



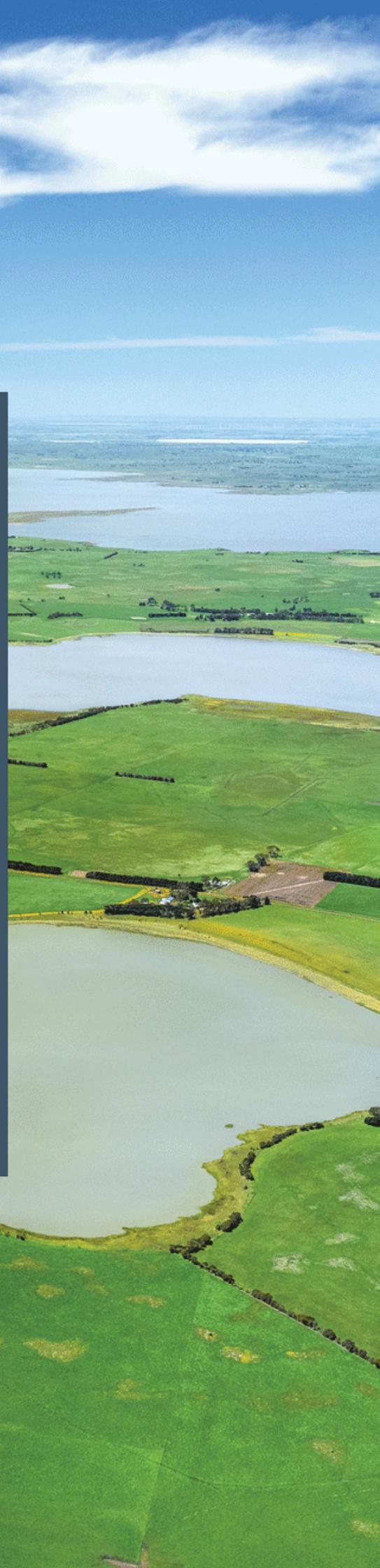
CORANGAMITE
SHIRE

Agenda

Council Meeting

**Tuesday 28 January
2025**

To be held in the Killara Centre
At the Camperdown Community
Centre
Commencing at 3:00 pm



Vision

We strive for a connected and thriving community.

Mission

We will foster opportunities, celebrate our identity and lifestyle, and provide high quality and responsive services.

Values

Teamwork

Integrity

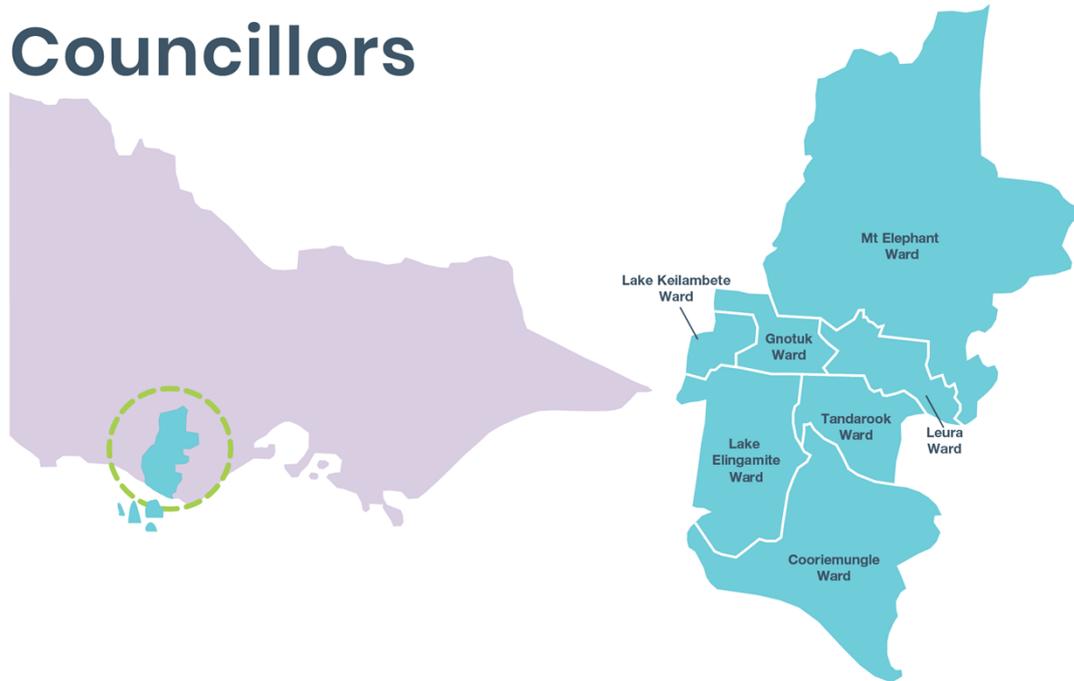
Respect

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.

Council meetings are livestreamed on the Internet to provide members of the community greater access to Council decisions and debate. A recording of the meeting will be available on Council's website after the meeting (usually within 48 hours). Visitors in the public gallery may be filmed and/or recorded during the meeting. By attending the meeting, it is assumed consent is given in the event that this occurs.

Councillors



Cr Jo Beard
Tandarook Ward



Cr Geraldine Conheady
Lake Keilambete Ward



Cr Nick Cole
Mount Elephant Ward



Cr Ruth Gstrein
Gnotuk Ward



Cr Laurie Hickey (Deputy Mayor)
Leura Ward



Cr Kate Makin (Mayor)
Lake Elingamite Ward



Cr Jamie Vogels
Cooriemungle Ward



Table of Contents

1 Prayer	6
2 Acknowledgment of Country	6
3 Apologies	6
4 Declarations of Conflict of Interest	6
5 Confirmation of Minutes	6
5.1 Corangamite Shire Council meeting held on 17 December 2024	6
6 Deputations and Presentations	7
7 Committee Reports	8
7.1 Audit and Risk Committee Independent Member Reappointment	8
8 Planning Reports	11
8.1 Skipton Structure Plan Authorisation and Exhibition	11
9 Officer's Reports	69
9.1 Fraud and Corruption Control Policy	69
9.2 Biannual Strategic Risk Report - July 2024.....	92
9.3 Contract No. 2025019 - Maddens Bridge Road Culvert Upgrade	98
9.4 Contract no. 2025022 - Installation of Shared User Path in Park Lane, Camperdown	102
9.5 Contract - Morehouses Bridge Rd Retaining Wall	106
9.6 Strategic Planning Consultant Procurement	110
9.7 Port Campbell Town Centre Revitalisation Project Update.....	114
9.8 Facility Design Grant 2024-2025.....	119
9.9 Application of Common Seal of Council.....	124
10 Other Business	132
11 Open Forum	132
12 Confidential Items	133

12.1 Chief Executive Officer Mid Year Progress Review for 2024 - 2025.....133

13 Close Meeting133

Order of Business

1 Prayer

We ask for guidance and blessing on this Council. May the true needs and wellbeing of our communities be our concern. Help us, who serve as leaders, to remember that all our decisions are made in the best interests of the people, culture and the environment of the Corangamite Shire.

Amen.

2 Acknowledgment of Country

Corangamite Shire Council acknowledges and pays our respects to the Eastern Maar and Wadawurrung peoples, as the Traditional Owners of the Lands that we work, live and play. We also acknowledge their Elders, past and present, and recognise their ongoing cultural, spiritual and educational practices.

3 Apologies

4 Declarations of Conflict of Interest

In accordance with section 130 (1)(a) of the Local Government Act 2020 Councillors are required to disclose any “conflict of interest” in respect of a matter to be considered at a Council Meeting. Disclosure must occur immediately before the matter is considered or discussed.

5 Confirmation of Minutes

RECOMMENDATION

That the minutes of the Corangamite Shire Council meeting held on 17 December 2024 be confirmed as correct.

6 Deputations and Presentations

Members of the public may address Council under this section of the agenda during a meeting of Council if:

- 1) The person is addressing the Council in respect to a submission on an issue under Section 223 of the Local Government Act 1989; or
- 2) The person has requested that they address Council on an issue and the Mayor has agreed that they be heard.

Requests to address Council must be received by 5.00 pm on the day prior to the scheduled meeting of Council.

Presentations made to Council in this section of the agenda may not exceed five minutes in length, although Councillors may ask questions following each presentation. If a presentation exceeds five minutes in length, the Mayor may request that the presenter ceases to address Council immediately.

7 Committee Reports

7.1 Audit and Risk Committee Independent Member Reappointment

Directorate: Corporate and Community Services
Author: David Harrington, Director Corporate and Community Services
Previous Council Reference: Nil
Attachments: 1. Under Separate Cover - Jim Gifford Reappointment Assessment January 2025 [7.1.1 - 1 page]

Declaration

Chief Executive Officer – David Rae

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

Author – David Harrington

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 the reappointment of Mr Jim Gifford, independent member, to Council's Audit and Risk Committee.

Introduction

Council's Audit and Risk Committee (the Committee) was established under Division 8 of the *Local Government Act 2020* (the Act) in August 2020. Committee appointments can only be made by Council.

In accordance with the Act and Committee's Charter, the Committee is comprised of five members consisting of two Councillors and three external or independent members. The three independent members are appointed with varying tenure expiration dates to ensure continuity and knowledge retention.

The Committee's Charter allows Council to reappoint existing members, subject to satisfactory performance, without publicly advertising for expressions of interest.

Issues

Mr Gifford's tenure expires 31 January 2025 at which point he will have completed his first term on the Committee. Members are able to serve for three consecutive terms, or nine years in total.

In accordance with the Committee's Charter, Mr Gifford advised the Chief Executive Officer of his intention to seek reappointment. This provides the opportunity for Council to reappoint Mr Gifford to the committee without undertaking a publicly advertised expression of interest process.

To assist Council in its decision making to reappoint Mr Gifford 'subject to satisfactory performance' the Director Corporate and Community Services coordinated a brief assessment of Mr Gifford's past performance in conjunction with the independent members and Council appointed members. A copy of the assessment is attached under separate cover.

The Committee has conducted a comprehensive review of Mr. Gifford's performance and has reached a strong consensus regarding his contributions. It is the unanimous conclusion of the Committee that Mr. Gifford's performance has been satisfactory, and his reappointment for an additional three-year term is fully supported.

Mr. Gifford possesses the requisite skills, experience, and qualifications to continue serving as an independent member. His expertise in governance, combined with his knowledge and effective application of the *Local Government Act 2020* underscores his suitability for this role.

Policy and Legislative Context

The appointment of an independent member to Council's Audit and Risk Committee is consistent with the Committee's Charter and in keeping with the commitments in the Council Plan 2021-2025:

Theme One - A Connected Community

Infrastructure and services that deliver population growth and new housing

Theme Two - A Thriving Community

Corangamite's townships are attractive, accessible and appealing to visitors and are presented in a way in which our residents can be proud

Theme Four - Improving Our Environment

Capitalising on opportunities created by new energy, and minimising impacts on key industry sectors, landscape values and natural assets

The *Local Government Act 2020* requires Council's Audit and Risk Committee to consist of a majority of independent members. Mr Gifford's reappointment ensures Council complies with this requirement.

Internal / External Consultation

Mr Gifford advised the Chief Executive Officer of his decision to seek reappointment. Committee members have been consulted on the assessment of Mr Gifford's past performance.

Financial and Resource Implications

There are no financial or resource implications as a result of this report. Independent members are entitled to receive a fee for each meeting attended.

Options

Council must appoint an independent member to the Audit and Risk Committee. Council may choose to reappoint Mr Gifford. Alternatively, Council may direct the Chief Executive Officer to undertake a publicly advertised expression of interest process to appoint a new member.

Conclusions

The appointment of independent, external members to the Audit and Risk Committee is consistent with the *Local Government Act 2020*, Council's Audit and Risk Committee Charter and 'Audit and Risk Committees - A Good Practice Guide for Local Government'. It is recommended, given satisfactory performance, Council reappoint Mr Jim Gifford for a three-year period expiring 31 January 2028.

RECOMMENDATION - 7.1

That Council appoint Mr Jim Gifford as an independent (external) member of the Corangamite Shire Council Audit and Risk Committee for a three-year period expiring 31 January 2028.

8 Planning Reports

8.1 Skipton Structure Plan Authorisation and Exhibition

Directorate:	Sustainable Development
Author:	Matthew Berry, Manager Planning and Building Services
Purpose:	For Discussion For Decision
Attachments:	1. Corangamite Planning Scheme Amendment C64 Explanatory Report [8.1.1 - 53 pages]

Declaration

Chief Executive Officer – David Rae

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

Author – Matthew Berry

In providing this advice to Council as the Manager Planning and Building Services, I have no interests to disclose in this report.

Co-Author – Kristen Wilkes

In providing this advice to Council as a Strategic Planning Contractor, I have no interests to disclose in this report.

Summary

The Skipton Structure Plan was adopted by Council in June 2024. A planning scheme amendment (PSA) has now been prepared to implement policy, zone and planning control changes into the Corangamite Planning Scheme.

This report presents a recommendation to seek authorisation from the Minister for Planning and to proceed with public exhibition of Planning Scheme Amendment C64 in accordance with the *Planning and Environment Act 1987*.

Introduction

Developing a Structure Plan for Skipton was essential to position the town for future development opportunities, and to offer clear direction on land use and growth. The Plan focuses on directing and promoting residential opportunities, safeguarding the Mt Emu creek environs, and planning for the growth of commercial, industrial, and tourism opportunities. An updated planning framework will provide both Council and the community with the necessary guidance to achieve sustainable township growth and development opportunities.

Delivery and Council adoption of the Structure Plan provides the basis to undertake a PSA to update strategic direction and local policy, rezone land and apply planning controls which support the future growth and development of the town.

A PSA has been prepared which will implement the land use and development actions and components of the Structure Plan into the Corangamite Planning Scheme. To proceed with the PSA, Council must seek authorisation from the Minister for Planning and undertake public exhibition in accordance with the *Planning and Environment Act 1987*.

Through public exhibition, the PSA process provides an opportunity for Council to review and consider submissions before it either adopts the amendment or refers any unresolved submissions to a Planning Panel.

Issues

A PSA is required to implement the key recommendations of the Skipton Structure Plan and to give it statutory effect within the Corangamite Planning Scheme.

The Plan sets the following vision for Skipton: “Skipton is a resilient town with a distinct, valued character that supports its community and businesses, by enhancing liveability for residents and visitors alike.”

The Plan seeks to maximise opportunities for employment and housing choice for current and future residents, whilst ensuring the town remains resilient, and the well-being and connection of its residents strengthened.

It aligns with State and regional policies, addressing issues, identifying growth opportunities, and guiding local planning policies, serving as a basis for Council decisions on rezoning and infrastructure development.

The Plan suggests directing residential growth within existing areas, exploring commercial and industrial sector growth, and expanding the settlement boundary away from flood-prone areas. Key themes include housing, enterprise, natural disaster resilience, heritage preservation, and community facilities.

The Skipton Framework Plan (shown in the Explanatory Report attached) identifies the proposed land uses, opportunity sites and required infrastructure upgrades to support the town’s future.

An Implementation Plan is provided which outlines statutory and non-statutory actions, to ensure a coordinated effort from public and private sectors.

To introduce the applicable planning scheme components of the Structure Plan into the Corangamite Planning Scheme, PSA C64 has been prepared. To progress the PSA, Council must resolve to seek Ministerial authorisation in accordance with

Section 8A and undertake public exhibition in accordance with Section 19 of the *Planning and Environment Act 1987*.

The PSA documents have been prepared and are provided under separate cover in Attachment 1. Specifically, the amendment:

- Rezones all current General Residential zoned land (GRZ1) within Skipton to Neighbourhood Residential Zone - Schedule 1 (NRZ1)
- Rezones approximately 1ha of land within the existing town from General Residential (GRZ1) to Commercial 1 Zone (C1Z)
- Rezones approximately 14ha of land from Farming Zone (FZ) to Neighbourhood Residential Zone (NRZ1).
- Rezone approximately 0.5ha of land from Rural Activity Zone (RAZ) to Commercial 1 Zone (C1Z).
- Rezones approximately 6ha of land from Framing Zone (FZ) to Commercial 1 Zone (C1Z).
- Rezones approximately 6.3ha of land from Township Zone (TZ) to Industrial 1 Zone (IN1Z).
- Applying the Development Plan Overlay - Schedule 11 (DPO11) to all land which has been rezoned from Farming Zone (FZ) or Rural Activity Zone (RAZ) to NRZ1 or C1Z to ensure growth area development requirements are addressed.

The Framework Plan provided in the PSA documents more clearly depicts these zone changes.

No changes are proposed to the Floodway Overlay and all future growth and development is planned away from flood prone land, including a new commercial precinct, which will allow for future commercial development that will aid in futureproofing the town centre into the future. Over time the town will be directed and grow into new commercial and residential areas, away from high-risk flood zone.

It should be noted that some Zone changes could trigger the application of the State Government's Windfall Gains Tax (WGT). The WGT applies to all land rezoned by the same planning scheme amendment resulting in a value uplift to the land of more than \$100,000.

Policy and Legislative Context

This report is in keeping with the commitments in the Council Plan 2021-2025:

Theme One - A Connected Community

Infrastructure that enables industry and business growth

Theme Two - A Thriving Community

Facilitating and supporting economic development.

Recognising the vital role agriculture plays within the Shire.

Corangamite's townships are attractive, accessible and appealing to visitors and are presented in a way in which our residents can be proud.

Theme Three - A Healthy, Active and Resilient Community

Our community groups and clubs are engaged and supported and facilities are fit for purpose.

Theme Four - Improving Our Environment

Protecting and improving our built and natural environment.

Capitalising on opportunities created by new energy, and minimising impacts on key industry sectors, landscape values and natural assets.

Helping our community plan and respond to climate change.

Theme Five - Community Leadership

We listen to and engage with our community.

Internal / External Consultation

The Skipton Structure Plan was prepared in partnership with stakeholders and the community. The project team worked with the Project Working Group (PWG), chaired by Cr Cole, to discuss their experiences, aspirations, and vision for Skipton.

To facilitate the development of the Plan, a two-stage community consultation program was undertaken. The first stage of consultation, undertaken in July/August 2023, was used to identify potential opportunities, constraints, and a vision for the structure plan.

Using a Background Report, a series of consultation methods (face-to-face, drop-in, online) were delivered to engage with community to better understand their aspirations and needs for the future of Skipton. The findings and outcomes of consultation informed preparation of the Plan.

Discussions have also been held with Wadawurrung Traditional Owners around the opportunity to undertake a Cultural Values Assessment within Skipton, which has been included as an action in the Plan.

As part of the PSA, draft Amendment C64 documents will also be placed on a full month public exhibition consistent with Section 20 of the *Planning and Environment Act 1987*. This presents an opportunity for submissions to be received and considered by Council. All submissions must be considered and any unresolved submissions which object, or request changes, to the PSA, must be referred to Planning Panels Victoria for consideration.

Members of the PWG will be contacted separately to provide an update on the project and outline of the PSA, and directly to seek landowner feedback.

Financial and Resource Implications

A current budget exists to undertake the PSA and other implementation actions of the Structure Plan. Delivery of the PSA is being funded through the existing budget allocation.

Options

It is recommended that Council resolve to seek authorisation from the Minister for Planning and undertake public exhibition of PSA C64 in accordance with the *Planning and Environment Act 1987*.

Council may alternatively choose to defer or delay implementation of the Masterplan and not proceed with the PSA.

Conclusions

The Skipton Structure Plan is a significant strategic guiding document for Corangamite, which will provide short to long-term direction for the town's growth, development, and prosperity.

The Structure Plan provides the necessary planning framework and guidance to appropriately guide the growth and development of the land and service provision in the future.

Advancement through the PSA under the *Planning and Environment Act 1987* represents a significant milestone and shift towards statutory implementation in the Corangamite Planning Scheme. Further public exhibition will be undertaken enabling landowners, residents and the broader community to make submissions to Council for further consideration.

RECOMMENDATION - 8.1

That Council:

- 1. Seeks authorisation from the Minister for Planning for Planning Scheme Amendment C64 generally in accordance with Attachment 1 under Section 8A of the *Planning and Environment Act 1987*; and**
- 2. After receiving authorisation, proceeds to exhibit Planning Scheme Amendment C64 in accordance with Section 19 of the *Planning and Environment Act 1987*, subject to final ordinance and mapping changes.**

Corangamite Planning Scheme

Amendment C64

Explanatory Report

Overview

This amendment introduces a development framework for Skipton by implementing the Skipton Structure Plan (Corangamite Shire Council, adopted May 2024).

It does this by updating local policy in the Municipal Planning Strategy and Clauses 02.03-1 (Settlement) and 11.03-6L-05 (Skipton) to guide development. This amendment also seeks to rezone new and existing residential & commercial areas identified by the structure plan as follows:

- Rezone all current General Residential (GRZ1) zoned land within Skipton to Neighbourhood Residential Zone - Schedule 1 (NRZ1)
- Rezone approximately 1ha of land within the existing town from General Residential (GRZ1) to Commercial 1 Zone (C1Z)
- Rezone approximately 14ha of land from Farming Zone (FZ) to Neighbourhood Residential Zone (NRZ1).
- Rezone approximately 0.5ha of land from Rural Activity Zone (RAZ) to Commercial 1 Zone (C1Z).
- Rezone approximately 6ha of land from Framing Zone (FZ) to Commercial 1 Zone (C1Z).
- Rezone approximately 6.3ha of land from Township Zone (TZ) to Industrial 1 Zone (IN1Z).
- Applying the Development Plan Overlay Schedule 11 (DPO11) to all land which has been rezoned from Farming Zone (FZ) or Rural Activity Zone (RAZ) to NRZ1 or C1Z to ensure growth area subdivision design and development requirements are addressed.

Where you may inspect this amendment

The amendment can be inspected free of charge at:

- Corangamite Shire Council website at <https://www.corangamite.vic.gov.au/>
- During Office Hours at the following places:
 - o Corangamite Shire Council Offices - 181 Manifold Street, Camperdown
- The amendment can also be inspected free of charge at the Department of Transport and Planning website at <http://www.planning.vic.gov.au/public->

[inspection](#) or by contacting the office on 1800 789 386 to arrange a time to view the amendment documentation.

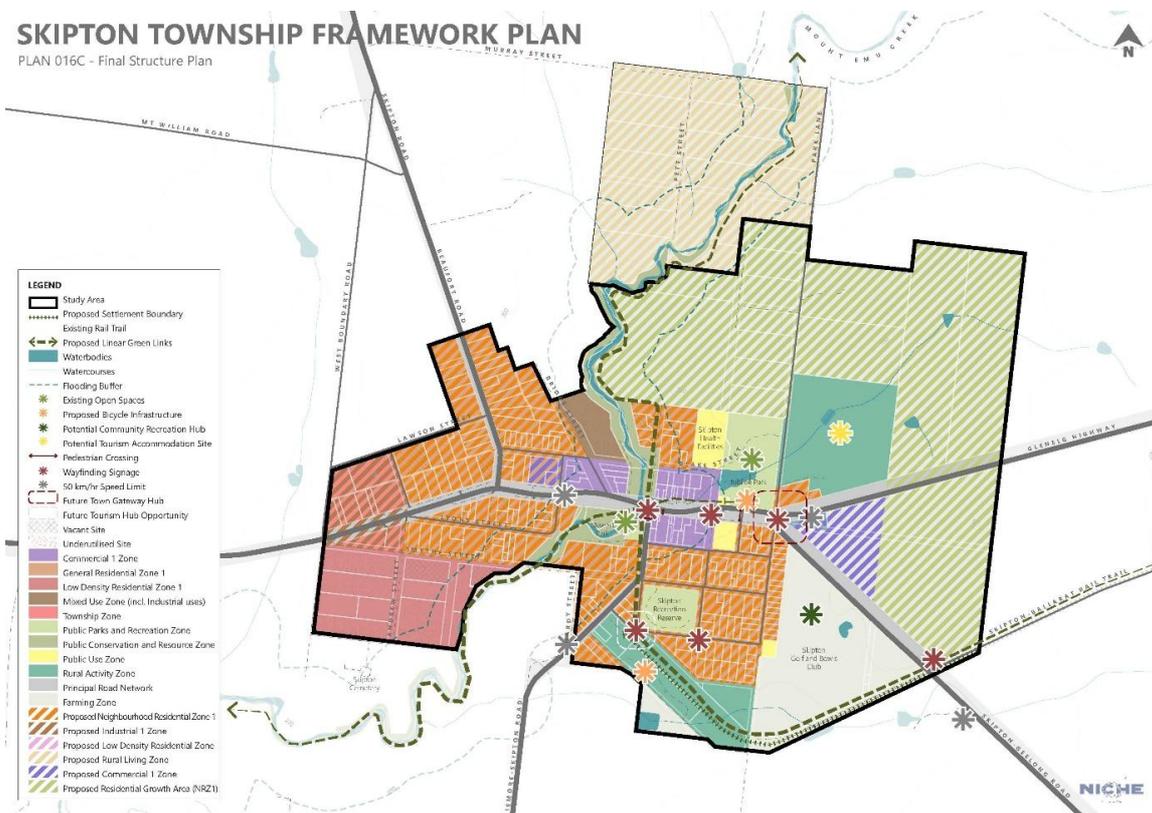
Details of the amendment

Who is the planning authority?

This amendment has been prepared by the Corangamite Shire Council, which is the planning authority for this amendment.

Land affected by the amendment

The amendment applies to land within the Skipton township, as well as land within the Farming Zone to the north and east of Skipton, as outlined by the Map below



A mapping reference table is attached at Attachment A to this Explanatory Report.

What the amendment does

This amendment introduces a development framework for Skipton by implementing the Skipton Structure Plan (Corangamite Shire Council, adopted May 2024) through the application of local policy, zones and overlays.

