



Agenda

Ordinary Meeting of Council
Tuesday, 26 June 2018

To be held in the
Council Chambers
1 Merrijig Drive, Torquay

Commencing at 6.00pm

Council:

Cr David Bell (Mayor)
Cr Libby Coker
Cr Martin Duke
Cr Clive Goldsworthy
Cr Rose Hodge
Cr Carol McGregor
Cr Brian McKiterick (Leave of Absence)
Cr Margot Smith
Cr Heather Wellington

AGENDA FOR THE ORDINARY MEETING OF SURF COAST SHIRE COUNCIL
TO BE HELD IN THE COUNCIL CHAMBERS, 1 MERRIJIG DRIVE, TORQUAY
ON TUESDAY 26 JUNE 2018 COMMENCING AT 6.00PM

PRESENT:

OPENING:

Council acknowledge the traditional owners of the land where we meet today and pay respect to their elders past and present and Council acknowledges the citizens of the Surf Coast Shire.

PLEDGE:

As Councillors we carry out our responsibilities with diligence and integrity and make fair decisions of lasting value for the wellbeing of our community and environment.

APOLOGIES:

CONFIRMATION OF MINUTES:

Recommendation

That Council note the minutes of the Ordinary meeting of Council Meeting held on 22 May 2018, and the Special meeting of Council Meeting held on 5 June 2018, as correct records of the meetings.

LEAVE OF ABSENCE REQUESTS:

CONFLICTS OF INTEREST:

Note to Councillors and Officers

Declaration of Interest

Councillors and Officers please note that in accordance with Section 77A of the Local Government Act 1989, there is an obligation to declare a conflict of interest in a matter that could come before Council.

A conflict of interest can be a direct or indirect interest in a matter.

A person has a direct interest if:

There is a reasonable likelihood that the benefits, obligations, opportunities or circumstances of the person would be directly altered if the matter is decided in a particular way.

A person has an indirect interest if the person has:

- 1. A close association whereby a "family member" of the person has a direct or indirect interest or a "relative" or member of a person's household has a direct interest in a matter;*
- 2. An indirect financial interest in the matter;*
- 3. A conflicting duty;*
- 4. Received an "applicable" gift;*
- 5. Become an interested party in the matter by initiating civil proceedings or becoming a party to civil proceedings in relation to the matter; or*
- 6. A residential amenity affect.*

Disclosure of Interest

A Councillor or Officer must make full disclosure of a conflict of interest by advising the class and nature of the interest immediately before the matter is considered at the meeting. While the matter is being considered or any vote taken, the Councillor or Officer with the conflict of interest must leave the room and notify the Chairperson that he or she is doing so.

PRESENTATIONS:

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1. PETITIONS & JOINT LETTERS

Nil

2. RESPONSIBLE & PLANNING AUTHORITIES

2.1 Planning Scheme Amendment C123 and Planning Permit Application No. 17/0207 - 3-5 Loch Ard Drive, Torquay

Author's Title: Senior Strategic Planner
Department: Planning & Development
Division: Environment & Development

General Manager: Ransce Salan
File No: F17/978
Trim No: IC18/911

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:
In accordance with Local Government Act 1989 –
Section 80C:

Yes

No

Reason: Nil

Status:
Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

Yes

No

Reason: Nil

Purpose

The purpose of this report is to update Council on the status of Surf Coast Planning Scheme Amendment C123 and Planning Permit Application No. 17/0207 in accordance with the Council resolution on 12 December 2017, and to resolve on the next steps.

Summary

Combined Planning Scheme Amendment C123 and Planning Permit Application No. 17/0207 seeks to rezone land at 3-5 Loch Ard Drive, Torquay from General Residential Zone to Commercial 1 Zone and to develop the land for four commercial premises, an upper level dwelling and associated car parking.

Council considered submissions to the amendment and permit application on 12 December 2017. At that meeting, Council resolved to defer a decision to enable the proponent to investigate options for a modified proposal with restricted commercial uses/offices and a dwelling with a lower height.

The proponent has investigated options for a modified proposal and has offered to enter into a section 173 agreement restricting future uses on the land (to exclude take away food premises and convenience restaurants) and to restrict the height of the dwelling to no greater than 7.5 metres above ground level through a permit condition.

It is proposed to circulate the section 173 agreement and draft planning permit to all submitters with an invitation to withdraw, amend or add to their submission based on the changes. Any additional or amended submissions received will be reported back to Council at a future meeting. In the event that not all objections are withdrawn, and should Council wish to progress the application, Council will need to request the Minister for Planning to appoint an independent Panel pursuant to Part 8 of the *Planning and Environment Act 1987* to consider all submissions and the merits of the application.

Recommendation

That Council:

1. Require the landowner of 3-5 Loch Ard Drive, Torquay to enter into an agreement under section 173 of the *Planning and Environment Act 1987* to exclude take away food premises and convenience restaurants from being established on the land.
2. Amend the draft planning permit to restrict the height of the dwelling to no greater than 7.5 metres above ground level.
3. Circulate the draft section 173 agreement and revised draft planning permit to all submitters with an invitation to withdraw, amend or add to their submission based on the changes within two weeks.
4. Report any withdrawn, amended or additional submissions received following the two week period to a future Council meeting no later than 31 August 2018.

2.1 Planning Scheme Amendment C123 and Planning Permit Application No. 17/0207 - 3-5 Loch Ard Drive, Torquay

Report

Background

Combined Planning Scheme Amendment C123 and Planning Permit Application No. 17/0207 seeks to rezone land at 3-5 Loch Ard Drive, Torquay from General Residential Zone to Commercial 1 Zone and to develop the land for four commercial premises on the ground floor, a dwelling on the first floor, and associated car parking. The amendment also proposes to remove the Design and Development Overlay Schedule 21 (DDO21 - "Old Torquay North, Wombah Park and Church Estate, Torquay") from the land.

Council considered submissions to the amendment and permit application on 12 December 2017. At that meeting, Council resolved to:

1. Defer a decision on the amendment and planning permit application to enable the proponent to investigate options for a modified proposal with restricted commercial uses/offices and a dwelling with a lower height.
2. Re-exhibit the amendment and planning permit application for a period of one month if substantial changes have been made to the amendment and/or planning permit application.
3. Report the outcomes of the proponent's response to resolution 1 and any submissions received following re-exhibition of the amendment and permit application, if required, to a future Council meeting no later than 30 June 2018.

Discussion

The proponent has investigated options for a modified proposal and has offered to enter into a section 173 agreement restricting future uses on the land (to exclude take away food premises and convenience restaurants). The section 173 agreement would be executed prior to Council requesting final approval for the rezoning of the land from the Minister for Planning. The applicant has also requested that Council include a condition on the planning permit restricting the height of the dwelling to no greater than 7.5 metres above ground level. It is not proposed to change the general design of the dwelling.

A draft section 173 agreement and revised draft planning permit will be prepared to implement these modifications. Changes to the proposal as a result of these modifications would not lead to any increase in the potential amenity impacts over and above the original proposal. It is therefore considered that re-exhibition of the amendment and planning permit application is not warranted. The draft Section 173 agreement and draft planning permit will be circulated to all submitters to the proposal with an invitation to withdraw, amend or add to their submission based on the changes. Submitters will be given 2 weeks to consider these documents.

An update on the feedback received from submitters (withdrawn, amended or additional submissions) in response to the circulation of the draft Section 173 agreement and draft planning permit will be reported back to Council at a future meeting no later than 31 August 2018. In the event that not all objecting submissions are withdrawn, and should Council wish to progress the application, Council will need to request the Minister for Planning to appoint an independent Panel pursuant to Part 8 of the *Planning and Environment Act 1987* to consider all submissions and the merits of the application.

Financial Implications

This is a private planning scheme amendment request that is funded by the proponent.

Council Plan

Theme 3 Balancing Growth

Objective 3.2 Ensure infrastructure is in place to support existing communities and provide for growth

Strategy Nil

Theme 4 Vibrant Economy

Objective 4.1 Support the creation and retention of jobs in existing and new businesses to meet the needs of a growing community

Strategy 4.1.4 Plan for industrial and commercial zones in growing communities

Theme 5 High Performing Council

Objective 5.2 Ensure that Council decision-making is balanced and transparent and the community is involved and informed

Strategy Nil

2.1 Planning Scheme Amendment C123 and Planning Permit Application No. 17/0207 - 3-5 Loch Ard Drive, Torquay

Policy/Legal Implications

In accordance with Section 23 of the Planning and Environment Act 1987, after considering a submission that requests a change to the amendment Council must:

- (a) change the amendment in the manner requested; or
- (b) refer the submission to a panel appointed under Part 8; or
- (c) abandon the amendment or part of the amendment.

Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

There are no risks to Council associated with referring the updated draft planning permit and draft Section 173 agreement to original submitters for comment. This will ensure a fair planning process is in place which enables submitters to provide further comment and for Council officers and Council to consider any updated submissions.

Social Considerations

The submissions received raise a number of matters which may be classed as social impacts, including the visual impact of the development and amenity impacts such as noise, overlooking and overshadowing.

The proposal is expected to have a number of social benefits, including direct and indirect employment opportunities, a modest contribution to the economic growth of Torquay, provision of an increased offer of retail and commercial services within a local catchment, and provision of commercial spaces for local businesses.

Community Engagement

The amendment and permit application were placed on public exhibition from 12 October to 13 November 2017.

Environmental Implications

The site does not contain any environmental assets and is not subject to any environmental hazards.

Communication

All submitters were invited to attend and present at the Hearing of Submissions Committee meeting held on 5 December 2017. Submitters will be advised of Council's resolution and subject to this, will receive a copy of the updated draft planning permit and draft section 173 agreement for comment over a two week period.

Options

Option 1 – That Council agree to invite submitters to consider the updated draft planning permit and draft Section 173 agreement

This option is recommended by officers to enable the merits of the amendment and permit application to be further tested.

Option 2 – That Council abandon the amendment

This option is not recommended by officers as the merits of the amendment and permit application would not be able to be further tested.

Option 3 – That Council change the amendment in the manner requested by submitters

This option is not recommended by officers as the submissions object to the rezoning and changing the amendment in the manner requested would be akin to abandoning the amendment.

Conclusion

It is recommended that the draft planning permit be amended to restrict the dwelling height to 7.5 metres and that a draft Section 173 agreement be prepared to restrict the commercial uses. These documents will then be circulated to all submitters with an invitation to withdraw, amend or add to their submission based on the changes. Any additional or amended submissions received will be reported back to Council at a future meeting. In the event that not all of the objecting submissions are withdrawn, and should Council wish to progress the application, Council will need to request the Minister for Planning to appoint an independent Panel pursuant to Part 8 of the *Planning and Environment Act 1987* to consider all submissions and the merits of the application.

2.2 Surf Coast Shire Planning Scheme Review 2018

Author's Title: Principal Strategic Planner
Department: Planning & Development
Division: Environment & Development

General Manager: Ransce Salan
File No: F18/692
Trim No: IC18/702

Appendix:

1. Projects - Planning Scheme Review 2018 (D18/62239)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

Yes

No

Reason: Nil

Status:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

Yes

No

Reason: Nil

Purpose

The purpose of this report is to adopt the Surf Coast Planning Scheme Review Report 2018 and prepare the planning scheme amendments recommended in the report.

Summary

In accordance with the Planning and Environment Act 1987, all Councils are required to review their planning schemes within a year of adoption of the Council Plan.

Surf Coast regularly updates the planning scheme and has undertaken a large amount of strategic work since the last planning scheme review in 2014. An example of some of the strategic work undertaken is Amendment C114 Spring Creek PSP, which is currently with the Minister for Planning for approval and C121 Bells Beach Hinterland Review, which was recently gazetted.

A desktop review of the Surf Coast Planning Scheme was undertaken this year by Council officers. This was primarily due to the significant amount of strategic work undertaken since the last review but also, the significant changes to the Victorian Planning Provisions that will be seen later this year through the implementation of the Minister for Planning's new Planning Policy Framework into all planning schemes in Victoria. The new Planning Policy Framework will integrate State, Regional and Local planning policy under the one framework using key themes, thus, seeking to create a consolidated, more efficient and user-friendly planning scheme framework.

A major review of the planning scheme will be undertaken upon the Minister for Planning's release of the new Planning Policy Framework, which is expected mid-2018. The major review will seek to update the existing planning scheme in line with the new framework and also look at the planning scheme in its entirety including the operational effectiveness of planning zones and overlays.

The Surf Coast Planning Scheme Review 2018 has been completed in accordance with State Government guidelines and a report prepared on the outcomes. The report generally concludes that the planning scheme is operating well. The planning scheme needs to be updated to reflect the new Council Plan 2017-2021, albeit, in general terms of the current scheme largely reflects the aspirations of the Council Plan. Significant State Government reforms to the planning system since the last review have had a number of implications for bushfire management, rural policy and native vegetation which will inform future strategic work.

Although the planning scheme is largely up-to-date, it is recommended that two priority amendments be prepared to improve the operational performance of the scheme and to embed the vision, themes and strategies of the new Council Plan 2017-2021. A Prescribed Amendment is proposed to correct anomalies, which will follow an administrative process undertaken by the Minister for Planning without public notice and the other amendment, which will update the planning scheme to reflect the current Council Plan and make other miscellaneous changes, will be subject to the standard process of full exhibition.

The report has also recognised other strategic work, programmed to occur in 18/19 that includes:

- Implementation of the Hinterland Futures Strategy
- Strengthening Town Boundaries project - Environmental study; Significant Landscape Study; Settlement Strategy
- Lorne Strategy review
- Heritage Study 2C.

2.2 Surf Coast Shire Planning Scheme Review 2018

Recommendation

That Council:

1. Adopt the Surf Coast Planning Scheme Review Report 2018.
2. Forward a copy to the Minister for Planning in accordance with the requirements of 12(B) of the Planning and Environment Act 1987.
3. Request a 20(A) prescribed amendment from the Minister for Planning to correct anomalies in the planning scheme.
4. Prepare a planning scheme amendment to embed the vision, themes and strategies of the Council Plan 2017-21 and correct other miscellaneous matters.
5. Undertake a major planning scheme review upon the Minister for Planning's release of the new Planning Policy Framework.

2.2 Surf Coast Shire Planning Scheme Review 2018

Report

Background

Section 12(B) of the Planning and Environment Act 1987 (the Act) requires Council to review the form and content of its local planning scheme within one year of approving its Council Plan, unless otherwise agreed by the Minister. The review is essentially an audit procedure to identify how effectively the planning scheme is currently implementing relevant State and Local land use and development planning objectives. Previous reviews were undertaken in 2007, 2010 and 2014.

Similar to the 2014 planning scheme review, the 2018 in-house review was desktop-based due to the impending outcome of the State Government's program to implement a new Planning Policy Framework which will see wholesale structural changes to the State Planning Policy Framework and Local Planning Policy Framework. Additionally, in the years since the last review considerable changes to the Local Planning Policy Framework have been made via multiple planning scheme amendments. A full review will be undertaken once the State Government has provided guidance on the transition process across to the new policy framework. Significant strategic planning work will also be undertaken in this time period including such projects as a new settlement strategy for the Shire and Hinterland Futures project. This would save time, cost and resources in the meantime.

The review was conducted in accordance with guidance published in Practice Note 32: Review of planning schemes (DELWP, 2015) and the Continuous Improvement Review Kit (DPCD, 2006). The review largely adopted the 'Annual Review' approach set out in the Continuous Improvement Toolkit and adapted it to suit.

The review project methodology included:

- Literature reviews of State and Local government initiatives and their implications
- Review of the 2014 planning scheme review recommendations
- Audit of VCAT decisions and Planning Panel recommendations
- Discussions with Council planning departments
- Review ongoing processes and procedures
- Review of identified miscellaneous and anomalous changes required to the planning scheme.

These initiatives informed qualitative assessments of Local Planning Policy Framework (LPPF), which includes the Municipal Strategic Statement (MSS) and Local Planning Policies (LPPs). The LPPF and local planning controls (zones, overlays and particular provisions) were also evaluated to ensure consistency with the adopted Council Plan 2017-21.

Discussion

The 2018 in-house review of the Surf Coast Planning Scheme has evaluated the performance of the scheme against State Policy and the Council Plan 2017-21 and has found that the Surf Coast Planning Scheme is generally consistent with both. (Note: The new Council Plan 2017-21 needs to be included within the planning scheme via an amendment to the Municipal Strategic Statement.) The planning scheme has been noted to require strengthening in relation to certain themes within the Council Plan such as Balancing Growth. This matter was noted in the discussion paper prepared for Council on Potential Mechanisms for Managing the Torquay/Jan Juc Town Boundary, which identified a need to strengthen the MSS in relation to matters of urban growth and consequentially, consistency with balancing growth theme in the Council Plan needs to be more robust.

An audit of Victorian Civil and Administrative Tribunal (VCAT) decisions and Planning Panel reports show good performance results in general. The Local Planning Policy Framework is up to date and incorporates all of the major strategic studies of the last four years, largely as a result of amendments to the planning scheme since 2014. Particular amendments that stand out include Amendment C114 Spring Creek PSP (yet to be approved) and Amendment C121 Bells Beach Hinterland Review which built upon the recommendations of the 2014 Surf Coast Planning Scheme Review Report.

Significant work has been undertaken on process improvement, with both the Statutory Planning and Strategic Planning Departments participating in the Municipal Association of Victoria (MAV) STEP program in 2013. The recommendations for improvement as a result of that program have been progressively implemented, where relevant. The planning department is undergoing an internal process of review whereby a new processing system is being developed tailored to the needs of the department and to ensure an efficient service is provided to customers.

2.2 Surf Coast Shire Planning Scheme Review 2018

The State Government through its Smart Planning Program will be introducing a new online planning scheme amendment and planning permit tool, which will streamline the processing of planning scheme amendments and permits. This will be launched in mid-2018.

Over the last four years, the State Government has completed a series of projects designed to reform the Victorian Planning System. These changes have had a major impact on land use planning, with one of the most significant being the introduction of new and updated planning zones. Those changes have had implications in relation to rural land use policy, amongst other things, which the Shire is trying to manage through ongoing strategic planning projects such as the Rural Hinterland Strategy.

A number of operational matters with the planning scheme have been identified in section 2.4 of the report. As with all planning schemes in Victoria, they are not static documents and require constant maintenance which in turn means that operational matters will arise through the day-to-day implementation of the scheme provisions. The next planning scheme review will need to consider how the existing controls in the scheme can be improved and where possible, consolidated in line with the new Planning Policy Framework.

Recommendations arising from the Review are:

1. Prepare a Prescribed Amendment under Section 20(A) of the Planning and Environment Act 1987 to correct minor anomalies and inconsistencies, remove redundant provisions and improve the clarity of the scheme.
2. Prepare an amendment to the Surf Coast Planning Scheme to update Clause 21 Municipal Strategic Statement with the vision, key themes and strategies of the Surf Coast Shire Council Plan 2017-2021 and correct other miscellaneous matters that fall outside the parameters of the Prescribed Amendment mentioned in 1).
3. Undertake a major planning scheme review following the Minister's implementation of the new Planning Policy Framework for all Victorian Planning Schemes.
 - a. Under the spectrum of the major review, a number of the issues raised in the desktop review should be considered, particularly those that relate to the operational side of the current planning scheme discussed in section 2.4 of the report and importantly, improving efficiency and effectiveness of the Scheme.
4. Undertake the following strategic work within the next three years, where budget allows:
 - a. Implement the actions of the Strengthening Town Boundaries project, which include the following: Environmental Study; Landscape Study and a Settlement Strategy.
 - b. Undertake the preparation of the Heritage Study 2C.
 - c. Prepare an Urban Design Framework for Winchelsea Town Centre.
 - d. Lorne Structure Plan review including a review of the Special Investigation Areas
 - e. Anglesea Structure Plan review in response to the future implementation of the State Government's Anglesea Futures Land Use Plan.

It is expected that the future strategic work identified above will bolster the provisions of the Surf Coast Planning Scheme in tandem with the implementation of the new Planning Policy Framework.

Financial Implications

Provision has been made in the Strategic Planning budget for planning scheme amendments and this funding will be utilised to carry out works associated with this amendment.

The prescribed 20(A) correctional amendment involves minimal resources as it would be prepared, adopted and approved by the Minister for Planning.

The amendment to implement the Council Plan 2017-21 and correct other miscellaneous matters in the planning scheme has a pending new budget for the 2018-19 of \$20,000 which should be sufficient to cover the appointment of an Independent Panel by the Minister for Planning, if required.

The undertaking of a major review of the Planning Scheme will utilise existing allocated funding, a sum of \$88,000, which is likely to be used to appoint external consultants. The other strategic work identification above will be undertaken subject to the Council adoption of the 2018-19 Strategic planning request in late June 2018.

2.2 Surf Coast Shire Planning Scheme Review 2018

Council Plan

Theme 3 Balancing Growth

Objective 3.1 Retain and enhance rural land for appropriate and sustainable uses

Strategy 3.1.1 Finalise and implement the Rural Hinterland Strategy

Theme 3 Balancing Growth

Objective 3.3 Strengthen township boundaries and support unique township character

Strategy 3.3.1 Work with the community to identify and define desired town footprints and ensure that Township Structure Plans reflect this

Theme 5 High Performing Council

Objective 5.2 Ensure that Council decision-making is balanced and transparent and the community is involved and informed

Strategy Nil

Policy/Legal Implications

The Surf Coast Planning Scheme Review Report 2018 fully complies within section 12B of the Planning and Environment Act 1987.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

If the Planning Scheme Review Report 2018 is not adopted, the Council will be non-compliant with the requirements of the Planning and Environment Act 1987.

The recommendations outlined in the report will ensure that the Planning Scheme remains up-to-date and operates efficiently.

Social Considerations

The planning scheme is the primary legal instrument for land use planning in local government. It is important that the Scheme is up-to-date and relevant as it has significant impacts on planning and maintain sustainable communities.

Community Engagement

The 2018 planning scheme review was undertaken in-house and was a desk-top review only. Limited internal consultation was undertaken. No community engagement was undertaken. The next major review of the Planning Scheme will require community engagement.

Environmental Implications

Through some of the recommendations outlined in this report e.g. Straitening Town Boundaries project, the environment will be at the forefront of that strategic work and ultimate implementation within the Planning Scheme.

Communication

A copy of the report will be sent to the Minister for Planning under the provision of the Planning and Environment Act 1987. Other than the prescribed planning scheme amendment mentioned in this report, the other planning scheme amendment will be subject to full exhibition requirements.

Options

Option 1 – Adopt the Surf Coast Planning Scheme Review Report 2018 and support the recommendations

This option is recommended by officers as it will lead to an improved Planning Scheme that seeks to implement the vision, key themes and strategies of the Council Plan and improve its operational efficiency.

Option 2 – Only undertake some of the recommendations

This option is not recommended by officers as it would lead to an inefficient planning scheme and would not enable the current Council Plan 2017-21 to be embedded into the Council's primary land use planning instrument.

2.2 Surf Coast Shire Planning Scheme Review 2018

Option 3 – Do Nothing

This option is not recommended by officers as Council officers would be relying on the current Planning Scheme, which while operating efficiently, has the opportunity to be improved through the recommendations outlined in this report.

Conclusion

The Surf Coast Planning Scheme Review Report 2018 recommends a number of actions that are necessary to improve the operational efficiency of the Scheme. Council has the opportunity here to support the actions that will lead to a better land use planning framework for the municipality that will ultimately ensure the Council Plan 2017-21 is embedded in the Scheme and the Scheme itself can be more closely aligned with it and also the future State Government's new Planning policy Framework.

2.2 Surf Coast Shire Planning Scheme Review 2018

APPENDIX 1 PROJECTS - PLANNING SCHEME REVIEW 2018

Surf Coast Planning Scheme Review May 2018



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Executive Summary

The 2018 review of the Surf Coast Planning Scheme adopted a desktop based approach to ensure consistency with recent changes in State, Regional and Local planning policy, alignment with the Council Plan 2017-2021 and to ensure any miscellaneous and anomalous changes are rectified.

The review had regard to the ongoing changes being made to the Victorian Planning System by the State Government and the intention to introduce a new planning policy framework (PPF) which combines state, regional and local policy, including other changes. The significant structural changes proposed to the planning policy framework by the State Government dictated the extent of the 2018 planning scheme review.

Until the State Government has implemented the new PPF by way of a VC amendment and also issued formal direction and guidelines about the new translation process, a major review of the Planning Scheme will not be undertaken.

The 2018 review of the Surf Coast Planning Scheme has evaluated the performance of the scheme against State Policy and the Council Plan 2017 – 2021 and has found that the Surf Coast Planning Scheme is generally consistent with both and is functioning well. (Note: The new Council Plan 2017-2021 needs to be included within the Planning Scheme via an amendment to the Municipal Strategic Statement.) From 2014 to 2017 very good performance results were received from hearings at the Victorian Civil and Administrative Tribunal (VCAT) and Planning Panels. The Local Planning Policy Framework is up-to-date and incorporates all of the major strategic studies of the last four years, largely as a result of amendments to the planning scheme since 2014. As with all planning schemes in Victoria, the improvement of the planning scheme is an ongoing process.

Significant work has been undertaken on process improvement, with both the Statutory Planning and Strategic Planning Departments participating in the Municipal Association of Victoria (MAV) STEP program in 2013. The recommendations for improvement as a result of that program have been progressively implemented, where relevant. The planning department is undergoing an internal process of review whereby a new processing system is being developed tailored to the needs of the department and to ensure an efficient service is provided to customers.

The State Government through its Smart Planning Program will also be introducing new online planning scheme amendment and planning permit tool which will streamline the processing of planning scheme amendments and permits. This will be launched in mid-2018.

Over the last four years, the State Government has completed a series of projects designed to reform the Victorian Planning System. These changes have had a major impact on land use planning, with one of the most significant being the introduction of new planning zones. Those changes have had implications in relation to rural land use policy, amongst other things, which the Shire is trying to manage through ongoing strategic planning projects.

The review identifies future actions required to further improve the planning scheme's response to State policy and local issues. Key recommendations include:

- Preparation of a "Prescribed" amendment to the Surf Coast Planning Scheme to correct anomalies in the planning scheme
- Implementation of the Council Plan 2017-2021 (Vision, Themes and Strategies) and correction of other miscellaneous matters to the Planning Scheme which will require notice to be given.
- Major review of the Planning Scheme upon the implementation of the new PPF by the Minister for Planning.

1. Introduction

1.1 Background

Section 12(B) of the Planning and Environment Act 1987 (the Act) requires Council to review the form and content of its local planning scheme within one year of approving its Council Plan, unless otherwise agreed by the Minister. The review is essentially an audit procedure to identify how effectively the Planning Scheme is currently implementing relevant State and Local land use and development planning objectives. Section 12B(4) of the Act requires the review to evaluate whether the Planning Scheme:

- a. is consistent in form and content with the directions or guidelines issued by the Minister;
- b. sets out effectively the policy objectives for use and development of land in the area to which the planning scheme applies; and
- c. makes effective use of State provisions and local provisions to give effect to State and local planning policy objectives.

The review findings are intended to form the basis for future initiatives to improve local planning policies and controls for the Shire. For this reason, the Shire must also report the review findings to the Minister for Planning.

Previous reviews of the Surf Coast Planning Scheme were undertaken in 2007, 2010 and 2014. The 2007 review was undertaken by Coomes Consulting Group and while it noted that the scheme was a comprehensive document with logical structure, it recommended a number of structural/formatting type changes to reduce complexity and duplication. At the time of the 2010 review, work on the implementation of the 2007 review recommendations was still progressing due to the lengthy planning scheme amendment process. For that reason, the 2010 review found that significant work was still required on implementing strategic policy including recent structure plans, the neighbourhood character studies for Torquay/Jan Juc and the Rural Strategy. All of those have now been implemented through recent major planning scheme amendments, including Amendment C66, which was gazetted in March 2014. The 2014 review was confined to a desktop review based on the significant amount of strategic work undertaken in previous years improving the Local Planning Policy Framework and subsequently implemented via planning scheme amendments.

1.2 Project overview

Similar to the 2014 planning scheme review, the 2018 review was confined to a desktop review due to the impending outcome of the State Government's Smart Planning program to implement a new planning policy framework which would see wholesale structural changes to the State Planning Policy Framework and Local Planning Policy Framework. Additionally, in the years since the last review considerable changes to the Local Planning Policy Framework have been made via multiple planning scheme amendments. A decision was made to undertake a major review once the State Government has provided guidance on the transition process across to the new planning policy framework. This would save time, cost and resources in the meantime.

Significant strategic planning work will also be undertaken in this time period including such projects as a new settlement strategy for the Shire and Hinterland Futures project.

This review was conducted in accordance with guidance published in Practice Note 32: Review of planning schemes (DELWP, 2015) and the Continuous Improvement Review Kit (DPCD, 2006). The review largely adopted the 'Annual Review' approach set out in the Continuous Improvement Toolkit and adapted it to suit.

The list below highlights a number of key steps which the review project methodology included:

- Literature reviews of State and Local government initiatives and their implications.
- Review of the 2014 planning scheme review recommendations.
- Audit of VCAT decisions and Planning Panel recommendations.
- Discussions with Council planning departments.
- Review ongoing processes and procedures.
- Review of identified miscellaneous and anomalous changes required to the planning scheme.

These initiatives informed qualitative assessments of Local Planning Policy Framework (LPPF), which includes the Municipal Strategic Statement (MSS) and Local Planning Policies (LPPs). The LPPF and local planning controls (zones, overlays and particular provisions) were also evaluated to ensure consistency with the adopted Council Plan 2017-2021.

The findings/recommendations are not intended to lead to immediate significant changes to the Planning Scheme but rather as a precursor to a major review upon the release of the PPF.

1.3 Snapshot of Surf Coast Shire

The Surf Coast Shire is located in south-western Victoria, 120 km from Melbourne, 21 km south of Geelong and at the entrance to the Great Ocean Road. The Surf Coast shire is an appealing holiday destination, with a high number of non-permanent landowners and seasonal tourist population.

The natural environment is the defining feature of the municipality, with rugged coastlines, rolling plains and dense native forests. The physical and natural features have a strong impact on urban development and land management.

The Surf Coast Shire is one of the fastest growth municipalities in Victoria. Since 2006 the estimated resident population has grown from 22,300 to 30,445 in 2016. The forecast is to reach a population of 45,000 by 2036, which represents a 45% increase since 2016. A large proportion of that growth has been in Torquay/Jan Juc. The second area within the Shire designated for growth is Winchelsea. Both are recognised in the adopted G21 Regional Growth Plan (2013) as designated growth nodes for the region.

1.4 Emerging planning issues

Arising from the above characteristics, some of the key planning issues emerging for the Surf Coast Shire relate to urban growth and its significant environmental assets. The Council Plan 2017-2021 has been restructured to bring to the fore the key themes affecting Surf Coast Shire. Urban growth, both within and external to the Shire, continues to be the predominant issue with the associated concern about protection of the natural environment and impact of visitors.

Urban Growth

The Council Plan 2017-2021 considers the matter of urban growth under the key theme, Balancing Growth. Under this theme, funding and provision of infrastructure, strengthening township boundaries and supporting unique township character and understanding and ongoing the impact of population and visitation growth are key issues.

Torquay has seen significant strategic planning for urban growth over the last decade. This can be seen by way of the plethora of strategic planning documents assigned to guiding the future growth of Torquay Jan Juc.

Torquay and Winchelsea continue to be Council's key growth locations and locations where growth will be directed into the future.

The northern extent of Torquay, Torquay North, is currently undergoing significant transformation, which reflects its status as a key residential growth location. With all the ongoing residential development, significant investment has been made in the provision of open space and community services.

With continued pressure for more housing through population growth and market demand, pressure is on Council to determine an ultimate town boundary for Torquay. This matter, which is identified in the Council Plan as 'Balancing Growth', is being investigated through the Strengthening Town Boundaries project. A Discussion Paper on this matter was prepared back in 2017, which sought to look at the options and tools available to Council to strengthen its town boundaries and to protect their unique identity. This project will continue into the 2018/2019 financial year through the undertaking of technical studies to inform the preparation of a Settlement Strategy that will guide the ultimate extent of the Torquay/Jan Juc settlement boundary. This work will strengthen the Local Planning Policy Framework in relation to urban growth and consequentially align more closely with the Council Plan.

The Spring Creek area has undergone significant precinct structure planning in recent years. This has involved extensive community engagement, which sought to ensure the views of landholders and residents were embedded within the precinct structure plan (PSP). Amendment C114, which included the adopted version of the Spring Creek PSP, was submitted to the Minister for Planning in March 2018 for approval. The final version of the Native Vegetation Precinct Plan was submitted to the Minister for Planning in April 2018. The Spring Creek PSP will see the staged delivery of approximately 2,000 new dwellings to the area and associated hard and soft infrastructure.

Within Torquay's industrial areas, for example the West Coast Business Park off Surf Coast Highway, continued rezoning and development in this precinct is underway which reflects the ongoing demand for this type of industrial land use (Amendment C118). Aldi supermarket has an approved permit to locate in this business park as does a new service station on Winki Way. Gymnasiums, coffee grinders, furniture sales, plumbing supplies and the like are characteristic of the types of land uses establishing in the precinct rather than

the more conventional industrial land development. This is predicted to be an ongoing feature of the estate.

Winchelsea is an identified growth township in the G21 Regional Growth Plan and continues to provide land supply for future residential development in accordance with existing Structure Plans. The Growing Winchelsea Plan, which is currently going through a planning scheme amendment process via C120, will see the implementation of a 10 year plan identifying land for residential development (greenfield and infill), support for existing business estates, consolidation of commercial precincts et al. to provide for a future population of 10,000 people.

Infrastructure Delivery

The delivery of infrastructure commensurate with development has proved a challenging task for the Shire. Under the Council Plan theme, Balancing Growth, delivery of infrastructure is a key strategic objective. Existing Development Contribution Plans (DCP) within the Torquay Jan Juc area have proved difficult to deliver based on the initial framework put in place regarding timing and costing of infrastructure items. A key issue being the lag in anticipated development within identified time periods.

The amount of development experienced during the Torquay Jan Juc DCP timeframe has not been as high as the original projections which underpin the DCP. Compared with DCP projections, there has been a shortfall in excess of \$5m in revenue. The recent decrease in the rate of residential development and the likelihood of strong competition from the Spring Creek PSP area are likely to lead to a development rate that continues to be lower than projections over the short to medium term.

If development projections are not adjusted, there is a strong likelihood that the DCP will be significantly underfunded, resulting in a substantial funding shortfall and serious financial implications for Council.

A project is underway to review of the existing Torquay/Jan Juc Development Contributions Plan. The review will seek to implement changes that are designed to improve the accuracy, transparency and delivery of the DCP, as well as reduce the risk of significant funding shortfalls to Council.

Development in Rural Areas

Development in rural areas continues to be a key matter for land use planning in the Shire. Moreover, the integration of economic and land use activities are integral to the success of the Shire's hinterland. With population growth comes the need to provide opportunities for people to live work and participate locally.

The Council Plan 2017-2021 acknowledges the important contribution the hinterland makes to the Shire's economy and the need to continue to support existing industries and attract new emerging industries. There is a need to balance this with protection of the environment. The Planning Scheme seeks to do this by way of directing urban development within township boundaries, thus, allowing rural activities to undertaken on land that has the ability to provide sustainable agricultural land uses.

Council has initiated the preparation of a Hinterland Futures strategy that seeks to build on the previous Council Plan's vision of supporting development that contributes to tourism and rural businesses, encourages clean industries and respects the Surf Coast's environment and lifestyle. The Hinterland Future project responds to the Council Plan

strategic objective relating to retaining and enhancing rural land for appropriate and sustainable uses. The project will seek to support economic activation and vitalisation of the hinterland and foster agricultural and tourism enterprises. A key element of the project will be to look at the green breaks within the Shire and identify suitable land uses within these areas that balance the need to support the rural economy whilst protecting the environmental and landscape values.

The 2013 State Government reforms to rural zones has "opened up" opportunities to apply for planning permits for a wide range of uses. The lack of policy direction to guide decisions in the wake of these changes is an identified gap in the planning scheme. The Hinterland Futures project will seek to resolve these issues through the preparation of a strategy which will support the preparation of updated rural policy for the Shire and greater guidance for areas such as the green break between Torquay and Bellbrae and the Thomson Valley.

There is also a need to support the rural economy through new development. Land use zoning can often restrict opportunities e.g. the Rural Conservation Zone, to locate and develop uses in areas that would contribute to a net community gain, particularly in relation to the local economy, whilst preserving the identified rural character.

Other matters in rural areas that have come to the fore in recent times include the proposed development for the Cape Otway Road Australia (CORA) sports/tourism/accommodation complex at Modewarre. Extraordinary proposals such as these that cannot be predicted or accommodated in the Surf Coast Planning Scheme and can test the ability to facilitate large scale urban/tourist related development within the rural hinterland. Inevitably, each proposal must be considered on its merits with site specific changes to the Planning Scheme required.

Bushfire Management

Bushfire management is a significant matter within the Shire and since the Royal Commission into the Black Saturday fires in 2009, the government policy and planning policy has been evolving.

A number of VC amendments (VC108, VC19 and VC119) have been implemented since 2014 which include changes to clauses 52.38 and 52.47.

In December 2017, the State Government implemented amendment VC140 to the State Planning Policy Framework by, among other things, inserting an updated SPPF at Clause 13 Environmental Risks. The amendment updated the State Planning Policy Framework to complete a comprehensive state-wide review of the bushfire mapping and policy in Victoria. The amendment introduced revised policy that includes principles, strategies and more measurable outcomes that are clearer and more directive. GC13 implemented updated mapping for the Bushfire Management Overlay (BMO) and this was implemented in September 2017 and formed part of the state-wide review.

Notwithstanding this, there is a gap in guidance on how Councils are to apply and assess proposals accordingly i.e. there are no set criteria for assessing proposals in these areas but just general guidance for bushfire hazard identification and assessment.

The BMO affects over 10% of lots in the Surf Coast Shire including the fringes of Anglesea, Aireys Inlet and Lorne. The 2014 planning scheme review report noted that the BMO has not worked well for smaller allotments with natural bush settings, which is a common

scenario in the Surf Coast Shire, and in some cases has prevented development on the edge of townships and on rural allotments where moderate infill development would have been considered reasonable. This continues to be the case.

Given the recent GC and VC amendments by the Minister for Planning, local provisions relating to bushfire management and policy in the Surf Coast Planning Scheme will need to be reviewed in balance with other policy provisions including environmental protection. Quite often there are conflicts between planning overlays where the Neighbourhood Character Overlay seeks to protect the existing canopy of indigenous vegetation and the Bushfire Management Overlay seeks to protect from bushfire risk. This challenge is noted in the Shire's LPPF under Clause 21.03 Environmental Management.

Anglesea Futures Land Use Plan & Alcoa's masterplan vision

The Anglesea Futures Plan has been prepared by DELWP to determine the future use of land owned or leased by Alcoa north of the township outside the settlement boundary. Purely based on its State significance, scale and also, potential opportunities and constraints for the Anglesea township, this land, predominantly part of the former Alcoa mine and power station, has significant land use planning implications for this part of the Shire.

Land within the State-led Anglesea Futures Plan is predominantly owned by Alcoa and in part falls within Crown land, has the potential see major tourist facilities north of the Anglesea township which could have implications on the township such as movement and access issues, environmental issues, impact on the town centre and pressure for additional growth of the township. There could also be positive economic outcomes for the township.

The State Government will implement the ultimate Anglesea Futures Land Use Plan within the Surf Coast Planning Scheme by way of a 20(4) ministerial amendment following approval of the final plan expected in June 2018. An implementation plan is proposed to be part of the plan. Consequently, the Shire will need to revisit the Anglesea township Structure Plan to ensure that there are no policy conflicts between the new State Government policy for the Alcoa land and the existing policy for the township.

The Alcoa and State government land holdings subject to this area will continue to demand careful consideration by the Shire in terms of future land use planning challenges and through the respective implementation and review processes, other land use challenges are likely to arise.

2. What has been achieved since the last review?

2.1 Council Plan 2017-2021

Council adopted a new Council Plan in September 2017, which largely built on the former Council Plan of 2013-2017. The new Council Plan vision is as follows:

“An engaged, innovative and sustainable community.”

Key themes of the Council Plan are as follows:

- Community Wellbeing
- Environmental Leadership
- Balancing Growth
- Vibrant Economy
- High performing Council

Section 12(B) of the Planning and Environment Act 1987 (the Act) requires Council to review the form and content of its local planning scheme within one year of approving its Council Plan, unless otherwise agreed by the Minister. A key recommendation of this report will be to update the Municipal Strategic Statement to reflect the adopted Council Plan 2017-2021 by embedding the vision and key themes.

2.2 2014 Planning Scheme Review Recommendations

The table below lists the 2014 planning scheme review recommendations and whether these have been actioned since that time.

No.	2014 Planning Scheme Review recommendations	Outcome
1	Prepare a Prescribed Amendment under Section 20(A) of the Planning and Environment Act 1987 to correct minor anomalies and inconsistencies, remove redundant provisions and improve the clarity of the scheme.	Completed
2	Undertake the following strategic work within the next three years: <ul style="list-style-type: none"> • Investigation of land use opportunities in rural areas (tourism, rural industries, food production using recycled water) • Implementation of the bushfire policy review • Review of Special Investigation Areas in light of the revised bushfire planning provisions (which will be influenced by the State Government bushfire management overlay review) 	<ul style="list-style-type: none"> • Ongoing (Hinterland Futures Strategy) • Redundant • Outstanding (Lorne Structure Plan review)
3	Undertake a customer service review in Statutory Planning.	Completed
4	Investigate whether overlays within the scheme can be rationalised to avoid repetition.	Completed. (Advocacy to the State Government on rationalising overlays by increasing the power of particular overlays continues.)
5	Investigate use of a new format for the Schedule to 52.01 for open space contribution.	Incomplete

6	Undertake new car parking surveys for Torquay Town Centre and investigate an amendment to the schedule to the Parking Overlay to apply an appropriate car parking rate for shops, offices and food and drink premises in a local context.	Completed- Amendment C101
7	Undertake a planning scheme amendment to improve the policy provisions applying to Bells Beach to provide better direction and expand the area to which the policy applies.	Completed- Amendment C121

A number of items are still outstanding/ongoing. This includes the recommendation to undertake strategic work into the investigation of land use opportunities in rural areas (tourism, rural industries, food production using recycled water). This will be completed through the Hinterland Futures Strategy and its priority actions.

A review of Special Investigation Areas in Lorne is likely to be undertaken as part of the future review of the Lorne Structure Plan in which special investigation areas will need to be assessed for a range of issues including the impact of bushfire.

2.3 Implementation of strategic work

Since the 2014 Planning Scheme review, a considerable amount of Council-initiated strategic work has been implemented by way of planning scheme amendments. In addition to this work, the strategic planning department processed proponent-led rezoning proposals including combined s.96A applications.

An overview of key strategic work and associated planning scheme amendments that have been gazetted since the last review are shown in the table below. The list below includes amendments that were identified in the last review given the review did not finish until mid-way through 2014. (Please refer to **Appendix 1** which provides a full list of planning scheme amendments since 2014.)

Strategic Work	Amendment No.	Status
Spring Creek Precinct Structure Plan	C114	Submitted to Minister for Planning March/April 2018
Bells Beach Hinterland Review	C121	Gazetted 12/04/2018
Enhanced protection of significant waterways, wetlands, biodiversity and land subject to flooding by way of new planning overlay controls	C085	Gazetted 15/02/2018
Winchelsea Structure Plan 2021	C039	Gazetted 29/08/2017
Biodiversity Mapping Project	C096	Gazetted 20/10/2016
Aireys Inlet to Eastern View Structure Plan	C110	Gazetted 13/10/2016
Miscellaneous changes	C103	Gazetted 18/08/2016
Anglesea Great Ocean Road Study implementation of land use recommendations	C097	Gazetted 19/05/2016
Prescribed amendment	C102	Gazetted 12/02/2015
Implementation of Rural Strategy 2007 (Part 1)	C068	Gazetted 25/09/2014
Implementation of Reformed Residential Zones	C094	Gazetted 12/06/2014
Moriac Structure Plan	C080	Gazetted 5/6/2014
Torquay Jan Juc Neighbourhood Character Study Review	C066	Gazetted 20/03/2014
Sustainable Futures Plan Torquay-Jan Juc 2040		
Torquay-Jan Juc Retail Strategy		
Torquay Town Centre Parking Strategy		
Urban Growth Zone to Spring Creek	C095	Gazetted 20/03/2014
Anglesea Structure Plan	C079	Gazetted 13/3/2014
Prescribed Amendment	C092	Gazetted 13/02/2014

A number of prescribed and miscellaneous amendments have been undertaken since 2014 to correct obvious and technical errors to the scheme. These have ensured that the Scheme remains up-to-date as far as technically possible.

The Strategic Planning unit's current work program includes the following projects and Council-initiated amendments:

- Residential and Industrial Land Use Monitoring and Website update (bi-annual update);
- Torquay Town Centre Urban Design Framework- Implementation
- Strengthening Town Boundaries (to commence 2018/2019 budget year);
- Hinterland Futures project;
- Lorne Structure Plan review;
- Torquay Jan Juc Development Contributions Plan Review;
- Amendment C120: Growing Winchelsea;
- Amendment C118: Provides the next stage (stage 5) of the West Coast Business Park;
- Amendment C123: Combined planning permit application and proposes to rezone 3-5 Loch Ard Drive, Torquay from General Residential Zone Schedule 1 to Commercial 1 Zone.

Appendix 2 provides an audit of Further Work/Other Actions contained in the Local Planning Policy Framework. This provides an insight into what other strategic work/actions have been progressed since the last planning scheme review.

It is important to acknowledge some of the key strategic planning work undertaken by Council since the 2014 planning scheme review.

Bells Beach Hinterland Review

Amendment C121 was prepared by the Surf Coast Shire to better protect Bells Beach and its hinterland. The amendment modified the provisions within the Surf Coast Planning Scheme to more clearly define the significance of Bells Beach and hinterland (landscape, environmental and cultural significance).

The amendment built on the strategic directions and recommendations of the Surf Coast Planning Scheme Review (2014) and has been guided by the vision and goals contained within the Bells Beach Surfing Recreation Reserve Coastal Management Plan (CMP) and the Bell Beach Task Force Report (2015).

An Independent Panel was appointed by the Minister for Planning to hear unresolved submissions to the exhibited amendment. The Panel provided the following commentary on the amendment:

- The Amendment is broadly strategically justified by the underpinning studies however, there is some lack of clarity as to the extent of the Bells Beach area that is justified for the application of policies.
- The changes to both the wording of the proposed policy changes and the area to which it applies are appropriate, subject to minor modifications.
- The changes to the Schedule to the Rural Conservation Zone are appropriate.
- The application of the Significant Landscape Overlay Schedule 1 to an additional five properties is justified by the strategic work undertaken.
- Changes to correct an anomaly which will be created by the gazettal of Amendment C96 to the Surf Coast Planning Scheme are appropriate.
- The changes to the wording of the Significant Landscape Overlay Schedule 1, including the strengthened decision guidelines are appropriate.

The Panel also discussed without making any recommendation on this matter however, that the amendment suffered from some confusion mainly arising from definitions and descriptions of areas to which policies and related controls apply. The Panel considered that a broader review of relevant policies and controls and the area of impact could be undertaken, perhaps in the context of the next review of the planning scheme. The Panel thought that it should be clear whether a policy applies to any particular property and that leaving this as uncertain and to be judged on a case by case basis leads to too much uncertainty.

Appendix 3 provides an audit of Planning Panels undertaken since 2014, which again gives an indication of the extent of strategic work undertaken by the Shire but also, the extent to which new provisions were tested by the community and independent panel appointed by the Minister for Planning.

2.4 Process improvements

Customer Service Review of Planning

Building on the MAV STEP Planning Process Improvement Program discussed in the 2014 Planning Scheme Review report, the Shire has engaged in a three year program of process improvements, primarily to the statutory planning area. Changes include:

- introduction of a new "planning apps" central email address for customers
- introduction of geographic areas for planners and other modifications to work practices
- improvements to the website and information sheets
- new flatscreen monitors at the front desk and meeting rooms

A new software program, Open Office, has also been introduced to manage planning permits, planning scheme amendments, building compliance and planning compliance. The new module for planning scheme amendments was developed in house by Surf Coast Shire with the Open Office designers. The program is currently in use for planning permits and planning compliance.

An online portal is being developed in conjunction with Open Office to allow customers to submit and view planning applications. The portal is expected to be "soft go live" by August 2018.

Review of the Operation of the Planning Scheme

Planning scheme operational matters are typically addressed through the preparation of Prescribed Planning Scheme Amendments or Miscellaneous Amendments to the scheme. The amendments seek to improve the efficiency of the planning scheme where obvious errors have been identified or other matters that require a change to the ordinance or maps. Section 2.1 shows that both prescribed and miscellaneous amendments to the planning scheme have been implemented since the last review. It can also be expected that through respective amendments which implement strategic work, other technical errors to the ordinance or mapping will have been amended and rectified.

Council maintains an ongoing planning scheme anomalies register that is updated by respective officers where obvious anomalies or technical errors are identified. Where appropriate, on an annual basis the anomalies are grouped together and submitted to the Minister Planning under section 20(A) of the Planning Environment Act 1987, which is known as a Prescribed amendment. This report recommends that a Prescribed Planning Scheme Amendment be prepared compiling the list of anomalies identified by the Shire's planners since the last amendment.

Any miscellaneous matters that are deemed to fall outside the prescribed list of accepted anomalies, will need to be implemented by way of a standard planning scheme amendment process, with notice being given during exhibition. These miscellaneous changes can be

covered within the same planning scheme amendment that will seek to update the LPPF in line with the new Council Plan 2017-2021 and other findings of this review.

Consequently, a number of outcomes of this review will be implemented via two separate planning scheme amendments.

A large number of operational matters identified relate to the operation of planning overlays. Examples of some of the more detailed issues with the operation of Planning Scheme are provided below. There is an opportunity to investigate the validity and merit of worth as part of the major review of the Planning Scheme.

- Multiple/Competing Overlays affecting properties
- Discretionary Uses in Rural Areas
- Discretionary Uses in Residential Areas
- Uses within Industrial 3 Zone
- Special Use Zone (Schedule 5)- Torquay Tourism Development Precincts
- Special Use Zone (Schedule 8) - Anglesea Tourism Development
- Significant Landscape Overlay
- Hierarchy of Residential Zones
- Garden Area requirement for residential development
- Development within Bushfire Prone Areas
- Schedule to the Commercial 1 Zone

Appendix 4 provides an audit of VCAT decisions from 2016/17 to present. The audit shows that the Planning Scheme has held up well before VCAT.

2.5 State Government reforms and reviews

The following outlines some of the key State Government reforms implemented since the 2014 planning scheme review.

Ministerial Direction on Form and Content of Planning Schemes (December 2017)

The Minister for Planning updated the Ministerial Direction on Form and Content of Planning Schemes in May 2017, with subsequent amendments to the Direction seen in September, November and December 2017.

Appendix 5 presents the findings of the Planning Scheme audit tool.

Implications for Surf Coast Planning Scheme:

- **Form and Content of Planning Schemes will see dramatic changes over the coming year with the implementation of the new Planning Policy Framework.**
- **Detailed work on the Surf Coast Shire Planning Scheme in terms of form and content will be undertaken once proper guidance on the translation process is issued by the State Government. Until that point in time, any amendments to the planning scheme will follow the current directions of the Minister for Planning in terms of form and content of planning schemes.**

Bushfire Planning Provisions

The recent changes to Bushfire mapping, policy and controls continue to elevate the consideration of bushfire risk, and the protection of life and property, above other objectives of the scheme.

The following recent amendments have been made to the VPPs to update the State Government's response to the issue of bushfire management and planning. The amendments reflect a three step approach to improving planning's response to bushfire.

- **GC13 (Oct 2017)** - Mapping- updating extreme bushfire hazard mapping in planning schemes.
- **VC132 (Sep 2017)** - Controls- improving the operation of the bushfire planning provisions
- **VC140 (Dec 2017)** - Strategy- enhancing state bushfire planning policy strategies.

The State Government has released an Advisory Note (AN68: Bushfire State Planning Policy VC140) on the changes implemented through VC140. It is intended that further guidance will be provided to assist with the operational implementation of the updated Clause 13 relevant to bushfire.

In the absence of any further guidance, the preparation of a local planning policy to fill the gap in current local planning guidance for land that is at risk of bushfire and/or grassfire but is not covered by the Bushfire Management Overlay (extreme risk areas) is a matter that could be considered as part of the major review of the planning scheme. (The City of Whittlesea has prepared such a local policy and utilised the designated BPA map (Building Regulations 2009) to identify the full range of fire risks in the municipality, including grassfire, and provides objectives and policies to assist in reducing risk. The City of Whittlesea has recently updated its LPP in response to VC140.) The Shire has prepared guidance for permit applications within Bushfire Prone Areas in response to the recent changes to Clause 13.05.

Implications for the Surf Coast Planning Scheme:

- **Consider the merit of preparing a new local planning policy for land affected by the Bushfire Prone Designation but not the Bushfire Management Overlay.**
- **Review special investigation areas in light of the new bushfire planning provisions as part of ongoing reviews of existing township strategies i.e. Lorne.**
- **Continue to liaise with the State Government regarding the recent changes to the scheme, particularly in relation to interpretation of changes to Clause 13.**

Native Vegetation Framework 2017

VC138 (December 2017) implemented reforms relating to the Victorian Government's review of the planning provisions relating to native vegetation removal following the release of *Protecting Victoria's Environment - Biodiversity 2037*. It forms part of the Victorian Government's commitment to ensure that planning provisions relating to native vegetation removal sufficiently protect biodiversity.

In 2015, the Victorian Government commenced a review into the operation of native vegetation clearing provisions in the VPP. The Department of Environment, Land, Water and Planning undertook an extensive review and consultation process to develop reforms to better protect sensitive native vegetation. The Amendment implements the outcomes of this review providing a clear and consistent approach for the removal of native vegetation within the VPP.

The review found that there was a need to streamline the processes and procedures for the preparation and assessment of an application to remove, destroy or lop native vegetation. The review also found that changes were required to:

- strengthen the provisions by enabling a broader range of native ecological values and for site specific assessment information to be considered in planning and decision making;
- better account for the environmental value of large scattered trees, endangered vegetation types and sensitive wetlands and coastal areas in decision making;

- make the system fairer, by allowing some site based information to supplement mapped information, and ensuring the information used in the regulations better reflects the vegetation on the ground; and
- improve monitoring and reporting on the implementation of the regulations.

The Amendment made changes to Clause 12 (Biodiversity), Clauses 42.01 (Environmental Significance Overlay), 42.02 (Vegetation Protection Overlay), 42.03 (Significant Landscape Overlay), 44.01 (Erosion Management Overlay) and 44.02 (Salinity Management Overlay); Clauses 52.16 (Native vegetation precinct plans) and 52.17 (Native vegetation); Clause 66.02-2 (Native vegetation – referral and notice provisions); Clause 81.01 (Table of incorporated documents in this scheme).

The review identified the need to clarify existing exemptions from the requirement to obtain a permit to remove, destroy or lop native vegetation for certain activities.

The new provisions provide greater emphasis on avoiding removal as the first step for all applications.

Implications for the Surf Coast Planning Scheme:

- **The new framework should in theory provide improved controls over the removal of vegetation with greater emphasis on avoidance, as a first step.**

VicSmart

VC135 (March 2017) introduced additional classes of application into the VicSmart provisions, and increased the 'cost of development' threshold of some existing VicSmart buildings and works classes of application.

VC137 (July 2017) introduced additional classes of application into the VicSmart provisions for residential zones.

Implications for the Surf Coast Planning Scheme:

- **The updated provisions required the Statutory Planning department to review procedures and update public information on the VicSmart applications that require approval within 10 days.**

Review of Victorian Planning System- Smart Planning

The State Government's Smart Planning program is delivering long term, transformative change to the Victorian planning system to make it more responsive to the needs of Victorians. It is a two-year program and is the first funded program to improve the planning system in more than 20 years.

The program aims to address the issues inherent in the planning system by simplifying planning rules and delivering a suite of modern digital tools to improve its operation. A number of these are mentioned below:

Digital reforms (ongoing roll out over 2018)

- New Victorian Planning Portal.
- VicPlan- zones and overlays map viewer (Available).
- Online Planning library (Scheduled for release June 2018).
- Planning Scheme Information Management System (PSIMS)- house all of the state's planning schemes online via the planning portal (Scheduled for release May 2018).
- Online amendments- online process for planning scheme amendments (Schedule for release June 2018).

- Permits online- processing state planning permit applications (Scheduled for release June 2018).

VPP reforms (scheduled for release mid- 2018 by way of gazettal)

- A simpler VPP structure with VicSmart assessment built-in.
- An integrated planning policy framework- three-tier policy approach.
- Assessment pathways for simple proposals.
- Improve specific provisions.

A major element of the Smart Planning program is the preparation of a new Planning Policy Framework that will seek to integrate state, regional and local planning policy utilising a thematic framework. The translation of the current planning scheme across to the new planning policy framework will be a significant project for the planning department, led by the strategic planning team. It is expected that this work will be undertaken in the financial year 2018/2019 and upon the implementation of the new planning policy framework by the Minister for Planning and the requisite translation guidance. This will ultimately form the major review of the Planning Scheme.

Implications for the Surf Coast Planning Scheme:

- Council will need to revisit its administrative process in terms of processing planning scheme amendments given the new format for managing planning schemes online.
- A review of the assessment procedure of planning scheme amendments will also be required given that all information will be centrally controlled on the State government's online system e.g. receipt of submissions and responding to submissions.
- Council has an allocated budget for 2017/2018 which will be carried forward to 2018/2019 to undertake the translation of the planning scheme across to the new format planning policy framework upon the implementation of the VC amendment and the provision of translation guidelines by the State Government.
- Assistance from the State Government should be sought for the implementation of the new planning policy framework.

Infrastructure Contributions system- Infrastructure Contribution Plans

The State Government's new Infrastructure Contribution System took effect on 27 October 2016.

The new system is based on standard levies that are pre-set for particular development settings and land uses, in order to fund the provision of essential infrastructure.

At present, the new system only applies to metropolitan greenfield growth areas, with regional growth areas and strategic development areas to be added in the near future. Application to regional areas will come with its own set of standard levies different to the metropolitan levies. The draft regional rates have been exhibited and should be confirmed in 2018 to enable the ICP to be used.

The new ICP system consists of two parts:

- **Standard levy**- pre-set levy rate for funding local infrastructure.
- **Supplementary levy**- optional levy for use when the standard levy cannot adequately fund the required infrastructure. Levy will be based on the actual costs of the infrastructure item, similar to how the DCP system works.

Some of the purported benefits of the new system are as follows:

- Planning Authorities no longer are required to calculate and justify the levy each time it wishes to levy contributions towards the provision of basic and essential infrastructure.
- More certainty about levies payable and can factor this into their forward planning.
- A more consistent and transparent approach to the application of levies
- A simpler and faster process for preparing and approving plans to impose a levy.

<p>Implications for the Surf Coast Planning Scheme:</p> <ul style="list-style-type: none"> • The infrastructure funding model that will be used for the Spring Creek PSP area will be based on the new ICP system once the standard levy rates have been introduced for regional areas. • Winchelsea growth area will also be subject to the new ICP system. • Torquay/Jan Juc DCP will continue to operate under the Development Contributions System.
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Amendments to Planning and Environment Act and Regulations

The following changes to the Planning and Environment Act 1987 have been made since the last planning scheme review (Source: DELWP; 2018).

Planning and Environment Amendment (Public Land Contributions) Act 2018	7/2018	Introduces a land contribution model for the Infrastructure Contribution Plan (ICP) system. This model enables land for public purposes to be provided as part of an infrastructure contribution when land is developed and replaces the monetary public land component of the standard levy. It is proposed that it will come into effect in mid 2018.
Planning and Building Legislation Amendment (Housing Affordability and Other Matters) Act 2017	49/2017	Amends the Planning and Environment Act to facilitate affordable housing supply and modifies the requirement for determining certain applications to amend wind farm planning permits.
Planning and Environment Fees Regulations 2016		Surf Coast was selected by the MAV and DELWP to benchmark costs as part of the Regulatory Impact Statement. This work helped justify a significant increase in fees – the first in 10 years. This has resulted in Council being able to employ more planning staff and improve service levels.
Planning and Environment Amendment (Infrastructure Contributions) Act 2015	35/2015	To provide for a new system for levying and collecting contributions towards the provision of infrastructure and make related consequential amendments.
Planning and Environment Amendment (Recognising Objectors) Act 2015	30/2015	To require responsible authorities and the Victorian Civil and Administrative Tribunal to have regard to the number of objectors in considering whether a permit application may have a significant social effect.
Building a Better Victoria (State Tax and Other Legislation Amendment) Act 2014 (Part 6)	40/2014	Among other things, the purpose of this Act is to impose a levy for the privilege of making certain planning permit applications. Part 6 of this Act comes into operation on 1 July 2015.

Planning and Environment Regulations 2015 revoke previous iterations of the regulations stemming back to 2006. The Planning and Environment Regulations 2015 prescribe the requirements for the operation of the Planning and Environment Act 1987. The State Government advises that the 2015 Regulations include:

- the manner and form for giving notice for planning scheme amendments and planning permit applications.
- times for applications to the Victorian Civil and Administrative Tribunal.

- times for doing anything required to be done by the Act.
- various forms, for example, the form of a planning permit.
- information to be included in any applications, notices, permits and requests required to be given by the Act.
- the manner of keeping the planning permit application register
- information to be made available by responsible authorities to the public and the Minister for Planning
- information which must be set out in a planning certificate
- other matters required by the Act.

Implications for the Surf Coast Planning Scheme:

- **Statutory and strategic planning processes have been revised in light of the above changes.**

Great Ocean Road Region- Issues Paper April 2018

The State Government established the independently chaired Great Ocean Road Taskforce to review the effectiveness of current governance arrangements and to make recommendations to strengthen protection of the landscape setting, improve the visitor experience, provide greater certainty in land-use planning and attract investment proposals that will benefit tourists and local communities. The Taskforce is to report to Government by the end of 2018.

The Great Ocean Road governance arrangements involve many different organisations that operate across a range of geographical scales, timeframes and jurisdictional boundaries. There are more than 17 responsible public entities with accountabilities from strategy development and implementation: land-use planning, management and administration, infrastructure delivery, asset maintenance, emergency management, investment facilitation, destination promotion and brand stewardship. Responsibility for managing contiguous coastal foreshore, public open spaces and parklands along the Great Ocean Road is also fragmented.

One of the key questions to arise out of the Issues Paper was regarding the establishment of a new agency to oversee the development, and coordinate implementation, of a Strategic Framework Plan for the Great Ocean Road Region

Implications for the Surf Coast Planning Scheme:

- **The recommendations of the Taskforce are likely to have implications by way of the preparation of a new Strategic Framework Plan, how it sits with the planning scheme and also any economic, environmental and land use recommendations that may fall out from the ultimate strategic framework plan itself.**

3. Planning Scheme Review

The methodology utilised in the review of the planning scheme was adapted from the previous 2014 planning scheme review, the methodology outlined in the MAV Continuous Improvement Kit and relevant State Government practice notes. Councils can tailor the process to suit the needs at the point in time of undertaking the review and given that a major review of the planning scheme will be undertaken upon the release of the new planning policy framework, a desktop review was considered appropriate to fulfil the requirements of the Planning Department.

The following matters were considered as part of the review in addition to the matters discussed in previous sections of this report:

1. Planning Scheme Amendments since 2014 (Appendix 1)
2. An audit of further strategic work identified in the planning scheme (Appendix 2)
3. An audit of Planning Panel reports since 2014 (Appendix 3)
4. An audit of VCAT decisions since 2014 (Appendix 4)
5. Planning Scheme Review utilising the MAV Planning Scheme Audit Tool (Appendix 5)

Summary

Generally, the scheme is operating well and recent amendments have updated the scheme by implementing significant strategic studies and addressing issues identified in the 2014 review of the planning scheme such as Amendment C121 – Bells Beach Hinterland.

The ongoing Rural Hinterland Strategy is looking at how the hinterland economy can be improved through a range of actions and how land use planning can facilitate the economic environment of the hinterland. Policy changes to the Surf Coast Planning Scheme will be made as part of the future planning scheme amendment to embed the directions of the strategy and thus provide greater clarity around land use and development in the hinterland that can stimulate economic growth.

The future translation of the Local Planning Policy Framework across to the new format Planning Policy Framework (PPF) will look at how the scheme can be rationalised and integrated in a more complete manner with State and Regional policy. At the same time, a review of existing controls should be undertaken to look at how these operate and whether there are opportunities to rationalise controls and how this might fit with the new online planning scheme systems. The new format PPF is a significant opportunity for Council to improve the operational efficiency of the Planning Scheme.

Ongoing bushfire planning matters remain a significant challenge for the Shire. It will take time for Council to adapt to and consider the nuances that come with applying new policy relating to a complex land use and environmental risk matter. The Special Investigation Areas in the Lorne area will be reviewed in 2018 as part of the Lorne Strategy review project. This will take into account the major issue of bushfire risk and whether there continues to be merit there identification.

The majority of appeal hearings at VCAT 2016/17 to 2018/19 have upheld Council's decisions, which generally reflects well on the operational status of the Planning Scheme.

Appointed Independent planning panels by the Minister for Planning have supported the strategic justification for planning scheme amendments since 2014. That is not to say that some Panels did not have concerns about the matters put before them by Council. Amendment C114 Spring Creek Precinct Structure Plan is a case in point.

The scheme has been found to be generally consistent with the themes and strategies in the adopted Council Plan 2017-2021, noting the fact the current Council Plan is not embedded within the Planning Scheme. The Planning Scheme has been noted to require strengthening in relation to certain themes within the Council Plan such as Balancing Growth. The recent discussion paper prepared for Council on Strengthening Town boundaries identified a need to strengthen the MSS in relation to matters of urban growth.

A number of operational matters with the Planning Scheme have been identified in section 2.3 of this report. As with all planning schemes in Victoria, they are moveable beasts and require constant maintenance which in turn means that operational matters will arise through the day-to-day implementation of the scheme provisions. The next planning scheme review will need to consider how the existing controls in the scheme can be improved and where possible, consolidated in line with the new Planning Policy Framework thus attempting to simplify the useability of the planning scheme for the community.

The scheme will continue to be challenged by proposals that fall outside of the Scheme's current planning policy framework. This is a matter that can only be dealt with at such a point in time. However, it is imperative that in the consideration of such proposals and where support is provided by Council, that the new controls put in place to implement the project are reflective of the MSS and the importance of the natural environment within the Shire.

4. Conclusions and Recommendations

The key findings of the 2018 desktop Planning Scheme Review are:

1. The Surf Coast Planning Scheme is consistent with and implements State Planning Policy.
2. The planning scheme is generally consistent with the current adopted Council Plan 2017 – 2021 albeit the current Council Plan is not embedded within the Planning Scheme.
3. The strategic performance of the scheme is generally sound, as demonstrated by a review of VCAT decisions and panel reports. There is a need to review existing policy and controls in terms of strengthening and providing clarity and certainty.
4. There are issues with certain areas of the Scheme including gaps in local planning policy relating to discretionary uses in residential areas and also rural areas that will need to be considered as part of the next review.
5. A significant amount of strategic work has been completed and implemented since the previous review of the scheme.
6. The State Government has undertaken and implemented several major planning policy and legislative reviews and reforms.
7. The major planning issues facing the municipality include urban growth, infrastructure delivery, bushfire management and development in rural areas.
8. Process improvements have resulted in better service and assistance to customers.

Recommendations arising from the Review are:

1. Prepare a Prescribed Amendment under Section 20(A) of the Planning and Environment Act 1987 to correct minor anomalies and inconsistencies, remove redundant provisions and improve the clarity of the scheme.
2. Prepare an amendment to the Surf Coast Planning Scheme to update Clause 21 Municipal Strategic Statement with the vision, key themes and strategies of the Surf Coast Shire Council Plan 2017-2021 and correct other anomalous/miscellaneous matters that fall outside the parameters of the Prescribed Amendment mentioned in 1.).
3. Undertake a major planning scheme review following the Minister's implementation of the new Planning Policy Framework for all Victorian Planning Schemes.
 - a. Under the spectrum of the major review, a number of the issues raised in this desktop review should be considered, particularly those that relate to the operational side of the current planning scheme discussed previously in section 2.3 of this report and importantly, improving efficiency and effectiveness of the Scheme.
4. Undertake the following strategic work within the next three years, where budget allows:
 - a. Implement the actions of the Strengthening Town Boundaries project, which include the following: Environmental Study; Significant Landscape Study and a Settlement Strategy.
 - b. Undertake the preparation of the Heritage Study 2C.
 - c. Prepare an Urban Design Framework for Winchelsea Town Centre.
 - d. Lorne Structure Plan review including a review of the Special Investigation Areas
 - e. Anglesea Structure Plan review in response to the future implementation of the State Government's Anglesea Futures Land Use Plan.

APPENDICES

A1 Planning Scheme Amendments since 2014

"C" Category (01/01/2014 to 23-02/2018)			
No.	Description	Status	Status Date
C123	The Amendment is a combined planning permit application and proposes to rezone 3-5 Loch Ard Drive, Torquay from General Residential Zone Schedule 1 to Commercial 1 Zone. - Rezones the land from General Residential Zone Schedule 1 to Commercial 1 Zone - Deletes Schedule 21 to Clause 43.02 Design and Development Overlay from the land The planning permit application seeks approval for: - Buildings and works associated with the construction of four commercial premises and a dwelling - Waiving of the loading requirements of Clause 52.07.	Exhibition	
C121	The Amendment proposes to modify planning policy, zone and overlays provisions applying to the Bells Beach hinterland to better recognise the important landscape, environmental and cultural role of Bells Beach. The policy changes also cover other areas in proximity to the Great Ocean Road and the coast.	Submitted for Approval	
C119	The Amendment removes the Public Acquisition Overlay (PAO2) from 7, 7A and 7B Walker Street, Torquay	Finished	03/08/2017
C118	Provides the next stage (stage 5) of the West Coast Business Park through the rezoning of 3.58ha of Farming land to Industrial 3 Zone (IN3Z). The amendment also rezones public open space within the business park to either Public Conservation and Resource Zone (PCRZ) or Public Park and Recreation Zone (PPRZ). A 6717sqm strip of land abutting the northern boundary of the site is to be rezoned from Farming Zone (FZ) to PCRZ, providing an environmental buffer between the industrial land and the adjoining Grass Tree Park. Land to the south of the business park containing a shared path and stormwater wetlands is to be rezoned PPRZ. The planning permit for subdivision creates; - Lot 1, being 12.34ha of Low Density Residential Zone - Lot 2, being 3.578ha of Industrial 3 Zones - Lot 3, being 16.54ha - containing the balance of the Farming Zone.	Exhibition	
C117	Implements s48 Heritage Act 1995	Finished	01/06/2017
C116	The amendment amends the Schedules to Clauses 52.03 and 81.01 to include the Incorporated Document 'Livewire Park, Tree Top Adventure Facility, 180 Erskine Falls Road, Lorne, April 2016' for an outdoor recreation facility	Finished	01/06/2017
C115	The Amendment includes the incorporated document 'Part of Lot A on PS720129F (Proposed lots 312-314 on PS711644P) Winki Way, Torquay – West Coast Business Park, April 2016' into the Schedule to Clause 52.03 and Schedule to Clause 81.01 to enable consideration of a planning permit for a Supermarket with a floor area not exceeding 1,800 square metres in area. The amendment is associated with concurrent planning permit 16/0159, for use of land for a Supermarket with a floor area less than 1,800 square metres in area; associated buildings and works, use of land for the sale of packaged liquor; and to erect and display internally illuminated business identification signage.	Finished	01/12/2016
C114	The Amendment incorporates the Spring Creek Precinct Structure Plan into the Surf Coast Planning Scheme. The amendment also updates the Urban Growth Zone Schedule 1 to facilitate the development of the land, rezones part of the affected land to Urban Growth Zone, applies the Development Contributions Plan Overlay and includes the Spring Creek Native Vegetation Precinct Plan and other changes to the Surf Coast Planning Scheme.	Panel Report to Planning Authority	23/01/2017
C113	The amendment amends Schedule 5 to the Special Use Zone by including Precinct T1 (only Lot 3 of LP213066W) in the list of precincts where a planning permit application can be made for the use of the land for a service station	Finished	02/03/2017

A1 Planning Scheme Amendments since 2014

C110	The Amendment implements the strategic directions of the Aireys Inlet to Eastern View Structure Plan (2015) by updating the Municipal Strategic Statement and making zone and overlay changes and affects the townships of Aireys Inlet, Fairhaven, Moggs Creek and Eastern View.	Finished	13/10/2016
C108	Rezones 69B Harvey Street, Anglesea from the Public Use Zone to General Residential Zone 1. The planning permit component seeks to resubdivide the land from 7 lots into 10 lots including the removal of native vegetation.	Finished	15/09/2016
C106	The Amendment proposes to rezone part of 85 Grossmans Road (land contained within Lots 1 and 2 on Title Plan TP867669 together with Lot 1 on Title Plan TP119717) from Public Use Zone 1 (PUZ1) to General Residential Zone (GRZ1). The Amendment also provides for a multi-lot subdivision of the land (wherein the planning permit application also incorporates land at 14 Sea Breeze, Torquay contained in Lot 605 on Plan of Subdivision PS648126N)	Finished	06/04/2017
C104	Rezone 89 Sunset Strip, Jan Juc from General Residential Zone Schedule 1 to Public Park and Recreation Zone and delete Design and Development Overlay Schedule 22 and Significant Landscape Overlay Schedule 6 from the land.	Finished	16/07/2015
C103	The amendment corrects various map and ordinance provisions in the Surf Coast Planning Scheme.	Finished	18/08/2016
C102	Prescribed amendment - The amendment proposes to amend the Municipal Strategic Statement and various zone and overlay schedules to correct obvious or technical errors, update redundant references, and clarify and improve the grammar and language of the scheme.	Finished	12/02/2015
C101	The amendment proposes to amend Schedule 2 to Clause 45.09(Parking Overlay) to specify car parking space requirements for Convenience restaurant, Restaurant, Hotel and Tavern and to adjust the financial contribution requirement affecting land in the Torquay Town Centre.	Finished	06/08/2015
C100	The amendment rezones land at 795, 799 and 815 Hendy Main Road, Moriac from Farming Zone to Low Density Residential Zone, and applies a Development Plan Overlay over 799 and 815 Hendy Main Road, Moriac. The amendment also rezones land at 785 Hendy Main Road, Moriac (Moriac Primary School) from Farming Zone to Public Use Zone 2 (PUZ2 - Education) to reflect the existing use of the land for education purposes.	Finished	10/09/2015
C99	The Section 96A amendment and planning permit application proposes to rezone land known as 305 Great Ocean Road, Jan Juc from Farming Zone to Low Density Residential Zone to facilitate subdivision of the land	Finished	15/09/2016
C98	Rezones 240 Great Ocean Road, Jan Juc from Urban Growth Zone to Special Use Zone Schedule 9 to facilitate development of a kindergarten associated with a future education centre on adjoining land, and amends the Special Use Zone Schedule 9.	Finished	22/09/2014
C97	The amendment implements the land use recommendations in the Council adopted Anglesea Great Ocean Road Study 2013 by developing new zone controls (Special Use Zone Schedule 8 - SUZ8) for the Tourist Development Precincts around Diggers Parade and Four Kings.	Finished	19/05/2016
C96	The amendment implements the Biodiversity Mapping Project, Surf Coast Shire (2014) by amending existing environmental overlay coverage on land in Aireys Inlet, Fairhaven, Moggs Creek, Eastern View, Anglesea, Torquay and Jan Juc, introducing a revised ESO4 schedule and amending the DDO11 schedule. Local Planning Policy Framework as it relates to the protection of local biodiversity assets is amended and improvements are made to ensure consistency with State policy relating to bush fire mitigation measures.	Finished	13/10/2017

A1 Planning Scheme Amendments since 2014

C95	The amendment rezones the land from Farming Zone to Urban Growth Zone, and inserts the Urban Growth Zone into the planning scheme ordinance and applies to land generally located one kilometre west of Duffields Road, Torquay (between Grossmans Road and Great Ocean Road).	Finished	20/03/2014
C94	Implements the reformed residential zones; inserts the General Residential Zone (GRZ) into the Surf Coast Planning Scheme; rezones all Residential 1 Zone land to GRZ Schedule 1; rezones all Residential 2 Zone land to GRZ Schedule 2; deletes Clause 32.01 and Clause 32.02 and associated schedules and updates the planning scheme maps to reflect the recently reformed commercial zones notations.	Finished	12/06/2014
C92	The Prescribed Amendment proposes to amend the schedules to the Special Use Zone and Comprehensive Development Zone to comply with Clause 62.01. Corrects an error in Schedule 2 to the Design and Development Overlay	Finished	13/02/2014
C91	The amendment applies the Public Acquisition Overlay (PAO) along the Winchelsea to Colac section of the Princes Highway Duplication alignment and introduces the Princes Highway Duplication – Winchelsea to Colac, July 2014 as an Incorporated Document.	Finished	06/11/2014
C90	The amendment inserts 'Market' in the Table of uses as a Section 2 permit required use in Special Use Zone Schedule 5 (Tourism Development Precincts) and Schedule 7 (Golf Courses), which affects land within Torquay-Jan Juc and Anglesea.	Finished	24/04/2014
C88	Apply a preferred minimum subdivision lot size of 0.4 hectare to all land zoned Township Zone within the Deans Marsh township, and amend various provisions of the Surf Coast Planning Scheme to correct mapping anomalies affecting 36 Aurel Road and 25 Pennyroyal Valley Road, Deans Marsh and amends the Deans Marsh Framework Plan.	Finished	30/05/2014
C87	The amendment facilitates the use and development of a Residential aged care facility within The Sands, Torquay residential golf links development and applies to land at 2 Sands Boulevard, Torquay	Finished	23/01/201
C85	The amendment changes local planning policy and the extent of the application of the Environmental Significance Overlay Schedule 1 (ESO1), Flood Overlay (FO) and the Land Subject to Inundation Overlay(LSIO) to provide enhanced identification and protection of significant waterways, wetlands, biodiversity and land subject to flooding in the Surf Coast Shire.	Finished	15/02/2018
C84	Rezones part of 460 Grossmans Road, Bellbrae from Farming Zone to Low Density Residential Zone (LDRZ) and amends Schedule to LDRZ to apply a minimum lot size of 2,500sqm. Applies new Schedule11 to Development Plan Overlay to land, and amends Clause 21.07 - Rural Residential Living and Clause 21.08 - Torquay Jan Juc Strategy.	Finished	13/02/2014
C83	The amendment introduces Clause 32.08 and the Schedule (General Residential Zone) into the Surf Coast Planning Scheme and rezones 13.4 hectares of land at 135-235 Austin Street, Winchelsea to General Residential Zone; applies new Schedule 13 to the Development Plan Overlay to land; applies the Public Acquisition Overlay (PAO4) to part of 135 Austin Street, Winchelsea for the extension of Eastern Reserve; lists Surf Coast Shire Council as the public acquisition authority in the Schedule to Clause 45.01; and amends the Map to Clause 21.09 to include the land within the Winchelsea settlement boundary.	Finished	17/07/2014
C81	Proposes to implement the Biodiversity Mapping Project (2014) and amend the LPPF and Schedules	Finished	20/10/2016
C80	The amendment implements the Moriac Structure Plan 2010 by introducing land use policy, identifying new council land in the appropriate zone and correcting boundary anomalies.	Finished	04/06/2014

A1 Planning Scheme Amendments since 2014

C79	Implements Anglesea Structure Plan (2012) through changes to the LPPF, zone and overlay changes - including introduction of Neighbourhood Character Overlay for all of Anglesea's Residential Zone - and to correct overlay anomalies.	Finished	13/03/2014
C71	Rezone 90-170 Grossmans Road, 95-135 and 150-170 Briody Drive and 15, 25 and 30 Illawong Drive, Torquay from the Low Density Residential Zone to the Residential 1 Zone, apply the Development Plan Overlay (DPO) and its schedule (Briody Estate West) and the Development Contributions Plan Overlay (DCPO); apply the DCPO to 80-140 Briody Drive, Torquay; and rezone 20 Briody Drive from the Low Density Residential Zone to the Residential 1 Zone, retaining the Development Plan Overlay 4 on this site.	Finished	29/08/2017
C68	Implement major recommendations of the Surf Coast Shire Rural Strategy RMCG 2007	Finished	25/09/2014
C68 (Part 2)	Implements the Surf Coast Shire Rural Strategy, RMCG, 2007 - Introduction of the Rural Activity Zone to specific sites in the Bellbrae and Deans Marsh rural hinterland and targeted tourism provisions for rural areas.	Finished	25/09/2014
C66	The amendment implements the recommendations of the following strategic studies: Torquay/Jan Juc Retail Strategy (2011), Torquay Town Centre Parking and Access Strategy 2011-16 (2011) . Torquay North Outline Development Plan (Updated version, 2012). Sustainable Futures Plan Torquay/Jan Juc 2040 (2011). Torquay-Jan Juc Neighbourhood Character Study & Vegetation Assessment (2006) and Torquay-Jan Juc Neighbourhood Character Study Review (2012). Undertakes site specific miscellaneous changes to land in Strathmore Drive, Jan Juc and Duffields Road, Torquay. The amendment applies to all land within the townships of Torquay and Jan Juc.	Finished	20/03/2014
C39	The Amendment implements the recommendations of the Winchelsea Structure Plan 2021 by: updating the 'Rural Residential Strategy' at Clause 21.09 of the Municipal Strategic Statement, refining the 'Winchelsea Strategy' at Clause 21.14 of the Municipal Strategic Statement, rezoning land at 30 and 32-34 Main Street and land on Palmer Street to Business 1 Zone, amending the Schedule to the Low Density Residential Zone to include minimum lot sizes for the existing estates on the boundaries of the town, applying the Environmental Significance Overlay Schedule 1 or Vegetation Protection Overlay Schedule 1 to environmental assets identified within and surrounding the Winchelsea township, introducing a new Significant Landscape Overlay Schedule 5 (SLO5) to private land that adjoins the Barwon River reserve within the settlement boundary of Winchelsea, and introducing a new Environmental Audit Overlay to the former night soil depot on land at 235 Austin Street, Winchelsea.	Finished	29/08/2017

A2 Audit of Further Work/Other Actions

MSS Further Strategic Work/Other Actions	Status	Comment	MSS Action
21.02 – Settlement, built environment and heritage			
Monitoring the supply and demand of residential and industrial land to ensure that adequate land availability is maintained.	Ongoing	Update to be undertaken mid-2018.	
Regularly reviewing the Torquay-Jan Juc and Winchelsea Structure Plans to ensure the appropriate planning for, and capacity to, accommodate urban growth in these townships.	Ongoing	Winchelsea Structure Plan 2021 recommendations implemented via C39. C120 will embed the Growing Winchelsea Plan into the Planning Scheme. Exhibition concluded April 2018. New Sustainable Futures 2040 Strategy adopted June 2014 to include Spring Creek Urban Growth Area. Most recent Structure Plan for Torquay adopted 2007 The ongoing Strengthening Town Boundaries project will consider growth pressures on Torquay and how best to maintain clear coastal settlement boundaries et al.	
Developing sustainable urban coastal design and subdivision guidelines to inform the implementation of policy and for use as educational material.	Commenced	Sustainable Design Book prepared in 2010. Draft Sustainable Subdivision Guidelines completed in 2015, peer review / public consultation needs to be undertaken.	
Completing the assessment of the level of heritage significance of nominated heritage sites, and undertaking a further scoping study to determine any additional places of potential significance.	Outstanding	Heritage Study budget bid 2018/19. Awaiting draft budget.	
Planning for the provision of cycle storage facilities at public transport nodes to encourage multi-purpose trips.	Ongoing		
Planning for the provision of safe, informal car parking overflow areas to meet short term peak parking demands over the summer tourist period.	Ongoing	Parking Study undertaken for Baines Crescent, Torquay and Aireys Inlet in mid 2013. Car Parking Study undertaken as part of the Torquay Town Centre Urban Design Framework project. The Torquay Town Centre Parking and Access Strategy (2016) does not recommend parking on informal areas within the town centre and pedestrians are the priority in this location.	
21.03 – Environmental management			
Review the current application of the Farming Zone, Rural Conservation Zone and Rural Living Zones to ensure land containing significant biodiversity assets is suitably zoned.	Outstanding	Biomapping Project 2014 reviewed environmental assets throughout the Shire. Was to be implemented in rural areas through C081, but the amendment was abandoned by Council. Review of suitability of the rural zones was not undertaken as part of this project – referred to 'Hinterland Futures Project' 2018	

A2 Audit of Further Work/Other Actions

Working with the Country Fire Authority to continually improve the effectiveness of the Wildfire Management Overlay.	Ongoing	Review of BMO mapping and schedules implemented through an ongoing process by State Government. The most recent amendments were VC132, GC13 and VC140. Bushfire MSS review implemented by C96.	
Working with the Corangamite CMA and Department of Primary Industries to investigate the implementation of the Erosion Management Overlay and appropriate overlays to address coastal acid sulphate soils.	Outstanding		
Continuing investigation of opportunities for the reuse of water, both in the public and private realm, in conjunction with relevant State and Regional Authorities.	Ongoing	Use of recycled water in Thompsons Creek valley investigated. Barwon Water as Responsible authority has launched new discussion paper on recycled water. Recycled water considered as part of the Hinterland Futures Strategy. Opportunities for the use of recycled water in urban areas included in the draft subdivision guidelines	
21.04 – Tourism			
Investigating the development of sustainable design guidelines for tourist developments in rural areas.	Outstanding	Slightly rescoped. Criteria for development with a focus on being recessive in the landscape (as opposed to being sustainable) in Bells Beach Hinterland incorporated into the amendment C121. Issue likely to be covered broadly by Hinterland Strategy planning scheme amendment.	
Investigating with DPCD options for broadening the scope for limited tourism opportunities in the Rural Conservation Zone that support environmental outcomes on the land.	Completed	Scope of zone broadened as part of Ministerial Planning Zones Reform. Advocated to DELWP but after early work was not progressed by DELWP.	Delete
21.05 – Agriculture			
Reviewing the appropriateness of allowing subdivision of land in the Thompsons Creek catchment area to 40 hectares subject to meeting conditions specified in the Schedule to the Farming Zone.	Outstanding		
Investigating the appropriateness of applying the Restructure Overlay to old, small lot subdivisions in the rural areas of the Surf Coast Shire.	Redundant	Applied in Deans Marsh, Lorne and Anglesea.	Delete
Investigating the application of a suitable zone and planning controls to facilitate horticultural development associated with recycled water access in the area between Mt Duneed and Torquay.	Commenced	Thompson Valley investigation completed. Will be considered as part of the Hinterland Futures Strategy.	
21.06 – Rural Landscape			
Investigating the preparation of siting and design guidelines for buildings and farm structures within rural precincts and determining the level of status to give to such guidelines.	Outstanding	Bells amendment really didn't look at this beyond treatment of land subject to the SLO1. The GORLASS study said we had enough SLO's so very little justification for this. We did a modest SLO coming into Bellbrae. Rural Landscape policy at CI 21.06 includes policy guidelines around siting.	

A2 Audit of Further Work/Other Actions

Investigating the need for further protection of the landscape qualities of the Barrabool Hills as requested by the National Trust of Australia (Vic).	Outstanding		
Investigating ways to encourage shelter belt planting.	Outstanding	There is a reference to this in the Rural Landscape Policy along main roads in conjunction with plantations.	
21.07 Rural Residential Living			
N/A			
21.08 – Torquay-Jan Juc			
Investigating the potential to increase lot densities within the Bells Boulevard East Low Density Residential Area (refer to Map 3 to Clause 21.08). Any such investigation should include a detailed analysis of the physical conditions of the site and surrounding land, and assess the potential impacts of an increase in lot density upon, including but not limited to: <ul style="list-style-type: none"> – Flora and fauna values, including vegetated drainage lines and roadside vegetation; – The landscape character and visual amenity of the area; – Bushfire risk and the need to provide defensible space within lot boundaries; – The safe and efficient operation of the surrounding road network; – The amenity of adjoining properties; – Servicing implications; – The visibility of development from key public vantage points; and – The relationship of the area to Bells Boulevard as a gateway to the Bells Beach Surfing Recreation Reserve. 	Commenced	Schedule to LDRZ restricts this area to min 1.5ha lot size. A number of landowners investigating this as a private planning scheme amendment. No Council action required.	
Investigating the potential for increasing housing densities in the Low Density Residential area between Strathmore Drive, Great Ocean Road, Bells Boulevard and the upper tributary of Jan Juc Creek, ensuring that any proposal would not detract from the landscape character of the area which is highly prominent due to its elevation and proximity to the Great Ocean Road.	Outstanding	To be undertaken through a private planning scheme amendment request.	
Establishing the exact settlement boundary on the northern ridgeline of Torquay when specific development opportunities are investigated with the aim of avoiding any visual intrusion of development north of the ridgeline.	Outstanding	Development Plan prepared by major landowner in the area last year set the extent of urban development on the ridgeline at that location. Planning of Messmate Road area will look at settlement boundary in that location.	

A2 Audit of Further Work/Other Actions

Undertaking a review of the Significant Landscape Overlay Schedule 1 to ensure its relevance and effectiveness in protecting the significant landscape values of the Bells Beach environs.	Completed	Amendment C121	
Reviewing the planting guide for Torquay-Jan Juc to include a broadened selection of suitable tree species to be used for educative purposes.	Completed	Completed through draft subdivision guidelines which has no current status. Species lists were prepared for Torquay North.	Delete
At the appropriate time investigating the rezoning of the rear half of the lots fronting Boston Road between Pearl and Payne Streets for commercial development to facilitate the integration of the Gilbert Street end of the town centre with Torquay Central.	Completed	Superseded by Torquay Town Centre Strategy Not supported by the Torquay Town Centre UDF adopted by Council in December 2017.	Delete
When retail demand warrants, investigating extending the Business 1 Zone to land on the north side of Bristol Road as far as necessary to establish a clear linkage between the Gilbert Street end of the town centre and Torquay Central, but not further west than the commercial zoning opposite.	Completed	Superseded by Torquay Town Centre Strategy. Not supported by the Torquay Town Centre UDF adopted by Council in December 2017.	Delete
Developing urban design guidelines and parking management plans for the Bell Street and Jan Juc activity centres.	Outstanding		
Identifying impediments to the development of tourist uses in the Special Use Zone on the Esplanade at the eastern end of Gilbert Street and work with investors to create further tourism activity in this location.	Completed	SUZ5 reviewed as part of C78. Considered in the Torquay Town Centre Strategy. Extension of the SUZ5 recommended along The Esplanade.	Delete
Preparing a parking management plan for the Baines Crescent precinct.	Commenced	Parking study prepared by Traffix Group in mid-2013. This work will inform future projects to develop parking precinct plans for these areas and possible cash in lieu contributions.	
Developing an Infrastructure Plan for Torquay-Jan Juc and updating the existing Development Contributions Plan to include the new growth areas for the provision of new infrastructure and community facilities.	Completed	DCP applied to Torquay Jan Juc through C57. An Infrastructure Contributions Plan will be prepared for Spring Creek and other growth areas as they are planned. Torquay / Jan Juc Social Infrastructure study commenced.	Delete
Developing an Outline Development Plan for the Messmate Road area.	Outstanding	Implications for the Strengthening Town Boundaries Project.	
At the appropriate time, investigating the potential for urban growth to the north-east of Torquay to facilitate growth beyond 2030.	Outstanding	To be considered as part of the future Strengthening Town Boundaries Project.	
Developing and applying environmental guidelines to new development.	Ongoing	Broadly implemented through Development Plans and Subdivisions.	

A2 Audit of Further Work/Other Actions

Undertaking a strategic planning exercise with community engagement for the Spring Creek Valley past the one kilometre west of Duffields Road to identify preferred land uses that assist in establishing and maintaining a green break to Bellbrae.	Outstanding	To be completed as part of the Hinterland Futures Strategy.	
Review and confirm the location for a Neighbourhood Activity Centre to serve the west of Torquay-Jan Juc.	Completed	The Spring Creek PSP determined the location of a new NAC within the PSP area. PSP forms part of Amendment C114 to the Planning Scheme.	Delete
Undertaking a structure planning project to identify, support and encourage diverse and higher density housing opportunities within 400 metres of activity centres, in particular within proximity of the Torquay Town Centre.	Completed	The Torquay Town Centre Urban Design Framework considered the provision of increased building heights to allow for greater density. The UDF supports increased residential density in the town centre. Draft subdivision guidelines includes sustainable neighbourhood planning.	Delete
Investigating opportunities and appropriate locations for the establishment of caravan parks and other forms of tourist accommodation.	Outstanding		
Developing a master plan for The Esplanade between Bell Street and Zeally Bay Road addressing the overall role, function and appearance of the boulevard.	Redundant	Study undertaken by Infrastructure at same time as Torquay Town Centre Project, "The Esplanade and Bell Street Traffic and Pedestrian Strategy (2017)". It was adopted by Council in December 2017. It does not constitute a Masterplan in terms of considering function and appearance beyond traffic and pedestrian movements. This other work is still outstanding, although the GORRC has a Masterplan for the foreshore and it is looking quite good.	
Reviewing the planning framework applying to the Torquay Town Centre and investigating opportunities to reinvigorate and redevelop the central business area, including the provision and management of car parking, and to include opportunities to accommodate discount department store(s), in consultation with Torquay Commerce and Tourism and other stakeholders.	Completed	Considered as part of the Town Centre Urban Design Framework. A DDS is no longer actively encouraged with the town centre.	Delete
Reviewing the Design and Development Overlay Schedule 13 as it applies to land within Old Torquay in light of Old Torquay's role as an urban consolidation area to accommodate future growth.	Outstanding	To be influenced by structure planning project to identify higher density housing opportunities around the town centre.	
Working with the City of Greater Geelong to encourage the early provision of sub-regional shopping facilities at the Armstrong Creek Major Activity Centre.	Completed		Delete
Working with investors and landholders to assemble an appropriate site for a department store in the Torquay town centre.	Redundant		Delete
Working with landholders and investors to develop a strong neighbourhood activity centre in Torquay North.	Completed	Torquay North Shopping Centre identified and developed. Opened in 2017.	Delete

A2 Audit of Further Work/Other Actions

Working with landholders, investors and the community to facilitate the redevelopment of the Surf World / Surf City complex to strengthen surf related tourism and retailing, entertainment and community facilities.	Commenced	Ongoing	
Acquiring land in the Torquay town centre through cash-in-lieu payments to provide additional shared public car parking.	Redundant	Torquay Town Centre Parking and Access Strategy 2016-2021 considered this proposal and determined to remove the land proposed for acquisition. PAO removed from Walker St properties. Acquisition of land no longer proposed to provide parking.	Delete
Planning for the provision of informal car parking overflow areas to meet short term peak parking demands over the summer tourist period.	Outstanding		
Encouraging the development of regional cycle routes linking Torquay with Geelong and the surrounding region.	Commenced	Included in Pathways Strategy.	
Working with the Department of Transport to facilitate the provision of a transit corridor from Armstrong Creek to Torquay.	Ongoing	Council engaged with the Department of Transport on a Transit Corridor	
Working with the Department of Education and Early Childhood Development on the provision of a new primary school in Torquay North.	Completed	New primary school constructed within the Stretton Estate on Stretton Drive. Delete action from MSS.	Delete
21.09 – Winchelsea			
Investigating the rezoning of land on the northern side of Main Street between Hesse Street and Gosney Street for commercial purposes. Investigations to include the most appropriate means of providing vehicular access to the rear of lots; and the use of land to the rear of the Main Street frontage.	Completed	Project commenced but was not deemed to be feasible due to site constraints.	Delete
Investigating in partnership with Barwon Water the potential to expand the Winchelsea Water Reclamation Plant, including rezoning of the land as appropriate.	Outstanding	Barwon Water continues to plan for expansion of the sewerage treatment system in Winchelsea. They are planning to accommodate substantial growth in the town as anticipated by the Growing Winchelsea Plan. They have not sought any rezoning at this stage, They are considering other options.	
Reviewing the urban design guidelines of the commercial centres.	Outstanding	Budget sought as part of the 2018-19 budget bids.	
Investigating the preparation of a Development Contributions Plan for the provision of new community facilities and infrastructure.	Commenced	Project commenced.	
Developing landscape and thematic tree planting programs to improve the character of streetscapes, particularly the major town gateways, and encouraging property owners to undertake similar programs on private property.	Outstanding	Landscaping of the Princes Highway through town was undertaken as part of the Princes Highway duplication project managed by Vic Roads. Council was consulted on the landscape outcomes. No other work has commenced on street tree planting as far as I am aware.	

A2 Audit of Further Work/Other Actions

Rehabilitating the former avenue of exotic theme trees along Willis/Main Street to promote the heritage qualities of the townscape.	Redundant	Redundant as this was superseded by the Vic Roads Highway Duplication project.	Delete
Preparing a Master Plan for the Barwon River Reserve within the Winchelsea town boundary in conjunction with the Barwon Rivercare Group and the CCMA.	Ongoing	The Growing Winchelsea project recommended a Barwon River Loop Walk be created around the Barwon River as a top priority for the township (identified by the community as their number one priority). There is a very high level concept plan and some work has commenced to implement sections.	
Preparing a Master Plan and reviewing the Design and Development provisions for the Winchelsea Industrial Estate which addresses, in particular, road access and visual amenity.	Completed	Master Plan prepared in 2010. A review of the plan will be required following completion of the Princes Highway duplication works.	Delete
Investigating the development of a second sporting oval on land to the south of Eastern Reserve.	Completed	PAO applied to land through C83. The investigation has concluded. Council is negotiating the purchase of the land.	Delete
21.10 – Lorne			
Investigating the potential, if any, for low density residential development or sustainable tourist accommodation on sites identified on Map 2 of Clause 21.10– Investigation Areas. Any investigation should consider bushfire risks, access and the need to protect significant biodiversity assets on the site.	Outstanding	Preparation of a Lorne Structure Plan to commence mid 2018 which will review all Further Work items as per list below.	
Investigate appropriate zone/overlay responses for low density residential development in the investigation areas that are contiguous with the urban edge of Lorne.	Outstanding		
Reviewing as necessary the supply and demand for commercial floor space in and around the core retail precinct in Mountjoy Parade to assess any need for further commercial development.	Outstanding		
Reviewing the commercial and tourist development urban design guidelines and associated controls.	Outstanding		
Reviewing as appropriate the supply and demand of public and private car parking associated with the commercial core and recreational facilities of Lorne, including the foreshore.	Outstanding		
Reviewing as appropriate the supply and demand for industrial floor space in the Erskine Falls Road Industrial Estate to assess any need for further industrial land in Lorne in the context of regional and local trends.	Outstanding		

A2 Audit of Further Work/Other Actions

21.11 – Anglesea			
Preparing an Urban Design Framework or Structure Plan for the Anglesea Shopping Centre to guide the form and location of future growth, the interface and (pedestrian) connectivity with surrounding areas, access and parking, public open space and amenities.	Outstanding	Anglesea Great Ocean Road Study 2013 included entry treatments and improved connectivity between the shopping centre and surrounding areas.	
Preparing urban design guidelines and a streetscape plan for the Great Ocean Road 'boulevard' between Noble Street and Four Kings.	Completed	Completed in the Great Ocean Road Study 2013.	Delete
Investigating the preparation of a parking management plan for the commercial centres.	Outstanding	Identified in the adopted Anglesea Great Ocean Road Study 2013 as a medium term project	
Investigating the options for future use of the water basin site at 69B Harvey Street.	Ongoing	The Minister for Planning has approved the rezoning of this site for residential development through the Government Land Standing Committee Amendment GC79.	Delete
At the appropriate time investigating the potential, if any, for residential development of land north of Betleigh Street.	Outstanding	Currently being debated as part of "Anglesea Futures" Alcoa/DELWP masterplan	
Reviewing the minimum lot size / density provisions in the central areas of Anglesea to encourage housing diversity.	Completed	Implemented through C79.	Delete
Undertaking further research to develop a thorough understanding of the housing market in Anglesea, including the demand for smaller housing types (in particular from retirees and empty nesters wishing to downsize) and affordable housing, and options/tools/incentives for delivery.	Outstanding		
Conducting an assessment of remaining potential heritage places in Anglesea as part of the next stage of the Surf Coast Shire Heritage Study.	Outstanding	Include as part of Heritage Study Stage 2C.	
Investigating the options for protecting the environmental qualities of the Anglesea River estuary.	Completed	Estuary management plan prepared by CCMA. ESO1 applied to Anglesea River through C85.	Delete
Investigating opportunities for relocation of the Anglesea Industrial Estate arising from the future closure of the Anglesea landfill site.	Redundant	Anglesea landfill site not scheduled for closure. Ongoing long term lease.	Delete
Investigating the feasibility of providing an Abbeyfield model aged care facility at the McMillan Street Community Precinct.	Outstanding		
21.12 – Aireys Inlet to Eastern View			
Facilitating the redevelopment of 2 Fraser Drive, Aireys Inlet for housing suitable for older persons.	Completed	Project completed by Council's Business Improvement Unit in 2017. Expression of interest campaign run for development of site.	Delete

A2 Audit of Further Work/Other Actions

Reviewing as appropriate the supply and demand of public and private car parking associated with the commercial centres and if demand is great enough or car parking adversely affects local amenity, prepare and implement a parking management plan.	Ongoing	Parking study prepared by Traffix Group in mid 2013. Parking Precinct Plan not considered viable for Aireys Inlet. No further action required.	
21.13 – Moriac			
Preparing design guidelines to guide future development of the Moriac Town Centre and the potential light industrial precinct.	Outstanding	Industrial area planned to be removed as part of rezoning of Area 1 following study by Urban Enterprise on industrial supply and demand for Area 1 landowners. Wording to be deleted as part of Amendment C124.	Delete through C124.
Investigating key 'infrastructure investigation items' as listed in the Moriac Structure Plan 2010.	Outstanding		
Introducing planning scheme controls over identified biodiversity sites and corridors in the <i>Moriac Environmental Assets Assessment 2009</i> to protect and enhance these areas.	Outstanding	Included in Environmental Assets Review amendment (C81). Amendment was abandoned.	
Considering whether a Development Plan Overlay should be applied to Area1 and Area 2.	Completed	Area 2 is affected by schedule 14 to the Development Plan Overlay and has now been subject of subdivision permit. Area 1 is currently affected by a section 96A application under the Planning and Environment Act. No requirement for a schedule to the Development Plan Overlay. Clause 21.13 to be amended as part of Amendment C124.	Delete through C124.
21.14 – Bellbrae			
Complete the assessment of the sites of potential heritage significance identified in Bellbrae.	Outstanding	To be included as part of Heritage Study Stage 2C.	
21.15 – Deans Marsh			
Prepare a vegetation management plan to protect and enhance the avenue of oak trees along the Winchelsea-Deans Marsh Road.	Outstanding		
Investigate the preparation of a traffic management plan to slow traffic at the intersection of Birregurra-Deans Marsh Road and Winchelsea-Deans Marsh Road.	Outstanding		

A3 Planning Panels since 2014

No.	Brief Description	Panel Report date	Issues	Panel Decision, Comments, Recommendations	Potential Implications
C091	The amendment applies the Public Acquisition Overlay (PAO) along the Winchelsea to Colac section of the Princes Highway Duplication alignment and introduces the Princes Highway Duplication – Winchelsea to Colac, July 2014 as an Incorporated Document.	10/06/2014	<ul style="list-style-type: none"> • Restricted access to properties • Clarification on locations for B-doubles to make U-turns • Increased noise levels • Removal of Native Vegetation • Amend Incorporated Documents to include reference to Clause 52.17 • Loss of property value • Loss of water for farming purposes (dams) • Drainage; • Reduced access to McDonnells Road; • Reduced trade for businesses. 	Proposed alignment supported subject a number of changes to the incorporated document, further work requirements et al.	N/A
C097	The amendment implements the land use recommendations in the Council adopted Anglesea Great Ocean Road Study 2013 by developing new zone controls (Special Use Zone Schedule 8 - SUZ8) for the Tourist Development Precincts around Diggers Parade and Four Kings.	13/11/2015	<ul style="list-style-type: none"> • Great Ocean Road Resort 	The Panel agreed with Council that the Special Use Zone was an appropriate outcome to be applied for the western portion of the site. The General Residential Zone and Neighbourhood Character Overlay are no longer applicable for this site. In preparing this Amendment the Council clearly attempted to correct what it sees as an anomaly.	N/A

A3 Planning Panels since 2014

No.	Brief Description	Panel Report date	Issues	Panel Decision, Comments, Recommendations	Potential Implications
C099	The Section 96A amendment and planning permit application proposes to rezone land known as 305 Great Ocean Road, Jan Juc from Farming Zone to Low Density Residential Zone to facilitate subdivision of the land	02/05/2016	<ul style="list-style-type: none"> • Strategic justification • Landscape character and visual impact • Vegetation removal, loss of nature and impact on wildlife • Water supply, waterway protection and stormwater management • Lot size and density • Traffic and access • Bushfire risk • Permit conditions. 	<p>The Panel supported the combined amendment and permit application based on strong strategic justification.</p> <p>All issues raised were dealt with accordingly during the course of the panel session.</p>	Ongoing matters in relation to rezoning/ permitting development in areas subject to bushfire needs to be strongly considered by Council. This is particularly poignant in light of recent changes in late December 2017 to Clause 13 for Bushfire planning.
C101	The amendment proposes to amend Schedule 2 to Clause 45.09 (Parking Overlay) to specify car parking space requirements for Convenience restaurant, Restaurant, Hotel and Tavern and to adjust the financial contribution requirement affecting land in the Torquay Town Centre.	06/03/2015	<ul style="list-style-type: none"> • Impact of overflow parking on surrounding streets • Impact on parking particularly on the north side of Bristol Road • Amenity concerns from restaurants, hotels and taverns. 	<p>The Panel accepted the arguments provided by Council for the proposed parking provision rates. The Panel accepted that the issues raised by the submitter are also valid and notes the other actions proposed by Council to monitor and respond to these issues.</p> <p>The Panel concluded that the proposed changes to the Parking Overlay are appropriate subject to a minor drafting change.</p>	Agreement to monitor car parking around the Town Centre as a consequence of this new control may lead to the need to implement additional controls in the future.

A3 Planning Panels since 2014

No.	Brief Description	Panel Report date	Issues	Panel Decision, Comments, Recommendations	Potential Implications
C103	The amendment corrects various map and ordinance provisions in the Surf Coast Planning Scheme.	11/04/2016	<p>Correction Item 18 – To amend the Table 1 to Clause 22.09 – Torquay Jan Juc Residential Development and Neighbourhood Character Policy to replace the preferred housing density character of 2,500 square meters for sewerer lots in Low Density Residential Areas (in the LDRZ) with 2,000 square meters except where a schedule to the zone specifies a local variation to the minimum lot size, as it relates to Jan Juc.</p> <p>Correction Item 24 to amend Schedule 12 to the DDO Lorne Residential Areas to vary, with a permit, the minimum lot requirements where land is developed or has been granted approval to be developed with two or more dwellings prior to 16 October 2008</p> <p>A request from the CFA to include a change to the extent of coverage of the WMO in addition to proposed Correction Item 14 under the Amendment to rezone part of the land at 35 Boyd Avenue, Moggs Creek from part PRCZ and part GRZ1 to RCZ to recognise the rural conservation and private ownership of the entire land which is held in one title.</p>	<p>The Panel accepted the main correctional items subject to a few minor tweaks the requirements.</p> <p>The Panel did not accept the CFAs request to extend the WMO at Moggs Creek on the basis that it was beyond the scope of the Panel.</p>	<p>The importance of acknowledging previous development rights and reflecting the distinction between allowing subdivision of existing or approved residential development that has occurred before the gazettal of Schedule 12 to the DDO and what outcomes are currently sought under the planning scheme.</p>

A3 Planning Panels since 2014

No.	Brief Description	Panel Report date	Issues	Panel Decision, Comments, Recommendations	Potential Implications
C106	The Amendment proposes to rezone part of 85 Grossmans Road (land contained within Lots 1 and 2 on Title Plan TP867669 together with Lot 1 on Title Plan TP119717) from Public Use Zone 1 (PUZ1) to General Residential Zone (GRZ1). The Amendment also provides for a multi-lot subdivision of the land (wherein the planning permit application also incorporates land at 14 Sea Breeze, Torquay contained in Lot 605 on Plan of Subdivision PS648126N)	03/11/2016	<ul style="list-style-type: none"> Residential use of the site Construction Vegetation removal Traffic Fencing Fill and Drainage Site levels Green Wedge Building Height 	<p>The Panel supported the suitability of the site for residential use. The panel supported the permit which would address most of the concerns raised by submitters.</p> <p>Panel did not support the use of a Memorandum of Common Provisions to address built form (height) issues raised in submissions/. The Panel recommended the use of a Design and Development Overlay.</p>	Through future rezoning and subdivision applications, there may be a need to include additional planning controls to manage built form beyond reliance on a MCP. Consequently, additional controls in the Planning Scheme may require greater demands on Council resources.
C113	The Amendment incorporates the Spring Creek Precinct Structure Plan into the Surf Coast Planning Scheme. The amendment also updates the Urban Growth Zone Schedule 1 to facilitate the development of the land, rezones part of the affected land to Urban Growth Zone, applies the Development Contributions Plan Overlay and includes the Spring Creek Native Vegetation Precinct Plan and other changes to the Surf Coast Planning Scheme.	16/11/2016	<ul style="list-style-type: none"> Incompatibility of a service station on a landmark/gateway site 	<p>The Panel concluded that a planning permit process and s173 Agreement will enable issues such as design, amenity and location of uses to be addressed at the application stage. Importantly, third party appeal rights will still apply for that process.</p> <p>The Panel concluded that site's 'gateway' status has diminished as development has evolved in Torquay. That is not to say it is still not an important site, but the Panel believed it has a different function to what was once envisaged.</p>	N/A

A3 Planning Panels since 2014

No.	Brief Description	Panel Report date	Issues	Panel Decision, Comments, Recommendations	Potential Implications
C114	<p>The Amendment incorporates the Spring Creek Precinct Structure Plan into the Surf Coast Planning Scheme. The amendment also updates the Urban Growth Zone Schedule 1 to facilitate the development of the land, rezones part of the affected land to Urban Growth Zone, applies the Development Contributions Plan Overlay and includes the Spring Creek Native Vegetation Precinct Plan and other changes to the Surf Coast Planning Scheme.</p>	23/01/2017	<ul style="list-style-type: none"> • The Precinct Structure Plan • Western Growth Boundary • Road network • Stormwater and drainage • Biodiversity • Climate change and environmental sustainability • Open space • General issues <ul style="list-style-type: none"> ○ Density ○ Neighbourhood Activity Centre ○ Local Convenience Centre ○ Delivery of the community facility • Drafting Matters <ul style="list-style-type: none"> ○ Residential Design Controls ○ The Urban Growth Zone Schedule 1. 	<p>The Panel supported the amendment subject to a number of modifications to the PSP.</p> <p>The Panel found that the community panel process resulted in a disjointed PSP and one that requires substantial change prior to being approved.</p> <p>Lack of expert evidence by Council questioned.</p> <p>Overly generous allocation of open space.</p> <p>Predetermination of ultimate western growth boundary unjustified.</p>	<p>Should Council decide to prepare PSPs for other identified growth areas, consideration of an alternative community engagement strategies to that adopted for C114 should be considered.</p> <p>Utilising expert evidence to support a Council position on technical land use matters.</p> <p>Future pressure is likely to arise based on the Panel's comments re. defining an ultimate western growth boundary.</p>

A3 Planning Panels since 2014

No.	Brief Description	Panel Report date	Issues	Panel Decision, Comments, Recommendations	Potential Implications
C116	The amendment amends the Schedules to Clauses 52.03 and 81.01 to include the Incorporated Document 'Livewire Park, Tree Top Adventure Facility, 180 Erskine Falls Road, Lorne, April 2016' for an outdoor recreation facility.	03/02/2017	The issue raised in the objections is whether such a site specific approach should be pursued; and more particularly, does it give rise to the expectation that other prohibited uses may be sought on a site specific exemption basis, perhaps in other areas of the Shire such as at Bells Beach.	<p>The panel considered the amendment to be strategically justified.</p> <p>Nature based tourism that is consistent with protecting the environment and providing sustainable land management.</p> <p>As it stands, an amendment is needed if a proposal such as this is to be supported. Council could have sought a rezoning or, as they have done, pursued a site specific exclusion under Clause 52.03. The Panel considers that the approach adopted is sound, as there is no desire to change the underlying relatively restrictive zoning given the site's treed location on the edge of the Lorne township.</p>	The Panel's support for the use of the appropriate provisions of the Planning Scheme to support such a proposal should be noted for future request of this type particularly in areas that have been identified for rural conservation based on their natural assets.

A3 Planning Panels since 2014

No.	Brief Description	Panel Report date	Issues	Panel Decision, Comments, Recommendations	Potential Implications
C121	<p>The Amendment proposes to modify planning policy, zone and overlays provisions applying to the Bells Beach hinterland to better recognise the important landscape, environmental and cultural role of Bells Beach. The policy changes also cover other areas in proximity to the Great Ocean Road and the coast.</p>	13/12/2017	<ul style="list-style-type: none"> • Definitional issues and strategic justification • Proposed zoning and overlay changes • Individual property issues 	<ul style="list-style-type: none"> • The Amendment is broadly strategically justified by the underpinning studies however, there is some lack of clarity as to the extent of the Bells Beach area that is justified for the application of policies. • The changes to both the wording of the proposed policy changes and the area to which it applies are appropriate, subject to minor modifications. • The changes to the Schedule to the Rural Conservation Zone are appropriate. • The application of the Significant Landscape Overlay Schedule 1 to an additional five properties is justified by the strategic work undertaken. • Changes to correct an anomaly which will be created by the gazettal of Amendment C96 to the Surf Coast Planning Scheme are appropriate. • The changes to the wording of the Significant Landscape Overlay Schedule 1, including the strengthened decision guidelines are appropriate. 	<p>The Panel commented that the amendment suffered from some confusion mainly arising from definitions and descriptions of areas to which policies and related controls apply. The Panel considered that a broader review of relevant policies and controls and the area of impact could be undertaken, perhaps in the context of the next review of the planning scheme. The Panel thought that it should be clear whether a policy applies to any particular property and that leaving this as uncertain and to be judged on a case by case basis leads to too much uncertainty.</p>

A4 VCAT Audit

Audit of VCAT decisions since 2016/2017								
Applicant No./Hearing Year	Street Address	Suburb	Proposal	Application Type	Application Issue	Council Decision	VCAT Decision	Implications for Planning Scheme
2016/2017								
15/0306	81 The Esplanade	Torquay	Two dwellings	Objector	Views	NOD	Permit Granted	
14/0110	165 Duffields Road	Torquay	Subdivision	Applicant	Lot arrangement	Permit	Amended Permit	
15/0331	11 Minifie Avenue	Anglesea	Dwelling	Objector	Building scale, siting	NOD	Permit Granted	
15/0401	80 Fifth Avenue	Torquay	Dwelling additions	Objector	Overshadowing, loss of views	NOD	Permit Granted	
15/0533	4 Ridge Road	Fairhaven	Dwelling	Objector/Applicant-condition	Views and landscape impact	NOD	Permit Granted	
15/0424	67 Lialeeta Road	Fairhaven	Dwelling additions	Objector	Overlooking	NOD	Permit Granted	
15/0202	45 O'Donohue Road	Anglesea	Dwelling	Objector	Views, overshadowing, illegal building	NOD	Permit Granted	
15/0291	167 Great Ocean Road	Anglesea	Dwelling additions	Objector	Views	NOD	Permit Granted	
06/0204J	330 Grossmans Road	Torquay	Amendment to Permit (Retirement village full time manager)	Applicant	Loss of full time manager, amenity and expectations	Refuse Amendment	Upheld - condition not amended	
15/0295	130 Bells Road	Bells Beach	Dwelling and accommodation	Applicant	Landscape impacts and balancing of policy	Refuse	Permit Granted	Land now covered by SLO.
16/0049	645 Cape Otway Road	Moriac	Telecommunications tower	Objector	Visual impact, health impacts	NOD	Permit Granted	
13/0386G	15/143D Great Ocean Road (22 Bon Air Avenue)	Anglesea	Amendment to Permit (deck addition)	Applicant	View sharing, consistency with consent order	Refuse	Amended Permit	

A4 VCAT Audit

Audit of VCAT decisions since 2016/2017								
Applicant No./Hearing Year	Street Address	Suburb	Proposal	Application Type	Application Issue	Council Decision	VCAT Decision	Implications for Planning Scheme
16/0060	5 Broadbeach Road	Jan Juc	Dwelling	Objector	Landscape impact, view sharing	NOD	Permit Granted	
16/0073	97-105 Willis Street	Winchelsea	Convenience restaurant	Applicant	Appropriateness of location, long vehicle parking, amenity impacts, piecemeal application	Failure to determine/Position of Refusal	Refused	
16/0074	97-105 Willis Street	Winchelsea	Service station	Applicant	Existing use rights, characterisation of signage, functionality of layout, long vehicle parking, streetscape presentation, piecemeal application	Failure to determine/Position of Refusal	Refused	
16/0098	14 Bamba Road	Aireys Inlet	Dwelling	Objector	Landscaping and view sharing	NOD	Permit Granted	
16/0157	6 Federal Street	Aireys Inlet	Dwelling	Applicant	Prominence in landscape	Failure to determine/Position of Refusal/Position of Approval	Permit Granted	Lack of planning controls in areas of significant landscape.
16/0082	7 Hall Street	Lorne	Dwelling and swimming pool	Objector	Building scale, bulk and materiality and overlooking	NOD	Permit Granted	
16/0038	110 South Beach Road	Torquay	Subdivision	Applicant	Development contributions	Permit	Amended Permit	
16/0125	1160 Horseshoe Bend Road	Torquay	Service station	Applicant	Accordance with development plan, urban design	Refusal	Permit Granted	
07/0172H	81, 83 & 87 Mountjoy Parade	Lorne	Amendment to Permit (additional works and alterations)	Objector	Use of public land	Amended Permit	Amended Permit	

A4 VCAT Audit

Audit of VCAT decisions since 2016/2017								
Applicant No./Hearing Year	Street Address	Suburb	Proposal	Application Type	Application Issue	Council Decision	VCAT Decision	Implications for Planning Scheme
12/0502	9 Beach Road	Aireys Inlet	Enforcement order (overlooking from outbuilding)	Neighbour	Minor amendment to permit. Resolved by consent outside of hearing		Permit Granted	
15/0404	20 Albert Street	Lorne	Dwelling and vegetation removal	Objector	Agreed outcome with variation to conditions	NOD		
16/0097	6-8 Armytage Street	Lorne	15 dwellings and subdivision	Objector	Landscape outcome	NOD	Permit Granted	
12/0033C	4 Moorhouse Street	Lorne	Amendment to Permit (Roof colour)	Applicant	Roof colour	Refusal	Amended Permit	
2017/2018								
12/0445B	3 Zeally Bay Road	Torquay	Amendment to Permit (extra storey)	Applicant	Visual impact, change to consistent building scale	Failure to Determine/ Position of Refusal	Amended Permit	
15/0303	25 Ocean Road	Lorne	Two additional dwellings and three lot subdivision	Objector		NOD	Permit Granted	
16/0392	3 Narani Way	Fairhaven	Vary covenant and construct alterations and additions to dwelling	Applicant	Covenant variation principles, neighbourhood character, overshadowing, overlooking	Failure to determine	Permit Granted	

A4 VCAT Audit

Audit of VCAT decisions since 2016/2017								
Applicant No./Hearing Year	Street Address	Suburb	Proposal	Application Type	Application Issue	Council Decision	VCAT Decision	Implications for Planning Scheme
16/0302	149 Great Ocean Road	Anglesea	Dwelling alterations and extensions and outdoor swimming pool	Objector	View sharing, building height and scale	NOD	Permit Granted	
16/0393	13 Boston Road	Torquay	Development of five dwellings	Objector	Building scale, preferred character, setbacks, landscaping	NOD	Permit Granted	
15/0220A	17 Cowrie Road	Torquay	Amendment to Permit (allow double garage)	Applicant		Refusal	Amended Permit	
15/0434	210 Jarosite Road	Bells Beach	Dwelling, swimming pool, tennis court & native vegetation removal	Applicant	Prominence in the landscape	Failure to determine	Refused	Land now covered by SLO.
14/0026F	141-143 Great Ocean Road	Anglesea	Amendment to Permit (roof plant)	Applicant		Refusal	Vacated	
16/0353	82-84 Mountjoy Parade	Lorne	Development of four storey building, two taverns, four dwellings	Objector	Access, noise	NOD	Permit Granted	
16/0355	21 Yandanah Road	Fairhaven	Construction of a dwelling and removal of native vegetation	Objector	View loss, neighbourhood character, street setback, prominence	NOD	Permit Granted	
14/0508	835 Great Ocean Road	Bellbrae	Enforcement order (compliance)	Neighbour			Refused	

A4 VCAT Audit

Audit of VCAT decisions since 2016/2017								
Applicant No./Hearing Year	Street Address	Suburb	Proposal	Application Type	Application Issue	Council Decision	VCAT Decision	Implications for Planning Scheme
			with landscaping)					
16/0479	400 Hendy Main Road	Mt Moriac	Construction of works associated with a private motorcross track	Applicant		Refusal	Vacated	
15/0477	50 Polwarth Road	Lorne	Construction of a dwelling	Applicant	View loss, neighbourhood character, prominence, bushfire risk	Refusal	Permit Granted	
12/0317	40 The Esplanade	Torquay	Amendment to Permit (allow as constructed flues)	Applicant		Refusal		
17/0177	45A Geelong Road	Torquay	Development and use of a funeral parlour (with associated dwelling) reduction in parking requirements and signage	Applicant	Signage reduction condition	Permit		
2018/2019								
16/0487	1/12 Summerhills Avenue	Lorne	Retrospective approval for alterations and extensions to existing dwelling	Objector	Overlooking issues, fence height, choice of fencing materials	NOD	Pending	

A4 VCAT Audit

Audit of VCAT decisions since 2016/2017								
Applicant No./Hearing Year	Street Address	Suburb	Proposal	Application Type	Application Issue	Council Decision	VCAT Decision	Implications for Planning Scheme
16/0490	1133 Surf Coast Highway	Mount Duneed	Use and development of a telecommunications facility	Objectors	Incompatible land uses, visual impact, impact on existing business, alternative siting options not explored.	NOD	Pending	
16/0453	30A & 32 William Street	Lorne	Construction of two dwellings and subdivision	Objector	Overdevelopment, sharing of views, contrary to objectives of the Act for fair and orderly planning.	NOD	Pending	

A5 Planning Scheme Audit Tool

Name of the auditor: James Hamilton
Title of auditor: Principal Strategic Planner
Date of the audit: May 2018
Counter signoff: Karen Hose, Coordinator Strategic Land Use Planning
Date of previous audit: 2014

Consistency with SPPF	No	Yes	If no, indicate future actions.
Does the planning scheme further the objectives of planning in Victoria?		Yes	
Does the planning scheme advance the strategic directions in the SPPF and adequately implement State Policy applicable to the municipality? • Does the MSS respond to or further the directions in Melbourne 2030 or other relevant State policies?		Yes	
Are there clear links between the SPPF and the LPPF?		Yes	
Local Planning Policy Framework	No	Yes	If no, indicate future actions.
Have any issues emerged with the MSS since any previous review? • Inconsistencies with State policy • Difficulty in defending policy basis at VCAT • Outdated policy		Yes	If yes, nominate and indicate future actions. Please refer to section 2.3 of the Planning Scheme Review report.
Is there repetition or conflict in the MSS, such as between housing and settlement policies?	No		If yes, nominate and indicate future actions.

