



CORANGAMITE
SHIRE

Minutes

Council Meeting

**Tuesday 26 March
2024**

Held in the Meeting Room
At the Timboon Senior Citizens
Centre
Commenced at 7:00 pm

Table of Contents

1 Prayer	4
2 Acknowledgment of Country	4
3 Apologies	5
4 Declarations of Conflict of Interest.....	5
5 Confirmation of Minutes	5
5.1 Corangamite Shire Council meeting held on Tuesday 27 February 2024	5
6 Deputations and Presentations	5
7 Committee Reports	7
7.1 Audit and Risk Committee Biannual Report to Council - March 2024.....	7
8 Planning Reports	12
8.1 Planning Permit Application PP2023/118 - Two Lot Subdivision (Excision of Dwelling) - 1361 Cooriemungle Road Cooriemungle.....	12
9 Officer's Reports	27
9.1 Naming of Roads, Features and Localities Policy Review	27
9.2 Events and Festivals Grant Program - Policy Review.....	31
9.3 Support for Events and Festivals (Traffic Management and Associated Local Law Fee Exemptions) Policy	36
9.4 Business Continuity Policy Review	40
9.5 Community Planning Infrastructure Policy Revocation	43
9.6 Cattle Underpasses Policy	47
9.7 Special Charge Scheme Final Costs - Timboon Curdievale Road Footpath	50
9.8 Local Roads and Community Infrastructure Program 4B - project nomination	54
9.9 Business Assistance Scheme	58
9.10 Ready Now Grants Allocation March 2024	62

10 Other Business.....66

11 Open Forum66

12 Confidential Items68

 12.1 Land Purchase Outcomes and Unlocking Housing Simpson - 86 Princetown
 Road, Simpson.....68

13 Close Meeting.....68

Order of Business

Minutes of the meeting of the Corangamite Shire Council
held in the Meeting Room at the Timboon Senior Citizens Centre,
Snake Track Road, Timboon 3268
At 7:00 pm on Tuesday 26 March 2024

The Mayor, Cr Kate Makin declared the Council Meeting 26 March 2024 open at 7:00 pm.

Present

Councillors

K. Makin (Chairperson), J. Beard, N. Cole, G. Conheady, R. Gstrein, L. Hickey, J. Vogels

Officers

David Rae, Chief Executive Officer
Justine Linley, Director Sustainable Development
Shaun Broadbent, Director Works and Services
David Harrington, Director Corporate and Community Services
Jarrod Woff, Manager Facilities and Recreation
John Kelly, Manager Assets Planning
Katy McMahon, Manager Economy and Prosperity
Aaron Moyne, Manager Planning and Building
Chris Asenjo, Manager Governance and Civic Support

1 Prayer

The Prayer was read by the Mayor, Cr Kate Makin

"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

An Acknowledgement of Country was made by Mayor, Cr Kate Makin

“We acknowledge the Traditional Owners of the land around Corangamite Shire, the Eastern Maar and Wadawurrung people.

We pay our respects to all Aboriginal Elders and peoples past and present.”

3 Apologies

Nil

4 Declarations of Conflict of Interest

Cr Kate Makin declared a general conflict of interest in Agenda item 8.1, Planning Permit Application PP2023/118 - Two Lot Subdivision (Excision of Dwelling) - 1361 Cooriemungle Road Cooriemungle, and left the meeting before any discussion or vote on the matter.

No further conflicts of interest were declared

5 Confirmation of Minutes

RECOMMENDATION

That the minutes of the Corangamite Shire Council meeting held on Tuesday 27 February 2024 be confirmed as correct.

COUNCIL RESOLUTION

Moved: Cr Nick Cole
Seconded: Cr Ruth Gstrein

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

Cr Kate Makin declared a general conflict of interest in agenda item 8.1 left the meeting before any discussion or vote on the matter at 7:03 pm.

Deputy Mayor, Laurie Hickey assumed the role of Chair at 7.03 pm.

6 Deputations and Presentations

The Deputy Mayor, Cr Laurie Hickey, invited members of the public who had requested to address Council to make their presentations.

The following item/s was/were submitted:

- 8.1 - Planning Permit Application PP2023/118 - Two Lot Subdivision (Excision of Dwelling) - 1361 Cooriemungle Road Cooriemungle:
 - Mr Anthony Bright, Rod Bright & Associates Pty Ltd (on behalf of landowner)

Mayor, Cr Kate Makin returned to the meeting at 7:09 pm and resumed the role of Chair.

7 Committee Reports

7.1 Audit and Risk Committee Biannual Report to Council - March 2024

Directorate: Corporate and Community Services
Author: Phillippa Dee, Chairperson, Audit and Risk Committee
Previous Council Reference: Nil
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 – Phillippa Dee

In providing this advice to Council as the Audit and Risk Committee Chairperson, I have no interests to disclose in this report.

Summary

The purpose of this report is to provide Council with a summary of activities undertaken by the Audit and Risk Committee (the Committee) since September 2023. The report is also provided in accordance with the Committee's Charter and *Local Government Act 2020* which requires the Chairperson to report to Council every 6 months. The previous report to Council was in September 2023.

Introduction

Audit and Risk Committees play a critical role in the financial reporting framework of councils by overseeing and monitoring management and external auditors' participation in the financial reporting process. They also address issues such as the approach being adopted by a council and management to address business risks, corporate and financial governance responsibilities and legal compliance. A council may also refer issues of a strategic or risk nature to their Audit and Risk Committee for review. The principal functions and extent of authority for the Audit and Risk Committee are set out in the Committee's Charter and the *Local Government Act 2020*.

Issues

The Committee met twice during the review period (December 2023 and March 2024). Following the resignation from the Committee of Mr. Colin Hayman after the September meeting, a process was undertaken to appoint a suitable replacement. With it being a casual vacancy, the Committee's Charter allows for the Chief Executive Officer (CEO) to make a recommendation to the Council on an appointment in consultation with the Committee members. The CEO recommended the appointment of Mr. Jim Gifford based on his skills and experience and this recommendation was approved at the November Council meeting.

Ms. Lisa Young's tenure was expiring on the 31st January 2024 and following the Committee's Charter, she advised the CEO of her intention to seek reappointment. A performance assessment process was undertaken with strong support from the Committee for Ms. Young's reappointment. At the January Council meeting, Ms. Young was reappointed for a further three-year term which expires 31st January 2027.

Ms. Phillippa Dee was confirmed to continue in the role of Committee Chairperson for a further 12-month period.

The Committee continues to meet its objectives and discharge its responsibilities under the Charter. The Committee's engagement with Council management remains positive, which ensures a continuing and strong commitment to corporate governance and improving internal controls.

A record of attendance is provided below.

Attendance Record

Attendee	Meeting	
	14/12/2023	14/03/2024
Ms. Phillippa Dee (C) ^	✓	✓
Ms. Lisa Young ^	✓	✓
Mr. Jim Gifford ^	✓	✓
Cr Geraldine Conheady *	✓	✓
Cr Kate Makin *	✓	✓

Legend	
✓	In attendance
x	Apology
-	Attendance Not Required
*	Council Committee Member
^	Independent Committee Member

The following individuals also attended Committee meetings during the review period:

- Council officers:
 - Mr. David Rae, Chief Executive Officer
 - Mr. David Harrington, Director Corporate and Community Services
 - Mr. Simon Buccheri, Finance Manager
 - Mrs. Brooke Walsh, Acting Finance Manager
 - Mrs. Jacqui Thomas, Finance Manager
 - Mrs. Michele Stephenson, Manager Human Resources and Risk
 - Ms. Sofia Myers, Coordinator Waste and Environmental Sustainability
- RSD Audit, Audit Service Provider of the Victorian Auditor General's Office (External Auditor):
 - Mr. Shivam Goel, Manager
- AFS & Associates (Internal Auditor):
 - Mr. Bradley Ead, Partner
 - Ms. Kater Scarce, Manager

Meetings were held in the 'Old Chambers' at the Civic Centre. Some attendees attended via Microsoft Teams.

Meetings

Matters considered by the Committee during the period included:

- Committee Meeting 14 December 2023:
 - Councillor reimbursements – 1 September 2023-30 November 2023
 - Mayor and CEO credit card use – 1 September 2023-30 November 2023
 - Audit and Risk Committee meeting dates for 2024
 - Annual work plan for 2024
 - Landfill operations
 - Internal Audit – status update
 - Internal Audit – Early Years management of key risks
 - Internal Audit – review of implemented adopted recommendations
 - Review of outstanding internal audit recommendations
 - Internal Control Environment monitoring plan
 - Personal Credit card Information (PCI) compliance audit
 - IBAC – operation Sandon report
 - Coastal Connect project update
 - Reporting of a Procurement Policy Breach
 - Audit and Risk Committee Chairperson appointment
 - Finance Report as at 30 September 2023
 - Risk Management Framework review
 - Findings:
 - Nil

- Recommendations made to Council:
 - The Committee endorses the Risk Management Framework for adoption by the Council.

Committee Meeting 14 March 2024

- Councillor Reimbursements 1 December 2023-29 February 2024
- Mayor and CEO Credit Card Use 1 December 2023-29 February 2024
- Update to the annual work plan for 2024
- Internal Audit – status update
- External Audit strategy for 2023-2024
- Biannual Strategic Risk update
- Business Continuity Framework review
- Finance Report as at 31 December 2023
- Governance and Management attestation
- VAGO results of Local Government audits 2022-2023
- Findings:
 - Nil
- Recommendations made to Council:
 - The Committee endorses the Business Continuity Framework for adoption by the Council.

Discharging Responsibilities

As Chairperson, I am satisfied the Committee has discharged its responsibilities as set out in its Charter. These responsibilities, as described by section 54(2) of the Act, are to:

- Monitor the compliance of Council policies and procedures with:
 - the overarching governance principles, and
 - the Act and the regulations and any Ministerial directions,
- Monitor Council financial and performance reporting,
- Monitor and provide advice on risk management and fraud prevention systems and controls, and
- Oversee internal and external audit functions.

The matters considered at each meeting were in accordance with the Committee's Charter and annual work plan and demonstrates the Committee's commitment during the period to discharge its responsibilities.

Policy and Legislative Context

The Audit and Risk Committee Biannual Report to Council - March 2024 is meeting the requirements of the *Local Government Act 2020* and also 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

Internal / External Consultation

The Chairperson of the Audit and Risk Committee has authored this report in consultation with Director Corporate and Community Services. The next biannual report will be provided in September 2024.

