

Action plan

Implementation of the actions outlined in this Open Space Strategy will require strong leadership, appropriate resourcing and a commitment from Council to making some difficult decisions. Council should consider conducting a review of the Strategy within five years with a new Plan developed in ten years.

Priorities have been determined by considering the outcomes of consultation, research and inspections undertaken throughout the development of the Strategy. This work has helped to create a clear picture of current and desired future

open space provision. The prioritisation of actions reflects those steps required to systematically move toward these desired directions and to ensure alignment with the guiding principles presented in the Strategy. Priorities are assigned for each action and have been cross-referenced with strategies from the Council Plan 2013-2017. A high priority recommendation should be undertaken as soon as resources allow while medium (in the next 5 years) and low priorities (5 years and beyond) are not as urgent (but remain important for future provision). A number of ongoing actions have also been included.

Action No.	Action	Rationale	Priority	Council Plan ref.
<i>Policies</i>				
1	Develop a policy for commercial and community use of Council-owned and Crown land open space (in close collaboration with GORCC, Parks Victoria, DELWP and other open space land managers). Include consideration of commercial activities such as tour operators	To protect the long-term quality of the open space, ensure community benefit and limit unnecessary impacts To ensure management in accord with key legislation (Crown Land (Reserves) Act 1978, Retail Leases Act 2003)	High (1-2 yrs)	4.1, 5.3
2	Develop a management procedure that private use and works are not to encroach onto Council-managed open space. Establish a rolling program to remedy existing encroachment. Develop a process to confirm applications adjacent to open space do not encroach before final signoff. Develop a fencing policy for the management of open space	To protect the quality and integrity of open space To comply with various legislative obligations	High (1-2 yrs)	1.4, 4.1
3	Council and GORCC to develop a formal agreement regarding how to work closely together to manage the frequency, duration and impact from commercial uses held in the Surf Coast Shire. Consider the need to conduct visitation counts and usage impacts	To limit the impact and hindrances to residents and visitors that can be created from community and commercial uses	Medium (2-5 yrs)	5.3
4	Develop a policy for the management of non-open space infrastructure on Council-managed open space (e.g. substations and telecommunications towers)	To ensure clear lines of governance and appropriate management of Council assets	Medium (2-5 yrs)	1.4, 4.1, 4.2
5	Develop a Domestic Animals in Open Space Policy, including the investigation of a fenced off-leash dog park	To address the existing community divide regarding the impact of dogs and other domestic animals in open space	Medium (2-5 yrs)	1.1, 1.4, 4.1, 4.2, 5.4
6	Develop a policy on how and where Council will enable nature play on Council managed open space	To align with the Council Plan, the Council Health and Wellbeing Plan and the Early Years and Youth Strategy	Medium (2-5 yrs)	1.1, 1.4
7	Establish a policy and implementation plan for how, where and when Council will manage streetscapes for multiple benefits, in particular open space to assist with climate change adaptation and increased connectivity. This will include the development of a design guideline manual for the streetscapes, including consideration of precinct specific requirements.	To provide Council with an increased ability to meet objectives in its Council Plan, Health and Wellbeing Plan.	Medium (2-5yrs)	1.1, 1.4, 2.4.4, 2.5, 3.3, 4.2, 4.3, 5.4

