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## AGENDA

**ORDINARY MEETING OF COUNCIL  
FOR  
WEDNESDAY 22 NOVEMBER 2017  
TO BE HELD AT COBRAM CIVIC CENTRE, PUNT ROAD COBRAM  
COMMENCING AT 6:00 PM**

**1. CALLING TO ORDER – CEO**

**RECORDING**

Consistent with section 72 of our Meeting Procedures Local Law, Council officers have been authorised to record the public session of this meeting using an audio recording device.

**2. PRAYER**

Almighty God we humbly ask you to guide our deliberations for the welfare and benefit of the Moira Shire and its people whom we serve.

Amen

**3. ACKNOWLEDGEMENT OF COUNTRY**

We, the Moira Shire Council, would like to acknowledge the traditional owners of the land upon which we meet and pay our respects to their Elders both past and present.

**4. APOLOGIES & REQUESTS FOR LEAVE OF ABSENCE**

**5. DECLARATION UNDER ACTS, REGULATIONS, CODES OR LOCAL LAWS**

**6. DECLARATION OF ANY INTEREST OR CONFLICT OF INTEREST**

**7. CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**Recommendation:** “That the minutes of the Ordinary Council Meeting held on Wednesday, 25 October 2017 and the minutes of the Special Meeting of Council held on Wednesday, 8 November 2017, as prepared, be confirmed.”

**8. COUNCILLOR REPORTS**

COUNCILLORS TO PROVIDE VERBAL REPORTS

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20. CLOSE OF MEETING

FILE NO: 120.06.003  
4. A WELL RUN COUNCIL

ITEM NO: 9.1.1

## COUNCIL MEETING SCHEDULE 2018

### RECOMMENDATION

That Council:

1. Pursuant to Part 3, Section 8(1) of Meeting Procedures - Local Law 2017 set the date, time and place of Council meetings as:
  - Ordinary Council Meetings to be held on the fourth Wednesday of the month (unless it conflicts with a public holiday) commencing at 5pm during eastern standard times and 6pm during daylight savings (eastern summer time).
  - One Ordinary meeting will be held at Yarrowonga, Numurkah and Nathalia
  - All other Ordinary Council Meetings to be held at the Cobram Civic Centre, Council Chambers.
2. Briefing sessions to be held on the second Wednesday of the month and held on the third Wednesday of the month if required.

### 1. Executive Summary

Under Part 3, Section 8(1) of Council's Meeting Procedures Local Law 2017: The date time and place of all Council meetings are to be fixed by the Council and reasonable notice of the meetings must be provided to the public.

This report details the meeting and briefing schedule for 2018.

### 2. Background and Options

#### Meeting locations

In 2017 Council meetings took place in Cobram, Numurkah, Nathalia, and Yarrowonga with the majority of meetings held in Cobram.

In past years Council has scheduled meetings in smaller towns and this is well received by local communities but has not necessarily resulted in increased community attendance and increased the logistical and technology challenges as well as the time required of Council officers.

**Proposal** – Majority of Council Meetings and all Briefings to be held in a venue in Cobram.

#### Meeting times

There is no time of day that suits every segment of the community and this is reflected in the wide range of meeting times adopted by Councils across Victoria. Prior to 2017 Council scheduled meetings for 6pm which was 'unfriendly' to a range of demographics, requires considerable officer involvement outside of standard business hours and involves travel at higher risk periods of the day including dusk and night time.

In 2017 Council held meetings commencing at 5pm during the winter months and 6pm during daylight savings, which resulted in a greater attendance at the meetings.

**Proposal** – Council schedule meetings to commence at 5pm during eastern standard times and 6pm during daylight savings.

#### Week of the month

In 2017 Council Meetings were scheduled in the fourth week of each month. This enabled month end data to be included at the next meeting and hence improved the timeliness of officer reports.

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## COUNCIL MEETING SCHEDULE 2018 (cont'd)

The Council agenda will be available to Councillors and community a week before the meeting. Having the meetings during the fourth week of the month will allow additional time for agenda review by Councillors and the community.

**Proposal** – Continue with fourth week of the month.

### 3. Financial Implications

Council meeting expenses are included in the adopted budget. The budget amount for 2017/2018 is: \$21,000. The meeting expenses include:

- Lunch, afternoon tea and dinner.
- Hire of venues that are not owned by Council.
- Cost of external bodies to present to Council.
- Equipment required for Council Meetings.

In addition to the meeting expenses, the cost of Councillor and staff travel, staff overtime and time demands of senior staff are hidden costs that needs to be taken into consideration.

### 4. Risk Management

Risk to Councillors, staff and community members of travelling long distances on country roads at night will be reduced by having the meetings starting earlier during the winter months and the venue accessible by major roads.

In addition to the above mitigation the physical workload and man hours required to set up venues without the required equipment is reduced, by having the meetings at venue with the appropriate ergonomic equipment.

### 5. Internal and External Consultation

An Ordinary meeting of Council forms part of Council's commitment to community engagement.

All Council Meetings and Special Council Meetings are advertised in the Moira Shire Full Page advertisement, which is advertised in the: Yarrowonga Chronicle, Numurkah Leader, Cobram Courier and the Nathalia Red Gum Courier. Council Meeting dates and times are available from the Moira Shire website ([www.moira.vic.gov.au](http://www.moira.vic.gov.au)).

Copies of the agenda are available from the Moira Shire website and service centres.

Unconfirmed minutes of the previous meeting are uploaded onto the website within a week of the meeting and are confirmed by Council at the following meeting.

### 6. Regional Context

There are no regional issue to consider within this report.

### 7. Council Plan Strategy

A well run Council.

### 8. Legislative / Policy Implications

Under Part 3, Section 8(1) of Council's Meeting Procedures Local Law 2017, the date time and place of all Council meetings are to be fixed by the Council and reasonable notice of the meetings must be provided to the public.

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## COUNCIL MEETING SCHEDULE 2018 (cont'd)

### **Environmental Impact**

There is a carbon footprint left whenever meetings require travel. Councillors and Officers car pool where possible to reduce the amount of cars travelling to one location.

### **9. Conflict of Interest Considerations**

There are no council officer conflict of interest issues to consider within this report.

### **10. Conclusion**

That Council set the date, time and place for Council Meetings and Briefings for 2018 as per the attached schedule.

### **Attachments**

- 1 Council Meeting Dates 2018

FILE NO: 120.06.003  
4. A WELL RUN COUNCIL

ITEM NO: 9.1.1

**COUNCIL MEETING SCHEDULE 2018 (cont'd)**

**ATTACHMENT No [1] - Council Meeting Dates 2018**

Date	Venue	Meeting
Wed 28 Feb 2018	Cobram Civic Centre	Ordinary Council Meeting
Wed 28 Mar 2018	Yarrawonga Town Hall	Ordinary Council Meeting
Wed 18 April 2018 *	Cobram Civic Centre	Ordinary Council Meeting
Wed 23 May 2018	Numurkah Presidents Room	Ordinary Council Meeting
Wed 27 Jun 2018	Cobram Civic Centre	Ordinary Council Meeting
Wed 25 July 2018	Cobram Civic Centre	Ordinary Council Meeting
Wed 22 Aug 2018	Cobram Civic Centre	Ordinary Council Meeting
Wed 26 Sep 2018	Nathalia Dancocks	Ordinary Council Meeting
Wed 24 Oct 2018	Cobram Civic Centre	Ordinary Council Meeting
Wed 14 Nov 2018	TBA	Mayoral Election
Wed 28 Nov 2018	Cobram Civic Centre	Ordinary Council Meeting
Wed 12 Dec 2018 *	Cobram Civic Centre	Ordinary Council Meeting

\* Indicates meeting brought forward due to public holiday

FILE NO: F13/503  
4. A WELL RUN COUNCIL

ITEM NO: 9.2.1

## ASSEMBLIES OF COUNCIL

### RECOMMENDATION

That Council receive and note the attached Records of Assembly of Councillors.

#### 1. Executive Summary

This report details the Assembly of Councillors for October 2017 and is prepared in accordance with the requirements of the Local Government Act (the Act) 1989 section 80A.

#### 2. Background and Options

This report fulfills Council's legislative obligation to report the matters considered and whether a conflict of interest disclosure was made by a Councillor at

- A meeting of an advisory committee where at least one Councilor is present; or
- A meeting, briefing or other activity where at least half of the Council and a member of Council staff are present; and
- Where the matters considered may be subject to a decision of Council or exercise of a function, duty or power of the Council that has been delegated to a person or committee.

Meeting	Present at meeting	Matters discussed	Declaration of Interest(s)
Disability Advisory Committee – 10 October 2017	Councillor: Kevin Bourke  Staff member: Team Leader Community Services, Kim Fitzgerald	<ul style="list-style-type: none"> <li>• International NDIS Day of People with Disability</li> <li>• Footpath – Dillon Street Cobram</li> </ul>	Nil
Council Briefing – 11 October 2017	Councillors: Gary Cleveland Kevin Bourke Libro Mustica Marie Martin Ed Cox  Staff: Chief Executive Officer, Mark Henderson General Manager Infrastructure, Andrew Close General Manager Community, Sally Rice General Manager Corporate, Simon Rennie Manager Governance and Communications, Linda Nieuwenhuizen Manager Community Development, Georgia Hills Grants Officer, David Booth	<ul style="list-style-type: none"> <li>• Briefing agenda</li> <li>• Scott Reserve Cobram</li> </ul>	Nil



FILE NO: F13/503  
4. A WELL RUN COUNCIL

ITEM NO: 9.2.1

**ASSEMBLIES OF COUNCIL (cont'd)**

Meeting	Present at meeting	Matters discussed	Declaration of Interest(s)
Council Briefing – 25 October 2017	<p>Councillors: Gary Cleveland Wendy Buck Peter Mansfield Libro Mustica John Beitzel Peter Lawless Marie Martin Ed Cox</p> <p>Staff: Chief Executive Officer, Mark Henderson General Manager Infrastructure, Andrew Close General Manager Community, Sally Rice General Manager Corporate, Simon Rennie</p>	<ul style="list-style-type: none"> <li>• Agenda review</li> </ul>	Nil

**3. Financial Implications**

There are no financial implications with this report.

**4. Risk Management**

Risk is mitigated by responsible officers recording assemblies of Council when they occur.

**5. Internal and External Consultation**

The community are able to access written records of assemblies of Councillors via the Council minutes.

There are no internal consultations associated with this report.

**6. Regional Context**

All Victorian Councils have statutory obligations under section 80A of the Local Government act 1989 (the Act) to record assemblies of Councils.

**7. Council Plan Strategy**

The proposal under consideration in the report supports Council Plan Strategy No. 4 - Well Run Council.

**8. Legislative / Policy Implications**

Inclusion of the records of Assembly of Councillors in the Council agenda, and incorporation into the Minutes ensures Council meets its statutory obligations under section 80A of the Local Government act 1989 (the Act).

**9. Environmental Implications**

There are no environmental implications with this report.

FILE NO: F13/503  
4. A WELL RUN COUNCIL

ITEM NO: 9.2.1

## **ASSEMBLIES OF COUNCIL (cont'd)**

### **10. Conflict of Interest Considerations**

There are no council officer conflict of interest issues to consider within this report.

### **11. Conclusion**

The Assembly of Councillors records incorporated into this report are a true and accurate record of all assemblies of Councillors reported during October 2017.

### **Attachments**

Nil

FILE NO: F15/752  
4. A WELL RUN COUNCIL

ITEM NO: 9.2.2

## PROCUREMENT POLICY REVIEW

### RECOMMENDATION

That Council adopt the Procurement Policy.

#### 1. Executive Summary

In accordance with s186A (1) of the Local Government Act, Council must have an approved Procurement Policy that defines the principles, processes and procedures that will apply to all purchases of goods, services and works by Council.

A review of the policy has been conducted with regard to the procurement policies of members of the Goulburn Valley Regional Collaborative Alliance, administration associated with the current market testing requirements and trends in Council's financial transactions over the past 3 years and a desire to strengthen the focus on the use of local suppliers.

It is recommended that the policy, including the amended market testing requirements for the different financial thresholds provided in Table 1, be adopted.

#### 2. Background and Options

The purpose of the Procurement Policy is to provide guidance over procurement activities to demonstrate good governance and to ensure that a range of procurement outcomes are achieved including:

- value for money;
- openness and fairness in dealing with all suppliers;
- accountability risk management, probity and transparency;
- support for local business and other environmental and social procurement objectives.

#### Requirement to review the Procurement Policy

Council is required to review its Procurement Policy at least once each financial year and may amend the Policy if required in accordance with s186A of the LGA.

#### Membership of the Goulburn Valley Regional Collaborative Alliance

Moira Shire Council is a member of the Goulburn Valley Regional Collaborative Alliance (GVRCA) and the review of the policy has been conducted with the aim of being consistent with the procurement policies of the other members of the Alliance (City of Greater Shepparton and Strathbogrie Shire Council).

#### Summary of Proposed Amendments

It is proposed to amend the policy as follows:

- Adjust the financial thresholds as provided in Table 1;
- Remove the need for verbal quotes and require all quotes to have some form of written confirmation;
- Increase the "value for money" threshold from \$5,500 to \$10,000;
- Strengthen the requirement to seek quotes from local suppliers;
- Amend the document to remove operational detail and align with the policies of other members of the GVRCA.

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ITEM NO: 9.2.2

**PROCUREMENT POLICY REVIEW (cont'd)**

Table 1 Market Testing Thresholds (including GST)

Current Market Testing Thresholds			Proposed Market Testing Thresholds		
\$0	\$5,500	<p><b>Seek value for money.</b> Low risk, every day/routine type purchases</p>	\$0	\$10,000	<p><b>Seek value for money</b> Use local supplier if available</p>
\$5,501	\$22,000	<p><b>Minimum of 2 verbal quotes</b> Simple service requirements and/or presents low risk</p>	\$10,001	\$20,000	<p><b>Minimum of 1 written quote</b> Provide a written invitation and specification of requirements. Seek quote from local supplier if available. Provide written confirmation back to supplier and prepare contract if high risk.</p>
\$22,001	\$88,000	<p><b>Seek minimum 3 written quotes</b> Written invitation detailing requirements Simple service requirements and/or presents low risk</p>	\$20,001	\$50,000	<p><b>Minimum of 2 written quotes</b> Provide a written invitation and specification of requirements. Seek at least 1 quote from a local supplier if available. Provide written confirmation back to supplier and prepare contract if high risk.</p>
\$88,001	<p><b>\$149,999 for the supply of goods &amp; services and \$199,999 for Works</b></p>	<p><b>Minimum of 3 written quotes.</b> A written specification/contract is required. Complex service requirements and/or presents high risk. *For civil works preference is to advertise.</p>	\$50,001	<p><b>\$149,999 for the supply of Goods &amp; Services and \$199,999 for Works</b></p>	<p><b>Minimum of 3 written quotes.</b> Provide a written invitation and specification of requirements. Seek at least 1 quote from a local supplier if available. Provide written confirmation back to supplier and prepare contract if purchase is high risk.</p>
Over \$150,000 for Goods & Services and \$200,000 for Works		<p><b>Advertised Public Tender (s186 LGA)</b></p>	Over \$150,000 for Goods & Services and \$200,000 for Works		<p><b>Advertised Public Tender (s186 LGA)</b></p>

**Obtaining Quotes and Administration**

Consultation revealed that staff often experienced difficulty in obtaining the required number of quotes due to the lack of local suppliers, especially from those that have been repeatedly unsuccessful.

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**PROCUREMENT POLICY REVIEW (cont'd)****3. Financial Implications**

A review of the number and value of the payments made by Council over the past 3 years was conducted and the results provided in Tables 2 and 3. The data shows that almost 95% of the payments made by Council are for less than \$10,000.

Of the transactions for less than \$10,000, approximately 1,600 of these are payments between \$5,000 and \$10,000. Effectively increasing the value for money threshold to \$20,000 should not significantly increase any procurement risks but would significantly reduce administration and relieve some of the difficulty in obtaining the required number of quotes while focusing on local suppliers where available.

Officers retain the option to obtain additional quotes if the price quoted by the selected supplier is not acceptable.

Table 2 Number of Transactions by value category

From	To	Number of Transactions	\$ Value of Transactions	\$Average Transaction
\$0	\$9,999	27,142 (94.6%)	\$28,961,667 (33%)	\$1,067.04
\$10,000	\$99,999	1,476 (5.1%)	\$37,078,811 (42%)	\$25,121.15
+\$100K		95 (0.3%)	\$22,618,527 (25%)	\$238,089.75
<b>3 Year Total</b>		<b>28,713</b>	<b>\$88,659,005</b>	<b>\$3,087.76</b>

A breakdown of the financial transactions below \$10,000 conducted over the past 3 years shows that:

Table 3 Number of Transactions below \$10,000

From	To	Number of Transactions	\$ Value of Transactions	\$Average Transaction
\$0	\$99	6,392 (23.5%)	\$337,201 (1.1%)	\$52.75
\$101	\$999	13,422 (49.5%)	\$5,188,315 (17.9%)	\$386.55
\$1,000	\$9,999	7,328 (27%)	\$23,436,151 (81%)	\$3,200.89
<b>3 Year Total</b>		<b>27,142</b>	<b>\$28,961,667</b>	<b>\$1,067.04</b>

**4. Risk Management**

The Procurement Policy provides guidance to the entire organisation in regard to procurement and is therefore a critical component of Council's overall risk management framework.

The procurement function is the subject of significant scrutiny by the Victorian Auditor General, The Local Government Investigations and Compliance Inspectorate, IBAC and the general public and there is a significant amount of risk associated with the procurement function.

Training is a key factor to ensure that all members of Council are fully aware of and familiar with, the procurement policy and its requirements.

Any changes to the policy will be incorporated into the induction program and Managers and staff provided with training at team meetings.

**5. Internal and External Consultation**

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## PROCUREMENT POLICY REVIEW (cont'd)

Consultation was conducted with the following staff and their views considered in the preparation of this report and the amended policy:

- Manager Operations
- Chief Financial Officer
- Manager Infrastructure and Assets
- Manager Planning & Building
- Team Leader Operations x2
- Contracts staff

The draft policy was endorsed by CMT on 10 October 2017 and the Audit Committee on 26 October 2017.

### 6. Regional Context

Moira Shire Council, Greater Shepparton City Council and Strathbogie Alliance are members of the Goulburn Valley Regional Alliance which aims to identify opportunities for collaboration between the Councils.

Procurement is one area of focus for the Alliance and while the review has been conducted with the aim of being consistent with the procurement policies of the other members of the Alliance, the policy reflects Moira Shire Council's own organisation, geographical location and markets.

### 7. Council Plan Strategy

The Procurement Policy is a critical component of Council's governance and risk management framework which contributes to the goals of the Moira Shire Council Plan 2017 – 2021 to be a well-run Council with a thriving local economy.

### 8. Legislative/Policy Implications

Section 186A (1) of the Local Government Act requires Council to have in place an approved Procurement Policy that defines the principles, processes and procedures that will apply to all purchases of goods, services and works by Council.

Council is required to review its Procurement Policy at least once each financial year and may amend the Policy if required in accordance with s186A of the LGA.

### 9. Environmental Impact

Environmental impact is considered as a component of each procurement process if applicable and forms part of Council's formal tender evaluation process.

### 10. Conflict of Interest Considerations

There are no known conflict of interest considerations relating to this policy.

### 11. Conclusion

It is recommended the draft Procurement Policy be adopted.

### Attachments

- 1 Procurement Policy - draft

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4. A WELL RUN COUNCIL

ITEM NO: 9.2.2

**PROCUREMENT POLICY REVIEW (cont'd)**

ATTACHMENT No [1] - Procurement Policy - draft



## PROCUREMENT POLICY

DRAFT

<b>Policy type</b>	Council
<b>Adopted by</b>	
<b>Responsible General Manager</b>	General Manager Corporate
<b>Responsible officer</b>	Bruce Berg von Lindhe
<b>Date adopted</b>	
<b>Scheduled for review</b>	

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**PROCUREMENT POLICY REVIEW (cont'd)**

**ATTACHMENT No [1] - Procurement Policy - draft**



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4. A WELL RUN COUNCIL

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## PROCUREMENT POLICY REVIEW (cont'd)

### ATTACHMENT No [1] - Procurement Policy - draft



#### PURPOSE

Section 186A of the Local Government Act 1989 ("the Act") requires councils to prepare, approve and comply with a procurement policy encompassing the principles, processes, and procedures applied to all purchases of goods, services and works.

The purpose of this Policy is to provide framework and policy guidance to the procurement processes undertaken by, or on behalf of, Moira Shire Council.

#### SCOPE

This Policy applies to all purchases, tenders and contracts made by Moira Shire Council.

It is binding upon Council staff and all who may undertake procurement on behalf of Council, including Councillors, Committees of Management and volunteers.

#### OBJECTIVE

The objective of this Policy is to ensure that Council's procurement principles, policies, processes and procedures achieve the following outcomes:

- a) value for money, innovation and continuous improvement in the provision of services for the community;
- b) a strategic approach to procurement planning, implementation and evaluation;
- c) enabling sustainable outcomes including economic, environmental and social sustainability;
- d) efficient and effective use of Council resources;
- e) utilising collaboration and partnership opportunities in particular the Goulburn Valley Regional Collaborative Alliance ("GVRCA");
- f) high standards of probity, transparency, accountability and risk management; and
- g) compliance with legislation, the Moira Shire Council Plan objectives, Council's policies and industry standards.

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## PROCUREMENT POLICY REVIEW (cont'd)

### ATTACHMENT No [1] - Procurement Policy - draft



#### DEFINITIONS

**“Accountability and Transparency”** means being able to explain and evidence what decisions have been made and what has happened. 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.

**“Best Value”** means that decisions made in regard to the supply of goods, services and works will take into account both cost and non-cost factors including:

1. contribution to the advancement of the Council's priorities;
2. an evaluation of fitness for purpose, quality, service and support; and
3. whole-of-life costs and transaction costs.

**“Commercial in confidence”** means information that, if released, may prejudice the business dealings of a party eg: prices, discounts, rebates, profits, methodologies and process information.

**“Contract management”** means the process that ensures both parties to a contract that 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”** means all employees of Council as well as contractors and consultants engaged by the Council.

**“Expression of Interest (EOI)”** means an invitation for persons to submit an EOI for the provision of the goods and/or services.

**“Goulburn Valley Regional Collaborative Alliance (GVRCA)”** means the relationship between the Moira Shire Council, City of Greater Shepparton Council and the Strathbogie Shire Council and other regional Councils who may join the Alliance.

**“LGA”** means the Local Government Act 1989

**“Local Business”** means a business located within Moira Shire or a neighbouring cross border town.

**“Local Supplier”** means a supplier located within Moira Shire or a neighbouring cross border town.

**“Panel Contract”** means a standing offer agreement where multiple contractors are appointed to a panel of suppliers, rather than an agreement with just one supplier.

**“Probity”** means a procurement process that conforms to Council's policies and applicable legislation and all parties to a procurement process are treated fairly and equitably.

**“Procurement”** means the life cycle of the process used to purchase goods, services and works.

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## PROCUREMENT POLICY REVIEW (cont'd)

### ATTACHMENT No [1] - Procurement Policy - draft



“**e-Procurement**” means the use of an electronic system/s which may be used to acquire and pay for goods, services and works.

“**Standing offer agreement**” means the agreement with a supplier or contractor to provide Council with specific goods or services as nominated in the contract and the contract is for a fixed period. There is no obligation on Council to purchase any goods or services, however if purchases are made under the contract, the terms and conditions of the contract applies.

“**Sustainability**” means the ability to meet the needs of the present without compromising the ability to meet the needs in the future.

“**Tender process**” means the process of inviting parties to submit a quotation by tender using public advertisement, followed by evaluation of submissions and selection of a successful bidder or tenderer.

“**The Act**” means the Victorian Local Government Act 1989

#### POLICY PRINCIPLES AND APPLICATION

Council and the GVRCA will apply the following fundamental best practice principles to all procurement, irrespective of the value and complexity of that procurement:

- a) value for money;
- b) open and fair competition;
- c) accountability;
- d) risk management;
- e) probity and transparency.

The application of this Policy to all procurement processes should take into consideration the overall context of achieving best value for money outcomes for Moira Shire Council, the community, the members of the GVRCA and the local region.

#### ETHICS AND PROBITY

Councillors, members of staff and all other persons engaged in procurement activities on Council's behalf must exercise the highest standards of integrity in a manner able to withstand the close scrutiny.

No prospective tenderer should be given or perceived to have an advantage over another tenderer.

In accordance with the Act, all members of staff have an overriding responsibility to act impartially and with integrity, avoiding conflicts of interest (section 95 – Conduct Principles).

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FILE NO: F15/752  
4. A WELL RUN COUNCIL

ITEM NO: 9.2.2

## PROCUREMENT POLICY REVIEW (cont'd)

### ATTACHMENT No [1] - Procurement Policy - draft



#### CONDUCT OF COUNCIL STAFF

In procurement matters Council staff must at all times conduct themselves in ways that are and are seen to be, ethical and of the highest integrity and must:

- a) act in accordance with the Employee Code of Conduct/Ethical Behaviour
- b) treat potential and existing suppliers with equality and fairness;
- c) not seek or receive personal gain;
- d) maintain confidentiality of Commercial-in-Confidence matters and information such as tender and contract prices and other sensitive information;
- e) present the highest standards of professionalism and probity;
- f) deal with suppliers in an honest and impartial manner that does not allow conflicts of interest; and
- g) be able to account for all decisions and provide feedback on them.
- h) deal with suppliers in an honest and impartial manner that does not allow conflicts of interest
- i) remain natural prior to all decisions
- j) avoid approaching and liaising with prospective tenderers and contractors.

#### CONDUCT OF COUNCILLORS

In procurement matters Councillors must at all times conduct themselves in ways that are and are seen to be, ethical and of the highest integrity and must:

- a) comply with the *Councillor Code of Conduct* and the Primary Principle of Councillor Conduct and avoid conflicts between their public duties as a Councillor and their personal interests and obligations (section 76BA).
- b) not improperly direct or improperly influence a member of Council staff in the exercise of any power in the performance of any duty or function (section 76E);

Council staff responsible for managing or supervising contracts are prohibited from either being engaged by a Council contractor or performing any works under the contract they are supervising.

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## PROCUREMENT POLICY REVIEW (cont'd)

### ATTACHMENT No [1] - Procurement Policy - draft



#### COMMITTEES, CONSULTANTS AND EXTERNAL PARTIES

In procurement matters members of Council committees, consultants and external parties must at all times conduct themselves in ways that are and are seen to be, ethical and of the highest integrity and must:

- a) disclose any conflict of interest, and
- b) complete a Conflict of Interest Declaration and a Confidentiality Agreement before assisting or evaluating quotations or tenders;

#### GIFTS AND BENEFITS

Councillors or staff may be offered a gift or benefit in the course of their work. This gift or benefit could be offered in good faith, or it could be an attempt to influence, bribe or compromise the Councillor's or Council staff member's ability to act in the public interest.

Councillors and 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.

All gifts and benefits offered or received must be dealt with in accordance with the Employee Code of Conduct/Ethical Behaviour or Councillor Code of Conduct, whichever applies.

#### ENDORSEMENT

Councillors and staff must not endorse any products or services for internal contracts. Any requests for endorsement of external contracts must be referred to the Director or CEO.

#### DISCLOSURE OF INFORMATION

Information received by the Council that is Commercial in Confidence 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 information to the extent that it is Commercial-in-Confidence.

This may include:

- a) information disclosed by organisations in tenders, quotations or during tender negotiations; or
- b) pre - contract information including but not limited to information provided in tenders and quotes or subsequently provided in pre-contract negotiations.

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Councillors and Council staff are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests. Discussion with potential suppliers during tender evaluations must not go beyond the extent necessary to evaluate tender submissions.

Discussions must not be entered into with any tendering party or its representative or agent who could have potential contractual implications prior to the contract approval process being finalised, other than pre-contract negotiations.

#### RISK MANAGEMENT

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

In addition to this Policy, all procurements are to be conducted with regard to Council's risk framework as detailed in the *Risk Management Policy*.

#### OCCUPATIONAL HEALTH AND SAFETY

Council is committed to procurement activities that provide a safe working environment for employees, volunteers and contractors.

Council requires all its contractors and suppliers share this commitment to providing a safe and healthy environment.

#### CONTRACTORS AND THEIR STAFF

All contractors and their employees working with Council must:

- a) comply with obligations under *Occupational Health and Safety Act 2004*, Regulations, Codes of Practice, Safety Standards and contract specific requirements;
- b) demonstrate effective safety management capabilities;
- c) identify and manage risks effectively;
- d) consult with the relevant Council representative in relation to work health and safety duties and obligations to determine how OHS responsibilities will be managed;
- e) comply with requirements for qualifications, licences and registration;
- f) comply with the Council safety procedures implemented to protect workers' health and safety;

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- g) report all incidents that have or could have, affected a person's health and safety; and
- h) provide sufficient information to allow performance to be monitored.

#### SUSTAINABLE PROCUREMENT

Council's procurement decisions and initiatives will be based on clear and transparent evidence and informed economic, environmental and social considerations. Therefore, to achieve sustainable procurement, Council will adopt a triple-bottom-line approach by considering economic, environmental and social sustainability.

#### ECONOMIC SUSTAINABILITY

Council's procurement activities will be carried out on the basis of obtaining value for money. This means minimising the total cost of ownership over the lifetime of the requirement, including disposal and end of life costs, consistent with acceptable quality, reliability and delivery considerations. Lowest purchase price is not the sole determinate of value for money.

#### ENVIRONMENTAL SUSTAINABILITY

Council is committed to enhancing the environment by supporting the principles of environmentally sustainable procurement within the context of purchasing on a value for money basis. The Council aims to achieve this by:

- a) taking into account the need to minimise emissions and reducing the negative impacts of transportation when procuring goods, services and works;
- b) taking steps to minimise carbon dioxide and other greenhouse gas emissions through the detailed consideration of products, services and works procured;
- c) considering the environmental credibility of tenders and requiring contractors to conduct their operations in an environmentally sensitive manner;
- d) selecting products, services and works that have minimal effect on the depletion of natural resources and biodiversity;
- e) giving a preference to goods and services that have been ethically sourced and produced;
- f) ensuring all relevant tender and contract documents contain sustainability specifications as appropriate to the product or service being procured; and
- g) applying an Environment and Sustainability criteria with a mandatory 10 percent weighting to encourage the purchase of environmentally sustainable products.

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## PROCUREMENT POLICY REVIEW (cont'd)

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#### SUPPORT OF LOCAL BUSINESS

Council is committed to buying from local businesses where such purchases are justified on Best Value grounds, while remaining compliant with the Federal Government's Competition and Consumer Act 2010 and other fair trading legislation requirements.

Council may give preference to local economic benefit when sourcing products and services. When this criterion is nominated the benefit must be identifiable and reasonable and could include:

- increased or maintained local employment levels.
- increased or maintained local production levels or spend in the local economy
- increased amount of local content in the goods, services and works.

To encourage procurement from local businesses:

- a) council officers must seek at least one quotation from a local supplier, if available;
- b) for all publically advertised tenders over the tender threshold, a benefit to the local region will be considered and a weighting percentage of 10% will be assigned to the criteria element of 'Contribution to the Local Economy'. Council will examine where the business has its head office, the percentage of staff employed, percentage of materials, plant and equipment used and what impact the business offers the local economic community.

Local is defined as within the municipal district and for a joint tender, within the municipal districts of the participating Councils.

#### LOCAL GOVERNMENT ACT COMPLIANCE AND EXEMPTIONS

Section 186 of the Act requires that a public tender process must be undertaken when purchases of goods or services may exceed \$150,000 including GST, or purchases for the works may exceed \$200,000 including GST.

The Act does not require Council to accept the lowest tender or to accept any tender or to conduct a public tender process if:

- a) the Council resolves that the contract must be entered into because of an emergency; or
- b) the contract is entered into with a council acting as the agent for a group of councils and the Council has otherwise complied with this Act; or
- c) the contract is entered into in accordance with arrangements approved by the Minister (for example purchases through MAV Procurement or Procurement Australia which have Ministerial approval);

Section 186(6) of the Act requires that whenever practicable, a Council must give effective and substantial preference to contracts for the purchase of goods, machinery or material manufactured or produced in Australia or New Zealand.

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**PROCUREMENT POLICY REVIEW (cont'd)**

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Council may, at its discretion and based on the complexity and cost of the project, conduct one stage or multi-stage tenders. A multi-stage tender process may commence with an Expression Of Interest (EOI) followed by a selective tender process which may involve some or all of the EOI respondents.

**PURCHASE ORDERS**

All purchases require the creation of a Purchase Order prior to receiving the goods or services, except purchases made with credit cards, petty cash or for those items exempt under Council's Procurement Procedures.

**MARKET TESTING REQUIREMENTS BELOW LGA THRESHOLDS**

Council's standard methods for purchasing are dependent on the value (including GST) and risk of the goods, services and works according to the following Table:

From (including GST)	To (including GST)	Market Testing Requirements
\$0	\$10,000	<b>Seek value for money</b> Use local supplier if available
\$10,001	\$20,000	<b>Minimum of 1 written quote</b> Provide a written invitation and specification of requirements. Seek quote from local supplier if available. Provide written confirmation back to supplier and prepare contract if high risk.
\$20,001	\$50,000	<b>Minimum of 2 written quotes</b> Provide a written invitation and specification of requirements. Seek at least 1 quote from a local supplier if available. Provide written confirmation back to supplier and prepare contract if high risk.
\$50,001	\$149,999 for the supply of Goods & Services and \$199,999 for Works	<b>Minimum of 3 written quotes.</b> Provide a written invitation and specification of requirements. Seek at least 1 quote from a local supplier if available. Provide written confirmation back to supplier and prepare contract if purchase is high risk.
<b>Over \$150,000 for Goods &amp; Services and \$200,000 for Works</b>		<b>Advertised Public Tender</b>

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**EXEMPTIONS, URGENT WORKS AND EMERGENCIES (BELOW LGA THRESHOLDS)**

Emergencies and the need to conduct urgent works may restrict Council's ability to comply with the market testing requirements for purchases below the LGA contained within this Policy.

To enable Council to respond in a timely manner to an urgent or emergency situation, the CEO or responsible General Manager may give consent for the market testing requirements to be waived.

The reasons for the request for the market testing requirements to be waived must be clearly documented and the application approved prior to proceeding with any procurement activity.

**RELATED PLANS, POLICIES, DIRECTIVES, GUIDELINES AND LEGISLATION**

<b>Plans</b>	Council Plan 2017-2021
<b>Policies and Procedures</b>	Councillor Code of Conduct
	Conflict of Interest – LGV Guide for Councillors 2012
	Instrument of Delegation to the CEO
	Instrument of Sub-Delegation from CEO to Council staff
	Risk Management Policy
	Fraud Prevention and Control Policy
	CEO Credit Card Policy
<b>Guidelines</b>	Employee Code of Conduct/Ethical Behaviour
	Moirá Shire Council Procurement Guidelines (Procedures)
<b>Legislation</b>	VLG Best Practice Procurement Guidelines 2013
	Local Government Act 1989 – various sections including: 3C, 77A&B, 78, 78A to 78E, 79, 79B to D, 80, 80A to C and 95, 98, 140, 186, 186A, 208C
	The relevant provisions of the <i>Competition and Consumer Act 2010</i>
	Charter of Human Rights & Responsibilities Act 2006
<b>References</b>	Development of Policy Documents Policy

**REVIEW**

Section 186A (7) of the Act requires that at least once in each financial year, Council must review and may amend the current procurement policy.

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**PROCUREMENT POLICY REVIEW (cont'd)**

**ATTACHMENT No [1] - Procurement Policy - draft**



**POLICY AMENDMENTS**

Date	Amendment
10 October 2017	Complete Policy rewrite based on policies of collaborative alliance partners.
	Market testing requirements for purchases below LGA thresholds amended.
	Definition of Local Supplier expanded to include cross border towns.

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FILE NO: F13/152  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.3.1

## MUNICIPAL WELLBEING FOR ALL AGES STRATEGY

### RECOMMENDATION

That Council adopt the Municipal Wellbeing for All Ages Strategy 2017 - 2021.

#### 1. Executive Summary

In accordance with Victorian Public Health and Wellbeing Act 2008 Victorian Councils are required to adopt a municipal plan or strategy that addresses health and wellbeing concerns, within 12 months of Council elections.

The attached Municipal Wellbeing for All Ages Strategy aims to meet these requirements using the following themes and goals as a framework. These themes and goals are consistent with the recently adopted Council Plan and link to the priority areas of the Victorian Public Health and Wellbeing plan.

- **Active and Healthy Lifestyle**  
Moir residents will have access to the resources and support required to live an active and healthy lifestyle.
- **Safe and Connected Communities**  
Moir Shire will be a safe place to live. Individuals will feel safe in their community and connected to those around them
- **A Thriving Economy**  
Moir's economy will continue to diversify and grow to attract new investment and generate employment opportunities
- **Environmental Sustainability**  
Moir's community will work together for an environmentally sustainable future.

This report seeks formal endorsement and adoption of the Municipal Wellbeing for All Ages Strategy 2017 – 2021 from Council

#### 2. Background and Options

The Municipal Wellbeing for All Ages Strategy 2017 - 2021 is a legislated strategic document for Council. The new strategy will build on the work of the previous plan and will ensure continued work and partnership with a variety of key stakeholders.

#### 3. Financial Implications

The development and implementation of the strategy is supported with an annual budget allocation of \$15,000.00. Other departmental budgets will contribute to specific objectives and actions within the strategy.

#### 4. Risk Management

The development and adoption of the strategy addresses requirements of the Victorian Public Health Act 2008, therefore mitigating the risk of being non-compliant with the Act.

#### 5. Internal and External Consultation

There have been multiple opportunities for internal and external stakeholders to provide feedback regarding the strategy. These opportunities have included meetings, two survey rounds, social media promotion and individual discussions.

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## **MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)**

Following the initial survey in June a follow up survey was conducted in September to ensure the strategy captured the feedback previously received. Council received 14 survey responses and two written submissions in the last round of consultation. The majority of the feedback was positive. Comments reaffirmed the need for further support for mental health and opportunities for incidental exercise opportunities. One survey commented on the need for a financial commitment from Council to implement actions within the strategy.

As a result of the feedback there were some minor changes and inclusions made to the strategy, including a "Vision and Eye Health" section within Appendix One.

### **6. Regional Context**

Across the region many local councils face similar challenges in regard to health and wellbeing issues, particularly around physical activity, fruit and vegetable consumption and obesity.

Through partnerships and work with the Goulburn Valley Primary Care Partnership there is an opportunity to develop shared initiatives and improve health and wellbeing outcomes across the region.

### **7. Council Plan Strategy**

The Municipal Wellbeing for All Ages Strategy is reflective of many strategies within the Council Plan. However within the strategy "A great place to live" there is a specific action in regard to developing the wellbeing strategy.

### **8. Legislative / Policy Implications**

The Victorian Public Health and Wellbeing Act 2008 requires that all Council's develop a document that addresses health and wellbeing matters every four years, it is also a recommendation of this Act that the document be consistent with the Council Plan and the Municipal Strategic Statement.

### **9. Environmental Impact**

The strategy and its actions are reflective of environmental sustainability considerations and consistent with the recently adopted Environment Sustainability Strategy.

### **10. Conflict of Interest Considerations**

There is no conflict of interest in relation this report.

### **11. Conclusion**

The Municipal Wellbeing for All Ages Strategy 2017 – 2021 is an important document for Council and the community. The goals, objectives and actions within the document outline the priorities in regard to community health and wellbeing over the next four years.

It is recommended that Council adopt the Municipal Wellbeing for All Ages Strategy 2017-2021.

### **Attachments**

1 Moira\_WellbeingStrategy\_FINALPROOF

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1. A GREAT PLACE TO LIVE

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**MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)**

ATTACHMENT No [1] - Moira\_WellbeingStrategy\_FINALPROOF

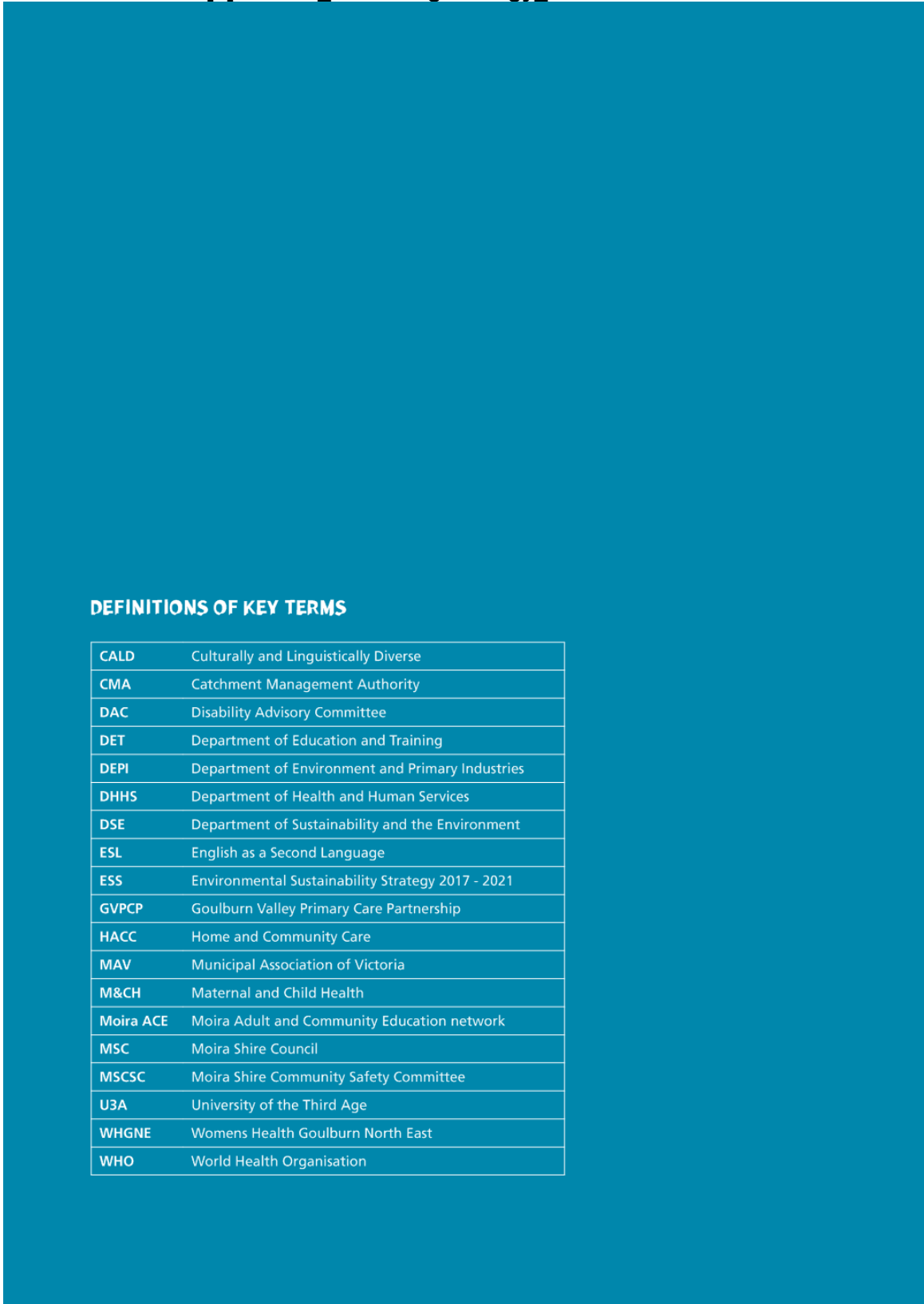
The cover of the Moira Shire Wellbeing for All Ages Strategy - Draft 2017-2021 features a green and teal background. On the left, a vertical green bar contains four white icons: a heart with a pulse line, a group of three people, a line graph, and two trees. The top right corner displays the Moira Shire logo, which consists of a stylized blue and green figure above the text 'moira SHIRE'. The central part of the cover is a collage of three photographs: the top left shows a row of pink cherry blossom trees; the bottom left shows two men using outdoor exercise equipment; the right side shows a group of people playing soccer on a grassy field. At the bottom right, two women are seated and looking at a document. The bottom half of the cover has a teal background with the title 'WELLBEING FOR ALL AGES STRATEGY - DRAFT 2017-2021' in white, bold, sans-serif font.

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**MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)**

**ATTACHMENT No [1] - Moira\_WellbeingStrategy\_FINALPROOF**



**DEFINITIONS OF KEY TERMS**

CALD	Culturally and Linguistically Diverse
CMA	Catchment Management Authority
DAC	Disability Advisory Committee
DET	Department of Education and Training
DEPI	Department of Environment and Primary Industries
DHHS	Department of Health and Human Services
DSE	Department of Sustainability and the Environment
ESL	English as a Second Language
ESS	Environmental Sustainability Strategy 2017 - 2021
GVPCP	Goulburn Valley Primary Care Partnership
HACC	Home and Community Care
MAV	Municipal Association of Victoria
M&CH	Maternal and Child Health
Moira ACE	Moira Adult and Community Education network
MSC	Moira Shire Council
MSCSC	Moira Shire Community Safety Committee
U3A	University of the Third Age
WHGNE	Womens Health Goulburn North East
WHO	World Health Organisation

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## MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)

### ATTACHMENT No [1] - Moira\_WellbeingStrategy\_FINALPROOF

Wellbeing for All Ages Strategy 2017-2021 1

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## MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)

### ATTACHMENT No [1] - Moira\_WellbeingStrategy\_FINALPROOF

2 Moira Shire Council

## EXECUTIVE SUMMARY

The Moira Shire Municipal Wellbeing for All Ages Strategy 2017-2021 aims to provide Council and the community with a clear and strategic planning approach that integrates planning for health and wellbeing across all stages of life. The World Health Organisation's (WHO) definition of health suggests that health is a continuum, and extends the notion of health to include states of positive wellbeing. Health is "a state of complete physical, mental and social wellbeing and not merely the absence of disease or infirmity".

The Victorian *Public Health and Wellbeing Act 2008* requires that all Councils develop a document that addresses health and wellbeing matters every four years. It is also a recommendation of the Act that the document be consistent with the Council Plan and the Municipal Strategic Statement. This 'whole of council' approach reflects the importance the Municipal Wellbeing for All Ages Strategy will have in supporting the strategic directions of the municipality and makes health and wellbeing a central focus for local government.

Throughout 2017 community members and stakeholders have been consulted on a range of health and wellbeing issues to determine local priority areas. A thorough analysis of state and local data was conducted to gain an understanding of the health and wellbeing of our residents. This information combined with local surveys told us the following:

- In the past four years our smoking rates have decreased but are still higher than the state average
- The majority of our community are not as physically active as they should be
- Our residents are concerned with the mental health of young people in our community

- Our residents are concerned by the lack of access to services locally particularly in regard to mental health
- Obesity is becoming a serious health issue in our community
- Our immunisation rates remain well above state averages
- Our community is ageing and the number of older people living in our community will increase rapidly in the next 15 years.

This information was used to develop the themes and goals of the strategy, these are:



#### Active and Healthy Lifestyle

Moira residents will have access to the resources and support required to live an active and healthy lifestyle.



#### Safe and Connected Communities

Moira Shire will be a safe place to live. Individuals will feel safe in their community and be connected to those around them.



#### A Thriving Economy

Moira's economy will continue to diversify and grow to attract new investment and generate employment opportunities.



#### Environmental Sustainability

Moira's community will work together for an environmentally sustainable future.

Working with local partners is critical to the success of the strategy, as well as the ongoing review and evaluation of actions. The successful implementation of actions within each of these themes will improve health and wellbeing across the Shire for residents of all ages.

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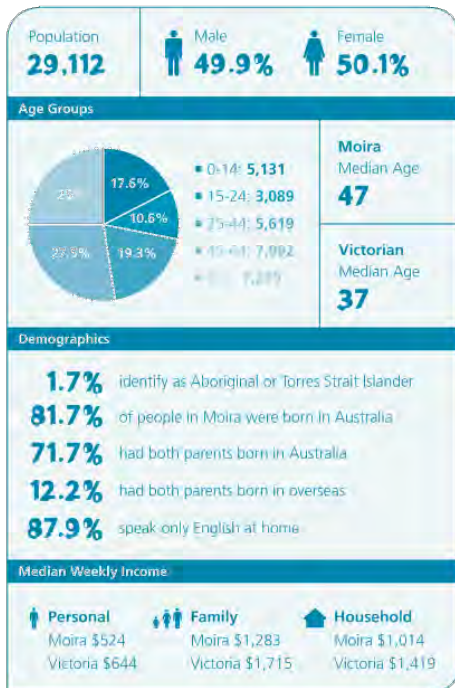
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**MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)**

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## MOIRA AT A GLANCE



Moira Shire is located on the southern banks of the Murray River, bordering New South Wales. The Shire covers an area of 4,045 square kilometres and includes the major towns of Cobram, Numurkah, Yarrawonga and Nathalia and a host of smaller towns which are supported by a diverse agricultural base.

Agricultural land use accounts for approximately 71% of the total land area, currently divided equally between irrigated and dry-land production.

Tourism is the seventh largest contributor to economic output in the municipality generating an estimated \$90 million for the local community, including approximately 510 jobs, or about 5.6% of Moira Shire's workforce.

The Moira community is serviced by local hospitals in each of the major towns along with a wide range of visiting medical and allied health service providers. As a result health services are an important sector within the local community.



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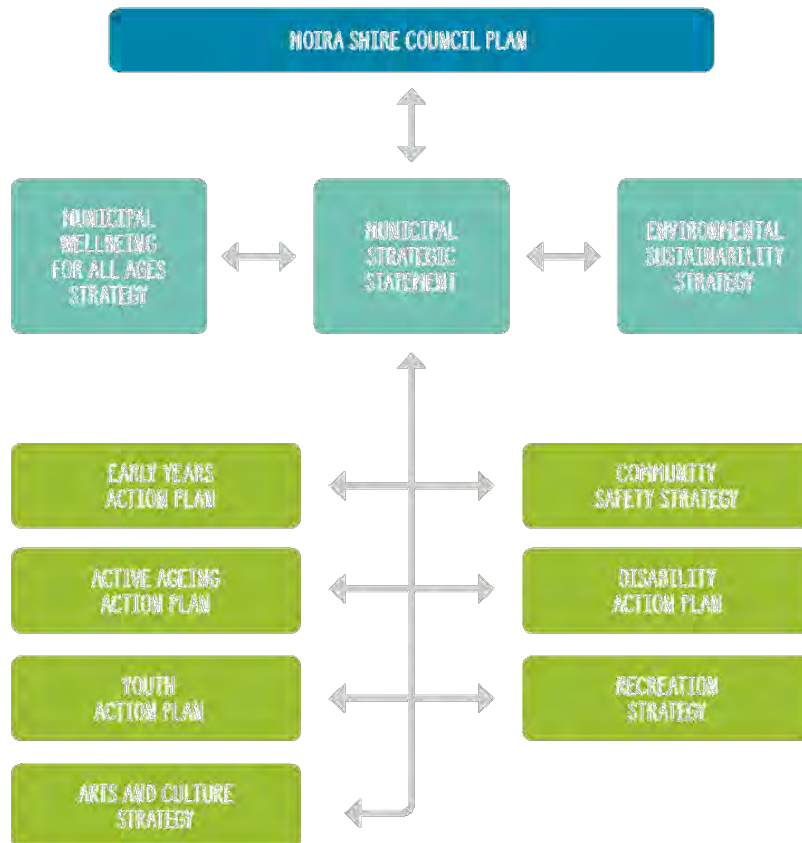
**MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)**

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## BACKGROUND

The Municipal Wellbeing for All Ages Strategy 2017-2021 is an important document for Council and the community. Leading healthier lives and improving health and wellbeing is everyone's responsibility. The strategy is informed by the Moira Shire Council Plan and will inform the development and implementation of a number of key documents as indicated by the examples in the diagram below.



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# WHAT IS COUNCIL'S ROLE IN HEALTH AND WELLBEING?

All Victorian Councils are required under the Victorian *Public Health and Wellbeing Act 2008* to develop a plan that addresses the health and wellbeing needs and issues in their municipality. In addition to this there are a number of other areas where Council is either legislated to or expected to provide services or activities. There are many other areas where Council works with a range of partners and stakeholder to support, develop and/or implement a variety of health and wellbeing programs. Some examples of each are highlighted below.

#### LEGISLATED ACTIVITIES

- Adherence to the regulations associated with the Health Act, Tobacco Reform, the Food Act and the Food Standard Code. This includes the work of the Environmental Health Officers in monitoring food premises across the Shire.
- Monitoring and responding to outbreaks of pandemics or infectious disease in the community.
- Coordination and provision of immunisation to children living or being educated within the municipality.
- Responding to emergencies in accordance with Victoria's emergency management arrangements. Moira Shire is responsible for managing and coordinating municipal resources for responding to and recovering from emergencies.
- Develop and implement our Municipal Emergency Management Plan.
- Provision of waste services to the community.
- Provision and administration of permits.

#### OTHER COUNCIL ACTIVITIES

- Monitoring and planning for the effects of our changing climate. Documents such as the Environmental Sustainability Strategy and Planning for Reduced Water Availability and Climate outline Council's position and inform policy and decision making.
- Undertaking mosquito monitoring in partnership with the State government.
- Provision of Maternal and Child Health Services for all infants and children within Moira Shire.
- Supporting a variety of community groups to provide recreation and social connection opportunities across the Shire.
- Supporting the local economy by working with local businesses and industry.
- Develop and implement cohort specific strategies and action plans; for example recreation strategy, community safety strategy, arts and culture strategy etc.

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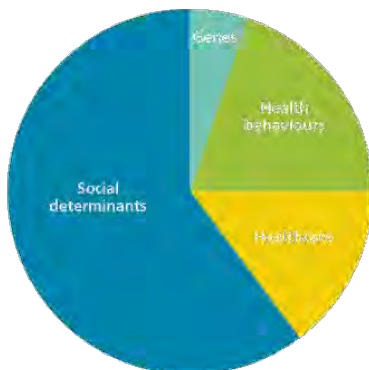
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## DETERMINANTS OF HEALTH

### WHAT ARE THE DETERMINANTS OF HEALTH?

Research indicates that much of an individual's health status is reliant on a number of factors; often described as the determinants of health. Health is determined by a complex interaction between genetic inheritance, health behaviours, access to quality health care, and the social determinants of health. The 2011 Australian Burden of Disease Study showed that 31% of the burden of disease is attributable to a range of lifestyle risk factors (health behaviours of individuals) such as smoking, overeating and physical inactivity (Australian Institute of Health and Welfare 2016). The figure below illustrates that it is the social determinants that have the greatest impact on our health.



### WHAT ARE THE 'SOCIAL' DETERMINANTS OF HEALTH?

The World Health Organisation defines the social determinants of health as 'the conditions, in which people are born, grow, work, live and age and the wider set of forces and systems shaping the conditions of daily life. These forces and systems include economic policies and systems, development agendas, social norms, social policies and political systems' (WHO 2012).

Social determinants include but are not limited to:

- socio-economic status
- education
- housing
- transportation
- food security
- psychosocial risk factors
- the social environment
- social support networks
- community and civic engagement
- social and civic trust
- the physical environment.

Social determinants such as socioeconomic status are well understood to have significant impacts on an individual's health status; the lower the socioeconomic status the worse the health status (Marmot 1999).

### WHAT DOES THIS MEAN FOR OUR MUNICIPAL WELLBEING FOR ALL AGES STRATEGY 2017-2021?

The *Public Health and Wellbeing Act 2008* (the Act) requires all Council's to include an examination of data about health status and health determinants in the municipal district when developing municipal plans for health and wellbeing matters. Considering the social determinants of health is a critical component of this process.

The Socio Economic Indexes for Areas (SEIFA) provides data on the level of socio-economic advantage or disadvantage within a community, the lower the index score the more disadvantaged a community is. Data from the 2011 Census indicates that Moira has a SEIFA score of 936, which places Moira as the 10th most disadvantaged local government area in Victoria and 167th in Australia.

As previously outlined the more disadvantaged a community is the more significant and complex the issues surrounding achieving good health and wellbeing can be. Therefore it is important to have a thorough understanding of local health and wellbeing data for the Shire.

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## SUMMARY HEALTH AND WELLBEING PROFILE

The following information provides an overview of the health and wellbeing profile of the municipality. A detailed health profile can be found in Appendix One.

A detailed examination of local and state data, combined with community consultation has told us the following:

- Generally we are satisfied with the lives we lead and are content with our achievements.
- We make some great choices for our children in their early years, with high immunisation rates and attendance at Maternal and Child Health Key Age and Stage visits.
- Over the past four years our breastfeeding statistics have increased to be comparable with the state average.
- Leading an active and healthy lifestyle is a challenge across the municipality. This presents an opportunity for further community education and collaborative partnerships to implement new programs and ideas.
- Interventions regarding smoking prevention have been successful with an almost 40% reduction in smoking rates across the Shire. Further work is required to bring our current smoking rate in line with or lower than the state average.
- Further support is needed to ensure our young people remain mentally healthy and have access to the support and services they need locally.
- Perception of safety has decreased over the last four years and incidents of violence are increasing in our community. This provides an opportunity for increased partnerships to implement actions from the Community Safety Strategy to address these issues in our community.
- Early intervention to support our children and youth remains important. Ongoing partnerships and programs will increase capacity to support children and young people.
- Our population is ageing and our municipality continues to be attractive as a great community to retire to. It is projected that by 2031 36% of Moira's population will be aged over 65.

### WHAT THE COMMUNITY TOLD US ABOUT HEALTH AND WELLBEING IN MOIRA

Stakeholder and community members were surveyed to gain an understanding of their health and wellbeing priorities. There were 105 responses to the survey over a three week period. Mental health for young people and access to services to support young people received a large number of responses; another area of concern was availability of General Practitioners (GPs). The information collected from the surveys was exceptionally useful in creating objectives and actions for the strategy. Further detail regarding community responses can be found in Appendix Three.

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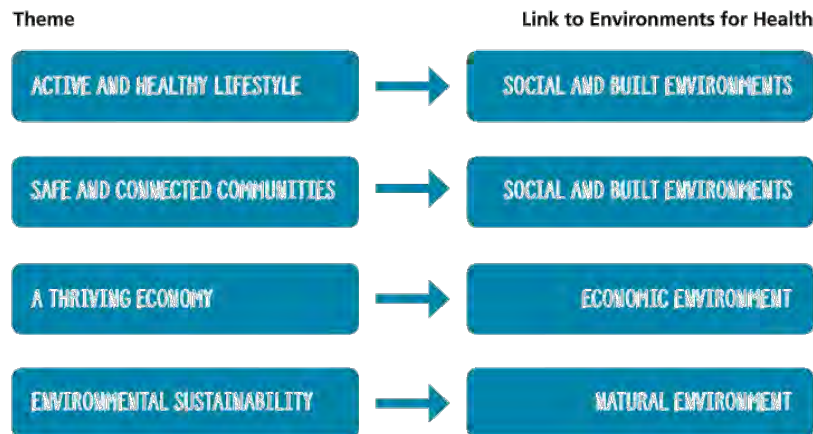
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## HOW OUR STRATEGY WAS DEVELOPED

The Municipal Wellbeing for All Ages Strategy 2017-2021 was developed using data and information from the health and wellbeing profile and the community and stakeholder surveys. Community members, health and community services were all invited to be involved in the process. Digital and paper based surveys were distributed to a wide range of stakeholders and community members to assist in gathering local information in regard to health and wellbeing priorities and concerns. Our previous Municipal Public Health and Wellbeing Plan was evaluated along with other relevant documents to ensure a thorough understanding of the status of current work and actions.

The social, built, natural and economic environments all contribute to an individual's and the community's health. The strategy is reflective of these four environments that are critical to achieving good health and wellbeing. From this information areas of strength and opportunity were identified and goals and objectives were formulated to ensure focus was directed specifically in to these areas.

The strategy was developed using the following themes:



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## MUNICIPAL WELLBEING FOR ALL AGES STRATEGY SUMMARY

### Focus areas

### Performance indicators (by 2021)



#### ACTIVE AND HEALTHY LIFESTYLE

- Reduction in percentage of residents who are pre-obese or obese
- Reduction in smoking rates
- Increase in physical activities levels
- Improved accessibility and inclusion across the Shire



#### SAFE AND CONNECTED COMMUNITIES

- Increase in mental health services available in municipality
- Decrease in the occurrence of family and gender violence in the municipality
- Increase in perception of safety data for the Shire
- Increase in local partnerships and collaboration regarding youth issues



#### A THRIVING ECONOMY

- Increase in new businesses and industry in the Shire
- Increase in local training and education opportunities available



#### ENVIRONMENTAL SUSTAINABILITY

- Increase in schools working on environmental sustainability projects
- Increased community awareness and understanding of environmental sustainability



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## MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)

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#### GOAL

#### Moira residents will have access to the resources and support required to live an active and healthy lifestyle.

Maintaining an active and healthy lifestyle is paramount to achieving and sustaining a good sense of overall health and wellbeing. The health and wellbeing profile demonstrates that many residents of Moira do not meet recommendations therefore this increases the importance of this area of the strategy.

#### OBJECTIVES

##### Moira Shire Council will:

- Work with local partners to develop a strategic approach to addressing the increase in obesity rates across the Shire
- Provide infrastructure and implement sustainable recreational events and activities to increase incidental exercise
- Lead by example in regards to health and wellbeing initiatives for employees
- Continue to work with our partners to develop local options to support families of young children
- Investigate and implement actions from the Recreation Strategy in order to increase opportunities for physical activity and recreation
- Enforce *Tobacco Act 1987* and the Tobacco Amendment Bill 2016
- Maintain above state average immunisation rates
- Enforce *Food Act 1984*
- Provide community health programs including mosquito monitoring and environmental health services
- Continue to work with our partners on agreed local priorities and to improve health literacy and education in regards to general health and wellbeing
- Ensure accessibility, inclusion and age-friendliness are considered in all decision making
- Continue to plan for age specific cohorts of our community
- Work with Vision 2020 Australia to improve sight outcomes for Moira Shire residents.

#### EXAMPLE ACTIONS

These are examples, not a complete list; of some of the actions that will be undertaken to support the achievement of the objectives.

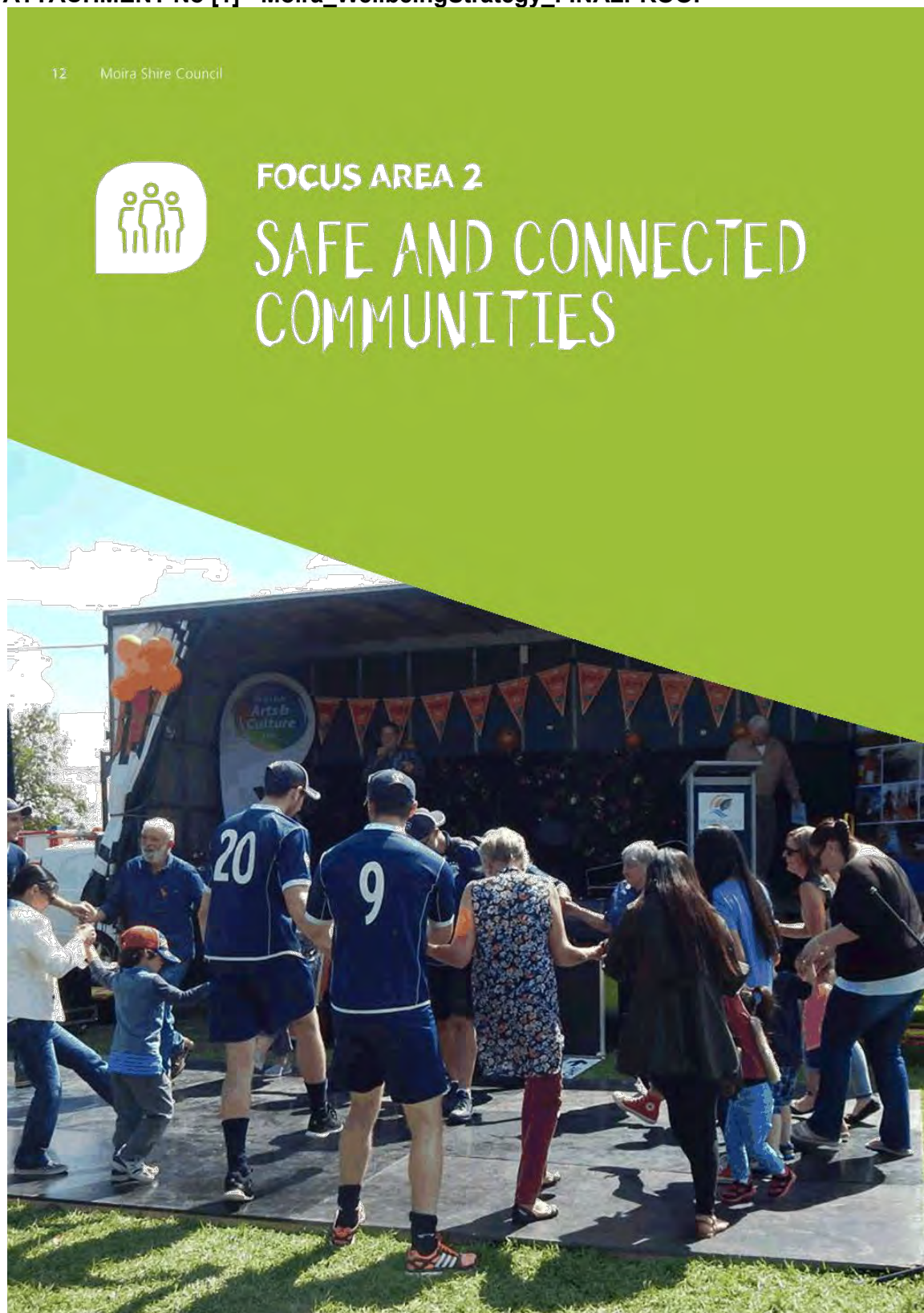
- Support the roll out of "More 4 Moira" (community based project regarding primary prevention of childhood obesity) in Numurkah and other major towns across the Shire
- Increase access to tap water by installing more water fountains in public spaces and ensuring free water stations are available at all events
- Use events such as Walk to School to create new lasting initiatives in the community through work with local partners
- Include healthy catering considerations in events grant funding guidelines
- Investigate programs such as the Achievement Program to be implemented internally to promote a healthy lifestyle within the workplace
- Develop an Aquatic Strategy
- Implement programs to educate staff and the broader community regarding smoking; including new smoking laws and smoke free dining
- Continue the provision of immunisation services for infants and secondary students across the Shire
- Continue to monitor all food businesses across the Shire for compliance with *Food Act 1984*
- Assist the University of Melbourne to conduct the CrossRoads2 study
- Actively participate and contribute to relevant Goulburn Valley Primary Care Partnership (GVPCP) and local networks and initiatives
- Continue to consult with the Disability Advisory Committee regarding the development of community projects
- Continue to consult and work with Womens Health Goulburn North East and Moira Health Promotion Collaborative regarding the development and implementation of community based primary prevention activities for all age cohorts
- Develop and implement an Active Ageing Action Plan in conjunction with WHO Age – Friendly Communities
- Develop and implement an Early Years Action Plan to focus on early years specific issues, including improving breastfeeding rates, early literacy and outcomes for all children
- Support Vision 2020 Australia to deliver the Vision Initiative program to educate the community in regard to the importance of regular eye tests and improve access for people who are blind or vision impaired.

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## MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)

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#### GOAL

**Moira Shire will be a safe place to live. Individuals will feel safe in their community and be connected to those around them.**

Having strong social connections with friends, family and the wider community is an essential ingredient for a productive and fulfilling life. In order to connect with the community around them the safety, or perception of safety, of an individual is a very important consideration. Given that our health and wellbeing profile demonstrates that the perception of safety has declined in recent years it is important that this is addressed.

#### OBJECTIVES

##### Moira Shire Council will:

- Continue to work with the Preventing Family and Gender Violence sub-committee to identify local priorities of action
- Lead by example and support federal and state government initiatives that aim to address gender equity and family and gender violence
- Ensure new developments and refurbishments of public facilities and areas are safe, inclusive and accessible for everyone
- Continue to work with key partners to develop and implement social connection opportunities to foster a socially inclusive community
- Continue to work with the Local Safety Committee to improve community safety across the municipality
- Advocate for additional mental health services across the Shire
- Play an important role in educating the community to respond to mental health concerns
- Continue to work with key local partners to plan for education and awareness within the community on issues regarding drug and alcohol use
- Continue to work closely with local schools and the Department of Education and Training to ensure quality education and vocation pathways are available for secondary students
- Continue to work with our partners through the Municipal Emergency Management Planning Committee to plan for and respond to emergencies across the municipality
- Continue working with communities across the Shire to develop community plans.

#### EXAMPLE ACTIONS

These are examples, not a complete list; of some of the actions that will be undertaken to support the achievement of the objectives.

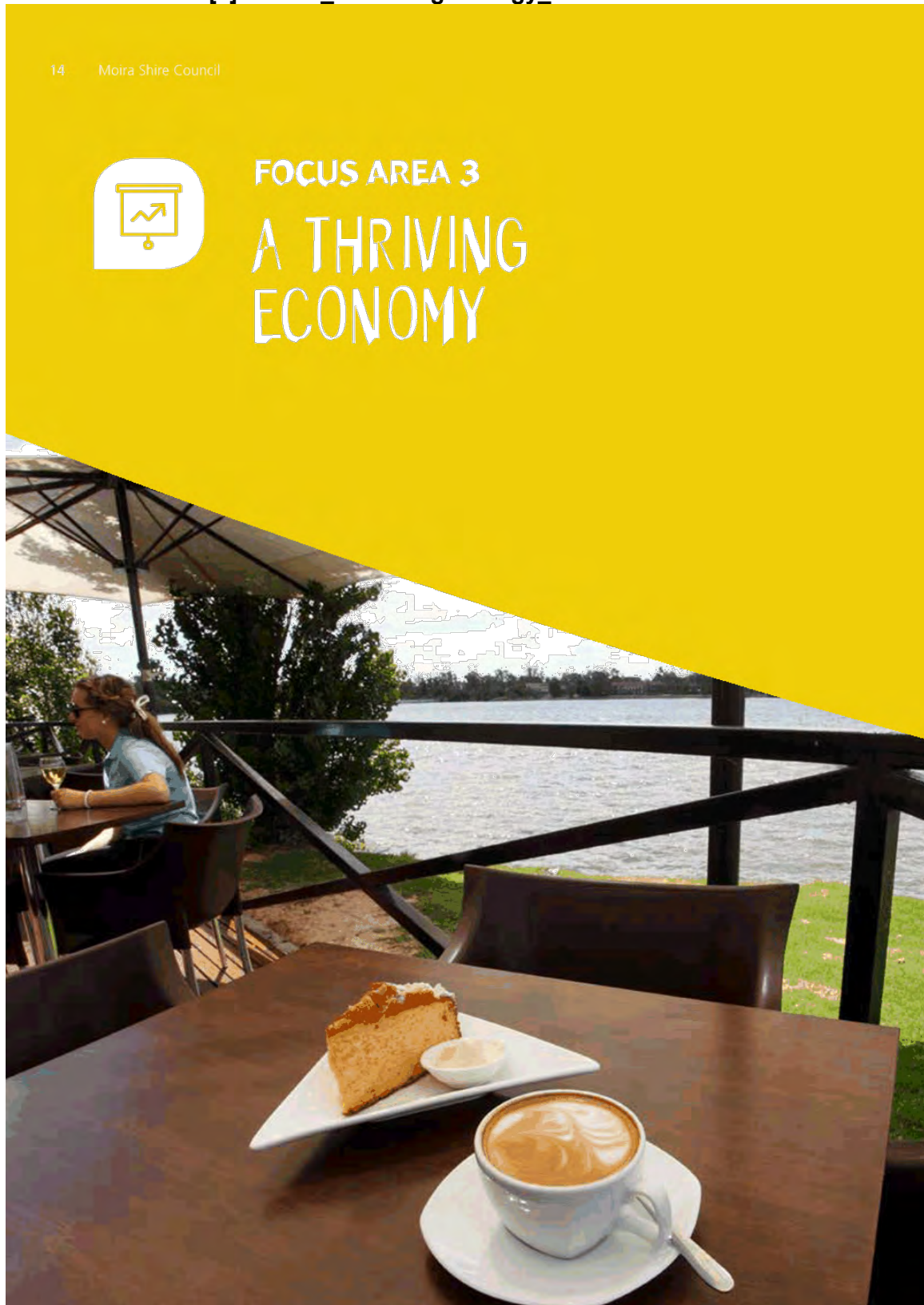
- Implement local actions to raise awareness in the community through events such as White Ribbon Day
- Work in partnership with Women's Health Goulburn North East on the Community Partners for Prevention project
- Support the implementation of the Respectful Relationships program across early childhood and school settings
- Use existing facility audits to identify any safety issues and prioritise works where issues are identified
- Ensure plans for new developments and works within sporting clubs are compliant with Sport and Recreation Victoria's Female Friendly Facilities guidelines
- Investigate appropriate programs and accreditation in regard to family and gender violence
- Remain active participants in the Act- Belong-Commit social inclusion and mental health campaign through event branding and sharing campaign messages
- Implement actions from the Community Safety Strategy
- Work with local health services and schools to identify where gaps are in mental health provision and develop an advocacy plan for further services
- Work with key local partners to deliver community education sessions regarding mental health and mental wellness
- Identify other opportunities for community education regarding drug and alcohol use
- Develop and implement a Youth Action Plan to focus on youth specific issues; including mental health, drug and alcohol issues, school attendance and access to services
- Implement actions from the Municipal Emergency Management Plan
- Support communities to implement actions from their community plans.

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## MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)

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#### GOAL

**Moira's economy will continue to diversify and grow to attract new investment and generate employment opportunities.**

The economy of a community impacts on a community's sense of health and wellbeing in many ways. Having opportunities for employment, having enough money to participate in life and having access to quality, affordable goods and services locally all impact on our general health and wellbeing. Access to further education locally is also an area of need within Moira Shire.

#### OBJECTIVES

##### Moira Shire Council will:

- Support existing and new business to prosper and grow
- Advocate for accessible training and education opportunities to boost employment prospects and skills across the Shire
- Advocate for and support the upgrade of infrastructure such as gas, water, power, telecommunications, road and rail to provide the community the opportunity to start and grow business within the Shire
- Continue to develop and promote Moira as a tourism destination.

#### EXAMPLE ACTIONS

These are examples, not a complete list, of some of the actions that will be undertaken to support the achievement of the objectives.

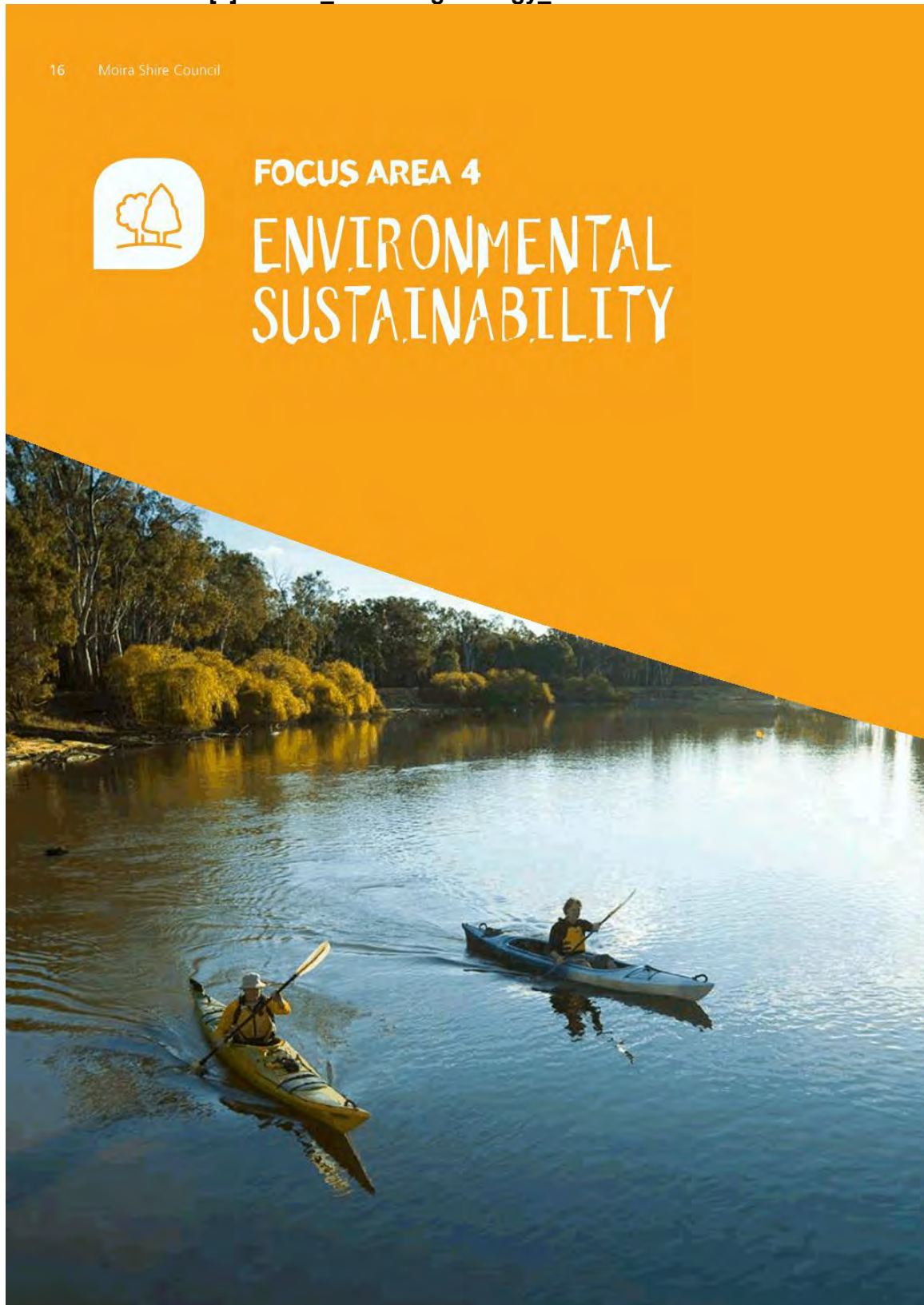
- Develop and implement a new economic development plan
- In partnership with local agencies develop a shire-wide training plan to understand work force needs and identify gaps
- Lobby Government and engage with potential private investors to source the capital to grow investment and jobs within the Shire
- Work with local tourism partners to promote the region and annual events and festivals.

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## MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)

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#### GOAL

#### **Moira's community will work together for an environmentally sustainable future.**

Moira Shire Council recognises that the wellbeing of our community is linked to that of our natural environment. Therefore Council is dedicated to managing all natural environmental assets by not only preserving, but also enhancing, their ecological functions.

#### OBJECTIVES

##### **Moira Shire Council will:**

- Lead by example and support the community in transitioning to environmental sustainability
- Implement the Environmental Sustainability Strategy to provide an easily shared guide for Council to work towards long-term goals for environmental sustainability
- Strive to be a leader in environmental sustainability decision making and activities
- Play an important role in informing, educating and raising awareness in the community in regards to environmental sustainability
- Continue to work with key partners to inform, educate and raise awareness in the community to work towards an environmentally sustainable future
- Lead by example in responding and adapting to climate change.

#### EXAMPLE ACTIONS

These are examples, not a complete list; of some of the actions that will be undertaken to support the achievement of the objectives.

- Work with schools to implement environmental sustainability projects
- Work with the community to develop ecotourism opportunities such as bike trails, walking paths and other recreational pursuits, highlighting significant environmental features
- Review and update the "Preparing for Climate Change in the Moira Shire – Adaptation Plan".



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**APPENDIX ONE**

**OUR HEALTH AND WELLBEING PROFILE**

Victorian and local data has been examined and analysed to develop an overall picture of the health and wellbeing of Moira residents.

The VicHealth Indicator Survey 2015 reports that respondents from Moira scored their general wellbeing 79.1 out of 100; this is similar to the Victorian average of 77.3. Overall rating of life satisfaction was also comparative to the Victorian average of 7.8 with Moira respondents reporting an average of 7.9 out of 10.

To ensure consistency with the Victorian Public Health and Wellbeing Plan 2015-2019 the action areas within the "Promoting health and wellbeing" section are referenced here with localised data and priority areas.

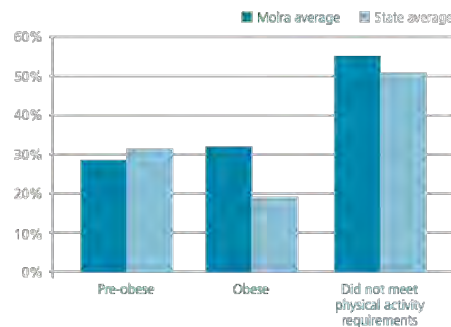
**Healthier Eating and Active Living**

A balanced and nutritious diet is central to the promotion of health and wellbeing. The 2014 Victorian Population Health Survey reports that 53.6% of Moira residents met the recommended fruit and vegetable consumption guidelines each day, this is comparative with the Victorian average of 51.4%.

Over the last 20 years adult obesity in Victoria has increased by 40%. The 2014 Victorian Population Health Survey reports that 31.2% of Victorian adults are classified as pre-obese according to their BMI and a further 18.8% are classified as obese according to their BMI.

The same data reports that 28.5% of adults in Moira are classified as pre-obese and 31.7% are classified as obese according to their BMI. This indicates there is a demonstrated need for significant work in this area to positively impact the health of our residents.

It is recommended that adults undertake 150 minutes or more of moderate intensity physical activity or 75 minutes or more of vigorous physical activity on at least two days per week of physical activity. On average 55% of adults in Moira do not meet this recommendation; compared with the Victorian average of 50.4% people. This information supports the need for Council to investigate options to increase opportunities for our residents to participate in physical activity across the Shire.



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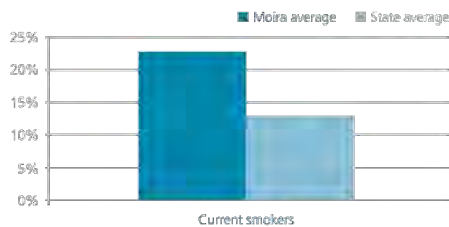
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**Tobacco Free living**

The 2014 Victorian Population Health survey reports that between 2003 and 2014 the number of people smoking has declined by almost 40%. However in the same survey reports that 22.2% of the population of Moira Shire are current smokers, this is significantly higher than the Victorian average of 13.1%.



**Reducing harmful alcohol and drug use**

Alcohol and drug use remains an issue across the nation. In the 2014 Victorian Population Health Survey it was reported that 59% of Victorians were at increased lifetime risk of alcohol – related harm. The VicHealth Indicators Survey 2015 results identified that 27.9% were identified as being at risk of short – term harm due to alcohol consumption. This is comparative to similar Victorian data, indicating there remains a demand for significant work to be done in this area to educate and minimise harm within our communities.

Victoria Police figures show Moira reported a drug usage and possession offences of 1.9%, which was identical to the Victorian figure and lower than the Hume region figure of 2.2%. Police arrests and ambulance data across Victoria indicate that the use of 'ice' is quickly increasing.

Data from the 2013 Victorian Population Health Profile showed that the rate of drug usage and possession offences per 1000 of population in Moira was 3, compared with the Victorian rate of 3.4 and the Hume rate of 3.9. Moira was ranked 31 out of the 79 LGAs.

**Improving mental health**

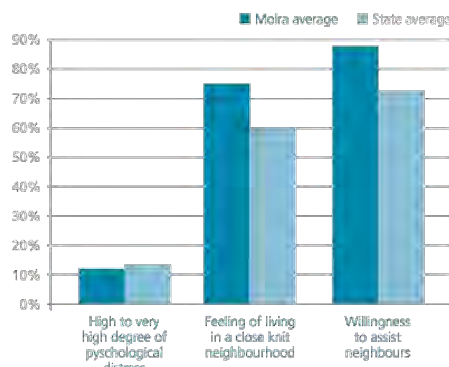
Around 4.5 million adult Australians (nearly 20% of the population) experience mental illness each year. More than 45% of the adult population will have a mental illness at some point in their lives.

The 2014 Victorian Population Health Profile reports that 11.8% of Moira residents reported a high to very high degree of psychological distress, compared with the Victorian rate of 12.6% and the Hume average of 12.9%.

The "Dropping off the Edge" report released in 2015 revealed the rate of psychiatric admissions per 1000 of population aged 18 years and over (ranking in the state out of 667 localities – 1 most disadvantaged, 667 most advantaged) for Moira is:

- Nathalia (postcode 3638) – 225;
- Numurkah (postcode 3636) – 230;
- Yarrawonga (postcode 3730) – 188; and
- Cobram (postcode 3644) – 247.

The 2015 VicHealth Indicator Survey reported that 74.8% of residents who participated in the survey felt they lived in a close-knit neighbourhood and 87.9% felt people within their neighbourhood were willing to help each other out. These figures are well above the Victorian average.



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**Preventing Violence and Injury**

The 2015 VicHealth Indicator Survey reported that 92.1% Moira residents agreed that they felt safe walking alone during the day, which is similar to the Victorian estimate 92.5%. However the perception of safety when walking alone during the day for Moira residents has decreased significantly over time: 2011 = 97.7%, 2015 = 92.1%.



Road safety is an ongoing challenge across the state; Council's Community Safety Strategy reports that in 2014 there were 52 accidents within the Shire that resulted in the death of four individuals and 77 others sustaining injuries.

Victoria Police (Crime Statistics Agency, Family Incident Reports) report that on average one in 10 call outs are in response to violence in the home; generally towards women. There were 368 Family incidents recorded in Moira Shire by Victoria Police between July 2011 to June 2016, which is an increase of 16.5% from 2015-16 and 51% in the last five years.

Intimate partner violence alone contributes 9% to the disease burden in Victorian women aged 15-44 years, making it the largest known contributor to the preventable disease burden in this group (VicHealth 2004). Women who have been exposed to violence have a greater risk of developing a range of health problems, including stress, anxiety, depression, pain syndromes, phobias and somatic and medical symptoms (World Health Organization 2000).

**Oral Health**

Dental Health Services Victoria has developed health profiles for local governments in Victoria. These profiles compare municipalities with the Victorian average in regard to oral health. 40% of Moira's children, aged 5 or under, who attended a public dental service have at least one missing, filled or decayed baby or adult tooth.

Over 90% of adults who attended a public dental service have at least one missing, filled or decayed adult tooth. The profile also highlights the modifiable health risk behaviours of adults; these include current smoking, use of alcohol, not meeting fruit and vegetable guidelines and daily consumption of sugar sweetened drinks. Moira is above the state average in all of these areas. This demonstrates the need for further work and education in this area.

**Vision and Eye Health**

According to the 2014 Victorian Public Health Survey 19.2% residents within Moira Shire Council have never had an eye test. Not participating in eye tests places sight at increased risk. In Australia 90% of vision loss is preventable if detected early so regular eye tests are essential to reduce avoidable blindness and vision loss.

With Moira's ageing population this data supports the need for further education about the benefits of regular eye tests.

FILE NO: F13/152  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.3.1

## MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)

### ATTACHMENT No [1] - Moira\_WellbeingStrategy\_FINALPROOF

Wellbeing for All Ages Strategy 2017-2021 21

#### Our children

According to the 2014/15 Maternal and Child Health Services Annual Report 41% of infants at 6 months were either fully or partially breastfed; this is comparable with the Victorian average of 49.6%. The Australian Immunisation Register reports that our overall immunisation rates for children aged 0-5 is 94.38%, this is slightly higher than the national average of 92.73%.

The 2015 Australian Early Development Census surveyed all children who commenced school for the first time in Moira Shire. The survey collects basic demographic data such as sex, country of birth, language spoken at home etc. as well as surveying readiness for school and developmental status across the following developmental domains:

- Physical health and wellbeing
- Social competence
- Emotional maturity
- Language and cognitive skills (school-based)
- Communication skills and general knowledge.

In each of the above children are categorised as either developmentally on track, developmentally at risk or developmentally vulnerable. The data collected in 2015 indicated that there has been a significant increase in children who developmentally at risk or developmentally vulnerable in all of the domains except communication skills and general knowledge. The AEDC data also reported that often children are developmentally at risk or vulnerable in more than one area.

Research indicates that early intervention and support for families can have positive impacts for all children. This data provides sound evidence that there is an ongoing need to maintain partnerships between Maternal and Child Health, early years' service providers and education settings.

#### Our youth

Mission Australia completed a Youth Survey in 2016 with 21,846 respondents throughout Australia. The top personal concerns for youth were stress, school and body image. The top three national issues were alcohol and drugs, discrimination and equity and mental health.

The Victorian Department of Education (DET) 2016 data indicates that the average VCE ENTER score for the four state secondary colleges is 24.9 compared with the state average of 27.6. The same data also indicated that in Moira 36.5% of students attending state secondary colleges are absent for more than 20 day per years which is significantly higher than similar sized metro secondary colleges.

DET also survey students in state secondary schools in years seven to nine to determine the level of student distress, this data then assists in ranking schools on a percentile scale. The percentile is influenced by the number of students who have expressed strong feelings at either end of the continuum. In this ranking a low percentile score is not a positive score; in 2016 two of the four state secondary colleges received a percentile ranking of below 10. This data provides valuable information in regards to our youth and areas of importance.

FILE NO: F13/152  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.3.1

**MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)**

**ATTACHMENT No [1] - Moira\_WellbeingStrategy\_FINALPROOF**

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**Our older people**

Based on 2016 census data 11,511 of the population are aged over 55, this equates to 35.6% of the total population. The average for regional Victoria is 39.5%. It is estimated that this figure will only increase in time, the below diagram demonstrates the significant estimated increase in population of residents aged over 55 years in to the future.

According to The Hume Region Population Ageing Profile, compiled by the Department of Health, Moira Shire has the third highest percentage (20.92% of total population) of people aged over 65. It is projected that by 2031 this percentage will increase 36%. This trend is likely to lead to an increased demand for the provision of a range of housing and community services. This information and projection will assist Council in developing plans for the future to ensure liveability for all stages of life.

**Life expectancy, preventable hospital admissions and avoidable mortality**

The average life expectancy for females is 84 years and 76 years for men. Female life expectancy is comparable with Victorian average; however male life expectancy in Moira is lower than the Victorian average of 80 years.

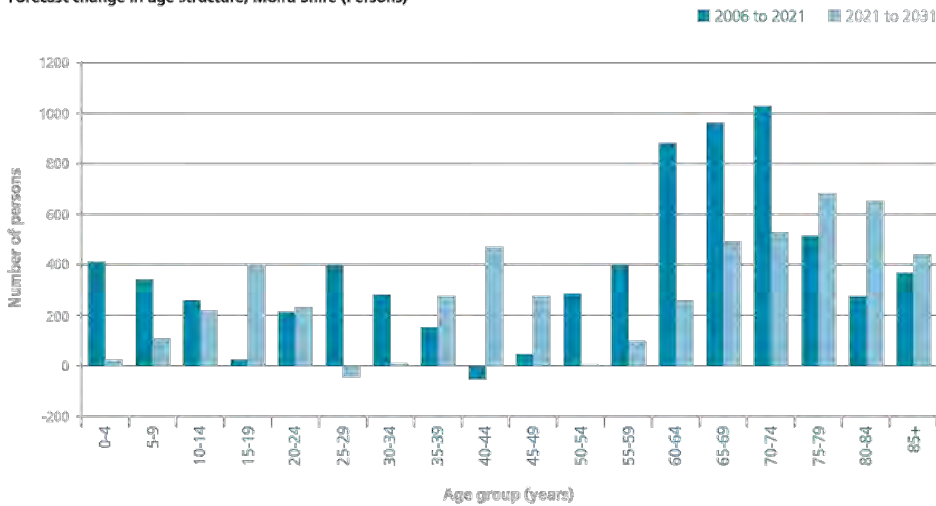
The Victorian Health Information Surveillance System data from 2015 states that the top three preventable hospital admissions for residents in Moira were:

- Cellulitis
- Chronic obstructive pulmonary disease
- Iron Deficiency anaemia

From the same statistics the top three causes of avoidable death for people aged 30 – 69 were:

- Cancer
- Cardiovascular diseases
- Respiratory diseases

Forecast change in age structure, Moira Shire (Persons)



FILE NO: F13/152  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.3.1

## MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)

### ATTACHMENT No [1] - Moira\_WellbeingStrategy\_FINALPROOF

Wellbeing for All Ages Strategy 2017-2021 23

#### APPENDIX TWO

## KEY PARTNERS AND ORGANISATIONAL CONTEXT

#### Our partners

The success of any strategy is not reliant on one party or organisation. To be successful in effecting change and improvement in regards to health and wellbeing it is important to have the commitment and involvement of a range of partners. This strategy relies on the involvement of the following partners:

- Local health services
- GVPCP
- Moira Health Promotion Collaborative
- Primary and Secondary Schools
- Womens Health Goulburn North East
- Vision 2020 Australia
- Department of Education and Training
- Department of Health and Human Services
- Moira ACE
- Local business and commerce chambers

#### Other important documents to consider

Moira Shire Council has a number of documents and strategies that have relevance to the development and implementation of the Municipal Wellbeing for All Ages Strategy. These include:

- Moira Shire Council Plan 2017-2021
- Recreation Strategy 2016-2026
- Disability Access and Inclusion Plan 2017-2021
- Environmental Sustainability Strategy 2017-2021
- Community Safety Strategy 2016-2019
- Economic Development Strategy
- Numurkah Economic Development Plan 2016
- Moira Shire Economic Analysis 2016
- Municipal Emergency Management Plan

#### Implementation, Reporting and Evaluation of the Strategy

The implementation of the Municipal Wellbeing for All Ages Strategy will be the responsibility of many departments across Council and in partnership with external agencies. An internal and external steering committee will assist in overseeing the implementation of the actions and also assist in the reporting. Action plans will be developed and/or reviewed to support the objectives within the plan.

Council will be updated on an annual basis on the progress of the strategy. Media releases will inform the community of achievements of the plan as well as projects and events that are occurring.

At the completion of each year a review will be undertaken to determine achievements, ongoing work and identify areas requiring further action. This will contribute to the overall evaluation at the conclusion of the plan.

FILE NO: F13/152  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.3.1

**MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)**

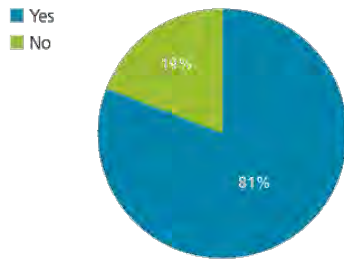
**ATTACHMENT No [1] - Moira\_WellbeingStrategy\_FINALPROOF**

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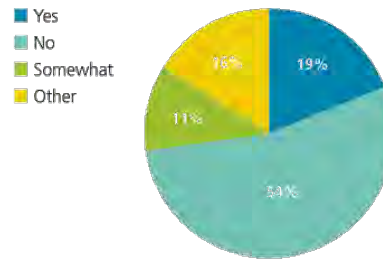
**APPENDIX THREE  
COMMUNITY CONSULTATION RESPONSES**

The chart below depicts some of the responses to key questions in the community and stakeholder survey.

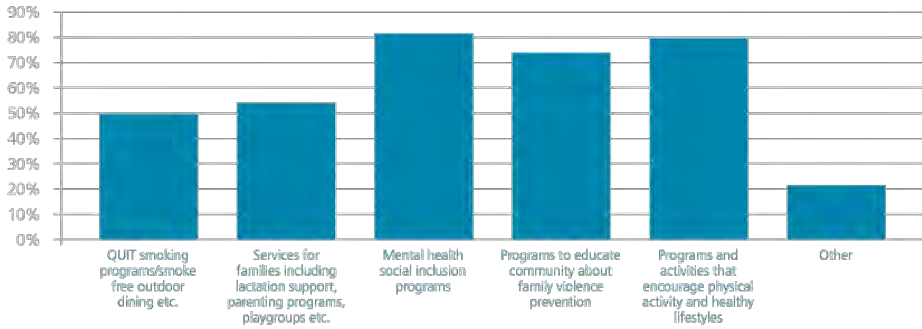
**The general health and wellbeing of the general population in Moira Shire concerns me**



**Are you concerned about your overall health and wellbeing?**



**What health and wellbeing initiatives would you like to see continued or implemented across the Shire?**



The word cloud below highlights the most popular issues raised by respondents in regard to services lacking in Moira Shire. The larger the word the more times it was raised as a priority from this information it is clear that access to services that support mental health are a concern for the community.



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1. A GREAT PLACE TO LIVE

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**MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)**

ATTACHMENT No [1] - Moira\_WellbeingStrategy\_FINALPROOF





FILE NO: F13/152  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.3.1

**MUNICIPAL WELLBEING FOR ALL AGES STRATEGY (cont'd)**

**ATTACHMENT No [1] - Moira\_WellbeingStrategy\_FINALPROOF**



FILE NO: F14/136  
3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 9.3.2

## PROCESS AND APPLICATION REVIEW - FREE WASTE PASS

### RECOMMENDATION

That Council endorse for implementation the proposed changes to the waste disposal pass process outlined within this report.

#### 1. Executive Summary

Council provides free waste passes to not-for-profit community groups undertaking community orientated activities. During a departmental service review in early 2017, it was identified that there are difficulties administering the free waste pass service due to there not being a clearly defined process, or a regulated set of criteria for applications to be assessed.

The existing service also does not distinguish the type of material being disposed; therefore Council is missing an opportunity to educate the community about the waste hierarchy. Also the number of groups and activities being supported through the service is being limited as there is no provision for different material types.

The review of the application process aims to address these issues and this report recommends that Council endorse the implementation of the proposed changes.

#### 2. Background and Options

Council provides approximately 300 passes each year to various groups and organizations to assist with waste management for a range of activities across the shire. Historically there has not been a stringent method of filtering for the provision of a pass being provided.

Evaluation has been at the discretion of the administration officer in consultation with the Waste Coordinator or Manager. The status of the group has generally been the determining factor, and it has become apparent that individuals and groups who regularly apply, do so at the expectation they will receive a waste pass, and then determine what they will be used for.

A review of this service has been undertaken. The review identified a number of ways the service could be improved to assist both Council and the community in waste disposal. The implementation of the changes will provide the community with access to a waste disposal pass through an application process. The applicant is required to identify the:

- type of organization;
- reason for applying for a pass (i.e. what the pass will be used for); and
- waste type.

The application process also details a set of standard conditions. A draft version of the proposed application form is attached to this report and highlights this process.

This process will identify the relevant pass to be provided. The number of passes issued to an organization will be dependent on their status as will the type of waste their pass is valid for. A number of waste categories have been created including green waste and recycling, E waste and general waste only.

This is expected to assist with not only limiting the volume of "free" general waste being taken to sites, but also with promoting separation of waste, recycling and resource recovery.

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3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 9.3.2

**PROCESS AND APPLICATION REVIEW - FREE WASTE PASS (cont'd)**

**3. Financial Implications**

There is no such thing as a “free waste service”. There are a number of associated costs with waste management to remain both operational and viable. The user pays gate fee is a critical component to funding all of Councils waste sites, and it is important this is not compromised.

It is envisaged that implementation of this process will reduce the financial risk to Council through improved management of waste being delivered to transfer stations and landfill.

To estimate the true cost of the service, both administration and associated waste management (landfill) expenses, need to be considered. The breakdown of these costs for the provision of 300 passes is detailed below.

Administration	\$11,500
Waste Disposal (*)	\$37,620
Total	\$49,120

(\*) The waste disposal cost is a calculation at 300 passes x 0.55 (industry conversion factor per M<sup>3</sup> of general waste un-compacted) x \$228 (Gate price \$/tonne).

Through differentiating the pass types the intention is to decrease the amount of this waste being disposed to landfill. This will occur by increasing the amount of recycling which is less expensive for council to manage than landfilling.

**4. Risk Management**

The implementation of this process will reduce risk to Council by improving management and control of waste being delivered to transfer stations and landfill.

**5. Internal and External Consultation**

Internally discussions have been held between a number of staff within the Waste and Environment Sustainability departments.

At this time there has been no external consultation in relation to this report. Following a decision to implement these changes, the community will be informed via the various media information channels, and also at the point of application of a waste pass.

**6. Regional Context**

Strong and positive sustainable practices are a high importance in the community's values, Council policy, and State and Federal government legislations. This revised service aims to improve and promote these values and practices.

**7. Council Plan Strategy**

This initiative aligns with the Council Plan 2017/21 “We will continue to achieve excellence in waste management and recycling” and the Moira Shire Environment Sustainability Strategy 2017.

**8. Legislative / Policy Implications**

The revised application has taken into account and utilized the definitions and titles from the recently adopted Council policy “Eligibility for waiver of Council fees and charges”. The improvements in reducing waste to landfill and increased recycling opportunities are in line with Council policy, and also State and Federal government legislations.

FILE NO: F14/136  
3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 9.3.2

**PROCESS AND APPLICATION REVIEW - FREE WASTE PASS (cont'd)**

**9. Environmental Impact**

The revised service will assist the community to distinguish between the various types of materials being disposed, therefore educating the public about the various recycling avenues available. The greater increase in materials being recycled will reduce the amount of waste going to landfill, which is of benefit both financially and environmentally.

**10. Conflict of Interest Considerations**

There are no council officer conflict of interest issues to consider within this report.

**11. Conclusion**

Councils free waste pass process has been reviewed. This report recommends the endorsement and implementation of the proposed changes.

It is expected that the proposed changes will improve the control and volume of the various waste streams currently being delivered to Councils waste sites. This will assist Council and the community in responsible waste management, both financially and environmentally.

These proposed changes also present the opportunity for education about waste management and provides Council the ability to support more community groups undertaking community orientated activities.

**Attachments**

- 1 Application for waste disposal pass

FILE NO: F14/136  
3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 9.3.2

**PROCESS AND APPLICATION REVIEW - FREE WASTE PASS (cont'd)**

**ATTACHMENT No [1] - Application for waste disposal pass**



**APPLICATION FOR WASTE  
DISPOSAL PASS**

**Applicant Details:**

Name of Community Group: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Town/District: \_\_\_\_\_ Post Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile \_\_\_\_\_ Facsimile: \_\_\_\_\_

Brief explanation of the Group's purpose: \_\_\_\_\_

Are you a non-profit community group? Yes  No

Are you a registered non-profit community group? Yes  No

*Please supply copy of registration*

If yes, what is your Australian Business Number (ABN), number? \_\_\_\_\_

**Pass Details**

Purpose/Reason for pass: \_\_\_\_\_

**Standard Conditions for a Waste Disposal Pass:**

1. The pass must be provided to the site operator to receive free waste disposal.
2. Each pass is valid for one (1) waste disposal load of up to a standard level ute or trailer size unless authorisation has been given by the Waste Coordinator.
3. Pass must be surrendered to the site operator.
4. The pass must not be used for any purpose other than specified by the applicant.
5. The pass is only to be used by the community group that it was issued to.
6. The pass is only valid for the dates specified on the front of the pass.
7. Follow instructions of the Site Operator.

*Please allow 14 days for this application to be processed.*

Request for additional passes will be assessed on a case by case basis by contacting the Waste Superintendent.

Moirá Shire Council  
ABN: 20 538 041 700  
Post: PO Box 574, Cobram, Vic 3640  
DX: 37801, Cobram

Cobram Administration Centre:  
44 Station Street, Cobram  
Yarrawonga Service Centre:  
100 Belmore Street, Yarrawonga

Phone: 03 5971 7222  
Fax: 03 5972 1567  
NRG: 183 677

Email: [info@moira.vic.gov.au](mailto:info@moira.vic.gov.au)  
[moira.vic.gov.au](http://moira.vic.gov.au)



FILE NO: F14/136  
3. A CLEAN GREEN ENVIRONMENT

ITEM NO: 9.3.2

**PROCESS AND APPLICATION REVIEW - FREE WASTE PASS (cont'd)**

**ATTACHMENT No [1] - Application for waste disposal pass**



**Criteria of relevant categories and pass types**

*Please select the category that suits your organisation*



**Charity**

(as defined by the Australian Taxation Office)

To be a charity, the organisation must:

- a) be not-for-profit
- b) have a charitable purpose
- c) be for the public benefit
- d) be registered with the Australian Charities and Not for profits Commission and provide evidence of charitable status.

*Maximum 12 passes per annum:  
use of all areas within landfill / transfer station.*



**Not for Profit**

(as defined in section 76AA of Local Government Act):

Means a body or organisation that –

- a) Operates exclusively for charitable, civil or other social purposes; and
- b) Does not share or allocate the funds or profits of the body or organisation with the owners, shareholders or executives of the body or organisation.

This is deemed to include, but is not limited to, sporting clubs, arts societies, and special interest groups.

- *Maximum 6 General waste; plus*
- *Maximum 6 Green waste or recyclables per annum*



**Funded Bodies**

Organisations that are externally funded or receive an income from external sources such as a level of government to assist in their operations e.g. schools, delegated committee of Council, health care service or an organisation that receives significant/consistent donations.

*Maximum of 12 passes per annum for disposal of:*

- *E-waste; or*
- *green waste; or*
- *recyclables .*



**Event / Fundraiser**

A function that is held for the purpose of raising money (including entrance fee, donations, selling of items etc).

- *Event Trailer*



**Extreme Weather**

The need to dispose of materials due to a meteorological phenomenon that causes damage and serious social disruption, such as flood, tornado etc.

- *Case to be determined by Council*



**Community Benefit Event**

A one off event that's purpose is to benefit the local community eg: registered event as part of a broader initiative eg; Clean up Australia Day. Waste is to be disposed of within two weeks of the initiative. Preapproval is required.

- *Use of all areas within landfill / transfer station*

Moirá Shire Council  
ABN: 20 538 041 700  
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DX: 37801, Cobram

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Yarrowonga Service Centre:  
100 Belmore Street, Yarrowonga

Phone: 03 5971 9222  
Fax: 03 5972 1967  
NRG: 183 677

Email: [info@moira.vic.gov.au](mailto:info@moira.vic.gov.au)  
[moira.vic.gov.au](http://moira.vic.gov.au)



FILE NO: F14/136  
3. A CLEAN GREEN ENVIRONMENT

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**PROCESS AND APPLICATION REVIEW - FREE WASTE PASS (cont'd)**

**ATTACHMENT No [1] - Application for waste disposal pass**



If this is for the special event trailer, what are the required dates? \_\_\_\_\_

Number of passes required: \_\_\_\_\_

Type of waste being disposed: **Green Waste**  **General Waste**   
**Recyclables**  **Other** (Please Specify) \_\_\_\_\_

I hereby declare that we have read, fully understand and accept the Standard Conditions for a Waste Disposal Pass.

Signature of applicant: \_\_\_\_\_ Date: \_\_\_\_\_

**Privacy Statement:** "Personal and or Health Information collected by Council is used for municipal purposes as specified in the Local Government Act 1989. The Personal and or Health Information will be used solely by Council for these purposes and or directly related purposes. Council may disclose this information to other organisations if required by legislation. The applicant understands that the Personal and or Health Information provided is for the above purpose and that he or she may apply to Council for access to and/or amendment of the information. Requests for access and or correction should be made to Council's Privacy Officer".

<b>Office Use Only – Environmental Waste</b>		
Date Received: _____	Actioning Officer: _____	
Application Approved	Yes <input type="checkbox"/>	No <input type="checkbox"/> If no state reason: _____
No of passes provided: _____	Expiry date: _____	Date Issued: _____

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NRG: 183 677

Email: [info@moira.vic.gov.au](mailto:info@moira.vic.gov.au)  
[moira.vic.gov.au](http://moira.vic.gov.au)



FILE NO: F17/456  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.1

## YARRAWONGA GROWTH MANAGEMENT STRATEGY

### RECOMMENDATION

That the Yarrowonga Growth Management Strategy be received and that funding support be sought from the Victorian Planning Authority to undertake the next step of developing a Framework Plan.

### 1. Executive Summary

At Council's request, the Victorian Planning Authority authorized MacroPlan Dimasi to prepare the Yarrowonga Growth Management Strategy (YGMS). This document is now to hand.

Yarrowonga was chosen because of its relatively high growth rate and developing role as a regional centre for homes, jobs and services.

The Growth Management Strategy for Yarrowonga has been developed as a framework to guide future population, residential settlements and other land use activities from 2016 to 2051. The strategy was conducted in 3 stages:

- Stage 1 – Preparation of a Background Analysis report;
- Stage 2 – preparation of forecasts and the growth model; and
- Stage 3 – preparation of an Executive Report summarizing findings and outcomes.

Key findings confirm medium level growth in population, jobs, dwellings and retail/commercial demand. There is sufficiently zoned land to meet this growth. More industrial land will need to be released to the market to satisfy future demand.

An ageing population is expected see jobs growth in services, health, retail and construction at the expense of declining traditional industrial sectors.

Suggested actions contained in the strategy include regular market assessment to monitor growth activity, development of framework plans and undertaking stakeholder engagement with key landholders to identify willingness to advance land to market. These suggestions form the basis of recommended action in response to the receiving the YGMS.



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1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.1

## YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)

### 2. Background and Options

The Victorian Planning Authority identified Yarrawonga as warranting a growth management strategy because of its relatively high growth rate and developing role as a regional service centre. On subsequent application by Moira Shire, State Government funding was approved to conduct the strategy and MacroPlan Dimasi were appointed for this purpose.

In support of doing the strategy, the VPA observed that Yarrawonga is growing and will emerge as a key regional centre in Victoria's northern rural region. It stated that growth in population, investment and employment will create challenges that need to be managed effectively to ensure that Yarrawonga remains a great place to live, work and visit.

The YGMS has been delivered in three stages:

1. Stage 1 – preparation of a Background Analysis report including detailed economic and labour force analysis, regional benchmarking and interpretation of local economic and regional economic issues;
2. Stage 2 – preparation of forecasts and the growth model, summarized in the Forecasts Report, and including forecasts of population, dwelling requirement, future floorspace demand and employment demand and employment volume by industry type;
3. Stage 3 – preparation of an Executive Report summarizing key findings and outputs from Stages 1 and 2.

A copy of the executive report is attached for the Councilor's information.

Key findings from the YGMS are:

- Using a medium growth scenario, Yarrawonga's population is expected to grow by 861 within 5 years; 3346 in 20 years; and 6150 by 2051.
- Under the same scenario, jobs are expected to grow by 245 within 5 years; 954 in 20 years; and 1766 by 2051.
- Again under this scenario, new dwelling demand is expected to be 374 within 5 years; 1454 in 20 years; and 2674 by 2051.
- Commercial and retail floor space is expected to increase significantly over the period.
- There is adequate residentially zoned land to meet this growth.
- Jobs growth will drive retail and commercial floor space demand, but there is sufficient existing land available to meet these needs.
- There is sufficiently zoned industrial land, but to meet future needs more of it will have to be released to the market.

Suggested actions are given over a short-term (0-5 yrs), medium-term (5 -15 yrs) and long-term (20+ yrs). In the short term these are:

- Monitor market type data (planning applications) to monitor growth activity;
- Develop a Framework Plan to assist delivery of the Growth Management Strategy;

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## YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)

- Undertake stakeholder engagement with key landowners to identify willingness to advance land to market.

- 

### 3. Financial Implications

Funding would be required to develop a Framework Plan. It is proposed to apply to the VPA for the necessary funds.

### 4. Risk Management

Preparation of a Growth Management Strategy and accompanying framework plan will reduce risks associated with servicing and accommodating future growth.

### 5. Internal and External Consultation

A growth management strategy is preliminary to the preparation of a framework plan. An extensive consultation process is anticipated at the framework plan stage.

### 6. Regional Context

Yarrawonga's forecast growth is expected to have regional implications in that its role as a population centre and services hub will have regional significance.

### 7. Council Plan Strategy

YGMS responds to a key strategic action of developing commercial and industrial land strategies for our main towns.

### 8. Legislative / Policy Implications

Development of a framework plan could lead to planning scheme changes.

### 9. Environmental Impact

There are no environmental impacts associated with this report.

### 10. Conflict of Interest Considerations

There are no conflict of interest considerations associated with this report.

### 11. Conclusion

The Yarrawonga Growth Management Strategy is an essential step in addressing the continued growth of the town by providing a framework to guide future population, residential settlements and other land use activities into the future. The next step, with continuing support from the Victorian Planning Authority, would be the development of a framework plan. It is recommended that funding be sought from the VPA to undertake this step.

## Attachments

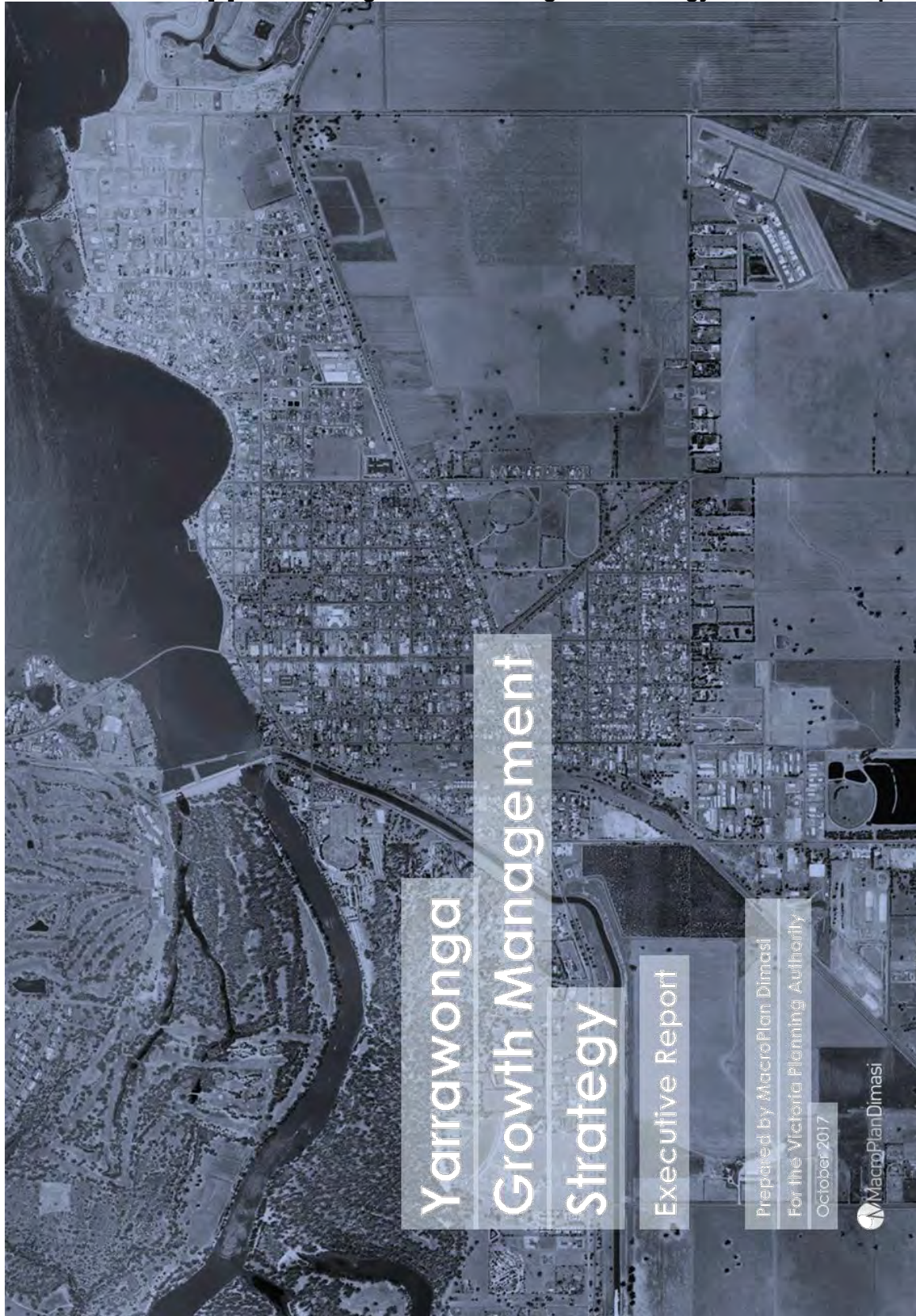
- 1 Yarrawonga Growth Management Strategy - Executive Report

FILE NO: F17/456  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.1

**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

**ATTACHMENT No [1] - Yarrawonga Growth Management Strategy - Executive Report**






FILE NO: F17/456  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.1

**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

**ATTACHMENT No [1] - Yarrawonga Growth Management Strategy - Executive Report**

p.2

	<p>The Yarrawonga Growth Management Strategy document presents a spatial economic guide supporting future planning actions and market-related outcomes involving residential, commercial, retail and industrial land in the regional city of Yarrawonga.</p> <p>blueprint to guide the interpretation of findings and assist in the delivery of suggested actions resulting from the creation of the Yarrawonga Growth Management Strategy.</p>		<p><b>MacroPlan Dimasi</b> Level 16, 330 Collins Street Melbourne, Vic., 3000 T 03 9600 0500 F 03 9600 1477 www.macroplan.com.au</p>	<p><b>Victorian Planning Authority</b> Level 25, 35 Collins Street Melbourne, Vic., 3000 T 03 9651 9600 F 03 9651 9623 vpa.vic.gov.au</p>		
	<p>Yarrawonga is growing and will emerge as a key regional centre in Victoria's northern rural region. Growth in population, investment and employment will create challenges that need to be managed effectively to ensure that Yarrawonga remains a great place to live, work and visit.</p>	<p><b>Ethos Urban</b> Level 1, 160 Johnston Street Fitzroy, Vic., 3065 T 03 9419 7226 www.ethosurban.com</p>		<p><b>Moira Shire Council</b> 44 Station Street Cobram, Vic., 3643 T 03 5871 9222 F 03 5872 1567 vpa.vic.gov.au</p>		
	<p>The Yarrawonga Growth Management Strategy was prepared by MacroPlan Dimasi (MacroPlan) and Ethos Urban on behalf of the Victorian Planning Authority (VPA) in conjunction with Moira Shire Council (Council). This document summarises key findings, implications and suggested actions to assist in the future management of Yarrawonga's growth.</p>	<p><b>ETHOS URBAN</b></p>				

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**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

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	-- About the process			-- People of Yarrawonga	
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**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

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<p style="text-align: center;"><b>1 About the Yarrowonga Growth Management Strategy</b></p>	<p style="text-align: center;"><b>About the strategy</b></p>	<p style="text-align: center;"><b>About the process</b></p>	<p style="text-align: center;"><b>How to use this document</b></p>
<p><b>Why does Yarrowonga need a Growth Management Strategy?</b></p> <p>Yarrowonga is a vibrant and growing township within the Hume region of northern Victoria, and continues to develop as a regional centre for homes, jobs and services.</p> <p>Yarrowonga's population growth is occurring at a rate faster than any other region within Moira Shire, and Yarrowonga has surpassed Cobram as the largest town within the municipality. As a result, there is a need to plan for Yarrowonga's future growth.</p> <p><b>What is a Growth Management Strategy and what does it do?</b></p> <p>Recognising that Yarrowonga is an evolving regional economy, a Growth Management Strategy (GMS) has been developed as a framework to guide future population, residential settlements and other land use activities in Yarrowonga from 2016 to 2051.</p> <p>The GMS considers local and regional economic trends and their potential future implications for:</p> <ul style="list-style-type: none"> <li>• Local population growth and associated demand for new dwellings in Yarrowonga;</li> <li>• Future employment by sector, and current and future demand for developable land for retail, commercial, industrial and community uses;</li> <li>• The spatial distribution of these uses within the Yarrowonga township; and</li> <li>• Potential locations for detailed future examination via precinct-level planning or master planning.</li> </ul>	<p><b>Who developed the Yarrowonga GMS?</b></p> <p>MacroPlan was engaged by the Victorian Planning Authority to undertake the Yarrowonga Growth Management Strategy in conjunction with Moira Shire Council.</p> <p>MacroPlan also acknowledges the contribution of Ethos Urban (formerly Planisphere) as spatial / urban design consultants.</p> <p><b>How was the Yarrowonga GMS developed?</b></p> <p>The Yarrowonga GMS has been delivered via a three stage process, outlined below.</p> <ol style="list-style-type: none"> <li>1) <b>Stage 1: preparation of a Background Analysis Report</b>, including detailed economic and labour force analysis, regional benchmarking and interpretation of local and regional economic issues;</li> <li>2) <b>Stage 2: preparation of forecasts and the growth model, summarised in the Forecast Report, and including forecasts of population, dwelling requirement, future floorspace demand and employment volume by industry type;</b></li> <li>3) <b>Stage 3: preparation of this Executive Report, summarising key findings and outputs from Stages 1 and 2.</b></li> </ol> <p>MacroPlan has provided detailed additional data and commentary in the Annexures of the Stage 1 and Stage 2 reports.</p>	<p>The Stage 1 Background Analysis Report incorporates detailed economic, labour force and demographic data relating to Yarrowonga and its context within Moira Shire, the Hume Region and Regional Victoria. The findings of this report have informed the preparation of growth modelling in the Stage 2 Forecast Report.</p> <p>The Stage 2 Forecast Report assessed three potential future growth scenarios for Yarrowonga. These scenarios considered the potential for declining growth rates, continuation of current trends and the potential for an increase in growth rates. Key outputs from this stage include analysis of the quantum of population, jobs and dwellings required or produced under all three scenarios and associated floor space requirements per sector.</p> <p>This Stage 3 Executive Report summarises relevant findings, implications and suggested actions resulting from the Stage 1 and 2 reports. This document should be considered a blueprint to guide the development of future Framework Plans or precinct-level planning strategies.</p>	<p><b>Acknowledgements</b></p> <p>MacroPlan acknowledges the significant contribution of the Victorian Planning Authority and Moira Shire Council in the preparation of this report.</p> <p>In particular, MacroPlan recognises the contributions of:</p> <p>John Petrakos, Senior Planner Victorian Planning Authority</p> <p>Joine Bofhima, Manager – Planning Moira Shire Council</p> <p>Jane O'Brien, Manager – Economic Development Moira Shire Council</p>

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**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

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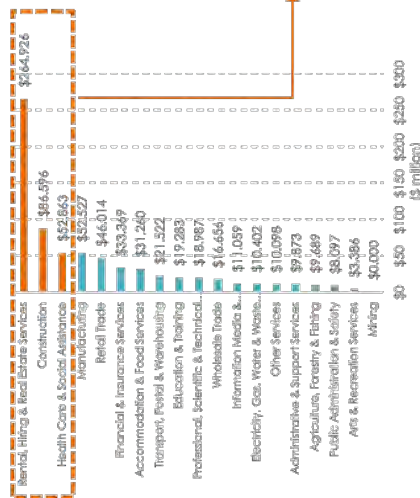
**2 Yarrowonga's Economic Context**

**Economy of Yarrowonga**

Yarrowonga is Moira Shire's largest township and is growing in regional rate and importance. Yarrowonga contributes approximately \$706.6 million in economic output to Moira, equivalent to approximately 24% of Moira's \$2.9 billion economic output.

Yarrowonga's role as a growing services hub is well reflected in its highest output economic sector – identified by REPLAN as Rental, Hiring & Real Estate Services which accounted for \$264.9m or 37% of Yarrowonga's total economic output. Yarrowonga's relationship with the surrounding rural regions is reflected in the high output of this sector, which attracts external business activity to a centralised, highly accessible location – and has some parallels to the growing Health Care & Social Assistance sector.

**Economic Output by Sector, Yarrowonga**



**Economic Themes & Issues**

As Yarrowonga grows, its economic role and function changes to reflect its growing regional role as a services hub for surrounding rural regions. This transition is supported by a range of positive factors, including:

- ➕ STRONG UPWARD TREND OF POPULATION GROWTH AND GROWTH IN REGIONAL MARKET SHARE
- ➕ JOBS GROWTH IN SERVICES, HEALTH, RETAIL & CONSTRUCTION
- ➕ GROWING SERVICES SECTOR SUPPORTED BY EXISTING INFRASTRUCTURE
- ➕ INTER-STATE LINKAGES WITH MULWALA AND NSW REGIONAL AREAS: OPPORTUNITY TO EXPORT SERVICES

**Implications for the Growth Management Strategy**

Demand for health and education services will create opportunities for future private sector investment, but this requires marketing and brand development to attract interest. Engagement with stakeholders is important to facilitate efficient development pathways between the private sector and Council. Services can be exported to surrounding rural regions in New South Wales and Victoria, increasing opportunities to retain or attract white-collar workers. This will provide a pathway to facilitate the development of a knowledge-based economy that is complementary rather than competitive with established rural industrial uses.

Economic transition also creates a number of structural economic challenges to be managed or overcome. This creates new opportunities for renewal and development, but also requires effective management of a number of risk factors including:

- ➖ DECLINE OF TRADITIONAL INDUSTRIAL SECTORS WITHIN THE REGION AND TOWNSHIP
- ➖ GROWING INFRASTRUCTURE COSTS AND EVOLVING DEVELOPMENT FRONTS
- ➖ REAL ESTATE MARKET FLUCTUATION AND UNCERTAINTY ABOUT DEVELOPMENT INTENT
- ➖ AGING POPULATION & SKILLS GAP
- ➖ INCREASING DEMAND FOR INVESTMENT IN HEALTH & EDUCATION

**Implications for the Growth Management Strategy**

Council may consider the potential to develop strategic planning policy to facilitate development in the health and education sectors. In conjunction with a clear marketing strategy for Yarrowonga or the development of an Investment Prospectus, this planning pathway could assist in overcoming barriers to investment from the private sector.

Precinct-level planning should be undertaken in Council's preferred locations to facilitate action in advancing infrastructure (water, power and sewage) to currently un-serviced areas. This will provide certainty to market about Council's preferred development sequencing.

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**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

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**2\_Yarrowonga's Economic Context**

**People of Yarrowonga**

This section presents relevant findings relating to Yarrowonga's historic population growth and the regional economic significance of Yarrowonga. Key insights are summarised below:

- Yarrowonga has demonstrated a long and consistent period of upward growth in population.
- Yarrowonga has experienced fourteen consecutive years of population growth between 2002 and 2016.
- In 2016, the Estimated Resident Population of Yarrowonga was 7,853 (ABS, ERP). Yarrowonga contributes approximately 27% of Moira's total population which was estimated at 28,887.
- From 2001 to 2016, the population of Yarrowonga (SA2) grew by 2,369 at an annual rate of 2.4%. Over the same period, Moira (LGA) grew by 2,483 at an annual average rate of 0.6%.

Yarrowonga has become a regional hub that reflects its regional economic importance and relationship to surrounding rural regions.

- Yarrowonga contributed almost the entirety of population growth in Moira during the past 15 years. Victoria in Future 2016 (VIF2016) official population projections indicate that Yarrowonga is anticipated by the State Government to account for 81% of population growth in Moira Shire from 2016 to 2031.
- Yarrowonga's relationship with other areas in Moira Shire is expected to become increasingly significant as it progressively accounts for a larger share of future population growth. This will position Yarrowonga as a leading investment location.

**Demographic profile**

This section summarises key trends and themes in Yarrowonga's demographic composition, and provides a brief analysis of relevant population-based factors that affect land use planning. Key themes are identified below.

- Yarrowonga is growing and aging, which will progressively affect demand for services and commercial floorspace to a growing degree.
- Yarrowonga's median age of 47 years in 2011 was ten years above the Victorian average, and 2-3 years above the median age in both Moira and the Hume Region. The number of residents aged 55+ years is 4.4% higher than Moira, and 10.4% above the Hume Region. Hume has the highest proportion of retirees on the pension compared to other regions. The 2016 Census indicates that Yarrowonga has continued to age with the median age reaching 50 years. This will increase demand for health-related services.

Yarrowonga has diverse preferences for dwellings from a demographic perspective, but this is not reflected in the supply of dwellings available.

- Yarrowonga has a 3.5% lower proportion of couples with children than Moira and 5.5% below the Hume Region. Inversely, couples without children are 1.3% above Moira and 3.6% above the Hume Region average. Given the older age profile of the region, this may reflect a larger proportion of "empty nesters" – but despite this, 3-bedroom homes comprise over half of dwellings in Yarrowonga in 2011.

Yarrowonga's labour force is growing, but lacks for young residents within knowledge-based professions that directly contribute to the growing services economy.

- Only 12% of Yarrowonga residents hold a Bachelor-level degree, compared to the Australian average of 20%. Lack of local tertiary education opportunities presents challenges in retaining local, young adults.

SNAPSHOT:  
YARRAWONGA IN 2017

**+2,369**

POPULATION GROWTH  
2001-2016 (ERP)

**+2.4%**

ANNUAL AVERAGE  
GROWTH RATE 2001-2016

**3,476**

LABOUR FORCE (2017)

**50 YEARS**

MEDIAN AGE OF RESIDENTS  
(2017)

**\$50,024**

MEDIAN HOUSEHOLD  
INCOME (2017)

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**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

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**2 Yarrowonga's Economic Context**

**Jobs in Yarrowonga**

**Current State: Key Economic Indicators**

*Labour Force & Local Workers*

Yarrowonga's labour force was estimated at 3,476 workers in 2017 (Department of Employment, SAUM). Since 2011, Yarrowonga has grown its labour force by approximately 569 workers. This equates to labour force growth of approximately 95 workers per year.

Yarrowonga accounts for 606 enterprises or approximately 20% of businesses within Moira Shire.

The largest individual sector in terms of volume of businesses was Construction, which accounts for 19% or one-fifth of all Yarrowonga businesses in 2015-16. Construction is significant because it is a clear example of the potential for Yarrowonga to export skilled services to surrounding regions – workers in Construction are highly mobile and travel broadly for work, but typically return to a central 'base'.

*Journey to Work*

In 2011, 26% of workers in Yarrowonga lived interstate. Similarly, 15.1% of Yarrowonga residents work interstate. This also reflects a high level of export capacity, but this relates to geographical factors rather than sector growth potential. Proximity to Mulwala is notable because Mulwala is extremely well supported by the presence of Defence-related industries, which yields significant employment volumes in addition to the residential capacity of Mulwala itself.

This effectively provides Yarrowonga with an opportunity to accommodate retail and services demand from Mulwala residents, while also exporting personal and business-related services to rural regions of both Victoria and New South Wales.

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**Industrial Shift**

As Yarrowonga continues to grow in size and scale, the composition of its local jobs will change. Each industry sector will also experience change in its proportional share of the economy.

**POPULATION-SERVING SECTORS WILL GROW AS A SHARE OF YARRAWONGA'S TOTAL EMPLOYMENT.**

- ✚ RETAIL TRADE ✚ EDUCATION & TRAINING
- ✚ HEALTH CARE & SOCIAL ASSISTANCE ✚ CONSTRUCTION

**COINCIDING WITH THE GROWTH IN POPULATION-BASED SECTORS, TRADITIONAL INDUSTRIES THAT ARE PRODUCTION-BASED MAY DECLINE AS A SHARE OF YARRAWONGA'S TOTAL EMPLOYMENT.**

- ▢ MANUFACTURING
- ▢ AGRICULTURE, FORESTRY & FISHING

**Key Trends & Implications for Future Growth**

Analysis of ABS Business Counts provides valuable insight into the kind of employers present in Yarrowonga and Moira Shire as a whole. In comparison to Moira Shire, Yarrowonga contains:

- 6.1% larger share of Construction businesses;
- 4.4% larger share of Professional, Scientific & Technical Services;
- 3.9% larger share of Retail Trade and Rental, Hiring & Real Estate Services;
- 3.4% larger share of Accommodation and Food Services; and
- 3.1% larger share of Health Care & Social Assistance.

This reflects a key economic trend – Yarrowonga is transitioning away from a traditional rural production-oriented economy towards a population-serving and business-serving service sector economy.

**What does this mean for Yarrowonga and its future growth trajectory and land supply?**

This economic transition towards services will create new employment and enterprise opportunities for local business, industry and residents. Yarrowonga is emerging as a regional hub for people-serving and business-serving jobs.

While the proportional share of jobs in Manufacturing and Agriculture, Forestry & Fishing may decline, these sectors are forecast to predominantly maintain their current volume of workers to 2031. This reflects that other sectors will grow faster and achieve larger scales, but that core sectors will remain a vital part of Yarrowonga's diverse economy.

Growth in community-level Health Care & Social Assistance practitioners (such as GPs) will provide favourable supportive conditions for growth in private-sector aged care and retirement uses. Similarly, growth in Education may progressively create new opportunities for enterprises such as RTOs to cater to the growing labour force of the Construction sector.

Growth in Retail Trade will continue to scale in line with population growth. Retail Trade provides valuable opportunities for youth and young adult employment, and growth in the sector may contribute to enhanced retention of young adults.

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## YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)

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## 3. Yarrowonga's Future Growth

### About the Growth Model

#### How was the growth model developed?

MacroPlan undertook a multi-stage process to develop forecasts for population, dwellings, jobs and land consumption by industry type. A brief summary of this process is provided below:

#### 1) Stage 1: preparation of a Background Analysis report to identify:

- Local and regional economic trends relating to population growth, demographic composition, industry structure and employment-related demographic factors;
- Parameters for inclusion into population and jobs growth modelling.

#### 2) Stage 2: preparation of forecasts and preparation of a Forecast Report, including:

- Definition and analysis of three scenarios to establish a low, medium and high growth trajectory for Yarrowonga and its impact on population growth, dwelling demand and employment per sector;
- Analysis of market conditions and land supply to enable comparison with forecast floorspace demand per sector;
- Recommendations and analysis of implementation factors for consideration by Council.

#### 3) Stage 3: preparation of this Executive Report to summarise key findings, outputs and suggested actions for consideration by Council.

#### Why was a growth model developed?

The growth model was developed to establish parameters for Yarrowonga's future residential, retail, commercial and industrial growth. By establishing a band in which Yarrowonga may grow, it is possible to assess whether or not any change in land supply is required to facilitate Yarrowonga's ongoing growth and development.

#### §1: LOW SCENARIO

The Low Scenario investigates the potential land use implications for Yarrowonga if the growth rate declines to approximately half of the current level.

This established that no significant intervention to zoning is required if Yarrowonga's growth rate declines, but that Yarrowonga would continue to grow in population, dwellings and jobs regardless of the decline in growth rate.

This scenario is considered to be moderately viable, but would require no significant change to zoned land or any other major intervention from Council.

#### §2: VIF2016 TREND SCENARIO

The VIF2016 Trend Scenario investigates the land use ramifications if Yarrowonga continues to grow in line with official State Government forecasts.

This scenario indicated that Yarrowonga's current supply of zoned land is adequate to accommodate forecast growth from 2016 to 2031, but that detailed precinct planning would be required to facilitate the development of currently zoned land that may be unserviced by infrastructure. Under this scenario, Yarrowonga would continue to grow in population, dwellings and jobs and would grow in its role as an economically-significant regional centre for population- and business-serving services.

This scenario is considered the most viable, and is the basis for land use recommendations summarised in this report.

#### §3: HIGH SCENARIO

The High Scenario investigates the land use ramifications if Yarrowonga increases significantly in growth rate to develop as a regional centre.

This scenario suggests that a major increase in growth rate would stimulate significantly increased demand for retail & commercial floor space that would require new zoned land in the medium-term (2021-2036) and would necessitate an increase in demand for industrial and residential land that would challenge the capacity of existing zones.

This scenario is considered to be unlikely given Yarrowonga's proximity to larger existing regional centres, but establishes that even with an above-average rate of growth, no intervention would be required from Council until the period from approximately 2031-2036.

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**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

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**3 Yarrowonga's Future Growth**

**Population & Dwelling Forecasts**  
This section provides a summary of forecast population and dwelling growth by time period, for the VIF2016 Trend Scenario.

**Summary of Scenario Modeling: Population & Dwelling Forecasts**



	POPULATION	DWELLINGS	IMPLICATIONS
<b>SHORT-TERM: 0-5 YEARS</b>	<b>+861 NEW RESIDENTS</b> Population growth begins to slow as township increases in size and scale.	<b>+374 NEW DWELLINGS</b> Dwelling growth continues in line with an average household size of 2.4 persons per dwelling.	Yarrowonga has sufficient zoned residential land to facilitate short-term development. Likely to occur within the active Silverwoods development. Residential development rates would require 74.8 new dwellings per year to accommodate new population growth.
<b>MEDIUM-TERM: 5-20 YEARS</b>	<b>+2,485 NEW RESIDENTS</b> Population growth begins to slow as township increases in size and scale.	<b>+1,080 NEW DWELLINGS</b> Dwelling growth continues in line with an average household size of 2.4 persons per dwelling.	Yarrowonga retains adequate residential zoned land to satisfy medium-term demand. Development is expected to occur south of the Murray Valley Hwy by this period. Residential development rates would require 72 new dwellings per year to accommodate new population growth.
<b>LONG-TERM: 20+ YEARS</b>	<b>+2,804 NEW RESIDENTS</b> Population growth begins to slow as township increases in size and scale.	<b>+1,219 NEW DWELLINGS</b> Dwelling growth continues in line with an average household size of 2.4 persons per dwelling.	Yarrowonga retains adequate residential zoned land to satisfy long-term demand. Development is expected to have occurred in Yarrowonga West and have commenced in Yarrowonga East during this period. Residential development rates would require 81.3 new dwellings per year to accommodate new population growth.

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**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

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**3 Yarrowonga's Future Growth**

**Jobs Forecast**

This section provides a summary of forecast employment growth by time period, for the VIF2016 Trend Scenario.

	TOTAL JOBS	NEW JOBS	KEY FINDINGS / EMPLOYMENT GROWTH
<b>SHORT-TERM: 0-5 YEARS</b>	<b>2,532</b> TOTAL JOBS (2021)	<b>+245</b> NEW JOBS (2016-2021)	Jobs growth is positive and continues to drive employment growth in key sectors including: Retail Trade: <b>+46 jobs</b> Health Care & Social Assistance: <b>+57 jobs</b> Construction: <b>+36 jobs</b>  Yarrowonga continues to grow its total jobs at a rate consistent with population growth.
<b>MEDIUM-TERM: 5-20 YEARS</b>	<b>3,241</b> TOTAL JOBS (2036)	<b>+709</b> NEW JOBS (2021-2036)	Jobs growth continues to be positive, with growth rates beginning to decline in line with slowing population growth and an aging population. Key sectors continue to grow, including: Retail Trade: <b>+46 jobs</b> Health Care & Social Assistance: <b>+59 jobs</b> Construction: <b>+36 jobs</b>  The rate of new jobs produced slows in line with decreasing population growth rates, but continues to drive growth in key sectors.
<b>LONG-TERM: 20+ YEARS</b>	<b>4,053</b> TOTAL JOBS (2051)	<b>+811</b> NEW JOBS (2036-2051)	Jobs growth remains positive and begins to decline as scale-of-economy benefits in key sectors, including: Retail Trade: <b>+46 jobs</b> Health Care & Social Assistance: <b>+57 jobs</b> Construction: <b>+36 jobs</b>  As the township increases in size and scale, jobs growth strengthens in key sectors to increase job creation in the long term period.

**Summary of Scenario Modelling:  
Employment Forecasts**



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**3. Yarrowonga's Future Growth**

**Floor Space Demand**

**Retail**

This section summarises forecast retail demand per time period for the VIF2016 Trend Scenario.

**SHORT-TERM: 0-5 YEARS (2016-2021)**

Demand for 2,066 sqm of retail floorspace, including tourism-related uses.

**MEDIUM-TERM: 5-20 YEARS (2021-2036)**

Demand for 5,964 sqm of retail floorspace, including tourism-related uses.

**LONG-TERM: 20+ YEARS (2036-2051)**

Demand for 6,731 sqm of retail floorspace, including tourism-related uses.

**Forecast Retail Demand**

SCENARIO	SHORT-TERM (0-5 YRS)	MEDIUM-TERM (5-20 YRS)	LONG-TERM (20+ YRS)
Low Growth	942 sqm	3,192 sqm	3,706 sqm
<b>VIF2016 Trend</b>	<b>2,066 sqm</b>	<b>5,964 sqm</b>	<b>6,731 sqm</b>
High Growth	2,755 sqm	11,187 sqm	17,429 sqm

**Commercial**

This section summarises forecast commercial demand per time period for the VIF2016 Trend Scenario.

**SHORT-TERM: 0-5 YEARS (2016-2021)**

Demand for 1,814 sqm of commercial floorspace.

**MEDIUM-TERM: 5-20 YEARS (2021-2036)**

Demand for 5,470 sqm of commercial floorspace.

**LONG-TERM: 20+ YEARS (2036-2051)**

Demand for 5,991 sqm of commercial floorspace.

**Forecast Commercial Demand**

SCENARIO	SHORT-TERM (0-5 YRS)	MEDIUM-TERM (5-20 YRS)	LONG-TERM (20+ YRS)
Low Growth	1,118 sqm	3,042 sqm	3,244 sqm
<b>VIF2016 Trend</b>	<b>1,814 sqm</b>	<b>5,470 sqm</b>	<b>5,991 sqm</b>
High Growth	2,475 sqm	10,462 sqm	15,683 sqm

**Industrial**

This section summarises forecast commercial demand per time period for the VIF2016 Trend Scenario.

**SHORT-TERM: 0-5 YEARS (2016-2021)**

Demand for 1,593 sqm of industrial floorspace.

**MEDIUM-TERM: 5-20 YEARS (2021-2036)**

Demand for 6,386 sqm of industrial floorspace.

**LONG-TERM: 20+ YEARS (2036-2051)**

Demand for 8,781 sqm of industrial floorspace.

**Forecast Industrial Demand**

SCENARIO	SHORT-TERM (0-5 YRS)	MEDIUM-TERM (5-20 YRS)	LONG-TERM (20+ YRS)
Low Growth	488 sqm	1,667 sqm	4,776 sqm
<b>VIF2016 Trend</b>	<b>1,593 sqm</b>	<b>6,386 sqm</b>	<b>8,781 sqm</b>
High Growth	2,484 sqm	12,289 sqm	22,922 sqm

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**4 Managing Future Growth**

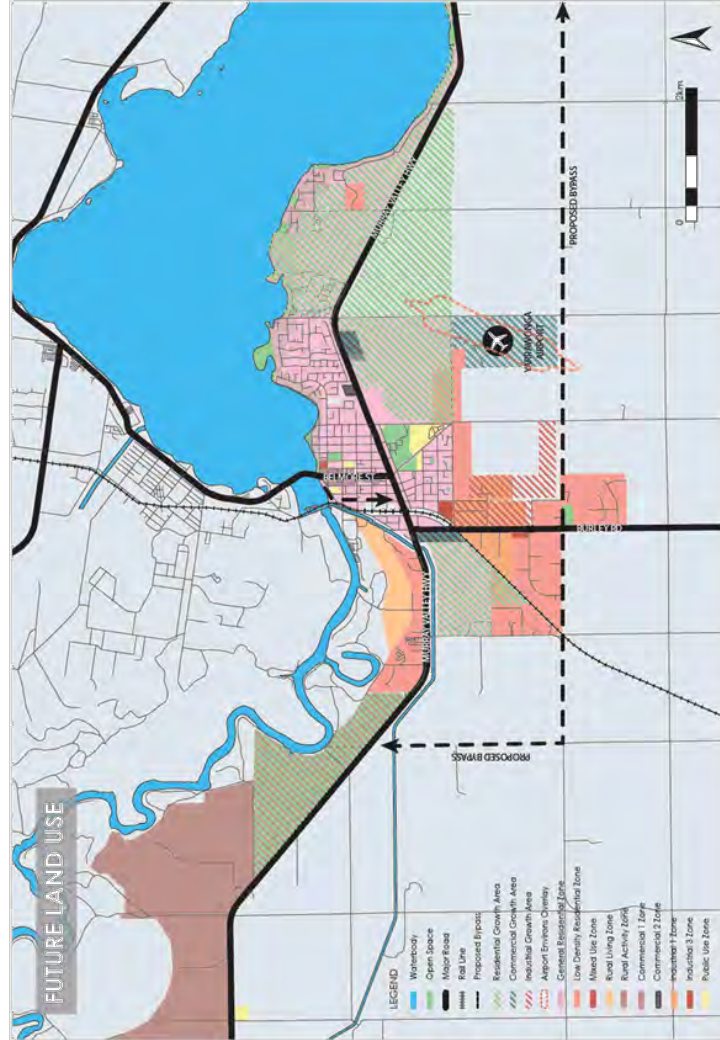
**About this section**

This section summarises key principles, findings and general recommendations by land use type. The findings and recommendations presented in this chapter are based on the outputs presented in the Stage 1 Background Analysis Report and the Stage 2 Forecast Report.

For each land use type, this chapter addresses the following strategic elements:

- Land Use Map
- Key Precincts
- Synopsis of future supply factors;
- Synopsis of future demand factors;
- Suggested actions & priorities.

Future Land Use



Sources: Ethos Abbey (2017)

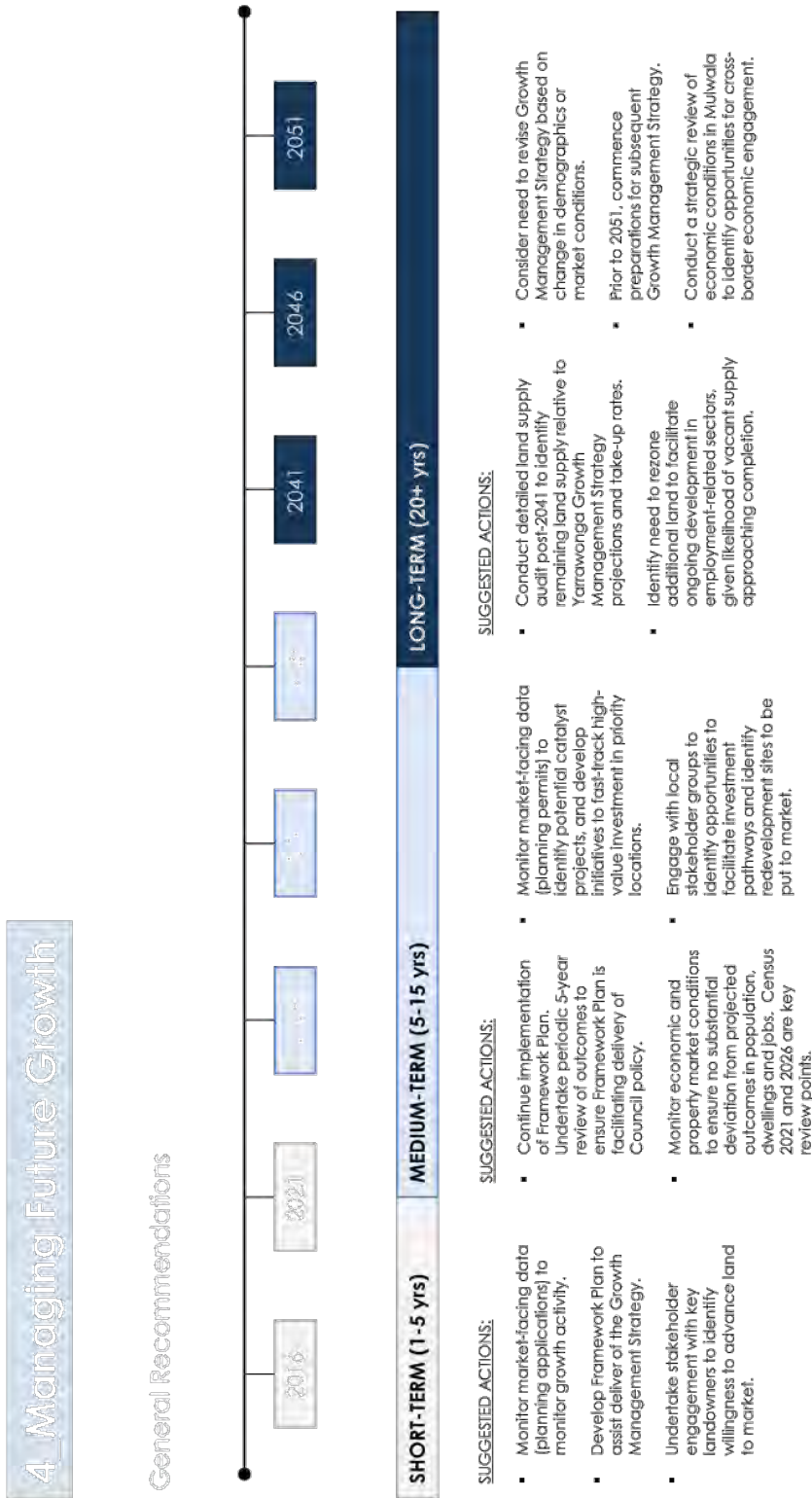
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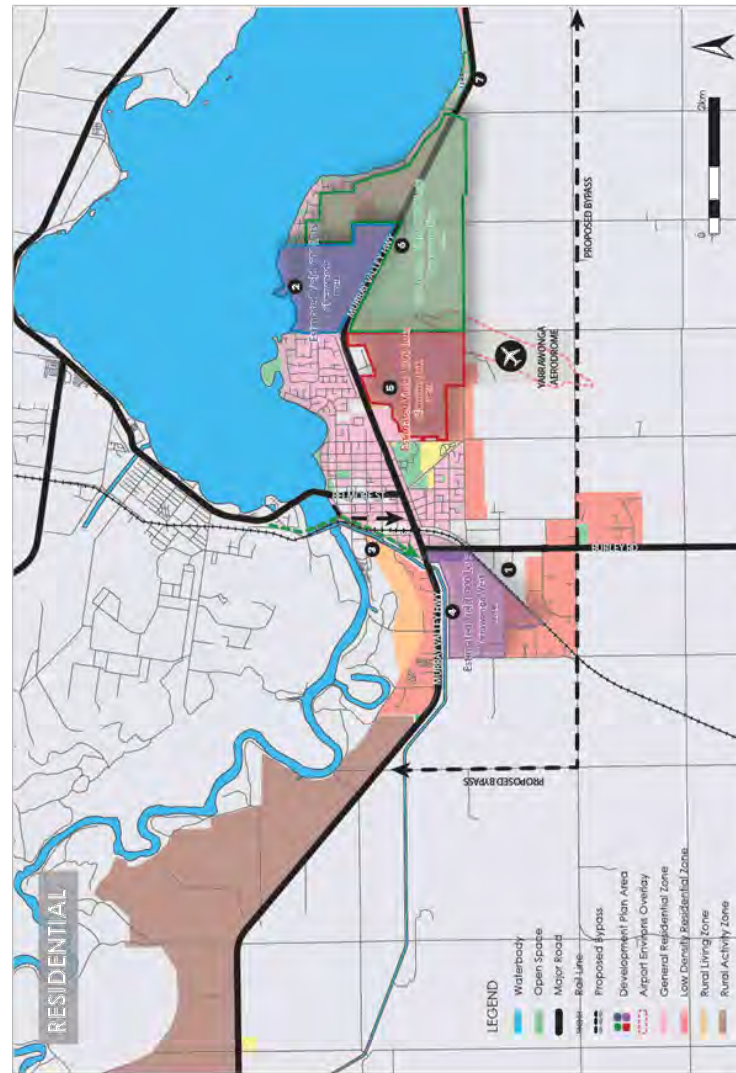
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**4\_Managing Yarrowonga's Growth**

**Future Residential Development**

**Key Precincts**

This section presents a synopsis of key future residential precincts by capacity.



- 1 Precinct #4: Yarrowonga West**  
Subject to Development Plan Overlay (DPO) 4 and DPO6. Capacity for approximately 900 residential lots, equivalent to 6 years supply. Buffer considerations due to proximity to Yarrowonga Industrial Precinct. Flood management and infrastructure serving also require consideration.
- 2 Precinct #5: Glanmire Park**  
Subject to DPO7. Capacity for 1,300 residential lots, equivalent to 8 years of supply. Abuts existing urban area and is therefore likely to be less constrained by infrastructure requirement due to potential to extend trunk infrastructure. Also abuts Karela Business Park precinct providing close access to retail / commercial uses.
- 3 Precinct #6: Yarrowonga East**  
Subject to DPO3 and DPO6. Capacity for 3,000 residential lots, equivalent to approximately 20 years of supply. May experience higher difficulty or cost to extend trunk infrastructure due to further distance from existing urban area, so potentially more suitable for long-term development.
- 3 Precinct #2: Silverwoods**  
Subject to DPO6. Capacity for 600 residential lots, with development having commenced. Residential subdivision likely to continue to occur at a rate subject to market interest.



FILE NO: F17/456  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.1

**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

**ATTACHMENT No [1] - Yarrowonga Growth Management Strategy - Executive Report**

**4 Managing Yarrowonga's Growth**

**Residential Supply**

Future residential supply has been estimated based on the stated capacity of areas currently subject to Development Plan Overlays (DPOs). The total residential capacity of Yarrowonga is estimated at around **5,200 lots**. The actual future supply of new residential dwellings is contingent upon developers reaching stated capacities in DPOs. A summation of future residential supply by location and capacity is provided below:

- ① **Yarrowonga West**  
Estimated total capacity for **900 lots**.
- ② **Glanmire Park**  
Estimated total capacity for **1,300 lots**.
- ③ **Yarrowonga East**  
Estimated total capacity for **3,000 lots**.
- ④ **Silverwoods**  
Estimated total capacity for **600 lots**.
- ⑤ **Yarrowonga East – Waterfront (DPO4)**  
Estimated capacity for **11 lots**.

**Future Residential Demand**

Future residential demand from 2016 to 2051 is estimated at approximately **2,674 new dwellings**, based on the VIF2016 Trend Scenario. This quantum of dwellings could support population growth of around 6,150 new residents to 2051.

📍 **SHORT-TERM: 0-5 YEARS**

Forecast dwelling demand from 2016 to 2021 is estimated at 374 dwellings. Silverwoods (Precinct #2) has an estimated capacity of 600 dwellings and is currently in progress. It is suggested that this precinct has capacity to support short-term demand, and is situated appropriately to ensure a contiguous residential development front with minimal additional infrastructure requirement for delivery.

📍 **MEDIUM-TERM: 5-20 YEARS**

Forecast dwelling demand from 2021 to 2036 is estimated at 1,080 dwellings. During this period, residential demand is expected to extend to precincts south of the Murray Valley Hwy as supply within Silverwoods is exhausted.

📍 **LONG-TERM: 20+ YEARS (to 2051)**

Forecast dwelling demand from 2036 to 2051 is estimated at 1,219 dwellings. New residential development during this period is expected to occur almost entirely south of the Murray Valley Hwy, however there may be small-scale opportunities to facilitate mixed use redevelopment within the Belmont Street / Belmont Street South and waterfront precincts that accommodates a medium-density residential component.

**Suggested Actions**

Based on a forecast demand for 2,674 new dwellings (VIF2016 Trend Scenario) from 2016 to 2051, **no new land is required** for residential development. This assumes that the stated capacity of identified growth areas is equivalent to the actual quantum of new dwellings delivered. Additional suggested actions are summarised below:

① **PREPARATION OF PRECINCT PLANS**

Detailed precinct plans should be prepared for key precincts to coordinate and support development to occur. These should consider infrastructure required to service future residential development including transport (including public transport on key roads), drainage, water and sewage, community facilities and open space.

② **PERIODIC MARKET ASSESSMENT**

Periodic review of market conditions should be undertaken to identify any change in economic trajectory or market demand. Planning application data may be used to monitor market demand by use type.

③ **UNDERTAKE A HIGHEST & BEST USE PROCESS FOR KEY REDEVELOPMENT SITES**

Council may consider undertaking a Highest & Best Use Analysis for high-value sites including the Yarrowonga Salesyards and former primary school site. This would provide a framework for future detailed precinct planning and assess suitability for a range of candidate uses relative to site constraints & planning and policy frameworks.

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**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

**ATTACHMENT No [1] - Yarrawonga Growth Management Strategy - Executive Report**

**4\_Managing Yarrawonga's Growth**

**Future Commercial & Retail Development**

**Key Precincts**

This section presents a synopsis of key future retail and commercial precincts by capacity and use type.

**1 Precinct #3: Belmore Street**

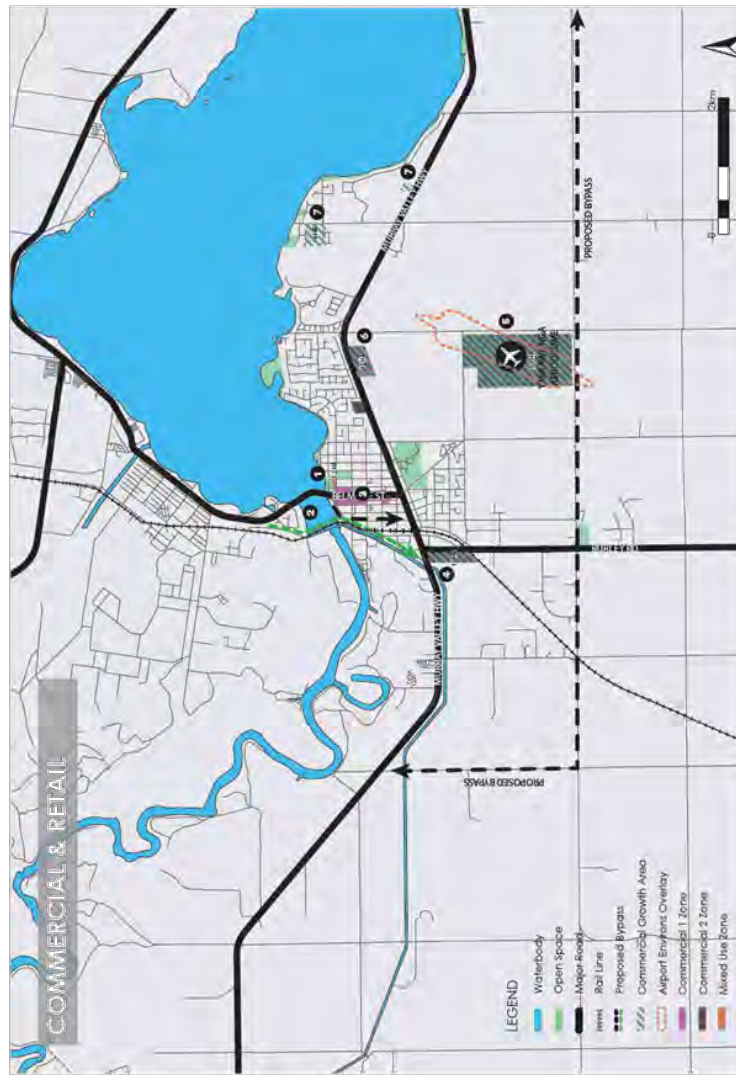
Main town centre precinct with minimal remaining capacity. Potential for adaptive re-use or urban renewal in the southern precinct. Potential for Mixed Use Zone to be applied to redevelopment sites in the waterfront precinct. Strong strategic support Belmore St to remain Yarrawonga's primary retail precinct.

**2 Precinct #6: Kaiela Business Park**

Emerging retail / commercial cluster within a business park context. Comprises approximately 12Ha land area and is currently anchored by a Bunnings. Capacity for 9,100-10,500sqm of retail floorspace within C1Z. Potential future location for a secondary supermarket. Market interest from bulky goods / road-side retail operators likely to drive short-term development. Well positioned to develop as a secondary centre if future residential development within Glanville Park stimulates sufficient retail demand.

**3 Precinct #4: Yarrawonga West**

Potential future commercial precinct comprising approximately 15Ha of land. Abuts Yarrawonga Industrial Precinct and has direct access to Murray Valley Hwy. Well-suited for bulky goods / road-side retail. May provide opportunities to relocate trade supply uses within Yarrawonga Industrial Precinct to create additional capacity, subject to development of suitable new commercial tenancies. High value location due to potential for C2Z uses to occupy buffer areas between Yarrawonga Industrial Precinct and potential future residential uses to the west.



Source: Ethos Urban (2017)

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**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

**ATTACHMENT No [1] - Yarrowonga Growth Management Strategy - Executive Report**

**4 Managing Yarrowonga's Growth**

**Future Retail & Commercial Supply**

The following identifies key precincts and sites relating to the future retail development of Yarrowonga. It is noted that future retail & commercial development outcomes are predominantly contingent upon developer interest and land-owner preference to develop land or advance it to market. A summation of key supply locations with high viability for retail / commercial development is provided below:

**1 Belmore Street / Belmore Street South**

Belmore Street is expected to continue to operate as the main town centre, but has limited capacity for future growth. Retail & commercial development within this precinct is likely to result from adaptive re-use and urban renewal and will be subject to land-owner action - as such, the capacity of this precinct cannot be specifically measured and its future growth is predominantly subject to external market factors and land-owner decisions.

**2 Kaiela Business Park**

Kaiela Business Park comprises a land area of 12Ha and includes both Commercial 1 and Commercial 2 zoned land. C1Z land has an estimated capacity of 9,100-10,500 sqm of retail floorspace. The floor space capacity of the balance of the site (zoned C22) is expected to be developed based on market interest from retailers and therefore subject to their specific size and positioning requirements.

**3 Yarrowonga East**

There is a 15Ha parcel of land within the Yarrowonga East precinct that has high suitability for future development of mixed retail, commercial or non-intensive industrial uses. The preferred use mix of this precinct should be explored and identified in precinct-level planning that considers demand associated with future residential development.

**Future Retail & Commercial Demand**

The following identifies the future volume of forecast demand for retail and commercial floorspace from 2016 to 2051, based on the VIF2016 Trend Scenario. A summary of future demand by time-period is provided below:

**SHORT-TERM: 0-5 YEARS**

Forecast retail floorspace demand from 2016 to 2021 is estimated at 2,066 sqm. Forecast commercial floorspace demand over the same period is estimated at 1,593 sqm. Demand during this period is likely to occur in Kaiela Business Park as the most significant new addition to local supply. Renovation and urban renewal may also revitalise aging tenancies in Belmore St or Belmore St South in the short-term.

**MEDIUM-TERM: 5-20 YEARS**

Forecast retail floorspace demand from 2021 to 2036 is estimated at 5,964 sqm. Forecast commercial floorspace demand over the same period is estimated at 6,386 sqm. It is expected that Kaiela Business Park will reach completion during this period, and has potential to emerge as a secondary centre if there is demand from a supermarket operator that results in a new supermarket locating within C1Z at that location. Precinct planning should be undertaken for the Yarrowonga East precinct, subject to market interest and capacity in other locations.

**LONG-TERM: 20+ YEARS**

Forecast retail floorspace demand from 2036 to 2051 is estimated at 6,731 sqm. Forecast commercial floorspace demand over the same period is estimated at 8,781 sqm. Yarrowonga East is expected to be a key expansion area during this period, however there is the potential for additional remaining capacity at Kaiela Business Park if retail and commercial development has occurred in a more decentralised manner or in alternate locations.

**Suggested Actions**

Based on forecast floor space demand, it is likely there is sufficient identified retail, mixed use and future commercial land available to provide for retail and commercial floorspace needs from 2016 to 2051. A summary of suggested actions is provided below:

**1 PERIODIC REVIEW OF MARKET CONDITIONS**

It is suggested that monitoring of planning applications be undertaken constantly to identify market interest from key tenants, particularly supermarket operators. Periodic supply and demand analysis should also be undertaken to monitor for any deviation from forecast trends, change in vacancy rates or above-average land consumption.

**2 PREPARATION OF PRECINCT PLANS**

Precinct planning undertaken for future residential development should consider induced demand for retail / commercial floorspace. The timing and location of residential development is likely to be a significant indicator of the potential need to facilitate a second supermarket in the medium- and long-term. In particular, Yarrowonga East has a diverse mix of potential uses and is a logical location to undertake detailed future planning that will provide clarity and direction to the market.

**3 IDENTIFY KEY SITES & AREAS IN TRANSITION**

Council may consider undertaking a highest & best Use Assessment for key sites and areas in transition, such as the former primary school site, Yarrowonga Saleyards and potential future locations within the Belmore St fringe area and waterfront precinct. This should consider factors relating to built-form and potential for medium-density uses, the presence of existing infrastructure (or requirement for new infrastructure) and the potential to develop a streamlined investment pathway to facilitate private sector development within a controlled framework that achieves policy and strategic planning requirements.

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**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

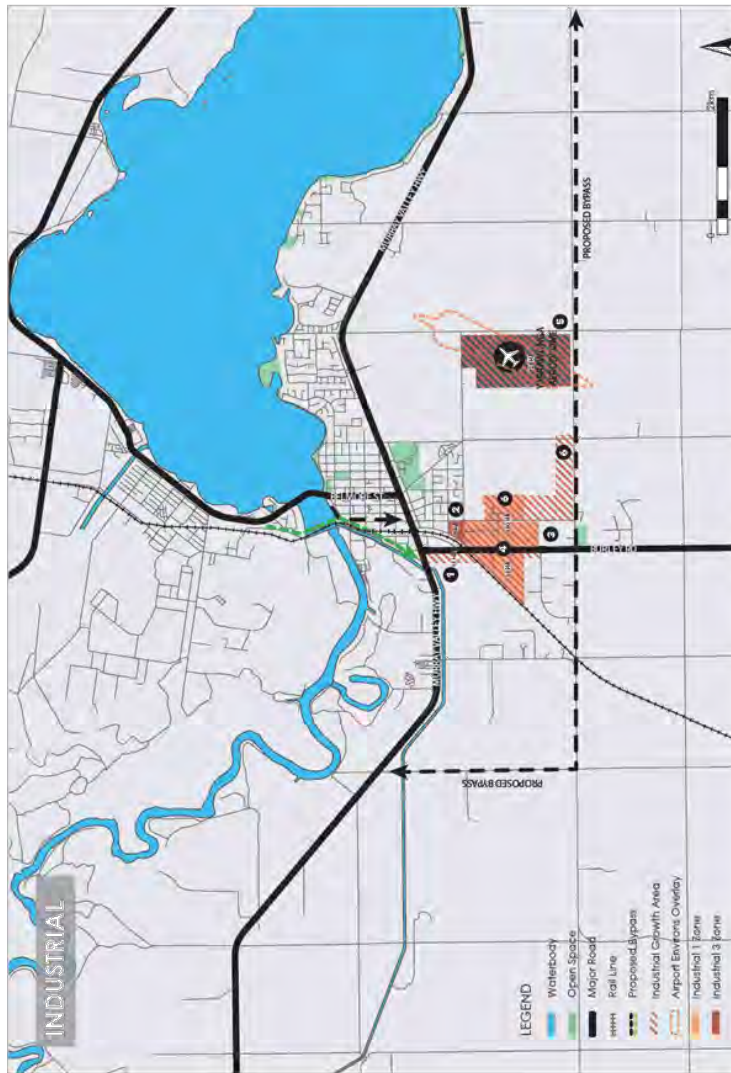
**ATTACHMENT No [1] - Yarrawonga Growth Management Strategy - Executive Report**

**4\_Managing Yarrawonga's Growth**

**Future Industrial Development**

**Key Precincts**

This section presents a synopsis of key future industrial precincts by capacity, potential use and infrastructure requirement.



Source: Ethos Urban (2017)

**1 Precinct #4: Yarrawonga Industrial Precinct**

Main industrial area of Yarrawonga. Approximately 10.11 Ha of remaining vacant serviced industrial zoned land. Total capacity of 52,866Ha of vacant land. Two large parcels of approximately 20-22Ha each are currently unserviced, but identified for future landowner engagement to assess development potential and viability of extending trunk infrastructure to facilitate development.

**2 Precinct #1: Yarrawonga West**

This precinct is also identified for future potential commercial / retail development, but may also be viable for light industrial uses. The site comprises approximately 15Ha of land, and contingent upon accessibility and infrastructure, has potential to deliver a mixed use IN1Z/C2Z precinct catering to various non-intrusive uses. Consideration should be given to buffers required by future residential uses in Yarrawonga West.

**3 Precinct #5: Yarrawonga Aerodrome**

Yarrawonga Aerodrome is currently the only active transport gateway in Yarrawonga. Zoned land within the site boundary comprises approximately 121Ha with a large proportion of vacant land, particularly to the south of the site. Given proximity to the future proposed Murray Valley Hwy bypass, the site is suitable for investigation as a potential industrial / commercial expansion area in the medium- to long-term.

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1. A GREAT PLACE TO LIVE

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**YARRAWONGA GROWTH MANAGEMENT STRATEGY (cont'd)**

**ATTACHMENT No [1] - Yarrowonga Growth Management Strategy - Executive Report**

**4 Managing Yarrowonga's Growth**

**Future Industrial Supply**

Currently, the supply of industrial zoned land in Yarrowonga is estimated to have a vacant capacity of 52.86 hectares. Of this, 10.11Ha or 19% of total vacant land is serviced by infrastructure. A brief synopsis of current and potential future supply is summarised by location below:

**① Yarrowonga Industrial Precinct**

Yarrowonga Industrial Precinct comprises approximately 145Ha of total zoned land of which approximately 52Ha (35%) is currently vacant. Of this, 10.11Ha of vacant land is serviced and is the most viable for short-term development. Two large unserviced parcels of 20-22Ha are viable candidates for landowner engagement to identify development intent and subsequent potential for infrastructure servicing to facilitate development.

**② Yarrowonga West**

Noting that Yarrowonga Industrial Precinct contains a notable number of trade supply enterprises, there is potential to consolidate commercial uses within new tenancies to be developed within a mixed use retail / commercial precinct in the Yarrowonga West development area. As noted in the retail / commercial section, this land comprises approximately 15Ha and is capable of supporting a diverse range of uses including warehouse, trade supply or other non-intuitive industrial uses within a mixed use context.

**③ Yarrowonga Aerodrome**

Zoned land at Yarrowonga Aerodrome comprises an area of approximately 121Ha, and has capacity for additional development. Noting that the land is currently subject to the Public Use Zone, surplus land may be identified in a master plan process to facilitate light industrial or commercial development.

**Future Industrial Demand**

Demand for industrial land in Yarrowonga is difficult to accurately quantify, as it is predominantly driven by one-off market-led development proposals. As such, land consumption rates fluctuate according to market demand. A summary of forecast industrial floorspace demand and associated land requirements is provided below:

**📍 SHORT-TERM: 0-5 YEARS**

Forecast industrial floorspace demand from 2016 to 2021 is estimated at **1,593 sqm**. It is anticipated that the 10.11Ha of currently serviced vacant land has capacity to provide for short-term development needs, subject to land-owner development or sale of land. Due to the risks associated with prevailing non-development of current zoned and serviced land, Council may undertake stakeholder engagement to assess the viability of development of the additional 42.75Ha of zoned, unserviced land and take subsequent action to extend trunk infrastructure to service developable land.

**📍 MEDIUM-TERM: 5-20 YEARS**

Forecast industrial floorspace demand from 2021 to 2036 is estimated at **6,386 sqm**. Due to fragmentation and development constraints, it is likely that this period will necessitate the delivery of 20-40 hectares of new industrial land during this period. This might be accommodated within existing zoned estates, but will likely necessitate infrastructure development and the release of zoned land for development subject to land-owner preference.

**📍 LONG-TERM: 20+ YEARS**

Forecast retail floorspace demand from 2036 to 2051 is estimated at **8,781 sqm**. It is likely that industrial capacity can be accommodated within currently zoned industrial land, but identification of new precincts for industrial should occur during this period. Master planning of the Yarrowonga Aerodrome may enable diversification of available, developable land during this period.

**Suggested Actions**

The following presents a summary of potential actions to be undertaken regularly or at periodic intervals over the next 35 years to 2051.

**① STAKEHOLDER ENGAGEMENT**

Given historic constraints in encouraging landowners to release industrial zoned land to market, it is suggested that Council engage with the landowners of large industrial parcels to identify willingness to develop land or advance it to market. This will provide guidance to Council on the viability of advancing infrastructure provision in currently unserviced land.

**② INFRASTRUCTURE & PRECINCT PLANNING**

Subject to satisfactory resolution of land-owner intent, detailed infrastructure planning and delivery should be undertaken to enable the development of approximately 42.75Ha of vacant industrial land. This can subsequently be developed subject to market interest, but is expected to have sufficient capacity to sustain typical industrial development into the long-term period.

**③ RESOLVE THE LOCATION OF THE MURRAY VALLEY HIGHWAY BYPASS**

Resolution of the potential future bypass location will provide certainty to land-owners and may enable new locations in the south of the township that become viable for industrial development as a result of increased connectivity to a major transit route.

**④ MASTER PLANNING OF YARRAWONGA AERODROME**

Consideration should be given to undertaking a Master Plan process to enable employment-related outcomes within the current aerodrome boundary.

FILE NO: 52017183  
2. A THRIVING LOCAL ECONOMY

ITEM NO: 9.4.2

**PLANNING PERMIT APPLICATION 52017183 - USE AND DEVELOPMENT -  
PLACE OF ASSEMBLY; FOOD AND DRINKS PREMISES AT 9-11 HUNT  
STREET YARRAWONGA**

**RECOMMENDATION**

It is recommended that Council approve Planning Permit Application 52017183 for 'Use and Development – Place of Assembly and Food and Drink Premises' at 9-11 Hunt Street, Yarrowonga and issue a Notice of Decision to Grant a Permit subject to the following conditions:

1. The use and development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.
2. This permit will expire on 30 June 2018 unless otherwise extended with the written consent of the Responsible Authority.
3. The Ordinary hours of operation are:  
10 am till 10 pm Monday to Saturday  
10 am till 10 pm Sunday  
12 noon till 10 pm ANZAC Day and Good Friday
4. The use and development must be managed so that the amenity of the area or locality, in the opinion of the Responsible Authority, is not detrimentally affected, through the:
  - transport of materials, goods or commodities to or from the land;
  - appearance of any building, works or materials;
  - emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil; and
  - presence of vermin.
5. The subject land must be kept neat and tidy at all times and its appearance must not, in the opinion of the Responsible Authority, adversely affect the amenity of the locality.
6. The venue must be managed at all times in accordance with the Venue Management Plan to the satisfaction of the Responsible Authority.
7. Access and egress as well as internal movements for all vehicles need to be in accordance with the drawings included in the endorsed Event Management Plan. These areas must be kept clear and safe at all times during the use. All loading and unloading of vehicles must be within the curtilage of the site. All movements out of the site must be in a forward direction. This must be to the satisfaction of the Responsible Authority.
8. During the use of the land, the car parking is to be marked out (such as white line marking) to ensure safe car parking and movements of vehicles within the car parking area to the satisfaction of the Responsible Authority.
9. Care must be taken to preserve the condition of existing infrastructure adjacent to the site. If any damage to existing infrastructure occurs as a result of this development, the affected infrastructure must be replaced, and the full cost met, by the developer, to the specification and satisfaction of the Responsible Authority.
10. No contaminants will be permitted to enter the stormwater drainage system under any reasonably foreseeable circumstances.

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**PLANNING PERMIT APPLICATION 52017183 - USE AND DEVELOPMENT -  
PLACE OF ASSEMBLY; FOOD AND DRINKS PREMISES AT 9-11 HUNT  
STREET YARRAWONGA (cont'd)**

**Planning Notes**

- (1) A POPE will be required for this event. Please contact the Municipal Building Surveyor at Moira Shire Council on (03) 5871 9222.
- (2) Prior to works commencing on public land or roads the applicant must obtain a permit from the relevant authority giving *Consent to Work Within a Road Reserve*.

**1. Executive Summary**

Planning permit application 52017183 was lodged with Council on 11 September 2017 for the 'Use and Development of the land for a Place of Assembly and Food and Drink Premises', at 9-11 Hunt Street in Yarrawonga.

This privately owned site is zoned for a mix of uses, including commercial, measures 4000 square metres in area and is located within 20 metres of the foreshore of Lake Mulwala and over 100 metres from the main commercial activity centre of Yarrawonga along Belmore Street.

The proposal indicates four food vans, intending to provide 'high end food', two bars, a shaded seating area, toilets, car parking on site, set around an activation area. This activation area is to be based around 'fun' and 'all ages games' (quoits, tin can alley, ring and lasso toss, shuffleboard, bocce) to encourage socialising and creating a point of difference to other venues in the region. The site will be fenced for security.

The proposed hours of operation are:

7am till 11pm Monday to Saturday  
10am till 11pm Sunday  
12 noon till 11pm ANZAC Day and Good Friday

The proposed days of trading are:

Wednesday 20 December 2017 to Sunday 28 January 2018 (closed Christmas Day)  
Public holidays and busy weekends through the year.

A Venue Management Plan supports the application and is an attachment to this report along with the plan for endorsement.

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2. A THRIVING LOCAL ECONOMY

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**PLANNING PERMIT APPLICATION 52017183 - USE AND DEVELOPMENT -  
PLACE OF ASSEMBLY; FOOD AND DRINKS PREMISES AT 9-11 HUNT  
STREET YARRAWONGA (cont'd)**



*The subject site highlighted*

The proposal was referred internally to Council's Infrastructure Planning, Environmental Health, Safety and Amenity, Building and Waste Management Teams, none of whom objected. The proposal was referred to Goulburn Murray Water and Department of Environment, Land, Water and Planning who did not object. Requested conditions will be placed on any permit issued.

The proposal was advertised to adjoining and nearby owners and occupiers, a sign was placed on the land and the proposal was put up on Council's website. Twenty nine submissions were received, one of which was in support of the proposal. The objections cite concerns regarding competition with particular reference to the period of time proposed, local employment, licensed premises opposite children's play area, control of the licensed premises, traffic management and car parking with regard to safety and amenity, amenity of residential area due to the activities from noise and odours, foods on offer, safety of food on offer, access for emergency vehicles, toilet facilities and capacity of the site for patrons. The objections were sent to the applicant as a matter of process and no response was received from the applicant with regards to addressing any of the concerns raised or the suggestion for mediation.

The proposal accords with the Moira Planning Scheme and it is recommended that a planning permit be issued subject to conditions.

## 2. Background and Options

### Application Details

Applicant:	Hey Mster Group Pty Ltd
Owners:	Tony Scalzo
Property Address:	9-11 Hunt Street, Yarrowonga
Title:	Lot: 1 TP: 365653 Lot: 1 TP: 561768 Lot: 1 TP: 680297 Lot: 1 TP: 332508 Lot: 1 TP: 680126 Lot: 1 TP: 387739 Lot: 2 TP: 387739
Site Area:	4032 square metres
File No:	52017183
Zone:	Mixed Use Zone (MUZ)
Overlays:	Parking Overlay Schedule 1 (PO1)



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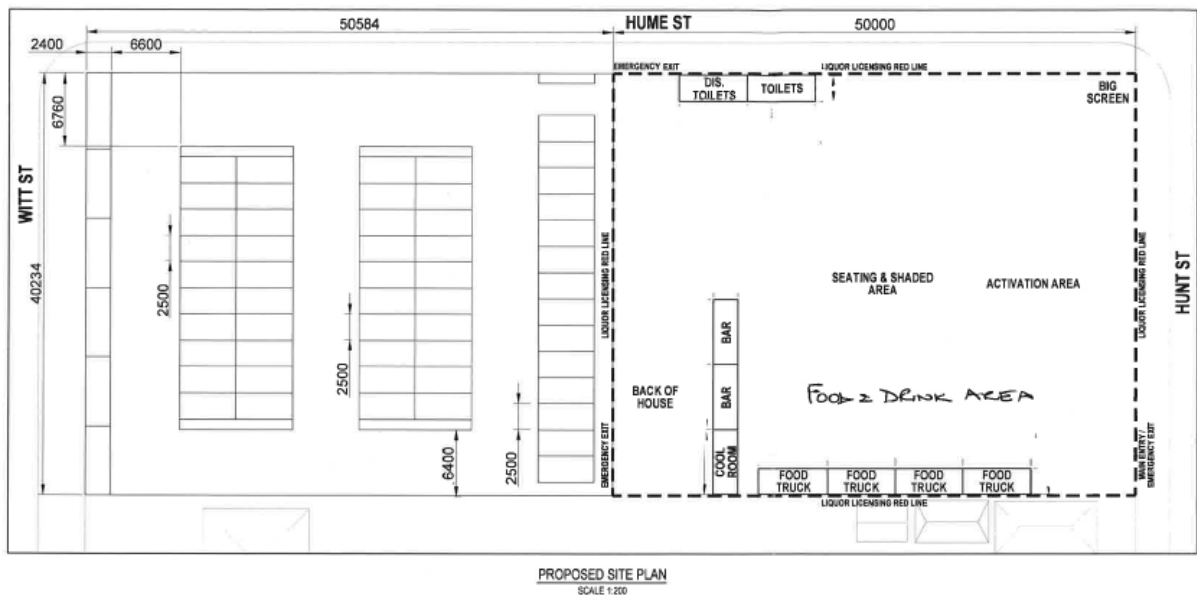
**PLANNING PERMIT APPLICATION 52017183 - USE AND DEVELOPMENT - PLACE OF ASSEMBLY; FOOD AND DRINKS PREMISES AT 9-11 HUNT STREET YARRAWONGA (cont'd)**

Permit Triggers: Pursuant to Clause 32.04-2 and 32.04-8 of the MUZ a permit is required to Use and Develop the land for a Place of Assembly and Food and Drinks Premises. Pursuant to Clause 52.06-2 Car Parking a permit is required before a new use commences. The number of parking spaces in the PO Schedule must be provided to the satisfaction of the Responsible Authority on the land. The number required for the area of land being for the use is 60 car parking spaces and these are being provided on site.

**Proposal**

The application seeks approval for the 'Use and Development for a Place of Assembly and Food and Drinks Premises'.

The proposal currently indicates four food vans, intending to provide 'high end food', two bars, a shaded seating area, toilets, car parking on site, set around an activation area. This activation area is to be based around 'fun' and 'all ages games' (quoits, tin can alley, ring and lasso toss, shuffleboard, bocce) to encourage socialising and creating a point of difference to other venues in the region. A large TV screen is to be located in the north-west corner of the site to provide visual entertainment in the 'Activation Area'.



The proposed hours of operation are:

- 7am till 11pm Monday to Saturday
- 10am till 11pm Sunday
- 12 noon till 11pm ANZAC Day and Good Friday

The proposed days of trading are:

- Wednesday 20 December 2017 to Sunday 28 January 2018 (closed Christmas Day)
- Public holidays and busy weekends through the year

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**PLANNING PERMIT APPLICATION 52017183 - USE AND DEVELOPMENT -  
PLACE OF ASSEMBLY; FOOD AND DRINKS PREMISES AT 9-11 HUNT  
STREET YARRAWONGA (cont'd)**

The subject site is within 20 metres of the foreshore of Lake Mulwala and 100 metres from the main commercial activity area of Yarrawonga on Belmore Street.



The proposal does not include signage as direction signs do not require a planning permit and other signage will be in the form of 'A' Frames with a permit from Local Laws. The food vans will have their menus posted on the vans.

The proposal does not include a liquor licence as the intent is to gain a 'Temporary Limited Licence' from VCGLR which does not require a planning permit.

### **Planning History**

A planning permit was issued in 2004 for a four storey unit complex with shops. This permit has never been realised and has now lapsed.

### **Options**

Council has the following options:

- Issue a Notice of Decision to Grant a Permit.
- Issue a Notice of Refusal.
- Defer a decision.

### **3. Financial Implications**

In the event that Council's decision is appealed at VCAT, there will be associated costs.

### **4. Risk Management**

Council should consider the following:

- Non-budgeted costs to Council from any appeal.
- Compliance issues should proposal go ahead.
- Net community benefit (positive or negative).

### **5. Internal and External Consultation**

#### **Internal Consultation**

The proposal was referred internally to:

- Infrastructure Planning who did not object and issued conditions.
- Environmental Health who did not object and a condition will go on permit.
- Safety and Amenity who did not object.
- Waste Management who did not object.

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**PLANNING PERMIT APPLICATION 52017183 - USE AND DEVELOPMENT - PLACE OF ASSEMBLY; FOOD AND DRINKS PREMISES AT 9-11 HUNT STREET YARRAWONGA (cont'd)**

**External Consultation**

The proposal was referred externally to:

- Goulburn Murray Water did not object and suggested conditions as a Section 52 referral authority. These conditions repeated what is already in the Event Management Plan.
- Department of Land, Water and Planning offered no objection.

**Public Consultation**

The proposal was notified to adjacent and nearby owners and occupiers. A sign was placed on the land. The proposal was posted on Council website.

A total of 29 submissions were received. The objections were sent to the applicant as a matter of process and no response was received from the applicant with regards to addressing any of the concerns raised or the suggestion for mediation.

The objectors concerns are summarised below with an Officer response:

<b>Objection</b>	<b>Officer Response</b>
Commercial competition with particular reference to the period of time proposed	<p>The majority of objections have cited concern over the proposal taking business away from the existing commercial businesses. The intended activities are food vans which intend to offer 'high end' options which will not necessarily be available in town currently, perhaps at affordable prices for 'gourmet foods'; accompanied by a choice in beverages; with the opportunity to join in 'fun' activities. This is considered as part of the growing popular trend in 'pop up events' that bring experiences that can be considered unique and unexpected. Therefore rather than being in competition to the existing permanent commercial entities, it has the potential to draw in crowds that also take advantage of the existing business. Whilst being able to consider significant social and economic impact, after consideration it is concluded that the proposal will enhance attraction to an already attractive tourism destination as well as provide further leisure options to residents.</p> <p>The summer season is a drawcard due to the existing leisure options and other services and this proposal is considered to add to the attraction.</p> <p>It should be noted that it is a long established principle of planning law that it</p>

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**PLANNING PERMIT APPLICATION 52017183 - USE AND DEVELOPMENT -  
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STREET YARRAWONGA (cont'd)**

	is not the role of planning to regulate competition.
Local employment	It is possible that local employees will be required. It is possible that the proposal will stimulate local employment in other establishments when it becomes advertised, based on previous data gathered that highlighted the popularity. Local employment will not be stymied by this proposal.
Licensed premises in vicinity of children's play area	The proposal does not include the requirement for a liquor license as the type of license they require does not require a planning permit and therefore is under the jurisdiction of the VCGLR only.
Control of licensed premises	The VCGLR will place controls on any license issued as they see fit and as required. Any activities that may be in breach of the license may become a police issue. This is the same for all licensed premises in the area.
Traffic management and car parking with regard to safety and amenity	60 car parking spaces are being provided on site. This meets the requirements of the Moira Planning Scheme. There is car parking available in around the subject site for all the attractions available. As usual, in popular tourism destinations, car parking is always 'perceived' as an issue. There appears to be adequate car parking located in and around the subject site. Tourists are likely to park in town, if the foreshore is too busy, and walk in to attractions, particularly when the attractions are around 100 metres from the main commercial centre which provides car parking. The normal road safety rules and car parking apply and these can be enforced by police and council Local Law Officers. Conditions on permit will ensure that the Venue Management Plan and other requirements are a requirement that can be enforced.
Amenity of residential area due to activities from noise and odours	This is a known tourist destination. In peak times there will be a heightened activity which is not only hoped for by the commercial premises in town, but is encouraged by being part of programs that set out to attract visitors. With an increase in visitors comes an increase in traffic, noise and other activities. If any are in excess it becomes a police matter or may

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	<p>be a council matter.</p> <p>A concern regarding a proposed TV screen is raised, citing noise and light pollution. The TV is most likely to be orientated to face inwards to the site and patrons at the seating area and will apparently show sport without sound. Therefore it will not interfere with the external environment.</p> <p>Conditions on permit will ensure that the Venue Management Plan and other requirements are a requirement that can be enforced.</p>
Foods on offer	<p>The foods on offer are to be of 'high end' which usually means gourmet foods offered at lower prices, in less formal atmospheres, than restaurants. It allows options that may be restricted otherwise, to be available to the wider populace.</p>
Safety of food on offer	<p>All food vans will have to comply with the Food Act requirements.</p>
Access for emergency vehicles	<p>Emergency vehicles will have the same opportunities/right of way for access as in any other event.</p>
Toilet facilities	<p>The toilet facilities are a requirement under the Building Regulations in a Place of Public Entertainment. A POPE will be required.</p>
Capacity for patrons	<p>The applicant has stated a number of 690 and this has been confirmed verbally as the expected number across the site in any given day, at the height of the season, but not all at once. It is obvious that the site will not comfortably accommodate that number of people all at once. The capacity of the site will be the jurisdiction of the VCGLR with regards to the liquor licence red line area. The POPE will also indicate a safe number of patrons at any given time.</p>

## 6. Regional Context

Regional context is considered in the Council Plan as discussed below.

## 7. Council Plan Strategy

Moira Shire's current Council Plan (2017-2021) includes the strategic goal 'A *Thriving Local Economy*' which states as a goal to be achieved, that the region will offer year round tourism product, services and destinations.

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**8. Legislative / Policy Implications**

The subject site is controlled by the Mixed Use Zone and has the Parking Overlay Schedule 1 applied, which works alongside Clause 52.06 Car Parking. The permit triggers are the Mixed Use Zone and Clause 52.06.

**Zones and Overlays**

**Mixed Use Zone Clause 32.04**

The purpose is:

- To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To provide for a range of residential, commercial, industrial and other uses which complement the mixed-use function of the locality.
- To provide for housing at higher densities.
- To encourage development that responds to the existing or preferred neighbourhood character of the area.
- To facilitate the use, development and redevelopment of land in accordance with the objectives specified in a schedule to this zone.

Pursuant to Clause 32.04-1 and 32.04-8, a permit is required to use and develop the land for a Place of Assembly and Food and Drink Premises.

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The objectives set out in a schedule to this zone.
- Any other decision guidelines specified in a schedule to this zone.

**Parking Overlay Schedule 1 Clause 45.09 and Clause 52.06 Car Parking**

The purpose of the Parking Overlay is:

- To implement the State Planning Policy Framework and Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- To facilitate an appropriate provision of car parking spaces in an area.
- To identify areas and uses where local car parking rates apply.
- To identify areas where financial contributions are to be made for the provision of shared car parking.

This overlay operates in conjunction with Clause 52.06. The required provision is 60 car parking spaces. (Food and Drink premises requires 3.5/100 sq m of leasable floor area = 100 sq m, so 3.5 car parking spaces are required. Place of Assembly from the overlay requires 3/100 sq m of net floor area so, 56.5 car parking spaces are required.

The purpose of Clause 52.06 is:

- To ensure that car parking is provided in accordance with the State Planning Framework and Local Planning Policy Framework.
- To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.
- To support sustainable transport alternatives to the motor car.
- To promote the efficient use of car parking spaces through the consolidation of car parking facilities.
- To ensure that car parking does not adversely affect the amenity of the locality.

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-To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

**State Planning Policy Framework**

Clause 11.07 Regional Victoria

The objective is:

*-To develop regions and settlements which have a strong identity, are prosperous and are environmentally sustainable.*

This is to be achieved, with relevance to this proposal, by:

*-Strengthening networks of settlements by maintaining and improving transport links, digital connectivity, spatial patterns of service delivery and promoting commercial relationships and community activities.*

**Clause 11.12 Hume**

The objective is:

*-To develop a more diverse regional economy whilst managing and enhancing key regional economic assets.*

This is to be achieved, with relevance to this proposal by:

*-Planning for a more diverse and sustainable regional economy by supporting existing economic activity and encouraging appropriate new and developing forms of industry, agriculture, tourism and alternative energy production; and  
-Supporting large commercial tourism uses in urban locations.*

**Clause 17 Economic Development**

For Business the objective is:

*- To encourage development which meet the communities' needs for retail, entertainment, office and other commercial services and provides net community benefit in relation to accessibility, efficient infrastructure use and the aggregation and sustainability of commercial facilities.*

This is to achieved with relevance to the proposal, by:

*-Locating commercial facilities in existing or planned activity centres.*

**Local Planning Policy Framework including the Municipal Strategic Statement**

**Clause 21.02 Vision for Moira**

This policy identifies, with relevance to the proposal, that employment opportunities will be dominated by agriculture, industry and tourism and that future growth is dependent on, amongst other things, tourism.

**Clause 21.05 Economic Development**

This policy identifies, as relevant to this proposal, that there is a need to enhance the growth, development and diversification of the Shire's tourism industry. Tourism is identified as an economic and growth sector for the Shire and new tourist attractions and services, to complement existing, are to be encouraged.

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**Particular Provisions**

**Clause 65 Decision Guidelines**

The Responsible Authority must decide whether the proposal will produce acceptable outcomes in terms of the decision guidelines of this clause.

<i>The matters set out in Section 60 of the Act.</i>	The matters set out at Section 60 of the Act have been considered.
<i>The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.</i>	The application has been reviewed and accords with relevant policies in the Moira Planning Scheme.
<i>The purpose of the zone, overlay or other provision.</i>	The land is located within the Mixed Use Zone which allows for a range of uses including commercial. The overlay controls the requirements for provision of car parking.
<i>Any matter required to be considered in the zone, overlay or other provision.</i>	This application is consistent with all the relevant decision guidelines.
<i>The orderly planning of the area.</i>	It is considered that the proposal will not have a detrimental impact on the orderly planning of the area.
<i>The effect on the amenity of the area.</i>	It is considered that the proposal will not have a detrimental effect on the amenity of the area.
<i>The proximity of the land to any public land.</i>	The subject site is in close proximity to Lake Mulwala and foreshore.
<i>Factors likely to cause or contribute to land degradation, salinity or reduce water quality.</i>	None as known.
<i>Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.</i>	Stormwater will have to be managed on site.
<i>The extent and character of native vegetation and the likelihood of its destruction.</i>	Not applicable.
<i>Whether native vegetation is to be or can be protected, planted or allowed to regenerate.</i>	Not applicable.
<i>The degree of flood, erosion or fire hazard associated with the location of the land and the use, development or management of the land so as to minimise any such hazard.</i>	Not applicable.



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**9. Environmental Impact**

The application proposes the use of a vacant lot within the Mixed Use Zone, which has frontage to Lake Mulwala foreshore and is located within a mix of residential and commercial uses. It is considered that there will no environmental impact from the proposal as it will be contained within the subject site.

**10. Conflict of Interest Considerations**

There is no officer conflict of interest associated with this proposal and report.

**11. Assessment and Conclusion**

The proposal is for activation of a vacant site that will cater for tourists and residents alike, offering a selection of gourmet foods with beverages, with opportunity to join in 'fun' activities, located in a 'pop up' style development. Car parking is provided on site. A Venue Management Plan details how the site will be managed. Objections have been considered.

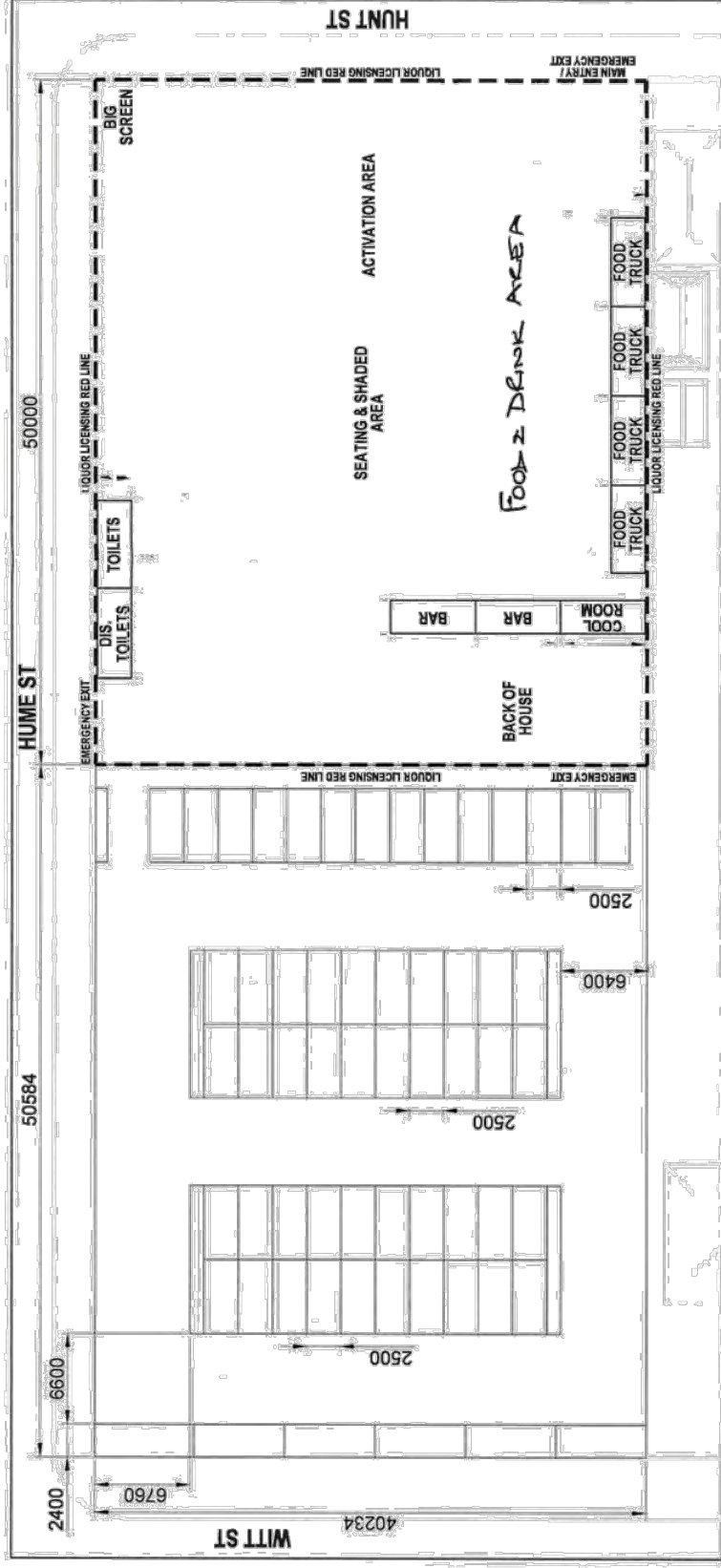
It is concluded that the proposal meets the requirements of relevant state and local policy within the Moira Planning Scheme and as such is recommended for approval, subject to conditions.

**Attachments**

- 1 Plan for Endorsement
- 2 Event Management Plan

# YARRAWONGA FOOD TRUCK PARK

9-11 HUNT STREET YARRAWONGA VICTORIA 3730



PROPOSED SITE PLAN  
SCALE 1:200



EXISTING TITLE PLAN  
SCALE 1:500



ARIEL VIEW - NORTH



ARIEL VIEW - NORTHWEST



ARIEL VIEW - SOUTHWEST



PROPOSED SITE

REVISIONS	NO.	DESCRIPTION	DATE
	1	TOWN PLANNING APPLICATION	27/09/2017
DRAWING TITLE:		TOWN PLANNING APPLICATION	
CLIENT:		HEY MISTER GROUP PTY LTD	
PROJECT TITLE:		9-11 HUNT STREET YARRAWONGA VICTORIA 3730	
DESIGNED:	M.	SCALE:	17001
DRAWN:	AG	REFER LAYOUT:	TP-01
DATE:	AUG 2017	PROJECT NO.:	17001
DRAWING NO.:	TP-01	REVISION:	1



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**ATTACHMENT No [2] - Event Management Plan**

## FOOD TRUCK PARK YARRAWONGA Venue Management Plan

### Purpose

This Plan has been prepared to accompany the remittal of our Planning Application to allow the use of the premises as a licensed venue.

This Plan has been prepared in order to provide a framework under which the conduct of the premises is managed to avoid unreasonable amenity impacts on the surrounding area.

### Hours of operation

Ordinary trading hours for an on-premises licence are:

- 7am to 11pm, Monday to Saturday (excluding ANZAC Day and Good Friday)
- 10am to 11pm on Sunday
- 12 noon to 11pm, ANZAC Day and Good Friday.

We intend to apply to vary this licence to apply for the following more restrictive hours of operation:

- 11am to 11pm, Monday to Saturday (excluding ANZAC Day and Good Friday)
- 11am to 11pm on Sunday
- 12 noon to 11pm, ANZAC Day and Good Friday.

It is anticipated that only very busy nights will continue to trade until 11pm, with quieter nights closing earlier

### Dates of Trade

The premises is expected to be open for trade only at select dates and times of year:

- Wed 20th December 2017 to Sunday 28th January 2018 (closed on xmas day)
- Public holidays and busy weekends throughout the year

### Patron capacity

Maximum patron capacity: 690

### Staffing Numbers

Staff present at any one time will comprise a mixture of:

- Bar Staff
- Floor staff
- On Premises manager

The number of staff will vary depending on the time of shift with more being required during the peak periods.

Security/Door staff will also be employed at peak periods to ensure the the use operates in accordance with this Plan

### Access

Patron access will be restricted to the northern entrance

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**Noise sources**

Noise sources originating from the subject site that may have an impact on amenity of the area include the following:

- Persons leaving the premises
- Persons entering the premises
- Music played at the premises
- Persons lingering within carpark once they have vacated the premises
- Disposal of rubbish
- Collection of rubbish
- Plant equipment

**Lighting outside the premises**

Adequate and appropriate lighting will be installed outside the premises and in particular in the carpark

**Management Plan**

**Noise**

All noise emitted from the subject site will comply with any limits, standards or rules prescribed thereto or imposed by, in or under State Environment Policy made pursuant to the Environment Protection Act 1970, and in particular the State Environment Protection Policies N-1 (Control of noise from commerce, industry and trade) and N-2 (Control of music from public premises).

All plant and equipment will be regularly serviced to ensure that noise emitted will comply with any limits, standards or rules prescribed thereto or imposed by, in or under State Environment Policy made pursuant to the Environment Protection Act 1970, and in particular the State Environment Protection Policies N-1 (Control of noise from commerce, industry and trade)

**Patron Management**

The Premises Manager and other staff will be responsible for ensuring the orderly conduct of patrons attending the premises, including those arriving and dispersing from the venue. Staff will discourage patrons from lingering within the carpark at closing time.

Notices informing patrons to leave the venue quietly and avoid lingering will be placed strategically throughout the premises such as within the toilets and at the front entrance.

Drinks will not be permitted outside the venue and the site will be non-smoking in accordance with the Tobacco Amendment Act 2016 that from 1 August 2017 will amend the Tobacco Act 1987 to ban smoking at all outdoor areas when food is available for consumption. Staff will be responsible for ensuring the orderly conduct of patrons immediately outside the premises.

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**Waste Management**

Waste and recycling generated by patrons will be collected and stored in the designated back of house area and collected via a private contractor.

No emptying of bottles into garbage bins will occur after 11:00 pm on any night, or before 7:00am on any day. No bottles or other waste materials shall be collected between 9:00pm on any day and 8:00am the following morning.

**Provision of Music**

Music will only be played during opening hours and will consist primarily of background music. All music originating from the site will comply with the State Environment Protection Policy N-2 as set out above.

**Service of Alcohol**

All bar staff employed will have a Certification in the Responsible Serving of Alcohol and no intoxicated persons will be served alcohol onsite.

All intoxicated persons will be asked to leave the premises and transport arrangement will be made whenever possible.

**Food Trucks**

A rotation of high end food trucks will be present on site each day. Each food truck will have current food safety certifications, proof of proper insurance and lodge a Statement of Trade on Streatrader at least 5 days prior to trading.

Food trucks will be selected to give patrons a variety of options, however cuisines will be avoided that clash with local food options e.g. no trucks serving pizza, pasta, fish and chips etc.

**Overall Management**

At all times during operation there will be present on the premises, a nominated person above the age of 18 years who is responsible for the good conduct of the premises ("Manager")

The Manager is required to:

- monitor noise emissions to ensure that noise is not excessive
- ensure all staff are trained in Responsible Service of Alcohol.
- ensure that alcohol is being served responsibly and to ensure that no liquor is provided to any intoxicated person
- ensure that the venue closes at the allotted time
- assist in supervising departure of patrons from the venue so as to ensure that any noise and disturbance is minimised
- not facilitate in any manner and discourage any patron from waiting, queuing, standing or congregating within the carpark
- be authorised by the Owner to make statements and admissions to any authorised officer of the Responsible Authority or the Victoria Police regarding the conduct of the venue.

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**ATTACHMENT No [2] - Event Management Plan**

**Staff Training**

Staff will be trained efficiently and effectively and continue to update their skills as the industry progresses.

A register is kept to ensure all staff have read and understand our Responsible Service of Alcohol Policy.

Wherever possible local staff will be engaged.

**Complaints**

In the event of a complaint being lodged by the general public or by the Victoria Police, the Manager or the Owner will respond to the complaint in writing within 14 days.

All complaints received will be stored within the premises operating records.

**Conclusion**

The proprietor undertakes to operate the premises in accordance with this Management Plan and any other conditions imposed by the Responsible Authority on the permit as issued, not excluding any other rights available under Victorian Law.

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**ATTACHMENT No [2] - Event Management Plan**

# Food Truck Park Yarrowonga

## Emergency Management Plan

### INTRODUCTION

Emergencies occur without notice and when least expected. Hazards within a workplace are ever present and both employers and employees must be prepared to respond immediately to any emergency. There is a need to maintain a formal structure which provides knowledgeable and skilled personnel capable of minimising the losses and/or injuries within the workplace.

### DUTY OF CARE, PLANNING AND PREPARATION

Event organizers have a duty of care under the *Victorian Occupational Health and Safety Act 2004 (the OHS Act)* to provide a safe operational environment. Under this legislation, event organizers must ensure so far as **reasonably practicable** that: people are not exposed to risks. Proactive attention by event organizers may be achieved by a process of identification, assessment and control of safety risk

This procedure sets out the basic organisation and arrangements under which any evacuation of Bocce Beach Club at 9-11 Hunt Street Yarrowonga will be carried out.

### AIM

The aim of this procedure is to:

- (a) Ensure the safety of all employees and the public in the event of an emergency affecting the Bocce Beach Club Yarrowonga.
- (b) Minimise the effect of an emergency within the Bocce Beach Club Yarrowonga

These aims will be best achieved by:

- (a) Immediate notification of an emergency to the appropriate emergency service.
- (b) Activation of the emergency procedures specified in this document thereby facilitating controlled evacuation of the building's occupants.
- (c) Where practical, containment of the emergency in the area of origin thereby reducing the impact upon the building and occupants.

Familiarity with the procedure on the part of all personnel in general, is essential to maintain preparedness and, in the event of an emergency, to speedily and effectively respond.

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In the development of this procedure, Bocce Beach Club Yarrawonga emphasises that it is committed to the effective and efficient discharge of its emergency management responsibilities to:

- Improved safety of employees, visitors, and the community.
- Maintaining continuity of business.
- Compliance with legislative and regulatory requirements.
- Maintaining good community relations.

**ACCESSIBILITY**

An accessible venue not only improves the experience for people with a disability, but also for a wide range of other participants including families, older adults, parents with prams, performers and staff carrying equipment.

Bocce Beach Club Yarrawonga will provide:

- A person at the entry point to offer assistance
- Portable accessible toilets
- Clear signage and maps.
- Continuous accessible path of travel; no obstructions and no "clutter".
- Easy access to move around the venue for prams, wheelchairs or scooters.

**VENUE STRUCTURE**

The following names control the event and in an emergency work with the venue:

Operations Manager	Jim Johnston
Tel:	0415503092
Site Manager:	Mathew Rowse
Tel:	0406536270
Production Manager	Danny Grant
Tel:	0415611284
Email:	danny@ftcco.com.au



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**EXTERNAL EMERGENCY TELEPHONE NUMBERS**

Fire Brigade	000
Police	000
Ambulance	000
State Emergency Service (Storms, etc.)	9696 6111
TXU Energy	131 799
Pulse Energy	132 099
Department of Education	9589 6266
Workcover (24 Hours)	018 312 534
Gas Leaks (24 Hours)	13 2771
Melbourne Water (Floods and Storms)	9235 2100
Poisons Information Centre	13 1126
Interpreter Service (24 Hours)	13 1450

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## **RESPONSE AND PROCEDURES**

### **EVACUATION PRINCIPLE**

If an employee/volunteer perceives a threat likely to affect the safety or well being of staff or the public within Bocce Beach Club Yarrowonga, then that employee/volunteer should:

- Assist any person in immediate danger, *only if safe to do so*.
- Immediately contact the Venue Manager and/or give details as to the nature and exact location of the emergency.
- If evacuation is required, follow the procedure as outlined below.

### **EVACUATION**

On becoming aware of an emergency, the Venue Manager will establish an Emergency Control Centre. Upon arrival, the Venue Manager will assess the situation and make decisions concerning evacuation of the affected area and the building generally.

- Ensure all personnel evacuate via the prescribed exit and keep calm and quiet
- Advise personnel, within their area, of the emergency
- Ensure that mobility impaired persons are adequately assisted
- Carry out a final check of the area
- Ensure that no personal belongings or parcels are carried which may be likely to be dropped or otherwise obstruct stairs or passages
- Advise all staff of the completed evacuation and move to the assembly area.

Information will be included in any evacuation announcement, and it is imperative that these instructions are strictly observed.

### **ASSEMBLY AREA**

If an emergency requires evacuation, the general public will be evacuated along with staff to the assembly areas, outlined on site map. In moving to the Assembly Area, staff must ensure that the dangers are not increased by leading people past, or in close proximity, to the emergency. Careful consideration of exit routes must be undertaken at the time of the evacuation, including traffic hazards.

### **FIRE RESPONSE**

Your ability to respond quickly and effectively will have dramatic effect on the resulting losses.

- Try to remain calm and think about your actions.
- Warn everybody in your area.
- Evacuate all persons to the Assembly Area.
- Assist any person in immediate danger, *only if safe to do so*.
- Notify the Event manager of type of incident and location, who will then notify 000.

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**BOMB THREAT**

- Remain calm
- Attempt to keep the caller talking (DO NOT HANG UP, even after the caller has).
- Have another person notify the Event Manager who will then notify Police, Fire Brigade and Ambulance.
- Obtain as much information as possible about the bomb (eg. location, type, size, colour of packaging, time it will explode, reasons for planting the bomb).
- Record all information on the Bomb Threat.
- Note any background noises, speech mannerisms and accents.
- Consider the age, sex, state of mind, of the caller.

**Bomb Threat Evacuation**

- The decision to evacuate the building will be determined by the Venue Manager or, if time permits, Police upon their arrival.
- Upon the decision to evacuate, all persons are to gather their personal effects and exit the building immediately.
- All personnel are to assemble at the predetermined assembly areas and await further instructions.

**Suspicious items identified or left in public areas**

**HANDLING OF SUSPICIOUS PACKAGES**

It is appropriate that people handling / receiving mail or packages delivered to the venue remain vigilant and cautious at this time, but it should be remembered that most reports of suspicious packages are false alarms. All staff should be aware of the emergency procedures for responding to and reporting a suspicious article. If you receive a package or letter that you believe is suspicious, follow the procedures outlined below.

If you suspect that you have received a package that may contain hazardous material and have not opened it:

- do not panic - you are not in immediate danger
- place item in a plastic bag and seal it
- place all items in a second plastic bag and seal that bag
- stay in your immediate area. Remember you are not in immediate danger
- call 000 for help and advise:
  - exact location of incident
  - number of people potentially exposed
  - description of the package/device
  - action taken eg, package sealed in bags, area isolated.
  - keep your hands away from your face to avoid contaminating your eyes, nose and mouth
  - if possible (without leaving your area) wash your hands
  - wait for help to arrive.

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**MEDICAL EMERGENCY**

There is an ever-present hazard of an accident resulting in personal injury or some other medical emergency occurring. It is most important that ability exists to respond quickly and appropriately.

Upon becoming aware of an injury, staff will:

- Notify the Venue Manager of the number of casualties and the nature and seriousness of the injuries.
- Contact the onsite first aider to attend the incident
- If serious, request the immediate attendance of an ambulance, call 000.

**The Staff will assist the First Aid on site by:**

- Offer assistance to the patient and first aider.
- Keep the Venue Manager informed of the situation.
- Assess the potential for the incident to worsen or re-occur.
- Investigate all circumstances regarding the incident.
- Ensure all details regarding the incident are recorded.

**ALCOHOL**

If a person in attendance is intoxicated they will be refused entry. If a person is already on site and is intoxicated they will be asked to leave the venue. In some cases the Victoria Police will be contacted to remove a person if they are seen to be intoxicated and causing a disturbance and cannot be peacefully assisted from the venue.

**Violent Behaviour**

Anyone exhibiting violent or unruly behaviour that may place them or another patron at risk will be removed from the premises. In some cases Victoria Police may be contacted to remove the offender.

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**ATTACHMENT No [2] - Event Management Plan**

# Food Truck Park Yarrowonga

## Risk Management Plan

This risk management plan has been developed utilising steps outlined below: -

- Risk Identification
- Risk Analysis & evaluation (in the context of existing controls)
  - Risk Consequence
  - Likelihood Ratings
  - Level of Risk Matrix
  - Risk Controls
  - Risk Evaluation
- Treatment plans to reduce Levels of Risk

This plan is the result of the co-operative efforts of the Hey Mister Group and its staff and in conjunction with Australian Standards and Government Regulation and Acts.

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**GLOSSARY OF TERMS**

"HMG" HMG is Hey Mister Group means, the organisation responsible for this event

"SEC" Sec means, the venue contracted security company

"ECO" Emergency Control Organisation means, a collective group of key stakeholders who will advise and control emergency situations.

"OH&S" - Occupational Health & Safety means, as defined in the Occupational Health and Safety Act 2004 (Victoria)

"PPE" Personal Protective Equipment means, the protective clothing, helmets, goggles or other garment designed to protect wearers body.

**Hazard Identification**

The aim of hazard Identification is to develop a comprehensive list of the hazards that may affect an organization's business objectives, and operations. This is perhaps the most critical step in the entire risk management process, as any hazard not identified at this stage is unlikely to be subject to later evaluation, assessment or treatment.

**Risk Assessment**

The aim of a Risk Assessment is to assess the likely consequences of exposure to the hazard and the likelihood of the consequences occurring in the context of any existing risk controls.  
An analysis may be qualitative, semi-qualitative or quantitative. In this risk assessment, risk is analysed in a qualitative manner using the Risk Matrix. The Risk Matrix lets you match the consequence of exposure to a hazard to the likelihood of it occurring. For each hazard, determine the consequence descriptions in Table 1, and the likelihood using the likelihood ratings in Table 2. Then find the result on the Risk matrix.

**Consequence**

Consequences may be described in many ways, each of which has a different impact on the organizations' business activities. These may include financial loss, impact on people, damage to reputation, damage to the environment or interruption to critical business processes Table 1 defines consequence ratings and typical descriptors for various business activities.

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**Table 1: Risk Consequence Descriptors**

**Likelihood**

After you have determined the consequence, it is necessary to establish the likelihood of the risk occurring. Table 2 defines the Likelihood ratings.

**Table 2: Likelihood Ratings**

Likelihood	Category	Description
Almost Certain	A	The event is expected to occur during this event
Likely	B	The event will probably occur during this event
Possible	C	The event should occur at some time during this event
Unlikely	D	The event could occur at some time during this event
Rare	E	The event may occur only in exceptional circumstances during this event

**Table 3: Risk Matrix**

Likelihood	Consequences				
	1. Insignificant	2. Minor	3. Moderate	4. Major	5. Catastrophic
A. Almost Certain	M	H	E	E	E
B. Likely	L	M	H	E	E
C. Possible	L	M	M	H	E
D. Unlikely	L	L	M	H	H
E. Rare	L	L	L	M	M

**Legend**

- E: extreme risk; immediate action required
- H: high risk; senior management attention needed
- M: moderate risk; management responsibility must be specified
- L: low risk; manage by routine procedures.

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**Risk Evaluation**

The aim of risk evaluation is to determine, in line with the level of risk that the organisation can tolerate, those exposures that are acceptable or unacceptable to the organisation. Those risks that are determined as unacceptable are then subjected to later risk treatment. It is important to note that no organisation can eliminate all the risks to which it is exposed.

Defining a risk as acceptable does not imply that the risk is insignificant. The evaluation should take account of the degree of control over each risk and the cost impact, benefits and opportunities presented by the risks. Also, the risks borne by other stakeholders that benefit from the risk should be considered. The significance of the risk and the importance of the applicable legal obligations, policy, program, process or activity need to be considered in deciding if a risk is acceptable.

Reasons why a risk may be accepted:

- A risk may be deemed acceptable following the application of the 'hierarchy of controls' (see below) and what is 'reasonably practicable' under the OH&S Act 2004 (Vic)
- The level of risk is so low that specific treatment is not necessary
- The risk is such that there is no treatment available. For example, the risk that a project might be terminated following a change of government is not within the control of an organisation.
- The cost of treating the risk in the context of its severity, is so manifestly excessive when comparing the benefits to the threats.

**Risk Controls**

**The Hierarchy of Controls**

The hierarchy of controls is a list of control measures, in priority and effectiveness order that can be used to eliminate or minimize exposure to hazards. Below is the control hierarchy with general examples of each control measure:

**Elimination**

Avoid the risk by removing the hazard completely.

**Substitution**

Reduce the risk using a less hazardous procedure/substance equipment/process.

**Isolation**

Separate the process from people by the use of barriers/enclosures or distance.

**Engineering Controls**

Mechanical/physical changes to equipment/materials/process such as machine guarding.

**Administrative Controls**

Safe work procedures, training and supervision to assist people to work safely

**Personal Protective Equipment**  
Protective clothing, helmets, goggles or other items designed to protect wearers in an unsafe environment



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**Risk Treatment**

Risk Treatment involves the selection and implementation of appropriate options for managing risk having considered the hierarchy of controls and what is reasonably practicable in the circumstances. Treatment needs to be appropriate to the significance of the risk.

The organisation must assess Risk Treatment options and implement its treatment plan accordingly. It is important also to ensure that formal processes are established to monitor the effectiveness of selected Risk Treatment options to ensure that the selected options remain implemented, relevant and appropriate.

The outcome of an effective Risk Treatment plan is knowledge of the risks that the organisation can tolerate and knowledge that the organisation has implemented a system that minimises all other risks so far as is practicable.

Determine the most effective Risk Treatment plan by considering the hierarchy of controls

ITEM	HAZARD	RISKS	EXISTING RISK CONTROL	RISK RATING	RESPONSIBILITY
1	Access & Egress	<ul style="list-style-type: none"> <li>Anxiety &amp; Frustration</li> <li>Bodily Injury</li> <li>Delays</li> </ul>	<ul style="list-style-type: none"> <li>Inspection of entrances and exits prior to opening of event</li> <li>Signage &amp; gate staff to direct patrons to appropriate areas</li> <li>Pedestrian access ways to be kept clear of infrastructure such as marquees, cars, rubbish, etc.</li> </ul>	D2=L	<ul style="list-style-type: none"> <li>SEC, Venue Manager</li> <li>HMG</li> <li>HMG</li> </ul>
2	Accident or injury occurring at event	<ul style="list-style-type: none"> <li>Injury to performers and/or public</li> <li>Disruption to event</li> <li>Negative publicity</li> </ul>	<ul style="list-style-type: none"> <li>Venue Manager to walk venue identifying hazards</li> <li>All issues to be reported to ECO</li> <li>Areas of danger cleared away or cordoned off</li> <li>Staff on site to monitor for areas of danger within their zone</li> <li>First Aid onsite</li> </ul>	D3=M	<ul style="list-style-type: none"> <li>Venue Manager</li> <li>All</li> <li>All</li> <li>HMG Staff</li> <li>HMG</li> </ul>

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3	Alcohol/drug intoxication	Injury to self and others Reputation of event Destruction of event property	Alcohol sold and consumed in licensed areas Licensed areas fenced Security to control entry to bar areas Relevant staff to hold RSA certificate Police and Security to patrol Event does not condone drug use Affected patron escorted to first aid	B2 = M	- HMG - HMG - SEC / HMG - HMG - SEC / HMG - SEC / HMG - All - SEC / EBE - SEC / EBE
4	Alcohol Affected minors	Injury to self and others Reputation of event	Alcohol sold and consumed in licensed areas Licensed areas fenced	D2 = L	- SEC / HMG - SEC / HMG - SEC / HMG / SJ - SEC / HMG - SEC / HMG
4	Alcohol Affected minors		Security to control licensed areas Bar staff to hold RSA certificate First Aid care for young person until well or career / guardian arrives Responsible drinking encouraged. BYO actively discouraged		
8	Adjacent active carriage ways	Injury to public Damage to vehicles	Traffic Controller will monitor traffic entering and exiting site Emergency Management Plans will become effective if required	D2 = L	- SEC / HMG-ECO - SEC / HMG
9	Armed or dangerous intruder	Injury to staff and public Theft	Security Guards on site. Area Staff Effective communication strategies in place (ECO)	D3 = M	- SEC - SEC - Area Staff - ECO
10	Bomb Threat	Trauma & Injury to staff & Public	Security & Area Staff briefed in procedure to manage the threat if it occurs. ECO in place Roving Security	E4 = M	- SEC / HMG

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11	Broken glass, litter etc.	<ul style="list-style-type: none"> <li>Potential cuts &amp; lacerations to patrons &amp; staff</li> </ul>	<ul style="list-style-type: none"> <li>No glass sold on site policy</li> <li>All drinks are poured into plastic cups, and/or cans served</li> <li>Conditions applied as per bar operator liquor license (drinks p/hour, etc)</li> <li>Roving cleaning staff on duty</li> </ul>	C2 = L	<ul style="list-style-type: none"> <li>- HMG</li> <li>- HMG</li> <li>- Contractor</li> </ul>
12	Bump-in/out	<ul style="list-style-type: none"> <li>Bodily injury</li> <li>Damage to Assets</li> </ul>	<ul style="list-style-type: none"> <li>Bump-ins to be scheduled with sufficient staff for the task</li> <li>Bump-in areas to be signed with advanced warning methods</li> <li>Large or awkward objects should be properly lifted and moved in pairs</li> <li>Whenever possible, use mechanical devices to lift or move objects</li> <li>Appropriate traffic control measures used</li> <li>Appropriate signage used to indicate 'Construction Zone'</li> <li>Pedestrian Management plan active</li> </ul>	D3 = M	<ul style="list-style-type: none"> <li>- HMG</li> <li>- HMG</li> <li>- HMG, Contractors</li> <li>- All</li> <li>- HMG</li> <li>- HMG</li> <li>- HMG</li> </ul>
13	Civil disturbance	<ul style="list-style-type: none"> <li>Injury to staff &amp; public</li> <li>Damage to reputation</li> </ul>	<ul style="list-style-type: none"> <li>Security trained in management of civil disturbance</li> <li>Area Staff &amp; security briefed on the potential risk</li> </ul>	E3 = L	<ul style="list-style-type: none"> <li>- SEC</li> <li>- Staff, SEC</li> </ul>
14	Criminal activity	<ul style="list-style-type: none"> <li>Potential injury to staff or public.</li> <li>Vandalism of infrastructure</li> <li>Panic and disruption to event</li> </ul>	<ul style="list-style-type: none"> <li>Security on site to monitor status of crowd</li> <li>Security to patrol areas of concern</li> <li>Security &amp; area Staff</li> </ul>	D3 = M	<ul style="list-style-type: none"> <li>- Staff, SEC</li> <li>- Staff, SEC</li> <li>- Staff, SEC</li> </ul>

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15	Crowd control - Loss of crowd control and overcrowding around site.	Bodily injury Damage to property Public panic and anxiety Overheating / fainting	Site designed to allow clear unobstructed pathways around and through site and to minimise localised build up of crowds Sufficient staff to be stationed at entry points at all times Staff/Event induction to focus on crowd management. Crowd monitored by security Trained first aiders on site	D3 = M	-HMG -HMG -Staff, SEC SEC
16	Evacuation in an Emergency	Bodily injury to patrons and participants	Evacuation Plan and Assembly locations known to all relevant staff and Staff Evacuation briefing for all prior to event All staff to sign on and off as they enter the space Effective communications plans in place	E4 = M	- All -HMG, SEC -HMG, SEC -HMG, SEC -HMG, SEC
17	External Emergency	Potential injuries to public and staff	Establish contacts with emergency service liaisons prior to event. Ensure adequate communication systems in place to allow alarm to be raised by an outside source Manage incident as per event briefing	E4 = M	-HMG -HMG / SEC

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18	Electrical wires- Live	Electrocution hazard if patrons or performers touch wires	Electricity installed by qualified electrical contractors under direction of event management. All electrics to be installed in accordance with appropriate regulations Switchboards are to be installed out of public way and identified with signage "Danger – High Voltage" Site safety induction – Identify, Report, Take action All leads to be tested and tagged	E4 = M	- HMG / Contractor  - Contractor - Contractor  - Contractor - All
19	Electrical or generator power failure	Disruption to program Panic & injury	Electricity installed by qualified electrical contractors. All electrics to be installed in accordance with appropriate regulations Management of incident in accordance with Safety Management Plan Qualified electrician onsite during event	E3 = L	- Contractor  - ECO / HMG - Contractor
20	Falls From Heights: • Ladders • Rigging • Staging • Performance	Bodily injury or death Trauma	Use elevated work platforms where possible and follow safety protocol associated by appropriately certified personnel Use ladders only with assistance and only when all other means of access are unavailable All staging and seating platforms to be erected within Australian guidelines All stage edges and steps to be marked by white tape and kick and hand rails where relevant Performers to be appropriately trained and skilled in the activities being performed	D3 = M	- All  - All  - Contractors / HMG  - Contractors / HMG  HMG / Performers Contractors / performers
21	Fire on site/ in Outlet	Potential injuries to public and staff. Damage to property Environmental damage	Appropriate provision of fire extinguishers Tenants & concessionaires required having extinguishers & blankets at all risk areas Key Staff to be briefed in fire extinguisher usage	D4 = M	- HMG, Contractors, Vendors - HMG, Contractors, Vendors  - HMG, Contractors

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22	Food Poisoning	Illness or injury to staff or patrons	<ul style="list-style-type: none"> <li>Appropriately, licensed food vendors operate in accordance with all food safety regulations.</li> <li>Food vendors subject to local council regulations</li> <li>Adequate food storage facilities on site</li> </ul>	D2 = L	<ul style="list-style-type: none"> <li>Food vendors</li> <li>Food vendors</li> <li>Food vendors</li> <li>HMG / Contractor</li> <li>HMG</li> <li>HMG</li> </ul>
23	High volume traffic causes damage to venue	Loss of revenue due to reinstatement costs. Environmental damage resulting in damage to image of organisers	<ul style="list-style-type: none"> <li>Protective flooring installed onsite if needed</li> <li>Imposing maximum number, weight and size of vehicles</li> <li>All staff &amp; contractors made aware of the CoM regulations in Parks &amp; Gardens</li> </ul>	C2 = L	<ul style="list-style-type: none"> <li>HMG / Contractor</li> <li>HMG</li> <li>HMG</li> </ul>
24	Hazardous Materials	Potential injuries to public and staff	<ul style="list-style-type: none"> <li>Hazardous materials not to be stored in large quantities at the site.</li> <li>To be stored in the correct containers in the correct manner as per local legislation</li> <li>Relevant MSDS attached to hazardous material package and copies stored at command</li> <li>Appropriate PPE to be used when handling</li> </ul>	E2 = L	<ul style="list-style-type: none"> <li>Contractors</li> <li>Contractors</li> <li>Contractors</li> <li>All</li> </ul>
25	Infrastructure left behind or collected late by suppliers	Impact on the public use of Alexandra Gardens after the bump out deadline	<ul style="list-style-type: none"> <li>Suppliers to be notified of their individual deadlines and schedules.</li> <li>Failure to meet these deadline will mean that alternate arrangements for the removal of the equipment will be made and the costs passed onto the supplier.</li> </ul>	D2 = L	<ul style="list-style-type: none"> <li>HMG</li> <li>HMG / Contractors</li> </ul>

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26	<ul style="list-style-type: none"> <li>Insurance: <ul style="list-style-type: none"> <li>Public Liability</li> <li>Workcover</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Claims made against all concerned and involved</li> </ul>	<ul style="list-style-type: none"> <li>All contractors will have suitable public liability cover</li> <li>All event staff will be covered under workcover insurance or volunteer insurance</li> <li>General public will be covered under PLI</li> <li>All stall holders are required to hold their own PLI</li> <li>Security on-site staff and marshals to monitor safety of public</li> </ul>	E3 = L	<ul style="list-style-type: none"> <li>Contractors <ul style="list-style-type: none"> <li>HMG</li> </ul> </li> <li>HMG</li> <li>Stallholders</li> <li>SEC</li> </ul>
27	<ul style="list-style-type: none"> <li>Lack of patrons</li> </ul>	<ul style="list-style-type: none"> <li>Loss of revenue and damage to event identity.</li> </ul>	<ul style="list-style-type: none"> <li>Pre advertising of event in print, radio, TV and electronic media</li> <li>Guide advertising the event</li> <li>Web site advertising the event</li> <li>Media releases advertising the event</li> </ul>	E2 = L	HMG
28	<ul style="list-style-type: none"> <li>Lack of parking: <ul style="list-style-type: none"> <li>Public Vehicles</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Congestion around event area during event</li> <li>Complaints from public</li> </ul>	<ul style="list-style-type: none"> <li>Informing car parks in surrounding areas of event</li> <li>Car park attendants keeping venue parking operating to capacity</li> </ul>	E3 = L	HMG
29	<ul style="list-style-type: none"> <li>Lack of toilets at venue</li> </ul>	<ul style="list-style-type: none"> <li>Long Queues or overextension of existing infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Install portable toilet blocks to cope with estimated crowd based on previous years of this event.</li> <li>Cleaner on site to service units during event</li> <li>Communicate to queuing crowd about alternate toilet facilities</li> </ul>	D2 = L	<ul style="list-style-type: none"> <li>HMG</li> <li>Contractor</li> <li>HMG</li> </ul>

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30	LPG Cylinders	Explosion danger & burn potential Injury to patrons & staff	Cylinders are to be mounted securely in correct manner and used in accordance with the LPG gas code AS 1596 Contractor to monitor storage and safety of LPG	D5 = H	- Contractor - Contractor - HMG, SEC - SEC - HMG - SEC, HMG - HMG / ECO
31	Medical Emergency	Delay in necessary medical attention, resulting in injury or death Correct medical attention unavailable Panic of family or friends.	First Aid trained and licensed security on site for the duration of event Ensure that access routes are clear of obstacles Victorian Ambulance Service to be informed of event and access routes to venue Staff member to assist ambulance services in directions and meet them at the entrance point and direct them to the site of the emergency Emergency procedures set in place Trained First aid on site	C3 = M	- ECO, - HMG - HMG / ECO - ECO
32	Missing Person, Missing or Lost Child	Trauma to those directly involved	18+ event to accompany minors where deemed necessary Staff briefed in event procedure involving security and Police if necessary Deploy Staff / security to search for missing child Contact Police	C3 = M	



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33	Negative Publicity	Reputation damage to event, sponsors or local council	<ul style="list-style-type: none"> <li>Staff briefed in media management and response.</li> <li>Media spokesperson appointed to manage potential negative publicity.</li> </ul>	D3 = M	<ul style="list-style-type: none"> <li>HMG</li> <li>HMG</li> </ul>
34	Noise	<ul style="list-style-type: none"> <li>Noise induced hearing loss</li> <li>Unpleasant surroundings causing aggravation</li> <li>Complaints</li> </ul>	<ul style="list-style-type: none"> <li>Event Manager to monitor noise levels during event. Staff levels near high noise areas to be kept to a minimum. Noise Management Plan adhered to</li> <li>Hearing protection will be worn by staff at all times when working in areas of high noise</li> <li>Hearing protection will be provided to public on request from site office</li> <li>Council max Db levels adhered to</li> <li>Noise sources pointed away from residential areas</li> </ul>	D2 = L	<ul style="list-style-type: none"> <li>HMG, Contractor</li> <li>HMG</li> <li>HMG</li> <li>HMG</li> <li>HMG, Contractor</li> </ul>
35	Performer No Show or disruption to telecast	<ul style="list-style-type: none"> <li>Disruption to the running of the stage or event</li> <li>Public complaints</li> </ul>	<ul style="list-style-type: none"> <li>Performers sent contracts stating venue address, arrival time, performance time, parking arrangements, infrastructure specs and events contact details</li> <li>Previous performer asked to extend and post performer asked to go on earlier if not possible then MC brought forward to entertain</li> <li>Predetermined statement delivered by event rep to appease public complaints</li> </ul>	E1 = L	<ul style="list-style-type: none"> <li>HMG, Performers</li> <li>HMG, Performers</li> <li>HMG</li> </ul>
36	Plant Equipment	Injury from dropping, falling, collapsing	<ul style="list-style-type: none"> <li>Site induction for key staff</li> <li>Public kept clear of work areas</li> </ul>	D3 = M	<ul style="list-style-type: none"> <li>HMG</li> <li>HMG / Contractor</li> </ul>

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37	Security of site	Disruption to the running of the event Damage to event infrastructure	Appropriate identification for staff Remind stallholders re valuables Stage Manager to look after performer valuables Secure rear of marquees Security patrol event site Vic Police awareness of event Security report written up Log book for incidents kept at site office Staff reminded during set up to keep an eye out for issues/ potential issues	C2 = L	- HMG - HMG - HMG - SEC, HMG - SEC - Police - SEC - SEC - All
38	Sound, lighting or technical Failure	Disruption to event Injury to public with lx failure	Contract reputable company to supply / operate Installed by reputable contractor Contractor representative on site at event	D3 = M	- HMG - Contractor - Contractor
39	Slip, Trip, Fall and Knock	Bodily injury to public or participants Insurance claims Negative publicity/ damage to reputation	Serious trip and fall hazards identified and eliminated to prevent injury. Site safety induction for key staff and contractors cables secured above ground Rubber mats / cable traps used Barriers placed around protruding equipment	B2 = M	- HMG - HMG - Contractor - HMG / Contractor - All

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**ATTACHMENT No [2] - Event Management Plan**

<p>40</p> <p>Structures, scaffold, fences, marquees, staging etc collapsing</p>	<p>Crushing injury or fall injury to public or participants Damage to equipment Disruption of event</p>	<p>Site Induction for key staff and contractors Structures constructed by contractors with relevant qualifications &amp; signed off. Use of materials with manufacturer's specifications Building Control Commission/ local council requirements/ compliance for occupancy of temporary structures Relevant staff as part of their general job description monitors all structures, Scaffold erected by qualified competent contractors in accordance with compliance regulations Certificate of Occupancy issued. Council Inspection</p>	<p>E4=M</p>	<p>- HMG / Contractors - Contractors - CoM Building Control  - Contractor  - Building Control</p>
<p>41</p> <p>Structures, infrastructure or equipment uplifting</p>	<p>Crushing injury to public, staff or participants Damage to equipment Disruption of event</p>	<p>Appropriate weighting and fixings Weather monitored by event management and contingencies in place Installation by contractors with relevant qualifications Use of materials with manufacturer's specifications Building Control Commission/ local council requirements/ compliance for occupancy of temporary structures Relevant staff as part of their general job description monitors all structures. Scaffold erected by qualified competent contractors in accordance with AS 1576 1.2 &amp; 3 Certificate of Occupancy issued. Council Inspection</p>	<p>C2=L</p>	<p>- HMG / Contractor - HMG / Contractor - Contractor - Building Control  - Contractor  - Building Control</p>

FILE NO: 52017183  
2. A THRIVING LOCAL ECONOMY

ITEM NO: 9.4.2

**PLANNING PERMIT APPLICATION 52017183 - USE AND DEVELOPMENT - PLACE OF ASSEMBLY; FOOD AND DRINKS PREMISES AT 9-11 HUNT STREET YARRAWONGA (cont'd)**

**ATTACHMENT No [2] - Event Management Plan**

42	Terrorist Threat	Bodily injury or death Asset & property damage Financial loss	All terrorist threats will be dealt with by the event management in conjunction with the Victoria Police according to the Safety Management Plan	E4 = M	-HMG / SEC / Police
43	Theft of money from bars	Loss of revenue	Strict Control of ticket revenue; Security to supervise transport of cash. Staff training on cash handling procedures Handling of cash and valuables done in a secure environment with adequate security. Strong Box/Safe on site. Security Guards on site	C2 = L	-HMG / SEC -HMG / SEC
44	Trees and limbs falling	Potential injuries to public and staff	Site induction for key staff and contractors Trees inspection by Council Parks and Gardens	E3 = L	-HMG / SEC - Council

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**PLANNING PERMIT APPLICATION 52017183 - USE AND DEVELOPMENT - PLACE OF ASSEMBLY; FOOD AND DRINKS PREMISES AT 9-11 HUNT STREET YARRAWONGA (cont'd)**

**ATTACHMENT No [2] - Event Management Plan**

45	<p>Weather extremes</p> <p>Cold/heat induced illness for participants with inappropriate clothing; Dehydration Sunburn</p> <p>Total fire Ban</p> <p>Wind/storm</p>	<p>Sunscreen and water will be supplied for all personnel during bump in, bump out and event</p> <p>Appropriate PPE to be worn and carried</p> <p>Free Water available to public</p> <p>Structures for staff</p> <p>Shade provided through existing infrastructure and additional umbrellas and marquees.</p> <p>First aiders on site</p> <p>Request Exemption for food vendors.</p> <p>Signage about fully extinguishing cigarette butts and putting them in bins.</p> <p>Event Management to monitor the weather.</p> <p>Action in accordance with Safety Management Plan evacuation of structures subject to certain weather conditions</p> <p>Sculptures/structures to be designed to withstand wind/storm conditions</p> <p>Sufficient weighting on structures</p> <p>Ensure Electrics are isolated from water and power down any areas that are at risk from high water levels.</p> <p>Brief staff to bring wet weather gear</p> <p>Keep all parties informed if there is likely to be any change to running of the event.</p>	<p>C3 = M</p> <p>E3 = L</p>	<p>-HMG</p> <p>- All</p> <p>-HMG</p> <p>-HMG</p> <p>-HMG</p> <p>-HMG</p> <p>-HMG</p> <p>-HMG</p> <p>-HMG</p> <p>-HMG</p> <p>-HMG / Contractor</p> <p>-HMG / Contractor</p> <p>- Contractor</p> <p>-HMG</p> <p>-HMG</p> <p>-HMG</p> <p>-HMG</p> <p>-HMG</p> <p>-HMG</p> <p>- All</p>
46	<p>Vehicle accident on site</p>	<p>Injury to staff &amp; public</p> <p>Activities placed away from active carriageways.</p> <p>Staff briefed in response procedure.</p> <p>No vehicles allowed access to event site during event unless emergency.</p>	<p>E3 = L</p>	<p>-HMG</p> <p>-HMG</p> <p>- All</p>

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**PLANNING PERMIT APPLICATION 52017183 - USE AND DEVELOPMENT - PLACE OF ASSEMBLY; FOOD AND DRINKS PREMISES AT 9-11 HUNT STREET YARRAWONGA (cont'd)**

**ATTACHMENT No [2] - Event Management Plan**

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47	<p>Driver's Fitness &amp; Competence</p> <ul style="list-style-type: none"> <li>Inadequate qualifications, certifications or training.</li> <li>Inadequate familiarity with parade route or safety requirements.</li> <li>Driver fatigue.</li> <li>Driver disobeys signal.</li> <li>Vehicle breakdown</li> </ul>	C3 = M	<ul style="list-style-type: none"> <li>Drivers unable to participate in bump in / out</li> <li>Online induction training for all participants</li> <li>Substitute driver or withdraw from event</li> <li>Online induction training for all participants</li> <li>Redirect parade route within barricades</li> <li>Hazardous cones / triangles to be used</li> <li>Hazard Lights turned on</li> </ul>	<ul style="list-style-type: none"> <li>All</li> <li>All</li> <li>All</li> <li>All</li> <li>HMG</li> </ul>
48	<p>Vehicle Fitness</p>	C2 = M	<ul style="list-style-type: none"> <li>All vehicles to drive at 5kph and signage/marshals to advise</li> <li>No hazards lights used, allowing vehicles to indicate driving direction</li> <li>Headlights to be on</li> <li>Report injury to authorities</li> <li>Contact emergency services if required</li> </ul>	<ul style="list-style-type: none"> <li>HMG</li> <li>All</li> <li>All</li> <li>ECO / HMG</li> <li>ECO / HMG</li> <li>HMG</li> </ul>
49	<p>Vehicle hitting person: During set up  During Event</p>	E4 = M	<ul style="list-style-type: none"> <li>Vehicle access restricted to event support vehicles and emergency services during event</li> <li>No hazards lights used, allowing vehicles to indicate driving direction</li> <li>Headlights to be on</li> <li>All vehicles to drive at 5kph and signage / MFI to advise</li> <li>Report injury to Vic Police</li> <li>Contact emergency services if required</li> </ul>	<ul style="list-style-type: none"> <li>All</li> <li>All</li> <li>All</li> <li>HMG / ECO</li> <li>HMG / ECO</li> </ul>

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**ATTACHMENT No [2] - Event Management Plan**

**Event Waste Management Plan**

1 Event Details	
Name of event	Bocce Beach Club Yarrawonga
Event Date(s) and time	December 20 <sup>th</sup> 2017 onwards
Anticipated crowd size	Average 500 patrons daily

2 Contacts for waste management		
Name	Role/Position	Phone/Mobile
Mathew Rowse	Event Manager	040653620
Justin Stapleton	Cleanaway Territory Manager	0481906427

3 Catering and meal times	
Type of catering	Food Trucks
Alcohol available	YES
Beverages available	Beer (plastic cups), Soft Drink- plastic bottles, plastic wine glasses
Meal times during event	Lunch and dinner daily

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**ATTACHMENT No [2] - Event Management Plan**

4	Waste generated by activities
Drinks	Plastic Cups and bottles
Food Truck Packaging	Cardboard packaging boxes
	Food Wrappers – grease paper
Food	Food service boxes
	Food waste
	Wooden and plastic cutlery
Set Up and Pack down	Serviettes
	General waste

5	Activity	Product: food or drink type	Materials generated	Recyclable?	When?
	Food Truck food	Hamburgers, hot chips, fish, thai, chicken etc	Cardboard Oil Plastic wrap	Yes No No	Before During
	Drinks Service	Wine Soft drinks Beers Water Serviettes	Plastic Cup Plastic Bottle Plastic Cups Plastic Bottles Paper Tissue	Yes Yes Yes Yes No	During During During During During



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**ATTACHMENT No [2] - Event Management Plan**

<b>6</b>	<b>Bin stations</b>	
<b>How many bin stations front of house?</b>	We will have 16 bins front of house and have roaming cleaning staff emptying these bins into the skip out the back. 8 of these bins will be general waste bins (240l) and 8 will be recycle bins (240l)	
<b>What bins will be back of house?</b>	Back of house we will have a general waste skip 15m3 that will be picked up when required by cleanaway. We will also have a 15m3 recycle skip that will be pick up weekly.	
<b>Name of event waste services provider (attach agreement)</b>	Cleanaway	
<b>When bins will be delivered and where to</b>	15m3 skip to be delivered on site. 16 wheelle bins also to be delivered on site. 15m2 recycle skip rotated weekly or more regularly if required.	
<b>Frequency of services (i.e. number of times per day/night)</b>	Wheelle bins to be emptied hourly or more regularly if required into skip and recycle bins back of house. General waste skip emptied twice a week and recycle weekly or more if required.	
<b>When bins will be taken away</b>	As per above	
<b>Other waste facilities required (liquids)</b>	Each food truck will be responsible for their own oil and sullage removal	

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**PLANNING PERMIT APPLICATION 52017183 - USE AND DEVELOPMENT - PLACE OF ASSEMBLY; FOOD AND DRINKS PREMISES AT 9-11 HUNT STREET YARRAWONGA (cont'd)**

**ATTACHMENT No [2] - Event Management Plan**

<b>Bin Contamination</b>	Bins will be clearly marked with General Waste or Recycle and also coloured differently. We will have a sign above each reminding patrons of the importance to use the correct bin. Cleaning staff will monitor bins and ensure the correct skip is used back of house.
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<b>7</b>	<b>Bin station locations</b> Attached on site map.
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<b>8</b>	<b>DURING the event</b>	<b>Who</b>	<b>Done</b>
	Set up bin stations at pre determined locations	Staff	
	Skip and Recycle Bins on site prior to event	Cleanaway	
	Signs above bin	Staff	
	Monitor bins both for contamination and overflow	Staff	
	Empty bin into skips	Staff	
	Replace bin when empty	Staff	
	Skips and Recyclables picked up and replaced	Cleanaway	

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1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.3

**ADOPTION OF PLANNING SCHEME AMENDMENT C86 - INTRODUCTION OF AN ENVIRONMENTAL SIGNIFICANCE OVERLAY SCHEDULE 3 (ESO3) AROUND THE YARRAWONGA, BUNDALONG, TUNGAMAH WASTE WATER TREATMENT PLANTS.**

**RECOMMENDATION**

That:

1. Having exhibited Planning Scheme Amendment C86 in accordance with Section 19 of the *Planning and Environment Act 1987 (The Act)*, that Council adopt Moira Planning Scheme Amendment C86 as exhibited and in accordance with Section 29 of *The Act*.
2. In adopting Moira Planning Scheme C86 Council request the Minister for Planning to approve the adopted amendment C86 to the Moira Planning Scheme under Section 31 of *The Act*.

**1. Executive Summary**

The purpose of this report is to consider the Adoption of Moira Planning Scheme Amendment C86.

The amendment proposes to introduce an Environmental Significance Overlay Schedule 3 (ESO3) around the Yarrowonga, Bundalong and Tungamah Waste Water Treatment Plants. The introduction of the ESO3 will protect the Waste Water Treatment Plants from encroachment of development that may expose community to adverse impact (waste odours); allowing continued ability to operate and protecting essential community infrastructure.

The sites are located:

Yarrowonga Waste Water Treatment Plant – 250 Beatties Road, Yarrowonga

Bundalong Waste Water Treatment Plant – 258 Munros Road, Bundalong

Tungamah Waste Water Treatment Plant – Lot 1 PS704125 Devenish Road, Tungamah

The applicant is North East Region Water Corporation.

Figure 1 – Yarrowonga Waste Water Treatment Plant



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Figure 2 – Bundalong Waste Water Treatment Plant



Figure 3 – Tungamah Waste Water Treatment Plant



## 2. Background and Options

The amendment has been before Council in December 2016 and February 2017 whereby Council consented to application to the Minister for Authorisation to Prepare the Amendment. The amendment was on Exhibition from 11 September 2017 and closed on 11 October 2017. One submission was received, however it did not seek to support, change or oppose the Planning Scheme Amendment. It was addressed to the satisfaction of the submitters and no Panel was required.

The Responsible Authority must make a decision within 60 days of the closing date for Exhibition being 11 December 2017.

## 3. Financial Implications

There is a series of fees associated with a Planning Scheme Amendment. All fees are paid by the applicant.

## 4. Risk Management

The provision of proposed buffers will minimise the potential for conflict between development and the subject sites due to air emission impacts.

## 5. Internal and External Consultation

Notice was given in accordance with Section 19 of *The Act*.

No prescribed Minister has objected nor made a submission.

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No relevant Referral Authority has objected to the Amendment.

One submission was received which raised 2 concerns – one was regarding ability to continue to carry out agricultural activities and the second was the ability to raise concerns if need be about odours. The submission did not seek to support, change or oppose the amendment. Responses were made to the concerns and the submitters were satisfied that their existing rights to continue with agricultural production would not be changed due to the amendment.

## **6. Regional Context**

The resulting implementation of buffers around Major Hazard Facilities and more broadly to other uses (such as Waste Water Treatment Plants) comes from the Major Hazard Facilities Advisory Committee formed in 2015 appointed by the Minister for Planning to provide advice on the way land use buffers are determined and implemented. The EPA advised that the issue of encroachment is identified in EPA's 5 Year Plan (2011-2016) and that the EPA will be working more closely and proactively with the planning system to prevent future problems.

North East Region Water identified the need for these buffers, based on projected population growth within Moira Shire, a potential for development in close proximity and the need to protect the amenity as well as community infrastructure. (Hume Regional Growth Plan 2014).

## **7. Council Plan Strategy**

Moira Shire's newly adopted Council Plan 2017-2021 states that it has strategic goals to provide:

- *A great place to live.*
- *A thriving local economy.*

Incorporating the ESO3 into the planning scheme will address financial, social and environmental issues:

- Provide a separation distance consistent with EPA Guidelines, population forecasts and type of treatment process at the Waste Water Treatment Plants;
- Reduce the risk to the Waste Water Treatment Plans from encroachment of sensitive development;
- Assist Council with future land use planning and the processing of planning permit applications;
- Provide more certainty for communities and surrounding landowners regarding development considerations;
- Allow Waste Water Treatment Plant facilities to remain in their current locations where they can be upgraded when required to accommodate future demand and growth which will eliminate a significant financial and environmental burden if they have to be relocated;
- Reduce the need for VCAT hearings to resolve uncertainty; and
- Minimise the potential impact for the community of living in an uncomfortable environment due to waste odours should inappropriate development be approved.

## **8. Legislative / Policy Implications**

The amendment utilises an existing overlay within the existing set of Victorian Planning Provisions.

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The amendment is of local significance and complies with Section 12 of *The Act*. The amendment complies with Ministerial Direction No. 11 'Strategic Assessment of Amendments'.

The amendment is consistent with the Ministerial Direction on the form and content of Planning Schemes under Section 7(5) of *The Act*.

**9. Environmental Impact**

The implementation of the buffers through introduction of the ESO3 will ensure that the environmental impact will be minimised for surrounding communities with regards to odours. The plants are being managed to the extent as required by legislation.

**10. Conflict of Interest Considerations**

There is no assessing officer conflict of interest associated with this report.

**11. Conclusion**

Having exhibited Moira Planning Scheme Amendment C86 in accordance with the requirements of Section 19 of *The Act* and having received only one submission which has been addressed to the satisfaction of all parties, it is concluded that the amendment be adopted.

**Attachments**

- 1 Moira C86 Explanatory Report
- 2 Map 1
- 3 Map 2
- 4 Map 3
- 5 Schedule ES03
- 6 Clause 66.04

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**ATTACHMENT No [1] - Moira C86 Explanatory Report**

*Planning and Environment Act 1987*

**MOIRA PLANNING SCHEME  
AMENDMENT C86  
EXPLANATORY REPORT**

**Who is the planning authority?**

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

The Amendment has been made at the request of North East Region Water Corporation.

**Land affected by the amendment**

The Amendment applies to land that is occupied by the Yarrowonga, Bundalong and Tungamah Waste Water Treatment Plants and surrounding lands adjoining those facilities as identified in Figures 1, 2 and 3.

**Figure 1 – Yarrowonga Waste Water Treatment Plant**



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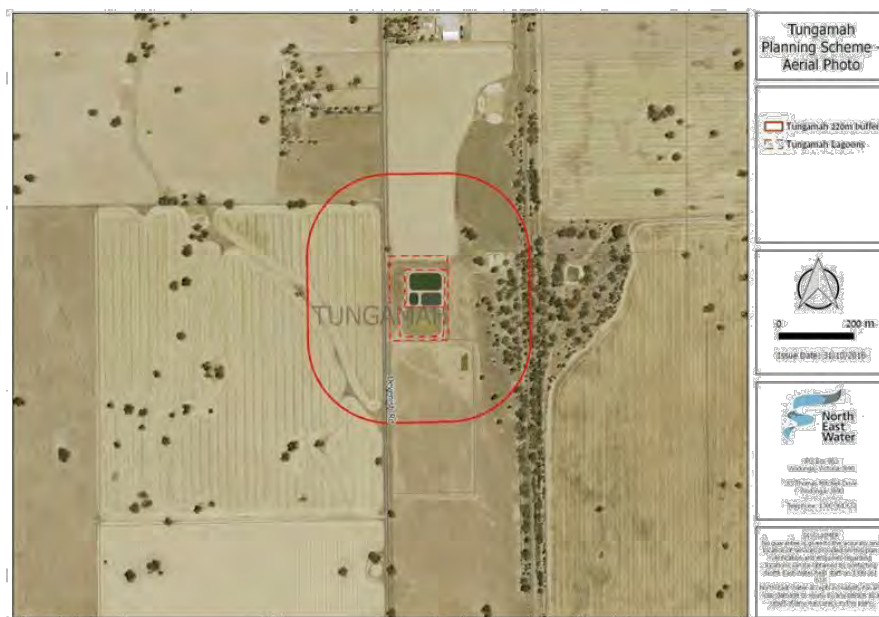
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**ATTACHMENT No [1] - Moira C86 Explanatory Report**

Figure 2 – Bundalong Waste Water Treatment Plant



Figure 3 – Tungamah Waste Water Treatment Plant





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**ATTACHMENT No [1] - Moira C86 Explanatory Report**

**What the amendment does**

The Amendment introduces an Environmental Significance Overlay (ESO) Schedule 3 around the Yarrowonga, Bundalong and Tungamah Waste Water Treatment Plants as shown on the maps forming part of the amendment.

The ESO will protect the long term use of the Yarrowonga, Bundalong and Tungamah Waste Water Treatment Plants from adverse effects generated by incompatible development within proximity of those facilities.

The Amendment changes the planning scheme to:

- Insert a new Schedule 3 to Clause 42.01 Environmental Significance Overlay to include a separation distance to protect the Yarrowonga, Bundalong and Tungamah Waste Water Treatment Plants from encroachment by development that may adversely impact on the continued operation of those facilities.
- Amend the Schedule to Clause 66.04 to include Schedule 3 to Clause 42.01 Environmental Significance Overlay to reference North East Region Water Corporation as a determining referral authority.
- Amend Planning Scheme Map Nos. 21ESO, 22ESO and 26ESO
- Insert new Planning Scheme Map No. 33ESO

**Strategic assessment of the amendment**

**Why is the amendment required?**

The Amendment is required to insert an ESO Schedule 3 into the Moira Planning Scheme to protect the Yarrowonga, Bundalong and Tungamah Waste Water Treatment Plants from the encroachment of development that may have an adverse impact upon the continued operation of those facilities. The ESO Schedule 3 will generate the need for a Section 55 referral of applications for planning permit within the overlay area to North East Region Water Corporation.

The Amendment is supported by research and assessment of environmental conditions and separation distances based on best practice techniques and liaison with the Environment Protection Authority (EPA).

The Amendment provides a mechanism for protection of essential community infrastructure which in turn will provide for a more sustainable longer term future for the wastewater treatment facilities and will provide a net community benefit. The community benefit will far outweigh the minimal cost of the new ESO Schedule 3 control.

The Amendment does not repeat provisions already applicable under the Moira Planning Scheme.

The proposal is a mechanism for considering development impacts upon an essential component of community infrastructure and the planning scheme is a most appropriate means of controlling the land use impacts.

There are other regulatory mechanisms that deal with some components associated with wastewater treatment facility management and development which potentially interrelate but which do not provide appropriate protection mechanisms for the essential community facility from encroachment by inappropriate sensitive uses.

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**ATTACHMENT No [1] - Moira C86 Explanatory Report**

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

Incorporating ESOs into planning schemes is the most appropriate planning control to reduce the risks from encroachment by sensitive development and to ensure that consideration of any future surrounding development recognises North East Region Water Corporation treatment facilities.

The *Planning and Environment Act 1987* and *Victorian Planning Provisions* provide statutory mechanisms to control land uses and development. Decision-making by planning and responsible authorities must be consistent with any relevant requirements of the State Environment Protection Policy (The Air Environment) as varied from time to time.

Planning and responsible authorities should ensure that development is not prejudiced and community amenity is not reduced by air emissions by ensuring, wherever possible, that there is suitable separation between potentially amenity reducing and sensitive developments. Consideration should be given to "Recommended Buffer Distances for Industrial Residual Air Emissions (EPA publication 1518 March 2013)" to determine the extent of the separation.

Responsible authorities should have regard to the potential for conflict between development and the subject land due to air emission impacts.

This amendment provides separation distances that have been derived through current EPA best practice expectations and these are detailed in the "Bundalong these are detailed in the "Bundalong, Tungamah and Yarrowonga Wastewater Treatment Plants Buffer Distance Calculations" prepared by North East Region Water Corporation dated 9 June 2017. The amendment therefore provides better public utility asset protection in a fair, orderly, economic and sustainable manner that benefits all the local community.

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

Incorporating an ESO Schedule 3 into the planning scheme will address financial, social and environmental issues, as it will:

- Provide a separation distance consistent with EPA Guidelines, population forecasts and the type of treatment process at the Waste Water Treatment Plants;
- Reduce the risks to the Waste Water Treatment Plants from encroachment of sensitive development;
- Assist Council with future land use planning, and the processing of planning permit applications;
- Provide more certainty for communities and surrounding landowners regarding development considerations;
- Allow Waste Water Treatment Plant facilities to remain in their current location, where they can be upgraded when required to accommodate future demand and growth, which will eliminate a significant financial and environmental burden if they have to be relocated;
- Reduce the need for Victorian Civil and Administrative Tribunal Hearings to resolve uncertainty;
- Minimise the potential impact for the community of living in an uncomfortable environment due to waste odours should inappropriate development be approved.

**Does the amendment address relevant bushfire risk?**

The Amendment does not alter any existing planning controls which relate to the management of bushfire risk. The Amendment will have no effect upon bushfire risk. The

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**ATTACHMENT No [1] - Moira C86 Explanatory Report**

Amendment meets the objective of and gives effect to the strategies in Clause 13.05-1 in that it will not result in an increased bushfire risk to life and property.

Effectively the amendment only introduces a control triggering a referral and in principle does not materially change the effects of bushfire or considerations in respect to bushfire planning matters.

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

The Amendment utilises an existing overlay within the existing set of Victoria Planning Provisions.

The Amendment is of local significance only and complies with the relevant Ministers' Directions under section 12 of the *Planning and Environment Act 1987*.

The Amendment is not directly affected by Minister's Directions for the 'Melbourne 2030 Strategy' that is Minister's Direction No 9, 'Metropolitan Strategy' and Minister's Direction No 10, 'Urban Growth Strategy'.

The Amendment complies with Minister's Direction No 11, 'Strategic Assessment of Amendments'. All requirements to be met under the direction have been considered and met in the preparation of the amendment.

Ministerial Direction No.1 "Potentially Contaminated Land" and the General Practice Note. Any considerations in respect to potentially contaminated land are of little or no direct relevance to the specific introduction of the ESO. The ESO is not designed or intended to address matters associated with contaminated land and it does not change provisions in reference to land contamination. No Environmental Audit Overlay exists over the subject land.

The Amendment is consistent with the Ministerial Direction on the Form and Content of Planning Schemes under section 7(5) of the Act.

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

Clause 19 of the State Planning Policy Framework (SPPF) refers to Infrastructure

This amendment seeks to support the continued viability and efficiency of use of existing Waste Water Treatment Plants and provides a degree of protection enabling future development accommodation if required.

Clause 19.03-2 of the SPPF refers to Water Supply, sewerage and drainage and establishes the Objective:

*"To plan for the provision of water supply, sewerage and drainage services that efficiently and effectively meet State and community needs and protect the environment."*

This proposal deals with protection of the Waste Water Treatment Plants as a public utility asset to meet current and future community needs and establishes best practice environmental protection around the asset.

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

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**ATTACHMENT No [1] - Moira C86 Explanatory Report**

The following clauses identify the strategic importance of sewerage infrastructure in the Moira Shire under the Local Planning Policy Framework

**Clause 21.01 Municipal Overview**

This Clause highlights the importance of servicing the development of the Moira Shire.

*The population of Moira is currently estimated at being 26,440 and it is projected to rise to 29,000 by 2011. The population of the Shire is aging. In 1976 approximately 12% of the population was aged over 60. By 1996 this had increased to approximately 21.8% and is projected to be 28.3% by 2011. This trend is likely to lead to an increasing demand for the provision of a range of housing and community services. In particular, greater diversity in housing choices will be needed as the population ages and alternatives to traditional family housing will be required, especially medium density housing.*

**Clause 21.02 Vision for Moira**

This Clause highlights the importance of physical infrastructure, including sewerage , in the future development of the Shire:

*Effective provision of all social, economic and community services and functions to the community which will require planned integration and to maximise effective use of new and existing social and physical infrastructure*

**Clause 21.03 Environment**

This Clause identifies the importance of the management of waste water effluent within the local environment:

*The Shire is committed to effectively managing effluent disposal to protect public health, minimise environmental impacts, minimise the demand for water as a resource and maximise reuse opportunities in an economically viable manner. The Shire has an important role in ensuring that developments either discharge effluent to a suitable treatment facility or have appropriate onsite methods for the treatment and disposal of effluent. The Shire also has a role in encouraging waste minimisation and reuse, including the use of new and viable technologies. It is important that the location of sewerage treatment facilities or disposal sites (septic or land applied) avoid sensitive environmental areas including drainage lines and floodways.*

In Clause 21.03-3 Environmental Objectives and 21.03-4 Environmental Strategies buffers to waste water treatment plants are specifically identified:

*To protect public amenity and Council assets through the provision of appropriate buffers between effluent disposal / storage sites, water utility assets and other land uses. Maintain appropriate buffer distances between sewerage/wastewater treatment and disposal facilities and other land uses in accordance with EPA guidelines.*

In Clause 21.03-6 Further Strategic Work the longer term priorities include:

*Investigate the need for "buffer" mechanisms surrounding wastewater treatment plants in the Shire*

**Clause 21.04-4 Settlement Strategies**

This Clause identifies the need to protect residential amenity and sensitive land uses which includes separating these uses from waste water treatment plants:

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1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.3

**ADOPTION OF PLANNING SCHEME AMENDMENT C86 - INTRODUCTION OF AN ENVIRONMENTAL SIGNIFICANCE OVERLAY SCHEDULE 3 (ESO3) AROUND THE YARRAWONGA, BUNDALONG, TUNGAMAH WASTE WATER TREATMENT PLANTS. (cont'd)**

**ATTACHMENT No [1] - Moira C86 Explanatory Report**

*Protect residential amenity in townships from the effects of non-residential activities by requiring the consideration of their potential adverse amenity impacts*

This Clause also recognises the relocation of the Yarrowonga WWTP identified in the 2004 Yarrowonga Strategy Plan.

This amendment seeks to protect the essential wastewater treatment plant that is required to facilitate wastewater management across the Municipality of Moira.

The Amendment effectively supports and implements the objectives of the Moira Shire MSS, local planning policy framework. The amendment does not seek to change the objectives or strategies of the MSS or local policies.

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

The use of an ESO Schedule 3 is the most appropriate planning control tool to protect the waste water treatment plants and to reduce the risks from encroachment by sensitive development and to ensure that consideration of any future surrounding development proposals recognises the existence of the waste water treatment plants.

Under the Victorian Planning Provisions the ESO is intended to be used to establish an overlay covering areas of environmental significance. Research planning and technical assessment of each Plant utilising the EPA Publication 1518: *Recommended Separation Distance for Industrial Residual Air Emissions – Guidelines' March 2013* are detailed in the "Bundalong, Tungamah and Yarrowonga Wastewater Treatment Plants Buffer Distance Calculations" prepared by North East Region Water Corporation dated 9 June 2017. This assessment identifies for each Plant those areas as being of environmental significance with respect to protection of the waste water treatment plant from inappropriate and sensitive development.

The Amendment does not affect, conflict with, or duplicate another existing provision in the planning scheme that deals with the same land use or development.

The ESO does not capture matters that do not specifically relate to the purpose or objectives of the control or matters that should not be dealt with under planning. The proposal expressly relates to protection from encroachment by inappropriate sensitive development.

The Amendment does not make any existing provision in the planning scheme redundant and the amendment is consistent with all relevant planning practice notes.

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

In developing the buffers, the EPA was consulted and relevant guidelines were followed. The process and use of an ESO has been supported by the EPA.

Standard referrals to the designated Ministers and Government Departments will be undertaken as part of the formal amendment process. In this case there are no known specific issues affecting the Ministers or Department interests that would warrant particular consultation.

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

The purpose and objectives of the *Transport Integration Act 2010* is to provide an appropriate framework for the provision of sustainable transport and to facilitate social and economic inclusion, economic prosperity, environmental sustainability, integration of transport and land use, efficiency, coordination and reliability, safety and health and

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**ATTACHMENT No [1] - Moira C86 Explanatory Report**

wellbeing. The proposed Amendment is to apply a land use control over important and critical infrastructure to better protect the facilities and their important role in current and future urban development, in accordance with State and Local Policy Framework.

Given the outcomes intended by the Amendment, it is stated that there will be no effect upon the transport system as defined by Section 3 of the *Transport Integration Act 2010*.

There are no known applicable statements of policy principles prepared under section 22 of the *Transport Integration Act 2010*.

**Resource and administrative costs**

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

The Amendment can be expected to generate the need for permits for sensitive development within the ESO that might otherwise not be required. However, these are expected to be minimal and therefore there will be minimal impact on resources and administrative costs of the responsible authority.

**Where you may inspect this Amendment**

The Amendment is available for public inspection, free of charge, during office hours at the following places:

Moira Shire Council 44 Station Street Cobram VIC 3643	or	Yarrawonga Service Centre 100 Belmore Street YARRAWONGA VIC 3730
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The Amendment can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at [www.delwp.vic.gov.au/public-inspection](http://www.delwp.vic.gov.au/public-inspection).

**Submissions**

Any person who may be affected by the Amendment may make a submission to the planning authority. Submissions about the Amendment must be received by **Wednesday 11 October 2017**.

A submission must be sent to:

The Chief Executive Officer

Moira Shire Council  
PO Box 578  
Cobram VIC 3643

**Panel hearing dates**

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

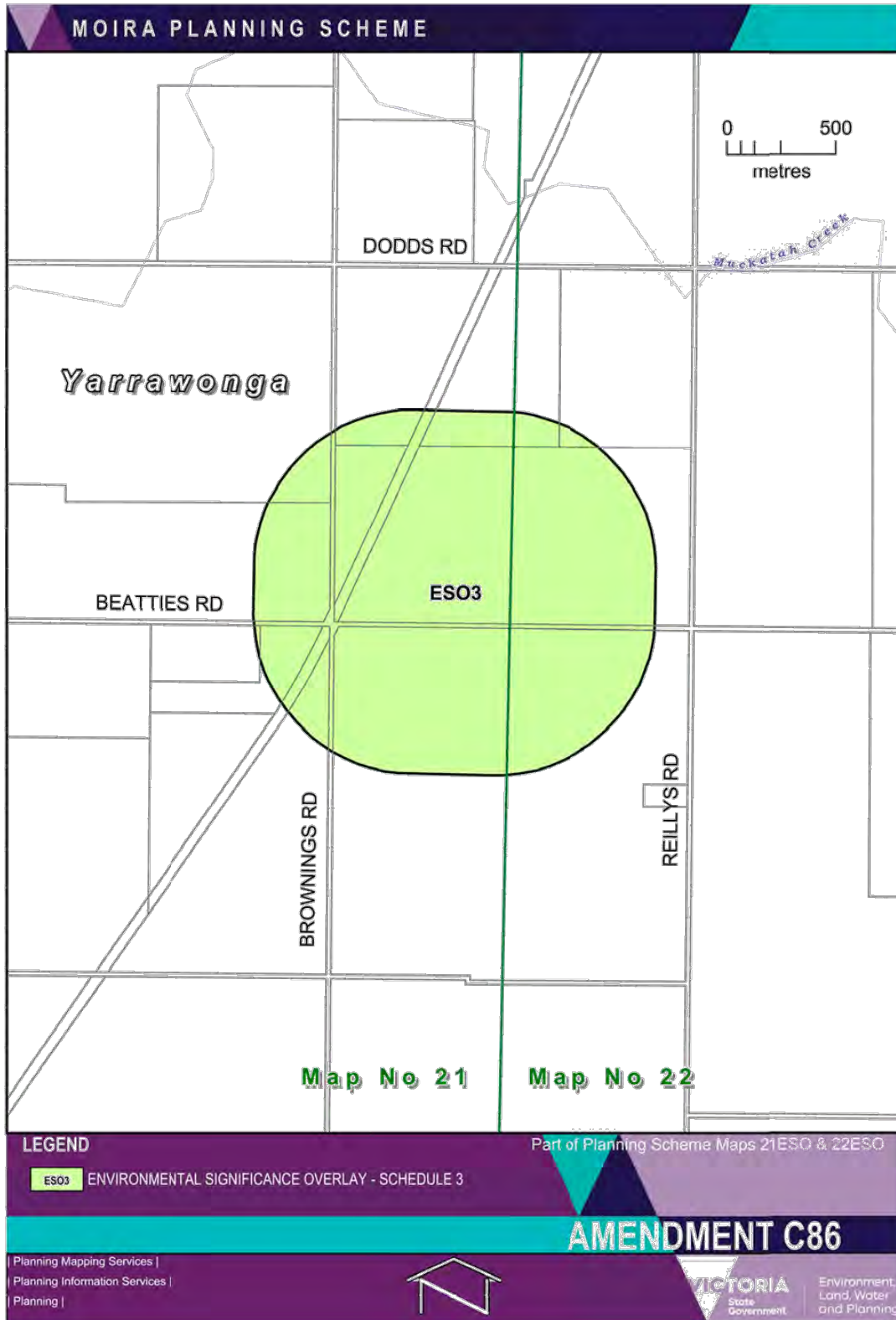
- directions hearing: Week commencing 15 January 2018
- panel hearing: Week commencing 5 February 2018

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**ATTACHMENT No [2] - Map 1**



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**ATTACHMENT No [3] - Map 2**





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**ATTACHMENT No [4] - Map 3**



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**ATTACHMENT No [5] - Schedule ES03**

MOIRA PLANNING SCHEME

15/09/2016  
C38Proposed  
C86

**SCHEDULE TO CLAUSE 61.03 WHAT DOES THIS SCHEME CONSIST OF?**

**1.0 Maps comprising part of this scheme:**

15/09/2016  
C38Proposed  
C86

- 1, 1ESO, 1HO, 1LSIO-RFO
- 2, 2ESO, 2HO, 2LSIO-RFO
- 3, 2ESO, 3HO, 3LSIO-RFO, 3PAO
- 4, 4ESO, 4HO, 4LSIO-RFO, 4PAO
- 5, 5HO
- 6, 6DPO, 6ESO, 6LSIO-RFO
- 7, 7DDO, 7DPO, 7ESO, 7HO, 7LSIO-RFO, 7PO
- 8, 8ESO, 8LSIO-RFO
- 9, 9ESO, 9HO, 9LSIO-RFO
- 10, 10ESO, 10HO, 10LSIO-RFO
- 11, 11HO, 11LSIO-RFO, 11PAO
- 12, 12HO, 12LSIO-RFO, 12PAO
- 13, 13DPO, 13ESO, 13HO, 13LSIO-RFO
- 14, 14DPO, 14ESO, 14HO, 14LSIO-RFO, 14PAO
- 15, 15HO
- 16, 16DPO, 16HO, 16LSIO-RFO, 16PAO
- 17, 17HO
- 18, 18DPO, 18HO, 18LSIO-RFO
- 19, 19ESO, 19HO, 19LSIO-RFO
- 20, 20HO, 20LSIO-RFO, 20RO
- 21, 21ESO, 21HO, 21LSIO-RFO
- 22, 22ESO, 22HO, 22LSIO-RFO, 22SLO
- 23, 23AEO, 23DPO, 23ESO, 23HO, 23LSIO-RFO, 23PO, 23SLO
- 24, 24AEO, 24DPO, 24ESO, 24LSIO-RFO, 24PO, 24SLO
- 25, 25DPO, 25ESO, 25LSIO-RFO, 25RO, 25RXO, 25SLO
- 26, 26DPO, 26ESO, 26HO, 26LSIO-RFO
- 27, 27DPO, 27ESO, 27LSIO-RFO
- 28, 28ESO, 28HO, 28LSIO-RFO
- 29, 29ESO, 29HO, 29LSIO-RFO
- 30, 30HO, 30LSIO-RFO
- 31, 31LSIO-RFO, 31RO, 31RXO
- 32, 32LSIO-RFO, 32RO, 32RXO
- 33, 33ESO, 33HO, 33LSIO-RFO
- 34, 34HO, 34LSIO-RFO
- 35, 35HO, 35LSIO-RFO
- 36, 36HO, 36LSIO-RFO
- 37, 37HO

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**ATTACHMENT No [6] - Clause 66.04**

MOIRA PLANNING SCHEME

19/11/2015  
GC38Proposed  
C86

**SCHEDULE TO CLAUSE 66.04 REFERRAL OF PERMIT APPLICATIONS UNDER LOCAL PROVISIONS**

**1.0 Referral of permit applications under local provisions**

19/11/2015  
GC38Proposed  
C86

Clause	Kind of application	Referral authority	Type of referral authority
Clause 3.0 of Schedule 1 Clause 42.01 (ESO)	All applications.	Secretary to the Department of Environment, Land, Water and Planning	Determining referral authority
Clause 4.0 of Schedule 1 to Clause 42.03 (SLO)	All applications.	Goulburn Murray Rural Water Corporation	Determining referral authority
Schedule 1 to Clause 45.02 (AEO)	Applications for uses listed in the Schedule.	Airport owner	Determining referral authority
Clause 5 to the Incorporated Document at Clause 81 <i>Earthworks Controls in the Shire of Campaspe, City of Greater Shepparton and Moira Shire – August 2015</i>	An application for 'works'.	Secretary to the Department of Environment, Land, Water and Planning	Determining referral authority
Clause 5 to the Incorporated Document at Clause 81 <i>Earthworks Controls in the Shire of Campaspe, City of Greater Shepparton and Moira Shire – August 2015</i>	An application for 'works'. An application that may impact on or within 30 metres of a waterway.	Relevant floodplain land management authority	Recommending referral authority
Clause 5 to the Incorporated Document at Clause 81 <i>Earthworks Controls in the Shire of Campaspe, City of Greater Shepparton and Moira Shire – August 2015</i>	An application for works that adjoin a declared road under the management of the Roads Corporation.	Roads Corporation	Determining referral authority

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**ATTACHMENT No [6] - Clause 66.04**

MOIRA PLANNING SCHEME

Clause	Kind of application	Referral authority	Type of referral authority
Clause 5 to the Incorporated Document at Clause 81	An application for 'works' that adjoins Goulburn-Murray Rural Water Corporation assets.	Goulburn Murray Rural Water Corporation	Determining referral authority
<i>Earthworks Controls in the Shire of Campaspe, City of Greater Shepparton and Moira Shire – August 2015</i>	An application for 'works' that potentially impact on Goulburn-Murray Rural Water Corporation works or interests.		
<a href="#">Clause 3.0 to Schedule 3 to Clause 42.01 (ESO)</a>	<a href="#">All applications for a permit to develop land included in the ESO3</a>	<a href="#">North East Region Water Corporation</a>	<a href="#">Determining referral authority</a>

FILE NO: 52017204  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.4

**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME  
AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-  
6 COLGAN STREET, COBRAM**

**RECOMMENDATION**

That Council seek authorisation from the Minister for Planning to prepare Amendment C88 combined with Planning Permit Application No.52017204 pursuant to Section 96A of the Planning and Environment Act 1987.

**1. Executive Summary**

An application has been received from Tipalea Partners Pty Ltd, to combine a Planning Scheme Amendment C88 to rezone land at Nos. 2-6 Colgan Street, Cobram from Commercial 2 to Commercial 1 Zone and an application for a Planning Permit 52017204 for buildings and works associated with two supermarkets, shops and a medical centre, together with a variation of an easement, removal of native vegetation and creation of an access to a road in a Road Zone Category 1.

Authorisation from the Minister for Planning is required to prepare a Planning Scheme Amendment. When combining a planning permit application with a planning scheme amendment, the Minister will decide whether a permit should be granted.

It is recommended that authorisation be sought.

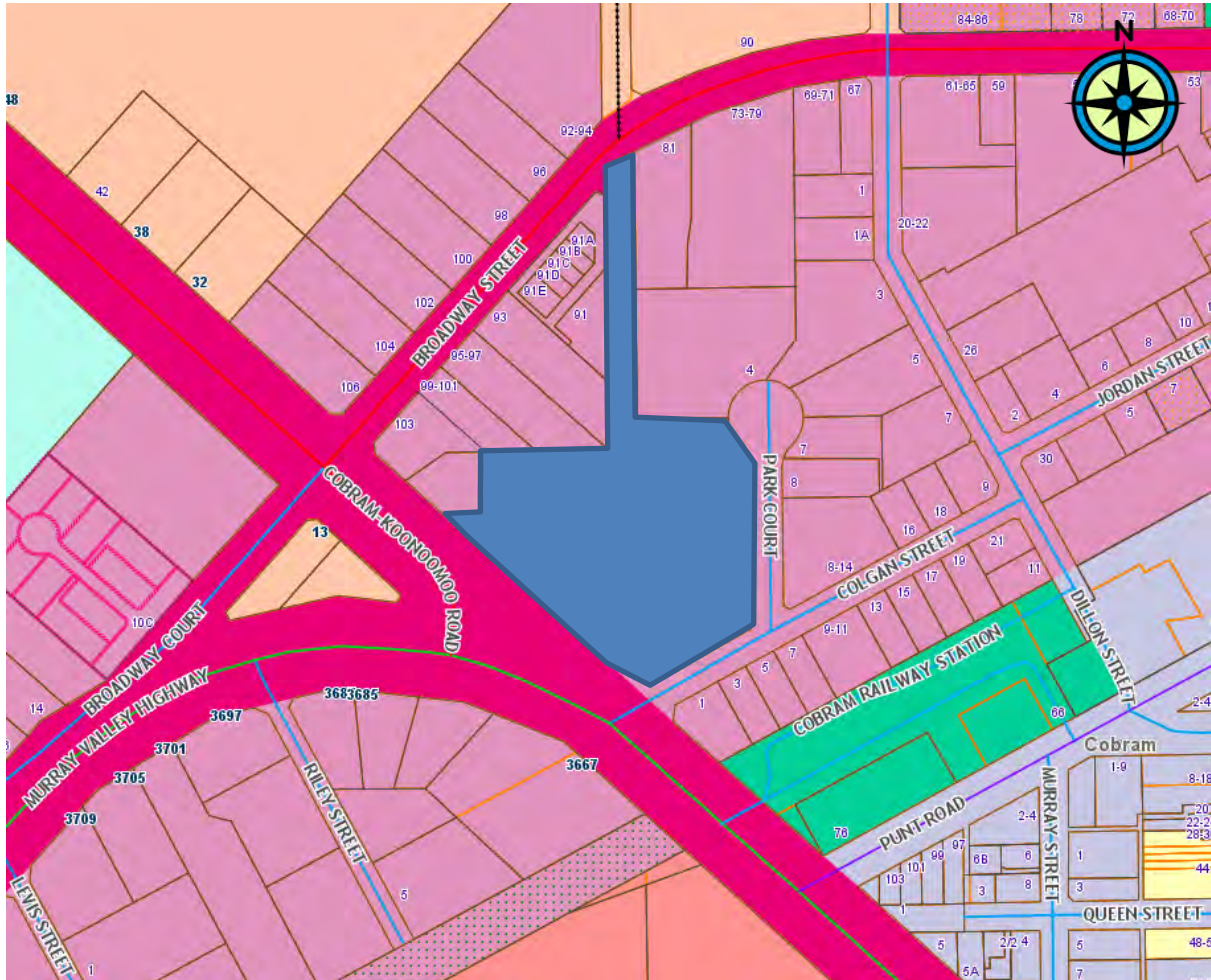
**2. Background and Options**

The land at 2-6 Colgan Street, Cobram, being 1-3 LP22274, Lots 2-5, LP58039, Lot 1 TP434807S, CA's 40D, 40E & 40G Parish of Cobram is contained within the Commercial 2 Zone. This land was previously rezoned from Industrial1 to Business 4 as a result of Planning Scheme Amendment C41 (4/6/2009) implementing the Cobram Strategy Plan (2007) and then rezoned again as a result of a Statewide revision of business zones (VC100 – 15/7/2013) to Commercial 2.

FILE NO: 52017204  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.4

**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME  
AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-  
6 COLGAN STREET, COBRAM (cont'd)**



**Planning Permit Application Details**

Applicant: Ben Young of Tipalea Partners Pty Ltd  
Owners: H.S West Motors Pty Ltd  
Land Address: 2-6 Colgan Street, Cobram  
Title Details: 1-3 LP22274, Lots 2-5, LP58039, Lot 1 TP434807S, CA's 40D,  
40E & 40G Parish of Cobram  
Total Site Area: 3.013 hectares  
File No: 52017204  
Zone: Commercial 1 (if rezoning is approved)  
Overlays: Parking Overlay 2

The application for planning permit involves the following:

- A full-line supermarket - 3800m2
- A small supermarket – 1700m2
- Medical Centre
- Retail tenancies inc a mini-major store, specialty shops
- Amenities
- 434 car parking spaces
- 34 bicycles spaces
- Loading bays
- Landscaping

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1. A GREAT PLACE TO LIVE

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**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME  
AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-  
6 COLGAN STREET, COBRAM (cont'd)**

In addition to the above, there is a need to vary an existing easement for water and drainage, remove native vegetation and create an access in a Road Zone - Category1 (Koonoomoo Road).

A presentation of the proposal by the proponents was performed at the Council Briefing on 10 October 2017.

### **3. Financial Implications**

There are a series of fees associated with a planning scheme amendment and a planning permit application. There is a 50% fee reduction for the lesser of the two fees between the planning scheme amendment and the permit application. All fees are paid by the proponent.

Fees are applied to each of the following stages of a planning scheme amendment:

1. Considering a request to amend the planning scheme, exhibition, considering any submission not seeking a change to the amendment and if applicable, abandoning the amendment
2. Considering submissions seeking changes to the amendment and referring submissions to a Panel
3. Council adopting the amendment or part of the amendment, submitting the amendment to the Minister for approval and giving notice of approval.
4. The Minister considering a request to approve an amendment and giving of notice of approval.

If there is a need for a Planning Panel to hear submissions, the fees and charges of the Panel are paid by the proponent.

### **4. Risk Management**

If a permit is granted and conditions are not fulfilled, it may become a compliance issue.

### **5. Internal and External Consultation**

A public exhibition of the combined planning scheme amendment and planning permit application will require notifying prescribed Ministers, external authorities such as Goulburn Valley Water, Powercor, VicRoads, Transport for Victoria, CFA and EPA and internal departments.

Public exhibition will also require notifying those property owners who may be materially affected by the Planning Scheme Amendment and Planning Permit Application.

### **6. Regional Context**

There is no regional context associated with this planning scheme amendment to rezone a parcel of land.

### **7. Council Plan Strategy**

A relevant objective in the Council Plan for the Strategy "A thriving local economy" is as follows:

- We will support local businesses and attract new investment to generate employment opportunities

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**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME  
AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-  
6 COLGAN STREET, COBRAM (cont'd)**

This proposal accords with the intent of the above strategy in the Council Plan.

### **8. Legislative / Policy Implications**

Under Section 96A of the Planning and Environment Act 1987, a planning authority is able to consider combining a Planning Scheme Amendment and a Planning Permit application in a single process. A draft Planning Permit with conditions is prepared and exhibited with the Planning Scheme Amendment.

The Minister becomes responsible for deciding whether a planning permit should be granted, with or without changes and subject to conditions.

The differences between the Commercial 1 and 2 zones, with respect to this proposal, are as follows:

- The Commercial 2 zone has a restriction on the size of a supermarket, having a maximum floor area of 1800m<sup>2</sup>
- The Commercial 1 zone does not have a restriction on the supermarket floor area.

It should be noted that a shop (inclusive of a supermarket) and Office (inclusive of Medical Centre) are Section 1 (no permit required) uses in a Commercial 1 zone and only requires a planning permit for the buildings and works.

Further, in the Commercial 1 zone there is exemption from the giving of Notice of an application and right of review to VCAT for proposals that only involve "buildings and works" not "use".

However as this Planning Permit Application is combined with a Planning Scheme Amendment, public exhibition of the proposal must take place. If Council receives a submission against the Amendment/Permit, then it must be referred to an independent Planning Panel appointed by the Minister for Planning, unless Council abandons the Amendment.

### **9. Environmental Impact**

The proponent has provided an environmental site assessment report on the subject land and identified that it contains some degree of contamination. The report provides recommendations to manage the contamination.

There is native vegetation on the site containing 7 scattered trees. The proposal is to remove this vegetation and provide offsets as required on any planning permit that is issued.

The complex has been architecturally designed to address, amongst other things, climate and environmental matters.

### **10. Conflict of Interest Considerations**

There is no officer conflict of interest issues associated with this report.

### **11. Conclusion**

A request to rezone land requires the authorisation from the Minister for Planning to prepare a Planning Scheme Amendment.



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**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME  
AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-  
6 COLGAN STREET, COBRAM (cont'd)**

The proponent is requesting to combine a Planning Scheme Amendment with an application for planning permit. There is a separate section (96A) in the Planning and Environment Act that allows for this to occur.

The rezoning of the subject land from Commercial 2 to Commercial 1 should not materially impact on the commercial area of Cobram as there is  
It is recommended the authorisation to prepare a Planning Scheme Amendment combined with a planning permit application to subdivide land be sought from the Minister.

**Attachments**

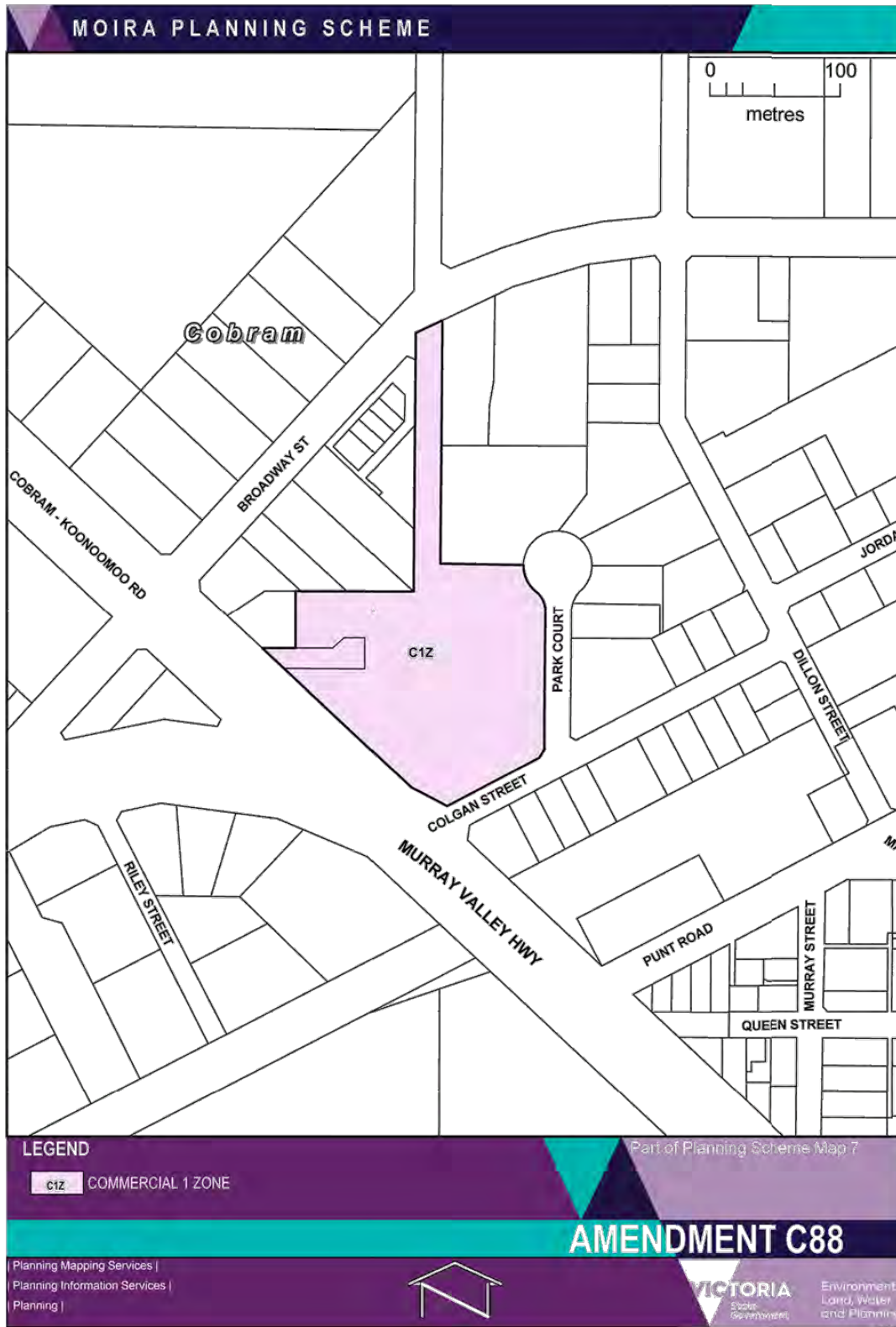
- 1 Amendment Map
- 2 Plans of Proposal
- 3 Easement Plan
- 4 Explanatory Report

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**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME  
AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-  
6 COLGAN STREET, COBRAM (cont'd)**

**ATTACHMENT No [1] - Amendment Map**



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**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-6 COLGAN STREET, COBRAM (cont'd)**

**ATTACHMENT No [2] - Plans of Proposal**

2016-013 COBRAM NAC

CONTEXT PLAN  
SITE ANALYSIS/DESIGN RESPONSE  
EXISTING & DEMO PLAN  
PROPOSED GROUND FLOOR PLAN  
PROPOSED ROOF PLAN  
PROPOSED ELEVATIONS  
PROPOSED SECTIONS  
PROPOSED PERSPECTIVES

DA01  
DA02  
DA03  
DA04  
DA05  
DA06  
DA07  
DA08  
DA09

i2c  
i2c ARCHITECTURAL SERVICES

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**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-6 COLGAN STREET, COBRAM (cont'd)**

**ATTACHMENT No [2] - Plans of Proposal**



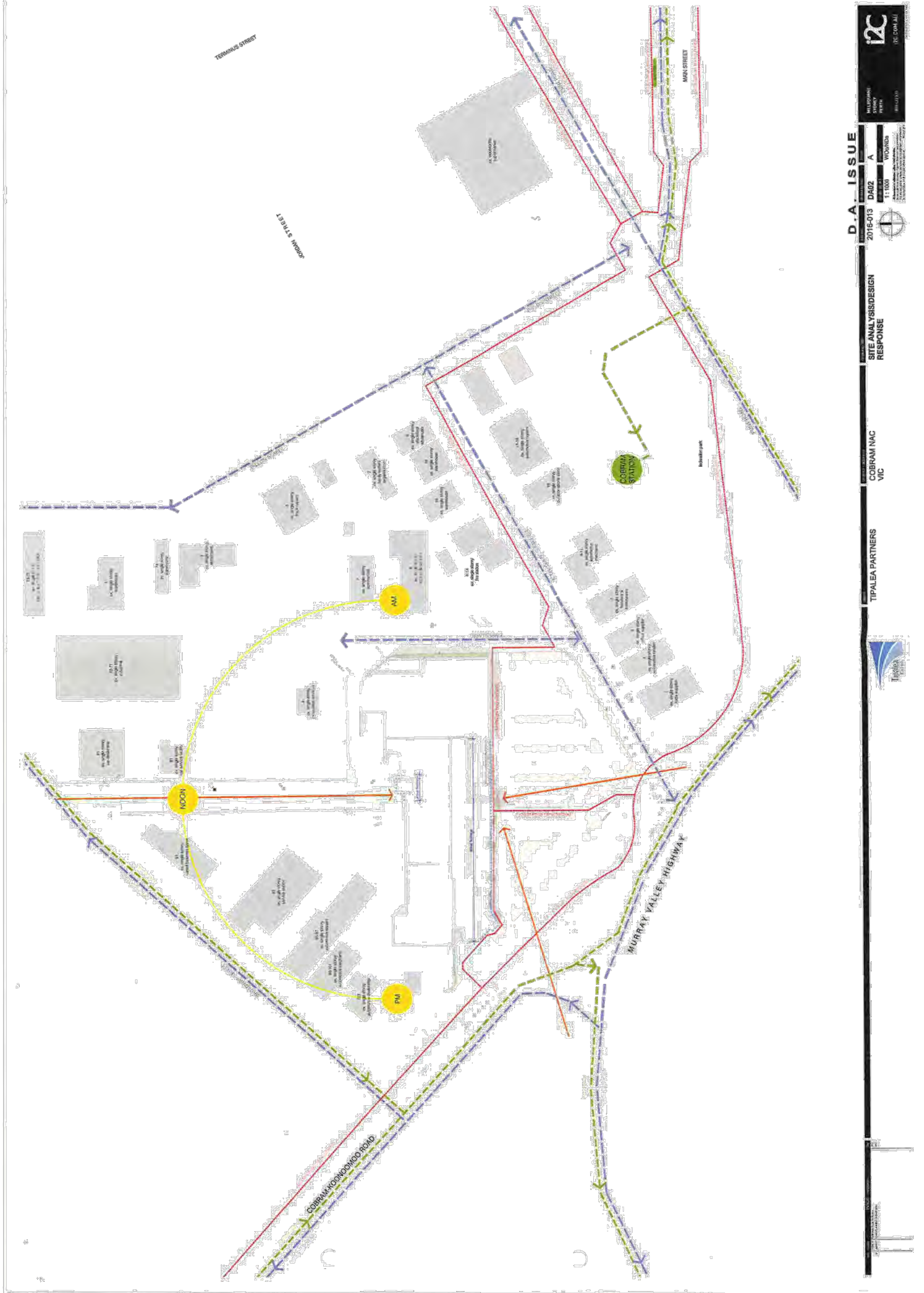
**D.A. ISSUE**  
2016-013 DA01 A  
AS SHOWN WORKS  
i2c  
TIPALEA PARTNERS  
COBRAM NAC  
VIC  
CONTEXT PLAN

FILE NO: 52017204  
1. A GREAT PLACE TO LIVE

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**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-6 COLGAN STREET, COBRAM (cont'd)**

**ATTACHMENT No [2] - Plans of Proposal**



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**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-6 COLGAN STREET, COBRAM (cont'd)**

**ATTACHMENT No [2] - Plans of Proposal**



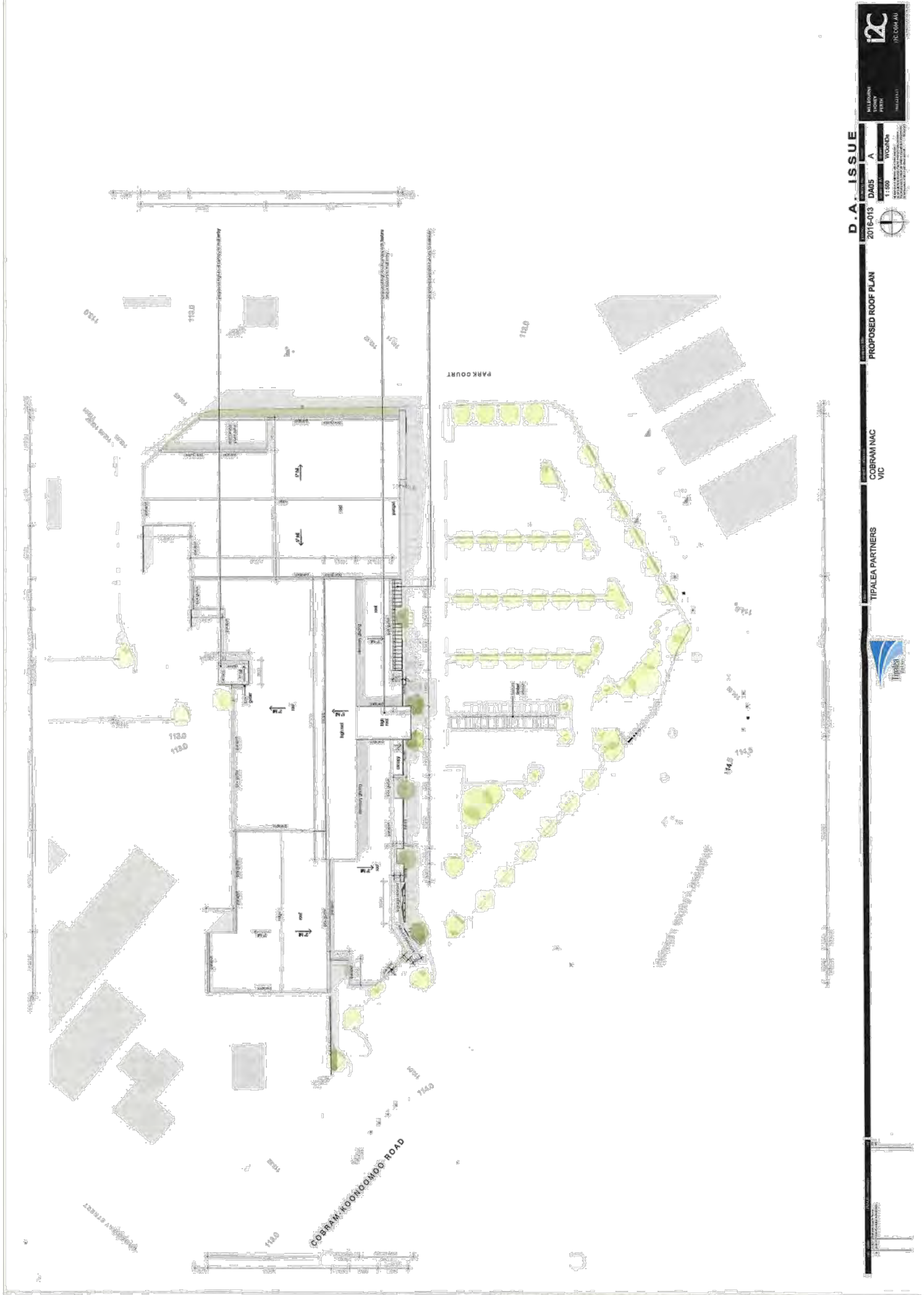


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**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-6 COLGAN STREET, COBRAM (cont'd)**

**ATTACHMENT No [2] - Plans of Proposal**





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**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-6 COLGAN STREET, COBRAM (cont'd)**

**ATTACHMENT No [2] - Plans of Proposal**

KEYNOTE	DESCRIPTION
MSK01	Medium weight concrete panel
MSK02	Medium weight concrete panel
MSK03	Medium weight concrete panel
MSK04	Medium weight concrete panel
MSK05	Medium weight concrete panel
MSK06	Medium weight concrete panel
MSK07	Medium weight concrete panel
MSK08	Medium weight concrete panel
MSK09	Medium weight concrete panel
MSK10	Medium weight concrete panel
MSK11	Medium weight concrete panel
MSK12	Medium weight concrete panel
MSK13	Medium weight concrete panel
MSK14	Medium weight concrete panel
MSK15	Medium weight concrete panel
MSK16	Medium weight concrete panel
MSK17	Medium weight concrete panel
MSK18	Medium weight concrete panel
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MSK57	Medium weight concrete panel
MSK58	Medium weight concrete panel
MSK59	Medium weight concrete panel
MSK60	Medium weight concrete panel
MSK61	Medium weight concrete panel
MSK62	Medium weight concrete panel
MSK63	Medium weight concrete panel
MSK64	Medium weight concrete panel
MSK65	Medium weight concrete panel
MSK66	Medium weight concrete panel
MSK67	Medium weight concrete panel
MSK68	Medium weight concrete panel
MSK69	Medium weight concrete panel
MSK70	Medium weight concrete panel
MSK71	Medium weight concrete panel
MSK72	Medium weight concrete panel
MSK73	Medium weight concrete panel
MSK74	Medium weight concrete panel
MSK75	Medium weight concrete panel
MSK76	Medium weight concrete panel
MSK77	Medium weight concrete panel
MSK78	Medium weight concrete panel
MSK79	Medium weight concrete panel
MSK80	Medium weight concrete panel
MSK81	Medium weight concrete panel
MSK82	Medium weight concrete panel
MSK83	Medium weight concrete panel
MSK84	Medium weight concrete panel
MSK85	Medium weight concrete panel
MSK86	Medium weight concrete panel
MSK87	Medium weight concrete panel
MSK88	Medium weight concrete panel
MSK89	Medium weight concrete panel
MSK90	Medium weight concrete panel
MSK91	Medium weight concrete panel
MSK92	Medium weight concrete panel
MSK93	Medium weight concrete panel
MSK94	Medium weight concrete panel
MSK95	Medium weight concrete panel
MSK96	Medium weight concrete panel
MSK97	Medium weight concrete panel
MSK98	Medium weight concrete panel
MSK99	Medium weight concrete panel
MSK100	Medium weight concrete panel

**NORTH ELEVATION A**

**NORTH ELEVATION B**

**EAST ELEVATION**

**D.A. ISSUE**  
2016-013 DA06 A  
AS SHOWN WOODRUB  
i2c  
7C COB AU

TIPALEA PARTNERS  
COBRAM NAC  
VIC

FILE NO: 52017204  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.4

**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-6 COLGAN STREET, COBRAM (cont'd)**

**ATTACHMENT No [2] - Plans of Proposal**

**MATERIALS/FINISHES SCHEDULE**

KEYNOTE	DESCRIPTION
MS01	residential masonry (stone)
MS02	brickwork - red brick
MS03	brickwork - white brick
MS04	brickwork - dark brick
MS05	brickwork - light brick
MS06	brickwork - dark brick
MS07	brickwork - light brick
MS08	brickwork - dark brick
MS09	brickwork - light brick
MS10	brickwork - dark brick
MS11	brickwork - light brick
MS12	brickwork - dark brick
MS13	brickwork - light brick
MS14	brickwork - dark brick
MS15	brickwork - light brick
MS16	brickwork - dark brick
MS17	brickwork - light brick
MS18	brickwork - dark brick
MS19	brickwork - light brick
MS20	brickwork - dark brick
MS21	brickwork - light brick
MS22	brickwork - dark brick
MS23	brickwork - light brick
MS24	brickwork - dark brick
MS25	brickwork - light brick
MS26	brickwork - dark brick
MS27	brickwork - light brick
MS28	brickwork - dark brick
MS29	brickwork - light brick
MS30	brickwork - dark brick
MS31	brickwork - light brick
MS32	brickwork - dark brick
MS33	brickwork - light brick
MS34	brickwork - dark brick
MS35	brickwork - light brick
MS36	brickwork - dark brick
MS37	brickwork - light brick
MS38	brickwork - dark brick
MS39	brickwork - light brick
MS40	brickwork - dark brick
MS41	brickwork - light brick
MS42	brickwork - dark brick
MS43	brickwork - light brick
MS44	brickwork - dark brick
MS45	brickwork - light brick
MS46	brickwork - dark brick
MS47	brickwork - light brick
MS48	brickwork - dark brick
MS49	brickwork - light brick
MS50	brickwork - dark brick

**SOUTH ELEVATION A** 1:200

**SOUTH ELEVATION B** 1:200

**WEST ELEVATION** 1:200

**PARK COURT**

**COBRAM VILLAGE**

**TIPALEA PARTNERS**

**COBRAM NAC VIC**

**D.A. ISSUE**

**2016-013 DA07 A**

**PROPOSED ELEVATIONS**

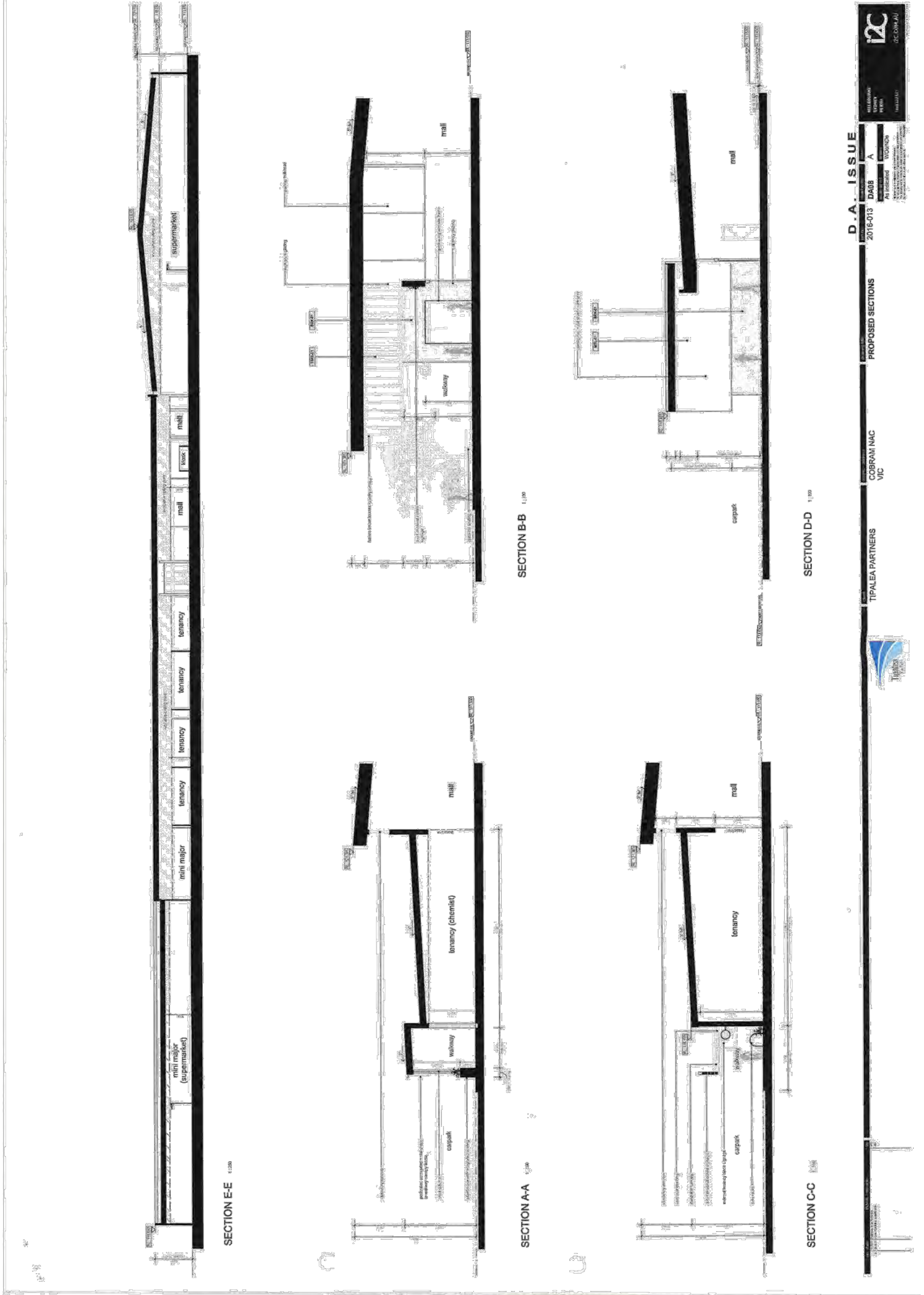
**i2c**

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**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-6 COLGAN STREET, COBRAM (cont'd)**

**ATTACHMENT No [2] - Plans of Proposal**



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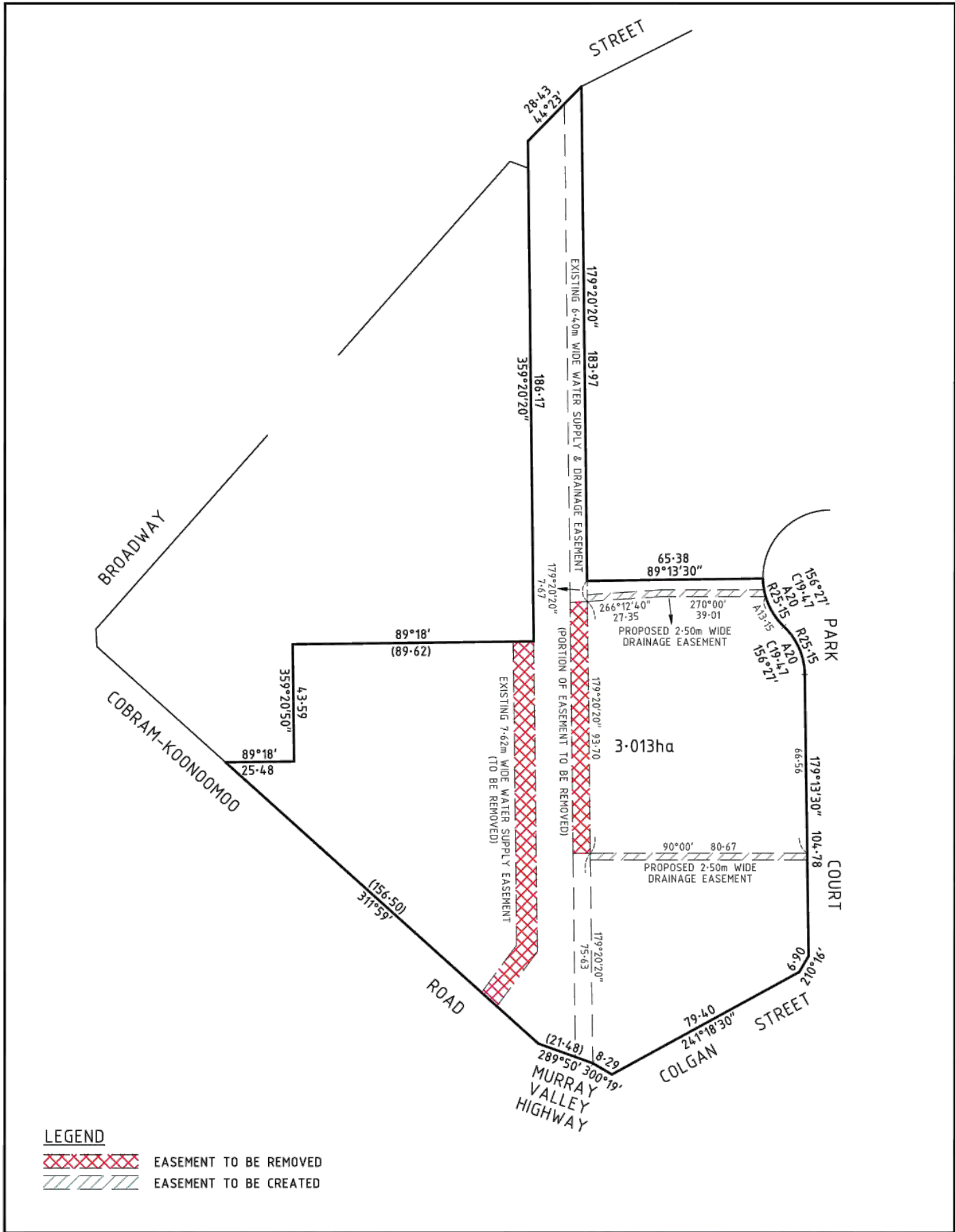
**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-6 COLGAN STREET, COBRAM (cont'd)**

**ATTACHMENT No [2] - Plans of Proposal**

The image displays architectural plans for a building project. At the top left is a 'KEY PLAN' showing the building's location on a site. Below it are four perspective drawings labeled 'PERSPECTIVE 01' through 'PERSPECTIVE 04'. The building is a modern, two-story structure with a mix of materials including wood cladding, dark panels, and large glass windows. The name 'Cobram Village' is visible on the facade. The drawings show the building from various angles, including side elevations and a front elevation. A vertical title block on the right side of the page contains the following information:

- D.A. ISSUE**
- PROJECT: 2016-013
- DATE: DA09
- SCALE: A
- DATE: 11/2009
- DESIGNER: WOODSIDE
- PROJECT: 2016-013
- DATE: 11/2009
- DESIGNER: WOODSIDE

Logos for 'i2c' and 'Tipple Architects' are also present in the title block area.



**LEGEND**

- EASEMENT TO BE REMOVED
- EASEMENT TO BE CREATED

REVISION	DATE	ZONE



0 6.25 12.5 25  
Scale 1:1250 @ A3

**Chris Smith & Associates**  
PTY LTD  
 CIVIL ENGINEERS      LAND SURVEYORS  
 URBAN & REGIONAL PLANNERS      PROJECT MANAGERS  
 LEVEL 1/133 PRYERS STREET, SHEPPARTON, VIC. 3633  
 PH: (03) 5822 7700      FAX: (03) 5822 4878      www.csa.com.au

Designed  
 Drawn: Col Rogers  
 Checked: Scott Goughly  
 Approved:

**Tipalea Partners P/L**  
**Commercial Development**  
 2-6 Cogan Street  
 Cobram  
**Plan of Proposed Consolidation**

Drawing No. 17113/01      Rev. 0  
 Sheet No. 1 of 1      1711301v0.dwg

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**ATTACHMENT No [4] - Explanatory Report**

*Planning and Environment Act 1987*

**MOIRA PLANNING SCHEME**

**AMENDMENT C88**

**PLANNING PERMIT APPLICATION 52017204**

**EXPLANATORY REPORT**

**Who is the planning authority?**

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

The Amendment has been made at the request of Debra Butcher Consulting Pty Ltd on behalf of Tipalea Partners Pty Ltd.

**Land affected by the Amendment**

The Amendment applies to land at 2-6 Colgan Street, Cobram, as shown in Figure 1 below. The land has an area of approximately 3 hectares and comprises eleven land parcels. The land has frontages to Colgan Street, the Murray Valley Highway, Cobram-Koonoomoo Road and Park Court and also has access to Broadway Street to the north.



Figure 1 – Land proposed to be rezoned.

The Amendment is a combined planning scheme amendment and planning permit application under section 96A of the Act.

The planning permit application applies to all the land that is to be rezoned at 2-6 Colgan Street, Cobram.

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**ATTACHMENT No [4] - Explanatory Report**

**What the amendment does**

The Amendment seeks to rezone the land at 2-6 Colgan Street from the Commercial 2 Zone to the Commercial 1 Zone. Specifically, the Amendment will result in the following changes to the Moira Planning Scheme:

- Rezone the land at 2-6 Colgan Street to the Commercial 2 Zone;
- Amend Planning Scheme Map No. 7.

The planning permit application seeks approval for:

- Buildings and works associated with the development of two supermarkets, associated shops and medical centre;
- Variation of an existing easement;
- Removal of native vegetation;
- Creation of an access to a road in a Road Zone Category 1.

The draft planning permit is attached as a separate document to this Explanatory Report.

The development proposed as part of the planning permit application will comprise the following key elements.

- An east-west oriented activity centre with a total floor area of 8,615 square metres, extending across the site from Park Court in the east to Cobram-Koonoomoo Road in the west. The main entry to the activity centre will be on the south side of the building, facing Colgan Street and the Murray Valley Highway, with the main ('full-line') supermarket located in the eastern portion of building and a smaller supermarket, mini major store and medical centre located in the western portion of the building. A second entry point is proposed on the northern side of the building, facing Broadway Street, however it is intended that this would primarily be used by staff.
- The 'full-line' supermarket is proposed to have a floor area of 3,800 square metres. The supermarket entry will be accessed via an internal east-west mall connecting to the main centre entry onto the south side of the building.
- The second smaller supermarket will be located at the western end of the internal mall, adjacent to the mini major and opposite what is envisaged to be a chemist associated with the proposed medical centre. The second supermarket will have a floor area of 1,700 square metres and the mini-major 635 square metres.
- A medical centre is proposed in the western corner of the activity centre with frontage to Cobram-Koonoomoo Road. The medical centre will have a floor area of 320 square metres and is expected to accommodate up to six practitioners.
- Additional specialty retail tenancies are proposed to both sides of the east-west mall, comprising a total of 2,160 square metres. The specialty retail tenancies are expected to comprise a variety of uses including fresh produce, cafes and takeaway food premises.
- An internal amenities area is proposed on the north side of the activity centre, adjacent to the secondary entry point facing Broadway Street.
- Convenient pedestrian access is proposed throughout the development. This includes a dedicated north-south pedestrian link from Colgan Street to the south through a proposed market place/park, to the main entry, as well as east-west pedestrian access along the front (south) façade of the building. It is noted that the north-south pedestrian path and market place/park area are intended to connect with the existing pedestrian path that extends south to Punt Road.
- The proposed development will provide a total of 34 bicycle parking spaces on-site. In addition, two showers are to be provided within the 'amenities' area consistent with the bicycle parking and facilities provisions of the Planning Scheme.
- Vehicular access to the site is proposed via an entry only access point from Cobram-Koonoomoo Road (north of the Murray Valley Highway), a two-way access point via Park Court into the southern car park, a two-way access point via Park Court at the northern end of the court bowl providing access to the northern carpark and the loading areas, and an egress only access point exiting onto Broadway Street controlled by a boom gate (or similar). It is noted that the main access point for customers is expected to be the southern crossover from Park Court



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**ATTACHMENT No [4] - Explanatory Report**

with the northern access point expected to be used primarily by delivery vehicles and staff, with a limited number of vehicles also expected to access the site from Cobram-Koonoomoo Road.

- A total of 434 car parks are proposed as part of the development. The majority of this car parking is to be located in the southern (main) car park area comprising 311 car spaces with a further 123 car spaces located in the northern car park, with access from Park Court and egress via Broadway Street.
- The proposed development will have five on-site loading bays. Four of these bays are located on the northern side of the building and serve the supermarkets, mini major and specialty shop uses. The fifth is located on the western side of the building and is intended for use by the medical centre.

**Strategic assessment of the Amendment**

**Why is the Amendment required?**

Council's *Retail Policy Framework for Cobram and Yarrawonga: Background Analysis and Options Report*, July 2017 (the *Retail Policy Framework*) was adopted on 26 July 2017. The document identifies an existing need for additional retail floorspace in Cobram of 7,235 square metres based on a rate of 2.2 square metres per capita estimated resident population, with a further 668 square metres required by 2031 – thus a total retail floorspace shortfall by 2031 of 7,903 square metres.

Allowing for a 10 per cent 'leakage' of spending to other centres the *Retail Policy Framework* provides a reduced estimate of 7,150 square metres of additional retail floorspace by 2031, with a current need for over 6,500 square metres. The *Retail Policy Framework* identifies that this additional floorspace could include either a supermarket or small DDS, or both, as well as additional retail tenancies.

The *Retail Policy Framework* also identifies that there is limited opportunity to develop a supermarket or small DDS in the existing Commercial 1 Zone land that makes up the town centre, due to the land area required to accommodate such uses. It subsequently identifies three sites in the Commercial 2 Zone that could accommodate such uses and that are considered to be suitable locations for such as use, of which the subject land at 2-6 Colgan Street is one.

These findings are supported by a Retail Market Potential Assessment undertaken by Location IQ on behalf of the proponent which also identifies that there is the potential to accommodate additional supermarket facilities in Cobram and that the subject land is an appropriate location for such a development.

Pursuant to the provisions of the Commercial 2 Zone, the use of land for a supermarket with a floor area of greater than 1800 square metres is prohibited. Therefore, land in the Commercial 2 Zone must be rezoned to the Commercial 1 Zone to facilitate the development of an additional 'full line' supermarket in Cobram.

Accordingly, to meet the current demand for additional floorspace in the town, and to meet the identified need for a second full line supermarket in the town, a rezoning of the subject land is proposed via this Amendment to the Commercial 1 Zone.

It is considered that such a rezoning will result in a net community benefit for the residents of Cobram and its surrounds. This is discussed further in the following sections.

**How does the Amendment implement the objectives of planning in Victoria?**

Planning Schemes in Victoria must seek to achieve the objectives of planning in Victoria as set out in Section 4(1) of the Planning and Environment Act 1987. These objectives are as follows.

- To provide for the fair, orderly, economic and sustainable use and development of land.*
- To provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity.*
- To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria.*
- To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value.*

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- e) *To protect public utilities and other assets and enable the orderly provision and coordination of public utilities and other facilities for the benefit of the community.*
- f) *To facilitate development in accordance with the objectives set out in the points above.*
- g) *To balance the present and future interests of all Victorians.*

It is considered that the proposed Amendment will assist in implementing the above (relevant) objectives of planning in Victoria. The rezoning will assist in the fair, orderly, economic and sustainable use of land by facilitating the development of an activity centre including a full line supermarket, a second smaller supermarket, associated specialty stores and a medical centre which will ensure that the retail needs of existing and future residents in Cobram are able to be met – noting the current shortfall in retail floorspace that services the town as identified in the *Retail Policy Framework*.

The site is also ideally located on an underutilised prominent corner, with frontage to the Murray Valley Highway and Colgan Street, and within the existing commercial area of Cobram. The redevelopment of the site as a 'gateway' to the town centre will therefore also result in a significantly improved urban design outcome for the town entrance, in addition to the significant economic benefits it will bring.

Accordingly, the proposed amendment is expected to contribute to a continued pleasant, efficient and safe working, living and recreational environment for residents and for visitors to Cobram.

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

**Environmental**

The proposal is not expected to result in any unreasonable environmental effects.

The site is predominantly vacant with the south west portion of the site being used as a construction equipment business and associated car park. A Preliminary Environmental Site Assessment prepared by Greencap – NAA Pty Ltd accompanies the combined amendment/application and concludes that the site will be appropriate for the proposed future use as an activity centre, provided that the asbestos that has been identified on the site is removed and that the removal is appropriately managed in accordance with Victorian occupational health and safety legislative requirements.

The Assessment also recommends that as a precautionary measure a soil management plan should be developed for the proposed excavation works and ongoing development of the site.

Accordingly, from a contamination perspective it is considered that the proposal will not result in any unreasonable environmental impacts and will, in fact, have a positive impact by requiring the removal of asbestos from the site. In terms of vegetation, an Ecological Features and Constraints Report by Paul Kelly and Associates also accompanies the combined amendment/application which confirms that the site has limited ecological significance and that the only native vegetation on the site is the seven scattered red gums (a number of which are in ill health or dying). The proposed removal of the trees from the site is not considered significant from an ecological perspective and has been assessed via a 'low risk' pathway as per the requirements of Clause 52.17 of the Planning Scheme.

In terms of potential environmental impacts as a result of stormwater run-off, a Stormwater Drainage Strategy by Chris Smith and Associates Pty Ltd accompanies the combined amendment/application. The Stormwater Drainage Strategy identifies the need for the partial realignment of an existing pipe on the site as a result of the proposed activity centre development and outlines appropriate on-site drainage measures including a bio-retention system in the southern car park and a gross pollutant trap in the northern car park. The Strategy concludes that an appropriate stormwater and drainage solution is able to be provided on the site.

**Social**

The proposed combined amendment/application is expected to achieve a positive social outcome through the provision of an expanded retail area in the existing commercial centre of Cobram with improved access to a greater range of supermarket facilities and specialty shops. The combined amendment/application also proposes the provision of a medical centre as well as an outdoor 'market place' area that will be well connected to the retail 'core' along Punt Road. Accordingly, positive social effects of the proposal are expected to include:

- substantially improving shopping choice, convenience and amenity for local residents, as well as tourists who frequent the area; and
- providing an additional health care service to cater for the needs of the existing and future local community.

**Economic**

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In terms of positive economic impacts, the proposed amendment will assist in:

- addressing what is currently considered to be an under provision of supermarket floor space in Cobram (refer the Retail Policy Framework and the accompanying Location IQ report);
- increasing competition with the other supermarkets which is likely to result in reduced food and grocery prices for customers;
- the creation of additional employment opportunities; and
- expanding the role of the Cobram Town Centre.

Whilst the proposed rezoning and subsequent development is expected to result in some economic impacts to surrounding existing retail uses, the impacts are not expected to be unreasonable, taking into account the current estimated shortfall of supermarket floorspace in the town identified in the Retail Policy Framework and noting that the Location IQ report suggests that up to three full line supermarkets could be supported in the 'main' trade area for Cobram based on the existing population.

In particular, consideration has been given to potential economic impacts of the proposal on the existing retail area of the town centre, and the need to ensure minimal impact to the existing specialty stores and local businesses operating along and in proximity to Punt Road. The following measures are highlighted in response to these potential impacts.

- The floor area makeup of the proposed centre has been deliberately skewed towards supermarket floorspace rather than specialty stores. A 'typical' neighbourhood activity centre anchored by two supermarkets would often offer a greater area of supporting specialty retail floor space. In the case of the current proposal the specialty floor space that is proposed responds to both the identified need for additional supermarket floorspace (in particular) in the trade area, and the desire to minimise any impacts to specialty retailers along Punt Road and its surrounds.
- In relation to the specialty stores that are proposed on the site, it is intended that these tenancies will most likely be occupied by National retailers that do not currently have a presence in the town. In this regard, the development of the centre is not expected to result in vacancies along Punt Road and its surrounds as a result of attracting existing businesses to relocate, but will instead seek to provide tenancies that complement the existing retail offering in Cobram.

The proposed rezoning is therefore expected to have primarily positive economic and social impacts and thus is expected to result in an overall net community benefit.

**Does the Amendment address relevant bushfire risk?**

The land is not within the Bushfire Management Overlay, nor a designated bushfire prone area. Accordingly, the combined amendment/application is not expected to result in any increase to the risk to life as a priority, property, community infrastructure and the natural environment from bushfire.

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

The proposed combined amendment/application is consistent with the Ministerial Direction on the Form and Content of Planning Schemes pursuant to Section 7(5) of the Planning and Environment Act.

The proposed combined amendment/application is also consistent with the Minister's Direction 1 – Potentially Contaminated Land, Minister's Direction 11 - Strategic Assessment of Amendments and Minister's Direction No. 15 – Planning Scheme amendment process, all pursuant to Section 12(2) of the Planning and Environment Act 1987.

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

The State Planning Policy Framework (SPPF) of the Planning Scheme seeks to ensure that land use and development planning policies in Victoria meet the objectives of planning in Victoria as set out in the Planning and Environment Act 1987.

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The combined amendment/application supports and implements the relevant policies contained in Clause 11 Settlement, Clause 11.07 Regional Victoria, Clause 11.12 Hume, Clause 12 Environmental and Landscape Values, Clause 13 Environmental Risks, Clause 15 Built Form and Heritage, Clause 17 Economic Development, Clause 18 Transport and Clause 19 Infrastructure, as outlined below.

- Clauses 11, 11.01- and 11.02. The proposal will result in the provision of additional land for retail use thus ensuring adequate land is zoned for commercial purposes to meet the retail needs of the existing and future Cobram community, consistent with the policy directions of these clauses.
- Clauses 11.03-1 and 11.03-2. The amendment will facilitate the provision of appropriately located C1Z land which will facilitate a new full line supermarket, a second smaller supermarket, as well as a medical centre and speciality stores, on existing commercially zoned land, which is in close proximity to the existing Cobram town centre, consistent with the strategic outcomes sought by these clauses.
- Clauses 11.07 and 11.07. The proposed rezoning will assist in supporting the anticipated future growth of Cobram. This is appropriate in the context of Clause 11.12 which specifically identifies Cobram as an 'other' key urban settlement that has the potential for growth. In this regard, the proposed amendment is also appropriate in the context of key regional directions identified at Clauses 11.07 and 11.12 in relation to the Hume Regional Growth Plan.
- Clause 12.01-2. Whilst the proposal will result in the need for the removal of native vegetation, the extent of removal is not significant and therefore the proposal is considered to be appropriate in the context of this clause.
- Clause 13.03. The Preliminary Site Assessment that has been undertaken appropriately addresses the requirements of this clause.
- Clause 13.04-1. The proposal is not expected to result in any significant noise impacts noting that the supermarket loading dock will abut existing Commercial 2 Zone land which is occupied by non-sensitive commercial land uses.
- Clauses 15, 15.01-1, 15.01-2 and 15.01-4. Consistent with these clauses, the proposed amendment will facilitate the development of high quality retail and medical facilities. In particular, the proposal has been designed to ensure it is respectful of the existing environment and responds appropriately to its context and potential role as a 'gateway' to the town centre.
- Clause 15.03-2. The proposal is not an area of identified cultural heritage significance and therefore is not expected to impact on any place of Aboriginal cultural heritage significance, consistent with this clause.
- Clauses 17, 17.01-1 and 17.01-2. The proposed development responds appropriately these clauses and will result in the provision of needed retail facilities on a site that currently forms part of the established commercial area of Cobram. Whilst the site is located just outside the existing Commercial 1 Zone land, it is considered that this is appropriate in this instance given: the identified need for supermarket floorspace; the current commercial zoning of the land and its location within the commercial area of Cobram; the close proximity of the site to the existing town centre; the fact that there is also no opportunity within the existing C1Z land to accommodate the proposal; and the intent to minimise potential impacts to the existing retail tenancies in the town centre as discussed previously. Accordingly, it is considered that the proposal will result in an overall net community benefit to the local community, as required by Clause 17.01-2.
- Clauses 18.01-1, 18.02-1 and 18.02-5. Consistent with these clause, appropriate consideration has been given to traffic and transport issues and the proposal will facilitate effective pedestrian and vehicular movements. Car parking in accordance with the Planning Scheme requirements is also proposed to service the variety of land uses proposed on the site.
- Clause 19.03-2. Consistent with this clause, appropriate consideration has been given to drainage and infrastructure issues via the Stormwater Drainage Strategy that has been prepared in support of the combined amendment/application.

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

The combined amendment/application is considered to be consistent with the policies and controls of the Moira Planning Scheme including the Municipal Strategic Statement outlined within the Local Planning Policy Framework.

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The proposal seeks to implement an identified existing shortfall in retail floorspace in the town as identified in the Retail Policy Framework.

In addition, the combined amendment/application responds to the following objectives of the Municipal Strategic Statement as outlined below.

- Clause 21.03 'Environment'. As discussed briefly in the previous section, the proposal is not expected to have any significant impacts on environmental and landscape values. Whilst the existing vegetation on the site is proposed to be removed, it is noted that three of the trees are in ill health or dead, in addition to the fact that significant planting is proposed in its place as part of the development. Thus, it is considered the proposal responds appropriately to the directions of this clause.
- Clause 21.04 'Settlement'. The amendment supports the on-going orderly development and commercial growth of Cobram, by facilitating the development of a second full-line supermarket in the town, consistent with this clause, which seeks to promote development of the Shire's four principal towns, of which Cobram is one. In particular, the development proposes to make appropriate use of a largely vacant and underutilised site, at a prominent location at the entry to Cobram, consistent with Clause 21.04-4.
- Clause 21.05 'Economic Development'. The provision of a second full line supermarket, that is not able to be accommodated elsewhere on existing Commercial 1 Zone land is also appropriate in the context of this Clause which seeks to ensure the long-term viability of the Shire's urban centres.
- Clause 21.07 'Reference Documents'. The proposal also takes into consideration the key policy directions of the Cobram 2025 Strategy Plan, a Reference Document in the Planning Scheme. The Cobram Strategy Plan is due to be reviewed in early 2018, given the age of the existing document and the fact that a number of its strategies and policies are quite outdated. Nonetheless, the following observations are made in relation to the current Cobram Strategy Plan and the proposed amendment:
  - the subject land is located within the area defined in the Strategy as comprising the Cobram town centre (the Murray Valley Highway to the south, Broadway Street to the north and west and Williams Road to the east);
  - the compact nature of the commercially zoned area of Cobram will not be changed as a result of the proposed rezoning;
  - an assessment has been undertaken of retail floorspace needs which demonstrates additional floor space is required; and
  - the proposal provides the opportunity significant urban design initiatives on a prominent site, at the entry to the commercial centre of town.
- Clause 22.05 'Car Parking'. The policy also states that a permit may be granted to reduce or waive the number of car spaces required if appropriate number of spaces are not provided. The proposal meets the requirements of Clause 52.06 in terms of car parking requirements.

**Does the Amendment make proper use of the Victoria Planning Provisions?**

The Amendment makes appropriate use of the VPPs. The proposed rezoning of the land to the Commercial 1 Zone will not result in any conflict or duplication of existing controls in the Scheme and responds to an identified need for additional supermarket floorspace in Cobram.

**How does the Amendment address the views of any relevant agency?**

The combined amendment/application has been referred to a number of agencies including the Country Fire Authority, the Environment Protection Authority, Goulburn Valley Water, Powercor, VicRoads & Transport for Victoria.

**Does the Amendment address relevant requirements of the Transport Integration Act 2010?**

The purpose of the Transport Integration Act 2010 is to create a new framework for the provision of an integrated and sustainable transport system in Victoria. The vision statement recognises the aspirations of Victorians for an integrated and sustainable transport system that contributes to an inclusive, prosperous and environmentally responsible state.

FILE NO: 52017204  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.4

**SEEKING AUTHORISATION FOR COMBINED PLANNING SCHEME  
AMENDMENT C88 AND PLANNING PERMIT APPLICATION 52017204 FOR 2-  
6 COLGAN STREET, COBRAM (cont'd)**

**ATTACHMENT No [4] - Explanatory Report**

The proposed combined amendment/application will impact on the transport system at a local level, and no upgrades are expected to be required to the nearby parts of the road network to accommodate the proposal. The proposal will facilitate safe vehicular access to and from the site as well as providing safe and accessible pedestrian access via the proposed pathways and links to existing pedestrian routes.

Accordingly, it is considered that the proposal is appropriate in the context of the requirements of the Transport Integration Act 2010.

**Resource and administrative costs**

The consideration and implementation of the proposed amendment and planning permit is not anticipated to have any significant impact upon Council resources.

**Where you may inspect this Amendment**

The Amendment is available for public inspection, free of charge, during office hours at the following places:

[insert Council office details]

The Amendment can also be inspected free of charge at the Department of Environment, Land, Water and Planning website at [www.delwp.vic.gov.au/public-inspection](http://www.delwp.vic.gov.au/public-inspection).

[The following sections of the Explanatory Report are only applicable to exhibited amendments and should be removed at the adoption stage]

**Submissions**

Any person who may be affected by the Amendment and/or planning permit] may make a submission to the planning authority. Submissions about the Amendment and/or planning permit] must be received by [insert submission closing date]

A submission must be sent to: [insert Council's address]

**Panel hearing dates**

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- directions hearing: [insert directions hearing date]
- panel hearing: [insert panel hearing date]

FILE NO: 52016235  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.5

**PLANNING PERMIT APPLICATION NO.52016235 - USE AND DEVELOPMENT  
- TELECOMMUNICATIONS FACILITY AT 5765 BENALLA-YARRAWONGA  
ROAD, YARRAWONGA**

**RECOMMENDATION**

It is recommended that Council approve Planning Permit Application 5/2016/235 for 'Use and Development of a Telecommunications Facility' at 5765 Benalla Yarrowonga Road, Yarrowonga and issue a Notice of Decision to Grant a Permit subject to the following conditions:

1. The use and development as shown on the endorsed plans must not be altered without the prior written consent of the Responsible Authority.
2. The subject land must be kept neat and tidy at all times and its appearance must not, in the opinion of the Responsible Authority, adversely affect the amenity of the locality.
3. No native vegetation (including trees, shrubs, herbs and grasses) must be removed, lopped or destroyed unless with the consent of the Responsible Authority.
4. This permit will expire if one of the following circumstances applies:
  - a) The development and use is/are not started within two years of the date of this permit.
  - b) The development is not completed within two years of the date of commencement.

The Responsible Authority may extend the periods referred to if a request is made in writing before or within 6 months after the expiry of the permit where the development has not yet started, or within 12 months where the development has commenced.

**5. VicRoads Condition**

Access will be permitted from the subject land to the Benalla Yarrowonga Road located as shown on the plan for endorsement. Prior to the telecommunications facility coming into use, the access must be constructed and sealed in accordance with VicRoads standard drawing DS2066 Typical Rural Driveway Access to Residential Properties-Type C, to the satisfaction and at no cost to the Roads Corporation. The access must be maintained in a fit and proper state so as not to compromise the ability of vehicles to enter and exit the site in a safe manner or compromise operational efficiency of the road or public safety (eg. by spilling gravel onto the roadway) to the satisfaction of the Roads Corporation.

**Planning Note**

- (1) Prior to works commencing on public land or roads, the applicant must obtain a permit from the relevant authority giving Consent to Work Within a Road Reserve.

**1. Executive Summary**

Planning Permit Application 52016235 was lodged with Council 10 October 2016 for the Use and Development of the land for a Telecommunications Facility at 5765 Benalla - Yarrowonga Road in Yarrowonga.

FILE NO: 52016235  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.5

**PLANNING PERMIT APPLICATION NO.52016235 - USE AND DEVELOPMENT  
- TELECOMMUNICATIONS FACILITY AT 5765 BENALLA-YARRAWONGA  
ROAD, YARRAWONGA (cont'd)**

It was amended in September 2017 to change the design of the transmitters on the tower which was also lowered to 39 metres from 42.4 metres.

The proposal was referred to Vic Roads who did not object and required conditions on any permit issued.

The proposal was advertised to adjoining and nearby owners and occupiers, as well as a sign being placed on the subject site following the initial application and then again following the amended application. Forty six (46) objections have been received. These objections cite concerns regarding property devaluation, amenity, health, lights, impact on flora and fauna and community impact from these concerns. These are addressed later in the report.

Mediation was undertaken, meeting with four objectors, held at Council offices with two planning officers. This meeting informed of the statutory process. The officers provided documentation as requested by the objectors. The main focus was to have the tower relocated to the option C location fronting Dodds Road. A meeting was requested on-site with the applicants, their clients Optus and the objectors. This has been declined by Optus who have also stipulated that location C is not viable due to costs.

The proposed development accords with the Moira Planning Scheme and it is recommended that a planning permit be issued subject to conditions.

## 2. Background and Options

### Application Details

Applicant:	Metasite on behalf of Optus
Owners:	J Cummins
Property Address:	5765 Benalla Yarrowonga Road Yarrowonga
Title:	Lot 1 LP140786
Site Area:	31.16ha with compound area of 70 square metres for facility
File No:	52016235
Zone:	Farming Zone Schedule 1
Overlays:	Land Subject to Inundation Overlay Rural Floodway Overlay
Permit Triggers:	Clause 35.07-1 and 35.07-3 of the Farming Zone Clause 52.19 Telecommunications Facility

### Proposal

The application seeks approval for the Use and Development of a Telecommunications Facility. The tower will be 39 metres in height with antennas located at the top. At the base will be an equipment shelter. The facility will be located within a fenced compound measuring 70 square metres in area and set back 75 metres from the boundary adjacent to Benalla Yarrowonga Road. Access to the facility will be via the existing access point from Benalla Yarrowonga Road which is located at the north east corner of the subject site as shown below.



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1. A GREAT PLACE TO LIVE

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**PLANNING PERMIT APPLICATION NO.52016235 - USE AND DEVELOPMENT  
- TELECOMMUNICATIONS FACILITY AT 5765 BENALLA-YARRAWONGA  
ROAD, YARRAWONGA (cont'd)**



**Locality and Subject Site**

The subject site:



*Between the dam and the shed as viewed from above.*

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**PLANNING PERMIT APPLICATION NO.52016235 - USE AND DEVELOPMENT  
- TELECOMMUNICATIONS FACILITY AT 5765 BENALLA-YARRAWONGA  
ROAD, YARRAWONGA (cont'd)**



*Viewed from the Benalla Yarrowonga Road directly into the proposed facility site which is located beyond the shed and trees.*



*Viewed from the south with the housing estate to the right and the proposed facility site to the left in proximity to the shed and trees..*

The proposed site is situated approximately 100 metres from the nearest dwelling to the north. There is a buffer of vegetation between the proposed tower and the dwelling.

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**PLANNING PERMIT APPLICATION NO.52016235 - USE AND DEVELOPMENT  
- TELECOMMUNICATIONS FACILITY AT 5765 BENALLA-YARRAWONGA  
ROAD, YARRAWONGA (cont'd)**



The proposed site is located approximately 130 metres from the next nearest dwelling located within the residential estate opposite. There is a buffer of road and vegetation as seen in the photos above.

### Planning History

The subject site has the following history:

- 52017125 – Sign – Refused
- 52009265 – Sign – Approved
- 5200612665 – Sign – Withdrawn

### Options

Council has the following options:

- Issue a Notice of Decision to Grant a Permit.
- Issue a Notice of Refusal.
- Defer a decision.

### 3. Financial Implications

In the event that Council's decision is appealed at VCAT, there will be associated costs.

### 4. Risk Management

Council should consider the following:

- Non-budgeted costs to Council from any appeal.

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**PLANNING PERMIT APPLICATION NO.52016235 - USE AND DEVELOPMENT  
- TELECOMMUNICATIONS FACILITY AT 5765 BENALLA-YARRAWONGA  
ROAD, YARRAWONGA (cont'd)**

- Compliance issues should proposal go ahead.
- Net community benefit (positive or negative).

**5. Internal and External Consultation**

**Internal Consultation**

The proposal was referred internally to:

- Infrastructure Planning who did not object and issued conditions.
- Environment Resources who did not object and suggested conditions.

**External Consultation**

The proposal was referred externally to:

- Vic Roads as a Section 55 as a Determining Authority who did not object and issued conditions.

**Public Consultation**

The proposal was notified to adjacent and nearby owners and occupiers. A sign was placed on the land. The proposal was notified post amendment to all objectors and any other adjacent and nearby owners and occupiers. A sign was placed again on the land and the proposal was posted on Council's website.

A total of 46 submissions were received. Copies were sent to the applicant for their consideration.

Mediation was undertaken with four objectors at Council offices at their request, with two Council officers present. Information on the process and the role of the planning officer was given. A request for copies of documentation was attended to. The objectors requested a meeting on site with the applicant / clients which the officer attended to. However, the applicant and their client responded that they did not wish to enter into mediation and that Option C location on Dodds Road was non-viable.

The objectors concerns are summarised below with an officer response:

Objection	Officer Response
Property Devaluation	In assessment of any proposal private economic impacts are not part of planning consideration. As an overall economic consideration of the proposal, it is considered that the tower provides infrastructure forming the network for telecommunications that is of economic benefit to the local community, surrounding region, state and Australia as a whole.
Health Concerns	Subjective fears that cannot be substantiated are not regarded as legitimate social effects and are not considered as part of the planning assessment. However, development impacts on communities regarding their health and wellbeing including their perceptions about safety, are considerations. When this infrastructure is provided in locations it has to meet standards that consider, along with

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ROAD, YARRAWONGA (cont'd)**

	<p>many other matters, impacts from radiofrequency (RF) and electromagnetic energy (EME), which are regulated at Federal Government and world-wide levels to protect human health.</p>
Amenity	<p>Detriment to the amenity of a neighbourhood is an important planning consideration and includes any features, benefits or advantages of the local environment that people currently enjoy. Any effect on views, noise, traffic or the general atmosphere of the area is relevant.</p> <p>With regards to the proposed tower location and the concerns of objectors, it is considered that:</p> <ol style="list-style-type: none"> <li>1. The tower is located within an area that has mature trees and a large agricultural shed to mitigate to some extent the built form impact as well as being set back into the paddock from the boundary by approximately 75m;</li> <li>2. The tower is located at least 100m from the nearest dwelling with substantial mature vegetation as a buffer and over 100m from the next nearest dwellings over a road and also with a substantial vegetation buffer;</li> <li>3. This infrastructure is now frequently in the landscape as are electricity pylons and other poles and wires that are not forced underground. As such telecom towers are becoming an expectation within the landscape to provide required services during this era. It is considered that the overall net community benefit from having a pole to provide vital telecom services in the locality outweighs any perceived detrimental impact on the views and vistas.</li> </ol>
Lights from the development	<p>The lights associated with these developments are located at the top of the tower and are not known for their interference with traffic or surrounding residents.</p>
Impact on flora and fauna	<p>No vegetation is to be removed. When this infrastructure is provided in locations it has to meet standards that consider, along with many other matters, impacts on the environment including surrounding flora and fauna.</p>
Community Impact	<p>It is considered overall that the tower will provide a necessary service that provides net community benefit.</p>

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**PLANNING PERMIT APPLICATION NO.52016235 - USE AND DEVELOPMENT  
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ROAD, YARRAWONGA (cont'd)**

## 6. Regional Context

The Optus Mobile Network provides for telecommunications Australia wide and the service provided, as part of a larger network, is relied on for business, emergency and social requirements.

## 7. Council Plan Strategy

Moira Shire's current Council Plan (2017-2021) includes the strategic goal making Moira Shire 'A Great Place To Live' which endeavours to provide for a 'connected and welcoming shire for all by providing well planned places and quality services'. The goals including 'Our communities and businesses will enjoy excellent digital and transport connectivity.' This will be achieved by 'Continuing to maintain and provide facilities and services that our community values and need.'

This proposal provides the connectivity that is vital to social, business and emergency needs.

## 8. Legislative / Policy Implications

The subject site is within the Farming Zone (Schedule 1) and has the Land Subject to Inundation Overlay and Rural Floodway Overlay partially applied. The proposal is also controlled by the Particular Provision at Clause 52.19 for Telecommunications Facilities.

The permit triggers are under the Farming Zone and Clause 52.19. The flood overlays do not trigger the need for a planning permit as the development is not within those areas.

There is an area of Aboriginal Cultural Heritage Sensitivity over the south west corner of the subject site. The development does not trigger the need for a Cultural Heritage Management Plan as the activity area is not within the area of cultural heritage sensitivity and is not a high impact activity.

### Zones and Overlays

#### Farming Zone

Pursuant to Clause 35.07-1 and 35.07-3 of the Farming Zone a planning permit is required to Use and Development the land for a Telecommunications Facility. (The use is not in Section 1 or 3).

Appropriate decision guidelines are considered to be:

- Whether the site is suitable for the use or development and whether the proposal is compatible with adjoining and nearby land uses;
- How the use and development makes use of existing infrastructure and services;
- The impact on the character and appearance of the area or features of architectural, historic or scientific significance or of natural scenic beauty or importance.

### The Objectives of Planning in Victoria

The objectives of planning as set out in Section 4 of the *Planning and Environment Act 1987* include:

- To protect public utilities and other assets and enable the orderly provision and coordination of public utilities and other facilities for the benefit of the community;
- To balance the present and future interests of all Victorians.

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**PLANNING PERMIT APPLICATION NO.52016235 - USE AND DEVELOPMENT  
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ROAD, YARRAWONGA (cont'd)**

**State Planning Policy Framework**

**Clause 10 Operation of the State Planning Policy Framework**

At Clause 10.04 the policy informs that society has various needs and expectations and planning authorities and responsible authorities should endeavor to integrate the range of policies relevant to the issues to be determined and balance conflicting objectives in favour of net community benefit and sustainable development for the benefit of present and future generations.

**Clause 11 Settlement**

This policy directs planning to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreations and open space, commercial and community facilities and infrastructure. Planning should recognise the need for and as far as practicable contribute towards, with relevance to this proposal, health and safety, adaptation in response to changing technology and economic viability.

**Clause 11.07 Regional Victoria**

This policy directs planning *'To develop regions and settlements which have a strong identity, are prosperous and are environmentally sustainable.'* This is to be achieved, with relevance to this proposal, by *'Strengthening networks of settlements by maintaining and improving transport links, digital connectivity, spatial patterns of service delivery and promoting commercial relationships and community activities.'* This policy recognises Regional Victoria's competitive advantages including *'Ensuring that the capacity of major infrastructure (including highways, railways, airports, ports, communications networks and energy generation and distribution systems) is not affected adversely by urban development in adjacent areas.'*

**Clause 19.03-4 Telecommunications**

The objective is *'To facilitate the orderly development, extension and maintenance of telecommunication infrastructure.'* This is to be achieved by:

- Facilitating the upgrading and maintenance of telecommunications facilities;
- Ensuring that modern telecommunications facilities are widely accessible to business, industry and the community;
- Ensuring the communications technology needs of business, domestic, entertainment and community services are met;
- Not prohibiting the use of land for a telecommunications facility in any zone;
- Encouraging the continued deployment of broadband telecommunications services that are easily accessible by (i) increasing and improving access for all sectors of the community to the broadband telecommunications trunk network; (ii) supporting access to transport and other public corridors for the deployment of broadband networks in order to encourage infrastructure investment and reduce investor risk.

In considering proposals for telecommunication services planning must seek a balance between the provision of important telecommunications services and the need to protect the environment from adverse impacts arising from telecommunications infrastructure. Planning should have regard to national implications of a telecommunications network and the need for consistency in design and placement.

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ROAD, YARRAWONGA (cont'd)**

**Local Planning Policy Framework including the Municipal Strategic Statement**

**Clause 21.02 Vision for Moira**

This policy recognises the need for *'Effective provision of all social, economic and community services and functions to the community which will require planned integration and to maximise effective use of new and existing social and physical infrastructure'* to ensure the continued growth and prosperity of the municipality into the 21<sup>st</sup> Century.

Council is committed to ensuring that the local policies intent and content form the basis of decision making, in association with Community Plans, in order to address the challenges of *Protection of and enhancement of key industries; protection of natural attributes; sustainable management of natural resources; flood mitigation; infrastructure development; integrated land management; information systems, data and technology; and employment creation.*

**Particular Provisions**

**Clause 52.19 Telecommunications Facility**

The purpose is:

- To ensure that telecommunications infrastructure and services are provided in an efficient and cost effective manner to meet community needs.
- To ensure the application of consistent provisions for telecommunications facilities.
- To encourage an effective state-wide telecommunications network in a manner consistent with the economic, environmental and social objectives of planning in Victoria as set out in section 4 of the Planning and Environment Act 1987.
- To encourage the provision of telecommunications facilities with minimal impact on the amenity of the area.

Pursuant to Clause 52.19-2 a permit is required to construct a building or construct or carry out works for a Telecommunications Facility.

Appropriate decision guidelines are considered to be:

- the principles for the design, siting, construction and operation of a telecommunications facility set out in a A Code of Practice for Telecommunications Facilities in Victoria; and
- the effect of the proposal on adjacent land.

**Clause 65 Decision Guidelines**

On consideration of Clause 65, it is considered that the proposal will produce an acceptable outcome.

**9. Environmental Impact**

The application proposes the location for the tower to be within an area that appears to form part of an access track from the road to the shed and around the dam. No vegetation has been proposed to be removed. It is considered that any environmental impact will be minimal. The tower will be constructed within an area buffered by native vegetation and an agricultural shed which assists in mitigating the built form of the tower to some extent.



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**PLANNING PERMIT APPLICATION NO.52016235 - USE AND DEVELOPMENT  
- TELECOMMUNICATIONS FACILITY AT 5765 BENALLA-YARRAWONGA  
ROAD, YARRAWONGA (cont'd)**

**10. Conflict of Interest Considerations**

There is no officer conflict of interest associated with this proposal and report.

**11. Assessment and Conclusion**

The proposal is for the construction of a 39 metre height telecommunications tower, fitted with slim-line antennae on top and an equipment shelter at the base. This is to be enclosed in a mesh wire bound compound measuring approximately 70 square metres, located in close proximity to a large farming shed and dam with mature trees forming a buffer between it and nearby residential uses. The site is located within agricultural land, directly adjacent to the west and south, and residential uses to the north and east. The proposed location has been chosen as it is technically feasible and will have optimum access to existing infrastructure and services to provide telecommunications to the locality as well as part of a network throughout the region, state and country wide. The construction of this tower, as part of an Australia-wide network, continues to provide for communications that benefit socially, economically and for emergencies and is particularly required in regional areas where efficient and effective communications can be the difference between life and death. The proposal will continue to extend the accessibility of mobile telecommunications to benefit all sectors of the community.

All mobile phone network operators are bound by the operational provisions of the federal *Telecommunications Act 1997*.

It is concluded that, after consideration of the objections and after assessment against the relevant state and local policy within the Moira Planning Scheme that the proposal should be supported. Conditions are provided for any permit issued.

**Attachments**

1 Plans

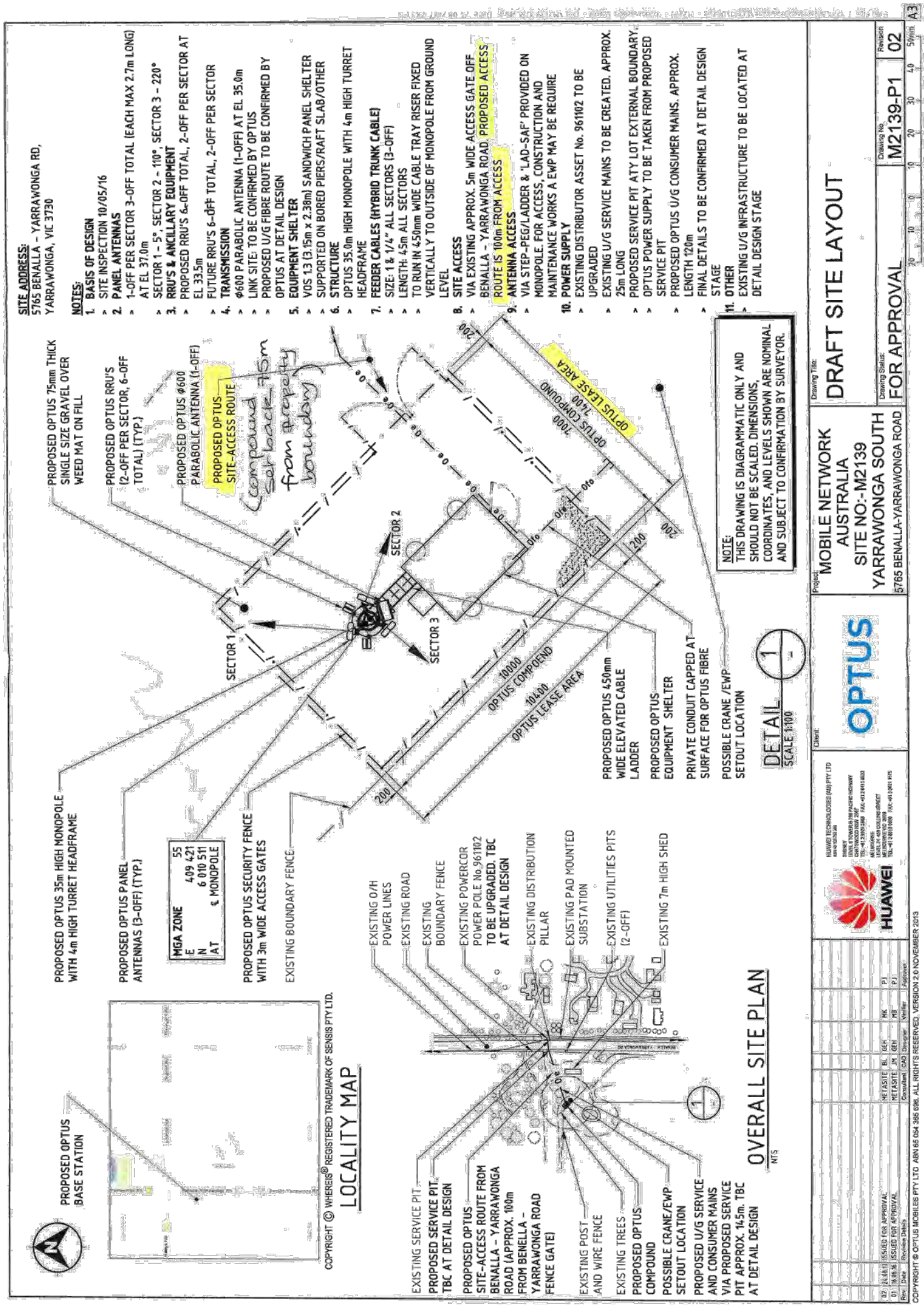


FILE NO: 52016235  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.5

PLANNING PERMIT APPLICATION NO.52016235 - USE AND DEVELOPMENT - TELECOMMUNICATIONS FACILITY AT 5765 BENALLA-YARROWONGA ROAD, YARROWONGA (cont'd)

ATTACHMENT No [1] - Plans



- SITE ADDRESS:**  
5765 BENALLA - YARROWONGA RD,  
YARROWONGA, VIC 3730
- NOTES:**
1. BASIS OF DESIGN
  2. SITE INSPECTION 10/05/16
  3. PANEL ANTENNAS
  4. 1-OFF PER SECTOR 3-OFF TOTAL (EACH MAX 2.7m LONG) AT EL 37.0m
  5. SECTOR 1 - 5°, SECTOR 2 - 110°, SECTOR 3 - 220°
  6. RRU'S & ANCILLARY EQUIPMENT
  7. PROPOSED RRU'S 6-OFF TOTAL, 2-OFF PER SECTOR AT EL 33.5m
  8. FUTURE RRU'S 6-OFF TOTAL, 2-OFF PER SECTOR
  9. TRANSMISSION
  10. Ø600 PARABOLIC ANTENNA (1-OFF) AT EL 35.0m
  11. LINK SITE: TO BE CONFIRMED BY OPTUS
  12. PROPOSED U/G FIBRE ROUTE TO BE CONFIRMED BY OPTUS AT DETAIL DESIGN
  13. EQUIPMENT SHELTER
  14. VOS 13 (3.15m x 2.38m) SANDWICH PANEL SHELTER SUPPORTED ON BORED PIERS/RAFT SLAB/OTHER
  15. STRUCTURE
  16. OPTUS 35.0m HIGH MONOPOLE WITH 4m HIGH TURRET HEADFRAME
  17. FEEDER CABLES (HYBRID TRUNK CABLE)
  18. SIZE: 1 & 1/4" ALL SECTORS (3-OFF)
  19. LENGTH: 45m ALL SECTORS
  20. TO RUN IN 450mm WIDE CABLE TRAY RISER FIXED VERTICALLY TO OUTSIDE OF MONOPOLE FROM GROUND LEVEL
  21. SITE ACCESS
  22. VIA EXISTING APPROX. 5m WIDE ACCESS GATE OFF BENALLA - YARROWONGA ROAD, PROPOSED ACCESS ROUTE IS 100m FROM ACCESS
  23. ANTENNA ACCESS
  24. VIA STEP-PEG/LADDER & 'LAD-SAF' PROVIDED ON MONOPOLE. FOR ACCESS, CONSTRUCTION AND MAINTENANCE WORKS A EWP MAY BE REQUIRE
  25. POWER SUPPLY
  26. EXISTING DISTRIBUTOR ASSET No. 961102 TO BE UPGRADED
  27. EXISTING U/G SERVICE MAINS TO BE CREATED. APPROX. 25m LONG
  28. PROPOSED SERVICE PIT AT LOT EXTERNAL BOUNDARY
  29. OPTUS POWER SUPPLY TO BE TAKEN FROM PROPOSED SERVICE PIT
  30. PROPOSED OPTUS U/G CONSUMER MAINS. APPROX. LENGTH 120m
  31. FINAL DETAILS TO BE CONFIRMED AT DETAIL DESIGN STAGE
  32. OTHER
  33. EXISTING U/G INFRASTRUCTURE TO BE LOCATED AT DETAIL DESIGN STAGE

**DRAFT SITE LAYOUT**

Project: MOBILE NETWORK AUSTRALIA  
SITE NO:- M2139  
YARROWONGA SOUTH  
5765 BENALLA-YARROWONGA ROAD

Client: **OPTUS**

Scale: **DETAIL 1:100**

Drawing No: M2139-P1  
Revision: 02

FOR APPROVAL

**HUAWEI**

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Client: MOBILE NETWORK AUSTRALIA  
SITE NO:- M2139  
YARROWONGA SOUTH  
5765 BENALLA-YARROWONGA ROAD

Scale: **DETAIL 1:100**

Rev	Date	Revision Details	Consultant	CAD	Checked	Verified	Approved
02	14.08.17	ISSUED FOR APPROVAL	HE FASTIE	BL	GEN	PK	PJ
01	14.05.16	ISSUED FOR APPROVAL	METASTIE	JK	GEN	PK	PJ

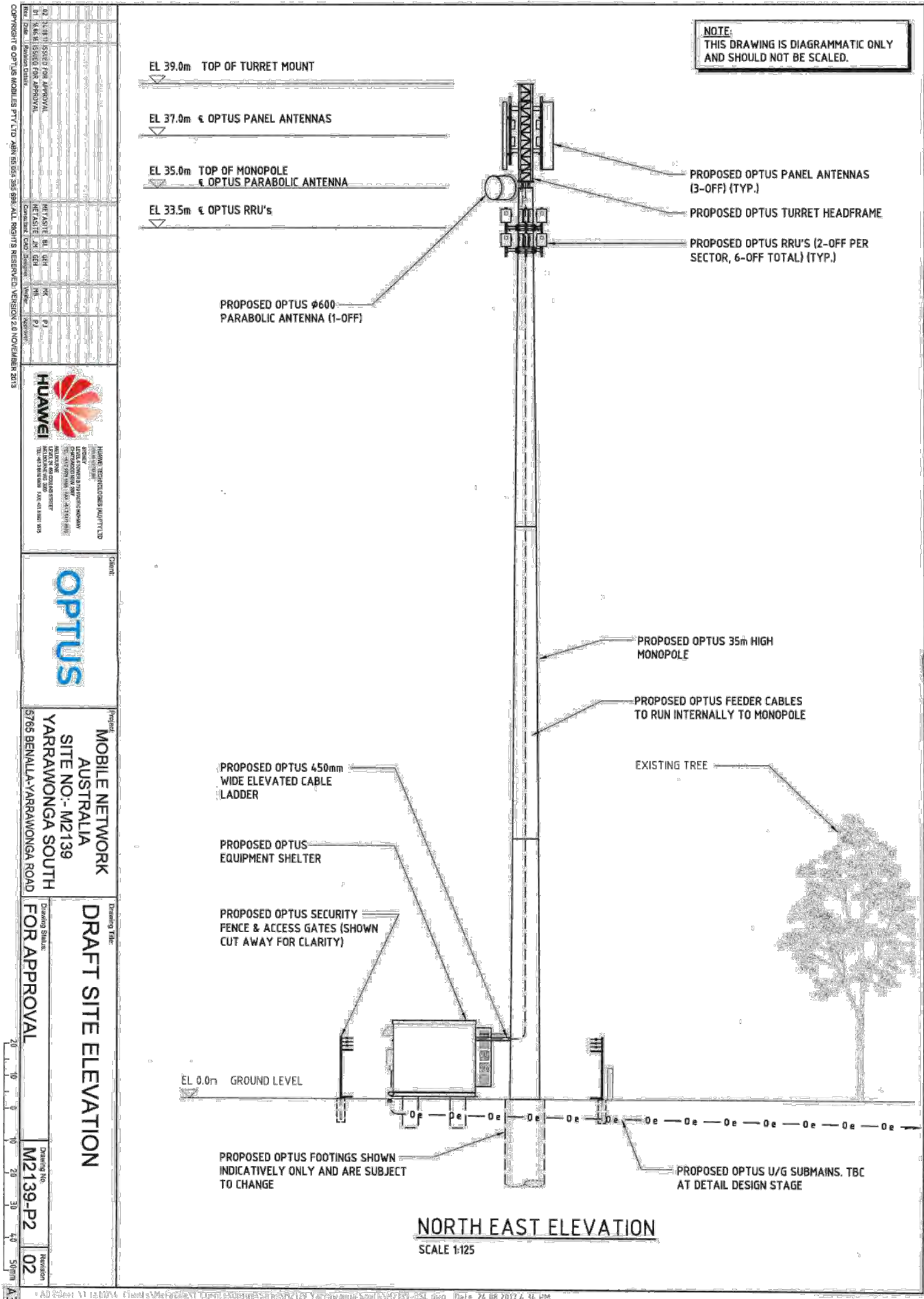
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FILE NO: 52016235  
1. A GREAT PLACE TO LIVE

ITEM NO: 9.4.5

**PLANNING PERMIT APPLICATION NO.52016235 - USE AND DEVELOPMENT - TELECOMMUNICATIONS FACILITY AT 5765 BENALLA-YARROWONGA ROAD, YARROWONGA (cont'd)**

ATTACHMENT No [1] - Plans



FILE NO: F17/235  
4. A WELL RUN COUNCIL

ITEM NO: 10.1

## ACTION OFFICERS' LIST

### RECOMMENDATION

That Council receive and note the confidential Action Officers' List.

**Meeting:** 25 October 2017

**Subject – Rural roadside signage**

### MOTION

1. That the Moira Shire recognizes the difficulties small local business face in promoting their business activity due to the planning constraints of State Government Planning Legislation in relation to signage fronting roadsides
2. That Moira Shire work with the local business owners operating in smaller townships and those operating rural style cottage and boutique businesses to:
  - formulate a desired solution to the problem
  - Work with the local small business operators to seek a deputation to the Victorian State Government Minister for Planning to alert him to the signage issues and seek amendment to the Planning Legislation and/or regulations to rectify the problem.

(CARRIED)

### Activity

- A letter has been sent to the Minister of Planning seeking a deputation.
- Council Officers are working on a number of solutions to signage issues. These include supporting the 15yr existing use provision and exploring options and guidelines for directional signage on local and VicRoads roads.

**Meeting:** 25 October 2017

**Subject – Planning decision making models**

### MOTION

That a report be prepared on town planning governance and decision making models being used by Victorian councils that are achieving successful planning outcomes as measured by the Know Your Council performance indicators.

(CARRIED)

### Activity

Work has commenced on this report.

**Meeting:** 25 October 2017

FILE NO: F17/235 4. A WELL RUN COUNCIL
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ITEM NO: 10.1
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**ACTION OFFICERS' LIST (cont'd)**

<b>Subject – Existing use rights</b>
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**MOTION**

That in relation to Signage in Farming Zone (which is a prohibited use) that Council observe and respond to Clauses 63. 01 through to Clause 63. 11 of the Victorian Planning Provisions.

(CARRIED)

**Activity**

A signage framework guide is being drafted for a future briefing discussion.

**Attachments**

Nil

FILE NO: VARIOUS

ITEM NO: 14

**URGENT GENERAL BUSINESS****Clause 60 of Council's "Meeting Procedures Local Law 2017 states:****60. Urgent general business**

- 1) Councillors must provide an outline of the matters to be considered before Council can accept the motion to consider urgent business. The outline must demonstrate how the matter meets the criteria for urgent business.
- 2) Urgent business can only be admitted by resolution of Council
- 3) Urgent business must not be admitted as urgent business unless
  - a) It relates to or arises out of a matter which has arisen since distribution of the agenda
  - b) Is manifestly urgent
  - c) Is material to the function of Council
  - d) Requires an urgent council resolution
  - e) Is otherwise determined by the CEO.
- 4) Only the mover of an urgency motion may speak to the motion before it is put.

FILE NO: VARIOUS

ITEM NO: 15

**QUESTIONS FROM THE PUBLIC GALLERY**

**Clause 61 of Council's "Meeting Procedures Local Law 2017 states:**

**61. Question Time**

The Council will hold a Public Question Time of up to 30 minutes duration at each Ordinary Meeting, to enable members of the public to receive answers to questions previously submitted for consideration, and if the submitted questions are dealt with in less than the 30 minute period, the Chair can invite questions from the floor.

- 1) At every ordinary meeting of the Council a maximum of 30 minutes may be allocated to enable members of the public to submit questions to Council.
- 2) The time allocated may be extended by unanimous resolution of Council.
- 3) Sub-clause (1) does not apply during any period when the Council has resolved to close a meeting in respect of a matter under section 89(2) of the Act.
- 4) To assist the accurate recording of minutes and addressing any questions that may require written response or follow up, the Chief Executive Officer may require questions to be submitted in writing.
- 5) No person may submit more than two (2) questions at any one (1) meeting.
- 6) The Chairperson or member of Council staff nominated by the Chairperson may read a question to those present.
- 7) No question must be so read unless:
  - a) the person asking the same is in the gallery at the time it is due to be read; and
  - b) the person asking the question reads the same when called upon by the Chairperson to do so.
  - c) A question may be disallowed by the Chairperson if it:
    - d) relates to a matter outside the duties, functions and powers of Council;
    - e) is defamatory, indecent, abusive, offensive, irrelevant, trivial or objectionable in language or substance;
    - f) deals with a subject matter already answered;
    - g) is aimed at embarrassing a Councillor or a member of Council staff;
    - h) relates to personnel matters;
    - i) relates to the personal hardship of any resident or ratepayer;
    - j) relates to industrial matters;
    - k) relates to contractual matters;
    - l) relates to proposed developments;
    - m) relates to legal advice;
    - n) relates to matters affecting the security of Council property; or
    - o) relates to any other matter which Council considers would prejudice Council or any person.
- 8) The Chairperson may request a Councillor or member of Council staff to respond, if possible, to the question.
- 9) Councillor or member of Council staff may require a question to be put on notice until the next Ordinary meeting, at which time the question must be answered, or elect to submit a written answer to the person asking the question.
- 10) A Councillor or member of Council staff may advise Council that it is his or her opinion that the reply to a question should be given in a meeting closed to members of the public. The Councillor or member of Council staff must state briefly the reason why the reply should be so given and, unless Council resolves to the contrary, the reply to such question must be so given.



FILE NO: VARIOUS

ITEM NO: 16

**MEETING ADJOURNMENT**

**RECOMMENDATION**

That the meeting be adjourned for 10 minutes.

**RECOMMENDATION**

That the meeting be resumed.

**RECOMMENDATION**

That pursuant to Sections 89(2) (a) (f) and (h) of the Local Government Act, 1989, this meeting of Council be closed to members of the public in order for Council to discuss personnel and contractual matters which the Council considers would prejudice the Council or any person.

**RECOMMENDATION**

That pursuant to Section 89(2) of the Local Government Act 1989, Council resolve to continue in open session.

**RECOMMENDATION**

That the recommendations of the "Closed" Meeting of Council be adopted and the award of tenders disclosed in the open minutes.