Financial and Resource Implications

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

Conclusions

During the review period Council's Audit and Risk Committee considered a broad range of issues as detailed in this report. Members of the Committee worked productively and harmoniously and have discharged their responsibilities set out in the Charter. The Committee continues to recognise the ongoing need for continuous improvement in enhancing the effectiveness of the Committee and internal audit. The Committee also continues to work professionally and effectively with management.

RECOMMENDATION - 7.1

That Council receives the Biannual Audit and Risk Committee report for March 2024.

COUNCIL RESOLUTION

Moved: Cr Geraldine Conheady

Seconded: Cr Laurie Hickey

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

Cr Kate Makin declared a general conflict of interest in Agenda Item 8.1 and left the meeting before any discussion or vote on the matter at 7:12 pm.

Deputy Mayor, Cr Laurie Hickey assumed the role of Chair at 7:12 pm.

8 Planning Reports

8.1 Planning Permit Application PP2023/118 - Two Lot Subdivision (Excision of Dwelling) - 1361 Cooriemungle Road Cooriemungle

Directorate: Sustainable Development

Author: Leanne Maxwell, Planning Officer

Previous Council Reference: Nil

Attachments:

1. Under Separate Cover - Copy of Planning Permit Application PP2023/118 [8.1.1 - 18 pages]
2. Under Separate Cover - Applicant Response to Objections PP2023/118 [8.1.2 - 2 pages]
3. Under Separate Cover - Copy of Objections PP2023/118 [8.1.3 - 3 pages]
4. Under Separate Cover - Plantation Development Notice [8.1.4 - 3 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 – Leanne Maxwell

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

Summary

Council must consider a planning permit application seeking approval for a two (2) lot subdivision (excision of dwelling) at 1361 Cooriemungle Road, Cooriemungle.

Council has received two (2) objections to the application.

The application has been assessed against the Corangamite Planning Scheme and the key issues raised in the objection have been considered. It is considered that the proposed subdivision, which creates an isolated rural-residential lot within the Farming Zone, does not provide an acceptable response to the relevant strategic direction, planning policy and controls of the planning scheme.

It is recommended that Council issue a Notice of Decision to Refuse to Grant a Permit.

Introduction

Planning Permit Application PP2023/118 was received on 21 August 2023 for a two-lot subdivision to excise a dwelling from the balance farmland. The new owner of the property wants to retain the land for timber production (blue gum plantation) and sell the dwelling as they have no use for it.

Council has given public notice of the application and two (2) objections to the application were received. The key issues raised can be summarised as:

- Does not provide an appropriate response to housing deficiencies
- Restrict continued farming practices
- Land use conflict
- Site management of dwelling lot
- Doesn't benefit the wider community
- Sets a precedent for future dwelling excisions, leading to land use change
- Contradicts Corangamite Planning Scheme
- Financial advantage

This report provides a planning assessment of the application.

History

The following permit history applies to the subject land:

- Planning Permit 2009/114 was issued for an extension to a dwelling and development of a garage.
- Planning Permit 2014/027 for the construction of a garage was issued in 2014.
- Building Permit was issued for a farm shed in 2014.
- Building Permit was issued for extensions to a dwelling in 2012
- Building Permit was issued for a farm machinery shed in 2007.
- Building Permit was issued for construction of a dairy in 2004.
- Building permit was issued for extensions to a dwelling in 1992.

In addition to the above permits, the applicant submitted a Plantation Development Notice for the site on the 18 September 2023 in accordance with the requirements of the *Code Practice for Timber Production 2014*. The notice was for a new 70-hectare blue gum plantation to be planted in 2024, with site establishments works already commenced. Under the Farming Zone, a planning permit is not required for the new plantation (timber production).

A copy of this notice is provided under separate cover.

Subject Land

The subject site has a total area of 89.45ha and consists of:

- Single dwelling
- Several sheds and a dairy
- Central internal access track from Eastern Creek Road
- Multiple dams and waterways with Ross Creek being located towards the rear of the farm.
- There are two access points to the site.
- The topography of the site is undulating with natural drainage lines crossing the property from the north-west and running south.
- Plantation Development Notice was received on 18 September 2023 for the site for 70ha blue gum plantation to be planted 2024.

Surrounding Area

The main land use characteristics within the surrounding area include:

- The subject site and surrounding land are in the Farming Zone – Schedule 1.
- Surrounding land uses are predominantly associated with agriculture – grazing animal production, including dairy, beef and sheep. However, Council received Plantation Development Notices for two adjoining blue gum plantations south of Cooriemungle Road totaling approximately 141ha to be planted this year.
- Simpson is the closest township, located 7km north-east of the site.

Figures 1 and 2 include a planning zone map and aerial images of the site and surrounds.

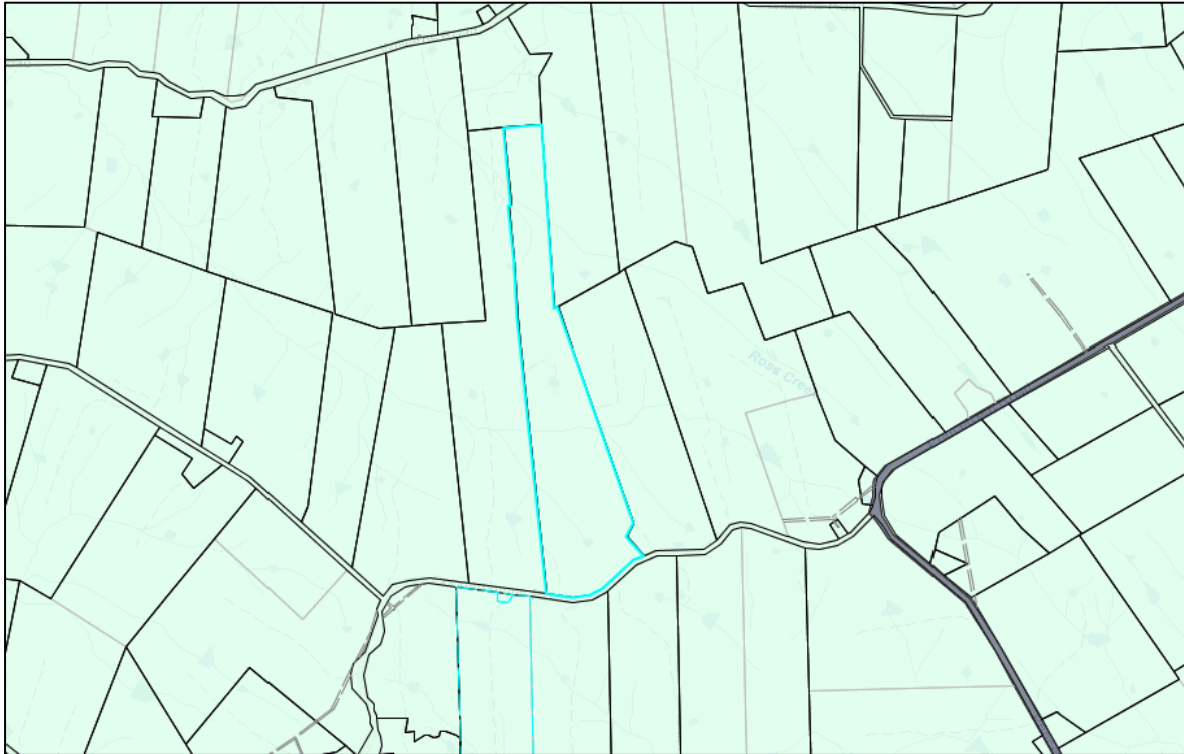


Figure 1: Planning Zone Map

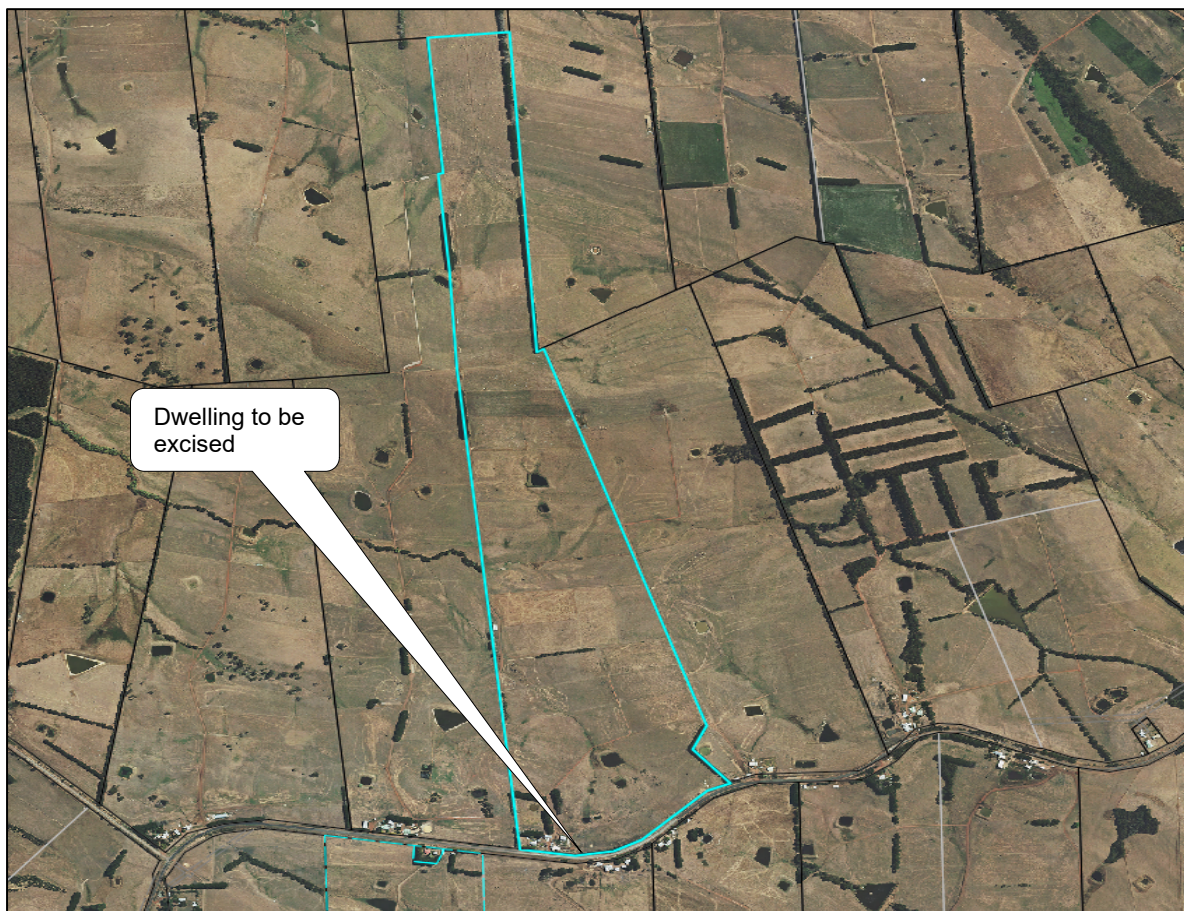


Figure 2: Aerial showing subject site and surrounds (2019)

Proposal

The application seeks approval for a two-lot subdivision comprising of:

- Lot 1 – 2.73ha consisting of existing dwelling and multiple outbuildings/farm buildings including a former dairy and effluent dam.
- Lot 2 – 86.72ha of balance farmland

A copy of the planning permit application is provided under separate cover.