Specifically, the amendment makes the following changes:

Zoning maps

- Amend Planning Scheme Map No. 2 to rezone all current General Residential (GRZ1) zoned land within Skipton to Neighbourhood Residential Zone - Schedule 1 (NRZ1) to reflect the existing character and predominant 1-2 storey built form heights.
- Amend Planning Scheme Map No. 2 to rezone 46 & 48-50 Montgomery St from General Residential (GRZ1) to Commercial 1 Zone (C1Z)
- Amend Planning Scheme Map No. 1 & No. 2 to rezone 7 Park Lane, 11 Park Lane & Parcel 1, 2 & 3 of 15 Anderson St, Skipton, from Farming Zone to Neighbourhood Residential Zone.
- Amend Planning Scheme Map No. 1 & No. 2 to rezone 4455 Glenelg Hwy from Rural Activity Zone to Commercial 1 Zone.
- Amend Planning Scheme Map No. 2 to rezone all current Township (TZ) zoned land within Skipton to Industrial 1 Zone (IN1Z).
- Amend Planning Scheme Map No. 1 & No. 2 to rezone 1 Rokewood-Skipton Road, 29 Rokewood-Skipton Road and 55 Rokewood-Skipton Road from Farming Zone to Commercial 1 Zone.

Overlays maps

- Inserts Planning Scheme Map Nos. 01 DPO & 02 DPO to apply the Development Plan Overlay Schedule 11 (DPO11) to both the Residential and Commercial Growth Areas.

Planning scheme ordinance

- Amends Clause 02.03-1 (Settlement) to update strategic directions for Skipton.
- Inserts new Clause 11.03-6L-05 (Skipton) to insert local strategies to achieve planning outcomes sought by the Structure Plan, including a new Land Use Framework Plan.
- Inserts a new schedule 11 to Clause 43.04 Development Plan Overlay to provide development guidelines for growth areas.

Strategic assessment of the amendment

Why is the amendment required?

The amendment is required to guide the future development of Skipton over the next 20 years by implementing the Skipton Structure Plan. The combination of new local policies, zones and overlays will guide development to achieve the objectives and strategies of the Skipton Structure Plan.

Corangamite Shire has identified Skipton as a town which requires clear direction and growth policies to ensure the orderly development and future prosperity of the town. The population of Skipton has been relatively stable throughout the last 10 years, and its proximity to Ballarat means that the town has potential for significant

future growth. Skipton also experiences issues with flooding, with frequent events occurring, those which have impacted the town in the last 10 years. This has identified the need to provide for further commercial and residential land outside of the current town centre, on land that is not constrained by the impacts of flooding.

The Skipton Structure Plan recommends rezoning areas of Township Zone, Farming Zone & Rural Activity Zone to provide land supply for residential and commercial growth over the next 20 years. Based on current and significant flood constraints impacting the town, alongside community engagement, these recommended zoning changes ensure that future development and growth is located well outside flood prone land, providing opportunities to future-proof the town.

The Skipton Structure Plan also identifies sequencing for the future rezoning of land, to ensure that the release of zoned land is staggered, logical and in line with development demand. This amendment identifies Growth Area 1, which is subject to this amendment, which includes rezoning of Farming Zone to both residential and commercial zones. Growth Areas 2 and 3 will be subject to future planning scheme Amendments.

In addition, the Amendment seeks to apply a Development Plan Overlay – Schedule 11 to the identified growth areas subject to this amendment to support the structure plan outcomes and ensure that matters such as bushfire management and subdivision design align with the intent of the Structure Plan, and the wider regional context of the Corangamite Shire.

How does the amendment implement the objectives of planning in Victoria?

The amendment implements the objectives of planning in Victoria as outlined in section 4(1) of the *Planning and Environment Act 1987* (PE Act) as follows:

- a) *Provide for the fair, orderly, economic and sustainable use, and development of land*

The amendment will result in the fair, orderly, economic and sustainable use and development of land within Skipton by implementing a well-planned, holistic strategy that addresses the needs of the existing and future community of Skipton.

- a) *Provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity;*

The amendment identifies and protects local environmental features through the implementation of the Structure Plan, which seeks to preclude rezoning and development on areas of environmental significance, as well as ensure future development addresses and protects the natural functions of the Mt Emu Creek and encourages development within the town away from areas of significant flooding risk.

- b) *Secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;*

The amendment introduces new strategic directions for Skipton that focus on creating a township where the community can live, work and play safely by

identifying new residential and commercial land, utilising existing planning controls to make these growth areas safe and establish strong linkages to Skipton's existing public spaces and community infrastructure.

- c) Conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value;*

The amendment does not seek to remove any areas of local heritage significance. No new areas of heritage significance were identified as part of the Structure Plan.

- d) Facilitate development in accordance with the objectives;*

The amendment achieves this objective by introducing a suite of planning scheme provisions to guide development for the benefit of Skipton, consistent with state, regional and local planning policy.

- e) Balance the present and future interests of all Victorians.*

The proposed provisions in the Planning Policy Framework and the various zone and overlay schedules have been drafted to ensure development occurs in a logical manner consistent with the objectives set out in paragraphs (a) to (e).

How does the amendment address any environmental, social and economic effects?

Environmental effects

The amendment has thoroughly considered potential environmental effects of the amendment, and the potential effects of the environment on the amendment and includes measures to mitigate these effects.

This amendment does not seek to amend or change the existing Floodway Overlay which impacts the town, however it does seek to ensure future growth and development is located outside the areas subject to flooding constraints.

The amendment utilises a new Development Plan overlay control (DPO11) to ensure that contamination is addressed and removed from the sites (if present) as part of any future development. Land proposed for future residential use will require some further investigation to identify any historical uses that could have potentially contaminated the soil. However, the Farming Zone areas identified for the new greenfield areas were predominantly used for grazing with low contamination risks. However, contamination risk will be further investigated as part of any future residential development.

Social effects

This amendment aims to facilitate the orderly growth and development of Skipton to cater for future town expansion and encourage growth opportunities within the town.

Skipton currently experiences high rates of flooding, which has significant impacts on the economic and social viability of the town centre and has reduced opportunities for commercial and residential growth. The proposed amendment seeks to allow for the expansion of the town and identifies future opportunities for commercial and residential land outside of the existing and constrained town. Whilst no changes to the Floodway Overlay are proposed, the amendment does seek to ensure that there is commercial and residential land available to ensure the future growth and

prosperity of the town. It is important to note that there will be no detrimental social impacts, and that the growth of the town will support improved social outcomes.

Ongoing engagement by the Corangamite Shire with the Wadawarrung Traditional Owners, through the preparation of a Cultural Values Assessment, will ensure that any areas of Aboriginal cultural heritage sensitivity is identified. Future development and subdivision permit applications within areas of Aboriginal cultural heritage sensitivity will require further investigation in accordance with the *Aboriginal Heritage Act 2006*.

Economic effects

Skipton's economy is largely reliant on agriculture and industry servicing agriculture. It provides limited services for the existing community but as the town grows and attracts new residents it is well located to diversify the economy to meet the needs of its growing population. However, the Structure Plan has identified that much of the existing Commercial zoned land is impacted by the flooding constraints, and therefore there is a need for additional commercial zoned land to ensure the future growth and prosperity of the town. This amendment aims to facilitate this need with increased commercial opportunities.

Furthermore, to better facilitate industrial uses in the town, the amendment seeks to rezone land in the Township Zone to an Industrial 1 Zone, which will better enable appropriate industrial growth and development.

Does the amendment address relevant bushfire risk?

The future greenfield residential area and the land being rezoned to NRZ1 have been assessed for bushfire risk by Biosis in the *Strategic Bushfire Assessment Report May 2023*. The assessment demonstrates that the amendment meets bushfire policy in Clause 13.02 of the Planning Scheme because:

Landscape considerations

The bushfire risk assessment determined that Skipton is located within an area of relatively low bushfire risk (Type 1). Skipton is surrounded mainly by agricultural uses, however there is some grassland vegetation and areas of woodland vegetation along the creek (including some parts of unmanaged vegetation). There is little vegetation beyond 150 metres of the Skipton town boundary, apart from grasslands and low threat vegetation, which means the type and extent of vegetation is unlikely to result in neighbourhood-scale destruction of property. Additionally, due to the landscape, extreme bushfire behaviour is not possible. Therefore, based on the landscape typologies in the Bushfire Management Overlay Technical Guide (DELWP), the site is considered low risk.

Alternative locations for development

The proposed locations for development, to the north and east of Skipton for the proposed greenfield area are suitable locations for development as they are away from significant bushfire risk.

Given the level of the bushfire risk and the location of the bushfire hazards, it has been assessed that the bushfire risk to the affected land is acceptable and is less than or equal to any alternative location considered available for development.

Availability of safe areas

Skipton has good proximity and access to locations where human life can be protected from the harmful effects of bushfire, including a designated Bushfire Places of Last Resort at Skipton Recreation Reserve, Osborne St, Skipton, and areas of low BAL within the township.

Site-based exposure

The report confirms that the bushfire risk at the site scale is low, based on the exposure benchmarks in the planning scheme and the separation distances that are required between development and bushfire hazards. Therefore, all future dwellings will not exceed a BAL12.5 rating under AS3959-2018, *Construction of buildings in bushfire prone areas*.

Views from the relevant fire authority

The views of the Country Fire Authority (CFA) were sought during the preparation of the Skipton Structure Plan. The amendment addresses the CFA's views by ensuring that the inclusion of DPO11 within the growth areas includes design elements that reduce the bushfire risk including setbacks, perimeter roads and multiple access points. Furthermore, the Structure Plan itself responds to the feedback of the CFA by ensuring development is encouraged to the east of the town, which was identified as lower bushfire risk.

Does the amendment comply with the requirements of any other Minister's Direction applicable to the amendment?

The amendment complies with the requirements of the Ministerial Direction – The Form and Content of Planning Schemes (section 7(5) of the PE Act).

Direction No. 1: Potentially Contaminated Land

The amendment complies with Ministerial Direction 1 (Potentially contaminated land). It does include rezoning of land from a Farm Zone to NRZ & C1Z, which allow for sensitive uses. Therefore, given the FZ can be used for a range of uses including industry, Council has done a historical assessment of titles on the land and reviewed all available information to it.

Based on this desktop review task, and following engagement with the Environment Protection Authority, the Council deems that it is very unlikely that this land would be contaminated.

Direction No. 11: Strategic Assessment of Amendments

The amendment complies with Ministerial Direction No. 11: (Strategic Assessment of Amendments) under section 12 of the *Planning & Environment Act 1987*. The amendment is consistent with this direction which ensures a comprehensive strategic evaluation of a planning scheme amendment and the outcomes it produces. This explanatory report provides a comprehensive strategic evaluation of the amendment and the outcomes it produces.

How does the amendment support or implement the Planning Policy Framework and any adopted State policy?

The amendment is consistent with the following clauses of the Planning Policy Framework and will assist in achieving objectives of the clauses:

Clause 11.01-1S – Settlement

The amendment is consistent with the objective of this Clause *“To facilitate the sustainable growth and development of Victoria and deliver choice and opportunity for all Victorians through a network of settlements.”* as well as implementing several strategies, by facilitating residential and commercial growth opportunities and guiding the development of Skipton through implementation of the Skipton Structure Plan including reinforcing an urban settlement boundary, and directing growth within the existing settlement of Skipton.

Clause 11.01-1R – Settlement – Great South Coast

The amendment aligns with the objective to attract more people to the region, by facilitating growth opportunities within Skipton. It also aligns with the *Great South Coast Regional Growth Plan* and the strategy to *“Support development and investment in small towns that are facing economic and population challenges”* through the implementation of the Skipton Structure Plan.

Clause 11.02-1S – Supply of urban land

The amendment is consistent with the objective *‘to ensure a sufficient supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses’* and implements several strategies by accommodating and identifying growth areas for rezoning to residential and commercial.

Clause 11.02-2S – Structure planning

The amendment supports the objective of this clause *‘to facilitate the orderly development of urban areas’* by implementing a structure plan which will guide the orderly growth and development of Skipton.

Clause 11.03-6I-05 – Sequencing of development

The amendment seeks to ensure that the sequence of available growth areas is managed to be logical. The Skipton Structure Plan defines the growth area sequencing, and ensures the growth is coordinated in a timely and efficient manner.

Clause 11.03-6S Regional and local places

The amendment aligns with the objective of the clause as the Skipton Structure Plan facilitates the integration of place-based planning for Skipton, and ensures that the specific direction regarding the planning for the town and its distinct characteristics, are considered and well-planned for.

Clause 13.02-1S – Bushfire planning

The amendment meets the requirements for bushfire protection, minimisation and management as discussed earlier in the explanatory report under ‘Bushfire Risk’.

Clause 13.03-1S Floodplain Management and Clause 13.03-1L Floodplain Management – Corangamite Shire

The amendment supports these clauses by redirecting future growth away from flood prone land to assist with the protection of life, property and infrastructure from flood hazards.

Clause 15.01-5S Neighbourhood character

Skipton has a semi-rural character which includes vegetation, low or no front fences and predominantly single-storey dwellings. The application of an NRZ1 supports the objective of this clause *'to recognise, support and protect neighbourhood character, cultural identity, and sense of place'*.

How does the amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?

This strategic consideration only applies if the planning scheme includes an MPS at Clause 02.

The amendment is consistent with the following clauses of the Municipal Planning Strategy and will assist in achieving objectives of the clauses as follows:

- The amendment updates and implements the strategic directions for settlement (Clause 02.03) by encouraging sustainable growth opportunities within an expanded settlement boundary that seeks to ensure future growth responds to the flood risk and mitigation requirements, whilst facilitating land supply within Skipton.

Does the amendment make proper use of the Victoria Planning Provisions?

The amendment makes proper use of the Victoria Planning Provisions by updating and amending the Planning Policy Framework to implement objectives and strategies to achieve the strategic directions set by the structure plan.

Further, the amendment proposes to rezone land to the NRZ which is consistent with *Planning Practice Note. 91: Using the residential zones*, as the type of residential development sought within Skipton will be predominantly single-storey housing.

The amendment applies a new Development Plan Overlay schedule (DPO11) to the growth areas proposed to be rezoned to mitigate bushfire risk, address water management and environmental sustainability, and guide other subdivision design outcomes.

How does the amendment address the views of any relevant agency?

The views of all relevant agencies were sought in the development of the Skipton Structure Plan. The structure plan was prepared in consultation with the Country Fire Authority (CFA), Central Highlands Water (CHW), DEECA, DTP (Transport) and Glenelg Hopkins Catchment Management Authority (GHCMA).

The CFA supported the bushfire protection measures outlined in the associated report, which have been addressed through the introduction of DPO11, which manages setbacks from vegetated areas as part of any future development.

The GHMCA provided advice that the growth areas will need to ensure flood mitigation is managed in line with future development. Detailed assessment of the increase in runoff from potential development, based on hydraulic modelling, will ensure the risks associated are addressed.

Central Highlands Water (CHW) confirmed that the future growth areas will require significant upgrades to both the water and sewer networks as part of any future development.

DTP (Transport) indicated it was broadly supportive of the Structure Plan, although it was noted that many of the recommendations and actions of the Structure Plan would require further detailed assessment as part of any future permits or requested from the Shire.

Does the amendment address relevant requirements of the Transport Integration Act 2010?

The amendment is consistent with the objectives and decision-making principles in the *Transport Integration Act 2010*. Specifically:

- It promotes social and economic inclusion by developing residential areas close to a transport network which is accessible by all in the community.

This amendment is unlikely to have a significant impact on the transport system as it is not significantly increasing the capacity for development, and the road network has existing capacity. The amendment includes areas being rezoned to NRZ & C1Z, which will increase the population in that area over the next 10 years by approximately 500 people, which is not of a sufficient scale to have a significant impact on the transport system. It is also located within an area that has good road access.

The amendment also identifies a future greenfield residential area that is well located in terms of road and public transport access. Before this area is rezoned for residential use, it will be studied to determine any transport impacts and mitigation measures.

Resource and administrative costs

What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?

The proposed amendment is expected to have a minor impact on the resource and administrative costs of the planning authority given that any future development or subdivision within the growth areas will require a permit. However, change is expected to be incremental.

Attachment A – Mapping reference table

Location	Land /Area Affected	Mapping Reference	Address	Proposed Zone changes	Proposed Overlay changes
Skipton	Land outlined as 'Proposed Residential Growth Area (NRZ1)' – Future Growth Area 1	Map 01 & 02	15 Anderson St, Skipton. 7 & 11 Park Land, Skipton.	Rezone from FZ to NRZ1	DPO11
Skipton	Land outlined as 'Proposed Commercial 1 Zone' – Future Growth Area 1	Map 01 & 02	55 Rokewood-Skipton Road, Skipton 455 Glenelg Hwy, Skipton 1 Rokewood Skipton Road, Skipton	Rezone from FZ & RAZ to C1Z	DPO11
Skipton	All existing General Residential Zoned Land	Map 01 & 02	(All GRZ Zoned properties within the existing Skipton townsite)	Rezone from GRZ1 to NRZ1.	n/a
Skipton	1 ha of land on the corner of Windham St, Blake St & Montgomery St, Skipton	Map 02	46 & 48-50 Montgomery St, Skipton	Rezone from GRZ1 to C1Z	n/a
Skipton	All existing Township Zoned Land	Map 02	(All TZ Zoned properties within the existing Skipton townsite)	Rezone from TZ to IN1Z	n/a

Corangamite Planning Scheme

Amendment C64

Instruction sheet

The planning authority for this amendment is the Corangamite Shire Council.

The Corangamite Planning Scheme is amended as follows:

Planning Scheme Maps

The Planning Scheme Maps are amended by a total of four (4) attached map sheets.

Zoning Maps

1. Amend Planning Scheme Map No's 1 & 2 in the manner shown on two (2) attached maps marked Corangamite Planning Scheme, Amendment C64

Overlay Maps

2. Insert new Planning Scheme Map No 01DPO & 02DPO in the manner shown on the two (2) attached maps marked "Corangamite Planning Scheme, Amendment C64".

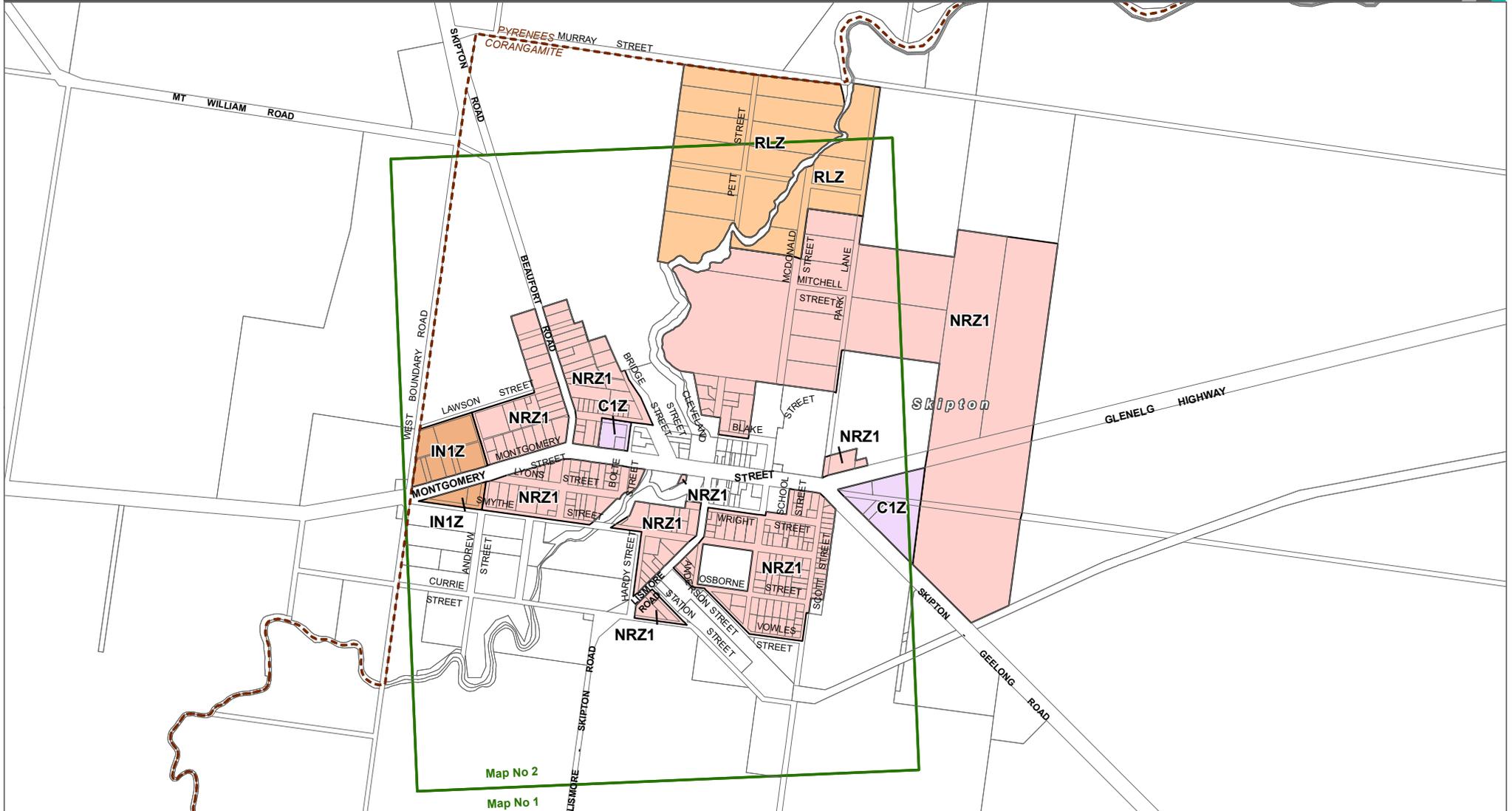
Planning Scheme Ordinance

The Planning Scheme Ordinance is amended as follows:

3. In **Planning Policy Framework**- replace Clause 02.03-1 Settlement with a new Clause 02.03-1 Settlement in the form of the attached document.
4. In **Planning Policy Framework** – replace Clause 11-03-6L-05 with a new Clause 11.03-6L-05 in the form of the attached document.
5. In **Overlays** – insert a new Schedule 11 at Clause 43.04 Development Plan Overlay.
6. In **Operational Provisions** - Clause 72.03, replace the Schedule with a new Schedule in the form of the attached document.
7. In **Operational Provisions** – Clause 72.08, replace the Schedule with a new Schedule in the form of the attached document.

End of document

CORANGAMITE PLANNING SCHEME - LOCAL PROVISION
 AMENDMENT C64cora



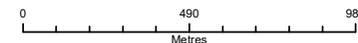
- LEGEND**
- C1Z - Commercial 1 Zone
 - IN1Z - Industrial 1 Zone
 - NRZ - Neighbourhood Residential Zone
 - RLZ - Rural Living Zone
 - Local Government Area

Attachment: 8.1.1 Corangamite Planning Scheme Amendment
 C64 Explanatory Report

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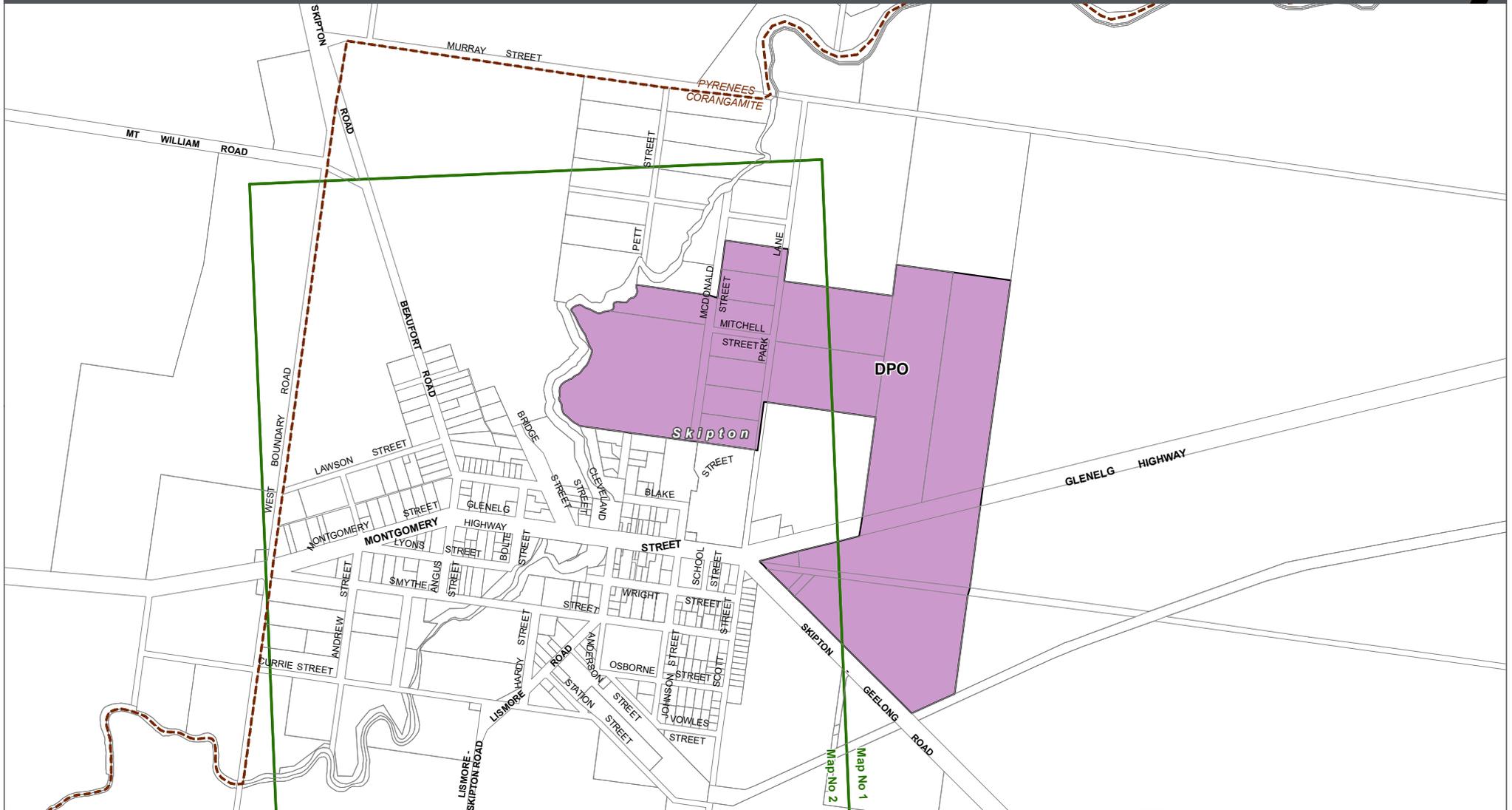


Department of Transport and Planning

Part of Planning Scheme Maps 1 & 2



CORANGAMITE PLANNING SCHEME - LOCAL PROVISION
 AMENDMENT C64cora

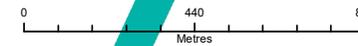


- LEGEND**
- DPO - Development Plan Overlay
 - Local Government Area

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 Print Date: 20/12/2024
 Amendment Version: 1



Department of Transport and Planning



Part of Planning Scheme Maps 1DPO & 2DPO

02.03

17/09/2020
C52cora

02.03-1

Proposed C64cora

STRATEGIC DIRECTIONS

Settlement

The Shire accommodates 11 township settlements. Future urban settlement needs to be carefully managed to prevent land use conflicts and ensure the efficient delivery of service infrastructure. The consolidation of existing townships is important to accommodating urban population growth in an orderly manner.