A5 Planning Scheme Audit Tool

<p>Does the MSS comply with the Format of Municipal Strategic Statements (February 1999) VPP Practice Note <i>now superseded by PPN4</i>?</p>		Yes	<p>If no, indicate future actions.</p> <p>A number of amendments since 2014 have amended and improved the MSS.</p> <p>The MSS will be updated with the vision, themes and strategies of the current Council Plan 2017-2021 by way of a planning scheme amendment.</p>
<p>Does the MSS need simplification or clarification in any area?</p> <ul style="list-style-type: none"> • Have issues been raised in consultation? • Is there difficulty in arguing a case in officer reports or at VCAT hearings? 		Yes	<p>If yes, nominate and indicate future actions.</p> <p>The MSS could do with strengthening the Shire's position on urban growth as per the recommendations contained in the Strengthening Town Boundaries discussion paper.</p> <p>Policy in relation to the rural hinterland will also be strengthened in terms of land use direction and the ability to support economic growth through the ongoing Hinterland Future Strategy. Guidance in the form of suitable land uses within green breaks and how to facilitate tourism development within the context of protecting the natural environment.</p>
<p>Is any aspect of the MSS not relevant to land use decision-making?</p> <ul style="list-style-type: none"> • Do officer reports refer to the MSS? 	No		<p>If yes, indicate future actions.</p>
<p>Are there any matters raised in VCAT decisions, or Planning Panels or Advisory Committee reports that require improvements to the LPPF?</p>		Yes	<p>If yes, nominate and indicate future actions.</p> <p>Refer to VCAT and Panel analysis tables and also section 2.3 of this report.</p>

A5 Planning Scheme Audit Tool

Is council relying on adopted council policies or guidelines in decision-making that are not included in the planning scheme?		Yes	If yes, nominate and indicate future actions. Sustainable Design Guidelines Guidance on land use and development in designated Bushfire Prone Areas in response to the recent update to Clause 13.05.
Are there particular planning issues that would benefit from a new or revised local policy?		Yes	If yes, nominate and indicate future actions. Please refer to section 2.3 of this report.
Are there documents that should be included as a local policy (e.g. Advertising Policy or Urban Design Guidelines)?	No		If yes, nominate and indicate future actions.
Assess the strategic objectives	No	Yes	If no, indicate future actions.
Do the objectives in the MSS adequately reflect the land use and development outcomes council wants to achieve?		Yes	The MSS is updated and current due to a number of recent amendments.
Do all the objectives have specific land use or development outcomes?		Yes	
Are the objectives being achieved?		Yes	Refer to VCAT results and panel reports.
Do the objectives successfully guide planning decisions?		Yes	
Assess the strategies	No	Yes	If no, indicate future actions.
Are the strategies clearly linked to and achieving the objectives?		Yes	
Are the strategies achieving the desired outcomes?		Yes	
Do the strategies help inform planning decisions?		Yes	
Strategic gaps	No	Yes	If no, indicate future actions.
Has council reviewed the progress made on strategic gaps and actions identified in the last review?		Yes	Refer to section 2 of this report.

A5 Planning Scheme Audit Tool

Have changes been made to the SPPF that require amendments to the LPPF?		Yes	If yes, specify future action. Refer to section 2 of this report. An example being the recently updated Clause 13.05 in relation to bushfire risk and the challenges that Council faces in terms of assessing areas outside Bushfire Management Overlays but within Bushfire Prone designated areas.
Does council have commitments, policies or programs to address particular planning issues that should be included in the planning scheme?		Yes	If yes, specify and indicate future actions. Application for budget to undertake strategic work identified in this report. Refer to the Recommendations section of this report.
Links with the Council Plan	No	Yes	If no, indicate future actions.
Do the LPPF objectives align with land use and development objectives of the Council Plan?		Yes	The current Council Plan 2017-2021 is not embedded within the Planning Scheme. This is a key recommendation of this report. However, the Council Plan is generally similar to the previous plan but does, in land use and development terms, place a considerable emphasis on issues relating to urban growth, infrastructure delivery and visiting populations. As noted previously, the MSS needs to be strengthened to provide a greater emphasis on Council's position about urban growth and its associated implications and also build on the recommendations of the Strengthening Town boundaries discussion paper.
Since the last review, do changes to the Council Plan require amendments to the LPPF?		Yes	If yes, specify and indicate future actions. As above, the current Council Plan needs to be embedded within the Planning Scheme. Through this process, minor changes will be made to the LPPF to implement the vision, themes and strategies of the new Council Plan, with a major review of the LPPF to be undertaken once the new PPF has been approved by the Minister for Planning.
Assess the VPP implementation tools (local planning policies, zones, overlays)	No	Yes	If no, indicate future actions.
Are the VPP tools successful in achieving the objectives, strategies and desired outcomes?		Yes	If no, indicate future actions.

A5 Planning Scheme Audit Tool

Are there any VPP tools used that are no longer useful or effective? Should these be modified or deleted from the planning scheme?	No		If yes, specify and indicate future actions. A number of amendments since the last review have sought to strengthen existing policy and tools. An example being Amendment C121 Bells Beach Hinterland.
Are the tools clearly linked to the objectives and strategies in the LPPF (are they strategically driven or do they provide for a strategic outcome)?		Yes	If no, indicate future actions.
Format, consistency & usability	No	Yes	If no, indicate future actions.
Are the MSS and LPP expressed in plain English?		Yes	If no, indicate future actions.
Is the intent and language of the LPPF clear, usable and effective in meeting council land use objectives and decision-making?		Yes	If no, indicate future actions.
Are there superfluous or inconsistent policies, overlays and schedules that no longer contribute to council planning goals and objectives?		Yes	If yes, specify and indicate future actions. Amendment C096 implemented the Biodiversity Mapping project which amended existing environmental overlay coverage on land at Aireys Inlet, Fairhaven, Moggs Creek, Eastern View and Anglesea, Torquay and Jan Juc (revised ESO4).
Are improvements to the statutory drafting of the planning scheme required?		Yes	If yes, specify and indicate future actions. These improvements will be accommodated within the major review undertaken. Minor changes to the wording of the LPPF will be undertaken as a consequence of implementing the Council Plan 2017-2021.
Has the LPPF been assessed against the relevant VPP Practice Notes?		Yes	Complies.
Assess the monitoring of the scheme	No	Yes	If no, indicate future actions.
Is the planning scheme being regularly monitored and reviewed?		Yes	If no, indicate future actions. A regular review of the planning scheme occurring every four years.
Is the planning scheme being regularly monitored and reviewed?		Yes	If no, indicate future actions.

A5 Planning Scheme Audit Tool

<p>Are there monitoring processes targeting the key strategic objectives of the scheme?</p> <ul style="list-style-type: none"> • Is the information easy to collect? 		<p>Yes</p> <p>Yes</p>	<p>If no, indicate future actions.</p> <p>If no, indicate future actions.</p>
<p>Are the monitoring processes the most appropriate means of measuring the performance of the objectives?</p>		<p>Yes</p>	<p>If no, indicate future actions.</p>
<p>Can the monitoring of the planning scheme be improved?</p>		<p>Yes</p>	<p>If yes, indicate future actions.</p> <p>A new process for undertaking planning schemes reviews is expected to accompany the release of the new PPF, which should be adopted by the Planning Department to ensure regular review of the operational efficiency of the Scheme.</p>

3. OFFICE OF THE CEO

Nil

4. GOVERNANCE & INFRASTRUCTURE

4.1 Project Budget Adjustments and Cash Reserve Transfers - June 2018

Author's Title: Coordinator Management Accounting **General Manager:** Anne Howard

Department: Finance **File No:** F17/954

Division: Governance & Infrastructure **Trim No:** IC18/934

Appendix:

Nil.

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

Yes

No

Reason: Nil

Status:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

Yes

No

Reason: Nil

Purpose

The purpose of this report is to approve of the project budget adjustments and cash reserve transfers.

Summary

The project budget adjustments and cash reserve transfers report for June 2018 are included in this report. All figures in this report are exclusive of GST. Note that there are no reserve transfers this month.

Recommendation

That Council:

1. Approves the project budget adjustments outlined in Tables 1 to 4 in this report.
2. Approves the following net change to cash reserves resulting from the project budget adjustments listed in this report:

Funding Sources	Transfers From/ (to) Reserve
Asset Renewal Reserve	(103,921)
Waste Reserve	17,083
Adopted Strategy Implementation Reserve	77,250
Developer Contributions Reserve	(7,866)
Aireys Inlet Units Reserve	(9,693)
Grand Total	(27,147)

4.1 Project Budget Adjustments and Cash Reserve Transfers - June 2018

Report

Background

Council allocates project funding to projects through its annual budget or specific resolution.

From time to time, situations arise whereby initial budgets need to be reconsidered to achieve their planned objectives and project scope. It is important that Council's decisions to adjust project budgets from the originally approved allocations are open and transparent to the community. Therefore any changes to initially approved project budgets are reported in a manner that demonstrates the diligence and transparency of the organisation's project management processes.

Closure of projects is another important process for maintaining a well-managed program and involves financial review, asset management and project review activities. Projects reported for closure have been through Council's project review and closure process.

Discussion

The following budget transfers, detailed in Table 1, are newly initiated projects.

Table 1 – Newly Initiated Projects

Project Name	Funding Source	Basis for Variation	Project Allocation \$
New: Bennett Street Kerb Renewal	Asset Renewal Reserve	Establish standalone project for Bennett Street Kerb Renewal in Winchelsea.	44,429
New Anglesea Shopping Precinct Pathway Renewal	Adopted Strategy Implementation Reserve	\$11,475 from Adopted Strategy Reserve and \$77,250 from Asset Renewal Reserve for \$88725 project to replace existing paver pathway with exposed aggregate concrete.	11,475
	Asset Renewal Reserve		77,250
New: Winchelsea Integrated Water Management Plan	Project Savings Account	Newly identified grant opportunity requiring a contribution from Council for the Winchelsea Integrated Water Management Plan. Department of Environment Land Water and Planning grant funding for the Winchelsea Integrated Water Management Plan.	5,000
	Grant Funded		35,000

The following budget transfers, detailed in Table 2, are required where it has been identified that projects require adjustments to their approved budgets to allow achievement of project scope and objectives; or there is a request to adjust scope of project.

Table 2 – Project Budgets Requiring Adjustment

Project Name	Funding Source	Basis for Variation	Project Allocation \$
9696: Stribling Reserve Stair Renewal	Contribution Funded	Additional budget required for additional scope. Agreement signed for \$3,000 incl. GST to be funded by contribution from Stribling Reserve Committee or Management.	2,727
9555: Kerb Renewal	Asset Renewal Reserve	Reduce scope of Kerb Renewal Program	(44,429)

4.1 Project Budget Adjustments and Cash Reserve Transfers - June 2018

9027: Tarpomatic Style Alternate Daily Cover System Anglesea Landfill	Waste Reserve	New system was purchased through a different procurement model requiring significantly less project budget, therefore funds can be returned to reserve.	(166,530)
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Project Name	Funding Source	Basis for Variation	Project Allocation \$
9533: Eastern Reserve Cricket Practice Net Redevelopment	Contribution Funded	\$15K ERCOM and \$35K Club contributions (ex-GST) confirmed via funding agreements.	50,000
9627: Surf Coast Civic Precinct Microgrid (Plan)	Project Savings Account	Project has been re-scoped to planning and feasibility analysis for future infrastructure therefore less funds required.	(80,000)
9659: Anglesea Landfill Stage 3D Liner	Waste Reserve	Additional budget required to meet contractual obligations. More contractor design input than expected during construction. Variation claims due to larger than anticipated asbestos removal works have been validated. Potential future variations include additional costs due to extensions of time and settlement of structure.	350,000
8710: Stribling Reserve Electronic Scoreboard	Project Account	\$230K grant received from Australian Government was fully allocated to Stribling Reserve Sports Lighting Upgrade (9671/W9518) however \$30K of these funds should have been allocated to the scoreboard project.	30,000

The following budget transfers, detailed in Table 3, represent projects that have been successfully completed and are presented to Council for acknowledgement. Where unexpended funds remain they are returned to the source of funding as per Council's business practices, if the source of funds is the Accumulated Unallocated Reserve, the funds are returned to the Project Savings Account during the year and at the end of the year the balance of the Project Savings Account will be returned to the Accumulated Unallocated Reserve.

Table 3 Projects to be Closed

The following budget transfers, detailed in Table 3, represent projects that due to exceptional circumstances the Chief Executive Officer has approved project budget adjustments that now require Council ratification.

Project Name	Funding Source	Basis for Variation	Project Allocation \$
9655: Customer Experience Function Furniture	Project Savings Account	Scope complete and savings can be returned to source.	(4,928)
9672: Surf Coast Highway to KMCC Pathway (PC02)	DCP Council Funds Reserve	Scope complete and savings can be returned to source.	(7,866)
9664: Cape Otway Rd/Winchelsea-Deans Marsh Road Intersection safety audit	Project Savings Account	Scope complete and savings can be returned to source.	(12,310)

4.1 Project Budget Adjustments and Cash Reserve Transfers - June 2018

Project Name	Funding Source	Basis for Variation	Project Allocation \$
9225: Drainage Renewal Program	Asset Renewal Reserve	Scope complete and savings can be returned to source.	(8,393)
9440: Anglesea Transfer Station Upgrade Stg 2b (wind and rain protection)	Waste Reserve	Project cancelled due to tender response well above budget available and re-consideration of requirements given potential for a future project to construct a larger shelter facility to handle E-Waste and problem waste.	(157,148)
9674: Cape Otway Road Bridge Strengthening Design	Asset Renewal Reserve	Scope complete and savings can be returned to source. Construction project is funded separately.	(580)
9026: Realign Anglesea Transfer Station Entrance	Waste Reserve	Scope complete and savings can be returned to source.	(9,239)
8748: Winchelsea RV Friendly Area	Project Savings Account	Scope complete and savings can be returned to source.	(5,848)
8748: GC Commonwealth Games Queens Baton Relay	Project Savings Account	Scope complete however additional funds required to cover traffic management costs	679
9617: Bus Bay and Road Widening SC Secondary College	Project Savings Account	Scope complete and savings can be returned to source.	(873)
9623: Forest Road Pavement Rehabilitation	Asset Renewal Reserve	Scope complete and savings can be returned to source.	(34,754)
9625: Fischer and Beach Road Roundabout Renewal	Asset Renewal Reserve	Scope complete and savings can be returned to source.	(76,669)
9526: Aireys Inlet Pedestrian Island	Grant Funded	Additional funds \$13,600 received from VicRoads; scope complete and savings can be returned to source.	13,600
	Project Savings Account		(13,496)
8742: Anglesea Futures Plan Community Consultation	Project Savings Account	Scope complete and savings can be returned to source. Future engagement requirements yet to be identified.	(35,257)
9453: CCP Playzone - Banyul Warri Fields Play and Skate Zone - Safety and Amenity Improvements	Project Savings Account	Scope complete and project can be closed. Minor overspend of funds carried forward to 2017/18. Life of project spend \$1,593,647.	237
8605: Aged and Family Strategy Implementation	Project Savings Account	Scope completed and project can be closed. Additional funds required due to breakage of Youth Pod windows during transport.	1,439
8530: Early Years Strategy Implementation	Project Savings Account	Scope complete and savings can be returned to source.	(593)
8740: Aireys Inlet Units 2 Fraser Drive Sale	Aireys Inlet Units Reserve	Scope complete and savings can be returned to source.	(9,693)

4.1 Project Budget Adjustments and Cash Reserve Transfers - June 2018

Project Name	Funding Source	Basis for Variation	Project Allocation \$
9611: Unsealed Road Network Strategy	Project Savings Account	Scope complete and savings can be returned to source.	(1,510)
9645: Anglesea Netball Courts Car Park Design	Project Savings Account	Scope complete and savings can be returned to source.	(3,900)
9613: Ten Bus Shelters	Grant Funded	Scope complete and savings can be returned to source. Grant funding received lower than budgeted.	(13,018)
	Project Savings Account		(15,044)
8651:Hesse Street Pedestrian Bridge Concepts	Project Savings Account	Scope complete and savings can be returned to source.	(359)
8633: MAV Local Government Funding Vehicle	Project Savings Account	The 2018 borrowings tender has closed, and the contract awarded to the NAB. The LGFV budget will not be required, this project can be closed and funds returned to source.	(4,000)
9666: Torquay SES Facility Drainage Works	Project Savings Account	Broader catchment issues have been identified including dis-benefits for downstream drainage network. Project to be cancelled. Rationale to be re-assessed to determine if future project required.	(15,000)

The following budget transfers, detailed in Table 4, represent projects that due to exceptional circumstances the Chief Executive Officer has approved project budget adjustments that now require Council ratification.

Table 4 Ratification of CEO Approved Transfers

Project Name	Funding Source	Basis for Variation	Project Allocation \$
9649: Duncan Street Pathway Renewal	Asset Renewal Reserve	Following quotation process, additional budget required to deliver scope.	5,000
9699: Roadknight St Construction, Lorne	Contribution Funded	Benefiting property owners to the Roadknight Street construction have agreed to fund the asphaltting of the street.	28,000
9636:Cape Otway Road Pathway	Special Charges Funded	Special Charge Scheme income no longer proposed.	(1,000)
	Project Savings Account	Detailed design has identified additional costs - tree removal and stormwater drainage.	8,000

Financial Implications

The proposed Project Budget Adjustments and Cash Reserve Transfers are outlined in this Report. Through this report all financial implications of the project budget adjustments and cash reserve transfers are clearly and transparently presented to Council and the community.

Council Plan

Theme 5 High Performing Council
Objective 5.1 Ensure Council is financially sustainable and has the capability to deliver strategic objectives
Strategy 5.1.1 Establish long-term financial principles and incorporate into the long-term financial plan

4.1 Project Budget Adjustments and Cash Reserve Transfers - June 2018

Policy/Legal Implications

Not applicable.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

Not applicable.

Social Considerations

Not applicable.

Community Engagement

Not applicable.

Options

Option 1 – Not approve transfers as recommended

This option is not recommended because transfers are necessary to allow ongoing delivery and closure of projects, and have been through a series of governance checks.

Option 2 – Adopt officer recommendation

This option is recommended by officers as the project budgets and cash reserve transfers supports implementations of Council's strategies.

Environmental Implications

Not applicable.

Communication

Not applicable.

Conclusion

It is recommended that Council approve the project budget adjustments and cash reserve transfers for June 2018.

4.2 Declaration of 2018-19 Rates and adoption of the 2018-19 Annual Budget

Author's Title: Manager Finance

General Manager: Anne Howard

Department: Finance

File No: F17/960

Division: Governance & Infrastructure

Trim No: IC18/933

Appendix:

1. 2018-19 Adopted Annual Budget Document (D18/71810)
2. List of Changes to the 2018-19 Budget (D18/75923)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

The purpose of this report is for Council to declare the rates for the 2018-19 financial year and adopt the 2018-19 Annual Budget.

Summary

At the Council Meeting held on Tuesday 24 April 2018, Council resolved to give public notice that it had prepared a draft Annual Budget for the 2018-19 financial year and resolved to exhibit the document for the period commencing on Thursday 26 April 2018 and concluding at 4.00pm on Thursday 24 May 2018.

The budget document on exhibition included the financial component of the Strategic Resource Plan which is to be adopted at the 26 June 2018 Council meeting.

The Hearing of Submissions Committee considered all submissions received during the exhibition period. The draft Budget has been amended as a result of the submissions process and all submitters will be provided with written responses, including responses to queries or questions raised.

The Surf Coast Shire Council Budget 2018-19 is attached as Appendix 1 to this report, and includes amendments made as a result of the submissions process, which are listed in Appendix 2.

4.2 Declaration of 2018-19 Rates and adoption of the 2018-19 Annual Budget

Recommendation

That Council:

1. Note that 29 public submissions and an organisational submission were received in relation to the draft Annual Budget.
2. Note that changes arising from the public and organisational submissions as listed in Appendix 2.
3. Adopt the 2018-19 Annual Budget.
4. Declare the amount of rates and charges intended to be raised as follows:

General Rates	Amount Raised	Rate (Cents/\$CIV)
General Rate Land	\$ 31,679,777	0.21545
Farm Rate Land	\$ 1,920,027	0.16159
Commercial/Industrial Rate Land	\$ 3,202,567	0.40936
Vacant Residential Rate Land	\$ 2,132,412	0.43090
Vacant Provisional Rate Land	\$ 568,922	0.21545
Total General Rates	\$ 39,503,705	
Annual Service Charges		
Urban Garbage Charge	\$ 6,821,825	\$409.00 per rateable property
Rural Garbage Charge	\$ 571,897	\$339.00 per rateable property
Municipal Charge	\$ 4,473,248	\$208.00 per rateable property
Total Charges	\$ 11,866,970	
Total General Rates and Charges	\$ 51,370,675	

5. Declare that rates, rating differentials and charges for the period 1 July 2018 to 30 June 2019 conform with Council's Rating Strategy and will be applied as outlined in section 4.1 of the 2018-19 Annual Budget.
6. Note that general rates must be paid by four instalments made on or before the following dates:
 - Instalment 1 – 1 October 2018
 - Instalment 2 – 30 November 2018
 - Instalment 3 – 28 February 2019
 - Instalment 4 – 31 May 2019
7. Require that any person pay interest on any amounts of rates and charges which:
 - a. that person is liable to pay; and
 - b. have not been paid by the dates specified for their payment.
8. Authorise the Manager Finance to levy and recover the general rates and service charges in accordance with the Local Government Act 1989.
9. Note that new borrowings of \$3.9 million are included in the 2018-19 Annual budget.

4.2 Declaration of 2018-19 Rates and adoption of the 2018-19 Annual Budget

Report

Background

Section 127 of the Act requires that:

- “(1) A Council must prepare a budget for each financial year.
- (2) The Council must ensure that the budget contains—
- (a) financial statements in the form and containing the matters required by the regulations;
 - (b) a description of the services and initiatives to be funded in the budget;
 - (c) a statement as to how the services and initiatives described under paragraph (b) will contribute to achieving the strategic objectives specified in the Council Plan;
 - (d) Major Initiatives, being initiatives identified by the Council as priorities, to be undertaken during the financial year
 - For services to be funding in the budget, the prescribed indicators of service performance that are required to be reported against in the performance statements under section 131;
 - The prescribed measures relating to those indicators
 - (e) any other details required by the regulations.

Section 127 (3) further outlines the requirements for disclosure of proposed rates and charges in the budget:

- “(3) The Council must ensure that the budget also contains—
- (a) the information the Council is required to declare under section 158(1);
 - (b) if the Council intends to declare a differential rate under section 161, the details listed in section 161(2);
 - (c) if the Council intends to declare a differential rate under section 161A, the details listed in section 161(2).

Prior to Council adopting its Budget, it is required to publicly exhibit the draft document and to receive and consider public submissions. Section 223 of the Act requires this public exhibition process to continue for a period of not less than 28 days after the date on which a public notice is published.

Section 129 of the Act requires:

- (1) As soon as practicable after a Council has prepared a proposed budget or revised budget, the Council must give public notice.
- (2) A person has a right to make a submission under section 223 on any proposal contained in the budget or revised budget.
- (3) In addition to any other requirements specified by this Act, the notice referred to in sub-section (1) must—
 - (a) contain any details required by the regulations; and
 - (b) advise that copies of the budget or revised budget are available for inspection for at least 28 days after the publication of the notice at—
 - (i) the Council office and any district offices; and
 - (ii) any other place required by the regulations.
- (4) A copy of the budget or revised budget must be available and published as set out in sub-section (3)(b) and (c).

Section 130 (1) requires Council to adopt the budget by June 30 each year, and section (4) requires Council to submit a copy of the Budget to the Minister within 28 days of adopting the Budget.

Discussion

A public submission process was held for the draft 2018-19 annual budget incorporating the strategic resource plan. Following the public exhibition process, 29 Public Submissions and an organisation submission were received.

The 2018-19 Budget has been amended as a result of the submissions process to include the adjustments listed in Appendix 2. All submitters will be provided written responses, including responses to queries or questions raised.

4.2 Declaration of 2018-19 Rates and adoption of the 2018-19 Annual Budget

Financial Implications

The Budget is required to be prepared pursuant to Section 127 of the Local Government Act 1989, and must include:

- (a) financial statements in the form and containing the matters required by the regulations;
- (b) a description of the services and initiatives to be funded in the budget;
- (c) a statement as to how the services and initiatives described under paragraph (b) will contribute to achieving the strategic objectives specified in the Council Plan;
- (d) Major Initiatives, being initiatives identified by the Council as priorities, to be undertaken during the financial year
 - For services to be funded in the budget, the prescribed indicators of service performance that are required to be reported against in the performance statement under section 131;
 - The prescribed measures relating to those indicators
- (e) any other details required by the regulations.

The budget must also include details of the rates and charges which Council intends to levy.

Section 129 of the Act requires Council to publicly exhibit the draft Budget, giving the public the right to make a submission pursuant to Section 223 of the Act.

Section 223 of the Act outlines the process that must be followed by Council to publicly exhibit the draft Budget and to receive and consider public submissions prior to its final adoption.

Section 130 (4) requires Council to submit a copy of the Budget to the Minister within 28 days of adopting the Budget.

The Annual Budget 2018-19 complies with Section 127, 129, 130 and 223 of the Act.

Council Plan

Theme	5 High Performing Council
Objective	5.2 Ensure that Council decision-making is balanced and transparent and the community is involved and informed
Strategy	5.2.2 Evolve our community engagement approach to inform strategic Council direction and decision-making

Policy/Legal Implications

Not Applicable.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

This report is provided to Council to ensure that it complies with the relevant legislation in regard to the preparation and adoption of the Budget.

Social Considerations

Council has remained considerate of social matters when formulating the Budget.

Community Engagement

As outlined in the report.

Environmental Implications

Environmental Leadership is one of five key themes included in the Council Plan 2017-21. The budget includes performance measures for the following strategic objectives in relation to Environmental Leadership:

- drive the use of renewable energy
- improve the re-use of resources
- support local food production
- retain and enhance rural land for appropriate and sustainable uses.

4.2 Declaration of 2018-19 Rates and adoption of the 2018-19 Annual Budget

Communication

The public exhibition period for the draft Budget was advertised in local media, Council's social media sites, and on Council's web site. Copies of the document was made available at various locations across the shire, including visitor centres, community houses, and Council offices. Submitters wishing to address Council in regard to their submission were provided with an opportunity to do so at the hearing of submissions meeting on 5 June 2018.

A copy of the adopted Annual Budget will be available for public inspection following adoption of the document by Council at the Council offices and on Council's website.

Options

Option 1 – Adopt the 2018-19 Annual Budget

This option is recommended by officers as this will fulfil Council's obligations under the Local Government Act 1989.

Option 2 – Do Not adopt the 2018-19 Annual Budget

This option is not recommended by officers as Council would then be in breach of section 127 of the Local Government Act.

Conclusion

The Annual Budget 2018-19 is presented to Council for adoption.

4.2 Declaration of 2018-19 Rates and adoption of the 2018-19 Annual Budget

APPENDIX 1 2018-19 ADOPTED ANNUAL BUDGET DOCUMENT



Budget 2018-19

Surf Coast Shire Council



www.surfcoast.vic.gov.au



Budget 2018-19

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Budget 2018-19



Mayor's Introduction



It is my pleasure to present the 2018-19 Budget to the community. This is the second budget in this term of Council.

The Annual Budget is guided by Council's vision of an engaged, innovative and sustainable community, and by Council's purpose to help our communities and environment to thrive.

We are excited by our future and the budget invests soundly in future projects, while remaining prudent and taking into account short and long-term demands within the context of the Council's 10-year Long Term Financial Plan.

Our 2018-19 capital works program includes new funding allocations for 74 projects, totalling \$24.3 million of which \$5.2 million is funded from Council's cash reserves. The program includes a full allocation of \$10 million for the Surf Coast Multi-Purpose Stadium in Torquay, funded partly with developer contributions and in anticipation of a further \$3 million funding being made available through external grants.

Along with works already underway, Council plans to deliver projects worth \$20.4 million during the 2018-19 financial year.

We have aligned our rate revenue increase with the State Government's Fair Go Rates system and the rate cap of 2.25% is in line with Treasury inflation forecasts.

Our important business improvement and digital transformation reform programs are well underway and will help us realise efficiencies and benefits in ongoing delivery of important services and infrastructure within the constraints of the rate cap.

Waste management remains an important topic in a dynamic sector, particularly in regard to recycling. Recent changes in the recycling industry are leading to significantly higher costs, and our waste service charge will increase by 8% overall in order to meet these costs.

We will continue to operate the landfill at Anglesea and intend to invest in important waste infrastructure as part of this budget.

As well as continued funding for roads, libraries and kindergartens this budget will continue funding Council's environmental leadership and community wellbeing programs as well as the digital transformation and business improvement reforms already underway.

I commend councillors and staff for their work in preparing this budget and present it to the community.

Cr David Bell

Mayor

Budget 2018-19



CEO's Introduction



This is the second budget in this council term, and the third budget under the State Government's Fair Go Rates system.

Readers may note that this document has been updated in look and feel to represent best practice as recommended in Local Government Victoria's new Model Budget Guidelines.

We have also retained important features in this document to maintain transparency in Council's decision making, including equity tables and ward maps.

We continue to maintain a long term financial plan and work within our means to deliver value for money for ratepayers. It is pleasing that our commitment to reform has supported the achievement of a budget surplus, notwithstanding the revenue challenges of the rate cap. Council will hold approximately \$1.1 million of unallocated cash at this time to assist responding to future opportunities or challenges and enable investment in strategic priorities that may arise.

Our ongoing Business Improvement and Digital Transformation programs are important initiatives designed to support the organisation's capacity to deliver ongoing services and new infrastructure to the community. Council also continues to provide \$0.5 million for investment in business case projects to deliver an efficiency gain and provide a return. This budget continues to responsibly plan for long term financial sustainability, including the allocation of funds for important future commitments such as asset renewal and growth.

Thank you to staff and councillors for their input into the budget process and commitment to achieving our purpose and direction.

Keith Baillie

Chief Executive Officer

Budget 2018-19



Executive Summary

Rates

This budget proposes to increase rate revenue in line with the Fair Go Rates System cap of 2.25%. The cap applies to the total revenue generated through both general rates and the municipal charge. Council's rate revenue also increases from supplementary rates, which are new ratepayers that are created throughout the year from the building of new properties, subdivisions or existing property development. Council's long term financial planning anticipates the rate revenue to be raised from new ratepayers. Funds received from these supplementary rates are important to support the needs of a growing population.

New legislation introduced by the State Government means that every property within the Council's boundary will now be subject to an independent annual valuation, and these values will be used to calculate individual property rates. This annual revaluation does not result in a net gain or loss of revenue to Council, instead it redistributes the rates burden according to updated property values. This means ratepayers may see rate increases that differ from the average 2.25% increase because of changes to their property value relative to that of other ratepayers' properties.

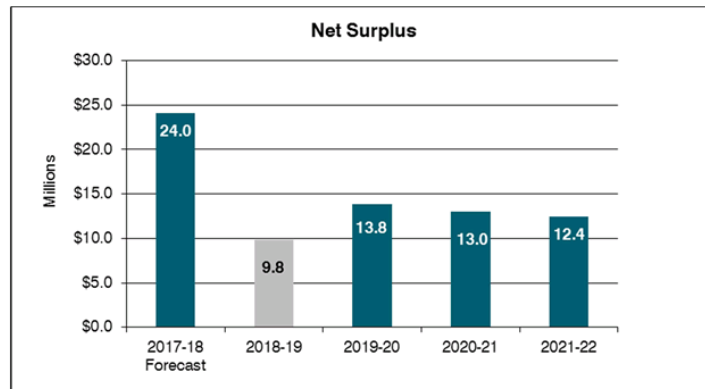
Waste charges are budgeted to increase by 8% in 2018-19. Recent global policy changes are impacting the Australian recycling industry, leading to significantly higher costs for the processing of recycled materials. The 8% increase to the waste charge ensures that Council can continue to provide this important service.

Rating information is further detailed in section 4.1 of this document.

Net Surplus

The expected net surplus for the 2018-19 year is \$9.8 million. The net surplus represents all operating revenues less expenses and is shown on Council's formal financial statements (section 3).

It is important to note this result includes many one-off factors such as grants received from Commonwealth and State Governments that are solely for projects. This can make comparison of the net surplus over time difficult. Accordingly, Council also provides its financial information in an alternate format to show the annual result as an unallocated cash surplus (or deficit). Lower grants received are the major reason for the decrease in the net surplus from 2017-18 to 2018-19, which includes the receipt of \$2.04 million of the 2018-19 grants commission allocation in the 2017-18 year.





Budget 2018-19

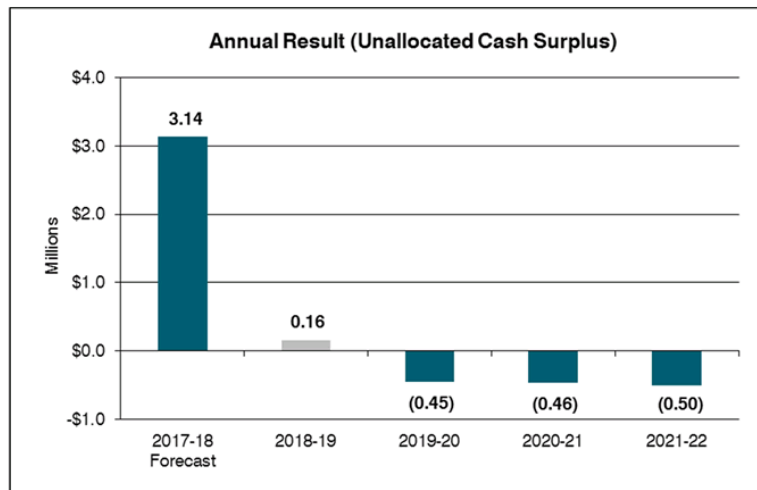
Annual Result

Local government financial reporting often includes a number of pre-allocated items that can make it difficult for readers to understand underlying performance. Contributions, grants and once-off project funding further contribute to this difficulty. Accordingly it is useful to consider the annual result in the form of the unallocated cash surplus. In 2017-18 Council's annual result was influenced by asset sales and a significantly favourable recurrent operating result.

Achieving an unallocated cash surplus in any given year will be an ongoing challenge for Council under the State Government's *Fair Go Rates* System (rate capping). The resulting lower available funding constrains Council's ability to both deliver new infrastructure and respond quickly to financial challenges.

Council has been proactive in introducing its Business Improvement and Digital Transformation programs to improve efficiency and service, and importantly generate permanent savings that contribute to Council's long term financial sustainability. Council has incorporated \$0.6 million of ongoing savings in the 2018-19 budget as a result of the Business Improvement and Digital Transformation programs.

Whilst this budget shows a positive annual result, the Strategic Resource Plan shows from 2019-20 rate capping and increasing financial commitments will challenge Council's ability to return an annual surplus. The 2018-19 result includes a net \$0.2 million of recurrent items that Council agreed to incorporate into the budget after the public exhibition and submission process, which includes an increase of \$0.15 million in the annual unsealed road maintenance program.



Cash and Investments

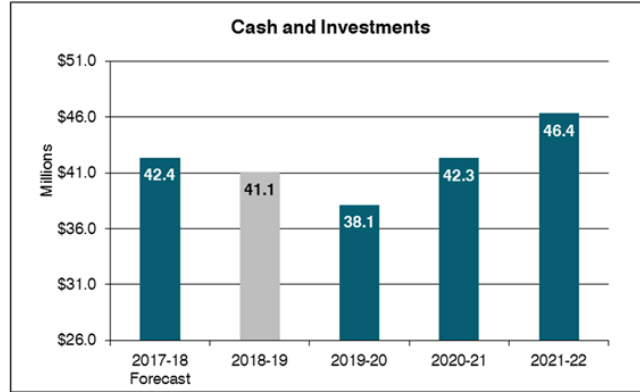
Cash and investments are expected to decrease by \$1.3 million during the year to \$41.1 million. Council is continuing to allocate cash to reserves in line with its longer term capital works plan. The increase in cash holdings from 2018-19 to 2021-22 relates in part to:

- Waste Reserve \$9.9 million growth to partly fund \$14.7 million of projects planned for delivery between 2022 and 2025.



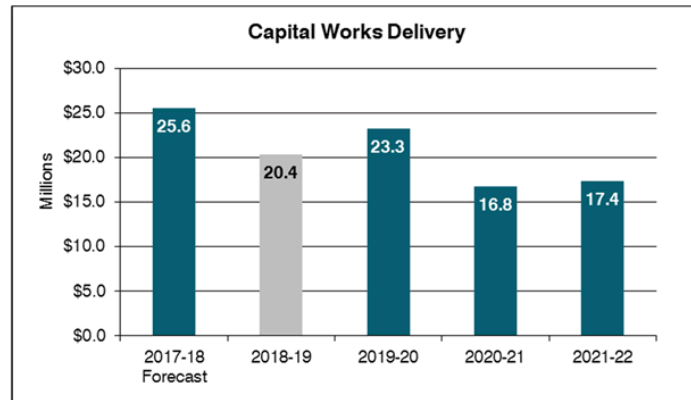
Budget 2018-19

- The Spring Creek and Winchelsea infrastructure plan allocations that amount to \$6.0 million growth to support delivery of capital works in years beyond the four year Strategic Resource Plan.



Capital Works

Council will deliver \$20.4 million of capital works in 2018-19, returning to normal capital spend levels on the back of a record delivery of \$25.6 million planned in 2017-18. Capital works delivery will increase to \$23.3 million in the 2019-20 year, mainly due to the construction of the Surf Coast Multi-Purpose Stadium.



The capital works program has been based on strategic analysis and community consultation. This enables Council to assess needs and develop understanding and justification for each project. The budget also continues Council’s commitment to asset renewal funding based on strategic funding models. Council must also address its capital obligations under the Torquay / Jan Juc Developer Contribution Plan.

Council has established an asset renewal funding strategy that provides an overall allocation to asset renewal, rather than determining each year’s funding from the projects that are to be undertaken that year. This approach is based on predicting the level of asset renewal funding required over the next 20 years and smoothly increasing the annual allocation to achieve that target.



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Utilising a known allocation rather than having renewal requirements compete for funding against new priorities reflects Council's commitment to maintain existing facilities. This supports those communities that are not growing at the same rate as others in the Shire and may not receive funding for many new or upgraded facilities.

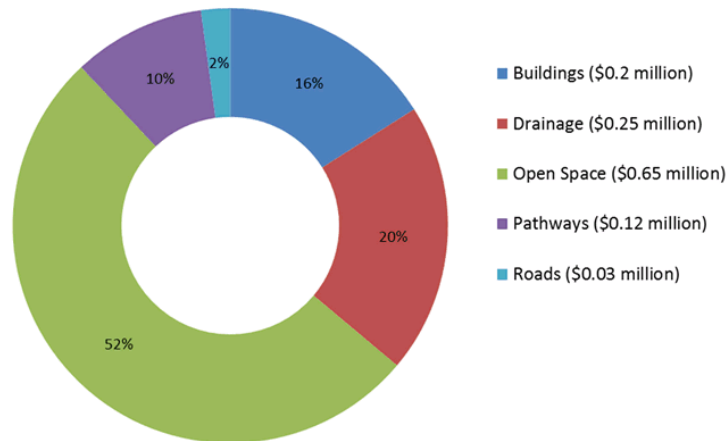
Further information on Council's capital works program can be found in section 3.5 and 4.5 of this document.

Asset Renewal Backlog

Council assets such as facilities and roads support the delivery of its services. When the condition of an asset degrades, Council needs to consider whether the asset will be renewed. Council prioritises renewal candidates within available renewal funding, and those unable to be funded are identified on the Asset Renewal Backlog.

Council's currently identified backlog is \$1.2 million (listed in appendix D of this document). The asset renewal backlog as a percentage of Council's total asset base of \$558 million is 0.22%. This is a very low figure when considered across the local government sector. The reasons assets are on the backlog list are included in appendix D. Renewal backlog projects will be considered for funding in future budgets, along with other assets whose condition reaches that point within the next 12 months.

**Asset Renewal Backlog
as at 1 July 2018**



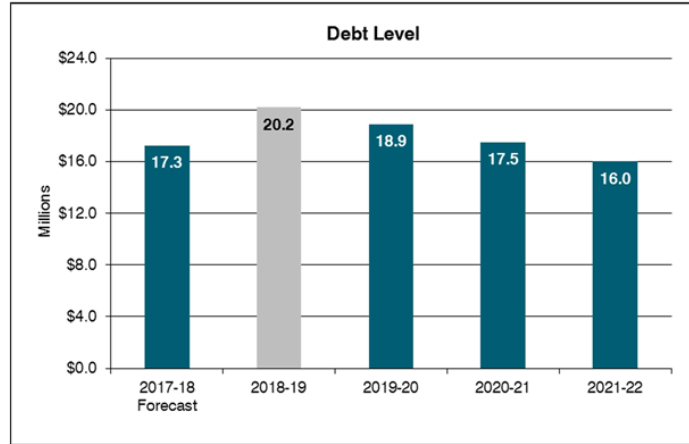
The reduction from 2017-18 renewal backlog of \$0.2 million relates to a decrease in pathway (\$0.27 million) and road asset (\$0.31 million) backlogs, partially offset by an increase in open space assets backlog of \$0.39 million.



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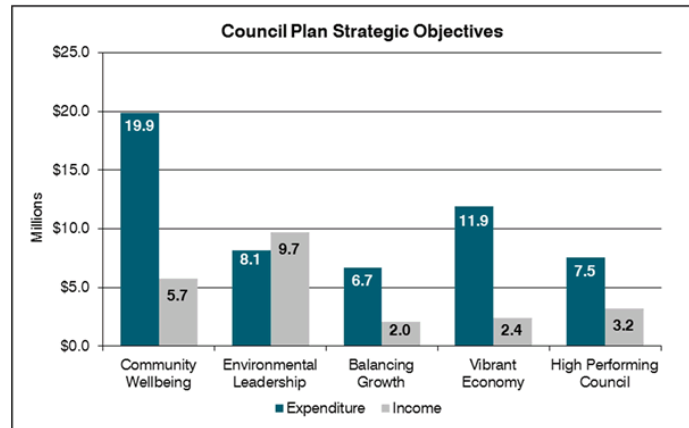
Debt Management

Council continues to maintain a moderate level of debt and is planning new borrowings of \$3.9 million in 2018-19 as part of the cash flows for the construction of the Surf Coast Multi-Purpose Stadium. The 2017-18 forecast includes \$3.0 million of new borrowings for the Kurrabee Myaring Community Centre. With the new debt funding that supports these two important facilities borrowing levels are still within the local government prudential guidelines. Council will consider its cash position before entering into any new debt arrangements. Section 4.2 of this document contains further information about Council's debt profile.



Strategic Objectives

The Council Plan sets out the strategic objectives that Council will focus on for this Council term (2017-2021). The Plan has 5 key themes with corresponding strategic objectives and outcomes. The following table outlines Council's non-capital expenditure and income for each theme. These are detailed further in sections 1 and 2. Corporate overheads within Council are distributed to primary services to reflect the true cost of service delivery. Recognition of corporate overheads is recommended by the Victorian Auditor General and is utilised by many Victorian councils.



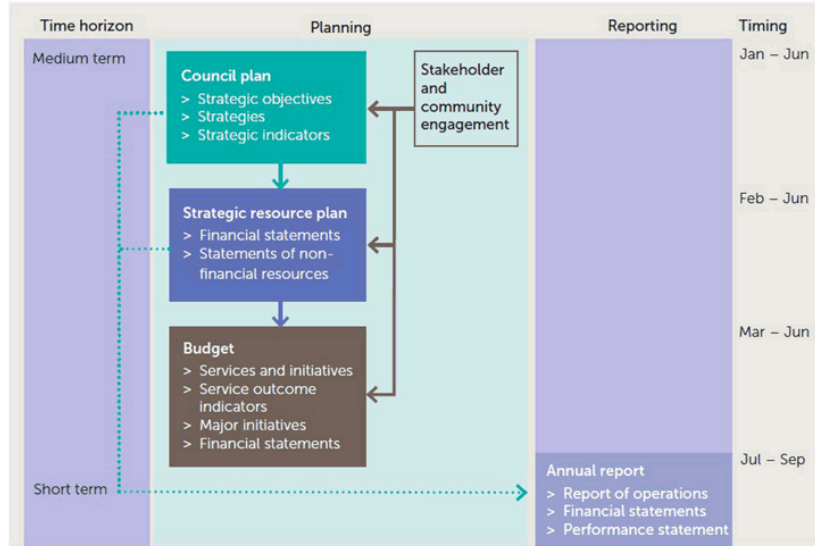


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1. Link to the Council Plan

This section describes how the Annual Budget links to the achievement of the Council Plan within an overall planning and reporting framework. This framework guides the Council in identifying community needs and aspirations over the long term, medium term (Council Plan) and short term (Annual Budget) and then holding itself accountable (Annual Report).

1.1 Planning and Accountability Framework



Source: Department of Environment, Land, Water and Planning

As indicated above, Council has a long term plan which articulates a community vision, mission and values. The Council Plan is prepared with reference to Council's long term Community Plan.



Budget 2018-19

1.2 Our Purpose

The Surf Coast Shire Council Purpose states the Council exists to:

Help our community and environment to thrive.

The Organisation Direction was introduced to guide thinking on future challenges and opportunities. There are many influences likely to impact the way a Council operates. Factors such as pervasive technology, alternatives to government-provided services, environmental change, and social disadvantage will all influence Council's future direction.

The Organisation Direction is intended to address these influences and articulate how Council will be positioned in the future. The Organisation Direction states that the Council will be:

***An innovative and flexible leader,
 and a constructive partner,
 that values the strengths of others;
 a place where people can do their best
 and be proud of their achievements.***

1.3 Council Plan Strategic Objectives

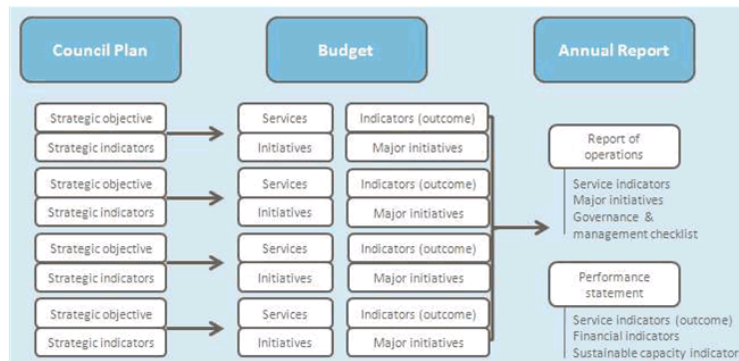
Themes	Strategic Objectives
Community Wellbeing	<ul style="list-style-type: none"> • Support people to participate in and contribute to community life • Support people to be healthy and active • Improve community safety • Provide support for people in need
Environmental Leadership	<ul style="list-style-type: none"> • Drive the use of renewable energy • Improve the re-use of resources • Support local food production • Retain and enhance rural land for appropriate and sustainable uses
Balancing Growth	<ul style="list-style-type: none"> • Ensure infrastructure is in place to support existing communities and provide for growth • Strengthen township boundaries and support unique township character • Understand and manage the impact of population and visitation growth in neighbouring municipalities and our own Shire
Vibrant Economy	<ul style="list-style-type: none"> • Support the creation and retention of jobs in existing and new businesses to meet the needs of a growing community • Facilitate high quality events throughout the year • Strengthen the vitality of town centres • Support key industry sectors such as surfing, tourism, home-based construction, and rural businesses
High Performing Council	<ul style="list-style-type: none"> • Ensure Council is financially sustainable and has the capability to deliver strategic objectives • Ensure that Council decision-making is balanced and transparent and the community is involved and informed • Provide quality customer service that is convenient, efficient, timely and responsive • Ensure the community has access to the services they need



Budget 2018-19

2. Services, Initiatives and Service Performance Indicators

This section provides a description of the services and initiatives to be funded in the Budget for the 2018-19 year and how these will contribute to achieving the strategic objectives outlined in the Council Plan. It also describes several initiatives and service performance outcome indicators for key areas of Council's operations. Council is required by legislation to identify in the budget major initiatives, initiatives and service performance outcome indicators, and report against them in their Annual Report to support transparency and accountability. The relationship between these accountability requirements in the Council Plan, the Budget and the Annual Report is shown below.

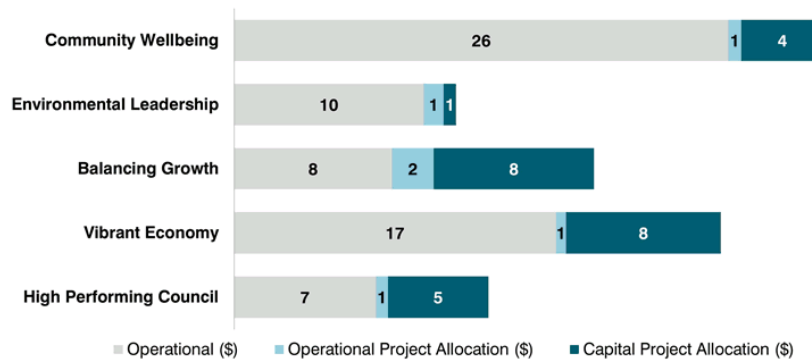


Source: Department of Environment, Land, Water and Planning.

Services for which there are prescribed performance indicators to be reported on in accordance with the Regulations are shown in **bold** and underlined in the following sections. The reconciliation between the surplus for the year recorded on the Comprehensive Income Statement and the activities and initiatives is detailed within this section.

The Budget spends \$100 dollar of rates as follows: \$68 dollars on operational expenditure, \$26 on new capital project allocations and \$6 on new operational project allocations.

Where \$100 of Rates are Spent by Council Plan Strategic Theme



Budget 2018-19



	2018-19 Budget		
	Net Cost (Income) \$'000	Expenditure \$'000	(Income) \$'000
Strategic Theme			
Community Wellbeing	14,171	19,888	(5,718)
Environmental Leadership	(1,553)	8,131	(9,684)
Balancing Growth	4,668	6,695	(2,027)
Vibrant Economy	9,505	11,920	(2,415)
High Performing Council	4,361	7,525	(3,163)
Total Activities and Initiatives	31,151	54,159	(23,008)
Non-attributable Items			
Asset Write Offs	923	923	-
Bad & Doubtful Debts	77	77	-
Debt Servicing	1,155	1,155	-
Depreciation	13,495	13,495	-
Expensed Capital Works	3,582	3,582	-
Granted Assets	(12,265)	-	(12,265)
Interest On Investments	(903)	-	(903)
Non-attributable Items	6,064	19,232	(13,168)
Deficit before Funding Sources	37,215		
Funding Sources			
Rates Revenue & Municipal Charges	(44,375)		
Capital Grants	(252)		
Special Rates and Charges	(21)		
Capital Contributions	(2,402)		
Total funding sources	(47,050)		
(Surplus)/Deficit as per Income Statement	(9,835)		

2.1 Strategic Objective – Community Wellbeing

This theme represents an inclusive community where everyone can participate and contribute. As a result, Council is committed to the following strategic objectives:

- Support people to participate in and contribute to community life
- Support people to be healthy and active
- Improve community safety
- Provide support for people in need

This section outlines the activities and initiatives for Council services and key strategic activities.

Description of Services Provided	Classification	Expenditure (Revenue) Net Cost \$'000
Communications, Community Engagement and Advocacy		
This service is responsible for coordinating Council communications, including liaising with media, formulating media releases, preparing publications and delivering digital communication. The unit also provides support to the Mayor and Councillors in regard to media matters. Council's community engagement and advocacy activity is led and supported by the unit.	Recurrent Operations	1,194 <u>(52)</u> 1,142
	Operating Projects	- <u>-</u> -

Budget 2018-19



Description of Services Provided	Classification	Expenditure (Revenue) Net Cost \$'000
	Capital Allocation	-
Community Emergency Management		
This service assists community and Council plan for, respond to and recover from all potential emergencies and their consequences. This includes coordinating arrangements for the utilisation and implementation of Council resources in response to emergencies and arrangements for the provision of assistance to the community during recovery from emergencies. The unit prepares and maintains fire and other emergency management plans integrated with other local, regional and state plans. The unit also delivers fire prevention programs under the CFA Act and community resilience outreach programs with high risk communities.	Recurrent Operations	774
		-
		774
	Operating Projects	240
		<u>(240)</u>
		-
	Capital Allocation	-
Community Health and Development		
This program area aims to support communities to be resilient and empowered through creating inclusive communities where everyone can participate and contribute. They are responsible for implementing many Council Plan strategies under the pillar of Community Wellbeing, addressing issues such as: Preventing Violence Against Women, Gender Equity, Community Safety, Community Development, Healthy Eating and Physical Activity, Communities of Place and Interest, Volunteering and Alcohol, Tobacco and Other Drugs.	Recurrent Operations	456
		<u>(123)</u>
		333
	Operating Projects	-
		-
		-
	Capital Allocation	-
Early Years and Youth		
This service aims to support families, children and young people to achieve their full potential. This is achieved through the provision of family oriented support services including kindergartens, toy libraries, maternal and child health , youth development programs, family day care, vacation and occasional care programs. The unit also supports playgroups, visiting specialists and the provision of access to facilities and services. Revenue in this area is generated mainly from government grants received and user service fees.	Recurrent Operations	4,684
		<u>(2,806)</u>
		1,878
	Operating Projects	58
		<u>(48)</u>
		10
	Capital Allocation	-
Facilities & Open Space Operations		
This service maintains and renews a wide range of Council facilities and associated infrastructure (e.g. recreation, early years, public toilets, community halls). It is responsible for managing and programming several sports and multi-purpose community facilities including aquatic facilities , which provide a source of income through user fees. The unit also maintains and develops Council's parks and open space assets (e.g. recreation reserves, playgrounds, skate parks, trees, nature reserves). As a Council support service, \$0.9 million is distributed as corporate overhead to the primary services within Council and therefore is not included in the recurrent operations of this service.	Recurrent Operations	7,137
		<u>(372)</u>
		6,764
	Operating Projects	-
		-
		-
	Capital Allocation	1,498
Library and Arts Development		
This service provides a varied program of arts and cultural activities. Council develops policies and strategies to facilitate art practice often in partnership with community members. The function is also responsible for the provision of library services and manages a service agreement with the Geelong Regional Library Corporation. Library services are provided at the Torquay branch and across the municipality with a mobile service.	Recurrent Operations	944
		-
		944
	Operating Projects	73
		<u>(4)</u>
		69
	Capital Allocation	-

Budget 2018-19



Description of Services Provided	Classification	Expenditure (Revenue) Net Cost \$'000
Open Space Planning		
The open space activities of Council include ensuring that the management of public open space is conducted with a focus on environmental planning. The Open Space Planning unit is responsible for planning the development of public open space and working closely with community groups.	Recurrent Operations	254
		<u>-</u>
		254
	Operating Projects	-
		<u>-</u>
		-
	Capital Allocation	-
Positive Ageing		
This service provides a range of home and community care and social support services for older people and people with a disability to assist them to remain independent and active participants in the community. Services include in-home assessment, home delivered and community meals, in-home domestic respite and personal care, home maintenance and modifications, senior citizens, café style support programs, service coordination, and community development activities. Revenue in this area is generated mainly from government grants and user service fees.	Recurrent Operations	3,174
		<u>(2,036)</u>
		1,138
	Operating Projects	104
		<u>-</u>
		104
	Capital Allocation	-
Recreation Planning		
This service plans for the development and management of Council facilities with a primary focus on recreation and multi-purpose facilities. It is responsible for assessing community-led recreation projects and delivering numerous recreation and open space projects. The unit also focuses on community capacity building via community development activities and grants.	Recurrent Operations	796
		<u>(35)</u>
		761
	Operating Projects	-
		<u>-</u>
		-
	Capital Allocation	12,093

Major Initiative

1. Implementation of Positive Ageing Service Review Outcomes

Initiatives – Operational Projects

1. Engage Youth Program
2. Freeza Youth Project
3. Implementation of Mosquito Plan
4. Pop Up Arts Space
5. Surf Coast Shire Theatre Feasibility Study
6. Winchelsea Youth Support Planning and Contribution

Initiatives – New Recurrent Expenditure

1. Arts Program
2. Bookings Officer
3. Building Maintenance Growth
4. Cluster Management Administration
5. Health and Wellbeing Officer
6. Maintenance of Seven Kindergarten Playgrounds
7. Open Space Planning Growth
8. Street Tree Management Growth
9. Township Maintenance Growth
10. Utilities Growth
11. Youth Development Casual Staff - Support New Youth Spaces.



Budget 2018-19

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Maternal and Child Health	Participation	Participation in the MCH service (Percentage of children enrolled who participate in the MCH service)	[Number of children who attend the MCH service at least once (in the year) / Number of children enrolled in the MCH service] x100 Annual Report 2016-17 Result: 78.42%
		Participation in MCH service by Aboriginal children (Percentage of Aboriginal children enrolled who participate in the MCH service)	[Number of Aboriginal children who attend the MCH service at least once (in the year) / Number of Aboriginal children enrolled in the MCH service] x100 Annual Report 2016-17 Result: 81.25%
Libraries	Participation	Active library members (Percentage of the municipal population that are active library members)	[Number of active library members / municipal population] x100 Annual Report 2016-17 Result: 19.43%
Aquatic Facilities	Utilisation	Utilisation of aquatic facilities (Number of visits to aquatic facilities per head of municipal population)	Number of visits to aquatic facilities / Municipal population Annual Report 2016-17 Result: 23%

2.2 Strategic Objective – Environmental Leadership

This theme represents preserving and enhancing the natural environment. As a result, Council is committed to the following strategic objectives:

- Drive the use of renewable energy
- Improve the re-use of resources
- Support local food production
- Retain and enhance rural land for appropriate and sustainable uses

This section outlines the activities and initiatives for Council services and key strategic activities.

Description of Services Provided	Classification	Expenditure
		(Revenue) Net Cost \$'000
Environment		
This service ensures that Council complies with Victorian and Commonwealth Government legislative requirements regarding the environment, including: native vegetation; listed species and ecological communities; pest plants and animals; and statutory planning referrals. A wide range of Council Plan strategies related to pest plant and animal management, sustainability, environmental leadership and climate change are also delivered. The unit is the designated land manager for Council's many nature reserves (including the world famous Bells Beach Surfing Recreation Reserve), 1500km of rural roadsides and also some waterways. The unit provides specialist environmental and sustainability advice internally to Council and externally to community groups, local businesses, agencies and members of the public.	Recurrent Operations	1,156 -
	Operating Projects	409 (6)
	Capital Allocation	40
Waste Management		
The Waste Management function involves management of Council's landfill and transfer stations, waste collection including kerbside rubbish collection and street cleaning and maintenance of street litter bins. The	Recurrent Operations	6,438 (9,682) (3,244)



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Description of Services Provided	Classification	Expenditure (Revenue) Net Cost \$'000
Waste Management unit has a strong focus on community education and waste services planning. Revenue in this area is generated mainly from garbage collection fees.	Operating Projects	126
		-
		126
	Capital Allocation	354

Major Initiative

1. Street Light Program Upgrade (Business Case)
2. Shire Wide Settlement Strategy

Initiatives – Operational Projects

1. Bells Beach Coastal Management Plan
2. Environmental Leadership
3. Environmental Study Torquay
4. Food Organics Garden Organics Trial
5. Grasstree Park Asbestos Management Phase Two
6. Municipal Emergency Management Program
7. RACV Water Harvesting Agreement Licence

Initiatives – New Recurrent Expenditure

1. Anglesea Resale Shed Casual Labour Support
2. e-Waste Disposal Compliance

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Waste collection	Waste diversion	Kerbside collection waste diverted from landfill (Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill)	[Weight of recyclables and green organics collected from kerbside bins / weight of garbage, recyclables and green organics collected from kerbside bins] x100 Annual Report 2016-17 Result: 54.76%

2.3 Strategic Objective – Balancing Growth

This theme represents providing for growth whilst ensuring the intrinsic values and character of the Shire are retained. As a result, Council is committed to the following strategic objectives:

- Ensure infrastructure is in place to support existing communities and provide for growth
- Strengthen township boundaries and support unique township character
- Understand and manage the impact of population and visitation growth in neighbouring municipalities and our own Shire

This section outlines the activities and initiatives for Council services and key strategic activities.

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Description of Services Provided	Classification	Expenditure (Revenue) Net Cost \$'000
Asset Management		
This service is responsible for integrated and prioritised capital works planning. This includes development and implementation of asset management plans for planning for the expansion of Council's asset portfolio for the needs of a growing population, as well as planning the renewal management of Council's existing Infrastructure. In addition the function manages and maintains Council's fleet portfolio as well as subdivision design approval and works inspections. As a Council support service, \$1.2 million is distributed as corporate overhead to the primary services within Council and therefore is not included in the recurrent operations of this service.	Recurrent Operations	794 <u>(834)</u> (40)
	Operating Projects	- <u>-</u> -
	Capital Allocation	1,603
Engineering Services		
This service is responsible for the design of traffic and drainage infrastructure projects. They also manage traffic management, street lighting and bus shelters throughout the Shire. Revenue in this area is generated mainly from government grants received and user service fees.	Recurrent Operations	1,534 <u>(55)</u> 1,479
	Operating Projects	527 <u>-</u> 527
	Capital Allocation	1,105
Gherang Gravel Pits		
Revenue in this service area relates to gravel pit royalties. Expenditure relating to this service relates to Crown royalty and leasing costs, maintenance, management and associated fees.	Recurrent Operations	161 <u>(448)</u> (287)
	Operating Projects	- <u>-</u> -
	Capital Allocation	-
Planning & Development		
This service is responsible for municipal building surveying and strategic and statutory planning . It includes processing all planning applications, providing advice and assessing development proposals which require a planning permit, and representing Council at the Victorian Civil and Administrative Tribunal where necessary. It is also responsible for monitoring Council's planning scheme, developing land use policy and preparing and processing amendments to the Planning Scheme. Review of policies and strategies relating to urban design issues are also processed under this function. Revenue in this area is generated mainly from government grants and user service fees.	Recurrent Operations	3,105 <u>(690)</u> 2,415
	Operating Projects	575 <u>-</u> 575
	Capital Allocation	41

Major Initiative

1. Lorne Structure Plan Stage Two
2. Significant Landscape Study Torquay

Initiatives – Operational Projects

1. Lorne Aspirations Plan
2. Heritage Study Stage 2C
3. Hinterland Futures Planning Scheme Amendment
4. Moriac Stormwater and Septic Study
5. Surf Coast Shire Parking Options Study
6. Winchelsea Environmental Audit Overlay Planning Scheme Amendment



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Initiatives – New Recurrent Expenditure

1. Domestic Animal Management Plan Implementation
2. Senior Planning and Development Investigations Officer
3. Statutory Planning Growth Resources
4. Street Lighting Growth

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation & Performance
Statutory planning	Decision making	Council planning decisions upheld at VCAT (Percentage of planning application decisions subject to review by VCAT and that were not set aside)	[Number of VCAT decisions that did not set aside Council's decision in relation to a planning application / Number of VCAT decisions in relation to planning applications] x100

Annual Report 2016-17 Result: 80.95%

2.4 Strategic Objective – Vibrant Economy

This theme represents supporting innovative, sustainable businesses and activities that create jobs and are valued by the community and visitors. As a result, Council is committed to the following strategic objectives:

- Support the creation and retention of jobs in existing and new businesses to meet the needs of a growing community
- Facilitate high quality events throughout the year
- Strengthen the vitality of town centres
- Support key industry sectors such as surfing, tourism, home-based construction, and rural businesses

This section outlines the activities and initiatives for Council services and key strategic activities.

Description of Services Provided	Classification	Expenditure (Revenue) Net Cost \$'000
Civil Works		
This service is responsible for the construction, maintenance and day-to-day operation of Council's sealed and unsealed road network, ensuring that it can support day-to-day activities including businesses moving customers, supplies and products across the Shire. The Civil Works team also maintains drains and footpaths and other civil infrastructure. In undertaking these responsibilities, the unit is also required to source and manage contracting services to assist with the completion of works, regularly review the standard and cost of materials, and to keep up to date with improved work practices.	Recurrent	4,559
	Operations	(39)
		4,520
	Operating Projects	-
	Capital Allocation	4,776
Development Compliance & Local Laws		
These diverse services support the economy through overseeing issue and compliance with Building development controls and planning enforcement, permits for footpath trading, local law enforcement and Victorian Government agencies enforcement activities. This service provides staff at school crossings to ensure that all pedestrians are able to cross the road safely. It also provides animal management services including a cat trapping program, a dog and cat collection service, a lost and found notification service, a pound service, a registration and administration service, an after-hours service and an emergency service.	Recurrent	3,247
	Operations	(1,515)
		1,732
	Operating Projects	-
	Capital Allocation	-

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Description of Services Provided	Classification	Expenditure (Revenue) Net Cost \$'000
Revenue in this area is generated mainly from the issuance of infringement notices.		
Economic Development & Tourism		
The Economic Development and Tourism service is responsible for business engagement and support, grants administration, tourism marketing, visitor centres, event facilitation and the Australia National Surfing Museum. It includes supporting existing business, attracting new business, providing economic data, grants administration, developing business profiles and contributing to local trader groups. Tourism development functions include promoting the conference market, product development and marketing and funding Great Ocean Road Regional Tourism. The service also facilitates a range of small to internationally recognised events via our event liaison team and provides an event grants funding program. Four visitor centres and the Australian National Surfing Museum service and distribute information to visitors. Revenue in this area is generated mainly from Museum and Visitor Information Centre sales.	Recurrent Operations	3,220 (587) 2,633
	Operating Projects	109 - 109
	Capital Allocation	-
Environmental Health		
This service provides public and environmental health protection services to the community and ensures Council complies with its legislative duties. Services include: food safety – registration and monitoring compliance of food, accommodation, caravan parks and health (hairdressers, tattooist, beauty etc.) businesses; Inspection and issuing permits for wastewater treatment systems and septic tanks; Investigations of public health complaints such as nuisances, food safety, pest control, noise, emissions, odour, pollution, asbestos, water quality; Customer Services/Expert Advice on public and environmental health matters; Public health emergency response; and Childhood and School Immunisation Services. Revenue is generated mainly from health registration fees.	Recurrent Operations	774 (273) 501
	Operating Projects	10 - 10
	Capital Allocation	-

Initiatives – Operational Projects

1. Economic Development Strategy
2. G21 Agribusiness Strategy Implementation
3. Road Safety Officer
4. Torquay Town Centre Urban Design
5. Winchelsea Urban Design Framework

Initiatives – New Recurrent Expenditure

1. Unsealed Road Maintenance

Service Performance Indicators

Service	Indicator	Performance Measure	Computation
Animal Management	Health and safety	Animal management prosecutions (Number of successful animal management prosecutions)	Number of successful animal management prosecutions Annual Report 2016-17 Result: 0
Roads	Satisfaction	Satisfaction with sealed local roads (Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads)	Community satisfaction rating out of 100 with how Council has performed on the condition of sealed local roads Annual Report 2016-17 Result: 61%



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Food Safety	Health and safety	Critical and major non-compliance notifications (Percentage of critical and major non-compliance notifications that are followed up by Council)	[Number of critical non-compliance notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance notifications and major non-compliance notifications about food premises] x100
			Annual Report 2016-17 Result: 99.37%

2.5 Strategic Objective – High Performing Council

This theme represents delivering valued services to the community. As a result, Council is committed to the following strategic objectives:

- Ensure Council is financially sustainable and has the capability to deliver strategic objectives
- Ensure that Council decision-making is balanced and transparent and the community is involved and informed
- Provide quality customer service that is convenient, efficient, timely and responsive
- Ensure the community has access to the services they need

This section outlines the activities and initiatives for Council services and key strategic activities.

Description of Services Provided	Classification	Expenditure (Revenue) Net Cost \$'000
Business Improvement		
This service leads Council's efforts to identify and implement business improvement opportunities in order to deliver financial, service and other benefits. In particular, realising financial gains is important to ensure Council can deliver and maintain the services and new infrastructure required by our growing community.	Recurrent Operations	211 -
	Operating Projects	92 -
Capital Allocation		-
Corporate Planning		
This service coordinates the development of organisational policy, strategy and systems, and provides support in the areas of corporate planning, community satisfaction data, performance measurement and reporting. As a Council support service, \$0.3 million is distributed as corporate overhead to the primary services within Council and therefore is not included in the recurrent operations of this service.	Recurrent Operations	178 -
	Operating Projects	- -
Capital Allocation		-
Customer Service		
This service is responsible for coordinating Council's front of house customer services activities, including attending to customer phone and face to face enquiries. This service includes the recurrent customer experience function that was introduced in the 2017-18 budget which focuses on supporting and enhancing customer service across the organisation.	Recurrent Operations	942 -
	Operating Projects	- -
Capital Allocation		-
Councillors, Council Support & Executive Services		
This area provides support for the nine elected representatives of Council as well as the four members of the Executive Management	Recurrent Operations	3,138 -



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Description of Services Provided	Classification	Expenditure (Revenue) Net Cost \$'000
Team and includes costs of \$981k that relate to Council administration and meeting support, a portion of governance , legal support, risk management and other corporate overheads. This area also includes \$53k to strategic partnerships.	Operating Projects	3,138
		-
		-
	Capital Allocation	-
Financial Management		
This service provides financial services to both internal and external customers of the organisation. The unit is responsible for ensuring that Council complies with its statutory obligations in regard to financial planning and reporting as well as provision of accounting services and management of Council funds. Duties include managing creditors, payroll and financial reporting. The Financial Management unit plays an integral part in Council's long term financial planning processes, the formulation of Council's annual budget, and the regular reporting of Council's financial performance. This function also includes management of raising and collection of Council's primary revenue source, rates and charges. Revenue in this area is generated mainly from debt collection recoupments and receipt of the Financial Assistance Grant. As a Council support service, \$1.5 million is distributed as a corporate overhead to primary services within Council and therefore is not included in the recurrent operations of this service.	Recurrent Operations	1,148
		(3,140)
		(1,992)
	Operating Projects	31
		-
		31
	Capital Allocation	-
Governance		
This service provides statutory and corporate support to the organisation in the development and review of organisational policies and procedures, Council meeting administration, ensuring compliance with legislative requirements, managing Freedom of Information and privacy requests, management of procurement and contracts, Council property administration, maintenance of public registers, Council election services and management of delegations and authorisations. As a Council support service, \$0.7 million is distributed as corporate overhead to the primary services within Council and therefore is not included in the recurrent operations of this service.	Recurrent Operations	(33)
		-
		(33)
	Operating Projects	42
		-
		42
	Capital Allocation	-
Information Services		
This service includes two main sections, Information Technology (incl. Geospatial Information systems) and Records Management. The Information Technology area supports the organisations requirements for computer services (incl. provision, support, maintenance, licencing and infrastructure), communications (fixed, mobile and data) and geospatial mapping facilities for council and external uses. The Records Management area manages document compliance (incl. creating, capturing, classifying and archival maintenance), and processing of incoming and outgoing correspondence. The Information Services unit has the responsibility to support the organisation with a cost effective and efficient technology service which seeks to improve the performance of the organisation. As a Council support service, \$2.6 million is distributed as corporate overhead to the primary services within Council and therefore is not included in the recurrent operations of this service.	Recurrent Operations	210
		-
		210
	Operating Projects	-
		-
		-
	Capital Allocation	2,600
People and Culture		
This service is responsible for supporting the organisation with strategic and operational human resources management and includes	Recurrent Operations	23
		-

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Description of Services Provided	Classification	Expenditure (Revenue) Net Cost \$'000
learning and development and occupational health and safety. The activities of the unit include developing and implementing strategies, policies and procedures that promote high level human resources and industrial relations services. The unit also supports the organisation in attracting new staff, retaining existing staff and the ongoing development of the skills within Council's work force. As a Council support service, \$1.3 million is distributed as corporate overhead to the primary services within Council and therefore is not included in the recurrent operations of this service.	Operating Projects	23 - -
	Capital Allocation	225
Program Management Office		
This service provides leadership, analysis and support for Council's program of projects. This includes a standardised and integrated approach to project management across the organisation to ensure the successful delivery of Council's annual program. It has accountability for the successful management of all program management processes, systems and functions, including the Project Delivery Framework, Project Delivery Process and Program Status Reporting for all capital and operational projects. The \$1 million net cost includes \$0.7 million of corporate overheads that have been attributed to the Program Management Office primarily due to the higher volume of financial transactions.	Recurrent Operations	968 -
	Capital Allocation	968
	Operating Projects	- -
	Capital Allocation	-
Project Management Team		
Provides project management services to Council to enable delivery of the Capital Works Program and many Operational Projects in accordance with defined scope, financial and quality standards. Project management costs are included in project budgets enabling resources to be scaled up and down with the changing size of the program. All direct project costs are cost recovered, the \$0.2 million net cost reflects corporate overheads not cost recovered.	Recurrent Operations	243 -
	Capital Allocation	243
	Operating Projects	- -
	Capital Allocation	-
Risk Management & Legal Services		
This service involves developing and monitoring Council's risk management system, including provision of support to the organisation in relation to managing risk, insurance policies and business continuity. As a Council support service, \$0.4 million is distributed as corporate overhead to the primary services within Council and therefore is not included in the recurrent operations of this service.	Recurrent Operations	332 (23)
	Capital Allocation	309
	Operating Projects	- -
	Capital Allocation	-

Major Initiative

- Digital Transformation

Initiatives – Operational Projects

- Business Improvement Officer (Business Case)
- Local Government Bill 2018 Implementation
- Planning Scheme Correctional Amendment
- Rating Strategy Review

Initiatives – New Recurrent Expenditure

- Annual Business Continuity Exercise
- Copyright Agency Licence



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3. Deputy Municipal Building Surveyor, Building Inspector and Technical Officer
4. Information Technology Officer
5. Internal Audit & Investigations
6. Local Laws Coordinator and Planning Compliance Support
7. Property & Legal Services
8. Software Maintenance
9. Staff Checks Compliance Software

Service Performance Outcome Indicators

Service	Indicator	Performance Measure	Computation
Governance	Satisfaction	Satisfaction with Council decisions (Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community)	Community satisfaction rating out of 100 with how Council has performed in making decisions in the interests of the community Annual Report 2016-17 Result: 53%

2.6 Strategic Performance Outcome Indicators

The service performance indicators detailed in the preceding pages will be reported on in the Performance Statement which is prepared at the end of the year as required by Section 132 of the Act and included in the 2018-19 Annual Report. The Performance Statement will also include reporting on prescribed indicators of financial performance and sustainable capacity, which are not included in this budget report. The prescribed performance indicators contained in the Performance Statement are audited each year by the Victorian Auditor General who issues an audit opinion on the Performance Statement. The major initiatives detailed in the preceding pages will be reported in the Annual Report in the form of a statement of progress in the Report of Operations.

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5. Financial Statements

This section presents information in regard to the Financial Statements and Statement of Human Resources. The budget information for the year 2018-19 has been supplemented with projections to 2021-22 extracted from the Long Term Financial Plan. The following financial statements are prepared in accordance with the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

3.1 Comprehensive Income Statement

For the four years ending 30 June 2022

		2017-18 Forecast \$'000	2018-19 Budget \$'000	2019-20 Strategic Resource Plan \$'000	2020-21 Strategic Resource Plan \$'000	2021-22 Strategic Resource Plan \$'000
Income						
Rates and charges	4.1.1	49,805	51,910	54,215	56,631	59,139
Statutory fees and fines	4.1.2	1,851	1,872	1,898	1,936	1,974
User charges	4.1.3	6,178	6,598	6,599	6,743	6,890
Grants - Operating	4.1.4	8,418	5,780	7,585	7,780	7,981
Grants - Capital	4.1.4	8,570	252	708	708	708
Contributions - monetary	4.1.5	3,264	3,647	5,242	4,413	3,756
Contributions - non-monetary assets	4.1.6	13,779	12,265	10,220	9,660	10,200
Other Income	4.1.7	908	903	962	989	911
Total Income		92,773	83,226	87,430	88,660	91,559
Expenses						
Employee costs	4.1.8	28,656	30,997	31,075	31,890	32,820
Materials and services	4.1.9	24,371	25,426	24,508	24,775	26,817
Bad and doubtful debts	4.1.10	80	77	78	80	82
Depreciation	4.1.11	12,602	13,495	14,467	15,252	15,995
Borrowing costs	4.1.12	1,031	1,155	1,321	1,210	1,123
Net (gain)/loss on disposal of property infrastructure, plant and equipment	4.1.13	747	923	819	1,339	917
Other Expenses	4.1.14	1,244	1,319	1,316	1,349	1,382
Total expenses		68,731	73,391	73,585	75,895	79,138
Surplus/(deficit) for the year		24,042	9,835	13,845	12,966	12,421
Other Comprehensive Income						
Items that will not be reclassified to surplus or deficit in future periods						
Net asset revaluation increment	4.1.15	1,143	4,608	10,442	1,999	5,060
Total Comprehensive Result		25,186	14,443	24,288	14,965	17,482



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3.2 Balance Sheet

For the four years ending 30 June 2022

NOTES	2017-18	2018-19	2019-20	2020-21	2021-22
	Forecast \$'000	Budget \$'000	Strategic Resource Plan \$'000		
Assets					
Current assets					
Cash and cash equivalents	26,380	25,059	22,148	26,336	30,359
Trade and other receivables	3,531	3,602	3,674	3,747	3,822
Other financial assets	15,000	15,000	15,000	15,000	15,000
Inventories	284	289	295	301	307
Other assets	638	651	664	677	691
Total current assets	45,833	44,601	41,780	46,061	50,179
Non-current assets					
Trade and other receivables	79	79	79	79	79
Other financial assets	1,000	1,000	1,000	1,000	1,000
Property, infrastructure plant & equipment	539,177	557,976	583,959	593,417	604,466
Investments in associates and joint ventures	457	457	457	457	457
Total non-current assets	540,712	559,512	585,494	594,952	606,002
Total assets	586,545	604,113	627,274	641,013	656,180
Liabilities					
Current liabilities					
Trade and other payables	6,672	6,738	6,806	6,874	6,943
Trust funds and deposits	2,253	2,298	2,344	2,390	2,438
Provisions	5,543	5,543	5,599	6,665	5,711
Interest bearing liabilities	4.2.3 725	1,078	1,180	1,260	1,357
Other Liabilities	100	155	155	155	155
Total current liabilities	4.2.4 15,293	15,812	16,083	17,344	16,604
Non-current liabilities					
Provisions	11,239	11,247	11,256	10,254	10,262
Interest bearing liabilities	4.2.3 16,537	19,134	17,728	16,242	14,660
Total non-current liabilities	4.2.5 27,776	30,381	28,984	26,496	24,922
Total liabilities	43,068	46,193	45,067	43,841	41,526
Net assets	543,477	557,920	582,207	597,172	614,654
Equity					
Accumulated surplus	222,093	233,249	250,006	258,783	267,181
Asset revaluation reserve	282,343	286,951	297,393	299,393	304,453
Other reserves	39,041	37,720	34,809	38,997	43,020
Total equity	4.2.6 543,477	557,920	582,207	597,172	614,654

3.3 Statement of Changes in Equity

For the four years ending 30 June 2022

NOTES	2017-18	2018-19	2019-20	2020-21	2021-22
	Forecast \$'000	Budget \$'000	Strategic Resource Plan \$'000		
Equity Opening Balance	518,291	543,477	557,920	582,207	597,172
Surplus for the Year	24,042	9,835	13,845	12,966	12,421
Net Asset Revaluation	1,143	4,608	10,442	1,999	5,060
Total Equity	4.3.1 543,477	557,920	582,207	597,172	614,654

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3.4 Statement of Cash Flows

For the four years ending 30 June 2022

	NOTES	2017-18 Forecast \$'000	2018-19 Budget \$'000	2019-20 Strategic Resource Plan \$'000	2020-21 Strategic Resource Plan \$'000	2021-22 Strategic Resource Plan \$'000
Cash flow from operating activities						
Rates and charges		49,870	51,910	54,215	56,631	59,139
Grants - operating		8,655	5,977	7,846	8,048	8,255
Grants - capital		8,570	252	708	708	708
Contributions		3,264	3,647	5,242	4,413	3,756
Interest received		908	903	962	989	911
Statutory fees and fines		1,843	1,872	1,898	1,936	1,974
User charges		6,612	6,757	6,594	6,738	6,884
Net GST refund/payment		4,280	3,814	4,239	3,648	3,777
Trust funds received/(taken)		(399)	45	46	47	48
Employee costs		(28,423)	(30,934)	(31,011)	(31,826)	(32,755)
Materials and Services		(31,606)	(31,014)	(30,420)	(30,139)	(33,363)
Net cash provided from operating activities	4.4.1	23,576	13,229	20,319	21,193	19,334
Cash Flows from investing activities						
Proceeds from sale of property, plant & equipment		1,114	439	430	370	380
Payments for property, plant, equipment & infrastructure assets		(22,397)	(16,784)	(21,036)	(14,760)	(13,082)
Cash Flows from investing activities		20,380	-	-	-	-
Net cash used in investing activities	4.4.2	(903)	(16,345)	(20,606)	(14,390)	(12,702)
Cash flows from financing activities						
Finance costs		(1,031)	(1,155)	(1,321)	(1,210)	(1,123)
Proceeds from interest bearing loans and borrowings		3,000	3,900	-	-	-
Repayment of interest bearing loans and borrowings		(675)	(951)	(1,303)	(1,405)	(1,486)
Net cash provided from financing activities	4.4.3	1,294	1,795	(2,625)	(2,615)	(2,609)
Net increase/(decrease) in cash & cash equivalents held		23,967	(1,321)	(2,912)	4,188	4,023
Cash & cash equivalents at the beginning of the period		2,414	26,380	25,059	22,148	26,336
Cash & cash equivalents at the end of the period		26,380	25,059	22,148	26,336	30,359
Investments (current and non-current financial assets)		16,000	16,000	16,000	16,000	16,000
Total cash & investments at the end of the period	4.4.4	42,380	41,059	38,148	42,336	46,359



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3.5 Statement of Capital Works

For the four years ending 30 June 2022

NOTES	2017-18	2018-19	2019-20	2020-21	2021-22
	Forecast \$'000	Budget \$'000	Strategic Resource Plan \$'000		
Property					
Land	-	1	-	-	-
Total Land	-	1	-	-	-
Buildings	6,781	1,846	10,174	897	895
Total Buildings	6,781	1,846	10,174	897	895
Total Property	6,781	1,847	10,174	897	895
Plant and Equipment					
Plant, Machinery & Equipment	812	1,867	1,797	1,409	1,515
Fixtures, Fitting & Furniture	5	205	205	-	-
Computers & Telecomms	1,538	580	417	276	280
Total Plant and Equipment	2,355	2,652	2,419	1,685	1,795
Infrastructure					
Bridges	51	980	63	70	75
Drainage and Sewerage	476	228	95	104	109
Footpaths & Cycleways	381	1,627	652	1,143	1,256
Parks, Open Space & Streetscapes	2,165	801	311	1,492	809
Recreation, Leisure & Communities	751	2,604	2,203	1,944	1,819
Roads	9,427	6,044	5,119	7,425	6,324
Offstreet Car Parks	10	-	-	-	-
Expensed Capital Works	2,117	3,582	2,299	2,033	3,296
Landfill Provision	1,038	55	-	-	1,010
Total Infrastructure	16,416	15,922	10,742	14,212	14,698
Total Capital Works Expenditure	4.5.1 25,552	20,421	23,335	16,793	17,388
Expenditure Types					
New Asset Expenditure	7,189	2,122	10,121	1,522	1,484
Asset Renewal Expenditure	7,043	7,999	8,327	8,601	8,344
Asset Expansion Expenditure		17	382	569	982
Asset Upgrade Expenditure	8,165	6,646	2,207	4,068	2,272
Expensed Capital Works	2,117	3,582	2,299	2,033	3,296
Landfill Provision Works	1,038	55	-	-	1,010
Total Capital Works Expenditure	4.5.1 25,552	20,421	23,335	16,793	17,388
Funding Sources					
External					
Capital Grants	5,338	252	708	708	708
Contributions	114	10	-	-	-
Borrowings	3,000	3,900	-	-	-
Special Charges	135	21	-	-	-
Internal					
Proceeds from Sale of Assets	338	439	430	370	380
Council Cash	16,627	15,800	22,196	15,715	16,299
Total Capital Works Funding Sources	4.5.1 25,552	20,421	23,335	16,793	17,388

Reconciliation of Net Movement in Property Plant and Equipment

	2017-18	2018-19	2019-20	2020-21	2021-22
	Forecast \$'000	Budget \$'000	Strategic Resource Plan \$'000		
Total Capital Works	25,552	20,421	23,335	16,793	17,388
Asset Revaluation Increment	1,143	4,608	10,442	1,999	5,060
Depreciation	(12,602)	(13,495)	(14,467)	(15,252)	(15,995)
Written Down Value of Assets Sold	(927)	(439)	(430)	(370)	(380)
Assets Written Off	(934)	(923)	(819)	(1,339)	(917)
Expensed Capital Works	(2,117)	(3,582)	(2,299)	(2,033)	(3,296)
Landfill Provision Works	(1,038)	(55)	-	-	(1,010)
Granted Assets	13,779	12,265	10,220	9,660	10,200
Net Movement in Property, Plant and Equipment	22,857	18,800	25,982	9,458	11,050



Budget 2018-19

3.6 Statement of Human Resources

For the four years ending 30 June 2022

NOTES	2017-18	2018-19	2019-20	2020-21	2021-22
	Forecast	Budget	Strategic Resource Plan		
	\$'000	\$'000	\$'000	\$'000	\$'000
Staff Expenditure					
Employee Costs - Operating	4.6.1 28,656	30,997	31,075	31,890	32,820
Employee Costs - Capital	1,558	1,522	1,555	1,590	1,625
Total Staff Expenditure	30,214	32,519	32,630	33,480	34,444
Staff Numbers (FTE)					
Employees	311.2	322.5	323.7	325.0	327.4
Total Staff Numbers (FTE)	311.2	322.5	323.7	325.0	327.4

A summary of human resources expenditure categorised according to the organisational structure of Council is included below for 2018-19.

Division	2018-19	2018-19	2018-19
	Budget	Full Time	Part Time
	\$'000	\$'000	\$'000
Chief Executive Office	1,171	1,171	-
Culture and Community	11,501	5,877	5,624
Environment and Development	8,558	6,512	2,045
Governance and Infrastructure	8,248	6,810	1,438
Total Staff Expenditure	29,478	20,370	9,108
Casuals and Other Employee Costs	1,519		
Capitalised Labour Costs	1,522		
Total Expenditure	32,519		

A summary of the number of full time equivalent (FTE) Council staff in relation to the above expenditure is included below for 2018-19.

Division	2018-19	2018-19	2018-19
	Budget	Full Time	Part Time
Chief Executive Office	6.0	6.0	-
Culture and Community	127.3	59.8	67.5
Environment and Development	82.3	60.0	22.3
Governance and Infrastructure	83.4	66.9	16.5
Total Staff (FTE)	299.0	192.8	106.3
Casuals and Other Employee Costs	7.3		
Capitalised Labour	16.2		
Total Staff (FTE)	322.5		



Budget 2018-19

3.7 Four Year Financial Plan

For the four years ending 30 June 2022

	2017-18 Forecast \$'000	2018-19 Budget \$'000	2019-20 Strategic Resource Plan \$'000	2020-21 Strategic Resource Plan \$'000	2021-22 Strategic Resource Plan \$'000
Recurrent EBITDA less Waste and Other Special Purposes					
Property Rates and Charges	42,740	44,375	46,280	48,252	50,294
Grants	7,970	5,491	7,585	7,780	7,981
Other Revenue	6,200	6,799	6,935	7,074	7,216
Total Recurrent Income	56,910	56,666	60,801	63,107	65,491
Employee Benefits	(26,688)	(28,619)	(29,249)	(29,892)	(30,550)
Materials and Services	(15,224)	(14,693)	(15,060)	(15,437)	(15,823)
Business Improvement Program Benefits	-	-	250	500	750
Business Case Benefits	-	-	100	200	300
Digital Transformation Benefits	-	-	100	200	300
Total Expenditure - Existing Operations	(41,912)	(43,312)	(43,859)	(44,429)	(45,023)
Compliance Costs (Recurrent)	-	(1,029)	(800)	(1,200)	(1,600)
Compliance Costs (Projects)	-	-	(600)	(600)	(600)
Non-Discretionary Growth	-	(11)	(1,240)	(1,840)	(2,440)
Discretionary Growth 2018-19 Commitment	-	(719)	(737)	(755)	(774)
Total Expenditure - New Operations	-	(1,758)	(3,376)	(4,395)	(5,414)
Recurrent EBITDA less Waste and Other Special Purposes	14,998	11,595	13,565	14,283	15,054
Recurrent EBITDA Waste					
Garbage Charges	6,704	7,394	7,815	8,258	8,724
Other Revenue	2,370	2,284	2,342	2,400	2,460
Total Recurrent Income	9,074	9,678	10,157	10,658	11,184
Employee Benefits	(543)	(636)	(650)	(664)	(679)
Materials and Services	(5,427)	(5,772)	(5,916)	(6,064)	(6,216)
Total Expenditure - Existing Operations	(5,970)	(6,408)	(6,566)	(6,729)	(6,895)
Discretionary Growth	-	(32)	(33)	(34)	(34)
Total Expenditure - New Operations	-	(32)	(33)	(34)	(34)
Recurrent EBITDA Waste	3,105	3,238	3,557	3,896	4,255
Recurrent EBITDA Other Special Purposes					
Other Revenue	454	470	479	489	499
Total Recurrent Income	454	470	479	489	499
Employee Benefits	(5)	(6)	(6)	(6)	(6)
Materials and Services	(174)	(171)	(175)	(180)	(184)
Total Expenditure - Existing Operations	(179)	(177)	(181)	(185)	(190)
Recurrent EBITDA Other Special Purposes	274	293	298	304	309
Total Recurrent EBITDA	18,377	15,127	17,421	18,483	19,618



Budget 2018-19

	2017-18 Forecast \$'000	2018-19 Budget \$'000	2019-20 Strategic Resource Plan \$'000	2020-21 Strategic Resource Plan \$'000	2021-22 Strategic Resource Plan \$'000
Total Recurrent EBITDA	18,377	15,127	17,421	18,483	19,618
Cash Adjustments:-					
Balance Sheet Movements	406	41	40	40	39
Interest Revenue	1,028	1,023	1,082	1,109	1,031
Grants Commission funds received early	(129)	2,044	-	-	-
Asset sales - Plant/Fleet	338	439	430	370	360
Asset sales - Land	776	-	-	-	-
Total Cash Adjustments	2,419	3,546	1,553	1,519	1,451
Total Cash Available for Allocation	20,796	18,673	18,974	20,001	21,069
Allocations to Commitments					
Debt Interest & Principal	1,706	1,706	1,706	1,696	1,690
Torquay/Jan Juc Developer Plan Allocation	2,163	2,254	2,349	2,448	2,551
Spring Creek Infrastructure Plan Allocation	-	-	700	729	760
Winchelsea Infrastructure Plan Allocation	80	200	208	217	226
Developer Contribution Interest Allocation	27	32	1	40	1
Waste Allocation	3,105	3,238	3,557	3,896	4,255
Asset Renewal Allocation	6,073	6,662	7,128	7,627	8,161
Business Case Investments	500	500	500	500	500
Growth and Compliance Costs (Non-Recurrent)	833	396	-	-	-
Total Allocations to Commitments	14,486	14,986	16,149	17,154	18,144
Discretionary Cash Available	6,310	3,687	2,825	2,848	2,924
Discretionary Allocations					
Discretionary Operating Projects	699	806	-	-	-
Discretionary Capital Works	1,119	1,124	1,801	2,656	2,765
Recreation & Open Space (to AUC)	-	-	825	-	-
Preallocated Community Projects	-	954	-	-	-
Defined Benefits Superannuation Allocation	250	100	100	100	100
Gravel Pits Allocation	273	287	292	297	302
Aireys Inlet Aged Units	2	6	6	6	6
Towards Environmental Leadership	250	250	250	250	250
Building Better Regions Project Allocation	357	-	-	-	-
Repayment Anglesea Bowls Club Commitment	225	-	-	-	-
Total Discretionary Allocations	3,174	3,528	3,274	3,309	3,424
Unallocated Cash Surplus / (Deficit)	3,135	159	(449)	(462)	(500)
Accumulated Unallocated Cash					
Opening Balance	5,060	3,991	1,084	730	268
Annual Surplus/(Deficit)	3,135	159	(449)	(462)	(500)
Return to AUC as per Council Resolution	225	-	-	-	-
Net Allocations During the Year	(1,930)	-	-	-	-
Council Resolution Ellimatta Oval Lighting Upgrade	-	(157)	-	-	-
Project Budget Submission	-	(409)	-	-	-
Transfer for Recreation & Open Space	(500)	-	825	-	-
Transfer for Digital Transformation	(2,000)	(2,500)	(730)	-	-
Closing Balance	3,991	1,084	730	268	(231)



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3.8 Reconciliation of Recurrent EBITDA to Income Statement

For the four years ending 30 June 2022

	2017-18 Forecast \$'000	2018-19 Budget \$'000	2019-20 Strategic Resource Plan \$'000	2020-21 Strategic Resource Plan \$'000	2021-22 Strategic Resource Plan \$'000
Recurrent EBITDA					
Property Rates and Charges	42,740	44,375	46,280	48,252	50,294
Garbage Charges	6,704	7,394	7,815	8,258	8,724
Grants	7,970	5,491	7,585	7,780	7,981
Other Revenue	9,023	9,554	9,756	9,963	10,175
Total Recurrent Income	66,438	66,814	71,437	74,254	77,174
Employee Benefits	(27,237)	(29,261)	(29,905)	(30,563)	(31,235)
Materials and Services	(20,825)	(20,636)	(21,152)	(21,681)	(22,223)
Business Improvement Program Benefits	-	-	250	500	750
Business Case Benefits	-	-	100	200	300
Digital Transformation Benefits	-	-	100	200	300
Total Expenditure - Existing Operations	(48,061)	(49,897)	(50,607)	(51,343)	(52,108)
Compliance Costs (Recurrent)	-	(1,029)	(800)	(1,200)	(1,600)
Compliance Costs (Projects)	-	-	(600)	(600)	(600)
Non-Discretionary Growth	-	(11)	(1,240)	(1,840)	(2,440)
Discretionary Growth	-	(751)	(770)	(789)	(808)
Recurrent EBITDA	18,377	15,127	17,421	18,483	19,618
Reserve Transfers					
Developer Contributions (DCP Torquay)	1,495	1,977	2,385	1,412	746
Developer Contributions (Spring Creek)	-	-	891	1,035	1,035
Developer Contributions (DCP Winchelsea)	2	-	-	-	-
Developer Contributions (Non-DCP)	10	15	307	282	264
Open Space Contributions	150	400	400	400	400
Sale of Land	776	-	-	-	-
Cash Adjustment of Available Funds					
Interest Revenue	1,028	1,023	1,082	1,109	1,031
Finance Costs	(1,031)	(981)	(936)	(856)	(805)
Finance Costs DCP Loan	-	(174)	(386)	(353)	(318)
Projects					
Special Rates & Charges	240	21	-	-	-
Grants Capital Projects	8,570	252	708	708	708
Contributions Capital Projects	261	10	-	-	-
Sale of Plant	338	439	430	370	380
Expensed Capital Works	(2,117)	(3,582)	(2,299)	(2,033)	(3,296)
Operational Projects Expenses	(3,672)	(2,011)	(663)	(289)	(250)
Operational Projects - Business Case Expenses	(500)	(386)	-	-	-
Operational Projects Revenue	799	298	-	-	-
Non Cash Items					
Depreciation	(12,602)	(13,495)	(14,467)	(15,252)	(15,995)
Contributions - Non-Monetary Assets	13,779	12,265	10,220	9,660	10,200
WDV of Assets Sold	(927)	(439)	(430)	(370)	(380)
Asset Write Offs	(934)	(923)	(819)	(1,339)	(917)
Surplus/(Deficit)	24,042	9,835	13,845	12,966	12,421

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3.9 Capital Works Program Allocations

New Allocations and Carry Forwards

Allocations for the year ending 30 June 2019

Capital Program - New Allocations	Expenditure							Funding									
	Renewal \$'000	Upgrade \$'000	Expansion \$'000	New \$'000	Expensed \$'000	Landfill Provision \$'000	Total Expenditure \$'000	External Funds			Council Cash				Total Funding \$'000		
								Grants \$'000	Contrib's \$'000	Borrowings \$'000	Cash Reserve Funds \$'000	Special Rates \$'000	Asset Sales \$'000	Direct Funded \$'000			
Renewal Program																	
Bob Pettitt Skate Park Renewal	28						28								28	28	
Bridge Renewal Program	57						57								57	57	
Building Renewal Program	308						308								308	308	
Condition Audits					95		95								95	95	
Drainage Renewal Program	120						120								120	120	
Facility Signage Renewal Program	10						10								10	10	
Fencing Renewal Program	68						68								68	68	
Fischer Street (Zeally Bay Road to Highlander Road)	692						692								692	692	
Footpath Renewal Program	257						257					255			257	257	
Ghanwarre Road Major Culvert Rehabilitation	920						920								920	920	
Hard Court Renewal Program	93						93								93	93	
Heavy Plant Replacement Program	919						919							209	710	919	
Hesse Street (Princes Hwy to End)	87						87								87	87	
I.T. Renewal Program	100						100								100	100	
Kerb Renewal Program	94						94								94	94	
Light Fleet Replacement Program	436						436							230	206	436	
Lighting Renewal Program	40						40								40	40	
Nature Reserve Renewal Program	45						45								45	45	
Park Furniture Renewal Program	30						30								30	30	
Playground Renewal Program	276						276								276	276	
Sealed Road Renewal Program - Pavement Rehabilitation	300						300								300	300	
Sealed Road Renewal Program - Re-seals	501						501								501	501	
Small Plant Replacement Program	60						60								60	60	
Soft Playing Surface Renewal Program	148						148								148	148	
Structures Renewal Program	162						162								162	162	
The Esplanade (Bell Street to Gilbert Street)	326						326								326	326	
Unsealed Road Renewal Program	1,064						1,064					242			822	1,064	
Winchelsea Netball Toilets	147						147								147	147	
Contingency Allocation	222						222								222	222	
Total Renewal	7,503				95		7,598					497			439	6,662	7,598
Torquay / Jan Juc DCP Projects																	
South Beach Road Upgrade (RD09)		49					49					14			35	49	
Surf Coast Multi-Purpose Stadium (CY03)				8,500			8,500				3,900	4,505			95	8,500	
Yurrock Soccer Pitch & Lighting (OR02)				661			661	100							561	661	
Contingency Allocation		4		1,560			1,564								1,564	1,564	
Total Torquay / Jan Juc DCP		52		10,721			10,773	100		3,900		4,519			2,254	10,773	



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Capital Program - New Allocations	Expenditure							Funding									
	Renewal \$'000	Upgrade \$'000	Expansion \$'000	New \$'000	Expensed \$'000	Landfill Provision \$'000	Total Expenditure \$'000	External Funds			Council Cash				Total Funding \$'000		
								Grants \$'000	Contrib's \$'000	Borrowings \$'000	Cash Reserve Funds \$'000	Special Rates \$'000	Asset Sales \$'000	Direct Funded \$'000			
Waste Management Projects																	
Anglesea Landfill Flare Maintenance		20					20									20	20
Litter Bin Stand Replacement	15						15									15	15
Problem Material Facility				142			142									142	142
Solar Compacting Bins		104					104									104	104
Waste Drop Off Relocation		36					36									36	36
Contingency Allocation	2	22		13			36									36	36
Total Waste Management	17	182		155			354									354	354
Discretionary Program																	
Annual Streetscapes Allocation																	
Township Landscape Beautification Program				50			50									50	50
Buildings																	
Anglesea Recreation and Sports Club - Asset Protection		33					33									33	33
Changing Places Facility Anglesea					94		94									94	94
Changing Places Facility Winchelsea				48			48									48	48
Globe Theatre Reverse Cycle Air Conditioning		28					28									28	28
Capital Business Cases																	
Torquay and Lorne Waste Drop Off Points (Business Case)				20			20									20	20
Corporate Projects																	
Activity Based Working - Design and Implementation		205					205									205	205
Digital Transformation																	
Digital Transformation				500	2,000		2,500									2,500	2,500
Drainage																	
Drainage Upgrade Golf Links Rd		43					43									43	43
Drainage Upgrades Discretionary Works	33	67					100									100	100
Pathways																	
Annual Pathways Construction Program				134			134									113	134
Pathway Feasibility Birregurra-Deans Marsh Road					11		11					21				11	11
Recreation and Open Space																	
Anderson Roadnight Reserve Masterplan Implementation		41		131			172				172					20	172
Anglesea Motor Yacht Club Redevelopment Contribution					20		20									20	20
Anglesea Netball Club - Netball Shelter		26					26									26	26
Anglesea Surf Life Saving Club Redevelopment Contribution					250		250									250	250
Connemara and District Riding Club Dressage Arenas		41					41									41	41
Domestic Animal Management Plan Implementation Vehicles				41			41									41	41
Ellimatta Oval Lighting Upgrade		127					127									127	127
Growing Adventure Tourism					44		44									44	44
Jan Juc Surf Life Saving Club Redevelopment Contribution					250		250									250	250
Modewarre Cricket Training Facility		78					78	53	10							16	78
RipCurl Nature Strip		41					41									41	41
Torquay Football Club Safety Nets Behind Goals		55					55									55	55
Winchelsea Memorial Cairns				45			45									45	45
Roads/Road Safety																	
Fischer Street & Merrigg Drive Roundabout		93					93									93	93
Grading Projects					30		30					30				30	30
Road Safety Improvements at School Sites				33			33									33	33
Road Safety Strategy Implementation				66			66									66	66
Rural Road Safety Improvements		152					152									152	152
Street Light Upgrades and Maintenance					15		15									15	15
The Esplanade Bell Street Pedestrian Improvements		95		95			190	99								91	190
Township LAM, Parking and Pedestrian Improvements		17		17			33									33	33
Traffic Management - Winchelsea Town Centre		199					199									199	199
Contingency Allocation		121		86	32		239				25					214	239
Total Discretionary Program	33	1,460		1,264	2,746		5,503	152	10		227	21				5,094	5,503



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Capital Program - New Allocations	Expenditure							Funding							
	Renewal \$'000	Upgrade \$'000	Expansion \$'000	New \$'000	Expensed \$'000	Landfill Provision \$'000	Total Expenditure \$'000	Grants \$'000	Contrib's \$'000	Borrowings \$'000	Cash Reserve Funds \$'000	Special Rates \$'000	Asset Sales \$'000	Direct Funded \$'000	Total Funding \$'000
Growth and Compliance															
Asbestos Audit					25		25							25	25
Disability Discrimination Act Implementation Plan		46					46							46	46
NBN Changeover (Council Facilities)			17				17							17	17
Road Safety Critical Signage Works					15		15							15	15
Contingency Allocation		4					4							4	4
Total Growth and Compliance		50	17		40		107							107	107
Total New Capital Works	7,553	1,744	17	12,140	2,881		24,334	252	10	3,900	5,243	21	439	14,470	24,334
Carried Forward Capital Projects															
Carried Forward Capital Projects	2,323	5,141		1,143	2,774	55	11,436				11,436				11,436
Contingency Allocation	186	525		121	110	3	944				944				944
Total Carried Forward Capital Projects	2,509	5,666		1,264	2,884	58	12,380				12,380				12,380
Total Capital Works Program	10,061	7,409	17	13,404	5,765	58	36,715	252	10	3,900	17,623	21	439	14,470	36,715

New Capital Allocations

The following table summarises Council's forward outlook on capital expenditure and funding sources over the next four years.

New Capital Program Allocations	2017-18	2018-19	2019-20	2020-21	2021-22
	Forecast \$'000	Budget \$'000	Strategic Resource Plan \$'000		
Capital Grants	5,338	252	708	708	708
Contributions	114	10	-	-	-
Borrowings	3,000	3,900	-	-	-
Special Charges	135	21	-	-	-
Council Funds	5,662	20,152	12,025	14,514	15,627
Total Funding Sources	14,250	24,334	12,734	15,222	16,335



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3.10 Operational Works Program Allocations

New Allocations and Carry Forwards

Allocation for the year ending 30 June 2019

Operational Program - New Allocations	Expenditure						Funding							Total Funding \$'000	
	Anglesea \$'000	Lorne \$'000	Torquay \$'000	Winchelsea \$'000	Shire Wide \$'000	Total Expenditure \$'000	Grants \$'000	Fees & Charges \$'000	Contrib's \$'000	Borrowings \$'000	Cash Reserve Funds \$'000	Special Rates \$'000	Asset Sales \$'000		Direct Funded \$'000
Operational Projects (PMO Program)															
Bells Beach Coastal Management Plan					75	75								75	75
Economic Development Strategy					70	70								70	70
Environmental Leadership					250	250								250	250
Environmental Study Torquay			40			40								40	40
Food Organics Garden Organics Trial					111	111								111	111
G21 Agribusiness Strategy Implementation					30	30								30	30
Grasstree Park Asbestos Management Phase Two				58		58								58	58
Heritage Study Stage 2C					30	30								30	30
Hinterland Futures PS Amendment					34	34								34	34
Implementation of Mosquito Plan					10	10								10	10
Local Government Bill 2018 Implementation					40	40								40	40
Lorne Structure Plan Stage Two		160				160								160	160
Moriac Stormwater and Septic Study				65		65								65	65
Rating Strategy Review					28	28								28	28
Shirewide Settlement Strategy					44	44								44	44
Significant Landscape Study Torquay			34			34								34	34
Street Light Program Upgrade (Business Case)					386	386								386	386
Surf Coast Shire Parking Options Study					33	33								33	33
Surf Coast Shire Theatre Feasibility Study					28	28								28	28
Torquay Town Centre Urban Design				24		24								24	24
Winchelsea EAO Planning Scheme Amendment					52	52								52	52
Winchelsea Urban Design Framework					24	24								24	24
Contingency Allocation		20	10	15	32	77								77	77
Total Operational Projects (PMO Program)		180	166	156	1,200	1,702								1,702	1,702
Operational Projects (Outside PMO Program)															
Business Improvement Officer (Business Case)					88	88								88	88
Engage Youth Program					23	23	23								23
Freeza Youth Project					25	25	25								25
Lorne Aspirations Plan		20				20								20	20
Municipal Emergency Management Program					240	240								240	240
Planning Scheme Correctional Amendment					20	20	240							20	20
Pop Up Arts Space	40					40			4					36	40
Positive Ageing Transition Officer					100	100								100	100
RACV Water Harvesting Agreement Licence					6	6			6						6
Road Safety Officer					40	40								40	40
Winchelsea Youth Support Planning and Contribution					10	10								10	10
Total Operational Projects (Outside PMO Program)	40	20			10	542	288		10					314	612
Total Operational Program	40	200	166	166	1,742	2,314	288		10					2,016	2,314
Carried Forward Operational Projects															
Carried Forward Operational Projects	15	15	35	61	201	327				327					327
Contingency Allocation		5	5	11	10	30				30					30
Total Carried Forward Operational Projects	15	20	40	71	211	357				357					357
Total Operational Works Program	55	220	206	237	1,953	2,671	288		10		357			2,016	2,671



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New Recurrent Operational Allocations

Allocations for the year ending 30 June 2019

New Recurrent Operational Expenditure	Expenditure					Total Expenditure \$'000	Funding									Total Funding \$'000
	Anglesea \$'000	Lorne \$'000	Torquay \$'000	Winchelsea \$'000	Shire Wide \$'000		External Funds				Council Cash					
							Grants \$'000	Fees & Charges \$'000	Contrib's \$'000	Borrowings \$'000	Cash Reserve Funds \$'000	Special Rates \$'000	Asset Sales \$'000	Direct Funded \$'000		
New Recurrent Operational Expenditure																
Anglesea Recre Shed Casual Labour Support					7	7										7
Annual Business Continuity Exercise					8	8										8
Arts Program					98	98										98
Bookings Officer					59	59										59
Building Maintenance Growth					50	50										50
Cluster Management Administration					67	67										67
Copyright Agency Licence					6	6										6
Deputy Municipal Building Surveyor, Building Inspector and Technical Officer					315	315										315
Domestic Animal Management Plan Implementation					101	101			139							101
Essential Services Audit					30	30										30
E-Waste Disposal Compliance					25	25									25	25
Health and Wellbeing Officer					51	51										51
Information Technology Officer					107	107										107
Internal Audit & Investigations					20	20										20
Local Laws Coordinator and Planning Compliance Support					220	220			12							220
Maintenance of Seven Kindergarten Playgrounds					11	11										11
Open Space Planning Growth					23	23										23
Property & Legal Services					3	3										3
Senior Planning and Development Investigations Officer					62	62										62
Software Maintenance					71	71										71
Staff Checks Compliance Software					15	15										15
Statutory Planning Growth Resources					160	160										160
Street Lighting Growth					60	60										60
Street Tree Management Growth					49	49										49
Township Maintenance Growth					38	38										38
Unsealed Road Maintenance					150	150										150
Utilities Growth					110	110										110
Youth Development Casual Staff - Support New Youth Spaces					25	25										25
Total Recurrent Operational Expenditure					1,941	1,941		151				1,758			32	1,941

New Business Case Allocations

Allocations for the year ending 30 June 2019

Business cases are also included in the Operational and Capital Works program listings.

Description - New Funding	Expenditure					Total Expenditure \$'000	Funding									Total Funding \$'000
	Anglesea \$'000	Lorne \$'000	Torquay \$'000	Winchelsea \$'000	Shire Wide \$'000		External Funds				Council Cash					
							Grants \$'000	Fees & Charges \$'000	Contrib's \$'000	Borrowings \$'000	Cash Reserve Funds \$'000	Special Rates \$'000	Asset Sales \$'000	Direct Funded \$'000		
Business Cases																
Business Improvement Officer					88	88										88
Street Light Program Upgrade					386	386										386
Torquay and Lorne Waste Drop Off Points					20	20										20
Contingency Allocation					6	6										6
Total Business Cases					500	500									500	500

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3.11 Multi Year Capital Works Program Allocations

Capital Works Program	2018-19 Budget \$'000	2019-20 Forecast \$'000	2020-21 Forecast \$'000	2021-22 Forecast \$'000
Renewal Program				
Bellbrae Reserve Playground Renewal		200		
Bike Park Renewal Program		33	37	40
Bob Pettitt Skate Park Renewal	28			
Bridge Renewal Program	57	63	70	75
Building Renewal Program	306	631	727	778
Condition Audits	95	99	103	107
Drainage Renewal Program	120	125	130	135
Facility Signage Renewal Program	10	10	10	10
Fencing Renewal Program	66	69	72	75
Fischer Street (Zeally Bay Road to Highlander Road)	692			
Footpath Renewal Program	257	224	224	240
Gnarwarre Road Major Culvert Rehabilitation	920			
Great Ocean Views Playground Renewal		91		
Hard Court Renewal Program	93	77	86	93
Heavy Plant Replacement Program	919	992	885	870
Hesse Street (Princes Hwy to End)	87			
I.T. Renewal Program	100	104	109	113
Kerb Renewal Program	94	101	112	120
Light Fleet Replacement Program	436	477	459	577
Lighting Renewal Program	40	42	44	45
Nature Reserve Renewal Program	45	47	49	51
Park Furniture Renewal Program	30	50	70	90
Playground Renewal Program	276	342	216	150
Sealed Road Renewal Program		1,912	2,400	2,568
Sealed Road Renewal Program - Pavement Rehabilitation	300			
Sealed Road Renewal Program - Reseals	501			
Skate Park Renewal		40	200	30
Small Plant Replacement Program	60	63	65	68
Soft Playing Surface Renewal Program	146	152	158	165
Structures Renewal Program	162	177	198	212
The Esplanade (Bell Street to Gilbert Street)	326			
Unsealed Road Renewal Program	1,064	942	1,048	1,122
Winchelsea Netball Toilets	147			
Contingency Allocation	222	28		3
Total Renewal Program	7,598	7,091	7,472	7,737
Torquay / Jan Juc DCP Projects				
Yurrook Soccer Pitch & Lighting (OR02)	661			
Deep Creek Linear Reserve (OR06)				150
Duffields Road Upgrade Design (RD08)				93
Duffields/Grossmans Intersection Design (RD15)				72
South Beach Road Upgrade (RD09)	49		2,132	
Spring & Deep Creeks Pathways (PC01)				323
Surf Coast Hwy Coombes Rd Intersection Construction (RD03)				2,321
Surf Coast Hwy Coombes Rd Intersection Design (RD03)			238	
Surf Coast Hwy Zeally Bay Rd Intersection Design (RD05)				148
Surf Coast Multi-Purpose Stadium (CY03)	8,500			
Torquay Central & North (OR01)			340	69
Torquay North Pathways (PC02)			290	
Upgrade Bells Beach Reserve (OR10)			547	
Widen Coombes Road (RD11)		550		
Contingency Allocation	1,564	53	258	295
Total Torquay / Jan Juc DCP	10,773	603	3,805	3,471

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Capital Works Program	2018-19 Budget \$'000	2019-20 Forecast \$'000	2020-21 Forecast \$'000	2021-22 Forecast \$'000
Waste Management Projects				
Anglesea Landfill Flare Maintenance	20			
Anglesea Landfill Options Study			44	
Anglesea Landfill Stage 3E Liner				1,010
Litter Bin Stand Replacement	15			
Problem Material Facility	142			
Solar Compacting Bins	104			
Torquay Transfer Station Construction		493		
Waste Drop Off Relocation	36			
Winchelsea & Lorne Site Shed Upgrades			61	
Contingency Allocation	36	122	15	144
Total Waste Management	354	615	120	1,154
Discretionary Program				
Annual Streetscapes Allocation				
Township Landscape Beautification Program	50	50	50	50
Buildings				
Anglesea Recreation and Sports Club - Asset Protection	33			
Changing Places Facility Anglesea	94			
Changing Places Facility Winchelsea	48			
Globe Theatre Reverse Cycle Air Conditioning	28			
Capital Business Cases				
Business Cases		500	500	500
Torquay and Lorne Waste Drop Off Points (Business Case)	20			
Corporate Projects				
Activity Based Working - Design and Implementation	205	205		
Corporate Projects		241	586	652
Digital Transformation				
Digital Transformation	2,500	730		
Drainage				
Boyd Avenue Drainage Outfall Upgrade		95		
Drainage			104	109
Drainage Upgrade Golf Links Rd	43			
Drainage Upgrades Discretionary Works	100			
Forward Design				
Forward Design		85	104	109
Other Assets				
Other Assets (Buildings etc.)			108	117
Pathways				
Annual Pathways Construction Program	134			
Pathways		170	208	217
Pathway Feasibility Birregurra-Deans Marsh Road	11			
Recreation and Open Space				
Anderson Roadknight Reserve Masterplan Implementation	172			
Anglesea Motor Yacht Club Redevelopment Contribution	20			
Anglesea Netball Club - Netball Shelters	26			
Anglesea Surf Life Saving Club Redevelopment Contribution	250			
Bellbrae Hall Extension				700
Connewarre and District Riding Club Dressage Arenas	41			
Domestic Animal Management Plan Implementation Vehicles	41			
Ellimatta Oval Lighting Upgrade	127			
Growing Adventure Tourism	44			
Jan Juc Surf Life Saving Club Redevelopment Contribution	250			
Lorne Aquatic and Angling Club Development Contribution		75		
Modewarre Cricket Training Facility	78			
Mount Moriac Reserve AFL Lighting and Drainage Upgrade		275		
Mount Moriac Equestrian Pavilion Upgrade		475		
Modewarre Netball Club Lighting Upgrade		75		
Recreation and Open Space			82	115
RipCurl Nature Strip	41			
Stribling Reserve Netball Pavilion and Football Changeroom Upgrade and Redevelopment			700	
Torquay Football Club Safety Nets Behind Goals	55			
Winchelsea Memorial Cairns	45			

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Capital Works Program	2018-19 Budget \$'000	2019-20 Forecast \$'000	2020-21 Forecast \$'000	2021-22 Forecast \$'000
Discretionary Program Continued				
Roads/Road Safety				
Fischer Street & Merrijig Drive Roundabout	93			
Grading Projects	30			
Roads		250	261	272
Rural Road Safety Improvements	152			
Road Safety		258	270	326
Road Safety Improvements at School Sites	33			
Road Safety Officer		42	43	
Road Safety Strategy Implementation	66			
Roads to Recovery Projects		708	708	708
Street Light Upgrades and Maintenance	15			
The Esplanade Bell Street Pedestrian Improvements	190			
Township LATM, Parking and Pedestrian Improvements	33			
Traffic Management - Winchelsea Town Centre	199			
Contingency Allocation	239	90		
Total Discretionary Program	5,503	4,325	3,725	3,874
Growth and Compliance				
Asbestos Audit	25			
Disability Discrimination Act Implementation Plan	46	91	91	91
NBN Changeover (Council Facilities)	17			
Road Safety Critical Signage Works	15			
Contingency Allocation	4	9	9	9
Total Growth and Compliance	107	100	100	100
Total Multi Year Capital Works Program	24,334	12,734	15,222	16,335



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3.12 Multi Year Operational Works Program Allocations

Operational Works Program	2018-19 Budget \$'000	2019-20 Forecast \$'000	2020-21 Forecast \$'000	2021-22 Forecast \$'000
Operational Projects (PMO Program)				
Bells Beach Coastal Management Plan	75			
Economic Development Strategy	70			
Environmental Leadership	250	250	250	250
Environmental Study Torquay	40			
Food Organics Garden Organics Trial	111			
G21 Agribusiness Strategy Implementation	30			
Grasstree Park Asbestos Management Phase Two	58			
Heritage Study Stage 2C	30			
Hinterland Futures PS Amendment	34			
Implementation of Mosquito Plan	10			
Local Government Bill 2018 Implementation	40			
Lorne Structure Plan Stage Two	160			
Moriac Stormwater and Septic Study	65			
Rating Strategy Review	28			
Shirewide Settlement Strategy	44			
Significant Landscape Study Torquay	34			
Street Light Program Upgrade (Business Case)	386			
Surf Coast Shire Parking Options Study	33			
Surf Coast Shire Theatre Feasibility Study	28			
Torquay Town Centre Urban Design	24			
Winchelsea EAO Planning Scheme Amendment	52			
Winchelsea Urban Design Framework	24			
Unallocated Operational Projects		455	555	600
Contingency Allocation	77			
Total Multi Year Operational Projects (PMO Program)	1,702	705	805	850
Operational Projects (Outside PMO Program)				
Business Improvement Officer (Business Case)	88			
Engage Youth Program	23	23	23	23
Freeza Youth Project	25	25	25	25
Lorne Aspirations Plan	20			
Municipal Emergency Management Program	240	240		
Planning Scheme Correctional Amendment	20			
Pop Up Arts Space	40	39	39	
Positive Ageing Transition Officer	100	100		
RACV Water Harvesting Agreement Licence	6	6	6	
Road Safety Officer	40			
Winchelsea Youth Support Planning and Contribution	10			
Total Multi Year Operational Projects (Outside PMO Program)	612	433	93	48
Total Multi Year Operational Works Program	2,314	1,138	898	898

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4. Notes to the Financial Statements

This section presents detailed information on material components of the financial statements. Council determines which components are of a material nature, considering the dollar amounts and nature of these components.

