



ORDINARY COUNCIL MEETING

AGENDA

WEDNESDAY 27 SEPTEMBER 2017

AT 4PM

FORREST PUBLIC HALL

**Next Council Meeting: 25 October 2017
COPACC, Colac**

COLAC OTWAY SHIRE ORDINARY COUNCIL MEETING

27 SEPTEMBER 2017

TABLE OF CONTENTS

OPENING PRAYER.....	3
PRESENT.....	3
APOLOGIES.....	3
WELCOME AND ACKNOWLEDGEMENT OF COUNTRY	3
QUESTION TIME	4
TABLING OF RESPONSES TO QUESTIONS TAKEN ON NOTICE AT PREVIOUS MEETINGS	4
PETITIONS/JOINT LETTERS	4
DECLARATION OF INTEREST.....	4
CONFIRMATION OF MINUTES.....	4

OFFICER REPORTS

OM172709-1	COLAC 2050 GROWTH PLAN - RESULTS OF PHASE 1 COMMUNITY CONSULTATION	5
OM172709-2	2018/2019 COMMUNITY SPORTS INFRASTRUCTURE FUND.....	153
OM172709-3	IRREWARRA CRICKET CLUB - CLUBROOM DEVELOPMENT PROJECT	163
OM172709-4	TIRRENGOWER DRAINAGE SCHEME	169
OM172709-5	PETITION TO REDUCE SPEED LIMIT ON BIRREGURRA-YEODENE ROAD.....	184
OM172709-6	REVIEW OF INSTRUMENT OF DELEGATION FOR THE BIRREGURRA HALL SECTION 86 COMMITTEE	188
OM172709-7	CONSIDERATION OF CONTRACTS (CONTRACT 1718 - BITUMINOUS SEALING WORKS, CONTRACT 1720 - GEOTECHNICAL SERVICES)	201
OM172709-8	PROCUREMENT POLICY REVIEW	206
OM172709-9	ASSEMBLY OF COUNCILLORS	248

COLAC OTWAY SHIRE ORDINARY COUNCIL MEETING

NOTICE is hereby given that the next **ORDINARY MEETING OF THE COLAC OTWAY SHIRE COUNCIL** will be held in Forrest Public Hall on 27 September 2017 at 4pm.

AGENDA

1. THE MEETING IS DECLARED OPEN

OPENING PRAYER

Almighty God, we seek your blessing and guidance in our deliberations on behalf of the people of the Colac Otway Shire. Enable this Council's decisions to be those that contribute to the true welfare and betterment of our community.

AMEN

2. PRESENT

3. APOLOGIES

4. WELCOME & ACKNOWLEDGEMENT OF COUNTRY

Colac Otway Shire acknowledges the original custodians and law makers of this land, their elders past and present and welcomes any descendants here today.

I ask that we all show respect to each other and respect for the office of an elected representative.

All Council and Committee meetings are audio recorded, with the exception of matters identified as confidential items in the Agenda. This includes the public participation sections of the meetings.

Audio recordings of meetings are taken to facilitate the preparation of the minutes of open Council and Committee meetings and to ensure their accuracy.

In some circumstances a recording will be disclosed to a third party. Those circumstances include, but are not limited to, circumstances, such as where Council is compelled to disclose an audio recording because it is required by law, such as the Freedom of Information Act 1982, or by court order, warrant, or subpoena or to assist in an investigation undertaken by the Ombudsman or the Independent Broad-based Anti-corruption Commission.

Council will not use or disclose the recordings for any other purpose. It is an offence to make an unauthorised recording of the meeting.

5. QUESTION TIME

A maximum of 30 minutes is allowed for question time. To ensure that each member of the gallery has the opportunity to ask questions, it may be necessary to allow a maximum of two questions from each person in the first instance. Once everyone has had an opportunity to ask their initial questions, and if time permits, the Mayor will invite further questions.

Please remember, you must ask a question. If you do not ask a question you will be asked to sit down and the next person will be invited to ask a question. Question time is not a forum for public debate or statements.

1. Questions received in writing prior to the meeting (subject to attendance and time).
2. Questions from the floor.

6. TABLING OF RESPONSES TO QUESTIONS TAKEN ON NOTICE AT PREVIOUS MEETINGS

These responses will not be read out but will be included in the minutes of this meeting.

7. PETITIONS/JOINT LETTERS

Nil

8. DECLARATION OF INTEREST

A Councillor who has declared a conflict of interest, must leave the meeting and remain outside the room while the matter is being considered, or any vote is taken.

Councillors are also encouraged to declare circumstances where there may be a perceived conflict of interest.

9. CONFIRMATION OF MINUTES

- Ordinary Council Meeting held on 23 August 2017.
- Special Council Meeting held on 20 September 2017.

Recommendation

That Council confirm the above minutes.

ORDINARY COUNCIL MEETING
**COLAC 2050 GROWTH PLAN - RESULTS OF
 PHASE 1 COMMUNITY CONSULTATION**

OM172709-1

LOCATION / ADDRESS	Colac	GENERAL MANAGER	Gareth Smith
OFFICER	Suzanne Barker	DEPARTMENT	Development & Community Services
TRIM FILE	F13/4951	CONFIDENTIAL	No
ATTACHMENTS	1. Colac 2050 Growth Plan - Community Consultation Phase One - What we heard - Final Report September 2017 reduced		
PURPOSE	To inform Council of the results of the first phase of community consultation for the Colac 2050 Growth Plan project.		

1. LOCATION PLAN / AERIAL PHOTO

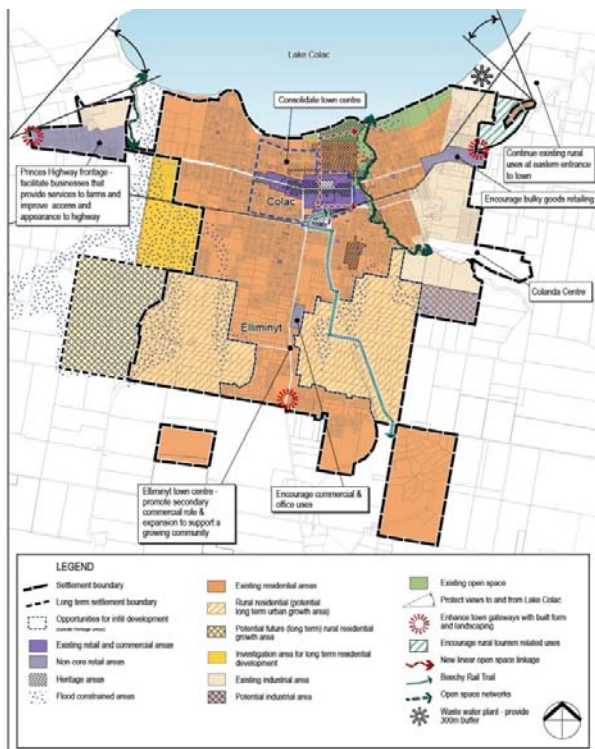


Figure 1: Current Colac Framework Plan

2. EXECUTIVE SUMMARY

The Colac 2050 Growth Plan project commenced early in 2015 and is set to deliver a Growth Plan including a revised township Framework Plan. At the May 2017 meeting, Council resolved to commence community consultation activities for the Colac 2050 Growth Plan project. Council also noted the *Colac 2050 Background Report* and requested that a summary version of the Background Report be prepared to assist with the consultation activities, which is now available on Council's website.

The first phase of community consultation is now complete. The purpose of consultation was to: inform and discuss the opportunities and constraints which influence growth; explore the questions of where and how Colac should grow; and begin to develop growth scenarios or options.

This first phase of consultation has included multiple opportunities for community input. Opportunities included: a joint survey with the Council Plan; facilitated workshops; request for written submissions from anyone in the community; and a community wall in COPACC.

The joint Council Plan / Colac 2050 Survey was conducted late 2016 and early 2017 which included a number of questions in relation to Colac 2050.

Council also facilitated several workshops with various stakeholders and the broader community. 116 people attended the workshops. Participants identified areas where Colac could locate future housing as part of an exercise to brain storm growth scenarios or options.

A community wall was also on display in COPACC for a number of weeks which requested people to place a sticker on a large aerial map of Colac where they thought houses should be located.

Finally, Council requested submissions from the public in relation to how and where Colac should grow. 22 submissions were received with 9 of the 21 from one individual submitter.

The results of this phase of consultation are documented in the "What we Heard" Report (Attachment 1).

The recruitment of the citizen jury has occurred with a mail out to all households and non-resident ratepayers in the Shire to invite them to express an interest to become a member of the Jury. Registrations for the jury closed September 24. The jury will be appointed by Council's consultant in the coming weeks to ensure the independence of the jury and the integrity of the process.

3. RECOMMENDATION

That Council:

- 1. Notes the outcomes of the first phase of community consultation from the Colac 2050 Growth Plan project.*
- 2. Endorses Council officers to update the "What we heard report" with the results of the scenario survey and late submissions if received.*
- 3. Endorses referring the Colac 2050 Growth Plan project "What we heard report" to the project Citizen Jury for their consideration.*

4. BACKGROUND / KEY INFORMATION

BACKGROUND

The Colac 2050 Growth Plan project commenced early in 2015 and is set to deliver a Growth Plan including a revised township Framework Plan (shown in Section 1 of this report). The main purpose of these documents is to identify future areas for residential development amongst other matters. The project has been underpinned by a research phase which was completed late last year and gathered relevant technical information to support the forward planning of Colac. This project help's Council to fulfil its obligation under the *Planning and Environment Act* (1987) to ensure the orderly planning of the area and accommodate at least 15 years' supply of appropriately zoned land for residential purposes.

At the May 2017 meeting, Council resolved to commence community consultation activities for the Colac 2050 Growth Plan project. Council also noted the *Colac 2050 Background Report* and requested that a summary version of the Background Report be prepared to assist with the consultation activities, which is now available on Council's website.

This report provides Council with a snapshot of findings from the first phase of community consultation.

KEY INFORMATION

The purpose of the first phase of consultation was to: inform and discuss the opportunities and constraints which influence growth; explore the questions of where and how Colac should grow; and begin to develop growth scenarios or options. The results of this phase of consultation are documented in the '*What we Heard*' Report (attached).

There have been a range of opportunities for stakeholders and the community to become involved in the first phase of community consultation for the Colac 2050 Growth Plan project. The opportunities included:

- Joint survey with the Council Plan
- Facilitated workshops
- Request for written submissions from anyone in the community
- Community Wall in COPACC.

Furthermore, the general public were informed about the events and activities via: media on Council's website, newspaper advertisements, radio, Facebook feeds and direct email invitations to stakeholders from across Council's databases.

Joint Council Plan Survey

A joint Council Plan and Colac 2050 survey was undertaken between December 2016 and March 2017. Of the 25 questions in the survey, five questions were related to the Colac 2050 Growth Plan project and one question considered the issue of heritage.

Question 10 asked people to rate how important it was to create opportunities for Colac to expand and a majority of people considered this important.

Questions 13, 14, 15 were open ended, and a useful way to analyse this type of data is to undertake a text analysis for words which are most often mentioned. In response to what people like most about Colac now (Question 13), people mentioned themes such as: the lake, shopping, community,

business and the botanic gardens. In response to what changes would most improve Colac (Question 14), people most often mentioned Murray Street or Main Street, employment, shops and the lake amongst other matters. In response to what is important in relation to how Colac is developed from now to 2050 (Question 15), people most often mentioned a range of themes including: housing; the lake; shopping; industry; business; and sporting facilities.

Question 16 asked people to rate a number of statements about how Colac should grow in relation to their importance. The results indicate a majority of people rated that Colac's population should grow with a mix of growth in new and established areas.

Finally, Question 9 considered people's attitudes to heritage. The results indicate a strong level of agreement that people consider historic buildings and places, old trees, and indigenous heritage important.

Facilitated Workshops

A number of facilitated workshops were held for stakeholders and the community. These included:

- Staff Senior Leadership Team Workshop
- Colac Secondary College Student Leadership Group Workshop
- Business Breakfast – early morning session
- Three Community Workshops at various times – Wednesday evening, Friday lunchtime and Sunday morning
- Government and agency feedback workshop
- Trinity College Student Leadership Group Workshop.

Attendees at the workshop were presented with a snapshot of key outcomes from the research phase and asked to consider the opportunities and constraints for the town and managing residential growth. They were then asked to consider how and where Colac should grow by identifying potential areas for growth in the town on an A3 aerial plan of Colac. This was accompanied with a form to explain the advantages and disadvantages of the scenario. Finally, participants were asked to rate each of the scenarios suggested by people at the workshop, and to pick their most and least preferred scenarios.

A government and agency workshop was held as the penultimate workshop to obtain initial feedback in relation to the scenarios collated from the previous workshops (the Trinity College session was unable to be scheduled prior to the government and agency workshop and therefore did not benefit from feedback).

The following table provides an overview of the attendance and stakeholders for each workshop.

Name of Workshop	Who invited?	Date / Time	Number of participants
Staff	Senior Leadership Group	Thursday 13 August, 10-11:30am	25
Colac Secondary College	Student leaders	Tuesday 1 August, 10:30-11:45am	14
Business breakfast	Business stakeholders, regular planning applicants and stakeholders	Tuesday 1 August, 7:30-9am	22
Community Workshop 1	Arts and Culture, Community Groups, Sports and Recreation Groups	Wednesday 2 August, 7-9pm	5
Community Workshop 2	Arts and Culture, Community Groups, Sports and Recreation Groups	Friday, 4 August, 12-1:30pm	12
Community Workshop 3	Arts and Culture, Community Groups, Sports and Recreation Groups	Sunday, 6 August 10am-12pm	6
Government and Agency	Referral departments and agencies	Thursday 10 August, 10am-12pm	15
Trinity College	Student leaders	Tuesday, 29 August	17
TOTAL PARTICIPANTS			116

The *'What we Heard'* Report documents the scenarios which were developed as part of the workshops.

Written submissions

An online submission form was available on Council's website from Monday 26th June to Friday 18th August. The form prompted people to consider how and where Colac should grow and provided people with the ability to upload additional information. Council received submissions via the online form as well as via email and mail.

22 submissions were received with 9 of the 21 from one individual submitter. Individual names have been omitted for privacy reasons. The "What we heard" report (attached) has a summary of the submissions.

Community Wall

A community wall was on display in COPACC for a number of weeks from mid-July to mid-August. The display included maps providing background information and a request to place a sticker where people thought houses should be located. The green dots indicate if people agree with a sticker placed by someone else. The image below shows the map which was on display in COPACC prior to being dismantled.



FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

Council officers will use the scenarios collated as part of the first phase of consultation to develop an online survey for the community to rate and rank the various scenarios. This will occur during September / early October.

Furthermore, consultants have been appointed to facilitate the citizen jury planned for October and November. Recruitment for the jury has taken place – registrations to nominate to be part of the jury closed September 24. Council's appointed consultant is overseeing the recruitment and appointment of the jury to ensure an arm's length from Council for this part of the process to ensure the independence of the jury and the integrity of the process.

Councillors will be invited to meet the jury at an information session in October, and members of the public and Councillors will be able to observe the open jury sessions in October and November.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

The Colac 2050 Growth Plan project is aligned to the Council Plan 2017-2021'. It is specifically aligned to: 'Theme 1: Our Prosperity' and its goal to 'plan infrastructure, assets and land use with a long term vision for economic growth'. It is a named strategy to support this theme.

ENVIRONMENTAL IMPLICATIONS

The Colac 2050 Growth Plan project will consider environmental implications as part of the development of the draft plan.

SOCIAL & CULTURAL IMPLICATIONS

The Colac 2050 Growth Plan project will consider social and cultural implications as part of the development of the draft plan.

ECONOMIC IMPLICATIONS

The Colac 2050 Growth Plan project will assist in identifying future residential land which will facilitate economic activities through land development.

LEGAL & RISK IMPLICATIONS

This project assists Council to fulfil its obligation under the *Planning and Environment Act (1987)* to ensure the orderly planning of the area and accommodate at least 15 years' supply of appropriately zoned land for residential purposes.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

A budget allocation for the Colac 2050 Growth Plan project including the community engagement activities have been identified within Council's 2017/18 financial year budget.

7. IMPLEMENTATION STRATEGY

DETAILS

The results of the consultation activities undertaken as part of the first phase of community engagement for the Colac 2050 Growth Plan will be presented to the citizen jury for their deliberation when appointed.

COMMUNICATION

All households and non-resident ratepayers have been invited by direct mail to express interest in being part of the Colac 2050 Citizen Jury. Updates will also be posted on Council's website. Council officers have also directly emailed people who have registered to be kept informed of the Colac 2050 project to inform them of the opportunity to nominate for the citizen jury.

TIMELINE

The following is the proposed timeline for the next phases of the Colac 2050 Growth Plan project and planning scheme amendment to implement a revised Framework Plan.

Milestone	Timing
Finalise Background Report & report to Council	Completed
Community Engagement – including Citizens Jury	July to November 2017
Citizen Jury report to Council with recommendations	December 2017
Development of draft Growth Plan and Planning Scheme Amendment to implement revised Framework Plan	December – February 2018
Report to Council on draft Plan and Planning Scheme Amendment to implement revised Framework Plan	March 2018
Public Exhibition of draft Growth Plan and Planning Scheme Amendment	May / June 2018
Finalisation of Growth Plan & report to Council for adoption / referral to Panel	Late June 2018
Planning Scheme amendment finalisation	2019

8. OFFICER DIRECT OR INDIRECT INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.



COLAC 2050
Growth Plan

**PHASE ONE COMMUNITY
CONSULTATION**

'WHAT WE HEARD' - FINAL REPORT

SEPTEMBER 2017

CONTENTS

Introduction	5
Joint Council Plan and Colac 2050 Survey	7
Workshops	12
Opportunities and Constraints Exercise	14
Scenario development exercise	17
Infill - Scenario 1 – between armstrong st, pound rd and hearn st.....	18
Infill - Scenario 2 – OFFICE OF HOUSING area	20
Infill - Scenario 3 – between former colac high school site and deans creek.....	22
Infill - Scenario 4 – rural living areas in elliminyt.....	24
Infill - Scenario 5 – east industrial area	26
Infill - Scenario 6 – west industrial / commercial area	28
Infill - Scenario 7- rural living area west	30
Infill - Scenario 8A – Rural living area east	32
Infill - Scenario 8B.....	34
Infill - Scenario 9 - Colanda.....	36
West - Scenario 1A	39
West - Scenario 1AA.....	41
West - Scenario 1B	43
West - Scenario 1C	45
West - Scenario 1D.....	47
West - Scenario 2	49
West - Scenario 3	51
West - Scenario 4	53
South - Scenario 1A	56
South - Scenario 1B	59
South - Scenario 2A	61
South - Scenario 2B	63

South - Scenario 2C	65
South - Scenario 2D	67
South - Scenario 2E.....	69
South - Scenario 3	71
South - Scenario 4	73
East - Scenario 1A.....	75
East - Scenario 1B	77
East - Scenario 1C	79
East - Scenario 2	81
East - Scenario 3	83
East - Scenario 4A.....	85
East - Scenario 4B	87
East - Scenario 4C	89
East - Scenario 4D.....	91
East - Scenario 4E	93
East - Scenario 5	95
East - Scenario 6	97
Community Wall.....	99
Submissions.....	99
Submissions 1 – 4	100
Submission 5	102
Submissions 6-7.....	104
Submission 8	105
Submission 9	107
Submission 10	109
Submission 11	111
Submission 12	112
Submission 13-16	114
Submission 17	116

Submission 18	117
Submission 19	118
Submission 20	120
Submission 21	122
Submission 22	124
Appendix A – articles provided with submission 20.....	125

INTRODUCTION

The Colac 2050 Growth Plan project commenced early in 2015 and is set to deliver a Growth Plan including a revised township Framework Plan (Figure 1). The main purpose of these documents is to identify future areas for residential development amongst other matters. The project has been underpinned by a research phase which was completed late 2016 and gathered relevant technical information to support the forward planning of Colac. The research phase is documented in the Colac 2050 Background Report and Summary Report.

The Colac 2050 Growth Plan project will help Council to fulfil its obligation under the *Planning and Environment Act* (1987) to ensure the orderly planning of Colac and accommodate at least 15 years' supply of appropriately zoned land for residential purposes.

At the May 2017 meeting, Council resolved to commence community consultation activities for the Colac 2050 Growth Plan project. The purpose of the first phase of consultation was to: inform and discuss the opportunities and constraints which influence growth; explore the questions of where and how Colac should grow; and begin to develop growth scenarios or options. The results of this phase of consultation are documented in this Report.

There have been a range of opportunities for stakeholders and the community to become involved in the first phase of community consultation for the Colac 2050 Growth Plan project. The opportunities included:

- Joint survey with the Council Plan
- Facilitated workshops
- Request for written submissions from anyone in the community
- Community Wall in COPACC.

The public were informed about the events and activities via: media on Council's website, newspaper advertisements, radio, Facebook feeds and direct email invitations to stakeholders from across Council's databases.

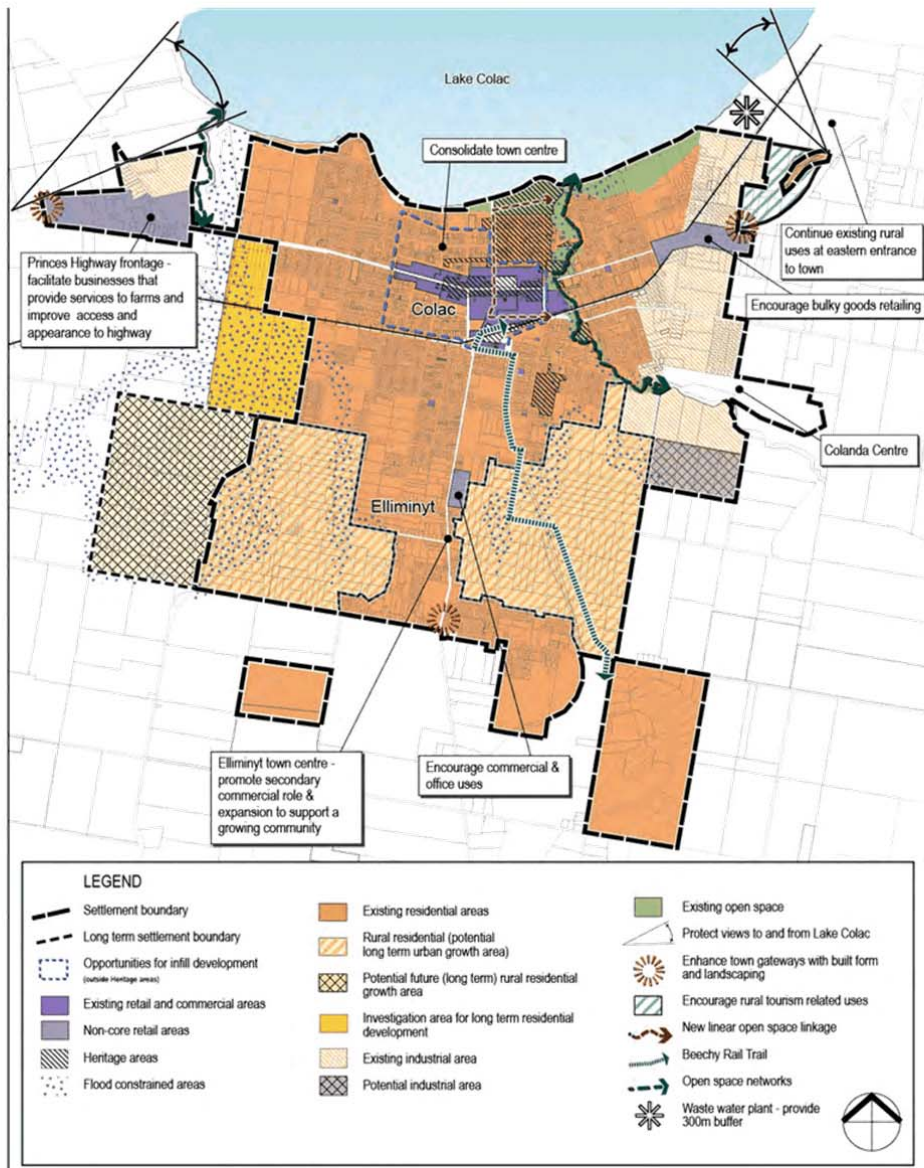


Figure 1 Current Colac Framework Plan

JOINT COUNCIL PLAN AND COLAC 2050 SURVEY

A joint Council Plan and Colac 2050 survey was undertaken between December 2016 and March 2017. Several questions were related to the Colac 2050 Growth Plan project.

Question 10 asked people to rate how important it was to create opportunities for Colac to expand, and most people considered this important.

Questions 13, 14, 15 were open ended, and a useful way to analyse this type of data is to undertake a text analysis for words which are most often mentioned. The text analyses on the following pages visualises words which were most often mentioned in people's responses. The larger the text, the more frequently they were mentioned, indicating a high level of repetition, and emerging themes.

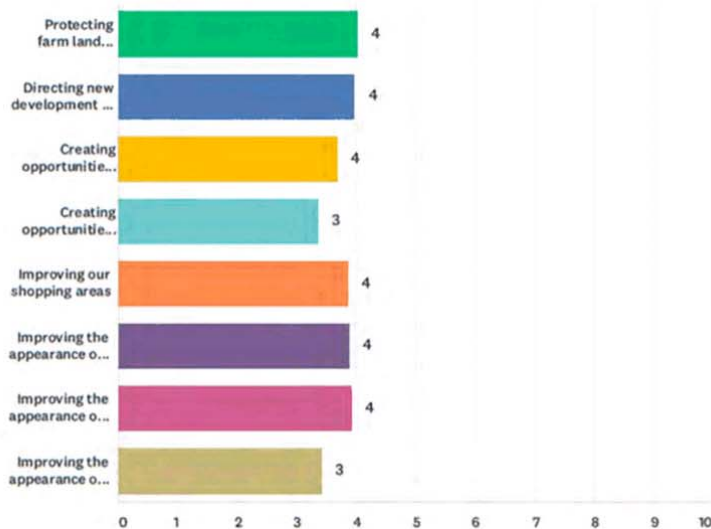
In response to what people like most about Colac now (Question 13), people mentioned themes such as: the lake, shopping, community, business and the botanic gardens. In response to what changes would most improve Colac (Question 14), people most often mentioned Murray Street or Main Street, employment, shops and the lake amongst other matters. In response to what is important to in how Colac is developed from now to 2050, people most often mentioned a range of themes including: housing; the lake; shopping; industry; business; and sporting facilities.

Question 16 asked people to rate several statements about how Colac should grow in relation to their importance. The results indicated that most people consider that Colac's population should grow with a mix of growth in new and established areas.

Finally, Question 9 considered people's attitudes to heritage. The results indicate a strong level of agreement that people consider historic buildings and places, old trees and indigenous heritage important.

Q10 Planning for our future - Please rate how important the following statements are to you.

Answered: 374 Skipped: 19



	NOT IMPORTANT (1)	OF LITTLE IMPORTANCE (2)	MODERATELY IMPORTANT (3)	IMPORTANT (4)	VERY IMPORTANT (5)	TOTAL	WEIGHTED AVERAGE
Protecting farm land around our towns	2.69% 10	5.91% 22	16.40% 61	36.56% 136	38.44% 143	372	4.02
Directing new development to existing areas of our towns	2.16% 8	4.85% 18	21.83% 81	38.54% 143	32.61% 121	371	3.95
Creating opportunities for expanding Colac	5.95% 22	9.46% 35	21.89% 81	36.22% 134	26.49% 98	370	3.68
Creating opportunities for expanding Apollo Bay	9.92% 37	13.94% 52	27.35% 102	28.69% 107	20.11% 75	373	3.35
Improving our shopping areas	4.32% 16	7.57% 28	20.27% 75	34.59% 128	33.24% 123	370	3.85
Improving the appearance of Colac	6.70% 25	8.04% 30	19.03% 71	24.93% 93	41.29% 154	373	3.86
Improving the appearance of other towns in the shire	2.96% 11	6.45% 24	22.04% 82	33.06% 123	35.48% 132	372	3.92
Improving the appearance of our industrial areas in Colac	10.22% 38	11.83% 44	27.69% 103	26.88% 100	23.39% 87	372	3.41

Q13 Colac is the largest centre in the shire. Thinking about Colac please tell us: For the purposes of the survey the questions relating to 'Colac' includes the area of Elliminyt. What do you like most about Colac now?

Answered: 356 Skipped: 37

Street Close to the Coast Easy Parking Geographically Local
 Drive Country Bluewater Botanic Gardens Hub
 Town Great Place Community Size
 Shopping Apollo Bay Lake Rural Services
 Convenience Live Ease of Getting Business Traffic
 Location Natural Beauty Proximity Family

Q14 What changes would most improve Colac?

Answered: 356 Skipped: 37

Live Families Employment Produce Murray Green
 Council Apollo Bay Roads Footpaths in Elliminyt Area
 Town Young People Colac Sporting Facilities
 Lake Open Space Improve Drug Shops
 Opportunities for Young Main Street Country
 Community Walking Path Highway Government Place

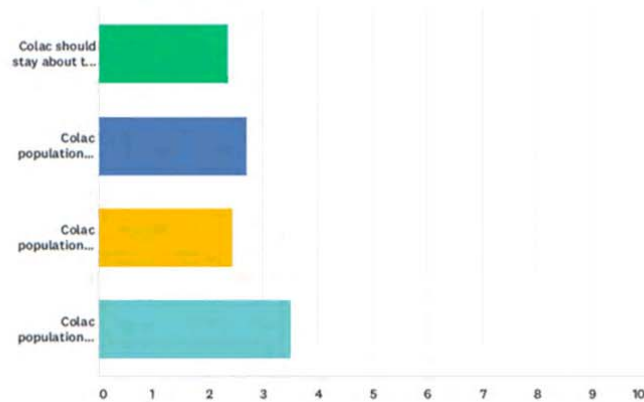
Q15 What is important to you in how Colac is developed from now to 2050?

Answered: 356 Skipped: 37

Apollo Bay Tourist Destination Shopping Red Tape Services
 Rates Housing Existing Industry Young People
 Business Gardens Town Culture Colac
 Safe Development Better Roads Lake Character
 Growth Sensible Sustainable Good Facilities
 Community Live within the Shire Sporting Facilities
 Schools

Q16 Colac in 2050 – Colac’s population is currently 12,000 people and Council is thinking about a possible increase in population to 20,000 over the next 30+ years. Thinking about possible growth in Colac, please tell us: Please rate how important the following statements are to you.

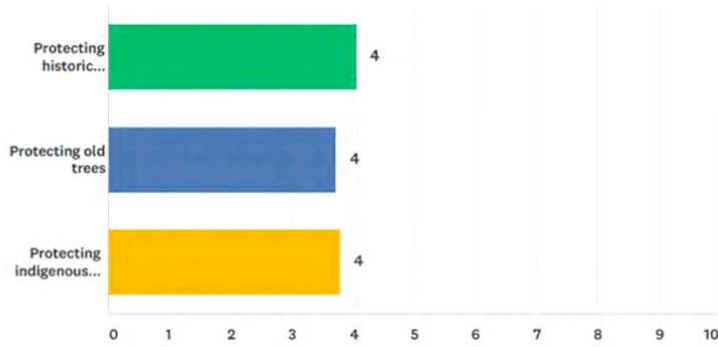
Answered: 356 Skipped: 37



	NOT IMPORTANT	OF LITTLE IMPORTANCE	MODERATELY IMPORTANT	IMPORTANT	VERY IMPORTANT	TOTAL	WEIGHTED AVERAGE
Colac should stay about the same size as it is now	30.46% 106	29.31% 102	20.89% 72	14.37% 50	5.17% 18	348	2.34
Colac population should grow, with growth only in established areas	21.01% 71	21.60% 73	31.95% 108	18.05% 61	7.40% 25	338	2.69
Colac population should grow, with growth only in new areas	26.27% 88	27.46% 92	28.96% 97	12.24% 41	5.07% 17	335	2.42
Colac population should grow with a mix of growth in new and established areas	12.72% 44	8.96% 31	20.52% 71	31.21% 108	26.59% 92	346	3.50

Q9 Respect For Tradition - Please rate how important the following statements are to you.

Answered: 374 Skipped: 19



	NOT IMPORTANT (1)	OF LITTLE IMPORTANCE (2)	MODERATELY IMPORTANT (3)	IMPORTANT (4)	VERY IMPORTANT (5)	TOTAL	WEIGHTED AVERAGE
Protecting historic buildings and places	2.41% 9	4.55% 17	17.91% 67	36.36% 136	38.77% 145	374	4.05
Protecting old trees	3.48% 13	10.16% 38	27.01% 101	28.34% 106	31.02% 116	374	3.73
Protecting indigenous heritage	4.83% 18	9.65% 36	22.52% 84	28.69% 107	34.32% 128	373	3.78

WORKSHOPS

Several facilitated workshops were held for stakeholders and the community. These included:

- Staff Senior Leadership Team Workshop
- Colac Secondary College and Trinity College Student Leadership Group Workshops (separate sessions held at the schools during school hours)
- Business Breakfast – early morning session
- 3 Community Workshops at various times – Wednesday evening, Friday lunchtime and Sunday morning
- Government and agency feedback workshop

A government and agency workshop was held as the final workshop to obtain initial feedback in relation to the outcomes from the previous workshops. The Trinity College session could not be arranged prior to the government and agency workshop and therefore does not include feedback comments.

The following table provides an overview of the attendance and stakeholders for each workshop.

A description of the activities undertaken as part of the workshop and the ideas and comments from the participants are described thereafter.

Table 1 Facilitated Workshops Overview

Name of Workshop	Who invited?	Date / Time	Number of participants
Staff	Senior Leadership Group	Thursday 13 August, 10-11:30am	25
Colac Secondary College	Student leaders	Tuesday 1 August, 10:30-11:45am	14
Business breakfast	Business stakeholders, regular planning applicants and stakeholders	Tuesday 1 August, 7:30-9am	22
Community Workshop 1	Arts and Culture, Community Groups, Sports and Recreation Groups	Wednesday 2 August, 7-9pm	5
Community Workshop 2	Arts and Culture, Community Groups, Sports and Recreation Groups	Friday, 4 August, 12- 1:30pm	12
Community Workshop 3	Arts and Culture, Community Groups, Sports and Recreation Groups	Sunday, 6 August 10am-12pm	6
Government and Agency	Referral departments and agencies	Thursday 10 August, 10am-12pm	15
Trinity College	Student leaders	Tuesday, 29 August	17
TOTAL PARTICIPANTS			116

OPPORTUNITIES AND CONSTRAINTS EXERCISE

Attendees at the workshop were presented with a snapshot of key outcomes from the Colac 2050 Growth Plan project's research phase. This informed their first task which was to consider the opportunities and constraints for the town when considering planning for future residential growth (Figure 2). The workshop participants were asked to note any opportunities or constraints that had not been identified by the existing plan.

The following is a summary of ideas which were noted.

Opportunities

- Consider alternative housing options to cater for an aging population with easy access to the CBD
- Opportunity to explore underutilised upper levels of buildings or land in CBD generally particularly for accommodation
- Explore opportunities to engineer flood prone land to facilitate the expansion of the town boundary and develop open space network
- Explore opportunities for infill / brownfield development in addition to greenfield
- Explore ways to streamline planning process to encourage infill development
- Ensure that the Heritage Overlay provides enough flexibility and guidance to allow infill
- Explore larger master planned development opportunities to facilitate integrated and larger areas of open space.
- Define area for expansion beyond 2050 and avoid locating rural living or low density housing there which would constrain future expansion opportunities.
- Identify areas for higher density housing
- Use development to improve connectivity and infrastructure in existing areas
- Opportunity to extend sewer network to facilitate development
- Consider how the east and west sides of Colac connect
- Identify different options for the Colac Bypass
- Consider the expansion of the hospital
- Explore ways to improve the function of the mouth of Deans Creek to improve the filling of the Lake.
- Consider development opportunities at the Colac Race Course such as a conference centre and accommodation
- Resolve who pays for flood mitigation works
- Recognise Lake Colac as a prime asset
- Forward plan for the future use of Colanda
- Consider indigenous cultural landscape, cultural heritage conservation principles, known register aboriginal places
- Consider water rights and cultural flows
- Consider green spaces that can complement healthy Country
- Consider the staging of development as an influence on flood plain development and delivery of services
- Opportunities for views to Lake from elevated land to the south
- Opportunity to develop quarries in the region for supply of natural resources and economic benefits

Constraints

- Narrow roads for emergency access
- Gas has its main supply in Armstrong Street to the west, and therefore has constraints in delivery increased capacity in the north east. Supply would potentially need to be augmented
- Barwon Water has capacity issues along Barongarook and in Elliminyt

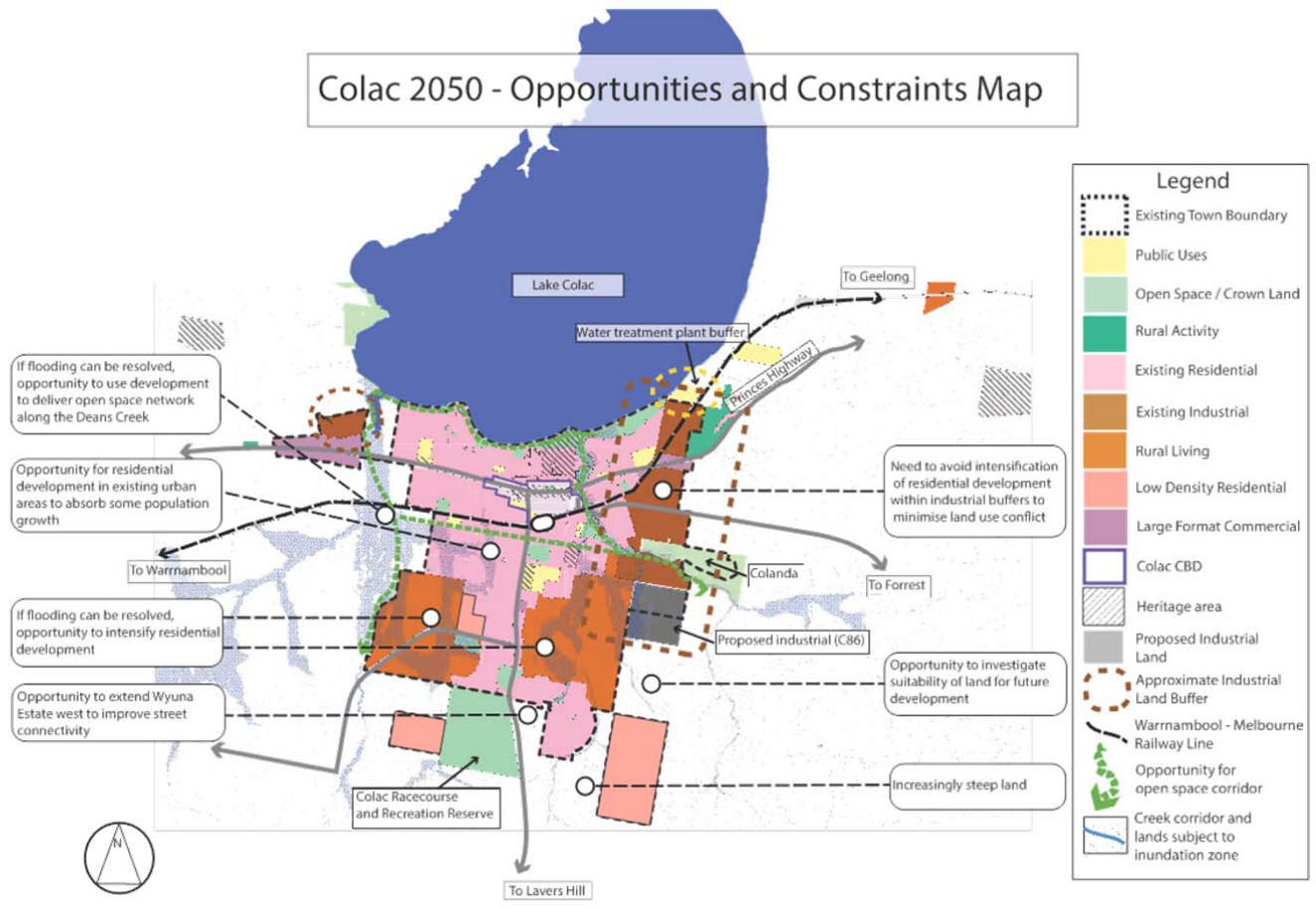


Figure 2 Opportunities and constraints identified as part of project's research phase

SCENARIO DEVELOPMENT EXERCISE

For the remainder of the workshop, the participants were asked to brain storm possible residential growth scenarios. They were asked to consider where Colac should grow by identifying potential areas for housing in the town. They were provided with an A3 aerial plan of Colac, and a form which prompted them to consider the opportunities and constraints, and to explain the advantages and disadvantages of the scenario.

Finally, participants were asked to rate each of the scenarios suggested by participants at the workshop, and to pick their most and least preferred scenarios by placing either a green dot (most preferred) or red dot (least preferred) next to the scenario. An example of the rating sheet with red / green dots is shown in the image below.

The scenarios developed in the workshops have been collated on the following pages with the comments and ratings noted from the participants. The number of participants in attendance at the workshop being described is noted with the ratings to provide context.







A government and agency workshop was held as the final workshop to obtain initial comments and feedback in relation to each of the referral agencies who are involved in strategic and statutory planning processes. Not all relevant agencies were able to attend the workshop. The initial feedback from those in attendance is noted after each scenario. Further advice from government and its agencies will be sought as the growth options are narrowed and developed.

