen as the appropriate source of funding, requests to appropriate lending institutions will be made in accordance with Council's Procurement Policy inviting written quotations on Council's borrowing requirements. Written quotations must include the:
 - Interest rate
 - Term of loan
 - Repayment intervals
 - Repayment instalment amount
 - Any applicable fees, including loan break costs

5. Reporting and Monitoring

- Council will report aggregated borrowings in its annual financial statements including financial sustainability risk indicators in accordance with applicable accounting standards and the Act.
- Annually, Council's Audit Committee will receive a report on the financial risk profile, including the level of indebtedness.
- The LGPRF will also be used to measure and report borrowings, including financial sustainability risk indicators, and results published on the Know Your Council website.

Legislative compliance

In addition to this Policy all borrowings must comply with the *Local Government Act 1989*, relevant regulations and Ministerial guidelines.

Review Date

The Policy will be reviewed in June 2020 or as required by changed circumstances, including changes to legislation and policies.

It is considered that this Policy does not impact negatively on any rights identified in the *Charter of Human Rights and Responsibilities Act (2006)*.

8.3 Rating Strategy 2018-2021

Author: David Rae, Director Corporate and Community Services

File No: D18/306

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - David Rae

In providing this advice to Council as the Director Corporate and Community Services, I have no interests to disclose in this report.

Summary

The purpose of this report is for Council to consider and endorse the release of the draft Rating Strategy 2018-2021 for public comment.

Introduction

Corangamite Shire last completed a comprehensive review of its Rating Strategy in 2013-2014. A draft Rating Strategy 2018-2021 has been prepared for Council's consideration and release for public comment.

A rating strategy is the method by which a council systematically considers factors of importance that informs its decisions about the rating system. The rating system determines how a council will raise money from properties within the municipality. It does not influence the total amount of money to be raised, only the share of revenue contributed by each property. The rating system comprises the valuation base and rating instruments allowed under the *Local Government Act 1989*.

Issues

Corangamite Shire receives 51.4% (2018-2019 Budget) of its total revenue by way of property-based rates and charges. The development of strategies in respect of the rating base is therefore of critical importance to both Council and its community.

The principles of good governance further require Council to provide ongoing or periodic monitoring and review of the impact of major decisions. Over time knowledge, issues and the membership of Council alter. Council policies are also subject to refinement and change. It is therefore incumbent upon Council to evaluate whether the current rating system best satisfies the legislative objectives to which it must have regard and those other objectives which Council believes are relevant.

A council's ability to raise rates is limited to property taxes. By taxing real property, councils rate the stored "wealth" inherent in land and buildings. This principle implies that the rates paid are dependent upon the value of a ratepayer's real property and have no correlation to the individual ratepayer's consumption of services, the perceived benefits derived by individual ratepayers from the expenditures funded from rates or an individual ratepayer's

capacity to pay. Corangamite Shire Council employs differential rating to “moderate” the effect of property value on the level of rates charge.

Differential Rates

Council currently raises rates by the application of the differential rate method and applies a farm rate at a 90% differential to the general rate, an industrial vacant land rate of 120% and a cultural and recreational rate at 50%. The *Local Government Act 1989* (the Act) provides flexibility and options for Council when declaring differential rates, however, in seeking to achieve its primary objective, Council must ensure the equitable imposition of rates and charges and stability in the rate burden.

When setting differential rates Council must consider the following:

- Equity:
 - Does the tax burden fall appropriately across different classes of ratepayers?
 - Benefit principle. Where the distribution of benefits is not uniform, should those who benefit more contribute more?
 - Capacity to pay. Are those ratepayers with greater economic capacity in fact contributing more?
- Simplicity:
 - Is the system practical and cost-effective to administer and enforce?
 - Is the system simple to understand and comply with?
- Efficiency. Does the rating methodology significantly distort property ownership and development decisions in a way that results in significant efficiency costs?
- Incentive. The incentive principle directly counters the efficiency principle, in that its aim is to affect the behaviour of certain ratepayers, usually in a way deemed to be consistent with a council’s broader goals. Whereas efficiency is aimed at ensuring taxes don’t unduly distort market outcomes, the incentive principle is directly geared toward influencing market behaviour.
- Sustainability. Does the system generate sustainable, reliable revenues for Councils and is it durable and flexible in changing conditions (that is, can it adequately withstand volatility)?

Strategy Recommendations

The Rating Strategy includes 18 recommendations (section 3), most of which are administrative. Three of the recommendations (2, 3 and 4) are in respect to differential rates:

1. That Council continues to raise the municipal rates by the use of differential rates on the basis that Council considers that the use of the differential rates will contribute to the equitable and efficient carrying out of its functions.
2. That Council continues to raise the municipal rates by the application of four differential rates:
 - General;
 - Farm;
 - Cultural and Recreational Land; and
 - Vacant Industrial Land.
3. That Council applies the following differential percentages to ensure the equitable imposition of rates and charges:
 - General from Financial Year 2018-2019: – 100%;
 - Farm reduced to 87.5% through annual reduction of 0.5%:
 - Financial Year 2018-2019: 90.0% of General Rate;

- Financial Year 2019-2020: 89.5% of General Rate;
- Financial Year 2020-2021: 89.0% of General Rate;
- Financial Year 2021-2022: 88.5% of General Rate;
- Financial Year 2022-2023: 88.0% of General Rate;
- Financial Year 2023-2024: 87.5% of General Rate
- Cultural and Recreational Land from Financial Year 2018-2019: – 50% of General Rate; and
- Vacant Industrial Land from Financial Year 2018-2019: – 120% of General Rate.

Modelling has been undertaken on various differential rating options which are summarised in the Rating Strategy (circulated under separate cover). The impact of each modelled option considered, has been provided. Option A, as recommended above, will result in an average reduction of 1.3% in rates for farm land differential over five years. Conversely, there will be an increase of up to 1.6% for other differentials. It is important to note the modelling is based on information contained within Council's recently adopted budget for 2018-2019 and does not include the impact of future rate rises or outcomes of future General Revaluations.

Rate Burden

For the 2018-2019 financial year, Council will derive approximately 55.9% (5-year average also being 55.9%) of its rate income from farm rates and 41.1% from other classes. However, farm based ratepayers only make up 30.3% of total ratepayers and could be considered to be carrying an excessive burden. A favourable variation to the current differential farm rate will benefit farm ratepayers, however, it will result in a shift in the rate burden to other classes. It is important that Council considers the stability requirements of the Act when varying differentials. It is this reason the 87.5% Farm Land differential is proposed to be phased in over a five year period through an annual reduction of 0.5% commencing from 2019-2020.

Other

Providing transparency to the community is an essential part of the budget setting process, including the application of differential rates. It is therefore recommended the community be provided with the opportunity to comment on the draft Rating Strategy prior to Council considering it for adoption in August 2018.

Policy and Legislative Context

Review of Council's rating strategy commenced in 2017-2018 as a key action in the 2017-2018 Annual Action Plan. Reviewing the rating strategy is also accordance with the following Council Plan 2017-2021 commitments that:

We are committed to ensuring the ethical behaviour of Councillors and staff, maintaining good governance and remaining financially sustainable.

Council will demonstrate high levels of ethical behaviour and governance standards.

Council will make budgetary decisions that ensures Council remains in a strong financial position now and into the future.

Council will deliver value for money by ensuring that services are required and delivered efficiently and sustainably.

The Rating Strategy 2018-2021 is consistent with the *Local Government Act (1989)*, the Victorian Ministerial Guidelines for Differential Rating and the Local Government Victoria Better Practice Guide “Revenue and Rating Strategy”.

Local Government Bill 2018

At the time the draft Rating Strategy 2018-2021 was written the *Local Government Bill 2018* was being considered by the Victorian Parliament. The Bill follows a directions paper which identified 157 possible solutions to the shortcomings of existing arrangements within the *Local Government Act 1989*. Some directions (eighteen) relate to the rating powers of councils. It is anticipated the *Local Government Bill 2018* will become the Local Government Act 2018 in the first quarter of 2018-2019. The draft strategy recommends Council prior to 1 January 2020 review and amend if necessary its rating strategy and policy framework to ensure compliance with the new Local Government Act.

Internal / External Consultation

The draft Rating Strategy 2018-2021 was developed internally in consultation with Council’s Senior Officer Group, Manager Finance and Rate Revenue Co-ordinator.

Council was briefed in February 2018 on the current rating differentials and provided appropriate benchmarking information. At the briefing Council was also provided with the opportunity to explore various differential rating options following which officers then finalised the draft strategy.

