

Health and Wellbeing Plan – Implementation Summary July - September 2015

STRATEGIC OBJECTIVE	STRATEGY	ACTION	Summary Comments
Theme 1; Healthy Engaged Communities			
1.1 To build organisational capacity to plan, lead, deliver and evaluate population health and wellbeing outcomes.	1.1.1 Assess organisation level of capability and readiness	1.1.1.1 Develop and deliver Health and Wellbeing Planning session for key staff	A Health and Wellbeing Planning Session for internal staff was held on 30 July 2015. Achievements in the first 2 years of the Health and Wellbeing Plan were discussed and relevant staff shared information about their actions. Assessment of the need for further sessions to be completed in the December quarter 2015-16.
	1.1.2 Implement learning and development tools including e-learning and mentoring opportunities across the organisation	1.1.2.1 Review with G21 partners the opportunity to develop and implement shared assessment, educational and mentoring tools.	Education session delivered for internal staff in July 2015. Further sessions to be planned for early 2016
	1.1.3 Annual monitoring and evaluation of the G21 Regional Health and Wellbeing Plan and Surf Coast Shire Sub-plan (CP3.3.6)	1.1.3.1 Report to G21 outcomes of Surf Coast Health and Wellbeing Plan implementation and participate in evaluation of local and regional plans	Quarterly reporting of implementation activity and achievements has been maintained over the first 2 years of the plan
1.2 To increase participation in physical activities	1.2.1 Identify and progress relevant recommendations in the Recreation Strategy.	1.2.1.1 Continue to promote facilities, clubs and activities through updates to council website	Annual review of format and accuracy of sport and recreation content on website identified a number of updates which are being implemented.
		1.2.1.2 Continue to provide club administration resources and support.	Council Officers regularly engage with our sporting club stakeholders sharing the Ground Swell newsletter, potential funding opportunities (i.e. SRV, Small Grants) and relevant updates from industry stakeholders (i.e. Leisure Networks, Vic Health, Grants Network Victoria and Our Community).
		1.2.1.3 Review health survey data and investigate other available sources to establish data baselines to measure objectives.	The Draft G21 Physical Activity Plan will be presented to Council during second quarter of 2015-16.

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	1.2.2 Maximise use of Council's recreational facilities through a partnerships approach.	1.2.2.1 Incorporate principles in lease / licence renewal discussions for shared use of facilities to maximise extent and diversity of use (part of Recreation Facility Management Guidelines yet to be developed).	Council Officers meet with S86 Committee's) to inspect facilities and consider asset renewal priorities. Quarterly S86 Committee meetings include discussion on maximising use of each facility with the Committee. Annual Reports consider annual usage.
		1.2.2.2 Assist to establish procedure for measurement of occupancy to create baseline for annual report on occupancy.	Councils Governance and Infrastructure team are currently preparing a draft Lease and Licence Policy for consideration by EMT. The Sport and Recreation Unit have been heavily involved in the background research and preparation of the draft Policy that encourages shared use of facilities to maximise diversity of use.
		1.2.2.3 Measure change in usage of buildings with bookings directly managed by Council.	A quarterly usage report is generated and analysed to identify any variances and inform forward strategic planning of council managed buildings.
	1.2.3 Develop a program to introduce new sport and recreational opportunities for informal/social use.	1.2.3.1 Present outcomes and recommendations from G21 & AFL Barwon Football Strategy to Council and work with AFL Barwon and AFL VIC to implement priorities	Tim Macmichael (Football Development Manager, AFL Barwon) will be meeting with Coordinator Sport and Recreation in October (post-finals) to explore feasibility of introducing AFL 9's in the Surf Coast.
		1.2.3.2 Establish a community managed Surf Coast Shire Basketball Association in conjunction with Basketball Victoria Country.	Initial feasibility has been undertaken in February 2015 and has identified a ground swell to support a community managed basketball association. A community volunteer will be needed to drive the opportunity and a suitable volunteer has not yet been identified and work is continuing to engage a volunteer for this program