Council seeks to:

- Maintain the viability of townships and rural communities in the face of declining population.
- Support a compact urban form for townships.
- Encourage infill residential development within township boundaries in a manner that provides reticulated infrastructure and does not prejudice or limit the agricultural use of land around township areas.
- Maintain a separation between urban and rural land uses.
- Provide for population growth within township areas, in a manner that supports the increased viability of community services and facilities.
- Enhance the unique characteristics of towns and smaller settlements.

Camperdown

Camperdown is the largest town within the Shire and is the main commercial, industrial and administrative centre. It is one of Victoria's most important heritage towns and is enhanced by its dramatic topographical setting. Camperdown has the potential for further residential, commercial and industrial growth, that can be accommodated within the existing settlement boundary.

Council seeks to:

- Promote Camperdown as the Shire's main commercial and community centre.
- Encourage the conservation and restoration of all heritage buildings in the township.
- Facilitate the heritage tourism role of the town.
- Protect the landscape setting of the town.
- Facilitate infill development and subdivision that respects the scale and character of the existing neighbourhoods and streetscape.

Cobden

Cobden is located between Camperdown, Terang and Timboon and serves as a secondary education, health, and employment centre for the rural settlements between these towns. Cobden is located on a landing above the rural hinterland providing spectacular views into the valleys skirting the town from the east to the south-west. Cobden has a number of historic buildings dating from the mid-19th to early 20th centuries and an open character with wide, tree lined streets, recreation reserves, parks and an attractive lake.

Cobden's population is aging at a greater rate than the State and regional average, giving rise to service, access and accommodation issues. An area offering great potential for growth is the leisure and tourism attractions that already exist in Cobden.

Council seeks to:

- Support population and economic growth in Cobden that:
 - Protects and encourages employment and builds on Cobden's role as a service town.
 - Attracts more people to live, work and spend time in Cobden, including visitors and key workers.

CORANGAMITE PLANNING SCHEME

- Delivers new homes that meets a variety of needs, including those of an ageing population.
- Promotes the economic, social and physical resilience of Cobden.
- Protect and enhance the heritage features of the built and natural landscape.
- Facilitate recreational and tourist amenities and facilities.

Derrinallum

Derrinallum is located on the Hamilton Highway, in the northern part of the Shire. Mount Elephant forms an impressive backdrop to the town. The formal plantings along Main Street and the historical features make the town an attractive area for visitors.

Council seeks to:

- Support the development of eco-tourism based opportunities around Mount Elephant and surrounding lakes and wetlands, to increase employment opportunities in Derrinallum.
- Support the expansion of the urban residential area to the west of the township, adjacent to the Hamilton Highway.

Lismore

Lismore is located 10 kilometres to the east of Derrinallum on the Hamilton Highway.

The commercial and retail areas of the town are separated into two areas, which impedes movement and discourages travellers to stop. Wide streets and open spaces through residential areas contribute to the area's character.

Council seeks to:

- Facilitate the consolidation of commercial and retail land use and development within existing commercial precincts.
- Facilitate residential development to support the town's service centre role.
- Support low density residential development to the south of the town.

Noorat

Noorat is located 6 kilometres north of Terang. Mt Noorat forms an impressive backdrop to the town. The town has limited commercial and community services and no reticulated sewerage.

Council seeks to:

- Avoid intensive urban development in low density residential areas.
- Support opportunities for tourist accommodation.

Port Campbell

Port Campbell is a small coastal village located on the Southern Ocean coastline. The area attracts a significant number of visitors, with the dramatic cliffs, the Twelve Apostles and London Bridge close to the town. Fishing and tourism are key components of the local economy.

The town is constrained by the ocean and the national park. It has a low-density character with unobtrusive buildings that maintain strong visual links to the surrounding natural features.

Traffic management and coach and car parking associated with tourism growth is a significant issue for the town.

Council seeks to:

- Accommodate population growth while protecting the low scale coastal village character.
- Develop a consolidated commercial area with a range of services and facilities catering to the needs of residents and visitors.

CORANGAMITE PLANNING SCHEME

- Develop Port Campbell as a tourism node for this section of the Great Ocean Road, while carefully managing tourism growth so that it does not compromise the environmental values and unique character of the town.
- Manage traffic so the town remains accessible to visitors without adverse amenity impacts.
- Protect the environmental qualities of Campbell's Creek wetlands.

Princetown

Princetown is a settlement with a small population located on the Great Ocean Road approximately 12 kilometres east of the Twelve Apostles and 20 kilometres south east of Port Campbell. The settlement has a no through road running along the ridgeline with development comprised of a hotel/food outlet, general store, caravan park and a scattering of existing dwellings.

Natural features of the area include the Gellibrand River and Latrobe Creek (Serpentine Creek) estuaries and floodplains, and their extensive wetlands.

Although the rural areas surrounding the township contain some existing development, much of this was established before the planning scheme. Their presence does not justify adding further rural residential development in such sensitive environmental areas.

Council seeks to:

- Limit development to within the Princetown Township Area.
- Support limited rural residential development on existing small lots located within the Princetown Northern Area, that blends with the surrounding environment.
- Prevent rural residential development on existing small lots within the Princetown Western Area and areas outside of the Princetown Township Area.
- Support low impact eco-tourism development that blends with the surrounding environment.
- Retain the dominance of the landscape and the open and rural character of views and outlooks from the Great Ocean Road.
- Protect the coastal, estuarine and riparian environment and associated wetlands of the Princetown region.
- Undertake appropriate risk assessment to consider the impact and hazards of sea level rise and climate change.

Simpson

Simpson is located on the plains and has a strong rural character, with local employment based on the surrounding dairy industry. Building scale and form is low and suburban in nature, with residential areas contained to the north east corner of the town. A small industrial estate is located on the northern outskirts of the town, which is occupied by rural service and processing industries.

Council seeks to:

- Protect park and wetland areas and integrate these areas with the commercial and retail centre.
- Improve the visual presentation of the industrial area.
- Support increased development in the industrial estate.
- Maintain natural bushland areas to the south of Simpson as important environmental and recreational areas.

Skipton

Skipton is located in the far north of the Shire, close to the border of Pyrenees Shire and 50 kilometres west of Ballarat. This proximity gives it potential to become a commuter town with opportunities for residential and commercial growth. Skipton has a small ageing population, with a considerable amount of land available for development within the town's boundary. The dominant

CORANGAMITE PLANNING SCHEME

environmental feature is the Mt Emu Creek, which runs through the central area of the township. Parts of the town experience significant flood constraints, and as such residential and commercial growth areas are identified away from the existing township, outside the flood prone land.

Council seeks to:

- Encourage commercial development within Skipton.
- Encourage consolidated residential development within the existing township boundary.
- Promote sustainable, sequenced and resilient residential and commercial growth opportunities, within an expanded township boundary.
- Improve tourism facilities and opportunities within Skipton.
- Direct development away from the Mt Emu Creek to maintain its environmental integrity.
- Ensure all future growth provides for flood mitigation to reduce the risk and impacts of flooding.

Terang

Terang is the second largest town in the Shire. Owing to its proximity to Warnambool, Terang is attractive as a commuter town, offering more affordable housing and services such as healthcare and education. This has increased the demand for residential land, including both suburban lots and larger lots that are being made available in both the north-eastern and western edges of town.

The volcanic heritage of the area is showcased by craters forming lakes and mounds across the landscape. Terang also has numerous heritage buildings and one of the oldest avenues of English Oak trees in the district.

Council seeks to:

- Promote Terang as a key residential and service centre in the Shire.
- Expand recreational, cultural and tourism facilities and opportunities.
- Protect heritage places and highlight local culture.

Timboon

Timboon is located within the Powers Creek valley. The town centre is on the valley floor, with the surrounding topography and vegetation forming strong characteristics of the town. Powers Creek runs through the entire length of Timboon, dissecting the town centre and offering the opportunity for businesses to have two frontages; the street and the public park/creek.

Tourism is a growing market for Timboon. Assets include boutique produce industries, proximity to the coast and Great Ocean Road, walking trails, the natural environment and heritage. Opportunities exist within the township to capitalise on these assets particularly on the railway land directly adjacent to the main commercial precinct.

Council seeks to:

- Manage development to respond to topographic and servicing constraints.
- Protect Timboon's landscape setting.
- Protect Powers Creek as an environmental asset.
- Retain Timboon's historic character, particularly in its community and commercial centre.
- Reinforce the central focus of the town.
- Provide for a growing tourism industry including by increasing the type of accommodation available to visitors.

02.03-217/09/2020
C52cora**Environmental and landscape values****Biodiversity**

The Shire contains important areas of remnant native vegetation that provide an insight to areas that have undergone significant environmental change. Large areas of native vegetation within the Shire have been cleared for agriculture and most Broad Vegetation Communities now only consist of remnants in the region.

Biological diversity is fundamental to the quality of life, landscape and the economy of the Shire. Biological diversity avoids costs associated with degraded environments and contributes to the environmental quality of the Shire.

Council seeks to:

- Support land use and development that protects and enhances biological diversity.

The Great Ocean Road

The Shire's coastline is of national significance, with coastal features such as London Bridge, The Arch, Sentinel Rock, Loch Ard Gorge, the Twelve Apostles and Moonlight Head all located on the Corangamite coast. Soft tertiary sediments are exposed in cliffs that are being actively eroded, as shown by the presence of numerous rock stacks, caves, arches and tunnels. The area contains significant estuarine and intertidal aquatic environments including the Gellibrand River, Sherbrooke River, Campbell's Creek and Curdie's Inlet. Council seeks to:

- Retain the view of these landscapes from the Great Ocean Road.
- Protect the scenic values of coastal areas, particularly along the Great Ocean Road.

Wetlands

The Shire contains several freshwater, saline, coastal and estuarine wetlands. These areas are important landscape features that provide environmental functions, such as foreshore protection and erosion control, drainage, water filtration and storage. The drainage of wetland areas is an environmental issue that has a considerable impact on wetland ecology by destroying native vegetation, polluting waters and reducing flow regimes.

Council seeks to maintain the environmental integrity of wetlands and their foreshore, drainage, habitat, landscape, filtration and storage functions by:

- Locating and undertaking development in a manner that minimises the risk to wetlands, water catchments and water quality.
- Restoring the environmental state of wetlands.

Landscapes

The Shire's varied topography and vegetation, lake areas, volcanic cones and areas of clear pasture provide significant landscapes of high visual quality.

Lake Gnotuk and Lake Bullen Merri and their surrounds are both recognised nationally and internationally for their outstanding scientific, environmental and landscape significance. They are volcanic features of international significance in terms of their landform and geology, making them unique scientific research sites.

The ongoing pressure for dwellings and other developments to take advantage of views to these exceptional landscape features requires careful planning and management. The disturbance or destruction of these features through inappropriate building, earthworks, vegetation removal and nutrient and sediment pollution must be avoided.

Council seeks to:

- Protect sensitive coastal and volcanic landscapes and preserve remnant vegetation where feasible.

- Protect the landscape, geological, environmental and scientific significance of the crater slopes and crater rims of Lake Gnotuk and Lake Bullen Merri.
- Site buildings outside the craters' rims to protect:
 - the visual quality of the lakes and internal crater environment.
 - water quality.
- Carefully site development along the coastline.
- Maintain locally significant views and vistas.
- Protect landscape, geological integrity, habitat and other features from development.

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17/09/2020
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Environmental risks and amenity

Bushfire, flooding, erosion and land slip

Parts of the Corangamite Shire are subject to environmental risk from a range of factors, such as flooding, erosion and land slippage, and bushfire. Land use and development needs to be carefully managed to ensure that these risks are appropriately considered.

Council seeks to:

- Identify areas prone to flooding and limit the potential for unsuitable development.
- Permit development only where the risks to life, property and community infrastructure from bushfire and flood is low.
- Direct population growth and development to low bushfire risk locations.
- Ensure development can implement bushfire protection measures without unacceptable environmental impacts.
- Protect areas prone to soil erosion by minimising earthworks, ground disturbance and vegetation loss.
- Avoid impacting the environment from the disturbance of acid sulphate soils.
- Manage rural residential development to avoid unmanageable exposure to natural hazards such as bushfire, flooding, coastal erosion and salinity.

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17/09/2020
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Natural resource management

Agriculture

Agriculture is the Shire's largest and most important industry. Agricultural industries in the Shire contribute a significant proportion of all agricultural production in Victoria and generate approximately \$785 million worth of economic output (REMPPLAN 2019). The industry employs approximately one third of the Shire's workforce. Milk production, wool and meat production and cropping are the largest agricultural enterprises in the Shire. The dairy industry in particular makes a significant contribution at a state and national level. Forestry and timber production are also significant local industries in the Shire.

The protection and enhancement of the agricultural industry is linked to the Shire's environmental and economic wellbeing. Given the importance of agriculture to the local economy, the preservation of agricultural land is necessary for the sustainable development of primary production within the Shire. Unplanned urban growth into productive agricultural land may compromise the viability of the industry and must be avoided.

The subdivision and development of land for dwellings in farming areas can restrict the ability to use the land for farming activities and can impact the ability of neighbouring farms to carry out agricultural production activities.

CORANGAMITE PLANNING SCHEME

Council seeks to:

- Manage competing demands for agricultural land, including limiting urban encroachment into highly productive agricultural areas.
- Limit the further fragmentation of rural land.
- Avoid subdivision and the use and development of the land for dwellings where it has the ability to impact on the 'right to farm' existing rural properties or removes land from agricultural production.
- Avoid land use conflicts between agricultural and sensitive land uses.
- Support the diversification of agriculture, including the development of agroforestry and the processing of agricultural products grown in the municipality.
- Support sustainable timber production where it is integrated into the rural environment and sited to respond to salinity and erosion.

Intensive animal production

Many intensive animal production uses are located in the Corangamite Shire and represent an important local industry.

Council seeks to:

- Encourage intensive animal production uses to be sited and designed to protect the amenity and environmental quality of adjacent areas.
- Retain the long-term future of the use by avoiding sensitive uses in the immediate locality.

Catchments

The Shire is located within two regional catchment areas, being the Corangamite Catchment Area and the Glenelg-Hopkins Catchment Area. The catchment management authorities of these catchments have identified important environmental issues that need to be resolved to ensure the future of the environment and economic wellbeing of the region is enhanced.

Council seeks to:

- Protect catchment and waterway health.
- Minimise the impact of development on the quality and quantity of water that is available for domestic and agricultural consumption.
- Avoid development in Special Water Supply Catchment Areas that increases the amount of nutrients reaching streams, surface water bodies and groundwater.

Stone and gas resources

Corangamite contains significant stone and gas resources that make a substantial contribution to the Shire's economy. Gas reservoirs exist both on and offshore in the southern part of the Shire. These have the potential to provide a significant proportion of south-eastern Australia's demand for energy resources. Access to these resources offers significant benefits to the region by increasing the potential for industrial development through connection to the main gas transmission network and providing improved security of supply.

The location of these resources encourages the establishment of local processing facilities. This enables the potential supply of natural gas to the Shire's towns and customers adjacent to the pipeline routes. This supply would stimulate business investment in Corangamite and provide localised benefits to the community.

Some parts of the Shire are rich in raw materials. Many of these areas are yet to be properly surveyed, identified and explored. It is important that planning identifies and protects land for future resource extraction.

Council seeks to:

- Identify and protect land for future resource extraction.
- Promote the sustainable extraction of natural resources.

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Built environment and heritage

Urban design

The Shire's townships each have their own unique identity and character. The presentation of these townships is important in building civic and community pride, in protecting existing heritage values and in attracting tourism.

Council seeks to:

- Provide a visually attractive urban environment that displays a high level of civic pride and creates a positive image.
- Facilitate high quality urban design within the built environment.
- Support development and landscaping that improves the visual appearance of streetscapes, including at gateways to towns.

Heritage

The heritage qualities of the Shire establish it as one of the State's finest historic rural areas. Camperdown represents an example of a 19th Century Victorian rural town, centred on a scenic country town avenue, while other smaller agricultural towns and rural areas contribute to the Shire's heritage significance.

The Shire's townships each provide a diverse representation of the built and cultural heritage of the area. The built environment contains a unique mix of historic rural townscapes, rural landscapes, streetscapes, historic precincts, and significant and lesser known historic buildings. The Shire's heritage is made up of small cottages, public buildings, Aboriginal cultural resources, gardens and formal plantings, homesteads, outbuildings and drystone walls. The Shire's distinctive volcanic cultural landscapes also contribute to the richness of its heritage.

Council seeks to:

- Conserve the Shire's natural, built and cultural heritage places.
- Protect Aboriginal sites and significant cultural landscapes.

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Housing

There is a need to provide well-located and accessible housing in the region to accommodate demand and attract new residents.

Council seeks to:

- Facilitate sufficient, well-located and accessible housing development to accommodate current demand and attract new residents.
- Facilitate housing for an ageing population.

Rural living

Residential use of land in a rural setting is a popular and attractive lifestyle choice in the Corangamite Shire. It is intentionally accommodated in the Low Density Residential Zone and Rural Living Zone close to urban areas within existing settlements. These types of rural residential opportunities are located throughout Corangamite Shire, including in Camperdown, Cobden, Lismore, Noorat, Port Campbell, Skipton and Terang.

Isolated subdivisions are another form of rural living found in the municipality, as well as unserviced areas within the Township Zone such as Berrybank, Darlington, Derrinallum, Garvoc, Glenormiston and Simpson.

Rural residential aspirations have the potential to restrict and conflict with agricultural production and the natural environment, as well as creating demand for the dispersed provision of infrastructure to service lifestyle developments.

The Corangamite Rural Living Strategy informs the overall direction for rural residential development in the Shire and identifies Camperdown, Lismore, Noorat, Port Campbell and Terang as containing 'Long Term Rural Residential Supply' areas. These areas will supply the Shire's long-term requirements for rural residential development, while existing rural residential land stocks provide for immediate and short-term requirements.

Council seeks to:

- Support rural residential development adjacent to existing townships to sustain population levels and communities and provide efficient infrastructure delivery.
- Avoid rural residential development in farming areas, as it can lead to the inefficient use of land.
- Support rezonings for rural residential purposes which are directly linked to existing settlements; are logically sequenced to link with existing infrastructure services; can be appropriately serviced at the time of development; and will not result in an oversupply of rural residential land.

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Economic development

Commercial

Camperdown is a regional shopping centre with a significant retail and service catchment. Other towns such as Cobden, Terang and Timboon also perform important local shopping and business roles. Derrinallum, Lismore, Port Campbell, Simpson and Skipton provide general commercial services to their residents, with Port Campbell and Princetown catering particularly for its residents and visitors.

There are significant levels of escape retail expenditure to the major regional centres of Warrnambool, Ballarat, Colac and even Geelong and Melbourne. Whilst higher order retail expenditure will continue to be made outside the Shire, it is important that the Shire's retail centres continue to provide good service and that physical improvements are made to increase shopper and visitor comfort and convenience.

Council seeks to:

- Consolidate retail development within each commercial centre to strengthen township retail centres.
- Facilitate the growth of commercial and retail businesses, including the establishment of small businesses in township areas.
- Support commercial activity that provides a service function for the agricultural industry.
- Avoid out-of-centre commercial land use and development.

Industrial

The industrial base of the Shire builds on the strength of the agricultural sector, with a number of large dairy and grain manufacturers located within the Shire. Major dairy processing plants at Camperdown and Cobden underline the integral link between industrial operations and employment and the Shire's agricultural activities. The manufacturing, construction and road freight transport sectors are also significant employers. The Shire is well placed to attract large industrial developments to support the nationally significant dairy production industry given its supply of vacant industrial land.

Council seeks to:

- Support industrial land use and development that increases employment opportunities.
- Encourage dairy processing, grain production, wholesale trade and transport and distribution industrial activity.
- Protect industrial uses and the industrial estates in townships and identify future areas for industrial expansion.

Tourism

Tourism forms a significant and growing part of the Shire's economic base, with over 2.8 million people visiting the Shire annually.

Tourism development in the Corangamite Shire is inextricably linked to the quality of natural and cultural attractions. The management of the natural and manmade assets on which the tourism industry relies is important to this sector.

Tourism assets include the Great Ocean Road, Port Campbell National Park, Bay of Islands Coastal Park, The Shipwreck Coast, encompassing the Twelve Apostles, London Bridge and Loch Ard Gorge, the Victorian Volcanic Plain bioregion, Lake Bullen Merri and Lake Gnotuk.

There are opportunities to expand the nature-based and eco-tourism activities in the Shire in a manner that protects the pristine and iconic natural environments.

Council seeks to:

- Encourage tourism development in a manner that protects the resources on which it is based.
- Sustainably manage regionally significant tourism attractions, such as the Great Ocean Road, lakes, waterways and volcanic cones.
- Focus coastal related tourism use and development in township locations or on identified sites that have specific tourism attributes.
- Facilitate tourism accommodation, activities and services that will attract visitors to the Shire, serve the needs of tourists and showcase local produce and features.
- Maintain and upgrade tourism infrastructure.

02.03-8

17/09/2020
C52cora

Transport

The Princes Highway and Great Ocean Road provide integral connection within and beyond the Shire. These connections are supported by an extensive road network between townships and rural areas. The state of the Shire's roads is variable and further investment is required to upgrade the road network to improve connectivity, safety and support economic development opportunities.

The Shire's public transport network includes fixed rail services to Camperdown and Terang on the Warrnambool-Melbourne rail line, as well as a network of bus services which support other townships and provide connections to Ballarat and other areas beyond the Shire.

Council seeks to:

- Develop a safe, integrated and efficient traffic, transport, freight and pedestrian network that supports economic opportunities.
- Integrate land use and transport planning to facilitate better use of the transport network.
- Facilitate connectivity through local streets and open spaces to link with employment, retailing, education, transport and community uses.

Aviation and airfield management

The aviation industry supports the tourism and agricultural industries within the Shire. In the context of these industries, aviation provides significant economic growth opportunities.

CORANGAMITE PLANNING SCHEME

A number of operators provide scenic flights to the Twelve Apostles and other attractions from various helipad locations throughout the Shire (predominantly Princetown and surrounds).

The Cobden airfield is graded with an all-weather asphalt surface which allows for commercial fixed wing aircraft, including the Air Ambulance, to land and take off locally.

Council seeks to:

- Protect the ongoing operations and future expansion opportunities of the aviation industry by preventing noise-sensitive uses from establishing close to airfields and helipads.
- Manage the amenity impacts of aircraft operations on surrounding land and the environment.

02.03-9

17/09/2020
C52cora

Infrastructure

The efficient delivery of infrastructure is a fundamental element in providing affordable and diverse housing, generating economic growth and tourism and ultimately in managing the municipality in a sustainable manner.

It is important that new residential development is provided with essential infrastructure to contribute to a functional and attractive living environment, and to ensure that environmental quality is maintained.

The Shire is also well placed to take advantage of new renewable energy industries, particularly wind energy.

Council seeks to:

- Maximise the use of existing infrastructure.
- Improve infrastructure in rural areas, including roads and drainage.
- Facilitate infrastructure to support agricultural, commercial and tourism uses and growth in these sectors.
- Provide water infrastructure to service the reticulated water and sewerage needs of the local communities.
- Facilitate the establishment and expansion of renewable energy facilities while managing the impacts on amenity, roads and environment.

02.03-10

17/09/2020
C52cora

Gaming

Council recognises that while gaming machines are a legitimate form of entertainment, they should not be so convenient as to encourage spontaneous gambling and have a detrimental impact on community well-being.

Council seeks to:

- Limit gaming machines to where they are compatible with the amenity of the local area and provide a net community benefit.

11.03

PLANNING FOR PLACES

31/07/2018
VC148

11.03-1S03/02/2022
VC199**Activity centres****Objective**

To encourage the concentration of major retail, residential, commercial, administrative, entertainment and cultural developments into activity centres that are highly accessible to the community.

Strategies

Build up activity centres as a focus for high-quality development, activity and living by developing a network of activity centres that:

- Comprises a range of centres that differ in size and function.
- Is a focus for business, shopping, working, leisure and community facilities.
- Provides different types of housing, including forms of higher density housing.
- Is connected by transport.
- Maximises choices in services, employment and social interaction.

Support the role and function of each centre in the context of its classification, the policies for housing intensification, and development of the public transport network.

Undertake strategic planning for the use and development of land in and around activity centres.

Give clear direction on preferred locations for investment.

Encourage a diversity of housing types at higher densities in and around activity centres.

Reduce the number of private motorised trips by concentrating activities that generate high numbers of (non-freight) trips in highly accessible activity centres.

Improve access by walking, cycling and public transport to services and facilities.

Support the continued growth and diversification of activity centres to give communities access to a wide range of goods and services, provide local employment and support local economies.

Encourage economic activity and business synergies.

Improve the social, economic and environmental performance and amenity of activity centres.

Policy documents

Consider as relevant:

- *Urban Design Guidelines for Victoria* (Department of Environment, Land, Water and Planning, 2017)
- *Apartment Design Guidelines for Victoria* (Department of Environment, Land, Water and Planning, 2021)
- *Precinct Structure Planning Guidelines* (Victorian Planning Authority, 2021)

11.03-2S04/05/2022
VC210**Growth areas****Objective**

To locate urban growth close to transport corridors and services and provide efficient and effective infrastructure to create sustainability benefits while protecting primary production, major sources of raw materials and valued environmental areas.