Write one **idea** here in large letters:

Grp 1 . Scen 1

● ● ●

Do you agree? Fill your one dot below:

 Strong Agreement	 Agreement	 Neutral	 Disagreement	 Strong Disagreement	 Confusion
○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○	○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○	○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○	○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○	○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○	○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○ ○○○○○○○○○

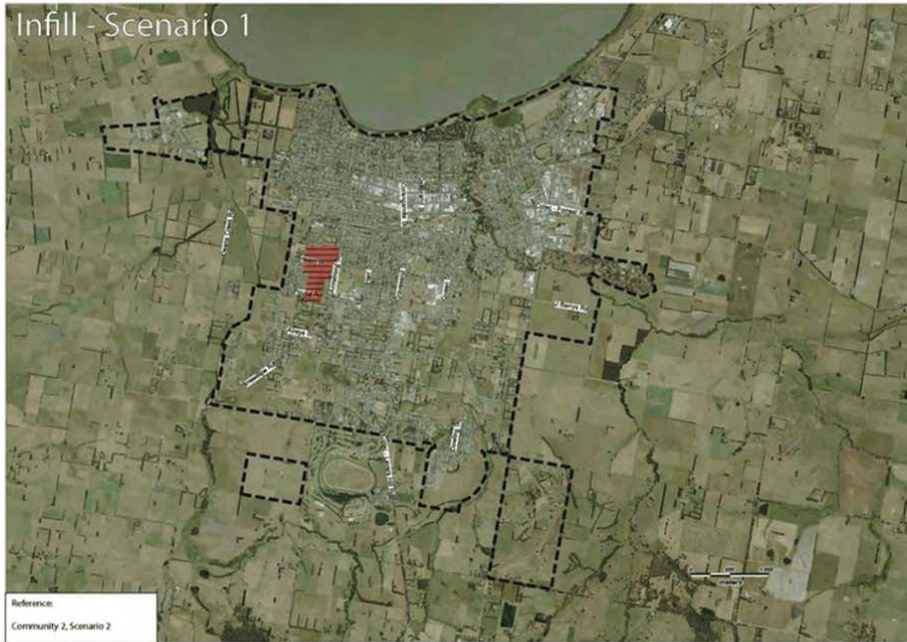


Figure 3 Infill - Scenario 1 - overview and detail

INFILL – SCENARIO 1 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 2
 - Scenario description
 - Armstrong Street, Hearn, Pound Road open paddocks
 - Advantages
 - Already zoned GRZ1??
 - What is needed to make it happen?
 - Drainage – if this can be addressed, is it a potential for housing?
 - Level of Agreement (12 participants)
 - 2 Strongly agree
 - 4 agree
 - 3 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Barwon Water can service
 - AusNet (gas) can service
 - Close to schools etc
 - Key constraint is low lying / drainage issue
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - No issues but will need to check with CCMA re flooding



Figure 4 Infill - Scenario 2 - overview and detail

INFILL – SCENARIO 2 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- COS Staff Workshop
 - Advantages
 - Using great location to offer new opportunities
 - Disadvantages
 - At the moment, unattractive part of the town used for government housing. Needs fixing
 - What is needed to make it happen?
 - Urban renewal program in commission area. Modern housing
 - Level of agreement (25 participants)
 - 3 Strongly agree
 - 5 Agree
 - 1 neutral
 - 6 disagree
 - 2 strongly disagree
 - 5 red dots (least preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Redevelopment of Office of Housing stock
 - No need to as already renewing itself because its affordable housing
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - No issues



Figure 5 Infill - Scenario 3 - overview and detail

INFILL – SCENARIO 3 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- COS Staff Workshop
 - Scenario description
 - West Colac, Former Colac High School site to Deans Creek
 - Advantages
 - Open space exists already – 1/3 of old High School site
 - Not flood prone
 - Balances town population
 - Vacant land already in CBD
 - Disadvantages
 - Distance to CBD
 - Access to services / amenity
 - What is needed to make it happen?
 - Attract developers
 - Extend town boundary
 - Noted that its already zoned for residential
 - Level of agreement (25 participants)
 - 18 Strongly agree
 - 2 agree
 - 1 neutral
 - 3 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - No issues
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - No issues

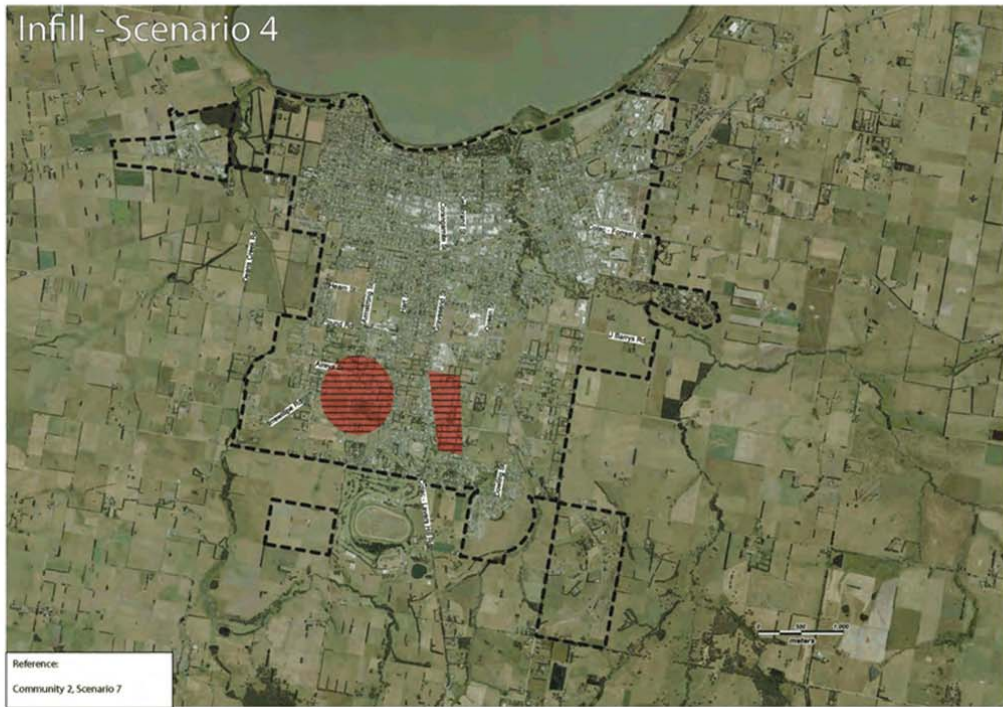


Figure 6 Infill - Scenario 4 - overview and detail

INFILL – SCENARIO 4 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 2
 - Scenario description
 - Residential infill in Elliminyt Rural Living area
 - Advantages
 - Strengthen Elliminyt area west of Queen Street
 - Current under-utilised land in Rural Living zone
 - Improve connectivity
 - Disadvantages
 - Some Land Subject to Inundation (LSIO)
 - What is needed to make it happen?
 - New road infrastructure
 - Sewer
 - Resolve LSIO
 - Public transport
 - Level of agreement (12 participants)
 - 11 Agree
 - 1 neutral

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Infill of currently larger lots
 - No issues from Council or Barwon Water
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Circle area has inundation issues
 - Cost of infrastructure is an issue

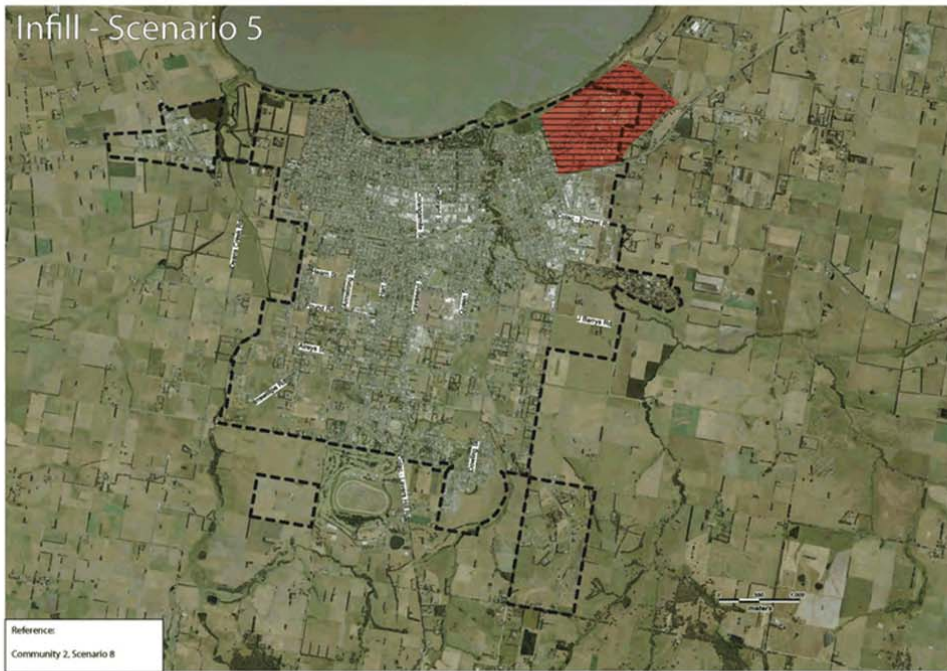


Figure 7 Infill - Scenario 5 - overview and detail

INFILL – SCENARIO 5 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 2
 - Scenario description
 - Long term investigation area for GRZ1 in north east industrial area and Water Treatment Plant
 - Advantages
 - Prime residential land
 - Provide connectivity to parks and town
 - Improve aesthetics of town
 - Disadvantages
 - Huge capital investment in abattoir, Water Treatment Plant etc
 - What is needed to make it happen?
 - Identify is a long term (ie 100 year) investigation area
 - Level of agreement (12 participants)
 - 1 strongly agree
 - 4 agree
 - 1 neutral
 - 2 strongly disagree
 - 3 red dots (least preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Too big a change.
 - Conflict with Water Treatment plant etc
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - No issues

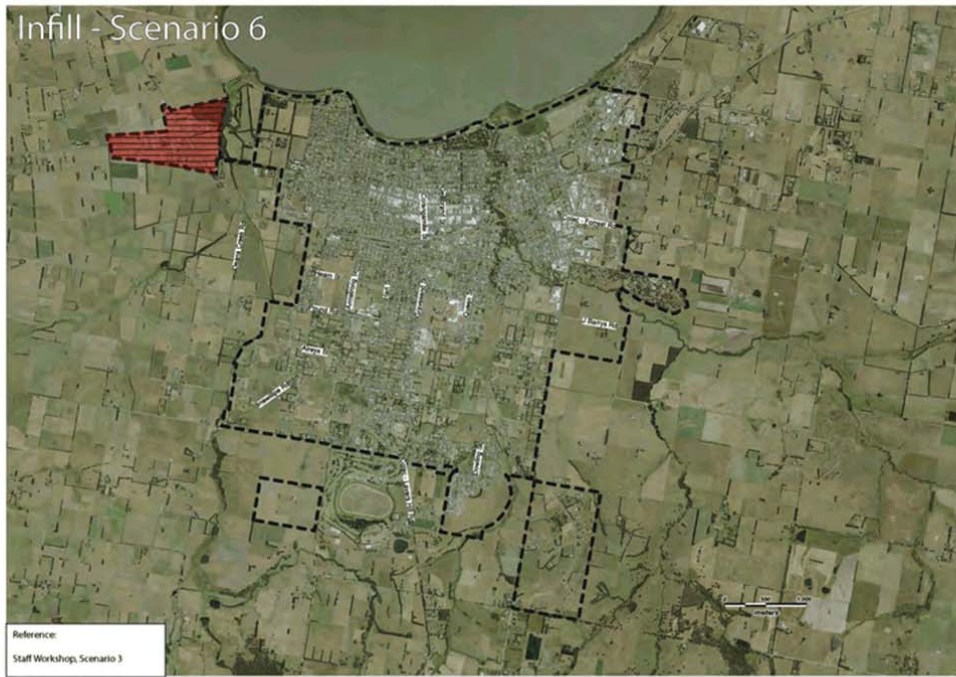


Figure 8 Infill - Scenario 6 - overview and detail

INFILL – SCENARIO 6 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Staff Workshop
 - Scenario description
 - Industrial area west Colac
 - Advantages
 - Opens up Colac
 - Moves industry to one area (east)
 - What is needed to make it happen?
 - Backzone west industrial area
 - Town of Colac's size only needs one industrial area
 - Level of agreement (25 participants)
 - 5 strongly agree
 - 14 agree
 - 4 neutral
 - 3 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Not supported because it would conflict with existing industry / commercial
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Borders the highway
 - Would lengthen the town
 - Minor flooding
 - Outside sewer district

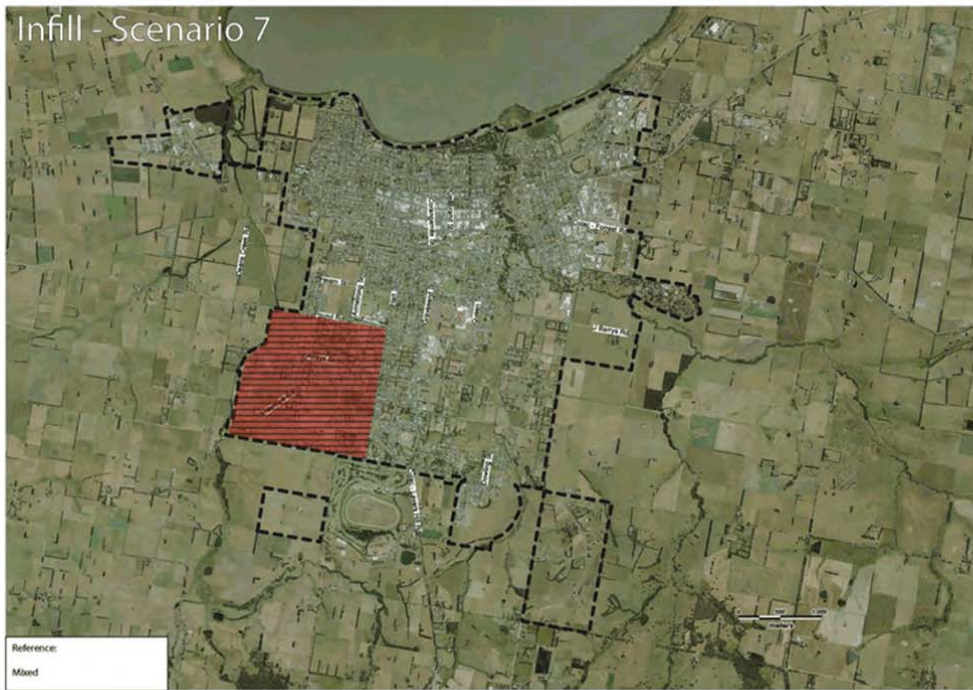


Figure 9 Infill - Scenario 7 - overview and detail

INFILL – SCENARIO 7 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Colac Secondary College Workshop
 - Scenario description
 - Mixed scenario - Part of several scenarios on same plan¹

- Trinity College Workshop – Group 1
 - Scenario description
 - Mixed scenario
 - Advantages
 - Although flood prone, lots of potential land nearby to Trinity College
 - What is needed to make it happen?
 - Need to redevelop flood zone

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Makes sense if it can be engineered (i.e. sewerred etc.)
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Flooding issues
 - Well located

¹ Ratings are not noted for mixed scenarios where multiple growth areas have been noted on the one plan as it was not possible to differentiate comments / ratings from one area to the other.

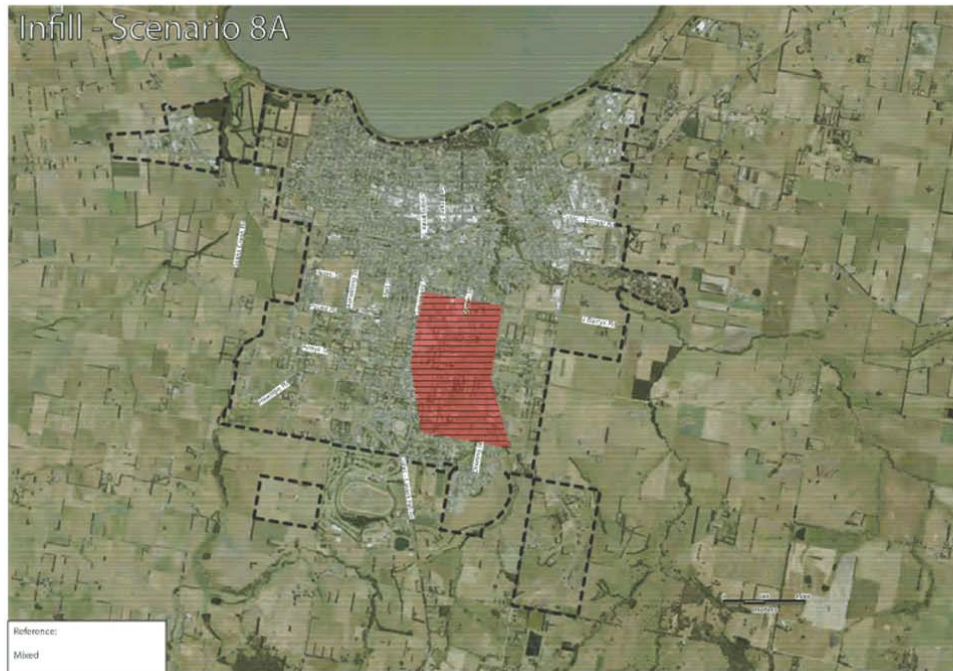


Figure 10 Infill – Scenario 8A – overview and detail

INFILL – SCENARIO 8A – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Business Workshop
 - Scenario description
 - Mixed scenario - One of several scenarios shown on same plan
 - Increase residential in rural living area
 - Advantages
 - Infill development in rural living area
 - Blocks with views in areas
 - What is needed to make it happen?
 - Rezoning and services

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Makes sense if it can be engineered (i.e. sewerred etc.)
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Flooding issues



Figure 11 Infill - Scenario 8B Detail and overview

INFILL – SCENARIO 8B – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Trinity College Workshop
 - Scenario description
 - Mixed scenario - One of several scenarios shown on same plan
 - Reengineering of Queen Street
 - More footpaths and better roads

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

Not currently available



Figure 12 Infill - Scenario 9 overview and detail

INFILL – SCENARIO 9 – COLANDA - COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Staff Workshop (First group)
 - Scenario description
 - Moving Council services to Colanda
 - Advantages
 - Frees up CBD land for residential accommodation
 - Frees up land at Pound Road
 - Car parking
 - Townhouse style density of residential
 - Rossmoyne site free
 - Disadvantages
 - Connectivity to community
 - What is needed to make it happen?
 - Compare with Surf Coast
 - Level of agreement (scored from 25 participants)
 - 1 Strongly agree
 - 11 agree
 - 4 neutral
 - 8 disagree
 - 4 red dots (least preferred scenario), 4 green dots (most preferred scenario)
- Staff Workshop (Second group)
 - Scenario description
 - Colanda
 - Advantages
 - Infrastructure already there
 - Access to highway (Geelong side of city) – connection to ring road
 - No flooding issues
 - Access to Creek (walking and cycling)
 - Disadvantages
 - Close to industrial area
 - Lack of connectivity
 - Loss of vegetation
 - What is needed to make it happen?
 - Connectivity to town (sports, recreation facilities, shops etc)
 - Public transport connection
 - Discussion with the Crown land manager
 - Level of agreement (scored from 25 participants)
 - 6 strongly agree
 - 11 agree
 - 4 neutral
 - 1 disagree
 - 1 strongly disagree
 - 4 red dots (least preferred scenario), 4 green dots (most preferred scenario)
- Community Workshop 2
 - Scenario description
 - Colanda space – innovative mixed use development eg craft village
 - Advantages
 - Call for community art spaces

- Infrastructure already there
 - Disadvantages
 - Reconcile with industrial land
 - Not suitable for conventional residential
 - What is needed to make it happen?
 - Concept plan that can be presented to government with a business case
 - Level of agreement
 - 5 strongly agree
 - 1 agree
 - 4 agree
 - 1 red dot (least preferred scenario)
- Colac Secondary College Workshop 2
 - Scenario description
 - Residential - Colanda
 - Advantages
 - Recreational closer to the road
 - Residential further back from road
 - More housing/residential facilities
 - Disadvantages
 - Close to industrial area
 - What is needed to make it happen?
 - Rezone to residential
 - Expand road networks
 - Expand/add services
 - Expand footpaths
 - Level of agreement (scored from 17 participants)
 - 9 disagree
 - 0 strongly disagree
 - 2 confusion
 - 8 red dots (least preferred scenario), 0 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Light industrial to north, but less as you go east
 - Great views
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Crown land
 - Potential opportunity?
 - Industry on several sides

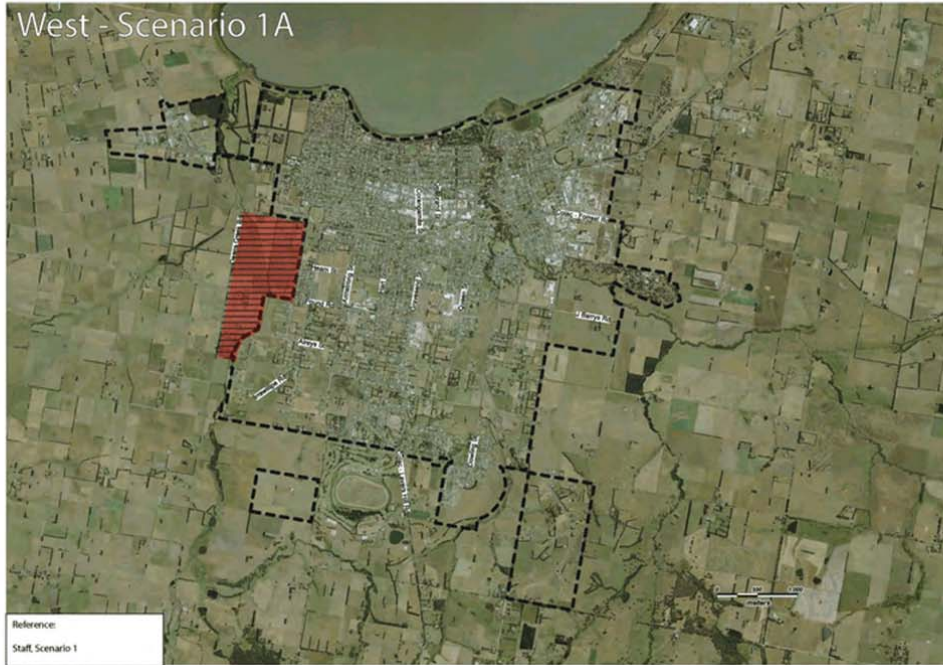


Figure 13 West – Scenario 1A – overview and detail

WEST – SCENARIO 1A – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Staff Workshop (first group)
 - Scenario description
 - Residential
 - Advantages
 - Decent land supply for the future
 - Close to open space (Deans Creek)
 - Not constricted by Industrial
 - Disadvantages
 - Potential conflict with creating commercial out of main CBD area
 - Removal of large lot sizes for rural living
 - What is needed to make it happen?
 - Flooding and drainage works to ensure water catchment is handled
 - Level of agreement (scored from 25 participants)
 - 1 strongly agree
 - 14 agree
 - 7 neutral
 - 1 disagree
 - 1 red dots (least preferred scenario), 2 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Easy to service by Barwon Water
 - Requires flood mitigation works
 - Close to schools and open space
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Flooding issues
 - Location is good to CBD
 - Open up linear space



Figure 14 West – Scenario 1AA overview and detail

WEST – SCENARIO 1AA – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Trinity College Workshop
 - Scenario description
 - If flooding areas on Deans Creek were improved with engineering it could be used for residential
 - Advantages
 - It's close to town – it is only extending the current streets.
 - Disadvantages
 - Possible flooding
 - Removal of natural creek
 - Sewer would need to be extended
 - What is needed to make it happen?
 - Funding and engineering

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

No comments available to date

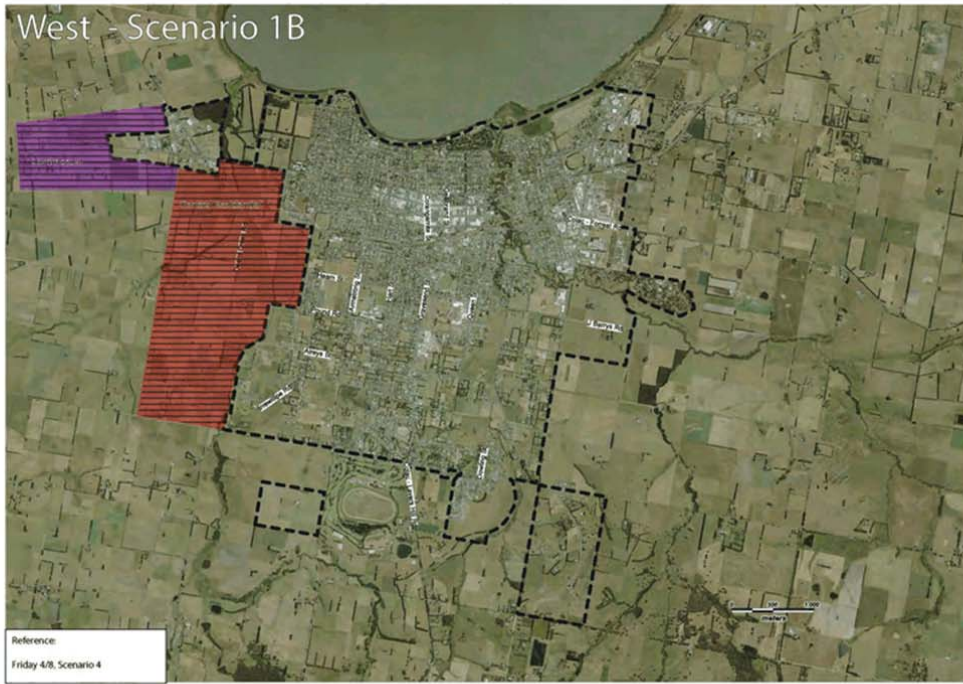


Figure 15 West - Scenario 1B overview and detail

WEST – SCENARIO 1B – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 2
 - Scenario description
 - Residential to west past Deans Creek
 - Commercial Along Highway
 - Advantages
 - Extend Town Boundary to the West
 - Disadvantages
 - Sewer & Drainage
 - What is needed to make it happen?
 - Engineering for Drainage & Sewer
 - Level of agreement (scored from 12 participants)
 - 1 strongly agree
 - 2 agree
 - 4 neutral
 - 2 disagree
 - 3 red dots (least preferred scenario), 0 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Opportunity for linear open space corridor along Deans Creek
 - Would require significant upgrade to Barwon Water utilities
 - Potential for Armstrong Creek like development with large parts remaining / constructed as wetland
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Commercial is OK
 - Flooding issues
 - Good location to CBD – linear space
 - Staging of development important



Figure 16 West - Scenario 1C overview and detail

WEST – SCENARIO 1C – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Business Workshop
 - Scenario description (part of mixed scenario)
 - Inside Existing Sewer District and Town Boundary
 - Advantages
 - Close to amenities – Golf Club, Turf Club
 - Level of agreement (scored from 22 participants)
 - 8 agree
 - 2 neutral
 - 3 disagree
 - 0 red dots (least preferred scenario), 0 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Good because it abuts existing residential area but heavily flood prone
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Flooding issues



Figure 17 West - Scenario 1D overview and detail

WEST – SCENARIO 1D – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Trinity College Workshop – Group 2
 - Scenario description
 - Mixed scenario – with Colac West expansion
 - More open space: parks, ovals, space with trees to walk animals. More festivities.

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

Not currently available



Figure 18 West - Scenario 2 overview and detail

WEST – SCENARIO 2 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 2
 - Scenario description
 - Whatever Necessary
 - Advantages
 - Access to Industry
 - Disadvantages
 - Lack of Access to Shopping/Businesses
 - What is needed to make it happen?
 - Suitable Permits
 - Sewer
 - Services (water & Gas) etc
 - Public Transport
 - Level of agreement (scored from 12 participants)
 - 2 strongly agree
 - 1 agree
 - 5 neutral
 - 2 disagree
 - 1 strongly disagree
 - 0 red dots (least preferred scenario), 0 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Disconnected from AusNet (gas) network
 - Too remote from CBD
 - Would inhibit industry / commercial from expanding further west
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Already commercial development
 - Totally disconnected for residential

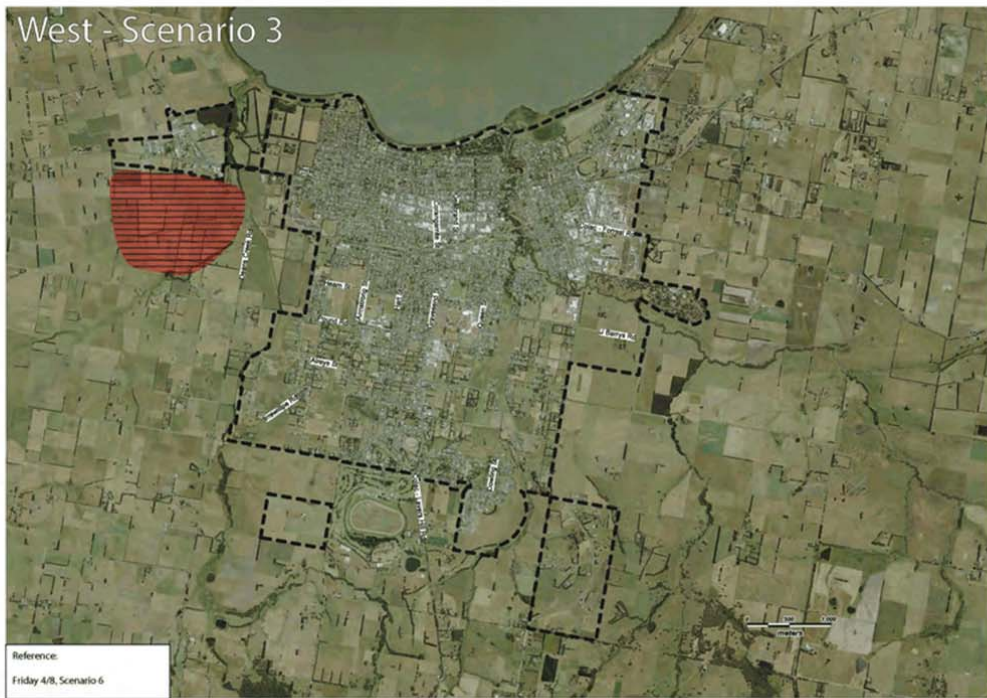


Figure 19 West - Scenario 3 overview and detail

WEST – SCENARIO 3 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Business Workshop
 - Scenario description
 - West of Colac
 - Advantages
 - Rural Living
 - Blocks 1-3 Acres
 - Disadvantages
 - Sewer (outside district)
 - Flood Area
 - Level of agreement (scored from 22 participants)
 - 3 agree
 - 5 neutral
 - 7 disagree
 - 1 confusion
 - 0 red dots (least preferred scenario), 0 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Too disconnected
 - Next to industry / commercial
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Flooding major issue

WEST - SCENARIO 4

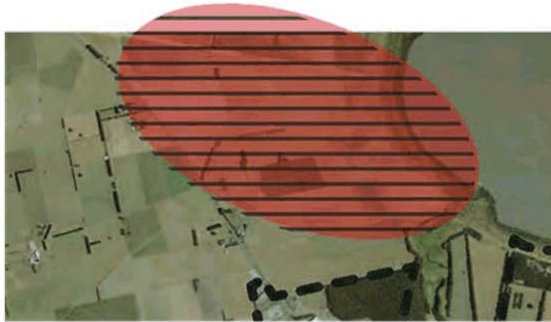


Figure 20 West - Scenario 4 overview and detail

WEST – SCENARIO 4 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Staff Workshop 2
 - Scenario description
 - Residential
 - Advantages
 - Focussing on residential growth to western edge of the lake (instead of Industrial)
 - To take advantage of our key attraction – lake frontage and links around lake
 - Disadvantages
 - Sewer connectivity
 - Gun club re-locate
 - Disconnection to town services
 - What is needed to make it happen?
 - Expansion of Sewer district
 - Roads for more direct access
 - Level of agreement (scored from 25 participants)
 - 12 strongly agree
 - 7 agree
 - 1 neutral
 - 0 red dots (least preferred scenario), 2 green dots (most preferred scenario)

- Community Workshop 2
 - Scenario description
 - Expand West Side of Lake
 - Advantages
 - Prestigious use of land
 - better use of land near lake
 - Add to open space areas
 - Disadvantages
 - Adequate buffer to industrial land
 - Flat
 - What is needed to make it happen?
 - Roads & Infrastructure
 - Level of agreement (scored from 12 participants)
 - 1 strongly agree
 - 4 agree
 - 4 neutral
 - 0 red dots (least preferred scenario), 3 green dots (most preferred scenario)

- Trinity Workshop – Group 1
 - Scenario description
 - Expanding around Lake Colac (mixed scenario with west side of lake)
 - Advantages
 - Still close to CBD of Colac
 - Create new suburbs around Lake Colac
 - Link with a footpath (family friendly area)
 - Create more jobs (boost local economy)
 - Disadvantages

- Industry dominated area
 - A lot of farmland
 - Heavy transport area (highway)
 - What is needed to make it happen?
 - Money
 - Development
 - Time
- Trinity Workshop – Group 2
 - Scenario description
 - By the Lake)
 - Advantages
 - Some shops already there

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - As General Residential Zone 1 – too disconnected from services
 - Perhaps more suited to low density or rural living
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Flooding issues
 - More isolated
 - Environmental concerns



Figure 21 South - Scenario 1A overview and detail

SOUTH – SCENARIO 1A – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Business Workshop
 - Scenario description
 - Inside Existing Sewer District and Town Boundary - Location A
 - Advantages
 - Infills with existing infrastructure at Wyuna Estate
 - Close to amenities – Golf Club, Turf Club
 - Level of agreement (scored from 22 participants)
 - 8 agree
 - 2 neutral
 - 3 disagree
 - 0 red dots (least preferred scenario), 0 green dots (most preferred scenario)

- Community Workshop 3
 - Scenario description
 - Standard Residential
 - Advantages
 - Close to centre of town
 - Close to sporting and schooling
 - Close to other housing & development
 - Connect to current residential to allow exit for emergencies
 - Disadvantages
 - Increased traffic
 - Uneven terrain
 - What is needed to make it happen?
 - Re-zoning
 - Sewer
 - Level of agreement (scored from 6 participants)
 - 5 strongly agree
 - 2 agree
 - 5 green dots (most preferred scenario)

- Community Workshop 1
 - Scenario description
 - South of Harris Rd, West of Scanlan Est, Abuts Lavers-Hill Rd (Standard Residential)
 - Advantages
 - No overlay controls
 - Access to all existing infrastructure eg; water, electricity, sewer etc.
 - In fill opportunity
 - connectivity
 - What is needed to make it happen?
 - Re-zoning
 - Level of agreement (scored from 6 participants)
 - 4 strongly agree
 - 0 red dots (least preferred scenario) 3 green dots (most preferred scenario)

- COS Staff Workshop
 - Scenario description
 - Between Scanlan Estate and Main St
 - Advantages
 - Provide connectivity between Scanlan estate and main street Elliminyt
 - Opportunity for commercial infrastructure on main road
 - What is needed to make it happen?
 - Re-zoning of land between Scanlans & Lavers-Hill Rd
 - Level of agreement (scored from 6 participants)
 - 3 strongly agree
 - 8 agree
 - 5 neutral
 - 3 disagree
 - 0 red dots (least preferred scenario) 3 green dots (most preferred scenario)

- Community Workshop 2
 - Scenario description
 - Increased residential from Wyuna Estate to Colac-Lavers Hill Road
 - Advantages
 - Addition of 300+ residential blocks
 - Road access to existing developments
 - Enhancement of town gateway from Lavers Hill
 - The use of pre-existing services
 - Improvement of health and community lifestyle with recreational pathways and access with Elliminyt – Tourism and Entertainment
 - Opportunity additional open space
 - Enhancement of, and proximity to, sports facilities – boost to golf club
 - Encouragement of lifestyle residential housing
 - Disadvantages
 - What is needed to make it happen?
 - Road access
 - Signage could be improved (eg to Golf Club)
 - Level of agreement (scored from 5 participants)
 - 3 strongly agree
 - 7 agree
 - 4 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Makes a lot of sense because it links with Wyuna Estate
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Access point for roads
 - No issues

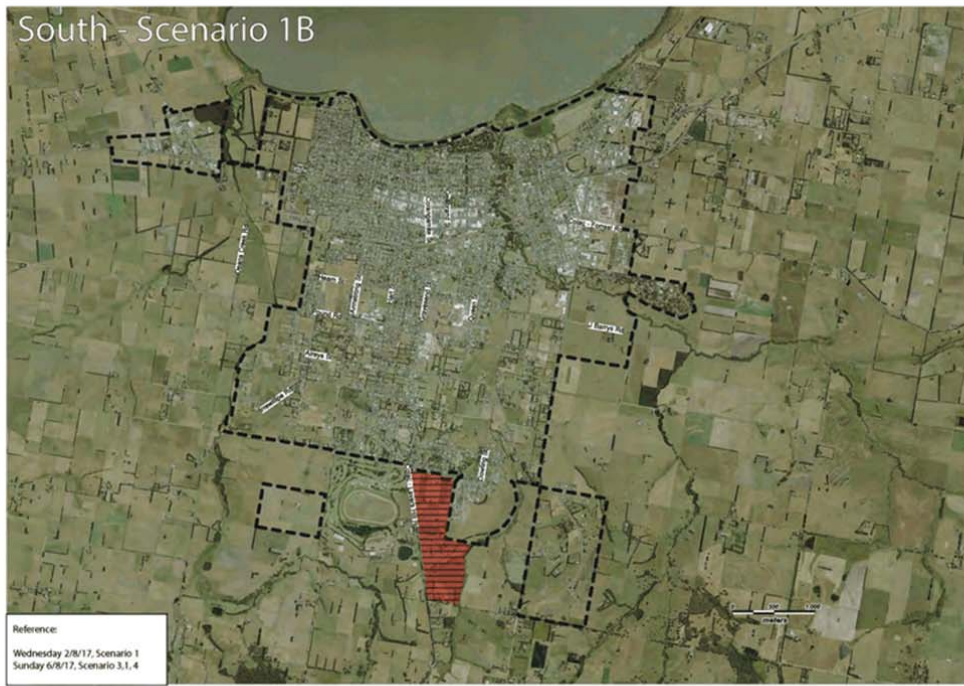


Figure 22 South - Scenario 1B overview and detail

SOUTH – SCENARIO 1B – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 1
 - Scenario description
 - Low density & standard residential
 - Advantages
 - Close to existing infrastructure
 - Main transport line closed
 - Easily utilized ie; sewer, water etc
 - Topography positive
 - Disadvantages
 - What is needed to make it happen?
 - Re-zoning of land between Scanlans & Lavers-Hill Rd
 - Level of agreement (scored from 5 participants)
 - 3 strongly agree
 - 1 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Similar feedback to 1A however increasing distance from town and connectivity a concern
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Access point for road
 - Topography is issue

SOUTH - SCENARIO 2A



Figure 23 South - Scenario 2A overview and detail

SOUTH – SCENARIO 2A – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 1
 - Scenario description
 - Low density
 - Advantages
 - Buffer to residential
 - Block size (rural Living)
 - What is need to make it happen?
 - Re-zoning
 - Sewer
 - Level of agreement (scored from 5 participants)
 - 2 strongly agree
 - 1 green dots (most preferred scenario)

- Trinity Workshop
 - Advantages
 - We chose this area to connect it to Colac

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Good for views and access to golf course however would extend town boundary too far if used for General Residential
 - Consider rural living or low density
 - AusNet (gas) supply may need augmentation
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - No issues for low density
 - Infrastructure?
 - Walking to shops?



Figure 24 South - Scenario 2B overview and detail

SOUTH – SCENARIO 2B – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 1
 - Scenario description
 - Standard Residential
 - Advantages
 - Elevated Building Blocks
 - What is needed to make it happen?
 - Land to be purchased by government and sold to public
 - Level of agreement (scored from 5 participants)
 - 1 strongly agree
 - 1 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Comments same as 2A
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - No issues for low density
 - Infrastructure?
 - Walking to shops?



Figure 25 South - Scenario 2C overview and detail

SOUTH – SCENARIO 2C – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 2
 - Scenario description
 - West of Racecourse
 - What is needed to make it happen?
 - Rural living and add current residential to rural living
 - Level of agreement (scored from 12 participants)
 - 7 strongly agree
 - 0 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Same as 2A
 - Constraints for gravity fed sewer but opportunity for pressure sewer
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - No issues for low density
 - Infrastructure?
 - Walking to shops?

SOUTH - SCENARIO 2D



Figure 26 South - Scenario 2D overview and detail

SOUTH – SCENARIO 2D– COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Colac Secondary College Workshop
 - Scenario description
 - Next to low density living area
 - Disadvantages
 - No industrial buildings
 - Pretty open space
 - What is needed to make it happen?
 - Could potentially flood
 - No public services – public transport
 - Close to heritage land
 - out of Barwon water sewer district
 - Level of agreement (scored from 17 participants)
 - 5 strongly agree
 - 1 agree
 - 3 neutral
 - 1 green dots (most preferred scenario)

- Colac Secondary College Workshop
 - Scenario description
 - low density
 - Advantages
 - Easy access to the CBD
 - Close to parks/family areas and good, quite area
 - Disadvantages
 - Close to flooding are
 - Fair distance from industrial areas
 - What is needed to make it happen?
 - Re-engineer to stop flooding
 - Extend footpath
 - Level of agreement (scored from 17 participants)
 - 4 strongly agree
 - 4 agree
 - 2 neutral
 - 1 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Same as for 2A and 2C
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - No issues for low density
 - Infrastructure?
 - Walking to shops



Figure 27 South - Scenario 2E overview and detail

SOUTH – SCENARIO 2E – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 2
 - Scenario description
 - Rural Living to the South of Harris Road
 - Advantages
 - Extend town boundary to the south
 - Link to Wyuna estate
 - Level of agreement (scored from 12 participants)
 - 3 strongly agree
 - 4 agree
 - 0 green dots (most preferred scenario)

- Trinity College Workshop
 - Advantages
 - It centralises the racecourse area
 - Provide more shops on the outskirts of town

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - AusNet unlikely to service such a large area
 - Topography constraints – some areas are quite steep
 - Barwon Water has concerns in relation to water supply (quantity of water)
 - Concerns about distance from town centre
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Consider topography

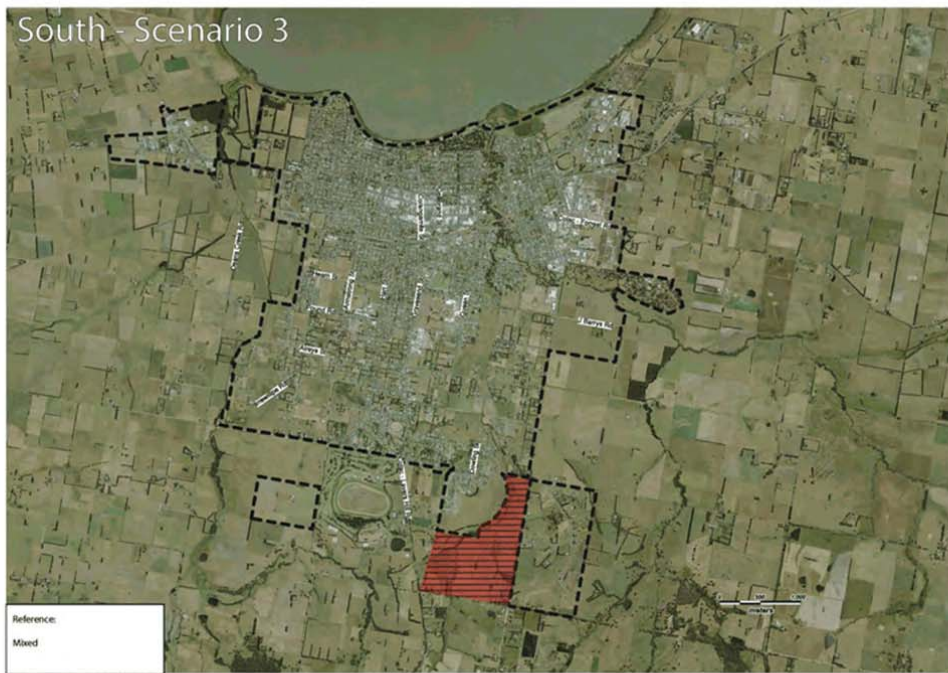


Figure 28 South - Scenario 3 overview and detail

SOUTH – SCENARIO 3 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 2
 - Scenario description
 - Whatever necessary
 - Advantages
 - Access to Industrial
 - Disadvantages
 - Steep Land
 - What is needed to make it happen?
 - Public Transport
 - Level of agreement (scored from 12 participants)
 - 1 strongly agree
 - 5 agree
 - 2 neutral
 - 1 disagree
 - 3 red dots (least preferred scenario)

- Trinity College Workshop
 - Advantages
 - There's lots of room for farming and it's not too far away so the roads wouldn't have to be extended that much.
 - It's not in the flood zone.
 - Disadvantages
 - It's close to the proposed industrial land.
 - What is needed to make it happen?
 - Extend the town boundary

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Barwon Water has concerns because would require to pump sewerage uphill, however not a massive constraint
 - Consider area for low density or rural living instead
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Consider for rural living



Figure 29 South - Scenario 4 overview and detail

SOUTH – SCENARIO 4 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Trinity College Workshop
 - Scenario description
 - Trendy area of Colac (part of mixed scenario)
 - Housing developments
 - Advantages
 - No change of flooding.
 - Close to town
 - In the sewer district

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Not currently available



Figure 30 East - Scenario 1A overview and detail

EAST – SCENARIO 1A – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- COS Staff Workshop
 - Scenario description
 - Residential (low density)
 - Advantages
 - Quality land for sale (small acreage – 1 Acre)
 - Blocks with great views
 - North of Woodrowvale RD & East of Forrest St
 - Disadvantages
 - Steep Terrain
 - Industrial Development in front
 - What is needed to make it happen?
 - Approval for development
 - Level of agreement (scored from 25 participants)
 - 2 strongly agree
 - 11 Agree
 - 6 neutral
 - 3 disagree
 - 1 red dots (least preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - No concerns from Barwon Water, AusNet, COS open space and community services
 - Keep in mind pedestrian links
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Far away from CBD
 - General support



Figure 31 East - Scenario 1B overview and detail

EAST – SCENARIO 1B – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Colac Secondary College Workshop
 - Scenario description
 - Standard residential - so you can build more on other blocks
 - Advantages
 - More housing
 - Quiet area
 - Close to schooling
 - Disadvantages
 - Far away from the town centre
 - Level of agreement (scored from 22 participants)
 - 3 strongly agree
 - 6 neutral
 - 1 strongly disagree
 - 1 green dots (most preferred scenario)

- Trinity College Workshop
 - Scenario description
 - Part of mixed scenario
 - Advantages
 - Not too far from town
 - Doesn't look to be flood prone
 - Land looks pretty flat.

