



Agenda

Ordinary Meeting of Council
Tuesday, 28 February 2017

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

Commencing at 6.00pm

Council:

Cr Brian McKiterick (Mayor)
Cr David Bell
Cr Libby Coker
Cr Martin Duke
Cr Clive Goldsworthy
Cr Rose Hodge
Cr Carol McGregor
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 28 FEBRUARY 2017 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 held on 24 January 2017, and the Special meeting of Council held on 24 January 2017, 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:

PUBLIC QUESTION TIME:

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1. OFFICE OF THE CEO

1.1 Commitment to Community Garden 3231

Author's Title: Manager Business Improvement

CEO: Keith Baillie

Department: Business Improvement

File No: F15/1058

Division: Office of the CEO

Trim No: IC16/1318

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 the long term location of Community Garden 3231.

Summary

Council has a strong history of supporting Community Gardens in the Shire. The Gardens provide tremendous opportunity for community involvement and interaction and also helps deliver one of the key themes in Council's Toward Environmental Leadership Program. Council wants to see these Gardens continue to thrive.

Community Garden 3231 has been operating in Aireys Inlet since 2010. The garden is housed on Council freehold land at 2 Fraser Drive, under a license to Anglesea and District Community House Inc. This location has been a 'temporary home' for the garden while a suitable alternative site could be found.

Despite ongoing discussions between Council officers and representatives from the garden no acceptable alternative locations have been found. The longer term location for the garden should now be decided.

The permanent housing of the garden has been a key point of discussion in the recent review work into the Aireys Inlet Social Housing units and the broader site. The community are very concerned that this review work may result in an outcome that displaces the garden.

A commitment to the garden remaining in its current location will assist to focus the scope of the review into options for the remainder of the land at 2 Fraser Drive, will deliver the strategic outcome envisaged in the Aireys Inlet to Eastern View Structure Plan and will reassure the community about Council's support for the garden.

Recommendation

That Council endorses that the land currently used at 2 Fraser Drive Aireys Inlet 3231, for the purpose of the Community Garden, remains available for this use.

1.1 Commitment to Community Garden 3231

Report

Background

Council has a strong history of supporting Community Gardens in the Shire with active gardens operating in Lorne, Aireys Inlet, Anglesea, Torquay and Winchelsea. The Gardens provide tremendous opportunity for community involvement and interaction and also help to deliver one of the key themes in Council's Toward Environmental Leadership Program. Council wants to see these Gardens continue to thrive.

Community Garden 3231 (CG3231), located in Aireys Inlet, was opened in 2010. The Garden is housed on Council freehold land at 2 Fraser Drive, under a license to Anglesea and District Community House Inc. The current lease was signed in July 2016 and expires in June 2019. This location has been a 'temporary home' for the garden while a suitable alternative site could be found.

Council has provided a broad range of support to CG3231 since its inception including provision of land, officer time and community grants. The garden is now a largely self-sufficient operation.

The recent Service Review into the Aireys Inlet Social Housing Units has highlighted:

- the need to address the longer term plan for the garden to clarify what options are available for future development of the broader site at 2 Fraser Drive
- the very strong community desire for the garden to remain in its current location.

The garden and its current location was the subject of discussion in the the recently adopted Aireys Inlet to Eastern View Structure Plan.

Discussion

The 6,668 m² site at 2 Fraser Drive includes four social housing units built in the early 1990's, the community garden of approximately 1,100m² and approximately 4,150m² of vacant land. The full site was purchased by the Shire of Barrabool in 1988. The vacant land has long been identified in the community as being an ideal location for housing for older residents. An aerial image of the site is shown below:



CG3231 has occupied the north west corner of the site since 2010. The current location of the garden has been considered to be a temporary home while a more permanent location could be found.

1.1 Commitment to Community Garden 3231

A small selection of alternative sites has been identified by Council officers though none of these have been assessed as being appropriate. The most recent discussed parcel was the section of land known as Lialeeta Reserve which is Council owned land on the corner of Lialeeta Road and the Great Ocean Road. This site was rejected due to the presence of Barwon Water infrastructure on the site and the need to drive to the site. Another site was identified at 11 Amaroo Cres Aireys Inlet and this rejected due to size (only 600m²).

The garden is extensively discussed in the recently adopted Aireys Inlet to Eastern View Structure Plan. This important strategic planning document includes the following:

“The community engagement for the structure plan has indicated strong preference from the garden members and other residents for the garden to stay at its current location. The garden could exist alongside any future housing as a shared open space and would be a great and complementary asset to such housing especially if that is to be at higher densities and for older persons, it is felt. The amenity and social benefits afforded by the garden would allow a more intensive development of the remainder of the site. It is ideally located in a central area, within walking distance from the shops and community hall. The proposed alternate site in Fairhaven put forward by Council is deemed inferior and not central, meaning members would have to drive to it. Investigations into opportunities for future housing development should consider how the garden could be integrated on the site.”

The Structure Plan then follows up with an action to: *“Investigate opportunities to integrate the community garden with future housing development at 2 Fraser Drive, Aireys Inlet.”* This would indicate to readers of this document that it is Council’s strategic intent to have the garden remain on this site.

The permanent housing of CG3231 has again become a key point of discussion in the recent review work into the Social Housing units and the broader site. The community are very concerned that this review work may result in an outcome that displaces the garden.

The community can be reassured about the future of the garden at this site by Council committing to removing the garden land from all discussions about future land use at 2 Fraser Drive.

This commitment to the garden will assist to focus the scope of the review into options for the remainder of the land at 2 Fraser Drive and will deliver the strategic outcome envisaged in the Aireys Inlet to Eastern View Structure Plan.

An alternative solution exists where the land is developed and a community garden outcome is listed in the development specification. Whilst this may initially allow good integration of the garden into any new development on the site, the future of the garden may not be guaranteed once the land is out of Council’s control.

A solution which includes subdividing the garden from the remainder of the site or applying a planning control such as a restrictive land covenant will ensure the garden can continue to operate in its current form with certainty.

Financial Implications

The parcel of land occupied by the Community Garden has recently been valued at \$640,000. This amount could be realised through land sale. This would be against the wishes of the community and be inconsistent with adopted strategic planning documents.