4.1 Comprehensive Income Statement

4.1.1 Rates and Charges

Rates and charges are required by the Act and the Regulations to be disclosed in Council's annual budget.

The Strategic Resource Plan identifies rates and charges as an important source of revenue. Planning for future rate increases has therefore been an important component of the Strategic Resource Planning process. The Fair Go Rates System (FGRS) sets out the maximum amount councils may increase rates in a year and in 2018-19 the FGRS cap has been set at 2.25%. The cap applies to both general rates and municipal charges and is calculated on the basis of council's average rates and charges.

The level of required rates and charges has been considered in this context, with reference to Council's other sources of income and the planned expenditure on services and works to be undertaken for the community.

To achieve these objectives while maintaining service levels and a strong capital expenditure program, the average general rate and the municipal charge will increase by 2.25% in line with the rate cap. The average waste charges will increase by 8.0%, with recent changes in the recycling industry leading to increasing costs for Council. Income increases over these numbers reflect increasing numbers of ratepayers through supplementary rates. Total rates and charges for 2018-19 equate to \$51.9 million.

Every property within the Council boundaries will be revalued as a 1 July 2018, and these values will be used to calculate individual property rates. This annual revaluation does not result in a net gain or loss of revenue to Council. Average property values have increased 21.6% since the last revaluation in 2016. Ratepayers may see rate increases that differ from the average 2.25% increase because of changes to their property value relative to that of other ratepayers' properties.

4.1.1(a) The reconciliation of the total rates and charges to the Comprehensive Income Statement is as follows:

	2017-18 Forecast \$'000	2018-19 Budget \$'000	Change \$'000	%
General Rates ¹	38,010	39,504	1,494	3.93%
Municipal Charge ¹	4,289	4,473	184	4.29%
Waste Management Charge ²	6,682	7,394	711	10.64%
Special Rates and Charges	240	21	(219)	(91.26%)
New Supplementary Rates and Rate Adjustments	463	398	(65)	(13.97%)
Interest on Rates and Charges	120	120	-	-
Total rates and charges	49,805	51,910	2,105	4.23%

1. These items include annualised supplementary rates, which are not subject to the rate cap
2. Waste charge increase of 8% on average.

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4.1.1(b) The rate in the dollar to be levied as general rates under Section 158 of the Act for each type or class of land compared with the previous financial year:

Type of Property	2017-18	2018-19	Change	
	cents/\$CIV	cents/\$CIV	\$	%
General rate land	0.25083	0.21545	(0.03538)	(14.10%)
Farm rate land	0.18811	0.16159	(0.02652)	(14.10%)
Commercial/Industrial rate land	0.47656	0.40936	(0.06720)	(14.10%)
Vacant Residential rate land	0.50165	0.43090	(0.07075)	(14.10%)
Vacant Provisional rate land	0.25083	0.21545	(0.03538)	(14.10%)

The cents/\$CIV decrease year on year is due to increasing property values

4.1.1(c) The estimated total amount to be raised by general rates in relation to each type or class of land, and the estimated total amount to be raised by general rates, compared with the previous financial year:

Type of Property	2017-18	2018-19	Change	
	\$	\$	\$	%
General rate land	30,149,695	31,679,777	1,530,082	5.07%
Farm rate land	1,975,099	1,920,027	(55,072)	(2.79%)
Commercial/Industrial rate land	3,441,007	3,202,567	(238,440)	(6.93%)
Vacant Residential rate land	2,135,394	2,132,412	(2,982)	(0.14%)
Vacant Provisional rate land	308,744	568,922	260,178	84.27%
Total amount to be raised by general rates	38,009,938	39,503,705	1,493,767	3.93%

4.1.1(d) The number of assessments in relation to each type or class of land, and the total number of assessments, compared with the previous financial year:

Type of Property	2017-18	2018-19	Change	
			\$	%
General rate land	18,086	18,358	272	1.50%
Farm rate land	959	966	7	0.73%
Commercial/Industrial rate land	1,021	1,039	18	1.76%
Vacant Residential rate land	844	772	(72)	(8.53%)
Vacant Provisional rate land	372	629	257	69.09%
Total number of assessments	21,282	21,764	482	2.26%

4.1.1(e) The basis of valuation to be used is the Capital Improved Value (CIV).

4.1.1(f) The estimated total value of each type or class of land, and the estimated total value of land, compared with the previous financial year:

Type of Property	2017-18	2018-19	Change	
	\$	\$	\$	%
General rate land	12,019,971,500	14,704,004,293	2,684,032,793	22.33%
Farm rate land	1,049,970,000	1,188,209,000	138,239,000	13.17%
Commercial/Industrial rate land	722,051,100	782,335,071	60,283,971	8.35%
Vacant Residential rate land	425,674,000	494,874,000	69,200,000	16.26%
Vacant Provisional rate land	123,089,000	264,062,000	140,973,000	114.53%
Total Value	14,340,755,600	17,433,484,364	3,092,728,764	21.57%

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4.1.1(g) The municipal charge under Section 159 of the Act compared with the previous financial year:

	Per Rateable Property 2017-18 \$	Per Rateable Property 2018-19 \$	Change	
			\$	%
Municipal	204	208	4	1.96%

4.1.1(h) The estimated total amount to be raised by municipal charges compared with the previous financial year:

	2017-18 \$	2018-19 \$	Change	
			\$	%
Municipal Charge	4,289,304	4,473,248	183,944	4.29%

4.1.1(i) The rate or unit amount to be levied for each type of service rate or charge under Section 162 of the Act compared with the previous financial year:

	2017-18 \$	2018-19 \$	Change	
			\$	%
Urban Garbage (all residential tenements)	379	409	30	7.92%
Rural Garbage (optional)	314	339	25	7.96%

4.1.1(j) The estimated total amount to be raised by each type of service rate or charge, and the estimated total amount to be raised by service rates and charges, compared with the previous financial year:

	2017-18 \$	2018-19 \$	Change	
			\$	%
Urban Garbage (all residential tenements)	6,155,353	6,821,825	666,472	10.83%
Rural Garbage (optional)	527,074	571,897	44,823	8.50%
Total	6,682,427	7,393,723	711,296	10.64%

These figures include supplementary waste charges from new properties.

4.1.1(k) The estimated total amount to be raised by all rates and charges compared with the previous financial year:

	2017-18 \$	2018-19 \$	Change	
			\$	%
General Rates Revenue	38,009,938	39,503,705	1,493,767	3.93%
Municipal Charge	4,289,304	4,473,248	183,944	4.29%
Kerbside Collection and Recycling	6,682,427	7,393,723	711,296	10.64%
Total	48,981,669	51,370,675	2,389,007	4.88%

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4.1.1(l) Fair Go Rates System Compliance

Surf Coast Shire Council is fully compliant with the State Government's Fair Go Rates System.

	2017-18 Budget	2018-19 Budget
Forecast Annualised Rate Revenue	\$ 41,469,849	\$ 43,009,383
Forecast Number of Assessments	21,282	21,764
Forecast Base Average Rate per Assessment	\$ 1,948.59	\$ 1,976.17
Maximum Rate Increase (set by the State Government)	2.00%	2.25%
Capped Average Rate	\$ 1,987.56	\$ 2,020.63
Maximum General Rates and Municipal Charges Revenue	\$ 42,299,246	\$ 43,977,094
Budgeted General Rates and Municipal Charges Revenue	\$ 42,299,242	\$ 43,976,953

4.1.1(m) Any significant changes that may affect the estimated amounts to be raised by rates and charges

There are no known significant changes which may affect the estimated amounts to be raised by rates. However, the total amount to be raised by rates and charges may be influenced by:

- Supplementary valuations for new properties or subdivisions (2018-19: estimated \$398k)
- The variation of returned levels of value (e.g. valuation appeals)
- Changes of use of land such that rateable land becomes non-rateable land and vice versa
- Changes of use of land such that residential land becomes business land and vice versa.

The recent decision by China to restrict imports of recycled materials has had a significant impact on the Australian recycling industry. Subsequent to this, costs related to process recycled materials have increased substantially for Council. Whilst the final impact of these changes is yet to be seen, Council has increased the waste charge in 2018-19 by 8% to ensure this important service continues.

4.1.1(n) Differential rates

The rate and amount of rates payable in relation to land in each category of differential are:

- A general rate of 100% (0.21545 cents in the dollar of CIV) for all rateable residential properties.
- A farm rate of 75% (0.16159 cents in the dollar of CIV) for all rateable farm properties.
- A commercial/industrial rate of 190% (0.40936 cents in the dollar of CIV) for all rateable business properties.
- A vacant residential land rate of 200% (0.43090 cents the dollar of CIV) for all rateable vacant residential land.
- A vacant provisional residential land rate of 100% (0.21545 cents in the dollar of CIV) for all rateable vacant provisional residential land.

Each differential rate will be determined by multiplying the Capital Improved Value of rateable land (categorised by the characteristics described below) by the relevant cents in the dollar indicated above. Council believes each differential rate will contribute to the equitable and efficient carrying out of council functions. Details of the objectives of each differential rate, the types of classes of land that are subject to each differential rate and the uses of each differential rate are set out below.

General Rate land

General Rate is any land, which is:

- Any land which does not have the characteristics of the following rating differentials:
 - Farm Rate land;
 - Commercial/Industrial Rate land; or
 - Vacant Rate land.

The objectives of this differential rate are:

- To ensure that Council has adequate funding to undertake its strategic, statutory, service provision and community services obligations; and

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- To ensure that the differential rate in the dollar declared for defined general rate land properties is fair and equitable, having regard to the cost and the level of benefits derived from provision of Council services.

Farm Rate Land

Farm Rate is any land, which is:

- 2 or more hectares in area;
- Used primarily for primary producing purposes from its activities on the land;
- Used primarily for grazing (including agistment), dairying, pig-farming, poultry farming, fish farming, tree farming, bee keeping, viticulture, horticulture, fruit growing or the growing of crops of any kind or for any combination of those activities; and
- Used by a business that:
 - Has a significant and substantial commercial purpose of character;
 - Seeks to make a profit on a continuous or repetitive basis from its activities on the land; and
 - Is making a profit from its activities on the land, or that has a reasonable prospect of making a profit from its activities on the land if it continues to operate in the way that it is operating.

The objectives of this differential rate are:

- To maintain agriculture as a major industry in the municipal district;
- To facilitate the longevity of the farm sector;
- To achieve a balance between providing for growth and retaining the important agricultural economic base; and
- To ensure that the rate in the dollar declared for defined Farm Land properties is fair and equitable having regard to the cost and the level of benefits derived from provision of Council services to the farm sector.

Commercial/Industrial Rate Land

Commercial/Industrial Rate is any land, which is:

- Used primarily for the carrying out the manufacture or production of, or trade in goods or services (including tourist *facilities and in the case of a business providing accommodation for tourists, is prescribed accommodation under the Public Health and Wellbeing Act (Vic) 2008*; or
- Unoccupied building erected which is zoned Commercial or Industrial under the Surf Coast Shire Planning Scheme; or unoccupied land which is zoned Commercial or Industrial under the Surf Coast Shire Planning Scheme.

The objectives of this differential rate are:

- To enhance the economic viability of the Commercial / Industrial sector through targeted programs and projects;
- To extend regional initiatives toward the establishment of ventures and themes that complement Council's strategic objectives;
- To identify, develop and market the strengths and attractions of each town and village;
- To determine the feasibility of establishing tourism education facilities;
- To identify and develop opportunities for rural tourism;
- To participate as an active partner in regional tourism initiatives;
- To encourage employment opportunities;
- To promote economic development;
- To facilitate the establishment or improvement of tourism infrastructure;
- To ensure that signage, street scaping and promotional activity is complementary to the achievement of commercial and tourism objectives; and
- To ensure that the differential rate in the dollar declared for defined Commercial / Industrial land properties is fair and equitable having regard to the cost and the level of benefits derived from provision of council services to the commercial / industrial sector.

The level of funding applied to the above objectives is a 90% loading levied on Commercial/Industrial properties, which is additional to the amount that would have been raised if there were no differential

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applied. The remaining balance of the funds (i.e. the amount equivalent to the General Rate) is to be applied to the provision of general council services.

Vacant Residential Rate Land

Vacant Residential Rate is any land, which is:

- On which no building is erected on land which is zoned residential under the Surf Coast Shire Planning Scheme, except for any:
 - Uninhabitable shed or shelter, the size of which does not exceed 5% of the total area of land; or
 - Vacant land that is newly reclassified as a result of a new subdivision or becoming vacant as a result of demolition of an existing dwelling for a period of one year from the reclassification date will only pay the general residential rate.

The objectives of this differential rate are summarised below:

- To facilitate building development on vacant allotments;
- To provide a financial incentive for land to be developed and not held as an investment; and
- To promote affordable housing within Council boundaries.

Vacant Provisional Rate Land

Vacant Provisional Rate Land is any land on which no building is erected which is zoned residential under the Surf Coast Shire Planning Scheme and is newly reclassified as a result of a new subdivision or becoming vacant as a result of demolition of an existing dwelling. Any land not reclassified due to development will be reclassified after the period of the remainder of the rating year plus one year into the appropriate differential category.

The objectives of this differential rate are:

- To facilitate building development on vacant allotments;
- To provide a financial incentive for land to be developed and not held as an investment;
- To promote affordable housing within Council boundaries; and
- To not impose the full vacant rate on newly reclassified vacant land.

Municipal Charge

The municipal charge is declared for the purpose of covering some of the administrative costs of Council.

The municipal charge is declared in respect of all rateable land within the municipality district in respect of which a municipal charge may be levied.

Service Charges

An annual service charge is declared for the collection and disposal of waste (garbage). This charge is not subject to the rate cap and has been set at an 8% increase for the budget year.

The objectives of the annual service charge (refuse collection and disposal) are:

- To recover the contract cost of provision of the refuse collection service;
- To recover the cost of disposal of collected refuse in Council's waste disposal sites; and
- To recover the cost of collection of refuse from:
 - Residential premises within the township areas, in accordance with the Waste Collection Contract and Waste Collection Maps;
 - Residential premises in the rural collection area (optional); and
 - Commercial premises within the township areas (optional) subject to approval by Council's Environmental Health Services department.

The criteria for the annual service charge are:

- An urban garbage charge per service for all residential tenements and each commercial tenement (optional) where approval has been given by the environmental health services department, in respect of which a garbage collection is made in the urban townships; and



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- A rural garbage charge per service for each residential tenement in respect of which garbage collection is made in the rural collection area (optional) within the municipality.

4.1.2 Statutory Fees and Charges

	2017-18	2018-19	Change	
	Forecast	Budget	\$'000	%
Infringements and Costs	683	639	(45)	(6.6%)
Land Information Certificates	48	50	2	3.4%
Other Statutory Fees and Fines	94	115	21	22.7%
Subdivision Supervision, Certification and Plan Checking	425	490	65	15.3%
Town Planning Fees	600	578	(22)	(3.7%)
Total Statutory Fees and Charges	1,851	1,872	21	1.1%

Statutory fees and fines relate mainly to fees and fines levied in accordance with legislation and include fees for planning certificates, subdivision certificates, building certificates and local law infringements. Revenue from statutory fees are budgeted to increase by 1.1% or \$0.02 million compared to 2017-18. Subdivision Supervision fees have increased by \$0.07 million due to the increased value of subdivisions. The decrease in infringements of \$0.5 million is due to increasing community compliance with parking regulations.

4.1.3 User Charges

	2017-18	2018-19	Change	
	Forecast	Budget	\$'000	%
Aged and Health Services	94	430	336	357.04%
Child Care/Childrens Programs	707	697	(10)	(1.5%)
Gravel Pit Fees	87	87	-	-
Lease Rentals	90	68	(22)	(24.7%)
Leisure Centre and Recreation	868	871	3	0.4%
Other Fees	1,077	1,111	34	3.2%
Registration and Other Permits	599	752	153	25.6%
Royalties	326	342	16	4.9%
Waste Management Services	2,330	2,240	(90)	(3.9%)
Total User Charges	6,178	6,598	420	6.8%

User charges relate mainly to the recovery of service delivery costs through the charging of fees for Council services. User charges are budgeted to increase by 6.8% or \$0.42 million compared to 2017-18. User charges have increased generally, in particular animal registrations have increased by \$0.14m due to the fee changes as per Council's Domestic Animal Management Plan; Home Care Packages have increased by \$0.34m due to the change in the recognition of revenue offset in grant income. Waste management recycling user charges have decreased by \$0.11m due to the recent changes in the recycling industry.

4.1.4 Grants Operating & Capital

Operating and capital government grants include all monies received from Victorian and Commonwealth Government sources for the purposes of funding the delivery of Council's services and projects. Total operating grants are budgeted to decrease by \$2.6 million for 2018-19 with \$2.04 million of the 2018-19 grants commission allocation budgeted to be received in the 2017-18 year. Total capital grants are decreasing by \$8.3 million. Council does not budget for grants or corresponding project budgets that are not confirmed with a grant agreement.

	2017-18	2018-19	Change	
	Forecast	Budget	\$'000	%
Summary of Grants:				
Commonwealth funded grants	11,759	3,530	(8,229)	(70.0%)
State funded grants	5,229	2,501	(2,727)	(52.2%)
Total Grants	16,988	6,031	(10,957)	(64.5%)

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	2017-18	2018-19	Change	
	Forecast \$'000	Budget \$'000	\$'000	%
Recurrent - Commonwealth Government				
Assessment Service	157	159	2	1.2%
Early Years	15	8	(8)	(50.0%)
Flexible Respite Service Response	16	11	(5)	(31.2%)
Grants Commission	4,263	2,307	(1,956)	(45.9%)
HACC Cafe Style Support	76	66	(11)	(13.9%)
HACC Minor Capital	4	-	(4)	(100.0%)
Home Care	678	659	(19)	(2.8%)
Home Care Packages	537	-	(537)	(100.0%)
Meals on Wheels	75	80	4	5.6%
National Commonwealth Respite Program	23	26	3	14.1%
National Disability Insurance Scheme	5	-	(5)	(100.0%)
Positive Ageing Administration	52	53	1	2.3%
Property Maintenance	66	66		0.1%
Roads to Recovery	1,399	-	(1,399)	(100.0%)
Senior Citizens	43	31	(12)	(27.7%)
Transport	-	15	15	
Youth Services	48	48	-	-
Total Recurrent - Commonwealth Government	7,458	3,530	(3,928)	(52.7%)
Recurrent - State Government				
Assessment Service	17	18		1.2%
Buildings	35	-	(35)	(100.0%)
Early Years	1	3	3	500.0%
Economic Development & Tourism projects	2	2	-	-
Family Day Care Services	46	-	(46)	(100.0%)
Fleet Management	24	24	-	-
HACC Cafe Style Support	-	16	16	
Health Services Administration	18	4	(14)	(80.0%)
Home Care	75	73	(2)	(2.8%)
Immunisations	9	11	2	28.2%
Kindergarten Cluster Management	1,372	1,434	62	4.5%
Local Laws - School Crossings	38	65	27	71.8%
Maternal & Child Health Services	253	248	(5)	(1.9%)
Meals on Wheels	8	9		5.6%
Planning Scheme projects	9	-	(9)	(100.0%)
Positive Ageing Administration	6	6		2.3%
Property Maintenance	7	7		0.1%
Public Safety Projects	24	-	(24)	(100.0%)
Recreation and Open Space	10	-	(10)	(100.0%)
Rural Access Services	50	52	2	4.0%
Senior Citizens	7	6	(1)	(18.9%)
SSRC Holiday Program	36	-	(36)	(100.0%)
Youth Services	32	32	-	-
Total Recurrent - State Government	2,078	2,010	(69)	(3.3%)
Total Recurrent Grants	9,537	5,540	(3,997)	(41.9%)

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	2017-18	2018-19	Change	
	Forecast	Budget	\$'000	%
	\$'000	\$'000	\$'000	%
Non-Recurrent - Commonwealth Government				
Buildings	700	-	(700)	(100.0%)
Disaster Relief projects	152	-	(152)	(100.0%)
Public Safety Projects	2,814	-	(2,814)	(100.0%)
Recreation and Open Space	635	-	(635)	(100.0%)
Total Non Recurrent - Commonwealth Government	4,301	-	(4,301)	(100.0%)
Non-Recurrent - State Government				
Buildings	200	-	(200)	(100.0%)
Community Emergency Management	240	240	-	
Economic Development & Tourism projects	10	-	(10)	(100.0%)
Environmental Projects	32	-	(32)	(100.0%)
Public Safety Projects	2,516	99	(2,417)	(96.1%)
Recreation and Open Space	153	153		0.2%
Total Non Recurrent - State Government	3,151	492	(2,659)	(84.4%)
Total Non-Recurrent Grants	7,451	492	(6,960)	(93.4%)

4.1.5 Contributions Monetary

	2017-18	2018-19	Change	
	Forecast	Budget	\$'000	%
	\$'000	\$'000	\$'000	%
Developer Contributions	1,657	2,392	735	44.3%
Family Day Care	318	330	12	3.7%
Fleet Contributions	106	234	128	120.8%
Pensioner Rate Concession	449	450	1	0.2%
Project Contributions	453	20	(433)	(95.6%)
Recoupments - Statutory	142	113	(29)	(20.2%)
State Revenue Office (Valuations)	26	-	(26)	(100.0%)
State Revenue Office (Fire Service Levy)	49	49	-	-
Sundry	64	58	(6)	(8.9%)
Total Monetary Contributions	3,264	3,647	383	11.7%

Contributions relate to recoupment of expenditures, community contributions to capital works, and monies paid by developers in regard to new subdivision works. Contributions are budgeted to increase by 11.7% or \$0.4 million compared to 2017-18. Developer contributions are budgeted to increase by \$0.7 million and project contributions are budgeted to decrease by \$0.4 million due to the changing nature of the capital program. Fleet contributions are budgeted to increase by \$0.1 million.

4.1.6 Contributions Non-Monetary

Non-monetary contributions relate to new subdivision works being handed over to Council from developers. Non-monetary contributions are budgeted to decrease by 11% or \$1.5 million to \$12.3 million compared to 2017-18.



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4.1.7 Other Income

Other income relates to interest on investments which are budgeted to be in line with 2017-18 at \$0.9 million.

4.1.8 Employee Costs

	2017-18	2018-19	Change	
	Forecast	Budget	\$'000	%
	\$'000	\$'000	\$'000	%
Wages and Salaries	24,087	26,176	2,089	8.67%
Superannuation	2,421	2,610	189	7.8%
WorkCover	511	684	173	33.9%
Casual Staff	712	649	(63)	(8.9%)
Training	359	356	(3)	(0.7%)
Other	336	326	(10)	(2.9%)
Fringe Benefits Tax	230	195	(35)	(15.2%)
Total Employee Costs	28,656	30,997	2,340	8.2%

Employee benefits include all labour related expenditure such as wages and salaries and on-costs such as allowances, leave entitlements, employer superannuation and workers compensation insurance. Employee costs in the Comprehensive Income Statement do not include capitalised labour costs. Employee costs are budgeted to increase by 8.2% or \$2.3 million compared to 2017-18.

The 8.2% increase is made up of:

- enterprise agreement and level increments 2.5%;
- new positions 3.7%; and
- new temporary positions for projects 2%.

Refer to section 4.6 notes to the Statement of Human Resources for more information on employees.

4.1.9 Materials and Services

	2017-18	2018-19	Change	
	Forecast	Budget	\$'000	%
	\$'000	\$'000	\$'000	%
Consultants	1,019	976	(44)	(4.3%)
Contract Payments	5,947	6,348	399	6.7%
Expensed Capital Works	2,117	3,582	1,465	69.2%
Fuel	649	663	14	2.2%
General Maintenance	245	285	40	16.5%
Grants, Contributions and Sponsorship	1,161	1,201	40	3.4%
Information Technology	875	1,062	187	21.3%
Insurances	644	695	51	7.9%
Materials	2,627	2,576	(51)	(1.9%)
Office Administration	819	821	1	0.2%
Operating Projects	2,783	1,809	(974)	(35.0%)
Royalties	1,139	1,205	66	5.8%
Sub-Contractors	3,212	2,928	(284)	(8.9%)
Utilities	1,133	1,277	144	12.7%
Total Materials and Services	24,371	25,426	1,055	4.3%

Materials and services include the purchase of consumables, payments to contractors for the provision of services, utility costs and expensed capital works. Materials and services are budgeted to increase by 4.3% or \$1.1 million compared to 2017-18.

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Expensed capital works are budgeted to increase by \$1.5 million to \$3.6 million compared to 2017-18. Expensed capital works are works associated with Council assets and major projects that do not meet the definition of asset expenditure under Australian Accounting Standards. Materials and services expenditure for operating projects is budgeted to decrease by \$1.0 million to \$1.8 million. Excluding the expensed capital works, operational projects and budget submissions adopted into the budget, the underlying growth of materials and services expenditure has generally risen by 2%.

4.1.10 Bad and Doubtful Debts

Bad and doubtful debts are budgeted to remain at similar levels to the 2017-18 forecast at \$0.08 million.

4.1.11 Depreciation

	2017-18	2018-19	Change	
	Forecast	Budget	\$'000	%
Infrastructure	8,039	8,716	677	8.4%
Plant and Equipment	1,710	1,810	100	5.9%
Property	2,853	2,969	116	4.1%
Total Depreciation	12,602	13,495	894	7.1%

Depreciation measures the allocation of the value of an asset over its useful life for Council's property, plant and equipment (including infrastructure assets such as roads and drains) as a result of delivering services to the community. The increase of \$0.9 million or 7.1% is due mainly to the completion of the 2018-19 capital works program; the full year effect of depreciation on the 2017-18 capital program and the higher base for calculating depreciation due to the revaluation of infrastructure in 2017-18. Refer to section 4.5 notes on Statement of Capital Works for a more detailed analysis of Council's capital works program for the 2018-19 year.

4.1.12 Borrowing Costs

Finance costs relate to interest charged by financial institutions on funds borrowed. The increase of \$0.1 million or 12% compared to the 2017-18 includes interest on the \$3.0 million borrowings budgeted to be taken out in June 2018. New borrowings of \$3.9 million are proposed for the 2018-19 financial year as part of the funding of the Surf Coast Multi-Purpose Stadium. The new loan is scheduled to be taken out in June 2019 so will have minimal impact on borrowing costs in the 2018-19 financial year.

4.1.13 Net (gain)/loss on disposal of property infrastructure, plant and equipment

	2017-18	2018-19	Change	
	Forecast	Budget	\$'000	%
Asset Write Offs	934	923	(11)	(1.2%)
Proceeds From Sale	(1,114)	(439)	675	(60.6%)
Written Down Value of Assets Disposed	927	439	(488)	(52.7%)
Total Net Loss on Disposal	747	923	176	23.5%

Net loss on disposal relates to sale of assets and assets written off as part of the renewal program. The net loss on disposal of property infrastructure, plant and equipment is budgeted to increase by \$0.2 million. The forecast includes profit of \$0.2 million on sale of two land parcels in Moriac.

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4.1.14 Other Expenses

	2017-18	2018-19	Change	
	Forecast	Budget	\$'000	%
Councillors' Allowances	304	310	6	2.0%
Auditors' Remuneration - Internal Audit	98	120	22	22.4%
Auditors' Remuneration - VAGO	45	46	1	2.2%
Operating Lease Rentals	797	843	45	5.7%
Total Other Expenses	1,244	1,319	75	6.0%

4.1.15 Net Asset Revaluation Increment

Revaluation movements are budgeted at an assumed 2.5% increase. Asset classes due to be revalued in 2018-19 are buildings and drainage. Asset classes due to be revalued in 2017-18 are footpaths and cycle-ways, recreation leisure and community assets, parks and open space and street scapes.

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4.2 Balance Sheet

4.2.1 Current Assets

Cash and cash equivalents include cash held in the bank, petty cash and cash with short term maturities of three months or less. These balances are projected to decrease by \$1.3 million in 2018-19. New borrowings of \$3.9 million are budgeted to fund the Surf Coast Multi-Purpose Stadium. Trade and other receivables are budgeted to increase by \$0.07 million to \$3.6 million in 2018-19. There is no movement expected in current and non-current financial assets.

4.2.2 Non-Current Assets

Property, infrastructure, plant and equipment is the largest component of Council's balance sheet and represents the value of all the land, buildings, roads, drainage, recreation facilities and plant and equipment assets owned by Council. The increase of \$18.8 million in this balance is mainly attributable to the total capital works program (excluding expensed capital works) (\$16.8 million), granted assets (\$12.3 million), cyclical revaluation of assets (\$4.6 million), less depreciation of assets (\$13.5 million), asset write-offs (\$0.9 million), and written down value of assets disposed (\$0.4 million).

4.2.3 Interest Bearing Liabilities

Interest bearing liabilities are broken up into current and non-current categories on the balance sheet. The current component represents the amount to be repaid in the following year. After loan repayments of \$1.0 million and new borrowings of \$3.9 million, total borrowings will increase to \$20.2 million as at 30 June 2019.

The new borrowings planned in 2018-19 form part of the funding for the construction of the Surf Coast Multi-Purpose Stadium. Borrowing levels are within the local government prudential guidelines that set limits for working capital, levels of debt and debt commitment costs compared to levels of rate revenue and assets (see financial performance indicators in section 5).

After taking into account Council's expected Accumulated Unallocated Cash Surplus as at 30 June 2019, Council's net debt level will be \$19.1 million. New debt contracts are only entered into after carefully considering Council's available cash position.

The following table sets out future proposed borrowings, based on the forecast financial position of Council as at 30 June 2018.

Year	New Borrowings \$'000	Principal Paid \$'000	Interest Paid \$'000	Balance 30 June \$'000
2017/18	3,000	675	1,031	17,262
2018/19	3,900	951	1,155	20,211
2019/20	-	1,303	1,321	18,908
2020/21	-	1,405	1,210	17,502
2021/22	-	1,486	1,123	16,017
2021/22	-	1,583	1,035	14,434

The following table shows information on borrowings specifically required by the Regulations.

	2017-18 \$'000	2018-19 \$'000
Total amount borrowed as at 30 June of the prior year	14,937	17,262
Total amount to be borrowed	3,000	3,900
Less total amount projected to be redeemed	675	951
Total amount proposed to be borrowed as at 30 June	17,262	20,211



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4.2.4 Current Liabilities

Trade and other payables are those to whom Council owes money as at 30 June. These liabilities are budgeted to increase in 2018-19 by \$0.07 million. Provisions include accrued long service leave and annual leave for employees, and future landfill rehabilitation. The net movement in provisions is zero as the expected increase in employee provisions (\$0.5 million) is offset by landfill rehabilitation works funded by the provision (\$0.5 million). As a result of the borrowings outlined in Section 4.2.3, interest bearing liabilities will increase by \$0.4 million.

4.2.5 Non-Current Liabilities

The increase of \$2.6 million in 2018-19 is mainly due to the movement in interest bearing liabilities with new borrowings of \$3.9 million partially offset by the transfer to current liabilities of \$1.3 million as loan repayments are due.

4.2.6 Total Equity

Total equity always equals net assets and is made up of the following components:

- Accumulated surplus which is the value of all net assets less Reserves that have accumulated over time.
- Asset revaluation reserve which represents the difference between the previously recorded value of assets and their current valuations.
- Other reserves are funds that Council wishes to separately identify as being set aside to meet a specific purpose in the future and to which Council has committed. These amounts are separated from the Accumulated Unallocated Cash Reserve which is not being held for a specific purpose.

It has been budgeted that during the year a net amount of \$1.3 million is to be transferred from other reserves. This is a transfer between equity balances only and does not impact on the total balance of equity. The increase in the asset revaluation reserve of \$4.6 million reflects the anticipated revaluation of Council assets in the 2018-19 year.

The following table outlines the proposed movements through the cash reserves during 2018-19. The carried forward amounts for capital works and operational projects reflect funds that will be cash backed at the end of the year and do not include grant funding not received.

Reserve	Opening Balance \$'000 01-07-2018	Transfer To Reserve \$'000	Transfer From Reserve \$'000	Closing Balance \$'000 30-06-2019
Open Space	983	400	197	1,186
Main Drainage	210	-	-	210
Developer Contributions	2,520	2,024	3,643	900
Home Care Packages	100	55	-	155
Trust and Deposits	2,253	45	-	2,298
Plant Replacement	550	983	1,355	177
Asset Renewal	620	5,679	6,273	26
Waste	5,295	3,238	475	8,058
Aireys Inlet Units	301	6	-	308
DCP Council Funds	1,275	2,254	3,529	-
Winchelsea Infrastructure Plan Allocation	80	200	-	280
Gherang Gravel Pits	1,933	287	-	2,220
Defined Benefits Superannuation	974	100	-	1,074
Carried Forward Capital Works	12,380	15,350	11,436	16,294
Carried Forward Operational Projects	357	274	357	274
Adopted Strategy Implementation	5,220	-	2,044	3,176
Accumulated Unallocated Cash	3,991	159	3,066	1,084
Totals:	39,041	31,053	32,375	37,720

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4.3 Statement of Changes in Equity

The Statement of Changes in Equity shows the opening balance of equity, the movements and the closing balance. The movements are the surplus for the year and the net asset revaluation.

4.4 Statement of Changes in Cash Flows

	NOTES	2017-18 Forecast \$'000	2018-19 Budget \$'000	Variance \$'000
Cash flow from operating activities				
Rates and charges		49,870	51,910	2,040
Grants - operating		8,655	5,977	(2,678)
Grants - capital		8,570	252	(8,318)
Contributions		3,264	3,647	383
Interest received		908	903	(5)
Statutory fees and fines		1,843	1,872	29
User charges		6,612	6,757	145
Net GST refund/payment		4,280	3,814	(466)
Trust funds received/(taken)		(399)	45	444
Employee costs		(28,423)	(30,934)	(2,511)
Materials and Services		(31,606)	(31,014)	592
Net cash provided from operating activities	4.4.1	23,576	13,229	(10,347)
Cash Flows from investing activities				
Proceeds from sale of property, plant & equipment		1,114	439	(675)
Payments for property, plant, equipment & infrastructure assets		(22,397)	(16,784)	5,613
Cash Flows from investing activities		20,380	-	(20,380)
Net cash used in investing activities	4.4.2	(903)	(16,345)	(15,442)
Cash flows from financing activities				
Finance costs		(1,031)	(1,155)	(124)
Proceeds from interest bearing loans and borrowings		3,000	3,900	900
Repayment of interest bearing loans and borrowings		(675)	(951)	(276)
Net cash provided from financing activities	4.4.3	1,294	1,795	501
Net increase/(decrease) in cash & cash equivalents held		23,967	(1,321)	(25,288)
Cash & cash equivalents at the beginning of the period		2,414	26,380	23,967
Cash & cash equivalents at the end of the period		26,380	25,059	(1,321)
Investments (current and non-current financial assets)		16,000	16,000	-
Total cash & investments at the end of the period	4.4.4	42,380	41,059	(1,321)

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4.4.1 Net Cash Provided from Operating Activities

The decrease in net cash provided from operating activities is due to a combination of factors. Capital grants decrease of \$8.3 million, operating grants decrease of \$2.7 million (due to receipt of half the 2018-19 Victorian Grants Commission Financial Assistance Grant in June 2018) and employee costs increase of \$2.5 million. These movements are partially offset by rates and charges revenue increase of \$2.0 million (due to the rate increase of 2.25%, garbage increase of 8% and annualisation of prior year supplementary rates).

The net cash provided from operating activities does not equal the income statement surplus for the year as the expected revenues and expenses of the Council include non-cash items that are not included in the Cash Flow Statement. The budgeted income statement surplus result is reconciled to budgeted cash flows available from operating activities as set out in the following table.

	2017-18 Forecast \$'000	2018-19 Budget \$'000	Variance \$'000
Surplus for the Year	24,042	9,835	(14,207)
Add Depreciation	12,602	13,495	894
Less Granted Assets	(13,779)	(12,265)	1,514
Add Debt Servicing	1,031	1,155	124
Add Net Loss/(Gain) on Disposal of Property Infrastructure, Plant and Equipment	747	923	176
Add Net Movement in Current Assets and Liabilities	(1,067)	86	1,153
Cash Flows Available from Operating Activities	23,576	13,229	(10,347)

The granted assets relate to the road infrastructure from subdivisions handed to Council. Some of the estates in next year's budget include parts of Quay 2, Stretton, Zeally Sands, Surf View Estate and the Dunes Estate.

4.4.2 Cash Flows from Investing Activities

The budgeted decrease in cash from investing activities of \$15.4 million compared to the forecast predominately relates to a movement of cash from investing activities in the forecast of \$20.4 million partially offset by a decrease in the outflow for property, plant, equipment and infrastructure assets. The movement of \$20.4 million in investing activities is a transfer between financial assets (long term investments) and cash and cash equivalents (short term investments), it does not affect the overall balance of Council's total cash and investments.

Refer to the notes to the statement of capital works for a more detailed analysis of the capital works program.

4.4.3 Cash Flows from Financing Activities

The increase in receipt of monies of \$0.5 million from financing activities relates to an increase in proceeds from borrowings partially offset by an increase in finance costs and repayments of loans due to two new loans. A \$3.0 million loan is scheduled to be taken out in June 2018 for the Kurrabee Myaring Community Centre and in 2018-19 a \$3.9 million loan is scheduled to be taken out in June 2019 for the Surf Coast Multi-Purpose Stadium.

4.4.4 Total Cash and Investments

Total cash and investments (including current and non-current financial assets) are budgeted to decrease by \$1.3 million to \$41.1 million.

Much of Council's cash and cash equivalents are held for specific purposes, and as such are not fully available for Council's operations. The following table shows the cash and cash equivalents as at 30 June 2019 which have been set aside for specific purposes in the future:

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	2017-18 Forecast \$'000	2018-19 Budget \$'000
Restricted		
Open Space	983	1,186
Main Drainage	210	210
Developer Contributions	2,520	900
Home Care Packages	100	155
Trust and Deposits	2,253	2,298
Total Restricted Reserves	6,066	4,750
Unrestricted		
Plant Replacement	550	177
Asset Renewal	620	26
Waste	5,295	8,058
Areys Inlet Units	301	308
DCP Council Funds	1,275	-
Winchelsea Infrastructure Plan Allocation	80	280
Gherang Gravel Pits	1,933	2,220
Defined Benefits Superannuation	974	1,074
Carried Forward Capital Works	12,380	16,294
Carried Forward Operational Projects	357	274
Adopted Strategy Implementation	5,220	3,176
Accumulated Unallocated Cash	3,991	1,084
Total Unrestricted Reserves	32,976	32,971
Total Reserves	39,041	37,720
Reserve Based Debtors and Project Creditors	3,339	3,339
Total Cash and Investments	42,380	41,059

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4.5 Statement of Capital Works

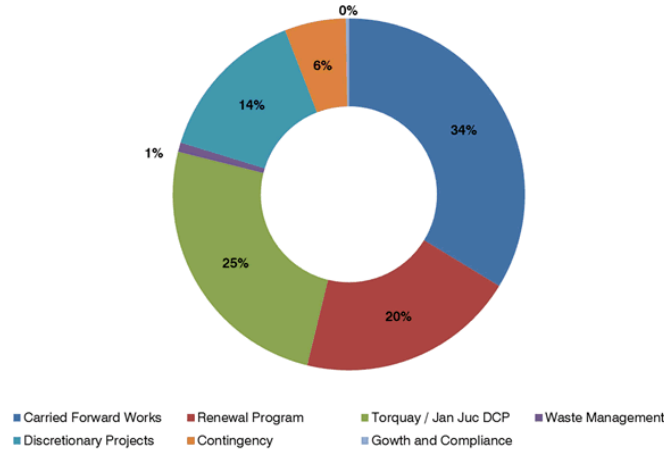
This section provides a summary of the planned capital expenditure and funding for the 2018-19 year.

	NOTES	2018-19 Budget Allocation \$'000	2018-19 Budget Spend \$'000
Carried Forward Capital Works			
Renewal Program		2,323	2,323
Torquay / Jan Juc DCP		1,424	1,424
Waste Management		2,238	2,238
Discretionary			
Buildings		499	499
Corporate Projects		30	30
Digital Transformation		1,071	1,071
Pathways		164	164
Recreation and Open Space		1,688	1,688
Roads / Road Safety		1,999	1,999
Contingency		944	-
Total Carried Forward Works	4.5.2	12,380	11,436
New Works			
Renewal Program	4.5.3	7,376	5,731
Torquay / Jan Juc DCP	4.5.4	9,210	288
Waste Management	4.5.5	318	285
Discretionary			
Annual Streetscapes Allocation	4.5.6	50	50
Buildings	4.5.7	203	231
Business Cases	4.5.8	20	20
Corporate Projects	4.5.9	205	205
Digital Transformation	4.5.10	2,500	
Drainage	4.5.11	143	118
Pathways	4.5.12	145	111
Recreation and Open Space	4.5.13	1,190	1,146
Roads / Road Safety	4.5.14	810	698
Growth and Compliance			
Community Wellbeing	4.5.15	103	103
Contingency	4.5.16	2,064	
Total New Capital Works	4.5.1	24,334	8,985
Total Capital Works		36,715	20,421
Represented by			
New Asset Expenditure		13,404	2,122
Asset Renewal Expenditure		10,061	7,999
Asset Upgrade Expenditure		7,409	6,646
Asset Expansion Expenditure		17	17
		30,892	16,784
Expensed Capital Works		5,765	3,582
Landfill Provision Works		58	55
Total Capital Works		36,715	20,421

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2018-19 Capital Program Allocation by Category



4.5.1 New Capital Works Spend

New capital works spend during 2018-19 totals \$9 million compared to the new allocation of \$24.3 million. Spend reflects the budgeted expenditure during 2018-19 on capital works projects. The variance in allocation and spend timing on projects varies due to project implementation and cash flow timing. Importantly, allocated project funds are retained on the project budget until spent or formally reallocated by Council. The variance between the 2018-19 new allocation and spend of \$15.4 million relates to the Surf Coast Multi-Purpose Stadium \$8.3 million, Digital Transformation project \$2.5 million, Renewal Program \$1.6 million, Yurrock Soccer Pitch and Lighting \$0.6 million and the capital program contingency \$2.0 million which is not budgeted to be spent.

4.5.2 Carried Forward Works Allocation

Carried forward capital work projects for 2018-19 totals \$12.4 million which includes Forest/Grays Road Upgrade \$2.0 million, Anglesea Landfill Stage 3D Liner \$1.7 million, Regional Bike Route Horseshoe Bend Road \$1.1 million, Digital Transformation \$1.1 million, Heavy Plant Replacement Program timing \$0.7 million, Disaster Relief Projects \$0.6 million, Winchelsea Netball Pavilion Upgrade \$0.6 million and \$0.9 million of contingency.

4.5.3 Renewal Program Allocation

The renewal works includes the renewal of existing roads, drains, pathways, parks assets, active recreation facilities, buildings, stairways and retaining structures. The 2018-19 \$7.4 million allocation relates to renewal projects such as Unsealed Road Renewal Program \$1.1 million, Gnarwarre Road Major Culvert Rehabilitation \$0.9 million, Heavy Plant Replacement \$0.9 million, Sealed Road Renewal Program \$0.8 million, Fischer Street (Zeally Bay Road to Highlander Road) \$0.7 million and the Building Renewal Program \$0.3 million.

4.5.4 Torquay / Jan Juc DCP Allocation

Torquay / Jan Juc DCP 2018-19 program has \$9.2 million allocated which includes the Surf Coast Multi-Purpose Stadium \$8.5 million (\$10.0 million including contingency), Civic Centre Precinct Yurrock Soccer Pitch and Lighting \$0.7 million and South Beach Road Upgrade \$0.05 million.

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4.5.5 Waste Management Allocation

Waste management projects typically include landfill site rehabilitation works, and upgrade of building facilities such as transfer stations. The 2018-19 program includes the Problem Material Facility \$0.1 million, Solar Compacting Bins \$0.1 million, Waste Drop Off Point Relocation \$0.04 million, Anglesea Landfill Flare Maintenance \$0.02 million and Litter Bin Stand Replacement \$0.02 million.

4.5.6 Township Landscape Beautification Allocation

A new multi-year annual allocation of \$0.05 million will be incorporated into the capital works program from 2018-19 to enhance streetscapes within the Surf Coast Shire.

4.5.7 Buildings

The Building projects in the 2018-19 program include the Changing Places Facility Anglesea \$0.1 million, Changing Places Facility Winchelsea \$0.05 million, Globe Theatre Reverse Cycle Air Conditioning \$0.04 million and Anglesea Recreation and Sports Club Asset Protection \$0.03 million.

4.5.8 Business Cases Allocation

In 2018-19, the capital Business Case project relates to the Torquay and Lorne Waste Drop Off Points \$0.02 million.

4.5.9 Corporate Projects Allocation

The Corporate Projects in the 2018-19 program includes Activity Based Working Design and Implementation \$0.2 million.

4.5.10 Digital Transformation Allocation

Digital Transformation in the 2018-19 program includes an allocation for \$2.5 million.

4.5.11 Drainage Allocation

Drainage projects in the 2018-19 program includes Drainage Upgrade Discretionary Works \$0.1 million and Drainage Upgrade at Golf Links Road \$0.04 million.

4.5.12 Pathways Allocation

Pathways projects in the 2018-19 program include \$0.1 million for the Annual Pathways Construction Program and \$0.01 million for Birregurra-Deans Marsh Road Pathway Feasibility.

4.5.13 Recreation and Open Space Allocation

Recreation and Open Space includes a \$1.2 allocation in 2018-19. This program includes Surf Life Saving Club contributions for Anglesea \$0.25 million and Jan Juc \$0.25 million, Anderson Roadknight Reserve Masterplan implementation \$0.17 million, Winchelsea Memorial Cairns \$0.05 million, Ellimatta Oval Lighting Upgrade \$0.13 million and Anglesea Motor Yacht Club Redevelopment contribution \$0.02 million.

4.5.14 Roads / Road Safety Allocation

Roads and Road Safety includes an allocation of \$0.8 million. This program includes Traffic Management in Winchelsea Town Centre \$0.2 million, The Esplanade / Bell Street Pedestrian

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Improvements \$0.19 million, Rural Road Safety Improvements \$0.15 million, Fischer Street and Merrijig Drive Intersection \$0.09 million and Road Safety Strategy Implementation \$0.07 million.

4.5.15 Community Wellbeing Allocation

An allocation of \$0.1 million to Community Wellbeing projects for 2018-19 includes the Disability Discrimination Act Implementation plan for buildings project \$0.05 million, Asbestos Audits \$0.03 million, NBN Changeover (Council facilities) \$0.02 million and Road Safety Critical Signage Works \$0.02 million.

4.5.16 Contingency Allocation

Contingency allocation to the capital works program is \$2.1 million in 2018-19. The contingency allocation is developed through assessment of each project's complexity and needs, and will be accessed through Council's Program Management Office governance arrangements. When a project is completed, any unspent portion of contingency will be returned to its source funding for further allocation by Council.

Capital Program Funding Sources

Capital Program Allocation - Funding Sources		2017-18	2018-19	Variance
	NOTES	Forecast \$'000	Budget \$'000	\$'000
Carried Forward Capital Works				
Funded by Council Funds and Grants Received		11,303	12,380	1,078
Total Carried Forward Capital Works		11,303	12,380	1,078
New Capital Works Allocation				
<i>External</i>				
Capital Grants	4.5.17	5,338	252	(5,087)
Contributions	4.5.18	114	10	(104)
Borrowings	4.5.19	3,000	3,900	900
Special Charges	4.5.20	135	21	(114)
		8,587	4,183	(4,404)
<i>Internal</i>				
Proceeds from Sale of Assets	4.5.21	338	439	101
Cash Reserves	4.5.22	(6,707)	5,243	11,950
Direct Funded	4.5.23	12,031	14,470	2,439
		5,662	20,152	14,489
Total New Capital Works Allocation		14,250	24,334	10,085
Total Funding Sources		25,552	36,715	11,163

4.5.17 Capital Grants Funding

Capital grants include all monies received from State and Federal sources for the purposes of funding the capital works program. The major grants that are budgeted to be received in 2018-19 include The Esplanade and Bell Street Pedestrian Improvements \$0.1 million, Yurrock Soccer Pitch & Lighting \$0.1 million and the Modewarre Cricket Training Facility \$0.05 million.

4.5.18 Contribution Funding

Contributions relate to community contributions to capital works. Contributions for the 2018-19 program include the Modewarre Cricket Training Facility \$0.01 million.



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4.5.19 Borrowings Funding

Borrowings relate to the funding of capital works projects. During the 2018-19 financial year new borrowings of \$3.9 million will fund the Surf Coast Multi-Purpose Stadium.

4.5.20 Special Charges Funding

Special charges are declared under Section 163 of the Local Government Act 1989 for the purpose of raising revenue from ratepayers who will receive a specific benefit from new capital works projects. During 2018-19, \$0.02 million is budgeted to be received as part of the Annual Pathways Construction Program for construction of the Baines Crescent pathway in Torquay.

4.5.21 Proceeds from Sale of Assets Funding

Council has a planned program for replacing fleet vehicles, heavy plant and equipment, which is partially funded by proceeds from sale of these assets each year. In 2018-19, \$0.4 million asset sales proceeds relate to the sale of Council light fleet and heavy plant.

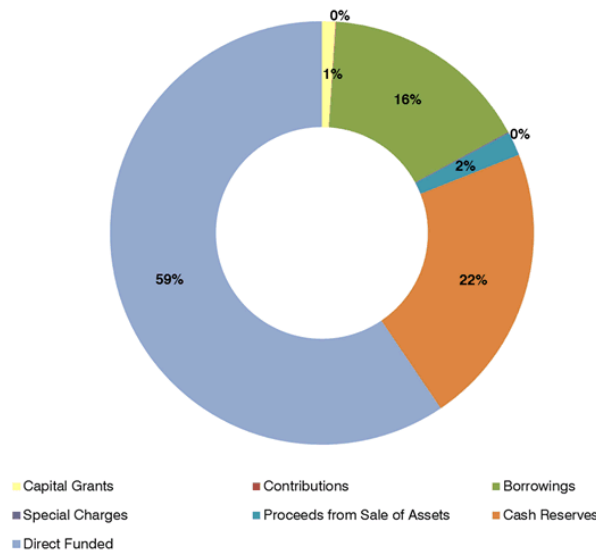
4.5.22 Cash Reserves Funding

Council's cash reserves are held to meet cash flow requirements and future capital works commitments. Council has allocated cash reserve funds to new capital works commitments in 2018-19, including the Surf Coast Multi-Purpose Stadium \$6.1 million, Gnarwarre Road Major Culvert Rehabilitation \$0.3 million, Unsealed Road Renewal Program \$0.2 million and Anderson Roadknight Reserve Masterplan \$0.2 million.

4.5.23 Direct Funded

Council generates cash from its operating activities, which is used as a funding source for the capital works program. Refer to the Financial Statements section 3.8 of the budget for information on Recurrent EBITDA.

2018-19 Capital Program Allocation Funding Sources



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4.6 Statement of Human Resources

Employee benefits include all labour related expenditure such as wages, salaries and on-costs such as allowances; leave entitlements; employer superannuation and workers compensation insurance.

Budgeted and forecast human resourcing expenditure is summarised below.

Division	2018-19	2019-20	2020-21	2021-22
	Budget \$'000	Strategic Resource Plan \$'000		
Chief Executive Office	1,171	1,196	1,223	1,250
Culture and Community	11,501	11,754	12,013	12,277
Environment and Development	8,558	8,746	8,939	9,135
Governance and Infrastructure	8,248	8,430	8,615	8,805
Total Staff Expenditure	29,478	30,126	30,789	31,466
Casuals and Other Expenditure	1,519	949	1,101	1,354
Capitalised Labour Costs	1,522	1,555	1,590	1,625
Total Employee Costs	32,519	32,630	33,480	34,444
FTE Employee Numbers				
Full-time	209.0	212.0	213.4	215.7
Part-time	113.5	111.7	111.7	111.7
Total FTE Employee Numbers	322.5	323.7	325.0	327.4

4.6.1 Operating Employee Costs

From the Statement of Human Resources, operating employee costs are budgeted to increase by 8.17% or \$2.3 million compared to 2017-18. The increase relates to the following key factors:

- Annual wage increase of 2.0% as per the conditions of the Surf Coast Shire Council Enterprise Bargaining Agreement No 9 (2016-2019).
- Position level increments.
- New recurrent and non-recurrent employees.
- Kurrambee Myaring Community Centre and Kindergarten commenced service in January 2018. 2018-19 budget includes full year labour costs (six months in the 2017/18 budget).
- Annualisation of Council approved positions during the 2017-18 financial year supporting growth in Economic Development and Tourism, Planning and Development and Engineering Services.

Employee costs continue to increase over the next four year period to cater for greater compliance commitments and responding to growth.

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5. Financial Performance Indicators

The following table highlights Council's current and projected performance across a range of key financial performance indicators. These indicators provide a useful analysis of Council's financial position and performance and should be interpreted in the context of the organisation's objectives.

Indicator	Measure	NOTES	2016-17 Actual \$'000	2017-18 Forecast \$'000	2018-19 Budget \$'000	2019-20 Strategic Resource Plan \$'000	2020-21 \$'000	2021-22 \$'000
Operating Position								
Adjusted underlying result	Adjusted underlying surplus (deficit) / Adjusted underlying revenue	1	6.70%	3.58%	-8.92%	4.16%	3.72%	2.27%
Liquidity								
Working Capital	Current assets / current liabilities	2	269.83%	299.71%	282.07%	259.78%	265.57%	302.20%
Obligations								
Loans and borrowings	Interest bearing loans and borrowings / rate revenue	3	31.34%	34.66%	38.93%	34.88%	30.91%	27.08%
Loans and borrowings	Interest and principal repayments on interest bearing loans and borrowings / rate revenue		3.58%	3.53%	4.30%	4.61%	4.36%	4.19%
Indebtedness	Non-current liabilities / own source revenue		46.72%	46.40%	49.22%	45.21%	39.74%	35.97%
Asset renewal	Asset renewal and upgrade expenses / Asset depreciation	4	43.71%	120.68%	108.51%	72.81%	83.06%	66.37%
Stability								
Rates concentration	Rate revenue / adjusted underlying revenue	5	67.48%	69.53%	77.01%	70.61%	71.84%	73.03%
Rates effort	Rate revenue / CIV of rateable properties in the municipality	6	0.33%	0.34%	0.29%	0.30%	0.31%	0.33%
Efficiency								
Expenditure level	Total expenses / no. of property assessments		\$3,096	\$3,230	\$3,383	\$3,328	\$3,368	\$3,445
Revenue level	Residential rate revenue / No. of residential property assessments		\$2,151	\$2,230	\$2,313	\$2,330	\$2,373	\$2,417
Workforce turnover	No. of permanent staff resignations & terminations / average no. of permanent staff for the financial year		6.98%	7.50%	7.50%	7.50%	7.50%	7.50%

Notes to Indicators:

1. Adjusted Underlying Result – An indicator of the sustainable operating result required to enable Council to continue to provide core services and meet its objectives. Variability in indicator due to fluctuations in expensed capital expenditure and developer contributions; and the timing of receipt of the Finance Assistance Grant.

2. Working Capital – The proportion of current liabilities represented by current assets. Working capital is generally forecast to increase apart from 2020-21 due to a transfer of \$1 million to current liabilities for waste works due in 2021-22.

3. Debt Compared to Rates – Trend indicates Council's reducing reliance on debt against its annual rate revenue through redemption of long term debt.

4. Asset Renewal – This percentage indicates the extent of Council's renewal of assets against its depreciation charge (an indication of the decline in value of its existing capital assets). A percentage greater than 100 indicates Council is maintaining its existing assets, while a percentage less than 100 means its assets are deteriorating faster than they are being renewed and future capital expenditure will be required to renew assets.

5. Rates Concentration – Reflects extent of reliance on rate revenues to fund all of Council's on-going services. The 2018-19 ratio is otherwise higher due to \$2.04m of the 2018-19 Financial Assistance Grant being received in 2017-18. Generally this ratio indicates Council will become more reliant on rate revenue compared to all other revenue sources.

6. Rates Effort – The revaluation increase has reduced the 2018-19 ratio compared to the forecast.

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Appendix A – Fees and Charges Schedule

Fees and charges include GST where applicable. Statutory fees vary over time in accordance with legislation.

Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
COMMUNITY				
Council Operations				
Minutes are available free of charge from Council's website - www.surfcoast.vic.gov.au		\$0.00	N	Council
Facsimile	Page	\$2.30	N	Council
Receive Fax	Page	\$0.85	Y	Council
Customer Service				
Black & White Photocopying/Printing	Page	\$1.00	N	Council
Colour Photocopying/Printing	Page	\$2.20	N	Council
Black & White Photocopying/Printing - Charity Groups	Page	\$0.50	N	Council
Community Transport				
Community Bus hire only (Petrol by User)	Km	\$0.85	Y	Council
Winchelsea Large Capacity Community Bus (25 seat) - Youth activities	Day	\$55.00	Y	Council
Winchelsea Large Capacity Community Bus (25 seat) - Adult activities up to 400 km round trip	Day	\$137.00	Y	Council
Winchelsea Large Capacity Community Bus (25 seat) - Adult activities over 400 km round trip	Day	\$273.50	Y	Council
Building Hire				
Public Hall Hire				
Shire based Community Group	Hour	\$10.50	Y	Council
Commercial and Non-Shire Community Group	Hour	\$21.00	Y	Council
Functions, Weddings, Parties & Major Events				
Funeral Afternoon Teas	Hour	\$10.50	Y	Council
Bellbrae Hall - Private Hirer Standard Function Rate (6pm-12am)	Block	\$165.00	Y	Council
Bellbrae Hall - Private Hirer Half Day Function Rate (2-5 hours)	Block	\$132.00	Y	Council
Moriac Community Centre - Private Hirer Standard Function Rate (6pm-12am)	Block	\$165.00	Y	Council
Moriac Community Centre - Private Hirer Half Day Function Rate (2-5 hours)	Block	\$132.00	Y	Council
Freshwater Creek Hall - Private Hirer Standard Function Rate (6pm-12am)	Block	\$165.00	Y	Council
Freshwater Creek Hall - Private Hirer Half Day Function Rate (2-5 hours)	Block	\$132.00	Y	Council
The Quay Pavilion - Private Hirer Standard Function Rate (6pm-12am)	Block	\$271.00	Y	Council
The Quay Pavilion - Private Hirer Half Day Function Rate (2-5 hours)	Block	\$175.00	Y	Council
Bob Pettit Pavilion - Private Hirer Standard Function Rate (6pm-12am)	Block	\$271.00	Y	Council
Bob Pettit Pavilion - Private Hirer Half Day Function Rate (2-5 hours)	Block	\$175.00	Y	Council
Wurdale Hall - Private Hirer Standard Function Rate (6pm-12am)	Block	\$165.00	Y	Council
Wurdale Hall - Private Hirer Half Day Function Rate (2-5 hours)	Block	\$132.00	Y	Council
Anglesea Hall - Private Hirer Standard Function Rate (6pm-12am)	Block	\$271.00	Y	Council
Anglesea Hall - Private Hirer Half Day Function Rate (2-5 hours)	Block	\$175.00	Y	Council
Security Bonds – No Alcohol		\$330.00	N	Council
Security Bonds – With Alcohol		\$658.00	N	Council
Winchelsea Swimming pool				
Family Season Pass	Season	\$193.00	Y	Council
Family Season Pass (Early Bird)	Season	\$170.00	Y	Council
Adult Swim	Visit	\$5.70	Y	Council
Child Swim	Visit	\$4.60	Y	Council
School Student Swim	Visit	\$3.60	Y	Council
Spectator (Non Swim)	Visit	\$1.00	Y	Council
School Carnival (plus entry fee person)	Hour	\$75.00	Y	Council
Regional Carnival	Visit	\$1,162.00	Y	Council
Season Swim Pass - Single	Season	\$78.00	Y	Council
Season Swim Pass - Single Concession	Season	\$71.00	Y	Council
Season Swim Pass - Single (Early Bird)	Season	\$57.00	Y	Council

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Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
COMMUNITY				
Eastern Reserve Gymnasium				
Membership - Individual				
3 month	Membership	\$212.00	Y	Council
6 month	Membership	\$373.50	Y	Council
12 month	Membership	\$690.00	Y	Council
Monthly Direct Debit	Membership	\$59.00	Y	Council
Membership - Concession				
3 month	Membership	\$192.00	Y	Council
6 month	Membership	\$334.00	Y	Council
12 month	Membership	\$620.50	Y	Council
Monthly Direct Debit	Membership	\$48.00	Y	Council
Membership - Youth				
3 month	Membership	\$152.00	Y	Council
6 month	Membership	\$258.00	Y	Council
12 month	Membership	\$480.50	Y	Council
Monthly Direct Debit	Membership	\$42.00	Y	Council
Membership - Family (max of 2 Adults & 2 Children)				
3 month	Membership	\$298.00	Y	Council
6 month	Membership	\$517.50	Y	Council
12 month	Membership	\$960.00	Y	Council
Monthly Direct Debit	Membership	\$82.50	Y	Council
10 Visit Pass Health Club or Group Fitness	Membership	\$104.00	Y	Council
Casual Single Visit - Health Club or Group Fitness	Visit	\$13.50	Y	Council
Personal Training Member	Hour	\$53.00	Y	Council
Personal Training Member	Half Hour	\$36.00	Y	Council
Personal Training 2:1 Members	Hour	\$59.00	Y	Council
Personal Training 3:1 Members	Hour	\$71.00	Y	Council
Personal Training Non Member	Hour	\$59.00	Y	Council
Personal Training 1/2 hour - (Non Member)	Half Hour	\$42.00	Y	Council
Surf Coast Sport & Recreation Centre				
Sport				
Adults Basketball	Team	\$71.00	Y	Council
Adults Netball	Team	\$76.00	Y	Council
Junior Basketball and Netball	Team	\$57.00	Y	Council
Badminton - Adults	Player	\$7.70	Y	Council
Badminton - Child/student	Player	\$6.80	Y	Council
Indoor Soccer - Juniors	Player	\$7.70	Y	Council
Indoor Soccer - Seniors	Team	\$57.00	Y	Council
Kinder Gym - Casual	Visit	\$15.00	Y	Council
10 Visit Pass				
Kinder Gym	Membership	\$131.00	Y	Council
Fit for Fifties	Membership	\$104.00	Y	Council
Badminton	Membership	\$62.50	Y	Council
Play Groups	Membership	\$32.00	Y	Council
Team Registrations & Insurance				
Adult Registration per Season (All Sports)	Team	\$64.00	Y	Council
Junior Registration per Season (All Sports)	Team	\$53.00	Y	Council
Insurance Senior Basketball per Season (Set by Victorian Country Basketball Council)	Player (est)	\$42.00	Y	Council
Insurance Junior Basketball per Year (Set by Victorian Country Basketball Council)	Player (est)	\$42.00	Y	Council
Insurance Senior Netball per Year (Set by Netball Victoria)	Player (est)	\$73.00	Y	Council
Insurance Junior (Under 18 years) Netball per Year (Set by Netball Victoria)	Player (est)	\$53.00	Y	Council
Insurance Soccer - Senior (Set by Football Federation Victoria)	Player (est)	\$45.50	Y	Council
Insurance Soccer - Junior (Set by Football Federation Victoria)	Player (est)	\$35.00	Y	Council

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Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
COMMUNITY				
Fitness Classes				
Casual	Visit	\$15.00	Y	Council
Concession	Visit	\$14.00	Y	Council
10 Visit Concession Card	Membership	\$114.00	Y	Council
1 Month Membership	Membership	\$65.50	Y	Council
3 Month Membership	Membership	\$205.00	Y	Council
6 Month Membership	Membership	\$381.00	Y	Council
12 Month Membership	Membership	\$570.00	Y	Council
Orèche				
Per Child Visit	Visit	\$5.70	N	Council
10 Visit Concession Card	Membership	\$62.50	N	Council
Main Stadium				
Sport - Casual Hire - Day Time - Off Peak Use				
Commercial Groups	Hour	\$52.00	Y	Council
Registered Teams	Hour	\$32.00	Y	Council
Community Groups	Hour	\$32.00	Y	Council
Teams 1/2 Court	Hour	\$20.50	Y	Council
Individual Hire 1/2 Court	Person	\$5.70	Y	Council
Functions - Social/Commercial				
Fri/Sat/Sun (6pm-12am max Hire)	Block	\$535.00	Y	Council
1/2 Hall Only (6pm-12am Hire)	Block	\$372.00	Y	Council
Fri/Sat/Sun (6pm-12am)	Hour	\$95.00	Y	Council
Community Group Rate 6pm-12am	Block	\$354.00	Y	Council
Bonde				
Functions - No Alcohol	Booking	\$340.00	N	Council
Functions - With Alcohol	Booking	\$678.00	N	Council
Multi-Purpose Room				
Social & Commercial Functions (Meetings/Workshops)				
Sat/Sun (6pm-12am max. Hire)	Block	\$232.00	Y	Council
Sat/Sun (6pm-12am Hourly Rate)	Hour	\$44.00	Y	Council
Mon/Fri (9am-9pm Hourly Rate)	Hour	\$20.00	Y	Council
Full Room (Day & Evening Hourly Rate)	Hour	\$20.00	Y	Council
Kitchen Hire	Hour	\$15.50	Y	Council
Community Group Functions (Meetings/Workshops)				
Community Group Hire (Non Profit)	Hour	\$10.50	Y	Council
Bonde				
Functions - No Alcohol	Booking	\$330.00	N	Council
Functions - With Alcohol	Booking	\$660.00	N	Council
Equipment Hire				
Trestle Table Hire	Day	\$18.00	Y	Council
Chair Hire	Day	\$2.60	Y	Council
Stage Hire	Day	\$44.50	Y	Council
PA Hire (Portable One Speaker System)	Day	\$31.50	Y	Council
Bond Applies for All Equipment Hire		\$109.00	N	Council
Volleyball Posts / Nets	Day	\$20.50	Y	Council
Recreation Reserves				
Recreation Reserve Licence Fees	Min Fee	\$130.00	N	Council
Community & Civic Precinct Recreation Facility (Banyul-Warri Fields)				
Commercial Use and Non Surf Coast Shire Club/Group/School (Per Court/Field):				
- Oval or Synthetic/Grass Pitch	Half Day	\$309.00	Y	Council
	Full Day	\$491.50	Y	Council
	Hour	\$35.00	Y	Council
- Netball Court	Half Day	\$126.00	Y	Council
	Full Day	\$227.00	Y	Council
	Hour	\$35.00	Y	Council

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Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
COMMUNITY				
Community Hub Change Rooms (NB: Fee Applies to Each Pair of Change Rooms)				
Tenant/Anchor Club		Free access during allocated periods		Council
Incorporated Community Club/Group/School - Based in Surf Coast Shire	Cleaning Fee	\$62.50	Y	Council
Surf Coast Shire Residents - Individual or Group (Non-Commercial Activity)	Cleaning Fee	\$62.50	Y	Council
Commercial Use and Non Surf Coast Shire Club/Group/School (Per Court/Field):	Cleaning Fee	\$188.00	Y	Council
Grant Pavilion - Peter Troy and China Gilbert Meeting Rooms				
Tenant/Anchor Club - Free access to one meeting room during allocated training and game-day sessions.				Council
Incorporated Community Club/Group/School - Based in Surf Coast Shire	Hour	\$12.50	Y	Council
	Half Day / 4 Hours	\$50.00	Y	Council
	Full Day / 8 Hours	\$85.50	Y	Council
Surf Coast Shire Residents - Individual or Group (Non-Commercial Activity)	Hour	\$24.50	Y	Council
	Half Day / 4 Hours	\$73.00	Y	Council
	Full Day / 8 Hours	\$136.00	Y	Council
Commercial Use or Non Surf Coast Shire Club/Group/School	Hour	\$44.50	Y	Council
	Half Day / 4 Hours	\$146.50	Y	Council
	Full Day / 8 Hours	\$281.00	Y	Council
Grant Pavilion - Tantau and Cooper Function Rooms				
Note Whole 2nd Level Available by Booking Both Rooms				
Tenant/Anchor Club - Free access for Surf Coast Football (Soccer Club) for home games and for up to 6 bookings per year. Other tenant clubs have up to 6 bookings per year. Cleaning undertaken by volunteers or by contractor paid by hirer \$160.00 per function.				Council
Incorporated Community Club/Group/School - Based in Surf Coast Shire	Hour	\$25.00	Y	Council
Incorporated Community Club/Group/School - Based in Surf Coast Shire	Half Day	\$73.00	Y	Council
Incorporated Community Club/Group/School - Based in Surf Coast Shire	Full Day	\$136.00	Y	Council
Surf Coast Shire Residents - Individual or Group (Non-Commercial Activity)	Hour	\$30.50	Y	Council
Surf Coast Shire Residents - Individual or Group (Non-Commercial Activity)	Half Day	\$99.00	Y	Council
Surf Coast Shire Residents - Individual or Group (Non-Commercial Activity)	Full Day	\$186.50	Y	Council
Commercial Use or Non Surf Coast Shire Club/Group/School	Hour	\$62.00	Y	Council
Commercial Use or Non Surf Coast Shire Club/Group/School	Half Day	\$248.00	Y	Council
Commercial Use or Non Surf Coast Shire Club/Group/School	Full Day	\$426.50	Y	Council
Grant Pavilion				
Grant Pavilion Function Cleaning		\$192.00	Y	Council
Event Logistics Crew - Staff Member	Hour	\$36.00	Y	Council
Waste Removal 240L Recycling Bin	Each	\$23.50	Y	Council
Family & Children Services				
Family Day Care (from 1 January 2019)				
Family Day Care Administration Levy	Hour	\$2.00	N	Council
Occasional Care (from 1 January 2019)				
Torquay Children's Hub Occasional Care 4 Hour Session	Session	\$45.20	N	Council
Kurrambee Myaring Occasional care 4 hour session	Session	\$45.20	N	Council

Budget 2018-19



Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
COMMUNITY				
Kindergarten (from 1 January 2019)				
4 Year Old Program (Jan Juc, Torquay, Kurrabee Myaring, Lorne, Anglesea and Winchelsea)	Term	\$380.00	N	Council
3 Year Old Program (Torquay)	Term	\$339.00	N	Council
3 Year Old Program (Lorne) (5 Hour Session)	Term	\$525.00	N	Council
3 year Old Program (Jan Juc) (3 Hour Session)	Term	\$339.00	N	Council
3 year Old Program (Jan Juc) (4 Hour Session)	Term	\$452.00	N	Council
3 year Old Program (Winchelsea) (4 Hour Session)	Term	\$440.00	N	Council
3 year Old Program (Anglesea) (4 Hour Session)	Term	\$420.00	N	Council
3 year Old Program (Kurrabee Myaring) (3 Hour Session) - Commencing 2018	Term	\$339.00	N	Council
Torquay Children's Hub and Kurrabee Myaring Community Centre				
Children's Services, Community Groups & Non-Profit Organisations				
Business Hours (8:30am - 5:30pm)				
Single Room (consulting, multipurpose, meeting room)	Hour	\$16.50	Y	Council
Playgroups	Hour	\$8.50	Y	Council
After Hours (5.30pm - 10pm)				
Single Room (Consulting, Multipurpose, Meeting Room)	Hour	\$26.50	Y	Council
Bond for multi purpose room hire afterhours only (cover additional cleaning, loss of swipe card and damage to facility/equipment)		\$300.00	Y	Council
Non-Profit Organisations (single room)	Day	\$78.00	Y	Council
Commercial Use				
Business Hours				
Single Room (Consulting, Multipurpose, Meeting Room)	Hour	\$33.00	Y	Council
Single Room (Consulting, Multipurpose, Meeting Room)	Hour	\$33.00	Y	Council
After Hours (5.30pm - 10pm)				
Single Room	Hour	\$49.00	Y	Council
For-Profit Organisations	Day	\$109.00	Y	Council
Aged & Disability Services				
Commonwealth Home Support Program, Home Community Care Program for Younger People and Home Care Package Clients				
Fees are income tested based on ranges set by Victorian Department of Health and Commonwealth.				
Low, Medium & High Income Clients				
Delivered Meal (CHSP & HACC PYP Clients) - Low Fee	Meal	\$9.30	N	Council
Delivered Meal (CHSP & HACC PYP Clients) - Medium Fee	Meal	\$9.30	N	Council
Delivered Meal (CHSP & HACC PYP Clients) - High Fee	Meal	\$18.00	N	Council
Delivered Meal (Home Care Package Clients)	Meal	\$22.50	N	Council
Domestic Assistance (CHSP & HACC PYP Clients) - Low Fee	Hour	\$6.20	N	Council
Domestic Assistance (CHSP & HACC PYP Clients) - Medium Fee	Hour	\$15.50	N	Council
Domestic Assistance (CHSP & HACC PYP Clients) - High Fee	Hour	\$47.52	N	Council
Domestic Assistance (Home Care Package Clients) - Monday to Friday 7am to 7pm	Hour	\$55.50	N	Council
Domestic Assistance (Home Care Package Clients) - Saturday	Hour	\$70.00	N	Council
Domestic Assistance (Home Care Package Clients) - Sunday	Hour	\$88.00	N	Council
Personal Care (CHSP & HACC PYP Clients) - Low Fee	Hour	\$4.60	N	Council
Personal Care (CHSP & HACC PYP Clients) - Medium Fee	Hour	\$9.30	N	Council
Personal Care (CHSP & HACC PYP Clients) - High Fee	Hour	\$46.52	N	Council
Personal Care (Home Care Package Clients) - Monday to Friday 7am to 7pm	Hour	\$60.00	N	Council
Personal Care (Home Care Package Clients) - Saturday	Hour	\$71.00	N	Council
Personal Care (Home Care Package Clients) - Sunday	Hour	\$87.50	N	Council
Personal Care (Home Care Package Clients) Public Holidays	Hour	\$104.00	N	Council
Respite (CHSP & HACC PYP Clients) - Low Fee	Hour	\$3.10	N	Council
Respite (CHSP & HACC PYP Clients) - Medium Fee	Hour	\$4.60	N	Council
Respite (CHSP & HACC PYP Clients) - High Fee	Hour	\$46.52	N	Council
Respite (Home Care Package Clients) Monday to Friday 7am to 7pm	Hour	\$60.50	N	Council
Respite (Home Care Package Clients) Saturday	Hour	\$75.50	N	Council

Budget 2018-19



Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
COMMUNITY				
Respite (Home Care Package Clients) Sunday	Hour	\$92.50	N	Council
Respite (Home Care Package Clients) Public Holidays	Hour	\$111.00	N	Council
Property Maintenance (CHSP & HACC PYP Clients) - Low Fee	Hour	\$12.40	N	Council
Property Maintenance (CHSP & HACC PYP Clients) - Medium Fee	Hour	\$18.50	N	Council
Property Maintenance (CHSP & HACC PYP Clients) - High Fee	Hour	\$48.81	N	Council
Property Maintenance (Home Care Package Clients) Monday to Friday 7am to 7pm	Hour	\$68.50	N	Council
Musical Mornings - Includes Meal & Transport	5 Event Season	\$200.00	N	Council
Morning Melodies - Includes Meal & Transport (Home Care Package Clients)	5 Event Season	\$665.00	N	Council
Client Travel Charge	Km	\$0.75	N	Council
Café Style Support (Social Support)	Session	\$5.00 - \$20.00	N	Council
Café Style Support (Social Support) (Home Care Package Clients)	Session	\$108.00	N	Council
Shopping Trip (Home Care Package Clients)	Trip	\$73.00	N	Council
Home Care Packages				
Package Level 1; Case Management Level 5%	Annum	\$415.68	N	Council
Package Level 1; Case Management Level 7.5%	Annum	\$623.52	N	Council
Package Level 1; Case Management Level 10%	Annum	\$831.48	N	Council
Package Level 2; Case Management Level 5%	Annum	\$756.12	N	Council
Package Level 2; Case Management Level 7.5%	Annum	\$1,134.12	N	Council
Package Level 2; Case Management Level 10%	Annum	\$1,512.24	N	Council
Package Level 3; Case Management Level 5%	Annum	\$1,662.24	N	Council
Package Level 3; Case Management Level 7.5%	Annum	\$2,493.48	N	Council
Package Level 3; Case Management Level 10%	Annum	\$3,324.60	N	Council
Package Level 4; Case Management Level 5%	Annum	\$2,527.20	N	Council
Package Level 4; Case Management Level 7.5%	Annum	\$3,790.77	N	Council
Package Level 4; Case Management Level 10%	Annum	\$5,054.40	N	Council
On Call (Care Coordination for after hours, weekends and emergencies)	Hour	\$98.00	N	Council
Package Administration Fee	Monthly at 20%	monthly at 20%	N	Council
Package Exit Fee	Flat fee at exit of package	\$500.00	N	Council
Please see brokered fees for service fees				
Aged and Disability Services - Brokerage Fees				
Minimum shift fee-(Minimum 30 minutes, except when stand alone, when minimum fee will be for 60mins)				
Hourly rates are inclusive of staffing and operational cost, including non-client related travel. Rate applied will be based on time and day of service provision.				
Delivered Meals - 3 Course & Juice	Hour	\$22.50	N	Council
Domestic Assistance (General home Care) 7am-7pm (mon-Fri)	Hour	\$55.50	N	Council
Domestic Assistance (Domestic Home Care) Saturday or Weekday Rate before 7am and between 7-9pm	Hour	\$70.00	N	Council
Domestic Assistance (Domestic Home Care) Surcharge Rate for Sunday	Hour	\$88.00	N	Council
Sleep Over Care (10pm to 6am)	Hour	\$180.00	N	Council
Personal Care 7am-7pm (Mon-Fri)	Hour	\$60.00	N	Council
Personal Care Weekend Saturday or Weekday before 7am and between 7-9pm	Hour	\$71.00	N	Council
Personal Care Surcharge Rate: Sunday Rate	Hour	\$87.50	N	Council
Personal Care Public Holiday	Hour	\$104.00	N	Council
Respite Care 7am-7pm Mon-Fri	Hour	\$60.50	N	Council
Respite Care Weekend Rate Saturday and Weekdays before 7am and between 7-9pm	Hour	\$75.50	N	Council

Budget 2018-19



Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
COMMUNITY				
Surcharge Rate: Sunday Rate	Hour	\$92.50	N	Council
Respite Public Holiday Rate	Hour	\$111.00	N	Council
Property Maintenance (materials are additional at cost.)	Hour	\$68.50	N	Council
Uneventful or late cancellation (cancellation received after 12 midday, the day prior to the scheduled service)		As per rate of rostered shift		Council
Veterans Affairs services		As per rate of Veterans Affairs		Veteran Affairs
NDIS		As set by NDIS		NDIS
Client Travel Charge	Km	\$1.40	N	Council
Water Permits				
Water Permits - Minimum Charge Includes First 3,000 Litres		\$21.85	N	Council
Water Permits - Cost per Kilolitre Above 3,000 litres		\$2.44	N	Council
CORPORATE				
Financial Services				
Rate Administration				
Rate Searches – Hard Copy	Hour	\$127.00	N	Council
Rate Searches – Computer Records		\$27.00	N	Council
Land Information Certificate		\$25.90	N	Statutory
Payment Rejection Administration Fee - Rates and Debtors		\$45.00	N	Council
Recovery Referral Fee		\$38.00	N	Council
Sales Register (Issued Quarterly not Including Names and Addresses)		\$240.00	N	Council
Interest on Sundry Debtors (Penalty Interest Act)		10.00%	N	Statutory
Information Services				
Freedom of Information				
Freedom of Information Fee		\$28.40	N	Statutory
Administration Cost for FOI Searches	Hour	\$28.40	N	Statutory
Risk Management				
Insurance				
Contents Insurance for Approved Community Groups				
Contents up to \$10,000	Council	\$44.00	Y	Council
Each Additional \$10,000 Contents or Part Thereof	Council	\$44.00	Y	Council
GIS IMAGES				
Job specific mapping (Including Digital Data Supply)	Hour	\$56.00	N	Council
PLANNING & ENVIRONMENT				
Visitor Centres				
Marketing display fee - Lorne Visitor Centre A3 Display	Week	\$10.00	Y	Council
Marketing display fee - Lorne Visitor Centre Light Box	Week	\$23.00 - \$37.00	Y	Council
Marketing display fee - Lorne Visitor Centre Floor Display	Week	\$26.00 - \$74.00	Y	Council
Marketing display fee - Lorne Visitor Centre Local Arts Display	Week	\$13.00	Y	Council
Marketing display Fee - Torquay Visitor Centre Local Arts	Week	\$13.00	Y	Council
Tourism				
Commercial Tour Operator Licenses				
Annual Fee – Standard One Year Licence	Licence	\$295.49	N	Statutory
Use Fee – General Visitor	Visitor	\$2.40	N	Statutory
Use Fee – School Student and Child	Visitor	\$1.60	N	Statutory
Use Fee Cap (Maximum)		\$14,486.48	N	Statutory
Business Road Signage Assessment and Installation	Minimum Cost	\$495.00	N	Council

Budget 2018-19



Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
PLANNING & ENVIRONMENT				
Australian National Surfing Museum				
Theatre Hire Day Rate	Hour	\$73.00	Y	Council
Theatre Hire Night Rate	Hour	\$134.00	Y	Council
Whole Facility (Day or Night)	Hour	\$158.00	Y	Council
Bond (Only for Whole Facility and Dependent on Group)		\$600.00	N	Council
Bond (for Hiring of Theatre Room Alone)		\$200.00	N	Council
Adult Entry	Visit	\$12.00	Y	Council
Child Entry	Visit	\$8.00	Y	Council
Children Under 5yrs	Visit	Free		Council
Concession Entry	Visit	\$8.00	Y	Council
Family Entry	Visit	\$25.00	Y	Council
School Groups Entry	Visit	\$6.50	Y	Council
Bells Tour School Groups	Visit	\$9.00	Y	Council
Theatre Hire Day Rate (Community Group)	Hour	\$52.00	Y	Council
Theatre Hire Night Rate (Community Group)	Hour	\$109.00	Y	Council
Research Fee without Museum Officer	Hour	\$11.00	Y	Council
Research Fee with Museum Officer	Hour	\$39.00	Y	Council
Copying / Image Reproduction				
Books, Magazines, Newspapers and Journals (PDF)	Per 50 Pages	\$18.50	Y	Council
Books, Magazines, Newspapers and Journals (TIFF)	Page	\$16.50	Y	Council
Pictures and Photographs	Each	\$22.00	Y	Council
Local Laws				
Dog & Cat Registrations				
Dog or Cat Eligible for Reduced Rate Under the Domestic Animals Act 1994. Includes:				
- Sterilised Dog & Cat				
- Dog or Cat kept for Breeding in Registered Domestic Business				
- Cat Registered with Prescribed Feline Association				
- Dogs Registered with Prescribed Canine Association				
- Dogs that have Undergone Obedience Training which Complies with Regulations				
- Working Dog				
- Dogs Older than 10 Years Old				
Dangerous, Menacing or Restricted Breed Dogs		\$465.00	N	Council
Dangerous, Menacing or Restricted Breed Dogs that have Undergone Proactive Training or is a Guard Dog		\$195.00		Council
All Other Dogs & Cats (e.g. Non Desexed Animal)		\$195.00	N	Council
Late Payment Surcharge		\$9.00	N	Council
Pensioner Fees for Each Registration Category Other than Dangerous, Menacing or Restricted Breed Dogs 50%				Council
Dog & Cat Fees				
Cat Cage Hire	Week	\$38.00	Y	Council
Cat Cage Deposit		\$63.90	N	Council
Dogs Citronella Collar Hire		\$46.20	Y	Council
Dogs Citronella Collar Deposit		\$65.20	N	Council
Dogs Citronella Collar Refill		\$19.10	Y	Council
Domestic Animal Business		\$536.70	N	Council
Excess Dog Application and Inspection Fee		\$232.15	N	Council
Dog Pound Release Fee		\$170.65	Y	Council
Cat Pound Release Fee		\$170.65	Y	Council
Pound release (Unregistered Animal Surcharge)		\$26.10	N	Council
Replacement Dog/Cat Tags		\$3.20	N	Council
Impounding of Livestock (Other Than Dogs/Cats)				
Cattle and Horses (Varies to Market Price)	Head	\$223.70	Y	Council
Sheep, Pigs and Goats (Varies to Market Price)	Head	\$223.70	Y	Council
Others (Varies to Market Price)	Head	\$14.80	Y	Council

Budget 2018-19



Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
PLANNING & ENVIRONMENT				
After Hours Call Out		\$346.00	N	Council
Sustenance	Head	\$76.20	N	Council
Penalties				
Parking for a period longer than fixed		\$155.00	N	Statutory
Road Safety Act Parking Enforcement (Set by Statute)		Various	N	Statutory
Release fee for impounded goods		\$102.70	N	Council
Towing of Abandoned Vehicles		\$199.80	N	Council
Permits				
Shopfront 'Street' Trading Permits				
A Frame Inspection and Application Fee		\$73.50	N	Council
A Frame Permit		\$221.65	N	Council
Permit Inspection and Application Fee		\$37.75	N	Council
To Occupy Public Place to Sell Merchandise – Winchelsea, Deans Marsh and Moriac	m2 of Used Space	\$54.70	N	Council
To Occupy Public Place to Sell Merchandise – All Other Areas	m2 of Used Space	\$73.55	N	Council
Street Furniture (Alfresco Dining) – Annual Permit – Winchelsea, Deans Marsh and Moriac	m2 of Used Space	\$106.10	N	Council
Street Furniture (Alfresco Dining) – Annual Permit – All Other Areas	m2 of Used Space	\$138.65	N	Council
Miscellaneous Permits				
Open for Inspection Signage Permit		\$240.65	N	Council
Camping Permit Fee (Private Property)		\$200.10	N	Council
Occupy Temp Accommodation on Land	6 Months	\$266.80	N	Council
Occupy Road	Day	\$200.10	N	Council
Waste Bin (Regardless of Size) < 30 Days		\$105.05	N	Council
Hoardings (Fencing or Barriers) Permit Fee	m2 of Used Space	\$266.85	N	Council
Wedding Application Permit Fee - Conduct a Wedding on Council Land and Reserves		\$200.00	N	Council
Statutory Planning				
Town Planning Application Fees (Set by Statute)		Various	N	Statutory
Public Notice Fee – Up to 15 Notifications 1st Property		\$128.50	N	Council
Subsequent Properties		\$9.00	N	Council
Erect Public Notice on a property (Per Notice)		\$200.00	N	Council
Extension of Time		\$312.85	N	Council
Property Enquiries		\$47.45	N	Council
Demolition Consent Permit		\$65.40	N	Statutory
Amendment of Plans/Permits		\$306.70	N	Council
Subdivision Applications (Set by Statute)		Various	N	Statutory
Subdivision Certification (Set by Statute)		Various	N	Statutory
Building Approvals for Properties Search		\$48.80	N	Statutory
Plans for Approval		\$306.70	N	Council
Written Advice		\$134.65	N	Council
Copy of Plans				
A3 or A4 size		\$11.75	N	Council
A0 or A1 size		\$22.95	N	Council
PLANNING & ENVIRONMENT				
Building Control - Building Charges (Minister's Guidelines + 25%)				
Building Notice Resolution		\$285.60	N	Council
Form 10 (Statutory Charge) Legal Enquiry		\$52.20	N	Statutory
Copy of Plans		\$155.00	N	Council
Copy of Building Approval/Certificate of Occupancy		\$47.50	N	Council
Variation of Regulations		\$282.10	N	Statutory

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Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
PLANNING & ENVIRONMENT				
Building over Easement		\$262.10	N	Statutory
Inspections		\$155.00	N	Council
Lodgement Fee (Statutory Charge)		\$39.10	N	Statutory
Property Request Info		\$115.30	N	Statutory
Property Request Info 2.10 (Statutory)		\$52.20	N	Statutory
Environment Protection Act 1970				
Septic Tanks				
Septic Tank Application Fee – Install		\$606.00	N	Council
Septic Tank Application Fee – Alter		\$268.00	N	Council
Building Regulation 801 Consent Request		\$242.00	N	Council
Septic Tank File Request		\$33.00	N	Council
Urgent Septic Tank File Request		\$132.00	N	Council
Food Act 1984				
New Registration				
Class 1 Premises(Aged Care/Hospitals) & Class 2 Large (Supermarkets, licensed hotel, resort, large manufacturers)		\$1,300.00	N	Council
Class 1 Small Premises (Child Care & Delivered Meals Organisation)		\$685.00	N	Council
Class 2 Premises (includes mobile & temporary food premises)		\$705.00	N	Council
Class 2 - Each Additional Mobile and Temporary Food Premises		\$110.00	N	Council
Class 3 Premises & Class 2 Small Premises (includes mobile & temporary food premises)		\$410.00	N	Council
Class 3 - Each Additional Mobile and Temporary Food Premises		\$57.00	N	Council
Class 3 Small Premises & Class 2 Community Groups (includes mobile & temporary food premises)		\$197.00	N	Council
Class 3 Minor Premises & Class 3 Community Groups (includes mobile & temporary food premises)		\$120.00	N	Council
Mobile and Temporary Food Premises - Once Off Event		25% of New Registration Fee	N	Council
Mobile and Temporary Food Premises Not for Profit/Community Group (<12 single events per year)		No Charge	N	Council
Bi-annual pro-rata rates apply				
Renewal of Registration				
Class 1 Premises(Aged Care/Hospitals) & Class 2 Large (Supermarkets, licensed hotel, resort, large manufacturers)		\$864.00	N	Council
Class 1 Small Premises (Child Care & Delivered Meals Organisation)		\$590.00	N	Council
Class 2 Premises (includes mobile & temporary food premises)		\$470.00	N	Council
Class 2 - Each Additional Mobile and Temporary Food Premises		\$108.00	N	Council
Class 3 Premises & Class 2 Small Premises (includes mobile & temporary food premises)		\$272.00	N	Council
Class 3 - Each Additional Mobile and Temporary Food Premises		\$57.00	N	Council
Class 3 Small Premises & Class 2 Community Groups (includes mobile & temporary food premises)		\$132.00	N	Council
Class 3 Minor Premises & Class 3 Community Groups (includes mobile & temporary food premises)		\$76.00	N	Council
Mobile and Temporary Food Premises Not for Profit/Community Group (<12 single events per year)		No Charge	N	Council
Mobile and Temporary Food Premises - Once Off Event		25% of New Registration Fee	N	Council
Renewal of Registration - 5 Star Rating				
Class 1 Premises(Aged Care/Hospitals) & Class 2 Large (Supermarkets, licensed hotel, resort, large manufacturers)		\$780.00	N	Council
Class 1 Small Premises (Child Care & Delivered Meals Organisation)		\$535.00	N	Council
Class 2 Premises (includes mobile & temporary food premises)		\$426.00	N	Council
Renewal of Registration - 2 Star Rating				
Class 1 Premises(Aged Care/Hospitals) & Class 2 Large (Supermarkets, licensed hotel, resort, large manufacturers)		\$1,120.00	N	Council
Class 1 Small Premises (Child Care & Delivered Meals Organisation)		\$765.00	N	Council
Class 2 Premises (includes mobile & temporary food premises)		\$606.00	N	Council

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Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
PLANNING & ENVIRONMENT				
Renewal of Registration - 1 Star Rating				
Class 1 Premises (Aged Care/Hospitals) & Class 2 Large (Supermarkets, licensed hotel, resort, large manufacturers)		\$1,207.00	N	Council
Class 1 Small Premises (Child Care & Delivered Meals Organisation)		\$820.00	N	Council
Class 2 Premises (includes mobile & temporary food premises)		\$655.00	N	Council
Transfer of Registration				
Application for Transfer of Registration		50% Renewal of Registration Fee	N	Council
Health / Accommodation Requests for Inspection				
Request for Inspection/Assessment and Report Fee		262	N	Council
Urgent request for Inspection/assessment and report fee (within 2 working days)		508	N	Council
Note: Food premises are classed in accordance with section 19c of the Food Act 1984				
Public Health and Wellbeing Act 2008				
Registered Premises – New Application:				
Hairdressing and/or Temporary Make Up				
New Application Once off Application		\$155.00	N	Council
Transfer		\$155.00	N	Council
Beauty Therapy (excl. Temporary Make Up)				
New Application		\$155.00	N	Council
Renewal		\$155.00	N	Council
Transfer		\$82.00	N	Council
Skin Penetration, Tattooing, Colonic Irrigation				
New Application		\$213.00	N	Council
Renewal		\$213.00	N	Council
Transfer		\$103.00	N	Council
Prescribed Accommodation – New Application / Renewal				
6-15 people		\$300.00	N	Council
16-25 people		\$427.00	N	Council
26-50 people		\$545.00	N	Council
> 50 people		\$726.00	N	Council
Prescribed Accommodation – Transfer		50% of new application / renewal fee	N	Council
Bi-annual pro-rata rates apply				
Caravan Parks (Fee Per Unit Set By State Government)				
Caravan Park Registration - Fee Lesser of Council Fee or Cap Under Residential Tenancies Act 1997	Site	N/A	N	Statutory
Transfer of Caravan Park Registration	Fee Units	5 fee units	N	Statutory
Immunisations				
Immunisation (Vaccines)		At Cost per Dose plus 30%	N	Council
Immunisation History Search		23.00	N	Council
Fire Prevention (Fee Per Unit Set By State Government)				
CFA Act Infringement Notice (legislated fee)	10 Penalty Units	\$1,585.70	N	Statutory
Block Clearing		Cost + \$165	N	Council
Application for Permit to Burn		No Charge	N	Council
INFRASTRUCTURE				
Infrastructure Administration				
Vehicle Crossings (Non-Utilities)		\$180.00	N	Council
Additional Inspection		\$80.00	N	Council
Memorandum of Authorisation (Traffic Management Plan Approval)		\$95.00	N	Council
Asset Protection Permit		\$180.00	N	Council

Budget 2018-19



Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
PLANNING & ENVIRONMENT				
Storm Water Application (Legal Point of Discharge)		\$100.00	N	Statutory
Road Works Permits (Fee Per Unit Set By State Government)				
Arterial Road – Works, Other than Minor Works on Roadway, Shoulder or Pathway	Fee Units	43.20	N	Statutory
Arterial Road – Works, Other than Minor Works not on Roadway, Shoulder or Pathway	Fee Units	30.20	N	Statutory
Arterial Road – Minor Works on Roadway, Shoulder or Pathway	Fee Units	16.00	N	Statutory
Arterial Road – Minor Works not on Roadway, Shoulder or Pathway	Fee Units	9.50	N	Statutory
Other Roads Speed Over 50km/h –Works, Other than Minor Works on Roadway, Shoulder or Pathway	Fee Units	43.10	N	Statutory
Other Roads Speeds Over 50km/h –Works, Other than Minor Works not on Roadway, Shoulder or Pathway	Fee Units	23.50	N	Statutory
Other Roads Speeds Over 50km/h – Minor Works on Roadway, Shoulder or Pathway	Fee Units	9.30	N	Statutory
Other Roads Speeds Over 50km/h – Minor Works not on Roadway, Shoulder or Pathway	Fee Units	6.00	N	Statutory
Other Roads Speed Under 50km/h –Works, Other than Minor Works on Roadway, Shoulder or Pathway	Fee Units	23.50	N	Statutory
Other Roads Speeds Under 50km/h –Works, Other than Minor Works not on Roadway, Shoulder or Pathway	Fee Units	6.00	N	Statutory
Other Roads Speeds Under 50km/h – Minor Works on Roadway, Shoulder or Pathway	Fee Units	9.30	N	Statutory
Other Roads Speeds Under 50km/h – Minor Works not on Roadway, Shoulder or Pathway	Fee Units	6.00	N	Statutory
Developer Levies				
Non-Standard Public Lighting Levy		\$310.00	N	Council
Admin. Fee – Special Rate Projects	Percentage	6.00%	N	Council
Subdivision Supervision Fees	Percentage	2.50%	N	Statutory
Subdivisions Plan - Checking Fees	Percentage	0.75%	N	Statutory
Drainage Investigation for Unit Developments (Up-to Three Units)		\$430.00	N	Council
Drainage Investigation Hourly Rate		\$125.00	N	Council
Waste Disposal				
Domestic Garbage - Uncompacted Waste	Cubic Metre	\$84.00	Y	Council
Domestic Hard Waste - Uncompacted Waste	Cubic Metre	\$84.00	Y	Council
Commercial Garbage – Compacted Waste	Tonne	\$156.00	Y	Council
Commercial Garbage - Uncompacted Waste	Cubic Metre	\$84.00	Y	Council
Commercial Hard Waste – Uncompacted Waste	Cubic Metre	\$84.00	Y	Council
Clean Fill (Anglesea Only – Subject to Demand)	Tonne	\$23.00	Y	Council
Construction & Demolition – Waste Mixed	Tonne	\$156.00	Y	Council
Construction & Demolition – Recyclable Timber (Anglesea)	Tonne	\$31.00	Y	Council
Construction & Demolition – Recyclable Timber	Cubic Metre	\$38.00	Y	Council
Construction & Demolition – Recycle Plaster (Anglesea)	Tonne	\$31.00	Y	Council
Construction & Demolition – Recyclable Concrete/Bricks (Anglesea)	Tonne	\$63.00	Y	Council
Construction & Demolition – Recyclable Concrete/Bricks (Lorne)	Cubic Metre	\$100.00	Y	Council
Recyclable Material (if more than 0.5m3)	Cubic Metre	\$13.50	Y	Council
Green Waste	Cubic Metre	\$30.00	Y	Council
Tree stumps (Anglesea only)	Tonne	\$41.00	Y	Council
Sand (Anglesea only)	Tonne	\$0.00		Council
General Items				
Car Tyres	Each	\$8.00	Y	Council
Light Truck/4wd Tyres	Each	\$9.50	Y	Council
Truck Tyres	Each	\$21.00	Y	Council

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Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
INFRASTRUCTURE				
Car Bodies & Caravans	Each	\$58.00	Y	Council
Mattresses (& Bases)	Each	\$23.00	Y	Council
TVs	Each	\$0.00	Y	Council
Sale of Mulch (Subject to Availability)	Cubic Metre	\$15.00	Y	Council
Sale of Second Hand Bins (Anglesea only - Subject to Availability)	Each	\$15.00	Y	Council
Sale of Compost Bins	Each	\$55.00	Y	Council
Sale of Reusable Items - Fee for Items to be Determined by Coordinator Waste Management	Each	See Comment	Y	Council
Sale of Timber Grindings (subject to availability)	Cubic Metre	\$0.00	Y	Council
Sale of Crushed Masonry (subject to availability)	Cubic Metre	\$15.00	Y	Council
Sale of Ground Plaster (Anglesea only - subject to availability)	Cubic Metre	\$0.00	Y	Council
Kerbside Waste Collection				
Residential Garbage Service Upgrade - 240L Bin	Year	\$184.00	N	Council
Additional Residential Recycle Service - 120L, 240L or 360L Bin	Year	\$67.00	N	Council
Upgrade Residential Recycle Service to 360L Bin	Occasion	\$62.00	N	Council
Additional Residential Green Waste Service - 120L, 240L or 360L Bin	Year	\$72.00	N	Council
Upgrade Residential Green Waste Service to 360L Bin	Year	\$62.00	N	Council
Event Bin Hire	Each	\$19.00	N	Council
Infrequently Occupied Residence Bin Placement Fee	Occasion	\$6.75	N	Council
Replacement Key	Each	\$2.50	N	Council
Gravity Lock Bin Lid	Each	\$44.00	N	Council
Safe Waste bin strap	Each	\$3.50	N	Council

Standpipe Water Charges

Note: Water does not attract a GST charge.

Litres	Gallons	2018-19 (\$)	Litres	Gallons	2018-19 (\$)
0-3,000	600	21.85	50,000	11,000	167.19
3,000 - 6,000	1,200	28.41	54,600	12,000	182.49
9,000	2,000	37.15	59,100	13,000	197.78
11,400	2,500	41.52	63,600	14,000	211.99
13,600	3,000	46.99	68,200	15,000	228.38
15,900	3,500	53.54	72,700	16,000	242.59
18,200	4,000	60.10	77,300	17,000	258.98
20,500	4,500	68.84	81,800	18,000	273.18
22,700	5,000	75.40	86,400	19,000	289.57
25,000	5,500	83.05	91,000	20,000	303.78
27,300	6,000	90.70	95,500	21,000	320.17
29,500	6,500	99.44	100,000	22,000	334.37
31,800	7,000	105.99	104,600	23,000	350.77
34,100	7,500	113.64	109,100	24,000	363.88
36,400	8,000	121.29	113,700	25,000	379.18
38,600	8,500	130.03	118,200	26,000	394.47
40,900	9,000	136.59	122,700	27,000	408.68
43,200	9,500	144.24	127,300	28,000	425.07
45,500	10,000	151.89	131,800	29,000	439.28

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Section 86 Committee Fees and Charges

Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
S86 Committee Fees and Charges				
Anderson Roadknight Reserve				
Main Hall - Community	Hour	\$16.50	Yes	Council
Main Hall - Commercial	Hour	\$22.00	Yes	Council
Main Hall - use of kitchen with booking	Hour	\$5.50	Yes	Council
Meeting Room - Community	Hour	\$16.50	Yes	Council
Meeting Room - Private Hirers/Classes	Hour	\$22.00	Yes	Council
Major Functions - Private	Day	\$220.00	Yes	Council
Major Functions - Community	Day	\$110.00	Yes	Council
Outdoor Areas - Required by Major Function	Hour	\$5.50	Yes	Council
Children's Birthday Party	2 Hours	\$22.00	Yes	Council
Children's Birthday Party - use of kitchen with booking	Hour	\$5.50	Yes	Council
Connewarre Reserve				
Main Hall - 2-5 hours	Half Day	\$66.00	Yes	Council
Main Hall - 5-8 hours	Day	\$132.00	Yes	Council
Main Hall - 5pm-midnight	Evening	\$220.00	Yes	Council
Oval	Half Day	\$44.00	Yes	Council
Oval	Day	\$88.00	Yes	Council
Deans Marsh Memorial Park				
Main Hall - Community	Hour	\$16.50	Yes	Council
Main Hall - Commercial	Hour	\$22.00	Yes	Council
Main Hall - Community	Half Day	\$165.00	Yes	Council
Main Hall - Commercial	Half Day	\$275.00	Yes	Council
Main Hall - Community	Day	\$330.00	Yes	Council
Main Hall - Commercial	Day	\$550.00	Yes	Council
Main Hall - Wedding	Day	\$550.00	Yes	Council
Football Shed	Day	\$110.00	Yes	Council
Oval	Day	\$110.00	Yes	Council
Eastern Reserve				
Members Room Only - Community - Non Catered	Hour	\$12.50	Yes	Council
Members Room Only - Commercial - Non Catered	Hour	\$25.00	Yes	Council
Members Room Only - Community - Catered	Half Day	\$99.00	Yes	Council
Members Room Only - Commercial - Catered	Half Day	\$200.00	Yes	Council
Members Room Only - Community - Catered	Day	\$150.00	Yes	Council
Members Room Only - Commercial - Catered	Day	\$250.00	Yes	Council
Multipurpose Room Only - Community	Hour	\$10.50	Yes	Council
Multipurpose Room Only - Commercial	Hour	\$10.50	Yes	Council
Bendigo Bank Room - Non Catered	Half Day	\$220.00	Yes	Council
Bendigo Bank Room - Non Catered	Day	\$330.00	Yes	Council
Bendigo Bank Room - Community - Catered	Half Day	\$330.00	Yes	Council
Bendigo Bank Room - Commercial - Catered	Half Day	\$440.00	Yes	Council
Bendigo Bank Room - Community - Catered	Day	\$440.00	Yes	Council
Bendigo Bank Room - Commercial - Catered	Day	\$650.00	Yes	Council
Room Set Up / Pack Up		\$120.00	Yes	Council
Administration	Hour	\$50.00	Yes	Council
Oval Only	Hour	\$35.00	Yes	Council
Ground - Community (including change rooms, training lights)	Hour	\$50.00	Yes	Council
Ground - Commercial (including change rooms, training lights)	Hour	\$125.00	Yes	Council

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Description	Unit	2018-19	Includes GST (Y/N)	Fee Type
S86 Committee Fees and Charges				
Oval Lighting - Community - Training	Hour	\$55.00	Yes	Council
Oval Lighting - Commercial - Training	Hour	\$137.50	Yes	Council
Oval Lighting - Community - Professional	Hour	\$88.00	Yes	Council
Oval Lighting - Commercial - Professional	Hour	\$220.00	Yes	Council
Globe Theatre				
Main Hall - Community	Hour	\$10.00	Yes	Council
Main Hall - Commercial	Hour	\$20.00	Yes	Council
Main Hall - 2 hours	Quarter Day	\$70.00	Yes	Council
Main Hall - 2-5 hours	Half Day	\$120.00	Yes	Council
Main Hall - 5-8 hours	Day	\$160.00	Yes	Council
Cleaning Fee		\$180.00	Yes	Council
Modewarre Hall & Reserve				
Main Hall & Playground - Morning	Half Day	\$55.00	Yes	Council
Main Hall & Playground - Afternoon	Half Day	\$65.00	Yes	Council
Main Hall - Afternoon	Half Day	\$132.00	Yes	Council
Main Hall - Evening	Half Day	\$275.00	Yes	Council
Main Hall - Wedding	Day	\$440.00	Yes	Council
Main Hall - Function - Evening	Half Day	\$330.00	Yes	Council
Stribling Reserve				
Meeting Room - Community	Quarter Day	\$15.00	Yes	Council
Kitchen	Half Day	\$50.00	Yes	Council
Main Room - Function	Half Day	\$400.00	Yes	Council
Main Room - Children's Birthday Party	Half Day	\$50.00	Yes	Council
Oval	Hour	\$66.00	Yes	Council
Netball Court	Hour	\$66.00	Yes	Council

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Appendix B – Cash Reserves

This appendix presents the Restricted and Unrestricted Cash Reserves held by Council and their Purposes.

Restricted Reserves

Open Space Reserve (legislative)

Purpose

The purpose of this reserve is to provide improved recreational facilities for the Surf Coast Shire, both of an active and a passive nature.

Typical Sources of Inflows and Outflows:

Inflows to the open space reserve are solely composed of contributions from subdividers in lieu of the 5 per cent public open space requirement. It is noteworthy that substantial income flows into this Reserve occur annually and these funds will be critical in delivering key outcomes of the Open Space Strategy.

Outflows have been limited to capital works on parks, playgrounds, and both active and passive recreation reserves. The level of anticipated growth in this reserve is not fully allocated in the capital works program over the life of the SRP. On the basis of our knowledge to-date, it is difficult to predict requirements beyond the short term. For this reason, limited allocation of reserves has been made in later years of the SRP.

Forecast Balance as at 30 June 2018:	\$983,000
Budgeted Balance as at 30 June 2019:	\$1,186,000

Main Drainage Reserve (legislative)

Purpose

The purpose of this reserve is to hold developer contributions for main drainage works at a later point than the initial development. As such they are also tied to works within the catchment area from which funds were derived.

Typical Sources of Inflows and Outflows:

Inflows are from contributions collected from developers and outflows are on the works specified.

Forecast Balance as at 30 June 2018:	\$210,000
Budgeted Balance as at 30 June 2019:	\$210,000

Developer Contributions Reserve (legislative)

Purpose

The purpose of this reserve is to hold funds contributed by developers for specific works associated with subdivisions. Funds are contributed for works such as footpaths, fencing, streetscape works, lighting and other such items where it is deemed that these works should occur at a later point than the initial development. Funds are also kept in this reserve for the Torquay/Jan Juc Developer Contributions Plan. Funds collected are very specific and tied to particular projects.

Typical Sources of Inflows and Outflows:

Inflows are from contributions collected from developers and outflows are on the works specified.

Forecast Balance as at 30 June 2018:	\$2,520,000
Budgeted Balance as at 30 June 2019:	\$900,000

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Home Care Packages Reserve (contractual)

Purpose

The purpose of this reserve is to meet Council's obligation under Commonwealth Government legislation to carry any unspent individual client funds into future periods.

Typical Sources of Inflows and Outflows:

Inflows are from unspent client funds at year end and outflows are from client's utilising funds from the prior period.

Forecast Balance as at 30 June 2018:	\$100,000
Budgeted Balance as at 30 June 2019:	\$155,000

Trust and Deposits Reserve (contractual)

Purpose

Whilst not technically a reserve, Trust and Deposits represent cash that Council holds under a contractual agreement, and therefore should be considered part of restricted cash holdings. Council has decided to utilise a reserve for this purpose to provide clarity.

Typical Sources of Inflows and Outflows:

Cash inflows and to the Trust and Deposits Reserve will arise from contractual agreements between Council and other parties. Outflows generally occur when the agreement expires.

Forecast Balance as at 30 June 2018:	\$2,253,000
Budgeted Balance as at 30 June 2019:	\$2,298,000

Unrestricted Reserves

Plant Replacement Reserve

Purpose

The purpose of this reserve is to establish a fund whereby Council's heavy plant (graders, trucks, etc.) can be replaced at the end of their useful lives. The changeover cost of small vehicles is also funded from this reserve.

Typical Sources of Inflows and Outflows:

Inflows to this reserve accrue out of plant hire charges made to jobs on which the plant works. The total of plant hire income is then offset against the operating expenses of the plant, with the surplus amount being transferred to the plant reserve.

Outflows from this reserve are typically the changeover cost of plant.

Forecast Balance as at 30 June 2018:	\$550,000
Budgeted Balance as at 30 June 2019:	\$177,000

Asset Renewal Reserve

Purpose

The purpose of this reserve is to provide funding based on the Asset Renewal Funding Strategy.

Typical Sources of Inflows and Outflows:

Inflows into this reserve will be funds allocated on a straight line basis increasing year on year at a predetermined rate as set by Council. Funds from renewal projects completed under budget will also be returned to this reserve. Outflows from this reserve will be spent on renewal of Council assets.

Forecast Balance as at 30 June 2018:	\$620,000
Budgeted Balance as at 30 June 2019:	\$ 26,000

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Waste Reserve

Purpose

The purpose of this reserve is to ensure that the full cost of the waste function is met by the waste charges (garbage charge and fee income from landfill) and that surpluses and deficits on an annual basis can be covered without any adverse impact on the balance of Council's budget. This facet is particularly relevant in terms of Council meeting its long-term obligations for landfill rehabilitation where funds need to be set aside in the interim to plan for large-scale costs in the future. The rehabilitation of the Anglesea Landfill is expected to take place in 2023-24.

Typical Sources of Inflows and Outflows:

Cash inflows to the reserve arise from any surplus funds remaining from the combined income from garbage charges and landfill fees, less the cost of operating the landfills, waste administration, kerbside collection, recycling and other associated waste costs. Outflows are due to waste capital expenditures.

Forecast Balance as at 30 June 2018:	\$5,295,000
Budgeted Balance as at 30 June 2019:	\$8,058,000

Aireys Inlet Units Reserve (legislative)

Purpose

The purpose of this reserve is as the funding source for the maintenance of social housing for disadvantaged low income earners. Four social housing units currently exist in Aireys Inlet.

Typical Sources of Inflows and Outflows:

Inflows are received by way of rent. Outflows cover future maintenance and capital expenditure related to the units.

Forecast Balance as at 30 June 2018:	\$301,000
Budgeted Balance as at 30 June 2019:	\$308,000

DCP Council Funds Reserve

Purpose

The purpose of this reserve is to provide funding based on the Torquay/Jan Juc Developer Plan.

Typical Sources of Inflows and Outflows:

Inflows into this reserve will be funds allocated on a straight line basis at a predetermined rate as set by Council. Funds from Torquay/Jan Juc DCP projects completed under budget will also be returned to this reserve. Outflows from this reserve will be spent on the delivery of DCP projects.

Forecast Balance as at 30 June 2018:	\$1,275,000
Budgeted Balance as at 30 June 2019:	Nil

Winchelsea Infrastructure Plan Allocation Reserve

Purpose

The purpose of this reserve is to provide funding for projects in line with strategies yet to be approved and adopted by Council and is funded from operations or grants received.

Typical Sources of Inflows and Outflows:

Inflows into this reserve will be funds allocated on a straight line basis at a predetermined rate as set by Council. Funds from Winchelsea Infrastructure Plan projects completed under budget will also be returned to this reserve. Outflows from this reserve will be spent on the delivery of Winchelsea Infrastructure Plan Allocation projects that are yet to be defined.

Forecast Balance as at 30 June 2018:	\$80,000
Budgeted Balance as at 30 June 2019:	\$280,000

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Gherang Gravel Pits Reserve

Purpose

The purpose of this reserve is to provide funding for road improvements for Council roads.

Typical Sources of Inflows and Outflows:

Inflows to this reserve accrue revenue from the operation of Council's gravel pits. The total of Gravel Pit income is then offset against the operating expenses of the facility, with the surplus amount being transferred to the Gherang Gravel Pits Reserve.

Outflows from this reserve are earmarked for road improvement projects.

Forecast Balance as at 30 June 2018:	\$1,933,000
Budgeted Balance as at 30 June 2019:	\$2,220,000

Defined Benefits Superannuation Reserve

Purpose

The purpose of this reserve is to provide funding for future defined benefits superannuation fund shortfalls.

Typical Sources of Inflows and Outflows:

Inflows to this reserve are at the discretion of Council, set via the Annual Budget process. Council will make an estimate on the future defined benefits superannuation funding shortfalls and build a reserve in order to meet the shortfall.

Outflows from this reserve will fund defined benefit funding calls from Council's superannuation provider.

Forecast Balance as at 30 June 2018:	\$974,000
Budgeted Balance as at 30 June 2019:	\$1,074,000

Carried Forward Capital Works Reserve

Purpose

The purpose of this reserve is to act as a mechanism to carry over funding for capital works that are still in progress at year end.

Typical Sources of Inflows and Outflows:

Inflows into this reserve will be funds allocated at end of financial year relating to incomplete projects. Outflows will be funds allocated in the new financial year to complete the projects in progress.

Forecast Balance as at 30 June 2018:	\$12,380,000
Budgeted Balance as at 30 June 2019:	\$16,294,000

Carried Forward Operational Projects Reserve

Purpose

The purpose of this reserve is to act as a mechanism to carry over funding for operational projects that are still in progress at year end.

Typical Sources of Inflows and Outflows:

Inflows into this reserve will be funds allocated at end of financial year relating to incomplete projects. Outflows will be funds allocated in the new financial year to complete the projects in progress.

Forecast Balance as at 30 June 2018:	\$357,000
Budgeted Balance as at 30 June 2019:	\$274,000

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Adopted Strategy Implementation Reserve

Purpose

The purpose of this reserve is to provide funding for projects in line with approved strategies adopted by Council and is funded from operations or grants received.

Typical Sources of Inflows and Outflows:

Inflows into this reserve will be funds allocated via Council resolution. Outflows will be funds allocated to specific projects by Council resolution.

Forecast Balance as at 30 June 2018:	\$5,220,000
Budgeted Balance as at 30 June 2019:	\$3,176,000

Accumulated Unallocated Cash Reserve

Purpose

The purpose of this reserve is to separately identify Council's unallocated cash.

Typical Sources of Inflows and Outflows:

Inflows into this reserve will be funds allocated by Council based on operational savings or unallocated sources of funding. Outflows from this reserve will be allocations based solely on Council resolutions.

Forecast Balance as at 30 June 2018:	\$3,991,000
Budgeted Balance as at 30 June 2019:	\$1,084,000

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Appendix C – Council Contributions to External Parties

Category / Organisation	2018-19 (\$)
Business / Tourism / Traders Associations	164,976
Great Ocean Road Regional Tourism	154,976
Lorne Business and Tourism Association	2,000
Anglesea Business and Tourism Association	2,000
Torquay Commerce and Tourism Association	2,000
Aireys Inlet Tourism and Traders Association	2,000
Growing Winchelsea	2,000
Early Years / Education Providers	19,920
Torquay College Stadium Joint Use Agreement	15,920
Moriac Kindergarten	4,000
Funding Programs	245,450
Minor Community Grants	75,000
Signature Events Program	62,000
Major Events Program	53,000
Community Events Program	25,450
Community Art Seed Funding	15,000
Torquay RSL - ANZAC Day	10,000
Other RSL Events - ANZAC Day	2,000
Winchelsea RSL - ANZAC Day	2,000
Modewarre RSL - ANZAC Day	1,000
Local Government	130,148
G21 Regional Alliance	61,179
Municipal Association of Victoria	30,469
Peri Urban Group of Councils	15,000
Victorian Local Government Association	10,000
Committee for Geelong	5,000
Geelong Chamber of Commerce	3,000
LG Pro	3,000
Municipal Engineering Foundation Scholarships Program	1,500
Australian Local Government Women's Association	1,000
Other Programs & Services	742,395
Geelong Regional Library Corporation (Council Service)	704,181
Barwon South West Waste Management Group	16,000
TX Australia Pty Ltd - Anglesea TV Blackspot	15,000
Barwon Sports Academy	5,714
Mt Gellibrand Fire Tower Lookout Committee	1,500
Senior Citizens / Community Houses & Groups	62,500
Anglesea and Aireys Inlet Senior Citizens Club	6,000
Lorne Senior Citizens Centre	6,000
Moriac and District Seniors Citizens Club	6,000
Torquay Senior Citizens Centre	6,000
Winchelsea Senior Citizens Centre	6,000
Anglesea Community House	6,000
Deans Marsh Community Cottage	6,000
Lorne Community House	6,000
Spring Creek Community House	6,000
Winchelsea Community House	6,000
Barwon Neighbourhood House Network	2,500
Total Contributions	1,365,389

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Appendix D – Asset Renewal Backlog

The asset renewal backlog lists assets that have reached the service level at which Council renews assets, but at this stage has not been allocated funding. These items will be prioritised for consideration in Council's 2019-20 draft budget.