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8	Ensure recommendations from key G21 documents (e.g. tennis and soccer strategies) are included in Council's operational planning processes	To align Council planning and practices with wider contexts and preferences	Ongoing	4.1, 4.2
<i>Management and operational processes</i>				
9	Implement a formal Memorandum of Understanding with external land management agencies. Ideally, this will include the development of a shared design guideline manual (and consider issues such as connections, signage, limiting impacts on surrounding uses, community engagement, universal design and meeting DDA requirements, ensuring general amenity etc)	To formalise future planning with a unified vision that meets community need	High (1-2 yrs)	1.1, 1.2, 3.3
10	Review the appropriateness and extent of Council's future role as CoM for open space that is Crown land. If Council continues in this role, streamline Crown land consent processes with DELWP for open space that Council is CoM for	To ensure suitable governance and resource allocation To comply with various legislative obligations	High (1-2 yrs)	2.6
11	Incorporate climate change implications into future open space planning, design and management	To continue to plan for climate change impacts	High (1-2 yrs)	1.4, 2.1, 5.4
12	Review and allocate land managers for the open space classification system outlined in the Strategy	To ensure suitable governance and resource allocation	High (1-2 yrs)	2.2
13	Work with external land management agencies to establish uniform policies and consistent approaches regarding facility maintenance and management opportunities	To expand upon procedures that are resource efficient (e.g. using the same contractors for maintenance) and set sustainable practices (e.g. frequency of barbecues and amenities servicing)	Medium (2-5 yrs)	4.1, 4.2
14	Investigate the feasibility of nature play in Council-managed open space	To ensure innovative and sustainable practices in natural environments	Medium (2-5 yrs)	1.1, 1.5, 4.2
15	The Open Space Planning Committee will review, prioritise and update actions from this Strategy as part of developing its annual workplan	To ensure a strategic approach to the implementation of this Strategy	Ongoing	5.4
16	The Open Space Planning Committee to facilitate a review and develop environmental requirements for the receipt of future areas of open space, including the potential use of the planning scheme	To ensure legal compliance and that new parcels of open space added to the network are fit-for-purpose	Ongoing	5.4
17	Retain current proportion of net developable area in residential areas being allocated to open space as per the schedule 52.01 in the Planning Scheme	To ensure adequate quantity of open space in our new residential developments	Ongoing	4.2, 5.4
18	Review the Land Management System annually to ensure currency with Council's Asset Management System. Transfer the Land Management System from a paper to electronic format	To ensure ongoing quality data capture	Ongoing	1.4
19	Undertake the Design Functionality Audit of Council-managed open space at least every five years	To continue to provide a high quality Council-managed open space network	Ongoing	4.1, 4.2, 5.4

Action No.	Action	Rationale	Priority	Council Plan ref.
<i>Management and operational processes (cont.)</i>				
20	Undertake the Design Functionality Inspection of Council-managed open space at least biennially	To continue to provide a high quality Council-managed open space network	Ongoing	4.1, 4.2, 5.4
21	Undertake an audit of open space assets at a maximum of every three years	To continue to provide a high quality Council-managed open space network	Ongoing	4.1, 4.2, 5.4
22	Undertake an audit/inspection of environmental and heritage assets at a maximum of three years and use this information to manage the open space network	To continue to provide a high quality Council-managed open space network	Ongoing	4.1, 4.2, 5.4
23	Undertake an audit/inspection of outdoor sports surfaces on an annual basis	To continue to provide a high quality Council-managed open space network	Ongoing	4.1, 4.2, 5.4
<i>Partnerships, funding and budgets</i>				
24	Incorporate the directions from the Strategy into wider operational planning. Ensure resource allocations reflect the maintenance and upgrade requirements necessary to sustain the quality open space network developed. (Review current divisions of expenditure for open space including funds allocated for playgrounds, pathways and environmental areas)	To ensure adequate resources are available for continued provision and success To ensure that the funding is being allocated proportionately to the appropriate areas	High (1-2 yrs)	4.1, 4.2, 5.4
25	Consider establishing a dedicated annual CAPEX and new initiatives budget for open space	To continue to provide a high quality Council-managed open space network	High (1-2 yrs)	4.1, 4.2, 5.4
26	Consider establishing a dedicated budget item for open space-related grant funding submissions	To maximise use of Council resources	High (1-2 yrs)	4.1, 4.2, 5.4
27	As resources allow, apply for State and Federal Government funding. Develop a database and design portfolio of shovel-ready projects that have the potential to be funded (e.g.business cases, designs and community needs analyses)	To be in the best position to take advantage of available funding opportunities	Medium (2-5 yrs)	4.1, 4.2, 5.4
28	Pursue partnership projects with community groups and other levels of government. Develop a database of identified partnership projects	To ensure opportunities are explored to extend resource contributions	Medium (2-5 yrs)	4.1, 4.2, 5.4
29	Investigate the establishment of a G21 Open Space Network (that meets at least annually)	To ensure a strategic regional approach to open space provision	Medium (2-5 yrs)	4.1, 5.4
30	Council to work closely with CMA to identify key natural assets as identified by Council in its open space database for use in relevant projects	To ensure opportunities are explored to extend resource contributions	Ongoing	1.1, 1.5, 4.2
31	Work closely with other land management agencies to educate and empower its communities to take responsibility for protecting and enhancing the Shire's natural assets	To ensure a strategic approach to open space provision	Ongoing	1.1, 1.5, 4.2
32	Ensure that the Open Space Reserve Fund continues to be allocated to projects providing a long-term strategic benefit	To ensure a sustainable and effective approach to resource allocation and to meet legislative responsibilities	Ongoing	2.3, 4.1