Council Plan

Theme	3 Communities
Objective	3.3 Preservation of peaceful, safe and healthy environments
Strategy	3.3.6 Maintain, enhance and develop community and recreational facilities to improve community wellbeing.
Theme	2 Governance
Objective	2.5 Enhanced community engagement
Strategy	2.5.4 Build strong relationships with community interest groups.
Theme	2 Governance
Objective	2.2 High performing accountable organisation
Strategy	2.2.4 Undertake a scheduled program of service reviews aimed at improving efficiency and effectiveness in service delivery in accordance with agreed principles.

1.1 Commitment to Community Garden 3231

Policy/Legal Implications

The recommendations contained in this report are consistent with actions listed in the recently adopted Aireys Inlet to Eastern View Structure Plan.

Officer Direct or Indirect Interest

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

Risk Assessment

There is a risk that the subdivision or restriction of this land and the reduction in the size of the parcel available for development will restrict the options for the site. However a remaining site of 5,500+m² should still attract a wide variety of land use options.

Social Considerations

Community Garden 3231 has grown to become a great community asset for the local area. The garden provides a social network for the residents and a common link for those with varying interests. The garden runs organised activities as well as being open for casual visitation. The garden is one of only a limited number of community assets in the Aireys Inlet/Fairhaven/Moggs Creek area.

Community Engagement

A significant level of community engagement has been undertaken as part of the Social Housing review project. Within this engagement over 75% of participants specifically commented on their desire to retain the community garden in its current form.

Environmental Implications

Council also has a strong focus on local food through its Towards Environmental Leadership Program. Committing to the ongoing use of this land parcel for the community garden helps demonstrate its focus on this topic.

Communication

Officers are in ongoing communication with the organisers from CG3231 and other key stakeholder groups including AIDA. The recommendations made in this report will be welcomed by these key groups.

Conclusion

A commitment to the garden in its current location will assist to focus the scope of the review into options for the remainder of the land at 2 Fraser Drive and will deliver the strategic outcome envisaged in the Aireys Inlet to Eastern View Structure Plan.

It is recommended that Council:

- commit to the ongoing use of the parcel of land at 2 Fraser Drive, Aireys Inlet by Community Garden 3231
- continue the work to investigate the options for future development of the balance of 2 Fraser Drive, in accordance with the Council resolution of 23 August 2016.

2. GOVERNANCE & INFRASTRUCTURE

2.1 Project Budget Adjustments and Cash Reserve Transfers February Report

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

Department: Finance **File No:** F16/1381

Division: Governance & Infrastructure **Trim No:** IC17/174

Appendix:

1. February 2017 Project Budget Adjustments and Cash Reserve Transfers Report (D17/17258)

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 approve the Project Budget Adjustments and Cash Reserve Transfers report for February 2017.

Summary

The Project Budget Adjustments and Cash Reserve Transfers report for February 2017 is attached.

Recommendation

That Council approves the Project Budget Adjustments and Cash Reserve Transfers listed in the February 2017 report:

1. Allocating grant funded project budgets (no cost to Council).
2. Transferring a net of \$5,800 to projects from the Accumulated Unallocated Cash Reserve.
3. Ratify the transfer of \$12,341 to projects from the Accumulated Unallocated Cash Reserve approved by the Chief Executive officer.
4. Transferring a net of \$17,140 from projects to the Waste Reserve.
5. Transferring a net of \$287,400 to projects from the Adopted Strategy Reserve.
6. Transferring a net of \$245,430 to projects from the Asset Renewal Reserve.

2.1 Project Budget Adjustments and Cash Reserve Transfers February Report

Report

Background

Council receives a monthly Project Budget Adjustments and Cash Reserve Transfers report to authorise transfer of project budgets.

Discussion

The proposed Project Budget Adjustments and Cash Reserve Transfers are outlined in the attachment.

Financial Implications

The proposed Project Budget Adjustments and Cash Reserve Transfers are outlined in the attachment.

Council Plan

Theme 2 Governance
Objective 2.4 Transparency in decision making and access to information
Strategy 2.4.2 Provide relevant and easy to understand financial information to the community.

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.

Environmental Implications

Not applicable.

Communication

Not applicable.

Conclusion

It is recommended that Council approve the Project Budget Adjustments and Cash Reserve Transfers for February 2017.

2.1 Project Budget Adjustments and Cash Reserve Transfers February Report

**APPENDIX 1 FEBRUARY 2017 PROJECT BUDGET ADJUSTMENTS AND CASH RESERVE
TRANSFERS REPORT**

February Project Budget Adjustments and Cash Reserve Transfers Report

Request for Funds Transfer

No Cost to Council

This table reflects changes to project budgets through consolidation of project delivery, additional income or budget adjustments directly to projects

Account	Project Name	Comment	Project Budget \$	Project Cost \$	Variation \$
9001	Sealed Road Renewal - Grays Road	Move Sealing of Grays Road Paraparap from reseal to new upgrade of Grays and Forest Road Paraparap project (September 2016 Council Resolution).	870,000	420,000	450,000
New	Upgrade Forest & Grays Road	Move Sealing of Grays Road Paraparap from reseal to new upgrade of Grays and Forest Road Paraparap project (September 2016 Council Resolution).	-	450,000	(450,000)
New	Upgrade Forest & Grays Road	Upgrade of Forest and Grays Road, Paraparap grant funded (September 2016 Council resolution).	450,000	1,520,000	(1,070,000)
New	Upgrade Forest & Grays Road (income)	Signed grant agreement for Forest and Grays Road upgrade, Department of Economic Development, Jobs, Transport & Resources.	-	(1,070,000)	1,070,000
8717	Public Safety Infrastructure	Public Safety Infrastructure approved grant funding and corresponding expenditure for project.	27,400	257,940	(230,540)
8717	Public Safety Infrastructure (income)	Public Safety Infrastructure approved grant funding and corresponding expenditure for project.		(230,540)	230,540
9556	Shopping Centre Refurbishment	Consolidation of Shopping Centre Refurbishment scope \$25K (including contingency) with Winchelsea Town Centre Beautification project \$30K and grant funds of \$155K.	25,000	0	25,000
9529	Winchelsea Town Centre Beautification	Consolidation of Shopping Centre Refurbishment scope \$25K (including contingency) with Winchelsea Town Centre Beautification project \$30K and grant funds of \$155K.	30,000	210,000	(180,000)
9529	Winchelsea Town Centre Beautification (income)	Signed funding agreement for \$155K NSRF Round 3 funds.	-	(155,000)	155,000
New	Aireys Inlet Tennis Courts Resurfacing	Two Tennis courts coverings have reached the end of their useful life. The club is funding the project and is responsible for any contingency costs. Council will contribute project management from the Community Project Management Support fund.	-	57,827	(57,827)
New	Aireys Inlet Tennis Courts Resurfacing (income)	Aireys Inlet Tennis Club contribution for project.		(57,827)	57,827
Grand Total			1,402,400	1,402,400	-