Township	Asset Location	Works Description	Estimated Replacement Cost \$	Reason on Backlog
Unsealed Roads				
Aireys Inlet	Gilbert Street, Aireys Inlet - Unnamed Rd RHS To Ch 5000m	Gravel Resheet	27,000	Service Decision Needed
Sealed Roads				
	Nil at intervention			
Kerb				
	Nil at intervention			
Buildings				
Winchelsea	Hesse Street Reserve - Tennis Clubroom	Replace Building	200,000	Service Decision Needed
Drainage				
Torquay	Spring Creek Catchment 1	Replace 750m - Various Locations	160,000	Service Decision Needed
Jan Juc	Jan Juc Catchment 7	Replace 180m - Various Locations	50,000	
Jan Juc	Jan Juc Catchment 4	Replace 140m - Various Locations	41,000	
Footpaths (Roads and Parks)				
Winchelsea	Naphine Reserve	Footpath Replacement	24,000	Delivery Capacity Constraint
Winchelsea	Austin Street - Willis Street	Footpath Replacement	19,000	Delivery Capacity Constraint
Lorne	Grove Road - Mountjoy Parade	Footpath Replacement	16,000	
Moriac	Newling Reserve	Footpath Replacement	27,000	
Various	Various small pathway segments	Footpath Replacement	37,000	
Open Space				
Bellbrae	Bellbrae Reserve	Renewal of Open Space Items	200,000	Delivery Capacity Constraint
Anglesea	Coogoorah Park Nature Reserve	Renewal of Open Space Items	104,500	Delivery Capacity Constraint
Deans Marsh	Deans Marsh Recreation Reserve	Renewal of Open Space Items	106,500	Delivery Capacity Constraint
Torquay	Great Ocean Views Reserve	Renewal of Open Space Items	103,500	Delivery Capacity Constraint
Various	Various Other Reserves	Renewal of Open Space Items	133,300	Delivery Capacity Constraint
Total Assets			1,248,800	

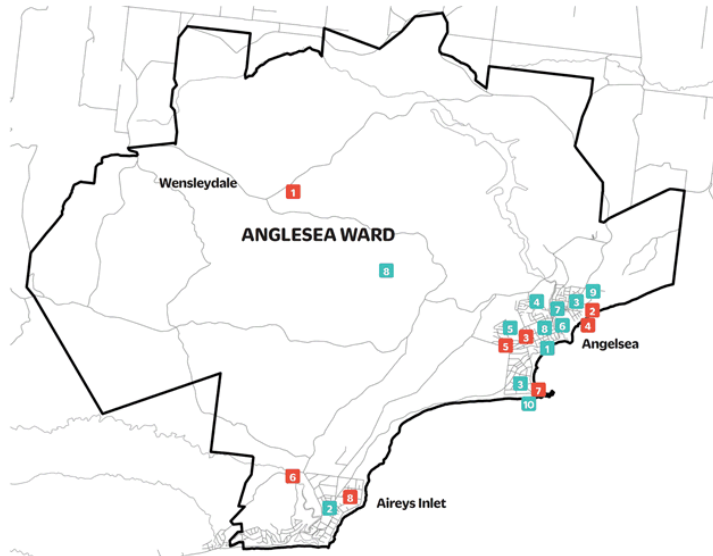
Budget 2018-19



Appendix E –Budget Highlights by Ward

Budget 2018-2019 Snapshot of new funding allocations

Anglesea Ward



Renewal Projects			
Project Name	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Unsealed Road Renewal - Gum Flats Road	114,000	0	114,000
2 Structures Renewal - Ellimatta Reserve	36,000	0	36,000
3 Structures Renewal - Anglesea McMillan Precinct	35,000	0	35,000
4 Soft Playing Surface - Ellimatta Reserve	10,200	0	10,200
5 Footpath Renewal - Anglesea McMillan Precinct	9,000	0	9,000
6 Bridge Renewal - Old Coach Rd	7,000	0	7,000
7 Drainage Renewal - Eleventh Avenue	6,000	0	6,000
8 Footpath Renewal - Berthon Haydn Linear Reserve	4,000	0	4,000
Other Renewal Projects	34,000	0	34,000
Total Renewal Projects	255,200	0	255,200

Capital and Operational Projects			
Project Name	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Anglesea Surf Life Saving Club Redevelopment Contribution	250,000	0	250,000
2 Anderson Road/knight Reserve Masterplan Implementation	171,800	0	171,800
3 Ellimatta Oval Lights Upgrade	127,000	0	127,000
4 Changing Places Facility Anglesea	94,000	0	94,000
5 Drainage Upgrade Gofflinks Rd	42,600	0	42,600
6 Pop Up Arts Space	36,000	4,000	40,000
7 Anglesea Recreation & Sports Club - Asset Protection	32,500	0	32,500
8 Road Safety Improvements at School Sites	32,500	0	32,500
9 Anglesea Netball Club Netball shelters	26,000	0	26,000
10 Anglesea Motor Yacht Club Redevelopment Contribution	20,000	0	20,000
Total Capital and Operational Projects	832,400	4,000	836,400

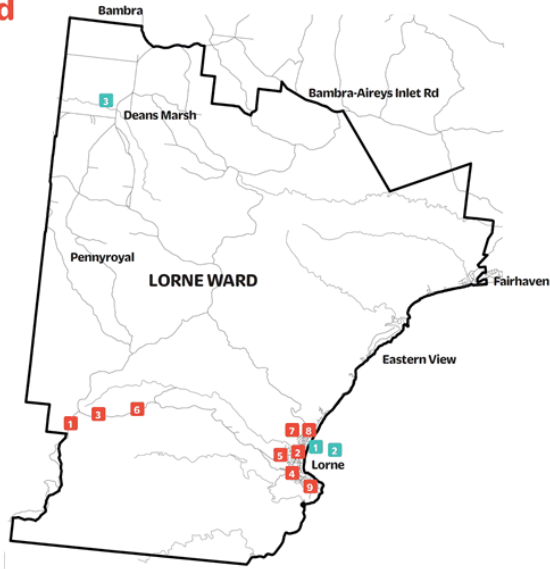
Note: Ward maps show the new project allocations excluding contingency.

Budget 2018-19



Budget 2018-2019 Snapshot of new funding allocations

Lorne Ward



Renewal Projects			
Project Name	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Unsealed Road Renewal - Benwerrin-Mt. Sabine Road	176,000	0	176,000
2 Footpath Renewal - Smith Street	157,000	0	157,000
3 Unsealed Road Renewal - Erskine Falls Road	82,000	0	82,000
4 Sealed Road Renewal - Smith Street	54,000	0	54,000
5 Sealed Road Renewal - Polwarth Road	24,000	0	24,000
6 Sealed Road Renewal - Erskine Falls Road	22,000	0	22,000
7 Soft Playing Surface - Stribling Reserve	21,000	0	21,000
8 Sealed Road Renewal - Alpha Terrace	14,000	0	14,000
9 Sealed Road Renewal - Charles Street	8,000	0	8,000
Other Renewal Projects	102,000	0	102,000
Total Renewal Projects	660,000	0	660,000

Capital and Operational Projects			
Project Name	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Lorne Structure Plan Stage Two	160,000	0	160,000
2 Lorne Structure and Strategy Plan	20,000	0	20,000
3 Pathway Feasibility Birregurra-Deans Marsh Road	11,000	0	11,000
Total Capital and Operational Projects	191,000	0	191,000

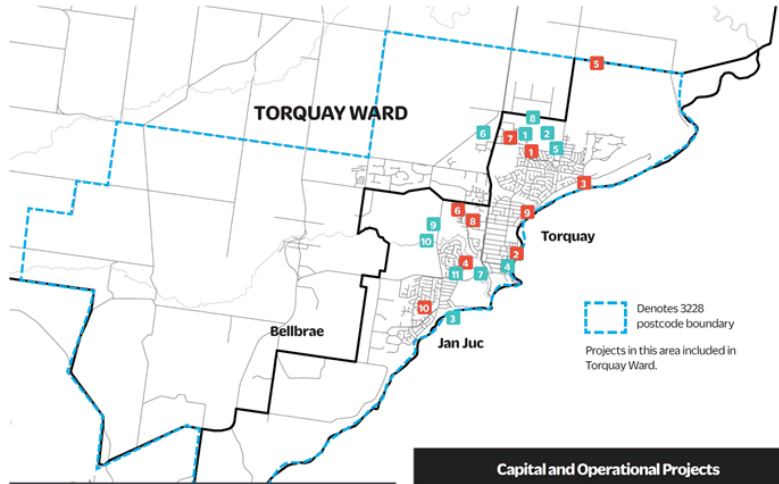
Note: Ward maps show the new project allocations excluding contingency.

Budget 2018-19



Budget 2018-2019 Snapshot of new funding allocations

Torquay Ward



Renewal Projects			
Project Name	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Fischer Street (Zeally Bay Road to Highlander Road)	692,000	0	692,000
2 The Esplanade (Bell Street to Gilbert Street)	326,000	0	326,000
3 Playground Renewal Program - St Anne's Reserve	108,000	0	108,000
4 Playground Renewal Program - Deep Creek Reserve/Orungal Crt	108,000	0	108,000
5 Sealed Road Renewal - Blackgate Road	104,000	0	104,000
6 Building Renewal - Torquay Kindergarten	60,000	0	60,000
7 Building Renewal - Grant Pavilion	54,000	0	54,000
8 Building Renewal - Torquay Library	48,000	0	48,000
9 Drainage Renewal - New Street Torquay	42,000	0	42,000
10 Drainage Renewal - Dunkleith Avenue and Tathra Court	42,000	0	42,000
Other Renewal Projects	327,500	0	327,500
Total Renewal Projects	1,911,500	0	1,911,500

Capital and Operational Projects			
Project Name	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Surf Coast Multi-Purpose Stadium (CY03)	4,600,000	3,900,000	8,500,000
2 Yurrock Soccer Pitch and Lighting (OR02)	561,000	100,000	661,000
3 Jan Juc Surf Life Saving Club Redevelopment Contribution	250,000	0	250,000
4 The Esplanade Bell Street Pedestrian Improvements	91,000	99,000	190,000
5 Fischer Street and Merrigg Drive Roundabout	93,000	0	93,000
6 Grasstree Park Asbestos Management Phase Two	57,500	0	57,500
7 Torquay Football Club Safety Nets behind goals	54,500	0	54,500
8 South Beach Road Upgrade (RDO9)	48,500	0	48,500
9 Environmental Study Torquay	40,000	0	40,000
10 Significant Landscape Study Torquay	34,000	0	34,000
11 Township Traffic, Parking and Pedestrian Improvements	33,000	0	33,000
Other Capital and Operational Projects	65,000	0	65,000
Total Capital and Operational Projects	5,927,000	4,099,000	10,026,500

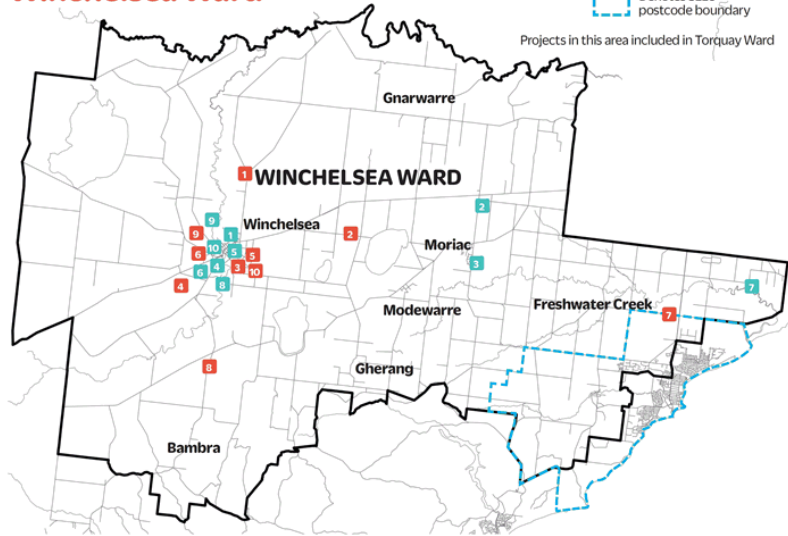
Note: Ward maps show the new project allocations excluding contingency.

Budget 2018-19



Budget 2018-2019 Snapshot of new funding allocations

Winchelsea Ward



Renewal Projects			
Project Name	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Gnarwarre Road Major Culvert	920,000	0	920,000
2 Sealed Road Renewal - Buckley Road South	192,000	0	192,000
3 Winchelsea Netball Toilets	147,000	0	147,000
4 Unsealed Road Renewal - Kildean Road	109,000	0	109,000
5 Kerb Renewal - Bennett Street	94,000	0	94,000
6 Hesse Street - Princes Hwy to End	87,000	0	87,000
7 Unsealed Road Renewal - Blackgate Road	84,000	0	84,000
8 Unsealed Road Renewal - Bambra-Boonah Road	40,000	0	40,000
9 Sealed Road Renewal - Hesse Street	38,000	0	38,000
10 Fences - Eastern Reserve	37,000	0	37,000
Other Renewal Projects	373,800	0	373,800
Total Renewal Projects	2,121,800	0	2,121,800

Capital and Operational Projects			
Project Name	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
1 Traffic Management - Winchelsea Town Centre	198,500	0	198,500
2 Modewarre Cricket Training Facility	15,560	62,810	78,370
3 Moriac Sotrmwater and Septic Study	65,500	0	65,000
4 Winchelsea EAO Planning Scheme Amendment	52,000	0	52,000
5 Changing Places Facility Winchelsea	48,000	0	48,000
6 Winchelsea Memorial Cairns	45,000	0	45,000
7 Connwarre and District Riding Club Dressage Arenas	41,000	0	41,000
8 Globe Theatre Reverse Cycle Air Conditioning	28,000	0	28,000
9 Winchelsea Urban Design Framework	24,000	0	24,000
10 Winchelsea Youth Support planning and Contribution	10,000	0	10,000
Total Capital and Operational Projects	527,060	62,810	589,870

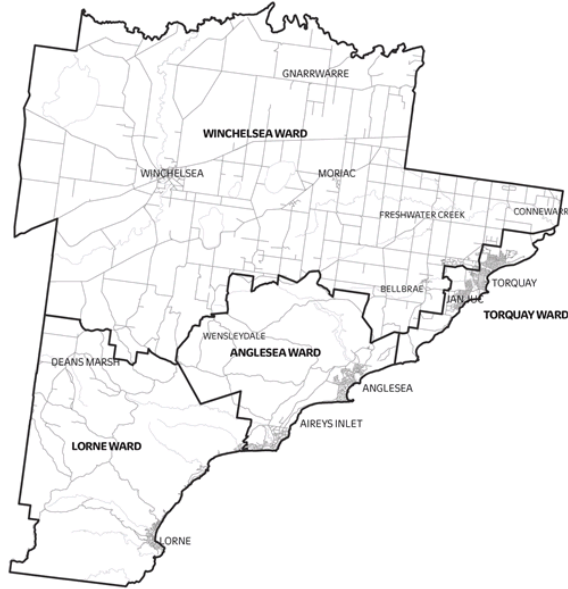
Note: Ward maps show the new project allocations excluding contingency.

Budget 2018-19



Budget 2018-2019 Snapshot of new funding allocations

Shire wide



Renewal Projects			
Project Name	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
Heavy Plant Replacement Program	919,000	0	919,000
Light Fleet Replacement Program	436,000	0	436,000
Information Technology	100,000	0	100,000
Condition Audits	95,000	0	95,000
Unsealed Road Renewal - Shoulder Resheeting Program	90,000	0	90,000
Hard Court Renewal Program	84,000	0	84,000
Structures Renewal	83,000	0	83,000
Sealed Road Renewal - Major Patching	83,000	0	83,000
Unsealed Road Renewal - Minor Reactive Resheeting	79,000	0	79,000
Other Renewal Projects	458,600	0	458,600
Total Renewal Projects	2,427,600	0	2,427,600

Capital and Operational Projects			
Project Name	Council Funding (\$)	External Funding (\$)	Total Cost (\$)
Digital Transformation	2,500,000	0	2,500,000
Environmental Leadership	250,000	0	250,000
The Hive - Design & Implementation	205,000	0	205,000
Rural Road Safety Improvements	152,000	0	152,000
Problem Material Facility	142,200	0	142,200
Annual Pathways Construction Program	112,520	21,000	133,520
Food Organics Garden Organics Trial	111,000	0	111,000
Solar Compacting Bins	104,000	0	104,000
Drainage Upgrades Discretionary Works	100,000	0	100,000
Annual Streetscape allocation	50,000	0	50,000
Surf Coast Shire Theatre Feasibility Study	27,500	0	27,500
Other Capital and Operational Projects	1,418,267	294,078	1,712,345
Total Capital and Operational Projects	5,172,487	315,078	5,487,565

Note: Ward maps show the new project allocations excluding contingency.

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Appendix F – Equity Considerations

Introduction

Council believes it is important the community understands how the annual budget is prepared, including from the perspective of equity. This is a common question across all levels of government however this is a complex matter that requires a broad consideration.

This Appendix has been added to the budget document to assist this discussion. Council has not considered or adopted principles in this regard, but views this as an ongoing topic that can be further developed over time. Council is also cautious about forming a view on equity from considering one data indicator alone, from any one year or in isolation from Council's longer term strategic plans.

The Victorian Government introduced rate capping from the 2016-17 financial year. It is estimated that even with a 2% lower rate increase per year, this will result in Council funding reducing by more than \$100m over 15 years. This reduction is in addition to the impact of the Commonwealth government freezing the indexing of Financial Assistance Grants for 3 years.

This reduction in funding will have a dramatic impact on Council's ability to provide services and to support discretionary projects. Equity will remain an element in Council's consideration; however funding constraints will drive an increased focus on allocating funding on the basis of adopted strategic planning.

Equity Considerations

Council is seeking to assist an understanding of funding equity across the Shire. The following table represents initial work on this concept; even at this preliminary stage it is evident the perspective of equity requires a broad consideration. Potential considerations are grouped into like categories.

Category 1: General

No.	Consideration	Overview
1	Equity Discussion	Council acknowledges that the community desire to understand budget equity is important and will seek to provide information to assist. Council also recognises its responsibility to the Shire as a whole, and to both current and future generations.
2	Holistic View	The assessment of equity requires a broad consideration that takes into account the full range of Council's circumstances and long term strategic imperatives. Equity cannot reasonably be reflected through a single metric in any one year.
3	Assessment Timeframe	Council maintains a medium term financial plan that reflects its funding intentions over time. Funding for particular projects can be large and may cause peaks in allocation to one ward. Additionally, asset renewal funding responds objectively to asset condition rather than a prescribed timeframe. Accordingly it is important to consider equity over time. It can however be challenging to maintain a data time series for consistent comparisons, given factors such as changing ward boundaries.
4	Pragmatic Model	An important principle in preparing any allocation model or suite of indicators is identifying where sufficient value has been provided, beyond which the preparation cost exceeds the incremental benefit. Council's Finance team has many important responsibilities to fulfil with limited resources and Council is mindful of not unreasonably diverting resources.
5	Ward Boundaries	It may be necessary to adjust the analysis to account for any agreed ward boundary anomalies. One example that is often reflected is to attribute the portion of the Winchelsea ward with a 3228 post code to the Torquay ward for the purpose of analysis.

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Category 2: Funding

6	Rate Contribution	Rate contribution is recognised as an important element in the consideration of equitable funding allocation as it represents a tangible contribution by households. A rates-based indicator would however need to be supplemented with further indicators to account for other factors outlined in these principles.
7	Supplementary Rates	Some communities within the Shire are growing faster than others and accordingly contribute greater supplementary rates. This is an indicator of the need for higher investment in these communities that can in part be funded by these additional rates.
8	Population Distribution	It is possible to consider equity from the perspective of the Shire's population distribution rather than rate contribution. Rate income is a function of a revenue raising method allowed for within local government and often questions are raised relating to the equity the rating system itself. Rating is a taxation system; it does not automatically follow it should be used as the only basis for considering the equity of Council's funding allocations.
9	Financial Assistance Grants	One of Council major sources of non-rate revenue is the Commonwealth Financial Assistance Grant. This is derived from an assessment of a suite of indicators designed to deliver an equitable distribution across all Councils in Victoria, including but not limited to population.
10	Project Grant Funding	Council rightly puts considerable effort into achieving grant funding for projects. While grants represent external funding, they benefit particular communities and this should be considered in an assessment of equity.
11	Realised Savings	Circumstances can arise where discretionary funds become available from the sale of an asset or other windfall funding opportunities. Council makes decisions as to where this funding is applied, either locally associated to its source or for a whole of Shire use. While limited in scale and frequency, these decisions do have an equity consideration.
12	Interest Income	Interest income would need to be considered whole of Shire funding and a basis for its attribution determined, potentially according to population.
13	Service Net Surplus	Councils can operate various services or commercial operations at a surplus in order to raise funds to support allocations across the Shire. Non-ratepayers may also make an important contribution to this outcome. This situation may best be considered whole of Shire funding.

Category 3: Services and Assets

14	Service Net Cost	Council delivers a range of services across the Shire, many of which operate at a net cost that must be funded at least in part from rate income. The delivery location and service cost varies across the Shire, noting that Council typically applies a consistent price. This variation can often arise due to demographic or logistic differences, or historical practice. The localised net cost should be considered within an assessment of equity across wards.
15	Service Distribution	Council services are not provided equally across the Shire, with some communities receiving services due to demographic or logistic differences, or historical circumstances such as the practices of Councils pre-amalgamation. This is not only an issue where a localised service operates at a net cost, but the fact one community receives a service and another doesn't needs to be considered from an equity perspective.
16	Asset Density	Some areas of the Shire have a greater number and value of Council assets (facilities and roads) than other areas. It may be appropriate to have an indicator to identify the relative asset density on a per capita basis in each ward, perhaps delineated into roads and non-road asset categories.
17	Special Charge Schemes	Some projects are jointly funded by Council and benefiting property owners via a Special Charge Scheme. Funding for these projects will need to be correctly categorised to reflect the external contribution.

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Category 4: Funding Allocations

18	Whole of Shire Projects	It is reasonable to consider a number of projects as "Whole of Shire" initiatives rather than being associated with individual wards or communities. The inclusion of this funding in an assessment of equity would need to consider an appropriate allocation basis, for example population, rate assessments or rate distribution.
19	Asset Renewal	Council's Asset Renewal Funding Strategy is based on funding the renewal of roads and facilities when their condition degrades to the point that it impacts service delivery. This represents a commitment to maintain existing services and is particularly important in those communities that do not receive significant new investment due to lower growth.
20	Use of Ratepayer Funds	Council is committed to the efficient and effective use of ratepayer funds, reflected through formal project identification based on: Renewal: objective condition assessment New/Upgrade: adopted strategies, subject matter expert review The resultant funding allocations are also likely spread over time, rather than necessarily matching to current funding contributions. This emphasises the importance of considering equity over time.
21	Operational Projects	Communities often view infrastructure investment as an indicator of equitable funding contribution. It is also important to include funding allocations to operational projects that deliver a particularly localised benefit.
22	Pre-Growth Investment	Council may need to establish facilities in advance of new ratepayers moving to an area, resulting in funding allocations prior to receiving higher rates. This emphasises the importance of considering equity over a longer timeframe.
23	DCP Commitments	Council is contractually bound to provide funding contributions as part of Developer Contribution Plans. This is often in the order of 60% of the total infrastructure cost, with developers providing 40%. These agreements are a function of growth and often require investment prior to receiving a higher rate income.
24	Project Allocation vs Spend	Data comparisons that utilise project funding should be based on funds allocation rather than spend timing. The timing of project spend may vary due to project cash flow requirements or holding project commencement in order to secure grants. Importantly, allocated project funds are retained on the project budget until spent or formally reallocated by Council.
25	Corporate Overheads	Council's corporate overheads are allocated based on specific drivers to relevant services and projects. Accordingly these are reflected in net service costs and project budgets, and would form part of any subsequent equity consideration.
26	Debt Funded Projects	Council raises loans for particular project purposes. It is important to treat a project that includes debt funding differently when performing an equity analysis. Rather than including the value of the loan as an up-front portion of the project costing, it is more appropriate to reflect in the analysis the annual loan cost, including both principle and interest payments. The annual loan cost would then continue to be reflected in future year's analysis until the end of the loan term.
27	Reserve Allocations	Council typically provides allocations to reserves in each year's budget, some of which may reasonably be attributable to a particular location, while others represent a general allocation. Each allocation would need to be considered individually in relation to equity assessment.



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Indicator 1 – Adjusted Ward Rate Contribution relative to Council Funded Project Allocation

Consideration of rate contribution is an important element in the notion of equity and can be used as one comparative basis. Rate income does however fund a number of Council activities in addition to projects that are not included in this comparison.

Ward rate contribution and funding has been adjusted to reflect the portion of the Winchelsea ward with a 3228 postcode within the Torquay ward. This adjustment reflects more closely the community of interest.

Council projects include the categories of new/upgrade capital, new operational and renewal capital. These projects often also receive significant external funding however this is not included in this comparison. Indicator 1 includes council funds allocated from the Accumulated Unallocated Cash Reserve, direct funding and annual debt financing for projects (excluding carried forward projects). The budget document also provides the project funding allocations in the form of maps to assist readability.

This comparison is only one data view and alone does not provide a full perspective of ward funding allocation. Additionally, this comparison should be considered over time rather than from an expectation that a single year will demonstrate an equitable allocation.

Council also allocates funding to projects that could reasonably be considered "Whole of Shire" rather than for a single ward or community. These projects have not been included in the project funding below and would require a further comparison potentially on the basis of factors such as population, rate assessments or rate distribution.

Budget 2018-19										
Ward	Rates	Council Funding								
		New Projects (excl. Loans)	Renewal	Year Loan Costs (P&I)	Total					
Anglesea	\$10,187,924	23%	\$926,100	10%	255,200	5%	\$0	0%	\$1,181,300	6%
Lorne	\$6,565,978	15%	\$212,000	2%	660,000	13%	\$0	0%	\$872,000	6%
Torquay (incl. 3228)	\$22,246,888	51%	\$7,524,500	81%	2,032,000	39%	\$678,556	100%	\$10,233,056	68%
Winchelsea (excl. 3228)	\$4,976,165	11%	\$595,560	6%	2,222,800	43%	\$0	0%	\$2,818,360	19%
Total Ward Specific	\$43,976,953	100%	\$9,258,160	100%	5,170,000	100%	\$676,556	100%	\$15,104,716	100%
Whole of Shire			\$5,311,787		\$1,988,964		\$1,428,473			
3228 Rates in Winchelsea	\$2,844,788									

Percentages may not equal 100% due to rounding.

This indicator demonstrates that in this year's budget, the proportion of council funds to project allocations exceeds the proportion of rate contribution in Torquay (including 3228) and Winchelsea (excluding 3228) wards, but is less than the proportion in the Anglesea and Lorne wards. Prior year tables are provided for comparative purposes.

Budget 2017-18										
Ward	Rates	Council Funding								
		New Projects (excl. Loans)	Renewal	Year Loan Costs (P&I)	Total					
Anglesea	\$9,900,638	23%	\$147,000	4%	\$211,000	9%	\$0	0%	\$358,000	6%
Lorne	\$6,804,557	16%	\$166,000	6%	\$71,000	3%	\$0	0%	\$237,000	4%
Torquay (incl. 3228)	\$20,590,832	49%	\$2,369,038	71%	\$628,000	28%	\$678,556	100%	\$3,675,594	59%
Winchelsea (excl. 3228)	\$5,003,215	12%	\$610,500	18%	\$1,352,556	60%	\$0	0%	\$1,963,056	31%
Total Ward Specific	\$42,299,242	100%	\$3,324,538	100%	\$2,262,556	100%	\$676,556	100%	\$6,263,652	100%
Whole of Shire			\$5,949,500		\$2,231,132		\$1,029,069			
3228 Rates in Winchelsea	\$2,755,442									

Percentages may not equal 100% due to rounding.

Budget 2016-17										
Ward	Rates	Council Funding								
		New Projects (excl. Loans)	Renewal	Year Loan Costs (P&I)	Total					
Anglesea	\$9,664,312	24%	\$75,000	2%	\$962,300	26%	\$0	0%	\$1,037,300	13%
Lorne	\$8,652,713	16%	\$408,500	11%	\$169,400	5%	\$0	0%	\$577,900	7%
Torquay (incl. 3228)	\$19,395,559	48%	\$2,687,295	75%	\$1,212,100	31%	\$678,101	100%	\$4,575,496	56%
Winchelsea (excl. 3228)	\$5,088,652	12%	\$421,450	12%	\$1,456,050	38%	\$0	0%	\$1,877,500	23%
Total Ward Specific	\$40,801,236	100%	\$3,392,245	100%	\$3,649,850	100%	\$676,101	100%	\$6,111,196	100%
Whole of Shire			\$6,663,244		\$2,231,132		\$1,029,034			
3228 Rates in Winchelsea	\$2,355,606									

Percentages may not equal 100% due to rounding.



Budget 2018-19

Indicator 2 – Adjusted Ward Rate Contribution relative to Total Project Allocation

This indicator is as per Indicator 1, however compares relative to the total project allocation (including Council funding and external funding).

Budget 2018-19										
Ward	Rates		Total Funding							
			New Projects (excl. Loan)		Renewal		Year Loan Costs (P&I)		Total	
Anglesea	\$10,187,924	23%	\$930,100	10%	255,200	5%	\$0	0%	\$1,185,300	8%
Lorne	\$6,565,976	15%	\$212,000	2%	660,000	13%	\$0	0%	\$872,000	6%
Torquay (incl. 3228)	\$22,246,888	51%	\$7,723,500	81%	2,032,000	39%	\$676,556	100%	\$10,432,056	68%
Winchelsea (excl. 3228)	\$4,976,165	11%	\$658,370	7%	2,222,800	43%	\$0	0%	\$2,881,170	19%
Total Ward Specific	\$43,976,953	100%	\$9,523,970	100%	\$5,170,000	100%	\$676,556	100%	\$15,370,526	100%
Whole of Shire			\$5,626,665		\$2,427,600		\$1,428,473			
3228 Rates in Winchelsea	\$2,844,788									

Percentages may not equal 100% due to rounding.

This indicator demonstrates that in this year's budget, the proportion of total funding to project allocations exceeds the proportion of rate contribution in Torquay (including 3228) and Winchelsea (excluding 3228) wards, but is less than the proportion in the Anglesea and Lorne wards. Prior year tables are provided for comparative purposes.

Budget 2017-18										
Ward	Rates		Total Funding							
			New Projects (excl. Loan)		Renewal		Year Loan Costs (P&I)		Total	
Anglesea	\$9,900,638	23%	\$207,000	3%	\$211,000	7%	\$0	0%	\$418,000	4%
Lorne	\$6,804,557	16%	\$198,000	3%	\$71,000	2%	\$0	0%	\$269,000	3%
Torquay (incl. 3228)	\$20,590,832	49%	\$3,179,038	54%	\$628,000	21%	\$676,556	100%	\$4,483,594	47%
Winchelsea (excl. 3228)	\$5,003,215	12%	\$2,345,500	40%	\$2,017,000	69%	\$0	0%	\$4,362,500	46%
Total Ward Specific	\$42,299,242	100%	\$5,929,538	100%	\$2,927,000	100%	\$676,556	100%	\$9,533,094	100%
Whole of Shire			\$6,443,910		\$1,154,000		\$1,029,069			
3228 Rates in Winchelsea	\$2,755,442									

Percentages may not equal 100% due to rounding.

Budget 2016-17										
Ward	Rates		Total Funding							
			New Projects (excl. Loan)		Renewal		Year Loan Costs (P&I)		Total	
Anglesea	\$9,664,312	24%	\$165,000	2%	\$982,300	25%	\$0	0%	\$1,147,300	9%
Lorne	\$6,652,713	16%	\$408,500	5%	\$199,400	5%	\$0	0%	\$607,900	5%
Torquay (incl. 3228)	\$19,395,559	48%	\$5,404,365	71%	\$1,347,100	34%	\$676,101	0%	\$7,427,566	61%
Winchelsea (excl. 3228)	\$5,088,652	12%	\$1,621,450	21%	\$1,456,050	37%	\$0	0%	\$3,077,500	25%
Total Ward Specific	\$40,801,236	100%	\$7,599,315	100%	\$3,984,850	100%	\$676,101	0%	\$12,260,266	100%
Whole of Shire			\$7,198,244		\$2,231,132		\$1,029,034			
3228 Rates in Winchelsea	\$2,355,606									

Percentages may not equal 100% due to rounding.

Indicator 3 – Asset Distribution by Ward

This indicates the proportion of Council assets relative to rates and rates assessments in different wards at the end of the respective financial year. The indicator represents a good reflection of investment of funds over time and likely future demand for asset renewal.

The table highlights in particular that the percentage proportion of the value of assets in the Torquay and Winchelsea ward is greater than the proportion of their respective current rate revenue.

As at 30 June 2017										
Ward	Rates	Rate Assessments	Asset Valuation							
			Road Assets		Non Road Assets		Total Assets			
Anglesea	\$9,639,164	23%	4,918	23%	\$55,696,202	16%	\$21,697,481	19%	\$77,393,683	17%
Lorne	\$6,624,865	16%	2,891	14%	\$27,958,666	8%	\$11,164,491	10%	\$39,123,157	8%
Torquay (incl. 3228)	\$17,364,350	42%	10,440	49%	\$174,854,729	51%	\$32,291,024	45%	\$227,145,753	49%
Winchelsea (excl. 3228)	\$7,553,749	18%	3,033	14%	\$86,924,939	25%	\$30,438,256	26%	\$117,363,195	25%
Total Ward Specific	\$41,182,128	100%	21,282	100%	\$345,434,536	100%	\$115,591,252	100%	\$461,025,788	100%
			Whole of Shire		\$0		\$27,842,574		\$27,842,574	
			Land		\$3,599,507		\$120,536,131		\$124,135,638	
			Council Corporate		\$0		\$12,145,000		\$12,145,000	
			Shire Total		\$349,034,043		\$276,114,957		\$625,149,000	

Percentages may not equal 100% due to rounding.

Prior year tables are provided for comparative purposes.

Budget 2018-19



As at 30 June 2016										
Ward	Rates		Rate Assessments		Asset Valuation			Total Assets		
					Road Assets	Non Road Assets				
Anglesea	\$9,412,739	24%	5,015	23%	\$55,241,068	16%	\$19,466,512	18%	\$74,707,580	17%
Lorne	\$6,687,623	17%	3,027	14%	\$32,166,016	10%	\$11,163,768	10%	\$43,329,784	10%
Torquay (incl. 3228)	\$18,651,313	46%	10,321	48%	\$164,870,244	49%	\$38,643,249	36%	\$203,513,493	46%
Winchelsea (excl. 3228)	\$4,679,748	12%	3,198	15%	\$84,277,830	25%	\$38,372,274	36%	\$122,650,104	28%
Total Ward Specific	\$39,631,424	100%	21,561	100%	\$336,555,158	100%	\$107,645,803	100%	\$444,200,961	100%
Whole of Shire					\$1,750,527		\$23,138,512		\$24,889,039	
Land					\$3,386,000		\$103,925,000		\$107,311,000	
Council Corporate					\$0		\$12,274,000		\$12,274,000	
Shire Total					\$341,691,685		\$246,983,315		\$588,675,000	

Percentages may not equal 100% due to rounding.

As at 30 June 2015										
Ward	Rates		Rate Assessments		Asset Valuation			Total Assets		
					Road Assets	Non Road Assets				
Anglesea	\$9,467,678	24%	4,864	24%	\$35,420,006	15%	\$33,019,820	22%	\$68,439,826	18%
Lorne	\$6,664,669	17%	2,882	14%	\$19,909,968	8%	\$15,573,076	10%	\$35,483,044	9%
Torquay (incl. 3228)	\$18,567,223	47%	9,743	48%	\$108,357,425	45%	\$69,408,881	46%	\$177,766,306	46%
Winchelsea (excl. 3228)	\$4,592,552	12%	2,964	14%	\$76,563,170	32%	\$31,595,027	21%	\$108,158,197	28%
Total Ward Specific	\$39,292,122	100%	20,453	100%	\$240,250,569	100%	\$149,596,804	100%	\$389,847,373	100%
Whole of Shire					\$830,995		\$19,765,137		\$20,596,133	
Land					\$2,714,000		\$101,467,000		\$104,181,000	
Council Corporate					\$0		\$15,702,495		\$15,702,495	
Shire Total					\$243,795,564		\$286,531,436		\$530,327,001	

Percentages may not equal 100% due to rounding.

Indicator 4 – Supplementary Rates by Ward

This indicator provides a correlation between supplementary rates, which reflects where growth is occurring in the Shire, and the funding allocations being made to new projects.

The table highlights in particular that proportion of investment in new projects relative to the proportion of supplementary rates is higher in the Anglesea and Winchelsea ward. Proactive investment in Winchelsea ward may be appropriate given it's identification as a future growth node and the importance to have infrastructure in place to support a growing community.

Budget 2018-19						
Ward	Supplementary Rates		Council Funding		Total Funding	
			New Projects (excl. Loan)		New Projects (excl. Loan)	
Anglesea	32,423	8%	\$926,100	10%	\$930,100	10%
Lorne	12,348	3%	\$212,000	2%	\$212,000	2%
Torquay (incl. 3228)	332,806	84%	\$7,524,500	81%	\$7,723,500	81%
Winchelsea (excl. 3228)	20,889	5%	\$595,560	6%	\$658,370	7%
Total Ward Specific	\$398,465	100%	\$9,258,160	100%	\$9,523,970	100%
Whole of Shire			\$5,311,787		\$5,626,865	
3228 Supplementary Rates in Winchelsea			\$95,509			

Percentages may not equal 100% due to rounding.

Prior year tables are provided for comparative purposes.

Budget 2017-18						
Ward	Supplementary Rates		Council Funding		Total Funding	
			New Projects (excl. Loan)		New Projects (excl. Loan)	
Anglesea	\$28,479	8%	\$147,000	4%	\$207,000	3%
Lorne	\$10,846	3%	\$198,000	6%	\$198,000	3%
Torquay (incl. 3228)	\$292,327	84%	\$2,369,038	71%	\$3,179,038	54%
Winchelsea (excl. 3228)	\$18,348	5%	\$610,500	18%	\$2,345,500	40%
Total Ward Specific	\$350,000	100%	\$3,324,538	100%	\$5,929,538	100%
Whole of Shire			\$5,949,500		\$6,443,910	
3228 Supplementary Rates in Winchelsea			\$83,892			

Percentages may not equal 100% due to rounding.

Budget 2018-19



Appendix G – Long Term Financial Plan

Long Term Financial Plan	2017-18 Forecast \$'000	2018-19 Budget \$'000	2019-20 Forecast \$'000	2020-21 Forecast \$'000	2021-22 Forecast \$'000	2022-23 Forecast \$'000	2023-24 Forecast \$'000	2024-25 Forecast \$'000	2025-26 Forecast \$'000	2026-27 Forecast \$'000	2027-28 Forecast \$'000
Recurrent EBITDA											
Property Rates and Charges	42,740	44,375	46,280	48,252	50,294	52,408	54,597	56,861	59,205	61,631	64,141
Garbage Charges	6,704	7,394	7,815	8,258	8,724	9,215	9,730	10,272	10,842	11,441	12,070
Grants	7,970	5,491	7,585	7,780	7,981	8,186	8,397	8,614	8,837	9,065	9,300
Other Revenue	9,023	9,554	9,756	9,963	10,175	10,390	10,611	10,836	11,066	11,301	11,541
Total Recurrent Income	66,438	66,814	71,437	74,254	77,174	80,199	83,335	86,583	89,950	93,437	97,051
Employee Benefits	(27,237)	(29,261)	(29,905)	(30,563)	(31,235)	(31,922)	(32,624)	(33,342)	(34,076)	(34,825)	(35,592)
Materials and Services	(20,825)	(20,636)	(21,152)	(21,681)	(22,223)	(22,778)	(23,348)	(23,932)	(24,530)	(25,143)	(25,772)
Business Improvement Program Benefits											
Business Case Benefits	-	-	250	500	750	1,000	1,250	1,500	1,750	2,000	2,250
Digital Transformation Benefits	-	-	100	200	300	400	500	600	700	800	900
Total Expenditure - Existing Operations	(48,061)	(49,897)	(50,607)	(51,343)	(52,108)	(52,901)	(53,722)	(54,574)	(55,456)	(56,368)	(57,313)
Compliance Costs	-	(1,029)	(800)	(1,200)	(1,600)	(2,000)	(2,400)	(2,800)	(3,200)	(3,600)	(4,000)
Compliance Costs - Projects	-	-	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)
Non-Discretionary Growth	-	(11)	(1,240)	(1,840)	(2,440)	(3,040)	(3,640)	(4,240)	(4,840)	(5,440)	(6,040)
Discretionary Growth	-	(751)	(770)	(789)	(808)	(829)	(849)	(871)	(892)	(915)	(938)
Recurrent EBITDA	18,377	15,127	17,421	18,483	19,618	20,831	22,123	23,499	24,962	26,515	28,161
Cash Adjustments:-											
Balance Sheet Movements	406	41	40	40	39	39	38	38	37	36	36
Interest Revenue	1,028	1,023	1,082	1,109	1,031	959	892	830	772	718	667
Grants Commission funds received early	(129)	2,044	-	-	-	-	-	-	-	-	-
Asset sales - Plant/Fleet	338	439	430	370	380	390	401	407	405	341	341
Asset sales - Land	776	-	-	-	-	-	-	-	-	-	-
Total Cash Adjustments	2,419	3,546	1,553	1,519	1,451	1,388	1,331	1,274	1,213	1,095	1,044
Total Cash Available for Allocation	20,796	18,673	18,974	20,001	21,069	22,219	23,454	24,773	26,176	27,610	29,205

Budget 2018-19



Long Term Financial Plan	2017-18 Forecast \$'000	2018-19 Budget \$'000	2019-20 Forecast \$'000	2020-21 Forecast \$'000	2021-22 Forecast \$'000	2022-23 Forecast \$'000	2023-24 Forecast \$'000	2024-25 Forecast \$'000	2025-26 Forecast \$'000	2026-27 Forecast \$'000	2027-28 Forecast \$'000
Allocations to Commitments											
Debt Interest & Principal	1,706	1,706	1,706	1,696	1,690	1,698	1,698	1,698	1,698	1,698	1,698
Torquay/Jan Juc Developer Plan Allocation	2,163	2,254	2,349	2,448	2,551	2,658	2,770	2,886	3,007	3,133	3,265
Spring Creek Infrastructure Plan Allocation	-	-	700	729	760	792	825	860	896	934	973
Winchelsea Infrastructure Plan Allocation	80	200	208	217	226	236	246	256	267	278	290
Developer Contribution Interest Allocation	27	32	1	40	1						
Waste Allocation	3,105	3,238	3,557	3,896	4,255	4,636	5,039	5,466	5,917	6,395	6,901
Asset Renewal Allocation	6,073	6,662	7,128	7,627	8,161	8,732	9,343	9,997	10,697	11,446	12,247
Business Case Investments	500	500	500	500	500	500	500	500	500	500	500
Growth and Compliance Costs (Non-Recurrent)	833	396	-	-	-	-	-	-	-	-	-
Total Allocations to Commitments	14,486	14,986	16,149	17,154	18,144	19,252	20,421	21,663	22,982	24,384	25,874
Discretionary Cash Available	6,310	3,687	2,825	2,848	2,924	2,967	3,033	3,111	3,193	3,226	3,332
Discretionary Allocations											
Discretionary Operating Projects	699	806	-	-	-	-	-	-	-	-	-
Discretionary Capital Works	1,119	1,124	1,801	2,656	2,765	2,879	3,000	3,126	3,258	3,394	3,537
Recreation & Open Space (to AUC)	-	-	825	-	-	-	-	-	-	-	-
Preallocated Community Projects	-	954	-	-	-	-	-	-	-	-	-
Defined Benefits Superannuation Allocation	250	100	100	100	100	100	100	100	100	100	100
Gravel Pits Allocation	273	287	292	297	302	307	313	318	324	329	335
Aireys Inlet Aged Units	2	6	6	6	6	7	7	7	7	7	7
Towards Environmental Leadership	250	250	250	250	250	250	250	250	250	250	250
Building Better Regions Project Allocation	357	-	-	-	-	-	-	-	-	-	-
Repayment Anglesea Bowls Club Commitment	225	-	-	-	-	-	-	-	-	-	-
Total Discretionary Allocations	3,174	3,528	3,274	3,309	3,424	3,543	3,670	3,801	3,938	4,080	4,228
Unallocated Cash Surplus / (Deficit)	3,135	159	(449)	(462)	(500)	(576)	(636)	(690)	(745)	(854)	(897)
Accumulated Unallocated Cash											
Opening Balance	5,060	3,991	1,084	730	268	(231)	(808)	(1,444)	(2,134)	(2,879)	(3,733)
Annual Surplus/(Deficit)	3,135	159	(449)	(462)	(500)	(576)	(636)	(690)	(745)	(854)	(897)
Return to AUC as per Council Resolution	225	-	-	-	-	-	-	-	-	-	-
Net Allocations During the Year	(1,930)	-	-	-	-	-	-	-	-	-	-
Council Resolution Ellimatta Oval Lighting Upgrade	-	(157)	-	-	-	-	-	-	-	-	-
Project Budget Submission	-	(409)	-	-	-	-	-	-	-	-	-
Transfer for Recreation & Open Space	(500)	-	825	-	-	-	-	-	-	-	-
Transfer for Digital Transformation	(2,000)	(2,500)	(730)	-	-	-	-	-	-	-	-
Closing Balance	3,991	1,084	730	268	(231)	(808)	(1,444)	(2,134)	(2,879)	(3,733)	(4,629)

4.2 Declaration of 2018-19 Rates and adoption of the 2018-19 Annual Budget

APPENDIX 2 LIST OF CHANGES TO THE 2018-19 BUDGET

Community Submissions		\$
New funding allocations in the 2018/19 Budget*		
Anglesea Resale Shed additional resourcing		7,000
Anglesea Netball Court Shelters		26,000
Anglesea Recreation & Sports Club Asset protection		33,500
Connewarre Dressage Arena		41,000
Deans Marsh Pathway Feasibility Birregurra-Deans Marsh Road		11,000
Lorne Aspirations Plan		20,000
Shire Wide Increase in Road Maintenance funding		150,000
Surf Coast Shire Theatre Feasibility Study		28,000
Torquay Football Oval Safety Nets		55,000
Township Landscape Beautification Program		50,000
Winchelsea Globe Theatre Reverse Cycle Air Conditioning		28,000
Winchelsea Memorial Cairns		45,000
Winchelsea Town Centre Traffic Management		199,000
Winchelsea Youth Support Planning and Contribution		10,000
(*excluding project contingency)		

Organisation Submission	Recurrent	Non- Recurrent
Adjustments to the 2018/19 Budget		
Surf Coast Highway Nature Strip	-	45,000
Torquay Parking Options study	-	35,000
Remove recreation and open space budget that was funded through May 2018 Council resolution	-	(200,000)
Adjustments to employee benefits as a result of further refinements	95,677	-
Include additional resources through casual labour budget to support growth in Council's youth development services	25,000	-
Additional Information Technology resources to meet increasing demand for technical support	96,727	-
Additional planning compliance resources	62,400	-
Update Victorian Grants Commission funding per latest advice indicating an uplift in revenue.	(140,000)	-
Adjustments to income received on behalf of reserve committees	5,200	-
Recent increase in statutory fees cap was announced, resulting in proposed increase to legal point of discharge fees (not proposing full increase allowable but moving to cost-recovery basis)	(20,000)	-
Increase subdivision supervision fees based on review of current construction costs in developments	(60,000)	-
Net impact of implementation of the Domestic Animal Management Plan (refer April 2018 Council meeting)	(37,672)	41,000
Update positive ageing grants revenue based on latest advice	(11,761)	-
Update home care packages based on latest advice	(71,855)	-
Update kindergarten playground maintenance costs	10,500	-
Update township maintenance and municipal inspection budgets	(10,000)	-
Arts Program increase in funding	99,173	-

Other changes to the 2018/19 Budget
2017-18 Forecast balances updated to reflect changes approved in the Project Budget Adjustments and Cash Reserves Transfers table up to and including the table presented at the 22 May 2018 Ordinary Council Meeting.
Adjust timing of Stribling Reserve Pavilion project in the Long Term Financial Plan from 2019-20 to 2020-21.
Remove 2018-19 budget for Changing Places Facilities grants received in 2017-18 (timing change only)
Bring forward 50% of Victorian Grants Commission (\$2,044,000) revenue to 2017-18 (timing change only)
Remove \$100,000 allocation for community submission

4.3 Draft State Environment Protection Policy (Water) Review

Author's Title: Manager Engineering Services

General Manager: Anne Howard

Department: Engineering Services

File No: F18/497

Division: Governance & Infrastructure

Trim No: IC18/927

Appendix:

1. MAV Submission - Draft SEPP Waters - June 2018 (D18/74668)
2. Draft Submission to the State Environment Protection Policy (Waters) (D18/75411)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

The purpose of this report is to provide Council with details on Council's submission to the Draft State Environment Protection Policy (waters).

Summary

The State Government has prepared a draft State Environment Protection Policy (Waters) along with a Policy Impact Assessment (PIA) and Draft Implementation Plan for Consultation. These documents are currently on public exhibition.

The draft policy proposes a number of increased responsibilities for Council that are not currently covered in current SEPP.

The MAV has developed a draft submission in consultation with the industry which recognises the impacts on Local Government and provides very good feedback to the review. This submission articulates the main concerns Council has with the draft SEPP (Water) and should be supported.

There are some minor changes in the wording of the draft SEPP (Water) that has the potential to increase Council's responsibilities which have been highlighted in this report.

Recommendation

That Council endorse the submission on the Draft State Environment Protection Policy (Waters) review.

4.3 Draft State Environment Protection Policy (Water) Review

Report

Background

The Environment Protection Act requires State Environment Protection Policies to be reviewed every 10 years. The Victorian government, led by the Department of Environment, Land, Water and Planning (DELWP) with support from the Environment Protection Authority (EPA), has embarked on this decennial review of these policies.

This process provides the opportunity to review achievements, key risks, new science and community attitudes, and to ultimately set new goals and develop and apply new approaches. This review has been informed by, and built upon, the outcomes of the Statutory Policy Review in 2013, the Independent Inquiry in to the EPA in 2016 and associated government response to the EPA Inquiry in 2017. The review process has included significant consultation with, and feedback from stakeholders, and additional analysis completed by the review team.

The key products of the review are a combined policy for all waters, the Draft SEPP (Waters), an Implementation Plan and this document — the consultation Policy Impact Assessment (PIA). A Policy Impact Assessment is required for all new or revised SEPPs. It provides an explanation of the problems that have emerged with the implementation of the current Water SEPPs. It also identifies and assesses the impacts (or costs and benefits) of alternative policy responses and based on this analysis, outlines proposed reforms to be included in the Draft SEPP (Waters). The purpose of the consultation PIA is to seek feedback and comment from the public on these proposed changes.

Discussion

Some of the key elements of the strategy are as follows:

- To provide greater protection of waterways and groundwater
- The policy has altered the wording to place increased obligations on Council
- Has increased the requirement to have waste water management plans which require council to develop implement, monitor and review these plans
- Increased the requirement to manage water quality through Urban Stormwater Management Plans
- Councils when replacing or renewing storm water management assets will be required to upgrade to the latest standards.

The draft policy raises a number of issues for Council which is documented in the MAV submission (included in the appendix). It is proposed that Council make a submission based on responses in the following table.

Surf Coast Shire Council Submission to draft SEPP (Waters)	
i.	Council supports in principle the Municipal Association of Victoria submission to the review process.
ii.	Council <u>seeks</u> the inclusion of definitions for “Protected Agency” and Authority within clause 6 of the Policy.
iii.	Council <u>seeks</u> the inclusion in Part II of the draft policy that Catchment Management Authorities (CMA) in consultation with Council have the responsibility to determine the water quality levels in each waterway.
iv.	Council <u>supports in principle</u> the requirement to undertake dredging and desilting of stories as outlines in the best practice guidelines, but would recommend that emergency works be exempt from these guidelines.
v.	Council <u>supports in principle</u> the development of Domestic Waste Water Management Plans (Clause 29) but is concerned that the proposed scale, scope and monitoring will be beyond councils’ capacity. Council submits that the government should consider a funding model that assists in the ongoing development, implementation, auditing and review process.
vi.	Council <u>supports in principle</u> clause 34, but recognises that best practice management and design of water quality assets is continually evolving and any

4.3 Draft State Environment Protection Policy (Water) Review

Surf Coast Shire Council Submission to draft SEPP (Waters)

renewal or replacement should only be required to meet the standard of the original asset.

- vii. Council **supports in principle** the intent of clause 39, but it recommends to government that monitoring of these activities should be the responsibility of the catchment management authorities. Runoff from farms with little stormwater treatment or stormwater management can impact Council managed infrastructure and stormwater quality flowing through Council drains. This clause needs to be extended to include farm owners managing the impact of runoff from their property on public infrastructure downstream including municipal roads and drains.
- viii. Council **supports in principle** clause 46 that authorities that have responsibilities under the Water Act are required to manage land use to protect beneficial users, however, Council recommends that where authorities are not specified in the Water Act that the government give consideration to catchment management authorities being responsible for waterways where responsibilities are not clearly designated under the Water Act.
- ix. Council provides conditional **support in principle** for clause 47, requesting that the word “must” be replaced with “should”. Council also recommends that that this clause be extended to Rail authorities and other land managers.
- x. Council **requests** that the State Government recognise the increased burden in relation to the development of Stormwater Management Plans and provide funding for Councils outside Melbourne Water boundaries to assist with this work.
- xi. Council **requests** that the State Government consider changes to the Environment Protection Act to allow local government to recover costs associated with monitoring and ongoing management of onsite domestic wastewater systems.

Financial Implications

The draft SEPP has the potential to increase the financial liability on Council. By Council making a submission it can influence the financial impacts on Council.

Council Plan

Theme 1 Community Wellbeing

Objective 1.3 Improve community safety

Strategy 1.3.1 Understand community safety issues and needs, and design an appropriate local response

Theme 5 High Performing Council

Objective 5.2 Ensure that Council decision-making is balanced and transparent and the community is involved and informed

Strategy 5.2.2 Evolve our community engagement approach to inform strategic Council direction and decision-making

Policy/Legal Implications

The SEPP will form a framework to manage waterways and groundwater throughout Victoria. The policy when adopted by the State Government will be applicable to Council and residents and businesses throughout the municipality.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

The intent of the draft SEPP (Waters) is to reduce the risk on the environment and increase the responsibilities of land owners and managers to control their impacts on water ways and ground water.

4.3 Draft State Environment Protection Policy (Water) Review

Social Considerations

No impact.

Community Engagement

The Government has advertised extensively and any person or body had the opportunity to make a submission. The public submission process has been open since mid-February 2018.

Environmental Implications

The aim of the Draft State Environment Protection Policy is to enhance the waterways and ground water quality in Victoria.

Communication

The draft council submission is in response to the Governments public submission process.

Options

Option 1 – Adopt the recommendation

This option is recommended by officers as it provides feedback into the submission process.

Option 2 – Not to adopt the recommendation

This option is not recommended by officers as it does not allow Council to try and influence the outcome.

Conclusion

The draft SEPP offers Council an opportunity to identify any future issues that can be addressed as part of the submission. Officers have identified a number of issues that are worth inclusion in support of the MAV submission.

4.3 Draft State Environment Protection Policy (Water) Review

APPENDIX 1 MAV SUBMISSION - DRAFT SEPP WATERS - JUNE 2018



Draft State Environment Protection Policy (Waters)

DRAFT MAV Submission

June 2018



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MAV Submission on the Draft SEPP (Waters), June 2018 has been prepared by the MAV for discussion with member councils, and the Victorian Government on water policy.

The MAV is the statutory peak body for local government in Victoria. The MAV would also like to acknowledge the contribution of those who provided their comments and advice during this project.

While this paper aims to broadly reflect the views of local government in Victoria, it does not purport to reflect the exact views of individual councils.



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1 Executive summary

The MAV welcomes the opportunity to provide comment and recommendations for the Draft State Environment Protection Policy (Waters) which sets out an updated legal framework for protecting and improving water quality in Victoria's waters for the next 10 years.

We acknowledge that the incorporation of new science and national guidelines, and amalgamation of location-specific schedules mean that standards for many water bodies will increase. Even though this will require action by agencies, industry and individuals, increased standards need to be considered to mitigate the significant environmental, social and economic costs associated with deteriorating water environments (such as loss of biodiversity, economic production and tourism revenue, environmental rehabilitation, clean-up and water treatment).

In urban settings increasing densification and rise in impermeable surfaces due to development, and loss of canopy in private spaces mean that increased standards and practices by agencies, industry and the community need to be considered to retain our goals of liveability and resilience of our cities and towns. Local government is committed to utilizing its resources and effort to achieving these goals.

There are many issues being managed through this SEPP that we welcome, such as more specific requirements for landowners and businesses to minimise runoff of pollutants from their premises and land.

We are very concerned, however, at what appears to be a last-minute decision to increase the obligations of councils in respect of their management of roads, and we seek an urgent commitment from the Victorian Government to amend this clause. We also have recommendations for amendments to the urban stormwater clause.

For the draft SEPP Waters to achieve its objectives, it will be important that agencies such as local government have the capacity and resources to make the step changes required. We therefore seek a commitment from the Victorian Government to include a number of initiatives that will assist the local government sector support achievement of improved health of our waterways. Some of these relate directly to the implementation of the new policy, others build on the learnings emerging from reviews being undertaken through Chapter 5 of Water for Victoria, the Victorian Floodplain Management Strategy, and various other strategies currently being implemented.

We note that many of the Critical Actions in the Implementation Plan involve changes being made by local government. Investing in the following programs will assist councils to respond effectively:



These include:

Topic	New initiatives to maximize the contribution of councils to achievement of the SEPP Waters' objectives
Urban stormwater	<p>Provide funding to the MAV to undertake a stormwater infrastructure improvement program with councils aimed at ensuring infrastructure critical to managing stormwater more effectively is included in council's asset registers and maintenance programs. The project would also aim to identify cost-savings and efficiencies for councils utilising an upstream/downstream perspective.</p> <p>Assess effectiveness of Stormwater Management Plans as part of the review that will be undertaken as part of Critical Action 3.2.</p> <p>Identify DELWP working with Melbourne Water and MAV on the continuation of the Melbourne Urban Stormwater Institutional Arrangements Review (MUSIA) in the Implementation Plan</p> <p>Include MAV as a participant on interdepartmental committees considering stormwater management issues requiring implementation by councils</p> <p>Partner with councils to deliver priority water initiatives for their communities by optimising use, management and access to water to improve liveability and amenity by maintaining Integrated Water Management Forums to facilitate catchment-scale partnerships</p> <p>Provide a funding assistance program to enable officers to participate in capacity building forums.</p> <p>Resourcing a stormwater community engagement program to educate residents and businesses on improving waterways health and limiting stormwater run-off</p>
Road management	<p>Amending proposed Clause 47 to better reflect alignment with the Road Management Act</p> <p>Assessing the impact these changes would have for councils, and then formally consulting with them before any increases in prescription of requirements and obligations are made</p> <p>Guidance be developed, in consultation with councils, about measures that could be taken in a practical way to manage that stormwater runoff would be beneficial for road authorities</p>
<i>Onsite domestic wastewater:</i>	<p>Including in the Implementation Plan that EPA will involve the MAV and councils early in its review of the Code of Practice</p> <p>Fund a two year program for innovations in on-site domestic wastewater management including funding of backlog issues in priority areas, giving councils better regulatory powers, and a community education program to better manage waste systems.</p>



2 Introduction

The Municipal Association of Victoria is the peak representative and advocacy body for Victoria's 79 councils. The MAV was formed in 1879 and the *Municipal Association Act 1907* appointed the MAV the official voice of local government in Victoria.

Today, the MAV is a driving and influential force behind a strong and strategically positioned local government sector. Our role is to represent and advocate the interests of local government; raise the sector's profile; ensure its long-term security; facilitate effective networks; support councillors; provide policy and strategic advice; capacity building programs; and insurance services to local government.

2.1. Relevance of the SEPP Waters for councils

Councils are affected by the SEPP Waters in a number of ways, including as:

- Regulator/enforcer of the SEPP Waters - eg, as the responsible planning authority issuing permits for development of land which comply with the policy, construction activities, onsite domestic wastewater management, native vegetation removal
- Infrastructure and operations manager of activities which impact surface water – eg, urban stormwater management, polluted run-off from local roads, dredging
- Landowner of municipal service sites which have potential to pollute waters, such as depots which store chemicals and waste collection sites
- Environmental health responder to nuisances causing risks to public health, such as algal bloom events, flood recovery activities
- Community advocate for access to waters for recreation and tourism purposes
- Marine port operators (a small number of councils have this role).

2.2. Local government involvement in the policy's development

We welcomed the opportunity to participate in the Stakeholder Reference Committee and a number of workshops on individual topics in which council representatives participated. We also convened a small working group of rural council officers with DELWP to consider onsite domestic wastewater management issues.

The MAV's perspective outlined in this submission is informed from consultations undertaken with councils from several reviews undertaken by the Victorian Government in recent years.

For urban stormwater, we are involved in various reviews arising from Chapter 5 of Water for Victoria, the Victorian Floodplain Management Strategy. We have also been convening a Melbourne Urban Stormwater Institutional Arrangements Local Government Working Group which is considering reforms to the way councils manage stormwater management into the future.



3 MAV response

The MAV is generally supportive of the changes proposed in the new policy.

We are concerned that the roles of DELWP and EPA are now more diffuse, however, and that there is potential for greater lack of accountability about the actions and processes the Victorian Government commits them to undertake over the life of the plan.

We are also concerned about the increase in obligations for councils in what they need to do to manage polluted runoff from roads.

We strongly encourage DELWP and EPA to involve the MAV and councils early on in any review process to ensure the products developed are able to be implemented as effectively as possible.

We also have recommendations for activities and projects to be considered in the Implementation Plan, plus some projects which will build on the outcomes emerging from various other reviews and activities currently being undertaken which will strengthen the capacity of councils to achieve changes over the next 10 years of the life of the proposed new policy.

Our detailed comments respond to the following questions DELWP has sought feedback about. These include:

1. Whether the Draft SEPP (Waters) achieves its objectives of providing a framework to protect and improve the quality of Victoria's waters, improving certainty and clarity for industry to enable compliance
2. Ease of use of the schedules
3. Policy Impact Assessment document
4. Draft Implementation Plan priorities for the first 3-5 years
5. Specific clauses, including whether there is sufficient clarity of rules and obligations to enable implementation



3.1. Whether the Draft SEPP (Waters) achieves its objectives of providing a framework to protect and improve the quality of Victoria's waters, improving certainty and clarity for industry to enable compliance

The Draft SEPP (Waters) articulates a clear statutory framework through its ordered sections and explanatory notes. It clearly sets out the beneficial uses requiring protection, the environmental objectives being sought, and what agencies and individuals need to do achieve the protections the policy is seeking to achieve.

In achieving this clarity, however, we note that this SEPP is more instructional than the current policy, and that this will raise the risk profiles of agencies which will have legal liabilities if they fail to meet requirements set out in the policy. It is therefore important that the requirements are well considered for their achievability and the capacity of agencies to resource and perform the function assigned to them.

There is also a tendency for this new policy to read more like a set of regulations. There is increasing requirement-creep for councils when they are referred to in their regulatory capacity – there are quite a few more “council must” clauses than in the current document. Whilst this may be appropriate for some particular clauses in order to meet emerging issues requiring management, it does mean that it would be desirable for the implementation plan to be more robust in terms of funded projects where state goals need to be achieved through the agency of local government.

To ensure that this policy does not become de facto regulation which sidesteps the higher level status of regulations, we suggest that the Preamble contained in the current policy be retained, as this succinctly outlines the purpose and context guiding why the policy is necessary.

While there is much greater specificity being defined for actions to be undertaken by agencies, industries and landowners, there appears to be much less definition of the obligations DELWP and the EPA than exist in the current policy.

We therefore suggest that the roles of DELWP and the EPA are more clearly defined in the introduction of the policy. We note that the Implementation Plan articulates that DELWP and EPA will consult with councils where they are tasked with developing guidance for them, this would be much stronger and operate for the life of the policy if this were specified in the policy itself. We note that the Implementation Plan is only for 3-5 years, which is no guarantee that this will continue for the life of the policy, which is 10 years. A governance process outlining how DELWP and EPA will work with councils needs to be written into the policy to enable it withstand changing political and budgeting priorities.

Where the clauses articulate that DELWP and EPA will provide guidance to councils, it would be important for all these references to include the requirement for the agencies to consult with councils early on – guidance is going to be far more effective if it is practicable to implement, so it's important for the agencies to have the obligation to involve councils in what they develop where it involves council actions and resources.

No matter how clear the policy is however, the key to it achieving its objectives is that the agencies and individuals which have to take action are able to do what is outlined as their role.



To this end, funding and resourcing of the Implementation Plan is therefore a vital complement essential for the Draft SEPP (Waters) to achieve its objectives.

One of the externalities in respect of actions by councils is that in water management, actions by parties upstream of the waterway deliver considerable benefits to those downstream. Communities in one municipality investing their resources that will benefit communities outside their municipal boundaries is a critical issue which will need to be accommodated if step-change is to occur over the next 10 years. While councils seek to work to the common good as well as their own narrow confines, the cross-jurisdictional nature of water flows across land illustrate the complexity of action being needed to be undertaken by those who are not necessarily the immediate direct beneficiaries.

These externalities mean that new ways of thinking about institutional arrangements where there are acute problems will need to be considered.

3.2. Ease of use of the schedules

The Draft SEPP Waters is logically presented, and is a much easier document to navigate compared with the current multiple documents agencies need to examine to understand their obligations. Inclusion of the explanations directly under the clause is helpful, rather than being buried in footnotes at the back of the documentation.

3.3. Policy Impact Assessment document

The MAV has no specific comment on the Policy Impact Assessment, other than to note it is helpful in outlining the issues DELWP has considered in developing changes from the current policy, and that the Office of Better Regulation has endorsed its adequacy for the purpose of assessing the development of a state policy. While the Policy Impact Assessment provides a useful outline of the issues considered in developing recommendations for the clauses which are being proposed, we note that for those clauses which have been drafted to be more similar to a regulation should involve greater analysis of their impact than this policy has required

If elements of the proposed policy are to be considered for incorporation into other instruments, such as the Act, regulations or codes of practice, we are willing to work with DELWP and EPA on this issues of relevance to local government.



3.4 Draft Implementation Plan priorities for the first 3-5 years

Fundamental to the Draft SEPP (Waters) achieving its objectives over the next ten years is that agencies and individuals have the capacity and knowledge to perform the functions and actions it outlines. The question the Victorian Government needs to consider is the pace of change it is seeking, and whether or not the status quo will be sufficient to achieve the objectives laid out in the policy to protect Victoria's waters.

Our assessment is that if step-change is to be achieved as a result of actions undertaken by local government, then a greater level of resourcing will be required to be provided to local government. We note that there are no plans identified in the Implementation Plan for any new funding program specifically for local government to manage. While there are many initiatives being funded by DELWP and water authorities with individual or groups of councils, there is no funding program which enables local government to drive change through its own processes.

Without investment in helping councils themselves consider reforms, the achievement of the objectives will be dependent on 79 councils working individually to accommodate the changes. This will result in gradual and patchy implementation, due to various available resourcing and local priorities. Currently there are some councils undertaking significant reforms to the way they manage stormwater. There are many other councils, however, for which stormwater management is but one of many pressing high priority areas of work they need to attend to.

The risk is that there will be some areas where advanced practices are being achieved, and other areas which will increasingly be left behind.

The conundrum of stormwater management is that the overlay of municipal boundaries and councils' current allocation of resourcing does not accord with efficient allocation of expenditure to where attention can deliver the most benefit.

While there is considerable investment being made by DELWP to enable reforms through the development of guidance and capacity building programs such as funding contributions to the Clearwater program provided by Melbourne Water, these need to be complemented by councils themselves considering how they can generate efficiency savings in their stormwater management. This may relate to collective procurement of services, consideration of new water-sensitive urban design measures and other efficiencies gained from sharing of expertise.

The MAV suggests that to bring the whole sector forward, funding provided directly to the MAV to work with and councils would enable necessary changes to happen more quickly and effectively over a broader range of upstream/downstream areas.

[The proposals recommended for inclusion in the Implementation Plan for each clause will be replicated in this section of the online submission]



3.5: Specific clauses, including whether there is sufficient clarity of rules and obligations to enable implementation

Set out below are clauses MAV has identified as relevant to local government, our comment and recommendation we propose to include in this submission.

In summary, the clauses of particular interest to councils are:

<p>As a regulator:</p> <ul style="list-style-type: none">• Urban stormwater (proposed Clause 34)• Planning schemes and permits• Onsite domestic wastewater management• Vegetation protection and rehabilitation• Floodplains and flood detention• Animal wastes• Recreation management• Construction activities• Waste and wastewater from ports, marinas and vessels	<p>As an agency undertaking activities which pose risks to specific beneficial uses:</p> <ul style="list-style-type: none">• Spills, illegal discharges and dumping• Storage and handling of fuels and potentially polluting chemicals• Management of roads• Prevention of groundwater pollution <p>As an advocate for local standards to benefit the community:</p> <ul style="list-style-type: none">• Forestry activities• Water conservation• Protecting catchment areas used to supply water
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The following abbreviations are relevant:

- WoV – the current SEPP (Waters of Victoria)
- GoV – the current SEPP (Groundwaters of Victoria)
- F3 – Regional schedule for the Gippsland Lakes and Catchment
- F5 – Regional schedule for the waters of the Latrobe and Thompson River Basins and the Merriman Creek Catchment
- F6 – Regional schedule for the waters of Port Phillip Bay
- F7 – Waters of the Yarra Catchment
- F8 – Waters of Western Port and Catchment
- PIA – Policy Impact Assessment

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
INTRODUCTORY SECTIONS		
<p>Introduction, title and purpose Clauses 1-2</p>	<p>The process of achieving greater clarity about the obligations of agencies has led to the clauses in the policy increasingly being more regulatory in format and content than the current SEPP WoV and GoV. To provide clarity that this is a policy and not a set of regulations, we suggest additions to the introductory sections.</p> <p>In particular, we suggest that the Preamble contained in the current policy be retained, as this succinctly outlines the purpose and context guiding why the policy is necessary to protect our water environments. It would be useful to describe that there are many effective processes for managing water environments, involving a number of stakeholders, each having different but complementary roles and responsibilities. For example, ensuring the protection and management of Victoria’s water is a shared responsibility. No single group or agency has an overall custodial role for ensuring the management of the region’s water environments, and as such, the arrangements for their management is complex.</p> <p>We also suggest that the roles of DELWP and the EPA are more clearly defined in the introduction. While there is much greater specificity being defined for actions to be undertaken by agencies, industries and landowners, there appears to be much less definition of the obligations DEWLP and the EPA than exist in the current policy.</p> <p>We also note that many of the actions assigned to DELWP and EPA are included in the Implementation Plan, rather than the policy itself. As the Implementation Plan is only for 3-5 years, this is of concern in respect of the integrity of the government support for the life of the policy, which is ten years.</p>	<p>Retain the preamble contained in the current SEPP (WoV)</p> <p>Provide greater description about the roles of DELWP and EPA in the introductory section.</p>
<p>Definitions Clause 6</p>	<p>Many more definitions are included, arising from the amalgamation of SEPP(WoV), SEPP(GW) and greater clarity being provided for a wider range of references</p>	<p>No particular comment</p> <p>Councils – do any definitions give cause for suggested amendment?</p>
<p>Segments of the water</p>	<p>We note that the criteria have been expanded, they now include:</p>	<p>Support.</p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
<p>environment Clause 9 <i>(Clause 9 in WoV)</i></p> <p>See Chapter 7 for discussion in the PIA.</p> <p>The new criteria outlined in Appendix 3 of the PIA (p165)</p>	<ul style="list-style-type: none"> • Water quality characteristics, such as pH, nutrients, salinity and dissolved oxygen • Physical system characteristics, such as waves, currents, substrate and altitude • Ecosystem character, climatic influences, such as relative climate variability, rainfall and temperature • population pressure and surrounding land use <p>For groundwater the segments remain largely unchanged, with total dissolved solids being the main indicator.</p> <p>Support in principle the application of the criteria used for the segments being state-wide, rather than the current situation where there are different segments specified in different schedules. The expanded urban segment provides greater consistency of application at the same time as taking into account locational drivers</p>	<p>Councils – any concerns? Note for example that the schedule which currently relates to the Yarra River will now apply state-wide</p>
<p>Assessing practicability Clause 12 <i>(Clause 12 in WoV)</i></p>	<p>We suggest that “financial aspects” needs to be inserted into 12(2)(b), so that it reads “the availability, suitability <u>and financial aspects</u> of actions or management practices...”. Although this is mentioned in the explanatory notes, we think it should be articulated in the actual SEPP. The quantum of resources available to undertake some of the designated activities is a very relevant consideration for responsible agencies.</p>	<p>Insert “financial aspects” into clause 12(2)(b)</p>
PROTECTION OF ENVIRONMENTAL QUALITY		
<p>Beneficial uses</p>	<p>This clause as currently drafted could be impossible to achieve. We suggest it be</p>	<p>Insert “<u>and seek</u> to improve water</p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
<p>of all waters Clause 14 <i>(Clause 10 of WoV)</i></p> <p>Schedule 2, Table 1 sets out the list of specific uses</p>	<p>amended to read “the obligations on duty holders to protect beneficial uses <u>and seek to</u> improve water quality”.</p> <p>We acknowledge that the list of uses have been developed on informed scientific research and collaborative work, including the incorporation of national standards.</p>	<p>quality” into Clause 14</p> <p>Councils – are there any comments about what is listed as a beneficial use? Is anything significant missing?</p>
<p>Beneficial uses of groundwater Clause 15 <i>(Clause 9 of GoV)</i></p> <p>Schedule 2, Table 2 sets out the list of specific uses</p>	<p>Support geothermal being added as a beneficial use.</p>	<p>Support</p> <p>Councils – are there any implications from adding geothermal as a use to be protected?</p>
<p>Environmental quality indicators Clause 17</p>	<p>Support in principle, in recognition that environmental indicators are relevant to complement identification of beneficial uses, and that they have been developed on informed scientific research and collaborative work, including the incorporation of national standards.</p>	<p>Support in principle.</p> <p>Encourage the EPA to share</p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
<p><i>(Clause 11 of WoV, Clause 10 of GoV)</i></p> <p>Schedule 3 sets out the levels of the indicators</p>	<p>We note that the new policy is proposing to include water-based recreation standards based on current scientific studies linking water quality with the risk of illness to human health, and national guidelines used by many other Australian states. We note that these standards are more precautionary than those in the current SEPP(WoV), and that it is likely there will be an increase in the number of advisories issued by the EPA for the public not to swim at monitored beaches and waterways.</p> <p>We welcome the objectives being reported annually, to identify areas in need of long-term management interventions.</p> <p>We support EPA maintaining a rolling water quality data set with minimum numbers of samples to be developed and maintained for the life of the policy</p>	<p>annual reporting data with councils to enable them to better respond to areas at high risks to human health.</p> <p><i>Councils – are there any comments we should include in relation to the addition of recreational water quality indicators?</i></p>
<p>Developing interim regional targets in priority areas Clause 18 <i>(Clause 24 of WoV)</i></p> <p>Critical Action 1 in Implementation Plan (p12)</p>	<p>Councils are already involved in various reviews and target setting activities under various Victorian Government action plans</p> <p>Many of these are already underway under various plans and strategies, and councils will already be aware, particularly those councils located near Western Port and Port Phillip Bays that considerable resources are being devoted by Melbourne Water and CMAs to developing these in consultation with councils and the community. Many of these projects will be being undertaken with funding from other agencies. Councils will also be funding some of these initiatives because of local priorities.</p> <p>Having regular evaluation and reporting back to relevant councils would enable adjustment and adaption through the ten-year life of the policy.</p>	<p>Support in principle, noting that councils need to be involved in the setting of targets and opportunities explored for partnership opportunities where councils' role in stormwater infrastructure improvement programs</p>
<p>Pollutant load reduction targets Clause 19</p>	<p>Ditto comments above. We also note that Melbourne Water is considering targets through its Healthy Waterways Strategy currently being developed and consulted on with communities.</p>	<p>Support in principle, noting that councils need to be involved in the setting of targets and opportunities explored for partnership opportunities where councils' role in stormwater</p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
<p>(Not in WoV, but clauses in F3, F5, F6, F8)</p> <p>Critical Action 2 in the Implementation Plan (P13)</p> <p>See PIA Chapter 9 for details of the changes</p>		<p>infrastructure improvement programs</p>
<p>RULES AND OBLIGATIONS Waste and water management</p>		
<p>Onsite domestic wastewater</p>	<p>The PIA provides a useful outline of the issues and options being considered for the changes proposed in the SEPP.</p>	<p><u>Amend</u> clause 29 that EPA <u>will</u> provide guidance in consultation with councils.</p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
<p>management Clauses 28 to 31 (Clauses 32 -33 of WoV)</p> <p>See PIA Chapter 12 for detailed discussion</p> <p>Critical Action 5 in Implementation Plan (p17)</p>	<p>While it makes sense if councils are preparing DWMPs that they also review and monitor these, the proposed wording does increase requirements on councils for which they will need to allocate new resources (both additional staff time and purchasing of expert advice). We also note that the many of the councils where there are the highest risk problems are likely to the small rural municipalities which also face some of the greatest resourcing constraints.</p> <p>We strongly suggest that greater specificity needs to be assigned for the EPA to develop guidance for councils about ODWW systems and conditions they should meet in particular settings, and for this to be undertaken in consultation with them. For example, 30(2) leaves it open to EPA to decide whether to provide guidance or not – we would like to see wording much more specific that EPA <u>will</u> provide guidance, in consultation with the responsible authorities.</p> <p>We also endorse Critical Action 5.1 that a local government/water corporation working group is established to scope the revision of current guidance/code. As a number of the documents are currently published in MAV's name, MAV should be represented on this group. We would also like to see EPA involved as well.</p> <p>From a local government planner's perspective, Clause 28 is unclear and it would be useful if the clause outlined an objective, listed all documents (and preferably the particular sections or clauses) a responsible authority has to have regard to and outlined some general matters to be considered when making a decision. More details about these could be included in the explanatory notes.</p> <p>Clause 28 talks about applying the Code of Practice for Onsite Wastewater Management and the Victorian Land Capability Framework in the consideration of all subdivisions where reticulated sewerage is not provided. This also references the <i>Guidelines for Open Potable Water Supply Catchments</i>. These guidelines have been a significant issue for councils as they are not risk based and basically include a prohibition of development on lots less than 40 hectares. Councils would welcome further discussion about this issue.</p> <p>We note that Clause 32(1) in SEPP(WoV), which reaffirms that it is occupiers of premises who have the responsibility to manage their onsite domestic waste system,</p>	<p><u>Add</u> in to the explanatory notes for the ODWW clauses a reminder that the obligation for maintenance of ODWW systems is with the premises occupier</p> <p><u>Include</u> in the Implementation Plan:</p> <ul style="list-style-type: none"> • That DELWP and EPA will involve the MAV and councils in the review of key documents currently badged by the MAV, and the Code of Practice • an assistance program for councils to revitalise their DWMPs in the implementation plan. Such a program could be targeted to those areas known to be high-risk for diffuse pollution and potential adverse public health impacts. • tools to be developed that would assist the applicant to self-assess against these documents as part of the application requirements. • A small towns sewerage program to explore integrated water solutions for domestic wastewater and innovations in

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
	<p>has been omitted from the new policy. Although this is already referenced in the Environment Protection Act, it would be helpful for the explanatory notes at the commencement of the ODWW clauses to confirm this obligation is with owners of the systems, not with councils or water authorities.</p>	<p>recycled water</p> <p>Consider amendments for the Environment Protection Act to:</p> <ul style="list-style-type: none"> • Enable cost-recovery for council's services to inspect ODWMS • Provide enforcement powers to councils to be able to require improvements or rectification works to be carried out on ODWMS • Provide greater powers for councils to withdraw/amend/transfer/existing permits • Powers to deal with all ODWMS (permitted and non-permitted)
Management of specific risks to beneficial uses		
Planning	We note there are only minor changes to the wording of this clause. It provides the	Support its retention in the revised

Detailed comments on Clause 34 – Urban Stormwater

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Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
<p>schemes and permits Clause 32 <i>(Clause 17 in WoV, Clause 14 in GoV, 15, 23 in F6, 23 in F7, 13 in F8)</i></p>	<p>policy framework for identifying and assessing the significant effects which a planning scheme amendment or development might have on environmental quality for the purposes of sections 12(2)(b) and 60(1)(e) of the Planning and Environment Act 1987. Although some of the SEPP Waters are re-articulated in the Victoria Planning Provisions, this clauses provides a direct reference point for standards needing to be complied with by development.</p>	<p>SEPP Waters.</p>
<p>Protecting catchment areas used to supply water Clause 33 <i>(Not in WoV or GoV, Clause 21 in F7)</i></p>	<p>We note that this clause is currently only included in the Regional schedule for the Yarra Catchment (Regional Schedule F7). It requires land managers responsible for managing the land within designated water supply catchment areas, within the aquatic reserves segment, to manage the land consistent with agreements in place for those areas, such as public access to these areas being restricted in accordance with management policies and risk management plans approved by the Minister for Water,</p>	<p>Councils – any comment?</p>
<p>Urban stormwater Clause 34 <i>(Clause 46 in</i></p>	<p>See Attachment 2 for detailed comments</p>	<p>See Attachment 2 for recommendations</p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
<p>WoV, 22 in F6 and F7, 23 in F8)</p> <p>See Chapter 13 in the PIA</p> <p>Critical Action 3 in Implementation Plan (P15)</p> <p>Other actions p24</p>		
<p>Management of saline discharges Clause 35 <i>(Clause 36 in WoV, 26 in F6)</i></p>	<p>We support the authorising environment and guidance this clauses provides to councils with areas subject to saline groundwater discharge, or high ground water recharge, that they need to ensure that their planning schemes address this risk through the inclusion of objectives and strategies to manage the risks in their Municipal Strategic Statements, and that they need to apply the existing Salinity Management Overlay to those areas.</p>	<p>Support.</p> <p><i>(Councils – minor changes are proposed to the wording – are there any concerns?)</i></p>
<p>Management of recreation activities Clause 38 <i>(Clause 54 in WoV, 19 in F6,</i></p>	<p>Victorian beaches, coasts, rivers, lakes and estuaries provides a wide range of recreational opportunities. This clause empowers agencies responsible for recreational facilities that are operated in or near water need to require that recreational activities are undertaken in a sustainable manner when permits are issued. In particular, swimming, camping or boating in parks and reserves may need to be controlled where water supplies need to be protected</p>	<p>Support in principle.</p> <p><i>(Councils – are there further specific comments we should include?)</i></p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
17 in F7)	<p>We note that the environmental objectives outlined in Schedule 3 of the proposed SEPP Waters includes more precautionary attention to protecting public health from illness associated with recreational water-based activities. This clause supports these objectives by requiring planning authorities such as councils to consider the impacts of proposed activities requiring planning permits on beneficial uses.</p> <p>The supporting documentation notes that there are only minor changes proposed to the wording from the previous policy, however we note that Clause 54(2) in the current policy which specifically refers to the use of powerboats and other activities which result in wave or propeller action as an environmental risk to beneficial use has been omitted in the new clause. On balance we consider that the overarching terminology still enables councils to have local laws where these pose issues to amenity and safety.</p>	
<p>Minimising runoff of pollutants from agricultural activities Clause 39</p> <p>(Clause 39 in WoV) Clause 39(2) in WoV re animal waste in WoV is deleted</p>	<p>In rural environments the main contributors of animal wastes are stock access to surface waters and illegal discharges from intensive agricultural industries. In urban environments, animal waste in surface waters largely result from the runoff of dog and horse faeces to stormwater drains. Given that that urban stormwater is identified as a critical threat in the Policy Implementation Plan, we consider that WoV Clause 39(2) be reinstated in the new policy.</p> <p>Although most councils have local laws setting out responsibilities of pet owners to collect animal wastes from public areas, and there is a general clause which prohibits waste and wastewater being dumped, deposited or discharged into waters or onto land unless authorised by the EPA, we consider that it is unlikely that pet-owners will be aware of these obligations in state policy. Retaining clauses in the SEPP provides additional authorisation for councils.</p>	<p>Recommend that Clause 39(2) be reinstated to strengthen the regulatory environment that councils need to encourage animal owners to collect animal wastes from public areas</p> <p>Councils – does this policy need to contain specific reference to pet owners needing to collect animal wastes from public areas, or are local laws sufficient to maage this issue?</p>
<p>Storage and handling of fuels and potentially polluting chemicals Clause 41</p>	<p>The current SEPP includes a clause that requires protection agencies and businesses to undertake measures to prevent spills of chemicals, oil, grease, oily mixtures or other hazardous substances into surface waters and to ensure that appropriate action is taken in the event of such a spill. The discharge of oil and other noxious substances into surface waters presents a risk to the aquatic ecology and its dependent industries, and are costly to clean up.</p>	<p>Support the intent of the Clause.</p> <p>We would like to see EPA's role outlined in Clause 37(3) of the current policy to be retained, so that it is expressly tasked with working with protection agencies,</p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
<i>(Clause 37 in WoV, 14 in F6)</i>	<p>Prevention measures, spill response capabilities, appropriate response action and enforcement are implemented by regulatory authorities through existing legislative frameworks. These legislative responsibilities are outlined in the <i>Emergency Management Act 2013</i>, <i>Marine (Drug, Alcohol and Pollution Control) Act 1988</i>, <i>Environment Protection Act 1970</i> and the <i>Pollution of Water by Oil and Other Noxious Substances Act 1986</i>.</p> <p>It is proposed to remove this clause as it duplicates the existing regulatory and management frameworks for spill prevention and clean up. This is consistent with the recommendations of the Statutory Policy Review undertaken by EPA and DELWP in 2013 to simplify and clarify the focus of statutory policy by removing rules that are already defined elsewhere.</p>	<p>businesses and communities in the development of guidance</p> <p>Councils – are there reasons why this clause should be retained?</p>
<p>Management of construction activities Clause 42 <i>(Clause 56 in WoV, 23 in F6 and F7)</i></p>	<p>Support the rewording of this clause to enable it to be easier to understand and enforce.</p>	<p>Support.</p>
<p>Protecting surface waters beneficial uses in particular</p>		
<p>Commitment to water conservation Clause 44 <i>(Clause 40 in</i></p>	<p>We support the objective of this clause is to conserve the use of water by encouraging water saving practices (water use efficiency) particularly for new uses and developments. Wiser use and conservation of Victoria's water resources will ensure the protection of beneficial uses and values through reduced or delayed need to seek additional water sources, maintaining water in supply catchments and source systems,</p>	<p>Support.</p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
WoV)	minimising water quality impacts associated with increased runoff from impermeable surfaces in new developments through water conservation, reuse and retention.	
Native vegetation protection and rehabilitation Clause 45 <i>(Clause 53 in WoV, 20-22 in F8)</i>	<p>The objective of the current clause is to ensure that the beneficial uses of surface waters are not impacted by sediments and pollutants entering waterways from the removal of vegetation within or adjacent to surface waters. To support the role of vegetation in stabilising the bed and banks of water environments and reducing run-off of sediments and pollutants, the existing clause sets a goal of net gain in the extent and quality of coastal, aquatic and riparian vegetation over the lifetime of the policy.</p> <p>We agree it remains relevant to protect vegetation for its function in protecting water quality and works in with other instruments such as the Victoria Planning Provisions to protect water quality from vegetation removal activities.</p>	Support
Floodplains and flood detention Clause 46 <i>(Not in WoV, Clause 16 in F7)</i>	<p>We note that the origins of this clause come from the Schedule F7 "Waters of the Yarra Catchment". As this clause will now apply to all councils, rather than just those in the Yarra catchment, we will need to assess the impact of those clause once we consult with councils when the draft SEPP is available for public comment. We note that it covers land use planning decisions and activities councils will be involved with. We are less certain about the responsibilities of councils to ensure floodplains retain sufficient flood detention capacity, as this is more likely to be the responsibility of the floodplain managers, namely Melbourne Water and CMAs. It would be desirable for 49(b) to be more specific about the agencies involved.</p>	<p>Support in principle</p> <p>Amend to be more specific about the agencies responsible for floodplain management</p> <p><i>(Councils any comment?)</i></p>
Management of roads Clause 47 <i>(Clause 57 in WoV, 24 in F6, 22 & 24 in F7, 18 in F8)</i>	<p>MAV supports the inclusion of this clause in the Draft SEPP Waters, as the Road Management Act deals with operational issues rather than specifically addressing environmental considerations. We recognize that roads, particularly unsealed roads, erode and that that they collect pollutants from vehicles which in turn flow to surface waters, ending up in stormwater systems and waterways. Roads and other transport related surfaces also make up a significant proportion of impervious areas in an urban catchment, which contribute to greater movement of stormwater when it rains.</p>	<p>Support inclusion of this clause in the SEPP Waters, conditional on the following amendments:</p> <p><u>Delete</u> "must" from 47(1), and replace with "should" or using the word 'priority'.</p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
	<p>We are concerned, however, that clauses 47(1) and (2) of the draft SEPP Waters places new and increased obligations on councils, as road authorities, which they may not be able to meet due to capacity and resource restraints.</p> <p>In respect of Clause 47(2), we note that any requirement to upgrade roads is contrary to duties of road authorities under section 40(2) of the Road Management Act, which specifically provides that a Road Authority does not have a statutory duty under the Road Management Act to 'upgrade a road or to maintain a road to a higher standard than the standard to which the road is constructed.' To require road authorities to upgrade roads could place an unreasonable burden on some councils, particularly smaller rural councils which manage hundreds of thousands of kilometres of unsealed roads.</p> <p>Guidance from other agencies may be required as to subclause (3) and effective mechanisms that can be used to minimize contaminated stormwater runoff from sealed roads. VicRoads' 'Integrated Water Management Guidelines – 2013' highlight the complexity various road design treatment elements can have, and the detail which would be introduced overnight into council requirements if this clause were to be confirmed unamended.</p> <p>We also seek clarification about the definition of "protection agencies" included in Clause 50(2). In the previous draft SEPP 'Protection Agencies' was defined as being the definition in the Environmental Protection Act. However, this definition has now been removed from the new policy. It would be helpful for the definitions or at least the Explanatory Notes for this clause to outline whether councils were considered to be a protection agency.</p> <p>If SEPP clause 47(3) does apply to councils, MAV has similar concerns as outlined above in relation to 47(1) and 47(2). Draft clause 47(3) places onerous requirements on protection agencies that approve, construct and manage unsealed roads. These include, where practicable, implementing stabilisation measures to prevent erosion and runoff of sediment to waters and also to maintain roads, or where necessary seal them to protect beneficial uses consistent with best practice or relevant guidelines. MAV considers that if this clause is intended to apply to councils that the resources of</p>	<p><u>Amend</u> the explanatory note to clarify that this clause is advisory</p> <p><u>Amend</u> Clause 12 which outlines the criteria which defines practicability to include "resources"</p> <p><u>Include</u> in the Implementation Action Plan:</p> <ul style="list-style-type: none"> Assessing the impact these changes would have for councils before any increases in prescription of requirements and obligations are made Guidance be developed, in consultation with councils, about measures that could be taken in a practical way to manage that stormwater runoff would be beneficial for road authorities <p>(Councils – any comments)</p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
	<p>achieving this objective should be considered. Further, it is considered this should be advisory rather than a requirement.</p>	
<p>Forestry activities Clause 48 <i>(Clause 42 in WoV, 12 in F5, 15 in F7, 25 in F8)</i></p>	<p>Forestry activities, including private forestry activities, require short-term vegetation removal, subsequent revegetation and the construction of roads that, if not appropriately managed, can result in increased run-off of suspended solids due to erosion. Timber harvesting and forestry operations also have the potential to impact on water quality by altering water regimes from changed water tables and the dynamics of water run-off.</p> <p>The objective of this clause is to ensure that forestry and timber harvesting activities on both private and public land are carried out in accordance with the Code of Forest Practices for Timber Production (the Code), to minimise environmental impacts from land disturbance and runoff of pollutants into surface waters. The Code outlines the management practices to be implemented to effectively prevent and minimise land disturbance and impacts on beneficial uses. Independent audits are conducted to ensure compliance with the Code.</p>	<p>Support.</p>
<p>Dredging and desilting management Clause 50 <i>(Clause 44 in WoV, 13 in F6, 19 in F7)</i></p>	<p>No particular comment proposed to be included.</p>	<p>Councils – are there comments we should include?</p>
<p>Waste and wastewater from ports, marinas and vessels Clause 51 <i>Clause 47 in</i></p>	<p>No particular comment proposed to be included.</p>	<p>Councils – are there comments we should include?</p>

Detailed comments on Clause 34 – Urban Stormwater

Attachment 2

Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
<i>WoV, 6 in F3, 14&15 in F6, 18 in F7, 32 in F8)</i>		
Protecting groundwater beneficial uses		
Direct waste discharge to groundwater Clause 54 <i>(not in WoV, Clause 20 in GoV)</i>	No particular comment proposed to be included.	Councils – are there comments we should include?
Non-aqueous phase liquids Clause 55 <i>(Clause 18 in GoV)</i> (type – council needs to comply)	No particular comment proposed to be included.	Councils – are there comments we should include?
Rising water tables Clause 56 <i>(Clause 20 of GoV)</i>	No particular comment proposed to be included.	Councils – are there comments we should include?
CLAUSES PROPOSED FOR DELETION - Clauses 13-23, 25, 38, 41, 48, 58		

Detailed comments on Clause 34 – Urban Stormwater

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Topic & reference	MAV Submission – comments proposed to be included	Proposed recommendations
Spills, illegal discharge and dumping of waste WoV Clause 38	Of particular note to councils is Clause 38 relating to spills, illegal discharge and dumping of waste. The rationale is that these threats can be addressed through the provisions of the Marine (Drug, Alcohol and Pollution Control) Act 1988, and national state and marine pollution contingency plans and legislation administered by the EPS. With respect to inland spills, existing water quality incident management frameworks provide adequate response and cleanup arrangements	No comment.
Animal wastes WoV Clause 39	Clause 39(2) in WoV has been deleted in relation to animal waste in public areas	Reinstate Clause 39(2) in the Draft SEPP Waters
Mining and extractive industries Clause 58 (WoV)	This requirement has been strengthened by more detail being included in Regulation. Extractive industries that discharge waste to water are managed through licensing (mining(and work authority (extractive industry) provisions of the Mineral Resources (Sustainable Development Act 1990 and the Environment Protection (Scheduled Premises and exemption) Regulations 2017	No comment Councils – are there comments we should include?

Detailed comments on Clause 34 – Urban Stormwater

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Introduction and general comments:

We understand the need for the draft SEPP Waters to meet the needs of the next 10 years in relation to stormwater management, and that some changes in regulatory requirements need to be considered for government agencies to not only deal with current issues of ageing infrastructure renewal and higher community expectations about better service levels, but also plan and respond to emerging issues. These include strains from more built structures in higher density suburbs due to urbanisation and development choices which result in loss of permeable surfaces to absorb and filter stormwater. More dry periods punctuated by more severe storm events causing damage, including in areas not previously prone to flooding, are also new features needing to be managed in coming decades. Population growth in urban centres is exacerbating housing affordability and cost-of-living pressures which in turn drive utilities and infrastructure providers to deliver more with less funding.

These challenges are very real, particularly for greater Melbourne, which is dependent on there being healthy rivers and bays to maintain liveability and amenity for the people living and working in its environs.

We therefore acknowledge that the increased breadth and standards in this policy to manage pollution of waterways are worth striving to achieve.

There is already a considerable body of reform activity being undertaken on a number of fronts as a result of policy initiatives such as Chapter 5 of Water for Victoria, and the Victorian Floodplain Management Strategy which have generated a number of reviews involving stormwater management. We also note that DELWP and water authorities have undertaken a considerable amount of work in recent years to plan ahead to minimise negative effects of changing weather patterns and accommodate growing numbers of people in Victoria's urban centres.

Although stormwater management is a high priority action integral to achieving the SEPP achieving its objectives, its success in urban stormwater is dependent on the adequacy of council resourcing and activity. We note that the local government sector as a whole is not nearly as advanced as the water sector generally. This is to be expected, given that water is core business for water authorities, but it does mean that when stormwater becomes a critical dependency in the water cycle, consideration of ways to boost the capacity of councils becomes important.

We provide some recommendations for minimising this gap in the recommendations set out below. It will be particularly important that the new policy enables councils, rather than impedes them, in their work.

The current SEPP(Wov), introduced 10 years ago, focusses on the role of the EPA supporting councils to develop stormwater management plans and provide guidance on practices to minimise the generation and transport of pollutants, particularly from new developments and drainage systems. A considerable amount of work was undertaken in the early years of that policy with the majority of councils developing stormwater management plans with funding assistance and advice provided to the MAV and councils by the

Detailed comments on Clause 34 – Urban Stormwater

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Victorian Government. This project also led to the creation of Clearwater, which has continued with funding support from Melbourne Water and DELWP.

The next generation of projects to build on the work of the last 10 years will need to focus on issues such as the link between developments and stormwater, and the sorts of incentives and targets which incentivise developer and landowner action in order to enable the actions of many individuals generate an overall positive benefit for the community. New catchment based governance arrangements will also be important to achieve action where it is most effective (usually upstream, in a water context). Examining opportunities for urban forests, minimising loss of canopy and permeable surfaces from an increasingly built environment are important topics to be considered for their intimate connection to the management of stormwater.

Although the proposed Clause 34 confirms the obligations of councils in the previous policy to prepare stormwater management plans, we consider that the PIA's assessment that there are only minimal changes being proposed is oversimplifying the effect of the wording changes for councils. In fact there are significant changes from the current clause because of the reverse of onus of agencies from the current requirement for EPA to assist councils, to councils now "must" consult the EPA in their development of plans. Introducing more 'must's into the clause will raise the legal liability profile and costs to small rural councils where the benefits another plan being developed by the council are not so clear. The perverse effect could be that the new policy will increase the liability profile those councils least able to resource the activity, and for whom there are minimal benefits.

We are concerned that at the same time this policy has many more 'musts' for councils, the roles for DELWP and EPA are far less defined, and mainly involve them developing guidance for councils in the 3-5 year long Implementation Plan. We find this surprising, given that stormwater management is listed as a critical action for the 10 year life of the policy.

In our view, without more defined roles for DELWP and EPA, and specific funding programs identified for local government, this will mean that reform will continue at current paces. The question for the Victorian Government to consider is whether this is sufficient to meet impending challenges.

We suggest that to truly enable councils to contribute to the water system more effectively, there needs to be funded programs to councils to work on specific priority areas of stormwater management. Step change in council practices is also most reliably achieved when there is partnership investment between the state and local government. In the case of stormwater, there is certainly a case for bringing councils together to achieve better consistency and share knowledge, than relying on 79 autonomous organisations working separately.

Detailed comments on Clause 34 – Urban Stormwater

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Detailed comments on Clause 34 – Urban Stormwater

Comment	Recommendation
<p>Ensuring that the obligation to prepare stormwater management plans is an effective use of council resources:</p> <ul style="list-style-type: none"> The policy’s application to all 79 councils regardless of capacity will require targeted support actions to not unduly raise the legal liability profile of those councils least able to meet the requirements and for whom urban stormwater is not a critical priority. For example the needs of small rural councils where they have small urban environments but long lengths of roads where road-runoff is the main issue will require very different management planning to large urbanised metropolitan councils where development and loss of permeable surfaces are critical issues An assessment needs to be undertaken of the effectiveness of SMPs, and how they can best provide a useful management tool. Some councils will struggle to find the resources to implement this new obligation. A desktop study of council websites undertaken by the MAV in January 2018 showed that 13 councils did not appear to have stormwater management plans (or plans with similar titles) and that it was rural councils which dominated the profile of councils with plans dating back to the early 2000’s when funding was provided by the EPA through the Victorian Stormwater Action Plan initiated in the early 2000’s. See attachment 3 for details. The VPP’s reference to the SEPP currently applies to Clause 56 which applies to new developments. The wording of proposed 34(2) suggests councils will need to apply this requirement to permits for other developments as well. This would represent a considerable expansion from the current policy which will increase the burden on councils to be able to assess a broader range of permit applications for stormwater management than they are currently required to do. This will require provision of technical advice and resourcing if all 79 councils are to implement this aspect of the policy. We are currently seeking clarification from DELWP about this proposal. In the meantime we suggest the clause needs to be amended, and the issue more thoroughly considered through the next review of the BEPM. We welcome the inclusion of landowners, land managers, developers in Clause 	<p>Clause amendments: <u>Amend</u> 34(2) so that “municipal councils <u>should</u> (delete “must”) <u>require</u> (delete “ensure”) all new developments to meet the objectives set out in the Best practice environmental management guidelines for urban stormwater when they issue permits to ...”</p> <p>(NB: Clarification is being sought about the scope of “all new developments” referred to in 34(2))</p> <p><u>Delete</u> landowners and the community from the introductory sentence of Clause 34(4), and <u>replace</u> this with a new sub-clause “identify consultation opportunities with landowners and the community to assist their understanding of stormwater management and priority actions proposed by the council.</p> <p><u>Add</u> an additional clause into Clause 34 to require the EPA and/or DELWP to consult with councils in the development of any guidance</p> <p>Implementation plan activities:</p>

Detailed comments on Clause 34 – Urban Stormwater

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<p>34(3).</p> <ul style="list-style-type: none"> • The consultation with industry and communities outlined in Clause 34(4) is potentially an intensive and fraught process, with many communities having strong and passionate views about council resources being directed to the drains near their properties. There is a danger that the loudest and most active voice will drive where resources are applied, rather than necessarily the best environmental outcome being achieved. Consultation is important, of course, so we suggest that there is greater flexibility for councils to identify in there SMPs how they will engage with their communities on stormwater management and priorities for the municipality • Councils taking on the obligations of landowners and developers is not appropriate or practical as implied in proposed Clause 34(2). Councils cannot “ensure” all developments meet the requirements set out in the BPEM guidelines for urban stormwater, rather they can require new developments to meet certain criteria in the permits they issue. We suggest that the issue of developers installing WSUD assets on private properties and property owners and failing to maintain these assets so they perform their intended stormwater function needs to be included as an issue for discussion through the next review of the BEPM. • Guidance is only as good as it is practicable to implement. Although the Implementation Plan identifies that DELWP and EPA will consult with councils, given that the new clause has been substantially revised to increase obligations on councils, this obligation on DELWP and EPA should also be written into the life of the policy, not a 3-5 year implementation plan. 	<p>Assess effectiveness of SMPs as part of the review that will be undertaken as part of Critical Action 3.2.</p>
<p>Optimising catchment opportunities for effective stormwater management:</p> <ul style="list-style-type: none"> • We note that that minimising the pollution carried by stormwater before it enters waterways is far more cost-effective at achieving waterway health than the 	<p>Implementation Plan activities:</p> <ul style="list-style-type: none"> • Provide funding to the MAV for a stormwater infrastructure

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<p>economic and social costs that arise when they become polluted and unavailable for human and environmental purposes. We also note that councils taking action on stormwater will contribute considerably to savings for CMAs and Melbourne Water which would otherwise have higher water treatment costs</p> <ul style="list-style-type: none"> • Although there are many agencies and consultants being funded to provide reform advice and capacity building programs for councils, there is no program identified in the Implementation Plan which deals directly with the issues which arise from 79 autonomous organisations delivering stormwater services. This is a fundamental structural issue, which would benefit from examination of how councils can generate efficiencies. This issue is on the agenda of the MAV Local Government Melbourne Urban Stormwater Institutional Arrangements (MUSIA) Working Group. It will be important for this work to be developed in greater detail as part of the continuation of the partnership project. • To achieve scale efficiencies, providing funding to the MAV would be a suitable conduit for this work to be undertaken in a cost effective way through its asset improvement program. 	<p>improvement program with councils aimed at ensuring infrastructure critical to managing stormwater is more effectively included in councils' asset registers and annual maintenance programs. The project would also aim to identify cost-savings and efficiencies for councils utilising an upstream/downstream perspective</p> <ul style="list-style-type: none"> • Resourcing a stormwater community engagement program to educate residents and businesses on improving waterway health and the benefits of limiting stormwater run-off
<p>Strengthening collaboration between state agencies and councils</p> <ul style="list-style-type: none"> • Collaboration is vital to state and local agencies achieving stormwater reform in the most efficient and smartest way possible. We're disappointed therefore, that a signature collaboration between DELWP, Melbourne Water and MAV is not referenced or future enhancements planned for in the out-years of the Implementation Plan. Although the review of the 90-year old 60 hectare convention 	<p>Implementation plan activities:</p> <ul style="list-style-type: none"> • Identify DELWP working with Melbourne Water and MAV on the continuation of the Melbourne Urban Stormwater Institutional Arrangements Review (MUSIA) in

Detailed comments on Clause 34 – Urban Stormwater

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which delineates responsibility between Melbourne Water and the 38 councils in its service area is occurring as an action from the Victorian Floodplain Management Strategy, the outcomes of this historic review will emerge in the life of this new policy. At least reference and mention that DELWP will work in partnership with Melbourne Water and the MAV to transition to new arrangements would be useful in ensuring it proceeds beyond the current political cycle. More effective arrangements for stormwater management are emerging as vital to better flood prevention and mitigation.

- Provision of a grant program to enable the diversity of councils to participate in reviews would enable a broader spectrum of council officers to contribute their views and ensure that guidance materials are fit for purpose. Council engineering, planning and environment units are needing to respond to myriad requests for information, participate on multiple review and advisory committees and contribute their time to attend workshops, in addition to undertaking their own work required by their communities. There is a real danger that the views of those councils which do not have the staffing resources to apply to all of these reviews are left out. The funds required would not be significant in total, but would make a difference to individual councils
- In terms of achieving local government agreement to issues involving consideration of new responsibilities, we encourage DELWP and EPA to utilise a partnership approach with the MAV on signature changes involving local government. For example, we welcome the way in which DELWP involves council representatives to contribute their insights and experience to committees and forums which require detailed operational input, and we encourage continuation of this practice through the life of this policy. In addition, however, where there are new responsibilities being envisaged, the MAV can play a role in utilising its networks and processes to bring a sector-wide perspective which considers the needs of all 79 councils.

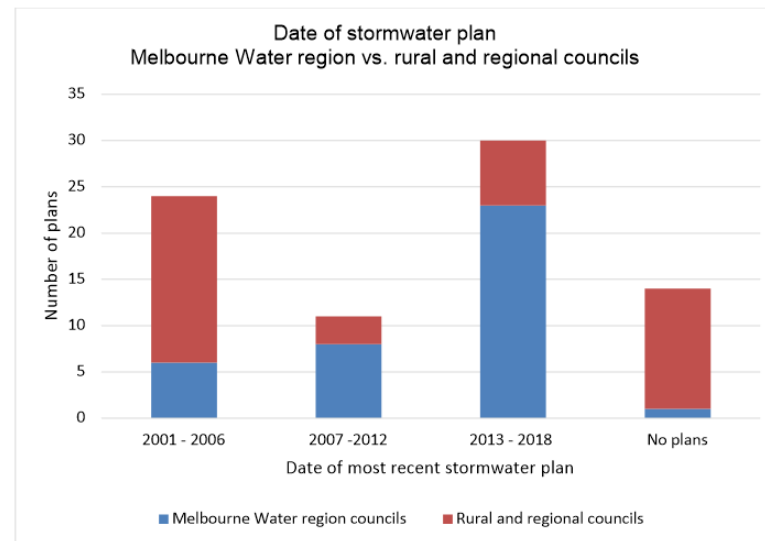
the Implementation Plan

- Partner with councils to deliver priority water initiatives for their communities by optimising use, management and access to water to improve liveability and amenity by maintaining the Integrated Water Management Forums to facilitate catchment-scale partnerships
- Include MAV as a participant on committees considering stormwater management issues requiring implementation by councils
- Provide a funding assistance program to enable officers to participate in capacity building forums.

Council Stormwater Management Planning Statistics

Attachment 3

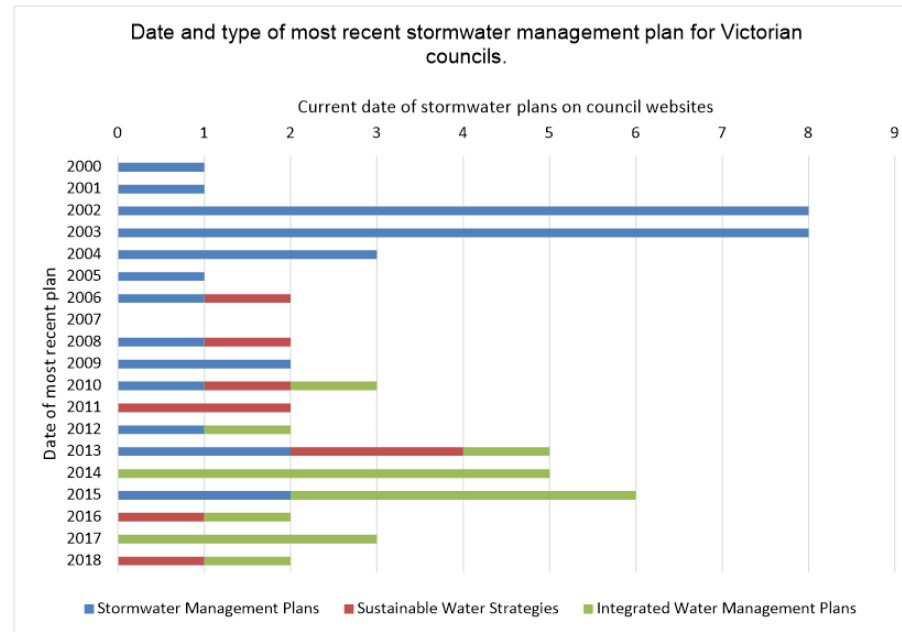
The following tables set out the results of a desktop review of council websites undertaken by the MAV in January 2018 to identify publicly available reference or downloadable copy of a Stormwater Management Plan (SWMP), Integrated Water Management Plan (IWMP). We note that a council's stormwater plan not being available on-line does not mean this has not been undertaken. Of the 79 Victorian councils, 66 councils had references to plans on their council websites or via google searches.



Most of the early 2000 Stormwater Management Plans belong to rural / regional councils when the last Victorian Stormwater Action Program was undertaken in the early 2000's. The the more sophisticated plans involving integrated water management and water-sensitive urban design are more likely to be prepared by Melbourne metropolitan councils. This is not surprising, given the complex requirements of the larger metropolitan councils. We also note that there are many other policies and strategies prepared by councils relating to their public places and general environment.

Council Stormwater Management Planning Statistics

Attachment 3



In recent times, councils have moved away from SWMPs to developing IWMPs. The change in terminology from stormwater management to integrated water management reflects a maturing of local government capacity in water management as councils have shifted from a focus on stormwater management to protect waterways to a more holistic integrated approach that considers waterway protection alongside a range of diverse sources and uses of water for multiple benefits and allowing opportunities to plan water outcomes across a number of council service delivery areas. There continues to be great diversity across the 79 councils, however.

4.3 Draft State Environment Protection Policy (Water) Review

APPENDIX 2 DRAFT SUBMISSION TO THE STATE ENVIRONMENT PROTECTION POLICY (WATERS)



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Contact: Ian Stewart

18 June 2018

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Dear Sir/Madam ,

Submission to the draft State Environment Protection Policy Review (Waters)

I write on behalf of Surf Coast Shire Council in relation to the draft State Environmental Protection Policy (Waters).

Council was pleased to see that the Victorian Government provided an extensive period for the exhibition of this important document and that information sessions were held in a variety of regional areas across the state.

This submission has been prepared in advance of Council formally considering the draft State Environmental Protection Policy (Waters) at its Ordinary Meeting on 26 June 2018. The following table outlines Council's submission in response to the exhibited document.

Surf Coast Shire Council Submission to draft SEPP (Waters)	
i.	Council supports in principle the Municipal Association of Victoria submission to the review process.
ii.	Council <u>seeks</u> the inclusion of definitions for "Protected Agency" and Authority within clause 6 of the Policy.
iii.	Council <u>seeks</u> the inclusion in Part II of the draft policy that Catchment Management Authorities (CMA) in consultation with Council have the responsibility to determine the water quality levels in each waterway.
iv.	Council <u>supports in principle</u> the requirement to undertake dredging and desilting of storages as outlines in the best practice guidelines, but would recommend that emergency works be exempt from these guidelines.
v.	Council <u>supports in principle</u> the development of Domestic Waste Water Management Plans (Clause 29) but is concerned that the proposed scale, scope and monitoring will be beyond councils' capacity. Council submits that the government should consider a funding model that assists in the ongoing development, implementation, auditing and review process.
vi.	Council <u>supports in principle</u> clause 34, but recognises that best practice management and design of water quality assets is continually evolving and any renewal or replacement should only be required to meet the standard of the original asset.

Surf Coast Shire Council Submission to draft SEPP (Waters)

- vii. Council **supports in principle** the intent of clause 39, but it recommends to government that monitoring of these activities should be the responsibility of the catchment management authorities. Runoff from farms with little stormwater treatment or stormwater management can impact Council managed infrastructure and stormwater quality flowing through Council drains. This clause needs to be extended to include farm owners managing the impact of runoff from their property on public infrastructure downstream including municipal roads and drains.
- viii. Council **supports in principle** clause 46 that authorities that have responsibilities under the Water Act are required to manage land use to protect beneficial users, however, Council recommends that where authorities are not specified in the Water Act that the government give consideration to catchment management authorities being responsible for waterways where responsibilities are not clearly designated under the Water Act.
- ix. Council provides conditional **support in principle** for clause 47, requesting that the word "must" be replaced with "should". Council also recommends that that this clause be extended to Rail authorities and other land managers.
- x. Council **requests** that the State Government recognise the increased burden in relation to the development of Stormwater Management Plans and provide funding for Councils outside Melbourne Water boundaries to assist with this work.
- xi. Council **requests** that the State Government consider changes to the Environment Protection Act to allow local government to recover costs associated with monitoring and ongoing management of onsite domestic wastewater systems.

Should you have any questions or seek further clarification about this submission, please don't hesitate to contact Ian Stewart Manager Engineering Services on 5261 0600 or istewart@surfcoast.vic.gov.au.

Yours sincerely



Anne Howard
General Manager Governance and Infrastructure

4.4 Place Naming Requests - Worrowing Road, Gnarwarre and Kookaburra Track, Deans Marsh

Author's Title: Strategic Asset Manager

General Manager: Anne Howard

Department: Asset Management

File No: F17/1771

Division: Governance & Infrastructure

Trim No: IC18/795

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

The purpose of this report is to seek Council direction regarding proposed name for a new road off Pollocksford Road, Gnarwarre and an unnamed track off Bambra Cemetery Road, Deans Marsh.

Summary

Council received a request to formally name a new road off Pollocksford Road in Gnarwarre. In November 2018 Council resolved its intention to name the road Shankhill Road and advertised this intention to the community. After receiving submissions Council decided not to adopt Shankhill Road as the preferred name and undertook further consultation with local stakeholders including the Office of Geographic Names. A new potential road name has been identified and presented herein for Council's consideration.

Council has also received a request to name an unnamed track off Bambra Cemetery Road and officers have consulted with the affected resident regarding the proposed road names. In accordance with the adopted policy, these requests require public consultation and subsequently Council direction is sought before undertaking the consultation and submitting a proposed name to the Office of Geographic Names for registration of the changes

Recommendation

That Council:

1. Declares its intention to name the newly constructed road off Pollocksford Road in Gnarwarre as Worrowing Road.
2. Declares its intention to name the unnamed track off Bambra Cemetery Road in Deans Marsh as Kookaburra Track.
3. Issues a public notice and invite submissions in accordance with Section 223 of the Local Government Act 1989.

4.4 Place Naming Requests - Worrowing Road, Gnarwarre and Kookaburra Track, Deans Marsh

Report

Background

At its February 2018 ordinary meeting Council was advised that objections had been received to Shankhill Road being the proposed name for an unnamed road off Pollocksford Road, Gnarwarre. It was further reported that the alternative road name of Fairley Parker Drive, as suggested by community members, had been rejected by the Office of Geographic Names. Council resolved to further investigate an alternative name for the road.

Separate to the above matter, Council has received a separate request to name an unnamed track off Bambra Cemetery Road in Deans Marsh.

Discussion

Council officers sought recommendations of alternative names from the family of former land owner Fairley Parker and were provided with the name Worrowing, which is the historic name of the property. As this is an indigenous term, meaning river or stream, permission was sought and subsequently received from the Wadawurrung Registered Aboriginal Party to use this name for the unnamed road off Pollocksford Road, Gnarwarre.

The unnamed track in Deans Marsh is an unconstructed track which provides access to a single residence. The residence is currently addressed to the adjoining Bambra Cemetery Road however the resident has experienced issues with directing visitors, including emergency vehicles, to the property and has requested the track be named. There is no request or expectation from the residents that the track will be upgraded and maintained by Council as it is currently at an acceptable standard for its current use as a driveway.

Financial Implications

There will be a minor cost for placement of the public notice and installation of signage which can be funded through the operational budget.

Council Plan

Theme	1 Community Wellbeing
Objective	1.3 Improve community safety
Strategy	Nil

Policy/Legal Implications

The proposed name of Worrowing Road complies with relevant sections of the Geographic Place Names Guidelines developed under the Geographic Place Names Act however Council will need to proceed with the process to have this formally adopted. The naming proposals also comply with Council's Place Naming policy.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

Once formal registration or amendment of a location has occurred, Emergency Services will be advised of any changes. This minimises risk to the community in the event of an emergency.

Social Considerations

The community should have input into proposed naming of roads and this process provides that opportunity.

Community Engagement

Where the naming of features or renaming of roads is proposed it is important to consult with the community and provide an opportunity into the changes and names proposed. This will be done through the s223 submission process.

Environmental Implications

Not applicable.

4.4 Place Naming Requests - Worrowing Road, Gnarwarre and Kookaburra Track, Deans Marsh

Communication

Communication will occur through a public notice process and informing properties directly affected by such a change

Options

Naming of Worrowing Road:

Option 1 – Declare its intention to name the road Worrowing Road and proceed with publishing a public notice

This option is recommended by officers as the proposed name comply with relevant sections of the Geographic Place Names Guidelines and are supported by both Council's Place Naming Committee and the members of the community who have requested the naming of the road.

Option 2 – Investigate alternative names

This option is not recommended by officers as this process has already been undertaken once and resulted in the recommendation of naming the road Worrowing Road

Option 3 – Not support the recommendation to name this road

This option is not recommended by officers as not naming the road would result in this road being difficult to locate by emergency services, postal services and others seeking the residence of the road.

Naming of Kookaburra Track:

Option 1 – Declare its intention to name the track Kookoobarru Track and proceed with publishing a public notice

This option is recommended by officers as the proposed name comply with relevant sections of the Geographic Place Names Guidelines and are supported by both Council's Place Naming Committee and the resident who has requested the naming of the track.

Option 2 – Investigate alternative names

This option is not recommended by officers as the officers have consulted with the impacted resident. If there are any objects to the proposed name these will be identified through the public notice process.

Option 3 – Not support the recommendation to name this road

This option is not recommended by officers as not naming the track will continue to cause difficulty for those seeking to access the property.

Conclusion

The request to formally name these roads is in accordance with the adopted policy. It is recommended that Council issue a public notice and invite submissions in accordance with section 223 of the Local Government Act.

4.5 Road Deviation / Land Exchange Main Street and Palmer Streets, Winchelsea

Author's Title: Property & Legal Services Officer

General Manager: Anne Howard

Department: Governance & Risk

File No: F16/1664

Division: Governance & Infrastructure

Trim No: IC18/802

Appendix:

1. Plan of Survey (D18/65976)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

The purpose of this report is to seek Council approval for a road deviation / land exchange pursuant to Section 207B (2A) and Clause 2 (2) of Schedule 10 of the Local Government Act 1989.

Summary

Council approved commencement of the statutory process at its Ordinary Meeting of 27 March 2018 to exchange a portion of Palmer Street for portion of the title of 5 Palmer Street that forms the roadway adjacent the park containing the ANZAC memorial cairn at Winchelsea.