Strategies

Concentrate urban expansion into growth areas that are served by high-capacity public transport.

Implement the strategic directions in the Growth Area Framework Plans.

Encourage average overall residential densities in the growth areas of a minimum of 15 dwellings per net developable hectare, and over time, seek an overall increase in residential densities to more than 20 dwellings per net developable hectare.

Deliver timely and adequate provision of public transport and local and regional infrastructure and services, in line with a preferred sequence of land release.

Provide for significant amounts of local employment opportunities and in some areas, provide large scale industrial or other more regional employment generators.

Create a network of mixed-use activity centres that are high quality, well designed and create a sense of place.

Provide a diversity of housing type and distribution.

Retain unique characteristics of established areas impacted by growth.

Protect and manage natural resources and areas of heritage, cultural and environmental significance.

Create well planned, easy to maintain and safe streets and neighbourhoods that reduce opportunities for crime, improve perceptions of safety and increase levels of community participation.

Develop Growth Area Framework Plans that will:

- Include objectives for each growth area.
- Identify the long term pattern of urban growth.
- Identify the location of broad urban development types, for example activity centre, residential, employment, freight centres and mixed use employment.
- Identify the boundaries of individual communities, landscape values and, as appropriate, the need for discrete urban breaks and how land uses in these breaks will be managed.
- Identify transport networks and options for investigation, such as future railway lines and stations, freight activity centres, freeways and arterial roads.
- Identify the location of open space to be retained for recreation, and/or biodiversity protection and/or flood risk reduction purposes guided and directed by regional biodiversity conservation strategies.
- Show significant waterways as opportunities for creating linear trails, along with areas required to be retained for biodiversity protection and/or flood risk reduction purposes.
- Identify appropriate uses for constrained areas, including quarry buffers.

Develop precinct structure plans consistent with the *Precinct Structure Planning Guidelines* (Victorian Planning Authority, 2021) approved by the Minister for Planning to:

- Establish a sense of place and community.
- Create greater housing choice, diversity and affordable places to live.
- Create highly accessible and vibrant activity centres.

CORANGAMITE PLANNING SCHEME

- Provide for local employment and business activity.
- Provide better transport choices.
- Respond to climate change and increase environmental sustainability.
- Deliver accessible, integrated and adaptable community infrastructure.

Policy documents

Consider as relevant:

- Any applicable Growth Area Framework Plans (Department of Sustainability and Environment, 2006)
- *Precinct Structure Planning Guidelines* (Victorian Planning Authority, 2021)
- *Ministerial Direction No. 12 – Urban Growth Areas*

11.03-3S

31/07/2018
VC148

Peri-urban areas

Objective

To manage growth in peri-urban areas to protect and enhance their identified valued attributes.

Strategies

Identify and protect areas that are strategically important for the environment, biodiversity, landscape, open space, water, agriculture, energy, recreation, tourism, environment, cultural heritage, infrastructure, extractive and other natural resources.

Provide for development in established settlements that have capacity for growth having regard to complex ecosystems, landscapes, agricultural and recreational activities including in Warragul-Drouin, Bacchus Marsh, Torquay-Jan Juc, Gisborne, Kyneton, Wonthaggi, Kilmore, Broadford, Seymour and Ballan and other towns identified by Regional Growth Plans as having potential for growth.

Establish growth boundaries for peri-urban towns to avoid urban sprawl and protect agricultural land and environmental assets.

Enhance the character, identity, attractiveness and amenity of peri-urban towns.

Prevent dispersed settlement and provide for non-urban breaks between urban areas.

Ensure development is linked to the timely and viable provision of physical and social infrastructure.

Improve connections to regional and metropolitan transport services.

11.03-4S

20/03/2023
VC229

Coastal settlement

Objective

To plan for sustainable coastal development.

Strategies

Plan and manage coastal population growth and increased visitation so that impacts do not cause unsustainable use of coastal resources.

Support a network of diverse coastal settlements that provide for a broad range of housing types, economic opportunities and services.

Identify a clear settlement boundary around coastal settlements to ensure that growth in coastal areas is planned and coastal values are protected. Where no settlement boundary is identified, the extent of a settlement is defined by the extent of existing urban zoned land and any land identified on a plan in the planning scheme for future urban settlement.

Minimise linear urban sprawl along the coastal edge and ribbon development in rural landscapes.

Protect areas between settlements for non-urban use.

Limit development in identified coastal hazard areas, on ridgelines, primary coastal dune systems, shorelines of estuaries, wetlands and low-lying coastal areas, or where coastal processes may be detrimentally impacted.

Encourage the restructure of old and inappropriate subdivisions to reduce development impacts on the environment.

Ensure a sustainable water supply, stormwater management and sewerage treatment for all development.

Minimise the quantity and enhance the quality of stormwater discharge from new development into the ocean, bays and estuaries.

Prevent the development of new residential canal estates.

Policy documents

Consider as relevant:

- *G21 Regional Growth Plan* (Geelong Region Alliance, 2013)
- *Gippsland Regional Growth Plan* (Victorian Government, 2014)
- *Great South Coast Regional Growth Plan* (Victorian Government, 2014)
- *Marine and Coastal Policy* (Department of Environment, Land, Water and Planning, 2020)
- *Marine and Coastal Strategy* (Department of Environment, Land, Water and Planning, 2022)
- *Siting and Design Guidelines for Structures on the Victorian Coast* (Department of Environment, Land, Water and Planning, 2020)

11.03-5S

30/04/2021
VC185

Distinctive areas and landscapes

Objective

To recognise the importance of distinctive areas and landscapes to the people of Victoria and protect and enhance the valued attributes of identified or declared distinctive areas and landscapes.

Strategies

Recognise the unique features and special characteristics of these areas and landscapes.

Implement the strategic directions of approved Localised Planning Statements and Statements of Planning Policy.

Integrate policy development, implementation and decision-making for declared areas under Statements of Planning policy.

Recognise the important role these areas play in the state as tourist destinations.

Protect the identified key values and activities of these areas.

Enhance conservation of the environment, including the unique habitats, ecosystems and biodiversity of these areas.

Support use and development where it enhances the valued characteristics of these areas.

Avoid use and development that could undermine the long-term natural or non-urban use of land in these areas.

Protect areas that are important for food production.

Policy documents

Consider as relevant:

- *Bellarine Peninsula Localised Planning Statement* (Victorian Government, 2015)
- *Macedon Ranges Statement of Planning Policy* (Victorian Government, 2019)
- *Mornington Peninsula Localised Planning Statement* (Victorian Government, 2014)
- *Yarra Ranges Localised Planning Statement* (Victorian Government, 2017)

11.03-5R

20/03/2023
VC229

The Great Ocean Road region

Objective

To manage the sustainable development of the Great Ocean Road region.

Strategies

Protect public land and parks and identified significant landscapes in the Great Ocean Road region.

Ensure development responds to the identified landscape character of the area.

Manage the growth of towns by:

- Respecting the character of coastal towns and promoting best practice design for new development.
- Directing urban growth to strategically identified areas.

Manage the impact of development on catchments and coastal areas.

Manage the impact of development on the environmental and cultural values of the area.

Improve the management of access and transport by:

- Managing the Great Ocean Road for tourism and regional access.
- Enhancing the safety and travelling experience of the Great Ocean Road.
- Improving the safety and operational performance of the inland routes from the Princes Highway to the Great Ocean Road.
- Providing travel choices to and in the region.

Encourage sustainable tourism and resource use by:

- Developing a network of tourism opportunities throughout the region.
- Supporting tourism activities that provide environmental, economic and social benefits.
- Supporting the land use and transport needs of key regional industries including tourism.
- Using natural resources with care.

Policy documents

Consider as relevant:

- *Marine and Coastal Policy* (Department of Environment, Land, Water and Planning, 2020)
- *Marine and Coastal Strategy* (Department of Environment, Land, Water and Planning, 2022)
- *The Great Ocean Road Region Landscape Assessment Study* (Department of Sustainability and Environment, 2003)
- *The Great Ocean Road Region - A Land Use and Transport Strategy* (Department of Sustainability and Environment, 2004)

11.03-5L

17/09/2020
C52cora

The Great Ocean Road

Strategies

Avoid the introduction of additional road access points outside of identified development areas along the Great Ocean Road.

Avoid linear urban sprawl along the Great Ocean Road.

11.03-6S

31/07/2018
VC148

Regional and local places

Objective

To facilitate integrated place-based planning.

Strategies

Integrate relevant planning considerations to provide specific direction for the planning of sites, places, neighbourhoods and towns.

Consider the distinctive characteristics and needs of regional and local places in planning for future land use and development.

11.03-6L-01 Camperdown

24/12/2021
C51cora

Policy application

This policy applies to land identified in the Camperdown Township Land Use Framework Plan attached to this Clause.

General strategies

Protect the township's collection of local architect designed heritage buildings and the quality and diversity of the historic building stock.

Facilitate the restoration of commercial buildings, including appropriate façade design, heritage painting, finishes and fixtures, and signage.

Support off-street car parking areas behind the existing commercial and retail area to improve the retail function and tourist potential of the town, whilst ensuring the heritage significance of adjacent properties is not undermined.

Residential objective

To increase the diversity of housing types and ensure new residential use and development is compatible with the built form of the town.

Residential strategies

Provide for a range of residential development options, including low density and rural residential lots surrounding the town.

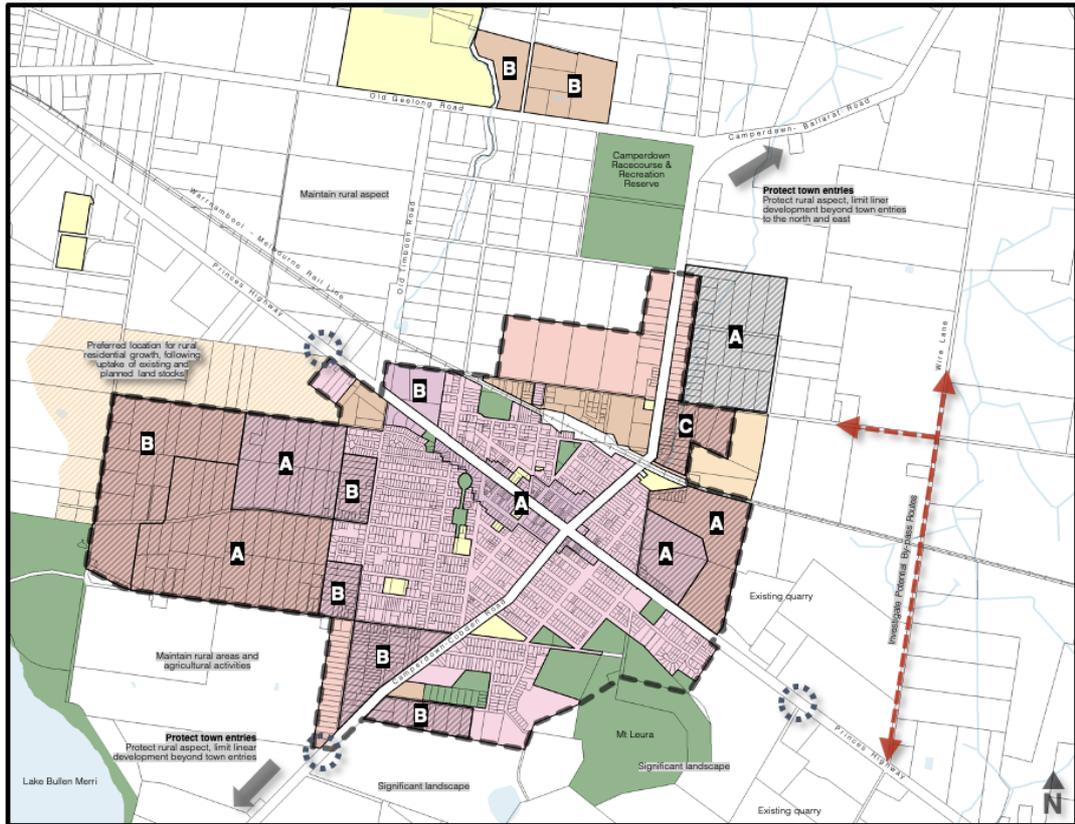
Maintain the cohesive nature of the township by respecting neighbourhood character in new building design and subdivision patterns.

Support infill development within existing residentially zoned land.

Support coordinated residential subdivision of under-developed land within the General Residential Zone.

CORANGAMITE PLANNING SCHEME

Camperdown Township Land Use Framework Plan



LEGEND

	Settlement Boundary		Public Use / Community Assets		Recreational Facilities Encourage and enhance cohesive development of recreational facilities
	Gateway Nodes / Town Focal Points		Waterway / Lake		
	Residential Development A New Residential B Existing Residential - 1,000 sqm avg		Commercial Development A Maintain strong main street focus B Potential new business area		Industrial Development Protect existing residential development A Provide for expansion of industrial development within town B Provide for potential out-of-town industrial uses
	Low Density Residential A Low Density Residential - 0.4ha B Low Density Residential - 2 Ha C Restructure Area		Rural Living		Farming A Restructure Area

11.03-6L-02 Cobden

03/11/2023
C59cora

Policy application

This policy applies to land identified in the Cobden Framework Plan to this Clause.

Strategies

Support and protect the operations and growth of Cobden Aerodrome, including day and night operations, use by emergency services, certification to a Code 1 airport, and the prevention of encroachment from incompatible uses.

Protect employment land from encroachment by sensitive uses into buffer areas and support new employment land in the west of Cobden.

Deliver the Cobden town trail that:

- Protects, enhances and connects assets in Cobden, including the rail trail, activities in Racecourse Reserve, the playground, town centre and Tandarook Park.
- Delivers enhanced gateways, arrival points and wayfinding including at Racecourse Reserve, town centre entrances and along movement networks.
- Supplements the movement network with safer crossings and new footpaths to connect growth nodes.

Support a revitalised town centre through streetscape improvements, maximising the contribution of heritage assets and visitors, and encourage commercial infill development and a variety of businesses including those active on weekday afternoons, weekends and evenings (night time economy).

Plan for existing and new housing by:

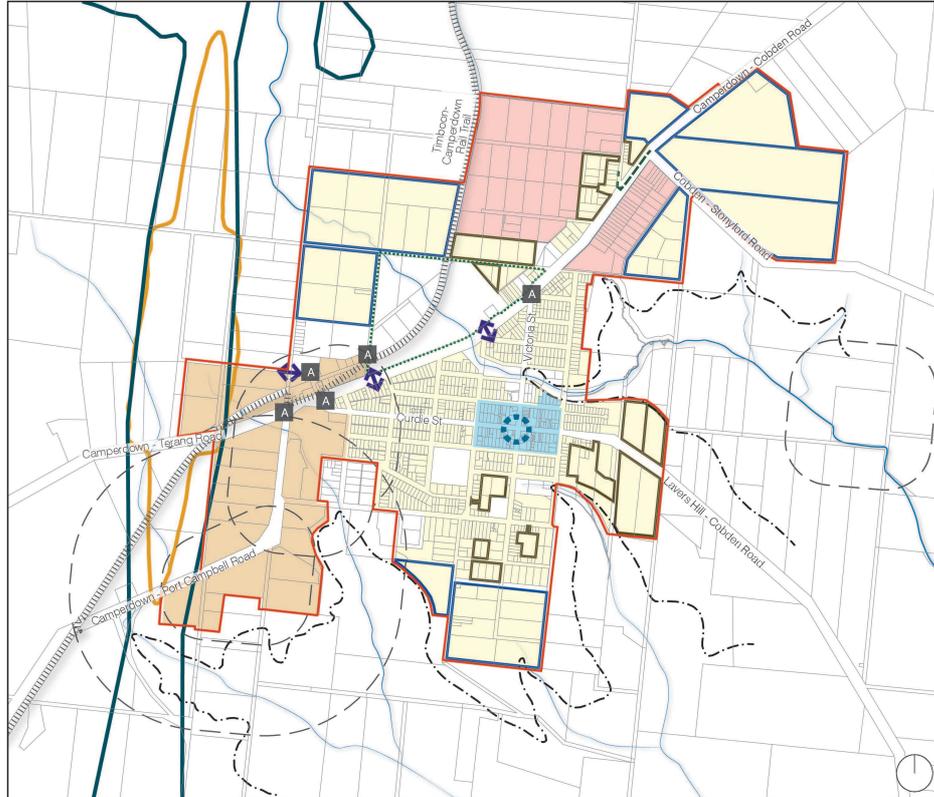
- Maintaining the low density residential area as a location for minimal change and most other residential areas, including infill sites, as locations for incremental change.
- Planning and delivering three growth nodes for greenfield subdivision.
- Promoting substantial change, including to support the town centre and visitor accommodation, on land adjoining the Commercial 1 Zone.
- Releasing land for residential development according to a plan, monitor and rezone / release approach to support sustainable delivery of new homes.

Support the resilience of Cobden by planning new development to be responsive to:

- Bushfire hazards, including creating effective hazard interfaces through perimeter roads, vegetation management, development setbacks and subdivision design.
- Significant flora and fauna.
- Contaminated land, including any contaminated soil that may be identified during development works.
- Accesses to available physical services.
- Flooding impacts.

CORANGAMITE PLANNING SCHEME

Cobden Framework Plan



Key

- | | |
|--------------------------------|---|
| Settlement boundary | Town centre/commercial area |
| Housing | Cobden Aerodrome |
| Minimal change areas | ANEC20 Noise contour |
| Incremental change areas | Obstacle limitation surfaces |
| Substantial change areas | Cobden Town Trail |
| Infill development opportunity | Gateways and arrival points |
| Residential growth node | Safer crossings |
| Industry | New footpaths |
| Industrial development | Avoid development on steeper land beyond the 120m contour |
| Industrial use buffers | |

11.03-6L-03 Port Campbell

24/12/2021
C51cora

Policy application

This policy applies to land identified in the Port Campbell Township Land Use Framework Plan attached to this Clause.

Use and development strategies

Support development that maintains Port Campbell's low scale coastal village character and is compatible with the landscape setting of the town.

Support development that incorporates setbacks and landscaping to maintain the green separation of buildings in both the commercial and residential areas.

Support small scale infill development on existing large lots.

Support development at higher densities in and around the commercial centre.

Support the consolidation of the commercial area by avoiding commercial activities establishing outside the existing commercial area.

Encourage active street frontages in commercial areas and the provision of a variety of commercial building styles and sizes.

Maintain a compact urban form and prevent urban use and development establishing outside the urban zones of the town.

Avoid development that would compromise important viewsheds from the town including along ridgelines around town, the cliffs and bay, along the estuary and to the rural areas to the north of the town and visual links to the National Park.

Avoid development that increases the risk of geological failure/landslip.

Encourage accommodation as part of a commercial development to be sited:

- To the rear of the commercial development.
- On the upper floor of commercial developments along Lord Street and Cairns Street.

Support development that provides for the inclusion of attractive spaces integrated into the street that encourage gathering of people.

Facilitate the development of a range of dwellings and accommodation types in Port Campbell to cater for the needs of all residents and visitors and meet growth demands.

Support development that provides a variety of lot sizes.

Traffic strategies

Facilitate pedestrian and bicycle travel in preference to motor vehicle travel and support the development of bicycle and walking trails in and around Port Campbell.

Provide vehicle parking that does not compromise the amenity of the town.

Tourism strategies

Support tourism development and activity that does not detrimentally affect the natural features and environmental values of the town's surrounds.

Support opportunities that will increase visitation to Port Campbell in terms of number of visitors and length of stay.

Support the development of quality facilities and infrastructure to cater for the needs of visitors, including car parking and accommodation that suits the needs of a range of age groups and budgets.

Build on the natural assets of the town and facilitate their development into tourist attractions for example heated ground water, marine attractions and walking trails.

CORANGAMITE PLANNING SCHEME

Encourage tourist accommodation on the eastern side of Trega Street/southern side of Morris Street.

Port Campbell Township Land Use Framework Plan



LEGEND

	Settlement Boundary		Public Use / Community Assets		National Park / Greenspace Protect the environmental qualities of the Park.
	Gateway Nodes / Town Focal Points		Waterway / Lake		
	Residential Development Infill residential development to be encouraged on vacant and large lots within settlement boundary. Ensure green landscaping between buildings.		Commercial Development Consolidate and enhance commercial centre Ensure adequate parking A Active frontages along Lord Street B Long-term commercial development area C Allow for the continuation of permissible commercial development		Low Density Residential
	Mixed Use B Long-term commercial development area				

11.03-6L-04 Princetown

24/12/2021
C51cora

Policy application

This policy applies to land identified in the Princetown Township Land Use Framework Plan attached to this Clause.

Development strategies

Consolidate the town centre around the existing hotel and general store with residential and commercial development that improves the streetscape character.

Maintain and enhance the low scale character of the Princetown Township Area.

Support development fronting Post Office Road within the Princetown Town Centre that:

- Respects and does not compromise the urban design character established by the existing general store and hotel.
- Minimises impacts on the natural landscape.
- Improves the streetscape character particularly for pedestrian user comfort and safety.
- Has minimal impact on the environmental capacity of the land particularly with regard to effluent disposal and stormwater drainage.

Support development on vacant lots within the Princetown Township Area that:

- Minimises the impact of the building on the natural landscape.
- Avoids the loss of native vegetation and incorporates substantial indigenous native revegetation.

Support limited rural residential development within the Princetown Northern Area that minimises the impact of buildings on the natural landscape and maintains the outlook over the Gellibrand River Valley and wetlands.

Avoid linear or ribbon development along the Great Ocean Road except for dwellings that support agricultural use or eco-tourism development that has minimal impact on the environment.

Avoid industrial development within the Princetown Township Area.

Support development that provides for a reasonable sharing of views.

Encourage development outside the town centre to maintain the landscape character setting by:

- Avoiding locating on ridgelines.
- Avoiding the destruction of native vegetation.
- Planting indigenous native vegetation.

Tourism strategies

Support low scale camping style eco-tourism use of the Princetown Recreation Reserve.

Environmental strategies

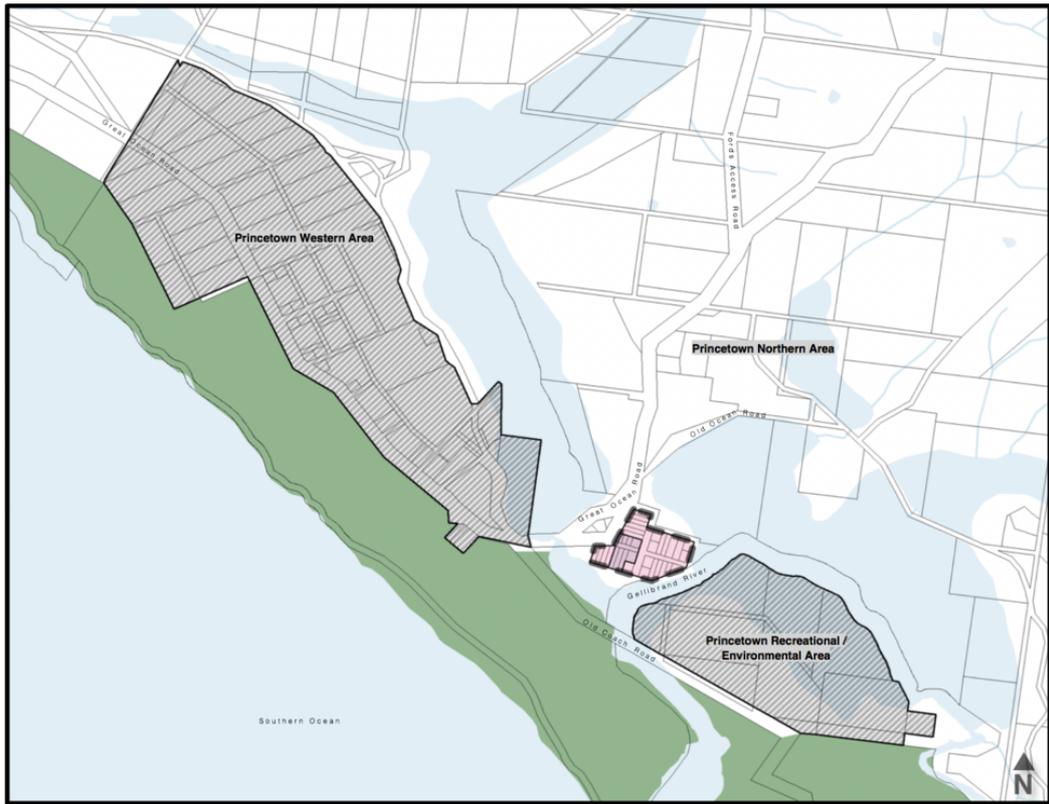
Avoid development that impacts the water quality and riparian and estuarine vegetation of the Gellibrand River and Latrobe Creek and adjacent wetlands.

Support development that avoids disturbing acid sulphate soils, or where disturbance is unavoidable, ensure it complies with the EPA's Industrial Waste Management Policy (Waste acid sulphate soils).

Support development that is set back from the coastline, estuary shoreline or wetland edge to avoid impacts associated with climate change and sea level rise effects and allow migration of estuarine wetlands.

CORANGAMITE PLANNING SCHEME

Prinetown Township Land Use Framework Plan



LEGEND

- | | | | | | |
|---|-----------------------|---|-------------------------|--|--------------------|
|  | Prinetown Town Centre |  | National Park |  | Waterway / Wetland |
|  | Town Centre |  | Residential Development | | |

11.03-6L-05 Skipton

Proposed C64cora

Policy application

This policy applies to land identified in the Skipton Township Land Use Framework Plan attached to this Clause.

Strategies

Support:

- Infill residential development within the town boundary.
- Residential and commercial expansion within the growth areas.
- Retail development within the Town Centre and Retail Hub.
- Industrial development to the western edge of town.
- A mix of tourism, recreation and commercial uses within the Rural Activity and Mixed Use Zones.