Funds Movement >\$5,000

Accumulated Unallocated Cash Reserve

Account	Project Name	Comment	Project Budget \$	Project Cost \$	Variation \$
9389	Office Furniture	Additional switch ports required for office relocation of Economic Development and Tourism to the upper level to create space for expansion of Planning team on lower level.	32,500	38,300	(5,800)
Grand Total			32,500	38,300	(5,800)

Ratification of CEO Authorised transfers >\$5,000

Accumulated Unallocated Cash Reserve

Account	Project Name	Comment	Project Budget \$	Project Cost \$	Variation \$
9525	Anglesea Tennis Court Resurfacing	Contractual dispute leading to Council incurring legal costs exceeding the project budget.	186,441	198,782	(12,341)
Grand Total			186,441	198,782	(12,341)

Funds Movement >\$5,000

Waste Reserve

Account	Project Name	Comment	Project Budget \$	Project Cost \$	Variation \$
9381	Torquay Transfer Station Development - Design	Project unable to proceed without further direction from the Regional Waste Group. Cancel project and seek new allocation from Waste Reserve at later date.	47,140	0	47,140
9028	Winchelsea Transfer Station road sealing	Pavement design completed by LR Pardo and the cost estimate rates provided estimate that an additional \$30k is required to complete the pavement to standard.	47,140	77,140	(30,000)
Grand Total			94,280	77,140	17,140

Funds Movement >\$5,000

Adopted Strategy Implementation Reserve

Account	Project Name	Comment	Project Budget \$	Project Cost \$	Variation \$
1108.8488	Winchelsea Common Lead Shot Management	Following legal advice, funds of \$165k (including gst) paid to Council by DELWP in 2015/16 are to be returned to them. The money is to be transferred from the Adopted Strategy Reserve.	116,821	266,821	(150,000)
8717	Public Safety Infrastructure	Transfer of Council's contribution to the Public Safety Infrastructure Project (transferred to the Adopted Strategy Reserve as per Council resolution in August 2016).	0	27,400	(27,400)
9529	Winchelsea Town Centre Beautification	Bring \$30K out of Adopted Strategy Reserve onto project account.	0	30,000	(30,000)
New	Authority Trim Integration	To install and implement the Authority Trim Integration, to be funded from Digital Transformation.	0	50,000	(50,000)
New	Digital Signatories	To install and implement Digital Signatories for electronic documents, to be funded from Digital Transformation.	0	30,000	(30,000)
Grand Total			116,821	404,221	(287,400)

Funds Movement >\$5,000

Asset Renewal Reserve

Account	Project Name	Comment	Project Budget \$	Project Cost \$	Variation \$
9581	Darian Road Reconstruction	Pavement design completed, investigation shows full reconstruction required in lieu of original asphalt overlay proposed resulting in additional funds required.	348,570	594,000	(245,430)
Grand Total			348,570	594,000	(245,430)

Accumulated Unallocated Cash Reserve

	\$
Opening balance 1 July 2016	3,666,490
<i>Approved movements in reserve:</i>	
Digital Transformation	(1,000,000)
July 2016 Council Meeting Resolution (In Camera)	(5,000)
August 2016	(159,000)
August 2016 Council Meeting Resolution	(27,400)
September 2016 Council Meeting Resolution	(225,000)
September 2016 Council Meeting Resolution	(21,000)
November 2016	(18,612)
November 2016 Council Meeting Resolution	(10,000)
December 2016	(22,500)
December 2016 Council Meeting Resolution (In Camera)	150,000
January 2017	(88,500)
January Council Meeting Resolution	190,000
<i>Closing Balance Approved Movements</i>	<u>2,429,478</u>
Proposed movements February Report	(18,141)
<i>Proposed closing balance</i>	<u>2,411,337</u>

2.2 Review of Mayoral and Councillor Allowances

Author's Title: Manager Governance & Risk

General Manager: Anne Howard

Department: Governance & Risk

File No: F12/1924

Division: Governance & Infrastructure

Trim No: IC16/1117

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 commence the process to review and set the level of Mayoral and Councillor allowances for the duration of this term as required by legislation.

Summary

In accordance with section of the Local Government Act 1989, a Council must review and determine the level of Councillor and Mayoral allowances within the period of 6 months after a general election or by the next 30 June, whichever is later. Council therefore needs to set the remuneration level of Mayoral and Councillor allowances for the term of this Council.

Traditionally Surf Coast Shire Council has set the remuneration levels for the Mayor and Councillors at the upper limit of the Category 2 range ie \$76,521 and \$24,730 respectively. Following initial endorsement of the level of allowances, Council is required to invite public submissions under section 223 of the Local Government Act 1989 for consideration, before final adoption of the remuneration levels.

Recommendation

That Council:

1. Agree in principle to set the remuneration levels for the Mayor and Councillors at the upper limit of the Category 2 range.
2. Invite public submissions under section 223 of the Local Government Act 1989 for consideration before a final decision is made.

2.2 Review of Mayoral and Councillor Allowances

Report

Background

Mayoral and Councillor allowance levels are set by the Minister for Local Government, including annual increases which are notified through the Victorian Government Gazette.

Remuneration is categorised by Council size and each category includes a range of figures within the category from which Councils set the remuneration for their term in office as per section 74(1) of the Local Government Act 1989 (the Act). Surf Coast Shire Council is classed within Category 2.