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		1.2.3.3 Continue to grow Touch Football.	Initial feasibility has identified potential for growth in touch football as there are many more juniors locally than can be accommodated in traditional football. A community volunteer will be needed to drive the opportunity and a suitable volunteer has not yet been identified and work is continuing to engage a volunteer for this program
		1.2.3.4 Investigate feasibility of Little Aths.	Council facilitated a Come and Try Day for Little Athletics in March 2015 with 120 participants. Torquay College have athletics equipment and could be engaged in any feasibility discussion. Further officer investigation required.
	1.2.4 Promote active transport options and open space settings for physical activity	1.2.4.1 Continue to install bike racks in reserves to promote active transport	Bike racks installed in 2014 - 15 and none planned for 2015-16
		1.2.4.2 Seek adoption of the G21 Region Principal Bicycle Network Project	Has been adopted by G21 & VicRoads
	1.2.5 Review and update current pathways/cycling strategy (CP 4.3.5)	1.2.5.1 Implement annual program of pathways activities	Implementing Torquay paths and Lorne swing bridge access this quarter
1.3 To enhance mental health and wellbeing	1.3.1 Review Access and Inclusion Plan action 3.7 Support the work of local networks that promote mental health and wellbeing.	1.3.1.1 Continue to promote the services and activities of local mental health providers and engage mental health service providers in local service provider networks.	Information on mental health services for the community is provided through activity undertaken in the Aged and Family department. Mental health week activities for staff included information about support and wellbeing services available
	1.3.2 Promote the mental health benefits of increased participation in physical activity.	1.3.2.1 Investigate and implement options for promotion of mental health benefits of physical activity	Mental Health benefits of physical activity are actively promoted through the Winchelsea Health Club, however officers are yet to specifically schedule a Ground Swell article or link to our website promoting mental health benefits of physical activity. Further officer action required.
	1.3.3 Continue to enhance community grants program to support positive mental health outcomes.	1.3.3.1 Provide additional support to potential grant applications, particularly projects related to mental health through the Small Grants Program.	Council Officers have recommended 'The Anxious Bird' project in round 1 of the Small Grants Program. This project aligns to Mental Health Week 2016 and community artists reflecting experiences with Mental Health. Recommendations for Round 1 Small Grants are presented to Council on 24 November 2015.

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	1.3.4 Involvement in mental health week.	1.3.4.1 Plan and deliver civic events/activities to promote mental health week	Planning work done during this quarter to deliver mental health week activities in October 2015.
	1.3.5 Enhancing access to open space.	1.3.5.1 Review the Open Space Strategy (CP 1.5.1) and consider inclusion of actions that promote increased access and activity in open space.	The draft Open Space Strategy 2015 -2025 is currently on public exhibition. It is expected the final document will go to the December 2015 Council Meeting. Once this has occurred, implementation of the relevant actions can occur.
1.4 To create a shared responsibility around alcohol harm minimisation.	1.4.1 Development of a Council liquor licensing policy across community groups and clubs.	1.4.1.1 Scope and research a liquor licensing Policy.	Scoping exercise to commence in third quarter (March) and a discussion paper provided to Council before proceeding further.
	1.4.2 Promote local law relating to alcohol in public places.	1.4.2.1 Publicise local laws relating to alcohol in public places through signage and media.	Signage is erected throughout the Shire and on land managed by The Great Ocean Road Coastal Committee via consultation with Council's Local Laws department on a needs basis. A survey staff survey to determine the effectiveness of compliance activities will be carried out in 2016 and signage and media work will be form part of that work to ensure current practices are effective.
		1.4.2.2 Undertake active compliance and education on alcohol in public places during peak seasons and events.	Local Law officers patrol the public areas and enforce non-compliance offences and provide legislative education and information to the community. The work in this area is also supported by stakeholder engagement with outside agencies such as Victoria Police, VCGLR and the Liquor Accord with local licensees.
		1.4.2.3 Gather and analyse data on the number of sporting clubs participating in the Good Sports Program.	A survey is in the process of being developed and will proceed in the coming months. A progress report and further comment will be provided in the next review period.