Policy and Legislative Context

Zoning

The subject land is in the Farming Zone – Schedule 1 (FZ1).

A permit is required to subdivide land in the Farming Zone. Each lot must be at least 40 hectares. However, a permit may be granted to create smaller lot if the following applies:

- *The subdivision is to create a lot for an existing dwelling. The subdivision must be a two lot subdivision.*

The proposal complies with this provision. The purpose and decision guidelines of the Farming Zone need to be considered in the assessment of this application.

Overlays

There are no planning overlays applying directly to the site.

Municipal Planning Strategy and the Planning Policy Framework

The following clauses are considered relevant to this permit application:

Clause 02 Municipal Planning Strategy

Clause 02.01 Context; The Shire is a renowned farming region, producing dairy, wool, beef, prime lamb, crops and grain. Agricultural production and processing, along with their ancillary services, are the largest economic drivers for the municipality.

Clause 02.02 Vision

Clause 02.03-3 Environmental risks and amenity (Bushfire, flooding, erosion and land slip)

Clause 02.03-4 Natural resource management (Agriculture); seeks to limit further fragmentation of rural land and avoid subdivision of land for dwellings where it has the ability to impact on the 'right to farm' of existing rural properties or removes land from agricultural production; and avoid land use conflicts between agriculture and sensitive uses (i.e. dwellings).

Clause 02.03-6 Housing (Rural Living); supports rural-residential use and development adjacent to existing townships to sustain population levels and communities and seeks to avoid rural-residential development in farming areas which can lead to the inefficient use of land.

Clause 13 Environmental Risks and Amenity

Clause 13.07-1S Land Use Compatibility; seeks to protect amenity and ensure that use and development is compatible with adjoining uses and avoid location uses in areas that may be affected to off-site impacts.

Clause 14 Natural Resource Management

Clause 14.01-1S Agriculture – Protection of agricultural land; seeks to avoid the permanent removal of productive agricultural land from the State's agricultural base without consideration of the economic importance of the land for the agricultural production and processing sectors and to prevent inappropriately dispersed urban activities in rural areas. Key strategies require consideration of the impacts on the continuation of agriculture and land use compatibility.

Clause 14.01-1L Agriculture – Protection of agricultural land; seeks to minimise conflict between agricultural and non-agricultural land uses in rural areas and avoid rural-residential subdivision of productive agricultural land, unless it can be demonstrated that it is required to maintain the productive agricultural use of the land.

Clause 14.01-1L Agriculture – Subdivision in the Farming Zone;

- discourages subdivision unless the subdivision will enhance farm consolidation and trading of lots between farms and will not adversely impact on the ability to use the land for agriculture.
- discourages subdivision that increases the potential for future dwellings.

- discourages excisions of lots unless all of the following apply:
 - *It can be demonstrated that farming can be continued on the balance of the lot unhindered.*
 - *The dwelling is not required for the farming use of the property.*
 - *The dwelling is in a habitable condition.*
 - *The dwelling is at the front of the property.*
 - *The dwelling is serviced by a road.*
 - *The lot is designed in a manner that does not prejudice surrounding rural production activities.*
- discourages excisions that create long narrow lots or battle axe lots. ensure that the excision of a dwelling and creation of a lot smaller than what is specified in the Schedule to the Farming Zone (i.e. 40ha) is consistent with the purposes of the zone.

Clause 14.0-3S Agriculture – Forestry and timber production; seeks to facilitate the establishment, management and harvesting of plantations by identifying areas that may be suitably used for plantation timber production and promotes the establishment of softwood and hardwood plantations on predominantly cleared land.

Clause 14.01-3L Agriculture – Forestry and timber production; encourages the expansion of timber production on cropping and grazing land, where road infrastructure requirements allow.

Clause 16 Housing

Clause 16.01-3S Residential Development – Rural residential development; seeks to manage development in rural areas to protect agriculture and avoid inappropriate rural residential development and discourages the development of small lots in rural zones for residential use.

Particular Provisions

Not applicable.

Clause 65 Decision Guidelines

Council must decide whether the proposal will provide an acceptable outcome in terms of the purpose and decision guidelines of the zone, and the direction outlined in the MPS and PPF which contains strong policy which seeks to protect agricultural land.

Aboriginal Heritage Act 2006

Under section 46 of the Aboriginal Heritage Act 2006, a mandatory cultural heritage management plan is required for a proposed activity if the regulations require the preparation of the plan for that activity.

If required, an approved cultural heritage management plan (CHMP) must be submitted to Council before deciding on a planning permit application.

The Aboriginal Heritage Regulations 2018 stipulate that unless an activity is specified as being an exempt activity, a cultural heritage management plan is required if:

- a) all or part of the activity area for the activity is an area of cultural heritage sensitivity; and
- b) all or part of the activity is a high impact activity.

The subject land (activity area) is not in an area of cultural heritage sensitivity and the subdivision of land into two lots is not specified as a high impact activity in the regulations. Therefore, a mandatory CHMP is not required for the proposed subdivision.

Internal / External Consultation

Referrals

There are no statutory referrals for this application.

Advice of the application was sought from the following Council Departments.

Internal Department	Response
Assets Planning	If a new or upgraded access is required to the lots then a separate Vehicle Crossing permit will be required from Council.
Environmental Health	Standard comments for a rural subdivision in relation to wastewater management for a dwelling on a small lot.

Advertising

Notice of the application was given in accordance with Section 52 of the Planning and Environment Act 1987, including:

- Sending notices to the owners and occupiers of adjoining land.
- Notice of Council's website.

Two objections were received to the application. The issues raised in the objections can be summarised as follows:

- Does not provide an appropriate response to housing deficiencies
- Restrict continued farming practices.
- Land use conflict
- Site management of dwelling lot
- Doesn't benefit the wider community

- Sets a precedent for future dwelling excisions, leading to land use change
- Contradicts Corangamite Planning Scheme
- Financial advantage

A copy of the objections along with a written response prepared by the applicant is provided under separate cover.

Consultation

Consultation for the application was undertaken and included:

- 19 December 2023: The applicant was informed that planning officers maintained their concerns with the application.
- 5 March 2024: A planning site inspection was held and attended by Councillors, Council officers, the applicant, and an objector to discuss the proposal, planning considerations and issues raised in the objection.

Assessment

The assessment of the permit application will consider how the proposal responds to the purpose and decision guidelines of the Farming Zone and the strategic and policy direction outlined within Municipal Planning Strategy and the Planning Policy Framework.

The Corangamite Planning Scheme discourages the creation of small rural-residential lots in productive agricultural areas which have the potential to impact on the continuation of agriculture. The application raises key issues for Council to consider, including the need to protect agricultural land, avoid fragmentation of agricultural land and subdivision which may impact on the 'right to farm' due to land use conflict.

Municipal Planning Strategy and Planning Policy Framework

The objectives and strategies of the Planning Policy Framework (PPF) recognise the importance of agriculture and the need to protect productive land from inappropriate subdivision which fragments agricultural land and creates isolated small rural-residential lots which can be incompatible with adjoining farming operations and growth, and lead to land use conflict.

These objectives are further supported through the Municipal Planning Strategy (MPS) and local planning policy. The agricultural sector is identified as the largest and most important industry in the Corangamite Shire, employing approximately one third of the Shire's workforce. A key issue for the Council, is the need to manage the subdivision of land to reduce potential impacts on productive agricultural land and uses.

The proposed subdivision seeks to subdivide a dwelling onto a small lot, separating it from the balance farmland and thus creating a rural-residential lot of 2.73ha in a productive agricultural area. The small rural-residential lot is to be sold, with the balance land to be retained by a timber plantation company and used for timber production (blue gum plantation).

The proposed subdivision is sought to sell off the dwelling, which creates a rural-residential allotment, where the proposal fails to provide an appropriate response to local planning policy for the following reasons:

- The subdivision will only entrench the negative impacts of a short-term land use for timber production and does not outweigh the impacts of the subdivision through land use change, conflict and restriction to agricultural uses.
- The subdivision creates a balance lot greater than 40ha where the use of land for a dwelling will be as of right, increasing the potential for future dwellings.
- The proposal doesn't minimise conflict between agricultural and non-agricultural land uses in rural areas.
- The current and future agricultural use of the land for timber production does not warrant or justify the need for subdivision and there is greater planning benefit in retaining the dwelling on the land for long-term connection with agriculture.
- There is no guarantee that the introduction of new residents on the excised lot will not adversely impact or restrict the ability to use the land for agriculture.
- The subdivision will create an isolated rural-residential use within a productive agricultural area.

Overall, the application does not provide an appropriate response to the strategic direction and policy objectives of the Planning Scheme which seek to prioritise the protection of productive agricultural land from incompatible land uses and prevent inappropriate urban activities in rural areas which may prejudice the ongoing operation of agriculture.

Local strategic direction in the MPS, more specifically, discourages subdivision where it has the ability to impact on the 'right to farm' and create land use conflict.

Council is at a critical stage in considering the future of agriculture in the Shire and the protection of productive agricultural land. Progressive decisions to fragment farmland have the potential to lead to long-term negative cumulative outcomes, restricting the continuation and growth of this key industry of local, regional and State significance.

Farming Zone

The purpose of the Farming Zone is to provide land for agricultural uses, retain productive agricultural land and ensure that non-agricultural uses such as dwellings do not adversely affect farming activities.