In accordance with section 74 of the Act, a Council must review and determine the level of Councillor and Mayoral allowances within the period of 6 months after a general election or by the next 30 June, whichever is later. Council therefore needs to set the remuneration level of Mayoral and Councillor allowances for the term of this Council. In accordance with the legislation there will be no further opportunity to review the levels set by this Council within its term of office.

Discussion

The most recent update to Mayoral and Councillor allowances was published by the Minister in the Victorian Government Gazette in November 2016 as follows:

'In accordance with section 73B(4)(a) of the Local Government Act 1989, notice is hereby given that an adjustment factor of 2.5% applies to Mayoral and Councillor allowances.

In accordance with section 73B(4)(b) of the Local Government Act 1989, the new limits and ranges of Mayoral and Councillor allowances, adjusted in accordance with the adjustment factor, are:

- *Category 1 Councillors: \$8,324–\$19,834 per annum Mayors: up to \$59,257 per annum*
- *Category 2 Councillors: \$10,284–\$24,730 per annum Mayors: up to \$76,521 per annum*
- *Category 3 Councillors: \$12,367–\$29,630 per annum Mayors: up to \$94,641 per annum*

The new adjusted limits and ranges take effect on 1 December 2016'.

Traditionally Surf Coast Shire Council has set the remuneration levels for the Mayor and Councillors at the highest level of the Category 2 range ie \$76,521 and \$24,730 respectively. Following initial endorsement of the levels, Council is required to invite public submissions under section 223 of the Act for consideration before final adoption of the remuneration levels.

Councillors do not have a conflict of interest with this decision due to an exemption under section 79C of the Act 1989.

Financial Implications

Allowances are paid fortnightly into the banking institution of choice. Mayoral and Councillor allowances are catered for within Council's operational budget.

Council Plan

Theme 2 Governance
Objective 2.2 High performing accountable organisation
Strategy Nil

Policy/Legal Implications

This report aligns with the requirements of section 74 of the Act.

Officer Direct or Indirect Interest

No officer involved in preparation of this report has a conflict of interest. Councillors are exempt from conflict of interest provisions in relation to setting allowances, as per section 79C.

Risk Assessment

There are no risks associated with this report.

2.2 Review of Mayoral and Councillor Allowances

Social Considerations

Not applicable.

Community Engagement

Council is required to seek submissions in relation to this decision in accordance with section 223 of the Act.

Environmental Implications

Not applicable.

Communication

Councillor allowances are reported to the Audit & Risk Committee and within Council's Annual Report.

Conclusion

By adopting the recommendation Council will be compliant with the requirements of the Act and ensure transparency in determining the levels of Mayoral and Councillor Allowances.

2.3 Performance Reporting 2016 - 2017 (Council Plan, Health & Wellbeing Plan, LGPRF indicators) December year-to-date

Author's Title: Coordinator Corporate Planning

General Manager: Anne Howard

Department: Governance & Risk

File No: F16/850

Division: Governance & Infrastructure

Trim No: IC17/60

Appendix:

1. LGPRF Service Performance Indicators - December Year-to-date progress report 2016-2017 (D17/8853)
2. Health and Wellbeing Reporting Summary - July to December 2016 (D17/13070)

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 present to Council the 2016 - 2017 December progress report against key strategic plans including the Council Plan 2013 - 2017, Health and Wellbeing Plan 2013 - 2017 and Local Government Performance Reporting Indicators (LGPRF) as per statutory reporting requirements.

Summary

At its Ordinary meeting on 23 August 2016, Council resolved that reports against the strategic indicators included in the following plans will be provided at six monthly intervals:

- 2.2.1. Council Plan (to meet statutory requirements)
- 2.2.2. Health and Wellbeing Plan (to inform Council and the community) (Appendix 2)
- 2.2.3. Local Government (Performance and Reporting) Regulations (Appendix 1).

Recommendation

That Council receive and note the 2016 - 2017 December progress report against the:

1. Council Plan 2013 - 2017 strategies and measures.
2. Local Government (Planning & Reporting) Regulations 2014 service performance indicators (Appendix 1).
3. Health and Wellbeing Plan (Appendix 2).

2.3 Performance Reporting 2016 - 2017 (Council Plan, Health & Wellbeing Plan, LGPRF indicators) December year-to-date

Report

Background

The Governance and Management Checklist contained at Schedule 1 of the Local Government (Planning and Reporting) Regulations 2014 requires Council to confirm that:

1. Council has a Performance Reporting Framework in place and the date of effect (Item 16)
2. Council receives a report reviewing the performance of the Council against the Council Plan, including the results in relation to the strategic indicators, for the first six months of the financial year (Item 17)
3. Council receives six-monthly reports indicators measuring results against financial and non-financial performance, including the performance indicators referred to in section 131 of the Local Government Act 1989 (Item 20).

At its August 2016 Ordinary meeting, Council issued the following resolution:

That Council:

1. Receive the annual action plans developed by officers to deliver on the strategies in both the Council Plan (Appendix 1) and Health and Wellbeing Plan (Appendix 2) in 2016 - 2017.
2. Note the following:
 - 2.1 That action plans will form the basis of organisational work plans.
 - 2.2 That reports against the strategic indicators included in the following plans will be provided at six monthly intervals:
 - 2.2.1. Council Plan (to meet statutory requirements)
 - 2.2.2. Health and Wellbeing Plan (to inform Council and the community)
 - 2.2.3. Local Government (Performance and Reporting) Regulations
 - 2.3 That the December year-to-date report will be presented to Council at the Ordinary meeting of Council in February.
 - 2.4 That end of year results will be presented to Council at the Ordinary meeting in September and incorporated into the Annual Report.
3. That Council agree that key actions to deliver the Council Plan and Health and Wellbeing Plans are communicated to the public in a variety of ways which may include the Mayors Column and the quarterly newsletter "Groundswell".

Discussion

The December year-to-date Service Performance report against the LGPRF indicators contained in the Local Government (Planning & Reporting) Regulations 2014 is attached at Appendix 1.

A number of cost indicators are not able to be reliably reported against until 30 June 2017 due to the requirement for end of year financial results.