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	1.4.3 Continue harm minimisation approach to school leavers and events.	1.4.3.1 Continue to develop and implement a suite of youth programs including school leavers, BBQ & Beats in partnership with other local service providers	Youth services are currently being delivered in partnership with Headspace, Barwon child, youth and family and schools. The development of the new Engage work plan has also provided opportunities to implement services that incorporate a health aspect to young people."
	1.4.4 Assess the ability to control the cumulative impact of the number of licensed venues through the Surf Coast Planning Scheme.	1.4.4.1 Determine and test criteria and threshold for cumulative impact of the number of licensed venues in a Surf Coast Setting awaiting confirmation.	This is a linked action to the preparation of the Sporting Reserve Facility Management Guidelines. The Guidelines development is subject to the approval of the draft Lease and Licence Policy by EMT.
1.5 To promote sustainable living.	1.5.1 Continue to promote reduce, reuse and recycle messages and part of Council's litter task force.	1.5.1.1 Continue to deliver reduce reuse and recycle initiatives in the Surf Coast Solid Waste Management Plan.	Barwon South West Region Group, including Surf Coast Shire is currently preparing a plan for a regional approach to waste and recycling
	1.5.2 Support community programs that aim to make solar power accessible and cost effective for residents and businesses	1.5.2.1 Partner with Federal Government to identify suitable community solar projects for Surf Coast Community Solar grant (\$300k).	Federal grant funding of \$39,200 has been received, site inspections conducted with AGL Solar (approved installer) and building drawings submitted to AGL. Design phase currently underway.
	1.5.3 Develop initiatives with community groups to enhance food security and reduce food miles.	1.5.3.1 Deliver initiatives from the "Edible Landscapes Initiatives" document and report annually on projects completed.	An application submitted for SCS Local Food program for Premier's Sustainability Awards was unsuccessful. A presentation at MAV Future of Local Food Conference in September showcased SCS Eat Local Month & Local Food Loop phone app as well as SCS Edible Landscapes program. Sponsored Good Fish Fridays with participating Shire restaurants in July and secured good local media coverage.

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	1.5.3 Develop initiatives with community groups to enhance food security and reduce food miles.	1.5.3.2 Continue to support Council's community gardens and build local expertise around growing food.	Support for Community Gardens included funding for a shelter, solar lights and water security at Anglesea, solar lights at Aireys Inlet, OH&S improvements at Danawa, money for plants and maintenance at the Winchelsea Community Garden, funding for a Grow Local project at the Winchelsea Community Garden and catering for the Aireys Inlet 5 year anniversary.
Theme 2; Local Opportunities			
2.1 Understand changing community demographics.	2.1.1 Develop Surf Coast Shire health and wellbeing data profile. Publish, promote and update regularly.	2.1.1.1 Annual update of Health and Wellbeing Profile	The Health and Wellbeing Profile will be updated again in the June quarter 2015-16. The 2015 update is ready for design, publishing and promotion on the Shire website. This includes updates for about 40 items including population, Centrelink recipient, economic, crime and health data.
	2.1.2 Develop local area township health and wellbeing data profiles.	2.1.2.1 Scope the purpose and use of Health and Wellbeing profiles and determine schedule for development.	To commence next quarter. Availability of any mental health data for the township level will be investigated as part of the Anglesea Health and Wellbeing Profile.
		2.1.2.2 Develop Anglesea Health and Wellbeing Profile.	The Anglesea Health and Wellbeing Profile including service mapping is partially developed.. The profile will be completed in the December quarter 2015-16 and will inform a health and wellbeing action plan for Anglesea. Report due in February 2016. No action required until post summer."
	2.1.3 Explore the impacts of part time populations.	2.1.3.1 Refine and reproduce the Summer Debrief report	
		2.1.3.2 Explore feasibility of annual seasonal population indicators report.	Data and information currently being collected. Initial discussion held with Economic Development regarding connections with Visitor Insights and the Summer Debrief report.
2.1.4 Build organisational and workforce capacity to understand and interpret community demographic information.	2.1.4.1 Deliver training and development activities relating to community demographics.		Demographic training and activities have been undertaken this quarter. A presentation was given to Council on the Surf Coast Shire population forecast updates on 8 September. On 29 September a presentations were given by .id Consultants for all staff and Councillors on the new forecasts. Planning for some hands on staff training for the .id products will commence in the December quarter.
	2.1.5.1 Apply online engagement processes.		A review has been conducted of Council's existing web based engagement tool. New communication channels that appeal to difficult to reach audiences were used as demonstrated in the Testing the Water campaign. Most of the Testing the Water communication was channelled through the