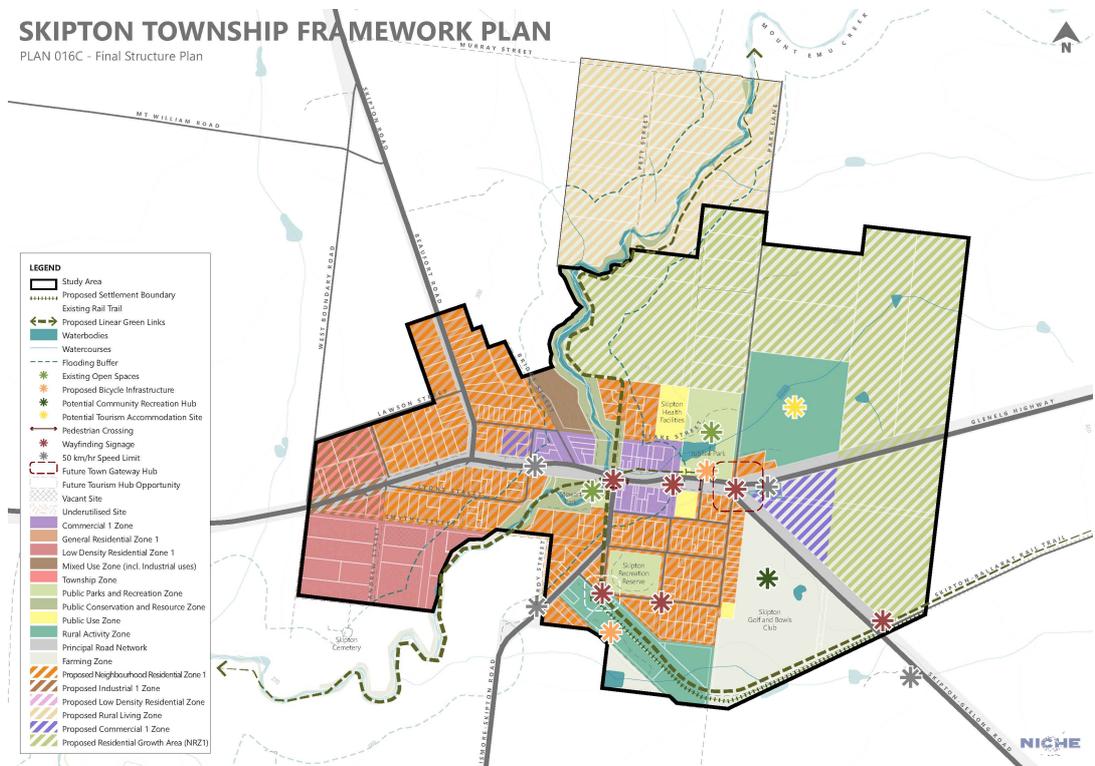
Avoid residential development on:

- Industrial land to the western edge of Skipton.
- Land outside the town boundary.

Improve connections between the town centre to Stewart and Jubilee Parks, Mount Emu Creek and the Skipton-Ballarat Rail Trail.

Support the development of short-term accommodation options, including camping and caravan park accommodation on land adjacent to Jubilee Park.

Skipton Township Land Use Framework Plan



11.03-6L-06 Terang

24/12/2021
C51cora

Policy application

This policy applies to land identified in the Terang Township Land Use Framework Plan attached to this Clause.

Strategies

Support residential development that provides a variety of housing types including small and large lots, housing to suit retirees and an aging population, and tourist accommodation.

Facilitate urban development in growth corridors in the following manner:

- Infill residential development before allowing any further rezoning of land for future residential development.
- Low density residential development to the west of the town/Princes Highway.
- Vacant land to the east of the town to be retained for future residential use, subject to the supply of water and sewerage.

Avoid residential development on land:

- Between the Noorat Road, the railway line and the Pejark Drain.
- In the vicinity of the industrial and Commercial 2 zoned land to limit potential future land use conflict.
- Immediately south of the dry lake to preserve the rural aspect.

Encourage the development of a retirement village on the saleyards site or accommodation suitable for older persons on underutilised commercial land off the main street.

Support further industrial development at the industrial estate and along Peterborough Road.

Support the development and events associated with the horse racing industry.

Develop open space links within the urban area to Lake Terang to link like uses and improve amenity.

Support the development of arts and cultural facilities to meet the needs of the local and regional community and enhance tourism opportunities.

Support development that maintains the character of the area's topography, building scale and bulk.

Encourage restoration of commercial buildings, including restoring façades consistent with their heritage.

CORANGAMITE PLANNING SCHEME

Terang Township Land Use Framework Plan



LEGEND

	Settlement Boundary		Public Use / Community Assets		Open Space and Tourism Facilities
	Gateway Nodes		Waterway / Dry Lakebed		Rail Line
	Residential Development		Commercial Development		Industrial Development
	A New Residential		Maintain strong main street focus		Protecting existing industrial development
			A Primary commercial precinct		A Provide for expansion of industrial development within town
			B Highway and larger scale business area		B Provide for higher amenity and interface industrial uses
	Low Density Residential		Rural Living		

11.03-6L-07 Timboon

24/12/2021
C51cora

Policy application

This policy applies to land identified in the Timboon Township Land Use Framework Plan attached to this Clause.

Strategies

Maintain thick vegetation on entries to and within town and discourage development that will impact on the natural aspect of the valley's viewshed.

Protect vegetation along Timboon-Port Campbell Road.

Minimise the visual impact of built form and car parks by providing landscaping.

Support coordinated commercial and residential development in the town centre to enhance its relationship with Powers Creek.

Protect the railway site as an important historical site and support opportunities for tourism development and community uses.

Support gourmet food and primary producers within the local area.

Contain residential development within the identified urban growth boundary.

Support infill residential development as a first priority before investigating further rezoning of land for residential development.

Direct low density residential development to preferred areas south of the town and a limited amount on Curdies River Road opposite the golf course.

Encourage the development of tourism accommodation.

--/--/---
Proposed C64cora

SCHEDULE 11 TO CLAUSE 43.04 DEVELOPMENT PLAN OVERLAY

Shown on the planning scheme map as **DPO11**.

SKIPTON GROWTH AREA

1.0

Objectives

--/--/---
Proposed C64cora

To provide bushfire protection measures in conjunction with the development of Skipton's residential growth area.

To ensure subdivision and development of the land positively contributes to the established neighbourhood character and rural setting of Skipton.

To ensure development appropriately addresses rural interfaces.

To provide for a range of lot sizes and integrated development opportunities that respond to site features and cater to the key worker housing demand.

To facilitate the orderly sequencing of development.

2.0

Requirement before a permit is granted

--/--/---
Proposed C64cora

A permit may be granted to use or subdivide land, construct a building or construct or carry out works before a development plan has been prepared to the satisfaction of the responsible authority.

3.0

Conditions and requirements for permits

--/--/---
Proposed C64cora

None specified.

4.0

Requirements for development plan

--/--/---
Proposed C64cora

A development plan must, as appropriate, include the following requirements:

Site analysis

- A site analysis plan that identifies the key attributes and constraints of the land and its context, including:
 - Topographical features.
 - Landscape features.
 - Existing buildings and infrastructure (including dams).
 - The relationship between the land and any existing and proposed use and development on adjoining land.
 - Any other relevant elements or features of the land and its surrounds.
- A bushfire hazard site assessment that assesses bushfire hazards in accordance with AS3959-2018 Building in a Bushfire Prone Area (Standards Australia) that confirms a BAL12.5 will be achieved in completed development and specifies where bushfire vegetation management is required.

Subdivision layout concept

Subdivision layout concept plans and an accompanying report, which includes:

- A subdivision layout that compliments town character and integrates with rural interfaces.
- The provision of a variety of lot sizes, including integrated development opportunities for key worker housing and lots with bushfire setbacks that address rural interfaces and key views.
- Passive and active recreation opportunities, including shared paths that provide direct and recreational pedestrian/cycle routes to town.

CORANGAMITE PLANNING SCHEME

- Building envelopes that are set back from any bushfire hazard consistent with the separation distances specified in AS3959-2018 Building in a Bushfire Prone Area (Standards Australia) to enable a BAL12.5 in completed development. The requirement for a building envelope does not apply to a lot outside of the Bushfire Management Overlay where a dwelling sited on any part of a lot would satisfy the requirement.
- A perimeter road adjoining bushfire hazards to be retained within the site and from hazards on adjoining land.
- Water Sensitive Urban Design measures to ensure water management and environmental sustainability are appropriately addressed to avoid any offsite impacts to water quality and potential flooding in line with predicted effects of climate change, including wetlands or alternative on-site retarding basins, as appropriate.

Vegetation Management Plan

A biodiversity assessment to determine any significant vegetation communities and/or species requiring protection.

A vegetation management plan in accordance with the following requirements:

- Grass must be short cropped and maintained during the declared fire danger period.
- All leaves and vegetation debris must be removed at regular intervals during the declared fire danger period.
- Within 10 metres of a building, flammable objects must not be located close to the vulnerable parts of the building.
- Plants greater than 10 centimetres in height must not be placed within 3 metres of a window or glass feature of the building.
- Shrubs must not be located under the canopy of trees.
- Individual and clumps of shrubs must not exceed 5 square metres in area and must be separated by at least 5 metres.
- Trees must not overhang or touch any elements of the building.
- The canopy of trees must be separated by at least 5 metres. For a lot entirely outside of the Bushfire Management Overlay, this requirement can be varied by the canopy of trees being separated by at least 2 metres.
- There must be a clearance of at least 2 metres between the lowest tree branches and ground level.

SCHEDULE TO CLAUSE 72.03 WHAT DOES THIS PLANNING SCHEME CONSIST OF?**1.0**---
Proposed C64cora**Maps comprising part of this planning scheme:**

Zoning and Overlay maps

- 1, 1DPO, 1ESO, 1HO, 1VPO, 1FO, 1BMO
- 2, 2DDO, 2DPO, 2ESO, 2HO, 2FO, 2VPO
- 3, 3ESO
- 4, 4ESO, 4HO, 4SLO, 4VPO
- 5, 5ESO, 5HO, 5SLO, 5BMO
- 6, 6ESO, 6HO, 6SLO, 6VPO
- 7, 7ESO, 7HO, 7VPO
- 8, 8DDO, 8ESO, 8HO, 8SLO, 8VPO, 8BMO
- 9, 9HO, 9VPO
- 10, 10HO, 10BMO
- 11, 11ESO, 11HO, 11VPO, 11BMO, 11PAO
- 12, 12ESO, 12HO, 12VPO
- 13, 13BMO, 13DPO, 13ESO, 13HO, 13SCO, 13SLO,
- 14, 14HO, 14SLO
- 15, 15DPO, 15EAO 15ESO, 15HO, 15SCO
- 16, 16DPO, 16ESO, 16HO, 16SCO, 16SLO
- 17, 17DPO, 17EAO, 17ESO, 17HO, 17RO, 17RXO, 17LSIO, 17SCO, 17SLO
- 18, 18BMO, 18ESO, 18HO, 18SCO, 18SLO, 18VPO,
- 19, 19ESO, 19HO
- 20, 20BMO, 20ESO, 20HO, 20SCO, 20SLO, 20VPO
- 21, 21AEO, 21DDO, 21DPO, 21ESO, 21HO, 21VPO, 21SLO, 21BMO
- 22, 22AEO, 22DDO, 22DPO, 22HO, 22EAO
- 23, 23ESO, 23HO, 23SLO, 23VPO, 23BMO
- 24, 24ESO, 24HO, 24VPO, 24BMO
- 25, 25DDO, 25ESO, 25HO, 25SLO, 25VPO, 25BMO
- 26, 26BAO, 26BMO, 26DDO, 26DPO, 26EAO, 26ESO, 26HO, 26VPO
- 27, 27DDO, 27DPO, 27HO, 27SLO, 27BMO
- 28, 28EAO, 28ESO, 28HO, 28SLO, 28VPO, 28BMO
- 29, 29EMO, 29ESO, 29VPO, 29BMO
- 30, 30HO, 30BMO, 30DDO
- 31, 31DDO, 31ESO, 31HO, 31SCO, 31SLO, 31VPO, 31BMO
- 32, 32ESO, 32HO, 32SLO 32BMO
- 33, 33DDO, 33ESO, 33HO, 33SLO 33VPO, 33BMO

SCHEDULE TO CLAUSE 72.08 BACKGROUND DOCUMENTS**1.0**---
Proposed C64cora**Background documents**

Name of background document	Amendment number - clause reference
<i>Camperdown Heritage Study - Assessment of Places of Cultural Significance in the Town of Camperdown, Study Findings and Final Report, Volumes 1 & 2 (A Willingham, 1995 & 1998)</i>	C3 Clauses 02 and 15
<i>Camperdown Strategic Development Plan 2001-2010 (Ochre Consulting, 2001)</i>	C16 (Parts 1 & 2) Clauses 02 and 11
<i>Cobden Structure Plan (Corangamite Shire Council, 2022)</i>	C59cora Clauses 02 and 11
<i>Corangamite Heritage Study Stage 2, Volumes 1, 2 & 3. Revised (Corangamite Shire Council, R Tonkin, & S Westbrooke, 2014)</i>	C16 (Parts 1 & 2) Clauses 02, 11 and 15
<i>Corangamite Rural Living Strategy (Myers Planning Group, 2019)</i>	C51 Clauses 02, 11 and 16
<i>Corangamite Shire Planning Framework on Electronic Gaming Machines (Corangamite Shire Council, 2015)</i>	C40 Clauses 02 and 52.28
<i>Corangamite Shire Tourism Opportunity Study (Corangamite Shire Council, 2010)</i>	C30 Clauses 02 and 17
<i>Domestic Wastewater Management Plan (Corangamite Shire Council, 2014)</i>	C45 Clauses 02 and 19
<i>Draft Guidelines for Assessment of Heritage Planning Applications (Heritage Victoria, 2000)</i>	C3 Clauses 02 and 15
<i>Economic Development Strategy (Corangamite Shire, 2017)</i>	C45 Clauses 02 and 17
<i>Gellibrand River Estuary and Wetland Management Plan (Centre for Environmental Management University of Ballarat & Ecoscape, 2001)</i>	C21 Clauses 02, 11 and 12
<i>Great Ocean Road Tourism Destination Management Plan (Regional Development Victoria, 2012)</i>	C45 Clauses 02, 11, 12, 13 and 17
<i>Great South Coast Regional Growth Plan (Victorian Government, 2014)</i>	VC106 Clauses 11 to 19
<i>Industrial Land Strategy (Urban Enterprise, 2013)</i>	C38 Clauses 02 and 19
<i>Infrastructure Design Manual (Local Government Infrastructure Design Association, 2018)</i>	C38 Clauses 02 and 19
<i>Port Campbell Urban Design Framework (Chris Dance Land Design, 2002)</i>	C13 Clauses 02 and 11
<i>Princetown Strategic Development Plan 2000-2010 (Ochre Consultants, 2001)</i>	C21 Clauses 02 and 11
<i>Princetown Urban Design Framework (Urban Future Consulting, 2004)</i>	C21 Clauses 02 and 11

CORANGAMITE PLANNING SCHEME

Name of background document	Amendment number - clause reference
<i>Shipwreck Coast Master Plan</i> (Parks Victoria, 2015)	C45 Clauses 02, 11, 12 and 13
<i>Skipton Strategic Development Plan 2000-2010</i> (Ochre Consultants, 2001)	C28 Clauses 02 and 11
<i>Skipton Structure Plan</i> (Niche Planning Studios, 2024)	C64 Clauses 02 and 11
<i>Terang Strategic Development Plan 2001-2010</i> (Ochre Consulting, 2001)	C16 (Parts 1 & 2) Clauses 02 and 11
<i>Timboon Strategic Development Plan 2000-2010</i> (Ochre Consultants, 2001)	C13 Clauses 02 and 11
<i>Urban Design Framework for Cobden, Skipton and Timboon</i> (David Lock and Associates, 2002)	C13 Clauses 02 and 11

9 Officer's Reports

9.1 Fraud and Corruption Control Policy

Directorate:	Corporate and Community Services
Author:	David Harrington, Director Corporate and Community Services
Attachments:	<ol style="list-style-type: none">1. Fraud and Corruption Control Policy January 2025 [9.1.1 - 7 pages]2. Fraud and Corruption Control Policy January 2025 Tracked Changes [9.1.2 - 13 pages]

Declaration

Chief Executive Officer – David Rae

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

Author – David Harrington

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 Councillors to consider adopting the updated Fraud and Corruption Control (F&CC) Policy. This Policy has been reviewed and updated to align with the latest fraud and corruption control standard AS8001:2021.

Introduction

Fraud and corruption present significant risks that can adversely impact Council's ability to deliver efficient and cost-effective projects and services. Beyond financial implications, fraud and corruption can severely damage the Council's reputation and erode community trust. Therefore, it is imperative for councils to establish and maintain robust practices in fraud and corruption identification, prevention, auditing, and training.

The updated F&CC Policy is a critical component of a broader control framework designed to:

- Minimise vulnerabilities through proactive risk management.
- Enhance transparency and trust within the community.
- Comply with current governance standards.

Issues

To address evolving governance standards and reinforce Council's commitment to effective fraud and corruption management, Corangamite Shire Council engaged an external consultant to assist in developing a comprehensive Fraud and Corruption Control Framework. The framework's primary objectives include:

- Ensuring compliance with AS8001:2021.
- Strengthening mechanisms for prevention, detection, and response to fraud and corruption incidents.

The updated F&CC Policy will form part of a wider control framework that will include:

- Risk Assessment Templates to identify vulnerabilities.
- Procedures and Annual Control Plan for ongoing implementation.
- Public-facing information to enhance community transparency.

As the first phase, the updated F&CC Policy incorporates key changes such as:

- Change in name from Fraud and Corruption Prevention policy to Fraud and Corruption Control policy to reflect guidance under AS8001:2021.
- Clear roles and responsibilities.
- A definitive zero-tolerance statement on fraud and corruption.
- A structured approach to investigating incidents.
- Comprehensive definitions to ensure clarity and consistency.

Policy and Legislative Context

This report is in keeping with the commitments in the Council Plan 2021-2025:

Theme Five - Community Leadership
Having strong governance practices

Section 54 2(c) of the Local Government Act 2020 specifies that the Council Audit & Risk Committee monitor and provide advice on risk management and fraud prevention systems and controls.

Internal / External Consultation

Corangamite Shire Council collaborated with an external consultant to develop the updated F&CC Policy and its supporting framework.

The Audit & Risk Committee played an important role in shaping the updated policy by providing expert feedback. The Committee recommended the policy for adoption by Council at their December 2024 meeting.

Financial and Resource Implications

A budget allocation is in place to support the updates to the F&CC framework. No additional financial or resource implications are anticipated at this time.

Options

Council may choose to:

1. Adopt the Fraud and Corruption Control Policy 2025 as presented.
2. Not adopt the policy.
3. Seek amendments to the proposed policy before adoption.

Conclusions

The review and update of the Fraud and Corruption Control Policy reflects Council's proactive approach to governance and risk management. Leveraging specialist advice, the Council is aiming to establish a comprehensive framework that integrates prevention management, risk assessment, training, and auditing functions. This framework will position the Council to effectively manage fraud and corruption risks while maintaining the trust and confidence of the community.

RECOMMENDATION - 9.1

That Council:

1. **Revoke the Fraud and Corruption Prevention Policy March 2021**
2. **Adopt the Fraud and Corruption Control Policy January 2025**

Fraud and Corruption Control Policy

Corangamite Shire

January 2025



Council Policy

Fraud and Corruption Control

Purpose

To support the provision of good governance by committing to effective prevention, detection, and response to fraud and corruption and requiring the establishment of an adequate fraud and corruption control system.

Scope

This policy applies to fraud and corruption committed against council, and to fraud and corruption committed by or in the name of council.

It applies to both internal and external fraud and corruption.

This policy applies to councillors, members of council staff, volunteers, members of council committees, contractors, customers and suppliers.

It does not apply to fraud committed against an individual, including consumer fraud.

Definitions

Audit and Risk Committee - committee established by council under section 53 of the *Local Government Act 2020* (the Act)

Corrupt conduct - has the meaning set out in section 4 of the *Independent Broad-based Anti-corruption Commission Act 2011*

Corruption - dishonest activity in which a person associated with council acts contrary to the interests of council and abuses their position of trust to achieve personal advantage or advantage for another person or organisation. This can also involve corrupt conduct by council, or corrupt conduct by a person purporting to act on behalf of and in the interests of council, to secure some form of improper advantage for council either directly or indirectly. While the conduct must be dishonest for it to meet the definition of corruption, the conduct does not necessarily represent a breach of the law.

External fraud - fraudulent activity where no perpetrator is employed by or has a close association with council.

Fraud - dishonest activity causing actual or potential gain or loss to any person or organisation including theft of moneys or other property, including intellectual property and other intangibles such as information, by persons internal or external to council or where deception is used at the time, immediately before or immediately following the activity. Fraud also includes the deliberate

falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information or position for personal financial benefit. While conduct must be dishonest for it to meet the definition of fraud the conduct need not necessarily represent a breach of the criminal law. Fraud can involve fraudulent conduct by internal or external parties targeting council or corrupt conduct by or in the name of council targeting external parties.

Fraud and corruption control system - framework for controlling the risks of fraud and corruption against or by an organisation.

Fraud and corruption event - instance of fraudulent or corrupt activity against or by an organisation.

Information security - preservation of confidentiality, integrity, and availability of information.

Internal fraud - fraudulent activity where at least one perpetrator is employed by or has a close association with the target organisation and has detailed internal knowledge of that organisation's operations, systems and procedures.

Members of council staff - persons appointed by the Chief Executive Officer (other than an independent contractor under a contract for services or a volunteer) under section 48 of the Act to enable the functions of council under the Act or any other Act to be carried out and to enable the Chief Executive Officer to carry out their functions.

Risk - effect of uncertainty on objectives.

Serious risk – a risk that is likely to have an impact on council, if it occurred, with the potential to threaten council's economic viability in the short, medium or long term or to have a noticeable impact on council's reputation

Volunteer – a person who performs or offers to perform a council service voluntarily.

Whistleblower – a person who reports wrongdoing.

Policy

Ethical conduct and integrity

Council is committed to achieving a culture of honesty, integrity, ethical behaviour and professionalism where there is consistent demonstration of strong ethical standards, maintenance of an effective integrity framework, control of fraud and corruption risks, and adherence to good governance.

No tolerance of fraud and corruption

Council has zero tolerance for fraud and corruption and acknowledges that fraud and corruption are serious financial and reputational risks.

Establishing a fraud and corruption control system

Council must implement an appropriate fraud and corruption control system, including adequate fraud and corruption control resourcing, that effectively responds to an organisational fraud and corruption risk assessment.

The fraud and corruption control system must aim to effectively prevent, detect, and respond to, fraud and corruption, in line with the requirements of the Australian Standard *AS 8001 - Fraud and corruption control*.

The risk management principles and the risk management process set out in the International Standard *ISO 31000 – Risk management - guidelines* must be applied in the management of fraud and corruption.

The fraud and corruption control system must aim to control risks of fraud and corruption against council, and control risks of fraud and corruption committed by or in the name of council.

The fraud and corruption control system must be consistent with relevant legislation and organisational policies.

Investigating fraud and corruption events

Reported, suspected, and actual fraud and corruption events must be investigated.

Investigations of, and responses to, fraud and corruption events must be discrete and confidential to the extent that they do not prejudice disciplinary or criminal outcomes, as well as considering the welfare and reputation of whistle-blowers, witnesses, and alleged offenders.

Investigations and responses must also comply with the law, the principles of natural justice, and human rights obligations.

Responsibilities

Council

- Overall oversight of the council organisation and ensuring that there is in place a fraud and corruption control system that meets the requirements of this policy.
- Receive reports on the effectiveness of the fraud and corruption control system.
- Review the fraud and corruption control policy as required.

Chief Executive Officer

- Implement a fraud and corruption control system that meets the requirements of this policy and any applicable standards.
- Ensure that fraud and corruption control system initiatives are coordinated with council's broader risk management approach and implemented across all organisational functions.
- Monitor and report on the effectiveness of the fraud and corruption control system.
- Receive public interest disclosures of fraud and corruption.
- Report to the Independent Broad-based Anti-corruption Commission (IBAC) any matter suspected on reasonable grounds to involve corrupt conduct, occurring, or having occurred.

Audit and Risk Committee

- Review, monitor and provide advice on the development and implementation of the fraud and corruption control policy and the fraud and corruption control system in line with its responsibilities as set out in the Act, and in the Audit and Risk Committee Charter.
- Require the internal auditor to identify and report on changes to the level of fraud and corruption risk in Council's overall operating environment and from delivery of internal audit projects.
- Discuss with the external auditor the audit procedures that aim to detect material misstatements in council's financial statements due to fraud.

Members of council staff

- Report actual, or suspected, fraud, corruption, improper conduct, and breaches of the law to the Chief Executive Officer or Public Interest Disclosures Coordinator.
- Undertake fraud and corruption training at induction and every year.

Information Technology Manager

- Prepare, implement, and maintain an information security system based on a business risk approach that establishes, operates, monitors, reviews, maintains, and improves information security, including the capability to assist detection of fraud and corruption events.

Public Interest Disclosures Coordinator

- Receive and assess disclosures of fraud and corruption events.
- Notify public interest disclosures to IBAC.
- Coordinate investigations of fraud and corruption events that are not public interest complaints.
- Coordinate welfare arrangements for whistleblowers.

Fraud and Corruption Control Officer

- Prepare, coordinate, implement and maintain the fraud and corruption control system.

Contractors and suppliers

- Implement, as required, those elements of the fraud and corruption control system that are established in line with this policy and that are relevant to their engagement.
- Report actual, or suspected, fraud, corruption, improper conduct, and breaches of the law to the Chief Executive Officer or Public Interest Disclosures Coordinator.

References

Standards

- AS 8001 - Fraud and Corruption Control
- ASA 240 – The auditor’s responsibilities relating to fraud in an audit of a financial report
- ISO 31000 - Risk management – Guidelines

Legislation

- *Audit Act 1994*
- *Charter of Human Rights and Responsibilities Act 2006*
- *Gender Equality Act 2020*
- *Independent Broad-based Anti-corruption Commission Act 2011*
- *Local Government Act 2020*
- *Public Interest Disclosures Act 2012*

Policies

- Audit and Risk Committee Charter
- Making and Handling Public Interest Disclosures

Compliance

The implications of this policy have been assessed in accordance with the requirements of the Victorian Charter of Human Rights and Responsibilities.