It is desirable that Council acquire land to formalise the loop road around the ANZAC memorial area to enable future stages of beautification works to proceed, making the land swap a matter of community benefit. The affected landowners and DELWP have indicated that they are in favour of a land exchange

A Plan of Survey is now complete and has been submitted to DELWP for approval by the Office of the Surveyor General Victoria. DELWP cannot proceed with the road deviation / exchange without a Council resolution seeking the exchange in accordance with the Local Government Act provisions listed above.

A section 223 submission process is required prior to considering that resolution in accordance with the Act.

Recommendation

That Council:

1. Advertises its intention to proceed with a road deviation / land exchange affecting Main Street and Palmer Streets in Winchelsea in accordance with Section 207B (2A) and Clause 2(2) of Schedule 10 of the Local Government Act 1989.
2. Invites submissions in accordance with Section 223 of the Local Government Act 1989 in relation to the proposed road deviation and land exchange.
3. Writes to the affected landowners enclosing a copy of the public notice inviting submissions.
4. Authorise the authorise the Chief Executive Officer, subject to there being no submissions, to:
 - 4.1 Obtain consent of the Minister for Energy, Environment and Climate Change or delegate to the exchange,
 - 4.2 Subject to the Minister for Energy, Environment and Climate Change or delegate's consent, Publish a notice in the Victorian Government Gazette in accordance with Clause 2(3) of Schedule 10 of the Local Government Act.
 - 4.3 Execute the necessary documents to finalise the transfer.

4.5 Road Deviation / Land Exchange Main Street and Palmer Streets, Winchelsea

Report

Background

The loop road around the small park containing the ANZAC memorial at Winchelsea providing access to the public toilets, RV dump site and Lions Park encroaches on private land forming part of No's 1-3 (hotel) and No.5 (private residence) Main Street Winchelsea and has done so for many years. There are potential liability issues for the landowners under the Road Management Act and legal limitations on Council's ability to construct and maintain this roadway. Whilst it is likely this road has acquired 'public highway' status through usage under common law, rights of access and control are not clear.

Landowners of both properties were consulted during planning of the current Winchelsea Town Centre Project works. The hotel site is only marginally affected and the owner has shown no interest in formalising road access across the corner of that property.

Discussion

The owners of 5 Main Street are in favour of resolving the situation. The matter has been discussed with the DELWP as it involves an exchange of crown land. DELWP is also in favour of the deviation / exchange.

The owners of 5 Main Street are in agreement with the proposal as shown on the attached draft survey plan.

Financial Implications

Legal costs will be incurred regarding the land transfer, however the acquisition of the land is at no cost. Legal costs can be provided for in the 2018/19 Governance budget.

Council Plan

Theme 1 Community Wellbeing
Objective 1.3 Improve community safety
Strategy Nil

Theme 3 Balancing Growth
Objective 3.2 Ensure infrastructure is in place to support existing communities and provide for growth
Strategy Nil

Theme 4 Vibrant Economy
Objective 4.3 Strengthen the vitality of town centres
Strategy Nil

Policy/Legal Implications

- Section 207B (2A) and Clause 2(2) of Schedule 10 of the Local Government Act 1989.
- Section 223 of the Local Government Act 1989
- 2(3) of Schedule 10 of the Local Government Act.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

It is not guaranteed an exchange will occur as submissions must be sought and considered. In addition the Minister's consent must be obtained and the landowners may decide not to proceed.

If Council decides not to commence the exchange process there is a risk the opportunity for an exchange and hence to acquire the land at minimal cost may not arise again.

Social Considerations

Nil.

Community Engagement

Publish a notice in the Winchelsea Star and the Surf Coast Times seeking submissions in accordance with section 223 of the Local Government Act.

Write to the affected property owners enclosing a copy of the public notice inviting submissions.

4.5 Road Deviation / Land Exchange Main Street and Palmer Streets, Winchelsea

Environmental Implications

Implementation of this exchange will enable the urban environment to be improved via further stages of the town centre beautification works.

Communication

See community engagement.

Options

Option 1 – Proceed with the Road Deviation / Exchange

This option is recommended by officers as the road will be transferred to Surf Coast Shire.

Option 2 – Not proceed with the Road Deviation / Exchange

This option is not recommended by officers as the road will remain in private ownership with limited ability to complete masterplan works on the south side of the small park.

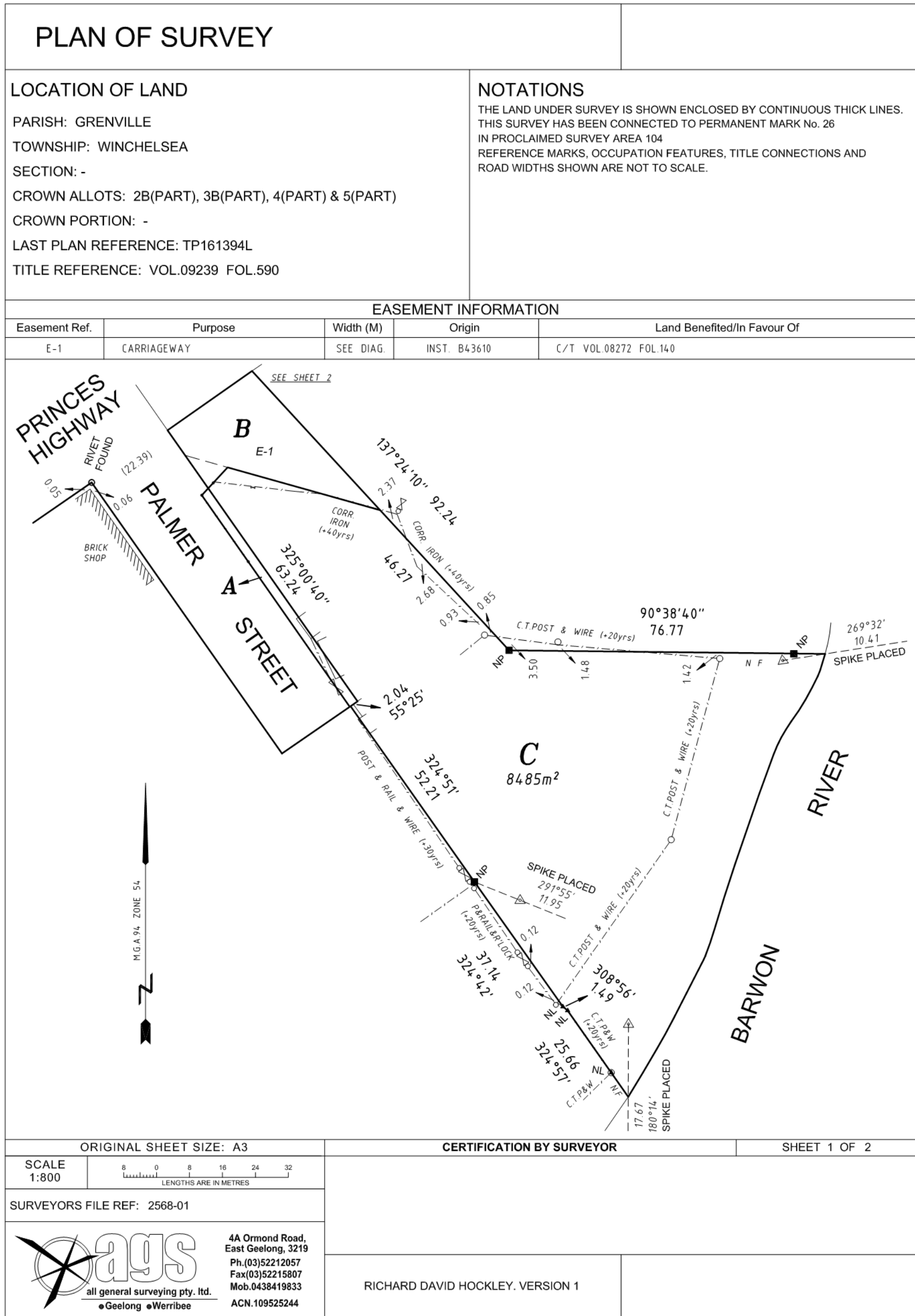
Conclusion

Council possesses a rare opportunity to pursue acquisition of land needed for most of the southern section of the loop road around the ANZAC memorial at Winchelsea through exchange of a disused section of government road at minimal cost to Council and with full support of the affected landowners and DELWP. It is concluded Council and the community would be best served by pursuing this opportunity.

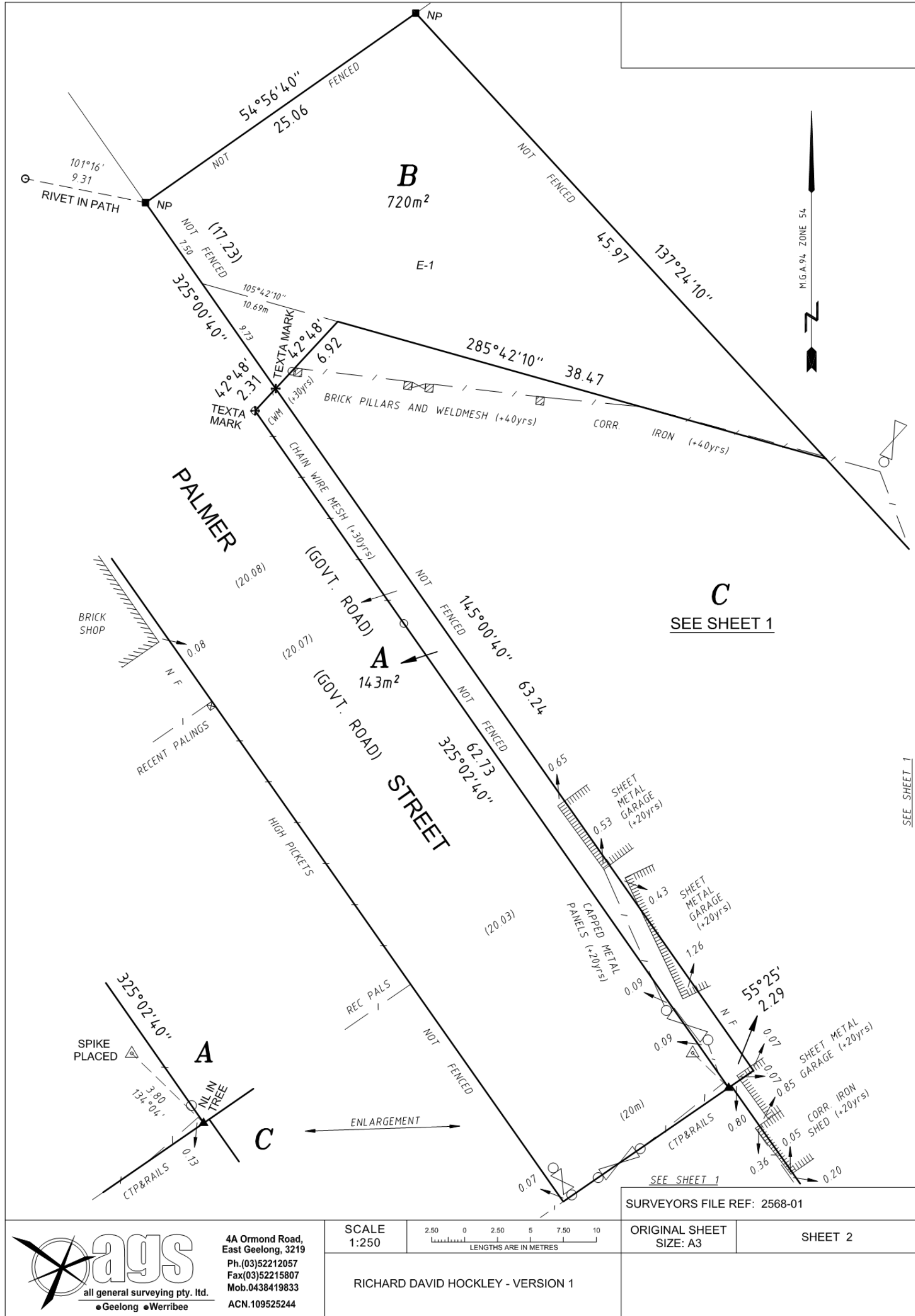
4.5 Road Deviation / Land Exchange Main Street and Palmer Streets, Winchelsea

APPENDIX 1 PLAN OF SURVEY

4.5 Road Deviation / Land Exchange Main Street and Palmer Streets, Winchelsea



4.5 Road Deviation / Land Exchange Main Street and Palmer Streets, Winchelsea



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RICHARD DAVID HOCKLEY - VERSION 1

SURVEYORS FILE REF: 2568-01

ORIGINAL SHEET
SIZE: A3

SHEET 2

4.6 Instrument of Appointment and Authorisation - Planning and Environment Act 1987

Author's Title: Team Leader Governance

General Manager: Anne Howard

Department: Governance & Risk

File No: F16/51

Division: Governance & Infrastructure

Trim No: IC18/905

Appendix:

1. S11A Instrument of Appointment and Authorisation - Planning and Environment Act 1987 (D18/75366)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

The purpose of this report is to seek Council's endorsement for authorised officers under the *Planning & Environment Act 1987* through the updated instrument of authorisation and appointment. This request results from recent staff changes.

Summary

The Chief Executive Officer appoints the majority of authorised officers under section 224 of the *Local Government Act 1989*, in reliance of Council's delegation to the Chief Executive Officer. However the appointment of authorised officers under the *Planning and Environment Act 1987* cannot be delegated and must be made through resolution of Council.

The attached instrument of authorisation and appointment has been reviewed and updated following recent staff changes.

The updated instrument of appointment and authorisation under the *Planning and Environment Act 1987* is attached for Council's endorsement.

Recommendation

That Council in the exercise of the powers conferred by section 224 of the *Local Government Act 1989* and the legislation referred to in the attached instrument of appointment and authorisation ('the instrument'), resolves that:

1. The members of Council staff referred to in the instrument as shown in Appendix 1 be appointed and authorised as set out in the instrument.
2. Authorise the Chief Executive Officer to execute the instrument by affixing the common seal in accordance with Local Law No. 2 of 2018 Council Meeting Procedures & Common Seal.
3. The instrument comes into force immediately upon execution and remains in force until Council determines to vary or revoke it.

4.6 Instrument of Appointment and Authorisation - Planning and Environment Act 1987

Report

Background

The Chief Executive Officer appoints the majority of authorised officers under section 224 of the *Local Government Act 1989*, in reliance of Council's delegation to the Chief Executive Officer. However the appointment of authorised officers under the *Planning and Environment Act 1987* cannot be delegated and must be made through resolution of Council.

Discussion

Officers authorised to act under the *Planning and Environment Act 1987* have authorisation to enter sites, gather evidence or serve legal notices etc. if required, as appropriate to their level of experience and qualifications.

The specific authorisations provided through this instrument include:

1. under section 147(4) of the *Planning and Environment Act 1987* – appointment as an authorised officer for the purposes of the *Planning and Environment Act 1987* and the regulations made under that Act; and
2. under section 232 of the *Local Government Act 1989* authorisation generally to institute proceedings for offences against the Act and/or any regulations.

The attached instrument of authorisation and appointment has been reviewed and updated.

Summary of changes:

- New staff members of the planning department Trent Blackmore, Nick Helliwell and James Hamilton added following commencement.
- Planning Officer Maya Dougherty removed following conclusion of employment contract.
- Casual Local Laws Officers Darcy Barling removed following conclusion of employment contract.

Financial Implications

Not applicable.

Council Plan

Theme 5 High Performing Council
Objective Nil
Strategy Nil

Policy/Legal Implications

The appointment of authorised officers under the *Planning and Environment Act 1987* ensures Council is compliant with the legislation and that officers are able to carry out their enforcement roles.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

The appointment of authorised officers under the *Planning and Environment Act 1987* ensures Council is compliant with the legislation and that officers are able to carry out their enforcement roles.

Social Considerations

Not applicable.

Community Engagement

Not applicable.

Environmental Implications

Not applicable.

4.6 Instrument of Appointment and Authorisation - Planning and Environment Act 1987

Options

Option 1 – Endorse the updated instrument of authorisation and appointment

This option is recommended by officers as it will ensure Environmental Health Officers and Local Laws Officers are appropriately authorised under the *Planning & Environment Act 1987*.

Option 2 – Not endorse the updated instrument of authorisation and appointment

This option is not recommended by officers as it will limit the authorisations and authority of Environmental Health Officers and Local Laws Officers.

Communication

The relevant parties will be notified and the Public Register of Authorised Officers updated.

Conclusion

By authorising the relevant officers to act under the *Planning and Environment Act 1987* Council will ensure they have the required authority to carry out their roles within legislated requirements.

4.6 Instrument of Appointment and Authorisation - Planning and Environment Act 1987

APPENDIX 1 S11A INSTRUMENT OF APPOINTMENT AND AUTHORISATION - PLANNING AND ENVIRONMENT ACT 1987



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

In this instrument "officers" means -

William Cathcart
Ben Schmied
Michelle Watt
Maggie Juniper
Roger Curnow
Jennifer Davidson
Carol Mitchell
Sarah Smith
Cameron Hayes
Michelle Warren
Karen Hose
Jorgen Peeters
Sally Conway
Barbara Noelker
Claire Cowan
Andrew Hewitt
Karen Campbell
Bianca Wilkin
Trent Blackmore
Nick Helliwell
James Hamilton
Shaun Barling
Jozo Majic
Robert Pitcher
Trevor Doueal
Tony Rolfs
John Bauer
Luke Shanhun
Wayne Sandars
Ben O'Regan
Adam Lee
Sarah Farrer
Rhonda Gambetta
Jonathan Brett
Rochelle Humphrey
Callum Thompson

By this instrument of appointment and authorisation Surf Coast Shire Council -

1. under section 147(4) of the *Planning and Environment Act 1987* - 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
2. under section 232 of the *Local Government Act 1989* authorises the officers generally to institute proceedings for offences against the Acts and regulations described in this instrument.

It is declared that this instrument -

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

Executed by the Chief Executive Officer on behalf of the Surf Coast Shire Council pursuant to the Council resolution dated 23 January 2018.

The COMMON SEAL of SURF COAST)
SHIRE COUNCIL was affixed in the) [)
presence of:)

.....
Chief Executive Officer

.....
Mayor/Deputy Mayor

.....
Witness

.....
Date

5. ENVIRONMENT & DEVELOPMENT

5.1 Draft Hinterland Futures Strategy Exhibition

Author's Title: Coordinator Strategic/Land Use
Planning

General Manager: Ransce Salan

Department: Planning & Development

File No: F17/961

Division: Environment & Development

Trim No: IC18/776

Appendix:

1. Draft Hinterland Futures Strategy - May 2018 (D18/60529)
2. Hinterland Futures Consultation Report - December 2017 (D18/72475)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

The purpose of this report is to consider the Draft Hinterland Futures Strategy for exhibition.

Summary

Council has prepared a Hinterland Futures Strategy (The Strategy) to provide a clear vision and high level direction to vitalise the hinterland economy and ensure its long term sustainability. The Strategy considers economic development and land use planning issues together to provide strategic direction for the Shire's rural areas. The Strategy has synergies with a number of other strategies such as the G21 Agri-business Strategy and the Surf Coast Shire Local Food Program.

In November 2017 Council exhibited a Background Report and Issues and Opportunities Paper for the Strategy for one month. The draft Hinterland Futures Strategy has been developed following extensive research and incorporates the feedback received from the community consultation in 2017.

The Strategy has developed a vision for the Hinterland and five key objectives. Under each objective a number of priority actions have been identified to achieve the objectives and implementation of the Strategy, including a planning scheme amendment with changes to planning policy.

A key objective of the Strategy is the elevation of the landscape value of the Hinterland and its contribution to the local economy. Tourism and agri-tourism in particular have significant potential to increase visitation to the rural areas of the Shire, creating new experiences and events not centred on the Great Ocean Road. In addition, actions are planned to support and encourage agri-business and farming.

It is proposed to exhibit the strategy for one month this is to be complemented by a series of open houses, drop in sessions, online and media advertising. The feedback received and any recommended changes will be reported back to the August Council meeting to where the adoption of the plan is to be considered.

Recommendation

That Council:

1. Receives the Draft Hinterland Futures Strategy.
2. Places the Draft Hinterland Futures Strategy on public exhibition for a period of one month.
3. Receives a further report following public exhibition to consider the adoption of the Hinterland Futures Strategy.

5.1 Draft Hinterland Futures Strategy Exhibition

Report

Background

A key action in the Council Plan 2017 – 2021 is to complete a strategy for the Shire's rural areas. Stage One consisted of background research including: identifying the economic value of the hinterland, building a profile of businesses in the hinterland and review of land capability and planning scheme controls. Stage Two is the development of the Strategy, which commenced with the preparation of an Issues and Opportunities Paper and Background Report in 2017.

In October 2017 Council resolved to exhibit the Background Report and Issues and Opportunities Paper for the Strategy for one month. Exhibition included workshops at Moriac, Bellbrae and Deans Marsh, a listening post at Winchelsea Farmers Market, a survey and the receipt of written submissions. The draft Hinterland Futures Strategy has been developed from the feedback received from the community consultation and stakeholder engagement, along with detailed research.

The results of the community consultation has been summarised in the consultation report attached as an appendix to this report. One of the top priorities identified through the workshops and survey was "Clarifying Uses in the Rural Conservation and Farming Zones" – suggesting that the planning framework is a key issue for the community. Leading topics included the environment, agricultural land and business activity and the road infrastructure network. Accordingly, a number of priority actions relate to modifying planning policy and producing new design guidelines to guide new development in rural areas. There are also actions relating to improving infrastructure and capitalising on new opportunities such as recycled water at Black Rock and Winchelsea.

Discussion

The Hinterland Futures Strategy Vision is:

By 2040 the hinterland is a renowned visitor destination and key sector in the Surf Coast economy.

The Strategy has five key objectives to achieve the vision:

- Objective 1: Elevate the value of our rural landscapes as the defining feature of the Surf Coast hinterland and its significance to the local economy.
- Objective 2: Stimulate agri-tourism to enhance the Surf Coast as a visitor destination.
- Objective 3: Encourage innovative businesses displaying sustainable land management practices to enhance our reputation as a destination.
- Objective 4: Support tourism activities which complement the landscape, agricultural and environmental values of the Surf Coast Shire.
- Objective 5: Secure enabling infrastructure to deliver the vision and objectives of the Strategy.

Thirty eight priority actions have been identified to realise the Strategy's objectives.

A key objective of the Strategy is to elevate the rural landscapes as the defining feature of the hinterland and its significance to the economy. In economic terms, agri-tourism (food, wine, dining experiences) has significant potential to value add to the economy through boosting visitation to the rural areas. This is consistent with the recently adopted G21 Agribusiness Strategy and the Surf Coast Local Food Program. Further, the importance of broad-acre and agricultural farming is also recognised not only for its economic contribution, but also the role it plays in sustainable land use management.

The Strategy reinforces Council's existing policies about protecting the green breaks between townships, significant landscapes and productive agricultural land and containing urban growth to settlements. It is recognised that in addition to their intrinsic value, those attributes provide opportunity for increased economic benefit through tourism and agri-tourism. A number of priority actions are linked to this, including the co-location or clustering of complementary uses e.g. along the Great Ocean Road, where there is existing infrastructure but low agricultural values. The clustering of uses prevents ribbon development and reduces the potential for adverse impact on significant landscapes and productive rural land.

The directions and outcomes of the Strategy are spatially represented in four key maps. The Strategic Framework Map indicates the overall directions for the hinterland area and demonstrates where land uses are best suited and should be encouraged. The three individual maps: Intensive and Commercial Farming Focus Area, Commercial Farming and Agribusiness Focus Area and Tourism Focus Area provide more detail on each of the focus areas. The focus areas have been developed based on technical information regarding landscape and environmental assets, land capability, lot sizes, accessibility to transport, services, water and workforce.

5.1 Draft Hinterland Futures Strategy Exhibition

The delivery of the Hinterland Futures Strategy also fulfils an action in the planning scheme to: “Undertake... a strategic planning exercise with community engagement for the Spring Creek Valley past the one kilometre west of Duffields Road to identify preferred land uses that assist in establishing and maintaining a green break to Bellbrae”. The Strategy has a specific action for this area to “support the ongoing use of land for existing uses such as arts and small scale accommodation and for lifestyle/hobby farming. If new uses are proposed, encourage co-location with existing complementary uses.” The Strategy maintains the area as a green break.

Apart from a strong focus on agri-tourism, the Strategy also contains actions designed to stimulate agri-business, encourage innovation and sustainable land practices and to support farming production. Improvements to infrastructure are recommended such as advocacy for upgrades to Deans Marsh-Lorne Road, Cape Otway Road and Anglesea Roads. Opportunity exists to support the reuse of water - including recycled water from the Black Rock and Winchelsea Water Reclamation Plants and private initiatives which make development more sustainable while mitigating climate change impacts.

Apart from agri-tourism, the Strategy also promotes tourism activities and experiences which complement the landscape, agricultural and environmental values, such as outdoor recreation activities, events, new inland tourist trails and destination branding. An example of a one day tourist trail around Torquay and a longer inland trail including Lorne are contained in the Strategy.

Thirty-eight actions have been identified to implement the Strategy. The implementation plan describes the agency or agencies responsible and the priority. Many actions are short term and relate to the planning scheme amendment required to implement the strategy, and actions relating to agri-tourism and tourism which will be undertaken by Council’s Economic Development Department.

Financial Implications

The Hinterland Futures Strategy is fully funded by Council and the community consultation proposed can be accommodated within the existing designated budget.

Council Plan

Theme 2 Environmental Leadership
Objective 2.3 Support local food production
Strategy Nil

Theme 3 Balancing Growth
Objective 3.1 Retain and enhance rural land for appropriate and sustainable uses
Strategy 3.1.1 Finalise and implement the Rural Hinterland Strategy

Theme 4 Vibrant Economy
Objective 4.4 Support key industry sectors such as surfing, tourism, home-based, construction and rural businesses
Strategy 4.4.4 Develop and implement an agribusiness strategy

Policy/Legal Implications

Following consultation on the draft Strategy, the Strategy will be reported back to Council for consideration of feedback and final adoption. The Strategy in its current form requires modification to local planning policy to achieve the objectives proposed, including encouragement of uses in particular areas and discouragement of uses in other areas. The planning scheme amendment will be subject to future public process’s and will include further opportunity for community input into the policy changes before they are integrated into the planning scheme.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

There are no risks to Council in exhibiting the draft Strategy for public comment.

Social Considerations

The Hinterland Futures project affects all land within the Surf Coast Shire hinterland area, the majority of which is Farming Zoned land. A large variety of businesses operate within this area, from agribusiness and farming activities to tourism based uses. The project has a close connection with local food production. As the strategy has such a broad base, it has the ability to affect a large number of people, properties and businesses.

5.1 Draft Hinterland Futures Strategy Exhibition

A key finding of consultation on the Issues and Opportunities Paper and workshops with the Environmental and Rural Advisory Panel found that the Hinterland is greatly valued by the community, not only for its economic value, but also its environmental, landscape and amenity attributes.

Community Engagement

The Hinterland Strategy Issues and Opportunities Paper and Background Report were exhibited from 30 October 2017 to 1 December 2017. Consultation included:

- Workshops at Moriac, Deans Marsh and Bellbrae
- Listening Post at the Winchelsea Farmers Market
- Survey (42 respondents)
- Submissions electronic and hard copy (9)
- Individual interviews with businesses and stakeholders by consultants HillPDA in association with RMCG, Smart Planning and the Stafford Group.
- Consultation with Barwon Water and other agencies.

A detailed consultation report summarising all the feedback received is attached as an appendix to this report. The feedback has informed the development of the draft Strategy.

Environmental Implications

One of the primary objectives of the Council plan and the planning scheme is to protect and enhance the Shire's significant environmental assets and scenic landscapes. This remains a key foundation for the Strategy, with Objective One seeking to elevate the importance of the rural landscapes "*as a defining feature of the Surf Coast hinterland and its significance to the local economy*". The draft Strategy reinforces the green breaks in the planning scheme, particularly between Torquay and Mt Duneed Road and between the Torquay settlement boundary and Bellbrae. The clustering of development in appropriate locations is also designed to reduce the potential for impact on significant environmental and rural assets in the Shire and encourage co-location of complementary uses.

Communication

It is proposed that the Draft Strategy be exhibited for one month and integrate a number of community engagement activities including:

- Open Houses at Winchelsea, Deans Marsh and Torquay (with the Torquay Farmers Market)
- Drop in sessions at the council office and Lorne visitor centre
- Webpage, press and social media advertising
- Direct mail out to previous submitters and stakeholders including ERAP and community groups.

Options

Option 1 – Exhibit the Draft Hinterland Futures Strategy for comment

This option is recommended by officers to enable public comment on the draft Strategy prior to adoption. The draft Strategy represents a combination of previous feedback on the Issues and Opportunities Paper, survey results, and extensive research by council staff and consultants HillPDA, Stafford Group, RMCG and Smart Planning.

Option 2 – Defer exhibition of the Draft Hinterland Futures Strategy

This option is not recommended by officers as it will delay the Hinterland Futures project, which is a priority action in the adopted Council Plan 2017 – 2021 and is the result of significant research and community input as outlined in this report.

Conclusion

The draft Hinterland Futures Strategy is the result of significant research and community engagement and is recommended for public exhibition to receive community feedback.

5.1 Draft Hinterland Futures Strategy Exhibition

APPENDIX 1 DRAFT HINTERLAND FUTURES STRATEGY - MAY 2018

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Hinterland Futures Strategy



MAY 2018

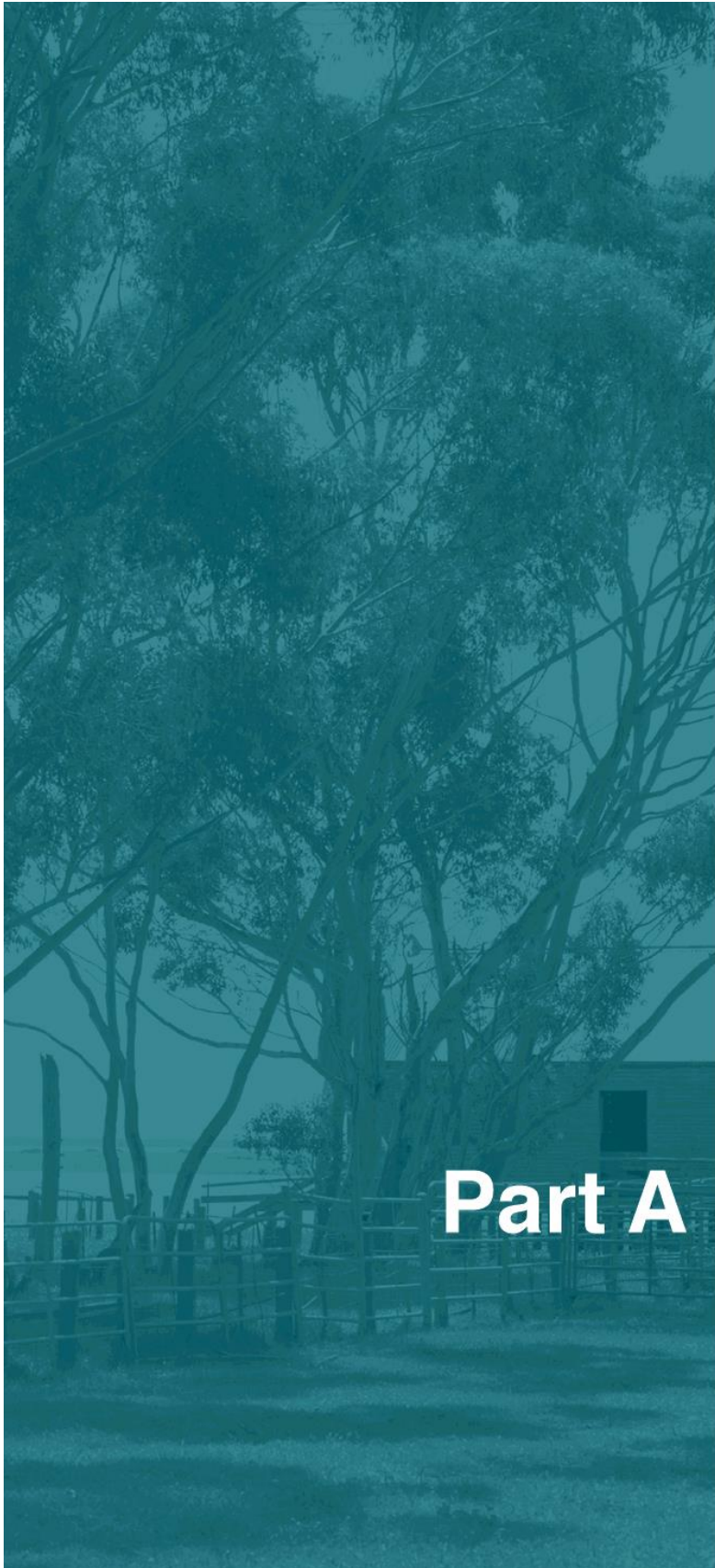


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1. EXECUTIVE SUMMARY

Surf Coast Shire's hinterland comprises some 1,020 square kilometres (or 60per cent) of the Shire and is integral to the Shire's image and its economy. The hinterland has a diverse character, with productive agriculture and rural land, tourist businesses, rural townships, rolling hills, waterways, native vegetation and scenic landscapes all forming a rich and valued environs.

The Hinterland Futures Strategy has been developed to provide a clear vision and high level strategic direction for the Surf Coast Shire hinterland to vitalise the economy and ensure its long term sustainability. The pressures of urban growth, climate change, the evolving role of agribusiness in the Shire and changing technology drive the need for a new strategy so that the area can adapt and thrive. Urban growth in particular creates the need to generate new jobs to retain or grow the current contribution that the hinterland makes to the Surf Coast economy.

The Strategy is evidence-based and the result of extensive background analysis and community engagement with government agencies, community groups, landowners, stakeholders and businesses.

One of its key findings is that the rural landscapes in the hinterland are highly valued by the community and visitors, and an important element in its economic future.

The hinterland currently contributes about 6per cent to the local economy.

The aims of this Strategy are:

- to increase that percentage by supporting existing agricultural uses so they develop and thrive; and
- to develop agri-food, agri-tourism and tourism opportunities in the hinterland that are complementary to the rural landscape and environmental values.

There is an opportunity to draw some of the 2.1 million visitors to Surf Coast Shire into the hinterland to new destinations, events and experiences such as outdoor recreation, culture, arts, food and wine. These new destinations will require new or improved infrastructure to support them, and amendments to the planning scheme to provide the policy framework to facilitate them.

The Hinterland Futures Strategy Vision is:

By 2040 the hinterland is a renowned visitor destination and key sector in the Surf Coast economy.

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The Strategy has five key objectives to achieve the vision:

Objective 1:

Elevate the value of our rural landscapes as the defining feature of the Surf Coast hinterland and its significance to the local economy.

Objective 2:

Stimulate agri-tourism to enhance the Surf Coast as a visitor destination.

Objective 3:

Encourage innovative businesses displaying sustainable land management practices to enhance our reputation as a destination.

Objective 4:

Support tourism activities which complement the landscape, agricultural and environmental values of the Surf Coast Shire.

Objective 5:

Secure enabling infrastructure to deliver the vision and objectives of the Strategy.



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2. VISION

By 2040 the hinterland is a renowned visitor destination and key sector in the Surf Coast economy.

What does this look like?

High value rural landscapes are recognised as a defining feature of the economy in addition to their intrinsic scenic value.

Local food, high-quality tourism products and outdoor activities provide a year 'round experience which complement a thriving agricultural sector based on innovative businesses displaying sustainable development and land management practices. Our significant environmental assets and landscapes will underpin these values.



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3. INTRODUCTION

Why have a strategy?

Surf Coast Shire is one of regional Victoria's fastest growing municipalities. It is located in south-western Victoria, 120km from Melbourne and 21km south of Geelong. Its proximity to the Princes Highway and the Geelong Ring Road provides convenient road access that enhances the Shire's appeal as a lifestyle, holiday, tourist and business destination. Population forecasts estimate that about 43,000 people will call Surf Coast Shire home by 2036. This growth will mean creating over 1,650 additional jobs in the same timeframe.

While urban centres, like Torquay, will absorb much of the forecast population growth, we expect the Shire's rural hinterland to play an increasingly important role in economic contribution and job provision.

This hinterland covers about 1,020 square kilometres (or 60per cent of the Shire) and includes Deans Marsh/ Pennyroyal, Freshwater Creek, Modewarre, Moriac and Winchelsea. The hinterland is dominated by farming and other rural uses (which occupy about 45per cent of the total defined area) and land associated with the Great Otway National Park. Winchelsea is the largest town in the hinterland and acts as a regional centre for many local farmers.

The Great Ocean Road is another significant feature of the Shire that connects the coastal townships and traverses significant landscapes, including the Great Otway National Park. It is also a nationally-listed heritage place that is greatly valued by the community and recognised internationally as a tourist icon, with 3 million visitors annually. The region itself receives over 5.1 million visitors. The coastline and wide rural vistas are a significant draw-card for the tourism industry, which is a major industry sector for the Surf Coast Shire. These visitors and the surrounding population present a significant opportunity for the hinterland.

The Surf Coast hinterland has a long agricultural history in the dairy, beef, sheep and grain industries. More recently, a number of smaller boutique businesses have been established, particularly in the food and agriculture sectors. These new ventures, along with more traditional agriculture operations, contribute significantly to the region's diversity, longer-term sustainability and overall productivity.

This strategy aims to respond to these emerging issues and provide leadership, vision and a clear direction for the rural hinterland of the Surf Coast Shire.

Our natural assets, including our natural environment and the rural landscapes we enjoy, have helped create these opportunities. We want to conserve and protect these assets, whilst utilising their value and capitalising on the opportunities they have created. To realise these opportunities, the Local Planning Policy Framework will need to change and this Strategy will guide these changes.

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How Was This Strategy Developed?

We developed this Strategy in two stages.

Stage 1

Stage 1 of the project produced background research which aimed to:

- Understand current State and Commonwealth policies which may influence the hinterland.
- Provide a snapshot of the value of economic activity in the hinterland, with benchmarking of comparable areas (Yarra Valley, Onkaparinga).
- Identify key enabling infrastructure (roads & access, water, telecommunications) and the opportunities they present.
- Understand the soil compositions and broader land tenements.
- Identify the implications of climate change and adaptation.
- Describe the various current planning scheme regulations as they apply to the hinterland.

Stage 2

Stage 2 of the project produced a Background Report, Issues and Opportunities Paper and Draft Hinterland Futures Strategy, which were based on this background research and community, agency and stakeholder consultation.

Community consultation on the Issues and Opportunities Paper included a hard copy and online survey (42 respondents), three workshops at Deans Marsh, Moriac and Bellbrae, written submissions, interviews with stakeholders and businesses and public exhibition of the documents on Council's website. Council's Environment and Rural Advisory Panel also contributed to the Hinterland Strategy's vision and the background research. We received nine(9) written submissions, with many submissions from landowners seeking to maximise the highest and best use for their land. (Refer to the Consultation Report for further details.)

Therefore, this strategy should be read in conjunction with the following background reports:

- Background Report (HillPDA and Associates, 2017)
- Issues and Opportunities Report (HillPDA and Associates, 2017)
- Community Consultation Report

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Study Area

Figure 1 shows the study area. It became evident as we developed the Draft Strategy that the original study area excluded rural land on the south western edge of the Shire with good land capability and a number of established tourist uses, in districts like Pennyroyal, so we expanded the Strategic Framework Plan in the Draft Strategy to include those areas.

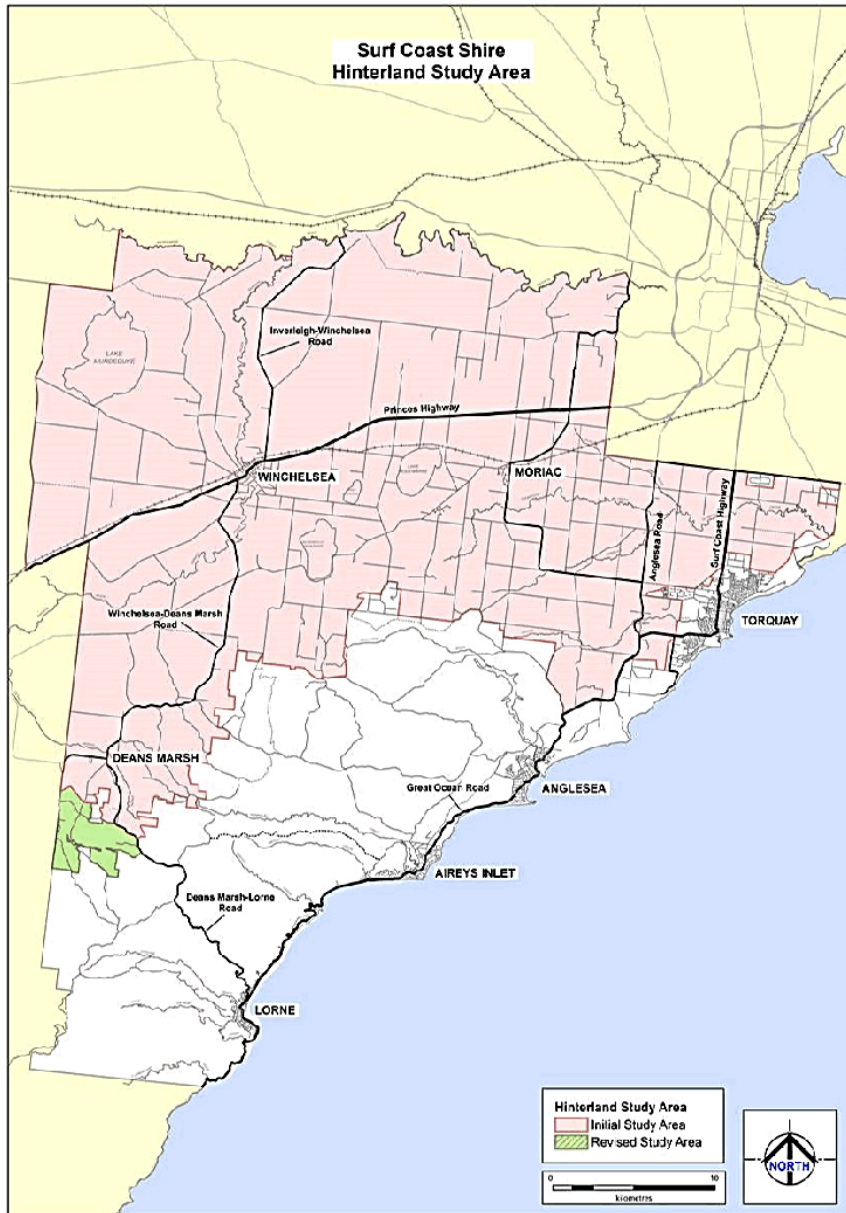


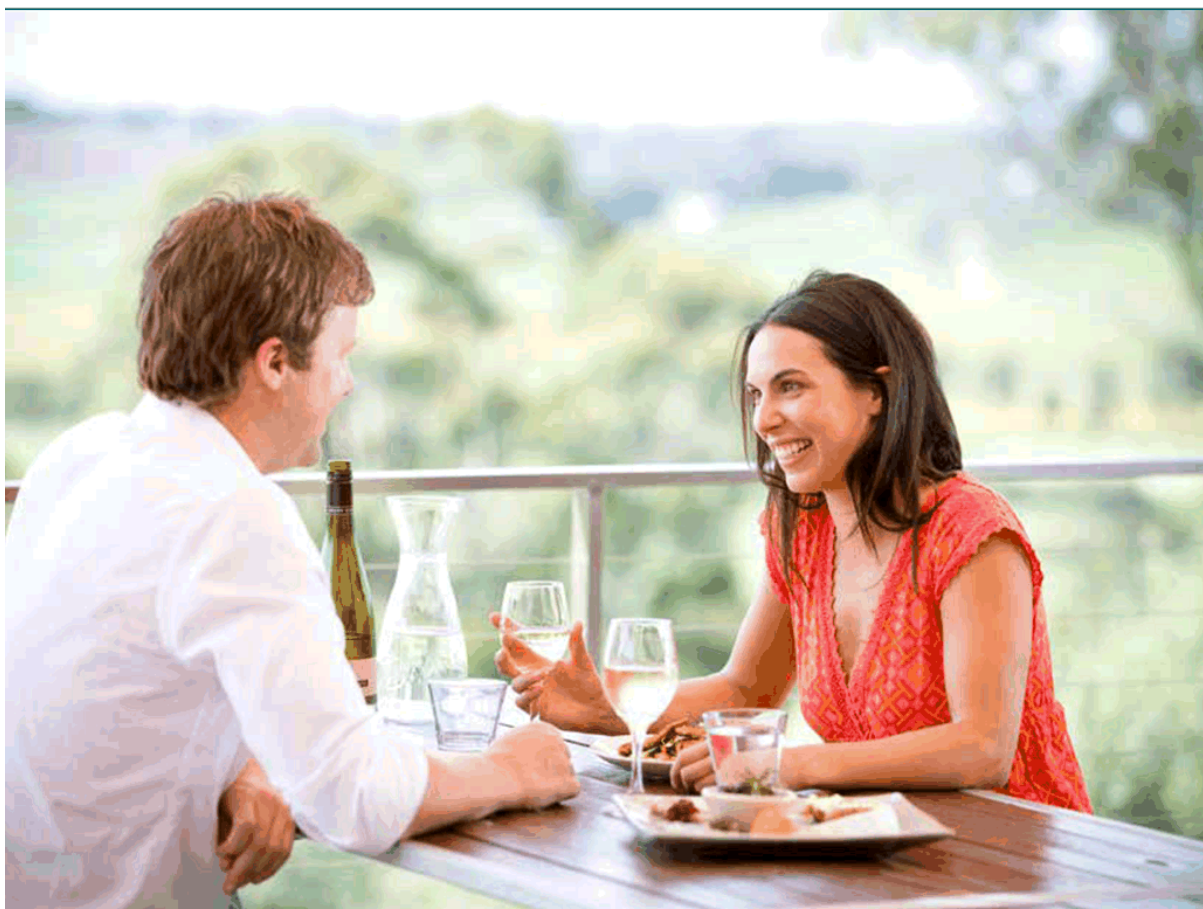
Figure 1 - Hinterland Study Area

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Social Value of the Hinterland

Although the Strategy has an economic and planning focus about land use, we also realised that the value of the hinterland extends beyond the economic. The community, landowners and visitors greatly value the environmental, landscape and amenity attributes of the hinterland.

During the Environmental Rural Advisory Panel workshops a strong theme also emerged about support for the production and consumption of local food. That led to Council's recently produced "Local Food Program". The Local Food Program is closely aligned with this Strategy.



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Linkages with Other Strategies and Plans



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4. CONTEXT - DRIVERS FOR CHANGE

Research for the Hinterland Strategy identified the following key emerging trends and challenges. Some of these are natural while others are man made. However, each emphasises the need for a strategy for the Surf Coast Shire Hinterland.

Urban Growth

The Surf Coast Shire has two designated growth townships: Torquay and Winchelsea. Winchelsea is growing slowly but has an aspirational goal of increasing from 1,500 people to 10,000 people by 2030. Torquay is our fastest-growing township, with the population expected to grow from 17,588 (current estimate) to 30,000 people by 2040. The population of Torquay/Jan Juc increased by 35.4per cent between 2006 and 2011.

This growth, and the ripple effect as Melbourne continues to grow is putting pressure on regional areas to accommodate more people. In turn this puts pressure on existing township boundaries, as developers ask councils to allow expansion and new “greenfield” sites. If not carefully managed, greenfield urban growth presents a risk to viable agricultural land, scenic landscapes and green breaks between townships. Loss of native vegetation, loss of wildlife habitat and additional stormwater entering waterways adversely affects our environment.

Our environment, including our coast and forests, undulating rural areas and green spaces are what make the Shire a major tourist destination and tourism is our main economic activity.

Primary production, farm gate and agri-food or agri-tourism represents a further 6.6per cent of the Shire’s economic output. The loss of arable farming land and important rural landscapes to growing townships could have severe consequences to the future economic potential and job creation contribution of the hinterland.

Rising Land Values and Lifestyle/Hobby Farms

Land values vary across the hinterland but broadly they increase as we move east towards Geelong south towards Torquay and Lorne. High land prices also place pressure on the hinterland’s important agricultural uses, as the return on investment is generally significantly lower for agriculture than for uses like accommodation.

Buyers often pay a premium for rural lifestyle properties or hobby farms in the hinterland, with prices currently almost double the regional Victorian median. On hobby farms the main purpose is as a place to live (lifestyle) and not agricultural production. We expect this to remain strong , with pressure for further subdivision of rural land in future.

The rapid increase in land values in the Surf Coast hinterland compared to regional Victoria at large has led to a high incidence of “land banking”, where land is purchased primarily as an investment. Sometimes this practice has led to reduced areas of land being available for productive agriculture, with banked land either being offered for lease at rates prohibitive to productive agriculture, or maintained in a manner not aligned with recognised best-practice management.

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The Evolving Role of the Hinterland and Agribusiness








Strong population growth, combined with a large visitor economy, is changing our regional landscape and agribusiness.

Agribusiness is a significant contributor to the visitor economy, with rural landscapes, wineries, harvest trails, farmers markets and small scale food producers contributing significantly to the region's appeal to domestic and international visitors.

Climate Change and Environmental Risk

Climate change, with decreased rainfall, more frequent storm events and warmer temperatures, will affect many aspects of the hinterland over time. Although rainfall totals will decline, that rain will more frequently fall as extreme downpours, with more flooding.

BARWON SOUTH WEST HAS BEEN GETTING WARMER AND DRIER. IN THE FUTURE THE REGION CAN EXPECT

	Temperatures to continue to increase year round		More hot days and warm spells and few frosts
	Less rainfall in Winter and Spring		More frequent and more intense downpours
	Harsher fire weather and longer fire seasons		Rising sea level
	Increased frequency and height of extreme sea level events		

Source: DELWP Climate Ready Barwon South West

Environmental risks, particularly bushfire, are a major issue for the Shire and climate change is likely to increase these risks. Large areas of the Shire, including the coastal townships, are covered by the Bushfire Management Overlay in the planning scheme, and most of the Shire is a designated Bushfire Prone Area under the Building Regulations. When siting tourist facilities, residential development and sensitive uses, managing and mitigating bushfire risk is a key issue, with road access and access to water being key considerations when Council assesses proposals.

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Extreme weather will threaten coastal infrastructure and urban settlements, with flow on effects to transport, tourism and the natural environment. Sea level rise and coastal erosion will impact on low lying roads and iconic tourism destinations like the Great Ocean Road. Heavy rainfall, erosion and landslips could threaten safety and tourism infrastructure.

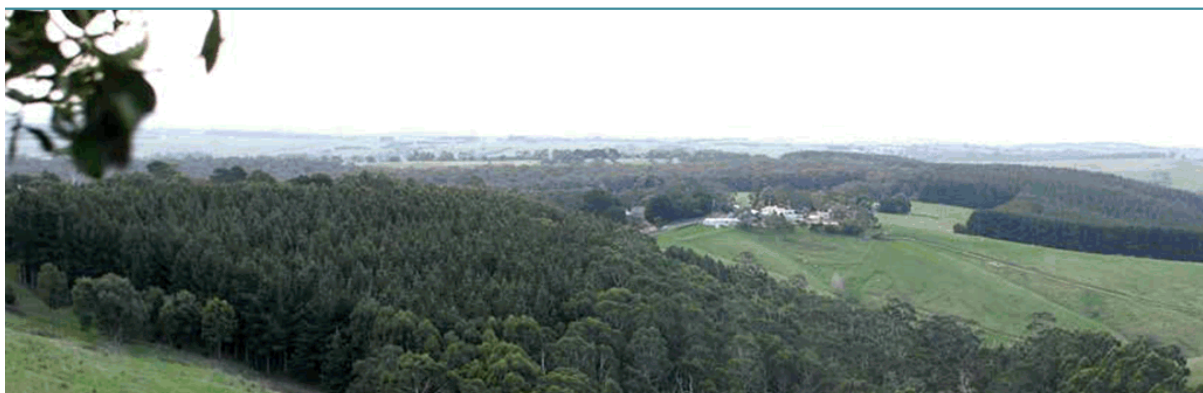
The Surf Coast hinterland contains productive agricultural land, waterways and significant environmental assets like the Great Otway National Park. Agriculture in the hinterland is less likely to be severely impacted by climate change than the “food bowl” regions of Victoria, like the inland wheat and cropping production areas. However, dry conditions in those areas will place greater pressure on remaining land to become more productive, and areas that can be irrigated will be critical.

Climate change impacts like increased temperatures, sea level rise, lower rainfall and storm events will hasten native vegetation loss and species decline. As a result our existing environmental assets become more important. Protecting them is central to supporting biodiversity, agriculture and the Surf Coast economy.

By 2040, Barwon Water expects to see a 7 per cent reduction in flows to reservoirs due to climate change. However, in future, recycled water may provide an alternative in areas near the Black Rock and Winchelsea water reclamation plants. Greater reuse of waste water on-site by private businesses will also help. (This is discussed further in the Recycled Water section of this report).

Technology

New technology continues to change business and communication. All businesses, including farming, are increasingly dependent on information technology to do business, access information and communicate with customers and suppliers. High speed internet access and mobile phone coverage are essential to business and visitors expect them to be available. Our hinterland has areas without mobile phone coverage (“black spots”) and limited broadband internet access. The NBN is progressively being delivered but gaps still exist. Today, both visitors and the local community expect comprehensive communications coverage in rural areas, particularly in popular areas.



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5. CONTEXT - THE HINTERLAND ECONOMY

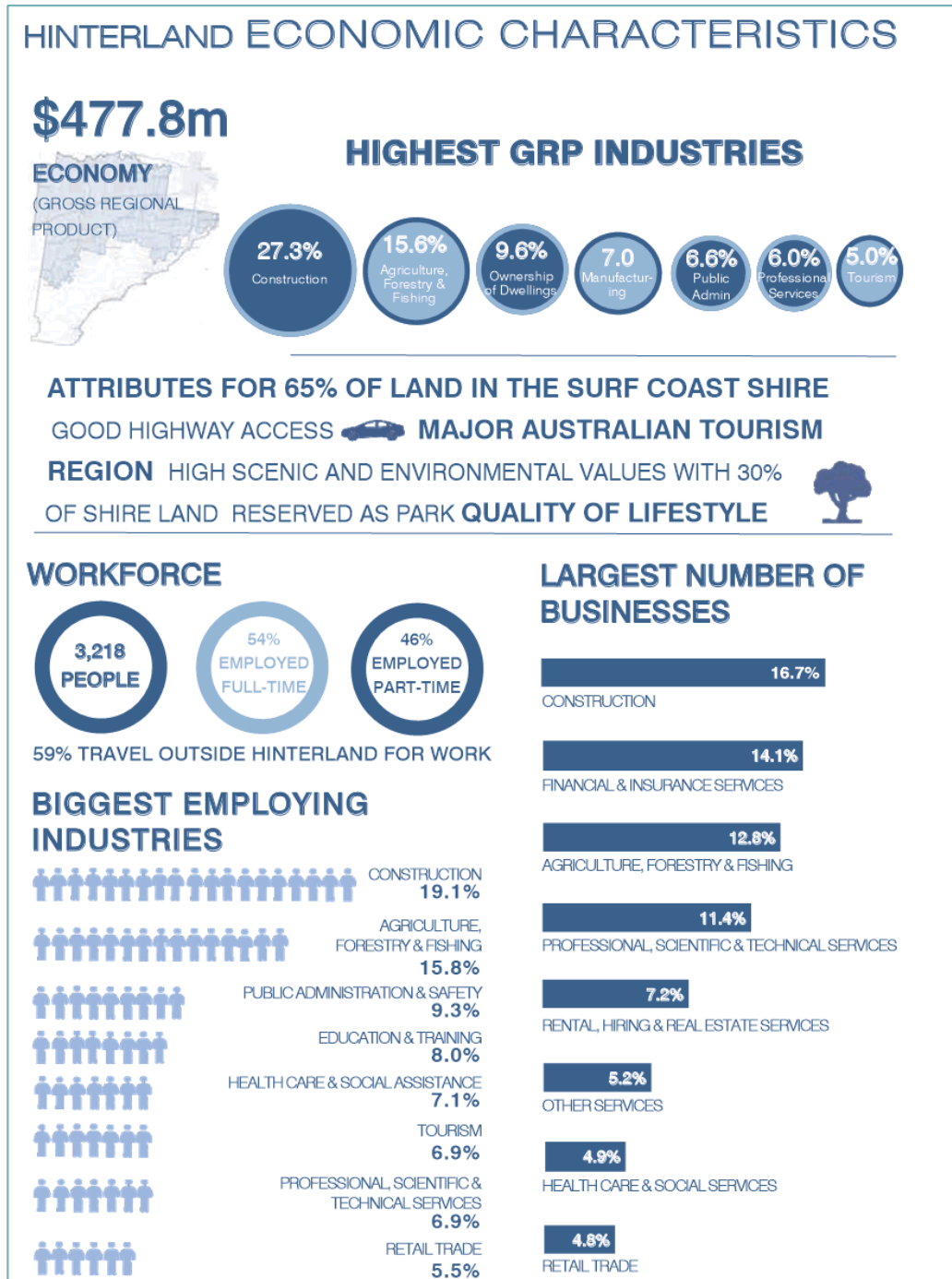


Figure 2: Hinterland Economic Characteristics
 Source: Australian Bureau of Statistics, REMPlan

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6. CONTEXT - KEY FACTS

We prepared a detailed Background Report to support this Strategy and we exhibited this in November 2017, together with an Issues and Opportunities Report.

Part B of this Strategy is a summary of the context and background research and the insights that lead to the directions in this Strategy.

The following is a summary of the key contextual facts:

The Shire is experiencing high population growth, particularly around Torquay, and the Shire requires 1,650 new jobs to support the future population.	Surfing, tourism and construction industries are major drivers of the broader Surf Coast economy. Agriculture is a significant contributor to the hinterland economy.
There is a policy gap in the planning scheme on discretionary uses in the rural zones that needs to be filled to provide guidance.	More guidance is required in the planning scheme on the location and design of development in rural areas and in significant landscapes.
Agri-tourism has potential to stimulate business in the hinterland, as the beauty of the landscapes is both a tourist drawcard and a lifestyle attractor.	There is increased growth and development pressure on rural and environmental values in the hinterland and key tourist attractions like the Great Ocean Road.
Hobby/lifestyle farms are a dominant and growing land use in the hinterland.	There is undersupply of product to attract visitors to the hinterland.
Intensive agriculture is growing in the region. It has an important role to play if aligned to the hinterland vision.	About 3per cent of Surf Coast Shire's 2.1 milliion visitors currently come to the hinterland. This represents enormous potential for tourism.
Small-scale food production has been growing in the region due to the opportunity provided by the tourism industry and a developing "Otways" brand.	Commercial broad-acre agriculture is still the dominant land use in the hinterland. This is changing, however it is still a major economic contributor and has an important role to play in sustainable land management.
Visitors are seeking experiences such as outdoor recreation, culture, food and wine and events.	Existing infrastructure is struggling to meet the growing needs of the hinterland.

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7. STRATEGIC FRAMEWORK

The following section of the strategy demonstrates spatially the directions and outcomes of the Strategy. They have been informed by the background research and opportunities identified to achieve the Vision for the hinterland.

Implementation will require several actions, both economic and planning, to achieve the Vision and Objectives, including a planning scheme amendment. These actions are outlined in Section 8.

Strategic Framework Map

The Strategic Framework map, shown in figure 3 is the overarching plan for the Strategy and divides the hinterland into three primary focus areas:

1. Intensive and commercial farming.
2. Commercial farming and agribusiness.
3. Tourism.

The Commercial Farming and Agribusiness Focus Area and the Tourism Focus Area overlap near the Cape Otway Road, as a broad range of activities are considered suitable in this area. Similarly, the land near Deans Marsh appears in more than one focus area.

The development of the maps technical information about the landscape and environmental assets, land capability, lot sizes, accessibility to transport, services, water and workforce. This information is applied to direct uses to areas where they are most suited and are best supported.

It should be noted that the areas shown on the plan are for guidance and the borders are not fixed. Planning applications can be considered for land both within and outside the areas shown and will be considered on their merits. The areas indicate what the land is 'well suited to' based on location and land attributes.

The Strategic Framework map also identifies the key transport and tourist routes and important infrastructure that can help business to grow within the hinterland. The townships of Moriac, Deans Marsh and Bellbrae are identified as focus areas for tourism and agri-tourism. These towns provide basic services, are located on identified tourist routes, and currently support a number of tourist destinations. The strategy seeks to grow these centres as activity hubs. The intention is not focused on the town itself but also the surrounding area, with the town symbolising the focal point.

The roundabout at the intersection of the Great Ocean Road and Forest Road has also been identified as an activity focus point. Directing development to these locations is intended to avoid ribbon development along key tourist routes. Clustering land use has the added benefit of businesses stimulating other businesses.

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Strategic Framework Map

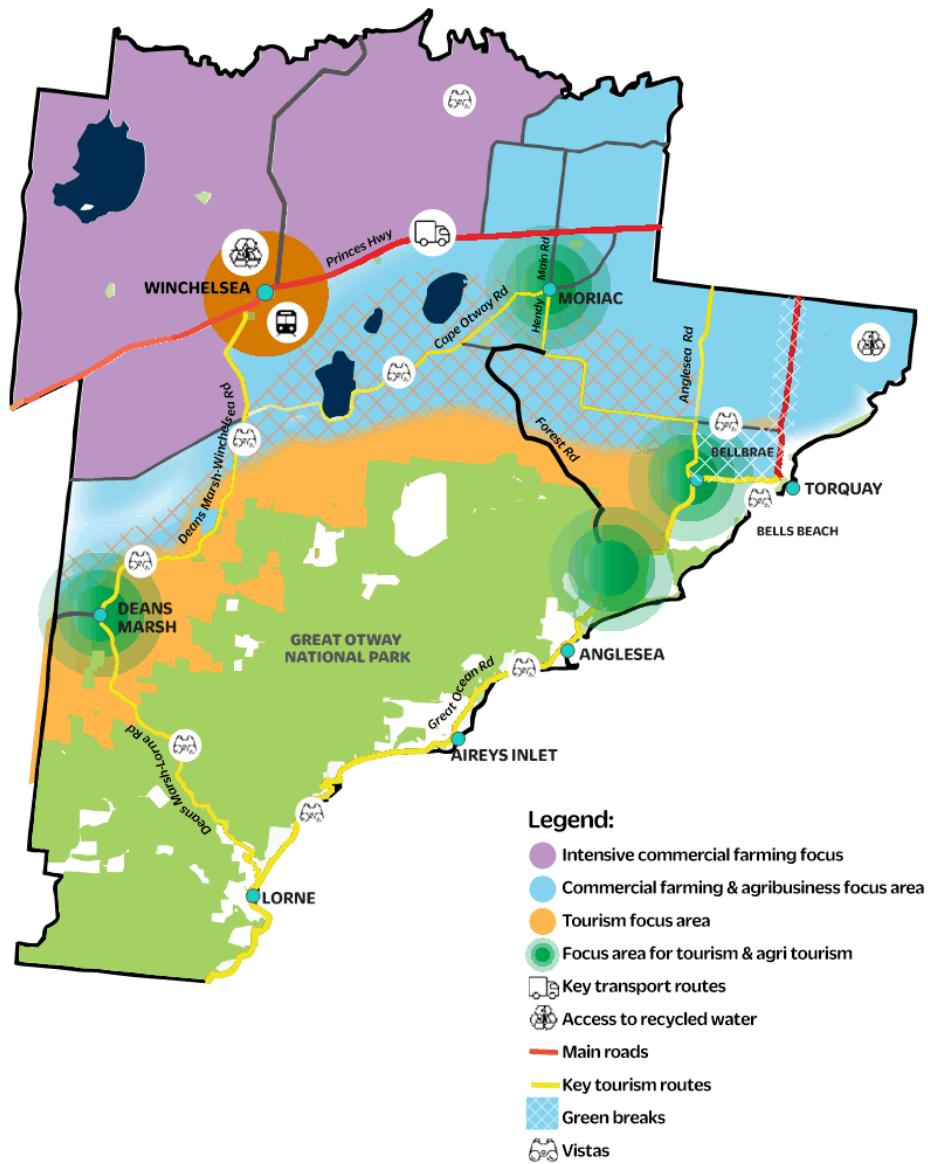


Figure 3: Strategic Framework Plan

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Intensive and Commercial Farming Focus Area

The Intensive and Commercial Farming Focus Area, shown in figure 4, features large land holdings, high quality soil and lower land prices compared with other parts of the hinterland. The remoteness of much of this land from residential areas lends itself to more intensive production. The area has access to Winchelsea, recycled water and the Princes Highway. Endangered grasslands and Lake Murdeduke, which is an internationally significant wetland, are also features of this area.

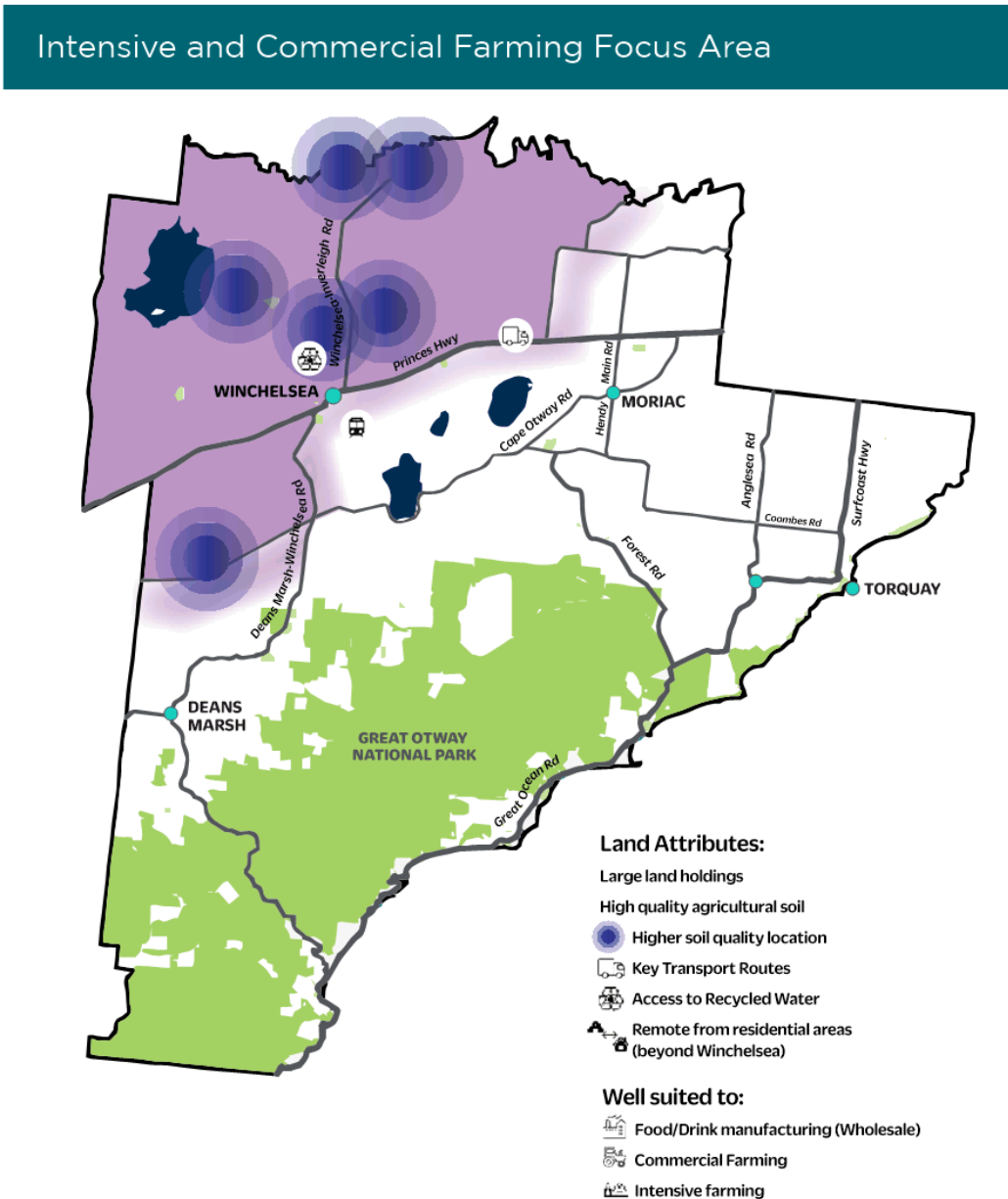


Figure 4: Intensive and Commercial Farming Focus Area

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Commercial Farming and Agribusiness Focus Area

The Commercial Farming and Agribusiness Focus Area, shown in figure 5, features moderate-sized land holdings with good quality soil. The higher rainfall in the south western parts of this area and access to recycled water in the north east may support commercial farming. The area has access to the Princes Highway, Cape Otway and Anglesea Road and Torquay. Rolling hills and the backdrop of the Great Otway National Park are a feature of this area.

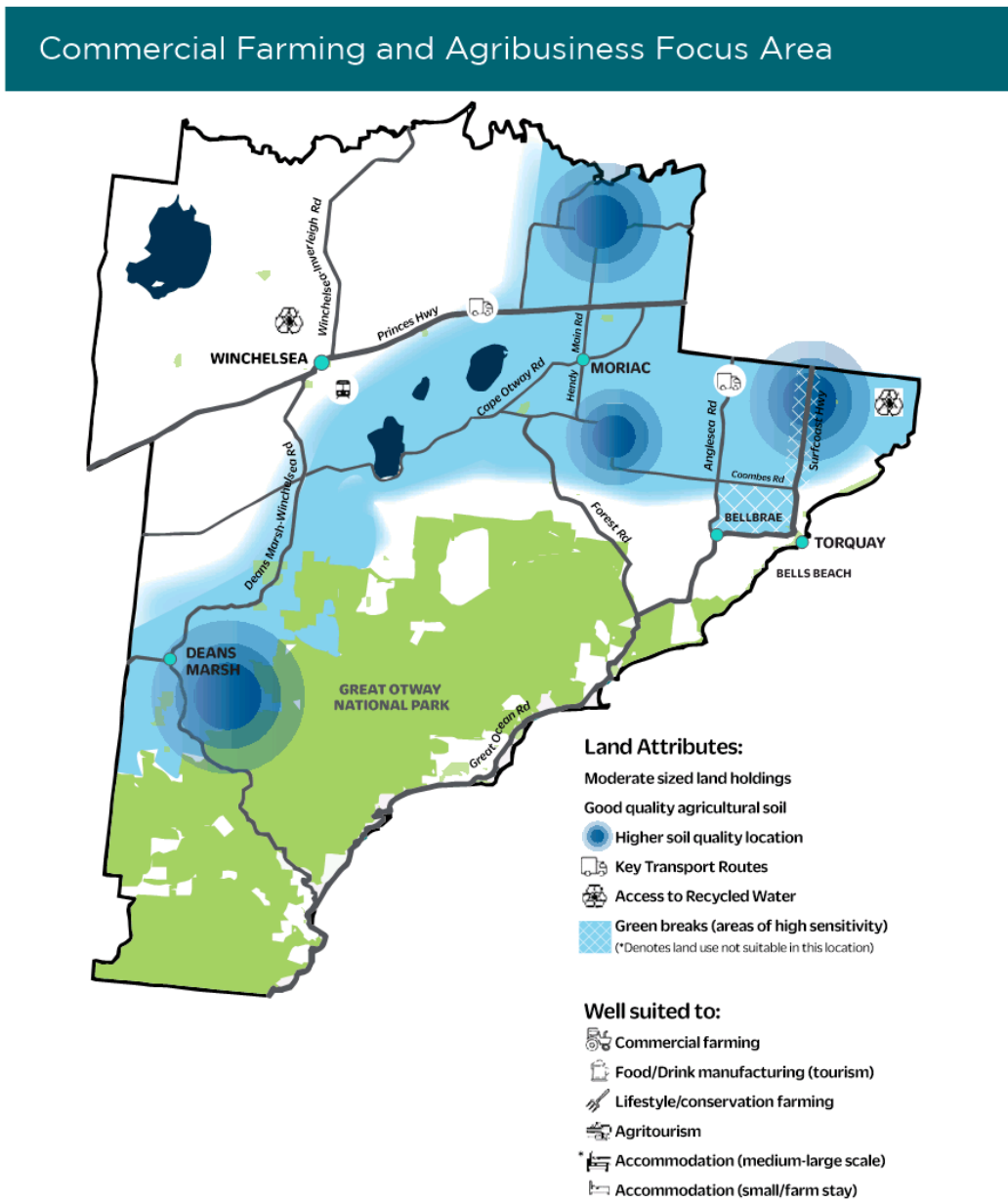


Figure 5: Commercial Farming and Agribusiness Focus Area

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Tourism Focus Area

The Tourism Focus Area, shown in Figure 6, features a mixture of land sizes (including smaller lots) with good quality soil in the south west and lower quality soil north of the Great Otway National Park. The high coverage of indigenous vegetation and access to the Park lends itself to tourism-focused land use. Land closest to the Park contains dense vegetation and is also at high risk from bushfire. Small scale/sensitive tourist development will be directed to these areas (shown as hatched on the map). Moderate to larger scale tourist development will be facilitated north of this area (shown in orange on the map).

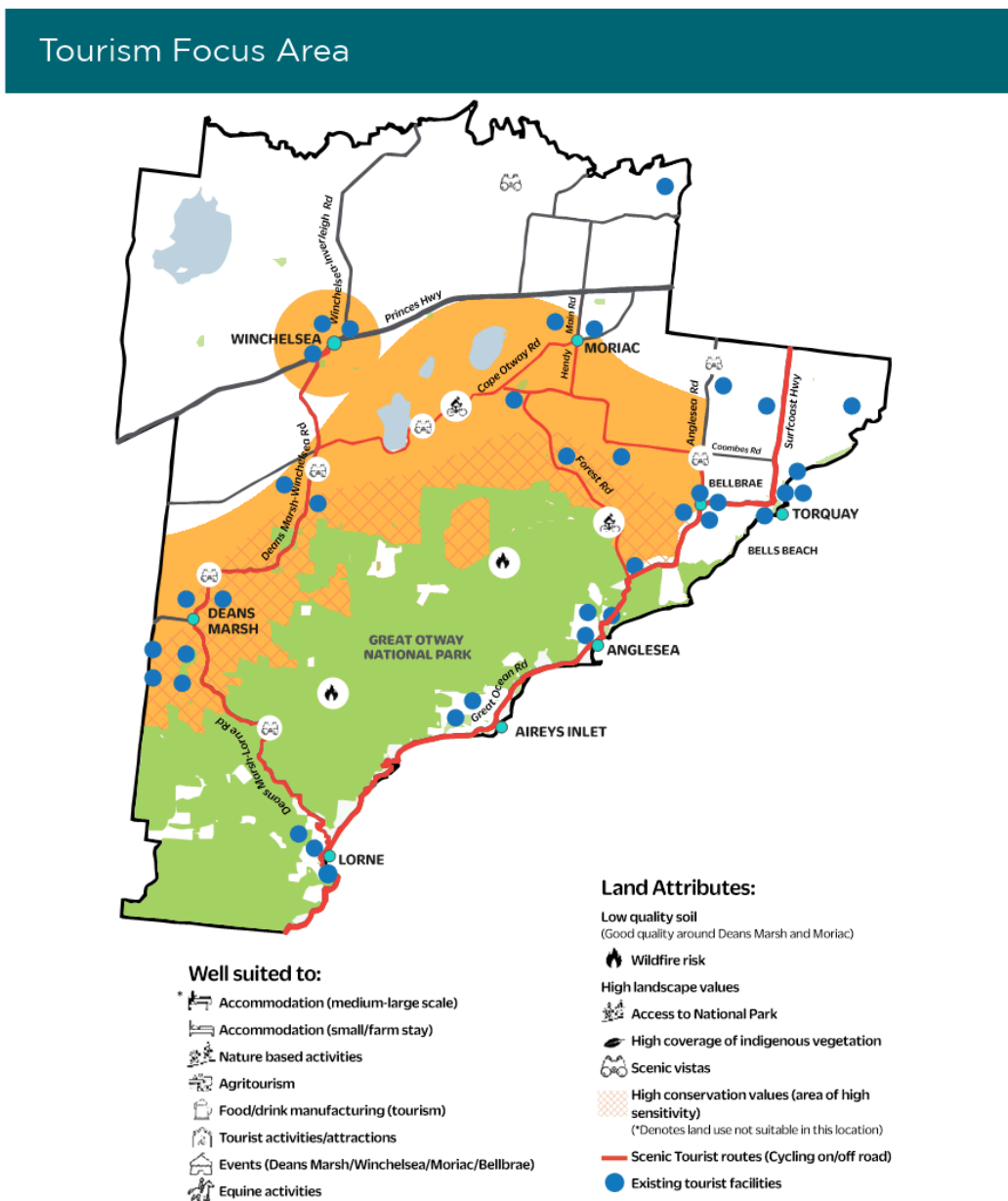


Figure 6: Tourism Focus Area

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8. STRATEGIC OBJECTIVES

The Strategy has five key objectives:

Objective 1:

Elevate the value of our rural landscapes as the defining feature of the Surf Coast hinterland and its significance to the local economy.

Recognise the role that the landscape plays in the rural hinterland economy and develop its contribution to the Surf Coast Economy.

Objective 2:

Stimulate Agri-Tourism to Enhance the Surf Coast as a Visitor Destination

Develop agri-tourism as the area with the highest potential to develop Surf Coast's reputation as a food destination and increase the hinterland contribution to the Surf Coast Economy.

Objective 3:

Encourage Innovative Businesses Displaying Sustainable Land Management Practices to Enhance Our Reputation as a Destination

Ensure new businesses are "clean and green" and achieve best practice.

Objective 4:

Support Tourism Activities Which Complement the Landscape, Agricultural and Environmental Values of the Surf Coast Shire

Ensure new tourism activities are complementary to existing values that we wish to retain and enhance and make a positive contribution to the economy.

Objective 5:

Secure Enabling Infrastructure to Deliver the Vision and Objectives of the Strategy

Improve on our road, servicing, recycled water sources and supporting infrastructure to enable the economy in the hinterland to thrive. Look for new opportunities to build resilience.

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9. ACTION PLAN

The following table outlines the actions necessary to implement the Strategy and achieve each objective.

Objective 1:
Elevate the value of our rural landscapes as the defining feature of the Surf Coast hinterland and its significance to the local economy.
Priority Actions
1.1. Support the valuable role agricultural producers have to play as stewards of the natural environment by enhancing communication networks and providing tools and guidelines on best practice land management
1.2. Encourage nature based tourist activities and agri-tourism in areas identified as high environmental and landscape value.
1.3. Direct intensive agricultural uses to areas where high environmental and landscape values will not be compromised.
1.4. Refine planning policy to encourage new uses that complement identified significant environmental and rural assets.
1.5. Overcome land use conflicts by preparing planning policy to suitably direct uses to appropriate locations for access, land capability, risk, land sizes, and proximate to complementary land uses.
1.6. Strengthen planning policy to protect green breaks and encourage co-location of complementary land uses such as tourist facilities around key infrastructure.
1.7. Prevent ribbon development along the Great Ocean Road and strengthen protection of important vistas along its route. Investigate the need for guidelines for development on the Great Ocean Road.
1.8. Implement Strengthening Town Boundaries discussion paper actions to define settlements long term, contain urban growth and protect agricultural and environmental assets in the Shire.
1.9. Maintain the green breaks between Torquay and Mt Duneed Road and between Torquay western settlement boundary and Bellbrae. Maintain the existing Farming Zone and encourage permitted uses in the green break between Torquay and Bellbrae which do not adversely impact on the Great Ocean Road or its landscape. Support the ongoing use of land for existing uses such as arts and small scale accommodation and for lifestyle/hobby farming. If new uses are proposed, encourage co-location with existing complementary uses.
1.10. Develop new local planning policy to guide the design and siting of development in rural areas, significant landscape areas and on major tourist routes to ensure there are no adverse impacts on significant environmental and landscape assets and they incorporate environmental sustainable development principles.

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Objective 2:

Stimulate agri-tourism to enhance the Surf Coast as a visitor destination.

Priority Actions

- 2.1. Support the actions of the Surf Coast Shire Local Food Program to encourage the growth of small to medium food production businesses.
- 2.2. Encourage the development of new tourism products that incorporate locally grown and harvested food.
- 2.3. Connect small-scale food producers and agri-tourism experiences through the development of new or the enhancement of existing tourism trails.(Refer to figure 7 at the end of this section for an example)
- 2.4. Support the implementation of the Otway Harvest Trail marketing and action plan, especially in relation to expansion of their digital presence and brand collateral.
- 2.5. Advocate to the State Government to broaden the allowances for localised, small-scale aggregation of farm-gate produce to prevent ribbon development of farm-gate stalls.
- 2.6. Engage with small agri-food tourism businesses to facilitate connections and provide information to increase capacity and knowledge.
- 2.7. Review planning policy to support the use of existing small lots to develop innovative agri-tourism ventures and demonstration farms.

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Objective 3:

Encourage innovative businesses displaying sustainable land management practices to enhance our reputation as a destination.

Priority Actions

- 3.1. Support the implementation of actions of the Sustainable Agribusiness Strategy for the G21 Region (2017-2021).
- 3.2. Initiate training and support to improve the skills of lifestyle farmers in sustainable land management, animal welfare and biosecurity.
- 3.3. Develop a network to connect non-farming landowners with potential producers to increase access to and utilisation of existing productive agricultural land.
- 3.4. Develop and promote case studies of innovative local businesses that align with the vision of the Hinterland Strategy.
- 3.5. Advocate to the State Government to establish an Animal Industry Expert Advisory Panel to assess planning permit applications consistent with that proposed in the 'Planning for Sustainable Animal Industries' paper.
- 3.6. Encourage the development of an agribusiness communication framework considering applications such as farm table, farmer exchange and the proposed G21 Virtual Hub.
- 3.7. Collaborate with key partners including Deakin University, Marcus Oldham College and the G21 Agribusiness Forum on initiatives that increase the productive capacity of the Hinterland.

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Objective 4:

Support tourism activities which complement the landscape, agricultural and environmental values of the Surf Coast Shire.

Priority Actions

- 4.1. Encourage the development of tourism products in the hinterland which provide outdoor recreation activities, such as fishing, cycling, kayaking, off road riding and horse trails.
- 4.2. Secure new signature events for the hinterland that align with Great Ocean Road or regional (Winchelsea & Otways) destination branding.
- 4.3. Develop tourist trails with a product or experience focus to enhance the visitor journey and connect inland destinations with the Great Ocean Road and key access routes.
- 4.4. Undertake a range of hinterland promotions with a focus on food trails, arts, culture, heritage and food tourism.
- 4.5. Work with Great Ocean Road Regional Tourism to map the visitor journey and identify new hinterland itineraries and touring routes to raise awareness of Hinterland destinations off the Great Ocean Road
- 4.6. Continue to advocate to State Government to broaden the scope for limited tourism opportunities and complementary uses in the Rural Conservation Zone that capitalise on the natural assets of the region.
- 4.7. Revise local planning policy to support the clustering of tourism/agrifood business by encouraging the development of key attractions in desired activation points throughout the hinterland.

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Objective 5:

Secure enabling infrastructure to deliver the vision and objectives of the Strategy.

Priority Actions

- 5.1. Advocate for Cape Otway Road to become a VicRoads managed road due to its increased profile as an alternative inland route to Lorne and destinations further along the Great Ocean Road.
- 5.2. Advocate to the State Government for upgrades to the road quality, pull-out lanes, bicycle lanes, sealed shoulders and road network signage along the Deans Marsh-Lorne Road, Cape Otway Road and Anglesea Road.
- 5.3. Seek funding to improve safety, including sealed shoulders, on Horseshoe Bend Road and Barrabool Road.
- 5.4. Informed by the Sealed Road Network Strategy, seek funding for improvements to the road network to enhance agricultural productivity.
- 5.5. Support the development of innovative and beneficial wastewater and recycled water reuse infrastructure.
- 5.6. Advocate to maximise the coverage of the NBN and other telecommunications services in the hinterland.
- 5.7. In partnership with Barwon Water, explore the potential to use recycled water to support agricultural and agri-tourism development in the hinterland that is consistent with the objectives of this strategy; particularly in the vicinity of the Black Rock Water Reclamation Plant and Winchelsea Reclamation Plant.

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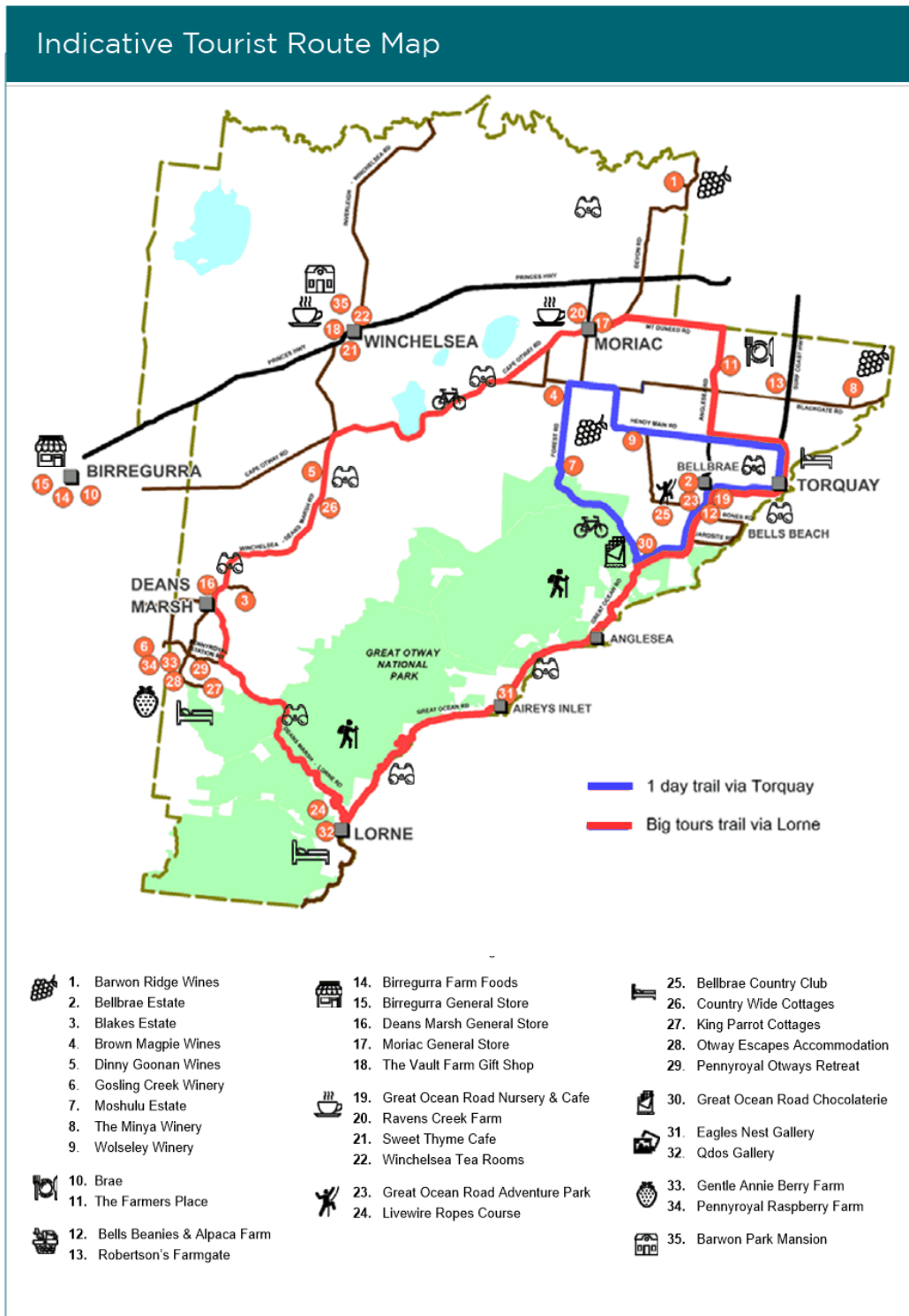


Figure 7: Indicative Tourist Routes

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10. IMPLEMENTATION PLAN

The following tables outline the lead agencies for each action in section 9 and its timing.

Objective 1:			
Elevate the value of our rural landscapes as the defining feature of the Surf Coast hinterland and its significance to the local economy.			
PRIORITY ACTIONS	LEAD STAKEHOLDER	SUPPORTING STAKEHOLDER	TIMELINE
LAND USE AND PLANNING			
Encourage nature based tourist activities and agri-tourism in areas identified as high environmental and landscape value.	Surf Coast (Planning)	Surf Coast (Eco Dev)	Short
Direct intensive agricultural uses to areas where high environmental and landscape values will not be compromised.	Surf Coast (Planning)		Short
Refine planning policy to encourage new uses that complement identified significant environmental and rural assets.	Surf Coast (Planning)		Short
Overcome land use conflicts by preparing planning policy to suitably direct uses to appropriate locations for access, land capability, risk, land sizes, and proximate to complementary land uses.	Surf Coast (Planning)		Short
Strengthen planning policy to protect green breaks and encourage co-location of complementary land uses such as tourist facilities around key infrastructure.	Surf Coast (Planning)		Short
Implement Strengthening town boundaries discussion paper actions to define settlements long term, contain urban growth and protect agricultural and environmental assets in the Shire.	Surf Coast (Planning)		Short
Maintain the green breaks between Torquay and Mt Duneed Road and between Torquay western settlement boundary and Bellbrae. Maintain the existing Farming Zone and encourage permitted uses in the green break between Torquay and Bellbrae which do not adversely impact on the Great Ocean Road or its landscape. Support the ongoing use of land for existing uses such as arts and small scale accommodation and for lifestyle/hobby farming. If new uses are proposed, encourage co-location with existing complementary uses.	Surf Coast (Planning)		Short
Develop new local planning policy to guide the design and siting of development in rural areas, significant landscape areas and on major tourist routes to ensure there are no adverse impacts on significant environmental and landscape assets and they incorporate environmental sustainable development principles.	Surf Coast (Planning)		Short
Prevent ribbon development along the Great Ocean Road and strengthen protection of important vistas along its route. Investigate the need for guidelines for development on the Great Ocean Road.	Surf Coast (Planning)		Short
ECONOMY & MARKETING			
Support the valuable role agricultural producers have to play as stewards of the natural environment by enhancing communication networks and providing tools and guidelines on best practice land management	Surf Coast (Eco Dev)	G21 Agribusiness Forum, Agriculture Victoria, Surf Coast Planning	Ongoing

Definition: Short: 1-2 years, Medium: 3-5 years, Long Term: 5 years+

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Objective 2:

Stimulate Agri-Tourism to Enhance the Surf Coast as a Visitor Destination.

PRIORITY ACTIONS	LEAD STAKEHOLDER	SUPPORTING STAKEHOLDER	TIMELINE
LAND USE AND PLANNING			
Review planning policy to support the use of existing small lots to develop innovative agri-tourism ventures and demonstration farms	Surf Coast (Planning)		Short
ADVOCACY AND LEADERSHIP			
Advocate to the State Government to broaden the allowances for localised, small-scale aggregation of farm-gate produce to prevent ribbon development of farm-gate stalls	Surf Coast (Planning)	Surf Coast (Eco Dev)	Short
ECONOMY & MARKETING			
Support the actions of the Surf Coast Shire Local Food Program to encourage the growth of small to medium food production businesses	Surf Coast (Planning)	Surf Coast (Eco Dev)	Short-Medium
Encourage the development of new tourism products that incorporate locally grown and harvested food	Surf Coast (Eco Dev)		Short-Medium
Connect small-scale food producers and agri-tourism experiences through the development of new or the enhancement of existing tourism trails. See Figure 7 of this strategy for an example.	Surf Coast (Eco Dev)	Surf Coast (Planning, Infrastructure); VicRoads	Medium-Long
Support the implementation of the Otway Harvest Trail marketing and action plan, especially in relation to expansion of their digital presence and brand collateral	Surf Coast (Eco Dev)		Short-Medium
Engage with small agri-food tourism businesses to facilitate connections and provide information to increase capacity and knowledge	Surf Coast (Eco Dev)	G21 Agribusiness Forum	Short-Medium

Definition: Short: 1-2 years, Medium: 3-5 years, Long Term: 5 years+

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Objective 3:

Encourage Innovative Businesses Displaying Sustainable Land Management Practices to
 Enhance our Reputation as a Destination

PRIORITY ACTIONS	LEAD STAKEHOLDER	SUPPORTING STAKEHOLDER	TIMELINE
ADVOCACY AND LEADERSHIP			
Advocate to the State Government to establish an Animal Industry Expert Advisory Panel to assess planning permit applications consistent with that proposed in the 'Planning for Sustainable Animal Industries' paper	Surf Coast (Planning)		Short
ECONOMY & MARKETING			
Support the implementation of actions of the Sustainable Agribusiness Strategy for the G21 Region (2017-2021)	Surf Coast (Eco Dev)		Short
Initiate training and support to improve the skills of lifestyle farmers in sustainable land management, animal welfare and biosecurity	Surf Coast (Eco Dev)		Short-Medium
Develop a network to connect non-farming landowners with potential producers to increase access to and utilisation of existing productive agricultural land	Surf Coast (Eco Dev)		Short-Medium
Develop and promote case studies of innovative local businesses that align with the vision of the Hinterland Strategy	Surf Coast (Eco Dev)		Ongoing
Encourage the development of an agribusiness communication framework considering applications such as Farm Table, Farmer Exchange and the proposed G21 Virtual Hub	Surf Coast (Eco Dev)		Short-Medium
Collaborate with key partners including Deakin University, Marcus Oldham College and the G21 Agribusiness Forum on initiatives that increase the productive capacity of the Hinterland	Surf Coast (Eco Dev)		Medium

Definition: Short: 1-2 years, Medium: 3-5 years, Long Term: 5 years+

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Objective 4:

Support Tourism Activities which complement the Landscape, Agricultural and Environmental Values of the Shire

PRIORITY ACTIONS	LEAD STAKEHOLDER	SUPPORTING STAKEHOLDER	TIMELINE
LAND USE AND PLANNING			
Revise local planning policy to support the clustering of tourism/ agrifood business by encouraging the development of key attractions in desired activation points throughout the Hinterland.	Surf Coast (Planning)		Short
ADVOCACY AND LEADERSHIP			
Continue to advocate to the State Government to broaden the scope for limited tourism opportunities and complementary uses in the Rural Conservation Zone that capitalise on the natural assets of the region			Short
ECONOMY & MARKETING			
Encourage the development of tourism products in the Hinterland which provide outdoor recreation activities, such as fishing, cycling, kayaking, off road riding and horse trails	Surf Coast (Eco Dev)		Medium
Secure new signature events for the Hinterland that align with Great Ocean Road or regional (Winchelsea & Otways) destination branding			Short-Medium
Develop tourist trails with a product or experience focus to enhance the visitor journey and connect inland destinations with the Great Ocean Road and key access routes			Short-Medium
Undertake a range of Hinterland promotions with a focus on food trails, arts, culture, heritage and food tourism			Short-Medium
Work with Great Ocean Road Regional Tourism to map the visitor journey and identify new hinterland itineraries and touring routes to raise awareness of Hinterland destinations off the Great Ocean Road	Surf Coast (Eco Dev)	Great Ocean Road Regional Tourism; VicRoads	Medium

Definition: Short: 1-2 years, Medium: 3-5 years, Long Term: 5 years+

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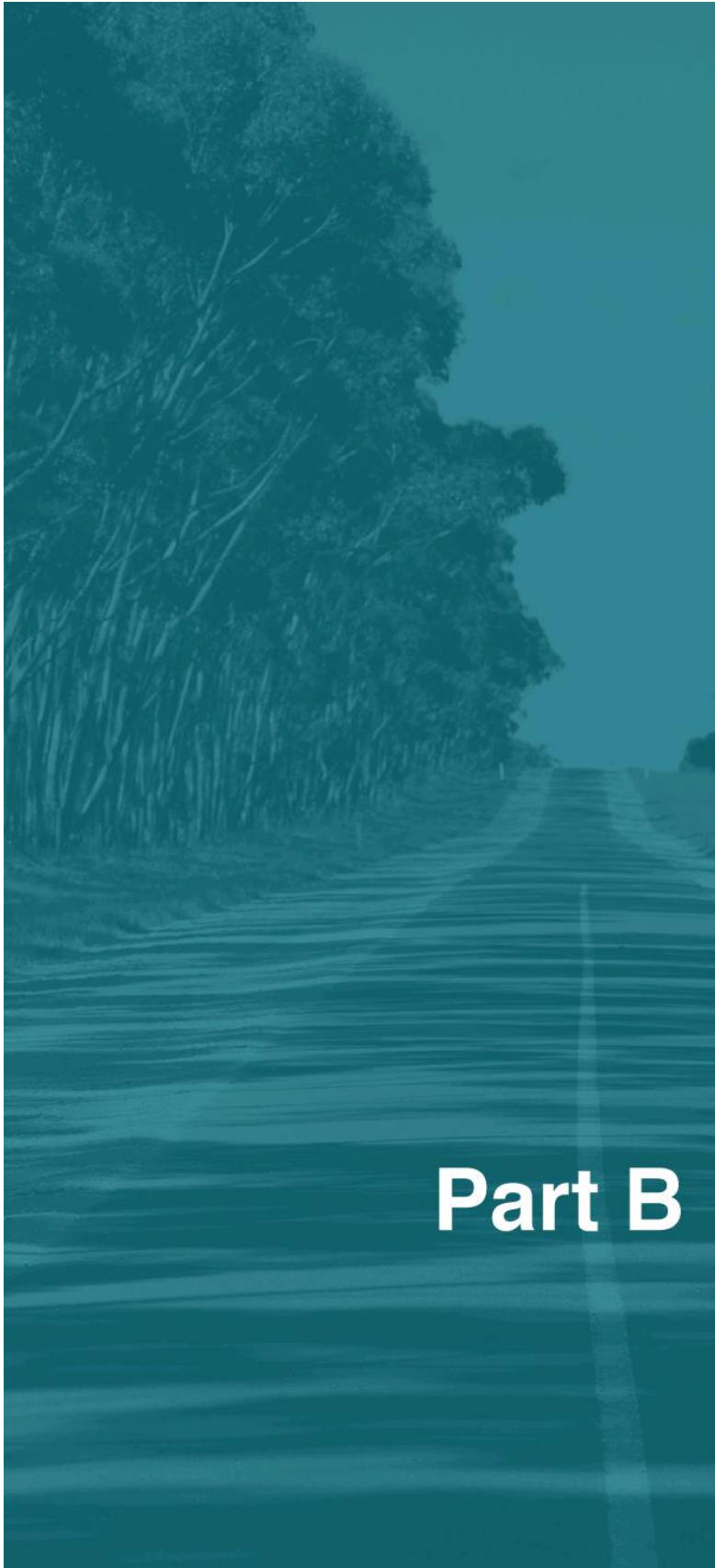
Objective 5:

Secure Enabling Infrastructure to Deliver the Vision and Objectives of the Strategy

PRIORITY ACTIONS	LEAD STAKEHOLDER	SUPPORTING STAKEHOLDER	TIMELINE
LAND USE AND PLANNING			
Support the development of innovative and beneficial wastewater and recycled water reuse infrastructure	Surf Coast (Infrastructure)	Surf Coast (Planning)	Ongoing
In partnership with Barwon Water, explore the potential to use recycled water to support agricultural and agri-tourism development in the hinterland that is consistent with the objectives of this strategy; particularly in the vicinity of the Black Rock Water Reclamation Plant and Winchelsea Reclamation Plant.	Barwon Water; Surf Coast (Eco Dev)	Surf Coast (Planning, Infrastructure)	Medium
ADVOCACY			
Advocate for Cape Otway Road to become a VicRoads managed road due to its increased profile as an alternative inland route to Lorne and destinations further along the Great Ocean Road	Surf Coast (Eco Dev)	Surf Coast (Planning, Infrastructure)	Medium
Advocate to the State Government for upgrades to the road quality, pull-out lanes, bicycle lanes, sealed shoulders and road network signage along the Deans Marsh-Lorne Road, Cape Otway Road and Anglesea Road	Surf Coast (Infrastructure)		Short-Medium
Advocate to maximise the coverage of the NBN and other telecommunications services in the Hinterland	Surf Coast		Ongoing
Seek funding to improve safety, including sealed shoulders, on Horseshoe Bend Road and Barrabool Road	Surf Coast (Infrastructure)		Short
Informed by the Sealed Road Network Strategy, seek funding for the improvements to the road network to enhance agricultural productivity	Surf Coast (Infrastructure)		Medium-Long

Definition: Short: 1-2 years, Medium: 3-5 years, Long Term: 5 years+

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11. CONTEXT

The Hinterland Economy

The hinterland encompasses about 60per cent of Surf Coast Shire and contributes an estimated \$478 million (38per cent to the overall \$1.25 billion economy. While this figure is significant, when compared on a per capita basis, the hinterland (\$37,400) does not perform as strongly as the Surf Coast Shire as a whole (\$42,500) or Victoria (\$68,681). Therefore, increasing per capita gross regional product presents a significant opportunity to grow the hinterland economy.

Driving this contribution of almost half a billion dollars are 3,218 jobs, predominantly in construction (615), agriculture forestry & fishing (512) public administration & safety (298) education (260) and accommodation & food services (241).

In total, the hinterland represents an estimated 35per cent of the 9,293 jobs on the Surf Coast. While 35per cent may, in some instances, be considered a significant contribution, there is a need to provide additional jobs in the hinterland just to keep pace with population growth. Projected population growth in the hinterland means generating 130 new jobs by 2036, if it is to retain a 35per cent contribution to total employment in the Surf Coast Shire.

However there is a significant opportunity for the hinterland to play a greater role in growing the economy and support the goals of increased population in Winchelsea. If the hinterland could grow its contribution to 40per cent of the jobs in the Shire, then it would have a total of 2,400 jobs by 2036, which is an increase of 670 jobs from 2011. This higher rate of contribution is a worthwhile and achievable goal for the hinterland economy. Given the prominence of the agriculture and tourism sectors, it is appropriate that this job creation will be via the inter-relationships that are already being developed between agriculture, manufacturing (such as food and beverage processing) and tourism (such as food and farm based tourism). Similarly, given the importance of our natural environment and rural landscapes, it is appropriate that this growth occur in “clean and green” sectors that add value to the agri-tourism offer of the area.

Exports and Value Add

The hinterland currently generates about \$310 million in exports annually. In this context an export is any good or service exported outside of the Surf Coast Hinterland Region that has been generated by local businesses/organisations. Therefore, goods and services provided to Anglesea or Geelong are classified as regional exports. Perhaps not surprisingly, the agriculture forestry & fishing sector is the main driver of regional exports, contributing \$116 million (37.4per cent). The construction sector is also a significant contributor, representing \$83 million (27per cent) of hinterland exports, while manufacturing exports are estimated at \$35 million (11.3per cent).

Of interest is the predominance of the rental, hiring and real estate sector when considering value added activity. Value added activity represents the marginal economic value that is added by each industry sector in a defined region, and is the major contributor to gross regional product. It is often viewed as the best measure of a growing economy. The rental, hiring and real estate sector contributes an estimated \$82 million (19.5per cent) of value added activity in the hinterland. The predominant driver of this sector is the appreciation of land values resulting in very little flow-on impacts in terms of employment and wages. Construction at \$74.3 million (17.6per cent) and agriculture forestry & fishing, \$65.6 million (17.6per cent) are the next largest contributors.

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In contrast to the rental, hiring and real estate sector (36 jobs), they generate over 1,100 jobs combined. An opportunity presents to facilitate employment outcomes in sectors with higher value-add. The rental, hiring and real estate sector currently accounts for 1.1per cent of hinterland employment even though it generates 19.5per cent of value-add activity. A continued shift to 'higher order' sectors should be encouraged to align with the existing strengths and the increasing skills profile of the population, as well as tourism potential of the area. In this regard creating employment outcomes in sectors such as food and/or beverage manufacturing and professional science and technology would both generate additional jobs and boost productivity.

Agribusiness

The recent Sustainable Agribusiness Strategy for the G21 Region conveyed a wide divergence in farm scale on a G21 regional level, identifying that 48per cent of farms have an annual turnover of less than \$50,000 each and, between them, only produce 4per cent of the total value of our primary production. Conversely, 4per cent of farms have an annual turnover greater than \$1 million each, but produce 45per cent of all value. Therefore, while the Surf Coast landscape is dominated by small farms, a very small number of large farms dominate the economic contribution. Given mixed farming and grazing are the dominant forms of agricultural land use, accounting for 86per cent of agricultural lots in the hinterland by number and 77per cent by land area, increasing the productivity of this sector, and in turn the land area it comprises, represents a significant opportunity.

In addition, a key focus in stimulating the hinterland agribusiness economy should be to support the lowest-output farming properties to increase their output. This may come through increased access to best-practice land management information resources, development of landholder discussion groups and support networks, and reviewing planning policy to enable more diverse agri-food and tourism operations on small and under-utilised farming zone lots.

Note: With the boundaries of the hinterland (in terms of data capture) extending to the fringes of Torquay, there is potential for this figure (as well as employment, exports and value add activity) to be over represented, particularly as it includes West Coast Business Park and areas of Coombes Road (Torquay).

Soils and Land Use

The Surf Coast hinterland is characterised by distinct soil regions. The relatively flat volcanic plains in the north west have been well suited to broadacre cropping and expansive farming. Pockets of fertile, texture contrast soils around the Barrabool Hills and Deans Marsh lend themselves to highly productive, pasture-based operations, berry and fruit production. The lighter sedimentary plains surrounding the Thompson Valley are best placed to support market gardens and lifestyle farming due to their higher sand content and lower nutrient holding capacity. This region appeals strongly to lifestyle farms as they are close to the coast and regional centres.

The distinct soil characteristics heavily influence the productive capacity of the land and direct agricultural practices accordingly.

Subdivision of Farming Zone land in each of the five landscape precincts is restricted to the minimum sizes (hectares) shown in figure 8 below:

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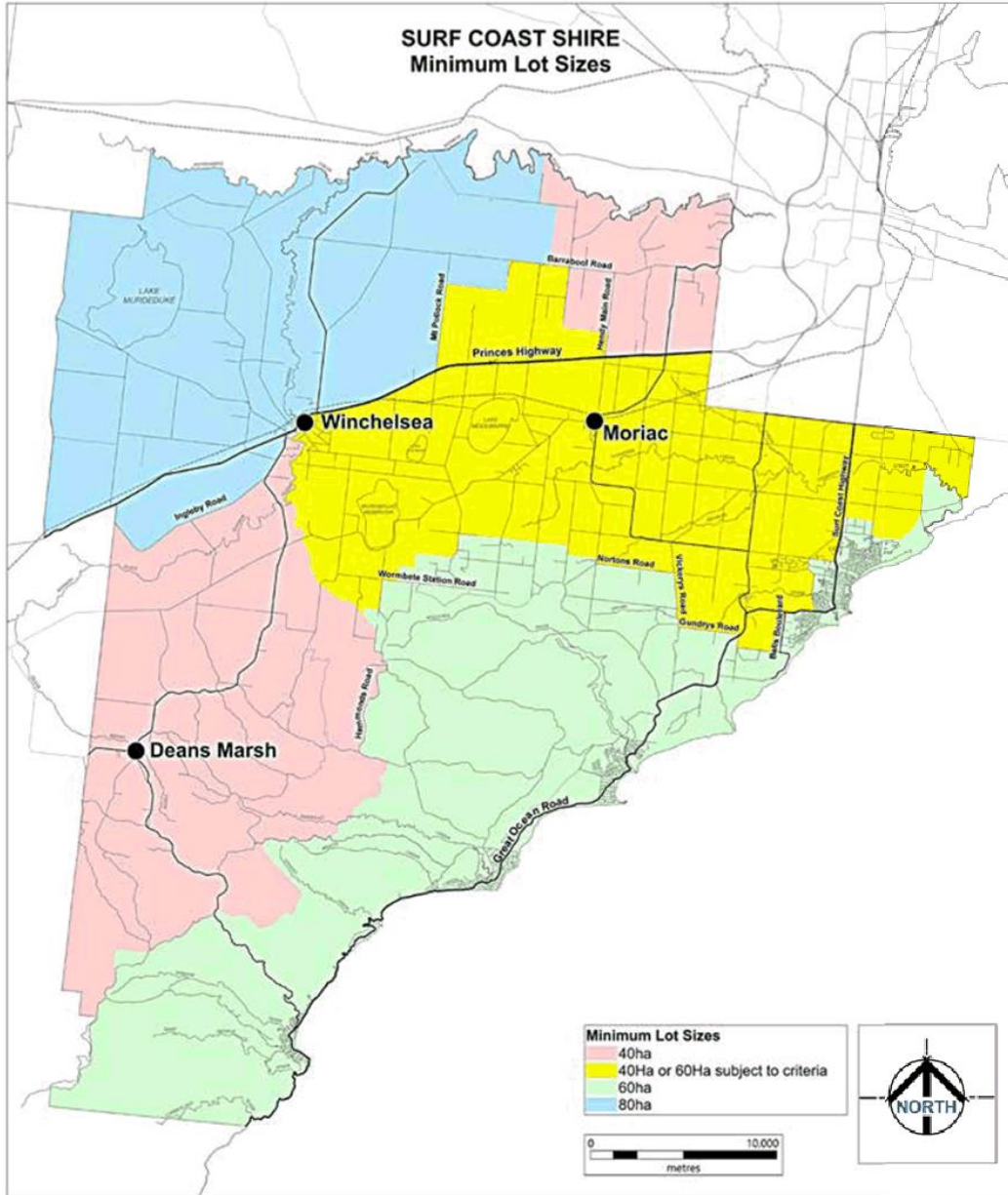


Figure 8: Minimum Lot sizes

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Mixed farming and grazing – with/without infrastructure - are the dominant forms of agricultural land use, accounting for 86per cent of agricultural lots in the hinterland area by number, and 77per cent by land area. When livestock production - both sheep and cattle - are included the proportion of lots and land consumed rises to 95per cent and 93per cent respectively.

Land use practices in the hinterland have traditionally been driven by soil type, topography and water availability.

Existing land use practices in the hinterland can be grouped into the following categories:

> Intensive Agriculture

Intensive farming involves importing considerable proportions of animal or plant nutritional requirements and is predominantly structure-based (livestock housing, feed pads, glasshouses etc). Intensive farming operations have traditionally been directed towards the north-west of the hinterland due to larger sized lots allowing for buffer distances and direct access to arterial roads. Intensive farming operations are often more demanding on resources like water and soil, as well as infrastructure like roads than other commercial farming enterprises and require a high level of control over growing conditions. This means that they can play a key role in ensuring food security in the face of climate change.

In the future, intensive animal farming practices will remain best suited to the north-west. As recycled water irrigation districts are developed, opportunity arises for new intensive farming operations like horticulture to emerge in new areas like the Thompson Valley. Importantly, guidelines embedded in planning policy need to be developed to ensure these operations complement the surrounding landscape.

> Commercial Farming

Considered traditional farming, this category includes broadacre crop and hay production, grazing livestock production, fruit orchards and olive groves, market gardens, vineyards, commercial flower production and nurseries. These farming practices are dependent on the land's inherent productive capacity, which is linked to soil type, topography and annual rainfall.

Commercial farming operations of varying scales are spread across the hinterland and play a key role in maintaining the valuable rural landscapes. As commercial farming is the second largest employer in the hinterland, ensuring that commercial farming operations remain viable is critical to the hinterland economy. Commercial farming operations can be supported by mitigating land-use conflicts, maintaining transport infrastructure and promoting best-practice land management to all landholders.

> Lifestyle Farming

Lifestyle farms are often situated on smaller lots, where land-owners derive their main source of income off-farm, and includes farming where commercial production of agricultural commodities is not the main driver for land use decisions. Lifestyle farms are valued not only for their capacity to produce agricultural commodities, but also for intrinsic lifestyle and aesthetic values. Conservation of native vegetation is often a high priority for lifestyle farm owners.

Due to the size of lots and the motivation for land ownership, lifestyle farms are highly represented in the low-output farms category. While lifestyle farms have the potential to enhance the rural landscape vistas, they may require a higher level of guidance than commercial farms, as lifestyle farms are an entrance point to

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rural land holding for property owners from non-rural backgrounds. Additional information resources and farm discussion groups can support the upskilling of new landholders in best-practice land management, as well as potentially lifting the output of some of these farms.

Similar to lifestyle farms, banked land and absentee landholder lots may be largely represented in the low-output farm bracket. Providing resources and improved planning policy to encourage higher levels of land use and the development of niche agribusiness operations is a distinct opportunity. This will support some of these properties progressing to higher output farm categories.

> Agroforestry and Non-farming related Conservation Landholdings

Conservation-based land holdings are defined as land where conservation and revegetation of native vegetation is the primary purpose. This can include emissions offset sites, state and national parks and privately-owned conservation blocks. Agroforestry and emissions offset plantations can be expected to increase once Australia reinstates a standardised Emissions Trading Scheme.

Conservation land-holdings can play a role in enhancing the visual beauty of the hinterland. These practices can be beneficial to the development of visual buffers to reduce the impact of intensive farming structures and other land uses.

Agroforestry (commercial forestry on farms) may have an environmental benefit but require the ability to harvest regularly to achieve a commercial outcome. If this is done sustainably, the environmental benefit is still captured e.g. by rotations and not full scale clearing of the land.

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Tourism

As the start of the Great Ocean Road the Surf Coast, with its proximity to Geelong and Melbourne, its beaches, national parks, many recreational opportunities, major events and beautiful natural environment, is a tourism drawcard of regional Victoria.

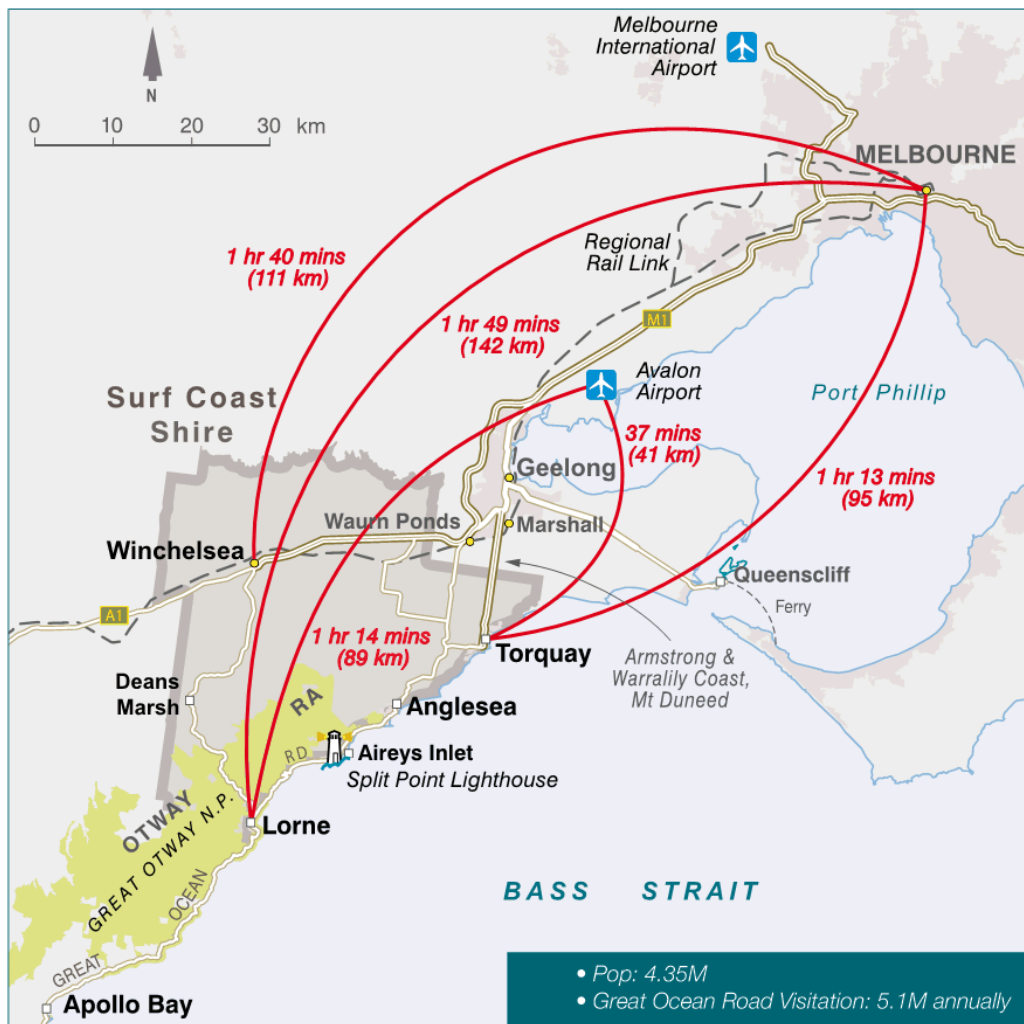


Figure 9: Tourism Visitation Map

In 2017, Tourism Research Australia estimated the Surf Coast welcomed more than 2.12 million visitors who stayed a total of 2.7 million nights and spent \$433 million. About 53per cent of visitors are day trippers, 44per cent are domestic overnight visitors and 2per cent are international visitors.

The Surf Coast receives 40per cent of the 5.29 million visitors who travel the Great Ocean Road annually and spend over \$1.2billion per year. It is recognised a key national and international tourism destination. Figure 9 depicts the close proximity of Surf Coast Shire and its hinterland to Melbourne.

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The role the hinterland can play in receiving these visitors and reducing pressure on the coast is significant. Currently however, the Surf Coast hinterland receives an estimated 3per cent (67,479) visitors on average per year. About 71per cent of these visitors are day trippers, 28.6per cent are domestic overnight travellers and international visitation accounts for less than 1per cent.

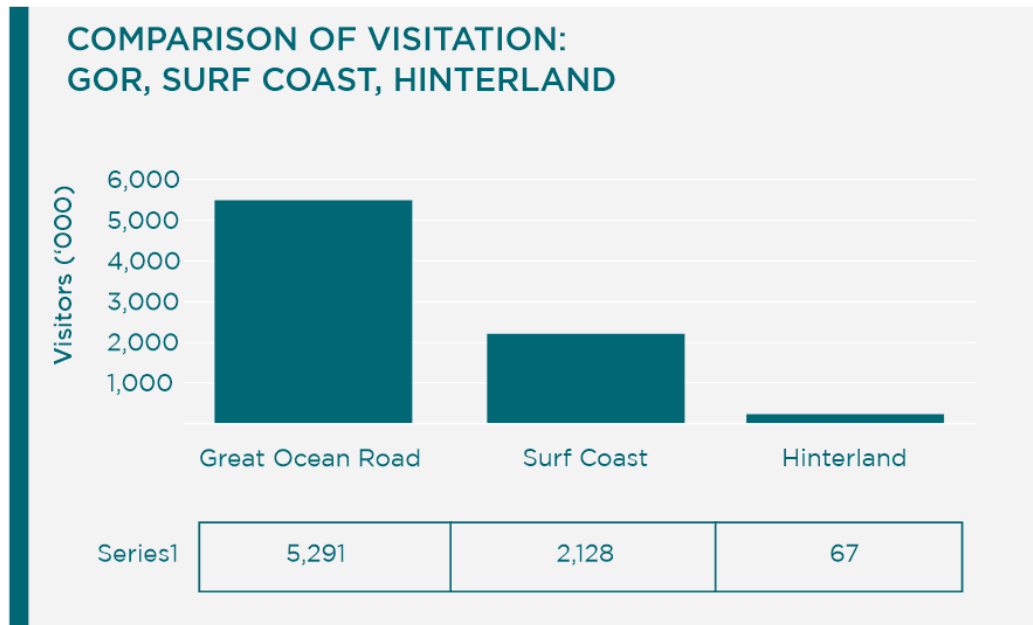


Figure 10: Visitation Comparison
 Source: Tourism Research Australia

It should be noted that the tourism visitation to the hinterland is so low that a visitation average of 10 years must be used to get to the minimum statistically viable sample size.