The application must be considered against the purpose and decision guidelines of the zone. The following comments are made with regard to the decision guidelines:

- The application does not adequately justify how the proposed subdivision will enhance the agricultural productivity of the subject land by creating an isolated rural-residential lot with a high risk of land use conflict and incompatibility between land uses.
- The proposal will result in a permanent change of land use, removing the dwelling from any association with the farm and ongoing agricultural production.
- Future residents are likely to be adversely affected by agricultural activities on adjacent and nearby land, by way of noise, smell and the impact of ongoing farming operations.
- Rural-residential lots must be located in areas which don't have the potential to restrict the continuation of agriculture and are compatible with the current and future use of surrounding land.
- The proposed subdivision creates a balance lot of 86.72ha, where the use of the land for a dwelling would be as-of-right and has the potential to increase the number of dwellings in the area.
- The existing use and possible future development of the land has been considered. The land is productive and valuable farming land, and orderly planning directs that isolated rural-residential lots and potential land use conflict should be avoided to preserve the Shire's agricultural base.

Response to Objections

The key issues raised in the objection and an officer response are provided below.

Objection	Officer response
Does not provide an appropriate response to housing deficiencies	<p><u>Objection supported in part</u></p> <p>The application indicates that the subdivision should be supported so the dwelling is not left to fall into disrepair and can be sold in response to the housing crisis and maintain rural population.</p> <p>Affordable housing options is an ongoing issue which all levels of government are seeking to address, including Council. The provision of housing on farms is essential to provide key working housing in future and is an asset to the agricultural use.</p> <p>While housing is important to the Shire to support population retention and growth, it does not justify the creation of an isolated rural-residential lot. Planning policy directs housing growth to townships where there is access to services and supports rural-residential use and development adjacent to existing townships but seeks to avoid rural-residential development in farming areas.</p>
Restrict continued farming practices	<p><u>Objection supported</u></p> <p>The creation of a rural-residential lot in a productive agricultural area has the potential to prejudice and limit the operations and expansion of adjoining and nearby agricultural uses.</p> <p>The proposed subdivision is not necessary to facilitate the change in the agricultural use of the land and will lead to a permanent land use change, with the creation of a separately disposable rural-residential property. These properties can be incompatible with neighbouring agricultural operations, leading to land use conflict issues but can also restrict the ability for farms to intensify and enhance agricultural production within the surrounding area.</p>
Land use conflict	<p><u>Objection supported</u></p> <p>Should the subdivision be approved, the dwelling will be sold which has the potential to attract residents not familiar or aware of agricultural activities.</p> <p>Any future residents may consider noise, smell and intensive farming operations, including those of neighbouring farms, to be unreasonable which increases the risk of land use conflict and restriction of ongoing agricultural production.</p>

Objection	Officer response
Site management of dwelling lot	<p><u>Objection not supported</u></p> <p>Council cannot speculate on potential future compliance issues. Should it be decided to issue a permit, it would be standard to include a permit condition requiring evidence that the onsite wastewater management system is compliant and if not that the system is upgraded before the issue of Statement of Compliance and the registration of the proposed plan of subdivision.</p>
Doesn't benefit the wider community	<p><u>Objection supported in part</u></p> <p>Council's decision on the application must be made having regard to the policy direction and the objectives of the Corangamite Planning Scheme, which in this case identify the importance of protecting agricultural land and uses as a key industry of local, regional and State significance.</p>
Sets a precedent for future dwelling excisions, leading to land use change	<p><u>Objection not supported</u></p> <p>Precedence is not relevant and each individual application must be assessed on its merits. However, as mentioned Council is at a critical stage in considering the future of agriculture in the Shire and the protection of productive land, where progressive decisions to fragment farmland may have the potential to lead to long-term negative cumulative outcomes that may impact the industry.</p>
Contradicts Corangamite Planning Scheme	<p><u>Objection not supported</u></p> <p>The proposal complies with the application requirements under the Farming Zone, in that a permit may be granted for the proposed two-lot subdivision which seeks to create a small lot for an existing dwelling.</p> <p>While a permit may be granted, this does not imply that a permit should be granted. Council's decision on the application must consider the policy direction and objectives of the planning scheme.</p>
Financial advantage	<p><u>Objection not supported</u></p> <p>There is no financial advantage for the applicant over other landowners. The requirements of the Corangamite Planning Scheme apply to all land and landowners and financial considerations are not relevant in deciding upon a planning application in accordance with the <i>Planning and Environment Act 1987</i>.</p> <p>A planning decision must be made having regard to the policy objectives, relevant planning provisions and decision guidelines of the Corangamite Planning Scheme.</p>

Options

Council has the following options:

1. Issue a Notice of Decision to Refuse to Grant a Permit based on the grounds set out within the recommendation. **(Recommended option)**
2. Issue a Notice of Decision to Grant a Permit subject to conditions.

Conclusion

The application for a two-lot subdivision (excision of dwelling) at 1361 Cooriemungle Road, Cooriemungle is not supported. The application for the subdivision of land which creates a rural-residential lot is inconsistent with local and state planning policy. The current and future agricultural use of the land for timber production does not warrant or justify the need for subdivision and there is greater planning benefit in retaining the dwelling on the land for long-term connection with agriculture. A strategic view must be taken instead of responding to short-term land use change.

The proposal will result in the fragmentation of agricultural land and creates a rural lifestyle property in an established and highly productive farming area which is in direct conflict with the purpose of the Farming Zone and the strategic directions and policy objectives of the Corangamite Planning Scheme.

It is recommended that Council issue a Notice of Decision to Refuse to Grant a Permit.

RECOMMENDATION - 8.1

That Council having caused notice of Planning Application No. PP2023/118 to be given under Section 52 of the Planning and Environment Act 1987 and having considered all the matters required under Section 60 of the Planning and Environment Act 1987, decides to issue a Notice of Decision to Refuse to Grant a Permit under the provisions of the Corangamite Planning Scheme in respect of the land known and described as CP169272, 1361 Cooriemungle Road, Cooriemungle, for a two lot subdivision (excision of dwelling), based on the following grounds:

1. The subdivision does not provide an acceptable response to the Municipal Planning Strategy Clause 02.03-4 which seeks to avoid subdivision of land for dwellings where it has the ability to impact on the 'right to farm' of existing rural properties and create land use conflict.
2. The subdivision does not provide an acceptable response to the Planning Policy Framework Clause 14.01-1S Protection of agricultural land.
3. The subdivision does not provide an acceptable response to the Planning Policy Framework Clause 14.01-1L Protection of agricultural land.
4. The subdivision does not provide an acceptable response to the purpose and decision guidelines of the Farming Zone.
5. The subdivision has the potential to lead to land use conflict between the rural-residential land use and the ongoing agricultural use of the balance farmland.
6. The subdivision will not result in the proper and orderly planning of the area.

COUNCIL RESOLUTION

Moved: Cr Jamie Vogels
Seconded: Cr Geraldine Conheady

That the recommendation be adopted.

CARRIED UNANIMOUSLY 6 / 0

Mayor, Cr Kate Makin returned to the meeting at 7:25 pm and resumed the role of Chair.

9 Officer's Reports

9.1 Naming of Roads, Features and Localities Policy Review

Directorate: Sustainable Development

Author: Aaron Moyne, Manager Planning and Building Services

Previous Council Reference: Nil

Attachments:

1. Policy Council Naming of Roads Features or Localities March 2024 Final Draft [9.1.1 - 8 pages]
2. Under Separate Cover - Track Change Policy Council Naming of Roads Features or Localities [9.1.2 - 11 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 – Aaron Moyne

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

Summary

This report presents Council with the Naming of Roads, Features or Localities Policy (Policy) which has been updated following review.

It is recommended that Council adopt the revised Policy dated March 2024, as attached.

Introduction

The Policy was scheduled for review by 30 June 2021 but was deferred as Council was waiting for State Government to complete a review and update of the *Naming Rules for Places in Victoria 2022* (Naming Rules). The Naming Rules were released in 2022 and have informed this review.

The Policy sets the guidelines and principles that need to be followed by Council officers when naming a road, feature or locality within the Shire.

Naming is particularly important for public safety and to identify locations for managing emergencies and delivering goods and services.

The Naming Rules provide the statutory guidelines under the *Geographic Place Names Act 1998* and are mandatory for all naming authorities, including Council. The Naming Rules are based on national standards and policies, providing a strong basis for regulated and unambiguous naming procedures across the State.

Council is a naming authority for roads, features and localities within its municipal area and is required to apply the naming rules.

Issues

This Policy provides a system of ensuring roads, features and localities within the Shire are appropriately named and recorded in a consistent manner and in accordance with the Naming Rules.

The Policy supplements the Naming Rules which Council must comply with, and outlines the process for naming any road, locality or feature where Council has responsibility. This excludes arterial roads, freeways or geographical places of regional, state and national significance, along with assets of a private company or State Government department.

Building upon key naming principles within the Naming Rules, the Policy has been updated to specifically incorporate information around Traditional Owner Language and Names and Gender Equality, which align with Council's adopted *Aboriginal Participation and Engagement Plan 2023* and *Gender Equality Action Plan 2021-2025*.

Council's Aboriginal Participation and Engagement Plan (2023) includes an action to incorporate Aboriginal place names across Council buildings, places and streets, and in the naming of roads, features and localities, Council will liaise directly with the relevant Registered Aboriginal Party (RAP) before a naming proposal is finalised.

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

- We listen to and engage with our community

- Working with First Nations people

The Policy has also been updated to comply with relevant legislation, guidelines and Council strategies, including:

- *Local Government Act 2020*
- *Geographic Place Names Act 1998*
- *Naming rules for places in Victoria – Statutory requirements for naming roads, features and localities - 2022 (Naming Rules) Aboriginal Engagement and Participation Plan (Corangamite Shire, 2023)*
- *Gender Equality Act 2020*
- *Gender Quality Action Plan 2021-2025 (Corangamite Shire)*

A Gender Impact Assessment has been undertaken as part of the review and it is considered that the Policy meets the needs of people of different genders, addresses gender inequality, and promotes gender equality.

The Naming Rules have also been prepared to comply with the *Gender Equality Act 2020* which requires the public sector, including Council, to take positive action towards achieving workplace gender equality, including through its policies.

Internal / External Consultation

The Policy has been reviewed by the Planning and Building Services Department and Executive Leadership Team.

Financial and Resource Implications

The Policy is not expected to result in any further financial or resource implications. The number of naming requests received and processed by Council is low.