A summary of the December year-to-date results in delivering against the action plan to deliver the Council Plan in 2016 - 2017 as adopted by Council in August 2016 are included below.

2.3 Performance Reporting 2016 - 2017 (Council Plan, Health & Wellbeing Plan, LGPRF indicators) December year-to-date

Table 1

December year-to-date progress report for 2016 – 2017

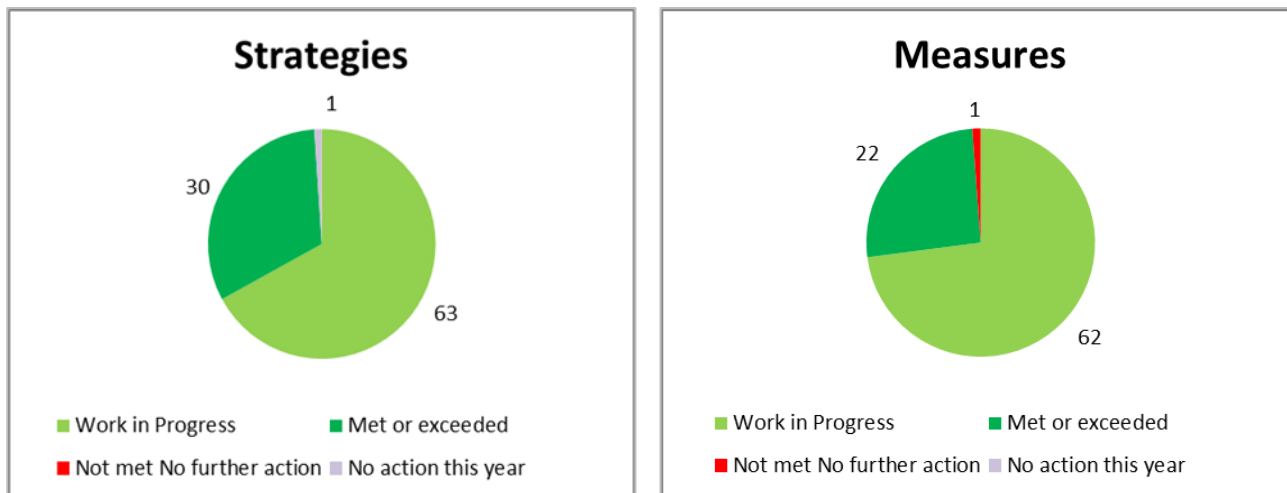


Table 2

Status indicator	Work in progress	Met or exceeded	Not met	No action planned 2016 -17	Total
Strategies	63	30	0	1	94
Measures	62	22	1	0	85

Table 3 - Strategies where “No action planned 2016 – 2017”

Objective	Strategy	Action	Comment
3.2 Quality services allocated according to need	3.2.2 Determine the best method to meet residents’ home and community care needs in light of national aged care reform	3.2.2.1 Develop a health and wellbeing profile and related service map for Lorne	To be completed in the first half of 2018

Table 4 - Comments where targets for measures identified as “not met”

Objective	Measure	Target	Comment
5.4 Transparent and responsive land use and strategic planning	5.4.4 Clear policy position to maintain green belts in the Municipal Strategic Statement (MSS)	Target = Complete rural hinterland strategy; Timeframe = by 30 June 2016; Reported = quarterly	Awaiting completion of the Rural Hinterland Strategy and Permanent Town boundaries projects.

2.3 Performance Reporting 2016 - 2017 (Council Plan, Health & Wellbeing Plan, LGPRF indicators) December year-to-date

Table 5 - Six monthly progress for strategies and measures

Themes & Objective	Strategies				Measures			
Environment								
1.1 Preserve and enhance the natural environment	2	2			3	1		
1.2 Pursue alternative energies	1	1			2			
1.3 Leadership in innovative environmental practices	4	1			3	1		
1.4 Protect public open space and green belts	1				1			
Governance								
2.1 Robust risk management framework and processes	4				4			
2.2 High performing accountable organisation	2	3			6	4		
2.3 Long term financial viability	1	1			2			
2.4 Transparency in decision making and access to information	4	1			3	1		
2.5 Enhanced community engagement	8				2			
2.6 Advocate on behalf of our community	3	1			3	1		
Community								
3.1 Communities that plan for, and recover from, disasters.	2	3			1	3		
3.2 Quality services allocated according to need	3	1		1	2	1		
3.3 Preservation of peaceful, safe and healthy environments	4	2			3	2		
3.4 Building leadership and skills within the community	2	1			3			
Infrastructure								
4.1 Allocation of infrastructure according to need	2	1			1			
4.2 Accessible and well maintained Council facilities	5	1			5			
4.3 Enhance key rural and coastal roads, and transport options	6	1			2	3		
Development & growth								
5.1 Protect productive farmland and support rural business	1	1			3			
5.2 Encourage sustainable economic development and growth	2	2			4	3		
5.3 Develop and grow sustainable year round tourism	3	5			6	2		
5.4 Transparent and responsive land use and strategic planning	3	2			3		1	
December year-to-date	63	30		1	62	22	1	

Notes: Nil

Legend

Work in progress	Met or exceeded	Not met	No action planned 2016 -17

A summary report on progress of the 2016-2017 Health and Wellbeing Plan actions is attached at Appendix 2.

2.3 Performance Reporting 2016 - 2017 (Council Plan, Health & Wellbeing Plan, LGPRF indicators) December year-to-date

Financial Implications

There are no additional costs associated with reporting the performance.

Council Plan

Theme 2 Governance
Objective 2.2 High performing accountable organisation
Strategy Nil

Policy/Legal Implications

This report complies with the Local Government Act 1989 and Local Government (Planning and Reporting) Regulations 2014.

Officer Direct or Indirect Interest

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

Risk Assessment

There is a reputational risk to Council if it does not comply with its legislative obligations.

Social Considerations

Ensuring performance against strategies and measures is reported ensures transparency and public accountability.

Community Engagement

Considerable community engagement was undertaken in the development of the Council Plan 2013 – 2017. Council's progress in delivering the strategies and reporting its performance against the measures will be presented to a public Council meeting six-monthly and reported in the Surf Coast Shire Annual Report each year.

Environmental Implications

There are no specific environmental implications associated with this report. Reports are made available to the public and other stakeholders electronically via the Surf Coast Shire website.

Communication

This report will be incorporated into Council minutes and made available to the public and other stakeholders via the Surf Coast Shire website www.surfcoast.vic.gov.au

Conclusion

This report provides information on Council's performance in delivering against the 2013 - 2017 Council Plan strategies and measures endorsed by Council in August 2016 and the strategic indicators contained in the Local Government (Performance Reporting) Framework 2014. Together these will provide a transparent reporting mechanism to the community in relation to Council's performance.

2.3 Performance Reporting 2016 - 2017 (Council Plan, Health & Wellbeing Plan, LGPRF indicators) December year-to-date

**APPENDIX 1 LGPRF SERVICE PERFORMANCE INDICATORS - DECEMBER YEAR-TO-DATE
PROGRESS REPORT 2016-2017**

REPORT OF OPERATIONS					
Service Performance Indicators					
<i>Service/indicator/measure</i>	Results	Results	Results	Comments	
	2015	2016	December 2016 year-to-date		
Aquatic Facilities					
Satisfaction					
AF1	User satisfaction with aquatic facilities (optional)	0	0	N/A	User satisfaction not surveyed
	[User satisfaction with how council has performed on provision of aquatic facilities]				
Service standard					
AF2	Health inspections of aquatic facilities [Number of authorised officer inspections of Council aquatic facilities / Number of Council aquatic facilities]	1	0	1	
Health and Safety					
AF3	Reportable safety incidents at aquatic facilities [Number of WorkSafe reportable aquatic facility safety incidents]	0	0	0	
Service cost					
AF4	Cost of indoor aquatic facilities [Direct cost of indoor aquatic facilities less income received / Number of visits to indoor aquatic facilities]	0	0	N/A	
Service Cost					
AF5	Cost of outdoor aquatic facilities	\$ 15.09	\$ 8.40	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
	[Direct cost of outdoor aquatic facilities less income received / Number of visits to outdoor aquatic facilities]				
Utilisation					
AF6	Utilisation of aquatic facilities	27.00%	24.12%	5.00%	1,352 visits to 31 December 2016
	[Number of visits to aquatic facilities / Municipal population]				
Animal Management					
Timeliness					
AM1	Time taken to action animal management requests [Number of days between receipt and first response action for all animal management requests / Number of animal management requests]	0.00	0.00	1	
Service standard					
AM2	Animals reclaimed [Number of animals reclaimed / Number of animals collected] x100	87.00%	85.48%	80.72%	
Service cost					
AM3	Cost of animal management service	\$ 57.18	\$ 55.96	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
	[Direct cost of the animal management service / Number of registered animals]				
Health and safety					
AM4	Animal management prosecutions [Number of successful animal management prosecutions]	3	0	0	
Food Safety					
Timeliness					
FS1	Time taken to action food complaints [Number of days between receipt and first response action for all food complaints / Number of food complaints]	0.00	1.55	1.4	
Service standard					
FS2	Food safety assessments [Number of registered class 1 food premises and class 2 food premises that receive an annual food safety assessment in accordance with the Food Act 1984 / Number of registered class 1 food premises and class 2 food premises that require an annual food safety assessment in accordance with the Food Act 1984] x100	105.00%	104.09%	107.41%	
Service cost					
FS3	Cost of food safety service	\$ 743.14	\$ 521.55	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
	[Direct cost of the food safety service / Number of food premises registered or notified in accordance with the Food Act 1984]				
Health and safety					
FS4	Critical and major non-compliance outcome notifications [Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises followed up / Number of critical non-compliance outcome notifications and major non-compliance notifications about a food premises] x100	100.00%	98.39%	97.92%	
Governance					
Transparency					
G1	Council decisions made at meetings closed to the public	6.00%	13.90%	16.81%	

REPORT OF OPERATIONS					
Service Performance Indicators					
<i>Service/indicator/measure</i>	Results 2015	Results 2016	Results December 2016 year-to-date	Comments	
[Number of Council resolutions made at ordinary or special meetings of Council, or at meetings of a special committee consisting only of Councillors, closed to the public / Number of Council resolutions made at ordinary or special meetings of Council or at meetings of a special committee consisting only of Councillors] x100					
Consultation and engagement					
G2	Satisfaction with community consultation and engagement	60	54	N/A	2017 Community Satisfaction Survey Results will be available in the 4th quarter.
Community satisfaction rating out of 100 with how Council has performed on community consultation and engagement					
Attendance					
G3	Councillor attendance at council meetings	88.00%	83.95%	88.89%	
[The sum of the number of Councillors who attended each ordinary and special Council meeting / (Number of ordinary and special Council meetings) × (Number of Councillors elected at the last Council general election)] x100					
Service cost					
G4	Cost of governance	\$ 42,184.37	\$ 44,127.31	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
[Direct cost of the governance service / Number of Councillors elected at the last Council general election]					
Satisfaction					
G5	Satisfaction with council decisions	58	50	N/A	
[Community satisfaction rating out of 100 with how council has performed in making decisions in the interest of the community]					
Home and Community Care (HACC)					
Timeliness					
HC1	Time taken to commence the HACC service	0.00	0.02	N/A	
[Number of days between the referral of a new client and the commencement of HACC service / Number of new clients who have received a HACC service]					
Service standard					
HC2	Compliance with Community Care Common Standards	78.00%	66.67%	100.00%	All standards have been met as per the audit in December 2016
[Number of Community Care Common Standards expected outcomes met / Number of expected outcomes under the Community Care Common Standards] x100					
Service cost					
HC3	Cost of domestic care service	\$ -	\$ 69.42	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
[Cost of the domestic care service / Hours of domestic care service provided]					
Service cost					
HC4	Cost of personal care service	\$ -	\$ 62.38	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
[Cost of the personal care service / Hours of personal care service provided]					
Service cost					
HC5	Cost of respite care service	\$ -	\$ 67.68	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
[Cost of the respite care service / Hours of respite care service provided]					
Participation					
HC6	Participation in HACC service	27.00%	26.99%	N/A	Municipal target unavailable for December year-to-date
[Number of people that received a HACC service / Municipal target population for HACC services] x100					
Participation					
HC7	Participation in HACC service by CALD people	13.00%	20.75%	N/A	Municipal target unavailable for December year-to-date
[Number of CALD people who receive a HACC service / Municipal target population in relation to CALD people for HACC services] x100					
Libraries					
Utilisation					

REPORT OF OPERATIONS Service Performance Indicators				
	Results	Results	Results	Comments
Service/indicator/measure	2015	2016	December 2016 year-to-date	
LB1 Library collection usage	8.84	8.92	4.44	Number of loans in six months July to December 2016: 104,374 NOTE: Biannual data not representative of annual outcome (cf annual indicator result 2015/16=8.92). Indicator not useful as biannual indicator.
[Number of library collection item loans / Number of library collection items]				
LB2 <i>Resource standard</i> Standard of library collection	85.00%	77.92%	77.92%	Number of collection items: 23,512 Items purchased in the last five years: 18,320 Indicator comparison to total collection: 77.92% note: Annual measure only. Indicator not available on biannual basis.
[Number of library collection items purchased in the last 5 years / Number of library collection items] x100				
LB3 <i>Service cost</i> Cost of library service	\$ 4.31	\$ 5.27	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
[Direct cost of the library service / Number of visits]				
LB4 <i>Participation</i> Active library members	19.00%	19.88%	14.88%	Municipal population equals 28,941 Number of library members: 4,305 Note: Indicator does not capture other library activity for example children and youth programs, digital literacy programs and literary events, the use of public internet pcs, using facilities such as meeting rooms or study areas, or using services such as wifi, or in library use of collections
[Number of active library members / Municipal population] x100				
Maternal and Child Health (MCH)				
MC1 <i>Satisfaction</i> Participation in first MCH home visit [Number of first MCH home visits / Number of birth notifications received] x100	98.00%	101.17%	103.80%	
MC2 <i>Service standard</i> Infant enroiments in the MCH service [Number of infants enrolled in the MCH service (from birth notifications received) / Number of birth notifications received] x100	94.00%	96.78%	100.00%	
MC3 <i>Service cost</i> Cost of the MCH service [Cost of the MCH service / Hours worked by MCH nurses]	\$ -	\$ 88.06	N/A	
MC4 <i>Participation</i> Participation 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	72.00%	67.90%	40.37%	
MC5 <i>Participation</i> Participation in the MCH service by Aboriginal children [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	76.00%	63.64%	56.25%	
Roads				
<i>Satisfaction of use</i>				

REPORT OF OPERATIONS				
Service Performance Indicators				
<i>Service/indicator/measure</i>	Results 2015	Results 2016	Results December 2016 year-to-date	Comments
R1 Sealed local road requests [Number of sealed local road requests / Kilometres of sealed local roads] x100 Condition	22.63	17.68	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
R2 Sealed local roads below the intervention level [Number of kilometres of sealed local roads below the renewal intervention level set by Council / Kilometres of sealed local roads] x100 Service cost	100.00%	99.65%	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
R3 Cost of sealed local road reconstruction [Direct cost of sealed local road reconstruction / Square metres of sealed local roads reconstructed] Service Cost	\$ 27.06	\$ 28.45	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
R4 Cost of sealed local road resealing [Direct cost of sealed local road resealing / Square metres of sealed local roads resealed] Satisfaction	\$ 8.23	\$ 8.84	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
R5 Satisfaction with sealed local roads [Community satisfaction rating out of 100 with how council has performed on the condition of sealed local roads]	65	61	N/A	2017 Community Satisfaction Survey Results will be available in the 4th quarter.
Statutory Planning				
Timeliness				
SP1 Time taken to decide planning applications [The median number of days between receipt of a planning application and a decision on the application]	76	90	52	
SP2 Service standard Planning applications decided within 60 days [Number of planning application decisions made within 60 days / Number of planning application decisions made] x100	65.00%	56.02%	69.00%	
SP3 Service cost Cost of statutory planning service [Direct cost of the statutory planning service / Number of planning applications received]	\$ 1,747.61	\$ 1,471.71	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
SP4 Decision making Council planning decisions upheld at VCAT [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	75.00%	76.47%	121.43%	
Waste Collection				
Satisfaction				
WC1 Kerbside bin collection requests [Number of kerbside garbage and recycling bin collection requests / Number of kerbside bin collection households] x1000	73.80	68.46	N/A	Reported annually due to seasonal fluctuations.
WC2 Service standard Kerbside collection bins missed [Number of kerbside garbage and recycling collection bins missed / Number of scheduled kerbside garbage and recycling collection bin lifts] x10,000	3.35	3.40	N/A	Reported annually due to seasonal fluctuations.
WC3 Service cost Cost of kerbside garbage bin collection service	\$ 39.90	\$ 83.65	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.

REPORT OF OPERATIONS				
Service Performance Indicators				
	Results	Results	Results	
<i>Service/indicator/measure</i>	2015	2016	December 2016 year-to-date	Comments
[Direct cost of the kerbside garbage bin collection service / Number of kerbside garbage collection bins] Service cost WC4 Cost of kerbside recyclables collection service	\$ 29.77	\$ 31.26	N/A	As the figures for the LGPRF require year end figures there is no progress made until year end.
[Direct cost of the kerbside recyclables bin collection service / Number of kerbside recyclables collection bins] Waste diversion WCS Kerbside collection waste diverted from landfill	55.00%	54.26%	N/A	Reported annually due to seasonal fluctuations.
[Weight of recyclables and green organics collected from kerbside bins / Weight of garbage, recyclables and green organics collected from kerbside bins] x100				

2.3 Performance Reporting 2016 - 2017 (Council Plan, Health & Wellbeing Plan, LGPRF indicators) December year-to-date

APPENDIX 2 HEALTH AND WELLBEING REPORTING SUMMARY - JULY TO DECEMBER 2016

Appendix 2

Summary of Achievements, year to date from Year 4 of the Surf Coast Shire Health and Wellbeing Plan 2013-2017

Theme 1 Healthy Engaged Communities

In order to build organisational capacity to lead and deliver health and wellbeing activity a number of information sessions for staff have been provided in the second half of 2016 including activity relating to the development of the Anglesea health and wellbeing profile

Mental health first aid sessions have been provided and Headspace has been promoted as a specific service for young people, responding to the findings of the youth survey

The G21 Physical Activity Strategy identifies improved mental health as a key benefit of increased physical activity. A regional implementation plan has been developed with G21 partner Councils to ensure a coordinated approach toward increasing physical activity across the region.