The policy does not adversely impact community members or employees of different genders and has been developed in accordance with the *Gender Equality Act 2020*.

Section 9(1) of the Act requires council to give effect to the overarching governance principles in the performance of its role. In developing this policy, council has considered and given effect to those principles.

Monitoring and review

The audit and risk committee must monitor, review and provide advice to council on this policy and its implementation in line with the audit and risk committee work plan.

The policy may be amended by council at any time but must be reviewed by council, and amended, if necessary, by January 2027.

Minor amendments may be made to the policy and authorised by the Chief Executive Officer at any time. Minor amendments are changes to the policy of an insubstantial, administrative or minor editorial nature, that do not alter the policy’s purpose or outcomes or impact on related policies or stakeholders to whom the policy applies. Minor amendments include, but are not limited to, format and typographical improvements, updating the titles of positions and organisational units, changes to the responsible officer, authorising officer and review date, updates to references to legislation, standards, guidelines or other policies.

Adopted at Council on: January 2025

Agenda Item: TBA

Responsibility: Manager Governance & Civic Support

Document Number: 2777246

Attachment: 9.1.1 Fraud and Corruption Control Policy
January 2025

Department: Governance & Civic Support

To be reviewed by: January 2027

Policy Number: CORCOM 09-05

Page Number: 7

Fraud and Corruption

~~Prevention~~ Control

Policy

Corangamite Shire

~~March 2021~~



**CORANGAMITE
SHIRE**

January 2025

DRAFT



**CORANGAMITE
SHIRE**

Council Policy



CORANGAMITE
SHIRE

Fraud **Prevention** and **Corruption** Control

Introduction

This policy sets the framework for the prevention, identification, management and prosecution of acts or potential acts of fraud that could be encountered by Corangamite Shire Council (Council).

Purpose

The purpose of To support the Fraud provision of good governance by committing to effective prevention, detection, and Corruption Prevention response Policy is to:

- Identify areas of risk in relation to fraud within and corruption and requiring the organisation.
- Protect the reputation, revenue, expenditure and property of the organisation.
- Implement establishment of an adequate fraud prevention and detection controls within the organisation to minimise losses through fraud.
- Maintain an ethical climate within the organisation which encourages all Councillors and staff to be active in protecting public money and property corruption control system.
- Monitor and review fraud risk areas and controls on an ongoing basis.
- Prosecute offenders following appropriate investigation.

Scope

This policy reflects the principles contained within the Councillor Code of Conduct and The Code of Conduct for Staff and applies to all: fraud and corruption committed against council, and to fraud and corruption committed by or in the name of council.

- Councillors, employees and volunteers of Council.
- persons who interact with It applies to both internal and external fraud and corruption.
- This policy applies to councillors, Council including members of the public council staff, volunteers, members of council committees, contractors, consultants and committee members.

Council employees are responsible for ensuring there are adequate measures to prevent and detect fraud within the areas under their control by:

Adopted at Council on: ~~23 March 2024~~ January 2025

Agenda Item: ~~9.3 TBA~~

Responsibility: ~~Director Corporate & Community Services~~ Manager Governance & Civic Support

Attachment: ~~9.1 27 fraud and Corruption Control Policy~~
January 2025 Tracked Changes

Department: ~~Corporate & Community Services~~ Governance & Civic Support

To be reviewed by: ~~March 2023~~ January 2027

Policy Number: CORCOM 09-05

Page Number: 4
Page 81 | 133

~~•~~ ~~employing with legislation customers and Council policies and practices; suppliers.~~

- ~~• ensuring staff understand their responsibilities through adequate supervision, acting within their delegated powers, written procedures and position descriptions;~~

~~It does not apply to fraud committed against an individual, including consumer fraud.~~

Definitions

Audit and Risk Committee - committee established by council under section 53 of the *Local Government Act 2020* (the Act)

Corrupt conduct - has the meaning set out in section 4 of the *Independent Broad-based Anti-corruption Commission Act 2011*

Corruption - dishonest activity in which a person associated with council acts contrary to the interests of council and abuses their position of trust to achieve personal advantage or advantage for another person or organisation. This can also involve corrupt conduct by council, or corrupt conduct by a person purporting to act on behalf of and in the interests of council, to secure some form of improper advantage for council either directly or indirectly. While the conduct must be dishonest for it to meet the definition of corruption, the conduct does not necessarily represent a breach of the law.

External fraud - fraudulent activity where no perpetrator is employed by or has a close association with council.

Fraud - dishonest activity causing actual or potential gain or loss to any person or organisation including theft of moneys or other property, including intellectual property and other intangibles such as information, by persons internal or external to council or where deception is used at the time, immediately before or immediately following the activity. Fraud also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information or position for personal financial benefit. While conduct must be dishonest for it to meet the definition of fraud the conduct need not necessarily represent a breach of the criminal law. Fraud can involve fraudulent conduct by internal or external parties targeting council or corrupt conduct by or in the name of council targeting external parties.

Fraud and corruption control system - framework for controlling the risks of fraud and corruption against or by an organisation.

Fraud and corruption event - instance of fraudulent or corrupt activity against or by an organisation.

Information security - preservation of confidentiality, integrity, and availability of information.

Adopted at Council on: Janauary 2025
Agenda Item: ~~X.XTBA~~
Responsibility: Manager ~~Finance Governance & Civic Support~~
Document Number: 2777246

Department: ~~Finance Governance & Civic Support~~
To be reviewed by: ~~March 2023~~ January 2027
Policy Number: CORCOM 09-05

Page Number: 5

Internal fraud - fraudulent activity where at least one perpetrator is employed by or has a close association with the target organisation and has detailed internal knowledge of that organisation's operations, systems and procedures.

Members of council staff - persons appointed by the Chief Executive Officer (other than an independent contractor under a contract for services or a volunteer) under section 48 of the Act to enable the functions of council under the Act or any other Act to be carried out and to enable the Chief Executive Officer to carry out their functions.

Risk - effect of uncertainty on objectives.

Serious risk – a risk that is likely to have an impact on council, if it occurred, with the potential to threaten council's economic viability in the short, medium or long term or to have a noticeable impact on council's reputation

Volunteer – a person who performs or offers to perform a council service voluntarily.

Whistleblower – a person who reports wrongdoing.

Adopted at Council on: Janaury 2025
Agenda Item: ~~X.XTBA~~
Responsibility: Manager ~~Finance Governance & Civic~~
Support
Document Number: 2777246

Department: ~~Finance Governance & Civic Support~~
To be reviewed by: ~~March 2023~~ January 2027
Policy Number: CORCOM 09-05

Page Number: 6

Policy

Ethical conduct and integrity

Council is committed to achieving a culture of honesty, integrity, ethical behaviour and professionalism where there is consistent demonstration of strong ethical standards, maintenance of an effective integrity framework, control of fraud and corruption risks, and adherence to good governance.

No tolerance of fraud and corruption

Council has zero tolerance for fraud and corruption and acknowledges that fraud and corruption are serious financial and reputational risks.

Establishing a fraud and corruption control system

Council must implement an appropriate fraud and corruption control system, including adequate fraud and corruption control resourcing, that effectively responds to an organisational fraud and corruption risk assessment.

The fraud and corruption control system must aim to effectively prevent, detect, and respond to, fraud and corruption, in line with the requirements of the Australian Standard AS 8001 - *Fraud and corruption control*.

The risk management principles and the risk management process set out in the International Standard ISO 31000 – *Risk management - guidelines* must be applied in the management of fraud and corruption.

The fraud and corruption control system must aim to control risks of fraud and corruption against council, and control risks of fraud and corruption committed by or in the name of council.

The fraud and corruption control system must be consistent with relevant legislation and organisational policies.

Investigating fraud and corruption events

Reported, suspected, and actual fraud and corruption events must be investigated.

Investigations of, and responses to, fraud and corruption events must be discrete and confidential to the extent that they do not prejudice disciplinary or criminal outcomes, as well as considering the welfare and reputation of whistle-blowers, witnesses, and alleged offenders.

Investigations and responses must also comply with the law, the principles of natural justice, and human rights obligations.

Adopted at Council on: ~~23 March 2024~~ January 2025

Agenda Item: ~~9.3TBA~~

Responsibility: ~~Director Corporate & Community Services~~ Manager Governance & Civic Support

~~Attachment: 9.1 277246~~ Fraud and Corruption Control Policy
January 2025 Tracked Changes

Department: ~~Corporate & Community Services~~ Governance & Civic Support

To be reviewed by: ~~March 2023~~ January 2027

Policy Number: CORCOM 09-05

Responsibilities

- ~~Council~~ Fraud: A deception through an act, expression, omission or concealment which is deliberately practiced in order to secure unfair or unlawful advantage for personal gain while causing injury or loss to Council. Or more simply, fraud is dishonestly obtaining a benefit, or causing a loss, by deception or by other means. Fraud may include, but is not limited to, the following acts:
 - ~~theft~~
 - ~~obtaining property, a financial advantage or any other benefit by deception~~
 - ~~providing false or misleading information to a statutory authority or failing to provide information where there is an obligation to do so~~
 - ~~causing a loss, or avoiding or creating a liability by deception~~
 - ~~creating, using or possessing forged or falsified documents~~
 - ~~bribery, the acceptance of bribes, corruption or abuse of office~~
 - ~~unlawful (including unauthorised) use of Council resources and assets, including misuse of information technology, plant and machinery, light fleet vehicles, telephones and other property or services~~
 - ~~non declaration of Conflicts of Interest or receipt of gifts leading to personal or associated advantage~~
 - ~~disclosure of sensitive or confidential information with the discloser obtaining some benefit; and~~
 - ~~any offences of a like nature to those listed above.~~

Fraud Control Officer: senior council officer responsible for

- Overall oversight of the council organisation and ensuring that there is in place a fraud and corruption control system that meets the requirements of this policy.
- Receive reports on the effectiveness of the fraud and corruption control system.
- Review the fraud and corruption control policy as required.

Chief Executive Officer

- Implement a fraud and corruption control system that meets the requirements of this policy and any applicable standards.
- Ensure that fraud and corruption control system initiatives are coordinated with council's broader risk management approach and implemented across all organisational functions.
- Monitor and report on the effectiveness of the fraud and corruption control system.
- Receive public interest disclosures of fraud and corruption.
- Report to the Independent Broad-based Anti-corruption Commission (IBAC) any matter suspected on reasonable grounds to involve corrupt conduct, occurring, or having occurred.

Audit and Risk Committee

- Review, monitor and provide advice on the development and implementation of the

Fraud and Corruption Control Plan. The Director Corporate and

Adopted at Council on: ~~23 March 2024~~ January 2025

Agenda Item: ~~9.3TBA~~

Responsibility: ~~Director Corporate & Community Services~~ Manager Governance & Civic Support

Document Number: ~~-2777246~~

Attachment: 9.1.2 Fraud and Corruption Control Policy
January 2025 Tracked Changes

Department: ~~Corporate & Community Services~~ Governance & Civic Support

To be reviewed by: ~~March 2023-January 2027~~

Policy Number: CORCOM 09-05

Page Number: 3

Page 85 | 133

~~Community Services assumes this function~~ fraud and corruption control policy and the fraud and corruption control system in line with its responsibilities as set out in the Act, and in the Audit and Risk Committee Charter.

- Require the internal auditor to identify and report on changes to the level of fraud and corruption risk in Council's overall operating environment and from delivery of internal audit projects.
- Discuss with the external auditor the audit procedures that aim to detect material misstatements in council's financial statements due to fraud.

Members of council staff

- Report actual, or suspected, fraud, corruption, improper conduct, and breaches of the law to the Chief Executive Officer or Public Interest Disclosures Coordinator.
- Undertake fraud and corruption training at induction and every year.

Information Technology Manager

- Prepare, implement, and maintain an information security system based on a business risk approach that establishes, operates, monitors, reviews, maintains, and improves information security, including the capability to assist detection of fraud and corruption events.

- ~~Public Interest Fraud and Corruption Control Plan: The Fraud and Corruption Control Plan is a summary of Council's fraud risks and controls in place, or being developed, to minimise and combat those risks. It is intended to clearly set out prescriptive measures to prevent and limit the effects of fraud.~~
- ~~Corrupt Conduct: is that defined under section 4 of the *Independent Broad-based Anti-corruption Commission Act 2011*~~

Disclosures Coordinator

- Receive and assess disclosures of fraud and corruption events.
- Notify public interest disclosures to IBAC.
- Coordinate investigations of fraud and corruption events that are not public interest complaints.
- Coordinate welfare arrangements for whistleblowers.

Fraud and Corruption Control Officer

- Prepare, coordinate, implement and maintain the fraud and corruption control system.

Contractors and suppliers

- Implement, as required, those elements of the fraud and corruption control system that are established in line with this policy and that are relevant to their engagement.

Adopted at Council on: ~~23 March 2024~~ January 2025

Agenda Item: ~~9.3TBA~~

Responsibility: ~~Director Corporate & Community Services~~ Manager Governance & Civic Support

Document Number: ~~-2777246~~

Attachment: 9.1.2 Fraud and Corruption Control Policy January 2025 Tracked Changes

Department: ~~Corporate & Community Services~~ Governance & Civic Support

To be reviewed by: ~~March 2023-January 2027~~

Policy Number: CORCOM 09-05

Page Number: 4

- Report actual, or suspected, fraud, corruption, improper conduct, and breaches of the law to the Chief Executive Officer or Public Interest Disclosures Coordinator.

Adopted at Council on: ~~23 March 2024~~ January 2025

Agenda Item: ~~9.3~~ TBA

Responsibility: ~~Director Corporate & Community Services~~ Manager Governance & Civic Support

Document Number: ~~-2777246~~

Attachment: 9.1.2 Fraud and Corruption Control Policy
January 2025 Tracked Changes

Department: ~~Corporate & Community Services~~ Governance & Civic Support

To be reviewed by: ~~March 2023~~ January 2027
Policy Number: CORCOM 09-05

Page Number: 5

References

~~Corangamite Shire Councillor Code of Conduct~~

~~Corangamite Shire Employee Code of Conduct~~ **Standards**

- AS 8001 - Fraud and Corruption Control
- ASA 240 – The auditor’s responsibilities relating to fraud in an audit of a financial report
- ISO 31000 - Risk management – Guidelines

Legislation

- Audit Act 1994
- Charter of Human Rights and Responsibilities Act 2006

Gender Equality

~~Public Interest Disclosure Policy~~

- Local Government Act 2020

~~Financial Management Act 1994~~

- Independent Broad-based Anti-corruption Commission Act 2011
- Local Government Act 2020
- Public Interest Disclosures Act 2012 ~~Victorian Auditor General’s Office~~ 2012

~~Australian Standard AS 8001-2008: Fraud and Corruption Control~~

Policy Detail

~~Council will not tolerate any act or behaviour that is illegal, will materially damage Council and or is likely to bring Council’s reputation into disrepute. Council will prosecute those acting illegally and take further legal action to recover any losses.~~

~~Council’s Fraud Control Officer will implement a structured Fraud and Corruption Control Plan. The Fraud and Corruption Control Plan will ensure that there are procedures, guidelines, programs and subsidiary policies (if necessary) in place that protect Council’s assets and resources, integrity, security and consequently its reputation within the community from fraudulent acts.~~

~~All administrative and management practices will support the Fraud and Corruption Control Plan through the fostering of an ethical culture, transparency and accountability. Councillors and employees are to maintain a high degree of integrity and ethical behaviour at all times. Ethical behaviour in all Council dealings will also foster an external environment that encourages the prevention, detection and reporting of any fraudulent act involving or impacting on Council.~~

~~Actual or suspected fraudulent acts must be reported immediately either directly or via senior management to the Chief Executive Officer (CEO). The CEO will investigate such acts, report to Council and involve the Police where necessary. The Fraud Control Officer will report such acts to the Audit and Risk Committee. The CEO must report all suspected corrupt conduct (defined above) to the Independent Anti-Corruption Commission in the first instance (section 57A Independent Broad-based Anti-corruption Commission Act 2011).~~

Adopted at Council on: ~~23 March 2024~~ January 2025

Agenda Item: ~~9.3~~ TBA

Responsibility: ~~Director Corporate & Community Services~~ Manager Governance & Civic Support

Document Number: ~~-2777246~~

Attachment: 9.1.2 Fraud and Corruption Control Policy
January 2025 Tracked Changes

Department: ~~Corporate & Community Services~~ Governance & Civic Support

To be reviewed by: ~~March 2023~~ January 2027

Policy Number: CORCOM 09-05

Page Number: 6

~~Where the actual or suspected fraud relates to the CEO the allegation may be reported to the Director Corporate and Community Services (DC&CS). The DC&CS is then delegated CEO responsibilities for the purposes of this policy.~~

~~Allegations of Fraud or Corrupt Conduct may also be reported to the Independent Broad-based Anti-corruption Commission (IBAC) under the Policies~~

- ~~• Audit and Risk Committee Charter~~
- ~~• Making and Handling Public Interest Disclosures ~~Act 2012~~ or~~

Compliance

~~The implications of this policy have been assessed in accordance with Council's Public Interest Disclosure Policy.~~

~~Council's Human Resource policies and procedures will ensure that all staff are kept informed of this policy. A copy of this policy is to be made available to all staff.~~

Specific responsibilities

Council:

- ~~• demonstrate good governance and ethical behaviour in the provision of all services to the community and in the management of Council,~~
- ~~• ensure management has appropriate resources and measures to detect, prevent and control fraud.~~

Audit & Risk Committee:

- ~~• assist management to achieve sound managerial review and control over all Council activities through the use of internal and external audit functions,~~
- ~~• assist the Fraud Control Officer in the preparation of the Fraud and Corruption Control Plan.~~
- ~~• monitor the effectiveness of the Fraud and Corruption Control Plan~~
- ~~• review the Fraud and Corruption Control Plan annually~~

Chief Executive Officer:

- ~~• ensure procedures support the reporting of all fraudulent or suspected fraudulent acts,~~
- ~~• investigate fraudulent acts (reported or otherwise), report to Council and take legal redress when necessary, including criminal prosecution.~~
- ~~• report all suspected corrupt conduct to the Independent Anti-Corruption Commission~~

Senior Officer Group:

- ~~• ensure there are appropriate and adequate internal controls in place to provide reasonable assurance for the prevention and detection of fraud and corruption by;~~
 - ~~○ promptly responding to concerns and issues raised,~~
 - ~~○ monitoring compliance with Council policies, rules and regulations,~~
 - ~~○ promoting staff awareness of their responsibilities supported by adequate training, supervision and documented procedures,~~
 - ~~○ setting an example and advising employees of the acceptability or otherwise of their conduct,~~
 - ~~○ reviewing procedures as prevailing circumstances change.~~

Employees/Volunteers/Contractors/Consultants:

- ~~• act with propriety in all Council activities,~~
- ~~• must NOT use their position with Council to gain personal advantage or to confer advantage, or disadvantage, on any other person,~~

Adopted at Council on: ~~23 March 2024~~ January 2025

Agenda Item: ~~9.3TBA~~

Responsibility: ~~Director Corporate & Community Services~~ Manager Governance & Civic Support

Document Number: ~~-2777246~~

Attachment: 9.1.2 Fraud and Corruption Control Policy
January 2025 Tracked Changes

Department: ~~Corporate & Community Services~~ Governance & Civic Support

To be reviewed by: ~~March 2023~~ January 2027
Policy Number: CORCOM 09-05

Page Number: 7

- ~~safeguard Council assets against theft, misuse or improper use;~~
- ~~report any suspicion of fraudulent activity.~~

~~**Fraud Control Officer;**~~

- ~~prepare a Fraud and Corruption Control Plan in consultation with the Audit and Risk Committee~~
- ~~implement the Fraud and Corruption Control Plan~~

~~**Fraud and Corruption Control Plan**~~

~~The Fraud and Corruption Control Plan, as a minimum, must give consideration to:~~

- ~~Fraud Risk Profiling and Assessment including:
 - ~~Areas of fraud including related party transactions~~
 - ~~Associated risks~~
 - ~~Controls and measures to mitigate risk~~
 - ~~Officers responsible for implementing risk mitigation measures~~~~
- ~~Ongoing monitoring and reporting;~~
- ~~Identification of “red flag” indicators to assist in fraud detection;~~
- ~~Employee awareness and conduct training;~~
- ~~Internal controls to be maintained to minimise fraud;~~
- ~~Fraud incident investigation protocol.~~

~~**Fraud Investigation**~~

~~The Chief Executive Officer, or delegate, will respond to, investigate and assess allegations of fraud. All reported acts or suspected act of fraud will be investigated by:~~

- ~~thoroughly reviewing reported incident to establish the facts,~~
- ~~allowing for an investigation independent of management if appropriate,~~
- ~~acting quickly to preserve evidence, being mindful to not in any way compromise a possible future criminal investigation,~~
- ~~presenting a case to police if evidence is sufficient~~
- ~~taking remedial action eg pursue legal action to recover lost funds or assets.~~
- ~~maintaining confidentiality and disclosing information only to those who need to know in order not to prejudice any disciplinary or any criminal action.~~

~~At the conclusion of any fraud investigation, systems and procedures will be reviewed to identify deficiencies with internal controls.~~

~~**Disciplinary Matters: Codes of conduct and discipline procedures**~~

~~Any individual, including councillors and employees, who commits a fraudulent act that impacts upon Council can expect legal action for redress. All councillors and employees (including contractors and volunteers) are subject to the respective Code of Conduct. Employees will be summarily dismissed where a fraud has been committed.~~

~~**Miscellaneous**~~

~~Council will keep a register of fraud related risks as part of its risk register and will, as part of its human resource practices, where the nature of the position requires:-~~

- ~~verify employees references and qualifications; and~~
- ~~conduct police checks before engaging employees.~~

~~**Review Date**~~

~~The Policy will be reviewed in March 2023 or earlier if necessary.~~

Adopted at Council on: ~~23 March 2024~~ January 2025

Agenda Item: ~~9.3TBA~~

Responsibility: ~~Director Corporate & Community Services~~ Manager Governance & Civic Support

Document Number: ~~-2777246~~

Attachment: 9.1.2 Fraud and Corruption Control Policy January 2025 Tracked Changes

Department: ~~Corporate & Community Services~~ Governance & Civic Support

To be reviewed by: ~~March 2023~~ January 2027

Policy Number: CORCOM 09-05

Page Number: 8

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

The policy does not adversely impact community members or employees of different genders and has been developed in accordance with the *Gender Equality Act 2020*.

Section 9(1) of the Act requires council to give effect to the overarching governance principles in the performance of its role. In developing this policy, council has considered and given effect to those principles.

Monitoring and review

The audit and risk committee must monitor, review and provide advice to council on this policy and its implementation in line with the audit and risk committee work plan.

The policy may be amended by council at any time but must be reviewed by council, and amended, if necessary, by January 2027.

Minor amendments may be made to the policy and authorised by the Chief Executive Officer at any time. Minor amendments are changes to the policy of an insubstantial, administrative or minor editorial nature, that do not alter the policy's purpose or outcomes or impact on related policies or stakeholders to whom the policy applies. Minor amendments include, but are not limited to, format and typographical improvements, updating the titles of positions and organisational units, changes to the responsible officer, authorising officer and review date, updates to references to legislation, standards, guidelines or other policies.

Adopted at Council on: ~~23 March 2024~~ January 2025

Agenda Item: ~~9.3TBA~~

Responsibility: ~~Director Corporate & Community Services~~ Manager Governance & Civic Support

Document Number: ~~-2777246~~

Attachment: 9.1.2 Fraud and Corruption Control Policy
January 2025 Tracked Changes

Department: ~~Corporate & Community Services~~ Governance & Civic Support

To be reviewed by: ~~March 2023~~ January 2027

Policy Number: CORCOM 09-05

Page Number: 9

9.2 Biannual Strategic Risk Report - July 2024

Directorate: Corporate and Community Services

Author: Michele Stephenson, Manager Human Resources and Risk

Previous Council Reference: Nil

Attachments: 1. Under Separate Cover - Strategic Risk Report 14 January 2025 [9.2.1 - 38 pages]

Declaration

Chief Executive Officer – David Rae

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

Author – Michele Stephenson

In providing this advice to Council as the Manager Human Resources and Risk, I have no interests to disclose in this report.

Summary

This report presents the Council's strategic risk profile effective on 14 January 2025. The Corporate Risk Register (CRR) Strategic Risk Report which is attached under separate cover details each strategic risk, its current and residual risk profile. The report is provided for Council's oversight and is prepared in accordance with the Local Government (Planning and Reporting) Regulations 2020 requirement for '*six-monthly reports of strategic risks to Council's operations, their likelihood and consequences of occurring, and risk minimisation strategies*'.

Introduction

Council's risk management process conforms to the international standard for risk management - AS/NZ ISO 31000:2018.

The Corangamite Shire Risk Management Framework is designed to provide an integrated approach to managing risk across the Council. The framework comprises the Risk Management Policy, Risk Management Procedure, Risk Register and the Risk Management Annual Plan. The Risk Management Procedure describes how the strategic risk profile is managed through the Corporate Risk Register (CRR). The CRR documents the strategic and operating risks to Council's operations, including their likelihood and consequence of occurring and risk mitigation strategies.

Through the CRR, all risks and the implementation of the associated controls and treatments can be monitored and reported.

The CRR is regularly reviewed, with operational risks identified or adapted to meet changing and emerging circumstances.

The Risk Appetite, described in the Risk Management Policy, is the amount of risk that the Council is willing to accept to achieve its objectives. It is established by assigning each of the risk categories one of the following risk appetites:

LOW – Council will not accept a high level of risk in the relevant category. Risk mitigation involves avoiding the risk or implementing robust controls.

MODERATE – Council accepts a moderate level of risk and has in place measures to mitigate the risk to an acceptable level of risk.

HIGH – Council is willing to accept a high level of risk to achieve objectives with a high risk/reward pay off.