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - It gets wetter further north
 - Similar to 1A
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Far away from CBD
 - General support



Figure 32 East - Scenario 1C overview and detail

EAST – SCENARIO 1C – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Trinity College Workshop Group 1
 - Advantages
 - It would still be connected to other parts of Colac and there are opportunities to build houses and expand Colac

- Trinity College Workshop Group 2
 - Scenario description
 - Housing developments (part of mixed scenario)
 - Advantages
 - Close to schools
 - Still a distance way from industry

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

No comments available to date

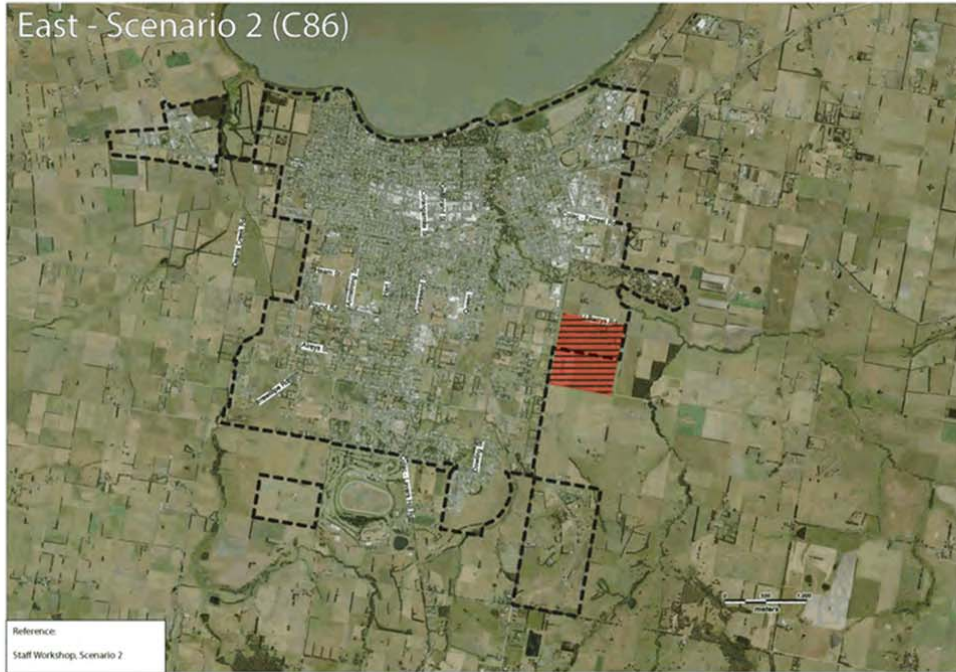


Figure 33 East - Scenario 2 overview and detail

EAST – SCENARIO 2 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- COS Staff Workshop
 - Scenario description
 - Same issues as East Scenario 1
 - Advantages
 - If scenario 1 happens this could be future growth
 - Better stormwater management up stream to address issues further down stream
 - Close to amenities – Golf Club, Turf Club
 - Quality land for sale (small acreage – 1 Acre)
 - Blocks with great views
 - North of Woodrowvale RD & East of Forrest St
 - Disadvantages
 - Steep Terrain
 - Industrial Development in front
 - What is need to make it happen?
 - Approval for development
 - Level of agreement (scored from 25 participants)
 - 2 strongly agree
 - 6 Agree
 - 7 neutral
 - 9 disagree
 - 1 strongly disagree
 - 9 red dots (least preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Not supported because it is about to be rezoned for industrial purposes
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Not supported because it is about to be rezoned as industrial



Figure 34 East - Scenario 3 overview and detail

EAST – SCENARIO 3 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Business Workshop
 - Scenario description
 - Re development housing (new)
 - Top of Mariner Street
 - Advantages
 - A premier housing development
 - Large blocks overlooking Colac
 - Disadvantages
 - NIL – it is a 10 Acre block of low zoned rural
 - Nothing to be done on this
 - What is needed to make it happen?
 - Development by existing owners at no cost to council
 - Level of agreement (scored from 22 participants)
 - 2 strongly agree
 - 6 Agree
 - 4 neutral
 - 3 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - No concerns but could be noisy
 - Views of both lake and industry
 - Close to water treatment plant which could impact on amenity
 - Dislocated from rest of township
 - AusNet stated there have a potential commercial application in similar area
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Links to existing housing
 - Small infill

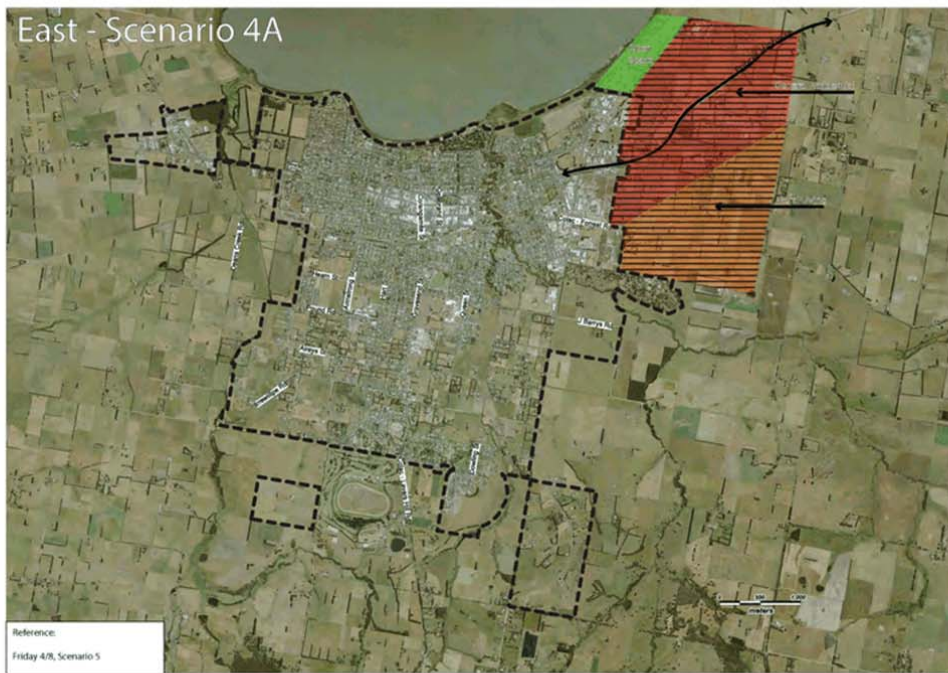


Figure 35 East - Scenario 4A overview and detail

EAST – SCENARIO 4A – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Community Workshop 2
 - Scenario description
 - Residential 1 both sides of the new highway
 - Rural living to the East south of Forrest Rd
 - Buffer open space along lake
 - Advantages
 - Extend town boundary to east
 - Disadvantages
 - Next to industrial – needs buffer
 - What is need to make it happen?
 - Public Transport
 - Level of agreement (scored from 12 participants)
 - 2 strongly agree
 - 4 Agreement
 - 5 neutral
 - 2 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Significant level of expansion, possibly beyond 2050
 - Potential supply issues for AusNet and Essential services
 - Service upgrade for sewer required
 - Open space overlaps water treatment plant
 - Close to saleyards and live stock
 - Conflict potentially between traffic, residential and pedestrian – would need to think carefully about connectivity with the rest of the town
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Would require several new intersections off Princes Highway
 - Restricting future transport corridor options
 - General residential is good
 - Lengthening town along the road



Figure 36 East - Scenario 4B overview and detail

EAST – SCENARIO 4B – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Business Workshop
 - Scenario description
 - Standard Residential
 - Advantages
 - Opens up access to vacant development
 - Appealing access to Otway's
 - What is need to make it happen?
 - Simple Re-zoning
 - Level of agreement (scored from 22 participants)
 - 4 strongly agree
 - 11 Agree
 - 1 neutral
 - 1 red dots (least preferred scenario) 9 green dots (most preferred scenario)

- Trinity Workshop
 - Scenario description
 - Expanding around Lake Colac and close to Highway (mixed scenario with west side of Lake)
 - Advantages
 - Still close to CBD of Colac
 - Create new suburbs around Lake Colac
 - Link with a footpath (family friendly area)
 - Create more jobs (boost local economy)
 - Disadvantages
 - Industry dominated area
 - A lot of farmland
 - Heavy transport area (highway)
 - What is needed to make it happen?
 - Money
 - Development
 - Time

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Similar comments to 4A
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Higher population in area
 - Severely restrict future transport corridor

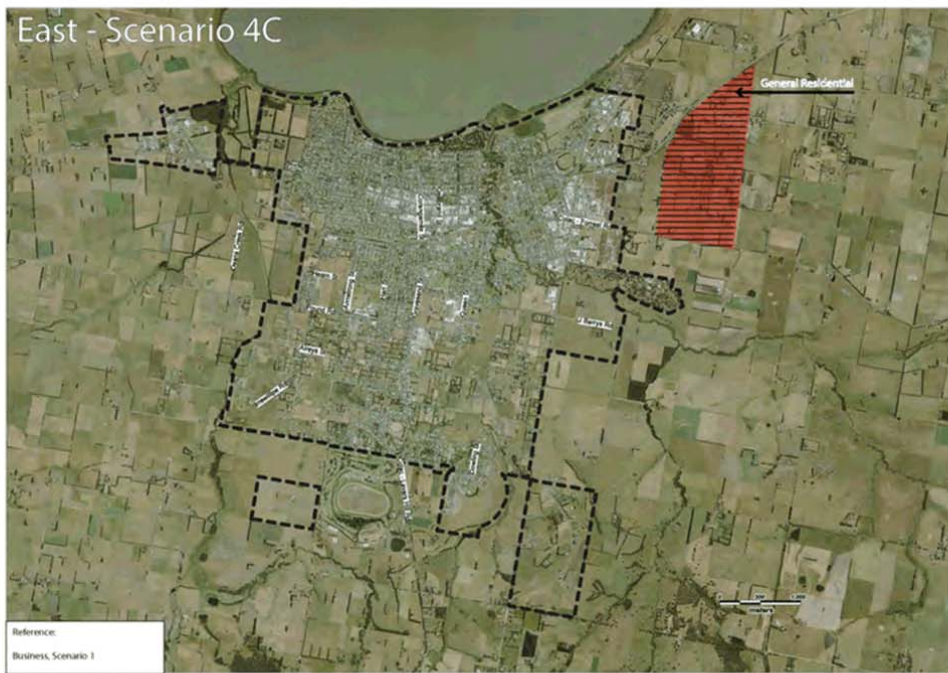


Figure 37 East - Scenario 4C overview and detail

EAST – SCENARIO 4C – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Business Workshop
 - Scenario description
 - North East – Residential/Further North for Rural Living
 - Advantages
 - Views
 - Access to East
 - Level of agreement (scored from 22 participants)
 - 7 strongly agree
 - 9 Agree
 - 0 red dots (least preferred scenario) 5 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - 4A is preferred option compared with this one
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Could be separated / disjointed
 - Not connected to existing town boundary
 - Could allow for ring road?

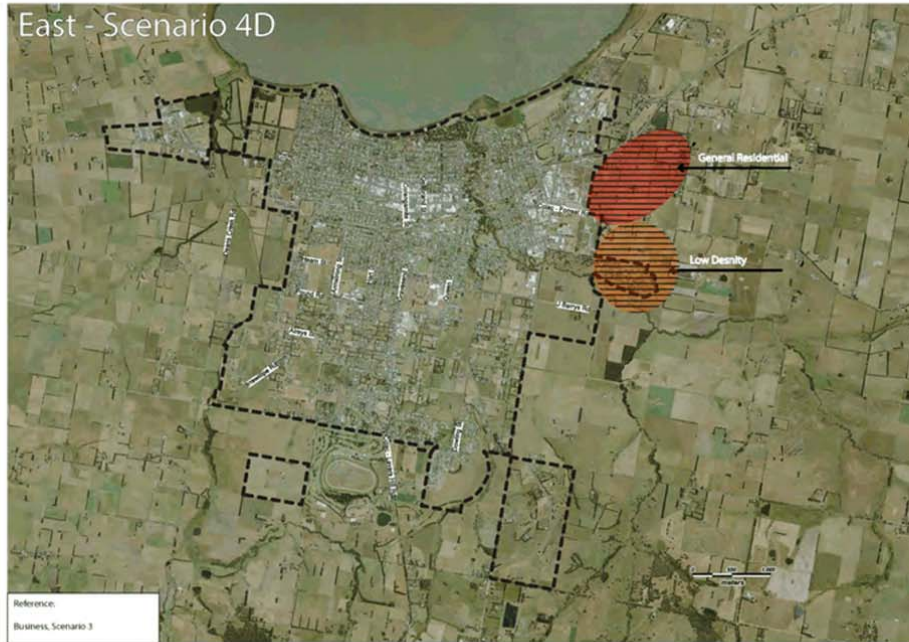


Figure 38 East - Scenario 4D overview and detail

EAST – SCENARIO 4D – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Business Workshop
 - Scenario description
 - Combination of High & Low Density
 - Advantages
 - Elevated
 - Within Sewer Boundary
 - Disadvantages
 - What is need to make it happen?
 - Level of agreement (scored from 22 participants)
 - 6 strongly agree
 - 7 Agree
 - 1 neutral
 - 1 disagree
 - 1 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Not supported – other scenarios in Set 4 are better. Residential up against industry
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Variation of 4A and 4B – same comments



Figure 39 East - Scenario 4E overview and detail

EAST – SCENARIO 4E – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- COS Staff Workshop
 - Scenario description
 - Lifestyle Opportunity
 - Advantages
 - Apply for 1 acre lots around Drapers Road
 - Good views – close to town
 - Many farmers looking for this when they come to town
 - Disadvantages
 - May be used increasingly by heavy traffic potential highway location
 - Sewer /Infrastructure services
 - Disconnected to town for bikes/walking
 - What is need to make it happen?
 - Re-zoning
 - Level of agreement (scored from 25 participants)
 - 6 strongly agree
 - 8 Agree
 - 3 neutral
 - 1 confusion
 - 3 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Not much connectivity with rest of town.
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Don't support
 - Little contribution to residential

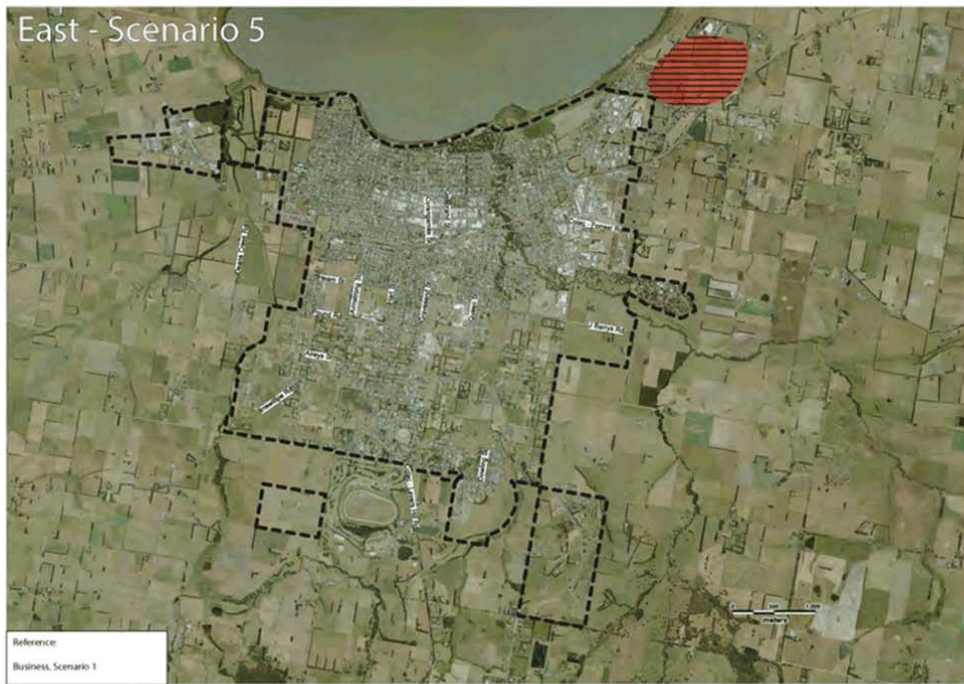


Figure 40 East - Scenario 5 overview and detail

EAST – SCENARIO 5 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Business Workshop
 - Scenario description
 - Entry to Colac between saleyard and Colac
 - Advantages
 - Make the entrance to Colac more attractive
 - Closer to Geelong for young etc
 - Larger blocks
 - Disadvantages
 - Close to Industrial zone
 - Level of agreement (scored from 22 participants)
 - 12 strongly agree
 - 7 Agree
 - 0 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Issues with amenity in the area – close to abattoir, water treatment plant and saleyards.
 - Consider that it doesn't make sense
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Good proximity to Lake
 - Links to industrial area
 - Could be larger

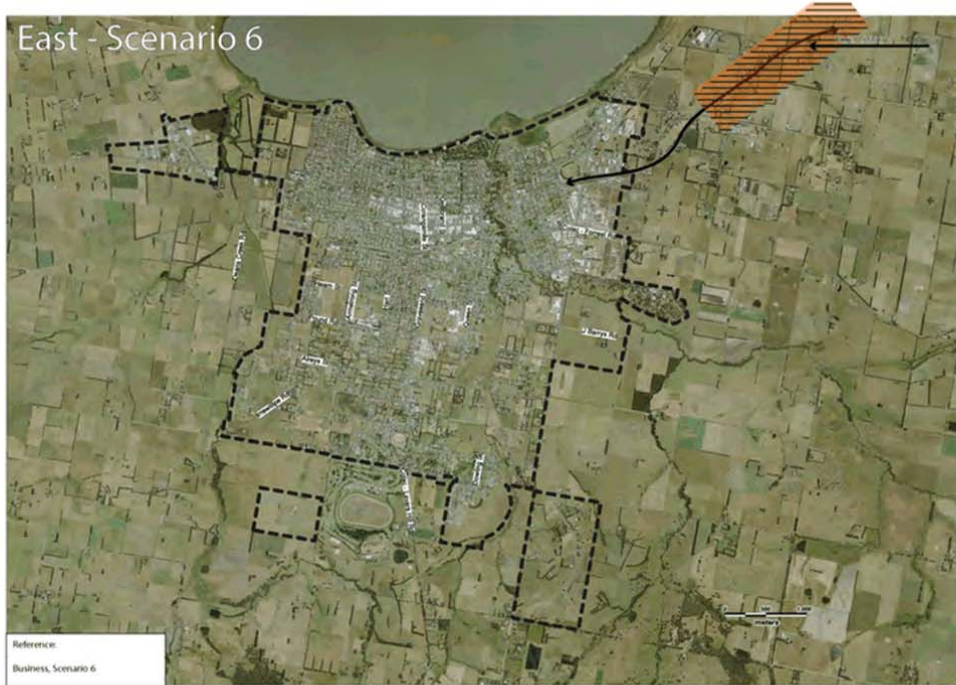


Figure 41 East - Scenario 6 overview and detail

EAST – SCENARIO 6 – COMMENTS FROM STAKEHOLDERS / COMMUNITY

- Business Workshop
 - Scenario description
 - Low density rural living
 - Advantages
 - Improve the major entrance to Colac
 - Natural growth corridor
 - Will attract further growth to Colac
 - Disadvantages
 - NIL – Sewer system isn't required
 - What is need to make it happen?
 - Re-zoning
 - Level of agreement (scored from 22 participants)
 - 9 agree
 - 4 neutral
 - 1 disagree
 - 2 red dots (least preferred scenario) 0 green dots (most preferred scenario)

COMMENTS / FEEDBACK FROM GOVERNMENT DEPARTMENTS AND AGENCIES

- Group 1 Feedback (Barwon Water, AusNet (gas), DELWP, Colac Otway Shire open space and community services, DEDTJR – resources)
 - Dislocated from township but could improve entry to Colac
- Group 2 Feedback (VicRoads, RDV, DEDTJR – Transport for Victoria, Ambulance Victoria, Colac Otway Shire Environment)
 - Problems with noise from road?
 - Highway through rural living

COMMUNITY WALL

A community wall was on display in COPACC for a number of weeks from mid-July to mid-August. The display included maps providing background information and also a request to place a sticker where people thought houses should be located. The green dots indicate if people agree with a sticker placed by someone else. The below image shows the display as of 21 August, prior to the dismantling of the display.

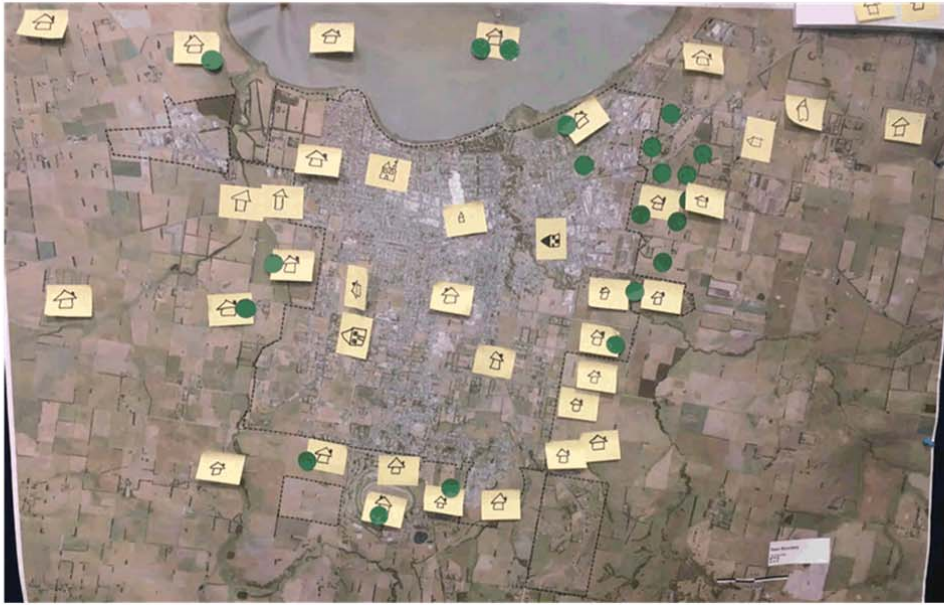


Figure 42 Photo of community wall as of 15 August 2017

SUBMISSIONS

Council have received numerous submissions in response to the first phase of consultation. An online submission form was available on Council's website from Monday 26th June to Friday 18th August which prompted people to consider how and where Colac should grow. Council received submissions via the online form as well as via email and mail.

At the time of writing, 21 submissions had been received with 9 of the 21 from one individual submitter. The following section summarises the submissions. Individual names have been omitted for privacy reasons.

Maps and images provided with the submissions are shown following the summary of the submission.

SUBMISSIONS 1 – 4

Submission Number	Theme	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
1a	Employment and services	Questions what provision is being made for the additional population, for additional employment and services.			
1b	Waste	Questions whether provision is being made for additional garbage collections in new areas.			
1c	Transport	Considers provision needs to be made to 2050 and not just 2030 and that the requirements for traffic need to be considered.			
1d	Young people	Considers that a junior Council ought to be reinstated.			
1e	Drainage and Heavy vehicles	Questions what provision is being made for additional capacity in drainage system and additional heavy vehicles.			
1f	Different modes of transport	Considers that provision ought to be made for different modes of transport and not everyone can operate a car (eg younger people).			
2 (same submitter as 1)	Employment and transport	Considers that provision ought to be made for new work places and transport routes into and through the municipality.			
3	Key attractors / Colac as a destination and sustainability	Notes that Colac needs to develop itself as a place to be. The commercial centre and lake are two key attractions however, the commercial centre needs to be cleaned up, traffic must be slow moving to improve the amenity, the lake needs to be full to be an			

		attractor, and the highway bypass and truck through traffic need to be planned for.			
4	Site specific inclusion		Support new estates particularly in Elliminyt	Harris Road / Lavers Hill Road area because the area is accessible to all required services and amenities.	

SUBMISSION 5

Submission Number	Theme	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
5	Site specific inclusion	Have previously sought inclusion of land for residential development and the Panel recommended Council consider its inclusion for residential use subject to further planning. Notes the availability of reticulated services and facilities.			map provided (see below)

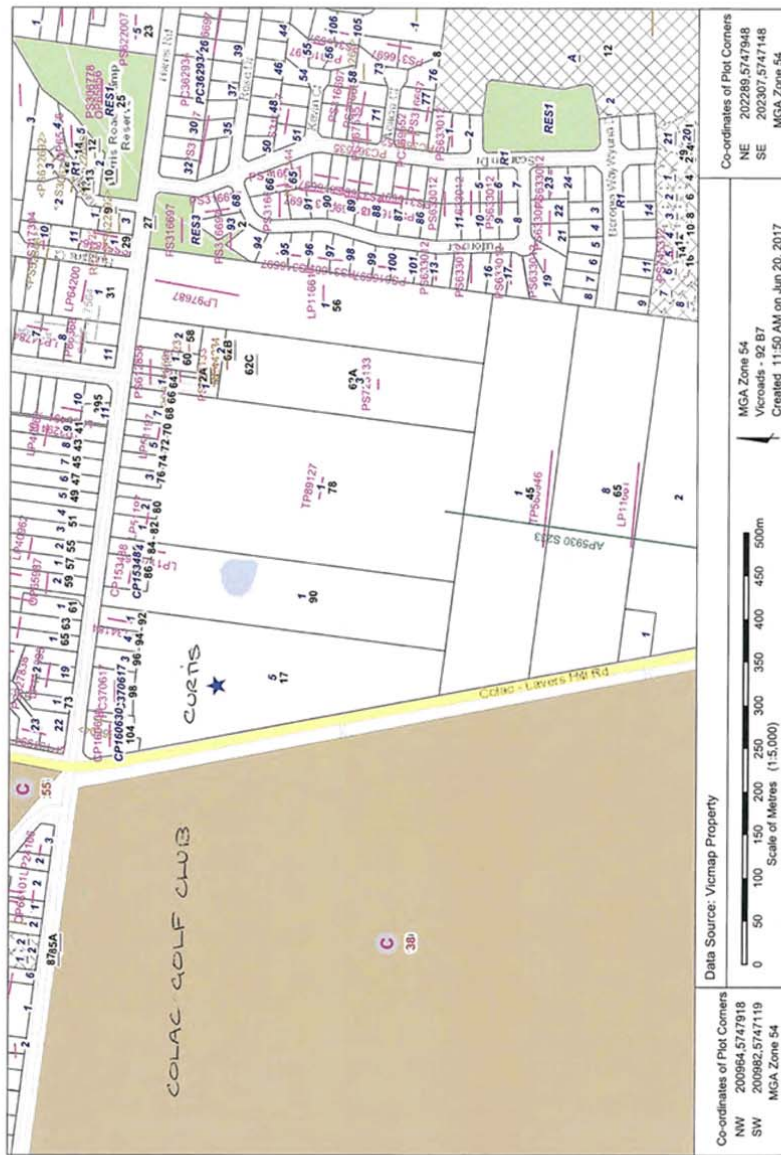


Figure 43 Map provided with Submission 5

SUBMISSIONS 6-7

Submission Number	Theme	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
6		Considers rural setting is an asset and rural lifestyle should be supported. Should consider larger blocks for farm animals as pets, motorbikes in backyard within 10 minutes of shopping areas.	Colac should look to grow both in new housing estates and in more satellite locations outside of town.	Barongarook, Irrewarra, Colac West	
7			New estates	South west and south east of city.	

SUBMISSION 8

Submission Number	Theme	Issues / Key points	Where should Colac grow? Land identified	Notes
8	Site specific inclusion (joint submission)	Request that combined 34.86ha be included for residential land development. Considers land holdings are well suited for development and majority of land owners are actively encouraging redevelopment. Consider there are no major impediments to development such as vegetation or land clearing, that the land is contiguous. Provided a concept plan which shows develop of 300+ residential blocks. Note land is close to services and facilities and provides opportunities for additional open space.	Harris Road / Lavers Hill Road area because area is accessible to all required services and amenities	concept plan provided – see below

SUBMISSION 9

Submission Number	Theme	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
9	Site specific inclusion	Suggest that land could be developed for premier housing development with 36 larger blocks and requests that land is included for residential purposes.		82 Marriner Street, Colac East	concept plan provided – see below

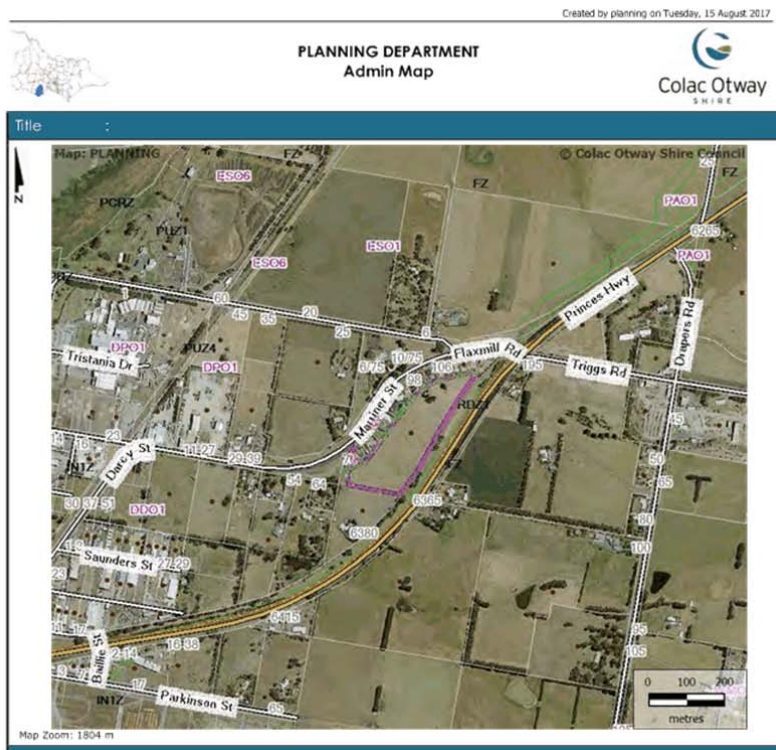


Figure 45 Site location map for 82 Marriner Street, Colac East (Submission 9)

PLAN OF PROPOSED SUBDIVISION
 PART OF CROWN PORTIONS 11 & 12 - SECTION 30
 PARISH OF IRREWARRA
 COUNTY OF POLWARTH
 RE: T. HEYSMAN
 SCALE 1:1500 (Original Sheet Size A3)

NOTE:
 Certain dimensions shown hereon are subject to survey.
 Certain areas shown hereon are subject to survey.
 Land contained within C/I Vol. Pal.
 Lot 1 - Lots 1 - 16
 Lot 2 - Lots 17 - 32

ROD BRIGHT & ASSOCIATES PTY LTD
 LICENSED SURVEYORS & TOWN PLANNERS
 26 MURRAY STREET COLAC 3250
 TEL 52914861 ACN 007 224 975

Concept #1

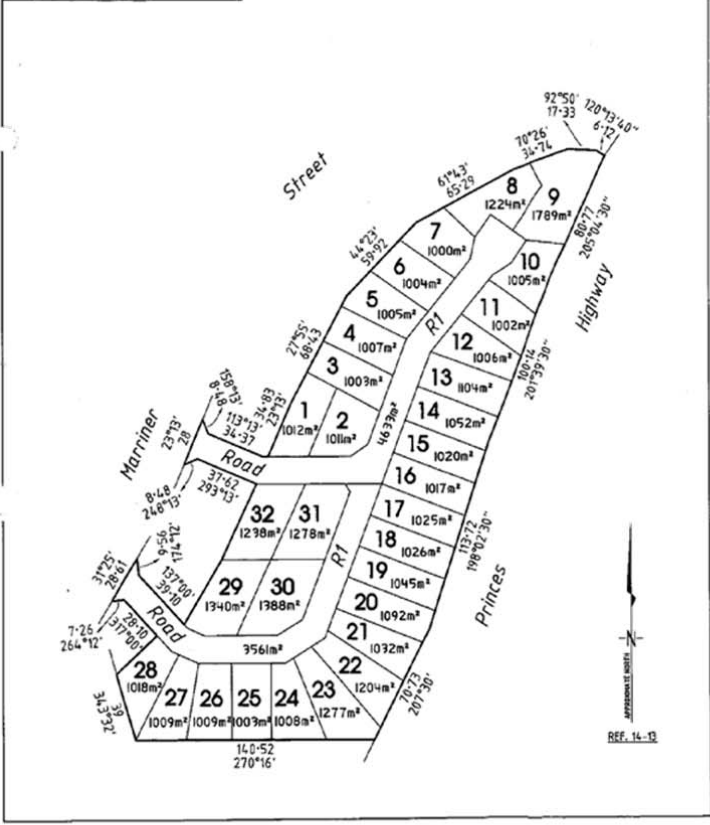


Figure 46 Site concept plan from submission 9

SUBMISSION 10

Submission Number	Theme	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
10	Site specific inclusion	Suggest that land could be developed for more intense residential development because it is vacant land, not subject to the LSIO, surrounded by existing residential development and suitable for infill development. Intensifying the land is an efficient use of existing infrastructure.		200 Cants Road, Elliminyt	map provided – see below



Figure 2: Subject land in context of surrounding development and inundation areas. 2015.
<https://www.spear.land.vic.gov.au/lassi/SpearUI.jsp>

Figure 47 Map from Submission 10

200 Cants Rd, Elliminyt

Supporting map context – Colac 2050

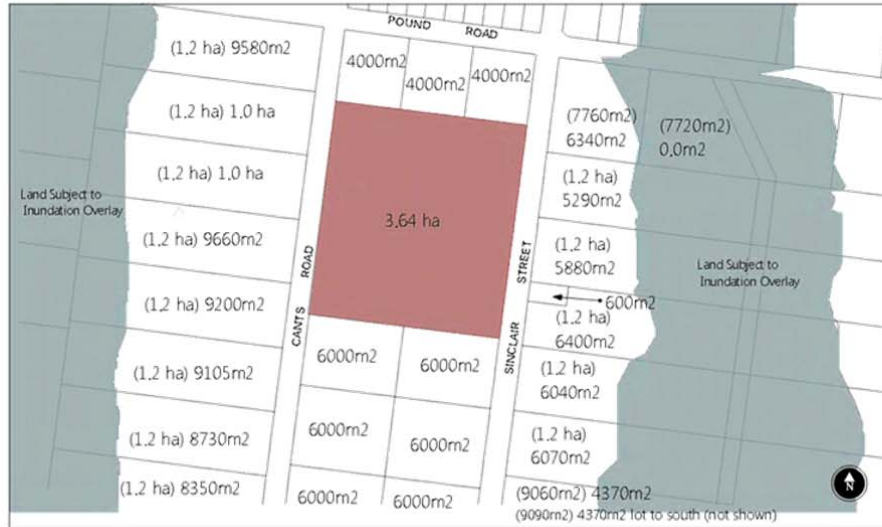


Figure 1: site context, lot areas (figure in brackets) and lot areas not constrained by risk of inundation. All figures are approximate.



Figure 1: Subject land. Current zone/overlays.. <http://services.land.vic.gov.au/maps/pmo.jsp>

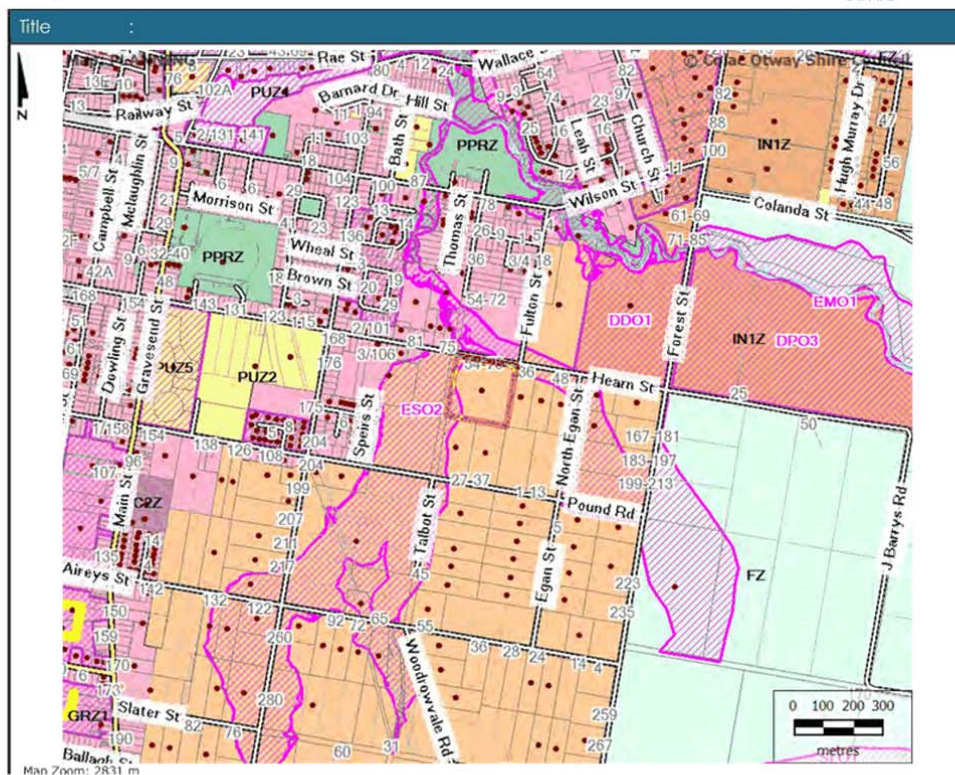
Figure 48 Map from Submission 10

SUBMISSION 11

Submission Number	Theme	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
11	New housing estate in Harris Road	Harris Road development area to provide better access for the Wyuna Estate and completes the existing development to Gellibrand Road.	New housing estates are necessary in Colac given the amount of development already within the town	Harris Road	

SUBMISSION 12

Submission Number	Theme	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
12	Site specific inclusion	Suggests that 54-76 Hearn Street should be rezoned to General Residential because it is close to Hearn Street shop, Blue water fitness, Colac College, Netball Reserve, Central Reserve etc	Growth areas need to be central to the services that are required, education, recreation, CBD, industrial areas and open space. Infill the land available closest to Colac CBD.	54-76 Hearn Street, Colac	Map provided by Council for context purposes (see below)



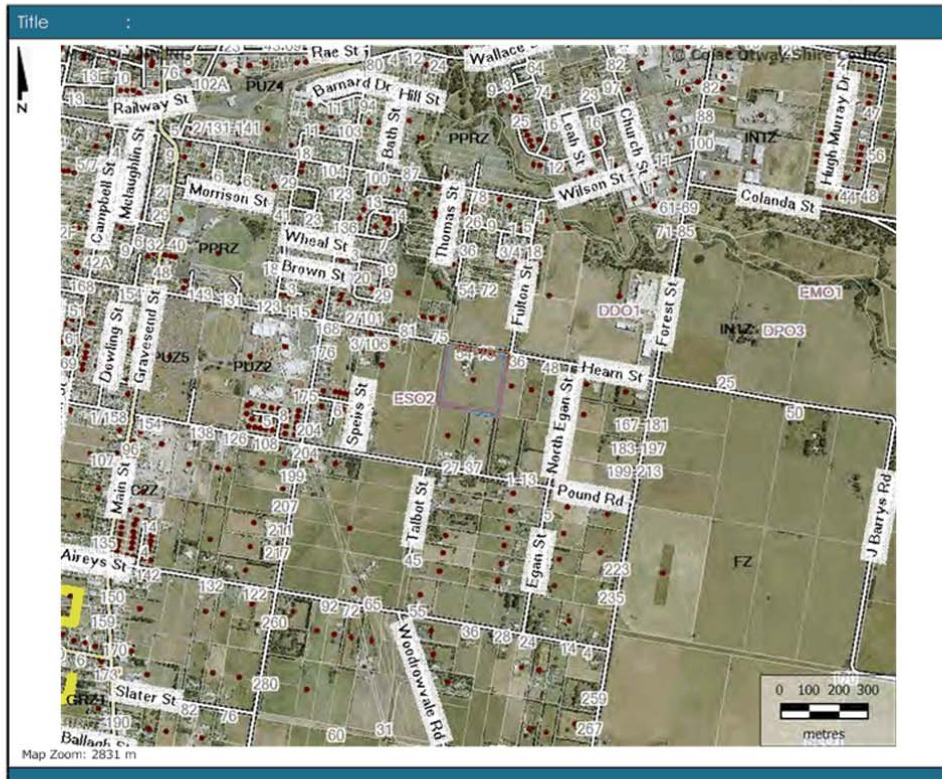


Figure 49 Location maps for 54-76 Hearn Street, Colac (submission 12) – provided by Council to assist with context

SUBMISSION 13-16

Submission Number	Theme	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
13	New Housing estate only		New housing in outlying areas	1 – Rossmoyne Road; 2 – Land off Forrest Street; 3 – Land stretching out to Barongarook off Colac Lavers Hill Road; 4 – East of Elliminyt (Main Street)	
14	Housing options close to existing facilities		People need options of housing on flat land or elevated housing blocks. Should be predominantly local to enable efficient access to existing facilities. Not spreading too far from city centre.	Housing estates with elevated views over Colac and the Lake. Should be centralised with new estates within or near town boundary. To enable walking and transport and be more efficient and cost effective, to minimise private vehicles and encourage walking and cycling.	
15	Housing on elevated or flat land.		People need a choice of different types of topography and the continuation of the Elliminyt Hill between J Barry Road and Forest Street would fulfil these requirements for now and the future being close to Colac with all facilities	Close to Colac giving people a choice of elevated or flat land. Close to existing facilities	

			available. Also squares up the boundary.		
16			Keep Elliminyt and Colac growing	Elliminyt	

SUBMISSION 17

Submission Number	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
17	Ensure good planning and connectivity through use of Development Plan Overlays	A mixture of new housing estates, infill development and rezoning. Ensure connectivity so that roads are well connected with footpaths and public open space.	1. Expansion of Scanlon's estate west to the golf course. 2. Infill developments in Elliminyt; 3 Long term investigation in the north east industrial area which could form part of a 100 year vision; 4 Investigate relocating the Bilson Street commission area and converting to higher end residential; 5 convert Rural Living Zone to Low Density Residential; 6 Additional Low Density Residential surrounding Scanlon's estate	Map provided (see below)

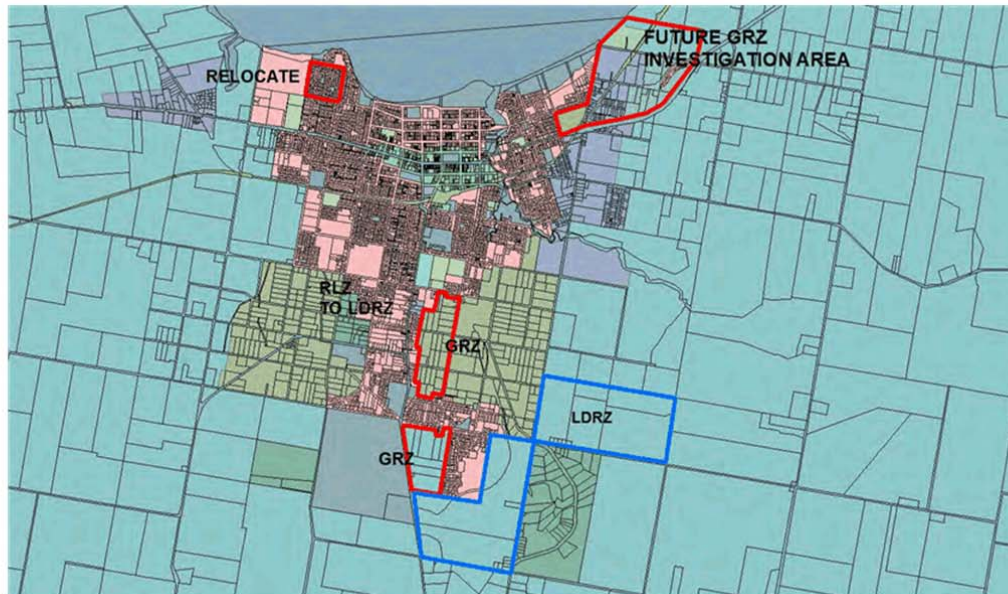


Figure 50 Map provided with submission 17

SUBMISSION 18

Submission Number	Theme	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
18			New housing estates to ensure new infrastructure is in place. There is no where to go within the existing town	Extension of new estates is logical because Council has put industrial at both entrances to the town.	