Options

Council may resolve to adopt the Policy as presented, with amendments or not adopt the Policy.

Conclusions

The Naming of Roads, Features and Localities Policy provides a system of ensuring roads, features and localities within the Shire are appropriately named and recorded in a consistent manner and in accordance with the Naming Rules.

A review has been undertaken and the updated Policy is presented to Council for adoption.

RECOMMENDATION - 9.1

That Council:

- 1. Revokes the Naming of Roads, Features and Localities Policy May 2020**
- 2. Adopts the Naming of Roads, Features and Localities Policy March 2024**

COUNCIL RESOLUTION

Moved: Cr Jo Beard
Seconded: Cr Laurie Hickey

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

9.2 Events and Festivals Grant Program - Policy Review

Directorate: Sustainable Development

Author: Katy McMahon, Manager Economy & Prosperity

Previous Council Reference: Nil

Attachments: 1. Policy Council Events and Festivals Grant Program March 2024 [9.2.1 - 6 pages]
2. Under Separate Cover - Policy Council Events and Festivals Grant Program (tracked changes) March 2024 [9.2.2 - 8 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 – Katy McMahon

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

Summary

This report recommends Council adopt the Events and Festivals Grant Program Policy dated March 2024 as attached, and revoke the Events and Festivals Grant Program Policy dated March 2022.

Introduction

The current Events and Festivals Grant Program Policy was adopted by Council in March 2022. Regular reviews of the policy have included minor changes such as updates to references, funding-round dates and minor formatting edits.

The purpose of the Events and Festivals Grant Program (EAFGP) Policy is to provide a framework by which Council can achieve its objectives in supporting events and festivals, with clear and defined levels of support.

Feedback from officers and community members outlined a variety of issues that have been addressed in the Policy review.

As part of this review, changes are proposed to ensure the policy is consistent and in-line with other Council policies and strategies and provides a fair and equitable process for event organisers seeking support from Council.

Issues

Council provides support to event organisers in several ways. These include grant funding via the Events and Festivals Grant Program alongside Council's Community Grant Program, and Stream two of the Business Assistance Scheme – Creative Industries and Placemaking.

The revised Draft Policy has incorporated feedback from officers, applicants and community members. This is in addition to the changes that are required to align the policy with Council's Economic Growth and Prosperity Framework, *Grow and Prosper Corangamite 2023-2033*. The key issues considered and included in the Draft Policy are:

Applicant and Activity Eligibility

The eligibility of applicants and activities has been revised with the inclusion of commercial not-for-profit organisations and ineligibility for events that are linked with or sponsored by gaming and gambling venues.

Funding Amounts and Criteria

The current policy allows applicants to apply for up to \$10,000 grant funding and \$5,000 in-kind. This open level of funding has proven problematic to administer, and for applicants to have a clear understanding of what they can apply for.

Two streams of funding are proposed, being Local and Signature, to represent the diversity of events and equity in funding and to deliver on the policy objectives.

Local Events and Festivals

Local events and festivals celebrate, strengthen and improve participant's understanding of the Corangamite Shire communities and build local capacity for participation. Funding of up to \$3,000 is available, this may include a combination of both grant funding and in-kind.

Signature Events and Festivals

Signature events and festivals showcase Corangamite Shire, its geography, local experiences or creative talents and attract audiences from across Victoria. Funding of up to \$7,000 is available. This may include a combination of both grant funding and in-kind.

Events and festivals that meet the criteria for signature events but generate income through ticketing or entrant fees may be considered under the local events and festivals stream.

The streamed funding allocations are supported by criteria included in the program guidelines.

Council will provide additional support to all applicants in the following ways, as appropriate:

- Mentor and provide professional development opportunities.
- Provide advice, including event marketing and promotion.

Triennial Funding

The *Signature Events and Festivals* stream allows for triennial funding, subject to Council budget allocation and the event continuing. This change is based on feedback from applicants and event organisers regarding the lack of certainty of Council funding and the impact that it can have on event preparation and development, including the need to obtain funding from other sources. There is a requirement by organisers to undertake event planning outside the annual program advertisement, assessment period and receive funding endorsement by the Council.

The triennial support addresses this need, however, continues to have an annual acquittal requirement for each year of the event to ensure accountability and meet probity requirements. For years two and three, a simplified application will be required from Signature Events and Festivals recipients to ensure that the event continues to align with and meets the Policy's objectives.

In-kind Support

For this Policy's purposes, in-kind is defined as Council resources and services required to support the delivery of an event.

The provision of in-kind support in this Policy has previously included traffic management. As this service is no longer provided by Council, traffic management is no longer considered as part of the grant program and will be addressed through a separate policy

A summary of the revisions completed as part of this Policy review include:

- Update of Grow and Prosper Corangamite Framework references.
- Additions to ineligible applicants and activities.
- Introduction of two streams of funding – local and signature . Allocation of funding amounts relevant to streams.
- Introduction of provision for triennial support.
- Removal of traffic management as an in-kind offering

Policy and Legislative Context

Council adopted the current Events and Festivals Grant Program in March 2022.

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

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

We retain and we grow our population

Theme Three - A Healthy, Active and Resilient Community

Improving the health and wellbeing of our residents

This report and the EAFGP review are also in keeping with Councils Economic and Prosperity Framework – Grow and Prosper Corangamite 2023-2033.

Platforms

- Connectivity
- Creativity
- Environment
- Authenticity of people and place

Catapults

- Action Plans (Events and Festivals, Visitor Economy, Creative Industries, Population Attraction and Retention, Circular Economy)
- Programs (Grants and Funding Programs)

Internal / External Consultation

The Policy has been updated based on feedback from previous grant recipients and event organisers. Internal consultation has been undertaken with relevant teams.

Financial and Resource Implications

The Policy review imposes no financial implications. An allocation of \$50,000 has been requested for the 2024-2025 budget to deliver this program, in line with the 2023-2024 adopted amount.

Options

Options for Council consideration include:

1. Accept the Events and Festivals Grant Program Policy (Draft) as attached
2. Make changes to the Policy
3. Not accept the draft policy and continue with the existing adopted policy.

Conclusions

The open levels of funding in the current Policy has proved problematic for officers to administer and for event applicants. The types of in-kind support Council can offer has changed with Council no longer providing traffic management and the Policy has been updated to reflect this change.

The proposed changes to the Policy provide a clear and defined process that ensures fairness and transparency for event support. Delineation of events as local events or larger scale (signature) events allows for signature events to be provided in-principle triennial support.

The revised Events and Festivals Grant Program Policy is attached for Council's consideration.

RECOMMENDATION - 9.2

That Council:

- 1. Revokes the Events and Festivals Grant Program Policy dated March 2022.**
- 2. Adopts the Events and Festivals Grant Program Policy dated March 2024.**

COUNCIL RESOLUTION

Moved: Cr Jamie Vogels
Seconded: Cr Ruth Gstrein

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

9.3 Support for Events and Festivals (Traffic Management and Associated Local Law Fee Exemptions) Policy

Directorate: Sustainable Development

Author: Belinda Bennett, Community Safety and Resilience Coordinator

Previous Council Reference: Nil

Attachments:

1. Policy Council Support for Events and Festivals Traffic Management March 2024 Final [9.3.1 - 5 pages]
2. Under Separate Cover - Policy Council Support for Events and Festivals Traffic Management March 2024 Track Changes [9.3.2 - 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 – Belinda Bennett

In providing this advice to Council as the Community Safety and Resilience Coordinator, I have no interests to disclose in this report.

Summary

The purpose of this report is to seek Council adoption of the new 'Support for Events and Festivals (Traffic Management and Associated Local Law Fee Exemptions)' Policy (as attached).

Introduction

Over the last two years there have been significant changes in legislative requirements for undertaking traffic management and placing signs on Regional Roads Victoria (RRV) roads. The changes have included strict certification and accreditation requirements for which Council is now not an accredited organisation.

As a result, there are increased costs associated with engaging accredited traffic controllers and up to eight weeks delay before a third party can obtain approval to undertake traffic management on RRV roads.

This policy outlines the support that Council will provide for Traffic Management and Local Law Fee Exemptions, as they apply to community events and festivals.

Issues

The Policy was developed as a result of officers identifying a financial risk to Council if a policy direction was not provided, for supporting events and festivals with traffic management and associated Local Law fee exemptions.

Under the Policy, support will only be provided to community groups and events which are located within the Corangamite Shire. An exception is provided for two Mt Leura Hill Climb events per year, which will be eligible under the Policy.

The policy also requires that permit applications are submitted to Council at least eight weeks prior to the event, to allow groups sufficient time to organise traffic management controllers, prepare documentation, obtain approvals and advertise road closures in accordance with regulatory requirements.

All traffic management at events and festivals must now be undertaken by an accredited traffic management company. The policy outlines that Council will provide 100% of the costs to a maximum of \$5,000 whichever is lowest, for the provision of traffic management at eligible events and festivals. This includes events commemorating national military contributions. All events and festivals including those that are new, will be required to apply under this process annually, to be considered eligible for support.

Council's financial contribution covers costs directly incurred for event and festival traffic management, such as engaging an accredited traffic management company to prepare a traffic guidance scheme, obtain relevant permits and implementing the traffic management process. It does not include capital purchase of signs or other event management related items. The event organisers will be responsible for costs above the Council allocation.

Council officers will work with community groups to adjust to the new traffic management requirements and where possible to reduce costs.

The policy includes fee waivers for local law permits associated with eligible events and festivals (ie. road closure permits). Currently Council charges a fee of \$124 for local law permits. Under the policy, eligible events and festivals would receive a full waiver of this fee.

A Gender Impact Assessment for this policy has been undertaken and it was determined that the policy will be applied equally to all groups and therefore does not have an impact on gender or intersectionality.

Policy and Legislative Context

Road closures and traffic management for community events needs to comply with the requirements of the Road Management Act 2004 and Council's Local Laws 2015.

Supporting community events aligns with Grow and Prosper Corangamite, with the Platforms of Connectivity, Creativity, Authenticity of People and Place and the Events and Festivals, Creative Industries, Visitor Economy and Population Retention and Attraction Action Plan's.

The Support for Events and Festivals (Traffic Management and Associated Local Law Fee Exemptions) Policy is also in keeping with the commitments in the Council Plan 2021-2025:

Theme Two - A Thriving Community

Facilitating and supporting economic development

Helping business recover from COVID and capitalise on opportunities

Arts and culture that is supported and accessible

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

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

Theme Five - Community Leadership

Having strong governance practices

Ensuring that we maintain our strong financial position

Due to the changing requirements for traffic management and the impact these changes have on community groups, this policy will be reviewed in twelve months. This will ensure that the impact of the policy can be reviewed and amended as required.