It is intended to release the draft Rating Strategy 2018-2021 for public comment following the meeting, for a 28 day period in accordance with section 223 of the *Local Government Act 1989*. Following the submission period, the Rating Strategy 2018-2021 will be presented to Council for adoption in August 2018.

Financial and Resource Implications

Development of the draft Rating Strategy 2018-2021 has been completed internally with existing resources.

Options

Council may resolve to:

- Endorse the draft Rating Strategy 2018-2021 as presented and release for public comment;
- Amend the draft Rating Strategy 2018-2021 as presented prior to it being released for public comment.

Conclusion

Good governance requires Council to provide ongoing or periodic monitoring and review of its Rating Strategy. The draft 2018-2021 Rating Strategy aims to provide the rating framework for Council for the next three financial years.

Once endorsed by Council the draft Rating Strategy will be exhibited for public comment. Submission received will need to be considered by Council prior to adopting the Strategy in August 2018.

RECOMMENDATION

That Council endorses the draft Rating Strategy 2018-2021 for the purpose of undertaking public consultation in accordance with section 223 of the *Local Government Act 1989*.

Attachments

1. Corangamite Shire Council Rating Strategy 2018-2021 Draft - Under Separate Cover_

8.4 Council Grants Programs 2018-2019

Author: Jane Hinds, Acting Manager Facilities and Recreation

File No: D18/298

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Manager Environment and Emergency – Lyall Bond

In providing this advice to Council as the Manager of Environment and Emergency, I have an indirect interest due to conflict of duty, as I hold an executive position with the Lismore Primary School Council. I have not been involved in the development, evaluation or assessment of the grant submitted on behalf of the Lismore Primary School.

Author - Jane Hinds

In providing this advice to Council as the Acting Manager Facilities and Recreation, I have no interests to disclose in this report.

Author – Roland Herbert

In providing this advice to Council as the Environment Project Officer, I have no interests to disclose in this report.

Assessor – Steven Fisher

In providing this advice to Council as the Infrastructure Projects Officer, I have an indirect interest due to conflict of duty, as I hold an executive position with the Lismore Derrinallum Football Netball Club. I have not been involved in the development, evaluation or assessment of the grant submitted on behalf of the Lismore Community Centre, as the Lismore Derrinallum Football Netball Club are located at the Lismore Community Centre.

Summary

The purpose of this report is to approve the allocation of funds for Council's 2018-2019 Community, Facility and Environment Support Grant Programs.

Introduction

Council's 2018-2019 funding program includes the Community Grants, Facility Grants and Environment Grants categories.

In total 87 grant submissions were received across all three grant programs requesting a total of \$121,721. The assessment process recommends 67 applications be funded at a total value of \$90,967.

Applications for the grants programs closed 15 June 2018.

Issues

Community Grants

The purpose of the program is to provide 'one off' financial assistance to community groups operating in the Corangamite Shire for:

- Workshops or equipment purchases
- Development of new community, leisure, cultural or recreational programs
- Planning activities (e.g. business plans).

Funding of up to \$1,000 is provided on a dollar for dollar basis (matching contributions can be cash and/or in-kind). Funding categories include:

- Community development activities
- Cultural activities
- Initiatives that address social disadvantage
- Cultural acquisitions (one off funding).

Eligibility

The scheme is open to community groups operating within the Corangamite Shire. These include, but are not limited to:

- Youth groups
- Self-support groups
- Health and welfare organisations
- Cultural and recreational organisations
- Charitable organisations
- Information service providers
- Church groups
- Other community based organisations deemed eligible.

Criteria

The assessment criteria for the Community Grants program is outlined below:

1. What is the project? (30%)
2. Who will benefit? (20%)
3. Ability to attract other public funds. (15%)
4. Previous Council support. (15%)
5. Is funding required or can applicant fund themselves? (10%)
6. Project planning. (10%)

Applications

In the Community Grants program 24 grant submissions were received from 22 organisations with a total application for funds of \$19,216. This was a decrease from 69 grant submissions in 2017 - 2018 and a total application for funds of \$56,257. This could be a result of the changes to the community grants program with the establishment of the Events and Festivals Grant program.

An initial review of the Community Grant applications was conducted and a number of issues identified with the following particular grants as highlighted in Table 1.

| Grant Application | Issues | Response |
|---|---|--|
| Lochard Pony Club - Pony Club VIP Day | Deemed Ineligible - Event | Encourage applicant to apply for Round 2 of the Events and Festivals Grants Program |
| Corangamite Relay For Life Committee - Kids Activities | Deemed Ineligible – Event and Outstanding Acquittal | If a satisfactory acquittal is provided to Council for previous funding, the applicant can then apply for Round 2 of the Events and Festivals Grants Program |
| Camperdown Pastoral and Agricultural Society - Circle of Life | Deemed Ineligible – Event and Outstanding Acquittal | If a satisfactory acquittal is provided to Council for previous funding, the applicant can then apply for Round 2 of the Events and Festivals Grants Program |
| Camperdown Playgroup - Pre School educational entertainment | Deemed Ineligible – Event and Outstanding Acquittal | If a satisfactory acquittal is provided to Council for previous funding, the applicant can then apply for Round 2 of the Events and Festivals Grants Program |
| Terang and District Lions Club - Pleasant Sunday Afternoon | Deemed Ineligible - Event | Encourage applicant to apply for Round 2 of the Events and Festivals Grants Program |
| Corangamite Relay For Life Committee - Community meeting discussing 2019 Corangamite relay for life event | Deemed Ineligible – Event and Outstanding Acquittal | If a satisfactory acquittal is provided to Council for previous funding, the applicant can then apply for Round 2 of the Events and Festivals Grants Program |
| Timboon Kindergarten Parent Advisory Group - Timboon kindergarten rockapedia fundraiser | Deemed Ineligible – Event and Outstanding Acquittal | If a satisfactory acquittal is provided to Council for previous funding, the applicant can then apply for Round 2 of the Events and Festivals Grants Program |
| Port Campbell Rifle Club - Installation of electronic scoring system | Deemed Ineligible | Duplicate application |
| Bradvale Social Club Inc. - Table and Chair Refresher | Deemed Ineligible | Incomplete upon receipt |

Table 1: Summary of initial review of Community Grant Applications

Applications were evaluated independently by three Council officers, based on the Community Grants assessment criteria. Results of the evaluation were then averaged and grant applications were ranked based on these results. Funding was allocated to the highest ranking applications and budget allocated to these projects accordingly.

The panel proposes to fund 15 projects under the Community Grants program. The total amount of funding being recommended in the Community Grants program is \$11,944 resulting in a surplus of \$13,056 from the \$25,000 budget allocation for Community Grants in 2018-2019.

Facility Grants

The aim of the Facility Grants program is to provide financial assistance to Committees of Management to assist with improvements at Council's Halls and Recreation Reserves. It is expected that applications will be submitted for:

- Equipment purchases
- Minor repairs
- Minor works

The Facility Grants program provides funding up to and not exceeding \$2,000 per project on a dollar for dollar funding basis.

Eligibility

To be eligible for the Facility Grants program, applicants must be:

1. Recreation Reserve Committees of Management delegated by Department of Environment, Land, Water and Planning (DELWP), Council or a Trust managing facilities located in Corangamite Shire.
2. Halls Committees of Management delegated by DELWP, Council or a Trust managing facilities located in Corangamite Shire.
3. Clubs or organisations whose primary function is located in the Corangamite Shire and who have support from the management committee.

Criteria

The assessment criteria for the Facility Grants program is outlined below:

1. Is there a demonstrated need for the project? (20%)
2. Who will benefit from the project? (15%)
3. Previous financial assistance from Council? (10%)
4. Is Council funding required or can the applicant fund the project themselves? (20%)
5. Is the project supported by a clear and accurate budget, including quotes and information regarding in kind contributions? (10%)
6. How does the project link with the facilities future plans? (10%)
7. What planning has been undertaken in relation to the project? (15%)

Applications

In the Facility Grants program 34 submissions were received from 32 organisations with a total application for funds of \$55,022. This was a decrease from 54 submissions in 2017 - 2018 with a total application for funds of \$81,059.