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			website and notifications sent via social media. Video and social media were used, as was an extensive telephone market research survey. School Holiday Programs, the Good Fish Project, Events Grant funding round, the Art Calendar Exhibition and Seniors Week were communicated widely through social media this quarter. Boosting posts to difficult to reach audiences was again done during the quarter tailoring content to specific audiences.
	2.1.5 Investigate ways to increase the community involvement of non-resident ratepayers.	2.1.5.2 Scope opportunities to improve ratepayer online contact details through the Customer Service review.	Not yet commenced. This is an action in year 1 of the customer service strategy and will commence in quarter 2.
	2.1.6 Explore ways to assess the health and wellbeing impact of local employment strategies.	2.1.6.1 Develop an integrated economic development strategy and deliver actions related to local employment.	Announcement of Chocolaterie - 57 new EFT jobs to be created. Working with a range of other businesses on employment generating projects
2.2 Build community and organisational capacity to achieve better outcomes for children.	2.2.1 Analyse Australian Early Development Index (AEDI) data to understand local issues.	2.2.1.1 Apply the AEDI data to establish priorities in the Early Years Plan.	Priorities from the AEDI data have been included in the Early Years and Youth action plan. Parent and young person education has been scheduled for 2015.
	2.2.2 Build organisational and workforce capacity and understanding of the data.	2.2.2.1 Provide presentations and training in the use of the AEDI data as required.	Completed 2014-2015
	2.2.3 Engage with the local community and key service providers to identify priority areas for improvement.	2.2.3.1 Discuss findings and opportunities to apply the AEDI at Early Years Reference Groups.	Early Years Reference Group meetings held twice yearly (town based) where the AEDI is discussed and partnership opportunities developed. Children's week activities have involved participation from each community across the Shire to engage families.

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	2.2.4 Continue to provide childhood and school immunisation program and investigate strategies to improve immunisation rates.	2.2.4.1 Ongoing delivery, evaluation and reporting of Childhood Immunisation Program.	Council continues to deliver the childhood immunisation service which is regularly reported to the Australian Childhood Immunisation Register (ACIR) and the Department of Health Human Services (DHHS). At the time of completing this update the recent quarterly childhood immunisation coverage statistics from DHHS were yet to be received.
	2.2.4 Continue to provide childhood and school immunisation program and investigate strategies to improve immunisation rates.	2.2.4.2 Conduct Service Review of Childhood Immunisation Program.	The childhood immunisation service has not been listed as a priority for the organisations business improvement plan however an extra 2hr session has been added during the 3rd week in January due customer demand and the ability to provide within existing budget.
	2.2.5 Review and update Surf Coast Shire Early Years Plan 2001-2013 and implement priority actions.	2.2.5.1 Develop and launch an Early Years Strategy.	Actions from the Early Years and Youth Strategy are currently being delivered and will be reported to Council annually
2.3 Build community and organisational capacity to achieve better outcomes for youth.	2.3.1 Review and update the Youth Strategy and implement priority actions.	2.3.1.1 Develop and launch a Youth Strategy.	Actions from the Early Years and Youth Strategy are currently being delivered and will be reported to Council annually
	2.3.2 Investigate the feasibility of shared traineeships and work placements in partnership with key agencies.	2.3.2.1 Actively support traineeship placements for Certificate/Diploma students in aged care and early years.	The youth program has employed a school based apprentice for the 2015 calendar year. The Early Years program has recruited a trainee for an administration position for 2015-2016
2.4 Build community and organisational capacity to achieve better outcomes for older people.	2.4.1 Explore links with volunteer programs to encourage positive interaction across different age groups.	2.4.1.1 Establish links with groups that engage children and youth and promote the opportunities for intergenerational support of community projects for older people.	Youth Development Team Leader (early years) and Community Services Team Leader (positive ageing) have started planning for intergenerational activities.