SUBMISSION 19

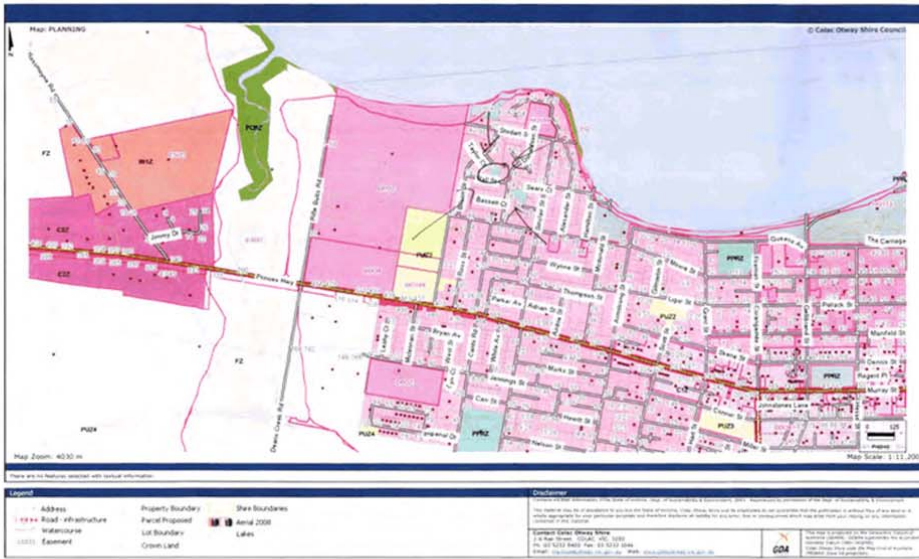
Submission Number	Theme	Issues / Key points	Where should Colac grow? Land identified	Notes
19	Site specific inclusion	<p>Notes that land in west Colac is identified in current Framework Plan as “investigation area for long term residential development”. Suggests that given the location adjoining the Princes Highway and adjacent to existing built up area of Colac West, the land could be readily serviced and that land should be allocated as “investigation area for medium term residential development”.</p> <p>Suggests that without development of the land, it is unlikely that an open space corridor through the site could be delivered. However, with residential development there may be opportunities for the consideration of an open space corridor including shared paths and opportunities for passive and active open space. This would need to be considered in the context of the hydrological requirements of the Deans Creek.</p> <p>Suggests that the inundation issues on the land can be mitigated with advanced engineering designs which would enable the Deans Creek to become a feature of the area rather than continuing to lie within farmland and not be accessible to the general population.</p> <p>The land holding is over 100ha which means that a standalone development plan could be prepared for the land which would open up opportunities for a master planned community that could provide a mixture of residential, retail, recreation and educational facilities in an integrated manner to create a vibrant and sustainable community. The land is owned by experienced developers who have the experience and finance to be able facilitate future development.</p>	315 Princes Highway, Colac West, 60 Deans Creek Road, Colac West, 85 Deans Creek Road, Elliminyt, 95 Cants Road, Elliminyt	Map provided (see below)



Figure 51 Maps provided with submission 19

SUBMISSION 20

Submission Number	Theme	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
20	North west Colac – urban renewal area	<p>Considers that the Donaldson Street precinct / area should be renewed to help address social disadvantage in the area.</p> <p>Provided examples of urban renewal / eco developments areas in New Zealand, Denmark.</p> <p>Considers that good design is important and does not have to be expensive.</p> <p>Considers there needs to be ongoing discussion about the issues over a longer period of time.</p>		<p>Considers that the Donaldson Street precinct area should be an urban renewal area to assist with alleviating disadvantage, and that a sporting oval with community centre and shops be included to provide the community with a point of focus and gathering place.</p> <p>Considers the present model of social housing in the area is a failure which has resulted in a slum or ghetto and the development of a strong anti-social subculture.</p>	<p>Provided articles about urban renewal areas elsewhere (see appendix A) and maps (see below)</p>



D17/69062

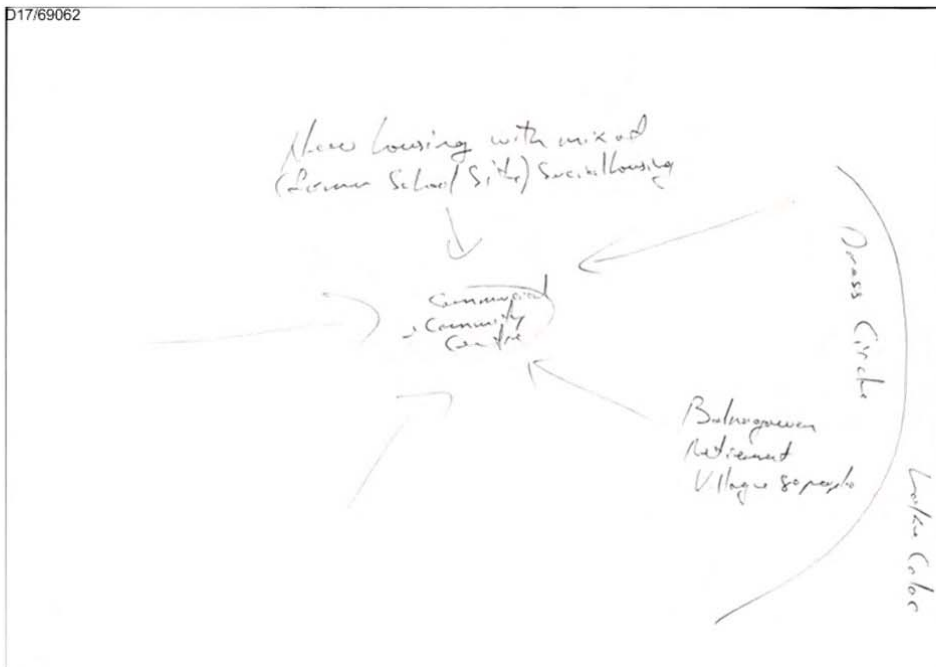
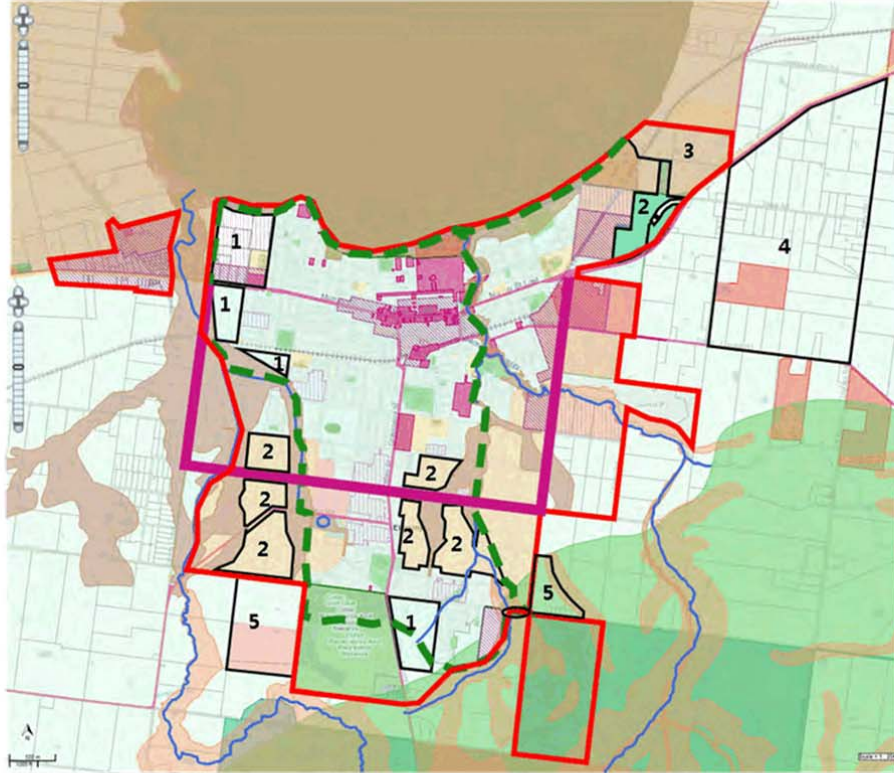


Figure 52 Map provided with submission 20

SUBMISSION 21

Submission Number	Notes
21	Map provided



- 1 • Prioritise sewer/drainage infrastructure for residential development.
- Zone land west of Wyuna Estate to GRZ1 for connection to Colac Lavers Hill Rd and recreation trail extension.
- 2 • Prioritise sewer/drainage infrastructure for increased infill development. Eg. LDRZ or GRZ1.
- Current RAZ behind Marriner St provides no clear direction or possibilities. Change to LDRZ and or FZ to retain buffer from INLZ.
- 3 • Possibility of tourism/accommotion site eg. conference centre. Lake frontage, highway access and access to services.
- 4 • Currently FZ. RLZ would more accurately reflect land use pattern & demand. Min lot size 5ha or 10ha? Current RLZ in Colac by default due to LSIO, not locational demand/planning.
- 5 • LDRZ only after Belvedere Drive and infill uptake. Eg after 2050.
-  Green recreation loop trail for bike/pedestrians, following creeks and existing open space where possible.
-  Pedestrian bridge and path link across creek enabling access from Belvedere Estate to other parts of Eliminyt etc.
-  Urban boundary. No development west of Deans Creek. Maintain green break on highway over Deans Creek.
-  Highway Bypass. Needs to be designated on a map, even if not constructed for 50 years. Cannot plan for infill residential development without clear direction on this issue. Aireys St already compromised by repeated Councils' avoidance of a tough decision.
- LSIO Strategy and policy direction required for housing.

Figure 53 Map provided with submission 21

SUBMISSION 22

Submission Number	Theme	Issues / Key points	How should Colac grow?	Where should Colac grow? Land identified	Notes
22	Storm water and water quality management of flood plains	Raises concerns in relation to water quality of run off from future development of flood plains situated along Forest Street, Colac and Deans Creek Road, Colac West. Wishes to express concern about potential impact on Lake Colac and the need to effectively manage stormwater to maintain water quality.			Lake Colac Coordinating Committee submission

Renewal and redevelopment of NW Colac by Leigh Barrett

The present model and management of social housing in and around Donaldson St, Colac in my view is a failure, we have a slum or ghetto, public housing residents know their rights but not their responsibilities, a policy of minimum supervision and intervention has lead to the development of a strong anti-social sub-culture which is now resulting literally in anarchy among young people between 8-15years in our neighbourhood. There is widespread concern throughout the Colac community, Richard Riordan MP had a lot of people contact him including me before Christmas about the aggressive and intimidating behaviour of juvenile thugs. There has to be change, the present (anti) social structure must be broken up. Of the 7 houses in our immediate vicinity, 5 are known to police, 4 of those are housing commission.

There is a culture of entitlement that too many HC tenants have because they know they cannot be evicted or that they must be housed regardless of behaviour which is bizarre because no one else in society has that right (there are 2 lots of tenants that the police want evicted but they have been refused). How bad does it have to get? In the 4 1/2 years we have lived in Donaldson St, I have confronted the antisocial behaviour of 6 houses nearby, either personally or through writing to Colac Housing or the police on one occasion giving CH a copy. On each case my complaints have been upheld, the most disturbing element with this antisocial behaviour is that the elderly are afraid to complain in case they are victimised. Each written complaint was made after weeks or months of offensive and intimidating behaviour.

In April 2015 our neighbours (CH tenants) had a television explode and catch fire at 2am and fill the house with toxic smoke so they had to immediately vacate onto the street, CFA and ambulance attended, the outside temperature was about 3C, after an initial offer for them to come inside was refused, about 30 minutes later there was a knock on the door, the mother and 4 children came into our lounge at 3am guided by the ambulance officers who left them to us without a single word, the mother had refused emergency accommodation. I wrote an account of this and sent to the Colac Otway Shire. I am mentioning this to make the point that I am not just a bitching, griping, complaining age pensioner. We live in a country that prides itself on living under the rule of law, but the DHHS is not applying this to public housing tenants in Colac. We have one state government department creating the problem, and another (police) doing its best to manage it.

A Measurable Dollar Cost

There is a measurable dollar cost to the present antisocial situation in our community, in NZ there has been a study done on the cost of antisocial behaviour of gangs (copy available). A street where there was a bikie gang headquarters had 80 houses bulldozed, the street renamed, new affordable housing built which sold before they were finished (copy available).

Urban renewal

The Donaldson St area has a long held bad reputation in which kids from the area are labelled and targeted at school and when applying for jobs. It needs to be redeveloped, public housing substantially reduced because these types of houses are not meeting the needs of tenants other than a roof over their heads, hot and cold water and a toilet. Almost none develop the grounds, too many are neglected they are a burden not a pleasure. One of my harshest criticisms of this area is that there no facilities to help create neighbourhood cohesion, a couple of small parks is all we have. This neighbourhood needs a footy oval, a half court, hand ball court and community hall. In my view this neighbourhood has been neglected and harshly discriminated against.

The adjacent site of the old Colac Tech College has an area marked for a new housing development. This is an ideal opportunity to provide a mix of public and private housing that is well designed to create a diverse and cohesive community. NSW has set 30% of new housing to be public housing. What we have in the Donaldson St area is a monoculture in financial status (both private and public housing), education and social standing.

(c) L Barrett 2017
There are 4 sub groups

Private ownership and lived in by owners, generally stable behaviour
Older CH tenants 45 plus, generally stable behaviour
Younger CH tenants 45 and under, overwhelmingly bad behaviour
Private rentals, we have one adjacent to us, they started off shocking from the moment they moved in but have changed to ok after police were notified and owners contact details were supplied.

Change of culture

There has to be change in culture and expectation of public housing tenants. Mission Australia of the Uniting Church has a 93% success rate in housing the homeless, they put them through a training program so they know what is expected of them before they are housed and have ongoing support if they need it. It would appear from what we observe locally that new housing tenants once housed are left to fend for themselves. People who need social housing will often have social needs. Jane Hutchins on her ABC TV program One on One recently interviewed Baroness Jean Corston who is a modern day women's prison reformer. She went into the prisons and talked to the women and one thing that struck me as the same in our neighbourhood was many of the women had poor social skills. This is what I see in our neighbourhood public housing, they don't know how or choose not to relate with respect to their neighbours. Social skills need to be taught not as an imposition but a responsibility where there are real benefits - from being courteous, punctual and showing respect. I have seen this especially in the courts where suddenly nearly everyone who appears in front of the magistrate has suddenly remembered to be polite and respectful except those who are psychotic.

Baroness Jean Corston has been responsible for setting up women's centres throughout Britain that are one stop centres for health, counselling, housing and employment services. In one of Ross Kemp's Extreme Documentaries on homelessness and social disadvantage in Britain, he shows a team visiting public housing tenants made up of a uniform policeman/woman, housing maintenance, social services and one other that I can't think of. He was impressed with the way they worked as a team and what impressed me was that they were going out into the community to see if there were any needs that needed to be met (pro-active) rather than waiting for things to happen (re-active).

Funding new social housing - Social Investment Bonds

The state government is looking at SIBs to fund projects by the private sector with an incentive. This could be a way to refurbish public housing stock for private sale.

The Productivity Commission recently said that public housing could be more efficiently run if there was competition between private providers, why not NGO's.

Proactive housing provisos

- 1) Your children must attend school, 95% attendance rate, this must be mandatory, kids not going to school no housing.
- 2) Respect your neighbours
 - a) no loud music
 - b) pets to be registered and maintained, not a nuisance to neighbours eg dogs barking, cats fouling neighbours lawns or gardens
 - c) house and grounds maintained to a reasonable standard, assistance given to those who can't manage
- 3) Regular visits, 3 monthly for new tenants, then 6-12 months for stable tenants.

We rented in the private sector for more than 25 years, we had a rental agreement we had to sign and abide by with either 6 month or 12 month inspections.

(c) L Barrett 2017



Mob street makeover brings buyers

TOM HUNT Last updated 05:00, March 5 2015

Carteron Burnett

FRESH LOOK: A new housing development in the former notorious Gangland area of Farmer Cres.

A street that was once notorious as a Mongrel Mob stronghold is now turning into a middle-class dream.

Farmer Cres in Taita, Lower Hutt, and its surrounding area, was once known for all the wrong reasons. In early 2009, Mob members were accused of terrorising a single mother into leaving her home. The charges were later dropped.

Housing NZ battled in court to evict three gang-linked women, spending more than \$1 million on the case before eventually allowing the women to stay.

In September 2012, Lower Hutt drug dealer Michael Mulholland was found dead in a driveway in Farmer Cres. Mob member Harlem Rawiri Turi, 32 - who had been trying to buy methamphetamine from Mulholland - was jailed for his manslaughter.

But now the former gangland has turned into an enclave of low-cost new homes for first-time buyers, which are being sold before they are built.

In 2010 and 2011, 89 state homes were bowled and, in their place, a new subdivision named Riverside Gardens was started in a joint initiative between Housing NZ and City Living Group.

Pieter Geill, of valuer QV, said the new homes were proving popular. "Sales there are steady, and the average sale price achieved is rising as a result."

This could be partly because newly built homes were not subject to the 20 per cent lone-to-value deposit rule, meaning it was easier for people to get finance, he said.

With a three-bedroom home starting at \$365,000, young couples could buy their first home using just their KiwiSaver money as a deposit.

Professionals real estate agent Linette Bradbrook said only half of the planned 110 homes in the development had been built so far, but 75 per cent of them had already sold.

Ad Feedback



When she first started selling off the plans - with just one show home - there was a lot of concern about the area's reputation, but few people now raised this as an issue, she said.

Housing NZ area manager Stephen Wilson said the aim was to "reinvigorate the community through providing a mix of modern housing options including warm, modern and dry state housing and quality properties for first-home buyers".

The development had better links to public transport and better community spaces, he said.

Of the 150 new homes, Housing NZ would buy about 20 of them to use as state homes.

- The Dominion Post

([HTTP://WWW.COLACHERALD.COM.AU](http://www.colacherald.com.au))

Currently for Colac

Colac and district's best news.



- HOME ([HTTP://WWW.COLACHERALD.COM.AU](http://www.colacherald.com.au))
- NEWS ([HTTP://WWW.COLACHERALD.COM.AU/CATEGORY/NEWS/](http://www.colacherald.com.au/category/news/))
- SPORT ([HTTP://WWW.COLACHERALD.COM.AU/CATEGORY/SPORT/](http://www.colacherald.com.au/category/sport/))
- PHOTOS ([HTTPS://COLACHERALD.SHOOTPROOF.COM/](https://colacherald.shootproof.com/))
- BUSINESS DIRECTORY ([HTTP://WWW.COLACHERALD.COM.AU/BUSINESS-DIRECTORY/](http://www.colacherald.com.au/business-directory/))
- ADVERTISING ([HTTP://WWW.COLACHERALD.COM.AU/ADVERTISING/](http://www.colacherald.com.au/advertising/))
- HERALD PRINT ([HTTP://WWW.COLACHERALD.COM.AU/PRINTING-SERVICES/](http://www.colacherald.com.au/printing-services/))
- CONTACT US ([HTTP://WWW.COLACHERALD.COM.AU/CONTACT/](http://www.colacherald.com.au/contact/))

Switch today.

Our Facebook group
<http://facebook.com/thecolache>
 Follow us on Twitter
<http://twitter.com/thecolacherald>
 Suggest a story or tip
[/suggest/](#)

Anti-Winkle "Magic" Cream Shocks S



buyprer
Surprisingly Simple Tip Removes W And Eyebags Without Surgery [\[r\]](#)

More News Stories

[Push to fix antisocial culture](http://www.colacherald.com.au/2017/02/push-to-fix-antisocial-culture/)
[\(http://www.colacherald.com.au/2017/02/push-to-fix-antisocial-culture/\)](http://www.colacherald.com.au/2017/02/push-to-fix-antisocial-culture/)

[Alison Martin](http://www.colacherald.com.au/author/alison-martin/)
[\(http://www.colacherald.com.au/author/alison-martin/\)](http://www.colacherald.com.au/author/alison-martin/), Wednesday, February 8th, 2017.

Push to fix antisocial culture

[Alison Martin](http://www.colacherald.com.au/author/alison-martin/) (<http://www.colacherald.com.au/author/alison-martin/>), Wednesday, February 8th, 2017.

Make a comment (<http://www.colacherald.com.au/2017/02/push-to-fix-antisocial-culture/#respond>)
 Contact the author (<mailto:alison@colacherald.com>)

A Colac West resident says authorities and the Colac community must have a long-term plan and work together to tackle an increasing "antisocial sub-culture" in the area.

Leigh Barrett, who has lived in the area for four years, said public housing authorities, police, other State Government departments and Colac Otway Shire Council needed to address the community's "widespread concern" now before problems escalated further.

Mr Barrett wants a new approach to



Polwarth MP Richard Riordan says the Colac community is concerned about antisocial behaviour and children failing to attend school. Mr Riordan is supporting Colac West's Leigh Barrett who is calling for change.

government housing developments, including changes to the existing consolidation of public housing in Colac West.

"The present model and management of social housing in and around Donaldson Street, in my view is a failure," Mr Barrett said.

"A policy of minimum supervision and intervention has led to the development of a strong antisocial sub-culture which is now resulting literally in anarchy among young people between 8 and 15 years in our neighbourhood.

"Of the seven houses in our immediate vicinity, five are known to police, four of those are housing commission.

"Since moving to Colac West I have confronted the antisocial behaviour of six houses nearby, either personally or through writing to Colac Housing or the police; on each case my complaints have been upheld and each written complaint was made after weeks or months of offensive and intimidating behaviour," he said.

"The most disturbing element with this antisocial behaviour is that the elderly are afraid to complain in case they are victimised."

Mr Barrett said it was time for change and the nearby former Colac High School site, earmarked for a new housing development, provided an "ideal opportunity to provide a mix of public and private housing that is well designed to create a diverse and cohesive community".

"The area has long held a bad reputation in which kids from the area are labelled and targeted at school and when applying for jobs," he said.

For the full story see today's Colac Herald.

Buy the Colac Herald print edition, which has full coverage of all the region's news and sport. Click here to find out where to buy a copy
[\(http://www.colacherald.com.au/advertising/distribution/\)](http://www.colacherald.com.au/advertising/distribution/)

[\(http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/\)](http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/)

A Colac West resident says authorities and the Colac community must have a long-term plan and work together to tackle an increasing "antisocial sub-culture" in the area.

Share this:

<http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/?share=facebook&fb=1>

<http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/?share=twitter&fb=1>

<http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/?share=google-plus-1&fb=1>

<http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/?share=email&fb=1>

[Read more - \(http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/\)](http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/)

Sewage woes at tourist spot
[\(http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/\)](http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/)

A Staff Reporter
[\(http://www.colacherald.com.au/author/a-staff-reporter/\)](http://www.colacherald.com.au/author/a-staff-reporter/), Wednesday, February 8th, 2017.



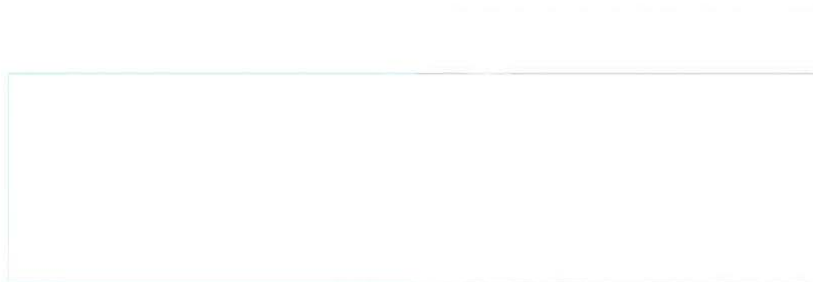
[\(http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/\)](http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/)
A Lavers Hill businessman says the town's public toilets on the Great Ocean Road were "disgusting" after the facility closed twice due to a back-up of sewage.

Share this:

<http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/?share=facebook&fb=1>

<http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/?share=twitter&fb=1>

<http://www.colacherald.com.au/2017/02/09/fix-antisocial-culture/?share=google-plus-1&fb=1>



LISTENER (/the-listener/) **NORTH@SOUTH** (/north-south/) **Metro** (/metro/) **Paperboy** (/paperboy/) **RNZ** (/rnz/)

Flaxmere: Turning a town around

by Karl du Fresne / 13 July, 2016

For years, Flaxmere has been synonymous with decay and deprivation. But a self-help ethos is bringing new life to the Hawke's Bay town.



Henare O'Keefe of the U-Turn Trust. Photo: Glenn Taylor

Once a place gets a bad reputation, it can be hard to shake off. Hastings Mayor Lawrence Yule remembers getting a phone call on a Saturday night years ago from a newspaper reporter inquiring about a stabbing at a motel in suburban

Flaxmere.

"That's interesting," Yule told the journalist, "because there are no motels in Flaxmere."

Someone had been stabbed, all right, but elsewhere in Hastings. Yule says the reporter, hearing there had been a stabbing in the city, assumed it must have been in Flaxmere.

Such is the image of the suburb from years of negative publicity. Like Otara in South Auckland and Cannons Creek in Porirua, Flaxmere has become synonymous with crime, poverty and mean streets. In the public mind, it's Hastings' problem child.

Tragically, it's true that terrible things happen in Flaxmere. In early May, coroner Carla na Nagara, ruling on the deaths of four 15-year-old girls from Flaxmere, found they had all committed suicide. The deaths had occurred over a period of 13 months and three of the girls knew each other. The coroner found that all four had been exposed to domestic violence, drug and alcohol abuse and online bullying.

Read more: *The reinvention of Ashburton* ([/current-affairs/social-trends/the-reinvention-of-ashburton/](#))

Even by Flaxmere standards, this was bad – as traumatic for the community as the killing of young police constable Glenn McKibbin, who bled to death in a Flaxmere street after being shot on a quiet Sunday morning in 1996. McKibbin had stopped a motorist for a routine check. Former soldier Terence Thompson, driving past, shot him in what appeared to be a random act of murderous rage. Thompson was subsequently killed by police after a nine-week manhunt.

Ah, well, outsiders will say with a shake of the head, that's Flaxmere for you. They said much the same in 2009 when a police report revealed the existence of as many as 15 youth gangs in the suburb, one of which – the Mongrel Mob-affiliated Original Flaxmere Bloods – was said to present a risk of serious violence in the community.

People said it again in 2010 when police stopped a car in Flaxmere in the early hours of the morning and found 24 stolen sheep tied up and crammed inside. Well, everyone said, there you go: Flaxmere.

The suburb's reputation is such that someone started a semi-satirical Facebook page called "You Know You're in Flaxmere When ...". Supposed examples of Flaxmere life included bullet holes in bus shelters, parked cars stripped of their wheels and kids going to school with no shoes on but stopping to buy a pie for breakfast.



Henare O'Keefe at the Te Aranga marae and community garden with grandsons Rylan, 5, and Taylor, 3. "The people here are real; what you see is what you get." Photo/Glenn Taylor

Far more viciously, a mock Wikipedia entry describes Flaxmere as a zoo without a fence and suggests that 95% of the Hawke's Bay population would welcome a napalm drop on the place.

But talk to people who know the suburb, many of whom have lived there for decades, and a different picture emerges. Bert Lincoln, who for 10 years has run the Flaxmere Community Patrol, a volunteer group that drives around the suburb acting as another set of eyes for the police, is a proud Flaxmere resident.

Sitting in the dining room of his impeccably neat home in Folkestone Drive (many of the local streets are named after British seaside towns; McKibbin was killed in Margate Ave), Lincoln says he's lived in the suburb for 45 years.

One of his neighbours has been there six months longer, another six months less. "Most of the people around us have been here 40-odd years," Lincoln says.

Clearly, people don't stay in a place that long if it's dangerous or unpleasant. And it's not as if Flaxmere residents have no options. The houses that surround Lincoln's are occupied by people who are there by choice.

An architectural draughtsman who works from home, he says he and his wife have had opportunities to move - but why would they? "If I won Lotto every week of the year, I couldn't buy better neighbours."

It's a theme you hear repeatedly from people who live in Flaxmere - population 9500 - or who at least know the place. And there's the thing: most people know Flaxmere only by its reputation.

Very few take the trouble to check it out. If they did, they would see a community that - initially, at least - confounds the popular image of a wretched, crime-ridden ghetto.



Russell Wills. Photo/Hagen Hopkins

Sense of community

Hastings Hospital paediatrician Russell Wills, who stepped down this month as Children's Commissioner, knows Flaxmere well and says he loves it. "It's full of terrific people, most of whom love their kids and love other people's kids. It has a strong sense of community and a real

vibrancy.”

Part of the suburb's image problem is that it's out on a limb – off the main highway and physically removed from its mother city, Hastings. You don't drive through Flaxmere to get anywhere. You need to make a conscious decision to go there, and most people don't. Why would they, unless it's to observe how the less fortunate live?

The sense of separation from Hastings is magnified by the busy Hawke's Bay Expressway, which slices through the semi-rural open space between Flaxmere and the western edge of Hastings proper. This physical divide helps create an impression that Flaxmere is a place the rest of Hastings would prefer to ignore or forget.

“If I had my way,” says Henare O'Keefe, a Hastings district councillor and Flaxmere hero, “I would move the entire village and put it on the main arterial route so people would have to drive right through the middle of us to get to Wellington.”

Satellite town

That geographical separation is a pointer to Flaxmere's origins. A common misconception is that the suburb was built as a state housing area, but even today it has only about 300 state houses. In fact, Flaxmere was privately developed in the late 1960s and early 70s as a satellite town to ease the pressure on Hastings. The land was cheap because it was stony and regarded as virtually useless agriculturally.



Off the main highway south, Flaxmere is out on a limb, removed from its mother city, Hastings, and lacks a full-size supermarket, although it has the population to justify one. Photo/Gleen Taylor

Only later did winemakers discover it was prime grape-growing terroir. Today, ironically, the poorest residents of Flaxmere look directly out on the Gimblett Gravels, some of the most sought-after vineyard land in the Southern Hemisphere.

In O'Keefe's words, Flaxmere was intended to be “the Stepford of Hawke's Bay” – a model village, aimed at upwardly mobile home buyers. Traces of that idealistic vision are still evident in the Flaxmere Village shopping centre, which was built in a style not dissimilar to that of a more successful aspirational 1970s housing development, Porirua's Whitby.

The first houses were marketed in 1967 as “a new concept in modern living”. Lincoln recalls going to a “Parade of Homes” – a display of show homes – on Flaxmere Ave, the east-west thoroughfare that runs through the heart of the

The first houses were marketed in 1967 as “a new concept in modern living”. Lincoln recalls going to a “Parade of Homes” – a display of show homes – on Flaxmere Ave, the east-west thoroughfare that runs through the heart of the

suburb. They were well-built homes, constructed to a minimum standard on sections of 750-800sq m.

The problems began when Flaxmere spread out to the west in the early 1980s. As Yule puts it, the developers got greedy: they began jamming cheap, poor-quality homes on small cross-lease sections.

Two-bedroomed shanties, O'Keefe calls them. "Some of Flaxmere's social ills were designed into the place," he says. "It became a dumping ground."

At the time, says Yule, Flaxmere was sold as a dream: low-income people getting their own homes. Many buyers mortgaged themselves to the hilt. Few could have realised how economically vulnerable they were. Low-income Flaxmere families depended heavily on seasonal work at the Whakatu and Tomoana freezing works. When the two big meat-processing plants closed, in 1986 and 1994 respectively, the rug was pulled out from under the community.

Several thousand families lost their primary source of income. Maori and Pasifika communities, which between them comprise roughly 80% of the local population, took the biggest hit.

Wills says the effect of those closures is still being felt. In a social deprivation index based on the 2013 census, Flaxmere ranked a maximum of 10.



Photo/Glenn Taylor

Legacy of greed

Drive west along broad, tree-lined Flaxmere Ave and the legacy of the developers' greed becomes clear. At the eastern end, closest to Hastings, Flaxmere Ave is

conventional 1970s suburbia: mostly summit-stone homes, owner-occupied and well cared for. Leafy Flaxmere Park, the jewel in Flaxmere's crown, resembles a smaller version of Christchurch's Hagley Park. Yule says the suburb's parks are some of the best in the region.

But somewhere around the intersection with Chatham Rd, the social environment changes. This is where the vision of a model village came unstuck. From there on, the houses are conspicuously smaller and clearly built with inferior materials. The sections are bare and many of the homes look run down. "They used to call it the Wild West," says Lincoln. "It was tough."

It's at this end of the suburb that social deprivation is most concentrated. Unemployment at the time of the 2013 census was 18%, roughly three times

that of the wider Hastings district. Median annual income was \$19,000 compared with \$26,500 for Hastings, which was itself below the national average.

A third of the residents in this western part of Flaxmere were under 15 and nearly 60% lived in rented homes. Maori made up 57% of the population, Pasifika people 28%.

"The child health team at the Hawke's Bay District Health Board will tell you they can draw a line through Flaxmere where the quality of the houses became poor and the health status of



Ana Apatu, chief executive of the U-Turn Trust: In poor-quality houses, children's health suffers. Photo: Glenn Taylor

children suffered," says Ana Apatu, chief executive of the Flaxmere-based U-Turn Trust. As a consequence of cold, damp, crowded homes, Flaxmere achieved the unwanted distinction of the highest rate of rheumatic fever in the country.

Yule acknowledges that Flaxmere lacks some of the resources that better-off communities take for granted. It's a sore point with him, for example, that the suburb lacks a full-size supermarket despite having the population to justify one. Locals have to go to Hastings to do a big shop, and many don't have reliable cars.

He also points out that by its very nature, the suburb has relatively few entrepreneurial people with financial resources and professional qualifications, although there are outsiders who are prepared to help.

On a more positive note, Yule recently saw a map showing the location of all reported domestic violence incidents in Hawke's Bay during a single night. He says there were no more in Flaxmere than in Havelock North, Napier, Hastings or Wairoa. And he says the election signs he puts up every three years are more likely to be vandalised in affluent Havelock North than in Flaxmere.



Ana Apata. Photo/Glenn Taylor

Man on a mission

The relentlessly upbeat O'Keefe, 63, is the smiling face of Flaxmere – the antithesis of the suburb's negative image. One of two Flaxmere representatives

on the district council, he's on a mission to rehabilitate a damaged community.

He came to national prominence in 2008 when he led an "Enough is enough" march from Flaxmere to Hastings in protest against family violence. A former ambassador for author Alan Duff's Books in Homes Foundation, he was named Kiwibank Community Hero of the Year in 2012 for his work with at-risk youth and prevention of family violence.

As O'Keefe puts it, he has a "self-inflicted mandate" to promote all that's good about Flaxmere, starting with the people. "The people here are real," he says. "What you see is what you get. There's no smoke and mirrors, no hidden agendas, no politics."

He makes his points with droll humour and sometimes can't resist mischievously playing on Flaxmere stereotypes. A typical O'Keefe-ism: "Local people will give you the shirt off their back, though it won't necessarily be their shirt."

Another: "An endearing quality of the people here is that they stab you from the front. They will often tell you your pedigree in the supermarket or at the rugby."

Like Lincoln, O'Keefe has lived in Flaxmere since 1971 and in all that time, he says, he's never been assaulted or felt unsafe. He and his parents and nine siblings migrated from Ruatoria, on the East Coast. They came looking for employment and found it in the meat industry – a familiar pattern at the time.

It was the sudden closure of the Tomoana works, where he had worked for 23 years, that thrust O'Keefe into public life. He was closely involved in the



Bert Lincoln. Photo/Glenn Taylor

<http://www.noted.co.nz/currently/social-issues/flaxmere-turning-a-town-around/>

MOST READ



How empathy can make the world a worse place
{/currently/social-issues/how-empathy-can-make-the-world-a-worse-place/}
by Catherine Woulfe
{/authors/catherine-woulfe/}



The best new buildings in Auckland
{/life/urbanism/the-best-new-buildings-in-auckland/}
by Jeremy Hansen
{/authors/jeremy-hansen/}

union-backed Tomoana Resource Centre, which provided redundant workers with food parcels and advice on debt management and housing. He measures its success by the fact that the predicted suicides and crime wave never happened.

It's a matter of pride that the redundant workers took charge of the situation. "I always said, 'Don't wait for the bloody Government; we're going to do it ourselves.'"

Self-reliance is a recurring theme with O'Keefe. "Our mantra is Flaxmere, heal thyself. We want to cut the umbilical cord from the Government. We are intoxicated by the Government, addicted to it. I want them out of our lives."

If there's a community initiative, O'Keefe is likely to be involved in it. He turns up at local events dispensing free food from his mobile barbecue, the Tunutunu (it's the Maori word for cooking or grilling). "We're taking Flaxmere back one sausage at a time," he jokes. He and his wife, Pam, have fostered 200 children, one of whom, Phillip Rhodes, is now an acclaimed baritone on the world opera circuit. O'Keefe says Rhodes and his five younger sisters had a "Jake the Muss" dad.

The O'Keefes also set up the U-Turn Trust, which is based at the Te Aranga urban marae on the far western edge of Flaxmere. Yule and former All Blacks captain Taine Randell, who grew up in Flaxmere, are trustees.

The trust operates a large and thriving community garden and wants to build social housing on adjacent vacant land. It's also promoting a Flaxmere Friendly Landlords' Scheme that would involve putting stickers on the windows of homes that have insulation, heating and smoke alarms.



Henare O'Keefe at Te Aranga marae. Photo/Glenn Taylor

It's like a Heart Foundation tick, says trust chief executive Apatu. The aim is to encourage and acknowledge responsible landlords. "The majority of landlords are brilliant, but there are some who prey on our vulnerable

whanau."

Wills, who sees child patients from Flaxmere with acute rheumatic fever and even tuberculosis, says some houses are in an appalling state. He finds it frustrating that the land near the marae remains undeveloped despite being suitable for social housing.

Another successful trust initiative is a boxing academy established by Craig McDougall, a man Wills describes as inspirational. According to O'Keefe, some of the most valuable work the boxing academy does happens when training is over for the day, when people just sit around and talk. "People come early and leave late. They minister to one another."

And it's not only the trust that is achieving good things locally. O'Keefe, Wills and Yule all speak in glowing terms of Flaxmere College and its principal, Louise Anaru.

Presenting her findings on the suicides of the four teenage girls – three of whom were either still at or had been to Flaxmere College – the coroner said the school was the one institution that was constant and responsive in the girls' lives.

Wills praises both the teaching and the standard of pastoral care at the school (motto: "Student success is the only option"). In a reversal of the customary pattern of "white flight" from schools in deprived suburbs, parents from outside Flaxmere send their children to the college's learning support unit.

Apatu, who came to the trust from the Hawke's Bay District Health Board, is especially proud of another project, the Jarmy Army, a joint initiative with Plunket. Kids were falling behind at school because they were cold at night and not sleeping properly. The solution: free flannelette pyjamas. Apatu laughs at the memory of boys proudly walking home along Flaxmere Ave in their new PJs. "I thought boys would be too cool to wear pyjamas," she says, "but oh, wow." Some had never owned pyjamas before.

Driving force

Sponsorship is crucial to the trust's initiatives. The Warehouse contributed to the Jarmy Army project. The Hastings-based Unison energy company sponsors O'Keefe's mobile BBQ and a close relationship has developed with family-owned Bostock New Zealand, a big grower and exporter of organic fruit and vegetables that is based nearby.



Henare O'Keefe teaches grandson Taylor, 3, about holding ice. Photo: Glenn Taylor

"Millionaire hippies", one admiring local calls the Bostocks. Vicki Bostock, who

died last year, was an inaugural trustee of the U-Turn Trust and a driving force behind the community garden.

The Government pumps millions into Flaxmere too, but O'Keefe would rather the community looked after itself. Agencies like Work and Income grow bigger and fatter because communities are not stepping up, he says. He wants resources to flow straight from Wellington to "where the rubber hits the road" rather than being used to run big bureaucracies.

Tevita Faka'osi is another who believes local communities know best how to meet their own needs. He runs a programme developed for Pasifika families by the Napier-based family violence prevention agency Dove Hawke's Bay.

Faka'osi has lived in Flaxmere for 20 years and has a small office in a building owned by the Catholic Sisters of Compassion. He says Flaxmere is a good community – "an intimate community where we all know each other and can work together".

He acknowledges there's "quite a bit" of family violence locally, some of which comes from ingrained cultural and even religious attitudes. "Some of our culture supports violence. That is our big challenge.

"Sometimes we use our culture or faith as an excuse for violence. Most of us islanders think you can't change it, but you can if you want to. That is what we tell people: they have a choice."



Showing off the onion crop: a matter of pride.

There are other challenges too. Faka'osi says there's plenty of opportunity in Flaxmere but some people are too picky about the work they're prepared to do. Much of the work is seasonal – at the Wattie's

and McCain food processing plants, or in vineyards – but there's enough to keep people employed year-round.

Faka'osi says there's too much reliance on benefits: "I tell people, 'Whatever work comes, you should take it'."

That self-help ethos is strong among leaders of the Flaxmere community. It comes from a sense that if Flaxmere is going to rise above its problems, it will have to do so through its own efforts.

Wills is a big supporter of that approach. Every community is different, he

says, and only the communities themselves can come up with the right solutions to their problems. "Outside help can be important, but it should support and resource the community's solutions, not impose outside solutions on them.

"Of course, there is stuff that only governments can do – social housing, policy around housing, minimum incomes, housing standards. But there are also things that only communities and business and philanthropy and schools can do. Put that all together and you've got something really powerful."

Flaxmere has done some extraordinary things, Wills says. "The community has worked really hard to do everything it can to nurture its young people and families. I want to see the Government meeting them halfway, and I don't see that."

Asked if politicians are often seen in Flaxmere, he pauses for a moment before answering: "Rarely."

Read more: *Namechecked by Paula Bennett as a possible destination for Auckland housing refugees, Ashburton is already swelling with new arrivals* (/current-affairs/social-trends/the-reinvention-of-ashburton/)

Follow the Listener on **Twitter** (<http://twitter.com/nzlistener/>) or **Facebook** (<https://www.facebook.com/nzlistener>).

Get the top stories from NOTED delivered to your inbox. Sign up to our newsletter now.

SUBSCRIBE

FEATURED



Education (/currently/education/) Cost of study in Australia to triple for Kiwis



Business (/money/business/) Commerce Commission rejects Fairfax/NZME



Social issues (/currently/social-issues/) Asylum seekers sleeping in



Property (/money/property/) Wellington's house prices soar, as others come off

ORDINARY COUNCIL MEETING
**2018/2019 COMMUNITY SPORTS
 INFRASTRUCTURE FUND**
 OM172709-2

LOCATION / ADDRESS	Whole Municipality	GENERAL MANAGER	Tony McGann
OFFICER	Nicole Frampton	DEPARTMENT	Infrastructure & Leisure Services
TRIM FILE	F17/2107	CONFIDENTIAL	No
ATTACHMENTS	Nil		
PURPOSE	To seek Council endorsement for applications to be submitted to Sport and Recreation Victoria's 2018/2019 Community Sports Infrastructure Fund.		

1. LOCATION PLAN / AERIAL PHOTO

Shire wide program.



2. EXECUTIVE SUMMARY

Sport and Recreation Victoria's (SRV) Community Sports Infrastructure Fund (CSIF) provides Council with an opportunity to source State Government funding to improve local sport and recreation facilities.

In evaluating the projects to be submitted for project proposal, consideration was given to projects that provide the greatest benefit to the community and meet the assessment criteria of the funding program. Furthermore, alignment to master plans and strategic documents was also considered, along with the availability of local funding sources.