While a larger volume of visitors might travel through the hinterland to access the Surf Coast and the Great Ocean Road, the evidence shows that very few are stopping. Figure 10 above depicts the comparison of visitors to the hinterland against Surf Coast and Great Ocean Road.

Why do people visit the hinterland now?

More than half (52per cent) of all day or overnight visitors to the Surf Coast hinterland come to 'visit friends and relatives' which is also the most popular activity.

The tourism activities listed in the table are of low volume and typically very low yield in terms of expenditure and time spent in the region.

The second most popular activity 'Outdoor/Nature' mostly consisted of people going to the beach. This suggests that a typical visitor would visit the hinterland to pick up friends or family and then recreate outside the hinterland region on the coast.

For the region to become a renowned visitor destination, more investment is required in a range of quality tourism experiences and activities ideally focused around a social activity. See figure 11.

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Reasons to visit the Hinterland	Most Popular Activities
Visiting Friends & Relatives (VFR) (52per cent)	Social Activities (73per cent) – VFR, eating out & sightseeing
Holiday (35per cent)	Outdoor / Nature (21per cent) – go to the beach, national park or farm
Business or Other (12per cent)	Active outdoor sports (18per cent) - playing sport, fishing, cycling or golf.

Figure 11: Tourism Activities
 Source: Tourism Research Australia

Tourism activities in the Surf Coast Hinterland can be broadly divided into two categories:

> Agri-tourism

Agri-tourism can operate both commercial agricultural or food/beverage processing operations combined with a tourism experience.

Examples of agri-tourism ventures include farms which incorporate a dining experience, wineries which operate a cellar-door, berry picking and farm gate sales.

Regions with strong agri-tourism sectors, such as South Australia’s Fleurieu Peninsula and the Yarra Valley, see visitors spend more money per visit. Tourism Research Australia estimates the average expenditure per visit to the Fleurieu Peninsula at \$694 while in the Yarra Valley visitors spend \$424 per trip. In contrast, average visitor expenditure on the Surf Coast is \$378 per trip. It should be noted that this figure is for the whole of Surf Coast Shire, as expenditure estimates for the hinterland were not possible to obtain due to the low level of visitation.

In support of developing the agri-tourism sector an international visitor survey conducted for Tourism Australia in 2013, cited “good food, wine, local cuisine and produce” as the third most commonly cited deciding factor (38 per cent) among foreign travellers. This is ranked as a priority ahead of “world class beauty and natural environment” (4th) and “interesting attractions to visit” (5th) and spectacular coastal scenery (9th) when considering a destination.

This suggests that a beautiful natural landscape on its own is not a key attractor in its own right. Diversifying tourist expenditure in agri-tourism has the potential to flow benefits through a variety of industries, creating jobs and new growth in agriculture, manufacturing and transport. The Surf Coast hinterland’s lack of diversity in agri-tourism offerings is limiting its potential to become a strong agri-tourism region.

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This opportunity is particularly evident in gourmet food and beverage production, which, if developed, could strengthen and broaden the Surf Coast economy, supporting the hospitality industry as a year round product.

Food/Beverage Processing

Food and beverage processing in the hinterland consists of several wineries and makers of smallgoods, jams, cordials and preserves. These facilities are either very small in scale or directly linked to agricultural production on the property.

While these examples, might be considered agri-tourism, there is a much broader range of business types in this category that may not be linked to an agricultural use, but do provide a substantive tourism experience.

Otway Harvest Trail

The Otway Harvest Trail (OHT) is an existing local producers' trail located in the Great Ocean Road hinterland. Members include businesses that produce and/or sell local farm-origin food and beverage products, as well as other goods like homewares and wool; restaurants; accommodation; and other tourism activities.

The OHT is a member-driven and volunteer run group has built an audience and visitation into the area and has created an environment for producers to work together. The Trail has grown from less than 20 members in 2009 to 65 members in 2018, supported by a dedicated website, brochure and 'Otway Harvest Twilight Festa' event.

Businesses are located in the Surf Coast and Colac Otway region. This allows the best clustering of complementary product and acknowledges the fact that visitors to the region take no notice of shire boundaries.

Otway Harvest Trail producers are now exporting their products to retailers and restaurants in Melbourne, Geelong, Ballarat, Bendigo and Sydney.

Development of the Trail is guided by a strategy, business plan and marketing plan. Several key projects identified over the next three years are expanding the digital presence, brand collateral (photography, video, business profiles) and implementing a three year marketing plan.

The future development of the OHT needs to be understood and supported where possible.

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> Tourism

This category represents every other type of tourism experience which does not incorporate agricultural production into their land management.

Examples of non-agricultural tourism attractions in the hinterland are accommodation, Barwon Park Mansion, the Great Ocean Road Chocolaterie & Ice Creamery, LiveWire Park and the Bellbrae adventure ropes course.

Future development in this area might also consider cheese making, gallery spaces, function venues, day spas, horse trail rides, Segway tours, events, coffee roasters, micro-breweries, wildlife parks, cultural products and 'destination' restaurants.

Specific opportunities relating to food/beverage processing, accommodation and events are outlined below.

There are limited opportunities to develop cideries, distilleries, coffee roasters, breweries and cheese makers, due to restrictions in the current planning scheme. Allowing a broader range of food and beverage production needs to be considered in the planning scheme.

Tourism Accommodation

With the exception of several motels in Bellbrae and Winchelsea, accommodation facilities in the Surf Coast hinterland are primarily B&B and small cottages. There are an estimated 60 properties currently available for rent on AirBnB in the hinterland.

There are eight larger-group accommodation facilities, including camps and cottage style accommodation combined with a meeting space for corporate retreats and special events (eg weddings). These venues are mostly clustered in the Pennyroyal Valley. In Winchelsea, there is one caravan park and one free RV 48 hour stop.

The style of accommodation is fairly similar, with little diversity and a tendency to cater for a domestic, budget, visitor market.

The estimated total number of available beds in the hinterland is 450 on any given night. The amount and diversity of accommodation is not currently enough to support the hinterland as a renowned visitor destination.

There is an opportunity to grow this sector. Much of the land to the north and east of the Great Otway National Park is of poorer soil quality, containing a mixture of smaller farming lot sizes, with many supporting significant native vegetation. A range of accommodation types would be suitable in these areas, taking advantage of the national park and agri-tourism offering located nearby.

There are several larger properties in this area with adequate land area to accommodate a larger facility. The key management issue will be siting the development appropriately within the landscape while meeting any environmental and bushfire standards.

Events as a Motivation to Visit

Events staged in Surf Coast Shire generate over \$105 million in expenditure annually and are attended by over 250,000 people and viewed by a global estimated audience of 32 million people.

The hinterland currently supports a number of small to medium sized events in Deans Marsh, Bambra, Winchelsea and Moriac, which have a distinct community flavour. While signature events such as Amy's

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Grand Fondo, Great Ocean Otway Classic Ride, Cadel Evans Great Ocean Road Race and others travel through the hinterland, their main benefit is received in the coastal townships of Torquay, Lorne and Anglesea.

Regional events can be used to stimulate visitation to the hinterland and there is an opportunity to identify and secure events that provide a social activity, utilise key visitor attractions, generate economic outcomes and align with the type of experiences a visitor might expect in the hinterland.

An increase in accommodation stocks would leverage further economic benefit.

There is also future potential for the hinterland to benefit from the large number of events held on the coast through supply of accommodation when occupancy is at its peak or as an 'add-on' activity for event patrons while in the region.

Environment and Landscape

The landscape setting is the greatest attribute available to the Surf Coast Shire, featuring open and uncluttered rural landscapes, rolling hills, dense bushland, tree lined creeks and lakes with extensive bird life. The hinterland enjoys the Great Otway National Park as a tree clad backdrop, connecting the hinterland to the internationally renowned Great Ocean Road with its dramatic coastline and tourist towns. The beauty of the landscape attracts entrepreneurial landowners who bring innovation and fresh business ideas. The close proximity to Melbourne makes the hinterland very accessible.

The Shire also contains rich and diverse environmental assets including wetlands of international significance, endangered grasslands and large expanses of heathland and bushland that provide habitat for many threatened species. These environmental assets are an intrinsic part of the Shire's landscape values, which is reflected in the lower land values in depleted areas.

Native grasslands located in the northern and western parts of the Shire are recognised nationally as being among the most threatened vegetation types. They are highly fragmented and have been largely cleared for agriculture, with patches generally remaining around rocky outcrops that can be difficult to farm. Farming activities such as grazing can be compatible with native grasslands provided they are not excessively grazed or disturbed. Due to their significance, landowners with native grasslands have an opportunity to manage their asset for a return, such as through the bush broker program for native vegetation offsets.

The natural environment provides important ecosystem services, including soil stability, water purification and clean air all, of which are required for sustainable and productive agriculture.

The Surf Coast farming community embraces our natural environment, with a large proportion of landowners actively involved in landcare groups. For example, the Otway Agroforestry Network has become a national leader in combining conservation with improved land management practices to make a sustainable income. Increases in agroforestry and sustainable farming practices have resulted in a landscape scale increase in native vegetation coverage, particularly in the Deans Marsh, Bambra and Pennyroyal areas. Their practices are addressing many land degradation issues and are improving soil and water quality, targeting weeds and planting for erosion and salinity management. This highlights the importance of sustainable land management.

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Recycled Water

Recycled water in the Shire is generated at the Anglesea, Aireys Inlet, Black Rock, Lorne and Winchelsea water reclamation plants.

The two main potential sources of recycled water for the hinterland are the reclamation plants at Winchelsea and Black Rock.

Black Rock is Barwon Water's largest water reclamation plant (WRP) and treats sewage from the greater Geelong region, Bellarine Peninsula and Torquay. It is located near Breamlea close to Torquay, with the Thompson Valley further to the west.

The Black Rock WRP produces both Class A and Class C recycled water and discharges up to 20,000 megalitres or million litres of recycled water into the ocean via an ocean outfall each year. To put this into context: 20 GL of water is sufficient to irrigate more than 2,000 hectares of crop/pasture and horticultural land. On average, about 1,200 megalitres of Class C recycled water (or 6 per cent of the available recycled water) is currently used by properties from Barwon Heads in the east to Torquay in the west to grow turf, flowers, pasture for grazing and horticultural crops, as well as to irrigate golf courses.

Class A recycled water is available for supplying to residential housing in the Armstrong Creek and Torquay North growth areas for domestic use like toilet flushing and garden watering, and watering sports grounds and parks. Some Class A recycled water is also supplied to intensive agriculture north of Torquay and is largely used for growing flowers and turf.

The Winchelsea WRP is a relatively small plant and produces about 110 megalitres of Class C recycled water each year. At Winchelsea, the recycled water is used on-site to irrigate tree lots, at the Winchelsea Golf Club and by the Surf Coast Shire Council to irrigate the Eastern Reserve. The opportunity for increased recycled water with the growth of Winchelsea will provide an opportunity to the agribusinesses north of Winchelsea in the commercial farming areas.

Barwon Water has recently adjusted its priorities from being a water utility to a leader of the region's prosperity and in doing so, set a zero waste target. This will involve turning wastes into productive resources in a sustainable way that help grow the regional economy, continuously improve productivity, attract new industries to the region and create new job opportunities.

This direction is strongly aligned to a goal for the Hinterland Strategy, which is for rural land to be used productively and sustainably, while retaining its environmental values.

The zero waste target will involve utilising all water resources for their highest and best use, including reusing 100 per cent of the recycled water produced at our water reclamation plants.

The use of up to an additional 20,000 million litres of recycled water per year will require an increase in the number of smaller horticultural, agricultural and recreational customers like the ones currently supplied by Barwon Water, and the supply of Class A water to residential developments in Armstrong Creek and Torquay North. Importantly, the large volume to be used will also require a step-change to more significant recycled water uses including large-scale agricultural or horticultural schemes. These schemes closely align with a goal of the Hinterland Strategy.

An early step in helping to meet Barwon Water's recycled water target is developing recycled water use on 100 hectares of Barwon Water's land holding around the Black Rock water reclamation plant.

Barwon Water recently called for Expression of Interests, releasing its Agribusiness and Recycled Water Opportunities Black Rock Water Reclamation Plant Expression of Interest in February 2018. This project is looking to stimulate productive recycled water use on the land immediately surrounding the plant and importantly help inform long term, strategic opportunities for the Thompson Valley and hinterland.

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The Surf Coast Shire Council Plan 2017-2021 has an objective of improving the reuse of resources with an outcome that “recycled water is used to support agribusiness appropriate to the Shire”. The Plan says this will be achieved by working “in partnership with relevant stakeholders to investigate the feasibility of recycled water to support agriculture in the Thompson Valley and other rural areas”. There is an opportunity to explore this in partnership with Barwon Water.

The study will align with the Sustainable Agribusiness Strategy for the G21 Region 2017 - 2022, RMCG, July 2017 which has a strategy to “encourage recycling of key resources to create value-added opportunities for the agribusiness industry”. This is to be addressed by “investigating the feasibility of extending reticulated water to rural areas to facilitate growth of the agribusiness industry and climate change resilience.”

Further, the study aligns with the Geelong Economic Futures 2017 report published by the Centre for Regional and Rural Futures, Deakin University in partnership with CoGG. The report identifies and analyses five emerging economic opportunities in the region with strong credentials for attracting large-scale investment and in turn creating sustainable economic futures.

One of the opportunities is “irrigated agriculture using secure recycled water supplies” to provide high-value farming and food services. The key to realising the opportunity is the provision of high-security water which in turn can drive secure farming of more profitable export-focussed crops and value-adding food services. The report also discusses the opportunity needs to be underpinned by commercial investment principles including being led by market demand and not led by the supply of recycled water, as has traditionally been the case when the public sector has attempted to develop schemes. The project also needs to be commercially viable in scale.

The study will also consider the work completed in the RMCG report from 2009 which looked at recycled water use in the Thompson Valley east of Anglesea Road, which is only a small portion of the hinterland area.

Water Reuse

Apart from Barwon Water projects, there is also potential for private businesses to develop their own wastewater reuse systems or recycled water plants on site. Where there are economies of scale, privately operated recycled water plants open up opportunities for irrigation and increased production in locations where reticulated water supply is not available or too expensive to use on agricultural land.

Reticulated Water and Sewerage

The rural nature of the hinterland means that a large part of this area is not served by the reticulated water network. This is also in part due to tapping restrictions to reticulation mains only. Given the treatment cost and high quality water output at reservoirs in the hinterland, it is likely that Southern Rural Water will continue to receive licence applications for groundwater extraction to serve agribusiness. Alternative water provision options that may provide existing and new agribusiness include a new recycled water network. Presently, Winchelsea is the only township in the hinterland area that has access to recycled water (Class C).

Reticulated sewerage is only provided to some townships in the hinterland. Opportunities to expand the reticulated sewerage system more broadly within the hinterland are more likely to occur where there are clustering of uses to ensure viability of any new service provision.

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Road and Cycling Infrastructure

The car is the primary mode of transport in the hinterland. However, the transport infrastructure is not of a sufficient quality to accommodate high volumes of traffic, especially along the Lorne Deans Marsh Road, which is experiencing higher demand and is a key connection with Great Ocean Road.

The Great Ocean Road is the primary tourist route through the Shire and whilst it is predominantly a coastal route, its connection to the hinterland must be strengthened to support rural agribusiness enterprises and tourist related activities. Other notable roads that require attention include Hendy Main Road (main road between Torquay and Moriac), Cape Otway Road (main inland road to Winchelsea South, connecting to Deans Marsh Road) and Mount Duneed Road (which defines the northern municipal boundary with Geelong). Many of the unsealed roads are unsuited to tourist traffic. The Pennyroyal Valley has a large cluster of tourism-related businesses on unsealed roads and access is problematic.

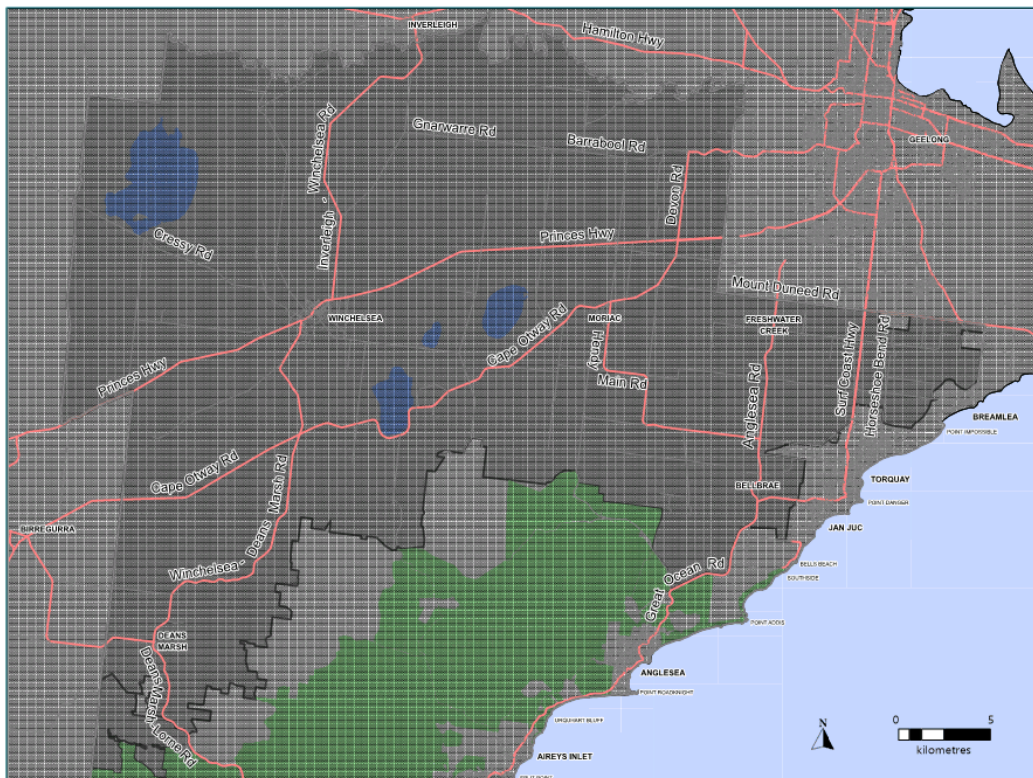


Figure 10: Road and Cycling Infrastructure

Cycling, both on and off-road, is also problematic throughout the area. There are no bike paths and inadequate bike lanes for safe cycling from towns into the hinterland, which limits accessibility and choice of alternative and more sustainable modes of transport.

Through this strategy, actions should be identified that will ensure key arterial and tourist road networks are upgraded to an acceptable standard for all users. Improvements to the road network will ensure local

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residents, business owners and visitors to the hinterland can reach their final destination in a safe and comfortable manner. At the same time, improved road hierarchy and construction quality will encourage greater exploration of the hinterland by visitors, promoting a broader economic benefit.

Public Transport

Public transport services are available in the hinterland by way of bus and rail. However, frequency and range is a significant barrier to building future capacity and usage. The private car will continue to be the dominant mode of transport, particularly for those uses in the hinterland that attract visitors, such as nature-based tourist attractions and niche farming and tourism uses. There is a need to ensure that the road network, particularly the major tourist routes and tourist destinations, is of a safe and user-friendly standard that ensures accessibility.

Telecommunications

As already acknowledged, in time the NBN will service most of the hinterland. Winchelsea already has a fixed line NBN with Deans Marsh and Moriac receiving a wireless NBN network. The NBN will continue roll out across large parts of the hinterland, but in the meantime the lack of up-to-date telecommunication services is hindering existing businesses' ability to operate competitively and to attract new customers through advertising.

Natural Gas

As with other infrastructure services within the hinterland, a reticulated natural gas network is limited to Winchelsea. Extension of the existing natural gas supply is likely to be limited to those areas identified for urban growth.

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12. LAND USE PLANNING CONTEXT

State Policy

State policy directs that productive farmland is to be protected for its quality and productivity and highlights that the key threats resulting in a loss of farmland is;

- Urban encroachment,
- Rural subdivision and the creation of small farming lots,
- Rural living or dwellings on small lots in rural areas which can lead to land use conflicts.

Regional planning undertaken by the State Government seeks 'to develop regions which have a strong identity, are prosperous and are environmentally sustainable'. The Surf Coast Shire is within the G21 Region with Torquay – Jan Juc identified as a peri-urban town capable of facilitating growth. State planning policy directs the establishment of urban growth boundaries to ensure that green breaks are maintained, agricultural land and environmental assets are protected in the long term.

The State Government has prepared Localised Planning Statements for State Significant Distinctive Areas, which include the Mornington Peninsula, Macedon Ranges, Bellarine Peninsula and the Yarra Valley. These areas incorporate the rural hinterland and associated townships around metro Melbourne and regional cities. Surf Coast Shire was not identified as one of these significant distinctive areas but it does share many common characteristics and issues including a peri-urban locality, high environmental and landscape values and urban growth pressures.

In December 2017, the Victorian Government introduced into parliament new legislation to strengthen the protection for state significant distinctive areas and landscapes. This built on the implementation of respective localised planning statements. The legislation aims to secure the long term sustainability of townships in the Macedon Ranges region by designating long term settlement boundaries that can only be changed by the Minister for Planning with the consent of parliament.

In 2017 Council received a discussion paper on Potential Mechanisms for Managing the Torquay/Jan Juc Town Boundary. The paper considered the options for Surf Coast Shire in strengthening the settlement boundaries around Torquay/Jan Juc, with several recommendations likely to be implemented in the coming years, to recognise and protect the key agricultural, environmental, landscape and tourism values in the Shire and to manage the pressures of urban growth. Some of the options emerging above in "distinctive areas" may be applicable to the Surf Coast Shire.

All land within the Surf Coast Shire south of the Princes Highway is recognised through State Policy as being within the "Great Ocean Road Region". The Great Ocean Road is of State significance as a major asset and national and international tourist destination. The Great Ocean Road Region Strategy (DSE 2004) seeks to encourage the use of inland routes to manage traffic impacts along the Great Ocean Road. This presents an ideal opportunity to increase visitation within the hinterland.

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Local Policy

One of the founding principles of Local Planning Policy is directing urban growth to designated growth townships as shown in the G21 Regional Growth Plan and consolidating infill development in existing settlements within a defined settlement boundary. In the Surf Coast Shire most urban growth is directed to Torquay/Jan Juc and Winchelsea. Coinciding with this framework of strategically directed growth is a strong local policy of maintaining green breaks between townships and between Torquay/Jan Juc and the City of Greater Geelong on the northern boundary (Armstrong Creek). It has demonstrated in recent years that around Torquay in particular the green breaks are under greater pressure from outward urban expansion and more strategic work should be done to protect them from encroachment and inappropriate development that would undermine their value.

The Municipal Strategic Statement of the Surf Coast Planning Scheme (SCPS) is based on the underlying principle that the natural environment is the single most important attribute and asset of the Surf Coast Shire. The Surf Coast Shire has many natural assets such as the coast, waterways, wetlands, scenic rural landscapes and native vegetation which are recognised as being significant in State and Local Policy within the planning scheme. Specific overlays have been applied to many local assets including wetlands and waterway, significant landscapes and indigenous vegetation. Endangered vegetation, including native grasslands which are vulnerable to agricultural practices, is problematic to map and in many areas of the Shire they remain unidentified.

Overlays also define areas subject to environmental risk, with the Bushfire Management Overlay covering all the small coastal townships including the Great Otway National Park.

The eastern boundary of the rural hinterland study area is partly defined by the Great Ocean Road. It is a major tourist icon, access route and key destination. One of the challenges is to balance these characteristics with the potential threat of inappropriate development along its length, visual intrusion and advertising sign clutter which would adversely impact on its values. The Significant Landscape Overlay and policies on landscape in the planning scheme are largely based on a 2004 high-level study "The Great Ocean Road Region Landscape Assessment Study". The Strengthening Town Boundaries Project identified that there is an opportunity to revisit sensitive landscapes at pressure points which are under threat from urban expansion or inappropriate development, particularly around Torquay/Jan Juc, and undertake updated and more specific landscape and environmental studies.

Compatible with the concept of protecting the Great Ocean Road, there is also an opportunity to ease the pressure and grow economic and social value elsewhere in the study area by supporting new tourist-related businesses on other arterial roads and within settlements.

Adverse impact on the Great Ocean Road from ribbon development can also be reduced by co-locating new tourism development in key areas to capitalise on existing infrastructure. Locations should be of low agricultural value and be appropriately sited and designed. For example, the lots fronting the Great Ocean Road service road between Elkington Road and Forest Road is one such area where tourism development could be clustered,

Current rural policy in the SCPS builds on the broad State setting on rural land and has been significantly informed by the Surf Coast Shire Rural Strategy 2007.

The majority of the hinterland areas are zoned Farming Zone or Rural Conservation Zone. The Farming Zone, introduced by the State Government in 2005, limited non-agricultural development and in 2013 State Government changes were introduced to provide more flexibility in discretionary uses including tourism and accommodation.

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Local policy needs to be reviewed in response to these zone changes to provide clearer guidance on where to direct the increased range of discretionary land uses. The distinctive soil types, rainfall, nutrient holding capacity, lot size configuration, land values and significant landscapes and environmental assets all influence suitable land uses.

Clear policy will also manage land use conflicts and enhance business viability through directing farming activities with similar characteristics or requirements to suitable geographic locations.

The key directions in the Local Planning Policy Framework relating to rural areas fall under the following themes- agriculture, tourism, environment and landscape. They can be summarised as follows:

- Direct anticipated high population growth into existing townships, primarily Torquay/Jan Juc and Winchelsea and protect the rural landscape from urban intrusion.
- To maintain a clear rural-landscape separation between settlements and particularly between Torquay-Jan Juc and the Armstrong Creek southern growth corridor of Geelong.
- Protect and enhance the rural areas of the Shire for their diverse agricultural, environmental and landscape values and opportunities.
- Support agriculture and rural industries that build the economic base of the Surf Coast Shire.
- To recognise that rural landscape vistas are highly valued for their contribution to the amenity and liveability of rural areas.
- Encourage tourism based uses that complement the natural and rural setting without compromising these values.

The above principles are explained in more detail below.

Agriculture

Clause 21.05 Agriculture in the SCPS focusses on maintaining agricultural opportunities in the rural areas of the Shire. Key elements of the policy are summarised below:

- Protect agricultural opportunities through minimising the use of agriculture areas for housing.
- Discourage the use and development of productive agricultural land for activities that are not reliant on the soil.
- Maintain technically viable farming lots as much as possible and avoid small lot subdivision in rural areas.
- Support niche related farming outcomes where these can be done as part of larger lots.

Emerging agricultural uses where niche farming and tourism work together are examples of where existing smaller lots within the hinterland can be used in a way that can complement adjoining farming activities. Policy at Clause 21.05 recognises future opportunities for supporting agricultural production including investigating changing the minimum lot sizes for the Farming Zone in the Thompsons' Creek valley to potentially support more intensive farming outcomes associated with to access to recycled water and value adding that may occur with such outcomes. Supporting such outcomes will require consideration of a plethora of planning matters including those that fall under each of the policy themes discussed in this section.

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Rural landscape

Clause 21.06 Rural Landscape of the SCPS recognises the important role the coastal and rural landscapes make to the amenity of the area including the contribution to the lifestyle of residents and a value to the tourism economy. Managing impacts on the rural and coastal landscape and associated environmental values is a key focus of the policy.

Clause 21.06 identifies five landscape precincts based primarily on landscape features, but also factoring in land use, agricultural quality, tenement/allotment patterns and environmental values.

This policy has recently been strengthened by the Shire's review of the Bells Beach hinterland following the findings of the Bells Beach Taskforce. This is an example of where policy can be enhanced to provide clear direction about uses and the scale and extent of development expected in a rural setting which in the case is focussed on discouraging development that would impact on the important vista. This context of discouraging development in certain areas is best implemented where other opportunities for development are recognised in the policy providing balance across the overall rural setting.

Building on this, there is an opportunity to improve policy guidance in the planning scheme relating to directing tourist uses and accommodation to preferred locations with low agricultural value but medium conservation or landscape value. Major uses or clusters will be focussed in areas with good road access and connection to key infrastructure.

Further guidelines for the types of uses, scale, location, design and siting of tourist use and accommodation in significant landscapes, similar to the Bells Beach Hinterland provisions, could be applied to the wider hinterland context.

Environmental values and risk

The rural hinterland areas contain key environmental assets and the synergy between management of rural areas and environmental outcomes is important. These links in land management and environmental benefits can also align with enhancing the character and landscape features that are associated with many parts of the rural hinterland.

Key ongoing issues include the increased emphasis in State Policy on managing environmental risks such as bushfire. This means that the types of uses and the location and siting of new development in the hinterland has been challenging. In addition, climate change will exacerbate the bushfire risk and increase the importance of siting of uses close to water supply, good clear access routes and emergency services.

New development needs to be balanced against the protection of natural assets including native vegetation. If use or development is to occur where environmental assets exist, there needs to be a sensitive response to the environmental features, appropriate management of the risks, and enhancement of the environment where possible. This includes adequate separation between built form and the environmental features to ensure the asset can be protected and enhanced whilst managing bushfire risks.

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Tourism

Clause 21.04 Tourism outlines the key directions in the planning scheme related to tourism use and development can be summarised as follows:

- Tourism development in the farming areas of the Shire should generally be of a small scale that does not compromise the agricultural use of the land. High profile tourism is directed to urban areas where infrastructure is available.
- Tourism development should be of a nature, designed and sited to avoid conflict with existing rural uses, preserve the rural landscapes and environmental values, avoid loss of high quality agricultural land, and be within proximity of existing townships.
- Tourism development should enhance the environmental condition of the land through protection and re-establishment of native vegetation and control of pest plants and animals, erosion, salinity, stormwater and nutrient runoff.
- Discourage tourism development from locating in prime agricultural land, particularly in areas with an open rural landscape.

Use of the words “small scale” as described in the first dot point has not been defined adequately in the planning scheme and has not been helpful in assessing applications. There is an identified need for better policy to inform decision-making for tourism development where the scale of the development meets the principles for the Strategy rather than being confirmed to “small scale”. Tourism activities should be directed to land of medium environmental and landscape value and avoided in land suitable for intensive and commercial farming to avoid land use conflicts.

More broadly, the 2013 changes to the rural zones in Victoria making more tourist and accommodation uses discretionary has opened up opportunities that did not previously exist. However, the SCPS lacks planning policy to guide decision-making for use and development applications in the Farming Zone in particular, where uses no longer need to be connected to the rural use of the land, and uses such as “industry” can be approved with a planning permit. Uses such as traditional industry have the potential to come in to conflict with Council’s vision for the hinterland, and the types of businesses we wish to encourage, which are complementary to rural uses. However, some types of uses which fall under the industry definition such as microbreweries, distilleries cheese making, art/sculpture, etc and food processing could be appropriate, co-located with tourism uses in the hinterland. Opportunities exist through the implementation of this strategy to provide clearer decision-making guidelines and direction.

Some land in the hinterland with high environmental or landscape values is zoned Rural Conservation Zone, which is very restrictive. Uses such as “outdoor recreation” and “place of assembly” are prohibited. Tourism opportunities that utilise the natural setting in hinterland areas such as Pennyroyal, Deans Marsh and Bamba could be realised if changes are made to the zone at a State level; although there are still opportunities for accommodation in these areas such as group accommodation and farm stay. Council has been advocating to the State Government for the inclusion of “outdoor recreation” in the zone for several years. However, should uses such as outdoor recreation be permitted, there would need to be clear planning policy to ensure that the proposals that make use of the natural setting are appropriate and do not have significant impacts on the environmental values.

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APPENDIX 1

Definitions

The planning scheme definition allocated to a land use will determine whether a permit is required or not or whether the activity is prohibited under the zone where it is to occur. Where land is proposed to be used in more than one way, each use will need to be defined and determine if it permissible by the zone. If one use is the primary use occurring on the land, a prohibited use may still be able to occur as an 'ancillary' use.

HINTERLAND STRATEGY TERMS	HINTERLAND STRATEGY DEFINITION	POSSIBLE PLANNING SCHEME LAND USE TERM	PLANNING SCHEME LAND USE GROUP
AGRIBUSINESS LAND USE			
Agribusiness	Includes all aspects of food and fibre production from the growth of to the manufacturing of. Includes intensive, commercial and food manufacturing as well as a range of agricultural support services not associated with a land use.	Rural store	Warehouse
Food/Drink Manufacturing (wholesale)	Large scale not retailing directly to public. Includes large scale breweries and industrial scale food processing	Rural industry	Industry
Intensive Farming	Farming that is carried out in a manner not necessarily tied to the land's background productive capacity. Intensive farming involves importing of considerable proportions of animal or plant nutritional requirements. Intensive farming is predominantly structure-based (livestock housing, feedpads, glasshouses etc). This category includes housed livestock production such as housed pig farms and barn-raised poultry, cattle feedlots, intensive dairy farms. Also included in this category are protected horticulture, hydroponic and aquaponic glasshouse fruit and vegetable production.	<ul style="list-style-type: none"> • Animal husbandry • Animal production • Grazing animal production • Intensive animal production (includes Intensive dairy farm and Cattle feedlot) • Pig Farm • Poultry farm (includes broiler farm) • Poultry hatchery • Aquaculture • Crop raising • Horticulture • Landscape gardening supplies • Garden supplies • Plant nursery 	
Commercial Farming	Farming that is carried out as a commercial enterprise (excluding the above). Considered traditional farming, this category includes broadacre cropping and hay production, grazing livestock production, fruit orchards and olive groves, market gardens, vineyards (not associated with a winery), commercial flower production and nurseries. May include free range pigs and chickens.	<ul style="list-style-type: none"> • Animal husbandry • Apiculture • Animal production • Grazing animal production • Pig Farm • Poultry farm • Aquaculture • Crop raising • Horticulture (includes market garden) • Rice growing • Landscape Garden supplies • Plant nursery 	Agriculture Retail Premises

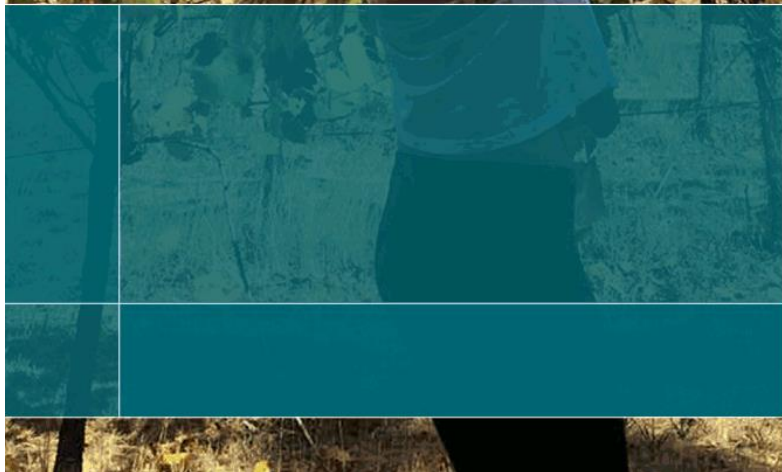
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HINTERLAND STRATEGY TERMS	HINTERLAND STRATEGY DEFINITION	POSSIBLE PLANNING SCHEME LAND USE TERM	PLANNING SCHEME LAND USE GROUP
AGRIBUSINESS LAND USE			
Lifestyle / Conservation Farming	This includes farming where commercial production of agricultural commodities is not the main driver for land use decisions. Lifestyle farms are often situated on smaller lots, where the land-owner derives their main source of income off-farm. Lifestyle farms are valued not only for their capacity to produce agricultural commodities, but also for intrinsic lifestyle and aesthetic values.	<ul style="list-style-type: none"> • Animal husbandry • Animal production • Grazing animal production • Crop raising 	Agriculture Retail Premises
Investment lots – land banking	The main source of income derived from the land is the growth in land value. May include free range pigs and chickens.		Agriculture
Agroforestry and non farming related conservation	Conservation based land holdings where conservation and revegetation of native vegetation is the primary purpose. This can include agroforestry, emissions offsets, state and national parks and privately owned conservation blocks.	<ul style="list-style-type: none"> • Crop raising • Timber production 	Agriculture
Equine	Land managed primarily for horse production and training. This includes horse studs, stables, spelling and agistment farms.	<ul style="list-style-type: none"> • Animal husbandry • Animal Keeping • Animal boarding • Animal training • Horse riding school 	Agriculture
TOURISM AND ACTIVITY BASED LAND USE			
Tourism Activities / Attractions	<p>Tourism attractions may or may not incorporate commercial agricultural production into their land management. Includes historic buildings (such as Barwon Park Mansion), the Great Ocean Road Chocolaterie, LiveWire Park, restaurants, pubs, cafes, museums and the Bellbrae adventure ropes course.</p> <p>Can also include fishing, on/off road cycling, golf & other outdoor sports, bike parks and trails.</p> <p>Future development in this area might also consider cheese making, gallery spaces, function venues, day spas, horse trail rides, Segway courses on private land, events, coffee roasters, micro-breweries, wildlife parks and 'destination' restaurants.</p>	<ul style="list-style-type: none"> • Food and drink premises • Hotel • Restaurant • Manufacturing sales • Primary produce sales • Market • Art and craft centre • Carnival • Cinema • Circus • Exhibition Centre • Art Gallery • Museum • Function centre • Conference centre • Reception centre • Animal husbandry • Animal training • Horse riding school • Minor sports and recreation facility • Outdoor recreation facility • Golf course • Pleasure park • Zoo • Winery 	Retail Premises Art & Craft Centre Place of Assembly Agriculture Leisure and Recreation Winery

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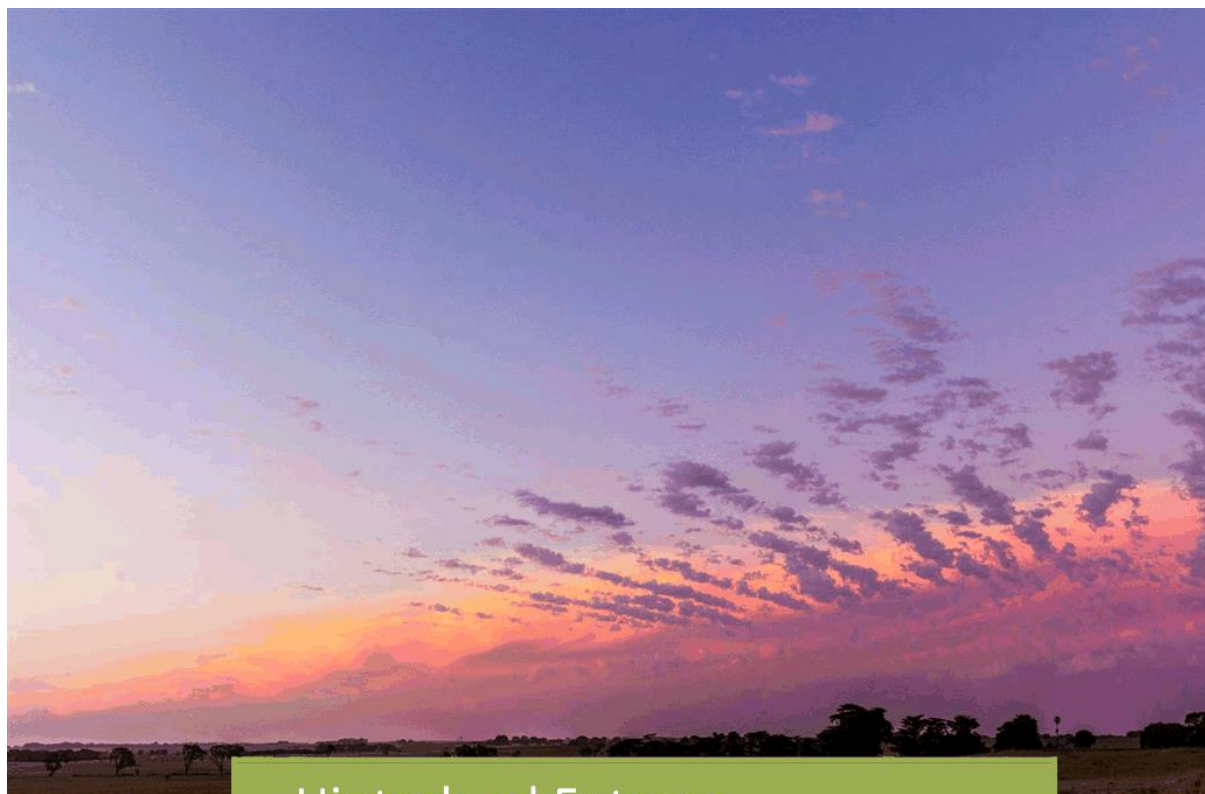
HINTERLAND STRATEGY TERMS	HINTERLAND STRATEGY DEFINITION	POSSIBLE PLANNING SCHEME LAND USE TERM	PLANNING SCHEME LAND USE GROUP
TOURISM AND ACTIVITY BASED LAND USE			
Agritourism	Agri-tourism can operate both commercial agricultural or food/beverage processing operations as a tourist attraction, may also incorporate a dining experience (includes wineries which operate a cellar-door, berry picking, farm stay and farm gates).	<ul style="list-style-type: none"> • Winery • Manufacturing sales • Primary produce sales • Crop raising • Host farm 	Winery Retail Premises
Food/Drink manufacturing (tourism)	Includes wineries, small scale breweries cideries and distilleries, as well as makers of smallgoods, jams, cordials and preserves - retailing direct to public. May include dining or experience based tourism attraction.	<ul style="list-style-type: none"> • Winery • Manufacturing sales • Primary produce sales • Crop raising 	Winery Retail Premises Agriculture
Accommodation (medium – large scale)	Includes caravan parks, camps, RV stops, hotels, motels, accommodation combined with a meeting space for corporate retreats or events.	<ul style="list-style-type: none"> • Camping and caravan park • Residential building • Residential hotel (includes motel) • Backpackers' lodge • Tavern 	Accomodation Food & Drink Premises
Accommodation (small scale)	Includes, B&B, AirBnB, farm-stays and cabins	<ul style="list-style-type: none"> • Group accommodation • Host farm • Dwelling • Bed and breakfast 	Accomodation
Nature based activities	Visiting the national park and can include bush walking, cycling, fishing, on/off road cycling, outdoor sports, bike parks, trails.	<ul style="list-style-type: none"> • Minor sports and recreation facility • Informal outdoor recreation • Natural systems 	Leisure and Recreation Natural Systems
Events	Open air music concerts, exhibitions, Arts trail, sporting events, cultural events, fairs, craft shows, markets, dog trials, flower festivals.	<ul style="list-style-type: none"> • Art and craft centre • Cinema • Exhibition Centre • Art Gallery • Museum • Market • Community market 	Art & Craft Centre Places of Assembly Retail Premises
Equine activities	Horse trail rides and horse related events and shows.	<ul style="list-style-type: none"> • Animal husbandry • Animal Keeping • Animal boarding • Animal training • Horse riding school 	Agriculture

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5.1 Draft Hinterland Futures Strategy Exhibition

APPENDIX 2 HINTERLAND FUTURES CONSULTATION REPORT - DECEMBER 2017



Hinterland Futures

Consultation Report

Surf Coast Shire Council

7 December 2017

Hinterland Futures – Consultation Report

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Hinterland Futures – Consultation Report

1 INTRODUCTION

Report Purpose

This report provides a summary of consultation undertaken during the preparation of the Hinterland Futures Strategy.

The Strategy preparation process includes the following steps:

1. Preparation of a Background Research Report;
2. Preparation of an Issues and Opportunities Report;
3. Consultation on Issues and Opportunities;
4. Preparation of a Draft Strategy;
5. Consultation on the Draft Strategy with stakeholders and the community; and
6. Finalisation of the Hinterland Future Strategy.

This report provides a summary of findings from Step 3 above (i.e. Consultation on Issues and Opportunities).

Report Structure

This report is structured as follows:

- Consultation Methods;
- Community Workshops;
- Survey;
- Interviews;
- Written Submissions;
- Next Steps.

2 CONSULTATION METHODS

Introduction

The purpose of the pre-Strategy consultation process was to gain feedback on the issues and opportunities before the Strategy was drafted. This includes:

- Testing, prioritising and detailing the points made; and
- Identify points not previously identified.

The issues and opportunities that were tested are as follows (refer to the separate Issues and Opportunities Report for details):

1. Prioritising Rural Landscape and Environmental Quality
2. Exploring Potential of Recycled Water
3. Managing Climate Change Risk
4. Clustering Agricultural and Tourism Activities in Precincts
5. Facilitating Small Agrifood Businesses
6. Facilitating Intensive Animal Industries in the North-West
7. Facilitating Hobby Farms on Unproductive Farmland
8. Facilitating Food Tourism
9. Facilitating Arts & Crafts and Cultural Trail Tourism
10. Facilitating High Quality Accommodation Facilities
11. Destination Making
12. Developing Tourism Product Clusters
13. Facilitating Business Innovation and Jobs Growth
14. Managing Land Use Conflicts
15. Improving the Road Infrastructure Network
16. Improving the Information Technology Network
17. Clarifying Uses in the Rural Conservation and Farming Zones
18. Refining Planning Policies

For consultation purposes, the above points were grouped as follows:

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Figure 1 – Grouped Issues and Opportunities

Agribusiness and Local Food Opportunities:

1. Facilitating Small Agrifood Businesses
2. Facilitating Intensive Animal Industries in the North-West
3. Facilitating Hobby Farms on Unproductive Farmland

Tourism Opportunities:

1. Facilitating Food Tourism
2. Facilitating Arts and Crafts and Cultural Trail Tourism
3. Facilitating High Quality Accommodation Facilities
4. Destination Making
5. Developing Tourism Product Clusters
6. Facilitating Business Innovation and Jobs Growth

Improving Services and Infrastructure:

1. Exploring potential of recycled water
2. Improving the road infrastructure network
3. Improving the infrastructure technology network.

Land Use Planning and Futureproofing:

1. Prioritising Rural Landscape and Environmental Quality
2. Managing Land Use Conflicts
3. Managing Climate Change Risk
4. Clustering Agricultural and Tourism Activities in Precincts
5. Clarifying uses in the Rural Conservation and Farming Zones
6. Refining Planning Policies.

Consultation Methods

The consultation methods used in this step of the project were as follows:

- **Community workshops (x3)** in:
 - Deans Marsh (17 attendees, 14 November 2017)
 - Moriac (8 attendees 15 November 2017)
 - Bellbrae (17 attendees, 16 November 2017)
- **Online and hard copy survey** during November 2017 (see Appendix 1)
- **Direct consultation** (i.e. face-to-face and telephone) with a sample of eight industry representatives and agencies.
 - Otway Harvest Trail
 - Landcare
 - Barwon Water
 - Great Ocean Road Regional Tourism
 - Great Ocean Road Chocolaterie
 - Murnong Farming
 - Hare Krishna Valley
 - Avia Produce
- **Written submissions** were received and reviewed.

3 COMMUNITY WORKSHOPS

The three workshops were undertaken over an approximate 1.5 hour program and included an overview of the project, a topic prioritisation process and discussion on selected topics. Attendees were directed to the survey to provide more detailed comments.

Quantitative Points

Attendees at the workshops were given six opportunities to nominate a topic that they either agree or disagree with. The indicative prioritisation process is summarised below.

The feedback at the workshops suggests the planning framework is a key issue for the community, implying that greater clarity and certainty is needed.

There is support for economic development in an appropriate way in the study area, with a focus on agrifood business activity and related food tourism. Use of land for hobby farms also has support.

Other important topics are the environment and infrastructure networks, especially roads, recycled water and information technology.

Leading topics at **all three workshops** combined are:

- **Clarifying Uses in the Rural Conservation and Farming Zones** (23 responses)
- **Facilitating Small Agrifood Businesses** (21)
- **Refining Planning Policies** (18)
- **Facilitating Food Tourism** (16)
- **Managing Land Use Conflicts** (16)
- **Facilitating Hobby Farms on Unproductive Farmland** (16)
- **Improving the Road Infrastructure Network** (16)
- **Facilitating Business Innovation and Jobs Growth** (15)
- **Exploring Potential of Recycled Water** (14)
- **Prioritising Rural Landscape and Environmental Quality** (13)
- **Improving the Information Technology Network** (13)

Leading topics at **Deans March workshop** are:

- **Facilitating Small Agrifood Businesses** (10 responses)
- **Clarifying Uses in the Rural Conservation and Farming Zones** (9)

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- Facilitating Business Innovation and Jobs Growth (8)
- Refining Planning Policies (7)
- Improving the Road Infrastructure Network (7)
- Facilitating Arts & Crafts and Cultural Trail Tourism (6)
- Exploring Potential of Recycled Water (6)
- Managing Land Use Conflicts (6)

Leading topics at **Moriac workshop** are:

- Improving the Road Infrastructure Network (5 responses)
- Facilitating Small Agrifood Businesses (4)
- Facilitating Business Innovation and Jobs Growth (4)
- Refining Planning Policies (3)
- Exploring Potential of Recycled Water (3)
- Facilitating Hobby Farms on Unproductive Farmland (3)

Leading topics at **Bellbrae workshop** are:

- Clarifying Uses in the Rural Conservation and Farming Zones (12 responses)
- Prioritising Rural Landscape and Environmental Quality (10)
- Facilitating Food Tourism (9)
- Managing Land Use Conflicts (9)
- Refining Planning Policies (8)
- Facilitating Hobby Farms on Unproductive Farmland (8)
- Facilitating Small Agrifood Businesses (7)
- Improving the Information Technology Network (6)
- Managing Climate Change Risk (6)

All responses are shown in the table below.

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Figure 2 - Overview of Indicative Prioritisation Process, Community Workshops

	Deans Marsh		Moriac		Bellbrae		Total 3 Workshops	
	Agree	Disagree	Agree	Disagree	Agree	Disagree	Agree	Disagree
Agribusiness and Local Food								
Facilitating Small Agrifood Businesses	10	0	4	0	7	0	21	0
Facilitating Intensive Animal Industries in the North-West	0	0	2	0	0	0	2	0
Facilitating Hobby Farms on Unproductive Farmland	5	1	3	0	8	0	16	1
Tourism								
Facilitating Food Tourism	5	2	2	0	9	1	16	3
Facilitating Arts & Crafts and Cultural Trail Tourism	6	0	1	0	3	0	10	0
Facilitating High Quality Accommodation Facilities	5	2	0	0	4	1	9	3
Destination Making	5	0	0	0	1	0	6	0
Developing Tourism Product Clusters	1	0	1	0	3	0	5	0
Facilitating Business Innovation and Jobs Growth	8	0	4	0	3	0	15	0
Services and Infrastructure								
Exploring Potential of Recycled Water	6	0	3	1	5	0	14	1
Improving the Road Infrastructure Network	7	0	5	0	4	0	16	0
Improving the Information Technology Network	5	0	2	0	6	0	13	0
Land Use Planning and Futureproofing								
Prioritising Rural Landscape and Environmental Quality	3	1	0	3	10	0	13	4
Managing Climate Change Risk	2	0	2	0	6	0	10	0
Clustering Agricultural and Tourism Activities in Precincts	2	0	1	1	2	0	5	1
Managing Land Use Conflicts	6	0	1	0	9	0	16	0
Clarifying Uses in the Rural Conservation and Farming Zones	9	0	2	0	12	0	23	0
Refining Planning Policies	7.5	0.5	3	0	8	0	18.5	0.5

Qualitative Points

The key qualitative **themes** or **suggestions** which emerged from the workshop sessions are summarised below.

Deans Marsh

- Suggestion that flexibility be afforded to the Rural Conservation Zone to allow tourism uses;
- Query regarding the definition of the study area and specifically its treatment of the Lorne Hinterland;
- Tourism uses around Deans Marsh are appropriate but uncertainty about which types are allowed under 'discretionary' uses;
- Opportunity to build the Deans Marsh brand further;
- Land is relatively expensive in Deans Marsh which provides challenges for those seeking to establish small farm gate uses;
- Distribution network and access to markets could be strengthened, ie, food distribution/courier between Deans Marsh to Forrest;

- Provide planning scheme support for farm gate and small producers in the Deans Marsh precinct;
- Opportunities for cross-regional support and active promotion of food and wine industry.

Moriac

- Support for a tourism cluster along the eastern end of Great Ocean Road (i.e. close to the Chocolaterie);
- Potential to improve the public transport provision close to Moriac;
- Uncertainty about the determination of agricultural land quality;
- Looking after rural landscapes is a balance between 'conservation' and 'limitation';
- Flora and fauna overlays can be restrictive;
- Tourism ideas for the area:
 - Horse riding trails;
 - Bike paths;
 - Designated motorbike areas;
 - Free camping on private land; and
 - Support for food swap, farm gate.
- Pursue agri-food business as the sector:
- Road infrastructure suggested improvements:
 - Cape Otway Road
 - Hendy Main Road
 - Moriac Roads (general)

Bellbrae

- The provision or facilitation of town water;
- Urban/rural interface of the Spring Creek Corridor and appropriate land uses in the Green Break;
- Potential to widen Hendy Main Road;
- Slow trucks down around Bellbrae;
- Access to skilled employees;
- Encourage bike tourism through the hinterland;
- Appropriate minimum lot sizes in the Farm Zone as this can limit the establishment of small-scale agri-food businesses;

- Drive the tourism dollars into the eastern end of the Great Ocean Road and make it a destination in itself;
- Make it easier to do business, including consideration of regulation around food business, limitations to farm gate sales, the need for greater flexibility;
- Agri-food business locations can be market driven, or encouraged along the main tourist route;
- A strong need to protect the natural assets as the visitors want the experience and residents want the amenity afforded by the rural environment;
- Environmental quality could be prioritised around Bellbrae and this would involve:
 - Limiting residential growth;
 - More intensive agricultural production on small landholdings (hobby farms);
 - Smaller landholdings than what is currently available;
 - Encourage replanting, reforestation, rehabilitation.
- Consider infrastructure projects such as:
 - Road improvements required (including ongoing maintenance to roads, culverts and verges);
 - Alcoa powerlines to be removed to improve amenity;
 - NBN broadband tower uncertainty;
 - Mobile phone services not reliable.
- Green break potential uses to encourage or discourage?
 - Encourage: farming, maintaining scenic values, small agri-food, utilise recycled water, food tourism;
 - Discourage: urban housing development, solar energy generation.

4 SURVEY

Forty-two survey responses were submitted between 30 October 2017 to 4 December 2017.

Quantitative Points

Eighteen of the respondents provided numerical rankings whereas the balance provided written comments only.

The respondents were asked to nominate three priority topics. The topics that achieved a score greater than five are:

- **Clarifying uses in the Rural Conservation and Farming Zones** (15 points)
- **Managing Land Use Conflicts** (13)
- **Refining Planning Policies** (13)
- **Prioritising Rural Landscape and Environmental Quality** (8)
- **Facilitating Small Agrifood Businesses** (7)
- **Facilitating Hobby Farms on Unproductive Farmland** (7)
- **Improving the road infrastructure network** (7)

The survey, like the workshops, suggests the planning framework is a key issue for the community.

In terms of the content of the planning framework, leading topics are the environment, agricultural land and business activity and the road infrastructure network.

All responses are shown in the table below.

Table 1 - Survey Responses

18 Respondents Nominated Three Priority Topics (Circa November 2017)	Total
Clarifying uses in the Rural Conservation and Farming Zones	15
Managing Land Use Conflicts	13
Refining Planning Policies.	13
Prioritising Rural Landscape and Environmental Quality	8
Facilitating Small Agrifood Businesses	7
Facilitating Hobby Farms on Unproductive Farmland	7
Improving the road infrastructure network	7
Managing Climate Change Risk	5
Facilitating Arts and Crafts and Cultural Trail Tourism	4
Exploring potential of recycled water	4
Clustering Agricultural and Tourism Activities in Precincts	4
Facilitating Food Tourism	3
Developing Tourism Product Clusters	3
Facilitating Business Innovation and Jobs Growth	3
Facilitating Intensive Animal Industries in the North-West	2
Facilitating High Quality Accommodation Facilities	2
Destination Making	2
Improving the infrastructure technology network.	2

Qualitative Points

The survey included four specific queries relating to the work completed in the research to date. The four questions were:

1. Is there an issue or opportunity that hasn't been captured so far? (Please specify location if relevant)
2. How do you think the issues or opportunities you chose could be addressed? What would be needed to make them happen?
3. Are there areas where certain types of development should be encouraged or discouraged? (e.g. environmental value, tourism potential, agricultural value, etc?)
4. Do you have any other comments to add?

The responses received to the above queries are summarised below.

Is there an issue or opportunity that hasn't been captured so far? (Please specify location if relevant)

- Impact of development on surface and groundwater are important environmental considerations and should be considered when assessing planning applications. Potentially reference could be made to relevant guidelines such as

Australian Drinking Water Guidelines and Permissible Consumptive Volume;

- A biodiversity assessment during the application process could include loss of native habitat, erosion, water level rise, salinity, introduction of contaminants, etc;
- Opportunities for utilising Class C water need to consider land management implications as improper use of Class C water can damage the productivity and condition of the land;
- Over-intensification of land use can lead to unproductive land, land contamination, erosion in addition to opportunities for land use conflict;
- Conservation of both wildlife and private nature corridors (eg, forested and field areas, rivers from beach back into hinterlands, etc) is a consideration and perhaps establishing a Surf Coast Shire Land Trust may assist in identifying wildlife and passive recreation corridors;
- Council can promote and support the installation of large scale renewable energy projects (such as rooftop solar systems and ground-mounted solar PV systems) and, most likely, these projects will be located in the Surf Coast Hinterland;
- A general lack of designated camping facilities and caravan parks exist across the Hinterland, including opportunities for eco-tent (glamping) and solar powered short stay accommodation, including accommodation on 'hobby' farms, wineries, etc;
- A strong role exists for small farms in the Hinterland, and many could be used as demo farms for other larger farms in Victoria, as they usually have off farm income and are less reliant for on farm income. Smaller land holdings provide affordable opportunities for young farmers wanting to get on to the land;
- Further opportunity exists for the development of horse related tourism in the Hinterland;
- Possibility of retirement villages in the Hinterland for retiring farmers could be explored;
- Opportunity for agroforestry in the Hinterland;
- Transitions from Urban to Rural areas need extra care in a planning sense, including land on Grossmans Road, Torquay. The Spring Creek Western Boundary rural/urban interface is a key area of focus;

- Augment public transport where feasible;
- Query raised about the “degraded land” being adopted as a border between the Ocean Acres estate and the Spring Valley. Potential raised for up to 10 acre sized treed blocks instead;
- Nominated infrastructure improvements:
 - Better road signage in the Otways south of Winchelsea;
- Study Area boundary inclusion suggestions:
 - Lorne Hinterland (area bounded by Erskine Falls Road, Mt Sabine Road, and Deans Marsh Road and including Allenvale);
- The value of rural businesses should be recognised for their contribution to society (in the provision of food) as well as the provision of a rural landscape.

How do you think the issues or opportunities you chose could be addressed? What would be needed to make them happen?

- Clear prioritisation of land use to determine which types of land in the Hinterland is suitable to further development in terms of business or tourism;
- Roads improvement and maintenance first priority, with the maintenance of a vigilant monitor of road conditions and performance. Improve the safety (potholes, signage and general degradation) of all tourist access routes to the Great Ocean Road, Apollo Bay and Hinterland destinations such as:
 - Cape Otway Road;
 - Forrest Road;
 - Hendy Main Road; and
 - Deans Marsh Road.
- Supporting local hobby farms to be able to use their unproductive land for small agricultural projects;
- Assisting with food trail or tourism advertising;
- Ensure planning regulations support renewable energy installations in the Surf Coast hinterland;
- Create destinations for Great Ocean Road tourist buses to stop at to allow them to buy local food and craft goods;
- Hinterland could accommodate uses for the locals such as strawberry picking or brewery, paint balling and something for the kids like a fun park or laser tag;

- Encourage renewable energy provision at household or small community level;
- Opportunity for additional smaller lots around Deans Marsh;
- Introduction of recycled water may make "non-productive" land suitable for things like intensive agriculture;
- Land in the Spring Creek corridor west of the Western Boundary should be an area of separate strategic study into appropriate land use as the land is in a unique situation unrelated to other areas in the Hinterland;
- Improved telecommunications in Winchelsea South and the area in between to Anglesea and Airey's Inlet. The lack of reliable technology infrastructure makes for an anxious journey along these very handy access routes;
- The increase of fire risk and climate change will also need to be accounted for when making planning decisions;
- Water is an extremely scarce resource and there is a need for greater water recycling in the Surf Coast region as water supplies are dropping while the need for water is ever increasing;
- Good quality feeder roads in the Hinterland are critically important, with Buckley Road South cited as an example of such a road in need of repair.

Are there areas where certain types of development should be encouraged or discouraged? (e.g. environmental value, tourism potential, agricultural value, etc?)

- High value land, in terms of suitable water, soil and area should definitely be prioritised for agriculture, hobby farms and small farms would need a greater level of management given the intensification required to make these economically viable;
- Quarries or rock storage/breaking should not be located near small residential towns;
- Large scale renewable energy projects should be particularly encouraged near existing electricity transmission and distribution lines (to reduce grid connection costs);
- Potential to encourage dual dwellings on 3ha or larger to facilitate family aged care for farmers (both commercial and hobby);
- Shared passive recreation (eg walkers, mountain bike riders and horses) needs to be encouraged by the linking of circuits and

tracks which do not include busy roads and would improve safety for all;

- Discourage industrial plants that will generate pollution;
- Discourage too much housing as this detracts from the beauty of the land;
- Opportunities for sustainable businesses, local production, ethical food farms, and small business;
- Spring Creek Valley and area opposite south of the Great Ocean Road could be utilised for small agri-food businesses, hobby farms and tourism related food industries. This might require:
 - Looking at the minimum lots sizes in the area;
 - Using rural living zoning;
 - Recycled water available in the area.
- New development should be sensitive to creeks and natural habitat and ask “how can we make this development beneficial for the local environment?”;
- Spring Creek Corridor – West suggestions:
 - Low density / rural residential development on the urban fringe transitioning to productive farmland;
 - Land in Grossmans Road should be developed on the South Side similar to the North Side, as all services are in the vicinity of this flat sandy land;
 - smaller hobby farm lots (i.e. 2 to 4 Ha) that blend in with the contours of Spring Creek Valley.
- Food tourism and the small producers should be supported and celebrated in the Hinterland;
- Environmentally sustainable tourism (such as a low scale wildlife park and accommodation concepts) should be encouraged;
- Private land adjoining Deans Marsh Road, Mount Sabine Road and Erskine Falls Road could already be considered a tourism cluster and has the potential to be rezoned to Rural Activity Zone to further support some expansion of its existing use.

Do you have any other comments to add?

- Potential gaps exist between this Hinterland and the Bells Beach Hinterland areas;
- Significant opportunity exists to capture tourists as they return from the Great Ocean Road;

- A Restructure Overlay prohibits more than one dwelling on the land holding and lots in areas around Deans Marsh (such as Aurel Road) are impacted. The Overlay should be removed as Planning Clause 21.15-2 provides adequate restraint on development;
- The Hinterland area is special due to attributes such as the natural environment, great local produce, and a rich cultural farming, art and indigenous heritage;
- Consider the potential of expanding Moriac to the North West along the railway line to synchronise with any reinstatement of the station;
- Coombes Road and Grossmans Road are in urgent need of upgrading due to their carrying of heavy vehicles. A small stretch of road between Duffields Road and the primary school also requires attention;
- A proper land quality assessment is required by qualified agricultural consultants who can establish which land is currently unproductive;
- The current planning process for tourism developments in rural parts of the shire is not working (as evidence by the number of referrals to VCAT); and
- Quality of mobile/internet service needs investigation.

5 INTERVIEWS

Several one-on-one interviews were held with various stakeholders during the process to discuss or inform the findings to date.

Interviews were held with:

- Otway Harvest Trail;
- Landcare;
- Barwon Water;
- Great Ocean Road Regional Tourism;
- Environment and Rural Advisory Panel (ERAP);
- Great Ocean Road Chocolaterie;
- Murnong Farming;
- Yan Yan Gurt West Farm;
- Hare Krishna Valley; and
- Avia Produce.

The following SWOT analysis provides an overall summary of the discussions with the above parties.

Strengths

- Coastline, natural environment, popularity as a tourist destination, Great Ocean Road, proximity to Melbourne and Geelong are all key strengths.
- The Shire contains two extremely busy vehicle routes in Great Ocean Road and the Princes Highway and therefore a lot of vehicles and people travel through parts of the municipality.
- The Shire includes attractive towns such as Torquay, Anglesea, Lorne, Aireys Inlet, Moriac and Winchelsea.
- Winchelsea is a production based area and attracts a range of commercial agricultural users. Commercial farmers are attracted to the area around Winchelsea due to the relatively low land values (compared with more eastern locations in the hinterland area).
- The attractive area around Deans Marsh has a strong tourism allure.
- The weather conditions in parts of the study area are suited to intensive farming due to protection afforded by the Otway Ranges.

- Hobby farms (i.e. <100 acres) are spread throughout the study area and it was considered that there is no issue with having these blocks salt and peppered through the region. Seen as a positive for the community as it brings new people and a diversity of owner types. Broadly, a minimum of 100 acres is required for intensive farming uses to be successful.
- Ravens Creek in Moriac is an attractive business and a good example of a niche tourism opportunity capitalised upon.
- Surf Coast Shire’s core strength from a tourism point of view is its nature offer. How to engage the nature-tourism offer is the key challenge.
- Surf Coast Highway has excellent exposure to passing trade however it currently has a lack of product. Plus the challenge is how to get someone to stop whose ultimate destination is a long way away (i.e. Melbourne or Twelve Apostles).

Weaknesses

- Biggest challenge for the Surf Coast Hinterland from a tourism perspective is that many travel the Great Ocean Road to get to the twelve apostles and then come back along the inland route to get home (or vice versa) but it is a case of encouraging alternative routes to get tourists to stay a little longer in the area.
- There is a lack of critical mass and consistency of visitor numbers to support year round visitation (i.e. there may not be 25 wineries in a certain area, there is 3 for example). Hard to gain recognition as a small cluster.
- Access to staff with appropriate skills is an often-reported issue. For example, opening a winery requires not just a knowledge of wine but a great understanding of marketing and other non-wine skills. These associated skills are not always conveniently available.
- Roads are deteriorating in the hinterland area and this is an issue if trying to attract cyclists or others that need decent road surfaces as a priority.
- Seasonal product is hard to make viable as a business from a tourism perspective.
- Slow speeds of ADSL (no NBN and long distance to node) can be barriers to entry for a range of businesses (including tourism businesses). For example, something as simple as EFTPOS

machines not working may hinder development in the Hinterland, thus a good IT plan is a key consideration.

Opportunities

- Farmers want farmhouse outlets as a point of difference. Local residents generally see farm doors as a positive.
- Opportunity for the region is direct sales outlets where patrons get to ‘experience’ the farm and the produce, not just step in and buy. This gives agricultural uses in the area the opportunity to complement visits with direct sales.
- The Geelong region has some of the best wool in the world and could set up a “Fibre Trail” to showcase the offer from an agri-tourism perspective. A large alpaca and sheep population exist around Torquay so perhaps that area may be appropriate for this theme.
- Examples of opportunities may be found in Mornington Peninsula because those types of uses could evolve in Surf Coast Shire. Vineyards, Tourism, Air BnB, Bushland cabins, etc.
- A tourism opportunity exists to build on what is currently at Deans Marsh. Bad weather days in summer push tourists into Deans Marsh instead of along the coast.
- The eastern end of the Great Ocean Road could be encouraged and promoted as a destination in itself, with food trails and the Torquay surf precinct potentially key themes. An important enabler of this would be more tourism product in the region and more 3 and 5 star accommodation options.
- Golden Plains Shire encouraged the cluster of uses to ensure efficient use of water infrastructure and an area such as Thompson Valley to the edge of Black Rock and to Torquay could see a cluster of high end agricultural uses (tomato growers etc).
- Development of activity based tourism has plenty of upside in the hinterland area, though appropriate infrastructure is needed for cycling.
- What types of tourism bases could be attracted to the area? Bases such as food-based journeys, fitness-based journeys or activity-based tourism. Also opportunities for wineries, foodies, cafes.
- Explore opportunities with Class C Water and new technology opportunities. Understand likely future clusters of activity and

can then assess what can be provided (i.e. responding to demand as opposed to pre-empting or driving demand in part because of the high cost of delivering infrastructure networks).

- Leveraging off the existing water infrastructure network is an opportunity and the provision of recycled water in areas west of Paraparap would open up the area for more intensive farming practices and could alleviate land use conflicts between commercial farmers and hobby farmers.
- Given the importance of the intensive animal industries to the region, and recognising the difficulty for complex agricultural planning permits to be processed by local Council, an opportunity may exist for State Government or the G21 group of Councils to appoint/share an expert application assessment panel to help facilitate this process.
- The creation of precincts, especially along the main arterials on which tourists travel, and clustering of businesses can help each other and provide a destination for visitors.

Threats

- Mining operations are located in the Hinterland area, and this may contribute to land conflict issue in the area if not carefully managed.
- Conflict for land uses exist predominantly between commercial (tourism) and farming uses. Tourism businesses can push up next to farming land and compromise use. This occurs in parts around Deans Marsh.
- Lifestyle blocks (i.e. 5-10 acres) are not ideally suited to a location next to commercial farming. Insecticides, pesticides and fertilisers need to be used when the growing cycle is right and they do not wish to have external interface worries to contend with.
- Grays Road is very popular but there is currently competition between quarry trucks, horse riders, cyclists. It would be suboptimal to create further lifestyle lots near the quarry.
- Planning policies are currently seen as blunt instruments and do not facilitate small agri-food business development due to the current minimum subdivision rules. Many potential agri-food operators cannot afford 40 ha and only need a few hectares to set their business up, meaning growth in this sector may continue

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to be limited unless policy change occurs to encourage diversity of lot sizes.

- Current biodiversity overlays deem agroforestry to be native timber, thus management and harvest is restricted. Growth of the agroforestry sector would require the planning scheme to recognise that agroforestry is a legitimate commercial enterprise.

6 WRITTEN SUBMISSIONS

A total of nine submissions were received by Council and a summary of the major points raised is shown in the table below.

Table 2 – Summary of Direct Submissions Received

Respondent	Organisation	Date	Method of Submission	Brief Summary
Resident	Resident	28/11/2017	Post	Planning for the hinterland is a very complex issue. Environmentally sustainable housing clusters would be a positive for the area, and the opportunity to integrate farming and tourism should be encouraged.
Residents at Jan Juc	Resident	30/11/2017	Email	Encourage sustainable agri-tourism uses.
Resident at Lorne	Resident	n/a	Email	Expressed concern that the Lorne hinterland had been excluded from the Hinterland Study Area.
Resident at Lorne	Resident	29/11/2017	Email	Expressed concern that the Lorne hinterland had been excluded from the Hinterland Study Area.
Resident	Resident	30/11/2017	Email	Suggests monitoring key performance indicators relating to youth education and employment, and impacts to local small business owners. Also suggests a defined sports event calendar be pursued, and strengthened synergies between research organisations and farm owners, as well as opportunities for a variety of short-stay accommodation in the hinterland.
Business		4/12/2017	Letter	Supportive of tourist outcomes in Hinterland areas
Business		30/11/2017	Letter	Supportive of increasing visitation to Hinterland area via product development.

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Resident's Association		28/11/2017	Email	<p>Flags a gap between the Hinterland Futures study area (terminating at the GOR/Anglesea Road) and the recently documented Bells Beach Hinterland Strategy.</p> <p>Prioritising Rural Landscape and Environmental Quality, nominates importance of buffer zone between Bellbrae and Torquay.</p> <p>Other priorities raised:</p> <ul style="list-style-type: none"> - Managing Land Use Conflicts; - Clarifying Uses in the Rural Conservation and Farming Zones; - Refining Planning Policies; and - Facilitating Hobby Farms on unproductive farmland. - Maintenance requirements, the inadequacies of the walking/cycling network, and a lack of access to town water in Bellbrae. <p>Agrees that if recycled water could be delivered to Spring Creek Valley or the Hinterland west of Bellbrae certain businesses engaging in high value food production may become viable. Seek State of Federal</p> <p>Disagrees with the concept of "relatively unproductive land" and notes that the productivity depends very much on the farming practices and management.</p> <p>Disagrees with the proposed Preliminary Precinct Plan as a basis of creating districts for clustered agriculture and tourism.</p> <p>Supports broader facilitation of arts & crafts and cultural trails.</p>
Resident	Resident	16/11/2017	Email	<p>Suggests the conversion of the ALCOA mine site at Anglesea to a Daintree Natural History Resource Centre.</p>

APPENDIX 1 – SURVEY

HINTERLAND FUTURES – QUESTIONS FOR SURVEY AND WORKSHOPS

Council's vision for the Surf Coast Shire includes support for development that contributes to tourism and rural businesses, encourages clean industries and respects the Surf Coast's environment and lifestyle. The Hinterland Futures Project is an economic and planning based project which aims to provide direction to Council on how to achieve this vision within the rural hinterland areas of the Shire.

Based on background research, Council has identified 15 issues and opportunities for the Surf Coast Shire rural hinterland as follows:

Agribusiness and Local Food Opportunities:

- Facilitating Small Agrifood Businesses
- Facilitating Intensive Animal Industries in the North-West
- Facilitating Hobby Farms on Unproductive Farmland

Tourism Opportunities:

- Facilitating Food Tourism
- Facilitating Arts and Crafts and Cultural Trail Tourism
- Facilitating High Quality Accommodation Facilities
- Destination Making
- Developing Tourism Product Clusters
- Facilitating Business Innovation and Jobs Growth

Improving Services and Infrastructure:

- Exploring potential of recycled water
- Improving the road infrastructure network
- Improving the infrastructure technology network.

Land Use Planning and Futureproofing:

- Prioritising Rural Landscape and Environmental Quality
- Managing Land Use Conflicts
- Managing Climate Change Risk
- Clustering Agricultural and Tourism Activities in Precincts
- Clarifying uses in the Rural Conservation and Farming Zones
- Refining Planning Policies.

Hinterland Futures – Consultation Report

1. Of the issues identified, which top 3 are the most important to you?

Please rank in the order of importance.

.....

.....

.....

2. Is there an issue or opportunity that hasn't been captured so far?

.....

3. How do you think the issues or opportunities you chose could be addressed? What would be needed to make them happen?

.....

4. Are there areas within the Shire that should be treated differently to others? E.g. due to their tourism potential or agricultural value?

.....

Any further comments to add?

.....

THANK YOU FOR YOUR FEEDBACK!

6. CULTURE & COMMUNITY

6.1 Quarterly Report - Community Project Development - June 2018

Author's Title: Community Project Development Officer **General Manager:** Chris Pike

Department: Recreation & Open Space Planning **File No:** F16/1580

Division: Culture & Community **Trim No:** IC18/891

Appendix:

1. Community Project Proposal Master List - 25 May 2018 (D18/50473)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 – Section 80C:

Yes

No

Reason: Nil

Status:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

Yes

No

Reason: Nil

Purpose

The purpose of this report is to receive the June 2018 Community Project Development recommendations.

Summary

Four community project proposals were referred for detailed investigation at the April 2018 Council Meeting. Recommendations relating to three of these proposals are provided for Council consideration:

- CPP27: Quay Reserve Public Toilet – *Progress*
- CPP28: Great Ocean Views Reserve Activation – *Progress*
- CPP29: Anglesea Hall Sound, Lighting and Projection Improvements – *Investigation continuing*
- CPP30: Deans Marsh Priority Pathways #1 – *Progress*.

Investigation has continued on two outstanding community project proposals referred for detailed investigation at the December 2017 Council Meeting. A recommendation relating to one of these proposals is provided for Council consideration:

- CPP21: Torquay Pre School Garden Redesign Plan – *Investigation continuing*
- CPP24: Nautical Rise Linear Reserve Indigenous Garden/Reserve Activation – *Progress*.

The investigation of CPP26 (Torquay Tigers Cricket Club new shed for turf roller) referred for detailed investigation at the December 2017 Council Meeting, has been put on hold awaiting progress with the club on implementation of a project currently in the delivery phase.

The Community Project Proposal Master List currently includes 32 outstanding project proposals and 5 new community project proposals were registered during the last quarter. Of these 5 proposals, 1 proposal was referred to an alternative Council funding program, 2 proposals were declined at the initial proposal filter stage and 2 proposals were accepted for inclusion in the Community Project Proposal Master List.

Four of the highest ranked community project proposals from the current Master List have been recommended to proceed to the detailed investigation stage in the July to September 2018 quarter.

6.1 Quarterly Report - Community Project Development - June 2018

Recommendation

That Council:

1. Notes that an allocation of \$12,000 for the development of a detailed concept design for 2.35km of pathways related to the Deans Marsh Priority Pathways #1 Proposal (CPP30) is included in the draft 2018/19 budget being considered for adoption at this meeting.
2. Notes that future Deans Marsh pathway construction projects resulting from this design work would be referred to Council's future project prioritisation and budget processes including consideration for future grant opportunities alongside other eligible projects.
3. Refers the following projects to Council's future project prioritisation and budget processes including consideration for grant opportunities alongside other eligible projects:
 - 3.1 The Nautical Rise Linear Reserve Indigenous Edible Garden Proposal (CPP24) – Total project cost \$80,000 (exc GST) including project management and contingency consisting of \$40,000 Council and \$40,000 Quay Residents Association (\$8,000 cash and \$32,000 in-kind).
 - 3.2 The Quay Reserve Public Toilet Proposal (CPP27) – Total project cost \$40,000 (excl GST) including project management and contingency and requires 100% Council funding.
 - 3.3 The Great Ocean Views Reserve Activation Proposal (CPP28) – Total project cost for this scope to budget proposal is \$36,000 (excl GST) including project management and contingency consisting of \$21,000 Council and \$15,000 Community (\$10,000 cash and \$5,000 in-kind).
4. Refers the following four priority project proposals from the Community Project Proposal Master List to the Community Project Development Officer for investigation in the July to September 2018 quarter:
 - 4.1 1st Torquay Scouts - Storage Extension Proposal.
 - 4.2 Newling Reserve Playground Inclusive Basket Swing Proposal.
 - 4.3 Torquay & District Historical Society - Historical Signs Proposal.
 - 4.4 Surf Coast Soccer - Storage for Portable Goals Proposal.
5. Allocates \$7,000 from the Accumulated Unallocated Cash Reserve to allow detailed investigation of the four project proposals referred for investigation in the July to September 2018 quarter.

6.1 Quarterly Report - Community Project Development - June 2018

Report

Background

The Community Project Development Officer exists to improve Council's ability to respond to an increasing number of community project ideas and to ensure that projects seeking Council support and / or funding are appropriately assessed, scoped and prioritised.

The Community Project Officer has worked on a total of six project proposals in the April to June 2018 period including two projects outstanding from the December 2017 to March 2018 quarter. These proposals include:

- CPP21: Torquay Pre School Garden Redesign Plan
- CPP24: Nautical Rise Linear Reserve Indigenous Garden/Reserve Activation
- CPP27: Quay Reserve Public Toilet
- CPP28: Great Ocean Views Reserve Activation
- CPP29: Anglesea Hall Sound, Lighting and Projection Improvements
- CPP30: Deans Marsh Priority Pathways #1

Investigation of the following project proposal referred for investigation in December 2017 remains on hold awaiting progress with the club on another current project:

- CPP26: Torquay Tigers Cricket Club - new shed for turf roller.

Discussion

Investigated community project proposals that have reached recommendation stage (having been referred in December 2017)

The key findings and recommendations relating to one of the outstanding community project proposals referred by Council in December 2017 is found in the table below:

- *CPP24: Nautical Rise Linear Reserve Indigenous Garden/Reserve Activation*

Please note that investigation is continuing on another outstanding community project proposal referred by Council in December 2017 and it is expected that recommendations related to this proposal will be reported to Council at the next reporting opportunity in September 2018:

- *CPP21: Torquay Pre School Garden Redesign Plan* – draft plan for suitable redesign of outdoor space is nearing completion and liaison with Early Years staff and Pre School Parents Committee is continuing until all are satisfied with proposed changes.

CPP24	Nautical Rise Linear Reserve Indigenous Garden / Reserve Activation Proposal – PROGRESS
Proposal Description	<ul style="list-style-type: none"> • The Quay Residents Association has proposed the activation and redevelopment of Torquay Nautical Rise Linear Reserve as a unique indigenous edible orchard garden.
Background Info	<ul style="list-style-type: none"> • A recent Land Management System functionality audit found that the Nautical Rise Linear Reserve to be an underutilised open space reserve that was lacking in features or a purpose that attracted new users or that encouraged continuous or repeated use. • Initially this proposal was suggested for the nearby Hilltop Park but further discussion with the Quay Residents Association led to the alternative and more suitable site of the Nautical Rise Linear Reserve being selected for further investigation related to this proposal.
Engagement	<ul style="list-style-type: none"> • This investigation has involved engagement with representatives from the Quay Residents Association (including indirect engagement via this group's social media network), discussions with other relevant Council staff and site consultation with contractors engaged through the investigation process.
What we know	<ul style="list-style-type: none"> • The scope of proposal evolved from the original idea of an Australian native orchard garden to a more focused 'pick and eat' indigenous culinary garden that included a small section of Australian native fruit trees to add variety and interest. This site is not designed to be a display garden but encourages and

6.1 Quarterly Report - Community Project Development - June 2018

	<p>relies on community interaction from the early establishment phase (with plant propagation) though to planting, ongoing maintenance and local food harvesting.</p> <ul style="list-style-type: none"> • The proposal also seeks to provide community education through interpretative / plant naming signage (with assistance from Wadawurrung) and possible renaming of reserve. • The design principle focuses on edible plants that are key seasonal indicators (for the 6 -7 season calendar of the Wadawurrung). Different plants are more prolific in particular seasons. • There is community interest in this site establishing ongoing cultural links with the Wadawurrung and also in promoting the site with ABC Gardening Australia as a demonstration of local indigenous food production. • The group are motivated to involve Surf Coast Secondary College and potentially nearby local primary schools with planning, plant propagation & planting. • This proposal supports Council's Local Food Program objectives and Council Plan <i>Action 4</i> "develop and implement local programs to support healthy eating and active living" and <i>Action 20</i> to "develop and implement a local food program in partnership with the local community".
<p>Potential funding partners</p>	<ul style="list-style-type: none"> • Council (Capital Budget) or potentially the Council's Small Grants Program if the project scope could be broken down into smaller components without losing momentum. • Quay Residents Association Incorporated has indicated potential for partnership funding support via organisations including Torquay Community Enterprise, RACV Torquay Resort, Intrapac Property Pty Ltd. • Significant contribution has been determined to be potential in-kind voluntary labour (community labour co-ordinated via by Quay Residents Association or labour by secondary school students involved in the propagation and planting program).
<p>Officer Summary / Recommendation</p>	<ul style="list-style-type: none"> • Total Project Cost \$80,000 excl GST (including PM and contingency) • Proposed funding strategy includes community contribution of 50% total project cost (value of \$32,000 for in kind voluntary labour for propagation and planting of approximately 4000 tube stock plants plus minor landscape works and \$8,000 excl GST cash) with Council funding \$40,000 project balance including PM and contingency. • Stage 1 (hard scape establishment works) with budget of \$30,000 includes proposed Council contribution of \$20,000 including PM and contingency and community contribution of \$4,000 excl GST cash and \$5,000 value of in kind labour. • Stage 2 (planting and site completion works) with budget of \$50,000 includes proposed Council contribution of \$20,000 including PM and contingency and community contribution of \$4,000 excl GST cash and \$27,000 value of in kind labour. • Opportunity for Council to refer project to future project prioritisation and budget processes, including consideration for grant opportunities alongside other eligible projects.

Investigated community project proposals that have reached recommendation stage (having been referred in April 2018)

The key findings and recommendations relating to three of the outstanding community project proposals referred by Council in April 2018 are found in the tables below:

- *CPP27: Quay Reserve Public Toilet*
- *CPP28: Great Ocean Views Reserve Activation*
- *CPP30: Deans Marsh Priority Pathways #1*

6.1 Quarterly Report - Community Project Development - June 2018

Please note that investigation is continuing on another outstanding community project proposal referred by Council in April 2018 and it is expected that recommendations related to this proposal will be reported to Council at the next reporting opportunity in September 2018:

- *CPP29: Anglesea Hall Sound, Lighting and Projection Improvements* – further work is being undertaken to seek independent technical advice to ensure compatibility of performance audio-visual requirements to Council systems.

CPP27	Quay Reserve Public Toilet Proposal – PROGRESS
Proposal Description	<ul style="list-style-type: none"> • A unisex accessible public toilet facility at the popular Quay Recreation Reserve to support the range of organised and casual use of the various reserve facilities. The toilet facility would be an extension to the Quay Reserve pavilion and would be open 24/7.
Background Info	<ul style="list-style-type: none"> • This proposal has been submitted by Quay Residents Association Inc. • Quay Reserve pavilion includes toilets but only open when organised sports are taking place. • Significant and increasing casual reserve use of oval, basketball, playground, fitness station and picnic facilities. • Surf Coast Shire Land Manager (Recreation Planning) supports this proposal. • Suitable facility for this reserve would be a robust structure with robust fittings to single unisex accessible toilet facility standard. The facility requires good pathway access and would be attached to but independent from the main pavilion in the event of fire. The facility would include a change table given the high expected use by families.
Engagement	<ul style="list-style-type: none"> • This investigation has involved engagement with the Quay Residents Association Inc and also discussions with other relevant Council staff and site consultation with contractors engaged through the investigation process.
What we know	<ul style="list-style-type: none"> • Lack of toilets reduces time visitors can spend at the reserve or results in visitors using bushes around reserve facilities as toilets (numerous resident complaints about this occurring). • Similar level active open space reserve facility at Bob Pettitt Reserve has a public toilet facility (of same scope that this proposal recommends). • Closest public toilets are at Djila Tjarri Park in Banyul Warri Fields or at Whites Beach Reserve Playground (both a distance of 1.3km from this site). • Limited community consultation has taken place with the Quay Residents Association and residents that have submitted complaints to Council. Preliminary costing for a single unisex accessible public toilet facility (that would be attached to but able to be open 24/7) has been obtained at an estimate of \$50,000 plus PM and contingency. • Advice from Council PMO and Facility Operations (who are currently undertaking public toilet construction projects) indicates that that a more probable costing for this facility is \$40,000 including PM and contingency.
Potential funding partners	<ul style="list-style-type: none"> • Council (Capital Program) • Very unlikely to be able to attract external funding support for a toilet facility.
Officer Summary / Recommendation	<ul style="list-style-type: none"> • Total Project Cost estimate is \$40,000 excl GST including PM and contingency. • Opportunity for Council to refer this project to a future budget process with Council contributing 100% of total project cost.

6.1 Quarterly Report - Community Project Development - June 2018

CPP28	Great Ocean Views Reserve Activation Proposal – PROGRESS
Proposal Description	<ul style="list-style-type: none"> Following the development of the Great Ocean Views Park in 1997, the community has changed and there is an opportunity to activate the site to encourage greater use and social connections.
Background Info	<ul style="list-style-type: none"> Community desire to activate the park, encourage community connections and potential space for informal community social events. There has been no development / change for some time – time to re-energise.
Engagement	<ul style="list-style-type: none"> This investigation has involved engagement with a small number of residents with community interest in the future development of the Great Ocean Views Reserve. Discussions have also taken place with other relevant Council staff.
What we know	<ul style="list-style-type: none"> Possible activities / new developments that have been suggested for this reserve include: <ul style="list-style-type: none"> Linear flowing orchard – with natural water flow through Outdoor table tennis Outdoor fitness equipment Potential environmental message – capture stormwater / recycled water - for irrigation Potential to incorporate soft lighting to encourage walking through at night Better quality and level grass area - may encourage play BBQ / shelter (very small) - attractor for childrens' parties - designed with stage that has power off it for very low key events Existing playground to stay The community are testing some ideas with park neighbours / users via a meet and greet / door knock but seek some seed funding for works that may be developed further in future.
Potential funding partners	<ul style="list-style-type: none"> Council (Capital Program) - a scope to budget project would provide a great opportunity to engage with the community and to deliver some priority park developments. The community have pledged to seek 50% project funding through partner organisations including Torquay Community Enterprise and RACV Torquay Resort. There will also be some opportunity for community in kind works (planting and soft scape works) resulting in greater community buy in and ownership.
Officer Summary / Recommendation	<ul style="list-style-type: none"> Total Project Cost \$36,000 excl GST (including PM and contingency) as a scope to budget project. Opportunity for Council to refer to a future budget process with a 50% Council contribution to base cost (\$15,000) plus PM and contingency to a total contribution of \$21,000 excl GST. Proposed funding strategy includes 50% community contribution to base cost (\$10,000 cash plus GST and \$5,000 in-kind).
CPP30	Deans Marsh Priority Pathways #1 Proposal – PROGRESS
Proposal Description	<ul style="list-style-type: none"> Deans Marsh community have proposed a range of pathways within their community. A group of priority pathways combine to create a 3km loop trail that addresses safety concerns, encourages walkability and community connectivity and also enhances community health and wellbeing.

6.1 Quarterly Report - Community Project Development - June 2018

<p>Background Info</p>	<ul style="list-style-type: none"> The Surf Coast Shire Pathway Strategy proposes a concrete pathway along the 1.12km section of proposed pathway along the busy Deans Marsh – Birregurra Road. The community would consider this to be a gravel surface if well-constructed and built to be all weather. This section is considered to be the highest priority section of the loop trail (there is a community submission to the 2018/19 draft SCS budget and the community have also submitted an initial proposal to the Pick My Project State Government Funding Initiative). Deans Marsh pathways in the SCS Pathways Strategy are rated low priority and community keen for a review of strategy to consider current community priorities. Community also keen to challenge criteria for pathway priority that may favour path sections in communities with greater populations.
<p>Engagement</p>	<ul style="list-style-type: none"> This proposal has been submitted by the Deans Marsh community (Pathways Group) and has the auspice support of the Deans Marsh Cottage. The Deans Marsh Road Safety Group and the Deans Marsh Mum’s n’ Bubs Group, the Deans Marsh Fitness Group and the Deans Marsh Primary School are also interested and supportive stakeholders. This investigation has involved engagement with landowners and discussions with relevant Council staff.
<p>What we know</p>	<ul style="list-style-type: none"> The priority 3km loop pathway / trail includes: <ul style="list-style-type: none"> 0.3km of existing concrete pathway 0.35 km of gravel roadway with advisory / awareness signage required 1.123 km of new concrete pathway and 1.1km of new gravel pathways 0.53km (minimum) of new fencing (along private property boundary), pathway signage, seating + planting A section of pathway runs through private property along a roadway easement and has the support of the effected landowner (a legal agreement would be required to formalise this proposed community access). The community are well organised with significant interest membership and have been lobbying for new pathways and pedestrian safety for a number of years. There is potential for a Special Charges Scheme to apply to some pathway sections with initial interest by community in testing whether this charge could be spread throughout the community rather than just a cost to property owners where the path passes. There also appears to be some community interest in exploring opportunities for commercial sponsorship of pathway sections. Opportunities for leverage funding via Regional Development Victoria (however highly competitive) and also via Transport For Victoria rural pathway / strategic links funding.
<p>Potential funding partners</p>	<ul style="list-style-type: none"> Council (Capital Program) Deans Marsh community fundraising and potential Special Charges Scheme as well as commercial sponsorship (of a path section) opportunities. External grant opportunities to be explored.
<p>Officer Summary / Recommendation</p>	<ul style="list-style-type: none"> Total Project Cost for path construction and infrastructure is estimated to be well in excess of \$350,000 excl GST including PM and contingency. Opportunity for Council to allocate \$12,000 excl GST including PM and contingency from 18/19 budget for detailed concept design on 2.35km of pathways. Opportunity for Council to then refer a pathway construction project to a future budget prioritisation process.

6.1 Quarterly Report - Community Project Development - June 2018

Reviewing of the Community Project Proposal Master List (refer attached D18/50473)

There are currently 32 outstanding community project proposals on the Community Project Proposal Master List. At the end of each quarter and following the Council Meeting resolution, each project proposal submitter is provided with a status update. Proposals that are yet to progress into the investigation stage are reviewed at this time and submitters are invited to provide an update about their proposal, to have a conversation about how their proposal can be strengthened or alternatively a proposal may be withdrawn if it is no longer relevant or required.

New community project proposals received

45 new project proposals (at an average rate of over 3 per month) have been registered via Council's new on line registration process since 1 February 2017. As each new project proposal is submitted on line, it is assessed by the Community Project Development Officer together with relevant Council service area officers. The Community Project Proposal Priority Assessment Matrix determines where the proposal sits in priority order within the Master List.

Prioritised community project proposals for further investigation (during the July to September 2018 quarter)

The Community Project Proposal Master List currently includes 32 outstanding project proposals presented in a prioritised order of highest to lowest when assessed against a priority assessment matrix.

Four of the highest ranked proposals from the master list have been recommended to proceed to detailed investigation stage including:

1. 1st Torquay Scouts Storage Extension / Storage Shed Proposal (score 56 / MEDIUM).
2. Newling Reserve Playground Inclusive Basket Swing Proposal (score 56 / MEDIUM).
3. Torquay & District Historical Society - Historical Signs Proposal (score 54 / MEDIUM).
4. Surf Coast Soccer - Storage Shed / Enclosure for Portable Goals (score 54 / MEDIUM).

Each of the above project proposals has a MEDIUM rating (50-59 out of 100). There are currently no project proposals in this master list with a HIGH rating (60+ out of 100).

Recommendations and progress relating to these projects will be presented to Council in the next quarterly Community Project Development report in September 2018 or earlier if investigations are complete.

Investigation Costs

It is proposed that \$7,000 in costs associated with the feasibility investigation of this new list of project proposals be funded from the Accumulated Unallocated Cash Reserve. To date, over a 17 month period from November 2016 to June 2018, a total of \$32,500 has been spent to adequately investigate a total of 29 community project proposals.

A breakdown of the \$7,000 proposed to cover proposal investigation costs is as follows:

- \$5000 required for a preliminary concept design to allow costing for the investigation of the 1st Torquay Scouts storage extension / storage shed proposal.
- \$1000 required to cover preliminary concepts and communications costs for investigation of the Torquay & District Historical Society - Historical Signs proposal.
- \$1000 required to cover preliminary concepts and communications costs for investigation of the Surf Coast Soccer - Storage Shed / Enclosure for Portable Goals proposal.
- An investigation contingency has not been added to the above estimates on this occasion.

Financial Implications

The Deans Marsh Priority Pathways #1 Proposal (CPP30) with a total project budget of \$12,000 excl GST for the development of a detailed concept design on 2.35km of pathways is recommended as an opportunity for funding from Council's 2018/19 budget. Designed and costed pathway construction projects resulting from this design work will then be referred to Council's future project prioritisation and budget processes including consideration for future grant opportunities alongside other eligible projects.

The following project proposals include financial recommendations to be referred to Council's future project prioritisation and budget processes including consideration for future grant opportunities alongside other eligible projects as follows:

6.1 Quarterly Report - Community Project Development - June 2018

- The Nautical Rise Linear Reserve Indigenous Edible Garden Proposal (CPP24) – Total project cost \$80,000 (exc GST) including project management and contingency consisting of \$40,000 Council and \$40,000 Quay Residents Association (\$8,000 cash and \$32,000 in-kind).
- The Quay Reserve Public Toilet Proposal (CPP27) – the total project cost estimate is \$40,000 (excl GST) and requires 100% Council funding.
- The Great Ocean Views Reserve Activation Proposal (CPP28) – Total project cost for this scope to budget proposal is \$36,000 (excl GST) including project management and contingency consisting of \$21,000 Council and \$15,000 Community (\$10,000 cash and \$5,000 in-kind).

It is proposed that \$7,000 in costs associated with the feasibility investigation of the new list of 4 project proposals be referred to Council's Accumulated Unallocated Cash Reserves.

Council Plan

Theme 1 Community Wellbeing
Objective 1.1 Support people to participate in and contribute to community life
Strategy 1.1.1 Develop and implement a program to support communities of place and interest, and to provide opportunities for them to identify and achieve their community aspirations

Theme 1 Community Wellbeing
Objective 1.2 Support people to be healthy and active
Strategy 1.2.1 Develop and implement local programs to support Healthy Eating and Active Living

Theme 2 Environmental Leadership
Objective 2.3 Support local food production
Strategy 2.3.1 Develop and implement a local food program in partnership with community

Theme 3 Balancing Growth
Objective 3.2 Ensure infrastructure is in place to support existing communities and provide for growth
Strategy 3.2.6 Advocate for supporting infrastructure

Policy/Legal Implications

There are no policy or legal implications relating to the investigation outcomes or recommendations included in this report.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

The recommendations related to the Torquay Nautical Rise Linear Reserve Indigenous Edible Garden Proposal (CPP24) have undergone a preliminary risk assessment and a full risk assessment will be included at the project delivery stage. As a significant community in-kind contribution is involved, project documentation will include detail of skills required, work tasks and desired outcome descriptions.

The recommendations related to the Deans Marsh Priority Pathways #1 Proposal (CPP30) relate to providing a safe off-road pathway network connecting Deans Marsh community destinations.

The recommendations related to the Quay Reserve Public Toilet Proposal (CPP27) address the environmental and public safety issues arising from reserve users inappropriately toileting in areas surrounding the playground and picnic areas.

The recommendations related to the Great Ocean Views Reserve Activation Proposal (CPP28) may address community public safety concerns resulting from an unlit but well used pathway through the reserve.

The recommendation related to the proposed funding allocation for community project feasibility investigation will ensure that a more comprehensive understanding of project feasibility including scope and cost is obtained prior to making decisions relating to future budget allocations.

6.1 Quarterly Report - Community Project Development - June 2018

Social Considerations

The Community Project Development Officer role and process is aimed at creating partnerships, providing support and feedback to community project ideas, facilitating community strengthening and supporting prioritised projects to get to a project ready stage.

Community Engagement

Regular and ongoing communication and engagement with community is undertaken during the assessment of project proposals and during proposal investigation and scoping stage.

Environmental Implications

There are no impacts to the environment.

Communication

A Community Project Development page is available on Council's website, providing information about the process for registering community project proposals. A link to the on-line Community Project Proposal Registration Form is available from the webpage.

All proposal applicants are contacted following a proposal registration to clarify project details. Further engagement is undertaken with applicants for those proposals that are referred for detailed investigation.

There is also regular communication with submitters of project proposals waiting in the Community Project Proposal Master List about ways in which proposal ratings against key assessment criteria can be strengthened.

Quarterly reports are presented to Council with recommendations relating to proposals that have been endorsed for detailed investigation. This reporting process also resolves on project proposals to be referred for detailed investigation in the next quarter.

Options

Option 1 – Receive and support the Community Project Development recommendations 1 – 5 as identified in this report

This option is recommended by officers as it is supported by comprehensive feasibility investigation into each community project proposal and provides clear direction regarding Council's level of support for each project.

Option 2 – Receive and support the Community Project Development recommendations 1 – 5 as identified in this report with minor amendments

This option is not recommended by officers, however Councillors do have the option to discuss individual project recommendations and if agreed make amendments prior to final resolution.

Option 3 – Do not support the Community Project Development recommendations 1 – 5 as identified in this report

This option is not recommended by officers as it provides little confidence to project proposal applicants in the Community Project Development Process and does not support our purpose to help our community and environment to thrive.

Conclusion

A Community Project Development Process has been established to provide transparency in how new community project proposals are registered, assessed and prioritised for investigation. The process supports the Community Project Development Officer to create partnerships, respond to community project ideas, facilitate community strengthening and support prioritised projects to get to a project ready stage. Seven of the highest ranked proposals from the Community Project Proposal Master List have been recommended to proceed to detailed investigation stage.

6.1 Quarterly Report - Community Project Development - June 2018

APPENDIX 1 COMMUNITY PROJECT PROPOSAL MASTER LIST - 25 MAY 2018

Community Project Proposal Master List

As at 25 May 2018 (since last reporting cut off 6 March 2018)

OUTSTANDING PROPOSALS			INVESTIGATION	RATING
Dec 2017	Anglesea	Anglesea Bowls Club and Mens Shed Carpark Upgrade (see *below)	\$10K	57
Sept 2017	Torquay	1st Torquay Scouts storage extension / storage shed	\$5K	56
Feb 2018	Winchelsea	Newling Reserve Playground Inclusive Basket Swing Proposal	\$0K	56
Apr 2017	Anglesea	Anglesea RSL Village Green Memorial (see *below)	\$3K	55
Oct 2017	Torquay	Torquay & District Historical Society - Historical Signs	\$1K	54
Nov 2017	Torquay	Surf Coast Soccer - Storage Shed for Goals	\$1K	54
March 2018 NEW	Winchelsea	Helen Mary Kininmonth Kinder – Playground Rejuvenation	\$2K	54
June 2016	Winchelsea	Wurdale Hall Reserve Development Stage 2	\$0	54
Nov 2017	Torquay	Surf Coast Soccer New Pavilion Banyul Warri Fields	\$5K	53
June 2016	Torquay	Spring Valley Park – informal goals in open space area	\$0	53
Feb 2016	Lorne	Deans Marsh Reserve - Fitness Element Installation	\$0	53
Feb 2016	Anglesea	Anglesea Skate Park - Stage 3 extension	\$10K	52
Jan 2015	Winchelsea	Winchelsea Railway Station Redevelopment	\$5K	52
March 2018 NEW	Torquay	Outdoor Performance Space Bob Pettitt Reserve	\$5K	51
March 2015	Winchelsea	Mt Moriac Reserve - Gym Facility Construction	\$5K	51
March 2016	Winchelsea	Kalkarra Park Playspace - basketball pad extension	\$0	51
Dec 2015	Winchelsea	Winchelsea Skate Park - Light Installation	\$0	51
Dec 2015	Winchelsea	Freshwater Creek Riding Club – Additional fencing	\$0	50
April 2017	Torquay	Torquay Mens Shed – new larger shed	\$0	50
Dec 2015	Torquay	Torquay Tennis Club – seal pathway between courts	\$0	48
June 2016	Winchelsea	Wurdale Hall Reserve Development Stage 3	\$5K	47
Dec 2015	Torquay	Torquay Tennis Club - Storage Container Purchase /Placement	\$0	46
Jan 2016	Anglesea	Anglesea Netball Club – Existing carpark sealing	\$10K	45
Feb 2018	Winchelsea	Deans Marsh Priority Pathways #2	\$3K	43
Feb 2018	Torquay	Djila Tjarri Skate Bowl Shade / Shelter	\$1K	43
Dec 2015	Torquay	Torquay Grant Pavilion - Kiosk Window Installation	\$0	40
Dec 2015	Torquay	Torquay Tennis Clubrooms - Male Toilet Refurbish	\$0	38
Nov 2016	Torquay	Downhill Bike Tracks and Dirt Jumps	\$0	37
Jan 2017	Anglesea	Anglesea Netball Club – Viewing deck	\$4K	36
Feb 201	Torquay	Djila Tjarri Skate Park Permanent Lighting	\$1K	36
Jan 2017	Winchelsea	Winchelsea Township Cultural Heritage Facility	\$5K	31
Jan 2017	Winchelsea	Bicycle and horse riding track from Winchelsea to Inverleigh	\$5K	28
TOTAL			32	

*Note – these Anglesea Project proposals are located within the Anglesea Riverbank Precinct and investigation will be held until the proposed Anglesea Precinct Planning approach is undertaken by the Open Space Planning Department

HIGH	Proposals rated 60+ out of 100
MEDIUM	Proposals rated 50-59/100
LOW	Proposals rated <50/100

UNDER INVESTIGATION	
CPP21	Torquay Pre School re Garden Redesign Plan
CPP24	Torquay Nautical Rise Linear Reserve Indigenous Garden
CPP26	Torquay Tigers Cricket Club – new shed for turf roller
CPP27	Torquay Quay Reserve Public Toilet
CPP28	Torquay Great Ocean Views Reserve Activation
CPP29	Anglesea Hall Sound, Lighting and Projection Improvements
CPP30	Deans Marsh Priority Pathways #1
TOTAL	7

DECLINED / REFERRED AT INITIAL PROPOSAL FILTER	
	Anglesea Historical Society – Bathing Box (COMPLETE)
Service Manager	Bellbrae Tennis Club – Seating (approved)
Service Manager	All Aboard container and garden (declined)
Service Manager	Lorne Men’s Shed Flagpole (Service Manager PM / COMPLETE)
Service Manager	Connewarre Reserve 1 Million Trees (Service Manager as PM)
Service Manager	Connewarre Reserve Walking Path (Service Manager as PM)
Small Grants	Connewarre & Dist Riding Club Equitation Park-Funded Small Grants
Small Grants	Torquay Historical Society Bathing Box/Boardwalk
Service Manager	Anglesea Transfer Station Store Shed (Approved / COMPLETE)
Service Manager	Deans Marsh hall curtain sign (Service Manager as PM)
Service Manager	Anglesea Seniors /Lions Garden (Service Manager PM / COMPLETE)
Service Manager	Spring Creek Res drainage erosion rectification (Maintenance)
Small Grants	Anglesea flagpole / street light artwork installations
DECLINED	Seaview Res Basketball Pad NEW
DECLINED	Growing Winch Storage Fees NEW
Service Manager	Winchelsea Bowls Club Internal and external painting NEW
TOTAL	16

REFERRED/RESOLVED PRIOR TO INVESTIGATION	
Service Manager	Torquay Bowls Club – Masterplan Priorities
Small Grants March 17	Anglesea Community Garden seat (Application Successful)
Service Manager	Mt Moriac Res lighting –Oval 1, Oval 2 and Netball Crt 3
Service Manager	Coogoorah Park Rec Reserve - Noticeboard Refurb / Content
No longer required	Hill Top Reserve - shelter battens for wind protection
Service Manager	Connewarre Reserve Viewing Mound
Referred Small Grants	Soundproofing Torquay Men’s Shed (Future Application)
Referred Small Grants	Anglesea Netball Club – Shade sail (Future Application)
Not required	Torquay Parwan Pitch FlagPole
Resolved	Torquay Women’s Shed
Referred Small Grants	Aireys Inlet Community Garden Seat (Future App)
TOTAL	11

INVESTIGATION COMPLETE	
CPP06	Ellimatta Reserve Anglesea Football Club Training Lights Upgrade (progressed to funding application)
CPP08	Mt Moriac Reserve Equestrian Clubroom Redevelopment (progressed to funding application)
CPP09	Anglesea Mens Shed – repurpose and refit 2 storage spaces (progressed to funding application)
CPP13	Deep Creek Reserve Tennis Court multi-use area
CPP14	Mt Moriac Reserve Oval 1 net behind goals
CPP17	Anglesea Recreation & Sports Club – power connection (18/19 draft budget community submission)
CPP19	Anglesea Netball Club –additional netball shelters (18/19 draft budget community submission)
CPP23	Connewarre & District Riding Club Dressage Arenas (18/19 draft budget community submission)
CPP25	Torquay Football Club - relocate player interchange boxes (18/19 draft budget community submission)
TOTAL	9

PROJECT IN PROGRESS	
CPP01	Torquay Cricket Club Practice Facility Upgrade
CPP02	Ellimatta Reserve / Anglesea Netball Club Additional Car Park Design
CPP03	Lorne Historical Society Front Facade Project (awaiting community fund generation)
CPP07	Stribling Reserve Stadium Ventilation
CPP10	Wurdale Hall Reserve - History Board
CPP11	Lorne Skate Park Shelter
CPP15	Quay Reserve – BBQ/picnic shelter
CPP16	Freshwater Creek Res old Tennis Clubroom – Recommission (18/19 renewal)
CPP20	Anglesea Pre School re Basket Swing Installation (Funded Small Grants)
CPP22	Anglesea to Waurm Ponds Bus Service Proposal (progressed to Council priority advocacy list)
TOTAL	10

PROJECT DELIVERED OR PROPOSAL CLOSED	
CPP04	Hesse St Reserve Winchelsea Scouts and Tennis Shared Facility
CPP05	Jan Juc Pre School Expansion of Play Space
CPP12	Torquay Hill Top Reserve Vegetation Barrier
CPP18	Anglesea Recreation & Sports Club – new boat platform
TOTAL	4

6.2 Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 - Year One Review

Author's Title: Coordinator Governance & Corporate Planning **General Manager:** Chris Pike

Department: Governance & Risk **File No:** F15/1705

Division: Governance & Infrastructure **Trim No:** IC18/457

Appendix:

1. Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 (D17/43811)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 – Section 80C:

Yes

No

Reason: Nil

Status:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

Yes

No

Reason: Nil

Purpose

The purpose of this report is to affirm the Council Plan (incorporating the Health and Wellbeing Plan) 2017-21, in accordance with legislative requirements.

Summary

In June 2017 Council adopted an integrated Council and Health and Wellbeing Plan for 2017-21, strengthening and streamlining statutory planning and reporting processes (refer Appendix 1).

The Plan was developed in accordance with the following legislation:

- Section 125 of the *Local Government Act 1989* (the Act)
- Section 26 of the *Public Health and Wellbeing Act 2008*.

The above legislation also requires Council to conduct an annual review of the Plan to ensure its currency.

Officers and Councillors considered the currency of the plan in March 2018. No change is suggested at this time.

Recommendation

That Council:

1. Affirms that the strategic indicators, strategies and strategic indicators included in the Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 as attached at Appendix 1 do not require any adjustment in respect of the remaining period of the plan.
2. Incorporates the revised Strategic Resource Plan 2018-22 as included in the 2018-19 Annual Budget into the Council Plan (incorporating the Health and Wellbeing Plan) 2017-21.

6.2 Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 - Year One Review

Report

Background

The Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 (the Plan), adopted in June 2017 is Council's key directional document influencing the strategic and operational activities of Council during their elected term.

This Plan was developed following an extensive community engagement process and in accordance with the following legislative requirements:

- Section 125 of the *Local Government Act 1989*
- Section 26 of the *Public Health and Wellbeing Act 2008*.

Council is required to review the Plan on an annual basis and make any adjustments where necessary to ensure it continues to meet the requirements of legislation and the priorities of Council and the community.

The following sections extracted from legislation direct Council in developing and reviewing the Plan.

Section 125 of the *Local Government Act 1989*:

- (2) A Council Plan must include:-
- (a) The strategic objectives of the Council;
 - (b) Strategies for achieving the objectives for at least the next 4 years
 - (c) Strategic indicators for monitoring the achievement of the objectives
 - (d) A Strategic Resource Plan containing the matters specified in section 126;
 - (e) Any other matters which are prescribed by the Regulations.
- (7) At least once in each financial year, a Council must consider whether the current Council Plan requires any adjustment in respect of the remaining period of the Council Plan.
- (8) Subject to subsections (9) and (10), a Council may make any adjustment it considers necessary to the Plan.
- (9) A person has a right to make a submission under section 223 on a proposed amendment to a Council Plan which relates to a matter specified under subsection (2)(a), (2)(b) or (2)(c).
- (10) If a Council makes an adjustment to the Council Plan the Council must, within 30 days of making the adjustment, advise the Minister of the details of the adjustment to the Council Plan.

Section 26 of the *Public Health and Wellbeing Act 2008* requires that:

- (2) A municipal public health and wellbeing plan must-
- (b) identify goals and strategies based on available evidence for creating a local community in which people can achieve maximum health and wellbeing.
 - (ba) specify measures to prevent family violence and respond to the needs of victims of family violence in the local community.
- (4) A Council must review its municipal public health and wellbeing plan annually, and if appropriate, amend the municipal public health and wellbeing plan.
- (4A) An annual review must include a review of the measures referred to in subsection (2)(ba).

Discussion

Council adopted the Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 in June 2017 following an extensive community engagement process.

A six monthly progress report for the period 1 July to 31 December 2017 was presented to Council in February 2018.

An internal review of the Plan was conducted in March 2018 confirming that the priorities of Council and the community were still reflected in the Plan at this time.

A mid-term review of the Plan is proposed prior to preparation of the 2019-20 Budget to confirm the priorities of Council and the community and enable consideration of any revisions.

Financial Implications

Strategies in the Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 have been considered in preparation of the Budget 2018-19.

6.2 Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 - Year One Review

Council Plan

Theme	5 High Performing Council
Objective	5.2 Ensure that Council decision-making is balanced and transparent and the community is involved and informed
Strategy	5.2.2 Evolve our community engagement approach to inform strategic Council direction and decision-making

Policy/Legal Implications

This report complies with Section 125 of the *Local Government Act 1989* and Section 26 of the *Public Health and Wellbeing Act 2008*.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

Failure to conduct an annual review of Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 could result in misalignment of the priorities of Council and the community.

Social Considerations

In accordance with the *Local Government Act 1989*, the “primary objective of a council is to endeavour to achieve the best outcomes for the local community with regard to the long-term and cumulative effectiveness of decisions.” The annual review of this plan enables Council consideration of the Plan to ensure it continues to reflect the needs, views and aspirations of the community.

Community Engagement

Council completed an extensive community engagement process in early 2017 to receive input from the community in regard to Council’s proposed vision and objectives for the next four years. Further community engagement is proposed for the mid-term review of the Plan.

Environmental Implications

Council remains committed to preserving and enhancing the natural environment including encouraging the uptake of renewable energy, the reuse of resources and supporting the production and consumption of locally grown food. These priorities are included in the “Environmental Leadership” theme in the Council Plan.

Communication

The Plan can be accessed on Council’s website www.surfcoast.vic.gov.au and at nominated exhibition locations throughout the Shire.

Options

Option 1 – Revise the Council Plan (incorporating the Health and Wellbeing Plan) 2017-21

This option is not recommended by officers as the plan is considered current. It is not possible for Council to revise the plan at this stage of the year as any changes would trigger a Section 223 public consultation process and consequently Council would not meet its statutory obligations to review the plan in each financial year.

Option 2 – Affirm the Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 as adopted by Council in June 2017 without change

This option is recommended by officers as the plan is considered current. This option results in Council meeting its statutory obligations to review the plan in each financial year.

Conclusion

Council has a statutory obligation to review the Council Plan and Municipal Public Health and Wellbeing Plan on an annual basis. These documents have been combined to form the Council Plan (incorporating the Health and Wellbeing Plan) 2017-21, (the Plan) to strengthen and streamline statutory planning and reporting processes. A desktop review of the Plan has confirmed that the priorities of Council and the community were still reflected in the Plan at this time.

A mid-term review of the Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 is proposed prior to preparation of the 2019-20 Budget to confirm the priorities of Council and the community and enable consideration of any revisions.

6.2 Council Plan (incorporating the Health and Wellbeing Plan) 2017-21 - Year One Review

APPENDIX 1 COUNCIL PLAN (INCORPORATING THE HEALTH AND WELLBEING PLAN) 2017-21



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Welcome from the Mayor

Council has worked hard to create a plan for 2017 to 2021 that reflects the needs of our community, while laying the foundation needed to achieve a longer-term vision for our region.

In this plan, we have set goals for many highly valued priorities, including infrastructure, community life, renewable energy, transport corridors, digital technology, customer service and financial responsibility. We have been careful to focus our attention on what is not only most important, but where we as Council can make a significant difference within our community.

For the first time, we have incorporated the Health and Wellbeing Plan into the Council Plan, highlighting the importance of this for our Shire.

With significant population growth forecast for our region, we face the challenge of preserving and enhancing our unique natural environment and townships, while still catering for the vast number of people who wish to visit or live in our Shire.

In this plan, we have looked at balancing growth within our town boundaries, with continued population increases in Torquay and Jan Juc, and with Winchelsea's population forecast to quadruple by 2050.

Growth also puts increased pressure on our existing infrastructure, such as the Great Ocean Road – an internationally acclaimed tourist destination and the 'spine' of our Shire. It is an important connection for our coastal communities and rural hinterland, and we are working with state and federal governments and the community to ensure this great asset is protected and managed effectively.

The agricultural features of our rural areas are playing a significant role in the development of our Shire's economy, which requires more than 2000 jobs to be created in the next 20 years to maintain the current ratio of local employment. A range of industries and businesses will contribute, but it is the visitor economy that is expected to provide the most growth.

This Council Plan not only reflects the important work that needs to be undertaken by Council during this term, but also lays the foundation for what is required to ensure a successful and sustainable future for our community.



Cr Brian McKiterick
Mayor
June 2017

Our Vision

“An engaged, innovative and sustainable community.”

This plan identifies five main themes that support our vision and will guide Council's focus throughout the current four-year term.

Each theme is aligned with a number of strategic objectives and outcomes.

Our Themes

1. Community Wellbeing
2. Environmental Leadership
3. Balancing Growth
4. Vibrant Economy
5. High Performing Council

About the Council Plan (incorporating the Health and Wellbeing Plan)

The Surf Coast Shire Council Plan 2017-2021 is a plan for our community. It sets Council's strategic direction for the next four years, identifying the key priorities and themes that will help guide decision-making during this time.

This Council Plan also incorporates the Surf Coast Shire's Health and Wellbeing Plan for the first time, reflecting Council's commitment to improving the health and wellbeing of the local population. Enhancing the quality of life of our residents and visitors is intrinsic to Council's vision for an engaged, innovative and sustainable community.

Working in partnership with all levels of government, peak bodies, local organisations and members of our community, Council aims to deliver better health and wellbeing outcomes for all and to contribute to the overall success of the *Victorian Public Health and Wellbeing Plan 2015-2029*.

Community members and a range of organisations helped shape this plan by providing Council with ideas and important feedback on the five key themes. An online survey on *Surf Coast Conversations* – distributed through various community groups – allowed people across the Shire to share insights that helped Council determine priorities and tailor strategies.

As part of the plan, Council commits to evaluating its own performance and publishing results within its annual report each October. The community has an opportunity to assess Council's annual performance against the priorities outlined in this plan.

Council will draw on funds and resources from the Strategic Resource Plan to deliver the actions outlined in the Council Plan, and will work with a range of partners to implement this.

With the recent introduction of the Victorian Government's Fair Go Rates system, Council is mindful of the ongoing requirement to meet community needs for services and infrastructure, while safeguarding the long-term social, economic and environmental viability and sustainability of the Surf Coast Shire.

Why do we need a plan?

Developing a Council Plan helps our community – residents, visitors, local businesses, organisations, agencies, staff and other important partners – to have a shared understanding of our vision and priorities.

As well as planning for the future needs of our municipality, Council plays a key role in promoting health and wellbeing across our community. These important functions are requirements under State Government law, as outlined in:

- i) Section 125 of the *Local Government Act 1989 (Vic)*; and
- ii) Section 26(2) of the *Public Health and Wellbeing Act 2008*.

Section 125 of the *Local Government Act 1989* requires a Council to prepare and approve a Council Plan within six months of a general election or by the next 30 June, whichever is later. The Council Plan must include:

- a) the strategic objectives of the Council;
- b) strategies for achieving the objectives for at least the next four years;
- c) strategic indicators for monitoring the achievement of the objectives;
- d) a Strategic Resource Plan containing the matters specified in section 126 of the Act;
- e) any other matters which are prescribed by the regulations.

The *Victorian Public Health and Wellbeing Act 2008* requires that municipal public health plans are also developed within 12 months of a general council election, or included in the overall Council Plan, with a focus that:

- builds on priority areas evident in the Council Plan;
- examines data about health status and determinants in the municipal district;
- is consistent with the municipal strategic statement and other related plans, e.g. heatwave

- plan;
- incorporates evidence-based goals and strategies for creating a local community in which people can achieve maximum health and wellbeing;
 - specifies how the council will work in partnership with the Department of Health and other agencies undertaking public health initiatives, projects and programs to accomplish the goals and strategies identified in the public health plan;
 - provides for the involvement of people in the local community in the development, implementation and evaluation of the public health and wellbeing plan; and
 - supports a social model of health.

Surf Coast Shire Council Policy Context

The Council Plan takes into account the range of existing policies and documents across the organisation to ensure consistency. The existing documents provide guidance at a more operational level. The full list is available on our website.

A range of data sources was used in the development of the Council Plan, incorporating a review of the five environments for health – social, built, natural, economic, as well as an examination of the cultural environment. A list of all data sources and their relevance to the Council Plan is included at Appendix 1.

This plan also forms part of the *G21 Health and Wellbeing Plan* for our region, which was developed through collaboration with local communities, organisations and regional partners. Its aim is to support and strengthen the capacity of communities and individuals to achieve better health.

G21 is the formal alliance of government, business and community organisations within the Geelong region across five member municipalities – Colac Otway, Golden Plains, Greater Geelong, Queenscliff and Surf Coast Shire. Council works closely with the G21 alliance to help develop strategies that will improve the lives and experience of people who live, visit and work in our communities.