Internal / External Consultation

There has been considerable consultation between Council departments about changes to traffic management and support for community events. The Works and Services, Growth and Engagement and Environment and Emergency areas have worked together to brief Councillors on this issue and develop the policy.

Council officers have also consulted with community members who will access this policy as part of the existing process.

Financial and Resource Implications

This policy will have a financial impact on Council and the community.

Under this policy, the cost to support traffic management at existing community events and festivals will cost Council \$70,000 per annum plus \$18,000 per annum for an additional 0.2FTE staff resource, to implement the new policy and work with community groups organising events and festivals. These costs will be considered in the draft 2024-2025 Council budget.

It should be noted that these costs will increase if Council receives requests for traffic management support from new events that are eligible under the policy.

This Policy will commence from 1 July 2024 to align with Council's budget process.

Options

Council may choose to adopt the 'Support for Events and Festivals (Traffic Management and Associated Local Law Fee Exemptions)' Policy, as presented or alternatively request minor or major changes to the policy prior to Council adoption.

Conclusions

Council has historically provided traffic management for community events using internal staff resources. Changes to traffic management requirements has resulted in event and festival traffic management now being outsourced, significantly increasing the cost to Council. At the same time, Council has experienced an increase in the number of new events requesting traffic management support from Council. This policy provides guidance on when Council will support traffic management for community events and festivals and the level of support provided.

RECOMMENDATION - 9.3

That Council adopts the Support for Events and Festivals (Traffic Management and Associated Local Law Fee Exemptions) Policy dated March 2024.

COUNCIL RESOLUTION

Moved: Cr Laurie Hickey
Seconded: Cr Ruth Gstrein

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

9.4 Business Continuity Policy Review

Directorate: Corporate and Community Services

Author: Michele Stephenson, Manager Human Resources and Risk

Previous Council Reference: Nil

Attachments: 1. Council Policy Business Continuity 2024 [9.4.1 - 7 pages]
2. Under Separate Cover - Council Policy Business Continuity 2024 Tracked Changes [9.4.2 - 8 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 recommends that the Council adopt the revised Business Continuity Policy (Policy) and revoke the previous policy dated May 2022.

Introduction

Business continuity is an approach for ensuring that an organisation can continue business operations and respond effectively to disruptive incidents. Council has developed a comprehensive framework underpinned by the international and Australian standards for business continuity management systems, ISO 22301 and AS/NZS 5050:2010. The framework aims to deal with threats to critical functions, minimise the duration of the disruption, and facilitate an effective recovery. The Business Continuity Policy sets out the Council's approach to business continuity management.

The Policy was reviewed by the HR/Risk Department and IT Department and endorsed by the Audit and Risk Committee.

Issues

A new Framework was developed in 2015 which was reviewed biannually until 2022 when the Plan underwent another complete revision and rewrite with substantial changes at that time.

The Plan recommends a biannual review of the Framework, including the Policy. A review of the Policy in March 2024 identified the following minor changes:

- The flowchart was updated to reflect the new cloud-based phone system, which makes the diversion of incoming calls to the Killara Complex redundant.
- The definition of risk was updated to align with the Risk Management Standard's new risk definition.

Policy and Legislative Context

Having a current BCP is a governance performance measure prescribed in the Local Government Performance Reporting Framework, and a biannual review is in accordance with the review cycle recommended in the Framework and by the Audit and Risk Committee.

The Business Continuity Policy Review is also in keeping with the commitments in the Council Plan 2021-2025:

Theme Five - Community Leadership
Having strong governance practices

Internal / External Consultation

The HR/Risk Department and the ICT Department were involved in the review of the Business Continuity Policy

The reviewed Business Continuity Framework and Business Continuity Policy were reviewed and approved by the Audit and Risk Committee at its March meeting.

Financial and Resource Implications

There are no financial implications from the review of this document. A budget allocation of \$6,000 is provided in the 2023-2024 budget for a desktop test of the Business Continuity Plan by an independent third party, scheduled for April 2024.

Options

The Council may revoke the 2022 Business Continuity Policy and endorse the 2024 Business Continuity Policy, with or without amendment.

Conclusions

The Business Continuity Framework addresses the response, recovery and restoration of Council operations and business activities during a business disruption event. The Business Continuity Policy informs the Business Continuity Framework.

The key to the success of business continuity is support and commitment at the highest level, therefore it is recommended that the Council adopt the reviewed Business Continuity Policy.

RECOMMENDATION - 9.4

That Council:

- 1. Revokes the Business Continuity Policy dated May 2022**
- 2. Adopts the Business Continuity Policy dated March 2024**

COUNCIL RESOLUTION

Moved: Cr Jamie Vogels
Seconded: Cr Geraldine Conheady

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

9.5 Community Planning Infrastructure Policy Revocation

Directorate: Works and Services

Author: Jarrod Woff, Manager Facilities and Recreation

Previous Council Reference: Nil

Attachments: 1. Policy Council Community Planning Infrastructure Projects
November 2019 Revoke [9.5.1 - 6 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 – Jarrod Woff

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

Summary

This report recommends revoking the Community Planning Infrastructure Projects Policy, which has governed Council and community involvement in the construction of new assets or asset renewals as an action of Township Community Plans in the past.

Introduction

The policy has been applied to a number of township community planning initiatives since establishment in 2014 and was originally developed to:

- Provide a framework for Council to assist and support those organisations with the development and ongoing management and maintenance of new infrastructure or renewal of existing assets
- Formalise Council's involvement in community projects identified in Corangamite Shire Township Community Plans where they involve the construction of new assets or renewal of assets
- Assist community groups initiating infrastructure projects as an action of Township Community Plans by improved awareness and understanding of standard requirements for asset construction throughout the project planning, project implementation and project completion phases.

Issues

The Community Planning Infrastructure Projects Policy has provided a mechanism to guide the balance between Council's role in building capacity within local communities and ensuring its resources can adequately meet the demand of maintaining its existing assets.

The implementation of the Community Planning Infrastructure Projects Policy was at a time when Township Community Plans were being delivered by community groups. The policy has been reviewed and is recommended for revocation, based on the following;

- The Township Community Plans have been delivered, with a wide range of projects developed and delivered by the community
- There is an existing policy (Community Initiated Projects Policy), which was adopted in 2022 and outlines the roles and responsibilities of Council and the initiating community group with respect to the development of community infrastructure
- Grow and prosper framework has been adopted to help identify new projects which will go through a competitive budget process for implementation
- The Community Vision 2040 provides a mechanism for community aspiration to inform the Council Plan and annual budget.

The policy has provided guidance and direction in the delivery of township community initiatives in the past, however as the Township Community Plans come to an end, the revocation of the Community Planning Infrastructure Projects Policy is recommended and referral to the Community Initiated Projects Policy is suggested.

The Community Initiated Projects Policy provides Council and community-based organisations the direction and guidance to deliver infrastructure projects. The policy recognises the value of community-based organisations and the work they undertake to deliver projects and strengthen local communities.

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

Improving the health and wellbeing of our residents

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

Internal / External Consultation

Council's Community Planning Infrastructure Projects Policy has been reviewed internally by Council's Facilities and Recreation Department, Community Development Department and Executive Leadership Team.

Financial and Resource Implications

The revoking of the Community Planning Infrastructure Projects Policy is not expected to impose a financial cost to Council.

Options

Council can revoke the Community Planning Infrastructure Projects Policy as recommended or choose to amend the Community Planning Infrastructure Projects Policy.

Conclusions

Council's Community Planning Infrastructure Projects Policy has been reviewed and recommended to be revoked following the delivery of actions through the Township Community Plans.

Council's Community Initiated Projects Policy highlights the roles and responsibilities of Council and the initiating community group with respect to the development of community infrastructure and should be referred to in the absence of the Community Planning Infrastructure Projects Policy.

The policy acknowledges that many communities are continually striving to improve the appearance of their townships and associated infrastructure outside of the planning and associated works of Council. The Community Initiated Projects Policy aims to ensure Council's and community's involvement in community infrastructure projects on Council owned or controlled land is well defined, transparent and consistent.

RECOMMENDATION - 9.5

That Council revokes the Community Planning Infrastructure Policy dated November 2019

COUNCIL RESOLUTION

Moved: Cr Jo Beard
Seconded: Cr Laurie Hickey

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

9.6 Cattle Underpasses Policy

Directorate: Works and Services

Author: John Kelly, Manager Assets Planning

Previous Council Reference: Nil

Attachments: 1. Policy Council Cattle Underpasses March 2024 [9.6.1 - 3 pages]
2. Under Separate Cover - Policy Council Cattle Underpasses with tracked changes March 2024 [9.6.2 - 3 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 – 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 recommends Council adopt the Cattle Underpasses Policy which outlines Council's policy for cattle underpasses throughout the Shire.

Introduction

Council's Cattle Underpasses Policy confirms the process for the establishment and ongoing maintenance of cattle underpasses under Council roads. Cattle underpasses enable property owners to move their cattle across roads which split their properties without having to interact with the vehicular traffic on these roads.

Issues

The establishment of cattle underpasses has a positive impact on road users, as the grade separation provides increased road safety and removes the threat of damage to the road from the movement of cattle.

This policy was last reviewed in 2020 and adequately details the roles and responsibilities of the property owner and of Council. In the last 4 years there have been 4 cattle underpasses installed on local roads within the Shire.

There are no changes to the Policy recommended.

Policy and Legislative Context

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

Infrastructure that enables industry and business growth

The Cattle Underpasses Policy is a Council policy that has been reviewed in accordance with Council's Policy Development Framework

Internal / External Consultation

The Cattle Underpasses Policy is an existing policy that has been reviewed internally.

Financial and Resource Implications

Construction and maintenance of a cattle underpass and any costs associated with this are the responsibility of the property owner served by the underpass. Once the construction of a cattle underpass has been completed to Council's satisfaction, Council will take responsibility of the ongoing maintenance of the road formation and guardrail over the underpass.

In the event a cattle underpass becomes obsolete, it will be the responsibility of the property owner to remove the underpass and reinstate the road to its original condition.

Prior to the construction, a written agreement is to be entered into between the property owner and the Council confirming the above responsibilities.