An initial review of the Facility Grant applications was conducted and a number of issues identified with the following particular grants as highlighted in Table 2.

| Grant Application | Issues | Response |
|---|-----------------------------|--|
| Heytesbury Pony Club Inc. - Safety Fencing | Deemed Ineligible | Deemed Ineligible based on late application received |
| 1 st Cobden Scout Group | Deemed Ineligible | Deemed Ineligible based on no acquittal being provided |
| Bradvale Hall - Toilet and Plumbing Project | Not recommended for funding | Incomplete upon receipt |

Table 2: Summary of initial review of Facility Grant Applications

Applications were evaluated independently by three Council officers, based on the Facility Grants assessment criteria. Results of the evaluation were then averaged and grant applications were ranked based on these results. Funding was allocated to the highest ranking applications and budget allocated to these projects accordingly.

The project evaluation has identified a total funding allocation of \$49,023 to 31 Facility Grant applicants, within the budget provision. Two applications were deemed ineligible; one based on being received after the close date, the other due to an outstanding acquittal.

Environment Support Grants

The aim of the Environment Support Grants program is to provide financial assistance to incorporated community groups, organisations and individuals to undertake environmental and sustainability projects within Corangamite Shire. It is expected that applications will be submitted for:

- Weed control to protect and enhance environmental assets
- Protection and enhancement of remnant native vegetation
- An increase in the extent, condition and connectivity of native vegetation
- Improvements to soil health and water quality
- Waste reduction and education
- Increased community understanding of environmental and sustainability issues

The Environment Support Grants program provides funding up to and not exceeding \$2,000 per project on a dollar for dollar funding basis, matched with cash or in-kind.

Eligibility

To be eligible for the Environment Support Grants program, applicants must comply with the following criteria:

- Community groups and organisations must be incorporated and not-for profit.
- Groups may submit multiple applications per financial year but may only submit one application per project.
- Individuals are eligible to apply but may only submit one application per financial year.
- Government organisations and agencies are not eligible to apply; however, kindergartens, Committees of Management, Special Committees and other community committees are eligible.
- Primary and secondary schools are eligible to apply for environmental projects which are completed fully within the Corangamite Shire. They are not eligible to apply for energy and water efficiency items (e.g. solar panels, light fittings, insulation) or projects that should otherwise form part of the normal educational curriculum.
- Applicants must match the requested funding through either cash contributions or in-kind contributions (e.g. volunteer labour).
- The number of times an applicant has previously received funding through the Environment Support Fund will be considered during the assessment process. Council may choose not to fund projects by applicants who have previously received funding should the program be oversubscribed.
- For community facilities, applicants must be the owner of the building/facility or have written consent from the owner.
- If the community facility is a Council-owned building, the applicant must discuss the project with Corangamite Shire's Acting Manager Facilities and Recreation prior to submitting the application.

Criteria

Each application was evaluated by the assessment panel against the criteria listed below. The percentages listed indicate the level of weighting given to each criterion.

1. Ability to achieve direct environmental benefits, reduce weeds and/or reductions in energy/water use (30%)

2. Ability to build community capacity and foster greater understanding of environmental issues (15%)
3. Level of community support and broader public benefit (15%)
4. Value for money, including the value of project contributions provided by the applicant (15%)
5. Level of demonstrated project planning and ability for the project to be sustained beyond the funding term (25%)

Applications

In the Environment Support Grants program 29 submissions were received with a total application for funds of \$47,482.

Applications were ranked according to the panel's assessment. A summary of the number of projects recommended for funding and matching financial contributions is provided.

Applicants accept the funding conditions when they apply which have been attached. Further conditions are added in accordance to the projects aims and outcomes.

The panel proposes to fully fund 16 projects and partially fund a further 5 projects.

Partial funding is recommended for some projects due to the exclusion of ineligible items or budget restrictions. This enables Council to support a greater number of projects.

It is acknowledged that some projects appear to be similar to others or providing the same benefit while scoring differently, this is as a result of the scoring of projects based on previous funding compared to new projects, poorly matched in-kind or cash funding between applicants and information provided for project plans and implementation.

One applicant was deemed ineligible as their application was submitted 6 days after the closing date and was not assessed.

This meant 28 applications were considered with total funding requested equalling \$45,482 which is \$15,482 greater than the \$30,000 allocation in the 2018-2019 budget.

The attachment 'Facility, Community and Environment Grants Programs 2018-2019' details the projects recommended for funding.

Previous Funding Acquittals

In accordance with Council's policy applicants will be considered ineligible if they have failed to provide satisfactory acquittal reporting from any previous Corangamite Shire funding provided. If this occurs the next eligible project as per the assessment scoring process will be provided with funding. If no further applications are suitable for funding the unallocated amount will be included in the relevant allocation of surplus funds.

Policy and Legislative Context

The Grants program is delivered in accordance with the following commitments of the Council Plan 2017-2021:

Deliver high quality, optimally used, sustainable community facilities.

Council will provide and support a range of opportunities that support people to engage in healthy and active lifestyles, the arts, recreation and sport.

We are committed to improving the liveability of Corangamite Shire through the management of our facilities, town planning and environmental sustainability.

Preserve the natural environment of Corangamite Shire.

In addition, the program aligns with the following objective from the Environment & Sustainability Strategy 2014-2019:

Engage and empower the community to address environmental and sustainability concerns in Corangamite Shire

The proposed funding allocations for all grant categories were determined in accordance with the program guidelines including:

- the number of applications and funds sought
- the organisation's contribution or capacity to contribute
- the assessment criteria.

Internal / External Consultation

Applications for the grants programs were invited via public notices, media releases, social media posts and on Council's website during the application period between 16 April 2018 and 15 June 2018.

Public notices were included in The Warrnambool Standard, Cobden Timboon Coast Times, Terang Express, Camperdown Chronicle and community newsletters at the commencement of the funding program and again 4 weeks prior to the closing date. Newspaper articles promoting the grants were published in the Camperdown Chronicle, Warrnambool Standard and Cobden Times.

In addition, application forms, guidelines and links to Council's grants webpages were mailed or emailed directly to all committees of management, community groups, clubs and organisations.

The grant programs were further promoted via Council's Facebook page at the commencement, middle and final week of the application period reaching a combined total of 6,000 views.

Applicants for all programs were invited to discuss their project and/or application with Council staff.

Organisations intending to submit multiple applications were advised of the requirement to outline the preferred project or priority on the application form. Committees were also advised to confirm endorsement of projects from the Hall/Reserve Committee of Management where applications were submitted by resident groups of that facility.

The evaluation process and recommendations for funding were presented to Councillors at a briefing on 10 July. Councillors at this time also identified and declared conflicts of interest. The recommendation to Council herein has been structured to allow for Councillors with a known conflict of interests to depart Chambers whilst that specific application is dealt with.

Financial and Resource Implications

Council has allocated funds in the 2018-2019 budget for these grant programs totalling \$105,000.

Applicants were assessed for eligibility and requests for funding amounts adjusted to reflect a 50% contribution from Council. The contribution from the applicants can include a financial and/or in-kind labour.

Evaluation of all applications recommends funding of 31 Facility Grants, 15 Community Grant projects and 21 Environmental Grants at a cost of \$90,967, comprising of \$49,023 to the Facility Grants program, \$11,944 to the Community Grants program and \$30,000 to the Environmental Grants program.

The budget surplus for 2018-2019 resulting from the evaluation of applications to these funding schemes will be \$14,033.

Options

Council can consider the following options for allocation of funds under the three funding programs as outlined in the 'Facility, Community and Environment Grant program 2018-2019' under separate cover:

1. Allocate funds to the grants program as follows:
 - \$30,000 to Environmental Grant applications and fund recommended projects
 - \$49,023 to Facility Grant applications and fund recommended projects
 - \$11,944 to Community Grant applications and fund recommended projects.

This will result in a surplus of \$14,033 combined between the Facility and Community Grant program for 2018-2019 budget. Surplus funds of \$14,033 could be returned to Council's operational budget.

2. Allocate funds to the grants program as per option 1 and transfer the surplus Facility and Community Grants Program funds to Round 2 of the Events and Festivals Program.

Surplus funds of \$14,033 would be transferred to Round 2 of the Events and Festivals Grant program. This will result in no net change to the total recommended funding, however all event-related applications have the opportunity to apply for funding under the Events and Festivals Grants program. This is the preferred option.

3. Re-evaluate grant applications and consider funding alternative projects.

Conclusion

Council's Grants program provides financial assistance to committees of management and community groups located in Corangamite Shire with facility improvements, workshops, equipment purchases or development of new community, leisure or recreational programs.

The Community Grants program provides funding for community groups for workshops and equipment purchases, development of new community and cultural programs and planning activities.

Redevelopment, refurbishment and upgrades to the ageing infrastructure at Council's facilities are entirely reliant on the local committee's time, input and minimal financial income. The Facility Grants program reflects the nature of management of these facilities being dependent on volunteers, by allowing both cash and in-kind labour as the committees' matching contribution.

The Environmental Grants program provides funding to incorporated community groups, organisations and individuals to undertake environmental and sustainability projects within Corangamite Shire, on a dollar for dollar basis, to further enhance the environment and support sustainability projects within the community.

RECOMMENDATION

That Council:

1. Allocates funds to the following Community Grants applicants:

| COMMUNITY GRANTS | |
|--|---------------|
| ORGANISATION | AMOUNT |
| Camperdown and District Historical Society | \$708 |
| Camperdown Botanic Gardens & Arboretum Trust Inc. | \$1,000 |
| Camperdown Bushwalking Club | \$1,000 |
| Camperdown Presbyterian Church | \$724 |
| Corangamite Model Aircraft Club | \$531 |
| Darlington Mechanics Institute and Recreation Reserve Inc. | \$1,000 |
| Lakes and Craters Band Incorporated | \$458 |
| Let's Talk Foundation | \$1,000 |
| Let's Talk Foundation | \$1,000 |
| Lions Club of Camperdown Inc. | \$418 |
| Progressing Cobden Inc | \$1,000 |
| Terang Badminton Club Inc | \$1,000 |
| Terang State Emergency Service | \$656 |
| Tuniversal Music Group Inc. | \$1,000 |
| | \$11,495 |

2. Allocates funds to the following Community Grant applicant:

| COMMUNITY GRANTS | |
|---|---------------|
| ORGANISATION | AMOUNT |
| University of Third Age (U3A) Corangamite | \$449 |
| | \$449 |

3. Allocates funds to the following Facility Grants applicants:

| FACILITY GRANTS | |
|---|---------------|
| ORGANISATION | AMOUNT |
| Camperdown Golf Club | \$1,000 |
| Camperdown Poultry Club Inc. | \$2,000 |
| Camperdown Timboon Rail Trail Committee | \$2,000 |
| Carpentait Public Hall & Recreation Reserve | \$942 |
| Cobden and District Tennis Association Inc. | \$1,100 |

| | |
|--|-----------------|
| Cobden Civic Hall Committee of Management | \$2,000 |
| Cobden Civic Hall Committee of Management | \$1,049 |
| Cobden Recreation Reserve Committee of Management | \$2,000 |
| Cobrico Public Hall Committee of Management | \$1,033 |
| Committee of Management Skipton Recreation Reserve | \$2,000 |
| Corangamite Hockey Club & Camperdown Cycling Club | \$2,000 |
| Corangamite Lions Football Club | \$2,000 |
| Derrinallum Bowls Club | \$2,000 |
| Ecklin Hall Committee | \$1,200 |
| Glenormiston South Public Hall | \$2,000 |
| Lismore Golf Club | \$2,000 |
| Lismore Recreation Centre | \$2,000 |
| Port Campbell Rifle Club | \$1,260 |
| Progressing Cobden Inc. | \$2,000 |
| South Purrumbete Recreation Reserve Committee of Management | \$1,600 |
| South Purrumbete Recreation Reserve Committee of Management | \$2,000 |
| South Western District Restoration Group Inc. | \$2,000 |
| South Western District Scouts | \$2,000 |
| Terang Public Park Trustees | \$2,000 |
| The Lakes Riding Club Inc. | \$2,000 |
| Timboon Bowling Club | \$499 |
| Timboon Demons Football Netball Club | \$647 |
| Timboon Indoor Bias Bowling Club | \$335 |
| Timboon Recreation Reserve Committee of Management | \$1,112 |
| Weerite Public Hall Committee of Management | \$2,000 |
| Wiridjil Recreation Reserve | \$1,245 |
| | \$49,022 |

4. Allocates funds to the following Environment Support Grants applicants:

| ENVIRONMENT SUPPORT GRANTS | |
|---------------------------------------|----------------|
| ORGANISATION | AMOUNT |
| Anna Carrucan | \$2,000 |
| Bostocks Creek Landcare | \$1,750 |
| Classic Scramble Club Inc. | \$1,200 |
| Cobden Pioneer Park | \$2,000 |
| Curdies Valley Landcare Group | \$2,000 |
| Ecklin Community Hall | \$262 |
| Garth Wesson | \$2,000 |
| Glenormiston South Public Hall | \$840 |

| | |
|---|-----------------|
| Grade Three Class Skipton Primary School | \$808 |
| Heytesbury District Landcare Network | \$2,000 |
| Lake Purrumbete Angling Club | \$2,000 |
| Lismore Primary School | \$1,200 |
| Newfield Valley Landcare Group | \$1,500 |
| Russell McCann | \$476 |
| Skipton Progress Association | \$555 |
| South Purrumbete Recreation Reserve Committee of | \$1,434 |
| South Western District Scout Association | \$2,000 |
| Timboon Bushland Co-operative Ltd | \$800 |
| Timboon P12 School | \$1,200 |
| Timboon Recreation Reserve | \$1,975 |
| Weerite Landcare Group | \$2,000 |
| | \$30,000 |

5. **Transfers the surplus Facility and Community Grants Program funds to Round 2 of the Events and Festivals Program.**

Attachments

1. Facility, Community and Environment Grants Program 2018-2019 - Under Separate Cover_

8.5 Wind Farm Transmission Lines

Author: Ian Gibb, Director Sustainable Development

File No: D18/313

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - Ian Gibb

In providing this advice to Council as the Director Sustainable Development, I have no interests to disclose in this report.

Summary

Councillors and community members have recently raised concerns about the construction of wind farm transmission lines from wind farms to grid connection. A particular example is the transmission line between the Salt Creek Wind Farm and the Terang sub-station. Moyne Shire is seeking Council support for its position and advocacy for changes to the planning and regulatory framework.

Introduction

The Moyne Shire has written to Council seeking support for its position regarding wind farm transmission lines and for better co-ordination of transmission line design and routes. The correspondence received from Moyne is provided in **Attachment 1**.

Issues

The next 20 years will be characterised by unprecedented transformation in the power industry as it transitions to alternative energy sources.

The Australian Energy Market Operator (AEMO) is the National Transmission Planner responsible under the National Electricity Law.

AEMO provides planning and forecasting information to support efficient decision-making and long-term investment in Australia's electricity markets and infrastructure services. AEMO projects Australia's 2030 emissions reductions target will be met mostly by large-scale renewable generation replacing coal generation as it withdraws from service. This transformation has ramifications for existing and future transmission needs. Transmission development will be required over the next 20 years to:

- Connect up to 22 GW of new large-scale wind and solar generation.
- Integrate this intermittent generation while maintaining a reliable and secure power system.

The transmission network was historically designed to transport large-scale generation from major energy resources to load centres. Renewable generation is expected to connect in areas with high wind and solar resources, which tend to be weaker parts of the grid designed to supply only local load. The drivers for transmission development have also shifted from meeting demand to other matters including integrating new generation into the

grid, increasing system strength, and maintaining a reliable and secure supply during extremely low demand periods.

In 2017, AEMO commenced a Regulatory Investment Test for Transmission to assess the technical and economic viability of increasing transmission network capacity in Western Victoria. Transmission development options to alleviate constraints and augment capacity in the Western Victoria corridor and Moyne corridor (from Ballarat to Terang and Terang to Moorabool) are being considered as part of this process. Further information as to feasible augmentation plans will become available in late 2018.

For Victoria, AusNet Services operates high voltage and extra high voltage electric transmission networks in Victoria (66kV and above). The transmission network is any network operating at nominal voltages of 220 kV and above plus any part of a network operating at nominal voltages between 66 kV and 220 kV that operates in parallel to and provides support to the higher voltage transmission network,

For South West Victoria Powercor is the electricity distribution company. Powercor owns and operates Victoria's largest electricity distribution network, with more than half a million poles and 84,000 kilometres of low voltage and medium voltage (generally less than 66kV) electricity distribution network power lines. The distribution network provides electricity to consumers.

The south west of Victoria has benefited from increased investment in renewable energy, evidenced by the approval of multiple wind farm projects. Data from DELWP on wind farms in the south west of Victoria is provided in **Attachment 2**.

An emerging issue are the arrangements surrounding transmission lines connecting renewable projects to the grid. The following matters are relevant.

- a) *Transmission lines are often minor utility installations and are exempt from a planning permit*

A utility installation includes land used to transmit or distribute power. The definition of minor utility installation in the Victorian Planning Provisions includes power lines designed to operate at less than 220,000 volts. Use of land for a minor utility installation, and buildings and works associated with a minor utility installation are exempt from a planning permit under the Victorian Planning Provisions (Refer Clauses 62.01 and 62.02).

- b) *Insufficient consideration is given to grid connection at the front end of wind farm planning*

Because transmission lines are usually permit exempt, little consideration is given to grid connection during the assessment and approval of wind farm proposals (for example by Planning Panels assessing wind farm proposals). Arrangements for grid connection are negotiated separately outside of the planning process.

- c) *The powers available to Council under the Road Management Act 2004*

A key issue is the scope of enabling powers available to local government under the *Road Management Act 2004*, and whether the *Road Management Act 2004* provides a suitable mechanism for local government to control the placement of minor utility installations within the road reservation. An audit of the Salt Creek Wind Farm transmission line focusing on road safety matters has been commissioned jointly by Moyne and Corangamite Shire. The outcomes of this audit may provide further leverage for policy and regulatory change.

A further key issue is that matters not related to road safety or road management such as the visual impact of transmission lines are not relevant considerations under the *Road Management Act 2004*.

d) Council is not the responsible authority for wind farms

Wind farm planning permit applications are decided by the Minister for Planning, as the responsible authority. A benefit of this arrangement is that the State is responsible for coordinating overall wind farm development. Council also does not need to resource experts in matters such as acoustics, flora and fauna etc. to make assessments of permit applications. However there is currently a disconnect between the wind farm approvals process and the transmission line regulatory process.

e) Transmission lines are not required to take the most direct route or to co-locate on shared infrastructure when following the same alignment

There is no requirement for transmission lines to take the most direct route, or to preference location in easements over private land rather than the use of public road reservations. Transmission lines often end up on road reserves as there is no requirement to pay for easement rights over private land, nor any requirement to pay recurrent fees to road managers.

Where transmission lines are proposed to follow the same alignment, there is no requirement for co-location of infrastructure. This results in the potential for multiple transmission lines and posts following the same alignment, installed by different energy providers. For example, part of the proposed Mortlake South wind farm transmission line is likely to follow the same alignment as the recently installed Salt Creek transmission line, and there is not yet any agreement to co-locate infrastructure. For the telecommunication industry there is a Code of Practice dealing with this matter.

f) There is a lack of policy around requirements for community engagement and information to be provided to the community and stakeholder agencies such as local government ahead of works commencing

Arrangements for resident consultation are not set down, and different wind energy companies use different approaches. There is no obligation to inform landowners when works are proposed in the abutting road reserve. In some instances landowner engagement occurs late in the process as works are commencing.

Similar, there is a lack of guidance around what information needs to be provided to stakeholder agencies such as Council. For example information may be provided on the placement of poles, but no visual impact assessment.

g) There is no policy requirement to consider undergrounding of transmission lines so as to avoid future fire risk

Undergrounding of low voltage power lines is frequently mandated. In rural locations, private overhead electric lines are required to be placed underground when:

- More than 20 per cent of a line's poles or wires need to be repaired or replaced, and
- The line is located in a Hazardous Bushfire Risk Area, as determined by the Country Fire Authority.

Overhead power lines are generally accepted as the most efficient method of transporting power at high voltages, because of cost penalties and technical difficulties associated with undergrounding. A key impediment to undergrounding high voltage is treating heat generation underground.

It appears somewhat anomalous that high voltage transmission lines can be erected overhead without assessment of future implications of wildfire fire risk to the community, whilst private landowners are compelled in certain circumstances to underground low voltage lines.

h) There is no requirement to consider visual impact

Whilst transmission line infrastructure is permit exempt, there is no basis to consider visual impact. This is even the case where transmission lines may be clearly visible from land within Significant Landscape Overlays or iconic natural features. Within the south west of Victoria, there has been considerable community concern around the visual impacts of transmission lines on landscape values.

Policy and Legislative Context

As discussed above, electricity transmission lines associated with wind farms are generally exempt from planning permits within Victoria.

The National Wind Farm Commissioner has suggested that States should conduct a review of current and planned transmission infrastructure and grid augmentation to provide grid locations/connections in more appropriate locations for wind farm development.

Internal / External Consultation

There is opportunity for Council to work collaboratively with other Councils in the Great South Coast, as well as peak bodies such as the MAV and Rural Councils Victoria to advocate for policy and regulatory change.

Financial and Resource Implications

There is some scope to undertake advocacy on this matter within Council's existing budget.

Options

The options available to Council are broadly as follows:

- Accept the current policy and regulatory approach to wind farm transmission line infrastructure.
- Advocate for policy and regulatory changes to deliver improved community outcomes in relation to wind farm transmission line infrastructure.

It is recommended that Council support the position taken by Moyne Shire and advocate to Government for policy and regulatory changes.

Conclusion

Councillors and community members have recently raised concerns about the construction of wind farm transmission lines from wind farms to grid connection. Moyne Shire is seeking Council support for its position and advocacy for changes to the planning and regulatory framework.

RECOMMENDATION

That Council:

- 1. Writes to the Minister for Planning requesting that the State Government immediately make changes to the Victorian regulatory and planning frameworks, in order to manage the future planning and development of wind farm transmission lines.**
- 2. Writes to Rural Councils Victoria, the Municipal Association of Victoria, the National Wind Farm Commissioner and the Clean Energy Council expressing Council's position in advocating for changes for be made to the Victorian regulatory and planning frameworks, to ensure better management of the future planning and development of wind farm transmission lines.**
- 3. Provides copies of correspondence to local Members of Parliament and all Councils in the Great South Coast Group of Councils.**

Attachments

1. Moyne Shire Council Submission Wind Farm Transmission Lines_
2. DELWP Wind Farm Data_



9 July 2018

Attention: Mayor and CEO



Dear Sir/Madam,

Moyne Shire Council submission – Wind Farm Transmission Lines

Moyne Shire Council writes to present you with its position regarding wind farm transmission lines (TxLs), and seeks your support for better coordination of TxL design and routes.

Council submits that the State Government immediately make changes to the Victorian regulatory and planning framework, in order to manage the future planning and development of wind farm TxLs.

Council is concerned that without urgent and important planning and regulatory changes being made in Victoria, the future construction and potential duplication of TxLs associated with wind farms within Moyne Shire and across regional Victoria, will occur in an unregulated manner and with an undue impact on local communities.

On 12 June 2018, Moyne Shire Council held a Wind Farm Transmission Line (TxL) workshop with representatives from approved and proposed wind farm projects within the municipality, along with the Australian Energy Market Operator (AEMO), Ausnet Services and the Department of Environment, Land Water and Planning (DELWP).

The TxL workshop was arranged by Council in response to its recent negative experience in relation to the construction of the Salt Creek Wind Farm (SCWF) TxL, and a proposed separate TxL for the Mortlake South Wind Farm (MSWF).

At its 26 June 2018 Ordinary Council Meeting, it was resolved:

“That Council:

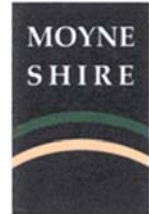
1. *Write to the Minister for Planning requesting that the State Government immediately make changes to the Victorian Regulatory and Planning Frameworks, in order to manage the future planning and development of wind farm transmission lines.*
2. *Write to Rural Councils Victoria, the Municipal Association of Victoria, the National Wind Farm Commissioner and the Clean Energy Council expressing Council’s position in advocating for changes to be made to the Victorian regulatory and planning frameworks, to ensure better management of the future planning and development of wind farm transmission lines.*
3. *Notify other local governments where renewable energy projects are proposed, and seek their support for Council’s position regarding better coordination of transmission line design routes.’*

Construction of the 50 km-long SCWF TxL in late 2017/early 2018 resulted in a negative experience for Council and its local communities.



All correspondence to - PO Box 51 Port Fairy VIC 3284
Phone: (03) 5568 0555 Fax: (03) 5568 2515 DX 28402 Port Fairy

www.moyne.vic.gov.au
moyne@moyne.vic.gov.au



Conclusion

Wind farm TxLs are significant pieces of infrastructure which generally fall outside of the regulatory control of Council and the State Government regarding their planning and development.

Council advocates that without changes to the planning and regulatory framework within Victoria, future wind farm TxLs will have an undue impact within Moyne Shire and across the State.

Should you have any questions regarding this matter, please contact Oliver Moles, Director Sustainable Development, on 5568 0555 or by email at omoles@moyne.vic.gov.au

Kind regards,

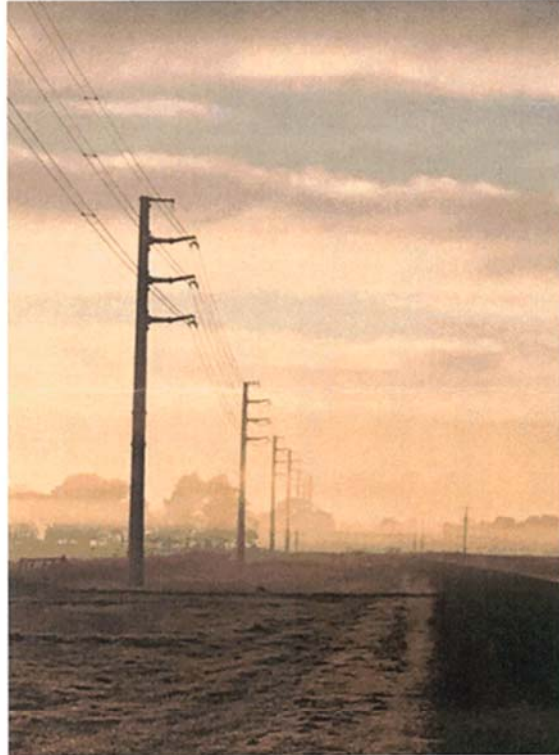


Cr Mick Wolfe
Mayor

Salt Creek Wind Farm – Transmission Line photos



Salt Creek Wind Farm – Transmission Line photos



Salt Creek Wind Farm – Transmission Line photos



Salt Creek Wind Farm – Transmission Line photos



Department of Environment Land Water and Planning – Wind Farms Data

| Wind farm | Operator | Number of generators | Maximum power (MW) | Location | Status |
|---|--|----------------------|--------------------|-----------------------------|----------------------|
| Ararat | RES Australia | 75 | 240 | 10 km north east of Ararat | Operating Wind Farms |
| Cape Bridgewater - Portland Wind Energy Project (Stage 2) | Pacific Hydro (State Power Investment Corporation) | 29 | 58 | 20 km west of Portland | Operating Wind Farms |
| Cape Nelson North and Cape Sir William Grant – Portland Wind Energy Project (Stage 4) | Pacific Hydro (State Power Investment Corporation) | 23 | 47 | Near Portland | Operating Wind Farms |
| Cape Nelson South – Portland Wind Energy Project (Stage 3) | Pacific Hydro (State Power Investment Corporation) | 22 | 44 | 5 km south west of Portland | Operating Wind Farms |
| Challicum Hills | Pacific Hydro (State Power Investment Corporation) | 35 | 52.5 | 15 km east of Ararat | Operating Wind Farms |
| Chepstowe | Future Energy Pty Ltd | 3 | 6.1 | 30 km west of Ballarat | Operating Wind Farms |
| Codrington | Pacific Hydro (State Power Investment Corporation) | 14 | 18.2 | 25 km west of Port Fairy | Operating Wind Farms |
| Coonoor Bridge | Windlab | 6 | 19.8 | 23 km north of St Arnaud | Operating Wind Farms |

| | | | | | |
|---|--|------------|----------------|------------------------------|----------------------|
| Kiata | Windlab | 9 | 31 | 10km south east of Nhill | Operating Wind Farms |
| Leonards Hill | Hepburn Wind | 2 | 4.1 | 10 km south of Daylesford | Operating Wind Farms |
| Macarthur | Malakoff Corporation Berhad and H.R.L. Morrison & Co | 140 | 420 | 16 km east of Macarthur | Operating Wind Farms |
| Maroona | Future Energy | 2 | 7.2 | 18 km south west of Ararat | Operating Wind Farms |
| Mortons Lane | China Guangdong Nuclear Wind Energy Company | 13 | 19.5 | 25 km east of Hamilton | Operating Wind Farms |
| Mount Mercer | Meridian Energy | 64 | 131 | 30 km south of Ballarat | Operating Wind Farms |
| Oaklands Hill | AGL Energy Ltd | 32 | 63 | 45 km north east of Hamilton | Operating Wind Farms |
| Salt Creek | Tilt Renewables | 15 | 50 | 10 km north of Mortlake | Operating Wind Farms |
| Waubra | Acciona Energy | 128 | 192 | 35 km north west of Ballarat | Operating Wind Farms |
| Yaloak South | Pacific Hydro (State Power Investment Corporation) | 14 | 29 | 14 km south of Ballan | Operating Wind Farms |
| Yambuk - Portland Wind Energy Project (Stage 1) | Pacific Hydro (State Power Investment Corporation) | 20 | 30 | 20 km west of Port Fairy | Operating Wind Farms |
| TOTAL OPERATING | | 646 | 1462.40 | | |

| PROPOSED WIND FARM | Proponent | Number of generators | Maximum power (MW) | Location | Status |
|---|-----------------------------------|----------------------|--------------------|---------------------------------|------------------------------|
| Berrimal | Acciona Energy | 24 | 72 | 30 km north west of St Arnaud | Approved but not operational |
| Berrybank | Global Power Generation Australia | 79 | 240 | 60 km south west of Ballarat | Approved but not operational |
| Dundonnell | Tilt Renewables | 88 | 350 | 23 km north east of Mortlake | Approved but not operational |
| Hawkesdale | Global Power Generation Australia | 26 | 104 | 35 km north of Port Fairy. | Approved but not operational |
| Moorabool | Goldwind Australia | 107 | 321 | 25-30 km south east of Ballarat | Approved but not operational |
| Mortlake South | Acciona Energy | 42 | 126 | 5 km south of Mortlake | Approved but not operational |
| Ryan Corner | Global Power Generation Australia | 56 | 224 | 10 km north of Port Fairy | Approved but not operational |
| Woolsthorpe | Wind Farm Developments | Up to 20 | 46 | 16 km north of Warrnambool | Approved but not operational |
| TOTAL APPROVED BUT NOT OPERATIONAL | | 442 | 1483 | | |

| PROPOSED WIND FARM - PERMIT PROCESS UNDERWAY | Proponent | Number of generators | Maximum power (MW) | Location | Status |
|---|------------------------|----------------------|--------------------|-------------------------------|-------------------------|
| Alberton | Synergy Wind | 34 | 115 | 67 km south of Yarram | Permit process underway |
| Ferguson | BayWare | 3 | 10.8 | 9.5 km north of Princetown | Permit process underway |
| Golden Plains | West Wind | 228 | 800 | Immediately south of Rokewood | Permit process underway |
| Inverleigh | Wind Farm Developments | 16 | 76.8 | 7 km South of Inverleigh | Permit process underway |
| Jung | BayWare | 2 | 8.4 | 20 km north of Horsham | Permit process underway |
| Naroghid | Wind Farm Developments | 12 | 43.2 | 2.2 km north west of Cobden | Permit process underway |
| Diapur (formerly Nhill) | Bayware | 3 | 9 | 19 km west of Nhill | Permit process underway |
| TOTAL PROPOSED AND PERMIT PROCESS UNDERWAY | | 298 | 1,063 | | |

| WIND FARM - UNDER CONSTRUCTION | Proponent | Number of generators | Maximum power (MW) | Location | Status |
|---------------------------------|--|----------------------|--|-------------------------------|--------------------|
| Bulgana | Neoen | 56 | 194 | 20 km north of Ararat | Under construction |
| Crowlands | Pacific Hydro (State Power Investment Corporation) | 39 | 79 | 20 km north east of Ararat | Under construction |
| Lal Lal (Elaine and Yendon) | Macquarie Capital | 60 | 216 | 25 km south of Ballarat | Under construction |
| Mount Gellibrand | Acciona Energy | 44 | 132 | 25 km east of Colac | Under construction |
| Murra Warra | RES Australia | 116 | 429 (Stage 1 under construction - 61 turbines, 226 MW) | 25 km north of Horsham | Under construction |
| Stockyard Hill | Goldwind Australia | 149 | 530 | 35 km west of Ballarat | Under construction |
| Timboon West | BayWare | 2 | 7.2 | 8 km north of Peterborough | Under construction |
| Yawong | BayWare | 2 | 7.2 | 15 km north east of St Arnaud | Under construction |
| TOTAL UNDER CONSTRUCTION | | 468 | 1594.40 | | |

8.6 Contract 2019003 - External Plant Hire and Associated Services

Author: Lyle Tune, Manager Works

File No: D18/303

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - Lyle Tune

In providing this advice to Council as the Manager Works, I have no interests to disclose in this report.

Summary

This report seeks Council's approval to award Contract 2019003 External Plant Hire and Associated Services for the period 1 August 2018 to 30 June 2020. It is recommended all tenders be accepted.

Introduction

Council has a substantial program of works to complete each year and additional plant and labour is required to supplement Council's own fleet to ensure the successful delivery of road construction and maintenance programs.

Issues

The contract for External Plant Hire and Associated Services enables Council to have additional plant readily available for use when required and ensures compliance with purchasing requirements. Best value can be achieved when selecting the most appropriate contractor for the work by considering price, condition of plant and equipment, capability, availability and proximity to jobs. This process also facilitates the updating of all relevant insurances, which protects Council from engaging contractors who are not appropriately insured.

Contractors that have been on Council's list of approved suppliers of plant and equipment previously and who have been provided with work, have undertaken the work to Council's satisfaction.

Two new contractors listed provided work to Council in the recent fire clean up and their work was to Council's satisfaction. They were engaged under a procurement exemption because of their availability on site doing private works at a time when Council's listed contractors were unable to complete works within required timeframes.

The Technical Evaluation Report and rate summaries outline the purpose of the contract, the range and rates of available plant and selection criteria to be applied when required. Summaries of the plant and rates offered have been set out in 14 separate sheets by plant

type with some sub-sections where there is a range of plant sizes. This will assist the consideration of price and capability when plant for hire is being selected.

There is a diverse range of plant from a large number of tenderers. Council officers have assessed the tenders and recommend that all tenders be accepted. Rates are within industry benchmarks and the pricing structures will be considered at the time of awarding works to ensure best value for Council.

Policy and Legislative Context

The contract for the provision of plant hire and associated services is advertised for public tender, as required by Council's Procurement Policy and the *Local Government Act*, as it will involve cumulative purchases greater than \$150,000.

The procurement of services under this contract aligns with the following commitments in the 2017-2021 Council Plan:

We are committed to maintaining our local roads and advocating to the State and Federal Governments for improvements to the road network.

Maintain our local road network at current or improved standards.

Council will focus on the provision of high quality roads.

Council will deliver value for money by ensuring that services are required and delivered efficiently and sustainably.

Internal / External Consultation

Tenders were invited for the supply of plant hire and associated services by way of advertising in Western District Newspapers and the Warrnambool Standard in May 2018. The documents were on Council's website for approximately three weeks and were able to be downloaded by members of the public.

Financial and Resource Implications

Hourly rates have been provided by Tenderers and will be considered when purchasing services in line with each individual project budget.

Availability of contractors during project delivery timeframes is an ongoing issue for construction teams in the Corangamite Shire, so the more options available with regards to contractor selection, will enable timely delivery of projects. By accepting a range of submitted tenders from contractors, a comprehensive list can be developed to facilitate best value for contractor availability.

Options

Council may award this contract to any or all of the tenderers.

Conclusion

The acceptance of a range of tenders will ensure that suitable plant will be available at all times to supplement Council's own fleet. At the time of work allocation, checks are undertaken to ensure that the Contractor's information, provided to Council during the evaluation, is current. Best value will be sought when selecting the most appropriate contractor for the work by considering price, condition of plant and equipment, capability, availability and proximity to jobs.

RECOMMENDATION

That Council awards Contract 2019003 – External Plant Hire and Associated Services to the following list of Tenderers, by formal letter of award:

| | |
|--|--|
| Bartlett's Environmental | Molan Plumbing & Civil |
| Clifford Excavations Pty Ltd | Moyne Shire Council |
| Civil Connect Pty Ltd | Melis and Sons Pty Ltd |
| Coates Hire Operations Pty Ltd | Office Cleaning Services Pty Ltd T/as Tutt Bryant Hire |
| Conplant Pty Ltd | PR Treble Pty Ltd |
| Danceport Pty Ltd | Premiair Hire |
| Duggan Civil Pty Ltd | Rent a Fence Pty Ltd |
| Earth and Water Technologies Pty Ltd | RL Blake Pty Ltd |
| Eeyore's Excavation and Drainage Pty Ltd | S & S Excavations & Dry Hire |
| Environmental Services Group Pty Ltd | Sherrin Rentals |
| Fletcher Brothers Solutions Pty Ltd | Solid Civil Solutions Pty Ltd |
| Gaut Contracting P/L | South West Traffic Control Pty Ltd |
| Gavlex Pty Ltd as RSP Environmental Services | South West Haulage |
| Go Traffic Pty Ltd | Supersealing P/L |
| Ian White Excavations | Stabilco P/L. |
| JG Keast Excavations Pty Ltd | Stabil-Lime Group of Companies (QR Constructions) |
| Luxton Plant Pty Ltd | Terang Landscaping Pty Ltd |
| Madica Pty Ltd | TFH Hire Services Pty Ltd |
| McKinnon Quarries and Civil Pty Ltd | Titan Willows t/as WA Molan & Sons |
| M & D Justin Transport Pty Ltd | Waldig Civil Construction |
| M & M Van Kempen P/L | Whytcross Earthmoving |

Attachments

1. No Conflict of Interest - Panel Declaration 2019003 - Confidential - Under Separate Cover
2. Technical Evaluation Report 2019003 – Confidential - Under Separate Cover
3. 1. CARTAGE RATES – Confidential - Under Separate Cover
4. 2. DRY HIRE SPECIALISTS - Confidential - Under Separate Cover
5. 3. EXCAVATORS - Confidential - Under Separate Cover
6. 4. TRUCK & TRAILERS - Confidential - Under Separate Cover
7. 5. WATER TANKERS - Confidential - Under Separate Cover
8. 6. LOADERS & BACKHOES - Confidential - Under Separate Cover
9. 7. DOZERS & SCRAPERS - Confidential - Under Separate Cover
10. 8. GRADERS - Confidential - Under Separate Cover
11. 9. ROLLERS & COMPACTORS - Confidential - Under Separate Cover
12. 10. BOBCAT - SKID STEER - Confidential - Under Separate Cover
13. 11. STABILISATION, SEALING, CRACK SEALING AND PROFILING - Confidential - Under Separate Cover
14. 12. TRAFFIC MANAGEMENT - Confidential - Under Separate Cover
15. 13. ENVIRONMENT MANAGEMENT & CCTV - Confidential - Under Separate Cover
16. 14. VARIOUS OTHER EQUIPMENT - Confidential - Under Separate Cover

8.7 Quick Response Grants Allocation July 2018

Author: David Rae, Director Corporate and Community Services

File No: D18/311

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - David Rae

In providing this advice to Council as the Director Corporate and Community Services, I have no interests to disclose in this report.

Summary

The purpose of this report is to approve the July 2018 allocation of funds under the Quick Response Grants Program.

Introduction

The Quick Response Grants Program is beneficial in supporting instances of community needs that are not readily able to be considered under the Community, Facilities or Environmental Grants Program. Applications for Quick Response Grants are considered by Council as received.

Issues

The Quick Response Grants Program is a fixed budget that Council provides annually for the distribution of funds to Shire community groups. The Quick Response Grants Program has a rolling intake and this flexible approach allows Council to allocate small amounts to various community groups which results in positive outcomes.

Applications received for this allocation are attached under separate cover. Each application has been assessed against the following criteria, as detailed in the Quick Response Grants Policy:

- a. Eligible recipient
- b. Council Plan alignment
- c. Community benefit
- d. Eligible expenditure.

The assessment has also been provided as a separate attachment to this report.

Policy and Legislative Context

Consideration of applications for the Quick Response Grants Program is in accordance with the Quick Response Grants Policy and the following 2017-2021 Council Plan commitments:

We are committed to working towards ensuring the safety, health and wellbeing of our communities.

Council will continue to provide and support a range of community and social support services.

Council will provide and support a range of opportunities that support people to engage in healthy and active lifestyles, the arts, recreation and sport.

Improved educational outcomes in Corangamite Shire.

Support our small towns and dispersed population.

Improve the health and wellbeing of our community.

Internal / External Consultation

Applications for the Quick Response Grants Program are available from Council's website or by contacting Council's Community Relations team. Applicants are encouraged to discuss their application with the respective Ward Councillor prior to submission. Applicants may also contact Council's Director Corporate and Community Services for further information. Applicants will be advised of the outcome of their application following the Council meeting. Successful applicants will also be requested to provide a grant acquittal following completion of the event or project, including return of unexpended amounts.

Financial and Resource Implications

The 2018-2019 Quick Response Grants Program budget allocation is \$14,000. Annual allocations for each Ward shall not exceed 1/7th of the fund's annual budget in the case of North, South West, Coastal and South Central Wards, and 3/7th of the fund's annual budget in the case of Central Ward. Should the allocations be approved as recommended in this report, the remaining allocation is as follows:

| Ward | Annual Allocation | Previous Allocations | This Allocation | Remaining Allocation |
|---------------|--------------------|----------------------|-------------------|----------------------|
| Coastal | \$2,000.00 | \$0.00 | \$0.00 | \$2,000.00 |
| North | \$2,000.00 | \$0.00 | \$0.00 | \$2,000.00 |
| South Central | \$2,000.00 | \$0.00 | \$0.00 | \$2,000.00 |
| South West | \$2,000.00 | \$0.00 | \$500.00 | \$1,500.00 |
| Central | \$6,000.00 | \$0.00 | \$500.00 | \$5,500.00 |
| | \$14,000.00 | \$0.00 | \$1,000.00 | \$13,000.00 |

Options

Council can consider:

1. Allocating the funds as requested by the applicants.
2. Allocating the funds for a reduced amount.
3. Not allocating funds as requested by the applicants.

Conclusion

The Quick Response Grants Program provides financial assistance to community groups to undertake beneficial projects and activities. The applications recommended for funding in this allocation are in accordance with Quick Response Grants Policy and will result in positive outcomes for the community.

RECOMMENDATION

That Council approves the following applications for funding from the Quick Response Grants Program for July 2018:

| Applicant | Purpose | Ward | Amount |
|--|--|-------------------|-----------------|
| Camperdown Golf Club | To assist with costs of urgent repair of aged wood clerestory windows of the clubhouse to curb further water damage to internal facilities. | Central | \$500.00 |
| Scotts Creek Recreation Reserve | To assist with purchase of replacement water pump for the Pavilion's header tank. | South West | \$500.00 |

Attachments

1. Quick Response Grants Assessment - July 2018 Allocation - Under Separate Cover_
2. Application Quick Response Grants - Camperdown Golf Club (Part A) - Under Separate Cover_
3. Application Quick Response Grants - Camperdown Golf Club (Part B) - Under Separate Cover_
4. Application Quick Response Grants - Scotts Creek Recreation Reserve - Under Separate Cover_

8.8 Records of Assembly of Councillors

Author: Andrew Mason, Chief Executive Officer

File No: D18/304

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Summary

This report documents the Assembly of Councillors to be reported since the last Ordinary Meeting of Council on 22 May 2018.

Introduction

The *Local Government Act 1989* (the Act) requires that records of meetings which constitute an Assembly of Councillors be tabled at the next practicable meeting of Council and be incorporated in the minutes of the Council meeting.

Issues

An 'Assembly of Councillors' is defined in the Act as a meeting at which matters are considered that are intended or likely to be the subject of a Council decision or subject to the exercise of a delegated authority and which is either of the following:

- A meeting of an advisory committee where at least one Councillor is present; or
- A planned or scheduled meeting that includes at least half the Councillors and at least one Council officer.

Typical meetings classed as an Assembly of Councillors at Corangamite Shire include Councillor briefings, advisory committees and planning site inspections. However, from time to time additional records may be reported in accordance with the Act.

Section 80A of the Act requires that a record must be kept of an Assembly of Councillors which lists:

- The Councillors and members of Council staff attending.
- The matters discussed.
- Disclosures of conflict of interest (if any are made).
- Whether a Councillor left the meeting after making a disclosure.

Records of an Assembly of Councillors are documented by a Council officer present at a meeting designated as an Assembly of Councillors. Responsibility for the maintenance of records associated with Assembly of Councillors rests with the Chief Executive Officer.

Policy and Legislative Context

Tabling of the records of Assembly of Councillors ensures Council is compliant with the Act. In addition, this report is consistent with the Council Plan 2017-2021 objective that “Council will demonstrate high levels of ethical behaviour and governance standards”.

Conclusion

The records documenting the below Assembly of Councillors are attached:

- Councillor Briefing 26 June 2018
- Councillor Briefing 10 July 2018.

RECOMMENDATION

That Council accepts the attached Records of Assembly of Councillors.

Attachments

1. [Record of an Assembly of Councillors 26 June 2018_](#)
2. [Record of an Assembly of Councillors 10 July 2018_](#)

Council

Record of an Assembly of Councillors

Councillor Briefing

Date: 26 June 2018

Time: 3.00 pm

Place: Killara Centre

Present:

- Cr Beard Cr Brown Cr Durant Cr Gstrein
 Cr Illingworth Cr McArthur Cr Trotter

Cr Trotter was an apology.

Officers:

- Ian Gibb Brooke Love Andrew Mason David Rae

Ian Gibb was an apology.

Jane Hinds (Item 1)

Matthew Dawson (Item 2)

Guests:

Issues Discussed:

| Item | Discussion Topic |
|------|---|
| 1 | Clocktower Contract Variations |
| 2 | Municipal Public Health and Wellbeing Plan |
| 3 | Hot Topics <i>Agenda Items, ALGA National General Assembly, Regional Partnership Group Assembly, Princes Hwy West Advocacy, Port Campbell Town Centre Project, VicRoads Meeting, Integrated Water Management Plan, CEO Leave, Fire Debrief, Drug & Alcohol Testing, Stavelly Exploration Area, GSC Group, Stockyard Hill Power Lines, Flags in Terang, Red Cross Position, SRV Funding Application.</i> |
| 5 | Councillor Items <i>Port Campbell Playground, Princetown Eco Resort, Currells Road, Barkly Street Special Charge Scheme, Road Damage and Conditions, Derrinallum Issues, Blazeaid in Terang, Roadsafe Committee.</i> |

Conflict(s) of Interest declared: Nil

Councillor(s) left the meeting at: NA

Councillor Conflict of Interest Form(s) Completed: NA

Meeting close: 6.00 pm

Note taker: Andrew Mason

Council

Record of an Assembly of Councillors

Councillor Briefing**Date:** 10 July 2018**Time:** 10.00 am**Place:** Killara Centre**Present:**

Cr Beard Cr Brown Cr Durant Cr Gstrein
 Cr Illingworth Cr McArthur Cr Trotter

*Cr McArthur arrived at 10.05 am.***Officers:**

Ian Gibb Brooke Love Andrew Mason David Rae

Andrew Mason was an apology.

Greg Hayes (Item 1)

Rory Neeson (Item 2)

Jane Hinds, Roland Herbert (Item 3)

Guests:

James Gulli, Regional Manager VECCI (Item 2)

Emma Chapman, South West Academy of Sport; Athletes: Ruby Conheady, Maddison

Cheshire, Maggie Conheady, Ned Deppeler, Sullivan Wallace and family members (Item 4)

Issues Discussed:

| Item | Discussion Topic |
|------|--|
| 1 | Recommendations from the Intensive Industries Initiative |
| 2 | VECCI Membership Options |
| 3 | Council Grants Programs 2018-2019 |
| 4 | South West Academy of Sport |
| 5 | Hot Topics <i>Botanic Gardens Reference Group, Staffing Update, Councillor Claims, Melbourne Cup, Visit by Federal Agriculture Minister, Transmission Line Audit, Recycling Update, Theatre Funding Announcement.</i> |
| 6 | Councillor Items <i>Gorse Blind Creek Road, State Election Priorities, Saleyards, MAV Regional Meeting, Footpath IGA Timboon, Vandalism Moorhouse Bridge Road, Gift Register, Gibson Steps Fence, Public Areas Noorat and Terang, South West Fires, Camperdown Courthouse Committee.</i> |

Conflict(s) of Interest declared: Cr Durant declared an indirect conflict of interest by conflicting duty in Item 3.

Councillor(s) left the meeting at: Cr Durant left the meeting at 12.45 pm and returned at 12.48 pm.

Councillor Conflict of Interest Form(s) Completed: Yes.

Meeting close: 3.55 pm**Note taker:** Brooke Love

9. OTHER BUSINESS

10. OPEN FORUM

Members of the public are very welcome to make statements or ask questions relevant to Corangamite Shire at the Open Forum section of Council meetings.

To assist with the smooth running of the meeting, we ask that you raise a maximum of two items at a meeting and please follow this procedure:

1. Wait until the Mayor asks if there are any items in Open Forum and invites you to speak.
2. Stand if you are able and introduce yourself.
3. Speak for a maximum of five minutes.

We will undertake to answer as many questions as possible at a meeting and if we cannot answer a question at the meeting we will provide a written response no later than five working days after the Council meeting.

11. CONFIDENTIAL ITEMS

Nil.