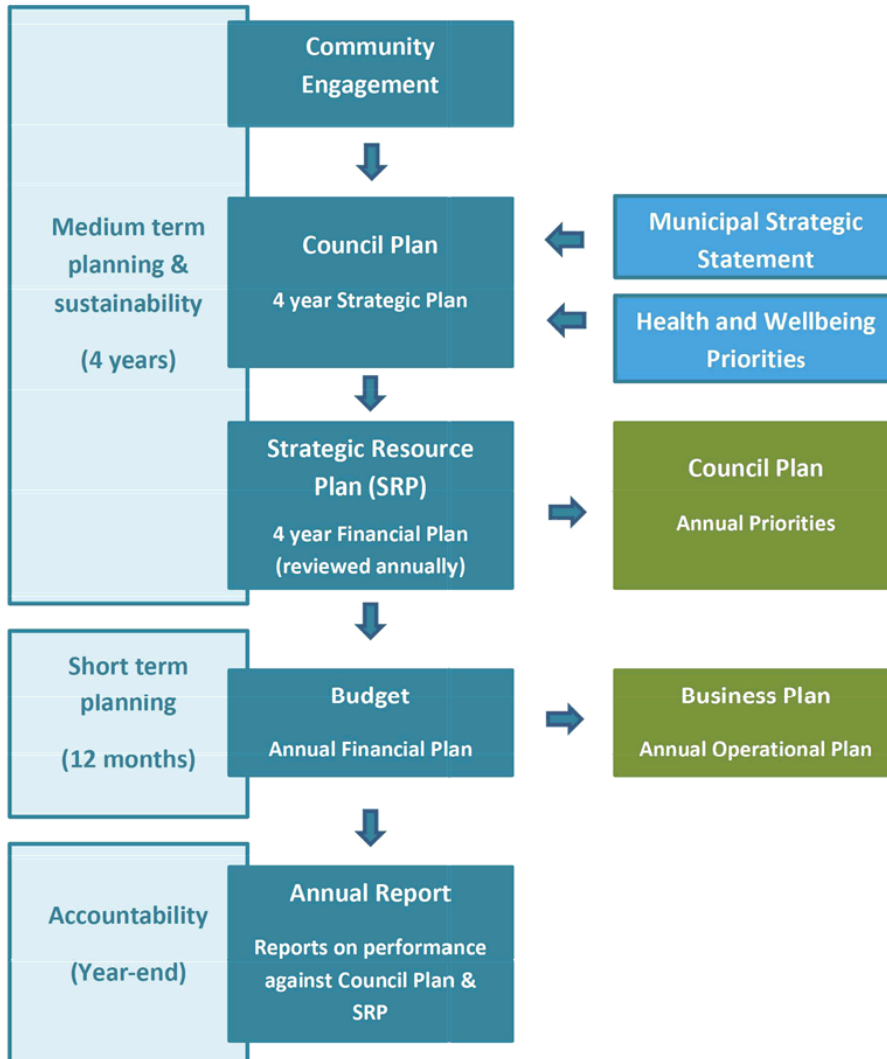
The priorities identified in the *G21 Health and Wellbeing Plan* include the promotion of active living and healthy eating and the prevention of men's violence against women and children.

The Surf Coast Shire Council Plan acknowledges the priorities set out in the *Victorian Health Priorities Framework 2012 – 2022: Rural and Regional Health Plan*. It also supports the vision of the *Victorian Public Health and Wellbeing Plan 2015 – 2019* for a state free of the avoidable burden of disease and injury, so that all Victorians can enjoy the highest attainable standards of health, wellbeing, and participation at every age.

Council Planning Hierarchy

Community engagement is the foundation for developing the Council Plan and Strategic Resource Plan. Both are important touchstones to establish our annual priorities and prepare a budget and business plan for the year ahead.

Council is committed to implementing the plan in partnership with the community, organisations and agencies providing services, and other levels of government. A list of these partners is provided at Appendix 3.



Community Engagement

Surf Coast Shire Council recognises that keeping people informed and inviting them to take part in decision-making makes our community a better place to live, work and visit.

As detailed in the Council's Communications and Community Engagement Strategy 2015 – 2018, Council agrees that community members have a right to know and contribute to decisions that affect them.

In accordance with the *Local Government Act 1989*, "the primary objective of a council is to endeavour to achieve the best outcomes for the local community with regard to the long-term and cumulative effects of decisions". The 'Best Value Principles' also contained in the Act support a program of regular consultation with the community in relation to the services provided by Council and its responsiveness to community needs.

Council recognises that this can only be achieved if people are involved in planning for their future.

Through consultation, collaboration and engagement with the Council, our community has contributed to the development, implementation and evaluation of the Council Plan, which is not only a requirement under the *Local Government Act 1989* and the *Public Health and Wellbeing Act 2008*, but helps improve the quality of the plan. Council believes this plan reflects the views and aspirations of our community.

Using the online hub Surf Coast Conversations along with numerous face to face discussions, community members have been able to help shape the Council Plan by sharing feedback about priorities for the next four years, including goals for better health and wellbeing, and input into the five themes and what might be delivered under each of them.

Almost 1,000 people provided their views via this portal. While many views were diverse, there was a consistent message that people love to live in and visit the Surf Coast Shire and there are many things that make the area special. Our community is looking for the opportunity to participate further in community life and provide support for others in the community.

The draft Council Plan 2017-2021 was made available on the Council website and Surf Coast Conversations online hub in April and May 2017, and at the following exhibition locations for further public comment. The opportunity to provide feedback was extensively advertised. Additional feedback was considered in development of the final plan.

Hard copies of the survey and draft Council Plan were available for inspection at:

- Council office, 1 Merrijig Drive, Torquay
- Aireys Inlet, Anglesea, Lorne & Winchelsea Post Offices
- Lorne Visitor Centre
- Deans Marsh and Moriac General Stores
- Torquay and Mobile Libraries
- Community Houses at Anglesea, Deans Marsh, Lorne and Winchelsea

Monitoring and Evaluation

It is important that Council has an opportunity to reflect on the implementation of the Council Plan on an annual basis, not only as a requirement of the *Victorian Local Government Act 1989* and the *Public Health and Wellbeing Act 2008*, but to ensure that delivery of the plan is on target and to check that the plan's strategies remain the best way for Council to deliver its priorities.

Annual monitoring and review allows Council to determine whether it has achieved what it set out to do; how well it did it; what difference it has made; and whether any adjustments are needed to the plan for the remainder of its term. Section 125 (7) of the *Local Government Act 1989* specifies that "At least once in each financial year, a Council must consider whether the current Council Plan requires any adjustment in respect of the remaining period of the Council Plan".

Indicators are included in the plan to demonstrate how Council will measure its performance against the strategic objectives. The *Local Government (Planning and Reporting) Regulations 2014* require Council to report twice a year on these indicators.

Where appropriate, Council is working with partners to improve the monitoring and evaluation of the plan. In particular, Council is working with broader G21 Councils to review the effectiveness of shared regional plans.

The *Public Health and Wellbeing Act 2008* requires that "A Council must review its municipal public health and wellbeing plan annually and, if appropriate, amend the municipal public health and wellbeing plan". The Act does not require a specific reporting requirement. Integration of the Health and Wellbeing Plan within the Council Plan will ensure that performance will be reported against health and wellbeing outcomes every six months.

Your Council

As affirmed in our Council Purpose, we exist **to help our community and environment to thrive** working to fulfil our purpose, the organisation supports our Councillors so they can best serve our community.

These principles underpin how the Council organisation operates.

Our community has many important priorities. Our Council sought your views and diligently reviewed these priorities to identify those to be included in the Council Plan.

I would like to highlight two themes that will require particular focus: how do we manage growth and how do we generate jobs, while maintaining the character and amenity of our towns and rural hinterland? While they are not new issues as such, the Council Plan seeks to draw out strategies for addressing them at a deep level.

The Council Plan also recognises the importance of community wellbeing and that our way of life ultimately depends on the environment. For example, our recent youth survey highlighted the importance of improving health services for young people, in particular in support of mental health.

Council understands that you, our citizens and customers, require from us an efficient and effective service. We are working hard to understand your experience in dealing with Council and are identifying ways for it to be enhanced. We will continue with important reform programs, such as the use of digital technologies and Council's focus on our town planning service.

The Council Plan outlines how we intend to deliver the required outcomes and measure our performance. Importantly, we have also developed a 10-year financial plan that shows how Council's priorities can be supported.

It is an authentic and insightful plan, with realistic and achievable goals that we believe will make a significant difference to our community – not only over the next four years of this Council term but also for the long-term future of the Surf Coast Shire.

We are committed to working alongside you to achieve this.



Keith Baillie
CEO, Surf Coast Shire
June 2017

Council Purpose and Organisation Direction

This Council Plan includes our Council Purpose and Organisation Direction, which were developed to help ensure the Council's activities remain focused on community needs. Much thought has been given to developing statements that define Council's strategic focus and decision-making.

These statements were made available for community consultation in June 2016.

The Surf Coast Shire Council Purpose states the Council exists to:

Help our community and environment to thrive.

The Organisation Direction was introduced to guide thinking on future challenges and opportunities.

There are many influences likely to impact the way a Council operates. Factors such as rate capping, pervasive technology, alternatives to government-provided services, environmental change and social disadvantage will all influence Council's future direction.

The Organisation Direction is intended to address these influences and articulate Council's future focus.










The Organisation Direction states that the Council will be:

***An innovative and flexible leader,
and a constructive partner,
that values the strengths of others;
a place where people can do their best
and be proud of their achievements.***

Your Councillors

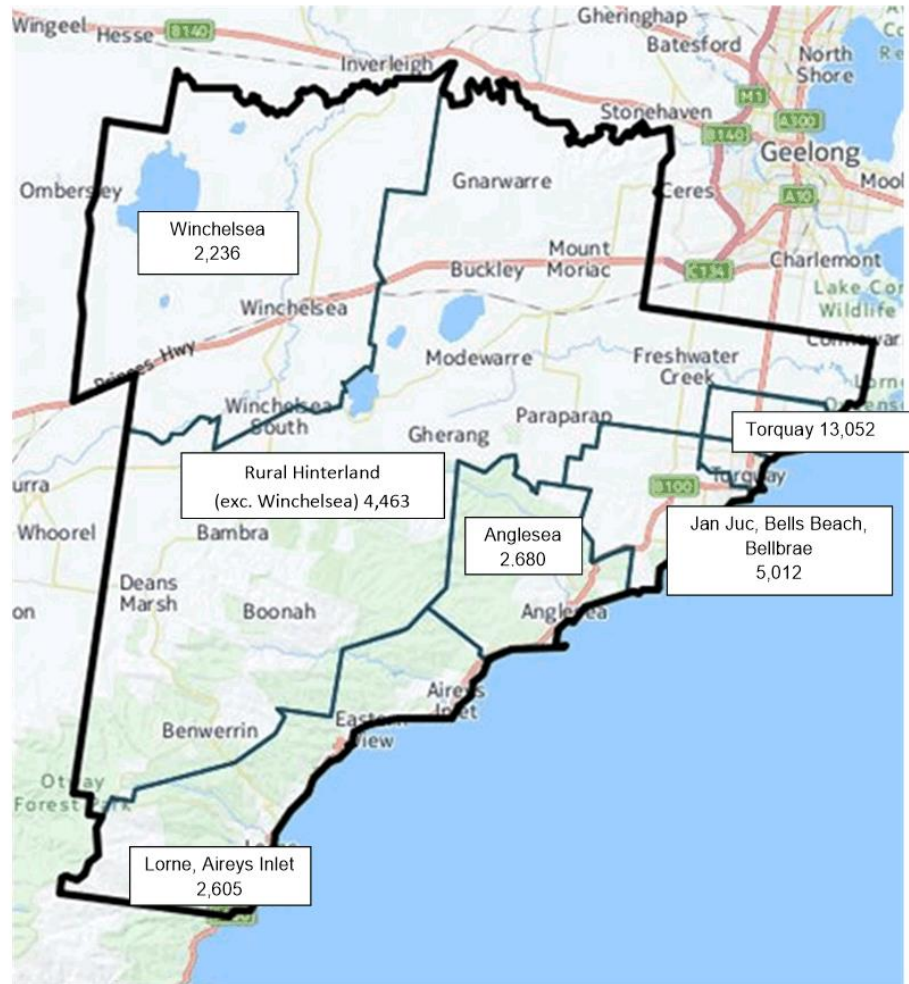
The Council election held in October 2016 saw the election of nine Councillors and the continuation of a four-ward structure for our municipality. The Anglesea, Lorne, Torquay and Winchelsea Wards ensure that communities have local representation in Council.

Surf Coast Shire Councillors are elected by residents and ratepayers to govern the municipality. The Mayor of the Council is chosen by the Councillors in November each year for a 12-month term.

Anglesea Ward			
	Cr Libby Coker P. 5261 0855 M. 0427 337 558 E. lcoker@surfcoast.vic.gov.au		Cr Margot Smith P. 5261 0852 M. 0400 271 574 E. msmith@surfcoast.vic.gov.au
Lorne Ward			
	Cr Clive Goldsworthy P. 5261 0854 M. 0400 756 854 E. cgoldsworthy@surfcoast.vic.gov.au		
Torquay Ward			
	Cr David Bell P. 5261 0859 M. 0409 626 614 E. dbell@surfcoast.vic.gov.au		Cr Martin Duke P: 5261 0856 M: 0409 806 073 E: mduke@surfcoast.vic.gov.au
	Cr Rose Hodge P. 5261 0857 M. 0407 552 025 E. rhodge@surfcoast.vic.gov.au		Cr Brian McKitterick - Mayor P. 5261 0851 M. 0428 570 094 E. bmckitterick@surfcoast.vic.gov.au
Winchelsea Ward			
	Cr Carol McGregor – Deputy Mayor P. 5261 0858 M. 0400 169 741 E. cmcgregor@surfcoast.vic.gov.au		Cr Heather Wellington P. 5261 0853 M. 0417 542 967 E. hwellington@surfcoast.vic.gov.au

About Surf Coast Shire

Id. Consulting (Forecast.id), 2017 Surf Coast Shire population forecast by district = 30,048



Our Community

The Council Plan 2017-21, adopted in June 2017, is a reflection of our community. Where we live, who we are, what we do, what we value and what we consider to be our future challenges, are all elements that were considered in developing a strategic plan. Consultation with the Surf Coast Shire community provided significant insight into local needs and priorities. Where possible, relevant statistical data has been used to provide an understanding of our demographic profile, expected future trends and health and wellbeing needs.

Location

The Surf Coast Shire, with its beach, bushland and rural environment, is located in south-western Victoria, 120km from Melbourne, 21km south of Geelong and close to the Geelong Ring Road. It is an appealing destination for holidaymakers and international visitors, or those looking to make a permanent sea change. The Shire is home to some of the world's best surfing locations and the iconic Great Ocean Road, with other important attractions including the Great Otway National Park, Bells Beach and Erskine Falls.

Population

The Surf Coast Shire continues to be one of the fastest growing municipalities in Victoria, with the permanent population forecast to rise from 30,048 in 2017 to almost 44,000 by 2036 (*forecast.id March 2017*). Over the life of this Council Plan 2017-21, around 3,000 more people are expected to live in the Surf Coast Shire, taking the total population above 32,837 by 2021 (*forecast.id*).

The main townships of the Surf Coast Shire include Aireys Inlet, Anglesea, Bellbrae, Deans Marsh, Fairhaven Jan Juc, Lorne, Moriac, Torquay and Winchelsea. Each of these townships has a keen sense of community, a unique identity and a strong desire to protect and nurture the environment. There is also a significant rural population including farming and rural-based residential communities.

The greatest population growth in the Shire over the past 20 years has generally been focused in Torquay and neighbouring Jan Juc. While most of the Shire's growth in housing development is expected to continue in Torquay, particularly to the north and west of the township, Winchelsea is recognised as the secondary growth centre within the Shire, with residential dwelling numbers forecast to increase by 43% by 2036 (*forecast.id March 2017*).

Ongoing population growth in the Shire is based predominantly on two factors – the attractiveness of a coastal lifestyle to young families, and the significant demand from retirees moving from Melbourne and Geelong. This latter group is predicted to increase as the 'baby boomer' generation reaches retirement age.

The Shire continues to accommodate significant numbers of tourists, particularly in summer, when the population generally doubles in size. Part-time populations are also significant, with holiday-home residents, seasonal visitors, event crowds and day-trippers all adding to the number of people who visit, live and work here. Visitation to the Surf Coast Shire is expected to increase by one third in the next 25 years.

Total voting population and its distribution throughout the Shire is another important consideration and is used by the Victorian Electoral Commission to ensure equitable Councillor representation within each ward. In January 2017, the voting population of the wards was Anglesea: 3,043 (two-Councillor ward); Lorne: 1,314 (one-Councillor ward); Torquay: 11,328 (four-Councillor ward); and Winchelsea: 6,444 (two-Councillor ward), with a total of 22,129 registered voters.

Managing anticipated growth in the permanent population, as well as the ongoing temporary increases in populations during peak periods, is critical due to the impact such growth will have on local communities, infrastructure and environments. This plan looks at how we can ensure local communities in the Shire are resilient and sustainable.

Additional information about population forecasts and demographics of the Surf Coast Shire can be accessed via *forecast.id*. (<http://forecast.id.com.au/surf-coast>)

Strategic Opportunities and Risks

Key influences on the population of the Surf Coast Shire are: the natural environment; access to major centres; change in demographics; rapid population and housing growth; tourism; and age composition. Council has considered the strategic opportunities and risks inherent in each of these factors, in order to plan effectively for them. The challenge for Council is to maximise opportunities presented by these influences, whilst minimising risks, in a climate of strong population growth and limited funding. Some of these opportunities and risks include:

Natural environment:

The proven health and wellbeing benefits of the natural environment mean the Surf Coast Shire is well placed to achieve positive quality-of-life outcomes for its residents and visitors. From a walk on the beach, a picnic in the bush and surfing in the ocean, to sightseeing down the Great Ocean Road, our Shire is naturally built for good health and wellbeing. With this advantage, comes the associated risk of bushfire and potential mental stress, as well as the need to protect public open spaces and green belts as the population and dwelling numbers grow.

Access to major centres:

With close proximity to Geelong (including Waurn Ponds and Armstrong Creek) and direct access to Melbourne, the Surf Coast Shire offers considerable choice and opportunities to fulfil employment, social, medical and educational needs. This proximity, coupled with a coastal lifestyle, attracts many to the Shire. The risk is that it may limit the development of local services, such as public transport and health.

Change in demographics:

The influx of more affluent residents, including 'sea-changers' migrating from Melbourne, has seen the socio-economic landscape of the Shire change considerably over the years. With more people in the highest income quartile – and fewer in the lowest – the Surf Coast Shire has become one of the least disadvantaged municipalities in Victoria. However, this Shire-wide result masks smaller areas of disadvantage. Similarly, rising house prices and decreases in affordable rentals limit the opportunity for young families to move to or live in the Shire. Although wealthier people tend to be healthier, issues around work-life balance also pose a risk.

Rapid population and housing growth:

The Shire's rapidly growing population provides more opportunities for connecting with other people than some other municipalities. However, the high number of permanent residents forecast to live in the Shire places pressure on a range of services, infrastructure and natural places that contribute to overall health and wellbeing. Nearby areas, such as Armstrong Creek are also predicted to place additional requirements on infrastructure. Another risk is the lower than average diversity within the population, including ethnicity and disability, which may increase feelings of alienation for people belonging to these groups.

Tourism:

As one of Australia's top tourist destinations, the Surf Coast Shire attracts a culturally diverse, visitor population. Tourism provides benefits to the local community through increased facilities, services, events, employment and recreation. The challenge is that large numbers of visitors may negatively impact on amenity and the environment, including noise and pollution, road congestion, safety, bushfire risk, crime rates and access to services during the summer months.

Age composition:

The age distribution in the Shire is unusual for a regional municipality, encompassing strong family growth as well as a higher than average ageing population, with almost 30% of the population aged over 60 within the next twenty years. Generally, communities with a good cross-section of ages are able to maintain a broader range of services and facilities. Cross-generational support and volunteering is also strengthened. A risk factor is the local variations within the Shire, with the smaller coastal towns ageing more rapidly and attracting fewer families, creating pressure for local employment and services. The increase in numbers of older people will impact communities as health issues become more acute with age.

Our Themes for 2017-2021

The Surf Coast Shire Council Plan focuses on five themes that capture the essence of what Council is hoping to achieve over the next four years in order to make a difference in our community.

Each theme comes with its own set of challenges, which Council has responded to by detailing what it hopes to achieve (strategic objectives) and what the community can expect to see as a result of our actions.

Council will report on its performance against these themes in February and October each year. The full year performance results are included in the Surf Coast Shire Council Annual Report in October, and published online at www.surfcoast.vic.gov.au.

This section also identifies services Council already delivers to support each theme, as well as existing strategies and legislation that determine how Council delivers its services.

COMMUNITY WELLBEING:	Create an inclusive community where everyone can participate and contribute to community life.
ENVIRONMENTAL LEADERSHIP:	Preserve and enhance the natural environment.
BALANCING GROWTH:	Provide for growth whilst ensuring the intrinsic values and character of the Shire are retained.
VIBRANT ECONOMY:	Support innovative, sustainable businesses and activities that create jobs and are valued by the community and visitors.
HIGH PERFORMING COUNCIL:	Deliver valued services to the community.

Our Themes: Making a Difference

Council Vision	An engaged, innovative and sustainable community.
Council Purpose	To help our community and environment to thrive.
Organisation Direction	An innovative and flexible leader, and a constructive partner, that values the strengths of others; a place where people can do their best and be proud of their achievements.
Council Plan Approach	While there are many highly valued things that Council does, this plan focuses on areas where Council is endeavouring to make a significant difference relative to the current situation. This year, our health and wellbeing objectives and actions are documented in the Council Plan for the first time.

Measuring our Performance

Strategic Indicator	Regularity	Proposed Collection Method	Related Strategic Objective
1. Improvements in overall quality of life, and reported on the following cohorts: <ul style="list-style-type: none"> • People under 25 • People over 65 • People with Disabilities 	Annually commencing in 2018	Clinically valid method collected in partnership with research body	All strategic objectives relate to this indicator
2. 25% of energy is from renewable sources by 2020	Annually commencing in 2017	Collection methods endorsed by the Renewable Energy Taskforce	e, f, g, i
3. An increase in housing in Winchelsea and Moriac	Annually commencing in 2017	Internal Systems (Planning & GIS)	a, b, c, d, g, h, i, j, k, l, n, o
4. Maintain satisfaction in planning for population growth in Torquay / Jan Juc	Annually commencing in 2017	Community Satisfaction Survey	i, j, k
5. Increased access to public transport including trains, public buses and community buses	Annually commencing in 2017	PTV statistical information, internal records relating to community transport	a, b, c, d, f, i, n, s
6. Rolling median annual unemployment rate for the Shire does not exceed 3.5%	Biannually commencing in 2017	Small area labour markets data source	a, b, d, g, h, i, k, l, m, n, o
7. Meet the financial benefit targets in the long term financial plan	Annually commencing in 2017	Internal systems (Finance)	f, h, k, p, q, r, s

Strategic Indicator	Regularity	Proposed Collection Method	Related Strategic Objective
8. Increase in the number of digital transactions with Council including: <ul style="list-style-type: none"> • Self Service Transactions • Completion of forms 	Biannually commencing in 2017	Internal systems (Payment & Web)	p, q, r, s
9. Increased performance rating for Customer Service in the Annual Community Satisfaction in Local Government Survey 	Annually commencing in 2017	Community Satisfaction Survey	All strategic objectives relate to this indicator
10. 80% of planning permit applications are determined within 60 statutory days by the end of the term of the plan 	Biannually commencing in 2017	Internal Systems (Planning)	q, r, s

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COUNCIL PLAN SUMMARY 2017-2021

(Incorporating the Health
and Wellbeing Plan)

COUNCIL VISION

An engaged, innovative and sustainable
community.

COUNCIL PURPOSE

To help our community and environment
to thrive.

ORGANISATION DIRECTION

Our organisation will be:





- An innovative and flexible leader,
- And a constructive partner,
- That values the strengths of others;
- A place where people can do their best
- And be proud of their achievements







COUNCIL PLAN APPROACH

While there are many highly valued things that Council does, this plan focuses on areas where Council is endeavouring to make a significant difference relative to the current situation. This year, our health and wellbeing objectives and actions are documented in the Council Plan for the first time.




COMMUNITY WELLBEING: Create an inclusive community where everyone can participate and contribute

Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions/programs)
a) Support people to participate in and contribute to community life 	Local people participating in and contributing to local life	1. Develop and implement a program to support communities of place and interest, and provide opportunities for them to identify and achieve their community aspirations 2. Facilitate and support high levels of volunteering in the community 3. Work in partnership with the community to review, update and continue to implement the heritage, arts and culture strategy
b) Support people to be healthy and active 	High levels of quality physical activity and health, including mental wellbeing	4. Develop and implement local programs to support <i>Healthy Eating and Active Living</i> 5. Implement health and wellbeing impact assessments as part of infrastructure and project planning 6. Develop and implement an alcohol, tobacco and drug strategy based on local evidence and best practice 7. Reinforce policies to manage electronic gaming machines
c) Improve community safety 	People feel safe in their community	8. Understand community safety issues and needs, and design an appropriate local response 9. Continue to build community resilience to prepare for emergencies
d) Provide support for people in need 	Young people and their families are able to access the services and support they need Older people are supported to live independent and meaningful lives Culture, all abilities and diversity are celebrated	10. Work in partnership with community and agencies to improve young people and their families' access to the services and support they need 11. Pursue <i>Age Friendly City</i> status 12. Contribute to the delivery of the <i>Strategic Plan for prevention and addressing violence against women and children in the G21 region</i> 13. Implement the <i>Accessible and Inclusive Surf Coast Shire Strategic Plan</i>





ENVIRONMENTAL LEADERSHIP: Preserve and enhance the natural environment

Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions/programs)
e) Drive the use of renewable energy 	Surf Coast Shire is a state leader in the take up of renewable energy	14. Implement the Renewable Energy Roadmap 15. Support the work of the Renewable Energy Taskforce
f) Improve the re-use of resources 	More waste is diverted from landfill for reuse and recycling Recycled water is used to support agribusiness appropriate to the shire	16. Develop and implement organic waste diversion pilot program 17. Develop and implement a waste reduction program to increase the life of the landfill 18. Review and expand Plastic Wise Program 19. Work in partnership with relevant stakeholders to investigate the feasibility of recycled water to support agriculture in the Thompson Valley and other rural areas
g) Support local food production 	An increase in the production and consumption of locally grown food	20. Develop and implement a local food program in partnership with community
h) Retain and enhance rural land for appropriate and sustainable uses 	Rural land use is productive and sustainable and in keeping with environmental values of the shire (CP, L)	21. Finalise and implement the Rural Hinterland Strategy 22. Develop partnerships to better manage interfaces between public and private land 23. Effectively manage pests, plants and animals on Council land

BALANCING GROWTH: Provide for growth whilst ensuring the intrinsic values and character of the shire are retained





Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions/programs)
<p>i) Ensure infrastructure is in place to support existing communities and provide for growth</p> 	Infrastructure demands, including public transport, are planned and provided for	<p>24. Advocate for better public transport, including buses, and investigate the provision of community transport and transport connections</p> <p>25. Explore the potential public transport link to Torquay and the level of rail service on the Warrnambool line</p> <p>26. Conduct a review of the existing pathway strategy and implement recommendations</p> <p>27. Ensure appropriate funding mechanisms are in place to support future growth including developer contributions</p> <p>28. Work with the community and stakeholders to implement the Anglesea Futures program</p> <p>29. Advocate for supporting infrastructure</p>
<p>j) Strengthen township boundaries and support unique township character</p> 	Sprawl is contained and townships remain distinct communities with designated settlement breaks between	<p>30. Work with the community to identify and define desired town footprints and ensure that Township Structure Plans reflect this</p> <p>31. Encourage in-fill development and direct growth to designated areas</p> <p>32. Develop a communications strategy to explain the implications of living in different planning zones</p>
<p>k) Understand and manage the impact of population and visitation growth in neighbouring municipalities and our own shire</p> 	Measures are in place to limit negative impacts on amenity	<p>33. Advance a Winchelsea and Moriac Development Program</p> <p>34. Advance a Strategic Plan for Lorne</p> <p>35. Conduct an impact analysis of Torquay's growth including Armstrong Creek</p> <p>36. Explore the impact of increased traffic on the road network including inland transport routes</p>





VIBRANT ECONOMY: Support innovative, sustainable businesses and activities that create jobs and are valued by the community and visitors

Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions/programs)
<p>l) Support the creation and retention of jobs in existing and new businesses to meet the needs of a growing community</p> 	Continued growth in local employment	<p>37. Support and build capability of businesses and business / tourism groups</p> <p>38. Investigate how the strategic road network impacts on commercial transport</p> <p>39. Facilitate and enable stronger relationships between industry and education</p> <p>40. Plan for industrial and commercial zones in growing communities</p>
<p>m) Facilitate high quality events throughout the year</p> 	Diverse series of events that deliver economic, environmental and social benefits to the community	<p>41. Further develop diverse, major and signature events and a communication and promotion program</p>
<p>n) Strengthen the vitality of town centres</p> 	Town Centres are a good place to be and an important part of community life	<p>42. Identify and support the economic and social drivers of town centres within the shire</p>
<p>o) Support key industry sectors such as surfing, tourism, home-based, construction and rural businesses</p> 	There are a number of strong industry sectors, which create a sustainable year-round economy	<p>43. Work with key stakeholders to encourage visitors to stay longer and spend more in the shire</p> <p>44. Develop and implement an industry development and attraction program</p> <p>45. Advocate for and drive the Great Ocean Road visitor economy</p> <p>46. Develop and implement an agribusiness strategy</p>

HIGH PERFORMING COUNCIL:

Deliver valued services to the community

Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions/programs)
<p>p) Ensure Council is financially sustainable and has the capability to deliver strategic objectives</p> 	<p>Council has a viable long-term financial plan Council has the capacity to deliver on new things</p>	<p>47. Establish long-term financial principles and incorporate into the long-term financial plan 48. Develop and implement an organisational capability and capacity program 49. Develop innovative funding partnerships with community, business and government 50. Build on relationships with agencies and key stakeholders for the benefit of the community</p>
<p>q) Ensure that Council decision-making is balanced and transparent and the community is involved and informed</p> 	<p>Council uses a range of engagement approaches to inform its decision-making Council communicates its decisions clearly and widely</p>	<p>51. Prepare for Local Government Act review recommendations 52. Evolve our community engagement approach to inform strategic Council direction and decision-making 53. Use technology to make Council decision-making more accessible</p>
<p>r) Provide quality customer service that is convenient, efficient, timely and responsive</p> 	<p>People are comfortable to approach Council for assistance, and have confidence in our response We see improvements in Council performance in areas of high importance to the community</p>	<p>54. Implement Digital Transformation Program, including opportunities for customer self-service 55. Investigate the feasibility of a certified quality system 56. Improve how we manage customer requests and complaints 57. Continued reforms in statutory planning service delivery 58. Further update and implement a customer service strategy</p>
<p>s) Ensure the community has access to the services they need</p> 	<p>High quality services are available to the community</p>	<p>59. Review Council-delivered services to ensure they are of high quality and delivering best value 60. Conduct service reviews to identify best service delivery model 61. Advocate for services that are best delivered by others 62. Review arrangements for governance of the coast</p>

Healthy & Well 
Safe & Secure 
Capabilities to Participate 
Connected to Culture & Community 
Liveable 

STRATEGIC INDICATOR	REGULARITY	COLLECTION METHOD	RELATED STRATEGIC OBJECTIVE
1. Improvements in overall quality of life, and reported on the following cohorts: People under 25 People over 65 People with Disabilities	Annually commencing 2018	Clinically valid method collected in partnership with research body	All strategic objectives relate to this indicator
2. 25% of energy is from renewable sources by 2020	Annually commencing 2017	Collection methods endorsed by the Renewable Energy Taskforce	c, e, f, h, k, p, r
3. An increase in housing in Winchelsea and Moriac	Annually commencing 2017	Internal Systems (Planning & GIS)	a, b, c, d, g, h, i, j, k, l, m, n, o, p
4. Maintain satisfaction in planning for population growth in Torquay / Jan Juc	Annually commencing 2017	Community Satisfaction Survey	h, i, j, k
5. Increased access to public transport including trains, public buses and community buses	Annually commencing 2017	PTV statistical information, internal records relating to community transport	a, b, c, d, h, k, o, s
6. Rolling median annual unemployment rate for the Shire does not exceed 3.5%	Biannually commencing 2017	Small area labour markets data source	a, b, d, g, i, j, l, m, n, o
7. Meet the financial benefit targets in the long term financial plan	Annually commencing 2017	Internal systems (Finance)	f, h, j, p, r, s
8. Increase in the number of digital transactions with Council including: Self Service Transactions Completion of forms	Biannually commencing 2017	Internal systems (Payment & Web)	p, q, r, s
9. Increased performance rating for Customer Service in the Annual Community Satisfaction in Local Government Survey	Annually commencing 2017	Community Satisfaction Survey	a, h, l, o, p, q, r, s
10. 80% of planning permit applications are determined within 60 statutory days by the end of the term of the plan	Biannually commencing 2017	Internal Systems (Planning)	q, r, s

Theme 1: COMMUNITY WELLBEING

People make our community what it is ... so your health and wellbeing is our priority. Our aim is for the Surf Coast Shire to be a place where people are proud to live, participate and contribute to local life. As a community, we value healthy and active lifestyles and we care about our mental wellbeing. We should all feel safe and have access to the services and support we need, whilst living independent and meaningful lives. Importantly, we want to celebrate culture and diversity.

Health and Wellbeing

Councils play a key role in planning for health and wellbeing across their municipalities, as recognised in both the *Local Government Act 1989*, which outlines a council's role in the protection, improvement and promotion of health and wellbeing, and the *Victorian Health and Wellbeing Act 2008*, which requires that councils develop a health and wellbeing plan – or incorporate it into the overall Council Plan – by 30 June following a general council election.

The Surf Coast Shire Regional Profile compiles the latest population health, Census and other data to provide a snapshot of demographics and health and wellbeing across the Shire. This profile is available here (http://www.g21.com.au/sites/default/files/resources/141029_region_profile_surf_coast_webv2.pdf)

The general health and wellbeing of a community can be measured and reviewed through the examination of five key 'environments' – social, built, natural, economic and cultural.

The Surf Coast Shire scores very well on the bulk of health and wellbeing indicators, including diet and exercise, mental health and welfare, general health conditions/disease, some aspects of community engagement, recreation facilities, urban design, open space, nature, sustainable living and economic circumstances overall.

We are more challenged with issues such as access to health services, supporting our growing population over 65, and connecting with and supporting our young people. Other areas of concern include long commutes, work-life balance, availability of public transport, the affordability of housing, ongoing and non-seasonal employment opportunities, lack of diversity, alcohol abuse, increasing vulnerability of children in some areas, youth, and access to some health services.

It is important to note that some issues draw on total Shire characteristics, while other indicators are from smaller surveys and may require further validation. Where there is a comparison with 'an average', this refers to Victoria.

Following is an overview of the strategic objectives Council has developed for improved health and wellbeing in our Shire. Further insight is provided under each of these strategic objectives, including a summary of the evidence Council has used to develop them.

Support people to participate in and contribute to community life

A community may be defined as people who live together in the same area, or people who are linked together through a shared interest. Increasing connection to community has well-known mental and physical wellbeing advantages. It connects people and improves the outcomes for society as a whole.

The [Victorian public health and wellbeing outcomes framework](#) recognises the importance of being connected to a community via an organised group or via participation in a cultural or arts activity.

The Surf Coast has volunteering rates of 43.7% which is significantly higher than the Victorian average of 34.3%. The Surf Coast Shire also has a significantly higher than average percentage of people participating in citizen engagement activities at 69.3%. (VicHealth, 2012)

These high participation rates may be partially driven by the larger than average number of retirees in the Shire and therefore ongoing sustained rates of volunteering and community participation are not guaranteed.

This strategic objective is designed to recognise the importance and value of citizen engagement activities in a number of forms, and to identify how Council can better support those already taking part and encourage new people to participate. It will build on the strengths of the community, support volunteer activities and recognise the importance of heritage, arts and culture to the Surf Coast.

Support people to be healthy and active

The Surf Coast has a number of natural advantages in achieving high levels of healthy activity. People in the Shire regularly visit green spaces and generally have healthy eating habits. People in the Surf Coast also have lower levels of a range of preventable diseases. (Department of Health and Human Services, Victoria, 2017)

The community survey, conducted as part of the preparation for this Council Plan, highlighted the value that residents and visitors place on the provision of open space and recreation facilities. The community reinforced the need for Council's ongoing role in supporting these spaces and facilities.

The Council has also committed to supporting the G21 priority work, in relation to Health Eating and Active Living (<http://g21hwbpillar.com.au/project/healthier-eating-and-active-living>) as well as the G21 Physical Activity Strategy (<http://www.g21.com.au/g21-physical-activity-strategy-2014-17>).

It is essential that Council continues to focus on these areas to ensure that these current levels of healthy activity are maintained or improved. In addition, Council has the opportunity to incorporate health and wellbeing as part of planning for all project activities. This will help to ensure that key investment in the Surf Coast is focused on achieving all available health and wellbeing outcomes.

However, there are other areas where the Surf Coast does not score as well, particularly in relation to alcohol usage. People in the Surf Coast spend more on packaged liquor and at licensed premises than the Victorian average (VicHealth, 2012). As a holiday destination, the Surf Coast is at risk of being an environment of increased alcohol consumption. A number of actions will be undertaken to address these issues, as they are not confined to one cohort or situation.

In addition, a survey of young people conducted by Council in 2016 highlighted that many young people were concerned about the potential for increased abuse of illegal drugs. Council is working with a range of partners to identify actions that will have the biggest impact on mitigating the harm from illegal drugs.

Electronic Gaming Machine players lost over \$2.8m dollars in 2015/2016 (Victorian Commission for Gambling and Liquor Regulation, 2016) and gambling losses continue to rise, with a 50% increase in player loss since July 2016, reinforcing the need to continue to focus on ensuring that gambling is conducted in a responsible manner.

Improve community safety

On average, a higher proportion of people in the Surf Coast feel safe walking alone during the day or night than the Victorian average (VicHealth, 2012). Overall, the crime rate within the Shire remains low. However, some areas of crime are disproportionately high, such as thefts and burglaries (Crime Statistics Agency). These rates may be partially driven by higher numbers of people who choose to live part-time in the Shire.

In addition, the community survey conducted as part of the development of the Council Plan showed that many people had increasing concerns about personal safety for a range of reasons, including pedestrian, personal and emergency safety (Surf Coast Shire, 2017). Council is working in partnership with other agencies, including Victoria Police and emergency services providers, to understand and address community safety concerns.

Provide support for people in need

The Surf Coast Shire SEIFA (Socio-Economic Indexes for Areas) Index of Disadvantage measures the relative level of socio-economic disadvantage based on a range of Census characteristics. The index is derived from attributes that reflect disadvantage such as low income, low educational attainment, high unemployment, and jobs in relatively unskilled occupations. A higher score on the index means a lower level of disadvantage. A lower score on the index means a higher level of disadvantage.

Overall, the population of the Shire experiences a relatively high SEIFA index at 1066.5, with above average levels of employment, higher than average salaries and lower than average levels of disadvantage when compared to Victoria (.idcommunity). However, these statistics mask some local areas of disadvantage. The SEIFA index across the municipality varies from 922 to 1131. A survey of young people conducted by the Surf Coast Shire in 2016 showed a need for increased youth-friendly health and mental health services. In addition, one in ten young people said they had no-one to turn to in times of trouble. This survey also demonstrated the need for improved health services catering to young people (Surf Coast Shire, 2016). Council is committed to working with service providers to reduce any service gaps in these areas.

The Surf Coast Shire is an attractive place for people to retire and the Shire has a higher proportion of persons at post-retirement age than Greater Melbourne (.idcommunity). The over 60 population is predicted to grow from 20% to 30% in the next twenty years, and is therefore an important cohort to focus on. While the Shire recognises the benefits of our area for retirees, this also presents challenges in providing access to suitable services, infrastructure and support. Council has committed to pursuing Age-Friendly City status, a concept developed by the World Health Organisation. This is a holistic strategy that looks at transport, infrastructure and social supports in the context of an active ageing population.

Violence against women and children is also an important focus, with one in three women experiencing physical violence since the age of 15 (Our Watch). Surf Coast Shire Council is supporting the work being done by G21, including its extensive action plan, to help prevent and address this violence (<http://g21hwbpillar.com.au/project/preventing-and-addressing-violence-against-women-children-strategic-plan-2016-20>).

At the time of writing, there were approximately 869 people who require assistance with day-to-day activities within the Shire. With an ageing population, this figure is likely to increase (.idcommunity). However, when accessibility issues impact on a larger population than those with physical disabilities. Improved access to facilities benefits a range of people including parents with prams, people with temporary disabilities or people with permanent mobility concerns. The Accessible and Inclusive Surf Coast Shire Strategic Plan provides for a large number of specific actions that can be implemented within Council over the period of this plan. (https://www.surfcoast.vic.gov.au/files/assets/public/council/hearing_of_submissions_committee/2015/item_21_appendix_2_-_draft_access_and_inclusion_strategic_plan_2014-24_summary.pdf)

The majority of evidence supports the need to implement specific strategic activities to ensure that all people - regardless of age, circumstance or ability - are able to access services they need to maintain or increase their independence, health and wellbeing.

COMMUNITY WELLBEING: Create an inclusive community where everyone can participate and contribute

Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)		
a) Support people to participate in and contribute to community life	Local people participating in and contributing to local life (HW, SS, CP, CC, L)	1) Develop and implement a program to support communities of place and interest, and opportunities for them to identify and achieve their community aspirations 2) Facilitate and support high levels of volunteering in the community 3) Work in partnership with the community to review, update and continue to implement the heritage, arts and culture strategy		
b) Support people to be healthy and active	High levels of quality physical activity and health, including mental wellbeing (HW, SS, CP, CC, L)	4) Develop and implement local programs to support <i>Healthy Eating and Active Living</i> 5) Implement health and wellbeing impact assessments as part of infrastructure and project planning 6) Develop and implement an alcohol, tobacco and drug strategy based on local evidence and best practice 7) Reinforce policies to manage electronic gaming machines		
c) Improve community safety	People feel safe in their community (HW, SS, CP, CC, L)	8) Understand community safety issues and needs, and design an appropriate local response 9) Continue to build community resilience to prepare for emergencies		
d) Provide support for people in need	Young people and their families are able to access the services and support they need (HW, SS, CP, CC, L) Older people are supported to live independent and meaningful lives (HW, SS, CP, CC, L) Culture, all abilities and diversity are celebrated (HW, SS, CP, CC, L)	10) Work in partnership with community and agencies to improve young people and their families' access to the services and support they need 11) Pursue <i>Age Friendly City</i> status 12) Contribute to the delivery of the <i>Strategic Plan for prevention and addressing violence against women and children in the G21 region</i> 13) Implement the <i>Accessible and Inclusive Surf Coast Shire Strategic Plan</i>		
Health and Wellbeing Focus Areas				
Healthy & Well (HW)	Safe & Secure (SS)	Capabilities to Participate (CP)	Connected to culture and community (CC)	Liveable (L)

Theme 2: ENVIRONMENTAL LEADERSHIP

Surf Coast Shire Council remains committed to preserving and enhancing the natural local environment. From driving the uptake of renewable energy and re-use of resources, to supporting the production and consumption of locally grown food, Council is working with local communities to build our region as a leader in sustainable and environmentally-friendly practices.

Environment

The Surf Coast Shire is an area of high environmental significance, which underpins our lifestyle and economy. With spectacular physical features, including a large coastline and state and national parks, unique natural character and significant biological diversity, the environment is a defining feature of the Surf Coast Shire. This influences decisions on local urban development and land management.

As owner or manager of less than one per cent of land in the Shire, it is critical that Council works in partnership with the community and other agencies to oversee and protect the natural environment, particularly through the management of public open spaces, as well as the supervision of planning controls on environmentally significant land. An important focus is managing invasive pests, plants and animals, and the impacts of climate change, such as rising sea levels and increased bush fire risk.

The Surf Coast Shire recently implemented its joint Council-community Towards Environmental Leadership program which clearly sets out a series of specific environmental actions.
https://www.surfcoast.vic.gov.au/My_Environment/Towards_Environmental_Leadership

Following is an overview of the strategic objectives Council has developed for environmental leadership in our Shire. Further insight is provided under each of these strategic objectives, including a summary of the evidence Council has used to develop them.

Drive the use of renewable energy

Increasing renewable energy helps to support energy security and meet our international commitment to reduce greenhouse gases. In June 2016, the Victorian Government committed to Victorian renewable energy generation targets of 25 per cent by 2020 and 40 per cent by 2025. This policy was designed to give the renewable energy sector confidence in investing in renewable energy projects and generate employment opportunities (Department of Environment, Land, Water and Planning, 2016).

The community survey conducted as part of the development of this plan shows significant support for Council to continue to show leadership in this area. In keeping with this community expectation, Council has made a commitment to taking a leadership role and assisting the Victorian Government to meet these obligations. As part of its Towards Environmental Leadership program, Council has already commenced work in this area through the development of a renewable energy task force and roadmap. This work will continue through the term of this plan.

Actions completed as part of this strategic objective holistically consider reducing total energy usage, as well as increasing rates of renewable energy, both by Council and by our community.

Improve the re-use of resources

During the development of the plan, Council had targeted engagement with young people, including those under 13 years. Young people emphasised the importance of clean and litter-free recreation spaces, as well as the importance of recycling.

Council is working with a number of partners including the Barwon South West Waste and Resource Recovery Group to further the 12 priority actions identified by that group (<http://www.bswwrrg.vic.gov.au/>). Those actions are designed to improve recycling rates, reduce waste to landfill and plan for the region's future sustainability. Council has a keen interest in achieving this in order to support its own landfill and recovery sites.

Support local food production

Food insecurity occurs when people are unable to access an adequate food supply at all times and this may be caused by economic hardship or due to food supply, which may be heightened in small towns. The Surf Coast has a slightly elevated percentage of people experiencing food insecurity compared to the state measure (Department of Health and Human Services, Victoria, 2017). This was also identified by Council when it completed detailed health and wellbeing township profiles.

Increasing local food production can help to address food insecurity issues, improve the environmental sustainability of food, freshness of food and assist employment opportunities in the local area, all of which are a key focus for Council.

Council is working with a number of partners who focus on providing opportunities for local providers to sell their goods in the local area and are also working on a range of initiatives which increase the production of food by our local residents. These include edible landscapes, community gardens, school orchards and insect hotels.

Retain and enhance rural land for appropriate and sustainable uses

The Surf Coast Shire covers an area of 1,560 square kilometres, of which approximately 45% of the total area is used for farming and other rural uses. The Surf Coast Shire specifies that the purpose of this land is to secure food, water and energy resources. The planning scheme also seeks to protect this agricultural land in a number of ways, including limiting development to existing township areas (Surf Coast Shire, 2017).

While Council has control over only a small part of open space within the Shire, there is an opportunity for Council to help preserve that land in a sustainable manner to support native flora and fauna, while at the same time reducing the prevalence of non-native pest species.

In many instances, agricultural land abuts Council land and it is essential that Council protects and manages its own land in order to ensure the protection and sustainability of neighbouring lands. Council will investigate and implement the best methods of achieving this.

ENVIRONMENTAL LEADERSHIP: Preserve and enhance the natural environment

Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)		
e) Drive the use of renewable energy	Surf Coast Shire is a state leader in the take up of renewable energy (L)	14) Implement the <i>Renewable Energy Roadmap</i> 15) Support the work of the <i>Renewable Energy Taskforce</i>		
f) Improve the re-use of resources	More waste is diverted from landfill for reuse and recycling (CP, L) Recycled water is used to support agribusiness appropriate to the Shire (L)	16) Develop and implement organic waste diversion pilot program 17) Develop and implement a waste reduction program to increase the life of the landfill 18) Review and expand <i>Plastic Wise Program</i> 19) Work in partnership with relevant stakeholders to investigate the feasibility of recycled water to support agriculture in the Thompson Valley and other rural areas		
g) Support local food production	An increase in the production and consumption of locally grown food (HW, CC, CP, L)	20) Develop and implement a local food program in partnership with community		
h) Retain and enhance rural land for appropriate and sustainable uses	Rural land use is productive and sustainable and in keeping with environmental values of the Shire (CP, L)	21) Finalise and implement the <i>Rural Hinterland Strategy</i> 22) Develop partnerships to better manage interfaces between public and private land 23) Effectively manage pests, plants and animals on Council land		
Health and Wellbeing Focus Areas				
Healthy & Well (HW)	Safe & Secure (SS)	Capabilities to Participate (CP)	Connected to culture and community (CC)	Liveable(L)

Theme 3: BALANCING GROWTH

Council recognises the intrinsic values and unique character of townships in the Surf Coast Shire should be protected. With more people expected to live in and visit the Shire, Council will work to understand and manage the impact of population growth. The focus includes containment of residential sprawl, advocacy for more public transport, appropriate use of rural land and working to ensure our towns remain a desirable place to live.

Infrastructure

Continued growth places increased pressure on infrastructure. Council's capital investment priority is to ensure existing, well-utilised assets are renewed, redeveloped and, in some instances, expanded or replaced over time to extend their service life. Planning and investment in infrastructure is necessary as new residential neighbourhoods develop and as part-time residents are replaced with full-time ones.

The Fair Go Rates system recently introduced by the Victorian Government limits the amount of revenue councils can collect through rates. Developer contributions to new community infrastructure are collected relative to the timing of development and only partially cover the cost.

Council will need to attract funding from State and Federal governments to deliver some projects, and will work closely with local members to advocate for this financial support. Additionally, there will be a strong focus on constructive partnerships, where Council can work alongside community, business and agencies to advocate for government funding, contribute funding and deliver projects together.

Following is an overview of the strategic objectives Council has developed for balancing growth in our Shire. Further insight is provided under each of these strategic objectives, including a summary of the evidence Council has used to develop them.

Ensure infrastructure is in place to support existing communities and provide for growth

Population growth can have many benefits, including increased service provision, employment opportunities and cultural diversity. However, it is essential that infrastructure is provided to meet the needs of a growing community. This may include the provision of key requirements such as roads or drainage and may also include community infrastructure, such as recreational, educational and social facilities. The provision of such facilities was a key theme identified in the survey conducted to develop this plan (Surf Coast Shire, 2017).

This includes ensuring that there are sufficient transport alternatives to mitigate increases in car usage. Access to public transport is a significant issue for people in the Shire, with only 33.2% of people living near public transport (Department of Health and Human Services, Victoria, 2017). The community survey conducted when developing the Council Plan also indicated significant concerns with access to public transport (Surf Coast Shire, 2017).

Council appreciates that provision of transport goes beyond simply increasing the number of bus routes, although this may be needed in some cases, and also considers the need to provide for improved connections and pathways between areas of transport provision. Council will work with partners to ensure that public transport provision is in place to meet the needs of the growing community and that community transport is evaluated in circumstances where there are gaps.

Another key theme in the community survey was ensuring that those who benefit from infrastructure development also help to ensure that this is appropriately funded (Surf Coast Shire, 2017). Council is investigating ways in which this can be done fairly and robustly.

Strengthen township boundaries and support unique township character

One of the key messages received as part of the community survey conducted by Council during the process to develop the Council Plan was the importance of retaining and supporting the things that

make the Shire unique in the face of population growth.

The community discussed the desire to avoid township sprawl and unmanaged growth beyond existing township boundaries. While restricting growth altogether is not possible for Council to achieve, there is recognition that there are opportunities to direct that growth in ways that enhance township character, rather than degrade it (Surf Coast Shire, 2017). The community is also presently engaged in a number of key strategic activities which will help to define the face of future townships, such as the Anglesea Futures project.

The Surf Coast Planning Scheme can be complex. There are a number of zones and overlays that apply to different areas of land. There are opportunities for Council to clarify the intent and opportunities within different zones to help people understand the use of those zones and how they contribute to overall township character. Council will work closely with a number of partners, particularly community advocates, to identify how township character can best be protected and preserved in a sustainable manner.

Understand and manage the impact of population and visitation growth in neighbouring municipalities and our own Shire

The Surf Coast Shire population forecast for 2017 is 30,048, and is forecast to grow to 43,763 by 2036. (idcommunity, 2017) There is also significant growth occurring in neighbouring areas, such as the Armstrong Creek growth corridor. While the drivers of this population change are relatively well understood, the impacts on the community and infrastructure requirements are not fully known.

Growth in Torquay has been underway for some years and its continuance into the future is well documented in strategic land use planning documents. In contrast, growth in Winchelsea and Moriac is a very recent phenomenon and its 'sow burn' projection may be challenged as people seek rural living at affordable prices in close proximity to Geelong.

The views of the community regarding growth are mixed, as shown in the survey conducted as part of the Council Plan. In some cases and in some areas, growth was desired and found to be beneficial to the development of the community. In other cases, people were concerned about the potential impacts of growth on amenity and township character (Surf Coast Shire, 2017).

Further work is required to understand how to manage population growth in an appropriate manner, in the appropriate areas, and for the benefit of the community as a whole.

BALANCING GROWTH: Provide for growth whilst ensuring the intrinsic values and character of the Shire are retained

Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)		
i) Ensure infrastructure is in place to support existing communities and provide for growth	Infrastructure demands, including public transport, are planned and provided for (HW, SS, CP, CC, L)	24) Advocate for better public transport, including buses, and investigate the provision of community transport and transport connections 25) Explore the potential rail link in Torquay and the level of rail service on the Warrnambool line 26) Conduct a review of the existing pathway strategy and implement recommendations 27) Ensure appropriate funding mechanisms are in place to support future growth including developer contributions 28) Work with the community and stakeholders to implement the <i>Anglesea Futures</i> program 29) Advocate for supporting infrastructure		
j) Strengthen township boundaries and support unique township character	Sprawl is contained and townships remain distinct communities with designated settlement breaks between (HW, SS, CP, CC, L)	30) Work with the community to identify and define desired town footprints and ensure that Township Structure Plans reflect this 31) Encourage in-fill development and direct growth to designated areas 32) Develop a communications strategy to explain the implications of living in different planning zones		
k) Understand and manage the impact of population and visitation growth in neighbouring municipalities and our own Shire	Measures are in place to limit negative impacts on amenity (HW, SS, CP, CC, L)	33) Advance a Winchelsea and Moriac Development Program 34) Advance a strategic plan for Lorne 35) Conduct an impact analysis of Torquay's growth including Armstrong Creek 36) Explore the impact of increased traffic on the road network including inland transport routes		
Health and Wellbeing Focus Areas				
Healthy & Well (HW)	Safe & Secure (SS)	Capabilities to Participate (CP)	Connected to culture and community (CC)	Liveable(L)

Theme 4: VIBRANT ECONOMY

A growing community needs to create jobs to ensure a sustainable year-round economy. A key theme in the Council Plan is to support initiatives that build the job market. Support for innovative businesses, high quality events and key industry sectors is an important focus. Strengthening the vitality of each township is also a strategic priority.

Economic Development & Tourism

The townships and rural hinterland of the Surf Coast Shire support more than 3,000 businesses, which provide more than 7,000 local jobs. The Shire economy is worth more than \$1 billion annually and currently growing at a rate of more than 4% p.a. Small business drives the economy with approximately 87% of local businesses employing fewer than four people. The top three standard industry sectors for employment are accommodation and food, construction and retail.

The economy of the Surf Coast Shire is unique and distinctly different to that of Victoria, Geelong and surrounding regions, with the surfing industry representing almost 27% of all jobs and 26.5% (\$217 million) of all 'Value Add' activity. In recognising this, Council has formed collaborative partnerships with industry and key organisations to ensure the sector's growth and stability.

Tourism also plays a vital role. In the year ended June 2016, more than 2.161 million visitors came to the Surf Coast Shire, directly expending over \$430 million. Summer periods dominate visitation patterns with the March Quarter accounting for just over 41% of annual visitation (based on a 10-year period). The December (28%), June (17%) and September quarters (13%) showed distinctly lower visitor numbers reflecting the strong influence of the beach. There is a need to focus on 'off-beach' attractions to ease pressure on this important asset.

Continued population growth will create the need for at least 2,000 new jobs by 2036 to maintain the current ratio of local jobs.

Signature events, including the Falls Festival, Cadel Evans Great Ocean Road Race, Amy's Gran Fondo, Bells Beach Rip Curl Pro, Surf Coast Century and the Great Ocean & Otway Classic Ride, headline a calendar of events that bring visitors from across the globe and play a vital role in sustaining businesses throughout the off-peak periods. In total, events generate more than \$105 million annually in expenditure. The significance of our major events results in an annual viewer audience of over 32 million people globally.

Construction also plays a key role in the Surf Coast Shire economy, with more than 700 businesses in this sector alone, employing close to 1000 people. These businesses have played a key role in the \$2.25 billion worth of development that has taken place in the Surf Coast Shire over the past 10 years. A significant component of this construction takes place in and around Torquay.

The hinterland, with its agricultural and aesthetic attributes, is starting to play a growing role in the development of the Surf Coast Shire's economy, particularly in local food and niche tourism opportunities. Agriculture was one of the fastest growing sectors (by percentage) for the Surf Coast Shire in 2016, reflecting its increasing contribution and importance.

While the growth of the economy is important, the natural environment is a critical factor in our planning and decision-making.

Following is an overview of the strategic objectives Council has developed for a vibrant economy in our Shire. Further insight is provided under each of these strategic objectives, including a summary of the evidence Council has used to develop them.

Support the creation and retention of jobs in existing and new businesses to meet the needs of a growing community

In the Australian Consensus Statement on the Health Benefits of Work, it is fundamentally acknowledged that work is generally good for health and wellbeing (Australasian Faculty of Occupation and Environmental Medicine, Royal Australasian College of Physicians, 2011).

The Surf Coast Shire has a very low unemployment rate, which is approximately half of that of the G21 region and Victoria in general. The Surf Coast Shire has access to a labour force of approximately 145,059 including 14,166 people from the Shire and the remainder available from the surrounding region. This labour force is also well educated, with 23% having a tertiary education. The Surf Coast also has a very high median weekly housing income, which is higher than the Victorian benchmark (Surf Coast Shire, 2016).

2,000 jobs will need to be created in order to retain the level of employment within the Shire. As noted by many people who responded to the community survey conducted as part of the development of the Council Plan, all residents who live in the Shire do not need to have employment within the Shire. There are many alternative employment options including telecommuting, working part-time or working in the broader G21 area (Surf Coast Shire, 2017).

However, it is also important to continue to provide locally-based employment opportunities, as these can assist in increasing work-life balance, which is low in the Shire, (Department of Health and Human Services, Victoria, 2017) and also increase the number and diversity of service offerings and overall economic prosperity.

While Council has limited ability to directly impact the unemployment rate, there are a number of supporting activities that can be implemented to build an environment in which job creation is more likely. Council is able to support business development and attraction, create business networks and facilitate connections between education and business.

Facilitate high quality events throughout the year

Events can help to increase community connection, pride and individual health and wellbeing. The Surf Coast Shire hosts over 200 events per year with over 240,000 participants, generating \$105m in economic benefit (Surf Coast Shire, 2016).

It is essential that events adhere to the overall objectives of the community in terms of environmental sustainability, safety and cultural suitability. This is a strong motivator for Council in working with event providers, with high levels of success demonstrated by the substantial number of people in the Surf Coast who have attended a local community event (Department of Health and Human Services, Victoria, 2017).

Events can also help to draw visitors in the traditionally off-peak tourist season. This assists tourism-driven businesses to increase their opportunities to generate income. Shire events drew tourists from 160 countries and had a global viewing audience of 32 million people (Surf Coast Shire, 2016). Not only do these events provide for immediate economic contributions to our community, they also increase the reputation of our area, which is important for future tourism development.

Council is committed to seeking additional, high quality events to be run within our Shire and increasing the promotion of those that already exist.

Strengthen the vitality of town centres

Town centres are the heart of local communities. They generate local employment and create attractive, diverse places where people want to live, visit and work. Town centres can also help to articulate what is unique about a township and create a genuine sense of community. These centres may include public open space, community facilities, retail or housing.

Council is committed to developing plans for town centres. This will require working with the community and other partners to understand the diversity of uses for the town centre, customer behaviours and needs, accessibility, traffic and pedestrian flows and future opportunities for the centres.

Support key industry sectors such as surfing, tourism, home-based, construction and rural businesses

The Surf Coast includes over 3,000 businesses and the Shire's economy generates over \$1billion per annum. The economy of the Surf Coast is growing an average four times faster than other regional councils. The Surf Coast has a unique economic profile that is dominated by surfing, which directly provides 26.9% of all employment in the Shire. Tourism, construction and retail sectors are also valuable employment sectors. Agriculture is also important and rural businesses tend to be small, employing four people or less (Surf Coast Shire, 2016). Council has the opportunity to work with a range of partners to grow and support businesses in all of these industries.

The Shire is known to be a tourist area due to the Great Ocean Road, amazing beaches and unsurpassed natural environment. Council is looking at ways to ensure that those who can visit these features are able to appreciate them in the best way possible, resulting in longer and more enjoyable visitations to our area. The Shire is the start of any journey down the Great Ocean Road and Council must continue to work with neighbouring councils and other partners to advocate for the visitation throughout the region.

VIBRANT ECONOMY: Support innovative, sustainable businesses and activities that create jobs and are valued by the community and visitors

Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)		
l) Support the creation and retention of jobs in existing and new businesses to meet the needs of a growing community	Continued growth in local employment (HW, SS, CP, CC)	37) Support and build capability of businesses and business / tourism groups 38) Investigate how the strategic road network impacts on commercial transport 39) Facilitate and enable stronger relationships between industry and education 40) Plan for industrial and commercial zones in growing communities		
m) Facilitate high quality events throughout the year	Diverse series of events that deliver economic, environmental and social benefits to the community (HW, SS, CP, CC, L)	41) Further develop diverse, major and signature events, and a communication and promotion program		
n) Strengthen the vitality of town centres	Town Centres are a good place to be and an important part of community life (HW, SS, CP, CC, L)	42) Identify and support the economic and social drivers of town centres within the Shire		
o) Support key industry sectors such as surfing, tourism, home-based, construction and rural businesses	There are a number of strong industry sectors, which create a sustainable year-round economy (HW, SS, CP, CC, L)	43) Work with key stakeholders to encourage visitors to stay longer and spend more in the Shire 44) Develop and implement an industry development and attraction program 45) Advocate for and drive the Great Ocean Road visitor economy 46) Develop and implement an agribusiness strategy		
Health and Wellbeing Focus Areas				
Healthy & Well (HW)	Safe & Secure (SS)	Capabilities to Participate (CP)	Connected to culture and community (CC)	Liveable(L)

Theme 5: HIGH PERFORMING COUNCIL

The community requires a Council that is financially sustainable and capable of delivering valued services. We will involve the community in decision-making and ensure our approach is fair and transparent. The goal is to ensure that people feel comfortable and confident to approach Council for support, advice or to give feedback. Ultimately, all people in our community must be able to access to the services they require.

Services

The ongoing challenge for Council is to keep pace with the demands of rapid growth within the Surf Coast Shire; ensuring services are available to meet a diverse range of community needs, whilst maintaining a responsible budget.

This plan anticipates that ongoing pressures on Shire services over the next four years will require Council to continue to advocate to the state and federal governments for support. This will be necessary to ensure that people across the municipality have access to services, programs and infrastructure to meet their needs, and that any Council-provided services are delivered within a framework of responsible financial management.

Council has a strong emphasis on ensuring that the services it provides are of high quality and meet the needs of the customer. Council also seeks to continuously improve service delivery through technological and other innovations in a cost-effective manner.

Following is an overview of the strategic objectives developed for a high performing council in our Shire. Further insight is provided under each of these strategic objectives, including a summary of the evidence Council has used to develop them.

Ensure Council is financially sustainable and has the capability to deliver strategic objectives

As of 1 July 2016, all of Victoria's 79 Councils were operating under the Fair Go Rates system, providing a specified rate increase, which was 2.5% in 2016-2017 and 2% in 2017-2018. The Fair Go Rates system was delivered as part of a key election promise by the Victorian Government to help ease the cost of living pressures on Victorians (The State of Victoria).

The Fair Go Rates system means that it is more important than ever that Council is efficient and forward thinking in the management of its finances. It must work within these constraints to develop budgets that support necessary existing services and deliver on important new initiatives.

There are a number of ways in which Council is seeking to ensure that it is able to do this, including supporting staff capability and capacity, reviewing funding arrangements and partnership opportunities as well as careful future budgeting.

Ensure that Council decision-making is balanced and transparent and the community is involved and informed

The Know Your Council website, which provides information on key measures relating to community satisfaction with council services and processes, shows that Council decisions are generally more transparent than similar councils. Annual survey results for Surf Coast Shire in 2017 show improvement in the following related areas:-

- Community Consultation and Engagement (+5 points) ^
- Decisions in the Community Interest (+3 points) #

^ denotes higher than State and Large Rural Shire categories

denotes higher than Large Rural Shire category and lower than State result

The survey conducted as part of the development of this Council Plan demonstrated the importance of continued and meaningful community engagement into important Council decisions (Surf Coast Shire, 2017).

A review of local government is being conducted for the first time in 25 years by Local Government Victoria, for the purpose of creating a more contemporary, accessible, plain English Act that meets current and future needs of the community and local government (State Government of Victoria, 2017). While the findings of this review are unlikely to be released until part way through this term, it is understood that this review may have significant impacts on the operation of Council and it is essential that Council actively prepares for these changes in order to continue to meet the needs of the community.

Council's Communications and Engagement Strategy 2015 – 2018 provides four fundamental beliefs that guide Council's communications and engagement practice: Trustworthy, Responsive, Simple, and Progressive (Surf Coast Shire, 2015). These beliefs provide a solid base for Council to work from, providing information and engagement opportunities in new ways that best suit those with whom we are seeking to communicate. The development of these actions will be guided by the Communications and Engagement Strategy and will be further defined in consultation with the community.

Provide quality customer service that is convenient, efficient, timely and responsive

Customer service remains a high priority for Council, having adopted the Customer Service Strategy 2015 – 2018. The strategy defines customers as Surf Coast Shire community members, ratepayers and visitors, businesses, other organisation and levels of government working with Council, and Council staff (Surf Coast Shire, 2015).

This strategy commits Council to working in partnership with our customers to deliver an excellent service experience, including a range of specific commitments made via the Service Excellence Charter (Surf Coast Shire, 2015).

On the whole, Council scores well on satisfaction with key customer service drivers, however there are opportunities to improve in a range of areas (Surf Coast Shire, 2015). The Customer Service Strategy 2015 – 2018 has been implemented for several years and it is timely to review this strategy to identify opportunities for better delivery of our customer service promises.

With the proliferation of technology in people's lives, it is essential that Council respond to this driver. Council will focus on specific areas of need and look at better ways to use technology to service our customers. In addition, Council has commenced reforms into its statutory planning service, which will continue into the life of this plan.

Ensure the community has access to the services they need

Council continues to review its service provision to ensure that high quality services are being delivered, in an efficient manner, and are continuing to meet the needs of our customers. There may be opportunities for Council to advocate for service delivery by others in order to ensure that the service is being delivered in the best manner possible. This will allow Council to focus on the delivery of high quality, core services that cannot be delivered by others. Council has implemented a robust process for this, which has been in place for several years. This work will continue into the life of this plan.

HIGH PERFORMING COUNCIL: Deliver valued services to the community

Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)		
a) Ensure Council is financially sustainable and has the capability to deliver strategic objectives	Council has a viable long-term financial plan (HW, CP, CC) Council has the capacity to deliver on new things (HW, CP, CC)	47) Establish long-term financial principles and incorporate into the long-term financial plan 48) Develop and implement an organisational capability and capacity program 49) Develop innovative funding partnerships with community, business and government 50) Build on relationships with agencies and key stakeholders for the benefit of the community		
b) Ensure that Council decision-making is balanced and transparent and the community is involved and informed	Council uses a range of engagement approaches to inform its decision-making (HW, CP, CC) Council communicates its decisions clearly and widely (HW, CP, CC)	51) Prepare for <i>Local Government Act</i> review recommendations 52) Evolve our community engagement approach to inform strategic Council direction and decision-making 53) Use technology to make Council decision-making more accessible		
c) Provide quality customer service that is convenient, efficient, timely and responsive	People are comfortable to approach Council for assistance, and have confidence in our response (HW, CP, CC) We see improvements in Council performance in areas of high importance to the community (HW, CP, CC)	54) Implement <i>Digital Transformation Program</i> , including opportunities for customer self-service system 55) Investigate the feasibility of a certified quality system 56) Improve how we manage customer requests and complaints 57) Continued reforms in statutory planning service delivery 58) Further update and implement a customer service strategy		
d) Ensure the community has access to the services they need	High quality services are available to the community (HW, SS, CP, CC, L)	59) Review Council-delivered services to ensure they are of high quality and delivering best value 60) Conduct service reviews to identify best service delivery model 61) Advocate for services that are best delivered by others 62) Review arrangements for governance of the coast		
Health and Wellbeing Focus Areas				
Healthy & Well (HW)	Safe & Secure (SS)	Capabilities to Participate (CP)	Connected to culture and community (CC)	Liveable(L)

Appendices

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Appendix 1: Surf Coast Shire Data Sources

Overall Data

Title	Type of Data	Location
VicHealth Indicators – By LGA	<ul style="list-style-type: none"> Provides a comprehensive overview of key health indicators in the Surf Coast Shire. Recommended as a primary dataset for analysis of health and wellbeing factors within the Shire. 	https://www.vichealth.vic.gov.au/programs-and-projects/vichealth-indicators-survey-lga-profiles
Department of Health, Local Government area profiles	<ul style="list-style-type: none"> Provides a holistic summary of a range of health indicators. Recommended to gain a deeper understanding of the overall health profile of the Shire. 	https://www2.health.vic.gov.au/about/publications/data/barwon-area-2015
Id.Forecast	<ul style="list-style-type: none"> Provides a summary of known demographic data about the Surf Coast as well as evidence based forecasts. Includes a wide range of data about people who live in the Shire including a number of health and wellbeing indicators. Recommended as a primary dataset for analysis of health and wellbeing factors within the Shire. 	http://forecast.id.com.au/surf-coast
ABS Statistics	<ul style="list-style-type: none"> While the full 2016 statistics have not been released as of April 2017, it is recommended that any person wishing to gain additional insight into the population statistics of the Shire review whether relevant data has been released by the ABS when required. 	http://www.abs.gov.au/websitedbs/census/home.nsf/home/2016products?opendocument&navpos=140
Health status of Victorians	<ul style="list-style-type: none"> Provides detailed analysis of health conditions for those that live in the region. Useful for understanding care needs and health drivers. 	http://www.health.vic.gov.au/atlas/atlas/html/Surf_Coast.html
Surf Coast Shire community consultation “The Plan 2017 – 2021”	<ul style="list-style-type: none"> Survey conducted as part of the community consultation activities to develop the Council Plan incorporating the health and wellbeing plan 2017 – 2021. Provides an overview of a number of key health and wellbeing issues. 	https://www.surfcoast.vic.gov.au/files/assets/public/council/council_plan/surf_coast_shire_council_plan_2017_-_2021_community_engagement_report.pdf
Know Your Council	<ul style="list-style-type: none"> Provides an overview of Council’s performance in a number of areas and is benchmarked against similar Councils. 	https://knowyourcouncil.vic.gov.au/councils

Economic Data

Title	Type of Data	Location
Economic Profile	<ul style="list-style-type: none"> Provides a detailed analysis of the economic profile of the Surf Coast, including employment and gross regional product. Recommended as a secondary data source in understanding economic drivers in the region. 	http://www.economicprofile.com.au/surfcoast/
Great Ocean Road Market Profile	<ul style="list-style-type: none"> Provides an analysis of visitors to the Great Ocean Road. 	http://www.tourism.vic.gov.au/research/domestic-and-regional-research/regional-visitation.html

Data relating to specific cohorts

Title	Type of Data	Location
Australian Early Development Census	<ul style="list-style-type: none"> Provides information about early childhood development by region. Has been conducted every three years and allows for a comparison over previous years. Useful for analysis of early childhood needs. 	https://www.aedc.gov.au/data/data-explorer
Maternal Child health annual reports	<ul style="list-style-type: none"> Provides a summary of data relating to enrolments for maternal and child health services. 	http://www.education.vic.gov.au/childhood/providers/support/Pages/mchannualreportarchive.aspx
Aged Care Reform Research and Statistics	<ul style="list-style-type: none"> Provides a range of statistics that were utilised in decision making for the aged care reform. 	https://agedcare.health.gov.au/ageing-and-aged-care-publications-and-articles/ageing-and-aged-care-research-and-statistics

Issue Specific Data

Title	Type of Data	Location
Crime statistics	<ul style="list-style-type: none"> Provides interactive crime statistics in the Shire. 	https://www.crimestatistics.vic.gov.au/explore-crime-by-location
Housing in Victoria	<ul style="list-style-type: none"> Provides a range of statistics relating to housing affordability and costs. Interactive website that can produce data specific to the Shire. 	http://www.housinginvictoria.com.au/Default.aspx
Gambling and Liquor Data	<ul style="list-style-type: none"> Provides an overview of gambling and liquor licensing activity by area. 	http://www.vcglr.vic.gov.au/resources/data-and-research
Victorian Alcohol and Drug Interactive statistics	<ul style="list-style-type: none"> Provides an interactive map of alcohol and drug related issues by LGA. 	http://www.aodstats.org.au/

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Appendix 2: Strategic Resource Plan

Long Term Financial Plan	2017/18 Budget \$'000	2018/19 Forecast \$'000	2019/20 Forecast \$'000	2020/21 Forecast \$'000	2021/22 Forecast \$'000	2022/23 Forecast \$'000	2023/24 Forecast \$'000	2024/25 Forecast \$'000	2025/26 Forecast \$'000	2026/27 Forecast \$'000
Recurrent EBITDA										
Property Rates and Charges	42,649	44,325	46,166	48,073	50,045	52,086	54,198	56,383	58,644	60,982
Garbage Charges	6,682	6,950	7,228	7,517	7,817	8,130	8,455	8,794	9,145	9,511
Grants	5,406	7,525	7,735	7,951	8,174	8,403	8,640	8,883	9,134	9,392
Other Revenue	8,959	9,181	9,410	9,644	9,886	10,134	10,389	10,651	10,921	11,198
Total Recurrent Income	63,696	67,981	70,539	73,185	75,922	78,754	81,683	84,711	87,844	91,084
Employee Benefits	(27,444)	(28,057)	(28,767)	(29,551)	(30,356)	(31,184)	(32,034)	(32,908)	(33,805)	(34,727)
Materials and Services	(20,114)	(20,697)	(21,299)	(21,919)	(22,558)	(23,217)	(23,896)	(24,596)	(25,318)	(26,062)
Business Improvement Program Benefits	-	350	600	850	1,100	1,350	1,600	1,850	2,100	2,350
Business Case Benefits	-	100	200	300	400	500	600	700	800	900
Digital Transformation Benefits	-	100	200	300	400	500	600	700	800	900
Total Expenditure - Existing Operations	(47,558)	(48,205)	(49,066)	(50,020)	(51,015)	(52,051)	(53,130)	(54,254)	(55,423)	(56,639)
Compliance Costs	(310)	(400)	(800)	(1,200)	(1,600)	(2,000)	(2,400)	(2,800)	(3,200)	(3,600)
Compliance Costs - Projects	-	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)	(600)
Non-Discretionary Growth	(144)	(600)	(1,200)	(1,800)	(2,400)	(3,000)	(3,600)	(4,200)	(4,800)	(5,400)
Discretionary Growth	(378)	-	-	-	-	-	-	-	-	-
Recurrent EBITDA	15,307	18,176	18,873	19,565	20,308	21,103	21,952	22,858	23,821	24,845
Cash Adjustments:-										
Balance Sheet Adjustments	19	18	18	17	16	16	15	14	14	13
Interest Revenue	883	905	962	989	920	855	796	740	688	640
2017/18 Grants Commission funds received 2016/17	1,915	-	-	-	-	-	-	-	-	-
Asset sales - plant/fleet	338	439	427	380	428	390	401	502	405	341
Asset sales - land	590	-	-	-	-	-	-	-	-	-
Total Cash Adjustments	3,745	1,362	1,407	1,386	1,364	1,261	1,212	1,256	1,107	994
Total Cash Available for Allocation	19,052	19,538	20,280	20,951	21,672	22,364	23,164	24,114	24,928	25,839

Long Term Financial Plan	2017/18 Budget	2018/19 Forecast	2019/20 Forecast	2020/21 Forecast	2021/22 Forecast	2022/23 Forecast	2023/24 Forecast	2024/25 Forecast	2025/26 Forecast	2026/27 Forecast
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Allocations to Commitments										
Debt Interest & Principal	1,706	2,105	2,105	2,095	2,090	2,098	2,098	2,098	2,098	2,098
Torquay/Jan Juc Developer Plan Allocation	2,163	2,254	2,349	2,447	2,550	2,657	2,769	2,885	3,006	3,133
Spring Creek Infrastructure Plan Allocation	-	700	729	760	792	825	860	896	934	973
Winchelsea Infrastructure Plan Allocation	80	200	208	217	226	236	246	256	267	278
Developer Contribution Interest Allocation	27	27	27	53	80	133	133	133	133	133
Waste Allocation	2,813	2,952	3,070	3,193	3,321	3,453	3,592	3,735	3,885	4,040
Asset Renewal Allocation	6,073	6,507	6,970	7,457	7,987	8,553	9,150	9,798	10,491	11,236
Business Case Investments	500	500	500	500	500	500	500	500	500	500
Growth and Compliance Costs (non-recurrent)	833	-	-	-	-	-	-	-	-	-
Total Allocations to Commitments	14,195	15,244	15,958	16,723	17,545	18,455	19,347	20,301	21,313	22,390
Discretionary Cash Available	4,857	4,293	4,322	4,228	4,127	3,909	3,817	3,813	3,615	3,449
Discretionary Allocations										
Discretionary Capital Works	1,119	-	-	-	-	-	-	-	-	-
Discretionary Operating Projects	699	-	-	-	-	-	-	-	-	-
Discretionary Project Allocation	-	1,685	2,501	2,606	2,715	2,829	2,948	3,072	3,201	3,335
Preallocated Community Projects	-	715	-	-	-	-	-	-	-	-
Defined Benefits Superannuation Allocation	250	250	250	250	250	250	250	250	250	250
Gravel Pits Allocation	273	279	285	291	298	304	311	318	325	332
Aireys Inlet Aged Units	7	7	7	7	7	7	8	8	8	8
Towards Environmental Leadership	250	250	250	250	250	250	250	250	250	250
Building Better Regions Project Allocation	357	-	-	-	-	-	-	-	-	-
Repayment Anglesea Bowls Club Commitment	225	-	-	-	-	-	-	-	-	-
Total Discretionary Allocations	3,179	3,186	3,293	3,404	3,520	3,641	3,767	3,897	4,034	4,175
Unallocated Cash Surplus / (Deficit)	1,677	1,108	1,029	824	607	268	50	(85)	(419)	(726)
Accumulated Unallocated Cash										
Opening Balance	3,859	3,762	2,369	2,669	3,492	4,099	4,367	4,417	4,333	3,914
Annual Surplus/(Deficit)	1,677	1,108	1,029	824	607	268	50	(85)	(419)	(726)
Return to AUC as per Council Resolution 13 Sept 2016	225	-	-	-	-	-	-	-	-	-
Transfer for Digital Transformation	(2,000)	(2,500)	(730)	-	-	-	-	-	-	-
Closing Balance	3,762	2,369	2,669	3,492	4,099	4,367	4,417	4,333	3,914	3,188

Comprehensive Income Statement
 For the Four years ending 30 June 2021

	2017/18 Budget \$'000	2018/19 Forecast \$'000	2019/20 Forecast \$'000	2020/21 Forecast \$'000
Income				
Rates and charges	49,353	51,274	53,394	55,589
Statutory fees and fines	1,890	1,785	1,820	1,857
User charges	6,168	6,214	6,383	6,558
Grants - Operating	5,832	7,525	7,735	7,951
Grants - Capital	2,378	694	708	708
Contributions - monetary	3,554	4,056	4,294	3,954
Contributions - non-monetary assets	12,580	10,220	9,660	10,200
Net gain/(loss) on disposal of property infrastructure, plant and equipment	1	41	30	(18)
Other Income	883	905	962	989
Total Income	82,639	82,715	84,987	87,789
Expenses				
Employee costs	29,394	29,857	30,067	31,351
Materials and services	24,917	21,944	20,675	22,395
Bad and doubtful debts	80	81	84	86
Depreciation	11,597	12,380	12,891	13,427
Borrowing costs	1,031	1,155	1,095	1,002
Asset write offs	414	1,022	1,108	1,187
Other Expenses	1,255	1,278	1,310	1,342
Total expenses	68,686	67,717	67,230	70,790
Surplus/(deficit) for the year	13,952	14,998	17,758	16,998
Other Comprehensive Income				
Items that will not be reclassified to surplus or deficit in future periods				
Net asset revaluation increment	1,103	2,942	8,554	1,339
Total Comprehensive Result	15,055	17,940	26,312	18,337

Balance Sheet

For the four years ending 30 June 2021

	2017/18 Budget \$'000	2018/19 Forecast \$'000	2019/20 Forecast \$'000	2020/21 Forecast \$'000
Assets				
Current assets				
Cash and cash equivalents	21,208	21,165	24,548	25,985
Trade and other receivables	3,082	3,144	3,206	3,271
Other financial assets	15,000	15,000	15,000	15,000
Inventories	299	305	311	317
Other assets	553	564	575	587
Total current assets	40,141	40,177	43,641	45,160
Non current assets				
Trade and other receivables	70	70	70	70
Other financial assets	1,000	1,000	1,000	1,000
Property, infrastructure plant & equipment	492,532	509,620	531,595	544,132
Investments in associates and joint ventures	537	537	537	537
Total non current assets	494,138	511,226	533,202	545,738
Total assets	534,279	551,404	576,842	590,898
Liabilities				
Current liabilities				
Trade and other payables	3,688	3,725	3,762	3,799
Trust funds and deposits	1,900	1,938	1,977	2,017
Provisions	5,165	5,217	8,595	5,322
Interest bearing liabilities	951	1,010	1,094	1,155
Other Liabilities	36	36	36	36
Total current liabilities	11,740	11,925	15,464	12,329
Non current liabilities				
Provisions	12,475	12,483	9,165	9,174
Interest bearing liabilities	16,311	15,301	14,208	13,053
Total non current liabilities	28,786	27,785	23,373	22,227
Total liabilities	40,526	39,710	38,837	34,555
Net assets	493,754	511,693	538,005	556,342
Equity				
Accumulated surplus	214,044	229,084	243,459	259,020
Assets revaluation reserve	243,634	246,576	255,130	256,469
Other reserves	36,076	36,033	39,417	40,854
Total equity	493,754	511,693	538,005	556,342

Statement of Changes in Equity
For the four years ending 30 June 2021

	2017/18 Budget \$'000	2018/19 Forecast \$'000	2019/20 Forecast \$'000	2020/21 Forecast \$'000
Equity Opening Balance	478,698	493,754	511,693	538,005
Surplus for the Year	13,952	14,998	17,758	16,998
Net Asset Revaluation	1,103	2,942	8,554	1,339
Total Equity	493,754	511,693	538,005	556,342

Statement of Cash Flows
For the four years ending 30 June 2021

	2017/18 Budget \$'000	2018/19 Forecast \$'000	2019/20 Forecast \$'000	2020/21 Forecast \$'000
Cash flow from operating activities				
Rates and charges	49,353	51,274	53,394	55,589
Grants - operating	6,032	7,785	8,002	8,226
Grants - capital	2,378	694	708	708
Contributions	3,554	4,056	4,294	3,954
Interest received	883	905	962	989
Statutory fees and fines	1,890	1,785	1,820	1,857
User charges	6,323	6,215	6,385	6,559
Net GST refund/payment	4,029	3,672	3,585	3,862
Trust funds received/(taken)	37	38	39	40
Employee costs	(29,335)	(29,797)	(30,006)	(31,290)
Materials and Services	(31,933)	(27,277)	(25,964)	(31,331)
Net cash provided from operating activities	13,211	19,350	23,219	19,163
Cash Flows from investing activities				
Proceeds from sale of property, plant & equipment	928	439	427	380
Payments for property, plant, equipment & infrastructure assets	(18,140)	(17,726)	(18,158)	(16,010)
Cash Flows from investing activities	-	-	-	-
Net cash used in investing activities	(17,212)	(17,287)	(17,730)	(15,630)
Cash flows from financing activities				
Finance costs	(1,031)	(1,155)	(1,095)	(1,002)
Proceeds from interest bearing loans and borrowings	3,000	-	-	-
Repayment of interest bearing loans and borrowings	(675)	(951)	(1,010)	(1,094)
Net cash provided from financing activities	1,294	(2,105)	(2,105)	(2,095)
Net increase/(decrease) in cash & cash equivalents held	(2,706)	(43)	3,383	1,437
Cash & cash equivalents at the beginning of the period	23,914	21,208	21,165	24,548
Cash & cash equivalents at the end of the period	21,208	21,165	24,548	25,985
Investments (current and non-current financial assets)	16,000	16,000	16,000	16,000
Total cash & investments at the end of the period	37,208	37,165	40,548	41,985

Statement of Capital Works
For the Four years ending 30 June 2021

	2017/18 Budget \$'000	2018/19 Forecast \$'000	2019/20 Forecast \$'000	2020/21 Forecast \$'000
Property				
Land	1	-	-	-
Buildings	5,280	2,975	3,195	2,781
Total Property	5,281	2,975	3,195	2,781
Plant and Equipment				
Plant, Machinery and Equipment	1,600	1,331	1,429	1,293
Fixtures, Fittings and Furniture	5	-	-	-
Computers and Telecommunications	998	1,946	718	218
Total Plant and Equipment	2,603	3,276	2,146	1,511
Infrastructure				
Roads	7,604	5,664	7,301	8,226
Bridges	40	59	63	70
Footpaths and Cycleways	271	551	608	590
Drainage	353	901	1,002	510
Recreational, Leisure and Community Facilities	774	3,863	3,357	1,819
Parks, Open Space and Streetscapes	1,215	437	486	504
Expensed Capital Works	3,830	1,270	219	1,304
Landfill Provision Works	1,258	-	-	3,327
Total Infrastructure	15,344	12,744	13,035	16,349
Total Capital Works Expenditure	23,227	18,996	18,377	20,640
Represented by				
New Asset Expenditure	6,223	5,958	4,373	2,797
Asset Renewal Expenditure	5,751	6,463	6,995	7,171
Asset Upgrade Expenditure	6,166	5,305	6,790	6,042
Expensed Capital Works	3,830	1,270	219	1,304
Landfill Provision Works	1,258	-	-	3,327
Total Capital Works Expenditure	23,227	18,996	18,377	20,640

Funding Sources for Planned Capital Expenditure
For the Four years ending 30 June 2021

	2017/18 Budget \$'000	2018/19 Forecast \$'000	2019/20 Forecast \$'000	2020/21 Forecast \$'000
Capital Grants	2,378	694	708	708
Contributions	10	-	-	-
Borrowings	3,000	-	-	-
Special Charges	21	-	-	-
Council Funds	17,818	18,301	17,668	19,932
Total Funding Sources	23,227	18,996	18,377	20,640

Statement of Human Resources
 For the Four years ending 30 June 2021

	2017/18	2018/19	2019/20	2020/21
	Budget	Forecast	Forecast	Forecast
Division	\$'000	\$'000	\$'000	\$'000
Chief Executive	741	620	635	651
Culture and Community	11,087	11,251	11,504	11,791
Environment and Development	7,179	7,068	7,139	7,317
Governance and Infrastructure	7,503	7,668	7,827	8,023
Total Permanent Staff Expenditure	26,511	26,606	27,105	27,783
Casuals and Other Expenditure	2,883	3,251	2,962	3,568
Capitalised Labour Costs	1,561	1,592	1,624	1,656
Total Employee Costs	30,955	31,449	31,690	33,007
Employee Numbers				
Permanent full-time	196.0	193.0	193.0	193.0
Permanent part-time	106.9	106.1	105.5	107.0
Total Permanent Employee Numbers (EFT)	302.9	299.1	298.5	300.0

Appendix 3: Partnerships List

Council Vision	An engaged, innovative and sustainable community.			
Council Purpose	To help our community and environment to thrive.			
Organisation Direction	An innovative and flexible leader, and a constructive partner, that values the strengths of others; a place where people can do their best and be proud of their achievements.			
Council Plan Approach	While there are many highly valued things that Council does, this plan focuses on areas where Council is endeavouring to make a significant difference relative to the current situation. This year, our health and wellbeing objectives and actions are documented in the Council Plan for the first time.			
Theme	Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)	Partners (Who we will work with- note the community is a partner in all strategies)
COMMUNITY WELLBEING: Create an inclusive community where everyone can participate and contribute	a) Support people to participate in and contribute to community life	Local people participating in and contributing to local life (HW, SS, CP, CC, L)	<ol style="list-style-type: none"> 1) Develop and implement a program to support communities of place and interest, and provide opportunities for them to identify and achieve their community aspirations 2) Facilitate and support high levels of volunteering in the community 3) Work in partnership with the community to review, update and continue to implement the heritage, arts and culture strategy 	<ul style="list-style-type: none"> • Geelong Regional Libraries Corporation • Surf Coast Arts & other arts networks • District Historical Societies • Office of Aboriginal Affairs Victoria • Township Groups • Volunteering Geelong • Volunteer Agencies • G21 Arts & Culture Pillar • Registered Aboriginal Parties

Theme	Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)	Partners (Who we will work with- note the community is a partner in all strategies)
	b) Support people to be healthy and active	High levels of quality physical activity and health, including mental wellbeing (HW, SS, CP, CC, L)	4) Develop and implement local programs to support <i>Healthy Eating and Active Living</i> 5) Implement health and wellbeing impact assessments as part of infrastructure and project planning 6) Develop and implement an alcohol, tobacco and drug strategy based on local evidence and best practice 7) Reinforce policies to manage electronic gaming machines	<ul style="list-style-type: none"> • Local Government Alcohol and Other Drugs Issues Forum • Alcohol and Drug Foundation • Victorian Responsible Gambling Foundation • Victoria Police • Leisure Networks • Youth Advisory Groups • Electronic Gaming Machine Clubs • VicHealth • Sport and Recreation Victoria • Bicycle Network
	c) Improve community safety	People feel safe in their community (HW, SS, CP, CC, L)	8) Understand community safety issues and needs, and design an appropriate local response 9) Continue to build community resilience to prepare for emergencies	<ul style="list-style-type: none"> • Victoria Police • Country Fire Authority • VicRoads • State Emergency Service • Local media

Theme	Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)	Partners (Who we will work with- note the community is a partner in all strategies)
	d) Provide support for people in need	Young people and their families are able to access the services and support they need (HW, SS, CP, CC, L)	10) Work in partnership with community and agencies to improve young people and their families' access to the services and support they need	<ul style="list-style-type: none"> • Health Practitioners • Schools • Youth Advisory Group • Barwon Youth Geelong • G21 Education & Training Pillar • Department of Health and Human Services • Deakin University • Department of Health • Schools • Headspace • Barwon Health • Lorne Hospital • Hesse Rural Health • Primary Health Networks • Department of Education and Training
		Older people are supported to live independent and meaningful lives (HW, SS, CP, CC, L)	11) Pursue <i>Age Friendly City</i> status	<ul style="list-style-type: none"> • Barwon Health • Lorne Hospital • Hesse Rural Health • Senior Citizens Centres • All Abilities Advisory Committee • Department of Health and Ageing • Deakin University • Council on the Ageing (Victoria) • World Health Organisation • Department of Health • Volunteer Agencies • G21 Health & Wellbeing Pillar • National Disability Insurance Agency • Health Practitioners
		Culture, all abilities and diversity are celebrated (HW, SS, CP, CC, L)	12) Contribute to the delivery of the <i>Strategic Plan for prevention and addressing violence against women and children in the G21 region</i> 13) Implement the <i>Accessible and Inclusive Surf Coast Shire Strategic Plan</i>	<ul style="list-style-type: none"> • Victoria Police • White Ribbon • Community providers • National Disability Insurance Agency • 1800 RESPECT • Primary Health Networks • Volunteer Agencies • All Abilities Advisory Committee • Health Practitioners • Disability Providers • G21 • Barwon Health • Lorne Hospital • Hesse Rural Health

Theme	Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)	Partners (Who we will work with- note the community is a partner in all strategies)
ENVIRONMENTAL LEADERSHIP: Preserve and enhance the natural environment	e) Drive the use of renewable energy	Surf Coast Shire is a state leader in the take up of renewable energy (L)	14) Implement the <i>Renewable Energy Roadmap</i> 15) Support the work of the <i>Renewable Energy Taskforce</i>	<ul style="list-style-type: none"> Environment and Rural Advisory Panel Deakin University Renewable Energy Taskforce One Planet Department of Environment, Land, Water and Planning <ul style="list-style-type: none"> Surf Coast Energy Group Solar Towns Project Positive Charge Program Department of Environment and Energy Department of Sustainability and Environment G21 Environment Pillar
	f) Improve the re-use of resources	<p>More waste is diverted from landfill for reuse and recycling (CP, L)</p> <p>Recycled water is used to support agribusiness appropriate to the Shire (L)</p>	<p>16) Develop and implement organic waste diversion pilot program</p> <p>17) Develop and implement a waste reduction program to increase the life of the landfill</p> <p>18) Review and expand <i>Plastic Wise Program</i></p> <p>19) Work in partnership with relevant stakeholders to investigate the feasibility of recycled water to support agriculture in the Thompson Valley and other rural areas</p>	<ul style="list-style-type: none"> Environment and Rural Advisory Panel BYO H2O Plastic Bag Free Torquay Plastic Wise Take 3 Closed Loop G21 Environment Pillar Barwon South West Waste and Resource Recovery Group <ul style="list-style-type: none"> Barwon Water Department of Environment and Energy Department of Sustainability and Environment Department of Environment, Land, Water and Planning Environment Protection Authority Department of Sustainability and the Environment
	g) Support local food production	An increase in the production and consumption of locally grown food (HW, CC, CP, L)	20) Develop and implement a local food program in partnership with community	<ul style="list-style-type: none"> Eat Local Month, festivals & farmers markets Grow it Local One Planet Municipal Association of Victoria <ul style="list-style-type: none"> Local Food Loop Environment and Rural Advisory Panel Closed Loop Local Harvest G21 Environment Pillar

Theme	Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)	Partners (Who we will work with- note the community is a partner in all strategies)
	h) Retain and enhance rural land for appropriate and sustainable uses	Rural land use is productive and sustainable and in keeping with environmental values of the Shire (CP, L)	21) Finalise and implement the <i>Rural Hinterland Strategy</i> 22) Develop partnerships to better manage interfaces between public and private land 23) Effectively manage pests, plants and animals on Council land	<ul style="list-style-type: none"> • Landcare • Otway Agroforestry Network • ANGAIR • Surfers Appreciating Natural Environment • Department of Sustainability and the Environment • G21 Planning & Services Pillar • Parks Victoria • Department of Environment, Land, Water and Planning
BALANCING GROWTH: Provide for growth whilst ensuring the intrinsic values and character of the Shire are retained	i) Ensure infrastructure is in place to support existing communities and provide for growth	Infrastructure demands, including public transport, are planned and provided for (HW, SS, CP, CC, L)	24) Advocate for better public transport, including buses, and investigate the provision of community transport and transport connections 25) Explore the potential rail link in Torquay and the level of rail service on the Warrnambool line 26) Conduct a review of the existing pathway strategy and implement recommendations 27) Ensure appropriate funding mechanisms are in place to support future growth including developer contributions 28) Work with the community and stakeholders to implement the <i>Anglesea Futures</i> program 29) Advocate for supporting infrastructure	<ul style="list-style-type: none"> • Department of Environment, Land, Water and Planning • V/Line • Public Transport Victoria • Department of Planning and Community Development • Developers • Parks Victoria • Alcoa • Department of Economic Development, Jobs, Training and Resources • Parks Victoria • Sport and Recreation Victoria • Bicycle Network • G21 Transport Pillar • Environment Protection Authority • Department of Economic Development, Jobs, Training and Resources • Corangamite Catchment Management Authority • Barwon Water • Office of Aboriginal Affairs Victoria • Local Media • VicRoads • All Abilities Committee • Environment and Rural Advisory Panel • Great Ocean Road Coast Committee • Business Victoria • Department of Sustainability and the Environment • G21 Planning & Services Pillar

Theme	Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)	Partners (Who we will work with- note the community is a partner in all strategies)
	j) Strengthen township boundaries and support unique township character	Sprawl is contained and townships remain distinct communities with designated settlement breaks between (HW, SS, CP, CC, L)	30) Work with the community to identify and define desired town footprints and ensure that Township Structure Plans reflect this 31) Encourage in-fill development and direct growth to designated areas 32) Develop a communications strategy to explain the implications of living in different planning zones	<ul style="list-style-type: none"> Department of Environment, Land, Water and Planning Local Media Environment and Rural Advisory Panel Planning Panels Victoria Committee for Lorne Growing Winchelsea 3228 Residents Association Environment and Rural Advisory Panel G21 Planning & Services Pillar
	k) Understand and manage the impact of population and visitation growth in neighbouring municipalities and our own Shire	Measures are in place to limit negative impacts on amenity (HW, SS, CP, CC, L)	33) Advance a Winchelsea and Moriac Development Program 34) Advance a Strategic Plan for Lorne 35) Conduct an impact analysis of Torquay's growth including Armstrong Creek 36) Explore the impact of increased traffic on the road network including inland transport routes	<ul style="list-style-type: none"> Department of Environment, Land, Water and Planning Business Victoria Growing Winchelsea G21 Planning & Services Pillar G21 Economic Development Pillar VicRoads City of Greater Geelong Roads Australia Developers
VIBRANT ECONOMY: Support innovative, sustainable businesses and activities that create jobs and are valued by the community and visitors	l) Support the creation and retention of jobs in existing and new businesses to meet the needs of a growing community	Continued growth in local employment (HW, SS, CP, CC)	37) Support and build capability of businesses and business / tourism groups 38) Investigate how the strategic road network impacts on commercial transport 39) Facilitate and enable stronger relationships between industry and education 40) Plan for industrial and commercial zones in growing communities	<ul style="list-style-type: none"> G21 Economic Development Pillar Department of Economic Development, Jobs, Training and Resources Business Victoria G21 Planning & Services Pillar Deakin University Gordon Institute of TAFE VicRoads Roads Australia Business Victoria Schools G21 Education & Training Pillar

Theme	Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)	Partners (Who we will work with- note the community is a partner in all strategies)
	m) Facilitate high quality events throughout the year	Diverse series of events that deliver economic, environmental and social benefits to the community (HW, SS, CP, CC, L)	41) Further develop diverse, major and signature events, and a communication and promotion program	<ul style="list-style-type: none"> • Visit Victoria • Commercial Event Providers • Local Media • Surfing Industry • Industry Bodies
	n) Strengthen the vitality of town centres	Town Centres are a good place to be and an important part of community life (HW, SS, CP, CC, L)	42) Identify and support the economic and social drivers of town centres within the Shire	<ul style="list-style-type: none"> • G21 Economic Development Pillar • Department of Economic Development, Jobs, Training and Resources • Business Victoria • Torquay Commerce and Tourism Association • Business and Tourism Anglesea • Aireys Inlet Tourism and Traders Association • Growing Winchelsea • Lorne Business and Tourism Association • Committee for Lorne
	o) Support key industry sectors such as surfing, tourism, home-based, construction and rural businesses	There are a number of strong industry sectors, which create a sustainable year-round economy (HW, SS, CP, CC, L)	43) Work with key stakeholders to encourage visitors to stay longer and spend more in the Shire 44) Develop and implement an industry development and attraction program 45) Advocate for and drive the Great Ocean Road visitor economy 46) Develop and implement an agribusiness strategy	<ul style="list-style-type: none"> • Business Victoria • Department of Economic Development, Jobs, Training and Resources • Surfing Victoria • G21 Economic Development Pillar • Torquay Commerce and Tourism Association • Business and Tourism Anglesea • Aireys Inlet Tourism and Traders Association • Growing Winchelsea • Lorne Business and Tourism Association • Committee for Lorne
HIGH PERFORMING COUNCIL: Deliver valued services to the community	p) Ensure Council is financially sustainable and has the capability to deliver strategic objectives	Council has a viable long-term financial plan (HW, CP, CC) Council has the capacity to deliver on new things (HW, CP, CC)	47) Establish long-term financial principles and incorporate into the long-term financial plan 48) Develop and implement an organisational capability and capacity program 49) Develop innovative funding partnerships with community, business and government 50) Build on relationships with agencies and key stakeholders for the benefit of the community	<ul style="list-style-type: none"> • Municipal Association of Victoria • Corporate entities • Applicable government agencies • G21 • G21 Collaborative tendering group • Great Ocean Road Coast Committee collaborative tendering processes • Local Government Victoria

Theme	Strategic Objective	Outcome (What we will see)	Strategy (What we will do - actions / programs)	Partners (Who we will work with- note the community is a partner in all strategies)
	q) Ensure that Council decision-making is balanced and transparent and the community is involved and informed	Council uses a range of engagement approaches to inform its decision-making (HW, CP, CC) Council communicates its decisions clearly and widely (HW, CP, CC)	51) Prepare for <i>Local Government Act</i> review recommendations 52) Evolve our community engagement approach to inform strategic Council direction and decision-making 53) Use technology to make Council decision-making more accessible	<ul style="list-style-type: none"> Municipal Association of Victoria Digital Transformation Reference Group Local Government Victoria Victoria Local Governance Association Local Government Compliance and Investigations Inspectorate
	r) Provide quality customer service that is convenient, efficient, timely and responsive	People are comfortable to approach Council for assistance, and have confidence in our response (HW, CP, CC) We see improvements in Council performance in areas of high importance to the community (HW, CP, CC)	54) Implement <i>Digital Transformation Program</i> , including opportunities for customer self-service 55) Investigate the feasibility of a certified quality system 56) Improve how we manage customer requests and complaints 57) Continued reforms in statutory planning service delivery 58) Further update and implement a customer service strategy	<ul style="list-style-type: none"> Municipal Association of Victoria Digital Transformation Reference Group Statutory Planning Reference Group Local Government Victoria
	s) Ensure the community has access to the services they need	High quality services are available to the community (HW, SS, CP, CC, L)	59) Review Council-delivered services to ensure they are of high quality and delivering best value 60) Conduct service reviews to identify best service delivery model 61) Advocate for services that are best delivered by others 62) Review arrangements for governance of the coast	<ul style="list-style-type: none"> Municipal Association of Victoria Local Government Victoria

Appendix 4: Reference List

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6.3 Winchelsea Walk of Honour - Grant Application

Author's Title: Manager Community Relations

General Manager: Chris Pike

Department: Community Relations

File No: F17/968

Division: Culture & Community

Trim No: IC18/915

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential in accordance with
Local Government Act 1989 – Section 77(2)(c):

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

The purpose of this report is to consider submitting a funding application to the Federal Government's Saluting Their Service Commemorations Program for the Winchelsea Walk of Honour project.

Summary

The Federal Government's Department of Veterans' Affairs is accepting funding applications under the Saluting Their Service Commemorations Program.

The Saluting Their Service Commemorations Program aims to preserve Australia's wartime heritage and to acknowledge and commemorate those who served Australia in wars, conflicts and peace operations.

As the first stage of the Winchelsea Walk of Honour project, Council installed a World War I memorial cairn on a riverside reserve west of the Barwon River in 2016.

The remaining stage of the project will install two new war memorial cairns at the same reserve. One of the new cairns will portray Winchelsea's service men and women from World War II and the other cairn will commemorate service men and women from other conflicts. Each cairn will commemorate every Australian Victoria Cross recipient from the relevant conflict making this a monument of State and National significance.

Council has the opportunity to apply for funding from the Saluting Their Service Commemorations Program to complete remaining cairns in the Winchelsea Walk of Honour project. This project is one of Council's identified advocacy priorities and this grant application is an opportunity to pursue funding to make it happen.

Council is the applicant of this grant and will deliver the project if successful in its application. Council is considering allocating \$50,000 in the 2018-19 budget at this meeting which can be used as a contribution to the project in the funding application.

Recommendation

That Council:

1. Notes that the 2018-19 Annual Budget being considered at this meeting includes a \$50,000 allocation to the Winchelsea Walk of Honour project.
2. Submits the following funding application to the Saluting Their Service Commemorations Program for the Winchelsea Walk of Honour project – Total project cost \$160,000 consisting of \$110,000 from the Saluting Their Service Commemorations Program, and \$50,000 from Council (including project management and contingency).
3. Agrees to underwrite the total cost of the project, less the grant amount in the event that its application is successful.
4. Authorises the Chief Executive Officer or their delegate to sign a funding agreement should the application be successful.

6.3 Winchelsea Walk of Honour - Grant Application

Report

Background

The Winchelsea Walk of Honour project has been a priority for members of the Winchelsea community for many years. The existing World War I memorial cairn is the first stage of the project and was installed in 2016 after significant planning and contribution from community members. The Winchelsea RSL sub-branch and Winchelsea and District Historical Society in particular contributed to the first memorial cairn.

The existing World War I memorial cairn has three sides and stands at 3.6 meters. Each side commemorates an important piece of World War I history:

- Men and women from Winchelsea and District who served in World War I
- The first Australian Victoria Cross Recipient, Captain Albert Jacka and his 14th battalion
- All Victoria Cross recipients from World War I.

The Saluting Their Service Commemorations Program is a Federal Government fund which opened in May 2018 and applications are due by 3 July 2018.

Council recently completed the Winchelsea Township Beautification project with the support of Federal Government funding. The Winchelsea Walk of Honour will further enhance the beauty of central Winchelsea.

The State Government recently granted Council \$100,000 to deliver a Changing Places change and toilet facility in Winchelsea for people with high support needs. This project will be completed in 2019 and complements recently completed projects and the proposed Walk of Honour completion.

Discussion

The Winchelsea Walk of Honour project is included in Council's advocacy priorities and is a high priority for members of the Winchelsea community. Winchelsea and the surrounding district has a distinguished military history and this project helps keep this history alive.

The project aligns well with the objectives of the Saluting Their Service Commemorations Program which aims to preserve wartime heritage and involve people in projects that highlight the services and sacrifice of Australia's service personnel.

The completion of the Winchelsea Walk of Honour will enhance Winchelsea's identity connecting the Barwon River and the town's distinguished military.

The completion of these cairns will deliver a state and nationally significant Victoria Cross Memorial – recognising all Australian Victoria Cross recipients in all conflicts throughout history. This feature is important as one of the eligibility criteria of the grant is that projects must be significant from a state or national perspective. The Victoria Cross is the pre-eminent award for acts of bravery in wartime and is Australia's highest military honour.

The Winchelsea Walk of Honour project is linked to a proposed new river loop walk which is a new two-kilometre pathway along the river with all-abilities access, an observation and fishing deck. The project will connect residents and visitors to the Barwon River and will deliver economic benefits through tourism-related business activity.

Financial Implications

Council will project manage the delivery of this project and this has been considered in the total project cost.

Council is considering allocating \$50,000 to this project in the 2018-19 budget at this meeting. Provided this is adopted in the budget, this \$50,000 will be committed to the project in the funding application. Council will need to fund project management and contingency for this project.

The Saluting Their Service Commemorative Program guidelines do not stipulate an applicant contribution is mandatory, however a contribution from Council to this project will strengthen the application.

Council will need to maintain and insure the assets once completed.

6.3 Winchelsea Walk of Honour - Grant Application

Council Plan

Theme 1 Community Wellbeing
Objective 1.1 Support people to participate in and contribute to community life
Strategy 1.1.1 Develop and implement a program to support communities of place and interest, and to provide opportunities for them to identify and achieve their community aspirations

Theme 4 Vibrant Economy
Objective 4.3 Strengthen the vitality of town centres
Strategy 4.3.1 Identify and support the economic and social drivers of town centres within the shire

Policy/Legal Implications

There are no policy or legal implications

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has any conflicts of interest.

Risk Assessment

Officers consider the risks associated with this project are low. Cost estimates have been obtained to minimise the risk of financial overruns. Contractors provided electrical services to the site for the remaining two cairns when the first cairn was installed which simplifies the project.

One risk that will need close attention is ensuring the accuracy of information for each of the memorial cairns. Officers will dedicate adequate time to work with community members on this element of the project.

A risk of not applying to this funding round is Council would miss an opportunity to access funding from the Federal Government for this important project.

Social Considerations

The Winchelsea Walk of Honour will enhance Winchelsea's identity and build community members' pride in their town.

The link to the existing riverside reserve and proposed new two-kilometre loop pathway along the river will deliver recreation and health benefits for more people.

This project can improve social and economic outcomes by adding to the Winchelsea visitor experience, increasing potential for more overnight stays and increase learning about the town's rich military history.

Community Engagement

Community members have been highly engaged in the delivery of the World War I memorial cairn and they continue to plan for cairns two and three.

Officers will continue to work with groups including the Winchelsea RSL sub-branch, Winchelsea and District Historical Society and Growing Winchelsea to finalise planning and implement the project if Council is successful in gaining funding.

Environmental Implications

There are no significant environmental implications in considering this report.

Communication

Officers will communicate Council's direction directly with the Winchelsea RSL sub-branch, Winchelsea and District Historical Society and Growing Winchelsea. Officers will communicate with community members more widely via Council's communication channels and local media.

Options

Option 1 – Submit an application to the Saluting Their Service Commemorations Program as per the recommendation in this report

This option is recommended by officers as the project aligns with the funding guidelines and this is an opportunity to leverage Federal Government for this important project. Using Council's allocation of \$50,000 strengthens the application and increases the chances of securing Federal Government funding.

6.3 Winchelsea Walk of Honour - Grant Application

Option 2 – Submit an application to the Saluting Their Service Commemorations Program for the total project amount of \$160,000 without a Council contribution

This option is not recommended by officers as this would weaken the funding application and limit Council's chances of securing Federal Government funding for this important project. This option may be considered if Council adopts the 2018-19 budget without the \$50,000 allocation to this project.

Option 3 – Do not submit an application to the Saluting Their Service Commemorations Program and use Council's budget allocation to either spend directly on the project now or apply for future funding rounds

This option is not recommended by officers as this would relinquish an opportunity to leverage Council's allocation to a project to secure a significant contribution from the Federal Government.

Conclusion

The Winchelsea Walk of Honour project aligns to the guidelines of the Saluting Their Service Commemorations Program. This fund aims to preserve Australia's wartime heritage and to acknowledge and commemorate those who served Australia and its allies in wars, conflicts and peace operations.

The Winchelsea Walk of Honour is an important project for many community members and groups preserving the history of the town and district. It builds on the recent road upgrades and town centre beautification. It will add to the visitor experience and encourage more people to stop in Winchelsea delivering economic benefits for the town.

This project is one of Council's identified advocacy priorities and this grant application could attract funding to make it happen.

Council using its 2018-19 budget allocation in this funding application would be an effective way to increase the chances of attracting Federal Government investment to the Winchelsea Walk of Honour.

7. URGENT BUSINESS

Nil

8. PROCEDURAL BUSINESS

8.1 Assemblies of Councillors

Author's Title: Administration Officer, Governance & Risk **General Manager:** Anne Howard

Department: Governance

File No: F18/221

Division: Governance & Infrastructure

Trim No: IC18/798

Appendix:

1. Assembly of Councillors - Councillor Briefings Minutes – 15 May 2018 (D18/67492)
2. Assembly of Councillors - Responsible and Planning Authority Briefing Minutes – 22 May 2018 (D18/67406)
3. Assembly of Councillors - Councillor Briefings Minutes - 22 May 2018 (D18/67498)
4. Assembly of Councillors - Councillor Briefings Minutes – 5 June 2018 (D18/71429)
5. Assembly of Councillors - Councillor Briefings Minutes – 12 June 2018 (D18/73997)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 – Section 80C:

Yes

No

Reason: Nil

Status:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

Yes

No

Reason: Nil

Purpose

The purpose of this report is to receive and note the Assembly of Councillors records received since the previous Council Meeting.

Summary

The Local Government Act 1989 section 80A(2) states that the Chief Executive Officer must ensure that the written record of an assembly of Councillors is as soon as practicable reported at an Ordinary Meeting of Council and incorporated in the minutes of that Council Meeting.

Recommendation

That Council receive and note the Assembly of Councillors records for the following meetings:

1. Councillor Briefings Minutes – 15 May 2018.
2. Responsible and Planning Authority Briefing Minutes – 22 May 2018.
3. Councillor Briefings Minutes – 22 May 2018.
4. Councillor Briefings Minutes – 5 June 2018.
5. Councillor Briefings Minutes – 12 June 2018.

8.1 Assemblies of Councillors

APPENDIX 1 ASSEMBLY OF COUNCILLORS - COUNCILLOR BRIEFINGS MINUTES – 15 MAY 2018



Assembly of Councillors Record

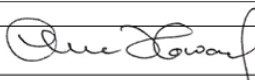
Description of Meeting: Council Briefing Meeting
Responsible Officer: Anne Howard – General Manager Governance & Infrastructure
Date: 15 May 2018
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr. David Bell, Mayor	✓	Chief Executive Officer - Keith Baillie	✓	Externals Carly Prenzler, Senior Consultant, – Ross Planning	✓
Cr. Libby Coker <i>(arrived at 1.07pm)</i>	✓	General Manager Governance & Infrastructure - Anne Howard	✓	Georgia Burkin, Consultant – Ross Planning	✓
Cr. Martin Duke	X	General Manager Environment & Development - Ransce Salan	✓		
Cr. Clive Goldsworthy <i>(arrived at 1.47pm and left at 4.04pm)</i>	✓	General Manager Culture & Community - Chris Pike	✓		
Cr. Rose Hodge	✓	Administration Officer Governance – Claire Rose (minutes)	✓		
Cr. Carol McGregor <i>(arrived at 1.09pm)</i>	✓	Team Leader Governance - Candice Holloway (minutes)	✓		
Cr. Brian McKiterick	X	Manager Recreation & Open Space Planning - Shaan Briggs	✓		
Cr. Margot Smith	✓	Open Space Planning Coordinator - Leanne Lucas	✓		
Cr. Heather Wellington	X	Project Manager - Capital & Operations Projects – Karyn Rice	✓		
		Manager Development & Planning - Bill Cathcart	✓		
		Senior Statutory Planning - Maggie Juniper	✓		
		Manager Community Relations - Damian Waight	✓		
		Acting Coordinator Communications and Community Relations - Rochelle Griffith	✓		
		Recreation Development Officer - Paul Elshaug	✓		
		Manager Aged & Family - Bronwyn Saffron	✓		
		Business Improvement Officer - Trevor Britten	✓		
		Arts Development Officer - Julie Dyer	✓		
		Coordinator Recreation Planning - Jarrod Westwood	✓		
		Acting Coordinator Community Health & Development - Jessica Bennett	✓		
		Manager Business Improvement - Brendan Walsh	✓		

MEETING COMMENCED	12.35pm	MEETING CONCLUDED	4.59pm
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Matters considered at the meeting
External Presentation - Torquay Jan Juc Social Infrastructure Study – Councillor Workshop
1. Confirmation of Council Briefing Minutes 1 May 2018
2. Conflicts of Interest
3. Inverleigh Wind Farm – Ministerial Call In for Integrated Solar Energy
4. Inverleigh Wind Farm - Process for Council Submission
5. Councillors Social Media Discussion
6. Anglesea Bike Park and Trails Concept Planning Project



7. Positive Ageing Service Review - Community Engagement Findings and Recommended Option		
8. Council Policy SCS-037 - Contributions to Developments on Land Owned and Managed by Others		
9. Investment Options for Art Culture and Heritage – Presentation		
10. 2018-19 Business Improvement Program		
11. Sport and Recreation Victoria: 2018-19 Female Friendly Facilities Fund & 2019-20 Community Sports Infrastructure Fund		
12. General Business		
13. Final Adoption of Local Law No. 2 - Council Meeting Procedures and Common Seal		
14. Open Space Strategy - Year 2 Progress Report		
15. Free From Violence - Local Government Grant		
16. Torquay Jan Juc Social Infrastructure Study - Councillor Discussion		
Councillor/Officer Declarations of Interest		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Nil declared.		
Responsible Officer Signature: 		Print Name: Anne Howard
Date: 31 May 2018		
To be completed on conclusion of session and provided to Governance Administration Officer.		

General Information:

An assembly of Councillors means a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be -

- (a) the subject of a decision of the Council; or
- (b) subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee— but does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation;
- The CEO must also ensure that the written record of an assembly of Councillors is kept for 4 years after the date of the assembly, and made available for public inspection at the Council offices for 12 months after the date of the assembly [s80A(2)].
- The CEO must ensure that at an assembly of Councillors, a written record is kept of the names of all Councillors and members of Council staff attending the meeting, the matters considered at the meeting, and any conflict of interest disclosures made by a Councillor attending [s.80A(1)].
- A Councillor must disclose the conflict of interest either immediately before the matter is considered, or where the Councillor realises he or she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware he or she has a conflict of interest [s.80A(4)].
- A Councillor attending an assembly of Councillors must disclose a conflict of interest and leave the assembly while a matter is being considered, if he or she knows that the particular matter is one that if it was to be considered and decided by Council, he or she would have to disclose a conflict of interest* under the Act [s.80A(3)].

8.1 Assemblies of Councillors

**APPENDIX 2 ASSEMBLY OF COUNCILLORS - RESPONSIBLE AND PLANNING AUTHORITY
BRIEFING MINUTES – 22 MAY 2018**



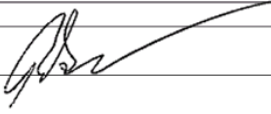
Assembly of Councillors Record

Description of Meeting: Responsible & Planning Authority Briefing
Responsible Officer: General Manager Environment & Development – Ransce Salan
Date: 22 May 2018
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr. David Bell, Mayor	✓	Chief Executive Officer - Keith Baillie	✓		
Cr. Libby Coker	✓	General Manager Governance & Infrastructure - Anne Howard	✓		
Cr. Martin Duke	✓	General Manager Culture & Community - Chris Pike	✓		
Cr. Clive Goldsworthy	✓	General Manager Environment & Development - Ransce Salan	✓		
Cr. Rose Hodge	✓	Administration Officer Governance – Claire Rose	✓		
Cr. Carol McGregor	✓	Manager Planning – Bill Cathcart	✓		
Cr. Brian McKiterick	✓				
Cr. Margot Smith	✓				
Cr. Heather Wellington	X				

MEETING COMMENCED	2.11pm	MEETING CONCLUDED	2.33pm
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Matters considered at the meeting (or attach agenda)
1. Planning Application 17/0376 – Use of land for a Helicopter Landing Site – 420 Coombes Road, Freshwater Creek
2. Inverleigh Wind Farm – Minister Call In for Integrated Solar Energy

Councillor/Officer Declarations of Interest		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Nil declared.		
Responsible Officer Signature:		
	Print Name: Ransce Salan	
Date: 25 May 2018		
To be completed on conclusion of session and provided to Governance Administration Officer.		

General Information:

- An assembly of Councillors means a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be -
- (a) the subject of a decision of the Council; or
 - (b) subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee— but does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation;
- The CEO must also ensure that the written record of an assembly of Councillors is kept for 4 years after the date of the assembly, and made available for public inspection at the Council offices for 12 months after the date of the assembly [s80A(2)].
 - The CEO must ensure that at an assembly of Councillors, a written record is kept of the names of all Councillors and members of Council staff attending the meeting, the matters considered at the meeting, and any conflict of interest disclosures made by a Councillor attending [s 80A(1)].
 - A Councillor must disclose the conflict of interest either immediately before the matter is considered, or where the Councillor realises he or she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware he or she has a conflict of interest [s 80A(4)].
 - A Councillor attending an assembly of Councillors must disclose a conflict of interest and leave the assembly while a matter is being considered, if he or she knows that the particular matter is one that if it was to be considered and decided by Council, he or she would have to disclose a conflict of interest* under the Act [s.80A(3)].

8.1 Assemblies of Councillors

APPENDIX 3 ASSEMBLY OF COUNCILLORS - COUNCILLOR BRIEFINGS MINUTES - 22 MAY 2018



Assembly of Councillors Record

Description of Meeting: Council Briefing Meeting
Responsible Officer: Anne Howard – General Manager Governance & Infrastructure
Date: 22 May 2018
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr. David Bell, Mayor	✓	Chief Executive Officer - Keith Baillie	✓		
Cr. Libby Coker	✓	General Manager Governance & Infrastructure - Anne Howard	✓		
Cr. Martin Duke	✓	General Manager Culture & Community - Chris Pike	✓		
Cr. Clive Goldsworthy	✓	General Manager Environment & Development - Ransce Salan	✓		
Cr. Rose Hodge	✓	Administration Officer Governance – Claire Rose	✓		
Cr. Carol McGregor	✓	Manager Finance - John Brockway	✓		
Cr. Brian McKiterick	✓	Manager Program Management Office - Rowena Frost	✓		
Cr. Margot Smith	✓	Digital Transformation Program Director - Ryan Mitchell	✓		
Cr. Heather Wellington	X				

MEETING COMMENCED	2.42pm	MEETING CONCLUDED	4.49pm
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Matters considered at the meeting
1. Conflicts of Interests
2. Monthly Finance Report - April 2018
3. Monthly Program Status Report Update - April 2018
4. Digital Transformation Program Update
5. Agenda Review - 22 May 2018 Council Meeting Agenda
6. General Business

Councillor/Officer Declarations of Interest		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Cr David Bell	Yes	Cr Bell declared an Indirect Conflict of Interest on Item 1.4 Agenda Review - Council Meeting Agenda - 22 May 2018 - in reference to Item 6.8 Aireys Inlet Market Licence Review discussed under section 78B of the Local Government Act 1989 – conflicting duty – as he is a proprietor of a market with a license agreement to use council property for operating a market. Cr Bell left the meeting at 3.54pm and returned at 4.23pm.
Responsible Officer Signature:		Print Name: Anne Howard
Date: 31 May 2018		
To be completed on conclusion of session and provided to Governance Administration Officer.		

General Information:

An assembly of Councillors means a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be -

- (a) the subject of a decision of the Council; or
- (b) subject to the exercise of a function, duty or power of the Council that has been delegated to a person or committee— but does not include a meeting of the Council, a special committee of the Council, an audit committee established under section 139, a club, association, peak body, political party or other organisation;



- The CEO must also ensure that the written record of an assembly of Councillors is kept for 4 years after the date of the assembly, and made available for public inspection at the Council offices for 12 months after the date of the assembly [s.80A(2)].
- The CEO must ensure that at an assembly of Councillors, a written record is kept of the names of all Councillors and members of Council staff attending the meeting, the matters considered at the meeting, and any conflict of interest disclosures made by a Councillor attending [s.80A(1)].
- A Councillor must disclose the conflict of interest either immediately before the matter is considered, or where the Councillor realises he or she has a conflict of interest after consideration of the matter has begun, as soon as the Councillor becomes aware he or she has a conflict of interest [s.80A(4)].
- A Councillor attending an assembly of Councillors must disclose a conflict of interest and leave the assembly while a matter is being considered, if he or she knows that the particular matter is one that if it was to be considered and decided by Council, he or she would have to disclose a conflict of interest* under the Act [s.80A(3)].

8.1 Assemblies of Councillors

APPENDIX 4 ASSEMBLY OF COUNCILLORS - COUNCILLOR BRIEFINGS MINUTES – 5 JUNE 2018



Assembly of Councillors Record

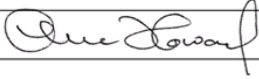
Description of Meeting: Councillor Briefing Meeting
Responsible Officer: Anne Howard – General Manager Governance & Infrastructure
Date: 5 June 2018
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr. David Bell, Mayor	✓	Chief Executive Officer - Keith Baillie	✓		
Cr. Libby Coker	X	General Manager Governance & Infrastructure - Anne Howard	✓		
Cr. Martin Duke	✓	General Manager Environment & Development - Ransce Salan	✓		
Cr. Clive Goldsworthy	✓	General Manager Culture & Community - Chris Pike	✓		
Cr. Rose Hodge	✓	Team Leader Governance - Candice Holloway (minutes)	✓		
Cr. Carol McGregor	✓	Bill Cathcart - Manager Planning & Development	✓		
Cr. Brian McKiterick (Leave of Absence)	X	James Hamilton - Principal Strategic Planner	✓		
Cr. Margot Smith	✓	Barbara Noelker - Senior Strategic Planner	✓		
Cr. Heather Wellington	X	Matt Taylor - Manager Economic Development and Tourism	✓		
		Jorgen Peeters - Senior Strategic Planner	✓		
		Karyn Rice - Project Manager – Capital and Operational Projects	✓		
		Shaan Briggs - Manager Recreation & Open Space Planning	✓		
		Nicky Angus - Community Project Development Officer	✓		
		Jessica Bennett - Acting Coordinator Community Health & Development	✓		
		Lynne Hume - Event Delivery Officer	✓		
		Kate Patterson - Coordinator Events	✓		

MEETING COMMENCED	2.06pm	MEETING CONCLUDED	4.16pm
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Matters considered at the meeting	
1.	Confirmation of Councillor Briefing Minutes 15 & 22 May 2018
2.	Conflicts of Interest
3.	Surf Coast Planning Scheme Review 2018
4.	Planning Scheme Amendment C123 and Planning Permit Application No. 17/0207: 3-5 Loch Ard Drive, Torquay
5.	Hinterland Futures Strategy - Exhibition
6.	Community Project Development - June 2018 Quarterly Update
7.	Rates Assistance Policy SCS-003
8.	Draft Submission SEPP (Waters Review)
9.	Other Business
Councillor/Officer Declarations of Interest	
Councillor/Officer	Left Meeting (Yes/No) Type & Details of Interest(s) Disclosed



Anne Howard	No.	Anne Howard, General Manager Governance & Infrastructure noted she will declare a indirect conflict of interest during tonights Hearing of Submissions Committee Meeting in Item 1.1 Submissions to the Draft Annual Budget 2018-19 under Section 78E of the Local Government Act 1989 - residential amenity. The nature of interest being public submission no. 10 seeks school crossing supervisors at Fischer / Merrijig Drive which is near Anne Howards residential property.
Responsible Officer Signature:		 Print Name: Anne Howard
Date: 8 June 2018		
To be completed on conclusion of session and provided to Governance Administration Officer.		

General Information:

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8.1 Assemblies of Councillors

APPENDIX 5 ASSEMBLY OF COUNCILLORS - COUNCILLOR BRIEFINGS MINUTES – 12 JUNE 2018



Assembly of Councillors Record

Description of Meeting: Councillor Briefings Meeting
Responsible Officer: Anne Howard – General Manager Governance & Infrastructure
Date: 12 June 2018
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Externals	
Cr. David Bell, Mayor	✓	Chief Executive Officer - Keith Baillie	✓	Dr. Amber Clarke, Director Waterway Programs, Water and Catchment Group – DELWP	✓
Cr. Libby Coker	✓	General Manager Governance & Infrastructure - Anne Howard	✓	Phil Mitchell, Policy Officer Catchments, Waterways, Cities and Towns – DELWP	✓
Cr. Martin Duke	✓	General Manager Environment & Development - Ransce Salan	✓	Jayden Woolley, CCMA	✓
Cr. Clive Goldsworthy	X	General Manager Culture & Community - Chris Pike	✓	Kate Sullivan, General Manager, Strategy & Partnerships - Barwon Water	✓
Cr. Rose Hodge	✓	Team Leader Governance - Candice Holloway (minutes)	✓	Peter Morgan, Manager Asset Planning - Barwon Water	✓
Cr. Carol McGregor	✓	Administration Officer Governance & Risk - Claire Rose (minutes)	✓	Rhys Bennett, Network Planning Coordinator - Barwon Water	✓
Cr. Brian McKiterick (Leave of Absence)	X	Manager Environment & Community Safety - Rowan Mackenzie	✓		
Cr. Margot Smith	✓	Coordinator Environment - Kate Smallwood	✓		
Cr. Heather Wellington (Via teleconference from 11:45am – 1:03pm)	✓	Environment Officer - Leanne Rolfe	✓		
		Community Engagement Facilitator - Robyn Lucas	✓		
		Manager Engineering Services - Ian Stewart	✓		

MEETING COMMENCED	11.48am	MEETING CONCLUDED	3.56pm
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Matters considered at the meeting
External Presentation 1 - DELWP Presentation – Barwon River Environmental Flows
External Presentation 2 - Barwon Water – Impact of Water Extraction from Barwon Water’s Barwon Downs Borefield on the Barwon River
1. Barwon River Health
2. Confirmation of Councillor Briefing Minutes 5 June 2018
3. Conflicts of Interest
4. Bells Beach Coastal Management Plan Review
5. Draft Submission SEPP (Waters Review)
6. Road Service - Customer Request Overview - Jan-March 2018 Quarter
7. Road Deviation / Land Exchange - Main and Palmer Streets, Winchelsea
8. Other Business
Councillor/Officer Declarations of Interest



Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Nil declared.		
Responsible Officer Signature:		Print Name: Anne Howard
Date: 15 June 2018		
To be completed on conclusion of session and provided to Governance Administration Officer.		

General Information:

An assembly of Councillors means a meeting of an advisory committee of the Council, if at least one Councillor is present, or a planned or scheduled meeting of at least half of the Councillors and one member of Council staff which considers matters that are intended or likely to be -

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8.2 Section 86 Committee Minutes

Author's Title: Administration Officer, Governance & Risk **General Manager:** Chris Pike

Department: Governance **File No:** F18/221

Division: Governance & Infrastructure **Trim No:** IC18/799

Appendix:

1. Anderson Roadknight Reserve S86 Committee of Management - Meeting Minutes - 5 March 2018 (D18/63377)
2. Connewarre Reserve S86 Committee of Management - Meeting Minutes - 13 March 2018 (D18/63347)
3. Deans Marsh Memorial Park S86 Committee of Management - Meeting Minutes - 20 February 2018 (D18/63370)
4. Globe Theatre S86 Committee of Management - Meeting Minutes - 19 February 2018 (D18/63365)
5. Eastern Reserve S86 Committee of Management - Meeting Minutes - 22 January 2018 (D18/63408)
6. Eastern Reserve S86 Committee of Management - Meeting Minutes - 19 February 2018 (D18/63676)
7. Eastern Reserve S86 Committee of Management - Meeting Minutes - 19 March 2018 (D18/63410)
8. Modewarre Hall & Reserve S86 Committee of Management - Meeting Minutes - 21 February 2018 (D18/63373)
9. Stribling Reserve S86 Committee of Management - Meeting Minutes - 12 February 2018 (D18/63357)
10. Stribling Reserve S86 Committee of Management - Meeting Minutes - 19 March 2018 (D18/63359)
11. Stribling Reserve S86 Committee of Management - Meeting Minutes - 16 April 2018 (D18/63360)
12. Hearing of Submissions Committee Meeting – 5 June 2018 (D18/71106)
13. Hearing of Submissions Committee Meeting – 12 June 2018 (D18/73661)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 – Section 80C:

Yes

No

Status:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

Yes

No

Reason: Nil

Reason: Nil

Purpose

The purpose of this report is to receive and note the minutes of the Section 86 Committee meetings as appended.

Summary

The minutes provided in this report are draft unless otherwise identified. Committees do not re-issue minutes if any corrections are made at the time of adoption, rather note these corrections in the agenda item confirming adoption of the minutes at the following committee meeting.

Any corrections to draft minutes of material significance made by the committees will be provided to Council for noting in a subsequent report.

Recommendation

That Council receive and note the following minutes of the Section 86 Committee meetings:

1. Anderson Roadknight Reserve S86 Committee of Management - 5 March 2018.
2. Connewarre Reserve S86 Committee of Management - 13 March 2018.
3. Deans Marsh Memorial Park S86 Committee of Management - 20 February 2018.
4. Globe Theatre S86 Committee of Management - 19 February 2018.
5. Eastern Reserve S86 Committee of Management - 22 January 2018.
6. Eastern Reserve S86 Committee of Management - 19 February 2018.
7. Eastern Reserve S86 Committee of Management - 19 March 2018.
8. Modewarre Hall & Reserve S86 Committee of Management - 21 February 2018.
9. Stribling Reserve S86 Committee of Management - 12 February 2018.
10. Stribling Reserve S86 Committee of Management - 19 March 2018.
11. Stribling Reserve S86 Committee of Management - 16 April 2018.
12. Hearing of Submissions Committee Meeting – 5 June 2018.
13. Hearing of Submissions Committee Meeting – 12 June 2018.

8.2 Section 86 Committee Minutes

**APPENDIX 1 ANDERSON ROADKNIGHT RESERVE S86 COMMITTEE OF MANAGEMENT - MEETING
MINUTES - 5 MARCH 2018**

8.2 Section 86 Committee Minutes

	<p>Red Cross Nil</p> <p>Aireys Inlet Market Libby Stapleton reported that it had been a busy summer, with many visitors. Stallholders are oversubscribed. Surf Coast Shire has been conducting a survey. No result as yet. This was the first market surveyed and subject to funding there will be other markets surveyed next financial year. Keith Bremner thanked Libby for the assistance provided to the refugee support group.</p> <p>Playgroup Currently there is no playgroup. The equipment is still in storage. The school now uses the hall on Friday so if it starts up playgroup will need another day. Anglesea playgroup is on Friday. Karen Jacques is looking for someone who may be interested in starting a playgroup and will follow up with Shane who previously ran the playgroup to see what options he has explored. Joey from The Captain of Aireys suggested as a contact for young mothers in Aireys Inlet.</p> <p>SMUG (Surf Coast Mac User Group) No SMUG hall use at present.</p> <p>Soft Tennis Nil</p> <p>Uniting Church Keith Bremner reported that pancake day was successful. The dishwasher is very slow. Marg Duncan advised that dishwasher does have a rapid setting.</p> <p>Exercise Class Nil</p> <p>Reports moved for acceptance by: Libby Stapleton Seconded: Karen Jacques Carried</p>
Surf Coast Shire Report	<p>Surf Coast Shire</p> <p>Governance</p>

8.2 Section 86 Committee Minutes

<p>Paul Elshaug distributed handouts:</p> <ul style="list-style-type: none">• Section 86 Committees of Management – First Quarter Meeting Items• Governance Handout for section 86 Committee Members <p>Paul spoke to both documents explaining the requirements for the committee.</p> <p>Asset Register – Marg Duncan will update the form and provide to Paul.</p> <p>Paul distributed handout - Facilities Maintenance Schedule Requests for maintenance should be forwarded to the Surf Coast Shire When contractors are booked SCS will work with the committee to minimise disruption to hall activities. SCS will provide regular reports summarising request for maintenance and identifying works that have been carried out</p> <p>Meeting Minutes The minutes are provided to Council and need to be in the required format and meet with the set standards.</p> <p>Police Check and Working with Children These checks are not legislated but have been adopted by Council as necessary for good governance.</p> <p>Police Check forms are to be provided to Paul. Working with Children applications to be done on line and then require attendance at a Post Office</p> <p>Contractor Engagement and Management requirement need to be followed to ensure Work Safety, public safety, and insurance. Contractors WHS Pre-Qualification must be completed and submitted prior to works.</p> <p>Working Bees and Voluntary Works Committees must comply with the handout prior to works.</p> <p>Master Plan Paul advised that he was seeking to scope out some of the works described in the Master Plan and obtain some clarity and detail around the Plan. Overview: The Plan was done in 2016 and involved community consultation. There is currently a budget bid to implement the Master Plan and it is anticipated that the works will be funded in the 2018-2019 budget and the works will be completed in the 2018-2019 financial year. The works listed will be delivered by Council's Project Managers.</p>

8.2 Section 86 Committee Minutes

	<p>Some elements will require detailed design and that process will involve more consultation with the community.</p> <p>Discussion:</p> <ol style="list-style-type: none"> 1. There are some issues around the bollards and access for the market, maintenance vehicles and food vans. 2. New BBQ: May be better placed in a more public location, possibly built into shelter or deck 3. New Front Doors face west – issues with prevailing wind, will require a ramp, and shelter. Apparently proposal to move doors arises to make the entrance more obvious. This could be achieved by sprucing up the existing entrance with signage and artwork 4. Shelter over Decks – Suggested and agreed that adjustable aluminium louvres are desirable, subject to budget 5. Bin Enclosure: Proposed location will interfere with the Market. Discussion regarding requirements of the collection contractor, problems with domestic waste, may be possible to have some public bins and others stored elsewhere. Resolve issue with entrance then address bins if necessary. May be able to stay put. 6. Exercise Equipment: Proposed location near rebound wall has issues with vegetation removal. Paul distributed example where park furniture provides exercise opportunities with signage and video. Agreed that there is probably opportunities for exercise equipment around the skate parks and the open space near the bark hut. 7. Sand Pit/ Cubby House: Maybe the sand pit cubby house could be moved back to near the playground equipment. The area near the front door and where the sand pit is could be spruced up and used as an open area for hall users to spill out. 8. Sign: The plan shows the sign being relocated which might not be necessary if entrance is not moved 9. Existing Seating at Tennis courts: Probably not necessary as terracing and tree surrounds will provide seating 10. Ramp: The ramp on the south side is not compliant and needs to be replaced regardless of what happens with the entry 11. Plans: Scaled plans are needed so Committee can work out what will fit in the space between the hall and the tennis courts 12. Flag Pole: Agreed that flag pole is not needed.
<p>General Business</p>	<p>Market Invoicing</p> <p>Currently SCS invoice the Market and the Committee Invoice the Council. This has apparently arisen out of the Licence Agreement between the Council and the Market, or possibly the SCS applying a consistent approach to the invoicing of markets. SCS has advised the Committee should apply GST to the Invoice which is confusing because the Committee is not registered for GST. Paul clarified that as the Committee is a part of Council, GST reporting goes through Council and as such GST should be applied by the Committee for all fees and charges. Libby Stapleton will advise Treasurer John McInerney and Margaret Duncan when the Market pays the Council.</p>

8.2 Section 86 Committee Minutes

	<p>AGM & Meeting Dates Agreed to change AGM date from Monday September 10 to Monday October 15 Agreed to have the first meeting in February</p> <p>New School Booking Agreement Handouts were distributed summarising history of cost arrangements between the School and the Committee. Discussion regarding the arrangements for After School Care. Agreed that the School is an integral part of the community and the arrangements should reflect that. Paul Elshaug requested involvement in the process and advised that the SCS is currently working with the Stribling Reserve and the Lorne School to arrive at an agreement and it is anticipated that in time the SCS will also make an agreement with the Aireys Inlet Primary school. However some interim arrangements are necessary.</p> <p>Agreed that a delegation will meet with the school and come up with a draft agreement to be circulated to Committee Members by email. The agreement will then be implemented prior to the next Committee Meeting.</p> <p>Delegation to comprise Gail Timmers, Karen Jacques, Marg Duncan, Paul Elshaug, John McInerney.</p> <p>Contact List Circulated for corrections. – Check details</p> <p>Maintenance Nil</p> <p>Cleaning One issue with Tennis club over Christmas, now resolved.</p> <p>Meeting closed: 8:20 pm</p>
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8.2 Section 86 Committee Minutes

Next Meeting (2 nd Monday of odd months)	Monday 14 May 6.30 pm Meeting Room, Aireys Inlet Community Hall
Meeting Dates 2018	5 March, 14 May, 9 July (school holidays), 15 October (AGM), 12 November

8.2 Section 86 Committee Minutes

**APPENDIX 2 CONNEWARRE RESERVE S86 COMMITTEE OF MANAGEMENT - MEETING MINUTES - 13
MARCH 2018**

8.2 Section 86 Committee Minutes

	<p>COMMITTEE: Connewarre Reserve & Hall COM PRESENT: J Dans E Pritchett P Elshaug S Findlay G Elliott E Fontaine C Carroll APOLOGIES F Burchell M Bjork Billings A Reeve VISITORS:</p>	<p>DATE 13/03/2018 TIME: 7pm VENUE: Connewarre Hall</p>
<p>Adoption of previous minutes</p>	<p>Moved E Fontaine 2nd G Elliott Carried</p>	
<p>Conflict of Interest Declaration</p>	<p>Nil</p>	
<p>Business Arising from previous minutes</p>		
<p>Correspondence In</p>	<p>Origin Barwon Water Entertainment Book Information Shire Governance Documents Section 86 Documents Police check Documents Contract Workplace Health and Safety Documents</p>	
<p>Correspondence Out</p>	<p>nil</p>	
<p>Treasurers Report</p>	<p>Expenses- \$100 Emma SAMS Present Reimbursment \$33.31 Emma Cleaning Products \$205.52 Barwon Water \$193.43 Total \$532.26 Income- \$1080 Hall Hire \$2.91 Total \$1082.91 Working Account Balance \$12259.81 Term Deposit Account Balance \$15776.33 Term Deposit Due to roll over in May Colleen and Alan to approach Bendigo Bank re interest rate for term deposit Moved Ernie 2nd Jeff Carried</p>	

8.2 Section 86 Committee Minutes

	<p>Term Deposit account to be increased to \$20000 on Maturity with funds from working account Moved Ernie 2nd Gordon Carried Financial Report Moved Colleen 2nd Gordon Carried</p>
Booking Officer Report	<p>We have had a few oval bookings with Barwon Heads Football and Netball club and some extra cricket bookings. The CFA section 7 Day is coming up. The Hall remains quiet with a Monday night dance class a possibility</p>
User Groups Report	<p>CFA – There has been 5/6 grass fires, 5 car clean ups at accident sites and callouts to Warralilly with kids getting stuck in car seats etc Riding Club – Riding Club AGM to take place at the Connewarre Hall at 6.30 pm Friday March 23rd, with a free BBQ prior to the meeting Landcare- Connewarre Landcare will be holding their AGM 16/03/18 The Chairperson annual report was Tabled for members to read New for this quarter is Gordon and Karingle have committed to grow 1000 plants each over the next few years to further our development at the Connewarre reserve We held Bats and Frogs workshop in Oct however the bee workshop scheduled for Dec was postponed due to lack of numbers and hopefully re schedule for early 2018. Our Bunnings BBQ x 2 raised \$2088.35 More workshops are planned for 2018 and more plantings (not as many as 2017) as well as more Bunnings BBQs Our Meetings continue on 1st Mon of the Month and we will hold a working bee prior to the AGM on Friday night</p>
Shire Report	<p>Paul went through documents emailed out to members prior to meeting commencing Drainage meetings have concluded as a result of the Survey the area is too flat to try options put forward, so we will upgrade the car park using sheeted gravel and a cement spoon drain to take water away onto wet grass area The grass area will be bollarded off in wet months so no car access and opened up in dry weather CFA will be able to remove bollards as required Works to be completed by June 30th Future Priorities will be the other car park and possibly an aquafy catcher in the wet area The mound has commenced with contractor required to fill Shire Paperwork in. Top soil quote is approx \$1000 and shire can put us in contact with supplier . Council to remove dead trees from fire by cutting them off at the trunks and mulching remaining branches for us to use Council to advise on the species of trees we replant in this area Equitation Park fill is available to help develop the area. The sink hole has been repaired with Barwon Water accepting responsibility for it The BBQ is up for renewal however this company is no longer operating Motion to keep Mosaic structure so option to find BBQ to fit the existing structure Moved Ernie 2nd Colleen Carried</p>


8.2 Section 86 Committee Minutes

General Business	Emma to Submit Hall and Reserve Hire Rates to Council to to be reviewed against other facilities as we have had no increase in rates for some time . We will adjust them according to the going rate of similar facilities. Council has a policy document which outlines obligations of users BMX Track still requires top dressing Emma to email gouncil in regards to road signs blowing around and the external door near BBQ area has a loose handle and rquires fixing
Notice of Motions to Council	
Next Meeting	Meeting Closed at 8.50 Next Meeting

SURF COAST SHIRE SECTON 86 SPECIAL COMMITTEE AGENDA/MINUTES TEMPLATE

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**APPENDIX 3 DEANS MARSH MEMORIAL PARK S86 COMMITTEE OF MANAGEMENT - MEETING
MINUTES - 20 FEBRUARY 2018**

	<p>COMMITTEE: Deans Marsh Memorial Park PRESENT: Tom, Sandra, Mark, Tony, Fran, Paul APOLOGIES: VISITORS:Clive</p>	<p>DATE: 20/02/2018 TIME:6.30pm VENUE:Deans Marsh Hall</p>
<p>Adoption of previous minutes</p>	<p>Moved Tony Seconded Fran</p>	
<p>Conflict of Interest Declaration</p>		
<p>Business Arising from previous minutes</p>	<p>No business arising</p>	
<p>OHS</p>	<ul style="list-style-type: none"> • Handrail on steps at front of stage completed 	
<p>Correspondence In</p>	<ul style="list-style-type: none"> • Letter of thanks from Deans Marsh School for support of school from committee • registration to hold a BBQ at Dog Trials and Festival / through Shire & Street Trader completed • Copy of Allianz Insurance from Helen Duncan [dance program] • Email from Paul Elshaug re maintenance update • Response from Paul re Public Liability through Shire for Louise Brown OMM practice • Email from Tony re Curtain Mural update 	
<p>Correspondence Out</p>	<ul style="list-style-type: none"> • Request to Paul re Louise Brown using the Hall without public liability insurance 	
<p>Treasurers Report</p>	<ul style="list-style-type: none"> • Opening Balance / November 22, 2017: \$10,743.33 Revenue: 2086.14 Payments: 2273.95 Closing Balance :hall funds \$ 9555.44 : maintenance \$ 1000 	
<p>Booking Officer Report</p>	<ul style="list-style-type: none"> • Dance bookings Monday 1pm & Tuesday 6.30 pm 	
<p>User Groups Report</p>	<p>Shire : Conditions of hire discussed. Preparation of the front wall of the Hall for the Curtain Project will be completed by the end of this week</p>	


	<p>Discussion re “what we call our group” The committee are to discuss this matter and make a resolution regarding what we wish to be known as and let Council know for verification. Discussed next meeting. Mark to be added to committee at the next Shire meeting Requirements of the committee: an email was sent from Paul re issues such as Working with Children checks and Police checks / requirements for working bees / Governance training etc. All committee members signed off the Governance Induction .</p>
<p>General Business</p>	<ul style="list-style-type: none"> ❖ Septic & Garden cleanup / thankyou to the Shire ❖ Dog Trial MOU . Before the next Dog Trials we will get together with Mark Fagan and Jill Stewart to develop a Memorandum of Understanding . This should include payments and use of facilities in the reserve. ❖ Hall mural / art project update. All going well and according to plan. Thanks to Tony we hope the mural will be on the wall at the front of the Hall by the Festival on March 25th .Moved Tony , seconded Tom that we print postcards with a photo of the Curtain to the value of \$300 to promote the project. These will be handed out at the Festival. ❖ Meetings for the year. See end of document. Fran to send info to Cottage / Croaker to include these meeting dates in their info section and invite the public to attend. ❖ State of the tennis shed / responsibility?This was discussed . It was decided that the Club members needed to take some responsibility for their building and that we will support them where we can. Fran to write to the tennis club about the building and ask them to discuss the repair and upgrade issues and contact Paul in regard to having the shed placed on a regular maintenance roster. ❖ Ramp update. Paul to follow up with Travis to see what is happening there. ❖ Festival jobs <ul style="list-style-type: none"> • BBQs cleaned and bottles checked. TONY / also rubber matting for the floor around the BBQ • Order & purchase of food and drinks / SANDRA, FRAN AND DEB to order and pick up. • Can EVERYONE please supply a Coleslaw for the day • Volunteers. If you know anyone who is will to help on the day, please let Sandra or Fran know. • Gen and Tony will cut the onions up. • Roster will be organised before the day. <p>Any other business: Fran to send a copy of our fees into Paul. We will agenda fees for the next meeting.</p>

Notice of Motions to Council	Deans Marsh Section 86 committee would like to thank the Council for maintenance work undertaken around the Hall over the Summer period. This includes the installement of a new septic system and the cleanup of garden area at the front of the Hall.
Next Meeting	Meetings are generally held on the fourth Thursday of the month. Meetings for 2018 May 24th , August 23rd , November/ to be announced

SURF COAST SHIRE SECTON 86 SPEIAL COMMITTEE AGENDA/MINUTES TEMPLATE

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**APPENDIX 4 GLOBE THEATRE S86 COMMITTEE OF MANAGEMENT - MEETING MINUTES - 19
FEBRUARY 2018**

	<p>COMMITTEE: Globe Theatre PRESENT: M Aisbet, T Brown, M King, H Brown, N Cameron, C Thompson, P Elshaug. APOLOGIES: Nil VISITORS: Nil</p>	<p>DATE: 19/02/2018 TIME: 1.30 pm VENUE: Globe Theatre</p>
<p>Adoption of previous minutes</p>	<p>Moved; T Brown, Seconded; M King</p>	
<p>Conflict of Interest Declaration</p>	<p>N.A</p>	
<p>Business Arising from previous minutes</p>	<p>Signatories at the bank have been changed to reflect the incoming new President M Aisbet.</p>	
<p>Correspondence In</p>	<p>Emails received re Bookings. Maintenance, cleaning and hiring enquiries, noticeboard, enquire from Julie Dyer re possible performance by Wendy Gross. Letter received from Ray Thompson, resigning from committee.</p>	
<p>Correspondence Out</p>	<p>Emails : Paul: update to hire charges update, changes to Instrument of Delegation, JChatterton : Notice Board, Airconditioning Globe, Monty Stewart re Wurdale Hall Booking, Fiona from Birrearts group re seminar at Birregurra to possibly organise a performance trail similar to the arts trail through the otways.</p>	
<p>Treasurers Report</p>	<p>Treasurers report tendered as per attachments Moved; T Brown Sec; R King</p>	
<p>Booking Officer Report</p>	<p>The Globe continues to be popular for Bookings and we now have 3 regular groups during the week, Yoga ,Dance Classes and Karate.</p>	
<p>User Groups Report</p>	<p>N Cameron is waiting on a report back from SCS re the movie/sound system, also reported that the equipment that was damaged during the installation of the system should be covered by SCS, N Cameron gave a run down of the steam oven that they would like installed and was looking for financial support from the Committee as well as the SCS to do the installation. cost at this stage is \$15,000 - \$20,000 P Elshaug to report back. Stage extension to go up early September. Honour board to be placed in supper room, the padbolts on both doors leading to upstairs need replacing, M King to report to SCS, he was also very disappointed that he did not get a mention at the SCS volunteers</p>	

	day as did other new members.
Shire Report	<p>P Elshaug repoted that the SCS was looking at the hall hiring costs so as to bring them all on a par with each other, Booking officer M King will look at what adjustments are needed.</p> <p>Theatre roof replacement is from April 2 – May 4, waiting on info from SCS as to what access will be available for regular users. Any maintenance issues are to go through the Secretary who will use the CRM system.</p> <p>Updated Sec 86 handed out, working with children applications and police checks handed over. Asset register to be updated</p>
General Business	<p>M King proposed that we look at having a reverse cycle heating/cooling system installed, as the hall is in almost constant use and it can get very cold in winter and very warm in summer Seconded by R King, M King will look for support from Regular user groups, Proposal was carried.</p> <p>R King repoted that the hall still requires the ceiling fan to be replaced, the doors under the stage need replacing and the new paint work in the hall was not prepared before the new paint was applied hence it is peeling off.</p> <p>T Brown got a quote for an advertising banner for the monthly dance as the large "A" frame is very heavy, committee agreed the T Brown go ahead and order one. T Brown also asked if the trees on the east side could be trimmed when the scaffolding is in place for the roof replacement, P Elshaug to report to SCS. M.King moved a motion requesting both secretary and treasurer be reimbursed for printer cartridges used in their reports . Motion carried.</p>
Notice of Motions to Council	Tree trimming, padbolts, ceiling fan, doors and painting.
Next Meeting	21 st May 2018 at 1.30 pm

8.2 Section 86 Committee Minutes

**APPENDIX 5 EASTERN RESERVE S86 COMMITTEE OF MANAGEMENT - MEETING MINUTES - 22
JANUARY 2018**

	<p>COMMITTEE: ERCOM Barry Stevens, Stephen Leigh, Caroline Shelbourne, Campbell Brumby, Greg Leeson, . Cam McGregor, Martin Kavanagh, Denise Cooney</p> <p>PRESENT: Barry Stevens, Stephen Leigh, Caroline Shelbourne, Campbell Brumby, Greg Leeson, . Cam McGregor, Martin Kavanagh, Jarrod Westwood</p> <p>APOLOGIES: NIL</p> <p>VISITORS: NIL</p>	<p>DATE: 22/01/2018 TIME: 7.30pm VENUE: Eastern Reserve</p>
Adoption of previous minutes	DONE	
Conflict of Interest Declaration	None declared	
Business Arising from previous minutes	.PA System - Music Workshop tested and gave \$150 on trade new unit was \$500 New unit now stored in ERCOM Boardroom 3 user agreements WFNC WCC & Growing Winchelsea NBN Tower now working, running on generator income p.a \$8k	
OHS	Looking for Heather to provide update either via email or at next meeting Council smoking policy at sporting venues. Missing path tactiles on entrance steps Lighting lumage on playground lights to be checked. Security cameras updated quoted from Steve next meeting Bollards on game day for traffic control...shire advised would do, update from Jarrod next meeting. Entrance/exit at main gates, road markings and signage required?	
Correspondence In	Daniel WFNC email 17/01 re bookings Bakkentyme Cleaning email 16/1 re invoice payment Commander Invoice email 10/1 Barry Stevens 9/1 email re structural fencing Jarrod Westwood 1/12 email Mayor Welcome drinks Greg Leesun 3/11 email Food Premises StandaRoad Inspection Janet Fletcher 2/11 email Food Premises StandaRoad Inspection Sue Lubcke 2/11 email BenBank Community Partnership remittance Growing Winchelsea 18/10 meeting minutes	
Correspondence Out		
Treasurers Report	As attached, add Martin as signature to account mov Greg sec Barry all in favour	
Booking Officer Report	As attached	
User Groups Report	Clarity required from user groups on bookings Lisa WCC	


<p>Shire Report</p>	<p>Daniel WFNC looking for updated User group agreements.</p> <p>Jarrold Westwood... provided some history and background of the ERCOM committee for new members, and the vision Surf Coast Shire has for the ERCOM at Eastern Reserve.</p> <p>Jarrold took the chair for AGM...</p> <p>Chairperson: Stephen Leigh nom: B Stevens Sec: G Leesun Vice Chair: Greg Leesun nom: C Brumby sec: C Shelbourne Maintenance Liaison: B Stevens nom: C Brumby sec: G Leesun Sec: Campbell Brumby nom: G Leesun sec: C McGregor Ass Sec: Cam McGregor nom: S Leigh sec: C Shelbourne Treasurer: Martin Kavanagh nom: S Leigh sec: C McGregor</p> <p>No other nominations put forward</p> <p>Jarrold provided following verbal report. Very important ERCOM provide accurate and timely records of meeting minutes to Council as part of obligations as a section 86 committee of council. OHAS report and inclusion in minutes very important to comply with SCS compliance requirements with Local Government Act. No obligation currently to invite local councillors to meetings but this may change and become a requirement of councillors to attend. Priority for the asset register to be updated, member of council to contact Barry and arrange on site visit to Eastern Reserve for stocktake. Review needs to be taken out regarding our fee structure for use of the facility, understanding of costs to provide service against fees charged. (Prepare 18-19 FY budget with booking targets?) Council use of facility, review at end of year. Is there some way to factor in Council use of facility against loss of potential booking revenue as a means of financial contribution from council to fund booking officer/facility caretaker?? NETBALL Rooms update: funding \$200k Fed Gov \$350k Surf Coast Shire \$50k community (\$15k inc GST from ERCOM), council will add \$160k for TOILET WCC New Nets: Budget \$80k (Jarrold has suggested ERCOM contribute \$15k inc GST), project to commence very soon.</p>
<p>General Business</p>	<p>ERCOM Booking procedure</p> <p>Sporting Club bookings of venue, to be included in updated User Agreements. Security keys and lock update, Barry provided update of keys and codes.</p>

	ERCOM Meeting frequency: 3 rd Monday of each month. Start time to be confirmed, earlier in Winter, but next meeting to start at 7pm.
Next Meeting	Meeting closed @ 9.30pm Next Meeting 19 th February 2018 @ 7pm venue TBA

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**APPENDIX 6 EASTERN RESERVE S86 COMMITTEE OF MANAGEMENT - MEETING MINUTES -
19 FEBRUARY 2018**

	<p>COMMITTEE: ERCOM Barry Stevens, Stephen Leigh, Caroline Shelbourne, Campbell Brumby, Greg Leeson, . Cam McGregor, Martin Kavanagh, Denise Cooney</p> <p>PRESENT: Barry Stevens, Stephen Leigh, Campbell Brumby, Cam McGregor, Martin Kavanagh, Denise Cooney <i>left 8.15pm</i> Jarrod Westwood <i>left 8.20pm</i></p> <p>APOLOGIES: Caroline Shelbourne; Greg Leeson</p> <p>VISITORS:</p>	<p>DATE: 19/02/2018 TIME: 7pm VENUE: Eastern Reserve</p>
<p>Adoption of previous minutes</p>	<p>Moved: Martin Kavanagh Seconed: Campbell Brumby All in favour</p>	
<p>Conflict of Interest Declaration</p>	<p>None declared</p>	
<p>Business Arising from previous minutes</p>	<p>1).(OHS) Missing Path tactiles – Barry to lodge a request on Shire CRM to have this investigated. 2) (OHS) Bollards on GAMEDAY for traffic control – SHIRE provided a concept image of potential bollard/gate system. ERCOM noted this would be better to encompass playground additionally. SHIRE to investigate further. 3) (OHS) Entrance/Exit gates; road markings and signage – SHIRE noted this would be discussed with works division. Barry to additionally log onto CRM. 4) Martin has been approved onto Banking system for ERCOM</p>	
<p>OHS</p>	<p>(Carried Forward) – Looking for Heather to provide update either via email or at next meeting Council smoking policy at sporting venues. (Carried forward) – Lighting lumage on playground lights to be checked (Carried forward) – Security cameras updated quote from Steve next meeting (Carried forward) – Bollards on game day for traffic control. Proposal declared. Awaiting confirmation. (Carried forward) – Entrance exit at main gates, road markings and signage. Still yet to be resolved.</p> <p>Nil new items</p>	
<p>Correspondence In</p>	<p>As a reply to ERCOM email to WCC</p>	


	<p>Hi Cam,</p> <p>I do apologise in advance but I am not actually sure who you are in regards to ERCOM as we haven't received any minutes or any notifications from ERCOM as to the new Board etc., or any updates since August last year.</p> <p>Be that as it may, thank you for your email and thank ERCOM for their agreement to contribute \$15,000.00 plus GST to our much needed new Cricket Practice Facility. Please note that all correspondence in regards to the Cricket Practice Facility is to come to myself and to Matthew Tench (Life Member of the WCC) [REDACTED]</p> <p>We shall liaise with the Shire in regards to ERCOM's request to provide construction design and costing schedule (noting that the Shire are the Project Manager and Project Sponsor). At this point we don't know the exact final costings as the Shire has to advertise and seek out Contractors to obtain the best price and project outcome. As you would be aware projects of this size are totally overseen by the Shire – the Project Manager Shannon Samuel is our point of contact along with Project Sponsor Jarrod Westwood. We will be meeting with Shannon and Jarrod on a fortnightly basis from hereon and will advise them of ERCOM's request.</p> <p>Kind Regards,</p> <p>Lisa</p>
<p>Correspondence Out</p>	<p>(20-2-18)</p> <p>Hi Scott;</p> <p>Thanks for your email on Monday 19th Feb.</p> <p>ERCOM discussed the noted items on your email and agreed in principal that your comments made sense and will support them as appropriate.</p> <p>As you hold the liquor licence it is upon you to contact Victorian Commission for Gambling and Liquor Regulation and seek their advice about altering the existing arrangements/licence.</p> <p>(20-2-18) Hi Daniel;</p> <p>Thanks for your email on 8th Feb 2018.</p>

	<p>ERCOM discussed the noted items on your email at our meeting last night and can confirm that the Committee is open and encouraging to further ideas of signage/sponsorship to assist all parties.</p> <p>As the second meeting of the year; it was agreed that all existing signage/sponsorship would benefit from an administrative 'lookover' to ensure that they are being managed functionally to maximise benefits.</p> <p>Indeed ERCOM is endeavouring to followup their own previous negotiations concerning the scoreboard signage and hope to have an answer directly. We appreciate your position in terms on timeframes.</p> <p>This is something that is currently in the hands of Barry; and may benefit you to contact him directly to confirm the outcome in a timely way.</p> <p>ERCOM did have some slight reservations about the light tower in front of the rooms due to the notion that the rooms are used by other parties (such as weddings; funerals; etc) and the potential impact and appropriateness on photos; etc. However - this being said - we are open to your suggestions about how this can be managed.</p> <p>Barry has noted in email that he makes himself available to you to meet on site and discuss.</p> <p>Yours sincerely;</p> <p>(20-2-18)</p> <p>Lisa;</p> <p>Thanks for your email on Friday 16th.</p> <p>ERCOM met last night and confirmed that they agreed in principal to donate \$15,000 plus GST to the development of the WCC Cricket Practice facility. It's obviously a very exciting project for you.</p> <p>ERCOM now requests for WCC to provide a construction design and costing schedule for this new facility to ensure that it ties in with the overall venue; its other user groups and the wider community.</p> <p>Thanks</p>
Treasurers Report	To be attached
Booking Officer Report	To be attached
User Groups Report	To be attached

Shire Report	
General Business	<p>5) ERCOM requests to see design and costings for WCC new practice facility to ensure this doesn't impinge onto other user groups and or overall venue.</p> <p>6) Clarified that ERCOM has agreed in principle to provide \$25,000.00 PLUS GST to Netball Facility Construction with GST rebate later in year. \$15,000 + GST ERCOM & Lions Club \$10,000</p> <p>7) Request from ERCOM to SHIRE to provide previously requested 'ENERGY PROVIDER' invoices to Martin Kavanagh so as accounts can be rectified. Requested dates to be confirmed by Martin/Stephen</p> <p>8) Request by ERCOM for SHIRE to confirm their rebates on solar power as installed. This doesn't appear to be provided on new billing?</p> <p>9) SHIRE declared that set-up of contractor for booking clerk and additionally duties is possible. Would need to be contractor however.</p> <p>10) All present signed off upon SHIRE Governance handout re: Section 86 Committee.</p> <p>11) ERCOM to request construction drawings and costings of newly proposed crickt practice facility to ensure it ties in with other user groups and wider community.</p> <p>12) ERCOM agreed to reply to WCC to confirm their donation of \$15,000.00 Plus GST to their cricket practice facility.</p> <p>13) ERCOM agreed to followup upon their own sponsorship discussions and have agreed to meet with any parties to encourage further opportunities. ERCOM agreed that light tower (@ROOMS) signage may be intrusive to other user groups – but all other options are open to discussion.</p> <p>14) ERCOM agreed in principal for Football Club to alter their Liquor Licence zoning area as long as this doesn't impinge extraordinarily on other user groups. ERCOM have replied to SCOTT MAWSON and WFC and suggested their support; however advised that they will need to contact LIQUOR LICENCING themselves to seek alterations to their existing agreement.</p> <p>Meeting Closed 9.15PM</p>
Next Meeting	<p>Next Meeting Top Pub 7.00 PM Monday 19th March</p>

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**APPENDIX 7 EASTERN RESERVE S86 COMMITTEE OF MANAGEMENT - MEETING MINUTES -
19 MARCH 2018**

	<p>COMMITTEE: ERCOM Barry Stevens, Stephen Leigh, Caroline Shelbourne, Campbell Brumby, Greg Leeson, . Cam McGregor, Martin Kavanagh, Denise Cooney</p> <p>PRESENT:</p> <p>APOLOGIES: Cam McGregor; Martin Kavanagh; Jarrod Westwood</p> <p>VISITORS:</p>	<p>DATE: 19/03/2018 TIME: 7pm VENUE: Eastern Reserve</p>
<p>Adoption of previous minutes</p>	<p>Moved: Martin Kavanagh Seconed: Campbell Brumby All in favour</p>	
<p>Conflict of Interest Declaration</p>	<p>None declared</p>	
<p>Business Arising from previous minutes</p>	<p>1). (OHS) Missing Path tactiles – Barry to lodge a request on Shire CRM to have this investigated. (AWAITING RESOLUTION)</p> <p>2) (OHS) Bollards on GAMEDAY for traffic control – SHIRE provided a concept image of potential bollard/gate system. (AWAITING UPDATE) ERCOM noted this would be better to encompass playground additionally. SHIRE to investigate further.</p> <p>3) (OHS) Entrance/Exit gates; road markings and signage – SHIRE noted this would be discussed with works division. Barry to additionally log onto CRM. (AWAITING UPDATE)</p> <p>4). ERCOM requests to see design and costings for WCC new practice facility to ensure this doesn't impinge onto other user groups and or overall venue. (AS SENT BY CMCG on 16/4/18 to ERCOM)</p> <p>5) Clarified that ERCOM has agreed in principle to provide \$25,000.00 PLUS GST to Netball Facility Construction with GST rebate later in year. \$15,000 + GST ERCOM & Lions Club \$10,000 (AWAITING CONFIRMATION)</p> <p>6) Request from ERCOM to SHIRE to provide previously requested 'ENERGY PROVIDER' invoices to Martin Kavanagh so as accounts can be rectified. Requested dates to be confirmed by Martin/Stephen (AWAITING CONFIRMATION)</p> <p>7) Request by ERCOM for SHIRE to confirm their rebates on solar power as installed. This doesn't appear to be provided on new billing? (AWAITING CONFIRMATION)</p> <p>8) SHIRE declared that set-up of contractor for booking clerk and additionally duties is possible. Would need to be contractor however. (AWAITING CONFIRMATION)</p> <p>9) All present signed off upon SHIRE Governance handout re: Section 86 Committee. (COMPLETED)</p> <p>10) ERCOM agreed to reply to WCC to confirm their donation of \$15,000.00 Plus GST to their cricket practice facility. (AWAITING CONFIRMATION)</p> <p>11) ERCOM agreed to followup upon their own sponsorship discussions and have agreed to meet with any parties to encourage further opportunities. ERCOM agreed that light tower</p>	


	<p>(@ROOMS) signage may be intrusive to other user groups – but all other options are open to discussion. (AWAITING CONFIRMATION)</p> <p>12) ERCOM agreed in principal for Football Club to alter their Liquor Licence zoning area as long as this doesn't impinge extraordinarily on other user groups. ERCOM have replied to SCOTT MAWSON and WFC and suggested their support; however advised that they will need to contact LIQUOR LICENCING themselves to seek alterations to their existing agreement. (AWAITING CONFIRMATION)</p>
OHS	<p>(Carried Forward) – Looking for Heather to provide update either via email or at next meeting Council smoking policy at sporting venues.</p> <p>(Carried forward) – Lighting lumage on playground lights to be checked</p> <p>(Carried forward) – Security cameras updated quote from Steve next meeting</p> <p>(Carried forward) – Bollards on game day for traffic control. Proposal declared. Awaiting confirmation.</p> <p>(Carried forward) – Entrance exit at main gates, road markings and signage. Still yet to be resolved.</p> <p>Nil new items</p>
Correspondence In	
Correspondence Out	
Treasurers Report	To be attached
Booking Officer Report	To be attached
User Groups Report	To be attached
Shire Report	
General Business	<ol style="list-style-type: none"> 1. Ongoing issues of cleanliness of facility with varying catering groups and End User Groups after functions are completed. Discuss how this coincides with new schedules of hire as completed by CS; as well as the interaction of a booking clerk/other duties contractor would assist in this issue. 2. WWCC and Police Checks to be completed and provided to Jarrod/Shire ASAP. 3. Discuss outstanding invoices for end users of the facility; and ensure ERCOM invoicing schedule is up to date and accurate. Noted that we request a re-payment schedule from old debtors and/or a face to face meeting to discuss. Requested that Shire assist in retrieving these debts if resolution cannot be achieved satisfactorily. 4. RSL Room Cleanup and preparation for Anzac Day; ensuring we have facilities prepared (Tables Setout); including Speaker/Microphone; Projector; etc. 5. Keys and Codes changes for concerned parties. 6. Advertising of ERCOM in local media; facebook; etc was discussed to assist in publics understanding of structure.

Next Meeting	
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SURF COAST SHIRE SECTON 86 SPEIAL COMMITTEE AGENDA

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**APPENDIX 8 MODEWARRE HALL & RESERVE S86 COMMITTEE OF MANAGEMENT -
MEETING MINUTES - 21 FEBRUARY 2018**

	<p>COMMITTEE: Modewarre Hall & Reserve Committee of Management PRESENT: Lesley Evans, Ken Hole, Jenny Hampshire, Laurie Lowndes, Brian & Sandra Tanner APOLOGIES: Natalia Stephenson, Mervyn Stephenson Motion: That the apologies be accepted. Moved Ken Hole. Seconded Jenny Hampshire. Carried. VISITORS: Paul Elshaug, Surfcoast Shire representative.</p>	<p>DATE: 21st February, 2018 TIME: 7:37 pm VENUE: Modewarre Hall, Cape Otway Road, Modewarre</p>
<p>Adoption of previous minutes</p>	<p>Minutes of the meeting held 15th November, 2017 were distributed and taken as read. Noted that Jenny Hampshire was in fact present at the November, 2017 meeting. Moved: Sandra Tanner. Seconded: Lesley Evans.</p>	
<p>Conflict of Interest Declaration</p>	<p>Nil</p>	
<p>Business Arising from previous minutes</p>	<p>Plaque for Oak Tree: Jenny Hampshire and Laurie Lowndes to handle. No Standing Signs for Scouts: Noted a sign on their shed. Outside Toilets: By June, 2018. 10-year Master Plan: Interest in walking path from Moriac to Modewarre. Ongoing. Driveway: Has been attended to. Overnight area for Events held at the Hall: As per Paul Elshaug's report below. Shade Sails: Shelter is required especially during the hot weather. Dog Training Facility: It was advised that the ground surface was not appropriate.</p>	
<p>Correspondence In</p>	<p>a) Surf Coast Shire: Modewarre Asset Register, 2016; Facilities Maintenance Schedule; Governance Induction Handout for Section 86 Committee members; S86 COM First Quarter Meeting items; Modewarre Bluestone School History of site; Modewarre Bluestone School Heritage Study Stage 2B 2007-08; COM Manual; National Police Checking Service. b) Natalia Stephenson: Request for removal of stakes and plastic around plants at the playground and modifying the lock on the gates to the playground as it is too low.</p>	
<p>Correspondence Out</p>	<p>Modewarre COM: Reminder of February meeting with minutes of November, 2017 meeting. Motion: That the incoming correspondence be accepted, and the outwards correspondence be endorsed. Moved Jenny Hampshire. Seconded Ken Hole. Carried.</p>	

Treasurer's Report	Balance as at 18 th January, 2018 = \$14,560.82 Motion: That the Treasurer's audited report be accepted. Moved Ken Hole. Seconded Jenny Hampshire. Carried. Motion: That Treasurer, Natalia Stephenson proceed with transition to Bendigo Bank. Moved Sandra Tanner. Seconded Lesley Evans. Carried.
Booking Officer Report	Ken has spoken with the RV club people, who have expressed disappointment in being unable to stay (fully self-contained) at the Modewarre block next to the bluestone building.
User Groups' Report	Scouts: Nil
Shire Report	Paul advised that the current elected committee are required to go through and fill out the forms that had been sent out. Paul also explained the roles and responsibilities of the COM and the necessity to follow the procedures. Further matters were: Bluestone Building: Paul will follow this up. Modewarre State School: The oak tree at the front corner was planted by Les Noble and Frank Black possibly in the early 20 th century. Nominations/ILD/Governance training every year: This is based for either a new member or as a refresher. The current 'term of appointment' for the committee runs through until 26 th October, 2021. Communication re works at the site: To be updated and further information to be provided. Master Plan: (Shade sails, seats, bin enclosure). A quote is required for the sails. The bin enclosure should be completed at the same time as the toilet project. Review of Hire Fees: These were in the November, 2017 minutes. Plant Stakes and Playground Latch: This needs to be reported to Council's Customer Request for Maintenance system. Event Overnight Accommodation: Ongoing. Paul also went over the 'duties and responsibilities' of the Committee of Management and who to contact should works be required. Contractor Engagement and Management: All contractors hired by the Committee must complete the 'Contractors WHS Pre-Qualification application' prior whether paid or voluntary. This also applies to working bees and voluntary works.
General Business	Nil.
Notice of Motions to Council	
Next Meeting	The meeting closed at 9:10 pm The next meeting is Wednesday 16 th May, 2018 at 7:30 pm.

8.2 Section 86 Committee Minutes


**APPENDIX 9 STRIBLING RESERVE S86 COMMITTEE OF MANAGEMENT - MEETING MINUTES - 12
FEBRUARY 2018**

	<p>COMMITTEE: Stribling Reserve Committee Of Management PRESENT: Linton Ferguson, Don Baldwin, Peter Spring, Geoff Couper, Wendy Jarratt, Miah Atwell, Phillip Meurer, Clive Goldsworthy, Paul Elsaug, David Mullen, Carly Enticott APOLOGIES: VISITORS:</p>	<p>DATE: 12 February 2018 TIME: 5:15 PM VENUE: Multi-purpose Room</p>
<p>Adoption of minutes</p>	<p>Moved by Geoff Couper, seconded by Peter Spring</p>	
<p>Conflict of Interest</p>	<p>None declared</p>	
<p>Business Arising</p>	<ul style="list-style-type: none"> • Cricket wicket cover needs to be replaced by 3 March so LFNC can play against Old Ivanhoe FC. • Video Recorder replaced so security cameras fully operational. • Inspection of Kitchen equipment took place. • Web site development under way. • Stadium unavailable Feb 12 and Feb 13 for replacement of winches for basketball backboards. 	
<p>Correspondence In/Out</p>		
<p>Treasurer's Report</p>	<ul style="list-style-type: none"> • No report Bookkeeper on leave • Balance projected to be about \$50,000 	
<p>Booking Officer Report</p>	<ul style="list-style-type: none"> • See updated website for bookings: https://sites.google.com/view/stribling/calendar • Two weekend pre-season football camps have been successfully held. • Grovedale FC want Friday night only. I suggested \$1000.00 • Amy Lane, Kitchen usage, didn't happen • St Mary's Sporting Club, oval access on Sunday 18 March • Tara O'Neil Kids Drama on Thursdays • Lina Circuit training on Tuesdays • David Bercot, weekly Kitchen usage • Mitch Butteriss paid \$200 for Oval for Cricket match on 10 March • Storage Pods: 1 = School access only, 2= Hiring public, TT & Soccer Goals, 3 = LFNC access only 	
<p>General Business</p>	<ul style="list-style-type: none"> • Welcome Paul Elsaug, Recreation Development Officer, Surf Coast Shire. • Committee discussed issues with Instrument of Delegation, expressing concern about burden of paper work, issues with working bees and necessity for police checks when many committee members do not have contact with children as members of the COM. • Motion passed: The COM is not prepared to accept the Instrument of Delegation. Moved Peter Spring seconded Don Baldwin. • Stribling Reserve Projects, progress report: <ul style="list-style-type: none"> ○ Ventilation of Stadium, thanks expressed for Clive Goldsworthy's work in having the scope of the project reconsider and extend the budget to \$115,000 to include, replacement of transparent panels, insulate walls, 	

	<p>install powered whirly gigs. Due to be done in September school holidays.</p> <ul style="list-style-type: none"> ○ Oval Lights, upgrade to AFL standard, funded \$391,000 (Federal Government \$200,000 Country Football \$100,000 Surf Coast Shire \$91,000) Four 33m high towers, higher towers necessary to reduce light spill. Part of Master Plan, care being taken to communicate with local community. Work due to start 6 November 2018 after power upgrade is done. ○ Electronic Scoreboard, funded \$60,000 (Federal Government \$30,000 Surf Coast Shire \$30,000), Project Manager Ross Lister investigating suitable units that can cope with sea air. ○ Netball Staircase Issue, currently OHS issue, no access to Netball courts for wheelchair spectators, subject to erosion. A plan has been prepared to improve access and hopefully solve this long-standing problem. Shire has a budget of \$9,000 and request \$7,000 from this COM. COM resolved not to make a contribution to this project but will use its best endeavours to reduce costs by using local contractors to assist with works. ○ Kitchen Ovens, old ex-hospital ovens, OHS issue with frayed asbestos oven seals. Users request a combi oven that can steam and roast. Cost \$14,000 to replace. Need extra \$7,000 from this COM to get combi-oven solution. Motion passed: Upgrade oven to combi-oven solution and Stribling Reserve COM will cover extra \$7,000. Moved Peter Spring, seconded Geoff Couper. ● Paul Elsaug, (Recreation Development Officer, Surf Coast Shire), working with Lorne P-12 College to finalize an agreement between Education Department and Surf Coast Shire for shared usage of Stribling Reserve. ● Lorne Business and Tourism Association considering a festival of performing arts event to be staged on Stribling Reserve oval. Afternoon concert, stage at Williams Street end, Stribling Reserve COM will negotiate a fee for oval usage. Concern expressed about possible damage to surface. Motion passed: In principle support to investigate concept of concert to be held on Stribling Reserve Oval. Moved Peter Spring, seconded Miah Atwell. ● Request for more 240L rubbish bins, 6 yellow, 6 red.
Surf Coast Shire Report	Paul Elsaug, (Recreation Development Officer, Surf Coast Shire), tabled a range of documents related to the governance of Section 86, completing induction procedures for new committee members.
Next Meeting	5:15 pm Monday 19 March 2018

8.2 Section 86 Committee Minutes


**APPENDIX 10 STRIBLING RESERVE S86 COMMITTEE OF MANAGEMENT - MEETING MINUTES - 19
MARCH 2018**

	<p>COMMITTEE: Stribling Reserve Committee Of Management PRESENT: Linton Ferguson, Don Baldwin, Peter Spring, Geoff Couper, Wendy Jarratt, Miah Atwell, Phillip Meurer, Clive Goldsworthy, Paul Elsaug, David Mullen, Carly Enticott APOLOGIES: VISITORS:</p>	<p>DATE: 19 March 2018 TIME: 5:15 PM VENUE: Multi-purpose Room</p>
Adoption of minutes	Moved by Carly Enticott, seconded by Don Baldwin	
Conflict of Interest	None declared	
Business Arising	<ul style="list-style-type: none"> • Wicket cover replaced • Video surveillance camera replaced 	
Correspondence In/Out		
Treasurer's Report	<ul style="list-style-type: none"> • Financial documents emailed. • Shire reimbursed COM for cost to replace video camera • LFNC and COM shared extra cost over Shire's budget to install combi-oven in the kitchen, including water and 3-phase power. • Moved by Don Baldwin, seconded Phil Meurer to put \$35,000 on term deposit for a maximum term of 6 months. • Financial report accepted, moved by Peter Spring, seconded Miah Atwell. 	
Booking Officer Report	<ul style="list-style-type: none"> • See updated website for bookings: https://sites.google.com/view/stribling/calendar • Summary of bookings tabled, showing an income of about \$15,000 for Summer season hire. About as good as it gets. 	
General Business	<ul style="list-style-type: none"> • Need to develop a protocol so School and major events are not disrupted by Shire works at the reserve. COM request a 24-hour warning, so suitable arrangements can be made. • Netball Staircase access: Barwon Timber have agreed to donate wood. Design by local company to provide safer access. Expected to cost more than \$10,000. Idea to change scope of work to have gravel surface not acceptable to the COM, stick with concrete surface. Need to have solid barriers in place by Easter Saturday to prevent possible injuries. • Oval lights: tender by Shire out to five companies for design of light towers and communication begun with local residents to inform them that the work is part of the agreed Master Plan. • Scoreboard: Bendigo Bank has expressed willingness to contribute to the cost of the scoreboard. Need to have detailed information of costing. Bendigo Bank would have naming rights. COM will go to them with a proposal. The scoreboard will be 8m x 4 m and will include a 30% loading to ensure design can cope with the costal location. Power upgrade underway. • Upgrade to kitchen ovens is underway. • Shire response to COM concerns about Instrument of Delegation questioned. Is police check a requirement for COM members who do not interact with children at Stribling Reserve? Cleaning contractor not prepared to complete documentation required by Shire. Sustainability of current community involvement requires a more common-sense approach. Peter Spring to send an email outlining COM concerns. 	
Surf Coast Shire Report	<ul style="list-style-type: none"> • Viewing terraces: Shire assets department to make an assessment, maybe some repair work; concern about danger of ramp to access grounds near goals. 	

	<ul style="list-style-type: none">• Maintenance agreement: emailed and to be discussed next term.• Netball Courts Surface: Netball Victoria comments non-committal, cracking near boundary-lines is of concern to integrity of surface. Surface is too new to be failing as it is.• Shire representative will not routinely attend COM meetings. An update will be emailed and will attend if issues need to be further discussed.
Next Meeting	5:15 pm Monday 16 April 2018

8.2 Section 86 Committee Minutes

APPENDIX 11 STRIBLING RESERVE S86 COMMITTEE OF MANAGEMENT - MEETING MINUTES - 16 APRIL 2018

	<p>COMMITTEE: Stribling Reserve Committee Of Management PRESENT: Linton Ferguson, Don Baldwin, Peter Spring, Geoff Couper, Miah Atwell, Phillip Meurer, Don Tyrer APOLOGIES: Paul Elsaug, Clive Goldsworthy, David Mullen, Carly Enticott, Wendy Jarratt VISITORS:</p>	<p>DATE: 16 April 2018 TIME: 5:15 PM VENUE: Multi-purpose Room</p>
Adoption of minutes	Moved by Don Baldwin, seconded by Phillip Meurer	
Conflict of Interest	None declared	
Business Arising	<ul style="list-style-type: none"> • Design of lighting and light towers: tenders went out to five companies, one responded, happy with contract. • Kitchen upgrade complete. • Response to Shire re police checks etc from COM yet to be done. • Netball surface cracking: Netball Victoria said cracking near boundary lines is of concern for integrity of surface. Potentially may not last the season. • Stribling Reserve maintenance schedule under consideration, look at list of what COM thinks needs to be done and look at budget offered for work by Shire. 	
Correspondence In/Out	Emails from Paul Elsaug March meeting follow up, Maintenance information, Council Update	
Treasurer’s Report	<ul style="list-style-type: none"> • Financial report circulated via email prior to the meeting. • Report was accepted, moved Peter Spring, seconded Geoff Couper. 	
Booking Officer Report	<ul style="list-style-type: none"> • See updated website for bookings: https://sites.google.com/view/stribling/calendar. • Ant sand used to eradicate two skippy ant nests prior to Easter Saturday game. • Drew Merefield started running boxing fitness classes on Monday’s at 6:00 pm. • Melissa Dinneen using Lorne Leisure Centre on weekend 28/29 April for Dinneen Runners, Training Seminar – Runners. • Enquiry from Bushwalking group in Geelong, met Leslie James considering Lorne for an event 18/20 October 2019. Use Lorne Leisure for registration, site for buses to pick up about 20 walkers to take to their destinations, want to have a large venue to give 200+ people for dinner. 	
General Business	<ul style="list-style-type: none"> • Netball court access project: Barwon Timber has costed donation of timber, project over \$10,000 so will have to go out to tender. • Netball rooms request access to internet on games day. Microwave link from Lorne Leisure Centre building to be reprogrammed to allow access to NBN. • Oval surface is good, a little bit of damage form cockatoos digging up grass roots. Shire looking at “bird expeller”, if trial works will look at installation at Stribling Reserve. • Bendigo Bank to be followed-up on progress with request for sponsorship for new electronic scoreboard. 	
Surf Coast Shire Report	<ul style="list-style-type: none"> • Email update received 	
Next Meeting	5:15 pm Monday 14 May 2018	

8.2 Section 86 Committee Minutes

APPENDIX 12 HEARING OF SUBMISSIONS COMMITTEE MEETING – 5 JUNE 2018



Minutes

Hearing of Submissions Committee Tuesday, 5 June 2018

Held in the
Council Chambers
1 Merrijig Drive, Torquay
Commencing at 6.00pm

Council:

Cr David Bell (Mayor)
Cr Libby Coker
Cr Martin Duke
Cr Clive Goldsworthy
Cr Rose Hodge
Cr Carol McGregor
Cr Brian McKiterick (Leave of Absence)
Cr Margot Smith
Cr Heather Wellington

MINUTES FOR THE HEARING OF SUBMISSIONS MEETING OF SURF COAST SHIRE COUNCIL
HELD IN THE COUNCIL CHAMBERS, 1 MERRIJIG DRIVE, TORQUAY
ON TUESDAY 5 JUNE 2018 COMMENCING AT 6.00PM

PRESENT:

Cr David Bell (Mayor)
Cr Martin Duke
Cr Rose Hodge
Cr Carol McGregor
Cr Margot Smith
Cr Heather Wellington

In Attendance:

CEO – Keith Baillie
General Manager Governance & Infrastructure – Anne Howard
General Manager Environment and Development – Rancee Salan
General Manager Culture & Community – Chris Pike
Manager Finance – John Brockway
Coordinator Management Accounting - Gabby Spiller
Accountant – Tim Dickson

54 members of the public
1 member of the press

APOLOGIES:

Cr Libby Coker

Committee Resolution

MOVED Cr Clive Goldsworthy, Seconded Cr Margot Smith

That an apology be received from Cr Libby Coker.

CARRIED 7:0

CONFIRMATION OF MINUTES

Committee Resolution

MOVED Cr Clive Goldsworthy, Seconded Cr Margot Smith

That the Hearing of Submissions Committee note the minutes of the meeting held on 20 March 2018 as a correct record of the meeting.

CARRIED 7:0

CONFLICTS OF INTEREST:

Anne Howard, General Manager Governance & Infrastructure declared an indirect conflict of interest in Item 1.1 Submissions to the Draft Annual Budget 2018-19 under Section 78E of the Local Government Act 1989 - residential amenity. The nature of interest being public submission number 13 seeks school crossing supervisors at Fischer / Merrijig Drive which is near Anne Howard's residential property.

Cr Rose Hodge declared an indirect conflict of interest in Item 1.1 Submissions to the Draft Annual Budget 2018-19 under Section 78B of the Local Government Act 1989 – conflicting duty. The nature of interest being Cr Rose Hodge is a board member of the Torquay Community Enterprise who has indicated "in principle" support for public submission number 14 from the Torquay Theatre Troupe.

SUBMITTERS HEARD

1. Great Ocean Road Coast Committee – Vanessa Schernickau
2. Lorne Aquatic and Angling Club – David Worth
3. Stephen Roffey
4. Juliet Beatty
5. Anglesea Community Network – Peter Doyle

6. Anglesea Recreation & Sports Club – Peter Doyle
7. Torquay Football and Netball Club – Jennifer Wood

Break

8. Save Anglesea - Regina Gleeson
9. Growing Winchelsea – Jenny Mathison and Michelle Stocks
10. Anglesea Community House – Jim Tutt
11. Committee for Lorne – Ian Stewart
12. Anglesea Netball Club – Andrew Hobbs
13. 3228 Residents Association – Sue O'Shanassy
14. Torquay Theatre Troupe – George Carman and Michael Baker
15. Connewarre & District Riding Club – Ernie Fontaine

BUSINESS:

1. OTHER MATTERS	5
1.1 <i>Submissions to the Draft Annual Budget 2018-19.....</i>	5

1. OTHER MATTERS

1.1 Submissions to the Draft Annual Budget 2018-19

Anne Howard, General Manager Governance & Infrastructure declared an indirect conflict of interest in Item 1.1 Submissions to the Draft Annual Budget 2018-19 under Section 78E of the Local Government Act 1989 - residential amenity. The nature of interest being public submission number 13 seeks school crossing supervisors at Fischer / Merrijig Drive which is near Anne Howard's residential property.

Cr Rose Hodge declared an indirect conflict of interest in Item 1.1 Submissions to the Draft Annual Budget 2018-19 under Section 78B of the Local Government Act 1989 – conflicting duty. The nature of interest being Cr Rose Hodge is a board member of the Torquay Community Enterprise who has indicated "in principle" support for public submission number 14 from the Torquay Theatre Troupe.

Author's Title: Manager Finance

General Manager: Anne Howard

Department: Finance

File No: F18/678

Division: Governance & Infrastructure

Trim No: IC18/790

Appendix:

1. Order of Speakers - 5 June 2018 (D18/67373)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 – Section 80C:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

Yes

No

Yes

No

Reason: S78(E) Indirect Interest impact on residential amenity (Anne Howard)

Reason: Nil

Purpose

The purpose of this report is to present submissions received during the public exhibition of the draft Annual Budget 2018-2019 to the Hearing of Submissions Committee and allow submitters to be heard where they have requested to address the committee in person.

Summary

At its meeting held on Tuesday 24 April 2018, Council resolved to publicly exhibit the draft Annual Budget 2018-19 and publish a public notice inviting submissions in accordance with section 223 of the *Local Government Act 1989*.

Generally, Council is required to prepare and adopt an Annual Budget by 30 June each year pursuant to Section 130(3) of the Local Government Act 1989. Prior to final adoption of the budget, the Act requires Council to receive and consider public submissions.

As a consequence of the public exhibition period, 29 public submissions were received of which 15 submitters have requested to be heard in person. An organisation submission to the budget has also been submitted.

Council will consider the draft Annual Budget 2018-19 for adoption at its Council meeting scheduled on Tuesday 26 June 2018.

Officers have written to all submitters thanking them for making a submission to the Annual Budget.

1.1 Submissions to the Draft Annual Budget 2018-19

Summary of Submissions

A total number of 29 submissions were received:

No.	Submitter	Township	Summary of Submission	Requested Funds
Speaking at Hearing of Submissions				
29	Great Ocean Road Coast Committee	Lorne	Request contribution towards Point Grey Redevelopment	\$250,000
14	Lorne Aquatic & Angling Club	Lorne	Request contribution toward LAAC contribution towards Point Grey Redevelopment (in 2019-20)	\$100,000
3	Individual	Torquay	Ocean Acres Nature Reserve Management Plan	Not Specified
12	Individual	Deans Marsh	New Footpath	Not Specified
13	Individual	Deans Marsh	New Footpath	Not Specified
15	Anglesea Community Network	Anglesea	Anglesea Streetscape projects	\$50,000
16	Torquay Football & Cricket Club	Torquay	Request funding for safety nets behind goals and new coaches boxes	\$115,000
17	Anglesea Community House	Anglesea	Request 2 nd Resource Recovery Officer for Anglesea Resale Shed	Not Specified
18	Growing Winchelsea	Winchelsea	<ol style="list-style-type: none"> 1. Traffic Management around Visitor Information Centre 2. Infrastructure security planning land allocation 3. Barwon River loop walk 4. Funding to support youth programs 	Not Specified
20	3228 Residents Association	Torquay	<ol style="list-style-type: none"> 1. Impact study on population increase 2. Additional resources for Council's planning department 3. Funding to define the character of Torquay 4. Funding to complete Torquay town centre strategy 5. Increased Council resources for compliance of road openings and planning permits 	Not Specified
21	Anglesea Netball Club	Anglesea	Netball court shelter sheds	\$28,700
23	Connewarre & District Riding Club	Connewarre	Construct dressage arenas	\$45,000
26	Committee for Lorne	Lorne	Funding for Lorne Aspirations Plan	\$20,000
27	Torquay Theatre Troupe	Torquay	Performing arts space in Torquay	\$30,000 in year 1 and \$750,000 in year 2
28	Anglesea Recreation & Sports Club	Anglesea	Solar upgrades and fire-proofing of Anglesea Rowing Shed	\$35,000

1.1 Submissions to the Draft Annual Budget 2018-19

No.	Submitter	Township	Summary of Submission	Requested Funds
Not Speaking at Hearing of Submissions				
1	Globe Theatre Committee of Management	Winchelsea	Heating and cooling upgrade for the Globe Theatre	\$40,000
2	Individual	Torquay	Community swimming pool, or vouchers for locals to use RACV facility	Not Specified
4	Individual	Torquay	Relocate lamppost on Surf Coast Highway	Not Specified
5	Individual	Torquay	Extend artwork program on utility boxes around Torquay	Not Specified
6	Individual	Lorne	Construct a pathway on Otway St Lorne	Not Specified
7	Individual	Shire Wide	Increase funding for roads	Not Specified
8	Individual	Shire Wide	Increase funding for arts programs	\$10,000
9	Individual	Shire Wide	New funding to support LGBTIQ community members	Not Specified
10	Individual	Torquay	School Crossing Supervisors at various points in the north of Torquay	Not Specified
11	AngAir	Anglesea	Protection for sites of geologic significance	\$5,000
19	Platypus Toy Library	Anglesea	Funding for 35 th anniversary celebrations	Not Specified
22	Individual	Shire Wide	No increase in animal registration fees	Not Specified
24	Individual	Torquay	Sealing of Point Impossible Road	Not Specified
25	Coles Coaches	Shire Wide	More funding for local roads, particularly Elkington Road near Anglesea	Not Specified

1.1 Submissions to the Draft Annual Budget 2018-19

Organisational Submissions Received:

No.	Summary of Submission	Recurrent	Non- Recurrent
1	Surf Coast Highway Nature Strip		(\$45,000)
2	Torquay Parking options study (through Business Improvement Program)		(\$35,000)
3	Remove recreation and open space budget that was funded through May 2018 Council resolution (ie. Anglesea Bike Park allocation now addressed)		\$200,000
4	Adjustments to employee benefits as a result of further refinements	(\$95,677)	
5	Include additional resources through casual labour budget to support growth in Council's youth development services	(\$25,000)	
6	Additional Information Technology resources to meet increasing demand for technical support (significant increase in sites, staff, devices etc over the last 8 years and has not been addressed – essential to organisational support)	(\$96,727)	
7	Additional planning compliance resources	(\$62,400)	
8	Update Victorian Grants Commission funding per latest advice indicating an uplift in revenue.	\$140,000	
9	Adjustments to income received on behalf of reserve committees	(\$5,200)	
10	Recent increase in statutory fees cap was announced, resulting in proposed increase to legal point of discharge fees (not proposing full increase allowable but moving to cost-recovery basis)	\$20,000	
11	Increase subdivision supervision fees based on review of current construction costs in developments	\$60,000	
12	Net impact of implementation of the Domestic Animal Management Plan (refer April 2018 Council meeting)	\$32,172	(\$35,500)
13	Update positive ageing grants revenue based on latest advice	\$11,761	
14	Update home care packages based on latest advice	\$38,374	
15	Update kindergarten playground maintenance costs	(\$10,500)	
16	Update township maintenance and municipal inspection budgets	\$10,000	
17a	Arts Program funding option 1: \$ - (no change)		
17b	Arts Program funding option 2: (\$42,248) Recurrent		
17c	Arts Program funding option 3: (\$99,173) Recurrent		
Totals		\$16,803*	\$84,500

*Excludes any additional Arts Program funding

1.1 Submissions to the Draft Annual Budget 2018-19

Other updates to the draft budget:

The draft Annual Budget 2018-19 will also be updated to reflect Council resolutions made since the adoption of the draft budget, including:

- Updating the 2017-18 Forecast balances in the budget document to reflect changes approved in the Project Budget Adjustments and Cash Reserves Transfers table up to and including the table presented at the 22 May 2018 Ordinary Council Meeting.
- Adjust timing of Stribling Reserve Pavilion project in the Long Term Financial Plan from 2019-20 to 2020-21.
- Remove 2018-19 budget for Changing Places Facilities grants received in 2017-18 (timing change only)
- Bring forward 50% (\$2,044,000) revenue to 2017-18 (timing change only)

These changes will be incorporated into the budget to be presented to Council for adoption, and the corresponding movements in cash, reserve balances, depreciation, and project budgets will be taken into account.

The issues raised in the submissions will be considered in detail in a report to be presented to the 26 June 2018 Council meeting.

Recommendation

That the Hearing of Submissions Committee receive and note the submissions relating to draft Annual Budget 2018-19 and forward to Council for consideration.

Committee Resolution

MOVED Cr Clive Goldsworthy, Seconded Cr Margot Smith

That the Hearing of Submissions Committee receive and note the submissions relating to draft Annual Budget 2018-19 and forward to Council for consideration.

CARRIED 7:0

1.1 Submissions to the Draft Annual Budget 2018-19

APPENDIX 1 ORDER OF SPEAKERS - 5 JUNE 2018



Hearing of Submissions
Tuesday 5 June 2018
6pm
Council Chambers
1 Merrijig Drive, Torquay

ORDER OF SPEAKERS

Other Matters

1. Governance and Infrastructure

1.1 Draft Budget 2018-19 - Public Submissions Hearing

Session	Submitter Name
Session 1 6:00 – 7:00pm	1. Great Ocean Road Coast Committee – Ken Northwood
	2. Lorne Aquatic and Angling Club – Tony Pettie (submitted by David Worth)
	3. Stephen Roffey
	4. Juliet Beatty (with support of submission from Elizabeth Ryan)
	5. Anglesea Community Network – Peter Doyle (submitted by Liz Vine)
	6. Anglesea Recreation & Sports Club – Peter Doyle
	7. Torquay Football and Netball Club – Jennifer Wood
7:00 – 7:15pm	Break
Session 2 7:15pm – End	8. Anglesea Community House – Jim Tutt (submitted by Alex Leknius)
	9. Torquay Theatre Troupe – George Carman and Michael Baker
	10. Growing Winchelsea – Jenny Mathison and Michael Tucker
	11. 3228 Residents Association – Sue O'Shanassy
	12. Anglesea Netball Club – Andrew Hobbs
	13. Connewarre & District Riding Club – Ernie Fontaine (submitted by Michael Bjork-Billings)
	14. Committee for Lorne – Ian Stewart

Close: There being no further items of business the meeting closed at 7.35pm.

8.2 Section 86 Committee Minutes

APPENDIX 13 HEARING OF SUBMISSIONS COMMITTEE MEETING – 12 JUNE 2018



Minutes

Hearing of Submissions Committee
Tuesday, 12 June 2018

Held in the
Council Chambers
1 Merrijig Drive, Torquay
Commencing at 5.00pm

Council:

Cr David Bell (Mayor)
Cr Libby Coker
Cr Martin Duke
Cr Clive Goldsworthy
Cr Rose Hodge
Cr Carol McGregor
Cr Brian McKiterick (Leave of Absence)
Cr Margot Smith
Cr Heather Wellington

MINUTES FOR THE HEARING OF SUBMISSIONS MEETING OF SURF COAST SHIRE COUNCIL
HELD IN THE COUNCIL CHAMBERS, 1 MERRIJIG DRIVE, TORQUAY
ON TUESDAY 12 JUNE 2018 COMMENCING AT 5.00PM

PRESENT:

Cr David Bell (Mayor)
Cr Libby Coker
Cr Martin Duke
Cr Rose Hodge
Cr Carol McGregor
Cr Margot Smith

In Attendance:

CEO – Keith Baillie
General Manager Governance & Infrastructure – Anne Howard
General Manager Environment and Development – Ransce Salan
General Manager Culture & Community – Chris Pike
Manager Aged & Family - Bronwyn Saffron
Business Improvement Officer - Trevor Britten

14 members of the public
1 member of the press

APOLOGIES:

Cr Clive Goldsworthy
Cr Heather Wellington

Committee Resolution

MOVED Cr Margot Smith, Seconded Cr Libby Coker

That an apology be received from Cr Clive Goldsworthy.

CARRIED 6:0

Committee Resolution

MOVED Cr Carol McGregor, Seconded Cr Libby Coker

That an apology be received from Cr Heather Wellington.

CARRIED 6:0

CONFIRMATION OF MINUTES

Committee Resolution

MOVED Cr Margot Smith, Seconded Cr Carol McGregor

That the Hearing of Submissions Committee note the minutes of the meeting held on 5 June 2018 as a correct record of the meeting.

CARRIED 6:0

CONFLICTS OF INTEREST:

Cr Margot Smith declared an indirect conflict of interest for Item 1.1 - Positive Ageing Service Review under Section 78B of the Local Government Act 1989 - conflicting duty. Cr Margot Smith is a Director of Community Chef.

SUBMITTERS HEARD

1. Laurel Adams
2. John Bartlett, representing U3A
3. Margaret Forer
4. Stephen Blake
5. Kerry Cronan
6. Suzanne Marubu, representing Baptcare
7. Rod Lingard
8. Christine Brooks
9. Kate Gillan, representing Lorne Community Hospital
10. Janice Lane
11. Jamie Overend
12. Tony White

BUSINESS:

1. OTHER MATTERS	4
1.1 <i>Positive Ageing Service Review</i>	4

1. OTHER MATTERS

1.1 Positive Ageing Service Review

Author's Title: Business Improvement Officer **General Manager:** Chris Pike

Department: Business Improvement **File No:** F16/1233

Division: Office of the CEO **Trim No:** IC18/783

Appendix:

- Order of Speakers - Positive Ageing Service Review - Hearing of Submissions - 12 June 2018 (D18/67737)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 – Section 80C:

Yes

No

Reason: Nil

Status:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

Yes

No

Reason: Nil

Purpose

The purpose of this report is to hear submissions relating to the Positive Ageing Service Review.

Summary

At its meeting held on 27 February 2018, Council resolved to publicly exhibit the Positive Ageing Service Review Options Paper and a summary Discussion Paper, and invite submissions according to the project Community Engagement Plan.

Summary of Submissions

One hundred and thirty three written submissions were received by the extended closing date. One hundred and eighteen of those submissions were either from clients, or family (or friends) representing clients. Two hundred and forty two people (including 60 clients) provided feedback at community group meetings. The findings are summarised as follows:

- Council is a respected and trusted provider of in-home supports for older people and people with a disability.
- Most respondents would prefer no change and for Council to remain their service provider.
- If change is unavoidable, 40% of respondents would still prefer Council to remain their service provider even if it costs a bit more, whilst 35% would prefer Council to carefully relinquish services via an extended exit plan – there is no support for a compressed exit plan.
- Clients are concerned about:
 - access to services
 - a possible increase in the cost of services
 - a possible reduction in the quality of services
 - navigating a complex service system alone.

A summary of the speakers' submissions is provided below:

No.	Status	Position	Summary of Submission
1	Client	Extended exit plan	Accept extended exit plan, but wish things could stay as they are (but not with higher fees).
2	Community organisation	Not stated	Critique of consultation process provided. Concerns raised regarding safeguards and guarantees (how will it work).
3	Client	Remain a service provider	Strongly stand by Council continuing all services as currently provided.
4	Service provider	Extended exit plan	An extended exit plan supported by sub-contracting in the short term, will allow Council to maintain oversight and ensure sufficient time for the market to mature.
5	Family/friend of client	Remain a service provider	Council exists to provide public services; this should be budgeted for no matter what the cost. Put people first

1.1 Positive Ageing Service Review

No.	Status	Position	Summary of Submission
			and don't abandon the elderly because of cost. Not enough consultation with the elderly.
6	Client	Not stated	Whichever path is taken, it's important that services remain comprehensive, flexible and affordable. Reassured by 'maintaining level of care promise'.
7	Service provider	Extended exit plan	Staying ahead of the reform is important to minimise a rushed ad-hoc transition later, focus on continuity of care and a flexible transition plan. Council has a significant future role in advocacy and community strengthening.
8	Client	Extended exit plan	Sub-contracting is the least worst option. Privatisation rarely achieves anticipated benefits, it often results in higher costs, lower quality, and lower wages.
9	Family/friend of client	Remain a service provider	The existing service system is complex and difficult to navigate; who will represent, support, manage finances, and advocate for the elderly if not Council? Critique of engagement process - one on one with community members required.
10	Service provider	Extended exit plan	Sub-contract as appropriate. An extended exit plan provides security and ensures that ratepayers are not subsidising services in the long term.
11	Community member	Not stated	Critique of review process. Proposals are only aligned with economic benefits. The Discussion Paper leads the reader to a foregone conclusion and is lacking detail.
12	Community member	Not stated	A revolution is required.
13	Family/friend of client	Remain a service provider	Alternatives are not well regulated. Happy for rates to go to this service if it means friends and family receive quality care. The future is not settled, so it's too soon for a Council decision.

The issues raised in the submissions will be considered in detail in a report to be presented to the 24 July 2018 Council meeting.

Recommendation

That the Hearing of Submissions Committee receive and note the submissions relating to the Positive Ageing Service Review and forward to Council for consideration at the 24 July 2018 Ordinary Council Meeting.

Committee Resolution

MOVED Cr Margot Smith, Seconded Cr Martin Duke

That the Hearing of Submissions Committee receive and note the submissions relating to the Positive Ageing Service Review and forward to Council for consideration at the 24 July 2018 Ordinary Council Meeting.

CARRIED 6:0

1.1 Positive Ageing Service Review

APPENDIX 1 ORDER OF SPEAKERS - POSITIVE AGEING SERVICE REVIEW - HEARING OF SUBMISSIONS - 12 JUNE 2018



Hearing of Submissions
12 June 2018
5PM
Council Chambers
1 Merrijig Drive, Torquay

ORDER OF SPEAKERS

Other matters

Culture and Community
1.1 Positive Ageing service review

	Submission author
1	Laurel Adams
2	John Bartlett, representing U3A
3	Margaret Forer
4	Michele Lewis, representing mecwacare
5	Stephen Blake
6	Kerry Cronan
7	Suzanne Marubu, representing Baptcare
8	Rod Lingard
9	Christine Brooks
10	Kate Gillan, representing Lorne Community Hospital
11	Janice Lane
12	Jamie Overend
13	Tony White

Close: There being no further items of business the meeting closed at 6.04pm.

8.3 Advisory Committee Minutes

Author's Title: Administration Officer, Governance & Risk **General Manager:** Anne Howard

Department: Governance

File No: F18/221

Division: Governance & Infrastructure

Trim No: IC18/746

Appendix:

1. Audit & Risk Committee Meeting – 15 May 2018 (D18/68768)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 – Section 80C:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

Yes

No

Yes

No

Reason: Nil

Reason: Nil

Purpose

The purpose of this report is to receive and note the minutes of the Advisory Committee meetings as appended.

Summary

The minutes provided in this report are draft unless otherwise identified. Committees do not re-issue minutes if any corrections are made at the time of adoption, rather note these corrections in the agenda item confirming adoption of the minutes at the following committee meeting.

Any corrections to draft minutes of material significance made by the committees will be provided to Council for noting in a subsequent report.

Recommendation

That Council receive and note the minutes of the following Advisory Committee meetings:

1. Audit & Risk Committee Meeting – 15 May 2018.

8.3 Advisory Committee Minutes

APPENDIX 1 AUDIT & RISK COMMITTEE MEETING – 15 MAY 2018



Minutes

Meeting of the Audit & Risk Committee
Tuesday, 15 May 2018

Held in the
Council Chambers
1 Merrijig Drive, Torquay
Commencing at 9.00am

MINUTES FOR THE AUDIT & RISK COMMITTEE MEETING
HELD IN THE COUNCIL CHAMBERS, 1 MERRIJIG DRIVE, TORQUAY
ON TUESDAY 15 MAY 2018 COMMENCING AT 9.00AM

PRESENT:

Committee Members:

Cr Clive Goldsworthy
Cr Carol McGregor
Brian Keane (Chair) (Term expires 01/02/2020)
Melissa Field (Term expires 01/02/2020)
John Gavens (Term expires 26/01/2019)
Debra Russell (Term expires 26/01/2019)

In Attendance:

Keith Baillie – Chief Executive Officer
Anne Howard – General Manager Governance & Infrastructure
John Brockway – Manager Finance
Maureen White – Acting Manager Governance & Risk
Candice Holloway – Team Leader Governance (minutes)
Bronwyn Saffron – Manager Aged & Family Services
Ian Stewart – Engineering Services Manager
Ryan Mitchell – Digital Transformation Program Director

Katherine Shamai (Grant Thornton)
Anthony Lim (Oakton Services Pty)
Tim Loughnan (VAGO)

APOLOGIES:

Nil

Absent:

Wendy Hope – Manager Governance & Risk

Matthew Green (Grant Thornton)
Lisa Tripodi (Oakton Services Pty Ltd)
Remy Szpak (VAGO)

CONFIRMATION OF MINUTES:

Committee Resolution

MOVED Mr Brian Keane, Seconded Ms Melissa Field

That the Audit & Risk Committee note the minutes of the meeting held on 20 February 2018 as a correct record of the meeting.

CARRIED 6:0

CONFLICTS OF INTEREST:

Nil.

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1. OUTSTANDING ISSUES & ACTIONS

1.1 Outstanding Issues & Actions Report

Charter Reference: 9.2.3

Author's Title: Team Leader Governance

General Manager: Anne Howard

Department: Governance & Risk

File No: F18/145

Division: Governance & Infrastructure

Trim No: IC18/469

Appendix:

1. Outstanding Issues & Actions - Status Log - April 2018 (D16/1527)
2. Outstanding Issues & Actions Report (D15/29830)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to receive an update on the progress made on action items identified through previous audit reports and Audit & Risk Committee meetings.

Items previously notified as completed are shaded in red and will be removed from the report when the whole of that section has been completed.

Recommendation

That the Audit & Risk Committee receive and note the Outstanding Issues & Actions Report.

Meeting Discussion

- Committee raised the Outstanding Issues & Actions Report does not align with the FY17 Follow Up Audit Report (Grant Thornton). Refer to agenda to 4.1 Internal Auditor Status Report (Outgoing Auditor Grant Thornton) for further meeting discussion.

Committee Resolution

MOVED Mr John Gavens, Seconded Ms Melissa Field

That the Audit & Risk Committee receive and note the Outstanding Issues & Actions Report.

CARRIED 6:0

2. PRESENTATIONS

2.1 Chief Executive Officer's Update

Charter Reference: N/A

Author's Title: Chief Executive Officer

CEO: Keith Baillie

Department: Office of the CEO

File No: F18/145

Division: Office of the CEO

Trim No: IC18/470

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

Status:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to receive an organisational update from Keith Baillie, Chief Executive Officer.

Recommendation

That the Audit & Risk Committee receive and note the Chief Executive Officer's update.

Meeting Discussion

- The CEO provided a confidential update to committee members.

Committee Resolution

MOVED Mr Brian Keane, Seconded Ms Debra Russell

That the Audit & Risk Committee receive and note the Chief Executive Officer's update.

CARRIED 6:0

2.2 Business Improvement Program Status Report

Charter Reference: 9.2.5

Author's Title: Manager Business Improvement **General Manager:** Ransce Salan

Department: Business Improvement **File No:** F16/881

Division: Environment & Development **Trim No:** IC18/611

Appendix:

1. Business Improvement Program Update - May 2018 (**CONFIDENTIAL**) (D18/50752)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

Status:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to receive an update on activities associated with the Business Improvement Program.

A briefing was last provided on the Business Improvement Program at the February 2018 Audit & Risk Committee meeting.

This report provides an update on the progress of the program including the 2017/18 work plan.

Recommendation

That the Audit & Risk Committee receive and note the Business Improvement Program update.

Meeting Discussion

- Item noted and taken as read.

Committee Resolution

MOVED Mr John Gavens, Seconded Ms Melissa Field

That the Audit & Risk Committee receive and note the Business Improvement Program update.

CARRIED 6:0

2.3 Quarterly Program Status Report

Charter Reference: N/A

Author's Title: Manager Program Management Office **General Manager:** Ransce Salan

Department: Program Management Office **File No:** F17/825

Division: Environment & Development **Trim No:** IC18/589

Appendix:

1. Program Status Report - Capital Projects - 31 March 2018 (D18/46929)
2. Program Status Report - Operational Projects - 31 March 2018 (D18/46928)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 – Section 80C:

Information classified confidential in accordance with Local Government Act 1989 – Section 77(2)(c):

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to receive the Program Status Report for the January to March 2018 quarter.

Discussion

The Program Management Office (PMO) has responsibility to provide leadership, support and analysis for best practice project management, including standardising and building Surf Coast Shire Council's project management capability and methods. The PMO has responsibility to support successful delivery of Council's program of projects with the right approach and level of resources.

The Program Status Report is intended to provide high level analysis to Executive Management Team and Council on progress of the overall program of capital and operational projects, and provide a point of accountability for project managers to provide accurate status information including time, cost and scope. It also provides high level information for the PMO to identify where project teams may require assistance to address issues impacting on project delivery.

A snapshot of the overall status of the Program is provided to Council via a communications report at monthly briefing. This quarterly report includes more detail with individual project status detailed in appendices.

The financial data in the appendices is drawn from Council's finance system. The relevant project manager comments on status and provides an Estimate to Complete on behalf of the project team. The 'traffic light' indicators for time, cost and scope provide a snapshot of issues that project teams are addressing to progress the project, and that may result in a request to Council to re-baseline.

Project teams consider the relationship of time, cost and scope at each of the 'gates' between project phases / stages defined in the Project Delivery Process:

Project Delivery Process – controlling the project through defined phases/stages						
Identify Phase	Initiate Phase	Plan Phase	Deliver Phase			Close Phase
Idea (Project proposal)	Verify (Charter)	Details/Method (Project Plan)	Requirements Stage	Procurement Stage	Implement Stage	Wrap-up and Learn (Closure Report)
Prepare			Do			Review

2.3 Quarterly Program Status Report

Project definition develops through each of these phases / stages and at each gate the Sponsor can recommend that the project:

- progress as planned
- change
- stop (be deferred or cancelled).

If project planning determines that the project will not deliver the intended outcome within the parameters of time, cost and scope approved by Council, officers may recommend that the project be cancelled or funds transferred to the Adopted Strategy Implementation Reserve (or other relevant reserve) while a new project proposal is prepared for Council to consider.

Projects are reported 'Life to Date' therefore multi-year project financial data includes actual spend from years prior and future allocations to represent the total project budget approved by Council.

Project budgets are reported excluding contingency. Contingency funds for each project are centralised in a separate account to be drawn on as requested by the Sponsor and reviewed / approved by the PMO.

A spend target has been established for the 2017/18 program based on:

- the program allocation made by Council in the 2017/18 Budget
- PLUS carry forwards from 2016/17
- LESS
 - Multi-year project funding that is planned to be expended in future years
 - Projects awaiting outcomes, such as grant or project partners preparedness, or high external risk i.e. subject to significant consultation or external approvals
 - Project funding in the process of being accumulated
 - Land transactions
 - Project contingency

Spend targets for the 2017/18 Capital and Operational Programs were presented to Council on 22 August 2017.

	Actual Spend 2015/16	Actual Spend 2016/17	Spend Target 2017/18
	\$'000	\$'000	\$'000
Capital	14,966	19,547	23,227
Operational	1,922	3,168	2,105
TOTAL	16,888	22,715	25,332

Historically High Figure Record Spend New Challenge

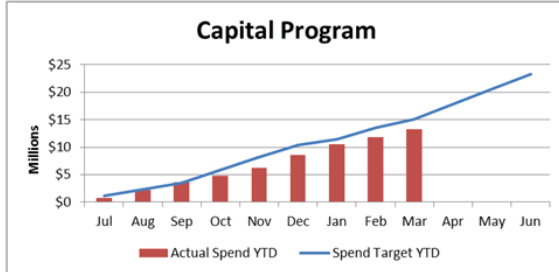
The quarterly profile for 2017/18 spend to produce the report graphs is based on historical trend:

Quarter	Percentage (%) of annual spend
June to September	15
October to December	30
January to March	20
April to June	35

A statement of Capital Works by category for annual budget, YTD budget and actual budget is included in the quarterly Finance Report to Council.

2.3 Quarterly Program Status Report

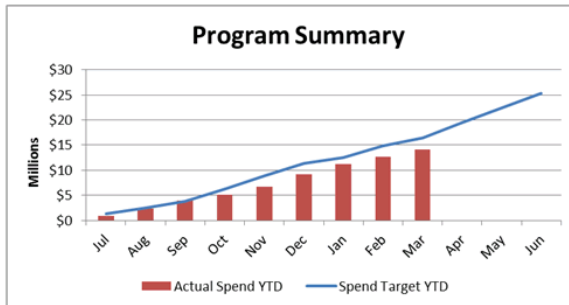
Spend for the Capital Project Program at 31 March 2018 is represented in the graph below:



Spend for the Operational Project Program at 31 March 2018 is represented in the graph below:



Spend for the overall Program of projects at 31 March 2018 is represented in the graph below:



The financial results for the Program at 31 March 2018 are detailed in the table below:

	Capital \$	Operational \$	Total \$
YTD Spend Target	15,097,550	1,368,250	16,465,800
YTD Actual Spend	13,198,108	927,170	14,125,278
Percentage Actual Spend of Target	87%	68%	86%
Value under contract	5,897,278	171,594	6,068,872

2.3 Quarterly Program Status Report

Individual project status is detailed in Appendix 1 (Capital Projects) and Appendix 2 (Operational Projects).

The overall year to date result of 86% spend of the 31 March 2018 target is an improvement on the status presented in the last quarterly report at 31 December when overall year to date result was 81%.

Recommendation

That the Audit and Risk Committee receive and note the Program Status Report for the January to March 2018 quarter.

Meeting Discussion

- Taken as read.
- Discussed project delivery targets.

Actions

1. Management to refine the Program Status Report for future Audit & Risk Committee meetings – committee requested that list of projects be limited in detail to those of sufficient time, cost, resourcing (to be determined by management) and then group the rest.

Committee Resolution

MOVED Ms Melissa Field, Seconded Ms Debra Russell

That the Audit and Risk Committee receive and note the Program Status Report for the January to March 2018 quarter.

CARRIED 6:0

2.4 Digital Transformation Update

Charter Reference: N/A

Author's Title: General Manager Governance & Infrastructure **General Manager:** Anne Howard

Department: Governance & Infrastructure **File No:** F18/145

Division: Governance & Infrastructure **Trim No:** IC18/552

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

Status:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to receive an update on the digital transformation strategy.

Recommendation

That the Audit & Risk Committee receive and note the digital transformation update.

Meeting Discussion

- Discussed recruitment:
 - Ryan Mitchell commenced in April 2018 in the position of Digital Transformation Program Director.
 - Wendy Scott commenced in January 2018 in the position of Digital Transformation Benefits Manager.
 - Current priority to recruit other key roles including Business Analyst and a Project Manager.
- Noted Ryan and Wendy will present at the future Audit & Risk Committee meetings.
- Discussed key projects, timelines and progress to date.
- Discussed role of the Project Control Group. Management acknowledged beneficial contribution from Dr Michael Hobbs from Deakin University.

Committee Resolution

MOVED Ms Melissa Field, Seconded Ms Debra Russell

That the Audit & Risk Committee receive and note the digital transformation update.

CARRIED 6:0

2.5 Child Safe Standards Obligations

Charter Reference: N/A

Author's Title: Manager Aged & Family Services **General Manager:** Chris Pike

Department: Aged & Family Services **File No:** F18/145

Division: Culture & Community **Trim No:** IC18/634

Appendix:

1. Child Safe Standards Presentation - May 2018 (D18/51479)

Officer Direct or Indirect Conflict of Interest:

In accordance with Local Government Act 1989 –
Section 80C:

Status:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to provide an update on the implementation of the Child Safe Standards.

Recommendation

That the Audit & Risk Committee receive and note the presentation on Child Safe Standards.

Meeting Discussion

- Discussed employee training program currently underway.
- Discussed community information sessions.
- Discussed child safety risk in the risk register .

Actions

1. Report progress on child safety risk in the Enterprise Risk Management Report at the Audit & Risk Committee – 6 September 2018.
2. Consider committee suggestion of monitoring external organisations using council facilities against the Child Safe Standards.

Committee Resolution

MOVED Mr John Gavens, Seconded Cr Carol McGregor

That the Audit & Risk Committee receive and note the presentation on Child Safe Standards.

CARRIED 6:0

3. RISK MANAGEMENT

3.1 Enterprise Risk Management Report

Charter Reference: 9.5

Author's Title: Coordinator Risk Management & Legal Services **General Manager:** Anne Howard

Department: Governance & Risk **File No:** F18/205

Division: Governance & Infrastructure **Trim No:** IC18/623

Appendix:

1. Enterprise Risk Management Report - April 2018 (D18/45735)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 – Section 80C:

Information classified confidential under Section 77 of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to present the Enterprise Risk Management Report.

Discussion

The Enterprise Risk Management Report is also presented to EMT on a quarterly basis.

Updates since the last meeting include:

1. The next Business Continuity Exercise is scheduled 15 June 2018.
2. The review of the Fraud Framework will be presented to the Audit & Risk Committee at the next meeting in September 2018.
 - a. The review will include the Grant Thornton fraud internal audit and VAGO Fraud & Corruption Control report.
 - b. A number of other reports from IBAC will also be considered in the review.
3. Making enquires as to the availability of City of Greater Geelong Monitor Reports. Unsure if they will become publicly available.
4. Risk 106 – Pandemic Event
 - a. Control effectiveness – Increase in uptake of flu vaccinations of 25% over 5 years. 45% of all employees now receiving their vaccinations at work.

Recommendation

That the Audit & Risk Committee receive and note the Enterprise Risk Management Report.

Meeting Discussion

- Taken as read.
- Noted City of Greater Geelong Monitor Reports are not publically available at this time.
- Discussed review of Fraud Framework. Noted Fraud & Corruption Control Plan & Fraud Policy Review listed as an agenda item for the Audit & Risk Committee – 6 September 2018.

Actions

1. Fraud framework to be reviewed at the Audit & Risk Committee – 6 September 2018.

Committee Resolution

MOVED Cr Clive Goldsworthy, Seconded Ms Debra Russell

That the Audit & Risk Committee receive and note the Enterprise Risk Management Report.

CARRIED 6:0

3.2 Workplace Health & Safety Report

Charter Reference: 9.5

Author's Title: Manager People & Culture

General Manager: Chris Pike

Department: People & Culture

File No: F18/113

Division: Culture & Community

Trim No: IC18/636

Appendix:

1. Workplace Health & Safety Report - Quarter 3 (**CONFIDENTIAL**) (D18/52160)
2. Workplace Health & Safety Report - Pan Executive Summary (**CONFIDENTIAL**) (D18/52390)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to receive a report on Workplace Health and Safety activities and outcomes for the period 1 January 2018 to 31 March 2018.

Recommendation

That the Audit & Risk Committee receive and note the Workplace Health & Safety Report for Quarter 3 2017 – 2018

Meeting Discussion

- Taken as read.
- Noted the OHSMS Accreditation audit took place in April 2018. Draft report recommends moving to an annual audit.
- Discussed Lost Time Injuries (LTI) for contractors and volunteers.

Actions

1. Management to ensure future Workplace Health & Safety Reports to the Audit & Risk Committee include data and Lost Time Injuries (LTI) for contractors and volunteers.

Committee Resolution

MOVED Cr Clive Goldworthy, Seconded Mr John Gavens

That the Audit & Risk Committee receive and note the Workplace Health & Safety Report for Quarter 3 2017 – 2018

CARRIED 6:0

4. AUDIT REPORTS

4.1 Internal Auditor Status Report (Outgoing Auditor Grant Thornton)

Charter Reference: 9.2.3

Author's Title: Manager Governance & Risk

General Manager: Anne Howard

Department: Governance & Risk

File No: F18/145

Division: Governance & Infrastructure

Trim No: IC18/550

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is for the outgoing auditor Grant Thornton to provide an update on the status of outstanding audit reports as follows:

1. Internal Controls Review Report
2. Rates Review Report
3. HR Review Report
4. Fraud Review Report
5. FY17 Follow Up Audit Report

Recommendation

That the Audit & Risk Committee receive and note the update from the outgoing auditor Grant Thornton.

Meeting Discussion

- Noted 2 out of 5 audit reports have been provided to the committee via email prior to the meeting (draft Fraud Report and draft FY18 Follow Up Audit Report).
- Grant Thornton advised status of outstanding audit reports.
- Committee raised concerns that the Outstanding Issues & Actions Report does not align with the FY17 Follow Up Audit Report (Grant Thornton). The audit report lists outstanding actions that are not included on the Outstanding Issues & Actions Report.
- Discussed Fraud Framework.

Actions

1. Management to circulate outstanding audit reports via email to committee members.
2. Outstanding audit reports to be closed out via email prior to the next Audit & Risk Committee – 6 September 2018.
3. Management to review reconciliation of the Outstanding Issues & Actions Report and FY17 Follow Up Audit Report and relist any incomplete actions on the Outstanding Issues & Actions Report.
4. Management to consider committee feedback on the Fraud Framework as part of the Fraud Policy Review.

Committee Resolution

MOVED Mr John Gavens, Seconded Ms Melissa Field

That the Audit & Risk Committee receive and note the update from the outgoing auditor Grant Thornton.

CARRIED 6:0

4.2 Appointment of Internal Auditor

Charter Reference: 9.2.1

Author's Title: Manager Governance & Risk

General Manager: Anne Howard

Department: Governance & Risk

File No: F18/145

Division: Governance & Infrastructure

Trim No: IC18/404

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to ratify the evaluation panel's recommendation to Council to appoint Oakton Services Pty Ltd as the internal auditor.

Discussion

Council's contract with Grant Thornton to provide internal audit services ended on 31 March 2018 and a process to award a new contract has been completed.

Following development of a detailed procurement plan and input from Council's Audit and Risk Committee in relation to the specification and pricing schedules, Council sought tenders for the provision of Internal Audit Services.

At its meeting in February 2018, the Audit and Risk Committee agreed that the presence of the Chair, Brian Keane, (as a voting member) and Melissa Field, Independent Member, as technical advisor (non-voting) would represent their position.

Through evaluation of the tender submissions, an interview process and referee checks it was determined that Oakton Services Pty Ltd was the preferred tenderer.

At its Confidential meeting on 27 March 2018 Council awarded the Internal Audit Services contract to Oakton Services Pty Ltd on a schedule of rates contract for a period of three years, with an option to extend for a further two years.

Recommendation

That the Audit & Risk Committee formally ratify the evaluation panel's recommendation to Council to appoint Oakton Services Pty Ltd as Council's internal auditor.

Meeting Discussion

- Item noted and taken as read.

Committee Resolution

MOVED Ms Melissa Field, Seconded Cr Clive Goldsworthy

That the Audit & Risk Committee formally note the appointment Oakton Services Pty Ltd as Council's internal auditor for the next 3 years.

CARRIED 6:0

4.3 Internal Auditor Status Report (Incoming Auditor)

Charter Reference: 9.2.3

Author's Title: Manager Governance & Risk

General Manager: Anne Howard

Department: Governance & Risk

File No: F18/145

Division: Governance & Infrastructure

Trim No: IC18/551

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is for the incoming auditor to provide a verbal update on the status of internal audit activities.

Recommendation

That the Audit & Risk Committee receive and note the update from the incoming auditor.

Meeting Discussion

- Discussed FY17 and FY18 Strategic Audit Plan.

Actions

1. Management to table Draft FY18 Strategic Audit Plan at the Audit & Risk Committee – 6 September 2018.

Committee Resolution

MOVED Mr Brian Keane, Seconded Ms Debra Russell

That the Audit & Risk Committee receive and note the update from the incoming auditor.

CARRIED 6:0

4.4 External Auditor Update (Victorian Auditor General's Office)

Charter Reference: 9.1.2

Author's Title: Team Leader Governance

General Manager: Anne Howard

Department: Governance & Risk

File No: F18/145

Division: Governance & Infrastructure

Trim No: IC18/553

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to receive a verbal update from the External Auditors (VAGO).

Recommendation

That the Audit & Risk Committee receive and note the External Auditors (VAGO) update.

Meeting Discussion

- Tim Loughnan (VAGO) provided a verbal update.

Committee Resolution

MOVED Mr John Gavens, Seconded Ms Debra Russell

That the Audit & Risk Committee receive and note the External Auditors (VAGO) update.

CARRIED 6:0

4.5 Oversight Agencies Performance Audit Report

Charter Reference: 9.9.3

Author's Title: Coordinator Risk Management & Legal Services **General Manager:** Anne Howard

Department: Governance & Risk **File No:** F18/205

Division: Governance & Infrastructure **Trim No:** IC18/624

Appendix:

1. Oversight Agencies Performance Audit Report February - April 2018 (D18/45786)

Officer Direct or Indirect Conflict of Interest:
In accordance with Local Government Act 1989 –
Section 80C:

Status:
Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to present the Performance Audit reports from the various external oversight agencies to identify learnings for Council.

Full copies of the reports can be located at the relevant websites.

Recommendation

That the Audit & Risk Committee receive and note the Oversight Agencies Performance Audit Report for February - April 2018.

Meeting Discussion

- Taken as read.
- Discussed management of surplus government land and the fraud and corruption report.

Committee Resolution

MOVED Ms Melissa Field, Seconded Cr Carol McGregor

That the Audit & Risk Committee receive and note the Oversight Agencies Performance Audit Report for February - April 2018.

CARRIED 6:0

5. FINANCIAL REPORTS

5.1 Quarterly Finance Report

Charter Reference: 9.6

Author's Title: Manager Finance

General Manager: Anne Howard

Department: Finance

File No: F17/954

Division: Governance & Infrastructure

Trim No: IC18/559

Appendix:

1. Quarterly Finance Report - March 2018 (D18/41345)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to present the Quarterly Finance Reports to the Audit and Risk Committee for the 9 months ending 31 March 2018.

Recommendation

That the Audit & Risk Committee note the March 2018 Quarterly Finance Report.

Meeting Discussion

- Taken as read.
- Year-end position favourable to budget/forecast.

Actions

1. Management to include forecast numbers and EBITDA reporting in future Quarterly Finance Reports to the Audit & Risk Committee.

Committee Resolution

MOVED Mr John Gavens, Seconded Ms Melissa Field

That the Audit & Risk Committee note the March 2018 Quarterly Finance Report.

CARRIED 6:0

5.2 2017/18 Model Accounts

Charter Reference: N/A

Author's Title: Manager Finance

General Manager: Anne Howard

Department: Finance

File No: F18/145

Division: Governance & Infrastructure

Trim No: IC18/579

Appendix:

1. Surf Coast Shire Council Financial Statements 2017 - 2018 (D18/46919)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to present the 2017/18 financial statement shell accounts.

These accounts have been prepared in accordance with the new model accounts as prepared and released by Local Government Victoria, and pre-populated with 2016/17 numbers.

The major change to the model accounts for this year is the redistribution of information in the notes section, with a large portion of former note 1 information now redistributed throughout the document in the notes relevant to the information.

Recommendation

That the Audit & Risk Committee note the shell accounts for the 2017/18 financial year.

Meeting Discussion

- Taken as read.

Committee Resolution

MOVED Ms Debra Russell, Seconded Cr Carol McGregor

That the Audit & Risk Committee note the shell accounts for the 2017/18 financial year.

CARRIED 6:0

5.3 Investment Policy Review

Charter Reference: 9.4.3

Author's Title: Manager Finance

General Manager: Anne Howard

Department: Finance

File No: F17/78

Division: Governance & Infrastructure

Trim No: IC18/558

Appendix:

1. SCS-016 Investment Policy - Reviewed 2018 (D18/45302)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is present the SCS-016 Investment Policy for Audit & Risk Committee review, as per the 2017/18 Work Plan which lists this policy for review at least annually.

The policy was adopted by Council in August 2015. The Finance team have reviewed the policy in light of the recent internal audit and incorporated agreed changes to the policy, including:

- Process for approving release of investment funds,
- Process for downgrades of existing investment products already held by Council, and
- An updated Investment Risk Assessment form.

Recommendation

That the Audit & Risk Committee receive and note the SCS-016 Investment Policy and provide any recommendations for amendment.

Meeting Discussion

- Management highlighted changes to policy, including:
 - process improvements for releasing of funds for investment.
 - investment rating downgrade.
 - updated investment form.
- No changes suggested by committee members.

Committee Resolution

MOVED Cr Carol McGregor, Seconded Ms Melissa Field

That the Audit & Risk Committee receive and note the SCS-016 Investment Policy and provide any recommendations for amendment.

CARRIED 6:0

6. OTHER REPORTS

6.1 Compliance with Legislation, Policy & Procedures

Charter Reference: 9.7.3

Author's Title: Manager Governance & Risk

General Manager: Anne Howard

Department: Governance & Risk

File No: F17/145

Division: Governance & Infrastructure

Trim No: IC17/246

Appendix:

1. Compliance with Legislation and Policy Report - May 2018 (D18/38785)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to provide an update on Council's internal control framework and particularly compliance with key legislation, policies and procedures.

Council is required to develop and maintain adequate procedures, systems and guidelines to enable:

- Preparation of accurate financial statements
- Timely and reliable external and internal reporting
- Safeguarding of public assets
- Prevention of fraud, errors and other irregularities and
- Compliance with legislation, policy and procedures.

An assessment of the key legislation, policies, procedures and guidelines has been conducted in accordance with the annual internal audit plan in order to assess effectiveness.

The internal self-assessment has concluded that overall the framework is effective. There are however a number of actions which have been identified where improvements are required and underway.

Recommendation

That the Audit & Risk Committee notes the assessment of Council's compliance framework.

Meeting Discussion

- Discussed IT security controls and cyber protection.
- Discussed measuring organisation culture.

Action

1. Management to consider including security controls, cyber protection and organisation culture in future Compliance with Legislation, Policy & Procedures reports to the Audit & Risk Committee.

Committee Resolution

MOVED Ms Debra Russell, Seconded Mr John Gavens

That the Audit & Risk Committee notes the assessment of Council's compliance framework.

CARRIED 6:0

6.2 Gifts & Hospitality Register & Councillor Entitlements, Education and Other Expenses Report

Charter Reference: 9.7.5

Author's Title: Coordinator Governance & Corporate Planning

General Manager: Anne Howard

Department: Governance & Risk

File No: F18/145

Division: Governance & Infrastructure

Trim No: IC18/427

Appendix:

1. Councillor Payment Summary - 1 July 2017 to 31 March 2018 (D18/43098)
2. Gifts & Hospitality Register - 1 July 2017 to 31 March 2018 (D18/50357)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 – Section 80C:

Information classified confidential under Section 77 of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to present the Gifts and Hospitality Register, and Councillor Entitlements, Education and Other Expenses Report for the period 1 July 2017 to 31 March 2018.

Recommendation

That the Audit & Risk Committee receive and note the Gifts and Hospitality Register, and the Councillor Entitlements, Education and Other Expenses Report for the period 1 July 2017 to 31 March 2018.

Meeting Discussion

- Discussed acceptance of gifts and benefits.
- Discussed the Victorian Public Sector Commission Gifts, Benefits and Hospitality Policy.
- Management noted a review of the Gift Policy and process is underway. Noted Gifts, Benefits and Hospitality Policy Review listed for Audit & Risk Committee – 6 September 2018.

Committee Resolution

MOVED Mr John Gavens, Seconded Ms Debra Russell

That the Audit & Risk Committee receive and note the Gifts and Hospitality Register, and the Councillor Entitlements, Education and Other Expenses Report for the period 1 July 2017 to 31 March 2018.

CARRIED 6:0

6.3 Road Management Plan - Compliance Report

Charter Reference: 9.7.2

Author's Title: Manager Engineering Services **General Manager:** Anne Howard

Department: Engineering Services **File No:** F16/1623

Division: Governance & Infrastructure **Trim No:** IC18/610

Appendix:

1. Road Management Plan - Compliance Report - April 2018 (D18/51292)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to provide an update on compliance to the Road Management Plan.

Recommendation

That the Audit & Risk Committee receive and note the Road Management Plan Compliance Report.

Meeting Discussion

- Discussed the Road Management Plan - Compliance system and process.
- Discussed management of customer requests and road inspections.

Committee Resolution

MOVED Ms Debra Russell, Seconded Ms Melissa Field

That the Audit & Risk Committee receive and note the Road Management Plan Compliance Report.

CARRIED 6:0

7. ADMINISTRATIVE MATTERS

7.1 Committee Work Plan 2018-2019

Charter Reference: 9.10.4

Author's Title: Team Leader Governance

General Manager: Anne Howard

Department: Governance & Risk

File No: F18/145

Division: Governance & Infrastructure

Trim No: IC18/472

Appendix:

1. Draft Audit and Risk Committee Work Plan 2018-2019 - April 2018 (D18/40131)

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to present the draft 2018-2019 Audit & Risk Committee Work Plan for consideration and adoption.

Recommendation

That the Audit & Risk Committee adopts the Audit & Risk Committee Work Plan for 2018-2019.

Meeting Discussion

- Item noted and taken as read.

Committee Resolution

MOVED Mr Brian Keane, Seconded Cr Clive Goldsworthy

That the Audit & Risk Committee adopts the Audit & Risk Committee Work Plan for 2018-2019.

CARRIED 6:0

7.2 Next Meeting & Proposed Agenda Outline

Charter Reference: 9.10.4

Author's Title: Team Leader Governance

General Manager: Anne Howard

Department: Governance & Risk

File No: F18/145

Division: Governance & Infrastructure

Trim No: IC18/512

Appendix:

Nil

Officer Direct or Indirect Conflict of Interest:

Status:

In accordance with Local Government Act 1989 –
Section 80C:

Information classified confidential under Section 77
of the Local Government Act:

Yes

No

Yes

No

Reason: Nil

Purpose

The purpose of this report is to present the proposed Agenda outline for the next meeting, scheduled to be held on **Tuesday, 6 September 2018 from 9.00 – 11.30am** as follows:

- Members Only Session with External Auditor (VAGO)
- Outstanding Issues & Actions
- Presentations
 - Chief Executive Officer's Update
 - Business Improvement Update
 - Program Status Report
 - Digital Transformation Update
- Risk Management
 - Workplace Health & Safety Report
 - Enterprise Risk Management Report
 - Risk Management Policy Review
 - Fraud & Corruption Control Plan & Fraud Policy Review
- Audit Reports
 - Internal Auditors Update
 - External Audit Update (VAGO)
 - Oversight Agencies Performance Audit Report
 - Strategic Audit Plan Progress Update
- Financial Reports
 - Monthly Finance Report
 - Annual Financial Statements 2017-2018
 - Accounting Principles, Policies and Practices Review
- Other Reports
 - Local Government Performance Reporting Framework (LGPRF) Results
 - Strategic Asset Management Policy Review
 - Infrastructure Special Rates and Charges Scheme Policy Review
 - Gifts, Benefits and Hospitality Policy Review
 - Audit & Risk Committee Annual Report 2017 – 2018
 - Self-Assessment of Audit & Risk Committee Performance
- Administrative Matters
 - Next Meeting Date & Proposed Agenda

Recommendation

That the Audit & Risk Committee note the proposed agenda outline for the next meeting to be held on Tuesday, 6 September 2018 from 9.00 – 11.30am.

Meeting Discussion

- Item noted and taken as read.

Action

1. Management to add Governance Improvement as a standing agenda item for future Audit & Risk Committee Meetings.

Committee Resolution

MOVED Mr John Gavens, Seconded Ms Debra Russell

That the Audit & Risk Committee note the proposed agenda outline for the next meeting to be held on Tuesday, 6 September 2018 from 9.00 – 11.30am.

CARRIED 6:0

Close: There being no further items of business the meeting closed at 11:32am.

9. NOTICE OF MOTIONS

Nil

10. CLOSED SECTION

Recommendation

That Council pursuant to section 89(2)(f) legal advice, section 89(2)(d) contractual matters and section 89(2)(h) other matters of the Local Government Act 1989, close the meeting to members of the public to resolve on matters pertaining to the following items:

- 10.1 Legal advice for Planning Application 17/0376 to use a helicopter landing site at 420 Coombes Road, Freshwater Creek** (section 89(2)(f) legal advice).
- 10.2 Award of Contract T18/029 - Provision of Wet Plant Hire Services** (section 89(2)(d) contractual matters).
- 10.3 Positive Charge Program Review** (section 89(2)(d) contractual matters).
- 10.4 Award of Contract T18-032 - Provision of Building Maintenance Services – Carpentry and Handyman** (section 89(2)(d) contractual matters).
- 10.5 Extension of Contract 14/564 - Cleaning of Council Buildings** (section 89(2)(d) contractual matters).
- 10.6 Confidential Assemblies of Councillors** (section 89(2)(h) other matters).

Recommendation

That:

1. The resolution and report pertaining to Confidential items 10.1, 10.3, 10.5 and 10.6 remain Confidential.
2. The resolution pertaining to Confidential item 10.2 and 10.4 be deemed no longer confidential with the report to remain confidential.
3. Council open the meeting to the public at pm.

Close: There being no further items of business the meeting closed at pm.