The Risk Assessment Process

The CRR is not static and is an ongoing process of identifying and mitigating new and existing operational risks by 'risk owners'.

For each risk the CRR contains:

- A description of the risk
- The likelihood that the risk may occur
- The impact or consequence if the risk occurs
- Existing controls in place to mitigate the risk
- The Risk Rating (likelihood x consequence)
- Treatment plans to mitigate the risk.

From this analysis the Residual Risk Level is determined.

The following Risk Matrix is used to determine the Risk Rating for a risk.

	Consequence / Likelihood	Insignificant	Minor	Moderate	Major	Catastrophic
Is almost certain to occur in most circumstances (80% plus)	Almost Certain	Medium	High	Extreme	Extreme	Extreme
Will probably occur (50-80%)	Likely	Medium	High	High	Extreme	Extreme
Might occur at some time in future (20-50%)	Possible	Low	Medium	Medium	Extreme	Extreme
Could occur but doubtful (5-20%)	Unlikely	Low	Low	Medium	High	Extreme
May occur but only in exceptional circumstances (<5%)	Rare	Low	Low	Low	Medium	High

Level	Description
Low	Manage by routine procedures
Medium	Specific Management responsibility
High	Needs senior management attention
Extreme	Detailed action plan required

Council’s strategic risks and their risk rating

Full details of the likelihood, consequence, controls and treatments for each risk can be found in the Strategic Risk Report (under separate cover), including the current (after controls and before treatments) and residual (after treatments are applied) risk profile. There were two outstanding treatments at the time of this report. These treatments will be addressed once a permanent Regulatory Services Manager is appointed to the role.

The table and heat map below describe Council’s strategic risks and their risk profile after controls and additional mitigating treatments have been considered.

Risk No	Risk Description	Residual Risk Rating
124	STRATEGIC RISK - Emergency management planning is ineffective.	Medium
123	STRATEGIC RISK - Council fails to support, protect and advocate for agricultural activity in the region.	Medium
122	STRATEGIC RISK - Council ineffectively manages the health, social and economic impacts on the community from infectious diseases and pandemics affecting humans and/or animals	Medium
121	STRATEGIC RISK - Ineffective strategic planning to support future business and population growth and demographic change	Medium
104	STRATEGIC RISK - Council demonstrates poor governance and ethical standards	Medium
103	STRATEGIC RISK - A cyber-attack or unauthorised access compromises the integrity of Information Communication and Technology Systems	Medium
56	STRATEGIC RISK - Failure to maintain a safe and healthy workplace	Medium
55	STRATEGIC RISK - Failure to provide a qualified and competent workforce	Medium
54	STRATEGIC RISK - Council infrastructure is inadequately maintained	Medium
53	STRATEGIC RISK - Ineffective community engagement.	Medium
52	STRATEGIC RISK - Community health and wellbeing services are not safely or competently delivered	Medium
51	STRATEGIC RISK - Ineffective adaptation or response to climate variability, adverse environmental conditions and natural disasters	Medium
50	STRATEGIC RISK - An environmental incident occurs	Medium
47	STRATEGIC RISK - Litigation against Council due to a statutory or policy breach	Low
46	STRATEGIC RISK - A fraud or corruption event occurs	Medium
45	STRATEGIC RISK - Legislative or regulatory changes	Medium

Table 1: Council Strategic Risks

	Insignificant	Minor	Moderate	Major	Catastrophic
Almost Certain					
Likely					
Possible		55	45, 50, 52, 53, 103, 104, 122, 123		
Unlikely			46, 51, 54, 56, 121, 124		
Rare			47		

Policy and Legislative Context

The Biannual Strategic Risk Report - July 2024 is in keeping with the commitments in the Council Plan 2021-2025:

- Theme Five - Community Leadership
- Having strong governance practices
- Ensuring that we maintain our strong financial position
- We provide a great work environment

The report is provided in accordance with the Local Government (Planning and Reporting) Regulations 2020 and Part 3 of the Council’s Risk Management Framework.

Internal / External Consultation

The Leadership Team and other risk owners continue to manage and monitor risks in consultation with the Executive Leadership Team. After the development of the 2026 – 2029 Council Plan, Councillors and the ELT will identify the strategic risks to the achievement of the new Council Plan’s objectives.

Financial and Resource Implications

There are no direct financial or resource implications as a consequence of this report.

Conclusions

Corangamite Shire Council objectives are set out in the Council Plan, and the management of risks to the achievement of these objectives is the primary aim of the Risk Management Framework.

In order to manage these risks, it is essential that consistent processes are adopted within the framework. The Corporate Risk Register is a critical element of the Risk Management Framework, and regular reporting to Council and the Audit and Risk

Committee assists in the management and oversight of risk effectively and efficiently across the organisation. This report provides the Council with the strategic risk profile effective on 14 January 2025.

RECOMMENDATION - 9.2

That Council receives the Corporate Strategic Risk Report for the six-month period ended 31 December 2024.

9.3 Contract No. 2025019 - Maddens Bridge Road Culvert Upgrade

Directorate: Works and Services

Author: John Kelly, Manager Assets Planning

Attachments: 1. CONFIDENTIAL REDACTED - Tender Evaluation Report - Contract No. 2025019 Upgrade to Maddens Bridge Road Culvert [9.3.1 - 4 pages]
2. CONFIDENTIAL REDACTED - List of Lowest Tender Prices - Contract 2025019 - Maddens Bridge Road Culvert Upgrade [9.3.3 - 1 page]

Declaration

Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020* the Chief Executive Officer has designated this attachment as confidential on the grounds that it contains private commercial information, being information provided by a business, commercial or financial undertaking that—

(i) relates to trade secrets; or

(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

In particular the attachment contains information regarding pricing and technical details relating to the tender submissions.

Chief Executive Officer – David Rae

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

Author – John Kelly

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

Summary

This report seeks to award the contract for the upgrade of the existing culvert crossing on Maddens Bridge Road located approximately 3km west of Cobden Warrnambool Road, Glenfyne.

Introduction

Maddens Bridge Road at the existing 2 x 1200mm diameter culvert crossing of Curdies River is regularly flooded during rain events resulting in the road being closed to vehicular crossing. The proposed replacement of the existing culverts with

2 x 3.0m wide x 2.4m high concrete culverts and the raising of the road level by 1.25m will make the road less susceptible to flooding.

A public tender was advertised with submissions sought from suitably qualified contractors for the upgrade of the culverts at Maddens Bridge Road.

Issues

Eleven tenders were received for the upgrade of the culverts in Maddens Bridge Road. Works in the contract include:

- Removal of existing culverts and surrounding material;
- Installation of new culverts and wingwalls;
- Install road pavement and a concrete floodway slab above the culverts.
- Install geotextile and beaching at the inlet and outlet of the culverts.

There were 10 conforming submissions and one non-conforming submission that did not adequately meet the requirements of the scope of works and was not considered further.

A panel of qualified and experienced Council staff evaluated the tender submissions according to the Council’s Procurement Policy and specified criteria. Each submission was assessed and scored out of 10 (0 = nil submission, 10 = fully met criteria) based on how well the criteria was met. The scores were then weighted according to the percentage breakdown of the criteria.

For the purpose of evaluation, the five companies that submitted the most competitive quotations in terms of pricing were taken into consideration. Aggregate scores for each of these conforming tender submissions are provided in Table 1 below with the specified weighted criteria.

	Tender Price (exc GST) \$	Financial Benefit	Experience, Past Performance	Time Management	Quality Assurance	Local Content	Weighted Score out of 30
Weighting		55%	20%	10%	10%	5%	
Contractor		Scores					
Civelite	334,187.72	16.4	4.8	2.4	2.1	0	25.7
Contractor No.2	386,680.00	13.9	4.3	2.4	2.1	0.3	23.0
Contractor No.3	469,958.30	11.7	5.0	2.3	2.2	0	21.2
Contractor No. 4	541,382.00	10.4	4.2	2.2	2.1	0.4	19.3
Contractor No. 5	545,062.56	10.6	4.5	2.3	2.1	0.2	19.7

Table 1: Aggregated Tender Submission Assessment

A Technical Evaluation Report which provides further detail on the assessment of tenderers is attached under separate cover.

It is considered that value for money is best achieved from the confirming tender submitted by Civelite at a price of \$367,606.49 (inc GST).

Policy and Legislative Context

The contract for the upgrade of the culverts in Maddens Bridge Road was advertised for public tender, as required under the Council policy, as it is a purchase greater than \$250,000.

This report is also in keeping with the commitments in the Council Plan 2021-2025:

Theme One - A Connected Community
Roads that are fit for purpose

Internal / External Consultation

Tenders for these works were invited through newspaper advertisements in November 2024. Forty-one sets of tender documents were downloaded from the Council website by prospective tenderers and other interested parties.

Financial and Resource Implications

The preferred tenderer's conforming tender price is \$367,606.49 (inc GST). The project is fully funded in the 2024-2025 budget from the Federal Government's Local Roads and Community Infrastructure (LRCI) Program.

The original budget provision for the project was \$330,000 (inc GST). The shortfall between the budget provision and the tender price would be covered from available budget savings identified from other projects in the LRCI program.

The contract is to be awarded on the basis of a two-year defects liability period.

Works are planned to commence in February 2025 and be completed by 30 May 2025 which is the Practical Completion Date for the contract. Civelite has advised that that it will deliver the project within the required contract period and has provided a construction program demonstrating this.

Options

Council may choose to either award this contract for the works as recommended, to another contractor or alternatively not to award the contract.

Conclusions

The contract for the upgrade of the culverts on Maddens Bridge Road at the crossing of Curdies River, Glenfyne has been tendered and evaluated in accordance with Council policy and the evaluation criteria. It is considered that the best overall value for Council is provided from the conforming tender submitted by Civelite Pty Ptd.

RECOMMENDATION - 9.3

That Council:

- 1. Awards Contract No. 2025019 – Upgrade of Culvert Crossing on Maddens Bridge Road, Glenfyne to Civelite Pty Ltd for the contract sum of \$367,606.49 (inc GST);**
- 2. Authorises the Chief Executive Officer to execute Contract 2025019 and any other documents required by or to give effect to the terms of the Contract on behalf of Council; and**
- 3. Authorises the Chief Executive Officer to approve contract variations in accordance with available budget savings identified through the LRCI funding program, up to a maximum value of 20% of the original contract price.**

9.4 Contract no. 2025022 - Installation of Shared User Path in Park Lane, Camperdown

- Directorate: Works and Services
- Author: John Kelly, Manager Assets Planning
- Attachments:
1. CONFIDENTIAL REDACTED - Tender Evaluation Report - Contract No. 2025022 Shared Use Path in Park Lane, Camperdown [9.4.1 - 5 pages]
 2. CONFIDENTIAL REDACTED - Copy of List of Lowest Tender Prices - Contract 2025022 - Park Lane Shared Path Camperdown [9.4.2 - 1 page]

Declaration

Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020* the Chief Executive Officer has designated this attachment as confidential on the grounds that it contains private commercial information, being information provided by a business, commercial or financial undertaking that—

- (i) relates to trade secrets; or
- (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

In particular the attachment contains information regarding pricing and technical details relating to the tender submissions.

Chief Executive Officer – David Rae

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

Author – John Kelly

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

Summary

This report seeks to award the contract for the installation of a shared use path in Park Lane, Camperdown and associated works.

Introduction

Council is delivering a project to install a 1.6km long x 2.0m concrete shared use path along the northern side of Park Lane from Bowen Street to the Lakes and Craters Caravan Park entrance in Camperdown. The new path will provide a safer alternative for those pedestrians and cyclists that currently travel along the road in Park Lane.

Tenders were sought from suitably qualified contractors for the construction of the path and associated works.

Issues

Fourteen tenders were received for the construction of the park. Works in the contract include:

- Construction of concrete shared use path
- Construction of underground pipes and outfalls
- Construction of 2 no. asphalt raised platforms
- Reinstatement of unsealed driveways and road verge

All tenders were deemed conforming and the tenderers are experienced contractors.

A panel of qualified and experienced Council staff evaluated the tender submissions according to the Council’s Procurement Policy and specified criteria. Each submission was assessed and scored out of 10 (0 = nil submission, 10 = fully met criteria) based on how well the criteria was met. The scores were then weighted according to the percentage breakdown of the criteria.

For the purpose of evaluation, the six companies that submitted the most competitive quotations in terms of pricing were taken into consideration. Aggregate scores for each of these conforming tender submissions are provided in Table 1 below with the specified weighted criteria.

	Tender Price (exc GST)	Financial Benefit	Experience, Past Performance	Time Management	Quality Assurance	Local Content	Weighted Score out of 30
Weighting		55%	20%	10%	10%	5%	
Contractor	Scores						
Brendan Simmonds Concrete Constructions	\$489,791.00	16.4	4.9	1.8	2.2	1.5	26.8
Contractor No.2	\$492,960.00	15.8	4.5	2.2	2.3	0.4	25.2
Contractor No.3	\$540,194.00	15.0	4.4	2.1	2.2	0.6	24.2
Contractor No. 4	\$544,824.00	13.8	4.0	1.9	2.1	1.5	23.3
Contractor No. 5	\$558,136.00	14.6	4.4	2.2	2.3	0.7	24.2
Contractor No. 6	\$570,389.70	13.3	4.6	2.3	2.2	0.5	22.8

Table 1: Aggregated Tender Submission Assessment

All contractors communicated their intention to utilise local suppliers and contractors to varying degrees for concrete works. This is scored as Local Content in the ratings criteria.

A Technical Evaluation Report which provides further detail on the assessment of tenderers is attached under separate cover.

It is considered that value for money is best achieved from the confirming tender submitted by Brendan Simmonds Concrete Constructions at a price of \$538,770.10 (inc GST).

Policy and Legislative Context

The contract for the installation of the shared use path in Park Lane was advertised for public tender, as required under the Council policy, as it is a purchase greater than \$250,000.

This report is also in keeping with the commitments in the Council Plan 2021-2025:

Theme One - A Connected Community

Roads that are fit for purpose

Footpaths that provide access to key destinations in our towns

Theme Three - A Healthy, Active and Resilient Community

Improving the health and wellbeing of our residents

Internal / External Consultation

Tenders were invited for these works by way of newspaper advertisements in November 2024. Thirty sets of tender documents were downloaded from the Council website by prospective tenderers and other interested parties.

Financial and Resource Implications

The 2024-2025 budget for the project is \$636,900 (inc GST) which is fully funded from the Transport Accident Commission's Safer Local Roads and Streets Program.

The preferred tenderer's conforming tender price is \$538,770.10 (inc GST).

The contract is to be awarded on the basis of a two-year defects liability period.

Works are planned to commence in February 2025 and be completed by 31 May 2025. Brendan Simmonds Concrete Constructions has provided a construction program demonstrating their ability to deliver the works by this date.

Options

Council may choose to either award this contract for the works as recommended, to another contractor or alternatively not to award the contract.

Conclusions

The contract for the installation of a shared use path in Park Lane, Camperdown has been tendered and evaluated in accordance with Council policy and the evaluation criteria. It is considered that the best overall value for Council is provided from the conforming tender submitted by Brendan Simmonds Concrete Constructions.

RECOMMENDATION - 9.4

That Council:

- 1. Awards Contract No. 2025022– Installation of a Shared Use Path in Park Lane, Camperdown to Brendan Simmonds Concrete Constructions for the contract sum of \$538,770.10 inc GST**
- 2. Authorises the Chief Executive Officer to execute Contract 2025022 and any other documents required by or to give effect to the terms of the Contract on behalf of Council; and**
- 3. Authorises the Chief Executive Officer to approve contract variations within the available budget up to a maximum value of 20% of the original contract price.**

9.5 Contract - Morehouses Bridge Rd Retaining Wall

Directorate: Sustainable Development
Author: Lyall Bond, Manager Environment and Emergency
Attachments: 1. CONFIDENTIAL REDACTED - Technical Evaluation Report
Contract for Morehouses Bridge Rd Wall Construction (Slip
Repair) [9.5.1 - 7 pages]

Declaration

Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020* the Chief Executive Officer has designated this attachment as confidential on the grounds that it contains private commercial information, being information provided by a business, commercial or financial undertaking that—

- (i) relates to trade secrets; or
- (ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

In particular the attachment contains information regarding pricing and the supply of materials, equipment and labour.

Chief Executive Officer – David Rae

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

Author – Lyall Bond

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

Summary

The purpose of this report is for Council to award a Contract for Morehouses Bridge Rd Retaining Wall Construction (Slip Repair), including the supply and installation of a gabion retaining wall and anchor system, as per the design and specification.

Introduction

In late 2022 a small, localised landslide took place on the eastern road embankment on a section of road along Morehouses Bridge Road, Glenfyne. The failure site is located approximately 930m south of the Morehouses Bridge Road/Cobden-Warrnambool Rd intersection at Glenfyne.

As part of the flood recovery program Council engaged AGR Geosciences (ARG) to undertake a preliminary geotechnical inspection of the failure site.

Detailed geotechnical investigation and testing was undertaken before final design documents were developed. The purpose of the detailed design was to understand the works required and the associated costs. This has allowed Council to apply for flood recovery funding through the Disaster Recovery Funding Arrangements (DRFA) certified estimate process and to also obtain prices from contractors to complete the works.

A three-quote process was undertaken with support from AGR and all funding documents have been submitted to the DRFA and funding is now approved. The submissions provided by contractors to complete the remedial works have now been evaluated, to identify the most appropriate contractor to complete the works.

Issues

The specification required the supply and installation of a gabion style retaining wall and anchor system, to repair the landslip that was impacting Morehouses Bridge Rd. The request from Council to contractors included all construction documentation and a full complement of geotechnical reports including the design and construction drawings, which also outlined the road pavement reinstatement requirements.

Three submissions were received. An evaluation of all submissions was undertaken by a panel of three Council staff in accordance with Council’s Procurement Policy.

All submissions conformed to the gabion wall and anchor requirements however two submissions did not propose to undertake all components of the work.

The submissions were assessed against the following evaluation criteria and weighting.

Criteria	Max Score
Price	35%
Meets Specification	40%
Detail of work	20%
Local Content	5%

Table 1: Evaluation Criteria

The table below provides the final aggregated score for each contractor with the evaluation criteria weighting applied. The Evaluation Report is provided under separate cover.

Contractor	Score out of 100
Submission 1 Ground Technique	77.7
Submission 2	34.5
Submission 3	37

Table 2: Aggregated assessment scores for Contract Morehouses Bridge Rd

Retaining Wall Construction (Slip Repair)

The submission from Ground Technique received the highest overall score in the evaluation. The cost of this submission is \$222,517 (including GST) and included all required items and complied with the specification.

The quotes from the other suppliers (submissions 2 and 3) excluded key items which were required under the design and site restoration requirements.

The submission provided by Ground Technique is within the budget estimate for the project and funding application provided to DRFA. This company has experience in delivering large-scale civil projects. They also demonstrated a good understanding of the project requirements and can deliver the project within Council's required timeframe.

Based on the assessment, the evaluation panel recommends that Council award the Morehouses Bridge Rd Retaining Wall Construction (Slip Repair) contract to Ground Technique.

Policy and Legislative Context

This report is in keeping with the commitments in the Council Plan 2021-2025:

- Theme One - A Connected Community
- Roads that are fit for purpose
- Infrastructure that enables industry and business growth

Collaborative procurement has been considered in accordance with Council's Procurement Policy and the *Local Government Act 2020*, however collaborative procurement was not considered an option for this contract due to the nature of the site and specific works required.

Assessment of the contractors' submissions have been undertaken in accordance with Council's Procurement Policy.

Internal / External Consultation

Due to the specialised nature of the work required, three specialist companies were provided with an invitation to quote on the project.

An evaluation panel was established to assess the submissions against the evaluation criteria. All panel members indicated there was no conflict of interest to declare.

Financial and Resource Implications

Council has successfully applied for funding through the DRFA certified estimate process for this project. This funding allows a budget for these works of \$206,300.09

excluding GST, plus a 25% project contingency, therefore providing a maximum budget amount of \$257,875.11 excluding GST.

Due to the nature of landslip repairs, there is the potential for variations to be incurred which may result in this procurement exceeding \$250,000 (tender threshold). If this should happen and to remain compliant with Council's Procurement Policy, this contract is being presented to Council for consideration and award.

Options

Council may choose to award the contract to Ground Technique for \$222,517 (including GST).

Alternatively, Council may decide not to award the works to Ground Technique and return to the market for further prices from contractors to undertake the works. This would potentially delay the project which is dependent on both funding and favorable weather conditions. If Council is successful with DRAFA funding, these works are required to be completed by 30 June 2025.

Conclusions

Council provided three companies with Invitations to Quote on the Morehouses Bridge Rd Retaining Wall Construction (Slip Repair) works.

Three contractors provided quotations of which only one complied with the specification. Based on the evaluation, it is recommended that Council award the works to Ground Technique for \$222,517 including GST.

RECOMMENDATION - 9.5

That Council:

- 1. Award Morehouses Bridge Rd Retaining Wall Construction (Slip Repair) works to Ground Technique for \$222,517 (including GST);**
- 2. Authorises the Chief Executive Officer to execute the Contract and any other documents required by or to give effect to the terms of the Contract on behalf of Council; and**
- 3. Authorises the Chief Executive Officer to approve variations to the contract sum in accordance with the 25% DRFA funding contingency allowance.**

9.6 Strategic Planning Consultant Procurement

Directorate: Sustainable Development
Author: Matthew Berry, Manager Planning and Building Services
Purpose: For Decision
Attachments: Nil

Summary

The purpose of this report is to seek approval for the contract variation and extension of strategic planning and related project management services for a current contractor to a maximum of \$500,000.

Introduction

The contractor was appointed in April 2022 to assist in Strategic Planning projects via procurement exemption with a further variance in October 2022.

Subsequently, in September 2023 a further contract with a maximum spend of \$440,000 was awarded by Council using a procurement exemption based on project knowledge, intellectual property and project understanding for specific professional services relating to strategic planning projects. These projects included the Cobden Structure Plan, Grow Corangamite: Our Agriculture Future Strategy, Skipton Structure Plan and Camperdown Production Precinct Plan. In September 2024 the list of projects was extended to include project supervision of the Camperdown and Terang Structure Plans.

Expenditure on current strategic planning projects and planning scheme amendments will see the \$440,000 threshold met by late February 2025. Consideration now needs to be given as to whether a variation and extension to the existing \$440,000 contract is considered by Council or a new procurement process undertaken.

Issues

Council does not currently employ a Strategic Planner. Each strategic planning project contains a budget allocation for professional and project supervision services provided by contractors or contract employees.

Where contracted strategic planning services aren't provided, significant challenges will be created in resourcing to deliver the following projects:

- Skipton Structure Plan planning scheme amendment implementation;
- Grow Corangamite planning scheme amendment implementation;
- Timboon Precinct Structure Plan planning scheme amendment implementation; and

- Camperdown and Terang Structure Plan project.

Options:

Two options include:

- Option A: Seek quotes/expressions of interest from the Professional Consultancy Services Panel (2024005); or
- Option B: Vary and extend the existing contract until 30 June 2025 with maximum cumulative expenditure of \$500,000 with no further extension.

Option A. Professional Consultancy Services Panel.

This option presents challenges with the timing of current strategic projects with potential service gap and delays in delivery.

Option B. Vary and Extend current contract.

This option to extend and vary the existing contract to 30 June 2025 has the advantage that the existing contractor has significant project knowledge of all current strategic planning projects and has provided a high level of service and strong track record in delivery of projects for Council. This option also provides certainty on day to day project management delivery and will see the projects brought to substantial completion by June 2025.

This option of seeking a further procurement exemption to extend the contract does have some weaknesses as this would be the fourth exemption for the same contractor, noting that the Panel of Professional Consultancy Services contract approved in June 2024 now lists a wide range of competent planning firms able to undertake this type of work at competitive rates.

To mitigate risks and for transparency in the work to be undertaken, any variation and extension of the current contract could be based on the following terms:

- A maximum cumulative spend be placed of up to \$500,000 (including GST);
- The contract expire on the 30 June 2025 with no further opportunity for extension;
- That the provision of professional strategic planning and project management service be limited to:
 - Terang and Camperdown Structure Plan project (Stage One);
 - Skipton Structure Plan planning scheme amendment implementation;
 - Grow Corangamite planning scheme amendment implementation;
 - Camperdown Production Precinct planning scheme amendment implementation;
 - Timber Precinct Plan planning scheme amendment implementation;

It is recommended that no new projects be added to this contract with this being the final variation and extension.

Policy and Legislative Context

The report is in keeping with the commitments to the Council Plan 2021-2025:

Theme One – A Connected Community

Infrastructure that enables industry and business growth

Infrastructure and services that deliver population growth and new housing

Theme Two – A Thriving Community

Facilitating and supporting economic development.

More housing and subdivision to cater for population growth.

A local tourism industry that is valued and recognized for its significant role to the Shire.

Corangamite's townships are attractive, accessible and appealing to visitors and are presented in a way in which our residents can be proud.

We retain and we grow our population.

Council's Procurement Policy – December 2021

Section 2.3.2.1 provides exemptions from public tendering for amounts over \$250,000. The tendering exemption would be under '10. Other specific Council exemptions'.

Internal / External Consultation

Internal consultation has occurred with the Finance Department in preparing this report. Consultation has also occurred with the current contractor confirming ability and capacity to vary and extend the contract to 30 June 2025.

Financial and Resource Implications

The proposed variation provides an overall increase of the contract by \$60,000 from \$440,000 to \$500,000. If procurement was undertaken the funding amount for services may alter depending on current market value.

Conclusions

The provision of professional strategic planning and project management services by Ms Wilkes over the next 5 months to 30 June 2025, will be in the best interests of the community and value to Council to substantially complete a variety of projects consistent with objectives and actions aligned with the Council Plan 2021-2025.