The funding program has a two-stage process; Expression of Interest stage and then Full Application stage. Council has received notification that of the two Expressions of Interest submitted, the Colac Memorial Square Playspace project has been invited by SRV to proceed to Full Application stage.

3. RECOMMENDATION

That Council:

- 1. Endorse the Colac Memorial Square Playspace project to be submitted to full application as invited by Sport and Recreation Victoria under the 2018-2019 Community Sport Infrastructure Fund – Minor Facilities category.***
- 2. Pending the outcome of the application for Colac Memorial Square Playspace project, consider a Council funding contribution through the 2018-2019 budget process.***

4. BACKGROUND / KEY INFORMATION

BACKGROUND

Each year, the State Government make funds available for sport and recreation projects through a number of Sport and Recreation Victoria (SRV) grant programs. This report refers specifically to applications for possible funding by SRV under the Community Sports Infrastructure Fund (CSIF) – Major Facilities, Better Pools, Small Aquatic Projects, Minors Facilities, Cricket Facilities, Female Friendly Facilities and Planning categories.

The CSIF program encourages:

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

The CSIF provides grants for planning, building new, and improving existing facilities where communities conduct, organise and participate in sport and recreation. Funding is available under the following categories:

- Better Pools – Grants of up to \$3 million are available to provide high-quality aquatic leisure facilities through new or redeveloped aquatic leisure centres. Funding ratio is SRV \$1:\$1 local for rural Councils.
- Major Facilities – Grants of up to \$650,000 (where the total project cost is more than \$500,000, excluding GST) are available to develop or upgrade major district and regional sport and recreation facilities. Funding ratio is SRV \$1:\$1 local for rural Councils.
- Small Aquatic Projects – Grants of up to \$200,000 are available to improve and upgrade aquatic facilities, seasonal pools and develop new water play spaces. Funding ratio is SRV \$2:\$1 local for rural Councils.
- Minor Facilities – Grants of up to \$100,000 for any one project (where the total project cost is up to \$1million excluding GST) are available for community sport and recreation groups, working in partnership with local government, to develop or upgrade community sport and recreation facilities. Funding ratio is SRV \$2:\$1 local for rural Councils.
- Cricket Facilities – Grants of up to \$100,000 are available to assist local councils, cricket associations and local cricket clubs to upgrade and develop cricket specific club infrastructure including new buildings, grounds and training facilities. Funding ratio is SRV \$2:\$1 local for rural Councils.
- Female Friendly Facilities – Grants of up to \$100,000 are available to build new or upgrade existing, outdated change facilities at sports clubs around the state that cater for female sport, with a focus on promoting female and family friendly environments. Funding ratio is SRV \$2:\$1 local for rural Councils.
- Planning – Funding is available for planning initiatives that address the future sport and recreation needs of communities. Grants of up to \$30,000 for projects focusing on recreation planning or facility feasibility in one municipality; up to \$50,000 for regional planning initiatives that demonstrate inter-municipal needs; or up to \$30,000 for female participation strategies. Funding ratio is SRV \$2:\$1 local for rural Councils.

Only one project can be submitted under the Better Pools, Major Facilities and Small Aquatic Projects categories.

Councils may apply for the maximum grant amount for up to three (3) projects from the Minor Facilities and Cricket Facilities categories, with a maximum of two (2) applications from any single category.

Councils may apply for the maximum grant amount for up to three (3) projects from the Female Friendly Facilities category.

The Application Process

Only local councils are able to submit applications directly to SRV. Community organisations can seek access for support from the fund through the Minor Facilities, Cricket Facilities and Female Friendly Facilities categories by submitting an Expression of Interest Form for Community Organisations directly to their local council.

The application process is a two stage process for all categories:

- Stage 1 – Project Proposal, and
- Stage 2 – Full Application, if invited by SRV.

This approach gives Councils the opportunity to receive advice on the proposals earlier, and supports clubs and local groups to work more closely with their Council to develop project proposals for funding and in developing full applications. Submitting a Project Proposal does not bind Council to completing the project, it is simply an Expression of Interest.

Timelines for the 2018-2019 CSIF process are:

Program opened	March 2017
Project Proposals closing date	7 June 2017
Notification of successful Project Proposals	Notification received 17 August 2017
Full Applications closing date	27 September 2017
Funding Announcements and Notification of Outcomes	November 2017 onwards
If successful, Project Commencement	July 2018 onwards

KEY INFORMATION

Over many years Council has accessed funding from this program, or similar past programs, to develop sport and recreation projects. In recent times, successful grants have included the Bluewater Leisure Centre Redevelopment, Cororooke Tennis Courts Redevelopment, Pirron Yallock Clubrooms Redevelopment, Colac Secondary College Community Sports Field, Elliminyt Playspace, Wyuna and Colac East Playground Developments, the Birregurra Tennis and Netball Court Redevelopment, and most recently, Gellibrand Activity and Playspace and the Irrewarra Cricket Club – Provision of new clubrooms and amenities at Colac Secondary College.

Council sought Expressions of Interest from the community to determine possible projects that could be submitted to SRV for funding under the 2018-2019 CSIF program via advertising in the Colac Herald, emailing the recreation database and individual discussions with relevant clubs and associations. Media releases from parliamentary state local members also raised awareness of the program. In addition, peak sporting bodies (eg: Cricket Victoria, Football Federation Victoria, Netball Victoria etc.) also informed their clubs and associations of the availability of the funding program.

Council officers are also aware of a number of possible recreation projects that community groups are seeking to access funding for that could be considered under the CSIF program. In addition, Council endorsed sport, recreation and open space plans and strategies identify a range of capital projects eligible for funding.

Two requests for assistance were received from sporting clubs; however no complete and detailed Expressions of Interest (EOI) applications were received. Upon assessment of the funding requests received, further detailed planning would need to be undertaken if these projects were considered to be eligible under future rounds of the CSIF program.

A key consideration is Council and/or the community's ability to provide a matching contribution, either cash or in-kind, to a project application.

Council officers also reviewed and assessed any EOI applications received from previous years, as well as projects and requests for funding from throughout the year.

Possible projects were discussed with SRV's regional office to gather advice on which projects had the best chance of attracting funding.

The following list of local sport and recreation projects were reviewed for eligibility under the 2018-2019 Community Sports Infrastructure Fund.

Project	Comment
Requests for assistance through CSIF EOI process:	
Colac Cricket Club – Colac Cricket Ground Turf Wicket (dual turf/synthetic cricket wicket)	<p>Whilst some quotes have been obtained to complete the works, the full ongoing maintenance costs for a turf wicket have not been considered in the submitted information. Further planning needs to be undertaken to ensure ground boundary and dual turf pitch requirements are suitable. The requirements for turf pitch preparation and the use of the synthetic pitch during the week for junior or T20 matches has not been fully explored. There was no evidence of the project’s ability to increase participation. Further discussions with Cricket Victoria about dual wickets would need to be undertaken. Advice from SRV was not to submit under the current CSIF round until the G21 Cricket Strategy has been completed to ensure that there is strategic justification for this project. Alignment to CSIF guidelines is low to medium – no strategic justification and participation outcomes not identified.</p>
City United Cricket Club – Indoor Training Facility	<p>Project has not been fully scoped. Whilst some quotes and sketches have been obtained, the project will require detailed costings following further site assessments including geotech testing, slab design and revised costings based on the results of testing and design. The Eastern Reserve site is a former landfill site which creates a range of issues when considering the construction of facilities on the site. Reserve user groups and local residents would need to be consulted and discussion about the best location for this building on the site needs to be further explored. There was no evidence of the ability to increase participation outcomes, which is a key criteria of the funding program. Advice from SRV was not to submit under the current CSIF round until the G21 Cricket Strategy has been completed to ensure there is strategic justification for this project. Alignment to CSIF guidelines is low to medium – no strategic justification and participation outcomes not identified.</p>
Other known projects assessed for consideration:	
Forrest Mountain Bike Skills Park and Trail Head	<p>Project has been identified in the Forrest Mountain Bike Strategic Plan. Would support increasing cycling participation, particularly for children. Advice from SRV was to submit a project proposal under CSIF Minor Facilities category.</p>
Colac Memorial Square Playspace	<p>Project has been identified in the Draft Memorial Square Master Plan and Council’s Playground Renewal Programme. Regional playspaces have acknowledged influences on physical activity levels in children. Advice from SRV was to submit a project proposal under CSIF Minor Facilities category.</p>

Based on the above, Project Proposals were submitted to SRV for consideration under the 2018-2019 CSIF for the following projects:

- Forrest Mountain Bike Skills Park and Trail Head Project (Minors category)
- Colac Memorial Square Playspace (Minors category)

The following table provides an overview of the projects submitted as Project Proposals under the 2017-2018 CSIF for consideration by SRV to submit a full application.

Project	Description	Funding Overview	Funding source proposed for Council contribution
Forrest Mountain Bike Skills Park and Trail Head	<p>This project includes two components:</p> <ol style="list-style-type: none"> 1. Redevelopment of the existing Forrest Trailhead – to be architecturally landscaped to improve overall trail entry experience. 2. Design and construction of a 3600sqm ‘All User Skills Park’ to be constructed adjacent to the trailhead. <p>Alignment to funding criteria is Medium-High</p>	<p>Total Project Cost - \$150,000</p> <p>Requested amount from SRV - \$100,000</p> <p>Council contribution - \$10,000</p> <p>Other contributions – In-kind community - \$30,000 DELWP - \$10,000</p> <p>Cost Project construction - \$90,000 Professional planning/advice - \$25,000 Project Management - \$25,000 Contingencies - \$10,000</p>	2018/2019 Council Budget Process – business case
Colac Memorial Square Playspace	<p>To upgrade the playground at Memorial Square with a new regional playspace in accordance with the draft master plan.</p> <p>A draft Proposed Playspace Expansion – Playspace Layout Plan was developed as part of the Memorial Square Master Plan process.</p> <p>Alignment to the funding criteria is High.</p> <p>Project readiness – some consultation undertaken through the master plan process. Further consultation would be undertaken if the full application is successful. Detailed plans will be developed for the scope of works prior to construction.</p>	<p>Total Project Cost - \$265,000</p> <p>Requested amount from SRV - \$100,000</p> <p>Council contribution - \$165,000</p> <p>Cost A draft playspace layout plan was developed as part of the Memorial Square Master Plan process. Detailed designs will be developed and fully costed prior to construction. Prices have been sought for individual play elements. Typically, playground developments are based on available budget and would include: upgrade and extension of the playspace as per the master plan including play elements, bench seating, planter boxes, picnic tables, natural shade, etc.</p>	2018/2019 Council Budget Process – \$165,000 from the Asset Renewal (Playgrounds) Programme

Council received correspondence from SRV on 17 August 2017 informing that the Colac Memorial Square Playspace Project Proposal was invited to proceed to Stage Two – Full Application. The Full Application for the Colac Memorial Square Playspace is due by midnight, 27 September 2017. The Forrest Mountain Bike Skills Park and Trail Head Project Proposal was unsuccessful in proceeding to Stage Two – Full Application.

Traditionally, there are limited opportunities for funding of sport and recreation projects outside of the SRV funding programs. For the projects that have not been recommended to apply to the CSIF program at this time, Council officers will work with the organisations to fully scope their projects including necessary site testing, detailed designs and cost estimates.

Options

There are a number of options available to Council:

Option 1

Support the officers' recommendations to submit the Colac Memorial Square Playspace project to the CSIF, which has been invited by SRV to proceed to full application stage.

Option 2

Determine to withdraw the project proposal for the Colac Memorial Square Playspace project, which has been invited by SRV to proceed to full application stage.

Proposal

That Council endorse the Colac Memorial Square Playspace project proposal to proceed to full application under SRV's 2018/19 CSIF, and if successful refer the project to the 2018/19 Council budget process.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected has been to involve.

Council sought Expressions of Interest from the community to determine possible projects that could be submitted to SRV for funding. This was done via correspondence to Council's database of recreation organisations, advertising in the Colac Herald and via discussions with relevant clubs and associations. In addition, peak sporting bodies also informed their clubs and associations of the availability of this funding program.

Officers worked with all of the interested groups to provide advice on project concepts and prepare project proposals where eligible.

Previous community engagement which has informed the development of master plans, strategies etc. has also informed the consideration of possible project proposals.

Officers will work to further develop the project proposals in proceeding to the full application stage for invited projects.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

Supporting community groups to develop projects for consideration under the CSIF program is supported broadly by the Council Plan 2017-2021.

The Colac Memorial Square Playspace project has been invited by SRV to proceed to full application. The Colac Memorial Square Playspace was identified as an action in the recently developed Draft Colac Memorial Square Master Plan 2017 which involved extensive consultation and feedback with the community. The *Our Places* theme in the Council Plan 2017-2021, states a specific action under the goal of "towns and places are welcoming and attractive" – "implement the Memorial Square Master Plan".

The project aligns to other developed strategic plans which incorporated community engagement and consultation activities such as the Colac Otway Shire Physical Activity Strategy and Colac Otway Shire Public Open Space Strategy.

ENVIRONMENTAL IMPLICATIONS

SRV requires projects to demonstrate Environmentally Sustainable Design principles where applicable. This will be addressed in further detail when developing full applications.

SOCIAL & CULTURAL IMPLICATIONS

Colac Otway Shire is in the final stages of developing a Master Plan for Memorial Square. The playspace in particular is ageing and needs upgrading to attract children and families to the space. A playspace provides a significant opportunity for social interaction for a community.

Playgrounds provide amusement and recreation for children, with research confirming that play is an integral part of early development. In addition, recent research has found children from disadvantaged backgrounds benefit the most from public playgrounds.

Unstructured and free play allows children to do what comes naturally to them – make up their own games, develop their own rules and interact socially with other children. Developing physical skills, learning cooperative play and growing their creativity confirms that play and well-designed playspaces are vital in a child's development. Skills developed in physical education in the early years are just as important for success later in life as intellectual development.

ECONOMIC IMPLICATIONS

Recreation facilities provide opportunities for Councils to attract visitation to an area. Memorial Square is used extensively by locals and visitors as both a site for events and also as open space. The Square is a regular resting point for tourists driving through Colac and the playground experiences high usage. It is important to have high quality and attractive facilities to encourage visitors to stop at a location. An upgraded playspace in Memorial Square would provide that opportunity and has been identified in the master plan process.

LEGAL & RISK IMPLICATIONS

A risk management analysis was undertaken based on the project scope and readiness, which helped inform project assessments and determine the project proposals to be submitted.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

Accessing funding from SRV is a cost effective way of improving much needed sport and recreation facilities within the Shire.

The project identified for full application under the project proposal process, if successful, would require a funding contribution in the 2018/19 budget. Council's contribution if required would be subject to Council's annual budgetary process. The replacement of the current Memorial Square Playground has been planned for 2018/19 in the Playground Renewal Programme, with an amount of \$165,000 nominally allocated to this project. By leveraging additional State Government funding, it allows Council to not only replace the playground but also include additional elements to ensure the new playspace meets community needs.

It is important to note that supporting the lodgement of full funding applications will mean that if successful in receiving SRV grant funding, the timing of funding announcements (November 2017 onwards) will allow Council officers to prepare a submission to the 2018/19 budget.

Should Council not support the Memorial Square Playspace project proposal to full application, the project is unlikely to be completed to the required standard with the onus falling back onto Council to potentially fully fund.

7. IMPLEMENTATION STRATEGY

DETAILS

SRV funding applications can only be submitted by Councils, therefore Council officers' work closely with the relevant Council departments and community groups to develop full applications. Full applications are required to be submitted to SRV by midnight, 27 September 2017.

Should full applications be successful, projects are required to be delivered by Council. The final delivery methodology will be confirmed during the CSIF full application process.

COMMUNICATION

The community will be notified of any successful project through the relevant communication channels.

TIMELINE

The timing of funding announcements (November 2017 onwards) will allow Council officers to prepare a business case in preparation for Council's 2018/19 budgetary process. The project would be delivered during the 2018/19 year.

8. OFFICER DIRECT OR INDIRECT INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

ORDINARY COUNCIL MEETING
**IRREWARRA CRICKET CLUB - CLUBROOM
 DEVELOPMENT PROJECT**

OM172709-3

LOCATION / ADDRESS	Hearn Street, Colac	GENERAL MANAGER	Tony McGann
OFFICER	Ian Seuren	DEPARTMENT	Infrastructure & Leisure Services
TRIM FILE	F16/5142	CONFIDENTIAL	No
ATTACHMENTS	Nil		
PURPOSE	To consider a request for an increased financial contribution to the Irrewarra Cricket Club Clubrooms Development project.		

1. LOCATION PLAN / AERIAL PHOTO



2. EXECUTIVE SUMMARY

Council in partnership with the Irrewarra Cricket Club received a grant of \$100,000 from Sport and Recreation Victoria to construct clubrooms at the Colac Secondary College sports field. Additional contributions to the project have been committed by Council, the Federal Government and the Irrewarra Cricket Club and Colac Football Netball Club.

Following the detailed design phase of the project, it has been identified that the budget is not sufficient to complete the project to the required scope. The Irrewarra Cricket Club has requested that Council contribute an additional amount of \$30,000 to the project to ensure its delivery.

3. RECOMMENDATION

That Council:

- 1. Contribute an additional amount of up to \$20,000 to the Irrewarra Cricket Club – Clubrooms Development project, financed by savings from the 2017/18 Capital Works budget.***
- 2. Contribute the additional amount based on a \$2 Council : \$1 Club funding ratio.***
- 3. Inform the club that any additional budget short-fall would be the responsibility of the Club to meet and that there be no further funds from Council for the project.***

4. BACKGROUND / KEY INFORMATION

BACKGROUND

Council, on behalf of the Irrewarra Cricket Club, submitted an application to the State Government's 2017/18 Community Sport Infrastructure Fund for the development of new clubrooms and amenities at the Colac Secondary College (CSC) sports field. The project application was successful with the State Government allocating \$100,000 to the project. The project is to be delivered in 2017/18.

The project will deliver a new off-field facility at the Colac Secondary College sports field inclusive of home and away changerooms, showers and toilets, social space, kitchen and storage. The new facilities will cater for a range of sports with the key user groups being the Irrewarra Cricket Club and the Colac Football Netball Club. The new clubrooms are one of the final components of implementing the 'Colac Beechy Precinct'.

The total project cost as per the funding application was \$240,000 which included cash contributions from Council (\$40,000) and the Federal Government (\$20,000). The balance of the funds was to come from cash and in-kind contributions from the Irrewarra Cricket Club and the Colac Football Netball Club. Council will project manage the delivery of the new facilities as an in-kind contribution.

KEY INFORMATION

The new clubrooms have been designed in accordance with Cricket Victoria's Facility Guidelines, which is a requirement of the Sport and Recreation Victoria's funding. The plans are modest and can't be scaled back due to the need to meet the minimum requirements of these Guidelines.

The application proposed to construct clubrooms using a 'kit' style shed on a standard concrete slab, with the estimated project cost being \$240,000. As Council and the Irrewarra Cricket Club worked through finalising

detailed designs for the building permit, the scope of the project changed from a 'kit' style shed to a timber constructed building due to the results of soil testing. This resulted in a change in the floor construction due to the large amount of fill onsite.

Costings were sought on the change of scope however these came back much higher than expected (\$341,534). Council and the Irrewarra Cricket Club then revised the proposed building back to the 'kit' style shed with an engineered concrete slab to counter the issues associated with the onsite fill.

Working on the same original floor plan, quotes have been sourced which indicate a revised total project cost of approximately \$270,000. Whilst this has significantly reduced the overall estimated total construction costs, unfortunately the cost is still more than the initial budget of \$240,000.

Since relocating to the CSC oval in 2015, the Irrewarra Cricket Club has spent considerable time and money in improving the facility including oval maintenance and construction of cricket practice nets, which are used by the club, students at CSC and also the wider community. These works have come at a considerable cost to the Irrewarra Cricket Club.

The Irrewarra Cricket Club will be contributing \$20,000 cash and substantial in-kind labour to complete the proposed clubrooms. The Irrewarra Cricket Club has almost exhausted its current financial resources through the relocation to the CSC and contribution to this project.

The Irrewarra Cricket Club has formally written to Council requesting that Council cover the short-fall of \$30,000.

Given the work that has been put in to get this proposed project to this stage, with committed funds from the Federal Government and State Government, it would be disappointing for it to be terminated and the funds handed back to the State and Federal Governments. The project will result in a great outcome for local sport once completed.

Options:

There are a number of options available to Council:

1. Council provides an additional amount of \$30,000 to the project.

This is not recommended. It is felt that the Irrewarra Cricket Club should bear some of the cost overrun for the project.

2. Council provide an additional amount to the project but less than the full request of \$30,000 by the club.

This is the recommended option. It is proposed that Council contribute some but not all of the project budget short-fall, the amount being \$20,000. This is based on a \$2:\$1 funding ratio which is similar to the funding ratio required by the State Government's grant. Whilst the Irrewarra Cricket Club is not in a position to find the full amount of \$30,000, it is believed that they could contribute some additional funds through fundraising efforts.

3. Council determines not to contribute any further funds to the project.

This is not recommended. Unfortunately the project cannot be staged and it is unlikely that the Irrewarra Cricket Club could contribute an additional amount of \$30,000. Should the project not have the required budget, it is likely that the project would not commence and the funds be handed back to the State and Federal Governments.

Option 2 is the recommended option.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

The development of new clubrooms at the CSC has been driven by the Irrewarra Cricket Club in partnership with other proposed users including the Colac Football Netball Club. The Irrewarra Cricket Club has worked closely with Council, CSC and the Colac Football Netball Club to progress the project.

The development of the concept and detailed designs has included consultation with both Sport and Recreation Victoria and Cricket Victoria to ensure they meet the minimum facility requirements as per Cricket Victoria's Facility Guidelines.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

Supporting community groups to develop projects for consideration under the Community Sport Infrastructure Fund is supported broadly by the Council Plan 2017-2021. More specifically, this project aligns to *Theme 3: Our Community* through the following goals:

1. Increase social connection opportunities and community safety.
2. Connect people through events and activities.
3. Provision of resources to support physical activity by the community.
4. Community planning informs provision of Council services and social infrastructure.

ENVIRONMENTAL IMPLICATIONS

Sport and Recreation Victoria requires projects to demonstrate Environmentally Sustainable Design principles where applicable.

SOCIAL & CULTURAL IMPLICATIONS

The physical benefits of sport and physical activity are well documented and it is an important factor in maintaining good overall health and wellbeing, both physically and mentally. Physical inactivity is estimated to be responsible for 16,178 premature deaths per year in Australia, with participation in physical activity providing clear benefits in the five Australian national health priorities:

- Cardiovascular disease prevention.
- Diabetes prevention and control.
- Primary prevention of some cancer.
- Injury prevention.
- Promoting mental health.

Sport also plays a vital role on the psychological and social well-being of our community, as well as teaching valuable life skills.

Communities that participate in sport and recreation develop strong social bonds, are safer places and the people who live in them are generally healthier and happier than places where physical activity isn't a priority.

Through social inclusion and a sense of connection, communities are strengthened. Families become closer through shared experiences and achievements. When at-risk people participate, sport negates anti-social behaviour and can support positive education outcomes.

The Irrewarra Cricket Club is a long-established and well organised local sporting club. It has three senior teams and two junior sides participating in the Colac and District Cricket Association, with more than 80 members. The new facilities will assist the Irrewarra Cricket Club in increasing participation as well as building social capital through club activities.

ECONOMIC IMPLICATIONS

Recreation facilities contribute greatly to the liveability of a town and assist with population attraction. It is anticipated that the majority of the project expenditure will be to local businesses, providing economic benefits to the local business community.

LEGAL & RISK IMPLICATIONS

The major risk is that the project does not have the required budget to commence and that Council and the Irrewarra Cricket Club would be required to hand the allocated grants back to the State and Federal Governments. This would result in the project not being undertaken and likely to impact on Council's ability to source external grants for future projects.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

The Irrewarra Cricket Club has requested that Council contribute an additional \$30,000 to the project to cover the suspected budget short-fall. Council has already committed \$40,000 to the project in its 2017/18 budget. The cash funding and in-kind contributions committed for this project includes:

State Government – SRV	\$100,000
Federal Government	\$20,000
Colac Otway Shire – cash	\$40,000
Colac Otway Shire – in-kind (project management)	\$20,000
Irrewarra Cricket Club & Colac Football Netball Club – cash	\$27,500
Irrewarra Cricket Club & Colac Football Netball Club – in-kind	\$32,500
TOTAL	\$240,000

The amended estimated project cost is approximately \$270,000 which is inclusive of additional costs for the engineered slab and additional carpentry requirements.

It is proposed that Council reallocate an amount of \$20,000 from its 2017/18 Capital Works budget, from a project or program which is unlikely to be fully committed this financial year due to cost savings. This is subject to the Irrewarra Cricket Club contributing an additional amount of \$10,000 to the project.

7. IMPLEMENTATION STRATEGY

DETAILS

Should Council support the additional funds for the project, the project will be delivered by Council's Capital and Major Projects team. A project plan has been prepared and project commencement is based on having secured the required budget.

COMMUNICATION

The Irrewarra Cricket Club will be informed of Council's decision immediately.

TIMELINE

Should the required budget be available, the project will be delivered in the 2017/18 financial year.

8. OFFICER DIRECT OR INDIRECT INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

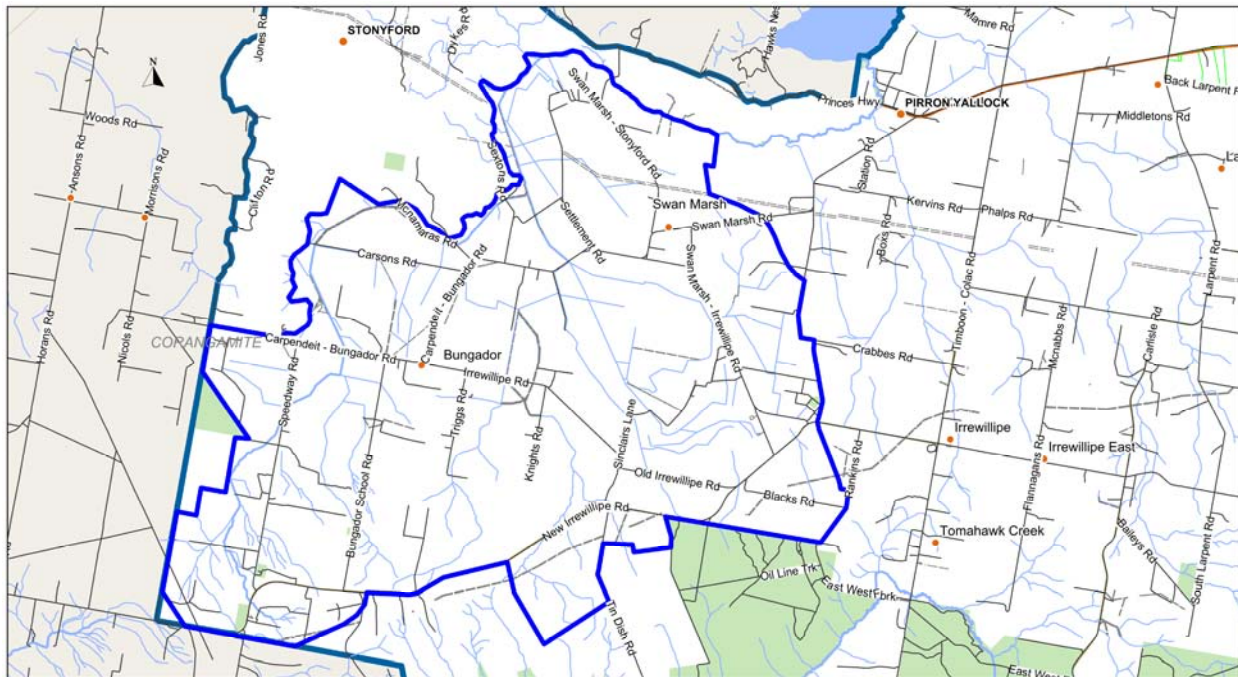
ORDINARY COUNCIL MEETING
TIRRENGOWER DRAINAGE SCHEME

OM172709-4

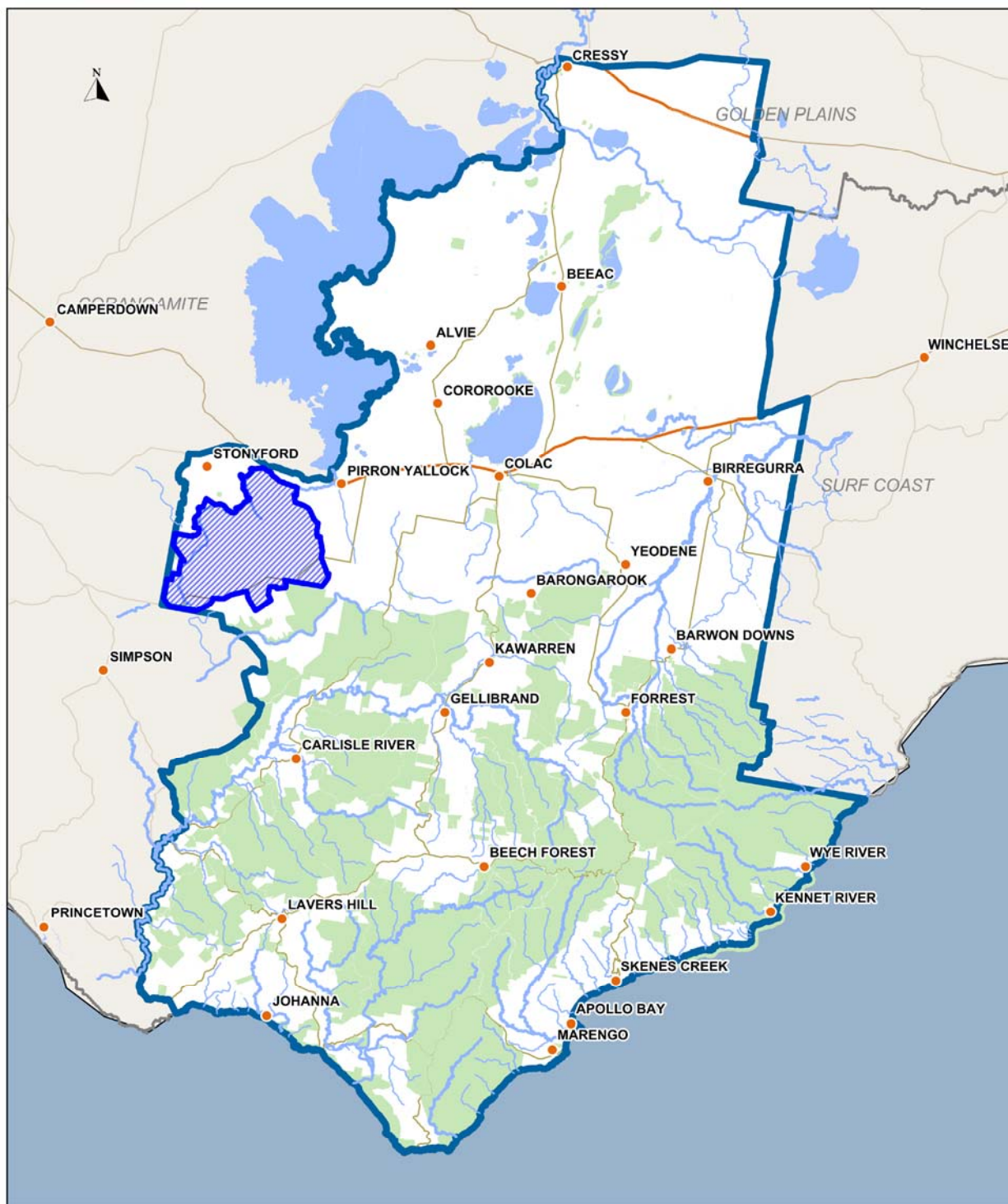
LOCATION / ADDRESS	Swan Marsh and surrounds	GENERAL MANAGER	Tony McGann
OFFICER	Stephen Wright	DEPARTMENT	Infrastructure & Leisure Services
TRIM FILE	11/96662	CONFIDENTIAL	No
ATTACHMENTS	1. Tirrengower Drainage Scheme Schedule - 20170904		
PURPOSE	To declare a special charge for the Tirrengower Drainage Scheme.		

1. LOCATION PLAN / AERIAL PHOTO

Tirrengower Drainage Area



Tirrengower Drainage Area Location



2. EXECUTIVE SUMMARY

The Special Charge Scheme for the ongoing care and management of the drainage system located within the Tirrengower Drainage area, which was first declared by Council in 1995 and renewed in 2006 ended again on 31 December 2016. This report presents a new Special Purpose Funds Scheme for defraying the costs associated with the ongoing care and management of the Tirrengower Drainage System.

3. RECOMMENDATION

That Council resolve to give notice of its Intention to Declare a Special Purpose Funds Scheme for the ongoing management of the Tirrengower Drainage System such that:

- a) *the ongoing management of the Tirrengower Drainage System will be of special benefit to properties described in paragraph (e):*
- *entitlement to all properties included in the Schedule to discharge waters into the drainage system,*
 - *ensuring efficient drainage from lands by performing recurrent works to maintain effective disposal of waters within waterways and channels,*
 - *improved agricultural utility of land and thus improved profitability of farming operations,*
 - *reduction of the severity of long term flooding, and thus economic losses, and*
 - *provide for orderly management of the drainage system over a longer period to promote improved drainage performance.*
- b) *a special charge be declared for the period commencing on 1 July 2018 and concluding on 30 June 2028.*
- c) *the special charge be declared for defraying any expenses by Council in relation to the ongoing management of the Tirrengower Drainage System, described in subsequent paragraphs of this resolution including expenses associated with:*
- *drain clearing by excavation when required,*
 - *yearly drain spraying of trouble areas,*
 - *cyclic drain spraying of other sections, and*
 - *capital improvements including the installation of gates in boundary fences along the drain.*

Which works and projects Council records it considers is or will be of special benefit to those persons required to pay the special charge (and who are described in succeeding paragraphs of this Resolution).

- d) *the following be described as the area for which the special purpose fund scheme is declared:*

the Tirrengower Drainage Area includes approximately 10,000 Hectares, and is primarily located within the Bungador, Swan Marsh and Irrewillipe areas, and contained within the area shown on the plan attached (Tirrengower Drainage Area).

- e) *the following be declared as the land in relation to which the special charge is so declared:*

<i>Property</i>	<i>Title Description</i>
<i>30 Blacks Rd</i>	<i>Lot 2 LP77633 CA 57,57B,57C & Pt.60C</i>
<i>135 Blacks Rd</i>	<i>CA 67 & Pt. 67B</i>
<i>190 Blacks Rd</i>	<i>CA 60A & 60B</i>
<i>30 Irrewillipe Pirron Yallock Rd</i>	<i>CA 77</i>
<i>35 Irrewillipe Pirron Yallock Rd</i>	<i>CA 1-10 Sec 2</i>
<i>65 Irrewillipe Pirron Yallock Rd</i>	<i>CA 76D & 76E</i>
<i>85 Irrewillipe Pirron Yallock Rd</i>	<i>CA 1,2,8,8A Sec1, CA 11-14 Sec2, 1-4 Sec11, 4-10 Sec12</i>
<i>95 Irrewillipe Pirron Yallock Rd</i>	<i>CA 1,2,7,8, Sec 10 & CA 5 Sec 9</i>
<i>105 Irrewillipe Pirron Yallock Rd</i>	<i>Lot 1 LP122804</i>
<i>145 Irrewillipe Pirron Yallock Rd</i>	<i>Lot 2 LP122804 & CA 3-6 Sec 10</i>
<i>282 Irrewillipe Pirron Yallock Rd</i>	<i>Lot 2 PS540218</i>
<i>295 Irrewillipe Pirron Yallock Rd</i>	<i>Lot 1 PS540218</i>

105 Old Irrewillipe Rd	CA 56D
145 Old Irrewillipe Rd	CA Pt. 56B
170 Old Irrewillipe Rd	Lots 23 & 24 LP4909
245 Old Irrewillipe Rd	CA 56A, 56B & 56C
250 Old Irrewillipe Rd	Lots 25 & 26 LP4909
370 Old Irrewillipe Rd	Lots 1 & 2 LP324858B
295 Old Irrewillipe Rd	Lot 3 LP346251T
595 Old Irrewillipe Rd	Lot 50 LP4909 CA Pt 74
625 Old Irrewillipe Rd	Lot 2 PS327835X CA Pt 73
705 Old Irrewillipe Rd	CA 71 & 72
470 Old Irrewillipe Rd	Lot 2 LP83110 CA Pt 78 & Pt 80B CA 79
580 Old Irrewillipe Rd	Lot 1 LP83110
365 Old Irrewillipe Rd	Lot 2 PS346251T
425 Old Irrewillipe Rd	Lot 1 PS346251T
100 Rankins Rd	Lot 2 PS503342S
120 Rankins Rd	Lot 1 LP135854
5 Settlement Rd	CA 1A & 1D & Pt.1C
35 Settlement Rd	Lot 1 PS444024J
95 Settlement Rd	Lot Pt.5 LP4370 & CA Pt.1F
170 Settlement Rd	Lot 2 LP144125 & Lot Pt.3 LP4370
205 Settlement Rd	Lot Pt.3 LP4370 & CA 13A, 13B & 12C
255 Settlement Rd	CA 12B Section A
275 Settlement Rd	CA 11B
360 Settlement Rd	Lot 2 LP211207R CA Pt.8 CA 10B 12A 15 16 11A 9 Sec A
365 Settlement Rd	CA 7 Section A
375 Settlement Rd	Lot 1 TP559830A
425 Settlement Rd	Lot 1 LP145616
435 Settlement Rd	CA 4 Section A
445 Settlement Rd	CA 3 Section A
45 Sextons Rd	Lots 1 & 2 LP204055D Lots Pt.65, Pt.67 & Pt.68 LP4909 CA Pt.84 & Pt.85 1J, 45D, Pt.85B & 100B CA Pt.1E,Pt.1H,Pt.20D & Pt.20E CA 45C Pt.44A Pt.44C Pt.45B Lot 65A LP4909 CA 43 & Pt.44A Pt.20D Lots 40 & 41 LP4909 CA 86B CA 75E & 75F CA 75A,75B,75C,75D & 75G CA 1 2 3 4 6 7 8 9 10 11 Section 9 Lots 85 86 LP4909 CA Pt.7 Pt.15 Lot 2 LP34098 Lot 1 LP130087 Lot 2 LP130087 CA 70B 72B 88AA 89 90 91 92A 92B 93 Pt.72A Pt.74 Pt.1B Pt.1C Pt.1L Lots 1A 2A 3A 4A 84 LP4909 CA Pt.7 Pt.15 Lot PT 1 PS508028 Lot Pt.12 LP4370 & Lot 1 LP34098 & CP165865 CP165866 & Lot 87 LP4909 Lot 1 LP123160 CA Pt.10 Lot 9 LP4370 C/P Pt.8 & Pt.10 Lots 88 & 89 LP4909 Lot 1 LP129791 Lot 2 PS327832E & Lot Pt.8 LP4370 Lots 3A 4A 91 Pt.Lots 3 4 LP4909 Pt.Lots 8 15 LP4370 Lot 2 LP129791 Lot 2 212836 Lot Pt.8 LP4370 Lot 1 TP750384 Lot 1 TP556323 Lot 1 LP212836C C/P Pt.1 CA 1L,1M,1N,1O & Pt.1C Lot Pt.62 LP11316 CA Pt.24A
140 Sextons Rd	
175 Sextons Rd	
260 Sextons Rd	
125 Sinclairs Ln	
295 Swan Marsh Irrewillipe Rd	
315 Swan Marsh Irrewillipe Rd	
365 Swan Marsh Irrewillipe Rd	
465 Swan Marsh Irrewillipe Rd	
55 Swan Marsh Irrewillipe Rd	
135 Swan Marsh Irrewillipe Rd	
225 Swan Marsh Irrewillipe Rd	
235 Swan Marsh Irrewillipe Rd	
250 Swan Marsh Irrewillipe Rd	
370 Swan Marsh Irrewillipe Rd	
335 Swan Marsh Rd	
415 Swan Marsh Rd	
455 Swan Marsh Rd	
460 Swan Marsh Rd	
495 Swan Marsh Rd	
565 Swan Marsh Rd	
570 Swan Marsh Rd	
575 Swan Marsh Rd	
612 Swan Marsh Rd	
640 Swan Marsh Rd	
760 Swan Marsh Rd	
765 Swan Marsh Rd	
50 Swan Marsh Rd	

55 Swan Marsh Rd	Lots 2 & 3 LP20974 Section 34
65 Swan Marsh Stonyford Rd	Lot 1 TP228328
90 Swan Marsh Stonyford Rd	Lot 1 LP327832E
125 Swan Marsh Stonyford Rd	Lot Pt.4 LP4370
155 Swan Marsh Stonyford Rd	Lot Pt.4 LP4370
175 Swan Marsh Stonyford Rd	CA 1A Section A
180 Swan Marsh Stonyford Rd	Lots 2 & 6 LP8405
225 Swan Marsh Stonyford Rd	CA 1 Section A
250 Swan Marsh Stonyford Rd	Lot 7 LP8405 CA Pt.4 & Pt.5
252 Swan Marsh Stonyford Rd	Lots 4 5 9 LP8405 & TP830074 & TP830073 & TP209967B & TP124060 & Lot 2 TP838749
260 Swan Marsh Stonyford Rd	Lot 1 TP192096U & Lot 1 192302U
285 Swan Marsh Stonyford Rd	CA 2 Section A & CA Pt.4
30 Elm Rd	Lots 1A 1B 1C 2A 2B 2C LP4909
115 Melville Rd	Lot Pt. 3 LP4370 CA Pt.1E,Pt.1H & Pt.20C
75 Bungador School Rd	CA 69B & Pt.69C
120 Bungador School Rd	CA 63
125 Bungador School Rd	Lots 1 & 2 PS436982A
240 Bungador School Rd	CA 54B
300 Bungador School Rd	CA 54C & 54D
1045 Carpendeit Bungador Rd	Lot 1 LP317745F
1145 Carpendeit Bungador Rd	Lot 3 LP44105 & Lot 2 LP69633
1150 Carpendeit Bungador Rd	Lot 2 LP89823 CA Pt.86 & Pt.87
1250 Carpendeit Bungador Rd	Lot 1 LP89823 CA Pt.87
1300 Carpendeit Bungador Rd	CA 88
1315 Carpendeit Bungador Rd	CA 83A & Pt.83B & Pt.1G Pt.1F 1S 1R 1K & Lot 2 PS444024J
1330 Carpendeit Bungador Rd	CA 82 & 82A
1390 Carpendeit Bungador Rd	Lots 34 & 35 LP4909 CA Pt.1C & Pt.1L
560 Carpendeit Bungador Rd	CA Pt.35
620 Carpendeit Bungador Rd	CA 34A & Lot 2 PS510854X
665 Carpendeit Bungador Rd	CA 31B2 33D Pt.33A Pt.33B Pt.33C
680 Carpendeit Bungador Rd	Lot 1 PS510854X
705 Carpendeit Bungador Rd	Lot 6 LP44105 & Lot 2 LP69635
720 Carpendeit Bungador Rd	Lot 1 LP324854K CA Pt.66 & Pt.65
850 Carpendeit Bungador Rd	Lot 2 LP84519 CA Pt.66, Pt.67 & Pt.68
865 Carpendeit Bungador Rd	Lot 5 LP44105
905 Carpendeit Bungador Rd	Lot 2 LP317745F
910 Carpendeit Bungador Rd	Lot 1 TP249123G (CA Pt. 69A)
920 Carpendeit Bungador Rd	CA 70A & Pt.69C
990 Carpendeit Bungador Rd	CA 89 & 90
10 Carsons Rd	Lot 2 LP44105 & Lot 2 LP69636
140 Carsons Rd	Lot 2 PS433827E
180 Carsons Rd	Lot 1 PS433827E & CA 17D
245 Carsons Rd	Lot 7 LP44105 & Lot 1 LP69635
330 Carsons Rd	CA Pt.17A
50 Cheynes Rd	Lot 2 LP76711 CA Pt.36
100 Cheynes Rd	Lot 1 LP76711 CA Pt.36
2366 Cobden Stonyford Rd	CA 42
30 Tin Dish Rd	Lot 2 LP305876G
50 Tin Dish Rd	Lot 3 LP305876G
130 Tin Dish Rd	Lot 4 LP305876G
200 Tin Dish Rd	Lots 5 & 6 LP305876G
140 McNamaras Rd	CA 45H, 45F & Pt.45A
200 McNamaras Rd	CA Pt.17A & 17B & 45G
20 Knights Rd	Lot 1 CA Pt.75 & Pt.76
40 Knights Rd	Lot 2 CA Pt.75 & Pt.76
100 Knights Rd	CA Pt.59
150 Knights Rd	Lot 1 TP383824
165 Knights Rd	CA 58A
2145 Princes Hwy	Lot 2 LP71018 CA Pt.41 & Pt.46

2019 Princes Hwy	CA Pt.A & Pt.66 & Pt.4 & Pt.5
1045 Timboon Colac Rd	CA 102
1060 Timboon Colac Rd	CA 104
900 Timboon Colac Rd	CA 103
801 Timboon Colac Rd	Lot 1 LP80609 & CA 43, 43A, 44 & 44A
1600 Timboon Colac Rd	Lot 1 LP305876G
1740 Timboon Colac Rd	CA 94
1745 Timboon Colac Rd	CA 56E
1780 Timboon Colac Rd	CA 95
1795 Timboon Colac Rd	CA 56F
2055 Timboon Colac Rd	CA Pt.69
2060 Timboon Colac Rd	Lot 1 LP135925
2115 Timboon Colac Rd	Lot 2 PS508028W CA 1-7,11,11A,12,13,SEC5 CA 1,4 SEC9 CA 1 6-13 SEC3 CA 1-4,4A,5-8,8A,10 SEC4 CA 1,1A,2-7,7A 8-11 SEC6 CA 1,1A,2-5 SEC7 CA 1-8 SEC8
2120 Timboon Colac Rd	Lot 2 LP135925 CA 66,67A,
2240 Timboon Colac Rd	CA Pt.65
1095 Timboon Colac Rd	CA 101 BLOCK 472 HEYT. EST.
1145 Timboon Colac Rd	CA 116 55F 55G
1170 Timboon Colac Rd	CA 105 BLOCK 460 HEYT. EST.
1285 Timboon Colac Rd	CA 115 BLOCK 474 HEYT. EST.
1435 Timboon Colac Rd	CA 119
1440 Timboon Colac Rd	Lots 1 & 2 LP301872
1575 Timboon Colac Rd	CA 120
1605 Timboon Colac Rd	Lot 1 LP328369V (BLOCK 477)
1725 Timboon Colac Rd	Lot 2 PS328369V
45 Triggs Rd	Lot 1 PS327835X CA Pt.73
125 Triggs Rd	CA Pt.60
160 Triggs Rd	CA 55C, 61 61A & 61B
165 Triggs Rd	CA Pt.60
265 Triggs Rd	CA 56
425 Speedway Rd	Lot 3 CA Pt.53
430 Speedway Rd	Lot 2 LP116302
510 Speedway Rd	Lot 2 LP80609
75 Speedway Rd	Lot 2 LP324854K CA Pt.66 & 65
100 Speedway Rd	CA 38A
180 Speedway Rd	CA 38C
185 Speedway Rd	CA 64A 64
270 Speedway Rd	Lots 1 & 2 LP69772 CA Pt.39
275 Speedway Rd	Lot 2 LP145468 CA Pt.53
290 Speedway Rd	Lot 2 LP69772 CA Pt.39
300 Speedway Rd	Lot 1 LP116302 CA Pt.39 & Pt.41
335 Speedway Rd	Lot 1 LP145468 CA 52 Section Pt.C

f) *the following be specified as the criteria which forms the basis of the special purpose fund scheme so declared:*

Ownership of the land described in paragraph (e) of the recommendation.

g) *the following be specified as the manner in which the special purpose fund scheme so declared be assessed and levied:*

Based on area of chargeable land. As this scheme is a Special Purpose Funds Scheme, the rate set, at \$2.50 per chargeable Hectare per year.

h) *having regard to the proceeding parts of this Resolution but subject to Section 166 (1)(b) of the of the Local Government Act 1989:*

i. *it can be confirmed that the owner of each rateable land described in the Schedule will therefore be liable for the respective amounts set out in the Schedule, and*

- ii. it be recorded that each owner may, subject to Section 167 (4) of the Local Government Act 1989 and any further Resolution of Council pay the special charge in the following manner.*

Annual payment by lump sum within one calendar month of the anniversary date of the Scheme commencement, i.e. within one month of 1 July of each calendar year.