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<i>Recreation, environment and parks planning and delivery</i>				
33	The primary focus of open space planning within the Shire is to be on a precinct basis. The development of precinct plans will be determined through a needs assessment and prioritisation. Based on current resourcing levels, Council will undertake one precinct master plan each year	To ensure a suitable suite of opportunities are available to residents and visitors To reflect the community's desire for a wide range of 'nearby', recreation opportunities	Ongoing	4.1, 4.2, 5.4
34	The Open Space Strategy is to be the lead document for open space decision-making. Planning Scheme references to the Open Space Strategy should be updated to the 2016-2025 version. Additionally, key directions should be incorporated at the next review of the Planning Scheme. When documents such as the Playground Strategy and Pathway Strategy (etc) are due for review, Open Space Strategy guiding principles and actions should be considered as key inputs	To ensure appropriate resource allocation and future development that reflects community need	High (1-2 yrs)	4.1, 4.2, 5.4
35	Review and renew existing master plans via an annual desktop assessment. The focus will be on master plans that have high risk, opportunity and complexity. Based on current resources, Council will conduct one new and one review master plan process at a district/precinct level or above annually. Review and prioritise the implementation of outstanding master plan actions in accordance with the principles and goals of this Strategy	To ensure appropriate resource allocation and future development that reflects community need To enable easy integration of key directions into Council funding and governance processes To meet legislative requirements	High (1-2 yrs)	4.1, 4.2, 5.4
36	Include relevant Crown Land (Reserves) Act, Coastal Management Act including the Victorian Coastal Strategy and Western Regional Coastal Plan requirements into new master plans and obtain endorsement from DELWP for the life of the plan	To ensure future planning aligns with legislative requirements	High (1-2 yrs)	5.4
37	Investigate and prioritise suitable unused road reserves and Crown land to be transferred to open space network	To enhance connectivity to and between existing open spaces as part of precinct plans	Medium (2-5 yrs)	1.4, 4.2, 5.4
38	Promote the outdoor recreation and eco-tourism experiences available in the Shire in accordance with the Open Space Strategy Principles in this document	To take advantage of the Shire's natural assets	Medium (2-5 yrs)	4.1, 4.2, 5.4
39	Ensure appropriate signage at key open space areas that articulates facility management	To inform users in case of a need to report vandalism or other facility issues	Medium (2-5 yrs)	4.1, 4.2
40	Investigate providing WiFi in key open spaces and continued promotion of existing geocaching	To embrace technology within the open space network	Low (5 yrs+)	4.1
41	Use the gap analysis in this Strategy to guide land acquisition and banking considerations	To ensure future planning aligns with community demand	Ongoing	4.1, 4.2, 5.4