RECOMMENDATION - 9.6

That Council:

- 1. Awards a contract extension to Ms Kristen Wilkes in accordance with Council's Procurement Policy, item 2.3.2.1. Exemptions from Tendering subject to the following:**

- a. **A maximum cumulative spend be placed on this contract up to \$500,000 (including GST);**
 - b. **The contract expire on 30 June 2025;**
 - c. **That Strategic Planning and Project Delivery services be limited to the following projects;**
 - i. **Terang and Camperdown Structure Plan project (Stage One);**
 - ii. **Skipton Structure Plan planning scheme amendment implementation;**
 - iii. **Grow Corangamite: Securing our Agriculture Future planning scheme amendment implementation;**
 - iv. **Camperdown Production Precinct planning scheme amendment implementation; and**
 - v. **Timboon Precinct Plan planning scheme amendment implementation;**
- 2. Authorises the Chief Executive Officer to execute the Contract and any other documents required by or to give effect to the terms of the Contract on behalf of Council.**

9.7 Port Campbell Town Centre Revitalisation Project Update

Directorate: Sustainable Development
Author: Justine Linley, Director Sustainable Development
Attachments: 1. CONFIDENTIAL REDACTED - Port Campbell Project Budget Update January 2025 [9.7.1 - 1 page]

Declaration

Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020* the Chief Executive Officer has designated this attachment as confidential on the grounds that it contains Council business information, being information that would prejudice the Council's position in commercial negotiations if prematurely released. In particular the attachment contains information regarding estimates for works packages which could adversely influence competition.

Chief Executive Officer – David Rae

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

Author – Justine Linley

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

Summary

As the Port Campbell Town Centre Revitalisation Project approaches practical completion, a review of the project deliverables, scope and budget have been undertaken. This report provides options for Council's consideration regarding project costings, timeframes for delivery, funding and contractual obligations.

Introduction

The Port Campbell Town Centre Revitalisation Project addresses the public realm component of Port Campbell and represents an investment in upgrading and improving areas including the streetscape of Lord Street, Treglea Street, Morris Street, the foreshore area along Cairns Street and connectivity to the Headland trail area referred to locally as the surfers' carpark.

The aim of the project is to deliver a world class tourism product while ensuring the streetscape has improved functionality and better meets the needs of locals, especially in peak tourism times. The project seeks to re-position Port Campbell at

the heart of the Shipwreck Coast, while still meeting the needs of the local community.

Issues

The Project encountered a number of delays in the early stages relating to lack of suitable or available contractors. Many of these delays were outside of Council's control. Consequently, what was originally planned as a 2 to 2 and 1/2 year construction program with a single contractor was shortened to just under 18 months, with multiple contractors requiring more detailed project scoping and direct project management.

The implications of shortened timeframes and inability to secure a single contract meant that in 2024, construction re-commenced in late January through to the end of December 2024 with no breaks for Easter or other peak visitor periods as originally envisaged. In December 2024 this period was extended to enable project completion by end of March 2025. More complex procurement plans were necessary to cover the requirement to separate works into smaller packages, leading to more complex project delivery scheduling with shorter turnaround times for feedback and redesign if and when required.

In summary, the Project is divided into works to be undertaken as part of Contract 2023-017 and other works as follows:

Item	Delivery
Major works - Foreshore, Cairns Street and Lord Street	Contract 2023-017 – Civilnow lead contractor Foreshore redevelopment, construction of Cairns Street (between Lord Street and Tregaea Street), construction of Lord Street (between Morris Street through Cairns to Rocket Shed), installation of seven decks under Norfolk Pines on foreshore, construction of drainage, raingardens, raised planter beds, paving, asphalt, street furniture, lighting, parking bays
Integrated Art	Agreement – Dr Vicki Couzens (auspiced by RMIT) - Includes installation of 7 large tiles, community mosaic, community workshops and interpretive material
Headland/old Great Ocean Road (Surfers Carpark)	Council managed – external contractors. Surfacing and finishing works to be completed.
Traffic Calming (Cairns/Hennessy/Pitcher Streets)	Council managed – external contractors To be completed in 2025

Morris Street/Great Ocean Road Roundabout (Eastern Town Entry)	Council managed – external contractors To be completed in 2025
Bus parking Lord Street (Northern Entry)	Council managed – external contractors To be completed in 2025
Signage and wayfinding	Council managed – external contractors To be completed in 2025
Tregea Street Works	Council managed – external contractors, completed in 2024.
Morris Street Footpath and Tregea Street Footpath	Council Works Team - Completed in 2022-2023

In order to keep within 10% of budget and meet the intent of the scope of works, it was necessary for Council to re-visit some design elements including materials use and construction methods. As part of Contract 2023-017 negotiations were held with the contractor, Civilnow, to value manage the works program and revise the scope. Council has also been managing the smaller works packages revising the scope where required to minimise overall project expenditure.

Following a Christmas shutdown period works resumed on 6 January 2025. Project and construction teams are working to a project completion date of 31 March 2025. This completion date for the contracted works is set as part of the funding agreement with both State and Federal funding agencies and cannot be extended.

It is acknowledged that a project of this scale and duration has impacts on the businesses and residents of the town. Council and the contractors are working to minimise adverse impacts wherever possible, providing weekly construction updates and maintaining pedestrian access to those premises directly impacted during construction. Council is also undertaking support activities including activations and additional business cleaning.

Policy and Legislative Context

This report is in keeping with the commitments in the Council Plan 2021-2025:

Theme One - A Connected Community

Roads that are fit for purpose

Footpaths that provide access to key destinations in our towns

Infrastructure that enables industry and business growth

Access to infrastructure that supports a healthy and active lifestyle for our community

Theme Two - A Thriving Community

Facilitating and supporting economic development

Arts and culture that is supported and accessible

A local tourism industry that is valued and recognised for its significant role to the Shire

Corangamite's townships are attractive, accessible and appealing to visitors and are presented in a way in which our residents can be proud

Theme Four - Improving Our Environment

Protecting and improving our built and natural environment

Theme Five - Community Leadership

Council promotes best value and value for money for its ratepayers

Internal / External Consultation

The Project is being undertaken in accordance with Council's Community Engagement Policy 2021 and the Project Charter and Communications and Engagement Plan.

A community and business reference group has been operational throughout the major delivery stages of the project. Communication remains a key priority of the project with information provided regularly to the community via weekly project bulletins and via the Port Campbell Town Centre Project website, the Beacon Newsletter, media, information boards and social media. Business stakeholders are also provided with timely works text messaging and the project team is available for one-on-one meetings.

Financial and Resource Implications

The project is funded jointly by Council, the State Government and Federal Government. Council has two separate funding agreements for this project, namely:

- Australian Government – Building Better Regions Fund - \$5.6 M
- Victorian Government – Regional Infrastructure Fund - \$6 M

With Council contributing the remaining funding for construction and project delivery.

In August 2024 Council considered a report detailing that the project was running marginally over budget due to unforeseen costs beyond the project scope.

The Project has continued to be faced with unforeseen costs including: unmapped asbestos and service infrastructure that has required redesign, additional construction works and program rescheduling; delays in power shut downs requiring contractors to work in a 'live' site impacting on time and requiring further program rescheduling; existing road subsurface being inadequate to reuse requiring additional asphaltting. These infrastructure impacts have resulted in time delays that require additional traffic management and resources.

These unforeseen costs have resulted in additional budget requirements of \$500,000 to ensure full project delivery.

Options

This report recommends that Council receives this project update and considers a further allocation of \$500,000 to cover unforeseen project costs and enable full project completion. Options before Council to consider:

1. Project scope reduction
2. Deferral of works
3. Increase project budget by \$500,000.

Conclusions

The Port Campbell Town Centre Revitalisation project is the largest single project the Corangamite Shire has undertaken. The project seeks to strengthen and improve the functionality and amenity of Port Campbell's town centre. The impacts a project of this scale has on the town is acknowledged and Council's support programs aim to reduce this impact. The project has recommenced following the Christmas shutdown and is working to a completion date of 31 March 2025.

RECOMMENDATION - 9.7

That Council:

1. **Receives and notes the January 2025 update for the Port Campbell Town Centre Revitalisation Project.**
2. **Increases the Project budget by \$500,000 to address unforeseen project costs and enable full project completion.**

9.8 Facility Design Grant 2024-2025

Directorate: Works and Services
Author: Lucy Moloney, Acting Sport and Recreation Coordinator
Attachments: Nil

Declaration

Chief Executive Officer – David Rae

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

Author – Lucy Moloney

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

Summary

The purpose of this report is to approve the allocation of funds for Council's Facility Design Grants Program 2024-2025.

Introduction

Council supports clubs and organisations in renewing or upgrading facilities to be fit for purpose and to meet the needs of users. In recent years, there has been a focus on female participation in sport and increasing access. This has highlighted the need for continued planning, improvement, and enhancement of facilities to reduce the barriers to participation for these community members.

The Council's Facility Design Grants funding enables sporting clubs to fund schematic designs and quantity surveyor costs for redeveloping existing facilities. Additionally, the grants support the creation of new facilities that adhere to universal design principles and relevant facility development guidelines.

Most of the recreation facilities within Corangamite Shire are located on Crown Land and managed by a Department of Energy, Environment and Climate Action (DEECA) delegated Committee of Management. Typically, seeking funding for facility upgrades requires schematic plans and cost estimates to be provided as a part of any application.

In most circumstances, Council is the only eligible applicant to apply for funding through these programs and works closely with the organisation to ensure all

relevant information and documentation is provided to the appropriate standard. The information developed through this funding program, will assist in the above process.

Issues

Facility Design Grants Program

The purpose of the program is to provide 'one off' financial assistance to organisations to fund schematic designs and quantity surveyor costs for redevelopment of existing facilities or for new facilities, where communities conduct, organise and participate in sport and recreation.

The facilities will ultimately help to:

- Support health and wellbeing outcomes for our community.
- Meet increasing community expectations on the provision of modern and contemporary facilities.
- Provide improved facilities for participants and officials which meet the principles of universal design and relevant facility development guidelines.
- Improve and enhance the experience of participation.

Funding of up to \$7,500 is available (GST exc.) to eligible applicants. Applications for the grant program closed 13 December 2024.

Eligibility

To be eligible for funding under this program, applications must be:

- From organisations whose primary facility is located in the Corangamite Shire.
- Providing improved facilities for participants and officials which meet the principles of universal design and facility development guidelines.
- Improving and enhancing the experience of participation in sport and recreation.

Grant Criteria

Council has developed a set of grant guidelines that considers how grants will be allocated.

The criteria includes:

- Organisations capacity to deliver the project;
- Organisations capacity to fund construction;
- Confirmation of engaged services by a qualified architect, draftsman or quantity surveyor;
- Response to the assessment criteria.

The assessment criteria has been developed so that the relevant information is consistent with requirements for applying to State Government grant programs.

Applications

One grant submission was received requesting a total of \$1,500 excluding GST as shown in the Table below.

Organisation	Description	Funding Request	Panel Comment
Timboon Golf Club	Design works to upgrade and expand existing car park at the golf club.	\$1,500	Eligible

Assessment

The application received from Timboon Golf Club seeks to develop engineering designs and plans to expand the existing car park to cater for increased utilisation of the facility and growing use of golf buggies at the site. The applicant has identified that the car park expansion requires detailed engineering to ensure the expansion is undertaken in an appropriate manner. The applicant does not have capacity to fund construction of the project without appropriate grant funding and fundraising.

The application has been independently scored by three Council officers in accordance with the Facility Design Grants assessment criteria, based on the information provided against the relevant criteria.

All successful applications will be required to provide satisfactory acquittal reporting to Council once the project is completed.

Policy and Legislative Context

This report is in keeping with the commitments in the Council Plan 2021-2025:

Theme One - A Connected Community

Access to infrastructure that supports a healthy and active lifestyle for our community

Theme Three - A Healthy, Active and Resilient Community

Supporting our communities to move on from COVID

Improving the health and wellbeing of our residents

Access and inclusion is improved

Corangamite residents have access to a range of sport and recreation opportunities

Our community groups and clubs are engaged and supported and facilities are fit for purpose

Recreation and Open Space Strategy 2016-2026:

- Provide high quality, optimally used, sustainable recreation facilities and open space
- Increase active participation in recreation.

Municipal Public Health and Wellbeing Plan 2021-2025:

- A socially and emotionally well community.
- An active community.

This grants program has been conducted in line with Councils Grants Policy.

Internal / External Consultation

Applications for the grant program were invited via public notices, media releases, social media posts and on Council's website during the application period. Public notices were included in the local newspapers and community newsletters at the commencement of the funding program and again two weeks prior to the closing date. The grant program was further promoted via Councils social media channels.

Financial and Resource Implications

Council has allocated \$30,000 to fund the Facility Design Grants program in the 2024-2025 budget. The program has attracted one application, requesting a total amount of \$1,500 to support designs for future projects. The project evaluation panel has identified that this application is eligible for funding and can be funded within the budget provision.

Considering that budget will still be available following the first round of the Facility Design Grants, a second round of the program is proposed in conjunction with the annual grants program which Council offers in April. This will provide clubs and organisations with an additional opportunity to seek funding from the Facility Design grants program.

Options

Council may choose to allocate funds of \$1,500 to the applicant as per the recommendation and within existing budget, consider adjusting the proposed funding allocation, or not allocate funds at all.

Conclusions

Funding has been allocated in the 2024-2025 Council budget for the purpose of supporting schematic designs and quantity surveyor costs for improving facilities. The program has been developed with reference to Council's and the State Government's existing funding programs and related guidelines. This funding will fast track the development of equitable sport and recreation facilities across the Shire. This will enable organisations with financial capacity and with relevant projects to be shovel ready for future applications to grant programs and will assist Council in realising some efficiency in time and effort at the time of making grant applications in the future.

RECOMMENDATION - 9.8

That Council allocates Facility Design Grant funds to the following applicant as follows:

ORGANISATION	PROJECT	AMOUNT
Timboon Golf Club	Design works to upgrade and expand the existing car park at the golf club.	\$1,500
TOTAL		\$1,500

9.9 Application of Common Seal of Council

Directorate: Governance and Civic Support
Author: Kathryn Anderson, Manager Governance and Civic Support
Attachments: 1. Corangamite Shire Use of Common Seal 2023 2024 [9.9.1 - 5 pages]

Declaration

Chief Executive Officer – David Rae

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

Author – Kathryn Anderson

In providing this advice to Council as the Manager Governance and Civic Support, I have no interests to disclose in this report.

Summary

This report informs Council of all applications of the Common Seal made by the Chief Executive Officer under delegation. Going forward, this report will be provided to Council in January, providing information on the previous calendar year.

Introduction

The Corangamite Shire Council is required to keep and maintain a common seal under s 14(b) of the Local Government Act 2020. The Common Seal is used to execute documents of significant importance and is to be used in accordance with local laws. The Common Seal carries legal weight, as the presumptive position at law is any document bearing the seal is prima facie properly sealed and legitimate.

The Common Seal may be used by Council as required and as authorised by Council resolution. Additionally, under Meeting Procedure Local Law No. 3 2016 (Local Law), Council may, by resolution, delegate the use of the Common Seal to the Chief Executive Officer for general classes of activities or transactions. The Chief Executive Officer is required by the Local Law to regularly advise Council of the use of the Common Seal when applied under delegation.

At the Council Meeting on 24 January 2023, Council resolved to authorise the Chief Executive Officer to apply the Common Seal of Council. to general classes of documents. Typical documents sealed under delegation by the Chief Executive Officer include:

- Planning and Environment Act 1987 section 173 agreements.
- Funding/grant agreements.
- Contracts endorsed by a resolution of Council.
- Lease agreements endorsed by a resolution of Council.
- Licence agreements endorsed by a resolution of Council.
- Transfer of land documents for transactions endorsed by a resolution of Council.
- Contracts awarded by the CEO within the CEO's financial delegation.
- The following types of leases from the Leasing Policy:
 - Airstrip Hangar lease renewals, transfers, assignments or subletting.
 - All licence agreements, including renewals, assignments or subletting.
 - Crown Land licence agreements.

The Common Seal was applied by the Chief Executive Officer (CEO) from 1 January 2023 to 31 December 2024 to the documents listed in the attached table.

Policy and Legislative Context

This report is in keeping with the commitments in the Council Plan 2021-2025:

Theme Five - Community Leadership

Having strong governance practices

Internal / External Consultation

Officers requiring documents to be sealed consult the Governance team regarding the necessary requirements.

Financial and Resource Implications

Relevant contracts or agreements sealed under CEO delegation are within the CEO's financial delegation limits.

Options

Council is required to receive the list of documents sealed under CEO delegation in accordance with the Local Law. Council may choose to renew its delegation to the CEO relating to usage of the Common Seal of Council for certain types documents.

Conclusions

Various documents require the use of the Common Seal. The Local Law details the use of the Common Seal and provides for the application of the Common Seal by the Chief Executive Officer under delegation for general classes of activities or transactions. The current classes of activities delegated are fit for purpose.

It is recommended that Council receives the attached list of documents to which the Common Seal was applied under delegation by the Chief Executive Officer from 1 January 2023 to 31 December 2024 and renew the classes of activities and transactions currently delegated to the Chief Executive Officer.

RECOMMENDATION - 9.9

That Council receives the attached list of documents sealed by the Chief Executive Officer under delegation between 1 January 2023 until 31 December 2024.

Council Meeting 28 January 2025 – Report on Application of Common Seal of Council 2023-2024

Details	Date Sealed
Transfer Station Waste, Recycling & Scrap Metal Collection Services	22/01/2023
Electric Vehicle Charging Station License Agreement for the use of land known as roadside parking bays located on the corner of Bath Street and Ferguson Street, Camperdown for a period of 9 years and 364 days.	25/01/2023
Renovations to McNicol Street Long Day Care, Camperdown Victoria	06/02/2023
License Agreement between Corangamite Shire Council and Sally Wood to let the premises known as the Old Toy Library Room in the Mechanics Institute – 218 Manifold Street Camperdown for a period of one year starting on 1 January 2023	15/02/2023
Assignment of License from Phillip John Robertson to Gary Couch for Hangar “H2” at the Cobden Airstrip commencing on 11 January 2023 with an end date of 31 July 2027.	01/03/2023
S11A Instrument of Appointment & Authorisation (Planning and Environment Act 1987)	02/03/2023
S11B Instrument of Appointment & Authorisation and S18 Instrument of Sub Delegation (Environment Protection Act 2017)	02/03/2023
License Agreement renewal for a part of the Apex Park known as the Community Garden for a period of 5 years commencing on 2 March 2023	03/03/2023
Design and Construct – Bridge Replacement, Digneys Bridge Road, Timboon	22/03/2023
Rating Agreement effective from 1 April 2023	30/03/2023
S6 Instrument of Delegation	12/04/2023
Lease Agreement for part of Port Campbell National Park commencing on 1 June 2023 for a period of five years	16/05/2023
Lease for 59 William Street, Lismore for a period of one (1) year commencing on 5 June 2023	21/06/2023
S11A Instrument of Appointment & Authorisation (Planning and Environment Act 1987)	30/06/2023
S11B Instrument of Appointment & Authorisation	30/06/2023
S18 Instrument of Sub Delegation (Environment Protection Act 2017)	30/06/2023
License Agreement for the use of 3 Fox Street, Timboon for a period of 12 months commencing on 1 August 2023	26/07/2023
S11A Instrument of Appointment & Authorisation (Planning and Environment Act 1987)	26/07/2023
S11B Instrument of Appointment & Authorisation	26/07/2023

S18 Instrument of Sub Delegation (Environment Protection Act 2017)	26/07/2023
SP2 as part of Contract 2023017 Port Campbell Town Centre inclusive of the Foreshore works transferred from SP1	28/07/2023
Kerbside Collection Service contract for a period of five years commencing on 1 July 2023. There is an option to extend this contract for another five year period.	15/08/2023
Lease Agreement for the premises known as the former Lismore Croquet Club, located at 30-32 William Street for a period of 3 years commencing on 14 August 2023.	15/08/2023
Lease Agreement for the premises known as the Camperdown Court House, located at 179 Manifold Street, Camperdown for a period of 5 years commencing on 1 August 2023	22/08/2023
Lease agreement for the premises known as 31 Main Street Derrinallum for a period of 11 months commencing on 1 September 2023	28/08/2023
Consultancy Services Contract for the Unlocking Housing Projects	28/08/2023
S6 Instrument of Delegation – Council to Council Staff	28/08/2023
Supply and Installation of Camperdown Rail Trail Bridges 14 and 15	29/08/2023
Lease Agreement for the land known as the Cobden Racecourse Reserve Precinct for a period of 5 years commencing on 1 December 2023	06/09/2023
License Agreement for the Lakes Recreation Complex for a period of 3 years commencing on 1 September 2023	06/09/2023
License Agreement for the Lakes Recreation Complex for a period of 3 years commencing on 10 September 2023	06/09/2023
Lease Agreement for the land known as the Cobden Racecourse Reserve Precinct for the purpose of operating a Dairy Theme Park for a period of 5 years commencing on 1 September 2023	15/09/2023
Lease Agreement for the land known as the Cobden Racecourse Reserve Precinct for the purpose of operating a Go Kart Track for a period of 5 years commencing on 1 December 2023	15/09/2023
Section 173 Agreement registered on the title of PN. 3248. Amended Permit PP2019/011	15/09/2023
Section 173 Agreement registered on title of PN. 1339 limiting the occupation of the dwelling to two bedrooms.	15/09/2023

Council Meeting 28 January 2025 – Report on Application of Common Seal of Council 2023-2024

Lease Agreement between Rohan Gunn and Karen Leigh Clarke and Corangamite Shire Council for 2/34 Lord Street, Port Campbell to serve as a site office for the Port Campbell Streetscape Project commencing on 1 November 2023 until 31 October 2024.	20/09/2023
Minor Works Contract for the parcel of land known as the Port Campbell Camping and Recreation Reserve	11/10/2023
Lease Agreement extension for a 5 year period commencing on 30 December 2023	05/10/2023
Services Agreement for the provision of design integrated artwork for the Port Campbell Town Centre Revitalisation Project	17/10/2023
Instrument of Agreement for 2023-2024 & 2024-2025 Bitumen Sealing Works	23/10/2023
License for Use Agreement for the use of the premises known as the Terang Pound Grazing Land located at 129 Peterborough Road, Terang for a 3 year period commencing on 20 October 2023	24/10/2023
Contract for Spray Sealing of Various Local Roads throughout Corangamite Shire and Warrnambool City Council	24/10/2023
License Agreement for use of a passive seismic survey on part of the land at the Berrybank Hall commencing on 1 January 2024 for a period of two years.	26/10/2023
Lease Agreement for the land known as part of the Cobden Racecourse Reserve for a period of five years commencing on 19 November 2023.	14/11/2023
Remediation works around the Rocket Shed, Port Campbell	30/11/2023
Agreement pursuant to Section 173 Planning and Environment Act 1987 affecting the land at 10 Austin Avenue, Terang and 47 Bolivar Street, Terang	23/01/2024
Minor Works Contract for the parcel of land known as the Port Campbell Camping and Recreation Reserve	24/01/2024
Construction of new road off Thomson Street Service Road, Terang and Associated Subdivision Works	24/01/2024
Lease of Real Estate for part of the premises located at 218 Manifold Street, Camperdown known as “The Old Toy Room” and “The Corner Room” in the Camperdown Mechanics Institute for a period of two years commencing on 1 February 2024	14/02/2024
Extension of lease period of premises known as part of 29 Grayland Street, Cobden for a period of 5 years commencing on 20 February 2024	20/02/2024
Amended Minor Works Contract for Remediation works around the Rocket Shed, Port Campbell	28/02/2024

Council Meeting 28 January 2025 – Report on Application of Common Seal of Council 2023-2024

Deed of Novation to novate the minor works contract in place for the remediation works for the Port Campbell Streetscape following transfer of land management to GORCAPA from Parks Victoria commencing on 1 March 2024	04/03/2024
Lease Agreement for 10 Montgomery Street, Skipton commencing on 1 October 2023 for a period of 5 years.	20/03/2024
Lease Agreement for a portion of the land situated at 137 High Street, Terang commencing on 1 December 2023 for a period of 21 years.	01/05/2024
Agreement pursuant to Section 173 Planning and Environment Act 1987 affecting the land at McRae Street, Port Campbell, Vic (PN. 9025).	08/05/2024
Renewal of Lease for the premises at 59 William Street, Lismore for a period of five years commencing on 5 June 2024.	08/05/2024
Section 173 Agreement to be registered on the land known as 9 Hospital Road, Timboon.	16/05/2024
License Agreement for the use of 3 Fox Street, Timboon for a period of 12 months commencing on 1 August 2024	21/05/2024
Deed of Variation to the Port Campbell Town Centre Revitalisation project contract	06/06/2024
S6 Instrument of Delegation – Council to Council Staff	26/06/2024
Contract 2025010 supply and deliver of diesel fuel	1/07/2024
S5 Instrument of Delegation – Council to CEO	26/07/2024
Corangamite/Moyne Shared Library Service Agreement 1 July 2025-30 June 2028	30/07/2024
Trestle Estate Earthworks & associated infrastructure awarded to Otway Civil	8/08/2024
Contract 2025008 consultancy service CQA and GITA- Cell 16 landfill	15/08/2024
Landfill Water Quality and Landfill Gas Monitoring	20/08/2024
Contract 2024012. Supply and install Geosynthetics cell 16 (A&B)	9/09/2024
S20 Instrument of Delegation – by the CEO (Child Wellbeing & Safety Act 2005)	23/09/2024
Contract 2025016 Curdies Catchment Flood Study	26/09/2024
Contract 2025014 – Sealing of various local roads.	3/10/2024
Section 173 Agreement relating to PP2023/113	8/11/2024

Council Meeting 28 January 2025 – Report on Application of Common Seal of Council 2023-2024

Contract 225007- Timboon Transfer station upgrade	13/11/2024
Section 173 Agreement relating to PP2014/091	27/11/2024
Section 173 Agreement relating to PP2023/145	27/11/2024
Change to S173 Agreement for stage 2 and 3 Hobner subdivision in Timboon	12/12/2024
10 Shadforth St Terang Lease Agreement	24/12/2024

10 Other Business

11 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 scheduled 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.

12 Confidential Items

12.1 Chief Executive Officer Mid-Year Progress Review for 2024 - 2025

RECOMMENDATION

That pursuant to the provisions of Section 66(2)(a) of the *Local Government Act 2020* the meeting be closed to the public to enable consideration of the following reports as they relate to Council business information and personal information.

13 Close Meeting