Options

Council can opt to adopt the Cattle Underpasses Policy as proposed or choose to make amendments to the policy.

Conclusions

The proposed policy provides confirmation of Council's process for the proposed establishment and ongoing maintenance of cattle underpasses under Council roads.

RECOMMENDATION - 9.6

That Council:

- 1. Revokes the Cattle Underpasses Policy dated March 2020.**
- 2. Adopts the Cattle Underpasses Policy dated March 2024.**

COUNCIL RESOLUTION

Moved: Cr Ruth Gstrein
Seconded: Cr Jamie Vogels

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

9.7 Special Charge Scheme Final Costs - Timboon Curdievale Road Footpath

Directorate: Works and Services

Author: John Kelly, Manager Assets Planning

Previous Council Reference: Nil

Attachments: 1. Apportionment Timboon Curdievale Road Footpath SCS Final Costs [9.7.1 - 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 – John Kelly

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

Summary

Works have been completed on the installation of a concrete footpath on the eastern side of Timboon Curdievale Road from Lambert Street to Haywards Road, Timboon. Costs associated with the Special Charge Scheme for these works have been finalised.

The final costs are less than those estimated at the time of the declaration of the Special Charge Scheme.

Approval is sought from Council to vary the cost of the Special Charge Scheme as shown below and to serve notice to the benefitting property owners seeking their contribution.

Introduction

Council, at its meeting on 20 December 2022, declared a Special Charge Scheme for the purposes of defraying expenses associated with the installation of the footpath on Timboon Curdievale Road, Timboon which was completed in January 2024.

The footpath constructed in this section of Timboon Curdievale Road has provided high community benefit with improved access to the Timboon CBD and swimming pool to the north.

Issues

The actual cost of construction of the footpath on completion was less than the cost of construction estimated at the time of the declaration. The initial estimate to the Scheme were based on similar projects previously undertaken in the Shire and market rates.

Minor cost savings are proposed to be passed on to the property owners contributing to the Scheme.

Details on the estimated and final cost for the scheme and cost to property owners are provided in the Financial and Resource Implications section below.

Policy and Legislative Context

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

Theme One - A Connected Community

Footpaths that provide access to key destinations in our towns

Theme Five - Community Leadership

Council promotes best value and value for money for its ratepayers

The Special Charge was declared pursuant to Section 163 of the Local Government Act 1989, and 25% of the cost associated with the Scheme is to be recovered from property owners benefiting from the works.

The process for finalising costs for the special charge scheme is in accordance with Council's Special Rates and Charges Policy.

Internal / External Consultation

The Special Charge Scheme has previously been through a formal consultation process in accordance with the Local Government Act 1989 and Council policy.

The Scheme, which was declared at the Council Meeting on 20 December 2022, is to be varied in respect of the final cost and property owners are to be notified of the required contribution.

Following the Council meeting, letters were forwarded to the benefitting property owners advising of the declaration. The letters also advised of the estimated amount of contribution from each owner as well as the owners' rights of appeal.

Since the declaration there were no appeals made to VCAT objecting to the works.

Financial and Resource Implications

The footpath works on Timboon Curdievale Road, Timboon are now complete and Scheme details are outlined in Table 1.

	TOTAL SCHEME COST		COST TO PROPERTY OWNERS	
	Estimated	Final	Estimated	Final
Timboon-Curdievale Rd, Timboon	\$80,713	\$77,626	\$20,178	\$19,406

Table 1: Details of Scheme Costs

The schedule of final costs to be apportioned to each owner is attached to this report. Added costs associated with strengthening footpaths across property driveways are included in the schedules. These costs are at the full expense of the owners and do not form part of the Scheme.

Other costs for the project which did not form part of the Scheme included installation of new kerbing along the road, new footpath adjacent to the Timboon swimming pool and new safety handrail.

Options

Council can choose to return the minor savings arising from finalisation of the Scheme to the contributing property owners. This is consistent with Council's Special Rates and Charges Policy. Alternatively, Council can treat the cost savings as general revenue.

Conclusions

The installation of the footpath in Timboon-Curdievale Road, Timboon, has provided a connection with the existing footpath in Lambert Street.

The new footpath has improved the amenity and access in the town and is considered to benefit the property owners and the community in general.

The project has been managed efficiently to ensure that residents making contributions are not financially disadvantaged.

RECOMMENDATION - 9.7

That Council, with respect to the Special Charge Scheme declared on the 20 December 2022 for the purpose of defraying the expenses incurred for the installation of a footpath and associated works on the eastern side of Timboon Curdievale Road from Lambert Street to Haywards Road, Timboon:

1. Varies the above Special Charge Scheme to acknowledge the final costs as per the attached schedule pursuant to Section 166(1) of the Local Government Act 1989, and issues notices to be served on the property owners pursuant to Section 166(2) of the Act.
2. Serves notices to property owners benefitting from the works for the final costs for full payment within thirty days of the owner receiving notice or by twenty quarterly instalments as approved by Council, bearing interest at the rate of interest set by Council Policy “Special Charge Schemes – Interest on Payment”.

COUNCIL RESOLUTION

Moved: Cr Ruth Gstrein
Seconded: Cr Jo Beard

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

9.8 Local Roads and Community Infrastructure Program 4B - project nomination

Directorate: Works and Services
Author: Jarrod Woff, Manager Facilities and Recreation
Previous Council Reference: Nil
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 – Jarrod Woff

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

Summary

This report is for Council to endorse a project to be funded under the Federal Government's Local Roads and Community Infrastructure Program (LRCIP) Phase 4B following a project that was endorsed being deemed ineligible.

Introduction

The Australian Government has committed \$750 million to Local Roads and Community Infrastructure Program Phase 4 program. Phase 4 funding allocations include \$250 million targeted to improve rural, regional and outer urban roads.

From 1 July 2023, councils will be able to access funding with projects to be delivered by 30 June 2025.

The total grant for Corangamite Shire is \$3,603,914. The grant is allocated in two parts. Council is an eligible funding recipient for both parts. Part A funding - \$2,285,555 – can be spent on priority local road and community infrastructure projects. Part B funding - \$1,318,359 – can be spent on road projects. Part A funding was awarded by Council at its July 2023 meeting.

Issues

Part B funding can be spent on eligible local road projects. This could include projects involving:

- Traffic signs, traffic calming/ control equipment
- Street lighting
- Bridge/ tunnel
- Heavy vehicle off road facility
- Facilities off road that support the visitor economy
- Road and footpath maintenance where additional to normal capital works / schedules

Projects for nomination under Part B are to be considered for delivery in 2024-2025 as council's resources for delivery in 2023-2024 are at capacity. This will ensure any design requirements can commence early to enable delivery by June 2025.

The projects have been considered for their strategic relevance or addressing issues of safety.

One project in the endorsed list of projects which was supported at the December Council meeting has since been deemed ineligible by the program;

Morris St, Port Campbell footpath (southside)	\$89,890
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The project has been identified as a walking path, which is outlined as a community project which has been deemed ineligible for Part B funding.

As a result, it is proposed that the Skipton Jubilee Park Carpark project is endorsed for consideration under Part B funding as below;

Skipton Jubilee Park, Carpark	\$89,890
--------------------------------------	-----------------

The project has been identified as an off-road facility that aims to support the visitor economy, encouraging visitors to stop in Skipton following the floods in 2022. The total project cost will be higher than outlined above, however Council is only eligible for this amount of funding through the program. Any additional costs related to the project will be considered as part of Councils 2024-2025 budget.

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

Internal / External Consultation

Councils Executive Management team have reviewed the additional project following the ineligibility of the Morris Street footpath for Council endorsement.

Once the project has been endorsed, the Works Schedule that has been previously submitted to the Commonwealth for approval will be updated for consideration and approval.

Once approved, the Works Schedule will form part of the Grant Agreement. The approval of the Work Schedule is a condition for release of the first instalment of grant money and for construction to commence.

Financial and Resource Implications

Council is eligible to receive funding up to the value of \$1,318,359 under Phase 4B. Project design, construction and management are included in project costs.

Projects nominated under Part B funding will be included in the 2024-2025 budget development. The total project cost of the Skipton Jubilee Park Carpark has been estimated at \$115,000. This will mean a contribution of \$89,890 from the LRCI program and a contribution of \$25,110 from Council.

Options

Councillors can endorse the project for Part B funding as recommended or can choose to make amendments or consider other projects for nomination.

Conclusions

The Australian Government has provided \$3,603,914 funding under the LRCIP from 1 July 2023 to 30 June 2025 for local roads and community infrastructure projects.

Council must nominate projects up to the value of \$1,318,359 under Phase 4B. The inclusion of the project highlighted above will support improved road safety outcomes and deliver priority road projects that are considered to provide fit for purpose infrastructure and a direct benefit to the community across the Shire.

RECOMMENDATION - 9.8

That Council endorses the substitution of the Skipton Jubilee Park Carpark project for the Morris Street footpath project of \$89,890 for Phase B funding under the Local Roads and Community Infrastructure Program (LRCIP Program) given the ineligibility of the aforementioned project.

COUNCIL RESOLUTION

Moved: Cr Jamie Vogels

Seconded: Cr Nick Cole

That Council:

- 1. Endorses the substitution of the Skipton Jubilee Park Carpark project for the Morris Street footpath project of \$89,890 for Phase B funding under the Local Roads and Community Infrastructure Program (LRCIP Program) given the ineligibility of the aforementioned project.**
- 2. Refers the Morris Street footpath project to the 2024-2025 budget for consideration.**

CARRIED UNANIMOUSLY 7 / 0

9.9 Business Assistance Scheme

Directorate: Sustainable Development

Author: Katy McMahon, Manager Economy & Prosperity

Previous Council Reference: Nil

Attachments: 1. Under Separate Cover - Business Assistance Scheme March 2024 Application Assessment Summary [9.9.1 - 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 – Katy McMahon

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

Summary

The purpose of this report is to provide information on the assessment and recommended funding allocation for the March round of the Business Assistance Scheme (BAS).

Introduction

As part of Grow and Prosper Corangamite, Council has consolidated its approach to economic and community development, inclusive of arts, culture, tourism and the circular economy. The Grow and Prosper Framework outlines new programs including the BAS.

The BAS enables Council to support local businesses, big or small, community enterprises, creative industries and new businesses looking to establish in the municipality.

Issues

The BAS provides businesses, building owners and community the opportunity to apply for support, including financial assistance. Applications are assessed on merit, considering the eligibility criteria and available funds.