- i) the Chief Executive Officer be authorised to give public notice of the declaration in accordance with Section 163(1C) of the Local Government Act 1989.*
- j) it be recorded that, subject to Section 163(b) and 166(1)(b) of the Local Government Act 1989, Council proposes to use the money from the special charge so declared for the ongoing management of the Tirrengower Drainage System.*
- k) it forms a Special Committee of Council to consider submissions pursuant to Section 223 of the Local Government Act 1989, and that this Special Committee nominate a time and place to hear such submissions.*

4. BACKGROUND / KEY INFORMATION

BACKGROUND

A Special Charge Scheme was declared by Council on 13 December 1995 for the purpose of defraying any expenses in relation to ongoing care and management of the drainage system located in the Tirrengower Drainage Area. The Special Charge Scheme included provision for:

- recurrent annual maintenance including spraying for weed control and other minor works,
- facilitating legal drainage by acquiring easements or lands,
- major improvement works involving removal of obstructions and silt deposits from drainage channels and waterways, and
- Preparation of the Special Charge Scheme.

The first scheme operated from December 1995 to December 2005 and the second scheme from January 2006 until 31 December 2016.

The Tirrengower Drainage Scheme has now been operating for 20 years over two ten year periods and the apportionment applied over the last ten years has been \$2.50 per Hectare.

The purpose of the scheme has not changed in that time and the scheme has been managed by a Section 86 committee of Council with representation from property owners from within the scheme area. Committee members have expressed the desire to have the scheme renewed for a further ten years.

KEY INFORMATION

The Tirrengower Drainage System has been continuously improved over the last twenty years with funds raised through the Special Charge Scheme. The drainage system has a special benefit to the properties located within the Tirrengower Drainage Area and it is in property owners' interests for the drainage system to function as effectively as possible. The interests of property owners have been well served by the Special Rate Management Committee and the fund has been sufficient to maintain the system. Therefore it is considered that the implementation of a Special Purpose Fund Scheme is the most appropriate method for raising the required funds for the continued maintenance of the drainage system.

Other options that are available are;

1. All costs associated with the ongoing management of the Tirrengower Drainage Area are funded through Rate Revenue.

This option was considered in the two previous iterations of the scheme and the fact that the benefits of the scheme are enjoyed by a relatively small group of ratepayers; it would be unfair on all the ratepayers of the municipality to bear this expense.

2. Council abandon the Tirrengower Drainage System. In abandoning the drainage system, this would result in property owners needing to either develop small area drainage agreements between neighbours, or try to manage drainage within their property to the best of their ability. The coordination of maintenance activities would be very difficult. This would be an unrealistic option.

Due to the localised special benefit received by the property owners located with the Tirrengower Drainage Area, it is considered implementation of a Special Purpose Funds Scheme is the most appropriate method to ensure an ongoing funding source for the continued maintenance of the drainage is guaranteed for the life of the scheme, which is proposed to be 10 years.

Proposal

With the last scheme expiring on 31 December 2016, it is proposed to declare a new scheme for defraying the costs associated with the ongoing management of the Tirrengower Drainage System.

In order for the scheme and the special rate to align with Councils budget cycle it is proposed that the scheme commence on 1 July 2018 and expire on 30 June 2028.

The Special Purpose Funds Scheme would be modelled on the previous scheme in that:

- The scheme boundary would remain unchanged,
- Only properties over one Hectare in chargeable area be included in the scheme,
- Native bush located on properties in large areas, be deemed unchargeable area, and
- The ongoing management of the Drainage System be carried out by a Section 86 Committee of Management.

The Tirrengower Drainage area covers approximated 10,000 Hectares, with 9,500 Hectares of chargeable area. The proposed scheme would include 170 property owners. Timber plantations would be included in the scheme as chargeable area, and would incur the same rate of \$2.50 per hectare.

Special Benefit:

The performance of recurrent annual works will be of special benefit to properties located within the scheme boundary by way of:

1. Entitlement to all properties included in the Schedule to discharge waters into the drainage system,
2. Ensuring efficient drainage from lands by performing recurrent works to maintain effective disposal of waters within waterways and channels,
3. Improved agricultural utility of land and thus improved profitability of farming operations,
4. Reduction of the severity of long term flooding, and thus economic losses, and
5. providing for orderly management of the drainage system over a longer period to promote improved drainage performance.

Description of Works:

The funds raised by the Special Purpose Funds Scheme would be used for works including:

- Drain clearing by excavation when required,
- Yearly drain spraying of trouble areas,
- Cyclic drain spraying of other sections, and
- Capital Improvements including the installation of gates in boundary fences along the drain.

Method of Apportionment:

The method of apportioning costs will be based on area of chargeable land. As this scheme is a Special Purpose Funds Scheme, the rate set, at \$2.50 per chargeable Hectare, will be paid annually by lump sum within one calendar month of the anniversary date of the Scheme commencement, i.e. within one month of 1 July of each calendar year.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

A meeting of the management committee was held on 10 July 2017 and the members present indicated they were comfortable with the implementation of a Special Purpose Fund Scheme and were in favour of Council preparing a scheme for defraying the costs associated with the ongoing management of the Tirrengower Drainage System.

As per Section 163 of the Local Government Act 1989, all effected property owners will be notified of Council's Intention to Declare to Special Purpose Funds Scheme. Submissions may be made to the scheme under Section 223 of the Local Government Act 1989.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

The Tirrengower Drainage Scheme would be carried out in accordance with Council's Special Rates and Charges Policy, as a Special Purpose Fund Scheme.

ENVIRONMENTAL IMPLICATIONS

All works proposed on the Tirrengower Drainage System are carried out to minimise environmental impact.

SOCIAL & CULTURAL IMPLICATIONS

With the previous scheme established in 2006, continual improvements along the Tirrengower Drainage System have resulted in better drainage, and thus more manageable properties in the Tirrengower Drainage Area. Property owners in the scheme area are generally satisfied that the scheme has performed well in the past. To ensure ongoing management of the drainage system continues to be funded appropriately in the future, the implementation of a Special Purpose Funds Scheme is the most appropriate method of raising the required funds from property owners who enjoy a direct benefit.

ECONOMIC IMPLICATIONS

As the Special Purpose Fund Scheme would be developed to include all administrative costs incurred by Council, there would be no financial cost to Council.

LEGAL & RISK IMPLICATIONS

Risk Management issues have not been considered as part of this report.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

The Tirrengower Drainage Committee, which is a Section 86 Committee of Management, develops and implements, in conjunction with Council, the maintenance works required for the upkeep of the Tirrengower Drainage Committee. The Committee of Management comprises of property owners included in the Drainage area as well as a Council Officer.

The committee members are volunteers.

7. IMPLEMENTATION STRATEGY

DETAILS

This report initiates the process prescribed in the Local Government Act for Special Rates and Charges Schemes which requires Council to:

- Resolve to prepare a scheme.
- Publish a public notice and contact affected property owners (and tenants where required by the Act) notifying of Councils intention to declare a scheme.
- Provide for submissions to be made.
- Appoint a committee of Councillors to hear any submissions
- After hearing any submissions, consider the recommendations of the committee and declare the scheme (some modifications to the scheme are permissible under the Act).

The committee that administers the scheme is appointed by Council under section 86 of the Act and the current committee members have agreed to continue to administer the remaining funds until a new scheme is declared.

The committee member's delegation remains in place until revoked or varied by Council. Once the new scheme is declared, it would be appropriate for Council to call for nominations and appoint a new committee to take effect after 1 July 2018.

COMMUNICATION

As per Section 163 of the Local Government Act 1989, all effected property owners will be notified of Council's Intention to Declare to Special Purpose Funds Scheme. Submissions may be made to the scheme under Section 223 of the Local Government Act 1989.

TIMELINE

It is anticipated that the procedure for adoption of a special rate prescribed by the Local Government Act can be completed in time to permit the special rate to be included in the 2018-19 budget and the rate levied from 1 July 2018.

8. OFFICER DIRECT OR INDIRECT INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

Schedule

<u>Assessment No</u>	<u>Tirrengower area</u>	<u>Costs</u>	<u>Property Address</u>
8424	35.74	\$	89.35 2055 Timboon Colac Road IRREWILLIPE VIC 3249
8425	60.7	\$	151.75 2115 Timboon Colac Road IRREWILLIPE VIC 3249
8426	3.31	\$	8.28 30 Irrewillipe-Pirron-Yallock Road IRREWILLIPE VIC 3249
8427	15.06	\$	37.65 2240 Timboon Colac Road IRREWILLIPE VIC 3249
8428	84.95	\$	212.38 2120 Timboon Colac Road IRREWILLIPE VIC 3249
8429	2.44	\$	6.10 2060 Timboon Colac Road IRREWILLIPE VIC 3249
8450	105.3	\$	263.25 30 Blacks Road IRREWILLIPE VIC 3249
8451	42.32	\$	105.80 1745 Timboon Colac Road IRREWILLIPE VIC 3249
8452	16.29	\$	40.73 105 Old Irrewillipe Road IRREWILLIPE VIC 3249
8453	32.65	\$	81.63 1740 Timboon Colac Road IRREWILLIPE VIC 3249
8454	57.44	\$	143.60 1780 Timboon Colac Road IRREWILLIPE VIC 3249
8456	80.69	\$	201.73 282 Irrewillipe-Pirron-Yallock Road SWAN MARSH VIC 3249
8461	62.7	\$	156.75 145 Irrewillipe-Pirron-Yallock Road IRREWILLIPE VIC 3249
8462	2.29	\$	5.73 35 Irrewillipe-Pirron-Yallock Road IRREWILLIPE VIC 3249
8463	17.14	\$	42.85 85 Irrewillipe-Pirron-Yallock Road IRREWILLIPE VIC 3249
8464	6.96	\$	17.40 105 Irrewillipe-Pirron-Yallock Road IRREWILLIPE VIC 3249
8465	2.43	\$	6.08 65 Irrewillipe-Pirron-Yallock Road IRREWILLIPE VIC 3249
8684	40.38	\$	100.95 245 Old Irrewillipe Road IRREWILLIPE VIC 3249
8686	43.72	\$	109.30 170 Old Irrewillipe Road IRREWILLIPE VIC 3249
8687	44.02	\$	110.05 250 Old Irrewillipe Road IRREWILLIPE VIC 3249
8797	37.19	\$	92.98 120 Rankins Road IRREWILLIPE VIC 3249
8800	36.4	\$	91.00 190 Blacks Road IRREWILLIPE VIC 3249
8857	72.61	\$	181.53 140 Sextons Road SWAN MARSH VIC 3249
8858	2.02	\$	5.05 115 Settlement Road SWAN MARSH VIC 3249
8859	57.31	\$	143.28 205 Settlement Road SWAN MARSH VIC 3249
8860	22.94	\$	57.35 200 Settlement Road SWAN MARSH VIC 3249
8864	145.68	\$	364.20 360 Settlement Road SWAN MARSH VIC 3249
8867	10.32	\$	25.80 275 Settlement Road SWAN MARSH VIC 3249
8869	22.35	\$	55.88 425 Settlement Road SWAN MARSH VIC 3249
8871	24.22	\$	60.55 365 Settlement Road SWAN MARSH VIC 3249
8872	24.29	\$	60.73 375 Settlement Road SWAN MARSH VIC 3249
8873	23.66	\$	59.15 435 Settlement Road SWAN MARSH VIC 3249
8874	23.73	\$	59.33 445 Settlement Road SWAN MARSH VIC 3249
8875	4	\$	10.00 35 Settlement Road SWAN MARSH VIC 3249
8876	46.7	\$	116.75 95 Settlement Road SWAN MARSH VIC 3249
8895	37.45	\$	93.63 125 Sinclairs Lane IRREWILLIPE VIC 3249
8917	27.62	\$	69.05 135 Swan Marsh Irrewillipe Road SWAN MARSH VIC 3249
8918	2.02	\$	5.05 225 Swan Marsh Irrewillipe Road SWAN MARSH VIC 3249
8919	33.5	\$	83.75 295 Swan Marsh Irrewillipe Road IRREWILLIPE VIC 3249
8920	133.1	\$	332.75 250 Swan Marsh Irrewillipe Road SWAN MARSH VIC 3249
8922	121.2	\$	303.00 575 Swan Marsh Road SWAN MARSH VIC 3249
8924	4	\$	10.00 55 Swan Marsh Irrewillipe Road SWAN MARSH VIC 3249
8926	30.62	\$	76.55 235 Swan Marsh Irrewillipe Road SWAN MARSH VIC 3249
8927	16.19	\$	40.48 315 Swan Marsh Irrewillipe Road IRREWILLIPE VIC 3249
8928	40.62	\$	101.55 365 Swan Marsh Irrewillipe Road IRREWILLIPE VIC 3249
8930	66.91	\$	167.28 1390 Carpendeit Bungador Road SWAN MARSH VIC 3249
8940	1.81	\$	4.53 760 Swan Marsh Road SWAN MARSH VIC 3249
8942	102.7	\$	256.75 765 Swan Marsh Road SWAN MARSH VIC 3249
8948	25.85	\$	64.63 460 Swan Marsh Road SWAN MARSH VIC 3249
8949	94.71	\$	236.78 570 Swan Marsh Road SWAN MARSH VIC 3249
8950	8.45	\$	21.13 612 Swan Marsh Road SWAN MARSH VIC 3249
8966	1.55	\$	3.88 565 Swan Marsh Road SWAN MARSH VIC 3249

Schedule

<u>Assessment No</u>	<u>Tirrengower area</u>	<u>Costs</u>	<u>Property Address</u>
8967	30.6	\$	76.50 495 Swan Marsh Road SWAN MARSH VIC 3249
8968	2.8	\$	7.00 455 Swan Marsh Road SWAN MARSH VIC 3249
8969	105.1	\$	262.75 415 Swan Marsh Road SWAN MARSH VIC 3249
8971	97.21	\$	243.03 335 Swan Marsh Road SWAN MARSH VIC 3249
8972	39.67	\$	99.18 285 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
8973	37.08	\$	92.70 175 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
8974	52.69	\$	131.73 125 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
8975	5.27	\$	13.18 65 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
8976	115.59	\$	288.98 640 Swan Marsh Road SWAN MARSH VIC 3249
8978	17.13	\$	42.83 250 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
8979	36.7	\$	91.75 180 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
9038	57.28	\$	143.20 30 Elm Road SWAN MARSH VIC 3249
9042	95.99	\$	239.98 252 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
12420	32.37	\$	80.93 75 Bungador School Road BUNGADOR VIC 3260
12421	8.23	\$	20.58 120 Bungador School Road BUNGADOR VIC 3260
12422	66.59	\$	166.48 135 Bungador School Road BUNGADOR VIC 3260
12423	69.57	\$	173.93 300 Bungador School Road BUNGADOR VIC 3260
12425	37.72	\$	94.30 665 Carpendeit Bungador Road BUNGADOR VIC 3260
12426	54.93	\$	137.33 705 Carpendeit Bungador Road SWAN MARSH VIC 3249
12427	169.66	\$	424.15 245 Carsons Road SWAN MARSH VIC 3249
12428	93.64	\$	234.10 865 Carpendeit Bungador Road SWAN MARSH VIC 3249
12429	54.45	\$	136.13 1045 Carpendeit Bungador Road SWAN MARSH VIC 3249
12430	50.2	\$	125.50 905 Carpendeit Bungador Road SWAN MARSH VIC 3249
12431	96.58	\$	241.45 1145 Carpendeit Bungador Road SWAN MARSH VIC 3249
12432	83.18	\$	207.95 10 Carsons Road SWAN MARSH VIC 3249
12433	124.88	\$	312.20 1315 Carpendeit Bungador Road SWAN MARSH VIC 3249
12434	53.13	\$	132.83 560 Carpendeit Bungador Road BUNGADOR VIC 3260
12436	58.18	\$	145.45 620 Carpendeit Bungador Road BUNGADOR VIC 3260
12437	3.49	\$	8.73 680 Carpendeit Bungador Road BUNGADOR VIC 3260
12438	39.06	\$	97.65 720 Carpendeit Bungador Road BUNGADOR VIC 3260
12439	121.4	\$	303.50 850 Carpendeit Bungador Road BUNGADOR VIC 3260
12440	15.45	\$	38.63 910 Carpendeit Bungador Road BUNGADOR VIC 3260
12442	48.56	\$	121.40 920 Carpendeit Bungador Road BUNGADOR VIC 3260
12443	20.8	\$	52.00 625 Old Irrewillipe Road BUNGADOR VIC 3260
12444	127.88	\$	319.70 990 Carpendeit Bungador Road SWAN MARSH VIC 3249
12445	29.05	\$	72.63 1250 Carpendeit Bungador Road SWAN MARSH VIC 3249
12446	105.61	\$	264.03 1150 Carpendeit Bungador Road SWAN MARSH VIC 3249
12447	57.51	\$	143.78 1300 Carpendeit Bungador Road SWAN MARSH VIC 3249
12448	65.47	\$	163.68 1330 Carpendeit Bungador Road SWAN MARSH VIC 3249
12449	90.03	\$	225.08 580 Old Irrewillipe Road SWAN MARSH VIC 3249
12450	90.03	\$	225.08 470 Old Irrewillipe Road SWAN MARSH VIC 3249
12451	75.12	\$	187.80 140 Carsons Road SWAN MARSH VIC 3249
12452	80.94	\$	202.35 50 Cheynes Road BUNGADOR VIC 3260
12453	49.17	\$	122.93 100 Cheynes Road BUNGADOR VIC 3260
12454	38.29	\$	95.73 240 Bungador School Road BUNGADOR VIC 3260
12476	12.6	\$	31.50 2366 Cobden Stonyford Road STONYFORD VIC 3260
12477	55.8	\$	139.50 365 Old Irrewillipe Road BUNGADOR VIC 3260
12478	98.03	\$	245.08 370 Old Irrewillipe Road IRREWILLIPE VIC 3249
12479	80.94	\$	202.35 705 Old Irrewillipe Road BUNGADOR VIC 3260
12480	40.48	\$	101.20 595 Old Irrewillipe Road BUNGADOR VIC 3260
12481	40.7	\$	101.75 20 Knights Road BUNGADOR VIC 3260
12482	40.46	\$	101.15 40 Knights Road BUNGADOR VIC 3260

Schedule

<u>Assessment No</u>	<u>Tirrengower area</u>	<u>Costs</u>	<u>Property Address</u>
12483	61.31	\$	153.28 100 Knights Road BUNGADOR VIC 3260
12484	40.47	\$	101.18 150 Knights Road BUNGADOR VIC 3260
12485	90.38	\$	225.95 165 Knights Road BUNGADOR VIC 3260
12486	31.89	\$	79.73 330 Carsons Road SWAN MARSH VIC 3249
12487	2.69	\$	6.73 200 McNamaras Road SWAN MARSH VIC 3249
12490	11.85	\$	29.63 140 McNamaras Road SWAN MARSH VIC 3249
12492	13.15	\$	32.88 175 Sextons Road SWAN MARSH VIC 3249
12493	20.8	\$	52.00 260 Sextons Road SWAN MARSH VIC 3249
12494	89.57	\$	223.93 900 Timboon Colac Road JANCOURT EAST VIC 3266
12495	25.52	\$	63.80 1060 Timboon Colac Road JANCOURT EAST VIC 3266
12496	104.41	\$	261.03 1170 Timboon Colac Road BUNGADOR VIC 3260
12504	104.1	\$	260.25 1440 Timboon Colac Road BUNGADOR VIC 3260
12505	40.13	\$	100.33 50 Tin Dish Road IRREWILLIPE VIC 3249
12506	40.33	\$	100.83 30 Tin Dish Road IRREWILLIPE VIC 3249
12507	40.32	\$	100.80 1600 Timboon Colac Road IRREWILLIPE VIC 3249
12508	40.63	\$	101.58 130 Tin Dish Road IRREWILLIPE VIC 3249
12509	80.73	\$	201.83 200 Tin Dish Road IRREWILLIPE VIC 3249
12510	125.17	\$	312.93 1045 Timboon Colac Road JANCOURT EAST VIC 3266
12511	92.17	\$	230.43 1095 Timboon Colac Road BUNGADOR VIC 3260
12512	201.16	\$	502.90 1145 Timboon Colac Road BUNGADOR VIC 3260
12513	191.8	\$	479.50 1285 Timboon Colac Road BUNGADOR VIC 3260
12514	108.2	\$	270.50 1435 Timboon Colac Road BUNGADOR VIC 3260
12515	108.9	\$	272.25 1575 Timboon Colac Road BUNGADOR VIC 3260
12516	59.13	\$	147.83 1605 Timboon Colac Road BUNGADOR VIC 3260
12521	5.31	\$	13.28 2145 Princes Highway STONYFORD VIC 3260
12523	23.47	\$	58.68 2019 Princes Highway PIRRON YALLOCK VIC 3249
12560	96.85	\$	242.13 45 Sextons Road SWAN MARSH VIC 3249
12562	115.96	\$	289.90 335 Speedway Road BUNGADOR VIC 3260
12563	38.81	\$	97.03 275 Speedway Road BUNGADOR VIC 3260
12565	106.94	\$	267.35 185 Speedway Road BUNGADOR VIC 3260
12566	20.37	\$	50.93 75 Speedway Road BUNGADOR VIC 3260
12567	152.4	\$	381.00 801 Timboon Colac Road JANCOURT EAST VIC 3266
12568	77.82	\$	194.55 330 Speedway Road BUNGADOR VIC 3260
12569	29.45	\$	73.63 510 Speedway Road JANCOURT EAST VIC 3266
12570	181.01	\$	452.53 430 Speedway Road JANCOURT EAST VIC 3266
12571	72.03	\$	180.08 270 Speedway Road BUNGADOR VIC 3260
12573	36.05	\$	90.13 165 Triggs Road BUNGADOR VIC 3260
12574	89.43	\$	223.58 265 Triggs Road BUNGADOR VIC 3260
12575	130.49	\$	326.23 160 Triggs Road BUNGADOR VIC 3260
12577	33.81	\$	84.53 125 Triggs Road BUNGADOR VIC 3260
12578	20.23	\$	50.58 45 Triggs Road BUNGADOR VIC 3260
21903	21.15	\$	52.88 180 Speedway Road BUNGADOR VIC 3260
21919	51.99	\$	129.98 295 Old Irrewillipe Road BUNGADOR VIC 3260
22139	46.81	\$	117.03 90 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
22243	3.4	\$	8.50 225 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
22275	36.9	\$	92.25 260 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
22295	53.74	\$	134.35 155 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
23072	85.59	\$	213.98 180 Carsons Road SWAN MARSH VIC 3249
23282	35.61	\$	89.03 100 Speedway Road BUNGADOR VIC 3260
23290	169.96	\$	424.90 370 Swan Marsh Irrewillipe Road SWAN MARSH VIC 3249
23622	56.6	\$	141.50 425 Old Irrewillipe Road BUNGADOR VIC 3260
23911	1.36	\$	3.40 295 Irrewillipe-Pirron-Yallock Road SWAN MARSH VIC 3249

Schedule

<u>Assessment No</u>	<u>Tirrengower area</u>	<u>Costs</u>	<u>Property Address</u>
23938	23.95	\$	59.88 1795 Timboon Colac Road IRREWILLIPE VIC 3249
24079	26.66	\$	66.65 300 Speedway Road BUNGADOR VIC 3260
24519	24.31	\$	60.78 205 Swan Marsh Stonyford Road SWAN MARSH VIC 3249
25159	75.5	\$	188.75 170 Bungador School Road BUNGADOR VIC 3260
25277	9.49	\$	23.73 170 Settlement Road SWAN MARSH VIC 3249
26150	40.44	\$	101.10 85 Swan Marsh Irrewillipe Road SWAN MARSH VIC 3249
	8950.24	\$	22,375.60

2. EXECUTIVE SUMMARY

Council has received a petition calling for the reduction of the speed limit on the Birregurra-Yeodene Rd from 100km/h to 80km/h. Officers intend to obtain a Road Safety Audit, consider it and bring a report on this matter to a future Council Meeting.

3. RECOMMENDATION

That Council note the intended process for considering the petition request to reduce the speed limit on Birregurra-Yeodene Rd from 100km/h to 80km/h.

4. BACKGROUND / KEY INFORMATION

BACKGROUND

This section of road had previously been assessed for a speed reduction and the determination was not to change the speed limit. However, with the suggestion of increased community activity along this stretch of road since the last assessment we believe that there is cause to reconsider.

KEY INFORMATION

- Council officers have inspected the state of the road.
- The road is sealed for approximately 1.5km at a width of approximately 5 m.
- After that the road becomes unsealed with an approximate width of 5.6 m.
- Vegetation including medium to large trees do encroach within 3 m. of the road edge.
- The road is very typical of many within the shire.
- Yeodene cannot be described as an urban environment however there is an increased density of houses compared to many other locations
- Officers will inspect the state of the road and assess its use by the Yeodene community. A consultant will be engaged to conduct a Road Safety Audit (RSA) with reference to the appropriateness of the speed.
- Officers will consider the RSA and bring a report on this issue to a future Council Meeting as soon as possible.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

The community of Yeodene have signed a petition and submitted it to council requesting that the speed limit for the western most 3.5 km along Birregurra-Yeodene Road from Colac Forrest Road be reduced from 100 km/hr to 80 km/hr.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

Council considers requests to alter speed limits on a case by case basis on their technical merits.

ENVIRONMENTAL IMPLICATIONS

Nil

SOCIAL & CULTURAL IMPLICATIONS

Nil

ECONOMIC IMPLICATIONS

Nil

LEGAL & RISK IMPLICATIONS

These issues will be explored in a future Council Report.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

Nil

7. IMPLEMENTATION STRATEGY

DETAILS

The implementation of any future action would be discussed in the future Council Report.

COMMUNICATION

Officers will write to petition signatories to advise them of the process that will be followed in relation to the Road Safety Audit and a future Council report.

TIMELINE

The timeline of any future action will be discussed in a future Council report.

8. OFFICER DIRECT OR INDIRECT INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

ORDINARY COUNCIL MEETING

REVIEW OF INSTRUMENT OF DELEGATION FOR THE BIRREGURRA HALL SECTION 86 COMMITTEE

OM172709-6

LOCATION / ADDRESS	42 Main Street, Birregurra	GENERAL MANAGER	Errol Lawrence
OFFICER	Sarah McKew	DEPARTMENT	Corporate Services
TRIM FILE	11/96643	CONFIDENTIAL	No
ATTACHMENTS	<ol style="list-style-type: none"> 1. Evaluation Matrix - Birregurra Hall CoM - Community Nominations 2. Birregurra Hall Instrument of Delegation - Draft - September 2017 		
PURPOSE	<p>The purpose of this report is to seek Council approval for recommended changes to the Instrument of Delegation for the Birregurra Hall Section 86 Committee.</p>		

1. LOCATION PLAN / AERIAL PHOTO



2. EXECUTIVE SUMMARY

Council delegates the management of many of its community facilities through an 'Instrument of Delegation' to a *Section 86* Special Committee. These Committees are also known as a Committee of Management (CoM). The purpose of a CoM is to manage the facility on behalf of Council, in the best interests of Colac Otway Shire residents.

The Birregurra Hall has a CoM in place which is due to expire on 25 November 2017. This allows Council an opportunity to review the Instrument of Delegation before the new CoM is elected.

The Birregurra Hall is located in the heart of Birregurra and is supported by a dynamic and motivated community. The Hall is having a major upgrade this financial year and Council, as the owner of the property, is an invested partner in the project. Accordingly, Council is committed to supporting the new CoM for future success by providing an improved schedule and Instrument of Delegation.

Council recommends that the following terms form part of the Instrument of Delegation and the Schedule.

1. A maximum of 11 Committee representatives consisting of the following composition:
 - a. A maximum of 4 community representatives;
 - b. A maximum of 2 representatives from the Senior Citizens Group;
 - c. A maximum of 2 representatives from the Birregurra Community Group;
 - d. A maximum of 1 representative from the Birregurra Recreation Reserve;
 - e. A maximum of 1 representative from the Birregurra Community Arts Group and Birregurra Festival Group;
 - f. A maximum of 1 representative from the Birregurra Primary School (including the Parents & Friends Committee).
2. The CoM has the power to modify the composition of the Committee if a significant user group presents itself or one no longer exists.

The intended outcome from the proposed changes is:

- to enable and facilitate a well-balanced Committee that allows representation from the main user groups and the general community;
- to limit the number of members to 11 for a progressive environment for progressive decision making;
- To provide flexibility to allow the CoM to vote in a new representative if a new user group presents itself or one ceases to exist.

3. RECOMMENDATION

That Council:

1. ***Adopts the recommended composition for the new Section 86 Special Committee, known as the Birregurra Hall Committee of Management;***
2. ***Adopts the reviewed Instrument of Delegation, Schedule and Terms of Reference;***
3. ***Authorises the Chief Executive Officer and/or its delegate to select the four (4) Community Representatives identified as being part of the composition of the Committee.***

4. BACKGROUND / KEY INFORMATION

BACKGROUND

Recently the 'Birregurra Enlighten Me' group, in partnership with Colac Otway Shire, acquired a total of \$491,000 to upgrade the Hall. These works will transform the facility into a multi-use, energy efficient facility that meets the needs of a range of users.

The upgrades include:

- Climate and environmental upgrades for reduced operational costs and comfort throughout the year.
- The replacement and re-configuration of some building components for improved functionality and reduced ongoing maintenance costs.
- Installation of disability facilities that meet current Australian Standards.
- Landscaping and facade improvements for better streetscape aesthetics and functionality for outdoor events.
- Installation of new technology.

A large amount of time and effort has been invested to seek funding, develop project plans and carry out the necessary administration for this project to become a reality. The outcome of the works is intended to benefit the greater community and to become a flagship facility within the Shire.

Council's responsibility is to provide good governance by supplying the CoM with the tools to enable successful management of a sustainable facility into the future. Council's opportunity is to review the Instrument of Delegation for best practice governance.

The proposed changes include a maximum of 11 members and a balanced representation of user groups and community representatives.

KEY INFORMATION

The method for selecting new Committee members is outlined as follows.

1. The existing Committee has nominated five main user groups who will be invited to nominate the required number of representatives from their group or committee (no assessment required).
2. An advertisement is placed in the local media to invite public nominations who are required to address the evaluation criteria.
3. Nominations are provided to Council in writing.
4. The nominations will be assessed by a panel of Council officers against the below criteria and weighting, in line with best governance practices.
5. A report is presented to Council in November 2017 to endorse the new CoM members.

Assessment criterion for community representatives:

Criteria	Weight
Demonstrated experience as a member of a Hall Committee or similar Committee or Group.	35
A demonstration of your community involvement, vision or passion for the town and the community. This can be for Birregurra or another location.	15
Demonstrated maintenance or facility management experience.	15
A demonstration of at least one of the following skills: accounting, occupational health and safety, governance, auditing, risk management, community advocacy, cultural advocacy, legal, media, fundraising, administration, programming or technology.	20
Demonstrated communication skills and an ability to build partnerships, marketing and or business development experience.	15
Score	100

Rating	Grade
Excellent/Best	5
Very Good	4
Better than average	3
Acceptable	2
Marginal	1
Inadequate	0

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

The method of consultation selected is to inform the community and relevant user groups of the changes to the Instrument of Delegation and the Schedule.

Council Officers have consulted with the current Committee of Management and various members of the Birregurra community to develop the proposed changes and to determine the desired skills required for committee members.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

This proposal is presented in accordance with the Section 86 Committee of Management Council Policy.

Social infrastructure such as public halls can play a significant role in the achievement of many goals and actions of the Council Plan 2017-2021. Specifically, the review of the Instrument of Delegation for the Birregurra Hall Committee of Management will allow the community to best manage the facility into the future, which aligns with a number of Themes and Goals of the Council Plan 2017-2021 including:

Theme 1: Our Prosperity

Goal 1 – Plan infrastructure, assets and land use with a long-term vision for economic growth.

Goal 2 – Support a thriving economy and industries.

Theme 2: Our Places

Goal 1 – Assets and infrastructure meet community needs.

Goal 3 – Towns and places are welcoming and attractive.

Theme 3: Our Community

Goal 1 – Increase social connection opportunities and community safety.

Goal 2 – Connect people through events and activities.

Goal 5 – Foster an inclusive community.

Goal 6 – Community planning informs provision of Council services and social infrastructure.

ENVIRONMENTAL IMPLICATIONS

There are no environmental considerations applicable.

SOCIAL & CULTURAL IMPLICATIONS

The proposed changes seek to improve the governance of the Birregurra Hall through amendments to the Instrument of Delegation. The purpose of the changes is to allow for a CoM that has a mixed and well balanced representation of the hall's users groups and the community. The intention is to enable good management and decision making for the hall which will in turn provide a viable, well managed facility that continues to support the community into the future.

ECONOMIC IMPLICATIONS

There are no economic implications anticipated as a result of this proposal.

LEGAL & RISK IMPLICATIONS

Ongoing reviews of Instruments of Delegation mitigate risk to Council while allowing Section 86 Committees to work collaboratively with Council in the best interests of the community.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

The resources required to manage these changes are managed by Council officers and the costs are absorbed within the operational budget.

7. IMPLEMENTATION STRATEGY

COMMUNICATION

An advertisement will be placed in the *Birregurra Mail* and *Colac Herald* in September 2017, requesting public nominations and outlining the relevant details.

TIMELINE

September Council Meeting	Council report is presented for approval of the changes to the Instrument of Delegation, Schedule and Terms of Reference.
October 2017	Advertise the public nomination and election process and criteria to be addressed by the nominees in the <i>Colac Herald</i> and <i>Birregurra Mail</i> .
October 2017	Invitation letters sent to user groups seeking their nominated representatives.
October 2017	The CEO selects the 4 community representatives.
November Council Meeting	Present the proposed Committee of Management members to Council for approval.

8. OFFICER DIRECT OR INDIRECT INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Birregurra Hall - Committee of Management Community Representation
Evaluation Scoresheet**

Criteria	Weight	Applicant A		Applicant B		Applicant C		Applicant D	
		Rating	Score	Rating	Score	Rating	Score	Rating	Score
Demonstrated experience as a member of a Hall Committee or similar Committee or Group.	35	0.0	0.0	3.0	105.0	0.0	0.0	0.0	0.0
A demonstration of your community involvement, vision or passion for the town and the community. This can be for Birregurra or another similar location.	15	0.0	0.0	0.0	0.0	0.0		0.0	
experience.	15	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
A demonstration of at least one of the following skills: accounting, occupational health and safety, governance, auditing, risk management, community advocacy, cultural advocacy, legal, media, fundraising, administration, partnerships, marketing and / or business development experience.	20	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
	15	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Score	100		0.0		105.0		0.0		0.0

Rating	Grade
Excellent/Best	5
Very Good	4
Better than average	3
Acceptable	2
Marginal	1
Inadequate	0

APPLICATION CONFORMS	Yes	Yes
APPLICATION CONSIDERED BY PANEL	Yes	Yes

The Evaluation Scores shown in this document have been assessed by the full evaluation panel and the scores shown represent the weighted score for each Tenderer as determined jointly by the panel without bias.

The following applicants are successful by:-

Obtaining the Highest Score for the Selection Criteria

Note 1: The Evaluation Panel has no conflict of interest with the Applicants

..... Name Position Name Position Name Position
Date	Date	Date

BIRREGURRA HALL SPECIAL COMMITTEE

TERMS OF REFERENCE

1. BACKGROUND

- 1.1 By this Terms of Reference document, the **Colac Otway Shire** Council (Council) establishes the Birregurra Hall Special Committee (Committee) pursuant to section 86 of the *Local Government Act 1989* (LGA). The Committee is established to generally manage the operation of the property located at 42-44 Main St Birregurra (Lot 1 TP244835, Lot 1 TP366285) on behalf of Council for the benefit of Colac Otway Shire residents.
- 1.2 The Committee has the powers, duties and functions of Council as set out in these Terms of Reference and the Instrument of Delegation. These Terms of Reference set out the structure and basis on which the Committee can make decisions for and on behalf of Council.
- 1.3 These Terms of Reference are authorised by a resolution [insert resolution number after the Council meeting] of Council passed on [insert date of Council meeting].

2. PURPOSE

The Committee is established for the purpose of:

- 2.1 overseeing the day to day operation of the facility;
- 2.2 promoting and facilitating recreational, cultural, community and educational pursuits at the Birregurra Hall; and
- 2.3 advocating the interests of the local community.

3. OBJECTIVES

The objective of the Committee is to:

- 3.1 broadly represent and involve a variety of the community concerning Birregurra Hall in Council's decision making processes.

4. ROLES AND RESPONSIBILITY

The role of the Committee is to:

- 4.1 exercise Council's powers and carry out Council's duties and functions, in accordance with these Terms of Reference and as permitted by the Instrument of Delegation, for the Birregurra Hall;
- 4.2 be responsible for all maintenance on improvements;
- 4.3 consider the requirements for capital improvements and make recommendations to Council. Recommendations for major improvements shall be accompanied by a business plan; and
- 4.4 submit any policy developed regarding use of the Reserve to Council for approval.

5. DELEGATION OF POWERS, DUTIES AND FUNCTIONS

- 5.1 In order to fulfil and carry out its purposes and objectives Council delegates to the Committee, pursuant to section 86(3) of the LGA, the powers, duties and functions set out in the Instrument of Delegation made by Council on [insert date and resolution number] and attached to these Terms of Reference.
- 5.2 The powers, duties and functions of Council conferred on the Committee by these Terms of Reference and Instrument of Delegation must be exercised in accordance with any guidelines or policies that Council may from time to time adopt. Committee members are at all times expected to act in accordance with their responsibilities set out in Division 1A of Part 4 of the LGA.
- 5.3 With regard to fundraising activities, all monies raised must be used by the Committee on the facility/asset, with the exception that a maximum of 20% of net funds raised may be donated to a not-for-profit organisation/charity.
- 5.4 The Committee shall not enter into contracts or incur expenditure exceeding \$6,000 or borrow money without the approval of Council.

6. MEMBERSHIP

- 6.1 The Committee will consist of a maximum of eleven (11) members comprising:
 - 6.1.1 a maximum of two (2) representatives from the Senior Citizens Group;
 - 6.1.2 a maximum of two (2) representatives from the Birregurra Community Group;
 - 6.1.3 a maximum of one (1) representative from the Birregurra Recreation Reserve;
 - 6.1.4 a maximum of one (1) representative from the Birregurra Community Arts Group and Birregurra Festival Group;
 - 6.1.5 a maximum of one (1) representative from the Birregurra Primary School (including the Parents & Friends Committee);
 - 6.1.6 a maximum of four (4) nominated community members:
 - 6.1.6 (i) each nomination will be assessed against a set criteria and evaluated by a third party; the four (4) highest scoring applicants will be elected;
- as appointed by Council from time to time.
- 6.2 Council officers who attend the meetings of the Committee are to provide advice and support to the Committee and are not considered Committee members and do not have voting rights.
 - 6.3 Each member of the Committee has and may exercise one equal vote on any question before the Committee for determination.
 - 6.4 Council will revise the membership and voting rights of each Committee member as it sees fit.

- 6.5 If the Chairperson is absent from a Committee meeting, the Committee will select a temporary Chairperson to chair the Committee meeting.

7. MEETINGS

- 7.1 Unless Council resolves otherwise, Committee meetings must be conducted in accordance with:
- 7.1.1 Council's Meeting Procedure Local Law;
 - 7.1.2 Part 4, Division 2 of the LGA; and
 - 7.1.3 the Committee's discretion, as exercised from time to time.
- 7.2 The Committee will meet at a minimum on a quarterly basis and as agreed by the Committee from time to time.
- 7.3 The Committee will hold an Annual General Meeting to elect from amongst its members, persons to act as Chairperson, Secretary and Treasurer. Membership of the Committee, including any additions, deletions or replacements shall be subject to approval by Council.
- 7.4 A quorum of the Committee will be half of the members plus one.
- 7.5 Voting will be by a majority of votes by a show of hands. Only members in attendance are entitled to vote. The Chairperson shall have the casting vote in the event of an equality of votes.
- 7.6 Sub committees may be appointed by the Committee and meet between general meetings and as authorised by the full Committee. Sub committees do not have any delegated powers.

8. FINANCIAL RECORDS

- 8.1 The Committee will keep books of account and such records will form part of the accounts of Council and therefore be subject to audit to the Municipal Auditor.
- 8.2 The Committee will prepare an annual financial statement as part of the audit process.
- 8.3 The Committee will immediately comply with any request from Council to provide access to, or copies of, the Committee's books of account.

9. REPORTING

- 9.1 The Committee is responsible for taking proper minutes of all meetings and preparing reports for the Committee's consideration in accordance with:
- 9.1.1 Council's Meeting Procedure Local Law;
 - 9.1.2 Part 4, Division 2 of the LGA; and
 - 9.1.3 the Committee's discretion, as exercised from time to time.
- 9.2 Minutes of all Committee meetings must be forwarded to Council's Manager, Governance and Customer Service as soon as practicable after adoption by the Committee.

9.3 The Committee must prepare and present to Council a report of its activities and financial position upon being required to do so by Council and, in any event, at least once per year.

10. CREATION AND DISSOLUTION

10.1 By these Terms of Reference the:

10.1.1 Committee is established; and

10.1.2 powers, duties and functions of the Committee, as set out in the Instrument of Delegation, are delegated.

10.2 These Terms of Reference and the Instrument of Delegation:

10.2.1 come into force immediately the common seal of Council is affixed to it; and

10.2.2 remain in force until Council determines to vary or revoke both or either of them.

10.3 The Committee must be dissolved by a resolution of Council.

Dated: [insert date of the Council meeting at which the Terms of Reference were endorsed, after the Council meeting]



**INSTRUMENT OF DELEGATION
Birregurra Hall
Special Committee**

Colac Otway Shire Council (**Council**) delegates to the special committee established by resolution of Council passed on [insert date] and known as the "Birregurra Hall Special Committee" (**the Committee**), the powers and functions set out in the Schedule, and declares that:

- 1. this Instrument of Delegation is authorised by a resolution of Council passed on [insert date];
- 2. the delegation:
 - 2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;
 - 2.2 remains in force until Council resolves to vary or revoke it; and
 - 2.3 is to be exercised in accordance with the guidelines or policies which Council from time to time adopts; and
- 3. all members of the Committee will have voting rights on the committee.

THE COMMON SEAL of the)
 COLAC OTWAY SHIRE COUNCIL)
 was hereto affixed in accordance)
 with its Local Law No. 4

..... CHIEF EXECUTIVE OFFICER

SCHEDULE

Powers and functions

To exercise Council's functions and powers to perform Council's duties in relation to the management of the Birregurra Hall (**Facility**), and for those purposes to:

1. oversee the day to day operation of the Facility;
2. approve expenditure within the Budget set by Council from time to time;
3. impose and collect hiring fees or charges for use of the Facility in accordance with the Facility's last published rates, until otherwise fixed by Council from time to time;
4. employ such persons or engage such contractors as it considers necessary for the maintenance and upkeep of the Facility; and
5. promote and facilitate recreational, cultural, community and educational pursuits at the Facility.

Exceptions, conditions and limitations

The Committee is not authorised by this Instrument to:

1. do anything that authorises, or involves, the use of Council's common seal;
2. do anything that is a breach or contravention of the Act or any other law;
3. do anything that is a breach or contravention of an adopted Council policy or written direction or resolution of Council that has been notified to the Committee;
4. direct Council employees in performance of their powers, functions and duties;
5. acquire or disposal of land or an interest in land;
6. incur any expenditure that is not provided for in the annual budget approved by Council; or
7. delegate any of the powers delegated in this Schedule.

Council is permitted to access the building and / or grounds in an emergency without notifying the Committee.

Council will provide reasonable notice to the Committee if it or a representative requires access to the Facility.

ORDINARY COUNCIL MEETING

CONSIDERATION OF CONTRACTS (CONTRACT 1718 - BITUMINOUS SEALING WORKS, CONTRACT 1720 - GEOTECHNICAL SERVICES)

OM172709-7

LOCATION / ADDRESS	Whole of municipality	GENERAL MANAGER	Errol Lawrence
OFFICER	Andrew Kavanagh	DEPARTMENT	Corporate Services
TRIM FILE	F17/4566	CONFIDENTIAL	No
ATTACHMENTS	Nil		
PURPOSE	Council approval is required to award Contract 1718 - Bituminous Sealing Works and Contract 1720 - Geotechnical Services.		

1. LOCATION PLAN / AERIAL PHOTO

Not applicable.

2. EXECUTIVE SUMMARY

CONTRACT 1718 – BITUMINOUS SEALING WORKS

Tenders have been received for bituminous sealing works within Colac Otway Shire. It is recommended that Council award the contract to Inroads Pty Ltd.

CONTRACT 1720 – GEOTECHNICAL SERVICES

Tenders have been received for the provision of geotechnical services to Council. It is recommended that Council award the contract to the following panel of consultants:

- A.S. Miner Geotechnical Pty Ltd
- CMW Geosciences (East Coast) Pty Ltd
- Driscoll Engineering Services Pty Ltd
- Geohart Limited
- Geotesta Pty Ltd
- L R Pardo & Associates Pty Ltd
- SMEC Australia Pty Limited

3. RECOMMENDATION

That Council:

1.
 - a. *Awards Contract 1718 for Bituminous Sealing Works to Inroads Pty Ltd at the lump sum price of \$897,569.02 (excluding GST).*
 - b. *Authorises the Chief Executive Officer to sign and place under council seal the contract documents following award of Contract 1718.*
 - c. *Authorises the Chief Executive Officer to perform all functions and exercise all powers of the principal in accordance with the terms of the Contract.*

2.
 - a. *Awards Contract 1720 – Geotechnical Services to the following suppliers at their tendered schedule of rates for the term 1 October 2017 to 30 September 2018, with the option of two (2) x one (1) year extensions:*
 - *A.S. Miner Geotechnical Pty Ltd*
 - *CMW Geosciences (East Coast) Pty Ltd*
 - *Driscoll Engineering Services Pty Ltd*
 - *Geohart Limited*
 - *Geotesta Pty Ltd*
 - *L R Pardo & Associates Pty Ltd*
 - *SMEC Australia Pty Limited*

 - b. *Authorises the General Manager, Infrastructure and Leisure Services to enact the Contract.*

4. BACKGROUND / KEY INFORMATION

CONTRACT 1718 – BITUMINOUS SEALING WORKS

Council participated in a joint procurement with City of Greater Geelong and Surf Coast Shire inviting suppliers to tender for the delivery of the three councils' bituminous sealing works programs. Tenderers were required to price each program separately and to offer a discount should they be awarded all three contracts.

Tenders closed on 2 August 2017. Tenders were advertised in the Geelong Advertiser on 8 July 2017, as well as on each participating council's website and via TenderSearch.

The nominated practical completion date for works is 31 March 2018.

Tenders were received from the following three (3) suppliers:

Boral Resources (Vic) Pty Ltd
Fulton Hogan Industries Pty Ltd
Inroads Pty Ltd

Tenders were evaluated and assessed, taking into account the following selection criteria:

Financial Assessment	50%
Contract/Service Delivery	40%
Systems	5%
Local Content (G21 Region)	5%

CONTRACT 1720 – GEOTECHNICAL SERVICES

Tenders closed on 26 July 2017 for the provision of geotechnical services to Council. Tenders were advertised in the Colac Herald on 23 June 2017, as well as on Council’s website and via TenderSearch.

The term of the proposed contract is 1 October 2017 to 30 September 2018, with the option of two 12-month extensions.

Tenders were received from the following 11 consultants:

2020 Engineering Solutions Pty Ltd
A.S. Miner Geotechnical Pty Ltd
CMW Geosciences (East Coast) Pty Ltd
Coffey Services Australia Pty Ltd
Driscoll Engineering Services Pty Ltd
Geohart Limited
Geotesta Pty Ltd
GHD Pty Ltd
L R Pardo & Associates Pty Ltd
SMEC Australia Pty Limited
St. Quentin Consulting Pty Ltd

Tenders were evaluated and assessed in accordance with Council's Procurement, Quotation, Tendering and Purchasing Procedure, taking into account the following selection criteria:

Tendered Price	40%
Experience and Track Record	35%
Capacity and Resources	20%
Economic Contribution to the Colac Otway Region	5%

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

Not applicable.

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

Procuring services through a tender process aligns with Council's goal of providing value for money services for our community.

ENVIRONMENTAL IMPLICATIONS

CONTRACT 1718 – BITUMINOUS SEALING WORKS

Contractors are required under the contract to provide suitable approved environmental plans by the contract supervisor and to actively prevent adverse occurrences such as damage to vegetation or environmental damaging spillages.

SOCIAL & CULTURAL IMPLICATIONS

Not applicable.

ECONOMIC IMPLICATIONS

Not applicable.

LEGAL & RISK IMPLICATIONS

CONTRACT 1718 – BITUMINOUS SEALING WORKS

The preferred tenderer, Inroads, has a good track record of management of risks and completion of contracts to specification and on time. Council should be confident that contracting with Inroads will manage exposure to occupational health and safety issues and any non-compliance issues with the contract.

Inroads have provided details to confirm they have an effective, suitable occupational health and safety system. Inroads are a quality assured company and are registered under VicRoads' pre-qualification scheme.

CONTRACT 1720 – GEOTECHNICAL SERVICES

The Tender Evaluation Panel is confident that the preferred tenderers can adequately address issues of risk management and are capable of compliance with the contract specifications.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

CONTRACT 1718 – BITUMINOUS SEALING WORKS

The preferred tender of Inroads is within Council's budget allocation.

The annual sealing program represents a significant ongoing investment made by Council to maintaining and renewing its road network. In the event there are outstanding monies available these would be used to bring forward additional candidate sealing projects from future years of this program.

CONTRACT 1720 – GEOTECHNICAL SERVICES

Allocation of funding for the provision of geotechnical services is budgeted within specific infrastructure projects.

7. IMPLEMENTATION STRATEGY

DETAILS

CONTRACT 1718 – BITUMINOUS SEALING WORKS

Upon Council's approval, the Contract will be awarded and works will be programmed to commence. Works are required to be completed prior to the nominated practical completion date of 31 March 2018.

CONTRACT 1720 – GEOTECHNICAL SERVICES

The Contract shall become effective from 1 October 2017 for a period of one year, with two one-year options to extend. Council will engage consultants on a project by project basis as required and in accordance with Council's Procurement, Quotation, Tendering and Purchasing Procedure. This will usually require selected panellists to submit quotations based on a project specification and in accordance with rates tendered for this Contract.

COMMUNICATION

CONTRACT 1718 – BITUMINOUS SEALING WORKS

A letter of acceptance and contract will be issued to Inroads. The contract shall be signed by both the contractor and Council prior to the commencement of works.

CONTRACT 1720 – GEOTECHNICAL SERVICES

Letters of acceptance will be issued to the consultants recommended for acceptance onto the panel.

TIMELINE

Not applicable.

8. OFFICER DIRECT OR INDIRECT INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

ORDINARY COUNCIL MEETING
PROCUREMENT POLICY REVIEW
OM172709-8

LOCATION / ADDRESS	Whole of municipality	GENERAL MANAGER	Errol Lawrence
OFFICER	Andrew Kavanagh	DEPARTMENT	Corporate Services
TRIM FILE	F17/6554	CONFIDENTIAL	No
ATTACHMENTS	<ol style="list-style-type: none">1. Current Procurement Policy2. Colac Otway Shire Council Procurement Policy 2017-18 20170906		
PURPOSE	To present Council's revised Procurement Policy for approval.		

1. LOCATION PLAN / AERIAL PHOTO

Not applicable

2. EXECUTIVE SUMMARY

Council has completed the annual review of its Procurement Policy in accordance with Section 186A (7) of the Local Government Act.

3. RECOMMENDATION

That Council adopts the following revised policy:

- *Policy No. 3.2 Procurement Policy*

4. BACKGROUND / KEY INFORMATION

Changes to the Policy from the date of its last review are summarised as follows:

Clause 1.3 – Definitions

The revised Procurement Policy introduces a definition for a Request for Information. It defines a Request for Information as a “formal request for information to gain a more detailed understanding of the supplier market

and the range of solutions and technologies that may be available. It may be used to develop documentation for a future tender”.

Clause 2.1.8.1 – Social Procurement

The Social Procurement section of the revised Procurement Policy makes mention of Council’s commitment to actively participate in the G21 Regional Opportunities for Work (GROW) program and embed its principles into its procurement processes, and practices.

Clause 2.1.8.3 – Local Business Support

This section of the revised Procurement Policy reflects the Council’s new local business support model.

The current version of the Policy states:

In all contracts where there are more than 3 selection criteria a 5% weighting shall be included. The weighting shall be given to suppliers who demonstrate how they intend to support local suppliers, contractors and services.

The revised Policy outlines a new Local Business Support model, as follows:

With the exception of contracts that are the subject of a public tender, in every instance where it is reasonable to do so Council officers shall seek at least one quote from a local business.

For contracts that are assessed against weighted evaluation criteria (including all public tenders and purchases with a value of \$50,000 or greater) a 5% weighting for economic contribution to Colac Otway Shire shall be applied. Tenderers shall be scored for economic contribution to Colac Otway Shire by using the following table:

Economic Contribution to Colac Otway Shire (5%)		Points (Total 100)
Business Locale	Registered Main Office within COS Registered Main Office outside COS	50 pts 0 pts
Local Goods / Services	Assessed based on what Goods, Services, Works are procured locally (ie, within Colac Otway Shire) and what value percentage of the contract they represent	Up to 50 pts

In instances where a tenderer obtains the highest score in an evaluation assessment due to its economic contribution to Colac Otway Shire, it may only be awarded the contract if its tender price is within 2% of the next highest scoring tender up to a maximum \$50,000 differential.

Clause 4.2.2 – Negotiation

The revised Procurement Policy introduces a Best and Final Offer (BAFO) process. This is a process that is utilised during a tender process which allows Council to invite shortlisted tenderers to submit their best and last technical and priced offer on the basis of the tender requirements. In the interest of promoting tenderers submitting their best offers upfront the BAFO process would only be employed in limited circumstances. A suitable example may be where tender offers come in that are all above Council’s available budget. In such a case non-material reductions may be made to the scope of the project and shortlisted tenderers invited to submit revised pricing. This process aids in ensuring that Council receives best value for money in its procurement activities.

Clause 4.2.1 – Category Management

The revised Procurement Policy draws focus to category management – bringing together expertise from across the Council to identify the most appropriate and effective approach to deliver the Council’s outcomes through sourcing and supply arrangements. The main objective of category management is to reach a point where all or a very high percentage of the Council’s spend within a category is being channelled through approved arrangements, aligned with strategic priorities such that value is maximised on every dollar of expenditure. Council currently utilises a number of internal and external supply contracts for goods, services and works. Effective category management includes increasing the number of these contracts where suitable in achieving better value for money for Council. Council is a participant in the MAV’s LEAP program, a continuous improvement program in procurement. Part of the services offered through the LEAP program is spend analysis software, which will effectively assist Council in its category management strategy.

Clause 5.1 – Minimum Spend Competition Thresholds

Tender Thresholds

Council’s current Procurement Policy provides that Council must, prior to the awarding of any contract with an estimated value of \$150,000 (inc GST) or greater, undertake a public tender.

The revised Procurement Policy aligns the tender thresholds with what is prescribed in section 186 of the Local Government Act – specifically a tender process must be undertaken before entering into a contract with a value of \$150,000 inc GST (\$135,000 ex GST) for goods and services or \$200,000 inc GST (\$180,000 ex GST) for works.

Purchasing Procedures for Contracts below the Tender Thresholds

The table on page 13 of the Procurement Policy broadly outlines the requirements for seeking quotes for contracts below the tender thresholds.

For contracts with a value less than \$10,000 ex GST a minimum of one oral or written quote is required. This is a small variation to the current Procurement Policy which sets the one quote threshold at \$10,000 inc GST.

For contracts with a value greater than \$10,000 but below the tender thresholds a minimum of three quotes is generally required. However, subject to the approval of the relevant General Manager, there are instances where Council officers may avoid this process, including emergency situations and where only a limited number of suppliers are available to perform or supply goods, services or works due to the level of specialist expertise required. The revised Procurement Policy extends on the list of circumstances under which the usual procurement process may be avoided to include the following:

- The works, goods or service are required as part of a grant, funding agreement, lease or similar arrangement specifically stating how the goods, service or works are to be provided or undertaken;
- Where there is a clearly defined and significant social or environmental benefit;
- Where the acquisition is of a cultural or artistic nature i.e. a live show or art piece.

Clause 6.3 – Delegations Reserved for Council

This clause reflects the Chief Executive Officer’s revised delegation – as resolved at the 24 May 2017 Ordinary Council Meeting – of \$400,000 (inc GST) for the approval of contracts.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

Not applicable

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

The implementation of a Procurement Policy ensures Council is able to obtain value for money for the community.

ENVIRONMENTAL IMPLICATIONS

Environmental sustainability principles are covered within the scope of Council's Procurement Policy.

SOCIAL & CULTURAL IMPLICATIONS

Social procurement is covered within the scope of Council's Procurement Policy, including commitment to the G21 GROW program and the local business support model.

ECONOMIC IMPLICATIONS

The Procurement Policy carries implications for the local economy, especially through Council's local business support model. The Policy seeks to promote spending within Colac Otway Shire to the extent that it achieves best value objectives.

LEGAL & RISK IMPLICATIONS

The Procurement Policy has been reviewed based on appropriate legislation including the Local Government Act 1989.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

There are no direct financial implications in relation to the adoption of the review of Council's Procurement Policy.

7. IMPLEMENTATION STRATEGY

DETAILS / COMMUNICATION

Once the Procurement Policy is endorsed the policy manual will be revised. The Procurement Policy will also be available to the public via Council's website. Council's procedural documentation will also be reviewed and updated to reflect changes to the Policy.

TIMELINE

Not applicable

8. OFFICER DIRECT OR INDIRECT INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

COUNCIL POLICY

Council Policy Title:	Procurement
Council Policy No:	3.2
Responsible Department:	Corporate Services
Date of adoption/review:	22 July 2015

TABLE OF CONTENTS

1	PRINCIPLES	
1.1	Background	3
1.2	Legislative Compliance Provisions	4
1.3	Scope and Application.....	4
1.4	Purpose	4
1.5	Treatment of GST	5
2	EFFECTIVE LEGISLATIVE & POLICY COMPLIANCE & CONTROL	
2.1	Ethics and Probity	6
2.1.1	Requirement	6
2.1.2	Conduct of Councillors and Councillor Staff	6
2.1.3	Tender and Quotations Processes	7
2.1.4	Conflict of Interest	7
2.1.5	Fair and Honest Dealing	8
2.1.6	Accountability and Transparency	8
2.1.7	Gifts and Hospitality	8
2.1.8	Disclosure of Information	9
2.2	Governance	
2.2.1	Structure	9
2.2.2	Standards	10
2.2.3	Methods	10
2.2.4	Responsible Financial Management	10
3	PROCUREMENT GUIDELINES	
3.1	Minimum Spend Competition Thresholds	11
3.1.1	Tenders	11
3.1.2	Quotations	11
3.2	Public Advertising	11

3.3	Delegation of Authority	12
3.3.1	Requirement	12
3.3.2	Delegations	12
3.4	Internal Controls	12
3.5	Commercial Information	13
3.6	Risk Management	13
3.6.1	General	13
3.6.2	Supply by Contract	13
3.6.3	Probity Plan	14
3.7	Contract Terms	14
3.8	Endorsement	14
3.9	Dispute Resolution	14
3.10	Contract Management	15
3.11	E-Tendering	15
3.12	Charter of Human Rights	15
4	DEMONSTRATE SUSTAINED VALUE	
4.1	Integration with Council Strategy	15
4.2	Best Practices Principles	16
4.2.1	Value for Money	16
4.2.2	Approach	16
4.2.3	Role of Specifications	18
4.3	Sustainability	17
4.3.1	General	17
4.3.2	Sustainable Procurement	17
4.4	Diversity	18
4.5	Support of Local Business	18
4.5.1	Support of Local Business	18
4.5.2	Light Fleet Vehicle Purchases	19
5	APPLY A CONSISTENT AND STANDARD APPROACH	
5.1	Standard Processes	19
5.2	Management Information	20
5.2.1	Performance Measures and Continuous Improvement.....	20
5.2.2	Audits of Organisational Purchasing.....	
5.2.3	Record Keeping	20
6	BUILD AND MAINTAIN SUPPLY RELATIONSHIPS	
6.1	Development and Managing Suppliers	20
6.2	Supply Market Development	21
6.3	Relationship Management	21
6.4	Communication	21
7	CONTINUAL IMPROVEMENT	21
8	REFERENCES	21

1 PRINCIPLES

1.1 Background

Colac Otway Shire Council:

- Recognises that:
 - Developing a procurement strategy and adopting appropriate best practice tendering and procurement principles, policies, processes and procedures for all goods, services and works by Council, which will enhance achievement of council objectives.
 - The elements of best practice applicable to local government procurement incorporate:
 - broad principles covering ethics, value for money, responsibilities and accountabilities;
 - guidelines giving effect to those principles;
 - a system of delegations (i.e. the authorisation of officers to approve a range of functions in the procurement process);
 - procurement processes, with appropriate procedures covering minor simple procurement to high value complex procurement; and
 - a professional approach.
- Requires that Council's tendering, purchasing and contract management activities:
 - support the Council's corporate strategies, aims and objectives including, but not limited to those related to sustainability, protection of the environment, and corporate social responsibility;
 - achieve and demonstrate value for money and quality in the acquisition of goods, services and works by the Council;
 -
 - are conducted, and are seen to be conducted, in an impartial, fair and ethical manner;
 - ensure that risk is identified, assessed and managed at all stages of the procurement process;
 - comply with legislation (including Risk Management, Occupational Health and Safety and Competition and Consumer Legislation), corporate policies or other requirements;

- o seek continued improvement including embracing innovative and technological activities to reduce activity costs;
- o generate and support business in the local community where possible; and
- o ensure staff are adequately trained in procurement practices and procedures as it relates to tendering and control.

1.2 Legislative Provisions

This Procurement Policy is made under Section 186a of the *Local Government Act 1989* (The Act).

The Act is the key legislative framework that regulates the process of local government procurement in Victoria. Section 186a of the Act requires the Council to prepare, approve and comply with a Procurement Policy encompassing the principles, processes and procedures applied to all purchases of goods, services and works by the Council.

As such the Council's procurement activities will be carried out to the professional standards required by best practice and in compliance with the following, including any changes or amendments made thereto:

Legislation

- Sections 186a and 208A of the *Local Government Act 1989*;
- *Local Government (General) Regulations 2004*; and
- Other relevant legislative requirements such as but not limited to the *Trade Practices Act, Competition and Consumer Act 2010*; and *Victorian Charter of Human Rights and Responsibilities Act 2006*.

Standards and Guidelines

- Department of Planning and Community Development (DPCD) *Local Government Procurement Best Practice Guidelines 2013*.

Council Policies

- Council's Councillor and Staff Codes of Conduct;
- Council's policies including Risk Management, Fraud/Prevention Control and Gifts, Benefits and Hospitality.
- Council Instrument of Delegation to CEO.

1.3 Scope and Application

This policy represents the principles, processes and procedures that will be applied to the purchase of all goods, services and works by Council. The scope of this policy commences from when Council has identified a need for procurement requirements. It continues through to the delivery of goods or completion of works or services.

This policy will apply to Councillors, Council staff and all persons undertaking procurement on Council's behalf and they are accountable for complying with all relevant procurement legislative and policy requirements.

1.4 Purpose

The purpose of this Policy is to:

- provide policy and guidance to Council to allow consistency and control over procurement activities;
- demonstrate accountability to rate payers;
- provide guidance on ethical behaviour in public sector purchasing;
- demonstrate the application of elements of best practice in purchasing; and
- increase the probability of obtaining the right outcome when purchasing goods and services.

1.5 Treatment of GST

All monetary values stated in this policy include GST, except where specifically stated otherwise.

Definitions and Abbreviations

Term	Definition
Act	Local Government Act 1989
Commercial in Confidence	Information that, if released, may prejudice the business dealings of a party eg prices, discounts, rebates, profits, methodologies and process information, etc. Disclosure may occur where applicable under the <i>Freedom of Information Act 1982</i> or as required by the Victorian Auditor-General's Office or the Victorian Ombudsman.
Contract	An agreement between two or more authorised persons on behalf of their organisations to perform or not perform a specific act/s that is enforceable in law. A contract may be verbal or written or inferred by conduct.
Contract Management	The process that ensures both parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the business and operational objectives required from the contract and in particular, to provide value for money.
Council Staff	Includes full time and part-time council officers, and temporary employees, contractors and consultants while engaged by the Council.
Delegation	A power handed down by the Council or Chief Executive Officer in an instrument to enable a delegate to act on Council's behalf.
Evaluation Criteria	The criteria used to evaluate the compliance and/or relative ranking of tender responses. All evaluation criteria must be clearly stated in the request documentation.

Expression of Interest (EOI)	A request for Expression of Interest is generally sent to the supplier market, designed to capture commercial information and pricing. Allows Council to assess suitability and evaluate responses against a set of pre-defined requirements. This invitation is not an offer or a contract.
Probity	A Procurement process that conforms to the expected standards of probity is one in which clear procedures that are consistent with the Council's policies and legislation are established, understood and followed from the outset. These procedures need to consider the legitimate interests of suppliers and ensure that all potential suppliers are treated equitably.
Procurement	Procurement is the whole process of acquisition of external goods, services and works. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract.
Purchase Order	A form of contract, which is an official document used to authorise and record the purchase of goods or services by a buyer. It is the prime reference confirming the contractual situation between the buyer and supplier.
Request for Quotation (RFQ)	A written process of inviting offers to supply goods and/or services involving simple documentation, a limited number of potential suppliers and generally of relatively lower values..
Request for Tender (RFT)	A request for offer against a set of clearly defined and specified requirements. Tenderers are advised of all requirements involved, including the conditions of tendering and proposed contract conditions.
Standing Offer Arrangements (SOA)	A contract that sets out rates for goods and services which are available for the term of the agreement. However, no commitment is made under the agreement to purchase a specified value or quantity of goods or services.
Sustainability	Activities that meet the needs of the present without compromising the ability of future generations to meet their needs.
Tender Process	The process of inviting parties to submit a quotation or tender by public advertisement or selective tendering, followed by evaluation of submissions and selection of a successful bidder or tenderer.
Value for Money	Value for Money in Procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including: <ul style="list-style-type: none"> • contribution to the advancement of the Council's priorities; • non-cost factors such as fitness for purpose, quality, service and support; and • cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works.

2 EFFECTIVE LEGISLATIVE AND POLICY COMPLIANCE AND CONTROL

2.1 Ethics and Probity

2.1.1 Requirement

Council's procurement activities shall be performed with integrity and in a manner able to withstand the closest possible scrutiny.

2.1.2 Conduct of Councillors and Council Staff

2.1.2.1 General

Councillors and Council Staff shall at all times conduct themselves in ways that are, and are seen to be, ethical and of the highest integrity and will:

- treat potential and existing suppliers with equality and fairness;
- not seek or receive personal gain;
- maintain confidentiality of Commercial in Confidence such as Tender prices and other sensitive information;
- present the highest standards of professionalism and probity;
- deal with suppliers in an honest and impartial manner that does not allow conflicts of interest;
- report to the Chief Executive Officer or relevant General Manager any attempt by a supplier/prospective supplier (or their agent) to compromise the procurement process or to seek an unfair advantage;
- provide all suppliers and tenderers with the same information and equal opportunity; and
- be able to account for all decisions and provide feedback on them.

Council Staff who are responsible for managing or supervising contracts are prohibited from performing any works under the contract they are supervising.

2.1.2.2 Members of Professional Bodies

Councillors and Council Staff belonging to professional organisations shall, in addition to the obligations detailed in this policy, ensure that they adhere to any code of ethics or professional standards required by that body.

2.1.3 Tender and Quotation Processes

All tender and quotation processes shall be conducted in accordance with the requirements of this policy and any associated procedures, relevant legislation, relevant Australian Standards and the Act.

2.1.4 Conflict of Interest

Councillors, Council staff and independent tender evaluation panel members shall at all times avoid situations in which private interests conflict, or might reasonably be thought to conflict, or have the potential to conflict, with their Council duties.

Councillors, Council staff and independent tender evaluation panel members shall not participate in any action or matter associated with the arrangement of a contract (ie. evaluation, negotiation, recommendation or approval) where that person or any member of their immediate family has a significant interest, or holds a position of influence or power in a business undertaking tendering for the work.

The onus is on the Councillor, the member of Council staff and independent tender evaluation panel members involved being alert to and promptly declaring an actual or potential conflict of interest.

2.1.5 Fair and Honest Dealing

All prospective contractors and suppliers must be afforded an equal opportunity to tender or quote.

Impartiality must be maintained in selecting contractors and suppliers so that no action is taken that could evoke reasonable criticism of the Council or disadvantage a potential supplier.

Confidentiality of information provided by existing and prospective suppliers must be maintained at all times, particularly commercially sensitive material such as, but not limited to prices, discounts, rebates, profit, manufacturing and product information.

2.1.6 Accountability and Transparency

Accountability in procurement means being able to explain and provide evidence on the process followed. The test of accountability is that an independent third party must be able to see clearly that a process has been followed and that the process is fair and reasonable.

Therefore the processes by which all procurement activities are conducted will be in accordance with this Procurement Policy and related Council policies and procedures.

Additionally:

- all Council Staff must be able to account for all procurement decisions made over the life cycle of all goods, services and works purchased by the Council and provide feedback on them; and
- all procurement activities are to provide an audit trail for monitoring and reporting purposes.

2.1.7 Gifts and Hospitality

No Councillor or member of Council staff shall, either directly or indirectly solicit or accept gifts or presents from any member of the public involved, with any matter that is connected with the duties of the officer, or in which the Council is interested.

Councillors and Council Staff must exercise the utmost discretion in accepting hospitality from contractors or their representatives, or from organisations, firms or individuals with whom they have official dealings.

Offers of bribes, commissions or other irregular approaches from organisations or individuals (no matter how flimsy the evidence available), must be promptly brought to the attention of the CEO and relevant General Manager.

All gifts, hospitality that fall within the definition of gift/hospitality as described in Council's Gifts, Benefits and Hospitality Policy are to be declared and recorded.

2.1.8 Disclosure of Information

Commercial in-confidence information received by the Council must not be disclosed and is to be stored in a secure location.

Councillors and Council staff are to protect, by refusing to release or discuss the following:

- information disclosed by organisations in tenders, quotation or during tender negotiations;
- all information that is Commercial in Confidence information; and
- pre-contract information including but not limited to information provided in quotes and tenders or subsequently provided in pre-contract negotiations.

Councillors, Council Staff and independent panel members are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests.

Discussion with potential suppliers during tender evaluations should not go beyond the extent necessary to resolve doubt on what is being offered by that supplier.

At no stage should any discussion be entered into which could have potential contractual implications prior to the Tender approval process being finalised other than authorised pre-contract negotiations.

Disclosure may occur where applicable under the *Freedom of Information Act* 1982 or as required by the Victorian Auditor-General's Office or the Victorian Ombudsman.

2.2 Governance

2.2.1 Structure

Council shall:

- establish a procurement management responsibility structure and delegations ensuring accountability, traceability and auditability of all procurement decisions;
- ensure that the Council's procurement structure:
 - is flexible enough to purchase in a timely manner the diverse range of materials, goods, works and services required by Council;
 - ensures that prospective contractors and suppliers are afforded an equal opportunity to tender/quote;
 - encourages competition; and
 - ensures that policies that impinge on the purchasing policies and practices are communicated and implemented.

2.2.2 Standards

Council's procurement activities shall be carried out to the professional standards required by best practice and in compliance with the:

- The Act;
- The Council's policies, guidelines and procedures;
- The Council's Code of Conduct and the Staff Code of Conduct;
- Local Government Procurement Best Practice Procurement Guidelines 2015;
and
Other relevant legislative requirements.

2.2.3 Methods

Council's standard methods for purchasing goods, services and works shall be by some or all of the following methods:

- petty cash;
- credit card, including fuel card;
- purchase order following a quotation process from suppliers for goods or services that represent best value for money under direct quotation thresholds;
- under contract following a tender or quotation process; or
- using aggregated purchasing arrangements with other Councils, MAV Procurement, Procurement Australia, Victorian Government, or other bodies;

unless other arrangements are authorised by the delegated authority on a needs basis as required by abnormal circumstances such as emergencies.

Council may, at its discretion and based on the complexity and cost of the project, conduct one stage or multi-stage tenders.

Typically a multi-stage tender process will commence with an Expression of Interest (EOI) stage followed by a tender process involving the organisations selected as a consequence of the registration of interest stage.

EOI may be appropriate where:

- the requirement is complex, difficult to define, unknown or unclear;
- limited knowledge of tenderers in the market place;
- the requirement is capable of several technical solutions;
- Council wants to consider ahead of formal tender processes such issues as whether those tendering possess the necessary technical, managerial and financial resources to successfully complete the project;
- Tendering costs are likely to be high and Council seeks to ensure that companies incapable of supplying the requirement do not incur unnecessary expense;

- It is necessary to pre-qualify suppliers and goods to meet defined standards; and
- The requirement is generally known but there is still considerable analysis, evaluation and clarification required (both of the objective and the solution).

2.2.4 Responsible Financial Management

The principle of responsible financial management shall be applied to all procurement activities.

Accordingly, to give effect to this principle: the availability of existing funds within an approved budget, or source of funds, shall be established prior to the commencement of any procurement action for the supply of goods, services or works.

Council staff must not authorise the expenditure of funds in excess of their financial delegations.

Council funds, must be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles set out in this Policy.

POLICY PROVISIONS

3. PROCUREMENT GUIDELINES

3.1 Minimum Spend Competition Thresholds

The value of all contracts for the purposes of compliance with section 186 of the Act includes:

- costs for the full term of the contract, including any options for either party to extend the contract.
- applicable goods and services tax (GST).
- anticipated contingency allowances or variations
- all other known, anticipated and reasonably foreseeable costs.

The thresholds do not apply to services which a Council elects to conduct using employed staff as these are not contracts for goods, services or works and are not subject to section 186 of the Act. The method for the delivery of all services and carrying out of works is reserved to the Council and the public tendering process only applies to those circumstances where external resources are sought and the thresholds are reached.

3.1.1 Tenders

Council's policy is that the value of all tenders estimated to be over the value of \$150,000 must be undertaken by public tender.

However, should the CEO, or their delegate consider that the nature of the requirement and the characteristics of the market are such that the public tender process would lead to a better result for the Council, public tenders may be called for purchase of goods, services and works for which the estimated expenditure is below the threshold.

3.1.2 Quotations

For purchase of goods, services and works having a total valuation of \$150,000 or less procurement by quotation method may be undertaken. in accordance with the thresholds set out in the Procurement, Quotations/Tendering and Purchasing Procedure.

3.2 Public Advertising

The public notice which Council is required to issue under the Act when calling for tenders or expressions of interest for procurement, above the legislated threshold, must be in the prescribed form and contain any prescribed details.

The requirement under the Act to give public notice has two elements. The notice must:

- o give the purpose of the contract
- o invite tenders (or expressions of interest) from persons wishing to undertake the contract.

Public notice is defined as a notice published in a newspaper generally circulating in the municipal district of the Council chosen by the Council for that purpose.

Council must also ensure that any public notice is published on its website.

Contracts for procurement below the legislated threshold may be advertised at Council's discretion with appropriate direction from Council's Procurement, Quotations, Tendering and Purchasing Procedure.

3.3 Delegation of Authority

3.3.1 Requirement

Delegations define the limitations within which Council Staff are permitted to work. Delegation of procurement authority allows specified Council Staff to approve certain purchases, quotation, tender and contractual processes without prior referral to the Council. This enables the Council to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity.

Procurement delegations ensure accountability and provide confidence to Council and the public that purchasing activities are dealt with at the appropriate level.

As such Council has delegated responsibilities as detailed below relating to the expenditure of funds for the purchase of goods, services and works, the acceptance of quotes and tenders and for Contract Management activities.

3.3.2 Delegations

3.3.2.1 Council Staff

Council maintains a documented record of authorised procurement delegations, identifying Council Staff authorised to make such procurement commitments in respect of goods, services and works on behalf of the Council, to include but not necessarily be limited to the following:

- power to authorise and issue order forms for goods and services;
- power to enter into contracts within approved budget; and
- contract term extensions and contract variations.

3.3.2.2 Delegations Reserved for the Council

Commitments and processes which exceed the CEO's delegation and which must be approved by the Council are:

- Tender recommendations and contract approval for all expenditure over \$250,000 in value; and
- Signing and sealing of the subsequent contract documentation.

3.4 Internal Controls

Council will establish, document and maintain a framework of internal controls over procurement processes in order to ensure:

- a framework for supplier engagement is in place;
- more than one person is involved in, and responsible for, each transaction;
- transparency in the procurement process;
- a clearly documented audit trail exists for procurement functions;
- appropriate authorisations are obtained and documented;
- systems are in place for appropriate monitoring and performance measurement;

All persons engaged in procurement processes must diligently apply all internal controls.

3.5 Commercial Information

Procurement activities will be carried out in a way that supports Council staff in meeting their obligations to ensure information of a commercially sensitive or confidential nature is obtained, stored, processed, published (where applicable) in an appropriate manner in accordance with the relevant Council guidelines.

3.6 Risk Management

3.6.1 General

Risk Management is to be appropriately applied at all stages of procurement activities which will be properly planned and carried out in a manner that will protect and enhance Council's capability to prevent, withstand and recover from interruption to the supply of goods, services and works.

Risk Management will be carried out in accordance with the stated requirements in the Risk Management Policy and the Guidelines for Occupational Health and Safety Management of Contractors and any Federal or State regulatory requirements.

3.6.2 Supply by Contract

The provision of goods, services and works by contract potentially exposes the Council to risk.

Council will minimise its risk exposure by measures such as:

- standardising contracts to include current, relevant clauses;
- requiring security deposits where appropriate;
- referring specifications to relevant experts;
- requiring contractual agreement before allowing the commencement of work;
- use of or reference to relevant Australian Standards (or equivalent);
- effectively managing the contract including monitoring and enforcing performance;
- undertaking relevant financial checks of companies to ensure they are viable to undertake the contract;
- developing a Probity Plan for tenders in excess of \$3 million or where a proposed contract is particularly complex, a high risk or controversial and requiring a high level of public confidence; and
- obtaining copies of certificates of currency for relevant insurances.

3.6.3 Probity Plan

A Probity Plan should cover the following matters:

- identification of the contract;
- objectives of the probity processes;
- statement on the proposed application of probity principles;
- roles and responsibilities of each participant in the evaluation process and probity auditing;
- specification of what probity auditing will occur;
- probity tasks, documents and timelines;
- measures for ensuring confidentiality and security;
- communication protocol with bidders (to ensure that no one bid obtains an unfair advantage over others); and
- record keeping requirements.

3.7 Contract Terms

All contractual relationships must be documented in writing based on standard terms and conditions.

Where this is not possible, approval must be obtained from the appropriate member of Council Staff as per Council delegations. A request for such an approval should be supported with procurement and legal advice as relevant.

To protect the best interests of the Council, terms and conditions must be settled in advance of any commitment being made with a supplier. Any exceptions to doing this expose the Council to risk and thus must be authorised by the appropriate member of Council staff listed in the Council delegations.

3.8 Endorsement

Council Staff must not endorse any products or services. Individual requests received for endorsement must be referred to the CEO or relevant General Manager.

3.9 Dispute Resolution

All Council contracts shall incorporate dispute management and alternative dispute resolution provisions to minimise the chance of disputes getting out of hand and leading to legal action.

3.10 Contract Management

The purpose of contract management is to ensure that the Council, and where applicable its clients, receive the goods, services or works provided to the required standards of quality and quantity as intended by the contract by:

- establishing a system monitoring and achieving the responsibilities and obligations of both parties under the contract;
- providing a means for the early recognition of issues and performance problems and the identification of solutions; and
- adhering to Council's Risk Management Framework and adhering to relevant Occupational Health and Safety Contractor Compliance Procedures.

All Council contracts are to include contract management requirements. Furthermore, contracts are to be proactively managed by the member of Council staff responsible for the delivery of the contracted goods, services or works to ensure Council receives Value for Money.

3.11 e-Tendering

e-Tendering is integral to the overall development of procurement processes and involves the use of an electronic system/s to acquire goods services and works.

By utilising e-tendering the Council aims to:

- reduce transaction costs
- achieve greater leverage
- make processes more efficient;

- improve management information and visibility of spend;
- increasing control and consistency of processes, and
- improve spend compliance.

3.12 Charter of Human Rights

Council will ensure that all of its procurement operations are fully consistent with prescribed rights and responsibilities and that they respect the 20 fundamental rights within the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

4. DEMONSTRATE SUSTAINED VALUE

4.1 Integration with Council Strategy

Council's procurement strategy shall support Council's corporate strategy, aims and objectives as outlined in the Council Plan 2013-2017 relating to the four key themes or pillars of:

- Good Governance
- A Planned Future
- A Place to Live and Grow
- A Healthy Community and Environment

4.2 Best Practice Principles

The fundamental best practice principles that should be applied to every procurement, irrespective of the value and complexity of that procurement are:

- value for money
- open and fair competition
- accountability
- risk management
- probity and transparency

4.2.1 Value for Money

Obtaining value for money does not mean Council is obliged to accept the lowest price. Section 186(4) of the Act specifically provides Council does not have to accept the lowest tender.

The concept of 'value for money' involves taking into account both costs and non-cost factors including;

- advancing the Council's priorities
- fitness for purpose
- quality
- service and support
- whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of goods, services or works.

4.2.2 Approach

This will be facilitated by:

- developing, implementing and managing procurement strategies that support the co-ordination and streamlining of activities throughout;
- effective use of competition;
- using aggregated contracts and panel contract arrangements where appropriate;
- identifying and rectifying inefficiencies in procurement processes;
- developing a cost efficient tender process including appropriate use of e-solutions;
- Council staff responsible for providing procurement services or assistance within the Council providing competent advice in terms of available products and agreements; and
- working with suppliers to create relationships that are professional and productive, and are appropriate to the value and importance of the goods, services and works being acquired.

4.2.3 Role of Specifications

Specifications used in quotations, tenders and contracts are to support and contribute to the Council's Value for Money objectives through being written in a manner that:

- ensures impartiality and objectivity as reasonably practicable;
- clearly defines the Council's requirements;
- encourages the use of standard products;
- encourages sustainability; and
- eliminates unnecessarily stringent requirements.

4.3 Sustainability

4.3.1 General

Council is committed to achieving sustainability and ensuring it monitors and reports on Council activities and programs that have an impact on, or contribute to the environment including but not limited to the following:

- waste management;
- recycling;
- energy management;
- emission management;
- carbon footprint;
- water conservation;

- green building design; and
- procurement.

4.3.2 Sustainable Procurement

Council is committed to adopting a Green Procurement approach by supporting the principles of sustainable Procurement within the context of purchasing on a Value for Money basis.

Value for Money purchasing decisions made by the Council are made on the basis of cost and non-cost factors including contribution to the Council's sustainability objectives.

Council prefers to purchase environmentally preferred products whenever they achieve the same function and value for money outcomes.

Council will therefore consider the following environmental sustainability criteria:

- Reduce, Reuse, and Recycle:

The Council is committed to reduce resources, consumption and minimise waste during the procurement life cycle including:

- Encouraging and preferring Eco-friendly products which are more power efficient;
- Selecting energy, fuel and water efficient products (ideally Energy and Water Star Rating of 4 and above);
- Preferring to purchase from a source which is less polluting or uses clean technology; and
- Always considering the provision of re-use and recycling as part of the project planning process, including the consideration of whole-life costs and disposal considerations.

- Buy Recycled:

Council is committed to buy recycled/part recycled products to optimise consumption and stimulate demand for recycled products, promoting the collection and reprocessing of waste and working towards zero discharge to the landfill.

- Green the Supply Chain:

Council shall encourage suppliers to adopt good environmental practices and will promote green procurement throughout its supply chain and ensure selection which has minimum environmental impact.

4.4 Diversity

Promoting equality through procurement can improve competition, value for money, the quality of public services, satisfaction among users, and community relations.

Diversity should be a consideration in every procurement project and reflect corporate commitment to diversity and equal opportunities wherever possible.

4.5 Support of Local Business

4.5.1 Support of Local Business

Council is committed to supporting local businesses in procuring works, goods and services where such purchases may be justified on Value for Money grounds.

Wherever practicable Council will fully examine the benefits available through purchasing works, goods or services from suppliers/contractors that offer an economic contribution to the Colac Otway Shire.

In all contracts where there are more than 3 selection criteria a 5% weighting shall be included. The weighting shall be given to suppliers who demonstrate how they intend to support local suppliers, contractors and services.

(See 4.5.2 for Light Fleet Vehicle Purchases.)

Local is defined as within the Colac Otway Shire.

Council will also seek from prospective suppliers/contractors where applicable what economic contribution they will make to the Colac Otway Shire.

Such examples may include:

- (1) Engaging and contracting with local suppliers.
- (2) Engaging local sub contractors.
- (3) Suppliers/contractors participation in any apprenticeship schemes or employment of apprentices.
- (4) Contributing to the financial, social and environmental well being of the Shire.
- (5) Enable the business expansion, growth and servicing of local business and contractors.
- (6) Existing local business.

4.5.2 Light Fleet Vehicle Purchases

All Council light vehicles purchased shall be subject to a competitive process managed by the Fleet Manager. This will involve obtaining competitive prices in writing in accordance with the Councils Procurement Policy. Prices shall be obtained from suppliers based on all suppliers quoting on specific vehicle details as advised in writing by Council.

When evaluating tenders a \$500 price allowance shall be applied to local suppliers in the municipality.

5. APPLY A CONSISTENT AND STANDARD APPROACH

5.1 Standard Processes

Council will provide effective commercial arrangements covering standard products and standard service provisions across the Council to enable employees to source requirements in an efficient manner.

This will be achieved via a combination of the following areas:

- pricing where relevant;
- processes, procedures and techniques;
- tools and business systems (e.g. implementing the e-tendering, e-evaluation, e-catalogue, or e-sourcing arrangements);
- reporting requirements; and
- application of standard contract terms and conditions.

5.2 Management Information

5.2.1 Performance Measures and Continuous Improvement

Appropriate performance measures are to be established and reporting systems will be used to monitor performance and compliance with procurement policies, procedures and controls.

5.2.2 Audits of Organisational Purchasing

An internal audit will be undertaken at least twice a year of organisational purchasing. Reports will include information:

- all purchasing for the period by supplier
- dollar value by supplier
- all approved procedural exemptions; and
- suppliers/areas for further review

5.2.3 Record Keeping

Council will ensure that a thorough and sound record keeping/archiving process is undertaken for each contract for a number of reasons, including to:

- substantiate the practices adopted during the procurement
- support any post-contract matters or disputes
- demonstrate OHS compliance and address any subsequent claims.

The structure and extent of records kept will depend on the value and complexity of the procurement. Procurement records, including contract management records will be integrated with Council's recording management system - whether hardcopy or electronic.

Records will be kept in accordance with the *Public Records Act 1973* Public Record Standard PROS 09/05 (Retention and Disposal Authority for Records of Local Government Functions).

6. BUILD AND MAINTAIN SUPPLY RELATIONSHIPS

Council recognises that in order to achieve sustainable value, appropriate relationships must be developed and maintained with suppliers.

6.1 Developing and Managing Suppliers

Council recognises the importance of effective and open working relationships with its suppliers, and is committed to the following:

- managing existing suppliers, via the appropriate development programmes and performance measurements to ensure the benefits are delivered;
- maintaining approved supplier lists; and
- developing new suppliers and improving the capability of existing suppliers where appropriate.

6.2 Supply Market Development

A wide range of suppliers will be encouraged to compete for Council work.

6.3 Relationship Management

Council is committed to developing constructive long-term relationships with suppliers. It is important that the Council identifies its key suppliers so that its efforts are focused to best effect.

Such areas may include:

- size of spend across the Council;
- criticality of goods / services supplier, to the delivery of the Council's services;
- availability of substitutes; and
- market share and strategic share of suppliers.

6.4 Communication

External communication is very important in ensuring a healthy interest from potential suppliers and partners to the Council. Council will aim to ensure that the following information is available.

- information about Council and how to become an approved supplier;
- a list of existing and forthcoming Tender opportunities;
- guidelines for doing business with Council; and
- standard documentation used in the procurement process

7. CONTINUAL IMPROVEMENT

Council is committed to continuous improvement and will review the procurement policy on an annual basis, to ensure that it continues to meet its wider strategic objectives.

8. REFERENCES

- Colac Otway Shire Operational Procedure – "Quotations/Tendering and Purchasing Procedure"
- Confidential Information Policy
- Council Plan 2013- 2017
- Councillor Code of Conduct
- Fraud Prevention Policy
- Gifts, Benefits and Hospitality Policy
- *Local Government Act 1989*
- Occupational Health and Safety Policy
- *Public Records Act 1973*
- Risk Management Policy
- Staff Code of Conduct;
- Tender Evaluation Panel Policy

ADOPTED/AMENDMENT OF POLICY

Policy Review Date	Reason for Amendment
23 June 2010	Adopted by Council
28 September 2011	Review
22 May 2013	Review
28 May 2014	Review
22 July 2015	Review

COUNCIL POLICY

Council Policy Title:	Procurement
Council Policy No:	3.2
Responsible Department:	Corporate Services
Date of adoption/review:	

TABLE OF CONTENTS

1. INTRODUCTION.....	3
1.1. Purpose.....	3
1.2. Scope.....	3
1.3. Definitions.....	3
1.4. Treatment of GST.....	5
1.5. References.....	5
2. POLICY PRINCIPLES.....	6
2.1. Guiding Principles.....	6
2.1.1. Ethics.....	6
2.1.1.1. Conflicts of Interest.....	6
2.1.1.2. Gifts and Hospitality.....	7
2.1.2. Value for Money.....	7
2.1.3. Competition.....	7
2.1.4. Fairness to Suppliers.....	7
2.1.5. Accountability.....	7
2.1.6. Risk Management.....	7
2.1.7. Transparency.....	8
2.1.8. Sustainable Procurement.....	8
2.1.8.1. Social Procurement.....	8
2.1.8.2. Environmental Sustainability.....	8
2.1.8.3. Local Business Support.....	9
2.1.9. Confidentiality.....	9
3. POLICY PROVISIONS.....	10
3.1. Standards.....	10
3.2. Internal Controls.....	10
3.3. Responsible Financial Management.....	10
3.4. e-Procurement.....	11
4. PROCUREMENT METHODS AND PROCESSES.....	11
4.1. Procurement Methods.....	11
4.1.1. Emergencies.....	11
4.1.2. Ministerial Exemption.....	11
4.2. Procurement Processes Overview.....	11
4.2.1. Category Management.....	12

4.2.2.	Negotiation.....	12
4.2.3.	Contract Management.....	12
4.2.4.	Supplier Engagement and Management.....	12
4.2.5.	Probity Management.....	12
5.	PROCUREMENT THRESHOLDS.....	12
5.1.	Minimum Spend Competition Thresholds.....	12
6.	DELEGATIONS OF AUTHORITY.....	14
6.1.	Requirement.....	14
6.2.	Council Staff.....	14
6.3.	Delegations reserved for Council.....	14
7.	POLICY GOVERNANCE.....	14
7.1.	Owner.....	14
7.2.	Review.....	14
7.3.	Compliance Responsibility.....	14
7.4.	Performance Measures and Continuous Improvement.....	14
7.5.	Charter of Human Rights Compliance.....	15

DRAFT

1. INTRODUCTION

1.1. Purpose

Colac Otway Shire Council's procurement framework, which covers contracting, purchasing and contract management activities, is designed to support the achievement of Council's strategic aims and objectives as outlined in the Council Plan 2013 - 2017.

This policy establishes the procurement framework by providing guidance, governance and clarity on the principles, practices and processes to be applied to all of Council's procurement activities.

1.2. Scope

This Procurement Policy is made under Section 186A of the Local Government Act 1989. The Act is the key legislative framework that regulates the process of all local government procurement in Victoria. Section 186A of the Act requires the Council to prepare, approve and comply with a Procurement policy encompassing the principles, processes and procedures applied to all purchases of goods, services and works by the Council.

This policy applies to all contracting and procurement activities at Council and is binding upon Councillors and Council Staff.

The Act, the Procurement Policy and associated procedures of Council are the primary reference points for how all procurement should be performed.

1.3. Definitions

The following definitions apply to terminology used throughout this Policy.

Term	Definition
Act	Local Government Act 1989 (as amended).
Best and Final Offer (BAFO)	A process that is utilised during a tender process which allows Council to invite shortlisted tenderers to submit their best and last technical and priced offer on the basis of the tender requirements. This process is designed to further assist in the demonstration of achieving the value for money principles.
Category Management	The strategic, proactive and organisational approach to the end to end procurement of specific categories of organisational spend.
Commercial in Confidence	Information that, if released, would be reasonably likely to prejudice the business dealings of the party (e.g. discounts, rebates, profits, methodologies and process information). It is information provided for a specific purpose that is not to be used for any other purpose than set out in the initial document.
Contract Management	The process that ensures both parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the business and operational objectives required from the contract and in particular, to provide value for money.
Council Staff	Includes full time and part-time Council officers, and temporary employees, contractors and consultants while engaged by the Council.
Conflict of Interest	Refer to section 77A of the Act.
Delegation	A power handed down by the Council or Chief Executive Officer in an instrument to enable a delegate to act on

	Council's behalf.
Emergency	Sudden or unexpected occurrence requiring immediate action.
Environmental Sustainability	Ensuring immediate organisational needs are met whilst taking into account the needs of future generations.
e-Procurement	The use of electronic systems to acquire goods, services and works.
Ethics	The moral principles or values that guide practitioners in all aspects of procurement.
Expression of Interest (EOI)	An invitation for persons to submit an EOI for the provision of the goods, services and works which generally set out in the overview of requirements contained in the document. This invitation is not an offer or a contract.
MAV LEAP Program	A procurement continuous improvement program designed to assist organisations, regions and sectors to: <ul style="list-style-type: none"> ▪ Achieve and demonstrate sustainable savings and value for money; ▪ Support local and regional economic development and other triple bottom line objectives; ▪ Identify and pursue shared services opportunities; ▪ Improve probity management and compliance; and ▪ Improve organisational and sector capability.
Negotiation	The bargaining process between two or more parties. Each party has its own viewpoints and objectives, but seeks to reach an overall satisfactory arrangement.
Probity	Probity is uprightness, honesty, proper and ethical conduct and propriety in dealings. Within Government, the word "probity" is often used in a general sense to mean "good process." A procurement process that conforms to the expected standards of probity is one in which clear procedures that are consistent with the Council's policies and legislation are established, understood and followed from the outset. These procedures need to consider the legitimate interests of suppliers and ensure that all potential suppliers are treated equitably.
Probity Advisor	Commonly an observer in dealings with tenderers and the evaluation panel at presentations and interviews. The probity advisors would be available to answer questions and provide advice to the evaluation team.
Probity Auditor	Primarily reviews all processes and documentation throughout the procurement process and provides a report on their findings at the conclusion of the process.
Probity Plan	A document developed to ensure the key aspects of Probity in relation to the relevant procurement process are captured for evidentiary purposes.
Procurement	Procurement is the whole process of acquisition of external goods, services and works. This process spans the whole life cycle from initial concept through to the end of the useful life of an asset (including disposal) or the end of a service contract.
Purchase Order	The official Council order issued to enable payment through the Council's Financial System.
Purchasing Card	Refers to Council's Corporate Credit Card.
Request for Information (RFI)	Formal request for information to gain a more detailed understanding of the supplier market and the range of solutions and technologies that may be available. It may be used to develop documentation for a future tender.
Request for Quotation	The process of inviting parties to submit a quotation followed by evaluation of submissions and selection of a successful bidder or tenderer.
Social Procurement	Social Procurement uses procurement processes and

	purchasing power to generate positive social outcomes in addition to the delivery of efficient goods, services and works.
Standing Offer Arrangements (SOA)	A contract that sets out rates for goods and services which are available for the term of the agreement. However, no commitment is made under the agreement to purchase a specified value or quantity of goods or services.
Supplier	The organisation named in the contract as the party responsible for the performance of the contractual obligations.
Sustainability	Activities that meet the needs for goods, works and services in a way that achieves value for money on a whole of life basis in terms of generating benefits not only to Council, but also to society and the economy, while minimising damage to the environment.
Tender Process	The process of inviting parties to submit a tender by public advertisement, followed by evaluation of submissions and selection of a successful bidder or tenderer.
Thresholds	The value above which a procurement, unless exempt, is subject to the mandatory procurement processes.
Value for Money	Value for Money in procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including contribution to the advancement of the business priorities, non-cost factors such as fitness for purpose, quality, service and support and cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works.

1.4. Treatment of GST

All monetary values stated in this policy include GST except, where specifically stated otherwise.

1.5. References

Council's procurement activities shall be carried out in compliance with the following Council policies and procedures and associated legislation:

- Local Government Act 1989
- Occupational Health & Safety Act 2004
- Public Records Act 1973
- Independent Broad-based Anti-corruption Commission (IBAC) Act 2011
- Competition and Consumer Act 2010
- Victorian Charter of Human Rights and Responsibilities Act 2006
- Victorian Local Government Best Practice Procurement Guideline 2013
- Quotations, Tendering and Purchasing Procedure 2013
- Tender Evaluation Panel Policy
- Council's Councillor and Staff Codes of Conduct
- Council's Policies including Risk Management, Fraud Prevention, Occupational Health and Safety, Confidential Information, Environmental Sustainability and Gifts, Benefits and Hospitality
- Council Plan 2013 – 2017
- Instrument of Delegation

Council acknowledges the MAV for the provision of the Model Procurement Policy and the Victorian Local Government Best Practice Procurement Guideline 2013 in the development of this policy.

2. POLICY PRINCIPLES

2.1. Guiding Principles

The following nine core guiding principles for procurement underpin all procurement activities undertaken by Council:



2.1.1. Ethics

Council acknowledges the importance of ethics in procurement and is committed to ensuring ethical practices are promoted and maintained across all Council procurement activities.

Councillors and Council Staff shall at all times conduct themselves in ways that are, and are seen to be, ethical and of the highest integrity and will:

- treat potential and existing suppliers with equality and fairness;
- not seek or receive personal gain;
- maintain confidentiality of Commercial in Confidence information such as contract prices and other sensitive information;
- present the highest standards of professionalism and probity;
- deal with suppliers in an honest and impartial manner that does not allow conflicts of interest;
- provide all suppliers and tenderers with the same information and equal opportunity; and
- be able to account for all decisions and provide feedback on them.

2.1.1.1. Conflicts of Interest

Councillors and Council Staff shall at all times avoid situations in which private interests conflict, or might reasonably be thought to conflict, or have the potential to conflict, with their Council duties.

Councillors and Council Staff involved in the procurement process, in particular preparing tender documentation, including writing tender specifications, tender opening, and tender evaluation panels, must:

- **Avoid** conflicts, whether actual, potential or perceived, arising between their official duties and their private interests. Private interests include the

financial and other interests of Councillors and Council Staff, plus their relatives and close associates;

- **Declare** that there is no conflict of interest. Where future conflicts, or relevant private interests arise Council Staff must make their manager, or the chairperson of the relevant tender evaluation panel aware and allow them to decide whether the officer should continue to be involved in the specific Procurement exercise; and
- **Observe** prevailing Council, and governmental, guidelines on how to prevent or deal with conflict of interest situations and not take advantage of any tender related information whether or not for personal gain.

2.1.1.2. Gifts and Hospitality

Councillors and Council Staff shall at all times ensure compliance with Council's Gifts, Benefits and Hospitality Policy including declaring and recording all gifts, hospitality that fall within the definition of gift/hospitality as described in the Policy.

2.1.2. Value for Money

Achieving best value for money shall be the basis of all procurement decisions within Council.

Council Staff are not required to accept the lowest tender. Instead, Council Staff are required to take into account issues of quality, cost, the accessibility of the service, contribution to the local economy and other relevant factors when assessing best value for money as part of their procurement activities.

2.1.3. Competition

Council's procurement processes have been designed to ensure the principle of competition is adequately addressed.

Council Staff shall ensure that a competitive marketplace is promoted by using the correct process for the particular procurement activity and ensuring that prospective suppliers are given an equal opportunity to participate in the process.

2.1.4. Fairness to Suppliers

Council acknowledges the importance of ensuring its procurement processes and practices promote positive supplier engagement.

Council Staff shall ensure that all prospective suppliers are treated fairly in an open and transparent manner and have access to the same information.

2.1.5. Accountability

Council will maintain consistency in the approach to procurement across the whole organisation through coherent frameworks, policies and procedures. All procurement decisions and actions shall be accountable, defensible and withstand scrutiny.

Council Staff shall be able to account for all procurement decisions made over the whole-of-life of all goods, services and works purchased with supporting, auditable, documentation.

2.1.6. Risk Management

Council has a responsibility for ensuring that risk is adequately addressed in its procurement framework and processes and in line with Council's Risk Management Policy.

Council Staff shall appropriately apply risk management at all stages of their procurement activities which will be properly planned and carried out in a manner that will protect and enhance the Councils capability to prevent, withstand and recover from interruption to the supply of goods, services and works. This risk management approach applies to Councils Occupational Health & Safety obligations and documented commitments.

2.1.7. Transparency

Council shall conduct its procurement processes in a fair, honest and open manner, with the highest levels of integrity and in the public interest.

Council Staff shall maintain key records of all procurement processes to be able to demonstrate transparency in their procurement decision making processes.

2.1.8. Sustainable Procurement

Council recognises it has an implicit role in furthering sustainability objectives, through its procurement of goods, services and works.

Council will maintain a procurement framework designed to support the achievement of value for money outcomes and facilitate opportunities to further organisational environmental, social and economic development objectives.

2.1.8.1. Social Procurement

Where applicable, Council Staff will be supported to use Councils procurement processes and purchasing power to generate positive social and economic outcomes for our community.

Council is committed to actively participate in the G21 Regional Opportunities for Work (GROW) Program and embed its principles into its procurement processes, and practices.

The GROW Program is a regional collective impact initiative which aims to address disadvantage in the region, including a targeted approach to Colac, by generating jobs growth through procurement and investment.

2.1.8.2. Environmental Sustainability

Where applicable, Council Staff shall consider the following environmental principles as part of their procurement activity:

- REFUSE – Choose not to purchase a product/service.
- REDUCE – Choose to purchase less of a given product/service.
- REUSE – Purchase a product of extended life or of multiple uses.
- RECYCLE – Purchase a product that contains amounts of non-virgin materials.
- REPLACE – Choose to replace or offset the resources purchased in a product.

2.1.8.3. Local Business Support

2.1.8.3.1. Local Business Support

Council is committed to buying from local businesses where such purchases may be justified on Value for Money grounds, while remaining compliant with the Competition and Consumer Act 2010 and other fair trading legislation requirements.

Council has established a targeted local business support program designed to increase the participation and facilitate the growth of local businesses through its procurement activities. Council will monitor and review this program on a regular basis to ensure the program is achieving its stated aim of increasing Councils economic contribution to the Colac Otway Shire municipality.

With the exception of contracts that are the subject of a public tender, in every instance where it is reasonable to do so Council officers shall seek at least one quote from a local business.

For contracts that are assessed against weighted evaluation criteria (including all public tenders and purchases with a value of \$50,000 or greater) a 5% weighting for economic contribution to Colac Otway Shire shall be applied. Tenderers shall be scored for economic contribution to Colac Otway Shire by using the following table:

Economic Contribution to Colac Otway Shire (5%)		Points (Total 100)
Business Locale	Registered Main Office within COS	50 pts
	Registered Main Office outside COS	0 pts
Local Goods/Services	Assessed based on what Goods, Services, Works are procured locally (ie, within Colac Otway Shire) and what value percentage of the contract they represent	Up to 50 pts

In instances where a tenderer obtains the highest score in an evaluation assessment due to its economic contribution to Colac Otway Shire, it may only be awarded the contract if its tender price is within 2% of the next highest scoring tender up to a maximum \$50,000 differential.

Council shall ensure tenderers accurately represent their economic contribution to Colac Otway Shire by auditing contracts with a value greater than \$250,000.

2.1.8.3.2. Light Fleet Vehicle Purchases

All Council light vehicles purchased shall be subject to a competitive process managed by the Fleet Manager.

When evaluating quotes a \$500 price allowance shall be applied to local suppliers in the municipality.

2.1.9. Confidentiality

Councillors and Council Staff are required to adhere to the Confidential Information Policy.

Commercial in-confidence information received by Council shall not be disclosed and shall be stored in a secure location.

Councillors and Council Staff shall not release or discuss the following:

- information disclosed by organisations in tenders, quotations or during tender negotiations;
- all information that is Commercial in Confidence; and
- pre-contract information including but not limited to information provided in quotes and tenders or subsequently provided in pre-contract negotiations.

Tenderers are however advised that a report on a tender process may be presented at an open meeting of Council, and some information arising from the tender will be publicly available.

3. POLICY PROVISIONS

3.1. Standards

Council procurement activities shall be carried out to the professional standards required by best practice and in compliance with:

- The Act (where applicable),
- Colac Otway Shire Council policies,
- Colac Otway Shire Council procurement procedures,
- Victorian Local Government Best Practice Procurement Guidelines 2013, and
- Other relevant legislative requirements such as but not limited to the Competition and Consumer Act, Trade Practices Act, Goods Act and the Environmental Protection Act.

3.2. Internal Controls

Council has installed and will maintain a framework of internal controls over procurement processes that will ensure:

- more than one person is involved in and responsible for a transaction end to end;
- transparency in the procurement process;
- a clearly documented audit trail exists for procurement activities;
- appropriate authorisations are obtained and documented; and
- systems are in place for appropriate monitoring and performance measurement including a regular internally auditing program targeted at key procurement processes.

3.3. Responsible Financial Management

The principle of responsible financial management shall be applied to all Council procurement activities.

Council Staff shall not authorise the expenditure of funds in excess of their financial delegations.

Council funds must be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles set out in this Policy.

3.4. e-Procurement

e-Procurement is integral to the overall development of procurement processes and practices.

By utilising e-procurement Council aims to:

- reduce transaction costs;
- achieve greater leverage;
- make processes more efficient;
- improve management information and visibility of spend;
- increasing control and consistency of processes; and
- improve spend compliance.

4. PROCUREMENT METHODS AND PROCESSES

4.1. Procurement Methods

Council's standard methods for purchasing goods, services and works shall be by some or all of the following methods:

- purchasing card, including credit and fuel cards;
- petty cash;
- purchase order following a Request for Quotation process;
- under contract following a Request for Quotation or Tender process;
- using aggregated purchasing arrangements with other Councils, MAV Procurement, Procurement Australia, Victorian Government, or other bodies; and
- other arrangements authorised by the Council or the CEO on a needs basis as required by abnormal circumstances such as emergencies.

Council may, at their discretion and based on the complexity and cost of the project, conduct one stage or multi-stage tenders.

Typically a multi-stage tender process may commence with a RFI / EOI stage followed by a tender process.

4.1.1. Emergencies

Council will enter into a contract, the value of which reaches the threshold amounts, for the provision of goods, services or works without first putting that contract to public tender, if it is resolved that the contract must be entered into because of an emergency.

4.1.2. Ministerial Exemption

The Minister for Local Government may exercise his or her discretionary power to approve an arrangement for the purposes of the Act, a contract that Council wishes to enter into without first exposing that contract to public tender. Ministerial exemptions will only be sought in exceptional circumstances.

4.2. Procurement Processes Overview

Council's procurement processes are based on the principles listed above.

Further details of the procurement processes undertaken by Council are contained in Council's procurement procedures. Together with this policy, the procurement procedures provide the complete procurement framework applicable to all Council's procurement activities.

All procurement processes shall be conducted in accordance with the requirements of this policy and any associated procedures, relevant legislation, relevant Australian Standards and the Act.

4.2.1. Category Management

Where applicable, Council will establish a Category Management approach to key categories of spend, bringing together expertise from across Council to identify and embed the most appropriate and effective category strategy in order to deliver on Council's objectives through contract arrangements.

4.2.2. Negotiation

In line with the Local Government Best Practice Procurement Guidelines 2013, Council reserves the right to conduct negotiations in its tender documentation in order to better meet / achieve its value for money objectives. This negotiation process may include undertaking a Best and Final Offer (BAFO) process.

4.2.3. Contract Management

Council shall establish an appropriate contract management framework to govern and guide its contract management activities.

Council will proactively manage key contracts with a nominated Council Staff member responsible for the delivery of the contracted goods, services or works to ensure the Council is best placed to achieve its contract objectives.

4.2.4. Supplier Engagement and Management

Council recognises that in order to achieve sustainable value, appropriate relationships must be developed and maintained with suppliers.

Council is committed to:

- managing existing suppliers, to ensure the benefits are delivered;
- developing new suppliers and improving the capability of existing suppliers where appropriate; and
- communicating to potential suppliers via its website.

4.2.5. Probity Management

Council will consider the appointment of a probity advisor or probity auditor for tender requests based on the nature and complexity of the proposed procurement.

For tenders in excess of \$3M, or where a proposed contract is deemed particularly complex, high risk or controversial and requiring a high level of public confidence, a Probity Plan will be developed.

5. PROCUREMENT THRESHOLDS

5.1. Minimum Spend Competition Thresholds

Any Council procurement under the threshold must comply with the Council's own policy and procedures.

The following table summarises Council's thresholds:

Procurement Value (AU\$, excl. GST)	Procurement Process	Payment Method	Agreement Type	Documentation Requirements
<\$10,000	Seek a minimum of 1 Oral Quote	Petty Cash (\$50 limit) Purchase Card Purchase Order Payment w/out PO	Purchase Order Conditions	Record Quote/'s
\$10,000 - \$50,000	Seek a minimum of 3 Written Quotes	Purchase Order	Purchase Order Conditions or Contract for Quotes	Record Quotes & Delegate Approval for Quotes
\$50,000-\$135,000 (Goods/Services) \$50,000-\$180,000 (Works)	Seek a minimum of 3 Written Quotes or Tender Process			Contract for Tender
>\$135,000 (Goods/Services) >\$180,000 (Works)	Tender Process		Contract	Evaluation Report

Notes:

- Financial values are for the total estimated cost for the procurement.
- Requirements cannot be split to circumvent the above thresholds.
- Council Officers must follow the requirements set out in the table above.

The tender thresholds shall apply for two financial accounting periods.

However, should Council consider that the nature of the requirement and the characteristics of the market are such that the public tender process would lead to a better result for Council, in consultation with senior management public tenders may be called for purchase of goods, services and works for which the estimated expenditure is below these thresholds.

Council Staff may undertake purchasing arrangements under the tendering limits outside this procedure at the discretion of the relevant General Manager, if the following special circumstances apply:

- The goods, service or works are of an urgent nature;
- Only a limited number of Suppliers could perform or supply the goods, service or works due to the level of specialist expertise required;
- The works, goods or service are an extension of previously approved goods, service or works and the appropriate variation has been processed;
- The works, goods or service are required as part of a grant, funding agreement, lease or similar arrangement specifically stating how the goods, service or works are to be provided or undertaken;
- Where no quotes or tenders were submitted or no quotes or tenders were submitted that conform to the essential requirements of the specification document – in this instance direct contact with the supplier of choice may be appropriate;
- When there is an unforeseen need to alter the scope of the project in a minor way and the cost of obtaining further quotations or retendering will outweigh the potential benefits;

Date Adopted:

13 | Page

- Where there is a clearly defined and significant social or environmental benefit;
- When there are exceptionally advantageous time-limited conditions for Council including unusual disposals by suppliers, unsolicited innovative proposals, liquidation, bankruptcy or receivership all of which that are not routine purchases from regular suppliers; or
- Where the acquisition is of a cultural or artistic nature i.e. a live show or art piece.

6. DELEGATIONS OF AUTHORITY

6.1. Requirement

Delegations define the limitations within which Council Staff are permitted to work. Delegation of procurement authority allows specified Council Staff to approve certain purchases, quotation, tender and contractual processes without prior referral to the Council. This enables the Council to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity.

6.2. Council Staff

Council shall maintain a documented scheme of procurement delegations, identifying the Council Staff authorised to make such procurement commitments in respect of goods, services and works on behalf of the Council and their respective delegations contained in the procurement procedures.

6.3. Delegations reserved for Council

Tender recommendations where the expenditure is over the Chief Executive Officer's delegation of \$400,000 must be approved by Council.

7. POLICY GOVERNANCE

7.1. Owner

Manager Governance & Customer Service.

7.2. Review

Council endeavours to continually improve its procurement performance such that all relevant policies, guidance and training are continually reviewed and updated. The policy and associated procedures will be review annually in accordance with Council's requirements under the Act.

7.3. Compliance Responsibility

All Council Staff have the responsibility to comply with the provisions of this policy.

7.4. Performance Measures and Continuous Improvement

Council shall establish appropriate performance measures and reporting systems which will be used to monitor performance and compliance with procurement policies, procedures and controls.

Procurement procedures, practices and costs will be benchmarked externally. Internal service standards will be agreed within the Council and performance

against these targets will be measured and reviewed regularly to support continuous improvement.

The performance measurements developed will be used to:

- Highlight trend and exceptions where necessary to enhance performance.
- Improve the internal efficiency of the procurement process and where relevant the performance of suppliers

As part of Council's commitment to continuous improvement in procurement, Council will participating in and deliver on its objectives through the MAV LEAP Program.

7.5. Charter of Human Rights Compliance

It is considered that this policy does not impact negatively on any rights identified in the Charter of Human Rights Act (2007).

Council is committed to consultation and cooperation between management and employees.

DRAFT

Date Adopted:

15 | Page

ORDINARY COUNCIL MEETING
ASSEMBLY OF COUNCILLORS
 OM172709-9

LOCATION / ADDRESS	Whole of municipality	GENERAL MANAGER	Errol Lawrence
OFFICER	Sarah McKew	DEPARTMENT	Corporate Services
TRIM FILE	F17/6554	CONFIDENTIAL	No
ATTACHMENTS	<ol style="list-style-type: none"> 1. Assembly of Councillors - Friends of the Botanic Gardens - 10 August 2017 2. Assembly of Councillors - 23 August 2017 3. Assembly of Councillors - Councillor Briefing - 23 August 2017 4. Assembly of Councillors - Councillor Briefing - 6 September 2017 5. Assembly of Councillors - Saleyards Advisory Committee - 20170908 6. Assembly of Councillors - Friends of the Botanic Gardens - 14 September 2017 		
PURPOSE	To note the Assemblies of Councillors		

1. LOCATION PLAN / AERIAL PHOTO

Not applicable

2. EXECUTIVE SUMMARY

The *Local Government Act 1989* requires that records of meetings which constitute an Assembly of Councillors be tabled at the next practicable meeting of Council and incorporated in the minutes of the Council meeting. All relevant meetings have been recorded, documented and will be kept by Council for 4 years. The attached documents provide details of those meetings held that are defined as an Assembly of Councillors.

3. RECOMMENDATION

That Council notes the Assembly of Councillors reports for:

- | | |
|---|--------------------------|
| • <i>Friends of the Colac Botanic Gardens</i> | <i>10 August 2017</i> |
| • <i>Assembly of Councillors</i> | <i>23 August 2017</i> |
| • <i>Councillor Briefing</i> | <i>23 August 2017</i> |
| • <i>Councillor Briefing</i> | <i>6 September 2017</i> |
| • <i>Colac Saleyards Advisory Committee</i> | <i>8 September 2017</i> |
| • <i>Friends of the Colac Botanic Gardens</i> | <i>14 September 2017</i> |

4. BACKGROUND / KEY INFORMATION

ASSEMBLY OF COUNCILLORS

The *Local Government Act 1989* S.3 (1) defines an 'Assembly of Councillors' as:

A meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers or is likely to be:

- the subject of a decision of the Council or
- subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee.

The *Local Government Act 1989* S.3 (1) defines an Advisory Committee as:

Any committee established by the Council, other than a special committee, that provides advice to:

- the Council; or
- a Special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under S. 98 (Delegations).

Council Agenda

An agenda item is required to note the Assembly of Councillors.

It is a requirement that the written record of any Assembly of Councillors must be (as soon as practicable):

- reported at an ordinary meeting of the Council; and
- incorporated in the minutes of that Council meeting.

FURTHER SUPPORTING INFORMATION

5. COMMUNITY CONSULTATION & ENGAGEMENT

Not applicable

6. ANALYSIS

ALIGNMENT TO COUNCIL PLAN OR COUNCIL POLICY

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

ENVIRONMENTAL IMPLICATIONS

Not all gatherings or meetings at which Councillors are present will constitute Assemblies of Councillors. For a meeting to be an Assembly of Councillors it MUST be one of the two types of meetings described above.

SOCIAL & CULTURAL IMPLICATIONS

Not applicable

ECONOMIC IMPLICATIONS

Not applicable

LEGAL & RISK IMPLICATIONS

The inclusion of the Assembly of Councillors report meets the compliance requirements of the *Local Government Act 1989*:

Section 80 A – requirements for an assembly of Councillors;
Section 3 (1) – definition of an ‘advisory committee’ and ‘assembly of Councillors’.

RESOURCE IMPLICATIONS (FINANCIAL ETC)

Nil

7. IMPLEMENTATION STRATEGY

COMMUNICATION

The community engagement strategy follows the recommendations of the Colac Otway Shire Council Community Engagement Policy of July 2013, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected would be to inform. This is achieved by including documentation and notification of the Assemblies of Councillors that have occurred to the public at the Ordinary Council meeting.

TIMELINE

All meetings that are defined as an Assembly of Councillors will be recorded, documented and kept by Council for 4 years. They will be reported to the next practicable Ordinary meeting of Council.

8. OFFICER DIRECT OR INDIRECT INTEREST

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

Assembly of Councillors Record

This Form MUST be completed by the attending Council Officer and returned IMMEDIATELY to Document Management Co-ordinator for filing. A copy of the completed form must be provided to the Executive Officer to the CEO, Mayor & Councillors for reporting at the next Ordinary Council Meeting. {See over for Explanation/Guide Notes}

Assembly Details:

Date: 10 / 8 / 17

Time: 6:00 am/pm

Assembly Location: Colac Botanic Gardens Tearooms
(some e.g's. COPACC, Colac Otway Shire Offices, 2 - 6 Rae Street, Colac, Shire Offices - Nelson Street, Apollo Bay)

In Attendance:

Councillors: Joe McCracken

Officer/s: LAURENCE TOWERS

Matter/s Discussed: August - Friends of Gardens AGM + meeting,

(some e.g's. Discussion s with property owners and/or residents, Planning Permit Application No. xxxx re proposed development at No. xx Pascoe Street, Apollo Bay, Council Plan steering committee with Councillors and officers.)

Conflict of Interest Disclosures: (refer page 5)

Councillors: Nil

Officer/s:

Left meeting at: 8:30pm

Completed by: [Signature]

Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken		
ATTENDEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Trevor Olsson		
EXTERNAL ATTENDEES: Clare McCartin (Davidson Executive Recruitment), Cameron Norton (Davidson Executive Recruitment)		
APOLOGIES: Nil		
ABSENT: Nil		
Meeting commenced at 12.42pm		
Declaration of Interest	Item	Reason
Nil		
Time	Item	Attendees
12.42pm – 2.12pm	Employment Issues Cr Hart left the meeting at 1.30pm; returned at 1.33pm Cr Woodcroft left the meeting at 2.06pm; returned at 2.10pm	Trevor Olsson Clare McCartin Cameron Norton
2.12pm	Meeting closed	



Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Sue Wilkinson, Trevor Olsson, Tony McGann, Gareth Smith			
ATTENDEES: Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Sue Wilkinson, Trevor Olsson, Tony McGann, Gareth Smith, Sarah McKew, Lyndal McLean, Ian Seuren			
EXTERNAL ATTENDEES: Nil			
APOLOGIES: Nil			
ABSENT: Cr Smith			
Meeting commenced at 2.20pm			
	Declaration of Interest	Item	Reason
Cr Woodcroft left the meeting at 2.31pm; returned at 2.35pm	Cr Terry Woodcroft	Item 2 (OM172308-2) Special Charges Scheme – Hearn and Armstrong Streets, Colac - Drainage	Direct Interest – I own property in the portion of Hearn Street effected by this agenda item.
Cr McCracken left the meeting at 2.31pm; returned at 2.35pm	Cr Joe McCracken	Item 2 (OM172308-2) Special Charges Scheme – Hearn and Armstrong Streets, Colac - Drainage	Indirect Interest – My employer, Trinity College Colac, has a financial interest in the matter. This triggers a conflicting duty under 78B.
Cr Hart left the meeting at 2.58pm; returned at 3.02pm	Cr Stephen Hart	Item 6 (OM172308-6) Re-endorsement of Colac Otway Shire’s Domestic Wastewater Management Plan “as amended”.	Direct Interest – I jointly own a house in Lavers Hill that is one of about 209 properties in the highest risk area in this document. It may not be able to be developed more, due to this plan.



Councillor Briefing		
Time	Item	Attendees
2.20pm – 3.16pm	Pre-Council meeting preparation Cr Woodcroft left the meeting at 2.31pm; returned at 2.35pm Cr McCracken left the meeting at 2.31pm; returned at 2.35pm Cr Hart left the meeting at 2.58pm; returned at 3.02pm Cr Potter left the meeting at 3.04pm; returned at 3.06pm	Sarah McKew Lyndal McLean Ian Seuren
3.16pm	Meeting closed	

Councillor Briefing – 23 August 2017



Assembly of Councillors

INVITEES: Cr Smith, Cr Woodcroft, Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Robert Dobrzynski, Errol Lawrence, Tony McGann, Gareth Smith			
ATTENDEES: Cr Hanson, Cr Hart, Cr Schram, Cr Potter, Cr McCracken, Robert Dobrzynski, Errol Lawrence, Tony McGann, Gareth Smith, Sarah McKew, Daniel Fogarty, Gary Warrener, Emma Clark, Ian Seuren, Suzanne Barker, Andrew Kavanagh			
EXTERNAL ATTENDEES: Mike Said (EMES Consulting), Jim Corbett (Sport and Leisure Solutions)			
APOLOGIES: Cr Woodcroft			
ABSENT: Cr Smith			
Meeting commenced at 12.22pm			
	Declaration of Interest	Item	Reason
Cr Schram left the meeting at 4.22pm; returned at 4.28pm	Cr Schram	General Business 1 - Update on planning application regarding highway duplication	My company is contracted to work on the Princes Highway Duplication Stage 1.
Cr Potter left the meeting at 4.58pm; returned at 5.14pm	Cr Potter	General Business 2 - Bluewater	Indirect Interest – Section 78 – a family member (cousin) has a direct interest.
Councillor Briefing			
Time	Item		Attendees
12.22pm – 1.06pm	Chair of Audit Committee - half yearly briefing Cr Schram left the meeting at 1.04pm; returned at 1.06pm		Sarah McKew Daniel Fogarty Mike Said
1.06pm – 1.50pm	Break		
1.50pm – 2.10pm	Procurement Policy Review		Andrew Kavanagh Sarah McKew
2.10pm – 2.57pm	Colac 2050 Growth Plan Consultation Cr Hanson left the meeting at 2.55pm		Suzanne Barker



Time	Item	Attendees
2.57pm – 3.05pm	Review of Council's Grant Programs Cr Hanson returned to the meeting at 2.58pm	Ian Seuren
3.05pm – 3.15pm	Garden Awards Review	Gary Warrener Emma Clark
3.15pm – 3.30pm	Break	
3.30pm – 4.17pm	Bluewater Business Review	Ian Seuren John Clark Jim Corbett
4.17pm – 4.30pm	General Business 1 <ul style="list-style-type: none"> Update on planning application regarding highway duplication Rural Councils Victoria Cr Schram left the meeting at 4.22pm; returned at 4.28pm Cr Hanson left the meeting at 4.28pm; returned at 4.30pm	
4.30pm – 4.46pm	Geelong Sale Yards Transition	Gary Warrener
4.46pm – 4.57pm	Creating an Arts and Industry Integrator in Apollo Bay (Incubator/accelerator)	Gary Warrener
4.57pm – 5.24pm	General Business 2 <ul style="list-style-type: none"> Bluewater CBD project Cr Potter left the meeting at 4.58pm; returned at 5.14pm Cr Hart left the meeting at 5.18pm; returned at 5.21pm	
5.24pm	Meeting closed	





Assembly of Councillors Record

This Form MUST be completed by the attending Council Officer and returned IMMEDIATELY to Document Management Co-ordinator for filing. A copy of the completed form must be provided to the Executive Officer to the CEO, Mayor & Councillors for reporting at the next Ordinary Council Meeting.

Assembly Details: Colac Saleyards Advisory Committee

Date: 8 September 2017

Time: 9.00am – 11.00am

Assembly Location: Colac Regional Saleyards, Ballarat Road Colac

(some e.g's. COPACC, Colac Otway Shire Offices, 2 - 6 Rae Street, Colac, Shire Offices – Nelson Street, Apollo Bay

In Attendance:

Councillors: Cr Smith

Officer/s: Gary Warrener/ Gareth Smith/ Graeme Riches

Matter/s Discussed: Saleyards operations/ Geelong Saleyards

(some e.g's. Discussion s with property owners and/or residents, Planning Permit Application No. xxxx re proposed development at No. xx Pascoe Street, Apollo Bay, Council Plan steering committee with Councillors and officers.)

Conflict of Interest Disclosures: (refer page 5)

Councillors:/...../...../.....
...../...../...../.....

Officer/s:/...../...../.....
...../...../...../.....

Left meeting at: No conflict of interest declared

Completed by: 

Colac Otway Shire
PO Box 283
Colac Victoria 3250
E: info@colacotway.vic.gov.au
www.colacotway.vic.gov.au

Customer Service Centre
Colac: 2-6 Rae Street
Apollo Bay: 69-71 Nelson Street
P: (03) 5232 9400
F: (03) 5232 9586





Assembly of Councillors Record

This Form MUST be completed by the attending Council Officer and returned IMMEDIATELY to Document Management Co-ordinator for filing. A copy of the completed form must be provided to the Executive Officer to the CEO, Mayor & Councillors for reporting at the next Ordinary Council Meeting. {See over for Explanation/Guide Notes}

Assembly Details:

Date: 14, 9, 17

Time: 6.00 am/pm

Assembly Location: Colac Botanic Gardens Tearooms

(some e.g's. COPACC, Colac Otway Shire Offices, 2 - 6 Rae Street, Colac, Shire Offices - Nelson Street, Apollo Bay)

In Attendance:

Councillors: Nil, Apology Cr Joe McCracken

Officer/s: MARK ROBINSON

LAURENCE TOWERS

Matter/s Discussed: Colac Friends of Botanic Gardens - September 2017 meeting

(some e.g's. Discussion s with property owners and/or residents, Planning Permit Application No. xxxx re proposed development at No. xx Pascoe Street, Apollo Bay, Council Plan steering committee with Councillors and officers.)

Conflict of Interest Disclosures: (refer page 5)

Councillors: N.I.

Officer/s: N.I.

Left meeting at: 7.30 PM

Completed by: [Signature]