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	2.4.2 Review and update the Positive Ageing Strategy 2009 and implement priority actions.	2.4.2.1 Develop and launch a new Strategy for Positive Ageing.	Plan fully endorsed by Council, action plan developed and implementation commenced.
	2.4.3 Evaluate the improving liveability for older people project and support future initiatives.	2.4.3.1 Develop and deliver a seniors engagement program using outcomes and evaluation of the ILOP project.	Sixteen Cafe style sessions undertaken with groups established in Moriac and Anglesea. Activities have included social events and planning sessions held Winchelsea and a forum in partnership with Carer's Victoria in Torquay. Approximately 60 HACC eligible people have participated.
		2.4.3.3 Promote and recognise volunteering during National Volunteer Week.	Volunteering information and application processes streamlined and made available online. This has resulted in the recruitment of 5 new volunteers and expanded the opportunities across Council for volunteers to support community events and activities.
Theme 3; Service Accessibility			
3.1 Ensure equitable access for all to health and community services.	3.1.1 Implement Council Plan strategies under objective 3.2 "Quality assessment ratings for aged and family services" including assessment of service need and service mapping.	3.1.1.1 Continue to implement quality assessment ratings program and service mapping for Early Years Services.	Quality assessment ratings have been completed and the second round will commence next year. Service mapping has not commenced
		3.1.1.2 Continue to implement quality assessment ratings program and service mapping for Positive Ageing Services.	Commenced preparation for the December Community Common Care standards audit. Will include the mapping services and reporting on outcomes and achievements.
	3.1.2 Utilise community demographics and health and wellbeing profiles to assist in determining service needs.	3.1.2.1 Source community demographics for the development of priorities for Early Years/Youth Strategies.	Demographic information for Anglesea currently being reviewed for the development of the Anglesea profile. ID forecast update information sessions held

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		3.1.2.2 Source community demographics for the development of priorities for Positive Ageing Strategy.	Demographic information for Anglesea currently being reviewed for the development of the Anglesea profile. ID forecast update information sessions held
	3.1.3 Investigate partnerships with Deakin University for township research.	3.1.3.1 Investigate partnerships with Deakin University for township research.	No action
	3.1.4 Continue to develop best practice service provision for Council's direct client services including child care, preschool, maternal and child health, immunisation services and home care services.	3.1.4.1 Review and update relevant council policy and workplace procedures for Early Year's services annually to ensure best practice provision and compliance with relevant legislation.	A process for updating policies has been implemented. And includes feedback from staff, families and the wider community.
		3.1.4.2 Review and update relevant council policy and workplace procedures for Positive Ageing services annually to ensure best practice provision and compliance with relevant legislation.	Positive Ageing procedures and work instructions being reviewed and if necessary updated in preparation for the December Community Common Care standards audit.
		3.1.4.3 Provide appropriate Children's Services staff training and supervision.	Supervision is provided by Coordinator and Team Leaders to staff on a fortnightly basis. Training calendar for 2015- 2016 will be developed based on findings and feedback from the September performance review process.
		3.1.4.4 Provide appropriate Positive Ageing Staff training and supervision.	Training calendar for 2015- 2016 will be developed based on findings and feedback from the September performance review process.

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		3.1.4.5 Investigate service models for the Torquay North Children's Hub.	The TNCC operational planning project has commenced and a report will be made to Council in December
	3.1.5 Explore opportunities for collaborative practices and partnerships arrangements for service delivery with other key local service providers.	3.1.5.1 Participate in service provider networks and pursue partnership opportunities for service delivery to meet community need for Early Years Services.	Participation in Networks is occurring from all levels, to ensure accurate knowledge is gained to facilitate access to services.
		3.1.5.2 Participate in service provider networks and pursue partnership opportunities for service delivery to meet community need for Positive Ageing.	Memorandum of Understanding for the Barwon HACC alliance reviewed and signed off by all participants. Ongoing participation in local networks and alliances.
	3.1.6 Strengthen health care referral networks.	3.1.6.1 Commence implementation of My Aged Care gateway	Council successfully registered on the My Aged Care provider portal and working in accordance with Victorian Department of Health and Human Services guidelines for the transition of HACC to the Commonwealth in 2019
		3.1.6.2 Document workplace procedures to ensure effective health care referrals.	Successful transition of the functions of Intake into the Assessment team. Procedures and work instructions updated to reflect the pathway and processes associated with all functions.
		3.1.6.3 Report annually on the number of aged and family services available, waiting lists and other service performance data.	Data on service utilisation and waiting lists has been collected. A report will be made to Council early in 2016
		3.1.6.4 Develop a project brief for service mapping of Aged and Family Services.	Service mapping for Anglesea has commenced as part of the Anglesea Health and Wellbeing profile. Service mapping for Winchelsea was completed in 2013-14 as part of the Winchelsea Health and Wellbeing Project and Profile.