The BAS is a new way to support our community. The BAS policy was adopted by Council September 2023. The Scheme is ongoing across the year enabling businesses to submit when suitable for their proposed project and provides four streams:

1. Business Façade Improvement – providing support to businesses that have street frontage in towns to undertake high quality façade improvements, that are visible from the front of the property and enhance the visual appearance and function of the building.
2. Creative Industries and Placemaking – supporting and building the capacity of entrepreneurs, creatives and established businesses to create and deliver inclusive and vibrant projects in public spaces or areas that are accessible to the public.
3. Community Enterprise - encouraging the development of enterprise skills, building economic capacity and employment opportunities in communities, by supporting entrepreneurs, creatives and community-led businesses to create and deliver inclusive projects throughout Corangamite.
4. Fees and Enabling Infrastructure - encouraging development that is significant to the community to occur within a shortened timeframe, assist new businesses to establish by reducing the up-front costs and provide some certainty to those preparing to invest in the municipality.

One application has been received, assessed and is put forward for Council determination as follows:

Applicant:

Alderwood Manor - \$2,000

Project Description:

The project aims to introduce a new activation for the venue that builds on the success of the free musical jam sessions at the venue. The project will add value and a different experience for attendees with the introduction of 'Open Mic' and a musical 'lead' artist to be employed to create a structure to the events alongside the purchase of musical instruments and wireless connectors.

The new BAS scheme is an ongoing grant and business support scheme that is open for applications year-round. Council officers work with applicants to enable applications to be 'grant ready'. Applications are assessed against the relevant stream criteria and evaluated by an assessment panel, with recommendations prepared for Council determination.

Policy and Legislative Context

This report is in keeping with the commitments in the Council Plan 2021-2025:
Theme Two - A Thriving Community

- Facilitating and supporting economic development
- Arts and Culture that is supported and accessible

The Business Assistance Scheme policy, adopted by Council September 2023, guides the administration of the scheme enabling Council to provide targeted assistance, including advice and financial assistance.

Internal / External Consultation

Following the adoption of the Business Assistance Scheme Policy in September 2024, guidance was prepared for businesses and the community with the 'soft' launch of the program opening for applications in December 2023. An official launch of the program was held on 15 February 2024 attended by business owners and involving a Q and A panel.

Extensive external promotion and consultation about the new BAS has occurred across the Shire including media releases, Council's social media channels, Corangamite News, Corangamite E-News and Corangamite Business E-News.

Financial and Resource Implications

The current applicant is seeking a total commitment of funds of \$2,000.
Council's 2023-2024 adopted budget includes an allocation of \$50,000 towards the previous Business Façade Grant Scheme which is being expended through the new BAS with a remaining budget of approximately \$42,000.

Options

Officers have assessed the application and recommend that assistance be provided.

Under the BAS the options are:

1. Allocate funds of \$2,000 excl GST to the Business Assistance Scheme applicant.
2. Not allocate funding.

Conclusions

The BAS provides businesses, building owners and community enterprises with the opportunity to apply for support, including financial assistance. The application recommended for support meets the objectives of the BAS program and contributes to the growth and prosperity of Corangamite.

RECOMMENDATION - 9.9

That Council approve the Business Assistance Scheme application for funding to Alderwood Manor for an amount of \$2,000 excl GST.

COUNCIL RESOLUTION

Moved: Cr Jo Beard
Seconded: Cr Nick Cole

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

9.10 Ready Now Grants Allocation March 2024

Directorate: Sustainable Development

Author: Katy McMahon, Manager Economy & Prosperity

Previous Council Reference: Nil

Attachments: 1. Under Separate Cover - Ready Now Grants Program
December 2023 – Feb 2024 Applications and Assessment
[9.10.1 - 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 – Katy McMahon

In providing this advice to Council as the Manager Economy and Prosperity I have no interests to disclose in this report.

Summary

The purpose of this quarterly report is provide information on the progress of Ready Now Grant allocations approved between December 2023 and February 2024 inclusive.

Introduction

The new Ready Now Grants Program supports the community with small quick grants to volunteer based community groups for proposals that are not readily able to be considered under the Community, Enabling, Events and Festivals, Facilities or Environmental Grants Programs.

Issues

The Ready Now Grants policy was adopted by Council in September 2023. The new program replaced the previous Quick Response Grants Program which had been in operation for more than a decade. The Ready Now Grants Program is a targeted program focused on community benefit, supporting community groups and activities where small grants can 'make a difference'.

The program is designed to be flexible and responsive to community needs. Applications for Ready Now Grants are assessed as they are received with approval of grant applications delegated to the CEO enabling quick turnaround of applications as the process isn't required to meet monthly reporting timelines.

The program provides small allocations of funds of up to \$500 for beneficial projects and activities supporting community inclusion, participation and providing equipment, facilities and public spaces that are appropriate for community use. Grants are open to volunteer-based community groups operating within Corangamite Shire

Recent Ready Now Grant Applications and Approvals

Over the last quarter (December – February) nine applications were lodged with six grants provided. Applications approved and funding provided are outlined in Table 1 below.

Project	Amount	Status	Comments
Camperdown Bowling Club Incorporated: purchase of a replacement defibrillator battery.	\$495	Invoiced received and paid	Acquittal due 6 June 2024
Camperdown Pastoral and Agricultural Society Incorporated: contribution towards the cost of water meter relocation.	\$500	Invoiced received and paid	Acquittal due 8 July 2024
Terang and District Probus Club Incorporated: purchase of a portable speaker.	\$384	Invoiced received and paid	Acquittal due 8 July 2024
Port Campbell Rifle Club Incorporated: purchase of a solar water pump.	\$500	Invoice pending	Installation to be completed by club members.
Port Campbell Public Purpose Reserve Committee of Management Incorporated: construction of a portable 9-hole mini-golf course.	\$500	Invoiced received and paid	Contribution used towards materials required for construction of the course.
Lake Bookaar Recreation Reserve Committee of Management Incorporated: purchase of roadside signage.	\$500	Invoiced received and paid	Acquittal due 30 August 2024

Table 1: Approved Ready Now Grant Applications Dec 2023 – Feb 2024

Three additional applications were received which did not comply with relevant Council policies. Following discussions with the applicants two were withdrawn, and one seeking \$500 for bus hire was not supported as the benefit of the proposal was limited to a small group with insufficient broader community/public benefit.

Policy and Legislative Context

Consideration of applications for the Ready Now Grants Program is in accordance with the Ready Now Policy.

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

Theme One - A Connected Community

- Digital connectivity that meets the needs of our community
- Access to infrastructure that supports a healthy and active lifestyle for our community

Theme Two - A Thriving Community

- Arts and culture that is supported and accessible
- 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

Theme Three - A Healthy, Active and Resilient Community

- 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

Theme Five - Community Leadership

- We listen to and engage with our community

Internal/ External Consultation

The Ready Now Grants policy, adopted by Council in September 2023, was prepared taking into consideration community feedback. The application forms for the Ready Now Grants Program are available from Council's website or by contacting Council's Community Development Officer who can assist applicants through the application process.

Financial and Resource Implications

The 2023-2024 Quick Response Grants/ Ready Now Program (adjusted) budget allocation is \$24,253. Grants to a total value of \$13,302.64 have been awarded as at 14 March 2024.

Conclusions

The Ready Now Grants Program provides financial assistance to eligible volunteer-based community groups to undertake beneficial projects and activities. The applications approved for funding are in accordance with the Ready Now Grants Policy and provide positive outcomes for the Corangamite communities.

RECOMMENDATION - 9.10

That Council notes the quarterly report (December 2023 to February 2024) for the Ready Now Grants program.

COUNCIL RESOLUTION

**Moved: Cr Nick Cole
Seconded: Cr Laurie Hickey**

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

10 Other Business

Nil

Cr Jamie Vogels raised a matter regarding Timboon's Fibre to the Premise (FTTP) project.

COUNCIL RESOLUTION

Moved: Cr Jamie Vogels
Seconded: Cr Laurie Hickey

That Council write to the Minister for Communications and NBNCo asking for an update on the implementation of the Regional Connectivity Program (RCP) project which was to see Fibre to the Premises installed to 531 premises in Timboon and that if the project has indeed been cancelled, an explanation of the reasons and any blockages encountered.

CARRIED UNANIMOUSLY 7 / 0

11 Open Forum

The Mayor, Cr Kate Makin, invited members of the public to ask a question or make a statement.

The following item was submitted:

- Dean Hurlston, President Council Watch submitted the following questions:
 - What amount of waste enforcement costs in the current financial year 2023/24 has the Council included in its waste levies charged to residents? (if any)
 - What amount of revenue has council included in the current financial year 2023/24 from waste enforcement actions?
 - Has that revenue been offset in the waste levy OR applied to Councils General Revenue streams?

Justine Linley, Director Sustainable Development responded to the questions.

COUNCIL RESOLUTION

Moved: Cr Laurie Hickey
Seconded: Cr Jamie Vogels

That standing orders be suspended to move into confidential items.

CARRIED UNANIMOUSLY 7 / 0

Standing orders were suspended at 8.13 pm.

COUNCIL RESOLUTION

Moved: Cr Laurie Hickey
Seconded: Cr Jo Beard

That standing orders be resumed.

CARRIED UNANIMOUSLY 7 / 0

Standing orders were resumed at 8:23 pm.

12 Confidential Items

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.

COUNCIL RESOLUTION

Moved: Cr Nick Cole
Seconded: Cr Ruth Gstrein

That the recommendation be adopted.

CARRIED UNANIMOUSLY 7 / 0

The meeting moved into confidential items at 8:23 pm.

12.1 Land Purchase Outcomes and Unlocking Housing Simpson - 86 Princetown Road, Simpson

Pursuant to sections 3(1) and 66(5) of the *Local Government Act 2020* the Chief Executive Officer has designated this report and its attachments 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 report contains information regarding commercially sensitive information regarding land purchase and delivery options for the Unlocking Housing Simpson Project.

COUNCIL RESOLUTION

Moved: Cr Nick Cole
Seconded: Cr Ruth Gstrein

That the meeting move out of confidential items.

CARRIED UNANIMOUSLY 7 / 0

The meeting moved out of confidential items at 8:37 pm.

13 Close Meeting

Mayor, Cr Kate Makin declared the Council Meeting closed at 8:37 pm.

I hereby certify that these minutes have been confirmed and are a true and correct record.

CONFIRMED:

Chairperson

DATE:
