



## COUNCIL MEETING AGENDA

Tuesday

27 February 2024

6pm

Community Room 1, Community Hub, Maryborough and  
livestreamed on the internet.

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## 1. Commencement of Meeting and Welcome

Councils must, in the performance of its role, give effect to the overarching governance

principles in the *Local Government Act 2020*.<sup>1</sup>

These are included below to guide Councillor consideration of issues and Council decision making.

- a. Council decisions are to be made and actions taken in accordance with the relevant law;
- b. priority is to be given to achieving the best outcomes for the municipal community, including future generations;
- c. the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- d. the municipal community is to be engaged in strategic planning and strategic decision making;
- e. innovation and continuous improvement is to be pursued;
- f. collaboration with other Councils and Governments and statutory bodies is to be sought;
- g. the ongoing financial viability of the Council is to be ensured;
- h. regional, state and national plans and policies are to be taken into account in strategic planning and decision making;
- i. the transparency of Council decisions, actions and information is to be ensured.

## 2. Apologies

Council's Governance Rules require that the minutes of Council meetings record the names of Councillors present and the names of any Councillors who apologised in advance for their non-attendance.<sup>2</sup>

The annual report will list councillor attendance at Council meetings.

Councillor attendance at Councillor briefings is also recorded.

## 3. Leave of absence

One reason that a Councillor ceases to hold the office of Councillor (and that office becomes vacant) is if a Councillor is absent from Council meetings for a period of 4 consecutive months without leave obtained from the Council. (There are some exceptions to this - see section 35 for more information.)

A Councillor can request a leave of absence. Any reasonable request for leave must be granted.<sup>3</sup> Leave of absence is approved by Council.

Any request will be dealt with in this item which is a standing item on the agenda. The approvals of leave of absence will be noted in the minutes of Council in which it is granted. It will also be noted in the minutes of any Council meeting held during the period of the leave of absence.

<sup>1</sup> Section 9.

<sup>2</sup> Chapter 2, rule 62.

<sup>3</sup> See Local Government Act 2020 s 35 (4) and s 35 (1) (e).

## 4. Conflicts of interest

Conflicts of Interest must be disclosed at the commencement of a Council meeting or Councillor briefing, or as soon as a Councillor recognises that they have a conflict of interest.

The relevant provisions in the *Local Government Act 2020* include those in Part 6, Division 2 (from section 126). Failing to disclose a conflict of interest and excluding themselves from the decision making process is an offence.

### Disclosures at Council meetings

Under the Governance Rules:<sup>1</sup>

A Councillor who has a conflict of interest in a matter being considered at a Council meeting at which he or she:

1 is present must disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the Council meeting immediately before the matter is considered; or

2 intends to be present must disclose that conflict of interest by providing to the Chief Executive Officer before the Council meeting commences a written notice:

2.1 advising of the conflict of interest;

2.2 explaining the nature of the conflict of interest; and

2.3 detailing, if the nature of the conflict of interest involves a Councillor's relationship with or a gift from another person, the:

(a) name of the other person;

(b) nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person; and

(c) nature of that other person's interest in the matter,

and then immediately before the matter is considered at the meeting announcing to those present that he or she has a conflict of interest and that a written notice has been given to the Chief Executive Officer under this sub- Rule.

The Councillor must, in either event, leave the Council meeting immediately after giving the explanation or making the announcement (as the case may be) and not return to the meeting until after the matter has been disposed of.

Disclosures at councillor briefings (and other meetings)

Also under the Governance Rules,<sup>2</sup> a Councillor who has a conflict of interest in a matter being considered by a meeting held under the auspices of Council at which he or she is present must:

1. disclose that conflict of interest by explaining the nature of the conflict of interest to those present at the meeting immediately before the matter is considered;
2. absent himself or herself from any discussion of the matter; and
3. as soon as practicable after the meeting concludes provide to the Chief Executive Officer a written notice recording that the disclosure was made and accurately summarising the explanation given to those present at the meeting.

<sup>1</sup> Chapter 5, Rule 3

<sup>2</sup> Chapter 5, Rule .

**Councillor form to disclose conflicts of**

**interest** Name:

\_\_\_\_\_

Date:

\_\_\_\_\_

Meeting type:

- Briefing
- Meeting
- Other \_\_\_\_\_

Nature of the conflict of interest  
(describe):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

- name of the other person (gift giver): \_\_\_\_\_
- nature of the relationship with that other person or the date of receipt, value and type of gift received from the other person: \_\_\_\_\_
- nature of that other person's interest in the matter: \_\_\_\_\_

If the nature of the conflict of interest involves a Councillor's relationship with or a gift from another person:

**5. Confirmation of Minutes from previous Council Meetings**

**RECOMMENDATION**

That Council confirm the following Minutes as a true and accurate record of the meeting:

- **5.1** Minutes from previous Council Meeting dated 23 January 2024.



## **DRAFT COUNCIL MEETING MINUTES**

Tuesday, 23 January 2024

6:00pm

Meeting held in person

Community Room 1, Community Hub, Maryborough  
and livestreamed on the internet.

### **MEMBERSHIP**

Councillors:

Liesbeth Long (Mayor)

Grace La Vella

Geoff Lovett

Chris Meddows-Taylor

Gerard Murphy

Wayne Sproull

Anna de Villiers

To be confirmed at the Council Meeting  
scheduled for 27 February 2024

**1. COMMENCEMENT OF MEETING AND WELCOME**

The Mayor commenced the meeting at 6pm, welcoming all present, with an acknowledgement of country and the Council Prayer.

**PRESENT:**

**Councillors**

Liesbeth Long (Mayor)

Grace La Vella

Anna De Villiers

Geoff Lovett

Chris Meddows-Taylor

Gerard Murphy

**Officers**

Chief Executive Officer Lucy Roffey

General Manager Assets Infrastructure and Planning Matthew Irving

General Manager Community Wellbeing Emma Little

General Manager Corporate Performance Mick Smith

**2. APOLOGIES**

Cr Wayne Sproull

**3. LEAVE OF ABSENCE**

Nil

**4. DISCLOSURES OF CONFLICTS OF INTEREST**

Nil

**5. CONFIRMATION OF THE MINUTES OF PREVIOUS COUNCIL MEETINGS**

To present for confirmation the following:

- Minutes of the Council Meeting Date of Minutes Presented.

The Minutes were confirmed subject to noting that in item 8.3 a division was not called and so no names to be listed.

**Cr La Vella**

**Audit and Risk Committee - noted.**

**6. REPORTS FROM COMMITTEES**

Nil.

**7. PETITIONS**

Nil.

**8. OFFICER REPORTS**

**8.1 G1865-23 CLUNES - MT CAMERON ROAD REONSTRUCTION WORKS**

The purpose of this report is to recommend Council award contract G1865-23 for the reconstruction of Clunes - Mt Cameron Road, Mt Cameron, following a public tender process.

As the value of the recommended awarding of contract is above the CEO's \$500,000 financial delegation, the contract is required to be awarded by Council.

**RECOMMENDATION**

That Council;



1. award contract G1865-23 Clunes - Mt Cameron Road, Mt Cameron - Road Reconstruction for the lump sum amount of \$612,700.08 (ex. GST) be awarded to Davies Brothers Investments Pty Ltd; and
2. authorises the Chief Executive Officer to formally execute the contract and approve additional spend if required for contingencies and variations up to 20% (\$122,540.02 ex. GST) above the contract sum.

**Moved:** Cr de Villiers

**Seconded:** Cr Murphy

**Carried**

Crs who spoke to the motion: Crs de Villiers, Murphy.

## 8.2 G1832-23 PANEL OF APPROVED SUPPLIERS - STATUTORY PLANNING SERVICES

The purpose of this report is to recommend Council award contract G1832-23 Statutory

Planning Services - Panel Contract following a public tender process.

The contract is a three-year, schedule of rates contract. As the value of the recommended awarding of contract is above the CEO's \$500,000 financial delegation, the contract is required to be awarded by Council.

### RECOMMENDATION

That Council;

1. awards Contract G1832-23 Statutory Planning Services - Panel Contract for a period of three years to:
  - RMG (Aus) Pty Ltd t/as RMG
  - UDM Planning Pty Ltd aft The UDM Planning Fixed Unit Trust
  - Hatch Planning Pty Ltd
  - PT Tomkinson & Associates Pty Ltd t/as Tomkinson; and
2. authorises the Chief Executive Officer to take all necessary actions to execute Contract G1832-23, including informing the respondents of Council's decision in this matter.

**Moved:** Cr Meddows-Taylor

**Seconded:** Cr Lovett

**Carried**

Crs who spoke to the matter: Crs Meddows-Taylor, Murphy

**NOTICES OF MOTION**

Nil

**8. Councillor reports and general business**

Nil.

**10. URGENT BUSINESS**

Nil

**11. CONFIDENTIAL BUSINESS**

Nil

**12. MEETING CLOSURE**

The meeting closed at 6.16pm.

## **6. Minutes of Delegated and Advisory Committees**

## **7. Petitions**

## 8. Officer Reports

### 8.1 QUARTERLY FINANCE REPORT – DECEMBER 2023

**Author:** Manager Finance

**Responsible Officer:** General Manager Corporate Performance

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

#### SUMMARY/PURPOSE

The purpose of this report is to advise Council on the financial performance for the year to date and how it is tracking against the adopted budget, noting any material differences.

#### RECOMMENDATION

That Council:

1. Receives and notes the attached Finance Report for the period to 31 December 2023.

#### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 – Our Growing Economy

**Outcome:** Central Goldfields Shire is a proactive, well governed, professional and financially sustainable organisation.

**4.1 Objective:** Ensure the financial sustainability of Council through efficient and effective delivery of services.

**Initiative:** Review budget and financial reporting processes to improve monitoring of financial performance.

Section 97 of the Local Government Act 2020 requires Council to prepare financial reports including tracking against adopted budget on a quarterly basis.

#### BACKGROUND INFORMATION

The finance report is provided for the period to 31 December 2023.

The report compares the year-to-date results against the adopted budget.

#### REPORT

The Quarterly Financial Report includes:

- Income Statement;
- Balance Sheet;
- Cashflow Statement;
- Statement of Capital Works

### **Income Statement**

The Income Statement for the period ending 31 December shows a deficit of \$0.26m.

This is a \$4.1m variance on budget.

Grant income timing represents the bulk of this variance. We have received a number of grants for upcoming works, and this will be reflected as the works are completed.

Capital grant income is \$2m as compared to a budget of \$3.5m (\$1.5m variance) explained by the timing of spend of the below grants.

- \$1.579m Roads to Recovery beginning in February 2024
- \$160k Maryborough Tennis Courts (spend spread evenly across the year)
- \$450k Rural Council Transformation Project timing

Operating grant income is \$5.3m as compared to a budget of \$6.9m (\$1.6m variance). This is explained materially by the below:

- \$1.7m Initial Recovery Works for Flood Works (spend spread evenly across the year)
- \$482k reduction in Federal Assistance Grant. Full 2023/24 allocation was received in June 2023.
- Grant revenue recognised for Talbot Futures. This again is a timing based on completion of the project.

Offsetting this reduced income is a reduction in Employee Costs to date of \$145k.

Additional costs include:

- Depreciation costs \$261k following revaluation and additional assets capitalised at 30 June 2023
  - Index revaluation of \$120k (Infrastructure assets only)
  - Additional assets finalised \$141k.
- Borrowing costs in line with interest rates of \$42k
- Materials and services of \$0.8m

- Additional reactive works such as vandalism clean up (\$22k), cleaning of Council buildings (\$120k) and safety works (\$68k)
- Council contribution to Talbot Futures (\$251k expense, offset by \$229k revenue) - this is a timing difference only.
- Additional printing costs associated with rate notice legislative changes (\$10k)
- Statutory Planning support (\$96k expense offset by \$50k revenue) (partially funded)
- Review of Heritage Controls (\$14k)
- Additional costs relating to various funded projects (LUFPS/Sustainable housing).

These are funded so have a nil impact on the bottom line, but still show as an increase in the materials and services line item.

### **Balance Sheet**

Council's balance sheet shows a cash position of \$7.1m and working capital of 115%.

Whilst the working capital is showing 35% below budget, it must be noted that the budget KPI of 151% is for the full year.

To date we have had two rate instalments due (September and November). A large proportion of rate revenue is anticipated to be received in the coming quarters, including those who opt for full payment in February 2024 (approx. 33% of ratepayers) this equates to approx.\$5.5m.

At the end of February, the third instalment is also due anticipating a further \$2.5m. The working capital ratio has improved as compared to the September result.

It must also be noted that a full year of Federal Assistance grant cash is budgeted in this working capital figure of 151%.

Unrestricted cash is currently \$1.0m and is expected to increase over the year, notably in February when full payment of rates is due.

### **Capital Works**

Capital Works spend for the period of July - December 2023 is \$4.8m.

Notable timing variances include:

- NDFA Flood Works - works are underway.
- Maryborough Aerodrome works - beginning February 2024
- Roads to Recovery works on Frost Ave, Burns Street and Clunes Mt Cameron Road - beginning February 2024

- IT Strategy and Rural Council Transformation Project - works underway
- Maryborough Town Hall and Building upgrade - commenced
- Pool Upgrades
- Deledio Reserve Netball Courts

### **Summary**

The finalised operating result for Central Goldfields Shire Council as of December 31, 2023 was a deficit of \$0.2m.

Whilst this shows a variance to budget of \$4.1m, this is explained by timing of works and the associated revenue recognition.

The balance sheet shows a working capital of 115% and whilst this is down on full year budget, it must be noted the timing of cash anticipated to be received at differing times throughout the year.

Unrestricted cash is \$1.0m.

### **CONSULTATION/COMMUNICATION**

Internal only required for this report.

### **FINANCIAL & RESOURCE IMPLICATIONS**

The financial statements were prepared internally by Council officers.

### **RISK MANAGEMENT**

This report addresses Council's strategic risk Financial Sustainability - Failure to maintain our long-term financial sustainability.

Any risks in relation to this report have been discussed in the report above.

### **CONCLUSION**

Whilst Council's Income Statement for the period of July - December 2023 is showing a deficit of \$0.2m (budget of \$4.1m surplus), this is explained by the timing of both operating and capital grants.

Council's holds cash of \$7.1m of which \$3m is invested in term deposits.

Council's unrestricted cash balance is \$1.0m.

### **ATTACHMENTS**

- 8.1.1 Quarterly Financial Statements (July - December 2023)

## 8.1.1 Quarterly Financial Statements

INCOME STATEMENT	2022/23 June YTD Actuals	2023/24 YTD Budgets December	2023/24 YTD Actuals December	2023/24 YTD Variance December
<b>Income</b>	<b>41,675,028</b>	<b>20,933,412</b>	<b>17,795,627</b>	
Rates and service charges	16,627,081	8,670,546	8,768,347	97,801
Contributions - monetary	271,046	88,269	248,269	160,000
Grants - capital	8,846,593	3,519,862	1,987,654	(1,532,208)
Grants - Operating	12,421,218	6,930,368	5,255,941	(1,674,427)
Other Income	1,006,801	312,097	345,837	33,740
Statutory fees and fines	565,330	302,618	238,342	(64,276)
User Charges	1,936,959	1,109,652	951,237	(158,415)
<b>Expenses</b>	<b>(36,839,679)</b>	<b>(17,027,639)</b>	<b>(18,036,230)</b>	
Bad and doubtful debts	(22,575)	0	(731)	(731)
Borrowing costs	(94,755)	(18,162)	(60,153)	(41,991)
Depreciation	(6,910,534)	(3,555,552)	(3,816,876)	(261,324)
Employee costs	(15,459,037)	(7,856,264)	(7,711,315)	144,949
Materials and services	(13,928,664)	(5,443,065)	(6,294,760)	(851,695)
Net loss on disposal of property, infrastructure, plant and equipment	(64,170)	0	3,097	3,097
Other Expenses	(359,945)	(154,596)	(155,491)	(895)
<b>Grand Total</b>	<b>4,835,348</b>	<b>3,905,773</b>	<b>(240,603)</b>	<b>(4,146,376)</b>

\*Report Contains Filters



BALANCE SHEET	As at 30 June 2023	As at 31 December 2023
<b>Assets</b>	<b>426,800,393</b>	<b>430,354,896</b>
<b>Current Assets</b>	<b>20,876,323</b>	<b>24,003,336</b>
Cash and cash equivalents	16,679,955	7,115,711
Inventories	12,828	85,842
<b>Non-current assets classified as held for sale</b>	<b>245,223</b>	<b>245,223</b>
Other financial assets	1,135,789	1,605,056
Trade and other receivables	2,802,528	14,951,503
<b>Non-current assets</b>	<b>405,924,070</b>	<b>406,351,560</b>
Property, infrastructure, plant and equipment	405,924,070	406,351,560
<b>Liabilities</b>	<b>(19,655,794)</b>	<b>(22,966,694)</b>
<b>Current Liabilities</b>	<b>(17,220,018)</b>	<b>(20,563,898)</b>
Provisions	(3,476,565)	(3,654,872)
Trade & other payables	(13,090,200)	(15,318,182)
Trust funds & deposits	(653,253)	(1,590,845)
<b>Non Current Liabilities</b>	<b>(2,435,776)</b>	<b>(2,402,795)</b>
Other NC Liabilities	(346,776)	(313,795)
Interest-bearing loans and borrowings	(2,089,000)	(2,089,000)
<b>Equity</b>	<b>(407,144,599)</b>	<b>(407,388,202)</b>
Accumulated Surplus	(134,215,154)	(134,455,757)
Accumulated Surplus	(134,215,154)	(134,455,757)
Reserves	(272,929,444)	(272,932,444)
Other Reserves	(450,000)	(450,000)
Asset Revaluation Reserve	(272,286,594)	(272,289,594)
Open Space Reserve	(192,850)	(192,850)
<b>Net Assets</b>	<b>407,144,599</b>	<b>407,388,202</b>

CASH FLOW	As at 30 June 2023	As at 31 December 2023
	\$'000	\$'000
<b>Cash Flows from Operating Activities</b>		
Rates and charges	16,547	8,768
User fees, statutory fees and fines	2,725	1,190
Grants - operating	8,846	5,256
Grants - capital	12,421	1,988
Contributions - monetary	271	248
Interest received	0	346
Trust funds and deposits taken	0	0
Other receipts	488	0
Net GST refund/(payment)	2,314	0
Employee costs	(14,842)	(7,711)
Materials and services	(17,923)	(6,295)
Other payments	(513)	(216)
<b>Net cash provided by/(used in) operating activities</b>	<b>10,334</b>	<b>3,574</b>
<b>Cash flows from investing activities</b>		
Payments for property, infrastructure, plant and equipment	(14,795)	(4,833)
Proceeds from sale of property, infrastructure, plant and equipment	0	0
Payments for other financial assets	5,500	0
<b>Net cash provided by/(used in) investing activities</b>	<b>(9,295)</b>	<b>(4,833)</b>
<b>Cash flows from financing activities</b>		
Finance costs	439	(70)
Repayment of borrowings	0	0
Repayment of lease liabilities	150	0
<b>Net cash provided by/(used in) financing activities</b>	<b>589</b>	<b>(70)</b>
<b>Net increase (decrease) in cash and cash equivalents</b>	<b>1,628</b>	<b>(1,329)</b>
<b>Cash and cash equivalents at the beginning of the financial year</b>	<b>3,552</b>	<b>5,180</b>
<b>Cash and cash equivalents at the end of the period</b>	<b>5,180</b>	<b>3,851</b>

CAPITAL WORKS	2023/24 Total Budget	2023/24 YTD Budgets December	2023/24 YTD Actuals December
<b>Infrastructure</b>	<b>10,875,189</b>	<b>5,288,084</b>	<b>2,256,264</b>
<b>Bridges and Culverts</b>	<b>95,500</b>	<b>47,754</b>	<b>0</b>
63241.01. Minor Culverts Renewal	15,500	7,752	0
63330.622. Major Culvert Renewal Program	80,000	40,002	0
<b>Drainage</b>	<b>270,001</b>	<b>94,648</b>	<b>97,821</b>
63271.01. Kerb & Channel Renewal	50,000	11,442	10,675
64306.21. Drainage Renewal	100,000	30,762	30,358
64306.25. Tabledrain Renewals	70,000	27,444	21,143
64306.253. Drainage Renewal Main Drain Carisbrook and Maryborough	50,000	25,000	0
64306.27. Closed Main Drain Maryborough Renewal	0	0	4,095
64306.347. Carisbrook Drainage Mitigation Levee (NFMIP)	0	0	31,551
<b>Other Infrastructure</b>	<b>260,600</b>	<b>130,302</b>	<b>68,536</b>
63251.01. Street Furniture Renewal	30,600	15,300	3,363
63261.01. Signs Renewal	0	0	11,626
63281.01. Traffic Control Facilities Renewal	10,000	5,004	0
63351.04. New Furniture Bus Shelters	0	0	227
63360.01. Signs New	0	0	4,762
63410.02. (LRCI 3) Extension	0	0	1,200
63510.02. Aerodrome Fence Renewal	0	0	33,284
63510.06. Aerodrome Regional Airport Program Round 3	220,000	109,998	14,073
<b>Parks, Open Spaces and Streetscapes</b>	<b>15,000</b>	<b>7,500</b>	<b>0</b>
63352.01. Streetscape Renewal	15,000	7,500	0
<b>Pathways</b>	<b>220,000</b>	<b>104,196</b>	<b>10,964</b>
63291.01. Pathways Renewal	100,000	49,998	0
63390.01. Pathways New	120,000	54,198	10,964
<b>Roads</b>	<b>10,014,089</b>	<b>4,903,684</b>	<b>2,078,943</b>
60363.01. NDFA Flood Works October 2022 Immediate Works	6,880,000	3,439,986	698,750
60363.02. NDFA Flood Works October 2022 Project Management	0	0	237,143
63200.01. Design Capital Works	150,000	150,000	81,977
63210.114. Closed Gillies Street (Sutton Lane to Sutton Road)	0	0	3,483
63210.132. Road Renewal Porter Avenue FY22-23 (R2R \$289,546/CGS \$310,454K)	0	0	673,991
63210.134. Road Renewal Cotswold Road FY22-23 (R2R \$500K)	0	0	1,518

CAPITAL WORKS	2023/24 Total Budget	2023/24 YTD Budgets December	2023/24 YTD Actuals December
63210.135. Closed Road Renwal Primrose Street	0	0	(6,235)
63210.137. Road Renewal Frost Avenue FY23-24 (R2R \$400K)	400,000	200,000	284,356
63210.138. Road Renewal Burns St Tuaggra to Nolan Sts FY23-24 (R2R \$4629K)	629,000	314,500	0
63210.139. Road Renewal Clunes-Mt Cameron Road FY23-24 (R2R \$550,090K)	550,090	275,044	0
63210.4. Major Patches RG	135,000	53,760	41,221
63212.01. Sealed Road Shoulders Renewal	100,000	44,112	0
63215.01. Unsealed Roads Renewal	340,000	116,634	10,862
63220.01. Seals Renewal Reseals	640,000	226,098	51,878
63220.011. Seals Renewal Asphalt	190,000	83,550	0
<b>Plant and Equipment</b>	<b>1,867,255</b>	<b>889,630</b>	<b>258,185</b>
<b>Fixtures, Fittings and Furniture</b>	<b>1,042,255</b>	<b>477,132</b>	<b>7,891</b>
63820.014. Asset Clearing - Furniture and Fittings	0	0	(3,300)
64751.04. PC Network/Hardware	65,000	32,502	0
64751.33. IT Strategy	219,500	109,752	0
64751.362. IT Strategy Initiatives - Human Resources Information System	80,000	40,002	0
64751.363. IT Strategy Initiatives - Financial Management System and Payroll	20,000	10,002	10,633
64751.37. Field and Mobility Services Module	88,000	0	0
64751.44. Rural Council Transformation Program (RCT)	569,755	284,874	558
<b>Plant and Equipment</b>	<b>825,000</b>	<b>412,498</b>	<b>250,294</b>
63820.91. Operating Plant WIP	505,000	252,498	50,490
63820.93. Vehicles Cars WIP	200,000	100,000	73,840
63820.94. Vehicles Utes WIP	120,000	60,000	125,964
<b>Property</b>	<b>5,806,776</b>	<b>2,579,132</b>	<b>2,318,964</b>
<b>Buildings</b>	<b>3,350,864</b>	<b>1,538,674</b>	<b>902,920</b>
60217.12. Kindergarten Capital Expenses	0	0	6,660

CAPITAL WORKS	2023/24 Total Budget	2023/24 YTD Budgets December	2023/24 YTD Actuals December
60217.24. Worsley Cottage - Internal and external wall repairs	0	0	8,506
60217.25. Building Renewal - Unallocated	100,000	49,998	25,247
60217.26. Maryborough Railway Station Activation Project	0	0	240,441
60616.07. Goldfields Family Centre (CCC) Kitchen Renewal	20,000	0	9,000
60800.03. Youth Hub Scoping and Feasibility	50,000	0	0
61511.16. Maryborough Town Hall Painting	0	0	21
61511.26. Maryborough Town Hall - Building Upgrade	1,009,546	504,768	58,196
61511.27. (LRCI 3) Hall Improvements - Talbot	0	0	663
61511.28. Carisbrook Town Hall (Design and Scoping)	100,000	0	14,309
61511.29. Dunolly Town Hall (Design and Scoping)	100,000	0	18,897
61511.31. Talbot Town Hall (Design and Scoping)	100,000	0	14,309
61565.03. Talbot Museum Design (Repair Works)	40,000	0	15,025
61565.12. Building Insurance Risk Reduction Upgrades	0	0	3,168
61611.17. Art Gallery Expansion	0	0	1,150
61611.18. Art Gallery Development (Phases 2 and 3)	0	0	2,650
61611.22. Art Gallery - Indigenous Interpretive Garden - Stage 2 & 3	262,500	0	84,048
62121.74. MSLC Roof Renewal (Design and Scoping)	200,000	0	14,871
62470.28. Carisbrook Recreation Reserve Upgrades Stage 1 Project	0	0	88,170
62470.291. Carisbrook Recreation Reserve Upgrades Stage 2	0	0	120,902
62470.55. Deledio Reserve Netball Courts Redevelopment	849,000	849,000	27,686
63713.31. Closed Depot - Administration Block	0	0	240
63713.36. Depot Renewal Works	50,000	0	26,628
64225.02. Rene Fox Gardens Toilet Refurbishment	200,000	0	48,007
64751.014. Building Upgrades Civic Centre	269,818	134,908	74,128
<b>Land Improvements</b>	<b>2,455,912</b>	<b>1,040,458</b>	<b>1,416,044</b>
60181.01. Energy Breakthrough (EB) Land Improvements	61,912	30,954	82,789
60216.21. Bike Racks New	0	0	2,707
60374.12. DSE Works Talbot Recreation Reserve Oval & Netball Courts	0	0	1,109

CAPITAL WORKS	2023/24 Total Budget	2023/24 YTD Budgets December	2023/24 YTD Actuals December
62121.7. Recreation Planning - Splash Park	30,000	0	1,529
62121.73. Whirrakee Rise Public Space Enhancement	0	0	6,861
62316.03. Maryborough Outdoor Pool - Octagon Pool, Pavilion & Plant Room Heritage Works	900,000	0	694,326
62316.04. (LRICI 3) Pool Upgrades Dunolly, Talbot and MSLC Pool Maintenance Works	315,000	315,000	170,092
62316.15. Swimming Pool Renewal	0	0	104,195
62400.01. Renewal Ovals	0	0	93
62400.16. Parks Renewal	12,000	0	126
62400.18. Parks Renewal Derby Road Beautification Stage 3	40,000	0	30,145
62410.01. Renewal Surrounds	0	0	41
62411.03. Gordon Gardens Master Plan Works	150,000	0	0
62421.21. Rubbish Bins Renewal General	10,000	5,004	0
62430.01. Renewal Playgrounds	15,000	7,500	0
62430.06. Playground Works Bowenvale	50,000	25,000	15,954
62470.12. Carisbrook Rec Reserve Bore Project	0	0	477
62470.3. Maryborough Skate and Scooter Park	0	0	348
62470.31. Goldfields Reservoir Dam Stabilisation	337,000	337,000	85,620
62470.32. Maryborough Tennis Centre Multi Use Courts Development	320,000	320,000	4,137
62495.26. Princes Park Grandstand and Changerooms (Design and Scoping)	200,000	0	81,976
62495.27. Princes Park Cricket Wicket Rebuild Project	0	0	13,703
62651.03. Backflow Prevention Valves P&G Sprinkler Systems	0	0	147
63820. Asset Clearing Account	0	0	2,439
64110.61. Talbot & Dunolly - Concrete Under Bins	0	0	4,983
64110.79. Transfer Station Upgrades(Carisbrook,Dunolly,Talbot) Kerbside	0	0	112,246
64150.02. Recycled Watermain Replacement	15,000	0	0
<b>Grand Total</b>	<b>18,549,220</b>	<b>8,756,846</b>	<b>4,833,413</b>

KPI TRACKER	2022/23 ACTUAL	2023/24 BUDGET (FULL YEAR)	2023/24 ACTUAL (YTD)	Commentary
Underlying Surplus/(Deficit) \$	(4,011,245)	(2,737,000)	(2,228,257)	On track
Underlying Surplus/(Deficit) %	-13.7%	-8.7%	-17.8%	Behind target due to timing of grants
Working Capital %	121.2%	151.0%	116.7%	Behind full year target however will improve with full rate payments due (estimated \$7m in February)
Unrestricted Cash	7,787	11,145	1,013	Behind full year target however will improve with full rate payments due (estimated \$7m st February)
Expenditure Level (Rates efficiency)	4,201	3,904	2,057	On track
Revenue Level (Rates efficiency)	1,474	1,516	764	On track
Rates Concentration	81.48%	56.0%	83.10%	Timing of capital grants
Indebtedness	11.9%	23.0%	22.9%	Debt on hold, remains steady

#### Definitions

<b>Underlying Surplus</b>	The result if we remove Capital Grant funding
	Adjusted underlying result/Adjusted underlying revenue
<b>Working Capital %</b>	Councils ability to meet their debts as they fall due
	Current Assets/ Current liabilities
<b>Unrestricted Cash</b>	Cash balance available for Council to use at their discretion
	Cash balance less prepaid grants
<b>Expenditure Level (Rates efficiency)</b>	Council expenditure per property
	Total expenses/number property assessments
<b>Revenue Level (Rates efficiency)</b>	Average rate amount per property assessment (excluding waste)
	Total rate revenue/number properties
<b>Rates Concentration</b>	Rates compared to adjusted underlying revenue
	Rate revenue/ adjusted underlying revenue
<b>Indebtedness</b>	The ability for Council to repay their borrowings
	Non current liabilities/own sourced revenue

## 8.2 FLOOD RECOVERY UPDATE

**Author:** Manager Finance/Manager Infrastructure

**Responsible Officer:** General Manager Corporate Performance

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

### SUMMARY/PURPOSE

The purpose of this report is to brief Councillors on the status of Flood Recovery works and associated funding.

### RECOMMENDATION

That Council Received and notes the Flood Recovery Update report noting the reduction in spend on DRFA works.

### BACKGROUND INFORMATION

Central Goldfields Shire experienced damage to various infrastructure following the flooding event on 9 October 2022.

This is listed as event with Australian Government reference number (AGRN) 1037.

There are four types of funding either received or being submitted by Council following this event which are outlined in the table below.

Grant Name	Funding Body	Purpose	Delivery to June 2025
Council Flood Support Fund	Department of Jobs Precincts and Regions (DJPR)	Support Councils in the recovery following October flood event. This is being utilised to fund the position of Flood Claims Officer as well as initial flood recovery works (debris removal, waste costs, and clean up)	\$0.5m



Flood Works	Natural Disaster Financial Assistance	CAT A -Counter Disaster Operations (CDO) and	\$9.8m
	(NDFA), under the DRFA funding	CAT B - Emergency Works (EWK) Immediate Reconstruction Works (IRW) & Reconstruction of Essential Public Assets (REPA)	
Community Recovery Officer	Emergency Recovery Victoria	Support Officer to support community	\$0.12m
Community Recovery Hubs	Emergency Recovery Victoria	Training for staff and community. Events relating to and for community recovery	\$0.11m

Council was also notified earlier in the financial year that Betterment Funding has been allocated to Central Goldfields Shire Council.

There are guidelines provided which identify works which may be eligible for this funding.

DRFA defines Betterment as '...the restoration or replacement of an essential public asset to a more disaster resilient standard than its pre-disaster standard'.

Such works are in addition to the Standard Treatments covered by 'EPAR,' which refers to the restoration or replacement of an essential public asset to a like for like standard that the asset existed in prior to the disaster event.'

Council is expected to contribute an additional 5% towards betterment of assets identified. The identified assets require certified estimates to be submitted by 31 March 2024 to utilise this funding.

## REPORT

### ***COUNCIL FLOOD SUPPORT FUND (CFSF)***

As noted above, the CFSF is being utilised to cover the salary costs of the Flood Claims Officer. \$250k has been received in the 2022/23 year and a further \$250k in the 2023/24 year.

Initial flood recovery works have been acquitted, and the ongoing cost for the Flood Claims Officer position will be acquitted in June 2025.

### ***DRFA CLAIMS***

Following initial assessments completed by Shepherds Services, the estimated cost to remediate Council's assets was \$9.8m.

The spend was anticipated to be spread over three years (2022-23 through to 2024-25).

Following a review jointly undertaken by Council officers, RMG (contractors) and Department of Transport Lead Assessor, the anticipated spend was reduced.

The review identified a number of roads which were not Council assets, duplicate items and areas which did not service an essential public asset (school route, church, station).

A significant reduction in spend can also be attributed to the reduced estimated costs as a market response from panelled contractors, compared to what was anticipated by Shepherds Services.

The anticipated spend on flood works is now expected to be

\$4.332m Funds spent 2022/23	\$875k
October 2023 YTD	\$823k
November/December 2023	\$1,422k

January - March 2024 \$1,331k

**TOTAL** **\$4,332k**

Taking into consideration the large cash outlay for Council, a prepayment of cash was sought and approved.

The first was approved and paid in June 2023 (\$1.498m), and a second has been paid in December 2023 (\$0.889m).

Flood Works project management, specifically DRFA, is currently being handled by RMG Services. RMG was chosen after initial evaluations conducted by Shepherds Services.

It is worth mentioning that the initial estimated expenditure was considerably higher at \$9.8m compared to the current estimate of \$4.3m.

DRFA have specific guidelines for external management costs as per the table below

Phase	Development		Implementation		Finalisation		TOTAL	
Discipline	Range	Typical	Range	Typical	Range	Typical	Range	Typical
Project Management	1% - 2%	1%	1% - 2%	1%	1%	1%	3% - 5%	3%
Investigations & Design	0.5% - 12%	6%	0% - 3%	0%			0.5% - 15%	6%
Contract Administration			1.5% - 10%	7%			1.5% - 10%	7%
<b>TOTAL</b>	<b>1.5% - 14%</b>	<b>7%</b>	<b>2.5% - 12%</b>	<b>8%</b>	<b>1%</b>	<b>1%</b>	<b>5% - 30%</b>	<b>16%</b>

Shepherds Services is responsible for "Investigations and Design" while RMG Services handles "Project Management and Contract Administration".

The projected total expenditure for RMG Services is expected to be \$711k.

Although this falls within the DRFA's acceptable spending range based on the original estimate of \$9.8m, it now poses a risk to Council.

With the overall flood works expenditure reduced, but RMG costs remaining similar, the external costs for Project Management and Contract Administration represent 16% of the total, surpassing the anticipated range established by DRFA for claim coverage.

This situation potentially exposes the Council to the possibility of not being fully reimbursed for these costs.

The issue is actively being managed to mitigate the risk through cost monitoring and discussions with Department of Transport and Planning assessment staff.

### **COMMUNITY RECOVERY OFFICER**

Support Officer position started in May 2023.

The work the role is undertaking will be acquitted on delivery of the

program. This is combined with the initial clean up works carried out post

the event.

### **COMMUNITY HUBS**

Whilst the spend against this funding has not been approved in writing as yet, Emergency Management team has verbal approval to undertake spend.

### **CONCLUSION**

The quantum of funded flood recovery works has been revised down from the initial estimate of \$9.8m to \$4.3m following the work undertaken as detailed in the report above.

The 2023/24 forecast will be updated to reflect this updated amount.

Given the cash outlay for these works and to prudently manage our cashflow requirements two prepayments have been approved noting \$2.387m total has been received.

Other components remain as expected for the support and recovery elements.

### **ATTACHMENTS**

Nil

### 8.3 FINANCE FORECAST REVIEW REPORT

**Author:** **Manager Finance**

**Responsible Officer:** **General Manager Corporate Performance**

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

#### **SUMMARY/PURPOSE**

The purpose of this report is to advise Council on the 2023-24 financial forecast and how it compares against the adopted budget, noting any material differences.

#### **RECOMMENDATION**

That Council Receives and notes the attached Financial Forecast Report for the period to 30 June 2024.

#### **LEGISLATION AND POLICY CONTEXT**

Central Goldfields Shire Council's Council Plan 2021-2025 - Our Growing Economy

The Community's vision 4. Effective and sustainable financial management.

Initiative: Review budget and financial reporting processes to improve monitoring of financial performance.

#### **BACKGROUND INFORMATION**

This finance forecast report is provided for the period 01 July 2023 - 30 June 2024. The report compares the forecast income statement against the adopted budget.

#### **Income Statement**

The financial budgeted operating result is a surplus of \$9.6 million and an adjusted underlying deficit of \$2.7m.

The forecasted operating result is a surplus of \$5.8m (\$3.8m variance) and an adjusted underlying deficit of \$4.1m (\$1.4m variance).

The below table outlines the material differences between budget and forecast for both Operating Result and adjusted underlying result.

Item	Operating Result	Adjusted Underlying Result	Commentary
Flood Works	(2,574,254)	0	Flood works originally anticipated to be \$6.8m in 2023/24 however now anticipated to be less. This is capital in nature so does not impact underlying result.  Please refer separate report Flood Works Update.
Depreciation (revaluation and additional assets)	(512,026)	(512,026)	Infra revaluation - \$279,853 New assets - \$232,172
Backfilled positions	(352,686)	(352,686)	Payroll, Strategic Planner, Statutory Planner
Goldfields Family Centre user fees/grant revenue	(91,527)	(91,527)	Three-month period of reduced staffing resulting in reduced revenue. Initial budget of  340 sessions x 51 weeks open x \$120 per session (\$2.08m)  During period of reduced staffing this was on average 321 sessions per week.
Building permit/information fees	(91,000)	(91,000)	Reduction in building permits/information fees requested hence a reduction in revenue
Overtime	(77,375)	(77,375)	Additional expenditure for overtime - largest balances Being:  Community Services \$28k Statutory Services \$20k Operations \$13k

Reduction parking fines	(66,000)	(66,000)	<p>Budgeted as \$75k in parking fines over the year, however now anticipating \$9k.</p> <p>Originally anticipated to issue 1150 parking fines over the 12 months.</p> <p>Parking fines not initiated from July, coupled with an education program have resulted in a reduction in anticipated fines.</p>
Talbot Futures (timing difference)	(60,000)	(60,000)	<p>Timing difference of Council contribution. At budget adoption, this project was anticipated to be finished in the 2022/23 year.</p>

### **Capital Works**

1. The capital works statement forecasts an annual spend of \$18.4m

The variance is \$0.2 million unfavourable to budget.

### **Material Variances:**

Flood Works	(\$2.574m)	Please refer separate report Flood Works Update
Roads to Recovery - Porter Avenue	\$463k	Project anticipated to be complete by June 2023. Timing of completion only
Maryborough Railway Station Activation	\$222k	Project anticipated to be complete by June 2023. Timing of completion only

Maryborough Outdoor Pool (Octagon Pool, Pavilion, and Plant Room)	\$536k	Updated carry forward balance. Anticipated additional spend in 2022/23 year now included in 2023/24 year
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Princess Park Cricket Wicket rebuild	\$100k	New funding announced in 2023/24 year
Pool Upgrades (Dunolly, Talbot & MSLC) - LRCI	\$354k	Updated carry forward balance. Anticipated additional spend in 2022/23 year now included in 2023/24 year

### Cash impact Statement.

	<u>2022/23</u> <u>Total</u> <u>Forecast</u>
Surplus / (Deficit)	5,710,905
Add Back Depreciation and Amortisation	7,623,176
<b>Cash Impact Profit and Loss</b>	<b>13,334,081</b>
Less Capital Expenditure	18,391,246
<b>Total</b>	<b>(5,057,165)</b>
Add Back Grant funding carried forward into 2023-24	8,239,927
<b>Cash Impact Surplus / (Deficit)</b>	<b>3,182,762</b>

The forecast cash impact on the business is a surplus of \$3.2m

The finance team has undertaken extensive departmental forecast reviews with all departments to discuss forecast revenue and expenditure for the period January 2024 - June 2024.

The review has considered spend and income received YTD, comparison to budget and any known changes to budget.

The forecast has been influenced by external events such as the flood repair works and the increasing CPI impact on cost of goods and services for the remainder of the financial year.

There has also been several unbudgeted operating and capital grants which has also impacted the result.

### **CONSULTATION/COMMUNICATION**

Internal only required for this report.

### **FINANCIAL & RESOURCE IMPLICATIONS**

The financial statements were prepared internally by Council officers.

## **RISK MANAGEMENT**

This report addresses Council's strategic risk Financial sustainability - Failure to maintain our long term financial sustainability .

Any risks in relation to this report have been discussed in the report above.

## **CONCLUSION**

The business has forecast an operating surplus of \$5.8 million as compared to a budget of \$9.6m.

Savings have been recognised notably in employee costs with vacancies across the organisation.

The business has forecast capital expenditure of \$18.4m which is in line with budget, albeit with variances across projects.

Surplus funds have been invested to ensure interest earnings are maximised, and cash flows continue to be monitored closely.

## **ATTACHMENTS**

8.3.1 Income Statement

8.3.2 Capital works report.

### 8.3.1 Income Statement For Period 2023/24 - December

Report Category - Type	2022/23 YTD Actuals	2023/24 Total Budget	2023/24 YTD Actuals December	2023/24 Total Forecast	Variance Forecast to Budget
<b>Income</b>	41,675,028	43,838,906	17,795,627	42,382,496	(1,456,410)
Rates and service charges	16,627,081	17,448,160	8,768,347	17,537,255	89,095
Contributions - monetary	271,046	128,273	248,269	142,322	14,049
Grants - capital	8,846,593	12,340,136	1,987,654	9,902,350	(2,437,786)
Grants - Operating	12,421,218	10,377,081	5,255,941	11,660,772	1,283,691
Other Income	1,006,801	830,912	345,837	939,424	108,512
Statutory fees and fines	565,330	662,916	238,342	502,914	(160,002)
User Charges	1,936,959	2,051,428	951,237	1,697,458	(353,970)
<b>Expenses</b>	(36,839,679)	(34,235,965)	(18,036,229)	(36,578,581)	(2,342,616)
Bad and doubtful debts	(22,575)	(1,000)	(731)	(1,000)	0
Borrowing costs	(94,755)	(36,320)	(60,153)	(91,605)	(55,286)
Depreciation	(6,910,534)	(7,111,150)	(3,816,876)	(7,623,176)	(512,026)
Employee costs	(15,457,037)	(15,851,546)	(7,711,315)	(14,873,210)	978,336
Materials and services	(13,930,664)	(10,876,757)	(6,294,760)	(13,612,365)	(2,735,608)
Net loss on disposal of property, infrastructure, plant and equip	(64,170)	0	3,097	0	0
Other Expenses	(359,945)	(359,192)	(155,491)	(377,225)	(18,033)
<b>Grand Total</b>	4,835,348	9,602,941	(240,603)	5,803,915	(3,799,026)

\*Report Contains Filters

### 8.3.2 Capital Works Statement

Capital Works Budget	Original Budget		Updated Carry Forward/Budget		Forecast Capital Works
	2023/24 Total Budget	Original Carry Forward	Updated Carry Forward	Updated Capital Works Budget	Forecast Capital Works
63241.01. Minor Culverts Renewal	15,500		0	15,500	0
63330.622. Major Culvert Renewal Program	80,000		0	80,000	0
<b>Bridges and Culverts</b>	<b>95,500</b>	<b>0</b>	<b>0</b>	<b>95,500</b>	<b>0</b>
63271.01. Kerb & Channel Renewal	50,000		0	50,000	50,000
64306.25. Tabledrain Renewals	70,000		0	70,000	50,000
Main Drain Renewal Carisbrook and Maryborough	50,000		0	50,000	50,000
64306.21. Drainage Renewal	100,000		0	100,000	50,000
64306.347. Carisbrook Drainage Mitigation Levee (NFMP)	0		31,551	31,551	71,551
<b>Drainage</b>	<b>270,001</b>	<b>0</b>	<b>31,551</b>	<b>301,552</b>	<b>271,552</b>
63251.01. Street Furniture Renewal	30,600		0	30,600	20,600
63261.01. Signs Renewal	0		10,421	10,421	10,421
63281.01. Traffic Control Facilities Renewal	10,000		0	10,000	(0)
63360.01. Signs New	0		4,858	4,858	4,858
63410.02. (LRCI 3) Extension	0		1,200	1,200	1,200
63510.02. Aerodrome Fence Renewal	220,000	110,000	110,000	220,000	220,000
63510.07. Aerodrome General Maintenance	0	0	0	45,000	45,000
<b>Other Infrastructure</b>	<b>260,600</b>	<b>110,000</b>	<b>126,479</b>	<b>277,079</b>	<b>257,079</b>
63352.01. Streetscape Renewal	15,000		0	15,000	15,000
<b>Parks, Open Spaces and Streetscapes</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>15,000</b>	<b>15,000</b>
63291.01. Pathways Renewal	100,000		0	100,000	55,000
63390.01. Pathways New	120,000		0	120,000	120,000
<b>Pathways</b>	<b>220,000</b>	<b>0</b>	<b>0</b>	<b>220,000</b>	<b>175,000</b>
63200.01. Design Capital Works	150,000		0	150,000	150,000
63210.132. Road Renewal Porter Avenue FY22-23 (R2R \$289,546/CGS \$310,454K)	0		463,006	463,006	456,771
63210.4. Major Patches RG	135,000		0	135,000	100,000
63210.134. Road Renewal Cotswold Road FY22-23 (R2R \$500K)	0		1,518	1,518	1,518
63212.01. Sealed Road Shoulders Renewal	100,000		0	100,000	100,000
63215.01. Unsealed Roads Renewal	340,000		0	340,000	340,000
63220.01. Seals Renewal Reseals	640,000		0	640,000	640,000
63220.011. Seals Renewal Asphalt	190,000		0	190,000	160,000
Flood Recovery works	6,880,000		0	4,332,000	4,332,000
63210.137 Road Renewal Frost Avenue FY23-24 (R2R \$400K)	400,000		0	400,000	400,000
63210.138 Road Renewal Burns St Tuaggra to Nolan Sts FY23-24 (R2R \$462K)	629,000		0	629,000	629,000
63210.139 Road Renewal Clunes Mt Cameron Rd FY23-24 (R2R \$550K)	550,090		0	550,090	550,090
<b>Roads</b>	<b>10,014,090</b>	<b>0</b>	<b>464,524</b>	<b>7,930,614</b>	<b>7,859,379</b>
<b>Infrastructure</b>	<b>10,875,190</b>	<b>110,000</b>	<b>622,554</b>	<b>8,839,744</b>	<b>8,578,009</b>
64751.33. IT Strategy			0	0	0
Business systems uplift	71,500		0	71,500	71,500
Infringements implementation project	50,000		0	50,000	50,000
Procurement Management System	18,000		0	18,000	0
Sharepoint architecture design and implement project	35,000		0	35,000	35,000
Digital Presence (Branding, website and socials uplift)	45,000		0	45,000	0
64751.362. IT Strategy Initiatives - Human Resources Information System	80,000	80,000	80,000	80,000	80,000
64751.44. Rural Council Transformation Program (RCT)	569,755		0	569,755	569,755
64751.363. IT Strategy Initiatives - Financial Management System and Payroll	20,000		0	20,000	20,000
64751.04. PC Network/Hardware	65,000	65,000	65,000	65,000	65,000
64751.37. Field and Mobility Services Module	88,000	88,000	88,000	88,000	88,000
<b>Fixtures, Fittings and Furniture</b>	<b>1,042,255</b>	<b>233,000</b>	<b>233,000</b>	<b>1,042,255</b>	<b>979,255</b>
63820.91. Operating Plant WIP	505,000		0	505,000	505,000
63820.93. Vehicles Cars WIP	200,000		0	200,000	200,000
63820.94. Vehicles Utes WIP	120,000		0	120,000	120,000
<b>Plant and Equipment</b>	<b>825,000</b>	<b>0</b>	<b>0</b>	<b>825,000</b>	<b>825,000</b>
<b>Plant and Equipment</b>	<b>1,867,255</b>	<b>233,000</b>	<b>233,000</b>	<b>1,867,255</b>	<b>1,804,255</b>
60217.26. Maryborough Railway Station Activation Project	0		222,415	222,415	222,415
60217.24. Closed Worsley Cottage - Internal and external wall repairs	0		8,506	8,506	8,506
60217.25. Building Renewal - Unallocated	100,000		0	100,000	100,000
61511.26. Maryborough Town Hall - Building Upgrade	1,009,546	220,000	220,000	1,009,546	1,009,546
61565.12. Building Insurance Risk Reduction Upgrades	0		3,168	3,168	3,168
61611.22. Art Gallery - Indigenous Interpretive Garden - Stage 2 & 3	262,500	262,500	314,837	314,837	314,837
61611.18. Art Gallery Development (Phases 2 and 3)	0		2,650	2,650	2,650
61611.17. Art Gallery Expansion	0		1,150	1,150	1,150
62470.291. Carisbrook Recreation Reserve Upgrades Stage 2	0		34,026	34,026	34,026
62470.55. Deledio Reserve Netball Courts Redevelopment	849,000		0	849,000	849,000
64225.02. Rene Fox Gardens Toilet Refurbishment	200,000	200,000	200,000	400,000	400,000
64751.014. Building Upgrades Civic Centre	269,818	269,818	269,818	539,636	539,636
62121.74. MLC Roof Renewal (Design and Scoping)	200,000		0	200,000	200,000
60800.03. Youth Hub Scoping and Feasibility	50,000		0	50,000	0
62495.26. Princes Park Grandstand and Changerooms (Design and Scoping)	200,000		0	200,000	200,000
61511.28. Carisbrook Town Hall (Design and Scoping)	100,000		0	100,000	100,000
61511.29. Dunolly Town Hall (Design and Scoping)	100,000		0	100,000	100,000
60616.07. Goldfields Family Centre Kitchen renewal	20,000		0	20,000	20,000

61511.31. Talbot Town Hall (Design and Scope)	100,000		0	100,000	100,000
63713.36. Depot Renewal Works	50,000		0	50,000	50,000
<b>Buildings</b>	<b>3,510,864</b>	<b>952,318</b>	<b>1,276,570</b>	<b>4,304,934</b>	<b>4,254,934</b>
60181.01. Energy Breakthrough (EB) Land Improvements	61,912	61,912	61,912	61,912	61,912
62121.7. Recreation Planning - Splash Park	30,000	30,000	30,000	30,000	30,000
62121.73. Whirakee Rise Public Space Enhancement	0		30,000	30,000	30,000
62316.04. (LRCl 3) Pool Upgrades Dunolly, Talbot and MSLC Pool Maintenance Works	315,000	315,000	669,004	669,004	669,004
62316.03. Maryborough Outdoor Pool - Octagon Pool, Pavilion & Plant Room Heritage Works	900,000	750,000	1,436,141	1,436,141	1,436,141
62400.18. Parks Renewal Derby Road Beautification Stage 3	40,000	40,000	40,000	40,000	30,145
62400.16. Parks Renewal	12,000		0	12,000	12,000
62411.03. Gordon Gardens Master Plan Works	150,000	150,000	150,000	150,000	150,000
62421.21. Rubbish Bins Renewal General	10,000		0	10,000	7,000
62430.01. Renewal Playgrounds	15,000		0	15,000	15,000
62430.06. Bowenvale Playground Works	50,000		0	50,000	50,000
61565.03. Talbot Museum Design	40,000		0	40,000	35,000
62470.32. Maryborough Tennis Centre Multi Use Courts Development	320,000	320,000	320,000	640,000	640,000
62470.31. Goldfields Reservoir Dam Stabilisation	337,000	337,000	552,846	552,846	552,846
62495.27. Princes Park Cricket Wicket Rebuild Project				100,000	100,000
64150.02. Recycled Watermain Replacement	15,000		0	15,000	0
<b>Land Improvements</b>	<b>2,295,912</b>	<b>2,003,912</b>	<b>3,289,903</b>	<b>3,851,903</b>	<b>3,819,048</b>
<b>Property</b>	<b>5,806,776</b>	<b>2,956,230</b>	<b>4,566,473</b>	<b>8,156,837</b>	<b>8,073,982</b>
<b>Grand Total</b>	<b>18,549,221</b>	<b>3,299,230</b>	<b>5,422,027</b>	<b>18,863,836</b>	<b>18,456,246</b>

## 8.4 TINY TOWNS FUND

**Author:** Manager Project Management Office

**Responsible Officer:** General Manager Infrastructure Assets and Planning

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

### SUMMARY/PURPOSE

The purpose of this report is to inform the Councillors on the Tiny Towns Fund (TTF), and the approach taken in making applications to the Fund.

### RECOMMENDATION

That Council:

1. notes the applications made to the Tiny Towns Fund,
2. notes the support offered to community groups,
3. Commits the required co-contribution in any successful applications to Councils 2024/25 budget.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Our Spaces and Places, and Our Community's Wellbeing

The Community's vision 3. Engaging places and spaces for people to live, work, play and connect.

Initiative: Four Year Capital Works Plan/Long Term Capital Works Plan

2024 Central Goldfields Shire Volunteer Strategy and Action Plan

Tourism and Events Strategy 2020-2025

Bealiba and District Community Plan

Bet Bet and District Community Plan

Carisbrook and District Community Plan

Dunolly and District Community Plan

Carisbrook and District Community Plan

Majorca and District Community Plan  
Talbot and District Community Plan

Timor and District Community Plan

## **BACKGROUND INFORMATION**

The Victorian Government has established the new Tiny Towns Fund (TTF), investing \$20 million over four years, starting in 2023-24.

The TTF aims to support local projects in communities with a population of 5,000 people or less.

The Fund will support the delivery of community infrastructure, facilities, and capacity-building projects in Victoria's smallest towns.

The TTF will be administered by Regional Development Victoria, part of the Department of Jobs, Skills, Industry and Regions, with support from the Office for Suburban Development.

## **REPORT**

On 27 November, Regional Development Victoria (RDV) opened the Tiny Towns Fund for applications.

The Fund, which will support the delivery of community infrastructure and capacity building projects invite applications from Local Government organisations and non-profit community groups.

Applicants may apply for a minimum grant of \$5,000 and a maximum grant of \$50,000 (excluding GST) per project.

For rural Councils such as the Central Goldfields Shire, a 25% cash co-contribution is required per application, and in-kind support will not be accepted as a co-contribution.

For any community group applications, their co-contribution must be 20%.

Of that, 50% can be in-kind support.

There is no limit on the number of applications by one organisation or group, however organisations may not apply for two projects in the one application.

Applications close 5pm 25 February 2024.

## Eligible projects

Eligible infrastructure and facilities activities include:

- refurbishment and upgrades to community facilities including libraries, community halls, hubs and sporting infrastructure that will support local people and groups to connect better
- improvements of public spaces, activity centres and street beautification that encourage use including public art, street furniture, drinking fountains and greenery, the creation of community gardens, park upgrades and dog parks
- updates to local tourism attractions such as splash parks, hiking trails and playgrounds to encourage visitation
- the improvement or creation of space to support community art and creativity
- development or improvement of community gathering spaces, such as community gardens, amphitheatres or BBQs
- enhancements to safety, accessibility, and connections into and within shopping strips and activity centres to enable access for all including accessible paths and lighting.
- refurbishment and upgrades to community facilities and/or public spaces that encourage inclusion of traditionally marginalised groups including Aboriginal and Torres Strait Islander Victorians, people living with disability, LGBTQIA+ communities, and people from culturally and linguistically diverse (CALD) backgrounds
- planning projects, including community infrastructure feasibility plans leading to activation of community projects.

Eligible community capacity building activities:

- networking and relationship building activities and projects that promote participation in community life such as community arts projects, community building days, community volunteer projects
- activities and projects that support community building and inclusion through celebrating culture, embracing diversity, and building community cohesion and connection.
- projects that support Traditional Owner communities and groups to enhance and promote Aboriginal and Torres Strait Islander culture, community and economic development, participation and leadership.



### **Identified projects for Central Goldfields**

Officers from the Project Management Office, Community Partnerships, Infrastructure, Operations, and Tourism Events and Culture departments identified shovel-ready projects which align with the funding guidelines and Council/community priorities.

The aim is to have as many projects as possible funded to supplement the capital works program and annual plan projects to therefore reduce the amount of capital investment from Council and achieve greater value for money for the community.

A table with the identified projects is shown below.

<b>Township</b>	<b>Initiative</b>	<b>Strategic Link</b>	<b>Total Budget</b>	<b>Project Grant Amount</b>	<b>Community contribution required (not but recommended where possible)</b>	<b>Proposed Council Co-Contribution</b>
<b>Adelaide Lead</b>	Install plumbing to allow water to the Hall	Council Plan - Our Spaces and Places	\$12,000	\$9,000	NIL	\$4,000
<b>Bealiba</b>	Restore horse trough and relocate	Community Plans	\$28,750	\$21,563	NIL	\$7,187
<b>Bowenvale</b>	Playground relocation	Council Plan - Our Spaces and Places	\$70,000	\$50,000	NIL	\$20,000

<b>Carisbrook</b>	Tullaroop Leisure Centre upgrades - squash court restoration, main court resealing, carpet and security upgrades.	Community Plan  Council Plan - Our Spaces and Places	\$75,000	\$50,000	NIL	\$25,000
<b>Carisbrook</b>	Gazebo and landscaping at Market Reserve	Council Plan - Our Spaces and Places	\$28,750	\$21,563	\$8,895	\$1,708
<b>Carisbrook</b>	Lions Club Building Repaint	Council Plan - Our Spaces and Places	\$34,500	\$25,875	NIL	\$8,625

<b>Carisbrook</b>	Town Hall Minor Renewal - Stonework and render repairs internally / major visual cacking	Council Plan - Our Spaces and Places Priority Projects Plan	\$30,000	\$22,500	In-kind	\$7,500
<b>Carisbrook</b>	Solar lighting along Tullaroop Reservoir	Council Plan - Our Spaces and Places	\$75,000	\$50,000	NIL	\$25,000
<b>Dunolly</b>	Senior Citizens Hall Renewal - Switchboard and Heating / Cooling Upgrade	Council Plan - Our Spaces and Places	\$41,400	\$31,050	NIL	\$10,350
<b>Dunolly</b>	Playground improvements at Dunolly Netball Courts	Council Plan - Our Spaces and Places	\$46,000	\$34,500	\$5,000	\$6,500

<b>Dunolly</b>	Town Hall Minor Renewal - Rejuvenating office space (ex-Welcome Record Offices)	Council Plan - Our Spaces and Places  Priority Projects Plan	\$50,000	\$38,500	NIL	\$12,500
<b>Majorca</b>	Fencing at Cemetery	Community Plans	\$50,000	\$38,500	NIL	\$12,500
<b>Talbot</b>	ANA Hall Restump, structural repairs, re-lay flooring, pressed metal repairs and rood repairs.	Council Plan - Our Spaces and Places  Priority Projects Plan	\$100,000	\$50,000	\$25,000	\$25,000

Shire-wide	Series of workshops to build community capacity through skill development in grant writing, event management, governance and partnership development. Hosted in Dunolly with interested community members from across Shire small towns to be invited.	Community Plans Council Plan	\$20,000	\$15,000	NIL	\$5,000
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### **Supporting community groups to make applications.**

When meeting to identify potential projects, a draft approach to best support community groups in making their applications was formed. Council could have been asked to support community groups in the following ways:

- Providing owners' consent and letter of support where the initiative will renew, upgrade or create Council asset, or
- Providing a letter of support for the initiative as the Local Government Authority.

To ensure fairness and transparency in Councils support for community initiatives, consistency was applied. Officers took a principles-based approach, where support was provided to community initiatives (by way of letters of support / providing owners consent where the initiative is related to a Council asset) when the initiative met the following criteria:

- The initiative aligns with or is identified in the Council Plan / Community Plans / other Council Strategic documents as community priorities,
- Where it is a Council asset, the initiative aligns with or is identified in the Four-year (LTCW) capital works plan / previously identified critical asset renewal needs,
- Where it is a Council asset, Council will be the Project Manager and input to the application will be required regarding scope and budget,
- The initiative can be delivered with the TTF funding alone (e.g. specialised investigations or other indirect upgrades would not be required at Council cost to facilitate the project).

Council has publicised this opportunity through its social media channels, included the funding opportunity in the Council News advertisement and re-shared State Government marketing of the Fund.

Officers from the PMO and Community Partnerships teams managed these enquiries to ensure that the community had access to the same consistent advice when making a request for support for their initiative.

At the time this report was prepared, Council has received an enquiry from the Carisbrook Disaster Recovery Group who were interested in installing solar lights along the Tullaroop Creek walking track.

Additionally, community members from Adelaide Lead and Daisy Hill approached Council for assistance to arrange plumbing to their hall and to purchase a BBQ respectively.

Two of these three proposals have been supported and are included in the applications made. Standalone equipment such as BBQs as requested by members of the Daisy Hill community are ineligible under the Fund.

Officers will work continue with these community members to seek out alternative funding to assist.

## CONSULTATION/COMMUNICATION

Council consulted with staff from RDV to gain further insights on the funding guidelines and to seek feedback on some of the projects and initiatives initially flagged as opportunities under this Fund.

Officers also consulted with community groups in the preparation of the applications made to the Fund.

As community groups are also eligible to apply, Council has publicised this opportunity through its social media channels, inclusion in the Council News advertisement and re-shared State Government marketing of the Fund.

## FINANCIAL & RESOURCE IMPLICATIONS

All applicants are required to make a co-contribution towards the proposed project budget. The co-contribution may come from the Council or from other sources (Federal Government Agencies, partners etc) but must not be from other Victorian Government programs or sources.

As Central Goldfields Shire Council has been identified as a rural Council, the co-contribution required is 25% of the total proposed project budget. Co-contributions must be in-cash. In-kind contributions will not be recognised for Local Government organisations.

Should all applications proposed in this report be successful, Council would be required to contribute:

- \$165,870 in *capital expenditure* (to complete \$641,400 in projects) in its' 2024/25 Annual Budget, and
- \$5,000 in *operational expenditure* (to complete \$20,000 projects) in its' 2024/25 Annual Budget.

This is an opportunity for Council to fund and supplement elements of its 2024-25 capital works program, therefore acquiring greater value for money for the community with less capital investment and potentially unlocking available cash-flow for other priority projects in its capital program.

## RISK MANAGEMENT

This report addresses Council's strategic risks:

- *Property and Assets - Failure to maintain, renew and expand our assests in a timely and robust way, that considers service and delivery needs by seeking external funding to support the renewal of critical community assets, and*
- *Community Wellbeing - Failure to recognise and manage the impacts of changing social and economic conditions on the community by seeking external funding to develop and implement community capacity building programs, and*



- *Financial Sustainability - Failure to maintain our long-term financial sustainability by seeking external funding to assist in the delivery of our four-year capital works program.*

## **CONCLUSION**

After RDV announced the Tiny Towns Fund in November, officers within the organisation met to discuss identified projects which would align with the funding guidelines.

A list of projects has been identified based on their alignment with the Council Plan, Community Plans, and where officers have identified an opportunity to address critical renewal needs or leveraging current approved budgets to increase funding available for projects in the pipeline.

Officers recommend that Council note the applications made to the Tiny Towns Fund, and the support offered to community groups when making their applications.

## **ATTACHMENTS**

Nil

## 8.5 TULLAROOP CREEK CARISBROOK ADVISORY GROUP

**Author:** General Manager Infrastructure Assets and Planning

**Responsible Officer:** General Manager Infrastructure Assets and Planning

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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### SUMMARY/PURPOSE

The purpose of this report is to consider the set up and endorsement of a terms of reference for the Tullaroop Creek, Carisbrook Advisory Group, in response to an action within the Waterway Management Plan for Carisbrook.

### RECOMMENDATION

That Council;

1. approves the Tullaroop Creek, Carisbrook Advisory Group Terms of Reference;
2. appoint a Councillor to take on role as Chairperson for the group; and
3. Commence the process to recruit members for establishment of the group.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Our Growing Economy

The Community's vision 2. A vibrant and thriving economy with a growing population

Initiative: 2020-2025 Economic Development Strategy

### BACKGROUND INFORMATION

In 2021 Council developed a Waterway Management Plan for Carisbrook to identify priorities for the future management of the Tullaroop Creek and two public reserve areas being Bucknall and Bland Reserves.

One of the actions within this management plan was to establish a reference group to assist in delivering the key outcomes of the plan.

This item forms part of the Council Plan annual action list for delivery.

## REPORT

To successfully deliver the Council action plan item for set up and utilisation of a reference group to guide the implementation of the waterway management plan for Carisbrook, it is proposed to implement the Tullaroop Creek, Carisbrook Advisory Group.

This advisory group would be similar in nature to those used recently in responding to key community challenges such as Climate Change and Volunteering, and management of key assets such as the Maryborough Aerodrome.

A Terms of Reference has been developed to support the work of this advisory group.

The group shall consist of a Councillor (Chairperson), up to two Council Staff, and up to five community and stakeholder members.

The two Council staff shall be the relevant General Manager accountable for the strategic management of the creek environs and relevant staff member responsible for the maintenance and management of the creek environs.

The five community and stakeholder membership members will be skills based with the following capabilities demonstrated:

- Knowledge of local creek and associated environment;
- Community development; and
- Community asset management.

The community and stakeholder members will be selected by calling for nominations. An advertisement will be placed in the local media and on Council's website.

Interested representatives must submit an Expression of Interest.

Consideration of the Expression of Interest and establishment of the group will be carried out by the chairperson and relevant general manager.

Appointment will be for an initial period of 24 months and will be reviewed one month prior to the expiry of the term.

It is proposed that the advisory group will collaborate with key partners to carry out its work. It is recognised and respected that Djaara (Dja Dja Wurrung People) as the Traditional Owners of Djandak (Dja Dja Wurrung Country) and the North Central Catchment Management Authority as land manager are critical partners in the ongoing management of the creek. This will be reflected through the business and conduct of the advisory group.

## **CONSULTATION/COMMUNICATION**

The Waterway Management Plan for Carisbrook was developed through an extensive engagement process with the Carisbrook community and key stakeholders.

The expression of interest process will be publicly through the local media and on Council's website.

The setup of this new advisory group will act as a liaison between the Council, local community, and other stakeholders, facilitating effective communication and engagement as the Waterway Management Plan for Carisbrook is delivered.

## **FINANCIAL & RESOURCE IMPLICATIONS**

The costs in establishing and running of this advisory group will be absorbed into Council's operations due to the low level of administration and bureaucracy a group of this nature requires to function.

Delivery of key projects/actions from the Waterway Management Plan for Carisbrook will be subject to future budget processes and/or successfully obtained external funds.

## **RISK MANAGEMENT**

This report addresses Council's strategic risk Property and Assets - Failure to maintain, renew and expand our assets in a timely and robust way, that considers service and delivery needs

## **CONCLUSION**

To successfully implement a key item of the Waterway Management Plan for Carisbrook it is recommended that an advisory group is established to provide advice and guidance to the Council and its Executive on matters pertaining to the management, development and maintenance of Council delegated areas of the Tullaroop Creek in Carisbrook.

## **ATTACHMENTS**

**8.5.1** Tullaroop Creek, Carisbrook Advisory Group Terms of Reference

# 8.5.1 Tullaroop Creek, Carisbrook Advisory Group Term of Reference



## 1. Purpose

The purpose of this advisory group is to provide advice and guidance to the Council and its Executive on matters pertaining to the management, development, and maintenance of Council delegated areas of the Tullaroop Creek in Carisbrook.

## 2. Membership

The group shall consist of a Councillor (Chairperson), up to two Council Staff, representatives, and up to five community and stakeholder members.

The two Council staff shall be the relevant General Manager accountable for the strategic management of the creek environs and relevant staff member responsible for the maintenance and management of the creek environs.

The community and stakeholder membership will be skills based with the following capabilities demonstrated:

- Knowledge of local creek and associated environment;
- Community development; and
- Community asset management.

The community and stakeholder members will be selected by calling for nominations. An advertisement will be placed in the local media and on Council's website. Interested representatives must submit an Expression of Interest. Consideration of the Expression of Interest and establishment of the group will be carried out by the chairperson and relevant general manager. Appointment will be for an initial period of 24 months and will be reviewed one month prior to the expiry of the term.

It is proposed that the advisory group will collaborate with key partners to carry out its work. It is recognised and respected that Djaara (Dja Dja Wurrung People) as the Traditional Owners of Djandak (Dja Dja Wurrung Country) and the North Central Catchment Management Authority as land manager are a critical partners. This will be reflected through the business and conduct of the Advisory Group.

## 3. Meetings

## 8.5.1 Tullaroop Creek, Carisbrook Advisory Group Term of Reference



The advisory group shall meet quarterly, or as deemed necessary by the Chairperson or Council. Meeting dates, times, and venues shall be determined in consultation with the advisory group members. The relevant General Manager shall prepare meeting agendas, circulate relevant materials in advance, and ensure that notes of each meeting are documented and distributed to the advisory members before the next meeting.

### 4. Advisory Function

Responsibilities of advisory group members:

- Provide advice and guidance to the Council and its Executive on matters related to creek environs management, including planning, infrastructure development, safety measures, environmental impact, and community engagement.
- Support capacity building within the community to understand the practices and different accountabilities each agency/partner delivers upon for effective management of the creek environment.
- Support the delivery of the Waterway Management Plan for Carisbrook.
- Act as a liaison between the Council, local community, and other stakeholders, facilitating effective communication and engagement.

### 5. Insurance

Members of the advisory group are covered by the Council's voluntary workers insurance policy.

### 6. Position Particulars

A person who is, or has been, a member of the advisory group must not misuse their position:

- to gain or attempt to gain, directly or indirectly, an advantage for themselves or for any other person; or
- to cause, or attempt to cause, detriment to the Council, or another person.

## 8.5.1 Tullaroop Creek, Carisbrook Advisory Group Term of Reference



A person who is, or has been, a member of the advisory group, must not disclose information that the person knows, or should reasonably know, as confidential information.

### 7. Review Period

These Terms of Reference shall remain in effect until amended or revoked by the Council. The Council shall periodically review the Committee's performance and effectiveness, making necessary adjustments or reconstitution if deemed appropriate.

## 8.6 Central Goldfields Shire Council Domestic Wastewater Management Plan (2023-28)

**Author:** Manager Statutory Services

**Responsible Officer:** General Manager Infrastructure Assets and Planning

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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### SUMMARY/PURPOSE

The purpose of this report is to consider adoption of the Central Goldfields Shire Domestic Wastewater Management Plan (DWMP) 2023-2028.

The draft DWMP has been finalised following a period of community engagement and is ready for adoption to guide and support the management of domestic wastewater across the Central Goldfields Shire in a manner that provides a healthy environment, a prosperous economy and thriving community, now and into the future.

### RECOMMENDATION

That Council adopt the Central Goldfields Shire Council Domestic Wastewater Management Plan (DWMP) 2023-2028.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Our Growing Economy

The Community's vision 2. A range of housing options

Under the Environment Protection Regulations 2021, Onsite Wastewater Management Systems are a prescribed permission activity (A20).

This is a permit activity that is administered by the council in whose municipal district the OWMS is located (generally this is achieved via an application to install or alter an OWMS being assessed and approved by Council's EHO).

The EPA Code of practice - onsite wastewater management 2016, identifies Council's statutory responsibilities in relation to the planning and management of Onsite Wastewater Management Systems.

This includes development of a Domestic Wastewater Management Plan.



## **BACKGROUND INFORMATION**

The last DWMP developed by Council was in 2006.

Council has recognised the need for an updated DWMP both for bridging the gaps between any previously un-identified risks and to ensure that future wastewater management is in line with the new legislation and risk assessment framework.

In 2021 Central Goldfields Shire Council published a Tender calling for Engineering and Planning Consultancies to aid the Council in the development and adoption of a new Domestic Wastewater Management Plan.

The tender was awarded to RMCG in 2022. Since May 2022, RMCG have conducted site visits in the Shire and have consulted both Council Officers and Water Authorities including Goulburn Murray Water, Central Highlands Water and Coliban Water for the development of the DWMP.

RMCG have developed the final DWMP utilising information from these stakeholder sessions, site visits and data obtained from Council.

## **REPORT**

### **Requirement for a new Domestic Wastewater Management Plan**

The requirement for a new DWMP is due to Council's statutory responsibilities in relation to the planning and management of Onsite Wastewater Management Systems (OWMS) as identified in the EPA Code of Practice - onsite wastewater management 2016 and set out in the State Environment Protection Policies.

The previous DWMP is now over 10 years old and does not reflect current legislation or make use of more recent advancements and understandings in wastewater management.

As a large part of the Council is not serviced by reticulated sewer, management of existing and new OWMS is crucial in protection of the environment and public health.

By producing an updated DWMP, Council is in a strong position to protect the natural environment, community health, social wellbeing and economic stability against the risks posed by wastewater.

A new DWMP will aid Council and landowners in the management of current systems, identify unregistered systems, and ensure that new systems are installed as per legislative requirements and relevant standards.

It will also act as a guideline for other decision making in other areas of Council such as planning and building.

## **Changes to Legislation**

The 2006 DWMP was prepared under the State Environment Protection Policy (Waters of Victoria) (SEPP WoV) 2003 which has since been replaced by the new Environment Protection Act 2017.

The new Environment Protection Act 2017 came into effect on 1 July 2021 and introduced the general environmental duty (GED), which changed how EPA will regulate pollution, waste, and contamination in Victoria.

The GED focuses on preventing harm from waste and pollution rather than managing impacts after harm has already occurred.

For on-site wastewater systems, the GED requires owners to reduce risks from their on-site systems.

The Environment Protection Transitional Regulations, which also come into effect on 1 July 2017, saved three clauses in SEPP WoV (waters) for two years from the commencement of the new Environment Protection Act, which implies that the Councils still have the obligation to prepare a Domestic Wastewater Management Plan.

These changes require that Council develops a DWMP which focuses on education in management of OWMS at individual property owner level.

The new DWMP must also enable Council to evaluate plans for future monitoring and compliance of OWMS, and the protection of the Shire's natural resources following the withdrawal of the saved SEPP (waters) clauses in 2023.

## **Introduction of the new Risk Assessment Framework for Managing Wastewater**

Following the recommendations of the 2018 VAGO Audit, EPA, Department of Health, DEWLP and Onsite Domestic Wastewater Management Steering Committee have prepared the Risk Assessment Framework for managing onsite wastewater based on relevant Australian standards, including comprehensive measures to assess land capability, environmental factors, and the ongoing performance of systems post-2020.

The new risk assessment framework guides regulating authorities in addressing both future issues and issues related to Legacy Systems, i.e., systems installed prior to 1996.

The new DWMP takes into consideration the Risk Assessment Framework and has prescribed actions for surveillance of Legacy systems and updating of Council's records.

The new DWMP also provides guidance to the Council for future developments and enables Council to identify and recommend areas for reticulated sewer projects to Water Authorities.

### **Confirmed changes to the final DWMP.**

The goal of the DWMP is to create a plan which is feasible and achievable for Council. Following a period of community engagement, the final document is focused on ensuring that the new DWMP has actions that benefit the community, achieve community education, and encourage communication between Council and landowners who have OWMS.

The DWMP avoids an 'enforcement heavy' based approach and allows Council to undertake an education based method of achieving compliance.

As a result of community engagement period, the first draft has been amended to have the following actions removed from the final DWMP:

1. Water Quality Monitoring Program:
2. Implement requirements for Land Capability Assessors for preparing Land Capability Assessments (LCA) used for assessing Planning and OWMS applications:
3. Council to provide advice to prospective sub-division proponents where lot sizes are likely to be smaller than 0.4 ha:

In addition to the above, the following changes were also made:

4. Council to develop a policy for training programs to be made available to EHOs and Planners if a gap is identified in knowledge and skills relating to assessment of Land Capability and interpretation and implementation of Land Capability Assessment reports.
5. Actions recommended by the draft DWMP in relation to reviewing processes for future OWMS was merged with Action related to review of referral processes between Planning and Environmental Health departments.
6. Action relating to advising prospective landowners and developers of their responsibilities for management of OWMS was merged with the Action related to Educating the community.

These educational efforts will also include educating real estate agents and landowners regarding declaration of OWMS in their section 32 declarations.

The above-mentioned changes are reflected within the final DWMP attached to this report.

### **CONSULTATION/COMMUNICATION**

Community consultation on the DWMP was conducted by Council's EHO between May and June 2023 with support from other key members of the Statutory Services Team.

Council sought community input on the draft DWMP through the Council Website, Social-Media, Local Newspaper and through public attendance at drop-in sessions which were held at key locations around the shire.

## **FINANCIAL & RESOURCE IMPLICATIONS**

The development of the DWMP was funded from Council's operating budget. \$30,000 was approved in the 2023/24 budget to commence implementation of the DWMP.

Council was also successful in obtaining funding for \$20,000 from Department of Energy, Environment, and Climate Action (DEECA) through their Onsite Domestic Wastewater Management (ODWM) grants program.

These funds will contribute to some of the costs to be incurred during the implementation phase of the DWMP.

Continuation of the implementation of actions in the DWMP will be subject to Council's annual budgeting process and external funds received through grants.

## **RISK MANAGEMENT**

This report addresses Council's strategic risk Legislative compliance - Failure to manage our compliance with relevant legislative requirements by ensuring that Council has an up-to-date DWMP.

The DWMP is an important document which acts as a guide for the Council in management of wastewater.

It also helps in identifying strategic risks to Council's land and water resources from onsite wastewater management systems and thus helps in creating policies and procedures for mitigating these risks.

## **CONCLUSION**

The DWMP is a key strategic document which provides Council with a well-developed prioritised action plan aimed at achieving the strategic goals of the Council and perform its legislative duties in relation to management of wastewater.

The finalised DWMP has been subject to community engagement and is now ready for adoption by Council.

## **ATTACHMENTS**

### **8.6.1 Domestic Wastewater Management Plan**

OCTOBER 2023

# 8.6 Domestic Wastewater Management Plan

2023 – 2028

Central Goldfields Shire Council



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# 1 Introduction

## 1.1 PURPOSE OF THIS DOCUMENT

The purpose of this Domestic Wastewater Management Plan (DWMP) is to guide and support the management of domestic wastewater across the Central Goldfields Shire local government area (LGA), in a manner that provides a healthy environment, a prosperous economy and thriving community, now and into the future.

The objectives of the DWMP are to:

- Protection of Potable Water Resources in the LGA
- Identify current and emerging domestic wastewater management issues within the LGA.
- Develop a proactive approach to effectively manage potential risks.
- Support greater consistency in planning and development decision making.
- Provide guidance to key stakeholders with a role in domestic wastewater management.
- Meet legislative responsibilities and achieve ongoing compliance with relevant legislation.
- Provide direction on technical guidance for key stakeholders such as plumbers and developers and a strategy for community education.
- Provide guidance on a framework for the regulation of wastewater management performance.

## ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Dja Dja Wurrung people as the Traditional Owners of the Country on which this project was conducted. We recognise their continuing connection to land, waters and culture and pay our respects to their Elders past, present and emerging. Moreover, we express gratitude for the knowledge and insight that Traditional Owner and other Aboriginal and Torres Strait Islander people contribute to our shared work.

## 1.2 COUNCIL RESPONSIBILITY

Municipal councils have statutory responsibilities for overseeing the installation, use and management of onsite wastewater management systems (OWMS) within their LGA.

Under the *Environment Protection Regulations 2021*, OWMS are prescribed permission activity (A20), and this is a permit activity that is administered by the council in whose municipal district the OWMS is located.

The EPA *Code of practice – onsite wastewater management 2016*, identifies Council's statutory responsibilities in relation to the planning and management of OWMS. These include to develop a Domestic Wastewater Management Plan (DWMP) as provided by this document.

Details of specific legislative responsibilities for domestic wastewater management and requirements for the development of DWMPs is provided in Section 2.3.

## 1.3 RISK MANAGEMENT APPROACH

The goal of wastewater management is to protect the natural environment, community health, social wellbeing and economic stability against the risks posed by wastewater.



Wastewater can contain nutrients, pathogens, and other pollutants. If existing OWMS have deteriorated, are poorly maintained, and/or of insufficient size, this can lead to wastewater discharging offsite and polluting nearby land and waterways.

Design and installation of new OWMS, and ongoing maintenance of existing OWMS is technical in nature, and there is a risk that poorly conceived or poorly designed schemes, and/or poorly maintained OWMS can become problematic for many years to come.

A risk management framework has been applied to development of this DWMP and is outlined in Section 3.

## 1.4 KEY CONCEPTS

Key concepts and terminology used through this management plan include:

**Domestic wastewater** comes from toilets, kitchens and laundries. While the term suggests wastewater from domestic households only, it also covers commercial premises (e.g., offices/shops/public buildings) where wastewater is mainly from toilets and kitchens.

**Onsite wastewater management systems (OWMS)** are standalone systems designed to treat and contain waste within a property's boundaries. These are used for management of wastewater from residential, community and business premises in locations where a sewer network is not available. Onsite systems include a wastewater treatment plant and all connected sewers, drains, pipes, fittings, appliances and land used. Onsite systems are the responsibility of the property owner. New EPA regulations refer to these systems as OWMS, so this DWMP has adopted that terminology.

**Domestic Wastewater Management Plan (DWMP)** – A plan that sets out how a Council proposes to manage the OWMS in its LGA over the next five years.

**Sewer** is the network of pipes, pumps and equipment that transfers sewage (including domestic wastewater) from homes and businesses to a central treatment plant. Sewer systems are operated by water corporations.

**Alternative services** are systems and servicing approaches, that are different to traditional sewer and onsite solutions, but treat and manage wastewater in a way that provides equivalent environmental and public health outcomes to sewer. Very few of these currently exist in Victoria, but some<sup>1</sup> are being trialled.

**Blackwater** is toilet waste, while **greywater** comes from showers, baths, hand basins, washing machines, laundry troughs and kitchens.

## 1.5 SCOPE

The focus of this DWMP is all types of OWMS in the LGA with a maximum daily loading capacity of 5000 L including blackwater and/or greywater, generated from domestic (including multi-dwellings) and/or commercial premises. All OWMS with a daily loading capacity greater 5000 L are administered by EPA.

Under the Environment Protection Regulations 2021, operating an OWMS (maximum daily loading capacity of 5000 L) is a prescribed permission activity A20 (On-site wastewater management systems). It applies to proposed new systems and alterations to existing systems, which includes alterations that increase the system's flow or load, such as a house extension or installation new plumbing fixtures, outbuildings, etc.. Prescribed permission activity A20 is a permit activity that is administered by the council for OWMS in their LGA.

<sup>1</sup> [https://www.water.vic.gov.au/\\_data/assets/pdf\\_file/0039/548877/DWM-Case-Study-5-Penshurst.pdf](https://www.water.vic.gov.au/_data/assets/pdf_file/0039/548877/DWM-Case-Study-5-Penshurst.pdf)

Onsite wastewater management systems that can treat more than 5,000 litres per day are classified as prescribed permission activity A03 (Sewage treatment) and need an EPA development licence and operating licence (unless an exemption applies). This applies to both proposed new systems and existing systems. Landholders deal directly with EPA Victoria on these larger systems. The volumetric threshold of 5,000 litres per day relates to the design capacity OR the actual flow rate.

This DWMP recommends that Council include all OWMS in the LGA in their database, recognising that the larger ones are overseen by the EPA.

## 1.6 CONCEPTUAL FRAMEWORK

The following matrix shows the conceptual framework for this DWMP. Elements of domestic wastewater management fall within one of the four cells of the matrix. Note that the top half of the matrix, is focussed on proactive management of existing systems, while the bottom half aims to prevent future issues. And the left-hand half relates to unsewered land, which is the main focus of the DWMP.

	Unsewered land	Sewered (sewerable) land
Existing systems	<ul style="list-style-type: none"> <li>Educate owners of OWMS of their responsibilities</li> <li>Monitor and inspect OWMS and request upgrades where necessary</li> <li>Achieve ongoing compliance with relevant legislation</li> <li>Request water corporations to investigate sewer or alternative services in response to high risk clusters</li> </ul>	<ul style="list-style-type: none"> <li>Abandon OWMS by connection of existing houses to sewer whenever feasible</li> </ul>
Future systems	<ul style="list-style-type: none"> <li>Ensure land subdivision creates allotments that can sustain onsite systems</li> <li>Ensure new onsite systems are installed to comply with best practice requirements</li> <li>Work with water corporations to investigate sewer extensions or sewerage services for future intensive development</li> </ul>	<ul style="list-style-type: none"> <li>Avoid the installation of new OWMS in current or future sewered areas</li> </ul>

**Figure 1-1: Four categories of onsite wastewater management**

## 1.7 STAKEHOLDER AND COMMUNITY ENGAGEMENT

Council has the key statutory responsibility for overseeing the management of OWMS, but the following stakeholders are also relevant to the preparation and implementation of the DWMP:

- Goulburn Murray Water (GMW)
- Central Highlands Water (CHW)
- Coliban Water
- Victorian Environmental Protection Authority (EPA)
- Department of Environment, Land, Water and Planning (DELWP)
- Department of Health (DH)
- Residents and visitors to the Central Goldfields Shire
- Owners and operators of OWMS

- Plumbers and installers of OWMS
- Developers and land capability assessors
- Neighbouring Councils.

Engagement with key stakeholders occurred via phone and video conferencing to focus on individual stakeholder needs. A workshop will be held with key stakeholders to share and seek feedback on the draft DWMP and support ongoing relationship development.

An important step in implementing the DWMP is community engagement. The intent is to inform the community of existing and proposed programs in relation to OWMS and test that policy settings are appropriate.

Engagement with the community will be managed by Central Goldfields Shire Council and will occur once the draft DWMP has been developed.

**Action 1: Continue to engage with key stakeholders including:**

- Collaborate with Central Highlands Water and Coliban Water on the coverage of existing and possible expansion of sewer networks, and on approval referrals processes for OWMS.
- Share knowledge across agencies to improve information on the location of existing OWMS, share resources and implementation capacity and advocate for improvements to state-wide domestic wastewater management frameworks.

This is an ongoing task. During planning, water authorities are notified, and their referral is considered when dealing with planning application. EHO also shares information with and consults both the EPA, Water Authorities and other Councils as required. Once the DWMP is adopted, it will be shared with relevant stakeholders as required.

## 2 Central Goldfields Shire Context

### 2.1 THE REGION

The Central Goldfields Shire is located approximately 150 km northwest of Melbourne and has an estimated population of approximately 13,000 people. The LGA covers an area of 1,532 km<sup>2</sup> and includes Maryborough with population of around 8,000 and smaller townships of Bealiba, Carisbrook, Dunolly, Majorca, Talbot, Bowenvale-Timor and Daisy Hill.

The gold rush greatly influenced the landscape of the region and led to the development of several bustling townships which feature iconic heritage architecture and streetscapes.

Several creeks including the Bet Bet, Emu, Timor, Tullaroop and McCallums creeks traverse the Shire while the Avoca River forms part of its western boundary with the Pyrenees and northern Grampians Shire.

A significant proportion of the Shire is covered by one of four open potable water supply catchments including Cairn Curran, Loddon River (Laanecoorie), Bealiba Reservoir and Tullaroop Reservoir catchments. The LGA features areas of protected remnant Box-Ironbark forests, particularly along the northern boundary and a central corridor which includes forested areas around the main centre of Maryborough.

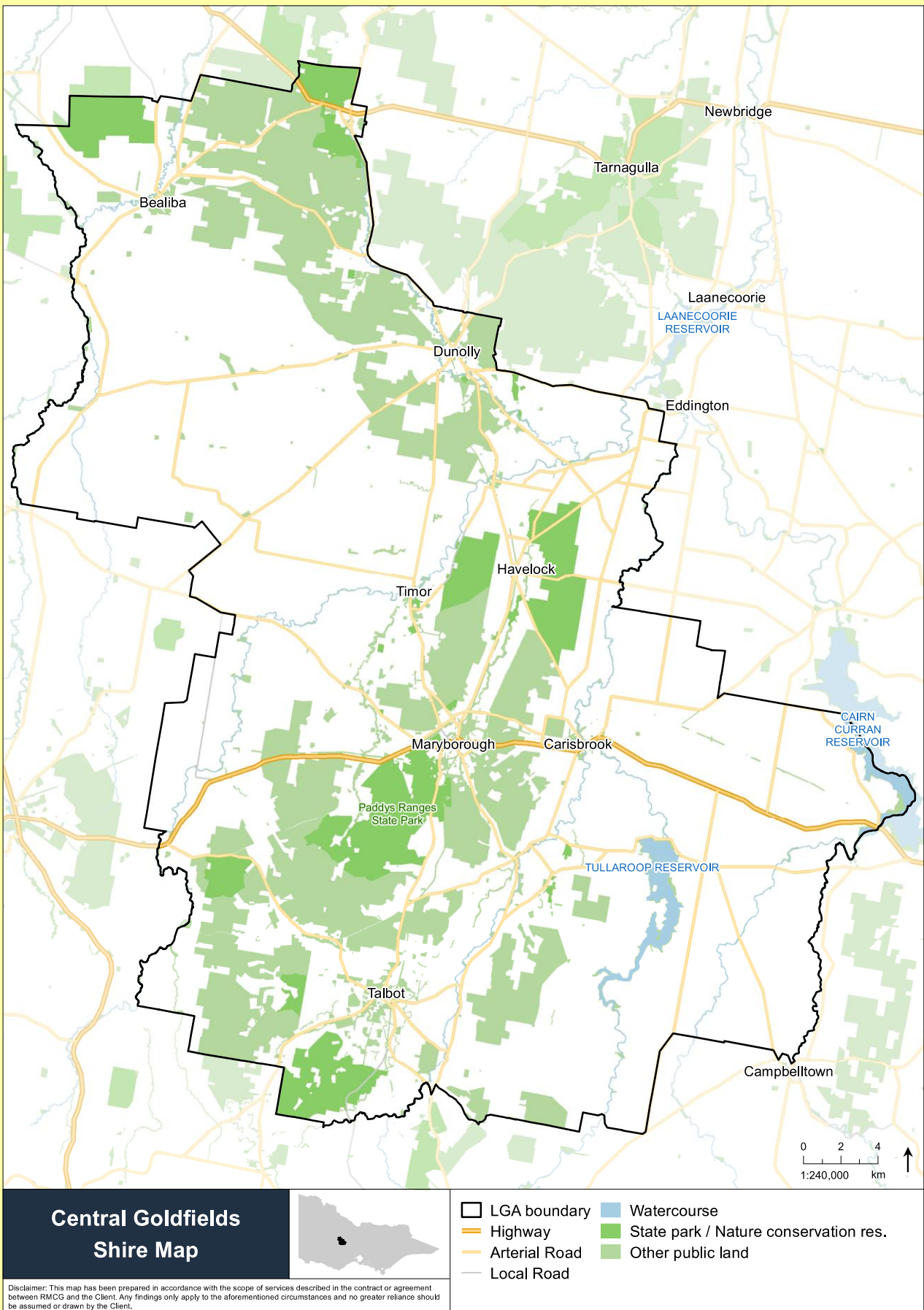


Figure 2-1: Map of Central Goldfields Shire

### **2.1.1 POPULATION GROWTH**

Over the last decade, the LGA has seen only moderate and variable population growth, including some declines in population prior to 2006. From 2011 to 2016 the population growth increased to an average of 0.8% per year.

Nearly 70% of housing development approvals between 2009 and 2019 were in Maryborough, Carisbrook and surrounding areas. Both Maryborough and Carisbrook are serviced by reticulated sewerage infrastructure.

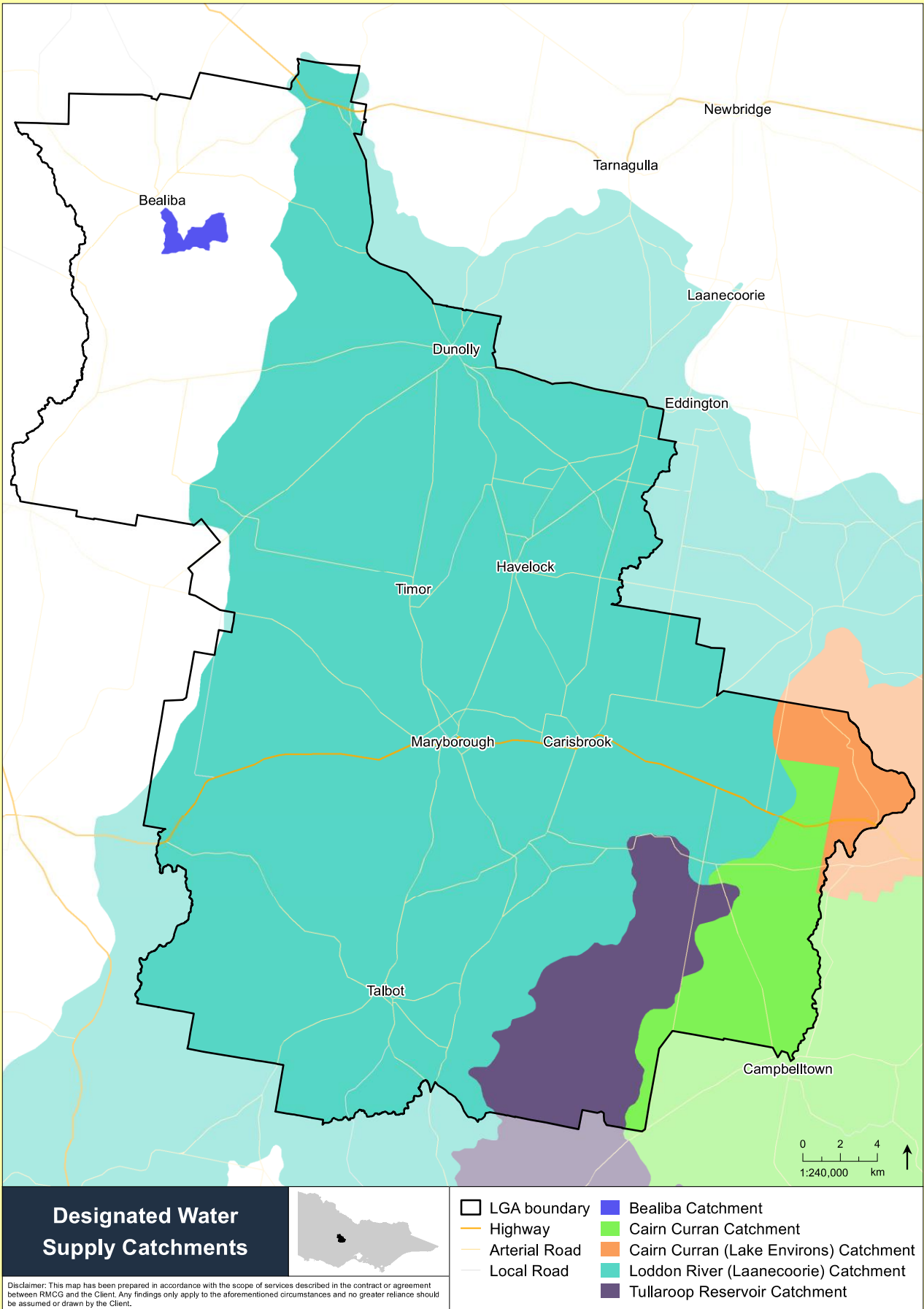
The Council's Population Housing and Residential Settlement Strategy (2020) suggests that the trend of moderate growth appears to be continuing and identifies the potential for this trend to change if strong growth continues in Melbourne, Bendigo and Ballarat. The strategy considers plausible growth scenarios of between 815 to 1,925 additional people and a demand for between 713 and 1,304 additional dwellings in the region by 2036.

Most of these additional dwellings will occur in sewered towns, but there will be demand for new OWMS in unsewered areas. New OWMS in rural and rural-residential areas with Lots larger than 1 ha are generally low risk, but ongoing housing developments in unsewered centres such as Talbot and Bealiba are expected to be moderate (CGSC, 2020).

There are recent examples of strong interest in the development of new dwellings on small vacant lots in unsewered centres. This type of growth creates challenges for domestic wastewater management, because these existing lots may be unsuitable for OWMS due to their size, proximity to waterways and/or other risk factors.

### **2.1.2 WATER SUPPLY CATCHMENTS**

A significant proportion of the Shire is covered by one of four open potable water supply catchments including Cairn Curran, Loddon River (Laanecoorie), Bealiba Reservoir and Tullaroop Reservoir catchments.



**Figure 2-2: Designated water supply catchment areas in the Central Goldfields Shire**

## 2.2 CURRENT ONSITE WASTEWATER SITUATION

### NUMBER OF SYSTEMS AND GROWTH

Most townships within the LGA are unsewered except for the main business centre of Maryborough and parts of Dunolly and Carisbrook.

It is estimated that there are well over 1000 OWMS in operation throughout the LGA. However, Council records currently account for only around 150 of these systems. The shortfall in records is partly due to the large number of systems in older settlements and rural areas, where a large portion of housing stock was built before permit and service requirements were introduced.

Council receives approximately 20 new applications for permits to install new OWMS annually.

### 2006 DOMESTIC WASTEWATER MANAGEMENT PLAN

A DWMP was developed for the Central Goldfields Shire in 2006. The 2006 DWMP was prepared under the State Environment Protection Policy (Waters of Victoria) (SEPP WoV) 2003 which has since been replaced by the new Environment Protection Amendment Act 2018.

Some recommendations have been implemented, but many strategies and actions set out in the 2006 DWMP were not able to be implemented in full due the actions not being considered fit-for-purpose given resource capacity.

### CURRENT DOMESTIC WASTEWATER MANGAEMENT PLAN

This new Central Goldfields Shire Council DWMP has been prepared in accordance with recent legislative changes and contemporary domestic wastewater issues. This includes issues relating to the expected growth in population and development of unsewered areas and specific requirements for domestic wastewater management in potable water supply catchment areas (DSE, 2012), and new EPA legislation.

The limitations which prevented full implementation of the 2006 DWMP have also been considered in the development of this document. The new DWMP provides actions and directions matched to the resourcing capacity and risk profile of domestic wastewater management in the Shire.

## 2.3 POLICY AND STRATEGIC CONTEXT

### COUNCIL PLAN AND VISION

The Central Goldfields Shire Council Plan (2021-2025) is the key strategic document guiding decision making and resource allocation over the next four years.

It provides a shared vision *“to be an engaged, flourishing, lively and inclusive community”* and captures the purpose of the Council *“to seek, capture and develop opportunities to make our Shire a place of choice to live, work and enjoy”* (CGSC, 2021).

There are four Strategic Objectives and 20 strategic priorities. Improving onsite wastewater management can help in achieving the following priorities:

- 1.4) Encourage, support and facilitate healthy and safe communities
- 2.1) Retain, grow and attract our population
- 3.2) Provide infrastructure to meet community need
- 3.4) Manage and reduce waste
- 3.5) Care for the natural environment and take action on climate change.



## COUNCIL PLANNING SCHEME

The planning process, and the Planning Scheme, play an important role in onsite wastewater management. Council has within its control many of the tools and powers to ensure that development occurs in a manner consistent with the constraints and opportunities provided by onsite wastewater management.

The following extracts from the Central Goldfields Planning Scheme illustrate key clauses related to onsite wastewater management. These are the existing objectives, policies and provisions relating to onsite wastewater management and provide the framework for Council domestic wastewater operations.

### Strategic Direction

#### *02.03-3 Environmental risks and amenity*

*Council seeks to address environmental risks and amenity by:*

- *Minimising the potential impact of development on water pollution, land degradation, and risk of salinity and erosion.*
- *Ensuring land capability supports land use and development, particularly in environmental risk areas.*

#### *02.03-9 Infrastructure*

*New development in Central Goldfield's requires the provision of infrastructure to service and support future development.*

*Some townships are unsewered which can inhibit physical growth and contribute to regional water quality problems.*

*Council aims to support the efficient delivery of infrastructure by:*

- *Ensuring development can be provided with an adequate level of infrastructure.*

### State Policy

*11 Settlement: Planning is to facilitate sustainable development that takes full advantage of existing settlement patterns and investment in transport, utility, social, community and commercial infrastructure and services.*

*11.02-3S Managing Growth: Sequencing of development: Ensure that planning for water supply, sewerage and drainage works receives high priority in early planning for areas of growth.*

*14.02-1S Catchment planning and management: Ensure land use and development minimises nutrient contributions to water bodies and the potential for the development of algal blooms.*

*14.02-2S Water quality: Ensure that land use activities potentially discharging contaminated runoff or wastes to waterways are sited and managed to minimise such discharges and to protect the quality of surface water and groundwater resources, rivers, streams, wetlands, estuaries and marine environments.*

*16.01-3S Rural residential development: Encourage the consolidation of new housing in existing settlements where investment in physical and community infrastructure and services has already been made.*

*19.03-3S Integrated water management: Ensure that the use and development of land identifies and appropriately responds to potential environmental risks and contributes to maintaining or improving the environmental quality of water and groundwater.*

## **Local Provisions**

*11.02-1S Managing Growth: Supply of urban land: Planning for urban growth should consider: The limits of land capability and natural hazards and environmental quality.*

*11.02-3S Managing Growth: Sequencing of development: Ensure that planning for water supply, sewerage and drainage works receives high priority in early planning for areas of growth.*

*19.03-3L Infrastructure: Integrated water management – Central Goldfields: Ensure effluent disposal systems can be contained within the site. Minimise the potential for pollution if reticulated sewerage is not available.*

## **Zones**

Low Density Rural Zone (LDRZ), Town Zone (TZ), Rural Living Zone (RLZ), Rural Conservation Zone (RCZ), Farm Zone (FZ)

*32.03 LDRZ: To provide for low-density residential development on lots which, in the absence of reticulated sewerage, can treat and retain all wastewater.*

*32.03-1 LDRZ, 32.05-3 TZ, 35-03-2 RLZ, 35.06-2 RCZ, 35.07-2 FZ: Use for one or two dwellings or a dependent person's unit: Each dwelling must be connected to reticulated sewerage, if available. If reticulated sewerage is not available, all wastewater from each dwelling must be treated and retained within the lot in accordance with the requirements in the Environment Protection Regulations under the Environment Protection Act 2017 for an on-site wastewater management system.*

*32.03-3 LDRZ: Subdivision: Any area specified must be at least 0.4 hectare for each lot where reticulated sewerage is not connected.*

*32.05-5 TZ: Subdivision: Each lot must be provided with reticulated sewerage, if available. If reticulated sewerage is not available, the application must be accompanied by:*

- In the absence of reticulated sewerage, include a Land Capability Assessment on the risks to human health and the environment of an on-site wastewater management system constructed, installed or altered on the lot in accordance with the Environment Protection Regulations under the Environment Protection Act 2017.*
- A plan which shows a building envelope and effluent disposal area for each lot.*

*32.03-5 LDRZ: Application requirements: Subdivision: An application must be accompanied by a site analysis, documenting the site in terms of landform, vegetation coverage and the relationship with surrounding land, and a report explaining how the proposed subdivision has responded to the site analysis. The report must:*

- In the absence of reticulated sewerage, include a Land Capability Assessment on the risks to human health and the environment of an on-site wastewater management system constructed, installed or altered on the lot in accordance with the requirements of the Environment Protection Regulations under the Environment Protection Act 2017.*

- *Show for each lot: In the absence of reticulated sewerage, an effluent disposal area.*

*32.03-6 LDRZ, 32.05-13 TZ Decision guidelines: In the absence of reticulated sewerage: The capability and suitability of the lot to treat and retain all wastewater as determined by a Land Capability Assessment on the risks to human health and the environment of an on-site wastewater management system constructed, installed, or altered on the lot in accordance with the requirements of the Environment Protection Regulations under the Environment Protection Act 2017.*

*32.03-5 RLZ, 35.06-6 RCZ Decision guidelines: Before deciding on an application to use or subdivide land, construct a building or construct or carry out works... the responsible authority must consider, as appropriate: The location of on-site effluent disposal areas to minimise the impact of nutrient loads on waterways and native vegetation.*

## Particular Provisions

*56.07-3 Wastewater management objective: To provide a wastewater system that is adequate for the maintenance of public health and the management of effluent in an environmentally friendly manner.*

*Wastewater systems must be:*

- *Designed, constructed and managed in accordance with the requirements and to the satisfaction of the relevant water authority and the Environment Protection Authority*
- *Consistent with a domestic wastewater management plan adopted by the relevant council.*

## ENVIRONMENT PROTECTION LEGISLATION

Recent changes in Victoria's environmental laws strengthen and clarify the onsite wastewater management obligations for landowners and Councils.

The amended *Environment Protection Act 2017* came into effect in Victoria on 1 July 2021. These new environment protection laws, and supporting regulations, focus on preventing waste and pollution impacts, rather than managing impacts after they have occurred.

The **general environmental duty** is a centrepiece of the new laws and regulations. It applies to all Victorians. If you conduct activities that pose a risk to human health and the environment, you must understand those risks. You must also take reasonably practicable steps to eliminate or minimise them. Onsite wastewater management systems can be a risk to human health and the environment if they are poorly installed or maintained.

The general environmental duty is underpinned by the *Environment Protection Regulations 2021* which set out duties and obligations for persons in management or control of land where an onsite wastewater management system is located. These include requirements for the landholder or land manager to:

- Take all reasonable steps to operate the system so it does not pose a risk to human health or the environment.
- Take all reasonable steps to maintain the system in good working order (for residential properties, this applies to the owner but not to a renter)
- Check for signs the system may be failing or is not in good working order and, from 1 July 2022, notify council if this is the case.

- Respond to system failures.
- Provide information to occupiers regarding the correct operation and maintenance of the system.
- Keep maintenance records and, on request, provide them to council.

Onsite wastewater management systems are a prescribed permission activity under the new environment protection regulations:

- A permit from the local Council is required to construct, install, or alter an onsite wastewater management system with flow rates of up to 5,000 litres per day on any day. Under the regulations this is prescribed permission activity A20 (as set out in item 28 in the Table in Schedule 1 of the regulations). It applies to proposed new systems and alterations to existing systems, which includes alterations that increase the system's flow or load, such as a house extension or installation of a spa.
- Onsite wastewater management systems that can treat more than 5,000 litres per day are classified as prescribed permission activity A03 (Sewage treatment) and need an EPA development licence and operating licence (unless an exemption applies). This applies to both proposed new systems and existing systems.

Councils can refuse a permit if the onsite wastewater management system doesn't meet EPA's specifications.

The Regulations also set offences and allow councils to order system maintenance and enforce breaches of duties (regulation 163 and 169). These Regulations apply to all existing onsite wastewater systems, including older systems installed before installation permits were introduced. People may still operate old systems, but they must take all reasonable steps to ensure the system is maintained in good working order and operated so as not to pose a risk to human health or the environment.

Further guidance on on-site wastewater management includes:

- Code of practice – onsite wastewater management (EPA Publication 891)
- Guidance for owners and occupiers of land with an OWMS ≤ 5000 litres on any day (including septic tank systems) (EPA Publication 1976)
- Regulating onsite wastewater management systems: local government toolkit (EPA Publication 1974)
- Victorian land capability assessment framework (Municipal Association of Victoria).

The EPA *Code of practice – onsite wastewater management* clearly identifies Council's statutory responsibilities in relation to the planning and management of onsite wastewater systems. These include:

- Assessing land development applications to determine the suitability of a site for an onsite wastewater management system where reticulated sewerage is not available.
- Assessing onsite wastewater management permit applications to ensure systems are designed in accordance with the relevant Victorian regulations and the Australian Standard
- Issuing Permits to Install/Alter and Certificates to Use onsite wastewater management systems.
- Refusing to issue permits for a proposed development where wastewater cannot be contained within the boundaries of the site and reticulated sewerage is not available or will not be provided at the time of subdivision.
- Overseeing the installation of onsite wastewater systems to ensure compliance with legislative requirements.
- Ensuring systems are managed in accordance with their permit, and the relevant Australian Standard and Victorian regulations, through relevant compliance and enforcement programs.
- Developing Domestic Wastewater Management Plans
- Investigating issues with onsite wastewater systems that may be causing impact to public health, amenity and/or the environment.
- Referring high-risk unsewered areas to water authorities so they can be investigated for connection to either a sewer system or an alternative service.

In relation to site access, Council authorised officers (i.e., Council employees appointed as authorised officers under section 242(2) of the Environment Protection Act 2017) have powers of entry under the Environment Protection Act 2017. However, for residential premises, entry for inspections can only occur:

- With the consent of the occupier
- If the authorised officer reasonably believes that a person has contravened, is contravening or is about to contravene a provision of the Act or Regulations; or
- If the authorised officer reasonably believes there is an immediate risk of material harm to human health or the environment.

If one of the last two points applies, the authorised officer can only investigate the part of the residential premises necessary to determine the suspected contravention. For example, this may only require the authorised officer to enter the land surrounding a house to inspect the system.

## **REQUIREMENTS FOR WATER SUPPLY PROTECTION AREAS**

Ministerial guidelines (2012) are in force in Victoria to guide the assessment of planning permit applications within open water supply protection areas. The guidelines specify that where a planning permit is required to use land for a dwelling or subdivide land within a water supply protection area, the density of dwellings should be no greater than one dwelling per 40 hectares, unless exemptions apply.

Exemptions apply where:

- Catchment or water quality protection is not an objective in the Environmental Significance Overlay
- A planning permit is not required.
- The proposed development will be connected to reticulated sewerage.
- A Catchment Policy has been prepared for the catchment and endorsed by the water corporation in consultation with key stakeholders and the proposed development is consistent with the Policy.
- Certain conditions are met, including the preparation, adoption, and implementation of a DWMP meeting requirements specified in the guidelines.

This DWMP has been prepared in accordance with the conditions and requirements of the last exemption (see Chapter 5.3 for more details).

## 3 Risk assessment

### 3.1 RISK FRAMEWORK

“Risk is the effect of uncertainty on objectives”<sup>2</sup>. In other words, risk arises where there is uncertainty about achieving an objective. Risk management assists in making informed decisions and setting strategy in the face of uncertainty. This section provides a risk assessment approach that is informed by the Australian Standards (AS/NZS ISO 31000:2018) and the Victorian Government Risk Management Framework Practice Guide (VMIA, 2016).

Wastewater is a source of risk as it contains contaminants that have potential to impact on:

- Public health – through contamination of drinking water and recreational water bodies with human pathogens
- The environment – via pollution of surface waters and groundwater, with nutrients, pathogens and other pollutants, which can cause harm to aquatic fauna and indigenous vegetation.
- Amenity – including offensive odours and unsightly discharges leading to reduced amenity and potential impact on property values.

In relation to onsite wastewater management, these impacts can occur due to runoff or leaching of poorly treated or excess wastewater. This is more likely when onsite systems have deteriorated, are poorly maintained, are not fit for purpose (e.g., inadequately sized), or are not properly located.

There can be uncertainty as to the extent of the impact occurring, particularly when considering the cumulative impact across a town or the LGA as a whole. As such, there is a need to take a risk management approach in determining the actions Council should take to improve wastewater management.

Once the level of risk has been determined, priority risks should be dealt with first. That is, the higher the risk the higher the priority. Also, risk is dynamic and therefore managing risk is iterative. This risk assessment and the selected risk treatments (actions) need to be monitored and reviewed on a regular basis.

The risk assessment considers established practices at Central Goldfields Shire Council. As such, the assessment is of residual risk.

### 3.2 CURRENT RISK

The DWMP uses a four-sector approach to capture all aspect of onsite wastewater management. Key considerations for risk using this approach include:

- **Existing systems** typically present risks where they are poorly maintained, no longer meet treatment requirements, or are inappropriately sited (including in sewerred areas). The absence of information on the location and status of these systems may also increase the level of risk.
- **Future systems** tend to present greater risks due to development in sensitive areas, or growth areas where there may be clusters of new systems built over time. Onsite wastewater management is embedded in planning schemes and procedures to ensure proper process is followed. However domestic wastewater management planning can help to further mitigate against these risks.

An overview of the relative risk according to the four-sector approach is provided below for the Central Goldfields Shire.

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<sup>2</sup> Australian Standard AS/NZS ISO 31000:2018 Risk Management – Guidelines



**Figure 3-1: Level of risk associated with four categories of onsite wastewater management.**

### 3.3 PRELIMINARY SPATIAL RISK ASSESSMENT

Many of the risks associated with onsite wastewater management vary spatially. This is of importance when investigating the cumulative risk associated with onsite systems. Therefore, a preliminary spatial risk assessment has been undertaken. This is a mapping exercise that combines various types of geographic information.

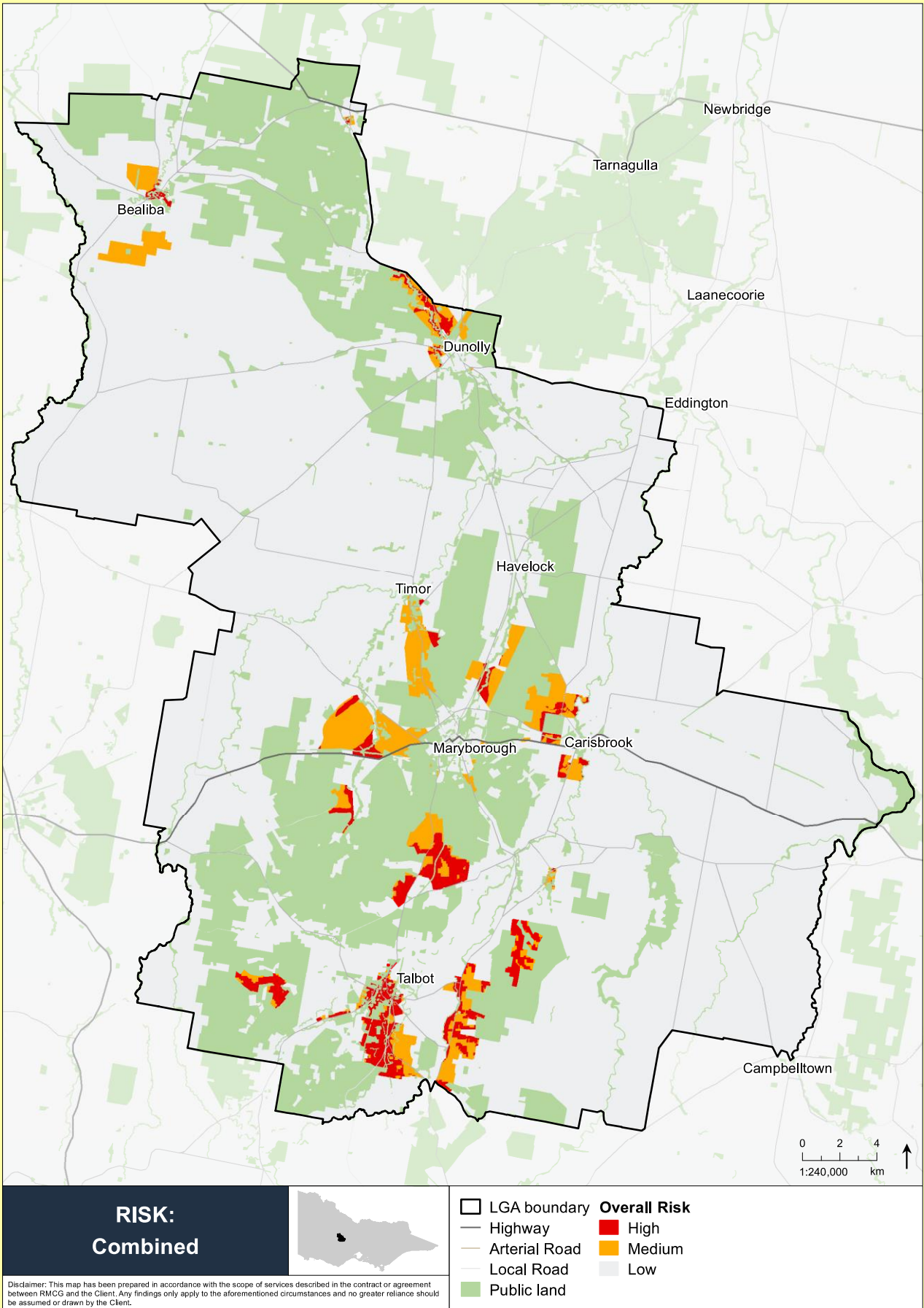
The preliminary spatial risk assessment draws on recent approaches used by other councils in Victoria, and particularly the Edis Method that was developed for Mansfield Shire in 2014 (MAV 2014) but is tailored to local conditions in the Central Goldfields Shire.

Risk factors which have informed the assessment include:

- Development risks associated with Planning Scheme zones.
- Soil risks associated with landform and soil type.
- Water risks associated with proximity to ground- and surface water systems.
- The location and extent of existing sewer systems.

These risk factors were combined to form the overall risk rating presented in Figure 3-2. Details of the method and the full results from the preliminary spatial risk assessment are presented in Appendix 1.

The preliminary spatial risk assessment highlights the combined level of risk in areas that are currently unsewered. This includes both the risk associated with existing and future systems. The combined level of risk in currently sewerable areas is an important issue dealt with in subsequent sections of the DWMP.



**Figure 3-2: Overall risk based on assessment of development, soil and water risk factors in the Central Goldfields Shire.**



Conclusions drawn from the spatial risk assessment and confirmed with Council include:

- For seweraged townships, high risk areas occur adjacent to the outer edges of each town. The status of many existing systems in these areas is not currently known. Many of these areas may currently be low density, however there is potential for development on vacant lots, or further subdivision within the LDRZ.
- For unsewered townships, high risk areas occur in town centres, where small lot sizes occur. The status of many existing systems in these areas is not currently known and their risk profile manifests in different ways due to their existing characteristics and growth potential of the townships:
  - **Talbot:** High risk areas occur across a more extensive area in Talbot due to higher numbers of occupied small lots occurring in high density, compared to other unsewered townships. While the permanent population remains small, the township also attracts a larger number of visitors from surrounding areas on 'market days' and for heritage-based tourism. These reasons and others support the current proposal for sewerage development being considered through Central Goldfields Shire and Central Highlands Water investigations.
  - **Bealiba, Timor, Bowenvale, Moliagul:** High risk areas occur across a more limited in these townships, primarily driven by lot size combined with risk factors such as proximity to waterways and soil type.

### 3.4 ADDITIONAL RISK FACTORS

In addition to the spatial risk assessment, the following risk factors have been considered:

**Growth trends and township based risks:** Growth trends (including in-fill and greenfield development) may exacerbate risks, especially where small lots occur. Examples of some of the current growth patterns, and local domestic wastewater management planning risk factors are described by township below (Table 3-2).

**Location, density and age of existing systems:** The higher level of risk associated with existing systems is exacerbated if systems are inappropriately located or need replacement or repair. Proximity to other existing systems (clustering), proximity to waterways and the age of existing systems may be used as proxies for identifying high risk locations within this category.

**Current lot size:** In addition to zoning, current lot size provides an indication of the level of risk associated with both existing and future onsite systems in unsewered areas. Lot sizes smaller than 0.4 ha present the highest level of risk, however it is not uncommon to face challenges ensuring the sustainable management of wastewater on lots smaller than 1.0 ha. Current lot size also determines likely pathways for permit or building applications which are an important consideration for the use of controls to manage domestic wastewater.

### 3.5 SIMPLIFIED RISK TRIGGERS

Table 3-1 sets out a simplified set of risk categories for the purposes of this DWMP.

**Table 3-1: Simplified risk-based triggers used in this DWMP.**

RISK CATEGORY	RISK TRIGGERS
Low Risk	All sites not considered Moderate Risk or High Risk as defined below.
Moderate Risk	All sites not considered High Risk as per definition below AND <ul style="list-style-type: none"> <li>▪ Site is between 0.4 ha and 1.0 ha OR</li> <li>▪ Site is mapped as moderate or high risk to water environments OR</li> <li>▪ Slope is steeper than 10% OR</li> <li>▪ Site is mapped as medium-risk soil type OR</li> <li>▪ Site where there is a moderate density (between 20 and 40 dwellings/km<sup>2</sup>) of existing onsite systems (e.g., Bealiba) OR</li> <li>▪ Site with OWMS aged between 20-years and 40-years old OR</li> <li>▪ Site with an OWMS located within an area where reticulated sewerage is available.</li> </ul>
High Risk	<ul style="list-style-type: none"> <li>▪ Site is smaller than 0.4 ha OR</li> <li>▪ Site is mapped as high-risk soil type OR</li> <li>▪ Site where there is a high density (greater than 40 dwellings/km<sup>2</sup>) of existing onsite systems (e.g., Talbot) OR</li> <li>▪ Site where a commercial residential development is proposed OR</li> <li>▪ Site with an OWMS aged more than 40-years old OR</li> <li>▪ Site with an OWMS closer than 50 m to a waterway.</li> </ul>

### 3.6 APPLYING THE RISK FRAMEWORK

The findings from this preliminary spatial risk assessment have been used to inform the actions throughout this document. A summary of the risk-based triggers that apply to specific actions is provided in Chapter 8.

There is an opportunity to refine the spatial risk assessment by incorporating data on the location of existing systems, current lot size and growth trends in the next iteration of the risk-based approach.

Details of the preliminary spatial risk assessment method are contained in Appendix 1.

Task to initiate closer to the revision period.

The DWMP provides a risk framework which divides the Shire's managed areas into Low, Moderate or High Risk depending upon the following factors:

- Site Size
- Danger to Environments
- Soil Type
- Slope
- Population Density
- Existence of a Historical OWMS.

**Action 2: Review and refine the risk assessment at least every five years (prior to DWMP review), to incorporate improved datasets (such as location and density of existing OWMS) and changing circumstances.**

**Table 3-2: Likely growth patterns and local risk factors by township (CGSC 2020)**

TOWN	LIKELY GROWTH <sup>3</sup>	EXAMPLES OF LIKELY GROWTH PATTERNS	LOCAL RISK FACTORS
Maryborough – Carisbrook	High	<ul style="list-style-type: none"> <li>▪ Broadacre subdivision development in RLZ around Carisbrook, between Maryborough-Carisbrook, Simson</li> <li>▪ Low density / rural residential development in RLZ around Carisbrook, between Maryborough-Carisbrook, Simson, Moonlight Flat/Alma, Adelaide Lead</li> </ul>	Tullaroop Creek, Four Mile Creek, soil type (Moonlight Flat)
Dunolly	Medium	<ul style="list-style-type: none"> <li>▪ Low density / rural residential development in RLZ along Dunolly-Moliagul Rd corridor, north and west of Dunolly</li> </ul>	Burnt Creek and tributaries, soil type (NE and SE)
Bealiba	Low	<ul style="list-style-type: none"> <li>▪ In-fill development of existing small lots</li> <li>▪ Low density / rural residential development in RLZ</li> </ul>	Cochranes Creek, soil type, Small Lots
Timor – Bowenvale	Low	<ul style="list-style-type: none"> <li>▪ In-fill development of existing small lots</li> <li>▪ Low density / rural residential development in RLZ along Dunolly-Timor Rd</li> </ul>	Bet-Bet Creek, Timor Creek, Small Lots
Moliagul	Very low	<ul style="list-style-type: none"> <li>▪ In-fill development of existing small lots</li> </ul>	Burnt Creek, Mia Mia Creek, soil type
Talbot	Medium	<ul style="list-style-type: none"> <li>▪ In-fill development of existing small lots</li> <li>▪ Low density / rural residential development in RLZ south of Talbot</li> </ul>	Back Creek, Small Lots
Daisy Hill, Red Lion, Majorca	Very low	<ul style="list-style-type: none"> <li>▪ Low density / rural residential development in RLZ.</li> </ul>	McCallum Creek, soil type (Daisy Hill,

<sup>3</sup> Indicative assessment informed by CGSC's settlement strategy (CGSC, 2020)

## 4 Existing systems in unsewered areas

### 4.1 INTRODUCTION

This chapter focuses on existing onsite wastewater systems in Central Goldfields Shire's unsewered areas and identifies actions for improved management.

These systems present the highest level of risk, particularly where onsite systems are clustered together on small lots. Older existing systems present a higher risk both because of the risk of failure and because information on these systems is limited. Monitoring of existing systems is currently limited.

### 4.2 ONSITE SYSTEM DATABASE

A comprehensive database is essential to effective monitoring and compliance of onsite systems.

Council collects records of onsite systems including applications, planning permits, service reports, complaints and decommissioning reports, and periodically collates information to report on the status of existing onsite systems. However, there is currently limited comprehensive database capturing all onsite systems in the Shire.

The Council will develop a database of existing onsite systems for succinctly capturing and updating relevant details of existing systems (e.g., location, building use – residential/commercial/government, type of system, installation date, last service date, complaints received). The database will be populated with existing records and improved over time, working towards full coverage of existing systems. Where possible, the proposed database would integrate with Council's existing property and assets systems.

Opportunities to improve the extent of information on existing systems over time include:

- Ongoing collation of information through applications, planning permits, service reports, complaints, and decommissioning reports
- Deduce an approximate number and location of existing systems with an initial focus on high-risk areas followed by medium-risk areas (see Table 3-1) through analysis of detailed satellite imagery and collating other Council Records.

The database will attempt to include all onsite wastewater systems with flow rate of less than 5000 L/day, whether they are private residences, commercial, Council owned, or State government owned.

**Action 3: Develop, populate, maintain, an OWMS Database and utilise it for improved management of existing systems and an information system for storing details of new systems as they are installed.**

### 4.3 EXISTING SYSTEM PERFORMANCE

Existing onsite systems may present risks to sensitive local environments and human health due to:

- Ageing septic tanks
- Inadequate onsite disposal areas
- Lack of system maintenance
- Offsite discharge, including into drains, creeks, and rivers.

These issues may require different approaches. Measures include education, non-compliance action or further investigation if issues are causing impact to public health, amenity and/or the environment.

At present non-compliances are dealt with, as Council becomes aware of issues through complaints or when there are major alterations (such as house extension) requiring planning and/or building permits. Other sources of information on these issues might include service or plumbing assessment reports, however this information is less likely to be available for older systems.

This plan recommends a proactive, targeted inspection program of a substantial sample of high risk OWMS each year (resource dependant, inspection numbers to be determined after completion of Action 3). The following towns exhibit higher risk factors (small lots, proximity to waterways, soil types) and are recommended as the priority for an inspection program:

- Talbot – highest priority in the event sewerage of the township does not proceed in a timely manner.
- Bealiba – primarily in town centre.
- Timor, Bowenvale, and Moliagul.

High-risk areas in the combined spatial risk assessment, older systems that are not in the current database, systems on lots smaller than 0.4 ha and those close to a waterway will be targeted as high priority in the initial monitoring and compliance program (see Table 3-1).

Inspection protocols developed by other neighbouring Councils and the inspection form in the Australian Standards (AS 1547, Appendix U) can be used as the basis of a checklist.

Initially, site selection for the inspection program will need to be broader than the list of existing systems accounted for in Council records. This is especially important given current data gaps are understood to coincide with higher risk locations (e.g., Talbot). In these cases, site selection based on level of risk (see Table 3-1) will ensure good coverage of existing systems irrespective of the extent of current records.

Officers undertaking inspections will need to be mindful of the requirements in relation to site access under section 242(2) of the Environment Protection Act 2017.

**Action 4: Design and implement a targeted inspection program, targeting onsite wastewater systems in high-risk areas each year [resourcing dependent, inspection numbers to be confirmed after completion of Action 3].**

**Action 5: Use compliance and enforcement tools as appropriate within statutory powers to respond to inspection findings and record in the onsite system database.**

#### **4.4 SEWERING HIGH-RISK AREAS**

Planning is currently underway to sewer the high-risk township of Talbot.

The need for the project was first established in a 2005 study that provided evidence of sillage and wastewater (diluted sewerage) within the gutters and drains around Talbot. At the time testing found that level of the bacteria E.coli found in the drains around Talbot were higher than the levels considered to be 'a significant risk of illness transmission' by the National Health and Medical Research Council (NHMRC).

In addition to significant health and environmental risks, the inability of allotments to contain wastewater within the property boundaries within GMW's water supply area has led to development restrictions particularly affecting the development of small lots and subdivisions. Council settlement strategies prepared over the past ten years (CGSC, 2012; CGSC, 2020) have highlighted the significant limitation this has placed on the growth of the town.

An options assessment, concept design and business case have been completed for the Talbot scheme (AECOM, 2010; CGSC, 2010; HDS Australia, 2013). However, further progress has been limited by concerns that the system will be prohibitively expensive and may not be supported by Talbot residents (CGSC, 2020).

Council continues to investigate options for improving the cost-effectiveness of the scheme with Central Highlands Water. As well as connecting existing high risk OWMS, consideration should be given to providing sewerage service capacity for infill development as well as perhaps a new medium density development area.

**Action 6: Hasten the progress of a decision in relation to Talbot sewer investigations with Central Highlands Water to ensure health, environmental and town planning risks can be either mitigated with sewerage as soon as possible, or long-term planning for non-sewered development can be confidently pursued.**

## 4.5 ONSITE SYSTEMS ON SMALL LOTS

There are many small lots with existing dwellings in unsewered areas in the Central Goldfields Shire. Small Lots for the purposes of this plan are lots less than 0.4 ha in area.

Council will work with existing landowners through educational efforts to identify sustainable solutions. Options, in order of preference<sup>4</sup> include:

- There may be an opportunity to reduce wastewater volumes through water saving fixtures or other measures (not installing a bath, or other wastewater producing facilities, etc.)
- Upgrading to secondary treatment.
- Where there are clusters of existing systems, consideration could be given to sewerage services in consultation with the relevant water authority.

Council encourages the consolidation of small lots to prevent smaller lots being sold separately in the future (depending on ownership), to ensure compliance with zoning conditions and for onsite wastewater management. This is usually facilitated at the time of the planning or building application to assist with management of future onsite systems (see Chapter 5.7). However, Council may apply the same approach to existing systems where multiple neighbouring vacant small lots are currently being used to assist with onsite wastewater management.

**Action 7: Work with existing landowners on small lots to educate them in OWMS management, wastewater reduction and adoption of a higher quality effluent systems.**

## 4.6 COMMUNITY EDUCATION

Council provides information to help residents manage their onsite systems. Information on Councils' webpage needs to be kept up to date and should target high-risk areas and challenges. Areas of focus for community education could include:

- The new EPA regulations and the General Environmental Duty with links on Council's website to important pages on EPA's website.
- Water conservation, as a key method in minimising risk from wastewater, by minimizing the volume produced.

<sup>4</sup> Preference order reflects principles of the waste hierarchy, practicality and long-term sustainability of solution.

- Use of cleaning products that are suited to the onsite treatment system in place. Chemicals that contain large amounts of antibacterial compounds can kill the good bacteria inside the wastewater system that help to break down the waste.
- Avoiding food waste, oils and fats going down the kitchen sink as these can block pipes and decrease the function of the onsite system.
- Encouraging regular maintenance of onsite systems as appropriate to the type of system installed.
- Protecting effluent disposal and irrigation areas from inappropriate development (e.g., driveways, sheds) and diversion of stormwater around the area.
- EHO to work with Planning and Communications to develop an effective welcome information pack for new residents and land developers.
- EHO to work with communications and add OWMS factsheets to the Council Website.
- Develop materials for a road show or be a part of community events such as Talbot Market to engage the community and educating in Wastewater Management.
- Prepare standard responses for staff when they receive phone calls from prospective property buyers and developers in relation to OWMS feasibility on lots.
- Communicate with Real Estate Agents regarding necessity of declaring OWMS requirements.

Council will seek to reach all owners of onsite systems via broadcast methods such as the Council web page. Target campaigns also provide an opportunity to impart a greater depth of understanding in specific groups.

A particular opportunity for targeted education is when properties change hands. It is important to ensure that owners not previously familiar with onsite systems are made aware of the importance of correct operation and management of their onsite system.

Section 32 Vendor Statements provide a mechanism to inform prospective new owners of properties reliant upon onsite wastewater systems. Vendor Statements must disclose services that are not connected – i.e. not connected to reticulated sewerage.

In addition, Council could provide information on its website targeted to new buyers and send information regarding onsite wastewater management to new owners of properties in unsewered areas. Nearby Councils have developed similar resources to assist with alerting new buyers to their management requirements and there is an opportunity to share resources and ideas to save on costs and learn from best-practice approaches.

Wherever possible, linking to primary sources is encouraged. e.g. provide a link to EPA's website for explanation of the General Environmental Duty rather than writing a page on Council's website.

**Action 8: Continue to provide community education via the Council web page on the correct operation and maintenance of onsite wastewater systems, as well as water conservation.**

**Action 9: Publish the endorsed Domestic Wastewater Management Plan on the Central Goldfields Shire website.**

**Action 10: Alert new buyers to the existence of onsite systems and the associated wastewater management requirements through a new buyer 'Welcome Pack' or targeted website campaign.**

## **4.7 SHIRE OWNED ONSITE WASTEWATER SYSTEMS**

Central Goldfields Shire Council manages properties with onsite wastewater systems across the Shire. These are associated with public halls, recreation reserves and public toilets. Council wants to lead by example and ensure these onsite wastewater systems are adequately maintained and upgraded where required.

There are high visitation tourist areas within the LGA which will require particular attention.

The Talbot Farmers Market attracts more than 100 stall holders and 3,000 visitors each month and over 40,000 visitors annually (CGSC, 2010). Council managed public toilet facilities (Pioneer Park and RSL Park) are utilised by visitors and it is understood the event places significant pressure on the current onsite systems associated with the facilities (Pers. Comms., Amy Boyd, May 2022). The Council will review the performance of these and other high use Council systems and investigate options for upgrading / replacing onsite systems where necessary to meet visitation capacity at the sites.

**Action 11: Conduct an audit of Council owned properties reliant on OWMS.**



## 5 Future onsite systems in unsewered areas

### 5.1 INTRODUCTION

This chapter sets out the approach Council will take to ensure best practice for the installation and management of future onsite systems.

### 5.2 AVOIDING POORLY CONCEIVED NEW OWMS

Creation of new OWMS that are poorly designed, or sites is a risk factor that can lead to non-compliant, unsustainable systems at the lot and neighbourhood scale and legacy problems for future management. Once a poorly conceived OWMS is constructed, it is impossible to remove unless the site becomes connected to reticulated sewerage. New OWMS need to be compliant from Day 1. Good domestic wastewater management aims to avoid these problems.

Resources and processes are in place to respond to new applications in accordance with the planning scheme and other legislative responsibilities. For this reason, provided these processes are followed every time, the risk associated with future development is moderate.

The long-term goals for future onsite wastewater systems in unsewered are:

- Ensure dwellings requiring onsite wastewater systems are developed sustainably.
- Ensure land subdivision creates allotments that can sustain onsite systems.

**Action 12: Avoid poorly conceived new OWMS through the implementation of sound internal approvals processes for new dwellings and small lot subdivisions.**

Planning and EHO will work together to achieve this task. There are set policies in the Council in relation to new developments. Help is also provided to people enquiring about new developments in areas where planning permits do not trigger. Land Capability Assessment is a pre-requisite for a majority of Septic Applications. EHO can also legally request a Land capability Assessment and seek referral from Catchment Authorities.

### 5.3 ONSITE SYSTEMS IN WATER SUPPLY CATCHMENTS

Domestic wastewater management planning must be undertaken in accordance with specified requirements in the Ministerial guideline: *Planning permit applications in open, potable water supply catchment areas – November 2012*. The requirements apply:

- To the area under designated water supply catchments shown in Figure 2-2
- Where a planning permit is needed to use land for a dwelling or to subdivide, and
- The proposed development will not be connected to reticulated sewerage.

The guidelines limit development to a maximum density of 1 house per 40 ha (*Guideline 1*), with the exception that water corporations will consider allowing higher density where certain exemption conditions are met. The approach Council will take to meet the exemption conditions is set out in the table below. More information on how this DWMP meets the requirements for providing a basis for relaxation of Guideline 1 is provided in Appendix 3.

**Table 5-1: Conditions required to be met to allow higher density development in open, potable water supply catchment areas.**

EXEMPTION CONDITIONS	HOW EXEMPTIONS WILL BE MET
The minimum lot size area specified in the zone for subdivision is met in respect of each lot.	Addressed in statutory planning assessment processes.
The water corporation is satisfied that the relevant Council has prepared, adopted, and is implementing a Domestic Wastewater Management Plan (DWMP) in accordance with the DWMP Requirements.	<p>GMW are involved in the development and review of this plan. Council will continue to engage GMW in ensuring the agreed action plan is carried out and adapted where required.</p> <p>This DWMP has been prepared in accordance with the specified requirements in the Ministerial Guidelines.</p> <p>See Appendix 3 for more details.</p>
<p>The proposal does not present an unacceptable risk to the catchment having regard to:</p> <ul style="list-style-type: none"> <li>▪ The proximity and connectivity of the proposal site to a waterway or a potable water supply source (including reservoir)</li> <li>▪ The existing condition of the catchment and evidence of unacceptable water quality impacts</li> <li>▪ The quality of the soil</li> <li>▪ The slope of the land</li> <li>▪ The link between the proposal and the use of the land for a productive agricultural purpose</li> <li>▪ The existing lot and dwelling pattern in the vicinity of site</li> <li>▪ Any site remediation and/or improvement works that form part of the application.</li> <li>▪ The intensity or size of the development or use proposed and the amount of run-off that is likely to be generated.</li> </ul>	<p>The DWMP includes spatial risk assessment tool informs of high-risk areas and ensure Council monitors and implements appropriate controls for development of these areas.</p> <p>The DWMP includes a risk-based approach to Land Capability Assessments that ensures technical assessment of proposed new OWMS focuses on higher risk proposals.</p>

The above approach is not required to obtain an exemption to the Ministerial Guidelines in situations where a planning permit is not required. However, the approach constitutes best practise for new developments requiring onsite wastewater systems. This DWMP applies this approach in these situations through Chapter 5.4, which includes risk-based recommendations for Land Capability Assessments, while Chapter 5.7 deals with the use of a risk-based framework for the development of existing vacant small lots.

## 5.4 LAND CAPABILITY ASSESSMENTS

A Land Capability Assessment (LCA) is a report that assesses the viability of onsite wastewater management on a site where there is no reticulated sewerage.

LCAs are required across most of the Shire due to the extensive coverage of Special Water Supply Catchment areas across the municipality (see Figure 2-2).

Under the Code of Practice and Victorian Land Capability Assessment Framework, the requirement for LCAs is as follows:

- LCAs are required for subdivisions, new buildings with onsite wastewater disposal and alterations increasing flows rates.
- LCAs may also be required at EHO discretion for other alteration applications.
- LCAs are to be submitted at the planning stage, or building permit stage, if a planning permit is not required.

In addition to the above, Council has adopted a risk-based approach to the inclusions required for LCAs (Table 5-2). This considers the level of risk associated with the proposed development or subdivision. Council will communicate directly with land capability assessors about the risk-based approach required for LCAs under this DWMP.

**Table 5-2: Risk-based approach to LCA inclusions required.**

RISK	LCA INCLUSIONS	CONDITIONS
Low	<p>Description of proposed onsite treatment, land application and management strategies, including design maximum peak daily hydraulic flow and organic load.</p> <p>Plan of proposed onsite system, (including location of reserve land application area where absorption/transpiration trenches/beds are proposed).</p> <p>Confirmation that setback distances meet requirements in EPA Code of Practice (see Table 5 in Code).</p>	Landowners must comply with conditions on permits granted by Council.
Moderate	<p>As above, plus:</p> <p>Soil profiling and texture assessment in line with site-and-soil evaluation procedures detailed in AS/NZS 1547:2012.</p>	<p>As above, plus:</p> <p>Secondary wastewater treatment standard preferred where there is high risk to water environments.</p>
High	<p>As above, plus:</p> <p>Full feature survey of the site.</p> <p>Detailed soil analysis, including in-situ permeability testing.</p> <p>Water and nutrient balance calculations.</p> <p>Reserve disposal area shown on plans.</p>	<p>As above, plus:</p> <p>Council will prioritise monitoring of high-risk areas to ensure routine maintenance is undertaken by landowners into the future.</p>

The DWMP should be provided to LCA assessors usually involved in Development projects within the shire. This will allow Council to communicate to land capability assessors the expectations from LCA reports and the challenges that can be faced by developers in terms of constructing and maintaining OWMS.

**Action 13: Communicate the risk-based approach for LCAs under this DWMP directly with land capability assessors.**

## 5.5 LCA VERIFICATION AND TRAINING

Under Section 1.8.3 of the EPA Code of Practice LCA providers are required to have the necessary qualifications, experience, professional membership, professional indemnity, and independence. Council Environmental Health Officers (EHOs) also need to have the skills, qualifications and experience to interpret LCAs and determine site suitability.

Council has in the past verified LCA providers and published a list on its website. Council continues to assess the quality of LCAs received. LCA assessors usually readily avail their qualifications and professional suitability to Councils.

Council will support training and development opportunities for land capability assessors and Council EHOs. This includes supporting participation in the Environmental Health Professionals Association (EHPA), attending relevant forums and other training.

Central Goldfields Shire is part of the Loddon Mallee Community of Practice EHPA group and Council will continue to provide EHOs and other relevant practitioners with the opportunity to participate in this forum.

Council will also seek to collaborate with neighbouring municipalities through sharing of resources and support for combined land capability assessor and EHO training and development events.

Council EHO and Planners usually keep in touch with other councils and professionals through various Professional associations, regular meetings organised through state government representatives and phone calls or meetings for consultation purposes.

It is recommended that a Policy be implemented by the Council to provide EHOs with Land capability Assessment Training or refreshers as required to allow current and future EHOs to be able to interpret and apply LCAs effectively.

**Action14: Verify LCA providers listed by Council on its website and continue to assess the quality of LCAs received.**

**Action 15: Work with neighbouring municipalities and the Loddon Mallee Community of Practice to establish regular knowledge sharing and training events for EHOs and land capability assessors.**

## 5.6 MINIMUM SUBDIVISION RULES

Some restrictions on subdivision and dwelling development in the Planning Scheme already support outcomes for sustainable onsite wastewater management, even if they were not set for this purpose. For example, subdivision rules limit small lots in farming, rural living, and rural conservation zones to protect agricultural land, and environmental and landscape values respectively. Yet these rules also support the types of lower density development suitable for managing wastewater in unsewered areas.

However, there are areas where minimum subdivision rules may not support sustainable management of wastewater. In the Low-Density Residential Zone (LDRZ), each lot must be 0.4 ha where reticulated sewerage is not connected (see Cl. 32.03-3 in Central Goldfields Planning Scheme) while the Township Zone (TZ) does not specify a minimum lot size.

There are challenges ensuring the sustainable management of wastewater particularly on lots smaller than 0.4 ha. This is reflected in the EPA Code of practice for onsite wastewater management which considers 1.0 ha a suitable risk threshold for the sustainability of onsite systems:

*The feasibility of providing a reticulated sewerage system should be seriously considered for the development of individual lots and for subdivision proposals that would result in allotments smaller than 10,000 m<sup>2</sup> (1.0 hectare). This area should not be seen as a minimum lot size but as a risk threshold, as lots smaller than 10,000 m<sup>2</sup> may be unable to retain all wastewater onsite.*

It is recommended that the average lot size in unsewered subdivisions should be higher to provide greater flexibility to landholders and a degree of conservatism that reduces risk and need for management input from Council.

Any future rezoning or subdivision proposals in unsewered areas for proposed or allowable lot sizes less than 1.0 ha will be referred to the Environmental Health team. The Planning Scheme requires that all subdivision applications in the LDRZ and TZ include an LCA, building envelope and effluent disposal area. This information will be considered when determining whether the lot is suitable for the treatment and retention of wastewater in accordance with the requirements of the Environment Protection Regulations under the *Environment Protection Act 2017*.

Council will also provide early advice to prospective subdivision proponents of the higher level of domestic wastewater management assessment requirements and controls that typically apply to applications for subdivision into lot sizes smaller than 1.0 ha without provision of sewerage.

Tools exist for Planning to implement lot consolidation both as part of Planning Policies and Legislation and also in consultation with both the Water Authorities and EHO. Council will consider the need for more policies or re-design of sub-division methodology or zoning.

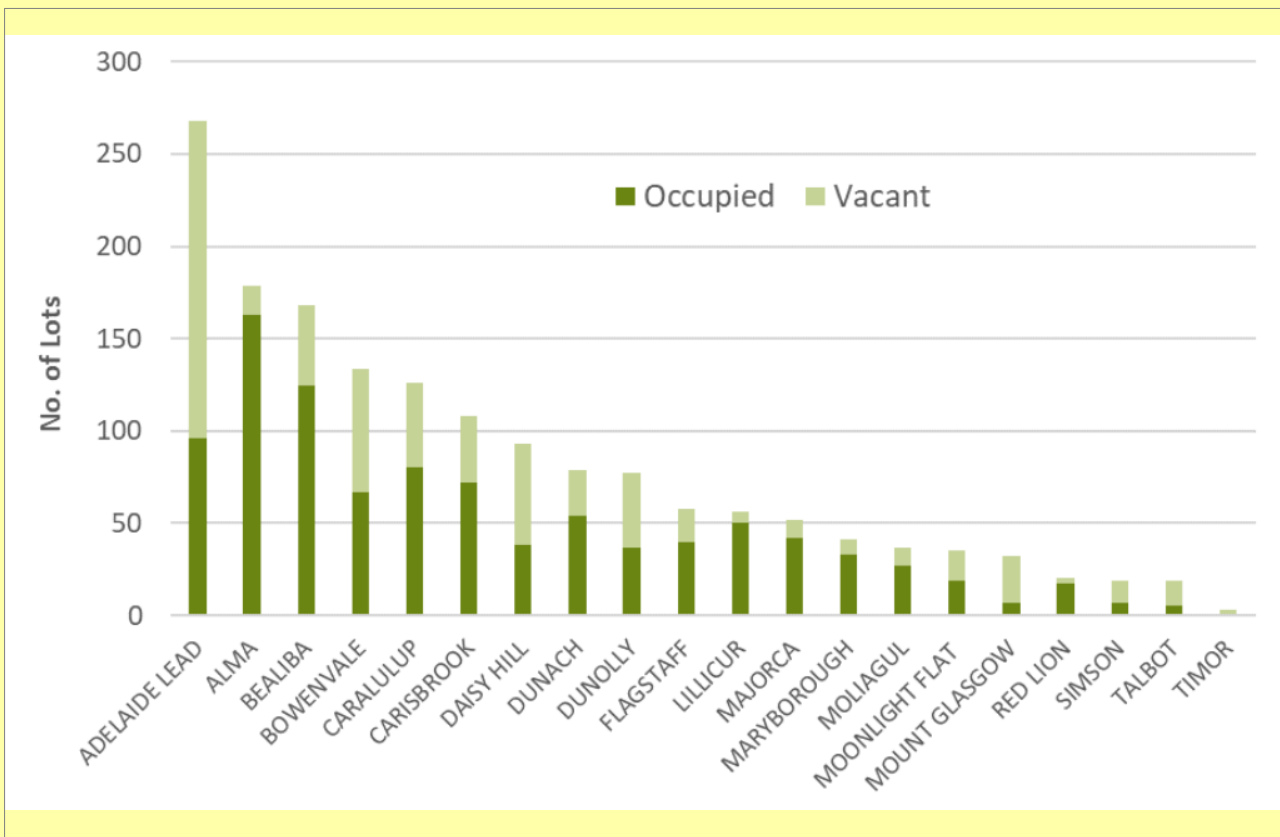
Council will also consider some basic training for planners in wastewater management. As the Council has only one EHO (and will remain so for foreseeable future) it will be worth the effort of reducing referral workload on the EHO and to make addressing wastewater related enquiries and decisions easier.

**Action 16: Continue to build strong referral processes between Council’s Planning and Environmental Health teams for rezoning or subdivision proposals that would create lots smaller than 1.0 ha in unsewered areas.**

## 5.7 VACANT LOTS

Over recent years, virtually all construction of new dwellings on rural residential land has been on existing lots (CGSC, 2020). Assuming this trend continues, many applications for future onsite systems are likely to arise from existing vacant lots, rather than from new subdivisions of rural residential land.

The majority of the estimated 980 vacant lots are situated within areas not serviced by reticulated sewerage infrastructure (Figure 5-1). Future development will be dependent upon the sustainable use of domestic wastewater management system.



**Figure 5-1: Rural residential allotments in the Central Goldfields Shire (CGSC, 2020)**

There are challenges for domestic wastewater management associated with the development of vacant lots in Central Goldfields Shire.

Firstly, there are many vacant lots smaller than 0.4 ha in the Central Goldfields Shire in unsewered areas, including in Township and Low-Density Rural Living Zone areas of Talbot, Bealiba, Timor, Bowenvale, and Moliagul.

Usually, it is the requirement for a Planning Permit to subdivide land in an unsewered areas that first triggers the assessment of a development by GMW and Council for its suitability for onsite wastewater management. However, in the case of existing vacant small lots, a Planning Permit may not be required, and new or potential new buyers may erroneously assume that the land is suitable for development. Individuals may be unaware of the onsite wastewater management constraints and can be surprised to find out when making enquiries to Council that it may be impossible to comply with requirements. In other words, where sewerage is not available, some small blocks are not large enough to be house blocks because the land area is insufficient to accommodate the OWMS along with the house, driveway and yard areas.

Meanwhile, in the absence of a requirement for a planning permit, Council may not have access to the technical advice provided by GMW through the referral process and will need to provide robust justification for any decision to refuse an application for an onsite wastewater system.

This DWMP provides a clear framework for identifying high-risk proposals for the development of vacant lots (see Table 3-1).

The following conditions will be considered as a guide to enable existing small lots to treat and retain all wastewater onsite:

- Onsite soil analysis provides evidence of higher permeability than clay dominated Category 6 soils.
- The wastewater volume to be generated is minimised through use of water saving fixtures.
- Secondary treatment with nutrient reduction is used to improve wastewater quality irrigated.
- Subsurface drip irrigation is used to effectively dispose effluent in poor soils.

Other constraints, such as dwelling size may also be considered for high-risk proposals given the number of bedrooms is used as a measure of occupancy, and therefore daily wastewater production rate, under EPA regulations.

Council will also continue to facilitate the consolidation of neighbouring small lots for the purpose of sustainable onsite wastewater management through the planning process.

Reticulated sewerage services could also be considered where there is desire for development, in consultation with the relevant water authority. Likely suitable sewer expansion areas are discussed in Chapter 4.4.

As previously noted, Section 32 Vendor Statements must disclose that a property is not connected to mains sewerage. Council could also provide information on its website targeted to new buyers and send information regarding onsite wastewater management to new owners of properties in unsewered areas (see Chapter 4.6).

Council will also provide early advice to prospective new buyers of the higher level of domestic wastewater management assessment requirements and controls that may apply to applications for allowable lot sizes of less than 1.0 ha in unsewered areas.

## 5.8 SEWERAGE TO ENABLE DEVELOPMENT

Installing sewerage in high-risk areas where there are clusters of existing onsite systems is discussed in Chapter 4.4.

The other potential benefit of sewerage is that it can enable more intensive future housing development. This is the case for the sewerage proposal for Talbot which is identified as a priority in Chapter 4.4.

The other main opportunities for sewerage development in the Central Goldfields Shire are the edges of Maryborough and Carisbrook, and to a lesser extent, Dunolly, which are the areas identified as most likely to experience growth in the short term. It is also usually easier to expand an existing sewerage system than to create a new system.

Under the DWMP, the Council will establish and maintain clear servicing advice from Coliban Water and Central Highlands Water and advice regarding industrial buffers from the EPA. This will inform the identification of suitable expansion areas, including consideration of any opportunities to rezone Low-Density Residential and other land for higher density developments.

This is an ongoing task. Council may set up an annual meeting schedule between Planning and Water Corporations to discuss any concerns.

**Action 17: Monitor development trends and maintain clear understanding between Council and Coliban Water / Central Highlands Water on which land can be sewerage to identify suitable expansion areas.**

## 6 Sewered areas

### 6.1 INTRODUCTION

In densely developed areas, onsite systems may not be able to sustain the effective management of wastewater and provision of sewerage may be required. Sewerage systems significantly reduce the health and environmental risks compared with onsite wastewater systems.

Under the Planning Scheme, premises should be connected to the sewer whenever it is available (e.g. Clause 32.03-1). Sound understanding of the sewer network, and effective communication between Central Goldfields Shire Council and the relevant urban water corporations is essential for reducing current and potential future domestic wastewater risks in these areas.

### 6.2 EXISTING ONSITE SYSTEMS IN SEWERED AREAS

There are limited records on the operation of existing onsite systems within sewerred areas in the Central Goldfields Shire. Premises with failed or high-risk onsite systems in sewerred areas should be connected to sewerage as a priority. EPA regulations and agency powers provide a framework for the connection process.

Council facilitates the decommissioning of onsite systems in sewerred areas by ensuring owners connect to sewer wherever feasible. Upgrades to onsite systems in these areas should be actively discouraged by not issuing permits for onsite wastewater systems and transferring applicants to Coliban Water or Central Highlands Water for provision of sewerage connection.

Existing systems in sewerred areas are assessed on a case by case basis however it is assumed that they will be medium risk Table 3-1 so Council will prioritise the location of these systems and enter them into the database of existing systems (see Action 3).

Where onsite systems in sewerred areas comply with EPA regulation, the urgency for facilitating connection is not as great. These systems can be resolved over time through opportunistic connection aligned with sewer connections to new neighbouring properties.

There may be some dwellings on the outskirts of sewerred towns not connected to mains sewer. Educational campaigns may also bring attention to this requirement.

**Action 18: Identify through development of the OWMS Database whether any high-risk onsite systems occur within sewerred areas and facilitate connection to sewerage as a priority.**

### 6.3 FUTURE HOUSES IN SEWERED AREAS

New dwellings constructed inside declared sewerred districts are required to connect to the reticulated sewer network unless connection is proven non-feasible to Council and the relevant water corporation. This also applies to development on the fringe of sewerred areas, where the sewer is readily available.

Clear understanding needs to be established and maintained between sewerage planning engineers at Coliban Water and Central Highlands Water and town planners at Central Goldfields Shire Council about which land can be sewerred. As such, it should be rare for any new houses to be installed in these areas without connecting to sewer. Generally, this risk is self-regulated because land developers recognise access to reticulated sewerage services as incentive to develop land into small sewerred parcels.



# 7 Implementing the DWMP

## 7.1 RESOURCING

This plan is written in a way that makes the implementation part of normal planning, health and environmental routines. Where additional resources are required for actions related to programs and studies, these have been costed and may require extra resources or funding.

Resource allocation and budgeting will be required for the following tasks:

- OWMS Database - Provision of Admin Support to the EHO. Budget requirements of the appointment of staff if hiring new personnel.
- Targeted Inspection Program – Provision of additional staff to assist in the Targeted Inspections.
- Education campaign - Allocation of existing council resources (staff and website) to develop factsheets, website information. Staff may also be required to work 3-6 weekend days over a 3-6 month period to participate in local events to conduct educational sessions regarding OWMS management. Some budget allocation will be required to pay for additional salaries/payments, hiring display materials gazebos, posters, etc. Staff allocation will be required to conduct targeted mail-outs and phone calls for surveillance purposes.
- Community consultation - Council staff and resources will also be required for community consultation of the DWMP before adoption.

Estimated costs for implementing the plan are approximately \$65,000 as set out in Appendix 4.

## 7.2 REVIEW AND UPDATE

Council recognises the importance of monitoring and evaluating this DWMP for continuous improvement. Periodic review and improvement of this DWMP, will be undertaken including:

- Annual review of the action plan. Based on annual review, determine priorities for implementation and recommend to Council for consideration via the regular budget process
- Three-year (mid-term) report to Council and stakeholders on progress, including results of monitoring program.
- A full review of the DWMP (including independent audit) five years after its adoption by Council.

Council will report back to the community on the implementation of the DWMP via the website.

**Action 19: Undertake annual review of the DWMP action plan.**

**Action 20: Undertake an independent audit of the implementation three years after adoption by Council.**

**Action 21: Undertake a full review of this DWMP, including the spatial risk assessment, five years after its adoption by Council.**

# 8 Action plan

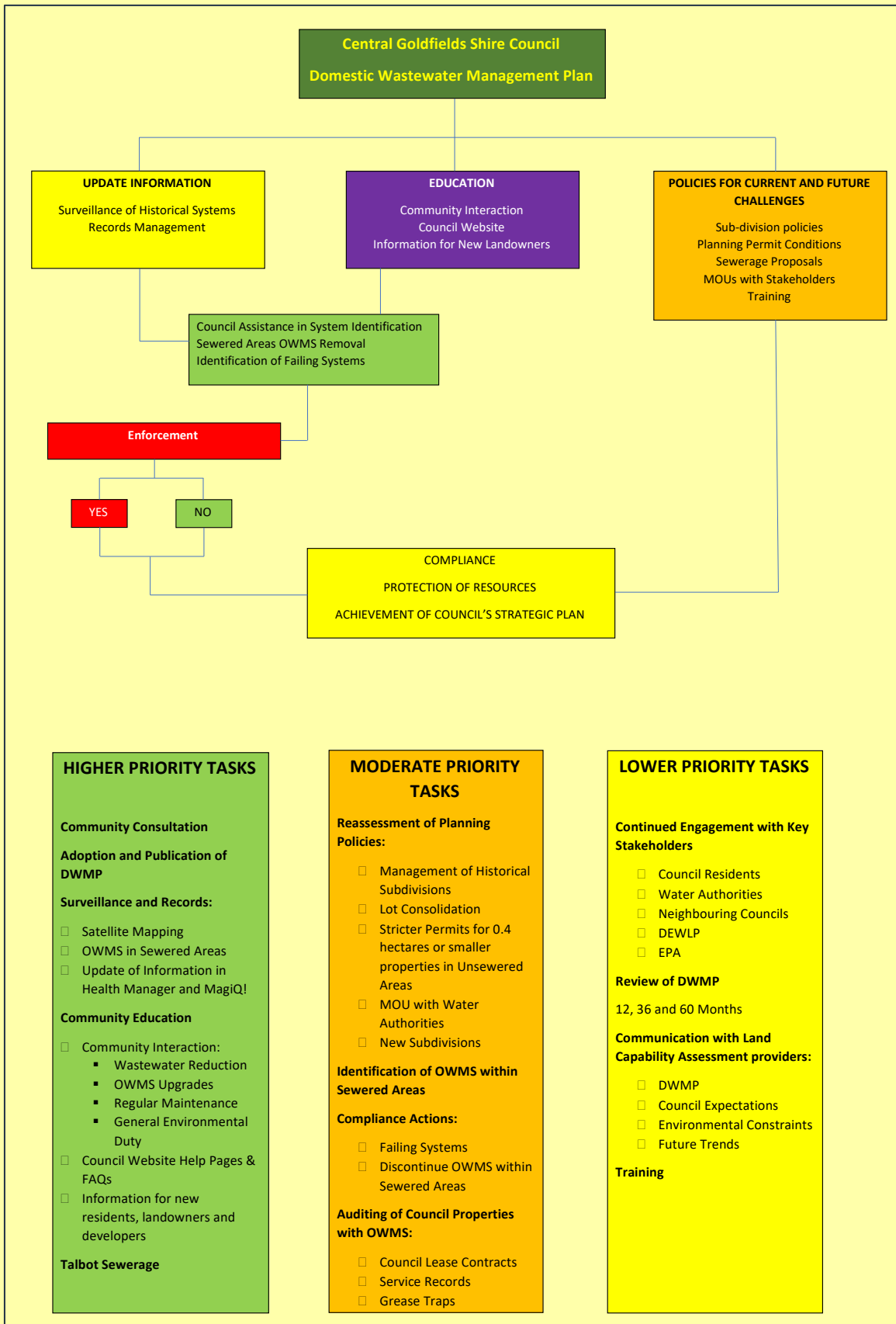


Figure 8-1 Action Plan Overview

**Table 8-1: Central Goldfields Shire Council DWMP Action Plan**

ACTION	PRIORITY	TIMING
<p><b>Action 1:</b> Continue to engage with key stakeholders including:</p> <ul style="list-style-type: none"> <li>▪ Collaborate with Central Highlands Water and Coliban Water on the coverage of existing and possible expansion of sewer networks, and on approval referrals processes for OWMS.</li> <li>▪ Share knowledge across agencies to improve information on the location of existing OWMS, share resources and implementation capacity and advocate for improvements to state-wide domestic wastewater management frameworks.</li> </ul>	LOW	Ongoing since August 2023
<p><b>Action 2:</b> Review and refine the risk assessment at least every five years (prior to DWMP review), to incorporate improved datasets (such as location and density of existing OWMS) and changing circumstances.</p>	LOW	2028
<p><b>Action 3:</b> Develop, populate, maintain, an OWMS Database and utilise it for improved management of existing systems and an information system for storing details of new systems as they are installed.</p>	HIGH	First Quarter 2024
<p><b>Action 5:</b> Design and implement a targeted inspection program, targeting a substantial number of onsite wastewater systems in high-risk areas each year [resourcing dependent, yearly inspection numbers to be determined after completion of Action 3].</p> <p><b>Action 4:</b> Design and implement a targeted inspection program, targeting onsite wastewater systems in high-risk areas each year [resourcing dependent, inspection numbers to be confirmed after completion of Action 3].</p> <p><b>Action 5:</b> Use compliance and enforcement tools as appropriate within statutory powers to respond to inspection findings and record in the onsite system database.</p>	HIGH	Second Quarter 2024
<p><b>Action 6:</b> Hasten the progress of a decision in relation to Talbot sewer investigations with Central Highlands Water to ensure health, environmental and town planning risks can be either mitigated with sewerage as soon as possible, or long-term planning for non-sewered development can be confidently pursued.</p>	HIGH	Ongoing since June 2023
<p><b>Action 7:</b> Work with existing landowners on small lots to educate them in OWMS management, wastewater reduction and adoption of a higher quality effluent systems.</p>	HIGH	Last Quarter 2023 – First Quarter 2024
<p><b>Action 8:</b> Continue to provide community education via the Council web page on the correct operation and maintenance of onsite wastewater systems, as well as water conservation.</p>	HIGH	First Quarter 2024
<p><b>Action 9:</b> Publish the endorsed Domestic Wastewater Management Plan on the Central Goldfields Shire website.</p>	HIGH	Completed
<p><b>Action 10:</b> Alert new buyers to the existence of onsite systems and the associated wastewater management requirements through a new buyer 'Welcome Pack' or targeted website campaign.</p>	HIGH	Initiate Last Quarter 2023 and

ACTION	PRIORITY	TIMING
		then ongoing
<b>Action 11:</b> Conduct an audit of Council owned properties reliant on OWMS.	MODERATE	First Quarter 2024
<b>Action 12:</b> Avoid poorly conceived new OWMS through the implementation of sound internal approvals processes for new dwellings and small lot subdivisions.	MODERATE	Ongoing
<b>Action 13:</b> Communicate the risk-based approach for LCAs under this DWMP directly with land capability assessors.	LOW	Last Quarter 2023
<b>Action 14:</b> Verify LCA providers listed by Council on its website and continue to assess the quality of LCAs received.	LOW	Last Quarter 2023
<b>Action 15:</b> Work with neighbouring municipalities and the Loddon Mallee Community of Practice to establish regular knowledge sharing and training events for EHOs and land capability assessors.	LOW	Ongoing
<b>Action 16:</b> Continue to build strong referral processes between Council's Planning and Environmental Health teams for rezoning or subdivision proposals that would create lots smaller than 1.0 ha in unsewered areas.	MODERATE	Ongoing
<b>Action 17:</b> Monitor development trends and maintain clear understanding between Council and Coliban Water / Central Highlands Water on which land can be sewerred to identify suitable expansion areas.	LOW	Ongoing
<b>Action 18:</b> Identify through development of the OWMS Database whether any high-risk onsite systems occur within sewerred areas and facilitate connection to sewerage as a priority.	MODERATE	First Quarter 2024
<b>Action 19:</b> Undertake annual review of the DWMP action plan.	LOW	Last Quarter 2024
<b>Action 20:</b> Undertake an independent audit of the implementation three years after adoption by Council.	LOW	Last Quarter 2026
<b>Action 21:</b> Undertake a full review of this DWMP, including the spatial risk assessment, five years after its adoption by Council.	LOW	1st Quarter 2029

## References

Department of Sustainability and Environment, 2012, Planning permit applications in open, potable water supply catchment areas: November 2012. Victorian Government, East Melbourne, Victoria.

Central Goldfields Shire Council, 2006, Central Goldfields Shire Council: Domestic Wastewater Management Plan: September 2006. Prepared for Central Goldfields Shire Council by Halcrow Pacific Pty Ltd, Melbourne, Victoria.

Municipal Association of Victoria, 2014, Mansfield Shire DWMP Pilot Project.

# Appendix 1: Preliminary Risk Mapping

## Introduction

A preliminary risk mapping exercise was undertaken as part of the development of this DWMP and has been used to support the actions and implementation of the DWMP.

There are more sophisticated approaches that could be implemented if Council has the resources and if the findings from the three-year and five-year review support further refinement of the risk assessment.

This Appendix explains the methodology followed and presents the results of the preliminary risk mapping.

## Method – Risk Factors Mapped

Three risk factors were identified and combined spatially to arrive at an overall risk. The three risk factors and the way that they have been combined is shown in Figure A1-1.

More details of each risk factor are presented on the following pages.

Development	Soil	Water	Combined
H	H	H	H
H	H	L	H
H	H	M	H
H	L	H	H
H	L	L	M
H	L	M	M
H	M	H	H
H	M	L	M
H	M	M	H
L	All	All	L
M	H	H	H
M	H	L	M
M	H	M	H
M	L	H	M
M	L	L	L
M	L	M	M
M	M	H	H
M	M	L	M
M	M	M	M

Figure A1-1: Combination of three main risk factors

## Development Risk Factor

The development risk factor used the Planning Zone maps as follows:

- Township Zone is considered High Risk
- Rural Living Zone and Low Density Residential Zone were considered Medium Risk

## Soil Risk Factor

The best soils information available for the Central Goldfields LGA is land systems mapping for the Loddon and Avoca catchments. This data set is useful for OWMS risk mapping because it accounts both for the underlying soils and the topography of the land, both of which are relevant.

Further information about the data sets is available at the following links.

- [http://vro.agriculture.vic.gov.au/dpi/vro/nthcenreg.nsf/pages/nthcen\\_landform\\_geo\\_loddon\\_land](http://vro.agriculture.vic.gov.au/dpi/vro/nthcenreg.nsf/pages/nthcen_landform_geo_loddon_land)
- [http://vro.agriculture.vic.gov.au/dpi/vro/nthcenreg.nsf/pages/nthcen\\_landform\\_avoca\\_river](http://vro.agriculture.vic.gov.au/dpi/vro/nthcenreg.nsf/pages/nthcen_landform_avoca_river)

RMCG coded the risk of each land system as explained in Figure A1-2.

## Proximity to Water Environments Risk Factor

Three data sets were combined to develop a risk associated with proximity to water environments.

- Groundwater – Visualising Victoria’s Groundwater (<https://www.vvg.org.au>) maps the quality and depth of groundwater across Victoria. Shallow good quality water is at greater risk to OWMS than deep poor-quality water. Figure A1-3 summarises the classification used for groundwater risk in this spatial risk assessment.
- Distance to a water course – The Victorian Government has digital maps of water courses across Victoria (<https://discover.data.vic.gov.au/dataset/watercourse-network-1-25000-vicmap-hydro>). For this spatial risk assessment, land closer than 30 m to a watercourse has been mapped High Risk and between 30 and 100 m from a watercourse is considered Moderate Risk.
- Flood Overlays – the land subject to inundation overlay was used as a third water-related spatial layer.

The three water related data sets were combined as follows:

- <5m Depth and <1000mg/L TDS, or <30m from a watercourse, or In LSIO = High Risk
- 5-10m Depth and <1000mg/L TDS, or <5m Depth and 1000-3500mg/L TDS, or 30-60m from a watercourse, and Not in LSIO = Medium Risk.

## Preliminary Risk Mapping

The sequence of twelve maps shown on the following pages provides the results of the preliminary spatial risk assessment. The data layers have been made available and can be incorporated into Council’s GIS system.

While the preliminary work is useful for this DWMP, in future (once the OWMS Database has been developed) this risk mapping can be refined by adding in the density of existing onsite systems as a fourth dimension to the analysis.

LANDUNIT	ASC_OSO	Risk Rating	RMCG	SURVEY	LU_CODE	Soil Description
C	SOAA	High		EastWimmera	EastWimmera_C	The main soils included in this association are the hard alkaline red, yellow and mottled-yellow duplex soils.
BR	RUCY	High		Avoca	Avoca_BR	shallow stony uniform loam
BR	RUCY	High		Avoca	Avoca_BR	shallow stony uniform loam
Ce	KUAB	Medium		Avoca	Avoca_Ce	mottled reddish yellow duplex
Ce	KUAB	Medium		Avoca	Avoca_Ce	mottled reddish yellow duplex
Ce	KUAB	Medium		Avoca	Avoca_Ce	mottled reddish yellow duplex
De	SOAA	High		Avoca	Avoca_De	red sodic duplex
EB	TEDS	High		LoddonRiver	LoddonRiver_EB	Shallow stony red or brown soils predominate; they are frequently reddish brown structured uniform loams on the steeper slopes, containing abundant stone, but better-developed and deeper red-reddish brown gradational soils on the gentler slopes; shallow, dark, well-structured uniform clay soils occur in the north, and deeper alluvial soils on the occasional alluvial flats
EB	TEDS	High		LoddonRiver	LoddonRiver_EB	Shallow stony red or brown soils predominate; they are frequently reddish brown structured uniform loams on the steeper slopes, containing abundant stone, but better-developed and deeper red-reddish brown gradational soils on the gentler slopes; shallow, dark, well-structured uniform clay soils occur in the north, and deeper alluvial soils on the occasional alluvial flats
L/H/S	TEDS	High		LoddonRiver	LoddonRiver_L/H/S	Uniform stony loam soils dominating the steeper slopes and sharper crests are shallow, contain copious quantities of fragmented stone, and have loamy textures
L/H/S	TEDS	High		LoddonRiver	LoddonRiver_L/H/S	Uniform stony loam soils dominating the steeper slopes and sharper crests are shallow, contain copious quantities of fragmented stone, and have loamy textures
L/H/S	TEDS	High		LoddonRiver	LoddonRiver_L/H/S	Uniform stony loam soils dominating the steeper slopes and sharper crests are shallow, contain copious quantities of fragmented stone, and have loamy textures
L/H/S	TEDS	High		LoddonRiver	LoddonRiver_L/H/S	Uniform stony loam soils dominating the steeper slopes and sharper crests are shallow, contain copious quantities of fragmented stone, and have loamy textures
L/H/S	TEDS	High		LoddonRiver	LoddonRiver_L/H/S	Uniform stony loam soils dominating the steeper slopes and sharper crests are shallow, contain copious quantities of fragmented stone, and have loamy textures
L/H/S	TEDS	High		LoddonRiver	LoddonRiver_L/H/S	Uniform stony loam soils dominating the steeper slopes and sharper crests are shallow, contain copious quantities of fragmented stone, and have loamy textures
L/H/S	TEDS	High		LoddonRiver	LoddonRiver_L/H/S	Uniform stony loam soils dominating the steeper slopes and sharper crests are shallow, contain copious quantities of fragmented stone, and have loamy textures
VB	FEAA	Low		LoddonRiver	LoddonRiver_VB	Red or occasionally brown gradational soils, typically strongly structured, non-mottled with silty loam-clay loam surface textures and clayey subsols
VB	FEAA	Low		LoddonRiver	LoddonRiver_VB	Red or occasionally brown gradational soils, typically strongly structured, non-mottled with silty loam-clay loam surface textures and clayey subsols
SH	RUCY	High		Avoca	Avoca_SH	shallow stony uniform loam
SH	RUCY	High		Avoca	Avoca_SH	shallow stony uniform loam
RgT	RUCY	Medium		LoddonRiver	LoddonRiver_RgT	Uniform sands predominate, usually with an apedal grey or brown sand or loamy sand topsoil and frequently including a pale or bleached A2 horizon overlying a cemented sandy or gravelly C horizon
RgT	RUCY	Medium		LoddonRiver	LoddonRiver_RgT	Uniform sands predominate, usually with an apedal grey or brown sand or loamy sand topsoil and frequently including a pale or bleached A2 horizon overlying a cemented sandy or gravelly C horizon
RgT	RUCY	Medium		LoddonRiver	LoddonRiver_RgT	Uniform sands predominate, usually with an apedal grey or brown sand or loamy sand topsoil and frequently including a pale or bleached A2 horizon overlying a cemented sandy or gravelly C horizon
Rr	SOAA	High		Avoca	Avoca_Rr	reddish brown calcareous sodic duplex
Rr	SOAA	High		Avoca	Avoca_Rr	reddish brown calcareous sodic duplex
RgT	RUCY	Medium		LoddonRiver	LoddonRiver_RgT	Uniform sands predominate, usually with an apedal grey or brown sand or loamy sand topsoil and frequently including a pale or bleached A2 horizon overlying a cemented sandy or gravelly C horizon
PgB2	FEAA	Low		LoddonRiver	LoddonRiver_PgB2	Structured red gradational soils occur on the better-drained broad crests and slopes
PgB2	SOAA	Medium		LoddonRiver	LoddonRiver_PgB2	Red duplex soils occur in conjunction with the red gradational soils on the better-drained parts of the plain
PgB3	VEAB	Medium		LoddonRiver	LoddonRiver_PgB3	Uniform cracking clay soils common, especially on the flatter parts of the plain
PgB3	VEAB	Medium		LoddonRiver	LoddonRiver_PgB3	Uniform cracking clay soils common, especially on the flatter parts of the plain
PgB5	VEAD	High		LoddonRiver	LoddonRiver_PgB5	Grey, or less commonly brown, calcareous cracking clay soils predominate
PgB5	VEAD	High		LoddonRiver	LoddonRiver_PgB5	Grey, or less commonly brown, calcareous cracking clay soils predominate
PgB5	VEAD	High		LoddonRiver	LoddonRiver_PgB5	Grey, or less commonly brown, calcareous cracking clay soils predominate
PgB5	VEAD	High		LoddonRiver	LoddonRiver_PgB5	Grey, or less commonly brown, calcareous cracking clay soils predominate
PgB5	VEAD	High		LoddonRiver	LoddonRiver_PgB5	Grey, or less commonly brown, calcareous cracking clay soils predominate
PgB5	VEAD	High		LoddonRiver	LoddonRiver_PgB5	Grey, or less commonly brown, calcareous cracking clay soils predominate
Rg/uS1	SOAA	High		LoddonRiver	LoddonRiver_Rg/uS1	Red duplex soils on the gentle slopes and crests, with loamy, poorly structured, hardsetting topsoils that frequently contain fragments of sedimentary rock; subsols are coarsely structured, acidic to neutral and sometimes mottled; the soils are usually less than 1 m deep, and overlie fractured and frequently weathered bedrock. Yellow to brown mottled sodic duplex soils on the lower slopes and in depressions which are essentially poorer-drained variants of the red duplex soils.
Rg/uS1	SOAA	High		LoddonRiver	LoddonRiver_Rg/uS1	Red duplex soils on the gentle slopes and crests, with loamy, poorly structured, hardsetting topsoils that frequently contain fragments of sedimentary rock; subsols are coarsely structured, acidic to neutral and sometimes mottled; the soils are usually less than 1 m deep, and overlie fractured and frequently weathered bedrock. Yellow to brown mottled sodic duplex soils on the lower slopes and in depressions which are essentially poorer-drained variants of the red duplex soils.
Rg/uS1	SOAA	High		LoddonRiver	LoddonRiver_Rg/uS1	Red duplex soils on the gentle slopes and crests, with loamy, poorly structured, hardsetting topsoils that frequently contain fragments of sedimentary rock; subsols are coarsely structured, acidic to neutral and sometimes mottled; the soils are usually less than 1 m deep, and overlie fractured and frequently weathered bedrock. Yellow to brown mottled sodic duplex soils on the lower slopes and in depressions which are essentially poorer-drained variants of the red duplex soils.
Rg/uS1	SOAA	High		LoddonRiver	LoddonRiver_Rg/uS1	Red duplex soils on the gentle slopes and crests, with loamy, poorly structured, hardsetting topsoils that frequently contain fragments of sedimentary rock; subsols are coarsely structured, acidic to neutral and sometimes mottled; the soils are usually less than 1 m deep, and overlie fractured and frequently weathered bedrock. Yellow to brown mottled sodic duplex soils on the lower slopes and in depressions which are essentially poorer-drained variants of the red duplex soils.
Rg/uS1	SOAA	High		LoddonRiver	LoddonRiver_Rg/uS1	Red duplex soils on the gentle slopes and crests, with loamy, poorly structured, hardsetting topsoils that frequently contain fragments of sedimentary rock; subsols are coarsely structured, acidic to neutral and sometimes mottled; the soils are usually less than 1 m deep, and overlie fractured and frequently weathered bedrock. Yellow to brown mottled sodic duplex soils on the lower slopes and in depressions which are essentially poorer-drained variants of the red duplex soils.
Rg/uS1	SOAA	High		LoddonRiver	LoddonRiver_Rg/uS1	Red duplex soils on the gentle slopes and crests, with loamy, poorly structured, hardsetting topsoils that frequently contain fragments of sedimentary rock; subsols are coarsely structured, acidic to neutral and sometimes mottled; the soils are usually less than 1 m deep, and overlie fractured and frequently weathered bedrock. Yellow to brown mottled sodic duplex soils on the lower slopes and in depressions which are essentially poorer-drained variants of the red duplex soils.
Rg/uS2	SOAC	High		LoddonRiver	LoddonRiver_Rg/uS2	Mottled or whole-coloured yellow-brown duplex soils, frequently with red subsols; a pale or bleached A2, especially on the lower slopes and depressions
PgB5	VEAD	High		LoddonRiver	LoddonRiver_PgB5	Grey, or less commonly brown, calcareous cracking clay soils predominate
RgB3	DEAB	Medium		LoddonRiver	LoddonRiver_RgB3	Stony red, or less commonly brown, gradational soils in all landscape positions – frequently shallow, with numerous fragments of basalt throughout; only in flatter areas, such as limited area to the north of Holcombe Hill or on the colluvial slopes near Mount Franklin, do they become deep enough for cropping; these soils are well drained, well structured, and usually acidic throughout
RgB3	DEAB	Medium		LoddonRiver	LoddonRiver_RgB3	Stony red, or less commonly brown, gradational soils in all landscape positions – frequently shallow, with numerous fragments of basalt throughout; only in flatter areas, such as limited area to the north of Holcombe Hill or on the colluvial slopes near Mount Franklin, do they become deep enough for cropping; these soils are well drained, well structured, and usually acidic throughout
RgC	SOAA	Medium		LoddonRiver	LoddonRiver_RgC	Moderately deep non-mottled red duplex soils predominate: adjacent to the metamorphic hills, the topsoils are shallow, stony, brown and loamy, but on the lower slopes they become deeper and may have a pale A2 with colluvial stone fragments
RgC	SOAA	Medium		LoddonRiver	LoddonRiver_RgC	Moderately deep non-mottled red duplex soils predominate: adjacent to the metamorphic hills, the topsoils are shallow, stony, brown and loamy, but on the lower slopes they become deeper and may have a pale A2 with colluvial stone fragments
RgC	SOAA	Medium		LoddonRiver	LoddonRiver_RgC	Moderately deep non-mottled red duplex soils predominate: adjacent to the metamorphic hills, the topsoils are shallow, stony, brown and loamy, but on the lower slopes they become deeper and may have a pale A2 with colluvial stone fragments
LS1	RUCY	High		LoddonRiver	LoddonRiver_LS1	Yellowish brown soils of gradational texture trend, usually shallow (commonly less than 0.5 m deep), contain fragments of bedrock throughout the profile; topsoils are loamy and the thin A2 horizons are pale or bleached; subsols are acidic to neutral
LS1	RUCY	High		LoddonRiver	LoddonRiver_LS1	Yellowish brown soils of gradational texture trend, usually shallow (commonly less than 0.5 m deep), contain fragments of bedrock throughout the profile; topsoils are loamy and the thin A2 horizons are pale or bleached; subsols are acidic to neutral
LS1	RUCY	High		LoddonRiver	LoddonRiver_LS1	Yellowish brown soils of gradational texture trend, usually shallow (commonly less than 0.5 m deep), contain fragments of bedrock throughout the profile; topsoils are loamy and the thin A2 horizons are pale or bleached; subsols are acidic to neutral
RgB3	DEAB	Medium		LoddonRiver	LoddonRiver_RgB3	Stony red, or less commonly brown, gradational soils in all landscape positions – frequently shallow, with numerous fragments of basalt throughout; only in flatter areas, such as limited area to the north of Holcombe Hill or on the colluvial slopes near Mount Franklin, do they become deep enough for cropping; these soils are well drained, well structured, and usually acidic throughout
RgB3	DEAB	Medium		LoddonRiver	LoddonRiver_RgB3	Stony red, or less commonly brown, gradational soils in all landscape positions – frequently shallow, with numerous fragments of basalt throughout; only in flatter areas, such as limited area to the north of Holcombe Hill or on the colluvial slopes near Mount Franklin, do they become deep enough for cropping; these soils are well drained, well structured, and usually acidic throughout
RgB3	DEAB	Medium		LoddonRiver	LoddonRiver_RgB3	Stony red, or less commonly brown, gradational soils in all landscape positions – frequently shallow, with numerous fragments of basalt throughout; only in flatter areas, such as limited area to the north of Holcombe Hill or on the colluvial slopes near Mount Franklin, do they become deep enough for cropping; these soils are well drained, well structured, and usually acidic throughout
RgB3	DEAB	Medium		LoddonRiver	LoddonRiver_RgB3	Stony red, or less commonly brown, gradational soils in all landscape positions – frequently shallow, with numerous fragments of basalt throughout; only in flatter areas, such as limited area to the north of Holcombe Hill or on the colluvial slopes near Mount Franklin, do they become deep enough for cropping; these soils are well drained, well structured, and usually acidic throughout
RgB3	DEAB	Medium		LoddonRiver	LoddonRiver_RgB3	Stony red, or less commonly brown, gradational soils in all landscape positions – frequently shallow, with numerous fragments of basalt throughout; only in flatter areas, such as limited area to the north of Holcombe Hill or on the colluvial slopes near Mount Franklin, do they become deep enough for cropping; these soils are well drained, well structured, and usually acidic throughout
NY	SOAA	High		Avoca	Avoca_NY	red calcareous sodic duplex soils
LSYS250_RsP4.2	RUCY	Medium		LSYS250	LSYS250_RsP4.2	A2 with colluvial stone fragments
Rg/uG1	SOAA	High		LoddonRiver	LoddonRiver_Rg/uG1	Red duplex soils, with a non-mottled acidic to neutral red topsoil and a bleached A2 horizon, usually overlying a siliceous hardpan at 0.5-1.5 m below the surface; surface textures are sandy loams
Rg/uG2	KUAC	Medium		LoddonRiver	LoddonRiver_Rg/uG2	Yellow-grey duplex soils; the frequently hard-setting topsoils usually moderately deep (greater than 20 cm) and sandy, with a well-developed pale to bleached A2 horizon; the mottled yellow-grey subsols have sandy clay textures and are weakly to moderately well structured; subsols acidic to neutral
Lu/S	CHAB	Low		LoddonRiver	LoddonRiver_Lu/S	Yellow duplex soils with red brown mottled, especially on the gentler slopes and in depressions; the brown and loamy topsoils, with A2 horizons that may be pale, sporadically bleached or bleached, may contain some buckshot or stone fragments; the subsols are usually acidic or neutral and overlie weathering Ordovician parent material, varying in depth from 0.5 to 1.5 m
PIA6	VEAD	Medium		LoddonRiver	LoddonRiver_PIA6	Grey calcareous clay soils are most common, usually deep well structured and often with carbonate nodules in the subsoil; a dark grey loam topsoil may overlie the clay in some areas
Wa	SOAA	High		Avoca	Avoca_Wa	red sodic duplex, coarsely structured
Wa	SOAA	High		Avoca	Avoca_Wa	red sodic duplex, coarsely structured
Wk	VEAE	High		Avoca	Avoca_Wk	grey calcareous sodic uniform clay
PI/gA	CHAA	Medium		LoddonRiver	LoddonRiver_PI/gA	Whole-coloured red duplex soils predominate, with mottled-yellow duplex soils occurring less frequently
PI/gA	CHAA	Medium		LoddonRiver	LoddonRiver_PI/gA	Whole-coloured red duplex soils predominate, with mottled-yellow duplex soils occurring less frequently
VB	FEAA	Low		LoddonRiver	LoddonRiver_VB	Red or occasionally brown gradational soils, typically strongly structured, non-mottled with silty loam-clay loam surface textures and clayey subsols
VB	FEAA	Low		LoddonRiver	LoddonRiver_VB	Red or occasionally brown gradational soils, typically strongly structured, non-mottled with silty loam-clay loam surface textures and clayey subsols
VB	FEAA	Low		LoddonRiver	LoddonRiver_VB	Red or occasionally brown gradational soils, typically strongly structured, non-mottled with silty loam-clay loam surface textures and clayey subsols
VB	FEAA	Low		LoddonRiver	LoddonRiver_VB	Red or occasionally brown gradational soils, typically strongly structured, non-mottled with silty loam-clay loam surface textures and clayey subsols
VB	FEAA	Low		LoddonRiver	LoddonRiver_VB	Red or occasionally brown gradational soils, typically strongly structured, non-mottled with silty loam-clay loam surface textures and clayey subsols
VB	FEAA	Low		LoddonRiver	LoddonRiver_VB	Red or occasionally brown gradational soils, typically strongly structured, non-mottled with silty loam-clay loam surface textures and clayey subsols
PgB2	FEAA	Low		LoddonRiver	LoddonRiver_PgB2	Structured red gradational soils occur on the better-drained broad crests and slopes
PgB2	FEAA	Low		LoddonRiver	LoddonRiver_PgB2	Structured red gradational soils occur on the better-drained broad crests and slopes
X	NA	Blank		LoddonRiver	LoddonRiver_X	Probably a lake or reservoir?
X	NA	Blank		LoddonRiver	LoddonRiver_X	Probably a lake or reservoir?
X	NA	Blank		LoddonRiver	LoddonRiver_X	Probably a lake or reservoir?

Figure A2-1: Land System Risk Classification



Salinity	Salinity range	DN	Depth range	Risk RMCG
500	<500 mg/L	5	< 5m	High
1000	500 -1,000 mg/L	5	< 5m	High
3500	1,000 -3,500 mg/L	5	< 5m	Medium
7000	3,500 - 7,000 mg/L	5	< 5m	Low
13000	>7,000 mg/L	5	< 5m	Low
500	<500 mg/L	10	5 - 10 m	Medium
1000	500 -1,000 mg/L	10	5 - 10 m	Medium
3500	1,000 -3,500 mg/L	10	5 - 10 m	Low
7000	3,500 - 7,000 mg/L	10	5 - 10 m	Low
13000	>7,000 mg/L	10	5 - 10 m	Low
500	<500 mg/L	20	> 10m	Medium
1000	500 -1,000 mg/L	20	> 10m	Low
3500	1,000 -3,500 mg/L	20	> 10m	Low
7000	3,500 - 7,000 mg/L	20	> 10m	Low
13000	>7,000 mg/L	20	> 10m	Low
500	<500 mg/L	50	> 10m	Low
1000	500 -1,000 mg/L	50	> 10m	Low
3500	1,000 -3,500 mg/L	50	> 10m	Low
7000	3,500 - 7,000 mg/L	50	> 10m	Low
13000	>7,000 mg/L	50	> 10m	Low
500	<500 mg/L	100	> 10m	Low
1000	500 -1,000 mg/L	100	> 10m	Low
3500	1,000 -3,500 mg/L	100	> 10m	Low
7000	3,500 - 7,000 mg/L	100	> 10m	Low
13000	>7,000 mg/L	100	> 10m	Low

Figure A1-3: Groundwater Risk Classification

## Appendix 2: Wastewater Design Flow Allowances

Table A2-1 provides the daily flow rates per person associated with various combinations of water supply and types of fixtures. Figures were derived from AS/NZS 1547:2012.

The Australian Standard recommends an allowance of 25% extra domestic wastewater flow be made for residential premises connected to reticulated water supplies. There is evidence that houses with access to reticulated water use more water compared to those reliant on onsite rainwater tank supplies. A number of the unsewered townships across the Central Goldfields Shire have access to potable water supplies so the implications for domestic wastewater management have been addressed in this plan.

**Table A2-1: Typical Domestic Wastewater Design Flow Allowances (L/day per person)**

	RETICULATED WATER SUPPLY <sup>5</sup>	ONSITE WATER TANK SUPPLY
All wastewater (standard water fixtures)	180	150
All wastewater (water saving fixtures)	150	120

Volume of wastewater produced is proportional to the number of household occupants. EPA regulations use the number of bedrooms within a house as a measure of the number of occupants. A house with fewer bedrooms is likely to produce less wastewater and therefore require a smaller area for treated wastewater application. To calculate total wastewater flow rates, multiply the figures in the table above by the number of bedrooms plus 1. For instance, a four-bedroom house with town water supply and standard water fixtures is expected to house five people, and so produce 900 L/day (180 L/person/day multiplied by 5).

Note that the organic loading rate must be considered as well as the hydraulic flow rate when designing onsite wastewater management systems. The organic loading rate does not change in response to the use of water saving fixtures.

It is recommended that the message about the importance of conservative household water use is incorporated into all communication and education programs related to onsite wastewater systems. Refer to Section 4.6 for further discussion.

## Appendix 3: Meeting Ministerial Guidelines (2012) requirements for DWMPs

**Table A3-1: Requirements for DWMPs as a basis for relaxation of density limits set out in Ministerial Guidelines for planning permit applications in open, portable water supply catchment areas.**

<sup>5</sup> Includes reticulated town water supply, groundwater bores and/or stock and domestic waterway diversion licences (where connected to household use).

REQUIREMENTS	HOW THIS DWMP MEETS THE REQUIREMENTS
<p>The DWMP must be prepared or reviewed in consultation with all relevant stakeholders including other local governments who share the water supply catchment, EPA Victoria and local water corporations.</p>	<p>Refer to Chapter 1.7 and 7 for stakeholder engagement and implementation plan.</p> <p>GMW are involved in the development and review of this plan. Council will continue to engage GMW in ensuring the agreed action plan is carried out and adapted where required.</p>
<p>The DWMP must comprise a strategy, including timelines and priorities to:</p> <ul style="list-style-type: none"> <li>▪ Prevent discharge of wastewater beyond property boundaries and</li> <li>▪ Prevent individual and cumulative impacts on groundwater and surface water beneficial uses.</li> </ul>	<p>Refer to Chapter 7 for strategy and timelines for implementation.</p> <p>The plan includes a compliance program and risk assessment that considers impacts to surface and ground water.</p>
<p>The DWMP must provide for:</p>	
<ul style="list-style-type: none"> <li>▪ The effective monitoring of the condition and management of onsite treatment systems, including but not limited to compliance by permit holders with permit conditions and the Code.</li> </ul>	<p>Refer to Chapter 4.2 and 4.3 for proposed database and program for existing onsite systems.</p>
<ul style="list-style-type: none"> <li>▪ The results of monitoring being provided to stakeholders as agreed by the relevant stakeholders.</li> </ul>	<p>Refer to 4.3 for program for existing onsite systems.</p>
<ul style="list-style-type: none"> <li>▪ Enforcement action where non-compliance is identified.</li> </ul>	<p>Refer to 4.3 for program for existing onsite systems.</p>
<ul style="list-style-type: none"> <li>▪ A process of review and updating (if necessary) of the DWMP every 5 years.</li> </ul>	<p>Refer to Chapter 7 for review of DWMP.</p>
<ul style="list-style-type: none"> <li>▪ Independent audit by an accredited auditor (water corporation approved) of implementation of the DWMP, including of monitoring and enforcement, every 3 years.</li> </ul>	<p>Refer to Chapter 7 for audit of DWMP.</p>
<ul style="list-style-type: none"> <li>▪ The results of audit being provided to stakeholders as soon as possible after the relevant assessment.</li> </ul>	<p>Refer to Chapter 7 for audit of DWMP.</p>
<ul style="list-style-type: none"> <li>▪ Councils are required to demonstrate that suitable resourcing for implementation, including monitoring, enforcement, review, and audit, is in place.</li> </ul>	<p>Refer to Chapter 7 for implementation plan.</p>

## 8.7 S11A INSTRUMENT OF APPOINTMENT AND AUTHORISATION

**Author:** Governance Officer

**Responsible Officer:** General Manager Corporate Performance

The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.

### SUMMARY/PURPOSE

The purpose of this report is to recommend to Council that the S11A Instrument of Appointment and Authorisation for the Manager of Statutory Planning, the Coordinator of Statutory Planning and the Statutory Planner be endorsed at the 27 February Council Meeting.

The S11A Instrument of Appointment and Authorisation appoints Council staff under the *Planning and Environment Act 1987*, which allows them to fully discharge their duties and responsibilities under that Act.

### RECOMMENDATION

That Council endorse the S11A Instrument of Appointment and Authorisation for the Manager of Statutory Planning, the Coordinator of Statutory Planning and the Statutory Planner under the *Planning and Environment Act 1987*.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Leading Change

The Community's vision 4. Good planning, governance, and service delivery

The S11A Instrument of Appointment and Authorisation is made in accordance with section 147 of the *Planning and Environment Act 1987* and section 313 of the *Local Government Act 2020*.

### BACKGROUND INFORMATION

The S11A Instrument of Appointment and Authorisation is specifically for authorised officers appointed under the *Planning and Environment Act 1987*.

Peter Field is the Manager of Statutory Planning; Michelle Hutchings is the Coordinator of Statutory Planning and Penny Dodsworth is the Statutory Planner.

### REPORT

### S11A Instrument of Appointment and Authorisation:

- Appoints the officers to be authorised officers for the purposes of the Planning and Environment Act 1987 and the regulations made under that Act; and
- Authorises the officers generally to institute proceedings for offences against the Planning and Environment Act 1987 and the regulations made under that Act.

Authorisations need to be made for Manager of Statutory Planning, Peter Field. Coordinator of Statutory Planning Michelle Hutchings and Statutory Planner, Penny Dodsworth to be an authorised officer under the *Planning and Environment Act 1987*.

In particular, this authorisation gives officers the power to access property when required.

As with the delegations under the *Planning and Environment Act 1987* these appointments and authorisations must be made by Council and are not delegated to the CEO.

### **CONSULTATION/COMMUNICATION**

There is no requirement for community consultation in relation to the review of the Instruments. Affected staff will be provided with confirmation of the adoption of any Instruments.

### **FINANCIAL & RESOURCE IMPLICATIONS**

Council subscribes to the Delegations and Authorisations service provided by Maddocks, the cost of which is provided for in Council's budget.

There are no other financial implications in reviewing the Instruments of Delegation.

### **RISK MANAGEMENT**

This report addresses Council's strategic risk Governance - Failure to transparently govern and embrace good governance practices by the use of the Maddocks authorisations service alleviates the potential risk of staff not being appropriately authorised in the exercise of various powers and duties.

The updates are done regularly and capture any legislative changes.

The service is available to all Victorian Councils which enables consistency.

### **CONCLUSION**

The S11A Instrument of Appointment and Authorisation is required due to staffing changes at Council. The Instrument should be adopted by Council.

### **ATTACHMENTS**

**8.7.1** S11A Instrument of Appointment and Authorisation.

*S11A Instrument of Appointment and Authorisation (Planning and Environment Act 1987)*

**Central Goldfields Shire Council**

**Instrument of Appointment and Authorisation**

*(Planning and Environment Act 1987 only)*

## **Instrument of Appointment and Authorisation (Planning and Environment Act 1987)**

In this instrument "officer" means -

**Peter Field  
Michelle Hutchings  
Penny Dodsworth**

**By this instrument of appointment and authorisation Central Goldfields Shire Council -**

1. under s 147(4) of the *Planning and Environment Act 1987* - appoints the officer to be an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under s 313 of the *Local Government Act 2020* authorises the officer either generally or in a particular case to institute proceedings for offences against the Acts and regulations described in this instrument.

**It is declared that** this instrument -

- comes into force immediately upon its execution;
- remains in force until varied or revoked.

This instrument is authorised by a resolution of the Central Goldfields Shire Council on 27 February 2024.

Signed:

Lucy Roffey  
**CHIEF EXECUTIVE OFFICER**

## 8.8 CHAIRPERSON CEO EMPLOYMENT MATTERS COMMITTEE

**Author:** General Manager Corporate Performance

**Responsible Officer:** General Manager Corporate Performance

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

### SUMMARY/PURPOSE

The purpose of this report is to provide the Council the outcome of the Request for Quotation G1850-2023Q for the Provision of an Independent Chairperson for the CEO Employment Matters Committee procurement process.

### RECOMMENDATION

That Council:

1. Awards the Contract G1850-2023Q Independent Chairperson for the Chief Executive Officer Employment Matters Committee to Wenzler Family Trust trading as Sal Corp Pty Ltd for the contract sum of \$18,000 (exclusive of GST) for the 4 years term.
2. Appoint Ms Christine Mileham of Wenzler Family Trust trading as Sal Corp Pty Ltd as an independent chairperson of the CEO Employment Matters Advisory Committee.
3. Notes that the initial term of the Contract G1850-2023Q is 2 years and the Contract G18502-2023Q may be extended for another 2 years at the sole discretion of the Council.
4. Authorises the General Manager Corporate Performance to do all things necessary to execute the Contract G1850-2023Q on behalf of the Council.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Leading Change

The Community's vision 4. Good planning, governance, and service delivery

Local Government Act (2020) - s45

### BACKGROUND INFORMATION

At the Council meeting on 26 September 2023 Council resolved to:



- a. *adopt the updated CEO Employment and Remuneration Policy; and*
- b. *support the proposed Expression of Interest process for the vacant Chairperson of the  
CEO Employment Matters Advisory Committee via a selective tender process.*

The vacancy to the CEO Employment Matters Advisory Committee was due to the previous Independent Chairperson, Mr Chris Eddy's decision to end the Contract with Council earlier than the Contract's end date which was March 2024.

In line with the Council's resolution, Council conducted a Request for Quotation G1850-2023Q for the Provision of an Independent Chairperson for the CEO Employment Matters Committee process from a selective market.

This procurement process was also in accordance with the requirements of the CEO Employment and Remuneration Policy.

The outcome of the RFQ G1850-2023Q procurement process together with the recommendations from the Evaluation Panel are outlined in this report for the Council consideration and determination.

## **REPORT**

Request for Quotation G1850-2023Q Independent Chairperson for the Chief Executive Officer Employment Matters Committee documents were published on 8 November 2023 to the following six (6) companies:

1. Malouf Management Services Pty Ltd;
2. John Nevins;
3. Allan Bawden PSM;
4. Phil Shanahan;
5. Centre for Organisation Development; and
6. Wenzler Family Trust trading as Sal Corp Pty Ltd.

Closing date for submissions was 2:00pm Wednesday, 29 November 2023 and Council received submission from Wenzler Family Trust trading as Sal Corp Pty Ltd with the tendered price of \$4,500 (exclusive of GST) per year.

In line with clause 4.8 of the CEO Employment and Remuneration Policy the Evaluation Panel which consists of Mayor, Cr Meddows-Taylor and Cr Lovett, was established to evaluate the submission and present the outcome of the RFQ G1850-2023Q procurement process to the Councillors.

Other members were the General Manager Corporate Performance and the Procurement Specialist (advisor).

The submission was evaluated against the following criteria:

#### **Mandatory Criteria**

- Relevant Insurance Covers      PASS/FAIL
- OH&S Requirements

#### **Weighted Criteria**

Price	40%
Experience & Knowledge	40%
Leadership Skills	20%

#### **Due Diligence Process**

In addition to assessing the submission against the evaluation criteria, the Evaluation Panel has also undertaken due diligence process which included the following:

1. A face-to-face interview between the Evaluation Panel and Ms Christine Mileham was held on 3 January 2024 with a satisfactory outcome; and
2. Reference check with 3 referees was undertaken by the General Manager Corporate Performance with a satisfactory outcome.

The probity requirements were strictly adhered to by all Panel members in compliance with the Procurement Policy and the relevant Council policies prior to, and during, the evaluation process.

No conflicts were declared.

The summary of the evaluation process is that the respondent in their submission and in the interview process has demonstrated that they have the required experience, knowledge, and leadership skills to deliver the required service to the Council and their tendered price is within the allocated budget.

More detailed information about the procurement process and the evaluation outcome is outlined in the Evaluation Panel Report which is attached to this report and marked as confidential.

#### **CONSULTATION/COMMUNICATION**

The Expression of Interest process was a selective tender approach using advice from the Municipal Association Victoria on current service providers.

## FINANCIAL & RESOURCE IMPLICATIONS

The annual operating budget includes an allocation for the annual CEO performance review process with \$5,000 included in the 2023/24 budget.

## RISK MANAGEMENT

- This report addresses Council's strategic risk Governance - Failure to transparently govern and embrace good governance practices by utilising experiences and skills of an external expert for the support of the CEO Employment Matters Committee in providing advice to Councillors on CEO Employment Matters.

## CONCLUSION

As a result of Independent Chairperson, Mr Chris Eddy's decision to end the Contract with Council earlier than the Contract's end date, which was March 2024, Council conducted a Request for Quotation G1850-2023Q for the Provision of an Independent Chairperson for the CEO Employment Matters Committee process from a selective market.

It is recommended that Council awards the Contract G1850-2023Q Independent Chairperson for the Chief Executive Officer Employment Matters Committee to Wenzler Family Trust trading as Sal Corp Pty Ltd and appoint Ms Christine Mileham of Wenzler Family Trust trading as Sal Corp Pty Ltd as an independent chairperson of the CEO Employment Matters Advisory Committee.

## ATTACHMENTS

**8.8.1** Evaluation Panel Report - G1850-2023Q Independent Chairperson CEO Employment Matters Committee provided under a separate cover.

The evaluation report is confidential under sections 3 (g) of the Local Government Act as it contains:

*(g) Private commercial information, being information provided by a business , commercial or financial undertaking that -*

*(i) relates to trade secrets; or*

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

*This section applies because it contains detailed submission information that could provide an unreasonable commercial advantage to competitors.*

## 8.9 COUNCIL PLAN ACTION PLAN QUARTER TWO

**Author:** Governance Officer

**Responsible Officer:** General Manager Corporate Performance

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

### SUMMARY/PURPOSE

The report provides Council with an update on the status of the actions identified in the Council Plan Annual Action Plan 2023-24, for the quarter ending 31 January 2024.

### RECOMMENDATION

That Council note the Council Plan Annual Action Plan 2023-24 Progress Report for Quarter two.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Leading Change

The Community's vision 4. Good planning, governance, and service delivery

Under Section 90 of the *Local Government Act 2020* Council must prepare a Council Plan which includes: the strategic direction and objectives for achieving the strategic direction, strategies for achieving the objectives for at least the next four financial years, strategic indicators for monitoring the achievement of the objectives, a description of the Council's initiatives and priorities for services, infrastructure, and amenity.

### BACKGROUND INFORMATION

The Council Plan Annual Action Plan 2023-24 was developed to support the achievement of the strategic objectives identified in the Council Plan and to provide a reporting framework to measure progress against the Council Plan.

Council adopted the Annual Action Plan 2023-24 at its October meeting, and quarter two progress is now presented.

### REPORT

The chart below provides a summary of progress for the year to end of the third quarter.

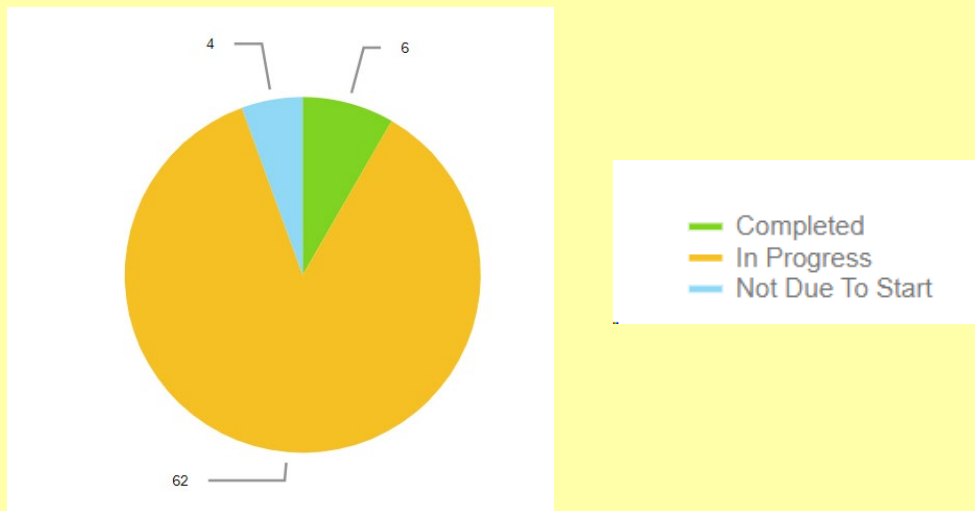
It is important to note some items are across several years so carry through each year's action report.

Completed items from 2022-23 are not carried over in the reporting.

There are 72 items in the current Action Plan, 16 of which are capital works projects.

Of note:

- The new reporting format provides visibility over capital projects related to strategic objectives of Council.
- Sixty-two items are in progress.
- Six items were completed already this quarter.
- Four Items are not due to start until a later date.
- Six items have had an adjusted due date.
- Where a due date is not included, this is generally because it is an ongoing item without a fixed end point, it is subject to external funding, or has been deferred.



## CONSULTATION/COMMUNICATION

The current year's Budget was prepared in line with the initiatives identified in the Annual Plan subject to grants from State and Federal Government being received in some cases.

Pulse, the system used to report on the Annual Action Plan is provided for in existing budgets.

## **FINANCIAL & RESOURCE IMPLICATIONS**

The current year's Budget was prepared in line with the initiatives identified in the Annual Plan subject to grants from State and Federal Government being received in some cases.

Pulse, the system used to report on the Annual Action Plan is provided for in existing budgets.

## **RISK MANAGEMENT**

This report addresses Council's strategic risk Governance - Failure to transparently govern and embrace good governance practices.

## **CONCLUSION**

The 2023-24 Action Plan outlines the projects and programs that are planned to be undertaken during the year to meet the objectives of the Council Plan.







This report provides an update.

## **ATTACHMENTS**





**8.9.1** Quarterly Progress Report Quarter two






**8.9.1**  
**Quarterly Progress**  
**Report 2023/2024, Q2**




## Our Community's Wellbeing








Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
1.1	Strengthen and build inclusion and community and intergenerational connections.	1	Undertake a feasibility study for alternative locations for the men's shed to allow it to expand and increase membership	Manager Community Partnerships	In Progress	15%	15%	Council has included this initiative in its advocacy program to State Government for development and re-use of buildings that would support community organisations such as The Men's Shed.	30/06/2024	
1.1	Strengthen and build inclusion and community and intergenerational connections.	2	Implement a 12-month Community Support and Navigator role. This role will assist in the implementation of the Disability action plan and Positive ageing strategy and assist older individuals to navigate the aged care system.	Manager Community Services	In Progress	0%	10%	Position description has been drafted for this position and it is anticipated to progress to recruitment stage by end of January 2024.	30/06/2024	
1.2	Nurture and celebrate creativity	3	Seek external funding to support activation of the Art Space and Courtyard at Maryborough Station	Manager Tourism Events and Culture	In Progress	0%	50%	Currently exploring two potential grants to fit out and activate the creative space and courtyard.	30/06/2024	
1.2	Nurture and celebrate creativity	4	Adopt Central Goldfields Art Gallery Strategic Plan 2023 - 2026 and implement Year One actions	Manager Tourism Events and Culture	In Progress	0%	30%	Strategic Plan was adopted in August 2023 and year one actions are being implemented. Strategy will be published at the start of 2024.	31/08/2024	
1.3	Support positive life journey development for all residents	5	Advocate for ongoing investment and support for Go Goldfields	Chief Executive Officer	In Progress	0%	50%	Letter sent from Go Goldfields Chair to Minister for Children the Hon. Lizzie Blandthorn. Meeting held with Council CEO, Manager Go Goldfields and the Minister's Chief of Staff. Advocacy meetings also held with previous funding body RDV. Meeting held with Martha Haylett.	30/06/2024	
1.3	Support positive life journey development for all residents	6	Council has made the decision to exit all in home aged care services by 1 March 2024. Work with the Commonwealth and State funding bodies to carry out the transition plan to transition clients to the new provider/s by the exit date. Assist the 26 Community care staff to mitigate the impact of the decision by providing options such as outplacement, redeployment, redundancy,	Manager Community Services	In Progress	0%	70%	HACC PYP (State funding) have appointed Intereach Pty Ltd as the new provider and transition of the 13 existing clients has commenced. On the 15/1/2024 the Commonwealth announced 3 new provider/s. They are: <ul style="list-style-type: none"> <li>• Maryborough District Health Service</li> <li>• Uniting Agewell</li> <li>• mecwacare</li> </ul> Clients have received notification of the new providers and have been asked to consent	01/03/2024	



Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
			and introduction of new provider/s.					to share their information with their allocated provider. Information sessions for staff have been conducted with all 4 providers regarding future employment opportunities. Outplacement services for all staff has been available since September 2023 with approximately 10 staff engaging in the service. Six staff have accepted early redundancy and four staff have expressed an interest in redeployment opportunities.		
1.3	Support positive life journey development for all residents	7	Undertake further investigative work to determine the most appropriate location for the Early Years Integrated Hub and develop a project plan to implement the actions identified in the Masterplan. (To be developed in collaboration with Go Goldfields.)	Manager Community Services	In Progress	0%	10%	Negotiations and work continue with the Department of education on the location of the state-run Early learning center, with the state assessing the potential locations that have been put forward. If the state ran ELC is centrally located the hope is that this will serve as stage one of the Hub. Meanwhile we are awaiting the final KISP data that will also impact funding and grant applications.	30/06/2024	
1.4	Encourage, support and facilitate healthy and safe communities	8	Contribute to the implementation of key initiatives in the Loddon Mallee Housing Action Plan	Chief Executive Officer	In Progress	0%	30%	Funding provided in 2023/24 budget to contribute to a Loddon Mallee Housing officer hosted by Macedon Ranges Council. Meeting with Housing officer and CGSC executives scheduled for January.	30/06/2024	
1.4	Encourage, support and facilitate healthy and safe communities	9	Implement the Healthy Loddon Campaspe Round 2 Projects	Manager Community Partnerships	In Progress	0%	50%	Implementation across all projects progressing well - Dunolly gardening workshops and cooking courses were successfully held over Sept/Oct, two more sports clubs audited in order to identify and fund actions to improve healthy eating options, skate park activation program successfully held in Nov/Dec and Carisbrook Primary School assessed for inclusion in the Healthy Schools Project.	30/06/2024	
1.4	Encourage, support and facilitate healthy and safe communities	10	Deliver a local 'This Girl Can' campaign to encourage and support women and girls to be active.	Manager Community Partnerships	Completed	0%	100%	The campaign was successfully delivered in September and October 2023 in partnership with Sports Focus and with 8 local sporting clubs involved.	30/06/2024	








Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
1.4	Encourage, support and facilitate healthy and safe communities	11	Work with key stakeholders to complete the Community Emergency Risk Assessment (CERA) for Central Goldfields and update the Municipal Flood Emergency Plan (MFEP)	Manager Community Partnerships	In Progress	0%	50%	CERA assessment has been completed and meetings to develop mitigation response plan have been held. The review of the MFEP has been completed and is now with the Integrated Municipal Emergency Management Planning Committee for approval. Once approved, a briefing and overview of the Plan will be provided to councillors. Due date had to be pushed back due to the regional coordination process required to deliver the CERA assessments has taken longer than planned.	30/06/2024 (Due date updated from 31/12/2023)	
1.4	Encourage, support and facilitate healthy and safe communities	12	Implement the Flood Recovery Action Plan	Manager Community Partnerships	In Progress	0%	25%	Community Recovery Officer has undertaken regular outreach to flood affected residents to provide support and connections with relevant agency assistance. Action Plan deliverables such as a grants program and community information events are currently in planning stage for roll-out in first half of 2024.	30/06/2024	
1.4	Encourage, support and facilitate healthy and safe communities	13	Develop a Central Goldfields Food Systems Strategy	Manager Community Partnerships	In Progress	0%	25%	Project commenced in November 2023 with consultants undertaking background research and desktop audits. Project Control Group established and conducted first meeting in January. Project currently in consultation planning stage.	30/06/2024	
1.4	Encourage, support and facilitate healthy and safe communities	14	Implement the Municipal Public Health and Wellbeing Plan 2021-2025:	Manager Community Partnerships	In Progress	0%	50%	The Plan's strategic aims continue to be achieved through the delivery of various Council programs, including the VicHealth Children and Young People First project, Go Goldfields, Healthy Loddon Campaspe program, Climate Action Plan delivery and support for community events and awareness initiatives.	30/06/2024	
1.4	Encourage, support and facilitate healthy and safe communities	15	Implement training program for Teen and Youth Mental Health First Aid Instructors to deliver Mental Health First Aid Training to Year 8 and Year 10 students and community members.	Manager Community Partnerships	In Progress	75%	75%	Training of Year 8 students at Highview and Maryborough Education Centre occurred across August to November 2023, with planning for training to Year 10 Highview students in 2024 now finalised. Opportunities to train community members to deliver Youth Mental First Aid in the community are currently being identified.	30/06/2024	





Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
1.4	Encourage, support and facilitate healthy and safe communities	16	Complete and implement the Maryborough Flood Study	Manager Infrastructure	In Progress	95%	95%	The NCCMA is taking the lead on this project, and we anticipate that the final report will be presented to the Council in February 2024.	28/02/2024	
1.4	Encourage, support and facilitate healthy and safe communities	17	Implement the Gender Equity Action Plan	Manager People and Culture	In Progress	50%	60%	Despite the progress made through the continuing efforts of the GE Committee, the organisation lacks the specialist knowledge and practical know-how to really build momentum and embed this work within its day to day activities, both in terms of internal practices and processes, and through service delivery and design. Whilst all of the components are in place to deliver change in the organisation and the broader community - as set out in the GEAP and Municipal Health & Wellbeing Plan, specialist resourcing is required to catalyse, build and sustain momentum. From March 2024, CGSC will have a resource to support building organisational capability in this regard. GE Committee is preparing to report on progress against CGSC's GEAP However, work continues: - Workshop with Leadership Team agreed that all actions are still relevant however, suggested that profiling CGSC's Flexible work options may improve our results - Implementation of our GEAP will be reported to the GE Commissioner by 20th February 2024 - first reporting requirement since the introduction of the new legislation	30/06/2024 (original due date 30/06/2023)	
1.4	Encourage, support and facilitate healthy and safe communities	18	Continue with Review of Local Law	Manager Statutory Services	In Progress	20%	60%	The review and update is well progressed with initial briefing to Councillors and internal consultation completed. External consultation was completed in December 2023. 78 survey responses were received and this information is now being analysed. Key learnings from the consultation will be presented to council in March. The revised Local Laws will be reviewed by legal firm between March and September. Final consultation on the new Laws will occur in October with Council adoption anticipated for November/December 2024	30/06/2024	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
1.4	Encourage, support and facilitate healthy and safe communities	19	Finalise the Domestic Waste Water Management Plan	Manager Statutory Services	In Progress	80%	90%	Final review of document complete following period of community engagement. Final plan scheduled for February Council meeting 27 February 2024. There had been a delay in progressing the DWMP due to competing demands and a focus from the Statutory Services unit on the Local Laws community engagement. The DEECA funding agreement facilitated an extension of the timeline to the end of the 2023/24 financial year. This is allowing a specification for quote to engage contracted Environmental Health technical staff to conduct inspections of onsite wastewater management system. These inspections are being aligned with the Talbot Futures Project and further work on the business case for sewer infrastructure.	30/06/2024 (Original Due Date 30/11/2023)	
1.5	Maximise volunteer efforts	20	Update the Volunteer Strategy in partnership with the Maryborough Volunteer Resource Centre	Manager Tourism Events and Culture	In Progress	80%	80%	No updates to report as per Kylie.	30/06/2024	
1.6	Value, celebrate and actively engage First Nations culture and people	21	Support and participate in the annual NAIDOC week and Reconciliation week events	Manager Community Engagement	Not Due To Start	N/A	0%	This item will commence late in Q3.		
1.6	Value, celebrate and actively engage First Nations culture and people	22	Research best practice and principles that support partnerships with First Nations stakeholders and organisations	Manager Community Engagement	Not Due To Start	N/A	0%	This item will commence in Q4.		
1.6	Value, celebrate and actively engage First Nations culture and people	23	Work with Dja Dja Wurrung Corporation (in line with the Reconciliation Action Plan) to deliver Cultural Awareness Training across the organisation	Manager Community Partnerships	In Progress	N/A	20%	This item cannot be delivered until the Reconciliation Action Plan has been adopted by Council. Infrastructure services completed LUAA training which has an element of cultural awareness training.	30/06/2024	
1.6	Value, celebrate and actively engage First Nations culture and people	24	Finalise the Reflect Reconciliation Action Plan	Manager Community Partnerships	In Progress	75%	75%	The revised draft Reconciliation Action Plan is in the process with Reconciliation Australia for approval, before presentation to Council for formal adoption.	30/06/2024	
1.6	Value, celebrate and actively engage First Nations culture and people	25	Work collaboratively with Bendigo District Aboriginal	Manager Go Goldfields	In Progress	10%	50%	Go Goldfields continue to work with BDAC on opportunities to collaborate and increasing the provision of programs and		


Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
			Corporation to support Aboriginal parents and carers					services Aboriginal and Torres Strait Islander children and families in Central Goldfields. BDAC are an active member of the Go Goldfields Leadership Table.		

## Our Growing Economy





Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
2.1	Retain, grow and attract our population	26	Complete the Land Use Framework Plan for Maryborough North, Flagstaff and Carisbrook	General Manager Infrastructure Assets and Planning	In Progress	25%	25%	Project is progressing through community and stakeholder engagement process, from Issues and Options to completion.	30/06/2024	
2.1	Retain, grow and attract our population	27	Complete the Talbot Futures project	General Manager Infrastructure Assets and Planning	In Progress	80%	80%	Finalisation of the Structure Plan and Business Case for the Sewerage Scheme Proposal, incorporating feedback from the Talbot community and other stakeholders is continuing.	30/06/2024	
2.1	Retain, grow and attract our population	28	Complete Review of Heritage Overlay in Central Maryborough	General Manager Infrastructure Assets and Planning	In Progress	50%	65%	Feedback from the Community Reference Group and affected property owners is being considered, prior to preparation of the Final Report.	30/06/2024	
2.1	Retain, grow and attract our population	29	Commence work on Urban Land Opportunities Study	General Manager Infrastructure Assets and Planning	In Progress	5%	25%	Consultant has been engaged and project work has commenced.	30/06/2024	
2.2	Capitalise on tourism opportunities	30	Participate in the development of the Central Victorian Visitor Economy Partnership	General Manager Community Wellbeing	In Progress	0%	50%	Working through key project milestones with 5 other potential member councils of a Central Victorian VEP. CEO briefing with all member Councils held 17/11/23 and working group now responding to feedback received ahead of industry engagement.	31/03/2024	
2.2	Capitalise on tourism opportunities	31	Develop an Events Strategy which clarifies Council's priorities for events across the Shire and outlines how Council will support community and other event providers	Manager Tourism Events and Culture	In Progress	0%	30%	Community survey and internal consultation undertaken. Review progressing.	30/03/2024	
2.2	Capitalise on tourism opportunities	32	Complete the new Visitor Centre at the Maryborough Railway Station and position as a key attraction for visitors to the Victorian Goldfields	Manager Tourism Events and Culture	Completed	0%	100%	Visitor Centre has reopened at Maryborough Station and was formally launched in November 2023 by World Heritage Bid patron, Dennis Napthine and Martha Haylett MP.	31/10/2023 (due date updated from 31/10/2023)	









Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
2.3	Support existing and new and emerging business and industry	36	Deliver a Digital Literacy Program through the library	Manager Tourism Events and Culture	Completed	0%	100%	Funded program is complete.	01/12/2023	
2.4	Develop a skilled and diverse workforce	33	Work with partners on innovative activities to attract and retain early childhood teachers and educators in the Shire	Manager Go Goldfields	In Progress	50%	70%	The Every Child, Every Chance Project Officer is leading work with the local ECEC sector, training intuitions and Department of Education to support and grow our local capability. Activities include hosting Early Years Forum events each term and the Central Goldfields Early Childhood Teachers Network.	30/06/2024	
2.4	Develop a skilled and diverse workforce	34	Complete and activate the extended co-working space of the Maryborough Railway Station Activation Project	General Manager Infrastructure Assets and Planning	In Progress	10%	35%	Plan is being prepared to facilitate co working of the space in the future. Application for grant funding has been submitted to enhance network and internet capability.	30/06/2024	
2.4	Develop a skilled and diverse workforce	35	Continue to develop partnerships with Committee for Maryborough, key shire employers and external providers to support labour force attraction/retention, skills development and business modernisation.	General Manager Infrastructure Assets and Planning	In Progress	50%	60%	Progress is continuing on the possible implementation of a skills hub with in Maryborough following successful delivery of the TILT white paper.	30/06/2024	







## Our Spaces and Places

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
3.1	Provide engaging public spaces	37	Waterway Management Plan for Carisbrook Advisory Group	General Manager Infrastructure Assets and Planning	In Progress	10%	45%	Draft Terms of Reference being developed to allow for set up of this group early in the new calander year	30/06/2024	
3.1	Provide engaging public spaces	38	Deliver the design and planning works for the Bristol Hill Urban Bike Park Project	Manager Community Partnerships	In Progress	0%	25%	The project brief and scope has been finalised in consultation with Sport and Recreation Victoria and procurement phase to contract design consultant will commence in February.	30/06/2024	
3.1	Provide engaging public spaces	39	Develop a Play Spaces Strategy and Splash Park Feasibility Study	Manager Community Partnerships	In Progress	0%	50%	Drafts for both Play Space Strategy and Splash Park Feasibility Study have been developed and are currently in internal review stage before being presented to Councillors at the 26 March 2024 Council Meeting.	31/12/2024	
3.1	Provide engaging public spaces	40	Reduce obstructions on footpaths by developing a Footpath Trading Procedure and program of works	Manager Statutory Services	In Progress	5%	20%	Develop a footpath trading procedure and guidelines. Project plan now being finalised. Environmental scan of LGA similar policies complete. Engagement with traders planned for March 2024	30/06/2024	
3.1	Provide engaging public spaces	60	Reconstruct Octagonal Pool at Maryborough Olympic Pool Complex	Manager Project Management Office	In Progress	0%	45%	Octagonal pool construction underway. Tender package for minor renewal and conservation works at the Pavilion in development.	30/06/2024	
3.1	Provide engaging public spaces	65	Whirrakee Rise Open Space Enhancement	Manager Project Management Office	In Progress	0%	20%	The tender advertising period for the works packaged closed in late 2023. A contractor will be appointed in early 2024 to carry out works.	30/06/2024	
3.1	Provide engaging public spaces	72	Gordon Gardens Open Space Enhancement works	Manager Operations	In Progress	0%	15%	Key open space improvements have been identified for this site and are in the planning stage.	30/06/2024	
3.2	Provide infrastructure to meet community need	41	Refresh the Priority Projects Plan highlighting successful projects to date, and new projects we are seeking funding for.	Chief Executive Officer	Completed	75%	100%	The updated Priority Projects Plan was adopted by Council at the November Council Meeting.	31/10/2023	













Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
3.2	Provide infrastructure to meet community need	42	Conduct a feasibility study and design plans for a Central Goldfields Youth Hub	Manager Community Partnerships	In Progress	0%	10%	Project is in scoping phase - determining relation to potential learning hub project and similar opportunities.	30/06/2024	
3.2	Provide infrastructure to meet community need	43	Review and update the Road Management Plan	Manager Infrastructure	In Progress	75%	95%	The Road Management Plan has undergone a review by the General Manager of Infrastructure, Assets & Planning. It is scheduled to be presented at 26 March 2024 Council Meeting for adoption purposes. Completion date had been updated to 30/06/2024 due to: 1) Flood recovery works are taking a significantly longer amount of time than initially expected. 2) The Coordinator of Strategic Asset Management has been tasked with some ad hoc responsibilities typically handled by the Senior Asset Engineer, a role that was only recently filled after a 10-month vacancy.	30/06/2024 (previous due date 30/11/2023)	
3.2	Provide infrastructure to meet community need	44	Review installation priorities from pedestrian crossings with a focus on busy neighbourhood centres and meeting places	Manager Infrastructure	In Progress	5%	20%	Several Projects have been selected under the Safe Local Roads and Streets Program (SLRSP) Fund. Here is the list of the 3 main projects: 1. Burns Street and Nolan Street, Maryborough - two concept intersection treatment options have been developed by Council and will be further investigated and costed. Council officers to supply the concept plans for review by Trafficworks 2. Napier Street and Brougham Street, Maryborough - a raise intersection treatment is proposed but similar treatment will be investigated along the route for potential funding under this program 3. Avoca Road, Talbot - investigation of a speed limit reduction from 100 km/h to 80 km/h. Also, few Pedestrian crossings / School Crossings will be updated. We will have Workshop with DoTP in this Month.	30/06/2024	
3.2	Provide infrastructure to meet community need	57	Implement priority risk item works as detailed in the endorsed Maryborough Aerodrome Business Case	General Manager Infrastructure	In Progress	0%	35%	Initial safety works have commenced including resolution of holding dams and reduction in kangaroo numbers	30/06/2024	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
				Assets and Planning						
3.2	Provide infrastructure to meet community need	61	Develop and deliver Indigenous Interpretive Gardan adjacent to Central Goldfields Art Gallery in partnership with Dja Dja Wurrung artists and community	Manager Project Management Office	In Progress	0%	30%	Construction works package has been awarded. Works to commence on site in early 2024.	30/06/2024	
3.2	Provide infrastructure to meet community need	62	Complete pool renewal works at Dunolly / Talbot Outdoor Pools and Maryborough Sport and Leisure	Manager Project Management Office	In Progress	0%	70%	Renewal works at the Dunolly and Talbot outdoor pools have been completed. Minor renewal works and retiling of the 25M pool at the Maryborough Sports and Leisure Centre will commence in March 2024.	30/06/2024	
3.2	Provide infrastructure to meet community need	63	Goldfields Reservoir / Dam Stabilisation Design works	Manager Project Management Office	In Progress	0%	20%	Preferred design option for remediation and stabilisation has been endorsed by the Department of Energy, Environment and Climate Action. Design development underway.	30/06/2024	
3.2	Provide infrastructure to meet community need	64	Deledio Netball Courts Upgrade	Manager Project Management Office	In Progress	0%	40%	Contractors have taken possession of site. Initial earthworks to commence at start of January 2024.	30/06/2024	
3.3	Value and care for our heritage and culture assets	45	Continue to contribute to the Victorian Goldfields World Heritage Bid preparation	Chief Executive Officer	In Progress	0%	50%	Continues prior action - the World Heritage Bid received further funding through the State Government 2023/24 Budget. Council officers have contributed to the development of the Central Victorian Goldfields Masterplan, a key milestone in preparation of a listing bid.	30/06/2024	
3.3	Value and care for our heritage and culture assets	58	Upgrade the electrical system in the Maryborough Town Hall	Manager Project Management Office	In Progress	0%	40%	Electrical contractor has been appointed and contract executed. Contractors to take possession of site at the end of January 2024.	30/06/2024	
3.3	Value and care for our heritage and culture assets	59	Update the Nolan Street Customer Service Centre and Offices to provide accessible and safe facilities	Manager Project Management Office	In Progress	0%	10%	Architectural design package tender to be awarded in January and design development will commence in February 2024.	30/06/2024	
3.3	Value and care for our heritage and culture assets	66	Bowenvale Playground Works	Manager Project Management Office	In Progress	0%	5%	Consultation with key community stakeholders has been undertaken.	30/06/2024	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
3.3	Value and care for our heritage and culture assets	67	Rene Fox Gardens Toilet Refurbishment	Manager Project Management Office	In Progress	0%	20%	A tender has been advertised for the works package. A contractor will be appointed in February 2024 to carry out works.	30/06/2024	
3.3	Value and care for our heritage and culture assets	68	Dunolly Town Hall Scoping and Design	Manager Project Management Office	In Progress	0%	5%	An architectural design package tender will be advertised in January and awarded in early March 2024. Consultation with community users is underway.	30/06/2024	
3.3	Value and care for our heritage and culture assets	69	Talbot Town Hall Scoping and Design	Manager Project Management Office	In Progress	0%	5%	An architectural design package tender will be advertised in January and awarded in early March 2024. Consultation with community users is underway.	30/06/2024	
3.3	Value and care for our heritage and culture assets	70	Carisbrook Town Hall Scoping and Design	Manager Project Management Office	In Progress	0%	5%	An architectural design package tender will be advertised in January and awarded in early March 2024. Consultation with community users is underway.	30/06/2024	
3.3	Value and care for our heritage and culture assets	71	Princess Park Historic Grandstand Scoping and Design	Manager Project Management Office	In Progress	0%	5%	An architectural design package tender will be advertised in January and awarded in early March 2024. Consultation with community users will begin in early 2024.	30/06/2024	
3.4	Manage and reduce and reuse waste	46	Undertake a review of kerbside waste collection program	Manager Infrastructure	In Progress	5%	20%	The Kerbside Model, which examines service options and cost impacts, has been developed and independently reviewed as of December 2023. Additionally, a working group has been established. The State Government has implemented the Container Deposit Scheme, effective from November 1, 2023. Although this service is not directly provided by the Council, it is anticipated to potentially reduce the volume of recycling collected at the Kerbside.	30/06/2024	

## Leading Change

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
4.1	Actively engage, inform and build the leadership capacity of community members and organisations	47	Redesign Council's website including enhancing the content and accessibility of the platform	Manager Community Engagement	In Progress	0%	30%	Workshops held with relevant Council staff to review current content. Desktop audit of content underway.	31/03/2024	
4.1	Actively engage, inform and build the leadership capacity of community members and organisations	48	Review Council's e-bulletins to ensure all people and groups are reached with current news and opportunities	Manager Community Engagement	Not Due To Start	0%	0%	This item will commence in Q4 subject to resolution of staffing issues,	30/06/2024	
4.1	Actively engage, inform and build the leadership capacity of community members and organisations	49	Complete a review of Community Asset Committees and create a consistent and equitable approach for the management of buildings	Manager Governance Property and Risk	In Progress	10%	75%	New Community Asset Committee template for instrument of delegation developed. Tullaroop Leisure Centre CAC established Talbot Community Homes CAC established Further work occurring with Talbot Town Hall CAC, Carisbrook Town Hall CAC and Adelaide Lead Hall CAC. Report on forward plan presented to December 2023 Council Meeting.	30/06/2024	
4.2	Provide financial sustainability and good governance	50	Develop and implement a Risk & Assurance system and culture change	Manager Governance Property and Risk	In Progress	5%	70%	Risk Management Framework project has delivered: Draft Risk Management Policy update Draft Risk Appetite Statement Draft Strategic Risk Register Risk Management / Assessment Tools Operational Risk Register Workshop Draft Risk Management Procedure	31/03/2024	
4.2	Provide financial sustainability and good governance	51	Continue delivery of policy review program.	Manager Governance Property and Risk	In Progress	50%	70%	Policy register reported to Audit and Risk Committee on a quarterly basis. Updated Guidelines provided to Leadership Team and liaison with Community Services to incorporate additional category of externally required service-specific policies. TFurther training planned for Q3.	31/03/2024	
4.3	Provide a safe, inclusive and supportive workplace	52	Implement Corporate Action Plan which covers staff culture and engagement, attraction and retention, OHS, progression development, Customer Records Management, and an intranet	Manager People and Culture	In Progress	50%	70%	-Draft Corporate Plan now published and is moving through its final drafting phases - Recent Culture and Engagement Survey was administered via McArthur Dec 2023 - these results provide insights into key wellbeing areas to focus on for CGSC's Wellbeing program Wellbeing Committee has scheduled a workshop to analyse this data, identify key strategies and develop the Annual	30/06/2024 (previous due date 30/06/2023)	

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
								Wellbeing Calendar. This workshop will be facilitated in February 2024. In addition to the Wellbeing data, the McArthur Pulse Survey results will also provide us with feedback on key matters such as engagement, recognition, communication, and alignment. - Overarching principle based OHS policy has been approved by EMT, Staff Consultative Committee and the OHS Committee. - in addition to this overarching policy, OHS Framework has been developed and approved by EMT Attraction and Retention Strategy to be developed as a priority by End Feb 2024		
4.3	Provide a safe, inclusive, and supportive workplace	53	Implement an Occupational Health and Safety review at the Depot	OHS Advisor	Completed	0%	100%	Further Safety improvements implemented around: - Pedestrian safety guidance lines within the Depot Car Park - Mobile Plant pre-start on-line daily checks implemented - Separate entry and improved signage for the Pound Actions completed December 2023	31/01/2024 (previous due date 30/06/2023)	
4.4	Advocate and partner on matters of community importance	54	Support communities to develop capacity and capability in community planning	Manager Community Engagement	Not Due To Start	0%	0%	Suitable consultants will be contracted in the 4th quarter to complete the Community Township Plan for Daisy Hill.	31/03/2024	
4.4	Advocate and partner on matters of community importance	55	Advocate for funding for the Early years' infrastructure	Manager Community Services	In Progress	0%	30%	Early years infrastructure masterplan was adopted by council in September 2023. Work continues with key stakeholders to build relationships and capacity for the project. Go Goldfields is working with Department of education to have an updated Kindergarten Infrastructure service plan (KISP) finalised by March 2024. The KISP is a key component in grant funding applications.	30/06/2024 (previous due date 30/09/2023)	
4.4	Advocate and partner on matters of community importance	56	Advocate for, support and implement system change recommendations in the Go Goldfields 'Every Child, Every Chance' Change Plan	Manager Go Goldfields	Completed	100%	100%	The 'Every Child, Every Chance Change Plan' is being developed alongside Go Goldfields partners including Central Goldfields Shire Council. Go Goldfields has worked closely with Council areas over the past 12 months to develop new practices		

Initiative Code	Initiative	Action Code	Action Name	Responsible Officer Position	Status	Q1 Progress	Q2 Progress	Comments	Due Date	Traffic Lights
								and projects that support the 'Every Child, Every Chance' priority areas of Confident and Connected Parents, Safe and Thriving Children and Valued Early Years Education and Care. The Change Plan with a report on progress is expected to be launch in the first half of 2024.		

## 8.10 DO 071-23 APPLICATION TO ALLOW THE SALE OF LIQUOR (BOTTLE SHOP 111 BURKE STREET, MARYBOROUGH

**Author:** Statutory Planning Coordinator

**Responsible Officer:** General Manager Infrastructure Assets  
and Planning

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

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### SUMMARY/PURPOSE

The purpose of this report is to consider a planning permit application received by Council for D071/23.

Public notice of the application has been given and twelve objections were received.

In addition, a petition objecting to the proposal which includes 653 signatures has also been received.

It is noted that all individual objectors also signed the petition.

The petition is live and can still receive signatures however the 653 noted above is the number of persons who signed when it was put forward as an objection.

This application has been assessed against the Central Goldfields Planning Scheme and it is considered that the proposed development is appropriate.

### RECOMMENDATION

That Council, having caused notice of planning permit application no. D71/23 to be given under section 52 of the Planning and Environment Act 1987 and the Central Goldfields planning Scheme, and having considered all the matters generally required, resolves to grant a planning permit, and issued a Notice of Decision to Grant a Permit in respect of planning permit application no. D071/23 for the land known and described as 111 Burke Street, Maryborough, to allow the sale of liquor (bottle shop), subject to the following conditions:

#### Endorsed Plans

1. The use must be generally in accordance with plans endorsed as part of this permit and must not be altered or modified without the prior written consent of the responsible authority.

#### Amenity

2. The use must be managed so that the amenity of the area is not detrimentally affected, through the:
  - a) transport of materials, goods or commodities to or from the land
  - b) appearance of any building, works or materials
  - c) emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil
  - d) presence of vermin
 to the satisfaction of the responsible authority.
3. The use must only operate between the following times:
  - a) 9am and 9pm Monday to Saturday
  - b) 10am and 9pm Sunday
  - c) 12pm and 9pm ANZAC Day
  - d) No Trade Good Friday and Christmas Day
4. At all times when the premises is open for business, a designated manager must be in charge of the premises to the satisfaction of the responsible authority. The manager must be authorised by the operator under this permit to make statements at any time on his/her behalf to any authorised police officer, any authorised officer of the responsible authority, or any authorised officer under the Liquor Control Reform Act 1998, and to take action on behalf of the operator in accordance with a direction by such officer.

**Permit expiry.**

5. This permit as it relates to use will expire if the use does not start within 2 years after the issued date of this permit.

In accordance with Section 69 of the *Planning and Environment Act 1987*, an application may be submitted to the responsible authority for an extension of the period referred to in this condition.

## LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Leading Change

The Community's vision 4. Transparent decision making;

This report has been prepared in accordance with the *Planning and Environment Act 1987* (the Act), and the *Central Goldfields Planning Scheme* (planning scheme).



## BACKGROUND INFORMATION

Planning permit application no. D071/23 was lodged on 23 June 2023.

The application seeks an approval to allow the sale of liquor (bottle shop) at 111 Burke Street, Maryborough.

There are a number of previous applications or approvals issued for the subject site which are associated with the northern adjoining Aldi Supermarket.

A review of Council records shows no directly applicable or relevant planning permits for the store. Whilst it is expected that they may exist, they could not be located.

It is understood that the existing gym (No Limits 24/7 Health Club) has operated at the site for approximately 11 years.

## REPORT

### Proposal

Planning application D071/23 seeks an approval to allow the sale of liquor (bottle shop) at 111 Burke Street, Maryborough.

The development is not staged and will replace an existing tenancy (being a recreation and leisure facility (gym)).

The bottle shop is intended to be operated out of the existing tenancy building, nominated as Shop 2 and 3. The tenancy area is 344m<sup>2</sup>, and includes several low height and upright shelving units, two registers with a display area behind, a cool room, a stock room, access to pallets and loading and amenities for staff.

The proposed operating hours are as follows:

- Sunday 10am - 9pm
- ANZAC Day 12noon - 9pm
- Good Friday and Christmas Day No Trade
- On any other day 9am - 9pm

These hours of operation are suitable and align with current operating hours of existing bottle shops in Maryborough.

No external buildings and works are proposed as part of this application.

No signage is proposed as part of this application.

Refer to Attachment 1: Development Plans

### Site and Surrounds

The land is formally described as Allotment 17, Section 48B (Lot 17-48B\PP5508), and is irregularly shaped, with an overall area (for the entire centre) of approximately 5795m<sup>2</sup>.

The land is located to the southern side of Christian Street and the west of Burke Street. The overall site is currently occupied by a small shopping centre, which contains an Aldi Supermarket and a No Limits 24/7 Health Club (being the subject site).

It is bordered directly by a number of large commercial uses, including a Repco, Mitre 10, Plumbing Centre, and Goldfields Children Centre.

The land is located within the Commercial 1 Zone (C1Z) and is affected by the Maryborough Heritage Overlay (HO206) and the Land Subject to Inundation Overlay (LSIO1).

It is also located within the Loddon River (Laanecoorie) special water supply catchment area.

The site is surrounded by a number of zones, including MUZ and PPRZ to the north, PUZ6, MUZ and GRZ1, C1Z, C2Z and IN1Z to the south and west.

Uses throughout include the Phillip Gardens, Olympic Pool, Fire Station, and Library.

Refer to Attachment 2: site and surrounding area.

### Planning Permit Triggers

Under the planning scheme, a planning permit is required for the following:

- Pursuant to Clause 34.01-1, a permit **is not** required to use the land for the purpose of a *shop if the leasable floor area does not exceed any amount specified in the schedule to the zone* (schedule 1 does not specify a maximum leasable floor area requirement).
  - A Bottle Shop is defined as "Land used to sell packaged liquor for consumption off the premises." Pursuant to Clause 73.02
  - A Bottle shop is nested under Shop pursuant to the Clause 73.03
- Pursuant to Clause 52.27, a permit **is required** to use land to sell or consume liquor.

- Pursuant to Clause 62.02-2, a planning permit **is not** required for the internal re-arrangement of a building or works provided the gross floor area of the building is not increased.

## **Planning Scheme Provisions**

### Planning Policy Framework

The following clauses of the Planning Policy Framework (PPF) are relevant to this application:

#### *17.01-1S - Diversified Economy*

- Objective: To strengthen and diversify the economy

#### *17.02-1S - Business*

- Objective: To encourage development that meets the community's needs for retail, entertainment, office, and other commercial services.

## **Zones**

### 34.01 Commercial Zone (C1Z)

#### *Purpose:*

- To implement the Municipal Planning Strategy and the Planning Policy Framework.
- To create vibrant mixed use commercial centres for retail, office, business, entertainment, and community uses.
- To provide for residential uses at densities complementary to the role and scale of the commercial centre.

## **Overlays**

### 43.01 Heritage Overlay (HO206)

#### *Purpose:*

- To implement the Municipal Planning Strategy and Planning Policy Framework.
- To conserve and enhance heritage places of natural or cultural significance.
- To conserve and enhance those elements which contribute to the significance of heritage places.
- To ensure that development does not adversely affect the significance of heritage places.

- To conserve specified heritage places by allowing a use that would otherwise be prohibited if this will demonstrably assist with the conservation of the significance of the heritage place.

#### 44.04 Land Subject to Inundation Overlay (Schedule 1)

##### *Purpose:*

- To implement the Municipal Planning Strategy and Planning Policy Framework.
- To identify flood prone land in a riverine or coastal area affected by the 1 in 100 (1 per cent Annual Exceedance Probability) year flood or any other area determined by the floodplain management authority.
- To ensure that development maintains the free passage and temporary storage of floodwaters, minimises flood damage, responds to the flood hazard and local drainage conditions and will not cause any significant rise in flood level or flow velocity.
- To minimise the potential flood risk to life, health and safety associated with development.
- To reflect a declaration under Division 4 of Part 10 of the Water Act, 1989.
- To protect water quality and waterways as natural resources by managing urban stormwater, protecting water supply catchment areas, and managing saline discharges to minimise the risks to the environmental quality of the water and groundwater.
- To ensure that development maintains or improves river, marine, coastal and wetland health, waterway protection and floodplain health.

##### **Particular Provisions**

#### **52.27 Licensed Premises**

##### *Purpose:*

- To ensure that licensed premises are situated in appropriate locations.
- To ensure that the impact of the licensed premises on the amenity of the surrounding area is considered.

##### **General Provisions**

#### 65.01 Approval of an Application or Plan

Before deciding on an application or approval of a plan, the responsible authority must consider, as appropriate:

- The matters set out in section 60 of the Act.
- Any significant effects on the environment, including the contamination of land, may have on the use or development.
- The Municipal Planning Strategy and the Planning Policy Framework.
- The purpose of the zone, overlay or other provision. Any matter required to be considered in the zone, overlay or other provision.
- The orderly planning of the area.
- The effect on the environment, human health, and amenity of the area.
- The proximity of the land to any public land. Factors likely to cause or contribute to land degradation, salinity or reduce water quality.
- Whether the proposed development is designed to maintain or improve the quality of stormwater within and exiting the site.
- The extent and character of native vegetation and the likelihood of its destruction. Whether native vegetation is to be or can be protected, planted, or allowed to regenerate.
- 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.
- The adequacy of loading and unloading facilities and any associated amenity, traffic flow and road safety impacts.

### **Operational Provisions**

#### **71.01 Operation of the Municipal Planning Strategy**

The Municipal Planning Strategy (MPS) provides an overview of important local planning issues in an introductory context, sets out the vision for future use and development in the municipality and establishes strategic directions about how the municipality is expected to change through the implementation of planning policy and the planning scheme.

A responsible authority must consider and give effect to the MPS when it makes a decision under this planning scheme.

#### **Clause 71.02 Operation of the Planning Policy Framework**

The PPF seeks to ensure that the objectives of planning in Victoria, as set out in section 4 of the Act are fostered through appropriate land use and development planning policies and practices that integrate relevant environmental, social, and economic factors in the interests of net community benefit and sustainable development.

Society has various needs and expectations such as land for settlement, protection of the environment, economic wellbeing, various social needs, proper management of resources and infrastructure. Planning aims to meet these needs and expectations by addressing aspects of economic, environmental, and social wellbeing affected by land use and development.

Planning and responsible authorities should endeavor to integrate the range of planning policies relevant to the issues to be determined and balance conflicting objectives in favor of net community benefit and sustainable development for the benefit of present and future generations.

### **Referrals**

The following table outlines referrals undertaken under section 55 of the Act and clause 66 of the planning scheme.

No external referrals are required to be undertaken.

The application was also referred within the Council for comments and/or conditions.

<b>Department</b>	<b>Response</b>
Council Engineering	Unconditional consent

## ASSESSMENT OF APPLICATION

The following assessment addresses the planning scheme, the objectives of planning in Victoria, objections and other submissions that have been received, any decision and comments of a referral authority, any significant effects of the proposal may have on the environment, or that the environment may have on the proposal, and any significant social and economic effects. In this regard, the assessment of the application is consistent with Section 60 of the Act.

### **Commercial Zone, Schedule 1**

The proposed use is classified as a "Bottle Shop", which is included under the definition of "Shop" pursuant to Clause 73.04 (Nesting Diagrams). Shop is a section 1 use under the provisions of the Commercial Zone and therefore no planning permit is required.

### **Heritage Overlay**

No Planning Permit is required pursuant to Clause 43.01-1 given no external buildings or works are proposed, and no internal alteration controls apply.

### **Land Subject to Inundation Overlay, Schedule 1**

No Planning Permit is required pursuant to Clause 44.04-2 given no buildings or works are proposed.

### **Clause 52.27: Licensed Premises**

#### *Purpose:*

- To ensure that licensed premises are situated in appropriate locations.
- To ensure that the impact of the licensed premises on the amenity of the surrounding area is considered.

#### *Decision guidelines:*

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

- The Municipal Planning Strategy and the Planning Policy Framework.
- The impact of the sale or consumption of liquor permitted by the liquor licence on the amenity of the surrounding area.
- The impact of the hours of operation on the amenity of the surrounding area.
- The impact of the number of patrons on the amenity of the surrounding area.
- The **cumulative impact** of any existing licensed premises and the proposed licensed premises on the amenity of the surrounding area.

These are the only matters that can be considered when deciding on this application.

The practice notes states that "Although this decision guideline needs to be considered for any application required under clause 52.27, the extent of the assessment should be proportional to the likely impact of the proposal.

A modest proposal would not require a detailed analysis, but there are instances where a more robust assessment of cumulative impact is required".

The proposed use is a modest proposal; however, a detailed assessment has been undertaken.

### Cumulative Impacts Assessment

Cumulative impact refers to both positive and negative impacts that can result from clustering a particular land use or type of land use.

Potential cumulative impact from a cluster of licensed premises will vary between locations, depending on the mix and number of venues and whether the area is a destination for activities associated with the supply of alcohol.

Cumulative impact is a product of the number and type of venues present, the way they are managed and the capacity of the local area to accommodate those venues.

The clustering of licensed premises may lead to a negative impact even though any given venue in the cluster may be well run and have minimal impact.

An area might reach a 'saturation point' where an additional licensed premises or a particular type of licensed premises is likely to impact negatively on the surrounding area.

Alternatively, there may be a positive cumulative impact where an additional premises will enhance the character or vibrancy of an area.

An example of where it is very positive is where entertainment premises such as bars are located close to each other to create the least disturbance to the wider area and to create safety for patrons coming and going for each premise.

A plan which identifies the locations of all existing licenced premises within 500 metres of the subject site can be seen in attachment 3.

The aspects which have been considered to determine if a cluster exists are detailed below.

**Negative** cumulative impacts can include increased occurrences of:

- nuisance including noise and anti-social behaviour from intoxicated persons.



- infrastructure capacity problems including limited availability of transport and car parking for patrons and local residents.
- violence and perceived threats to safety
- crime including vandalism, trespass, and property damage.

**Positive** cumulative impact can include:

- the creation of a local 'identity' or status as an entertainment or tourism destination
- enhanced vitality of an area
- economic benefits
- increase in consumer choice.
- increased ability to manage impacts, for example by concentrating venues around transport to aid dispersal of patrons.

### **Impassable Physical Barriers**

There are no impassable physical barriers which would separate licensed premises from one another.

### **Cumulative Impact Assessment Area (CIAA)**

An area with a radius of 500 metres is identified as the Cumulative Impact Assessment Area in accordance with Planning Note 61 - Licensed Premises: assessing cumulative impact.

The practice note is a guide to applicants and decision makers.

### **Cluster**

A cluster is identified as the following:

- three licensed premises within a 100m radius of the subject land, and
- 20 licensed premises in the cumulative impact assessment area.

Once approved there will be 3 licensed premises within a 100m radius of the subject land.

The existing licensed premises within 100m radius are Aldi on the same site and Mitre 10.

A new packaged liquor store will result in 20 licensed premises in the cumulative impact assessment area constituting a cluster.

It is noted that the cluster includes a mix of packaged liquor stores, entertainment venues/restaurants, drive through bottle shops and clubs/pubs.

The following is a list of the nearby premises with a liquor license.

Types and definition of liquor licences are available within the Liquor Control Reform Act 1998.

1. CRAMERI - 20 Tuaggra Street
  - Packaged Liquor Licence
2. LIQOURLAND - Corner Bourke and Tuaggra Street
  - Packaged Liquor Licence
3. BWS - Beer Wine Spirits - Tuaggra Street
  - Packaged Liquor Licence
4. MARYBOROUGH PARAMOUNT THEATRE - 56 Nolan Street
  - Limited Licence
5. SUPERMARKET MARYBOROUGH PTY LTD - 63 Nolan Street
  - Packaged Liquor Licence
6. CAMBRIAN HOTEL - 26 Nolan Street
  - General Licence
7. BURGZ - 190 High Street
  - Restaurant and Café Licence
8. GMAE - 155 High Street, Maryborough
  - Late night (General) Licence
9. BULL & MOUTH HOTEL MARYBOROUGH - 119 High Street
  - General Licence
10. DAILY DOSE CAFÉ WINE BAR - 102 High Street
  - Restaurant and Café Licence
11. PARK HOTEL - 195 High Street
  - General Licence
12. MEERA SAMAR - 195A High Street
  - Packaged Liquor Licence
13. MARYBOROUGH FOOTBALL NETBALL CLUB - Princess Park Complex
  - Limited Licence
14. MARYBOROUGH LAWN TENNIS CLUB - Princess Park Complex
  - Restricted Club Licence

15. MARYBOROUGH ROVERS FOOTBALL CLUB - Jubilee Oval, Burns Street

- Restricted Club Licence

16. RAILWAY CAFÉ & TRACKS BAR - 29 Station Street, Maryborough

- Restaurant and Café Licence

17. BOTTLE 'O' MARYBOROUGH - 119 High Street - Adjoining Bull & Mouth

- Packaged Liquor Licence

18. ALDI STORES - 111 Burke St - Subject site

- Packaged Liquor Licence

19. MARYBOROUGH CRICKET CLUB - PRINCES PARK COMPLEX

- Limited Licence

The practice notes identify that whilst a cluster may exist it should then be considered against the criteria provided below to understand any negative or positive impacts.

**Negative** cumulative impacts can include increased occurrences of:

Cumulative impacts	Planners' response
nuisance including noise and anti-social behaviour from intoxicated persons	As the application is to sell bottled liquor and no on-site consumption it has been deemed that there will be negligible anti-social behaviour or intoxicated people onsite.
infrastructure capacity problems including limited availability of transport and car parking for patrons and local residents	There is existing car parking in the complex and will be no capacity issues for people who will come buy alcohol and groceries at Aldi then go home.
infrastructure capacity problems including limited availability of transport and car parking for patrons and local residents	There are no infrastructure issues as it is located within the town centre within the Aldi complex which will utilise the same facilities. Patrons will access the site for short periods of time as this type of liquor license requires alcohol to be bought and consumed off-site
crime including vandalism, trespass and property damage.	As the application is for the sale of liquor for off-site consumption it is deemed there will be negligible direct vandalism, trespass or property damage in the area.

Positive cumulative impact can include:

Cumulative impacts	Planners' response
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the creation of a local 'identity' or status as an entertainment or tourism destination	The application does not include any entertainment and is for off-site consumption of liquor.
enhanced vitality of an area	The application will not change the vitality of the area given it is selling of liquor for off-site consumption.
economic benefits	There will be improved consumer choice and therefore a mild economic benefit to the local community and visitors to the area.
increase in consumer choice.	There will be improved consumer choice, without causing an impact on the amenity by keeping the same hours and the location being convenient for consumers to make a choice in where they shop for alcohol.
increased ability to manage impacts, for example by concentrating venues around transport to aid dispersal of patrons.	There will not be patrons on-site for significant periods of time as it is not a venue with entertainment or for social gatherings and it is for off-site consumption only.

*Is the proposal consistent with the planning outcomes encouraged in the policy, zoning and other planning scheme provisions for the area?*

- The subject site is located with a Commercial 1 Zone which intends "To create vibrant mixed use commercial centres for retail, office, business, entertainment and community uses". It is considered that the use is consistent with the planning scheme provisions.
- It is acknowledged that a residential Zone (Mixed Use Zone) is located approximately 100 metres to the north and east of the subject site. Within these areas there are private dwellings.

*Will the proposal significantly increase the number of patrons near sensitive uses at any time?*

- Any patrons are likely to use the liquor store in connection with the existing supermarket. Any increase to patron numbers is likely to be nominal, particularly given the substantially higher patron numbers of the supermarket, relative to the liquor store, (based on expected demand and gross floor areas).

- Given the nearest sensitive areas are in excess of 100 metres from the proposed premises and are separated by existing commercial uses there is expected to be no unreasonable increase of patrons near these sensitive uses.

Given the location and planning policy context, will the proposal generate amenity impacts beyond what is reasonable?

- Given the proposed use will ostensibly be used in accompaniment of a supermarket (ALDI) and is for the sale of packaged liquor only, it is not considered that there is any capacity for further amenity impacts.
- Any impacts would be identical to that of ALDI, operating an instore liquor area (as is seen in a number of ALDI supermarkets throughout the state).

Does the proposal contribute to the diversity of activities and vibrancy in the area?

- Given the licence sought is for a packaged license and operates as a bottle store (rather than pub/bar/tavern/restaurant or other) it is not expected to contribute to the diversity of activities in the area.

Will the proposal reinforce any existing or create any new impacts arising from the mix of uses in the area?

- It is not considered that that proposed opening of a bottle store in such close association with a supermarket will result in any new/increased amenity impacts.

Is the proposed licensed premises' location or characteristics such as operating hours likely to contribute to any problems for patron dispersal?

- The closing time is identical to that of other Packaged liquor stores in the area.
- Given liquor will not be consumed on the premises this is not considered a concern.

Will the proposal provide mitigation measures to address any negative cumulative impacts?

- No, given the type of licence sought and the minimal expected cumulative impacts mitigation measures are not considered necessary!

Can any identified negative cumulative impact be satisfactorily reduced by changes to the proposal?

- No, given the type of licence sought and the minimal expected cumulative impacts mitigation measures are not considered necessary.

Having regard to the assessment elements in the previous section, it is considered that the proposed will not increase or create a cumulative impact.

## Clause 52.06 Car Parking

Pursuant to Table 1 in Clause 52.06-5, 4 car parking spaces are required for every 100 square metres of leasable floor area.

It is understood the tenancy was developed as part of the Aldi supermarket has now operated as a gym in excess of 11 years. There is a high provision of parking surrounding the proposed use.

The exact level of parking, nor the previous permit relating to the nominated car parking rates can not be found/is not known. However, given aerial photos demonstrate a predominately empty carpark surrounding the ALDI (and considering the demand from the currently operating gym), it is considered there is ample parking to accommodate any demand.

### CONSULTATION/COMMUNICATION

The application was advertised to the adjoining and surrounding owners and occupiers of the land via letters in the mail, and one advertising sign was placed on the site and the permit application documents were placed on the Council website and available for inspection at the Nolan Street office.

The application has received twelve objections and a petition with a number of objectors.

The issues raised in the objections are summarised in the below table:

<u>Ground of Objection</u>	<u>Council Response</u>
Concern regarding the loss or "forced closure" of the existing Gym	<p>Council has no capacity for intervention for the tenancy agreements between the Landholder of the review site and its tenants.</p> <p>Councils scope of power relates the merits of what is proposed and how It relates to the relevant state and local provisions of the provisions of the Central Goldfield Planning Scheme.</p> <p>In this instance, the only relevant provision of the Planning Scheme is 52.27 (Licensed Premises).</p>

Concern regarding the loss of health benefits regarding the closure of the gym.	Council has no capacity to consider the existing use or any of the existing health benefits provided, as the closure of the existing tenancy is not a relevant consideration under the planning scheme.
Economic hardships to existing owner if approved.	This is not a relevant planning consideration.
Application material incorrectly notes that the subject store is vacant	A review of the site and aerial imagery demonstrates that the site is currently occupied by No Limits Gym. This is acknowledged throughout this report, however, for the reasons set out above, this is not a relevant consideration under the Planning Scheme.
Cumulative Impacts because by way of anti-social impacts / of the opening of an additional bottle store in Maryborough.	As discussed throughout the previous sections, given the liquor licence sought is a packaged liquor licence, and given its association/reliance on the existing Aldi supermarket, it is considered there is limited capacity for amenity impacts. Assessment of the cumulative impacts as a result of this proposal is set out earlier in this report.

## FINANCIAL & RESOURCE IMPLICATIONS

The assessment of planning permit applications is within the normal operational budget of Council.

Should any party appeal any decision that Council makes there would be a VCAT hearing. Additional costs will be incurred if a VCAT hearing occurs.

## RISK MANAGEMENT

This report addresses Council's strategic risk Governance - Failure to transparently govern and embrace good governance practices by ensuring our assessment of the application meets all relevant legislation and regulations. The risk management issues in relation to this planning permit application have been discussed above.

There is a risk to Council should it not decide within the statutory timeframes of a 'failure to determine' appeal at VCAT.

Should the proposal be approved by Council and VCAT (upon appeal) there is a risk to non-compliance with the permit conditions. Council has a planning compliance function to mitigate this risk.

## **CONCLUSION**

Planning permit application D071/23 seeks approval to allow the sale of liquor (bottle shop) at 111 Burke Street, Maryborough.

A council determination is sought on the application as twelve objections and a petition have been received.

This report recommendation is that a planning permit be granted and a Notice of Decision to Grant a Permit be issued, subject to the conditions outlined in this report.

Council must determine a position on the planning permit application and take one of the following options:

1. Grant a planning permit subject to conditions and issue a Notice of Decision to Grant a Permit; or
2. Refuse to grant a permit of any ground it thinks fit and issue a Notice of Decision to Refuse to Grant a Permit.

## **ATTACHEMENTS**

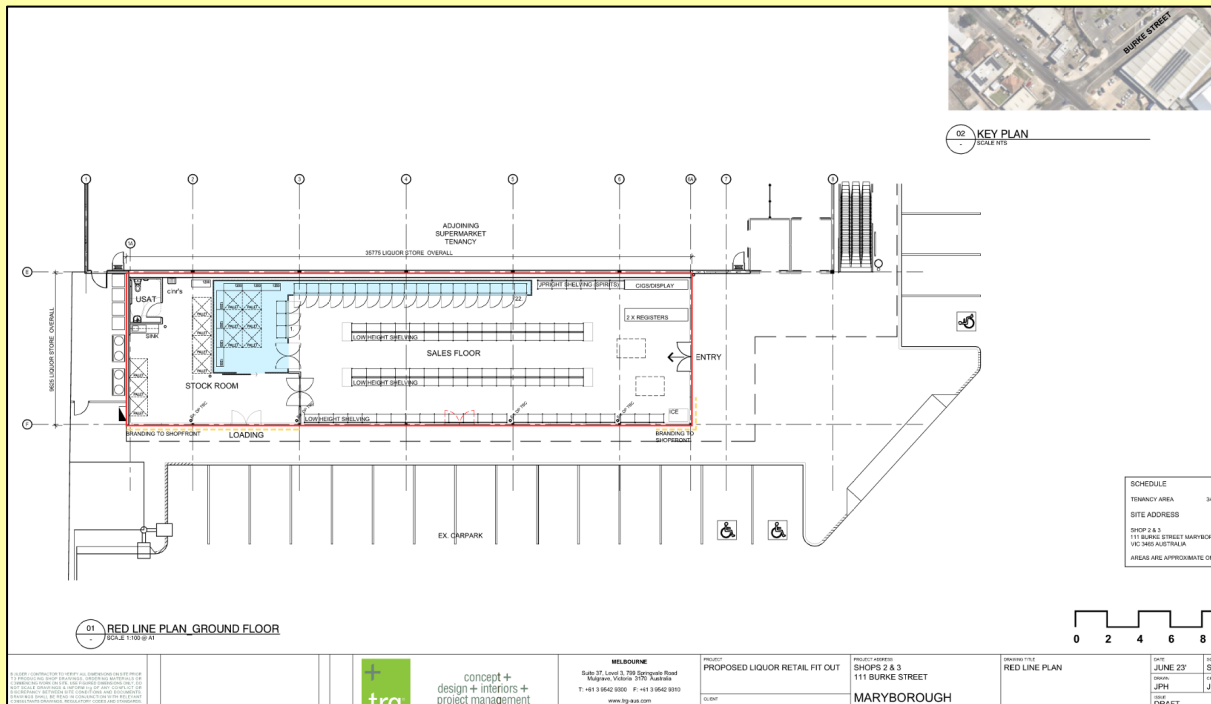
**8.10.1** Development Plans

**8.10.2** Site and Surrounds

**8.10.3** Cumulative Assessment Plan



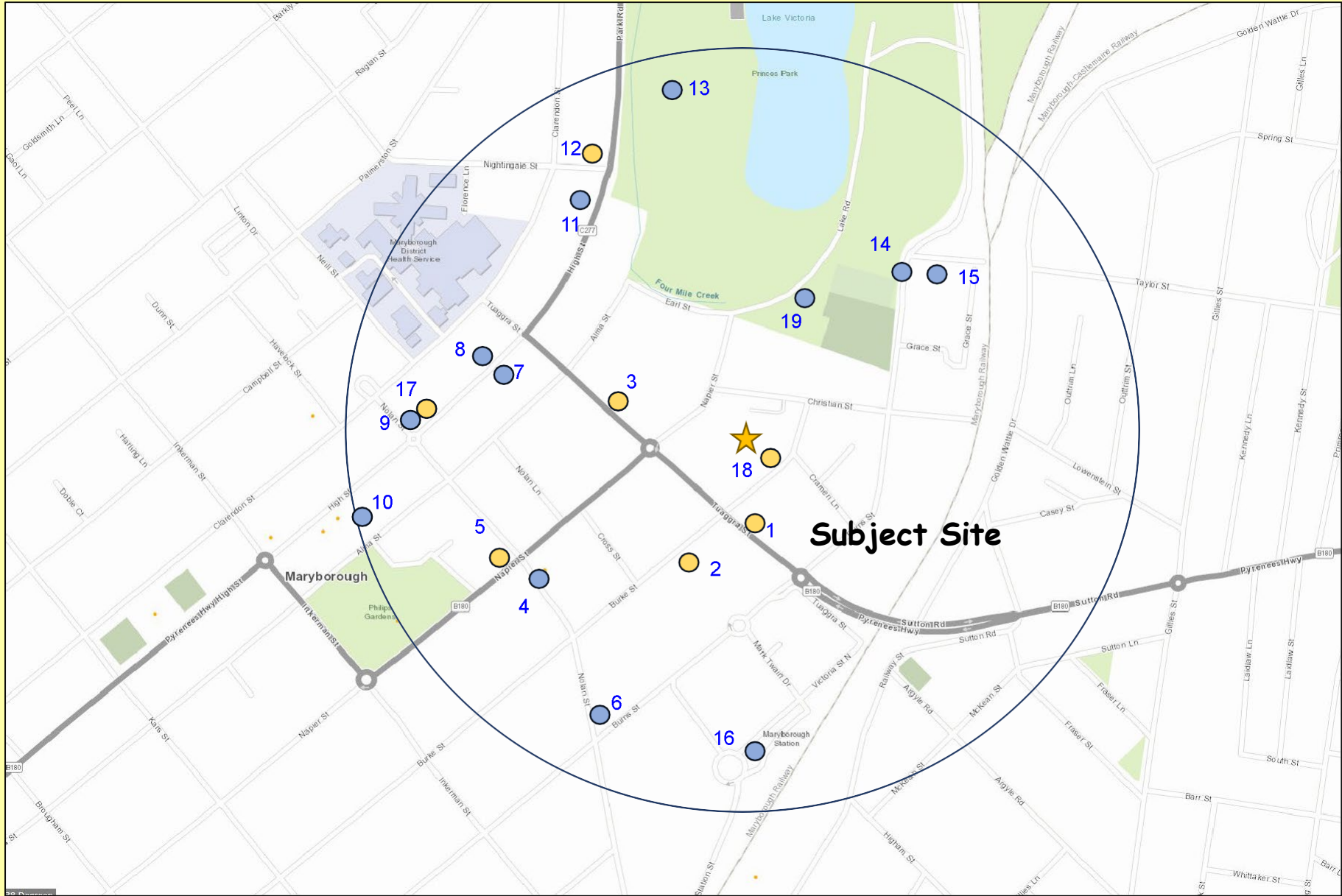
### 8.10.1 - Development Plans



## 8.10.2 Site and Surrounds



### 8.10.3 Cumulative Assessment Plan



<ol style="list-style-type: none"> <li>1. <u>CRAMERI - 20 Tuaggra Street - Mitre 10</u> <ul style="list-style-type: none"> <li>• Packaged Liquor Licence</li> </ul> </li> <li>2. <u>LIQOURLAND - Corner Bourke and Tuaggra Street</u> <ul style="list-style-type: none"> <li>• Packaged Liquor Licence</li> </ul> </li> <li>3. <u>BWS - Beer Wine Spirits - Tuaggra Street</u> <ul style="list-style-type: none"> <li>• Packaged Liquor Licence</li> </ul> </li> <li>4. <u>MARYBOROUGH PARAMOUNT THEATRE - 56 Nolan Street</u> <ul style="list-style-type: none"> <li>• Limited Licence</li> </ul> </li> <li>5. <u>SUPERMARKET MARYBOROUGH PTY LTD - 63 Nolan Street (IGA)</u> <ul style="list-style-type: none"> <li>• Packaged Liquor Licence</li> </ul> </li> <li>6. <u>CAMBRIAN HOTEL - 26 Nolan Street</u> <ul style="list-style-type: none"> <li>• General Licence</li> </ul> </li> <li>7. <u>BURGZ - 190 High Street</u> <ul style="list-style-type: none"> <li>• Restaurant and Café Licence</li> </ul> </li> <li>8. <u>GMAE - 155 High Street, Maryborough</u> <ul style="list-style-type: none"> <li>• Late night (General) Licence</li> </ul> </li> <li>9. <u>BULL &amp; MOUTH HOTEL MARYBOROUGH - 119 High Street</u> <ul style="list-style-type: none"> <li>• General Licence</li> </ul> </li> <li>10. <u>DAILY DOSE CAFÉ WINE BAR - 102 High Street</u> <ul style="list-style-type: none"> <li>• Restaurant and Café Licence</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>11. <u>PARK HOTEL - 195 High Street</u> <ul style="list-style-type: none"> <li>• General Licence</li> </ul> </li> <li>12. <u>MEERA SAMAR - 195A High Street - Thirsty Camel</u> <ul style="list-style-type: none"> <li>• Packaged Liquor Licence</li> </ul> </li> <li>13. <u>MARYBOROUGH FOOTBALL NETBALL CLUB - Princess Park Complex</u> <ul style="list-style-type: none"> <li>• Limited Licence</li> </ul> </li> <li>14. <u>MARYBOROUGH LAWN TENNIS CLUB - Princess Park Complex</u> <ul style="list-style-type: none"> <li>• Restricted Club Licence</li> </ul> </li> <li>15. <u>MARYBOROUGH ROVERS FOOTBALL CLUB - Jubilee Oval, Burns Street</u> <ul style="list-style-type: none"> <li>• Restricted Club Licence</li> </ul> </li> <li>16. <u>RAILWAY CAFÉ &amp; TRACKS BAR - 29 Station Street, Maryborough</u> <ul style="list-style-type: none"> <li>• Restaurant and Café Licence</li> </ul> </li> <li>17. <u>BOTTLE 'O' MARYBOROUGH - 119 High Street - Adjoining Bull &amp; Mouth</u> <ul style="list-style-type: none"> <li>• Packaged Liquor Licence</li> </ul> </li> <li>18. <u>ALDI STORES - 111 Burke St - Subject site</u> <ul style="list-style-type: none"> <li>• Packaged Liquor Licence</li> </ul> </li> <li>19. <u>MARYBOROUGH CRICKET CLUB - PRINCES PARK COMPLEX</u> <ul style="list-style-type: none"> <li>• Limited Licence</li> </ul> </li> </ol>
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## 8.11 MARYBOROUGH OUTDOOR POOL SEASON EXTENSION PROPOSAL

**Author:** Acting Manager Community Partnerships

**Responsible Officer:** General Manager Community Wellbeing

*The Officer presenting this report, having made enquiries with relevant members of staff, reports that no disclosable interests have been raised in relation to this report.*

### SUMMARY/PURPOSE

The purpose of this report is to present a proposal to extend the 2023/2024 outdoor pool season until 1<sup>st</sup> April in response to the current closure of the Maryborough 50 metre outdoor pool and the temporary closure of the 25-metre indoor pool at the Maryborough Leisure Sports Centre.

### RECOMMENDATION

That Council approve a variation to Contract G1083-16 Management of Maryborough Sports & Leisure Centre and Swimming Pools to extend the operation of the Dunolly and Talbot outdoor pools until 1 April 2024.

### LEGISLATION AND POLICY CONTEXT

Central Goldfields Shire Council's Council Plan 2021-2025 - Our Spaces and Places

The Community's vision 1. Socially connected, creative, inclusive, healthy, and safe 'all ages' friendly communities

Initiative: Active Central Goldfields Recreation and Open Space Strategy 2020 - 2029

#### Key Strategic Priorities

##### Active Community

To create a Central Goldfields Shire culture of lifelong participation in physical activity - options for everyone. 'More people, more active, more often'.

##### Active Places and Spaces

To have well planned, well developed, well used, well managed, multipurpose facilities and outdoor spaces that provide a wide range of active recreation and sporting opportunities for all residents and visitors.

##### Active Sport, Recreation and Open Space Sector

To have skilled and well supported volunteers, well governed clubs, and organisations plus well managed facilities.

## **BACKGROUND INFORMATION**

Councillors were briefed at the 5 December 2023 briefing session on the outcomes of the 2022/2023 Maryborough Outdoor Pool Response Plan and the revised plan for the 2023/2024 season.

Contained within the 2023/2024 Plan was a proposal for consideration to extend the season of the Dunolly and Talbot Pools until Easter, in order to provide swimming options for the community whilst the indoor 25 metre pool at Maryborough Leisure and Sports Centre (MLSC) is closed for re-tiling.

## **REPORT**

### **2023/2024 Season Plan**

Access to pools in Maryborough will be further impacted in 2024 when the indoor pool will be closed from 4th March for approximately 10 weeks for the retiling of the MLSC indoor pool.

To reduce the impact of this temporary closure, Council Officers have been investigating the potential to keep the Talbot and Dunolly Pools open longer to provide the community with access to swimming opportunities - particularly if March does result in warmer weather.

Further discussions have taken place with Unified Community Sport and Leisure (UCSL) to gauge willingness, capacity, staff, and the potential costs to support this extension.

The confirmed proposal is to extend the pool season from the usual closure of Labour Day Monday (11 March 2024) to Easter Monday (1 April).

This represents an additional 21-day period.

Daily pool openings will be subject to the weather forecast being 25 degrees or over.

## **CONSULTATION/COMMUNICATION**

On-going discussions have been held with UCSL to confirm the proposal's details and costs.

A communication plan has been developed in partnership with UCSL and implemented to support the 2023/2024 Maryborough Outdoor Pool Response Plan and inform the community of the pool closures and the promotion of the measures that are being put in place to reduce the impact of the closure on the community.

Should the outdoor pool season extension be approved, the communication plan will be updated, and this opportunity will be promoted immediately.

## **FINANCIAL & RESOURCE IMPLICATIONS**

There will be additional costs to Council if the proposal to extend the pool season at the Talbot and Dunolly Outdoor Pools to 1 April proceeds.

Council officers have been working with UCSL to develop a more comprehensive understanding of the potential costs but cannot provide an exact cost as it will be subject to the weather and how many days the pools open. Informed estimates range from \$8,400 - \$18,600.

Although the pools will only open on days where the weather forecast is 25 degrees or above, there will be daily cost regardless of whether the pools open or not as the pools and surrounds will need to be kept ready to open and water quality still needs to be maintained and monitored. This is reflected in the estimate range indicated above.

The direct cost to Council to implement the Maryborough Outdoor Pool Response Plan for the 2022/2023 season was \$17,158.45.

Council officers expect that the cost will be more likely to be in the range of \$20,000 for the 2023/24 season.

The costs to extend the outdoor pool season will be additional to these costs.

There is no specific budget allocated to implement the measures outlined in the Maryborough Outdoor Pool Response Plan and these costs have been included in the operating budget for pool operations.

The additional costs for the season extension would be covered in a similar method.

## **RISK MANAGEMENT**

This report addresses Council's strategic risk Community engagement - Inadequate stakeholder management or engagement impacting brand reputation and community satisfaction in Council decision making by putting in place a range of measures to offset the impact of the closure of the Maryborough Outdoor Pool on the community's ability to access aquatic facilities.

## **CONCLUSION**

The 2023/2024 Maryborough Outdoor Pool Response Plan has been implemented to continue to support community access to pools whilst the Maryborough outdoor pool is closed.

Due to the temporary closure of the MLSC 25 metre indoor pool in March 2024 for re-tiling, a further initiative has been proposed to extend the outdoor pool season at the Dunolly and Talbot pools until 1<sup>st</sup> April 2024.

## **ATTACHMENTS**

Nil

## **9. Councillor Reports and General Business**

### **10. Notices of Motion**

Nil Notices of Motion Received

### **11. Urgent Business**

No Urgent Business

### **12. Confidential Business**

Nil Confidential Business

### **13. Meeting Closure**