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3.2 Understand rural communities service needs and provision requirements.	3.2.1 Establish reference groups for rural communities to assist in determining service need.	3.2.1.1 Support the functioning of the Early Years Reference group.	Anglesea profile currently being developed is expected to be completed in December and will include a service map
		3.2.1.2 Explore the option of delivering service provider forums in coastal townships	Not yet commenced
	3.2.3 Assess and reallocate resources according to need.	3.2.2.1 Apply community demographics in the development of priorities for Early Years/Youth Strategies.	A process is currently being developed to monitor demographics for early years and youth. The action plan is currently being delivered within the early years and youth area.
		3.2.2.2 Apply community demographics in the development of priorities for Positive Ageing Strategy.	Establishing links with community groups to further develop social support and opportunities for older persons. Application of data demographics to identify areas of priority.
3.2.4 Links to Council plan objective 3.2 "Quality assessment ratings for aged and family services" including assessment of service need and service mapping.	3.2.3.1 Review and update relevant strategies with current demographics as they become available.	Strategies for Positive Ageing and Early Years and Youth have been developed and include current data. Updates will be made as new data becomes available	
	3.2.4.1 Continue to implement quality assessment ratings improvement plan for Early Years.	Quality assessment ratings have been completed and the second round will commence next year. Service mapping has not commenced	

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		3.2.4.2 Continue to implement quality assessment improvement plan for Positive Ageing Services.	Commenced preparation for the December Community Common Care standards audit. Will include the mapping services and reporting on outcomes and achievements. "
3.3 Respond to the needs of those living in socio-economic disadvantage.	3.3.1 Utilise community demographics and health and wellbeing profile data for Winchelsea.	3.3.1.1 Review and update relevant strategies with current demographics as they become available.	Strategies for Positive Ageing and Early Years and Youth have been developed and include current data. Updates will be made as new data becomes available
	3.3.2 Develop a service plan for Winchelsea township to address social disadvantage.	3.3.2.1 Prioritise and implement recommendations from Winchelsea Health and Wellbeing Project.	Action plan items have been implemented with sustainability and transition arrangements for service continuity being progressed
		3.3.2.2 Compile an annual report on the number of number of social services in Winchelsea	Year 1 service data collected. Year 2 review not yet commenced
3.4 Planning for and maximising use of infrastructure for health and wellbeing outcomes.	3.4.1 Council Plan Strategy 4.1.1 "Perform an infrastructure needs assessment to provide clarity to the community on how a fair distribution of infrastructure will be achieved."	3.4.1.1 Undertake phase 1 of Project - Community Buildings Planning Study	The Community Building Study 2014-15 report included 5 recommendations adopted by Council. Year 1 actions have commenced
	3.4.2 Policy development around multi-use spaces and integrated service provision.	3.4.2.1 Scope a project plan for the establishment of Recreation Facilities Management Guidelines.	The Project Plan for the Recreation Reserve Management Guidelines is currently in draft format and is subject to the approval of the draft Lease and Licence Policy by EMT.
	3.4.3 Council Plan objective 4.2 "Accessible and well maintained council facilities."	3.4.3.1 Plan and deliver the annual capital works program.	Underway

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	3.4.4 Utilise structure plans to maximise opportunities to provide meeting spaces, public plaza spaces, community hubs and mixed use facilities.	3.4.4.1 Ensure Growing Winchelsea project applies the key principles of meeting spaces, public plaza.	The consultancy brief for the plan for the main street precinct and streetscape improvement plan have been completed and will shortly be out for quotation. The Winchelsea prospectus is in draft.
	3.4.4 Utilise structure plans to maximise opportunities to provide meeting spaces, public plaza spaces, community hubs and mixed use facilities.	3.4.4.2 Report to G21 outcomes of Surf Coast Health and Wellbeing Plan implementation.	Quarterly reporting on implementation of actions has been maintained
		3.4.4.3 Include health and wellbeing principles in all new controls in growth areas e.g. Spring Creek.	The Spring Creek PSP is a two year project. Background studies have been completed and a draft urban structure plan will be exhibited in November.