Council has supported many mental health initiatives in community grant rounds including "Painting with Parkinson's" and most recently the "Groovers and Movers Program", which provides activity sessions to develop strength, balance and mental health via fitness activities.

Theme 2 Local Opportunities

Anglesea health and wellbeing profile has been completed over 2016 with activities including the men's health night being delivered in response to findings

To create a shared responsibility around harm minimisation a report has been completed that details the existing good sports level status of Surf Coast Shire Clubs and breaks down good sports accreditation by ward. Council continues to support Club Development through a Leisure Networks Service Agreement

To better understand changing community demographics and increase the community involvement of non-resident ratepayers. Six community engagement opportunities were made available through the online engagement hub "surf coast conversations". Two of the six projects used video to promote the engagement opportunity and to provide background information. The videos were published on YouTube and promoted on Twitter and Facebook.

Theme 3 Service Accessibility

To respond to the needs of those living in socio-economic disadvantage health and wellbeing priorities have continued to be a focus with programs to support young mums, exploration of child care, no falls programs for older and discussion continuing with Growing Winch on Youth activities

Operational planning for the Kurrabee Myaring Community Centre has been progressing according to the project charter and is on track for delivery in for 2018. Council briefings have been maintained throughout

Best practice service provision for Council's direct client services including child care, preschool, maternal and child health, immunisation services and home care services has been maintained and is evidenced by the successful participation in the Common Care Standards Assessment for home care services in December 2016

D17/13070

2.4 Amendment to G21 Pillar Representatives 2017

Author's Title: Coordinator Corporate Planning

General Manager: Anne Howard

Department: Governance & Risk

File No: F12/2042

Division: Governance & Infrastructure

Trim No: IC17/162

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 amend Council's representatives for 2017 on the G21 Transport Pillar and Education & Training Pillar.

Summary

There are a number of Committees to which Council delegates are appointed on an annual basis, including regional/peak organisations and internal Advisory Committees.

Delegates are responsible for reporting back to Council in regard to any actions or outcomes from the meetings.

At the Ordinary meeting of Council in November 2016 Council appointed the following delegates to the G21 Pillars for 2017.

G21 Pillars	2017 Delegates
G21 Economic Development Pillar	Cr McGregor
G21 Transport Pillar	Cr Coker
G21 Arts and Culture Pillar	Cr Smith
G21 Planning and Services Pillar	Cr Bell
G21 Health and Wellbeing Pillar	Cr Smith
G21 Education and Training Pillar	Cr Duke
G21 Environment Pillar	Cr McGregor
G21 Sport and Recreation Pillar	Cr Hodge

It is proposed that Councillor Duke and Councillor Coker exchange their G21 Pillar representation and accordingly Council approval is sought for this change.

Recommendation

That Council amend the 2017 G21 Pillar delegations for Councillor Martin Duke and Councillor Libby Coker as set out in the table below:

G21 Pillars	2017 Delegates	2017 Revised Representation
G21 Economic Development Pillar	Cr McGregor	No change
G21 Transport Pillar	Cr Coker	Cr Duke
G21 Arts and Culture Pillar	Cr Smith	No change
G21 Planning and Services Pillar	Cr Bell	No change
G21 Health and Wellbeing Pillar	Cr Smith	No change
G21 Education and Training Pillar	Cr Duke	Cr Coker
G21 Environment Pillar	Cr McGregor	No change
G21 Sport and Recreation Pillar	Cr Hodge	No change

2.4 Amendment to G21 Pillar Representatives 2017

Report

There are a number of Committees to which Councillors are appointed as delegates on an annual basis, including a number of regional/peak organisations, as well as internal advisory committees. Delegates represent Council at the meetings of these Committees and organisations and are responsible for reporting back to Council in regard to any actions or outcomes from the meetings.

The list showing the 2017 Councillor delegates as approved by Council in November 2016 is provided below for information.

G21 Pillars	2017 Delegates
G21 Economic Development Pillar	Cr McGregor
G21 Transport Pillar	Cr Coker
G21 Arts and Culture Pillar	Cr Smith
G21 Planning and Services Pillar	Cr Bell
G21 Health and Wellbeing Pillar	Cr Smith
G21 Education and Training Pillar	Cr Duke
G21 Environment Pillar	Cr McGregor
G21 Sport and Recreation Pillar	Cr Hodge

Discussion

Currently Councillor Martin Duke is the appointed representative to the G21 Education & Training Pillar and Councillor Libby Coker is the appointed representative to the G21 Transport Pillar. It is proposed that Councillor Duke and Councillor Coker exchange their G21 Pillar representation and accordingly Council approval is sought for this change.

The updated delegation would therefore include Councillor Duke as the G21 Transport Pillar representative and Councillor Coker as the G21 Education & Training Pillar representative. All other G21 Pillar representatives remain unchanged.

Below is a brief overview of the G21 Geelong Region Alliance Ltd – Board of Directors and their role.

G21 Geelong Region Alliance Ltd - Board of Directors

The G21 Geelong Region Alliance Ltd is a company limited by guarantee with objectives to foster and undertake actions that will support sustainable growth and development in the Geelong region.

G21 is the alliance of a variety of independent organisations with a shared vision for the Geelong region. The Alliance includes the Borough of Queenscliff, City of Greater Geelong, Colac Otway Shire, Golden Plains Shire, Surf Coast Shire and more than 150 community and business organisations committed to securing a bright and sustainable future for the region.

The G21 Geelong Region Alliance Ltd Constitution (17 September, 2012) requires member Councils to appoint 1 Councillor and 1 Council Officer as Directors on the Board. Historically Council's representatives on the G21 Board have been the Mayor and CEO.

G21 is a unique, award winning model of regional community capacity building that provides:

- A forum to discuss 'big picture' regional issues across interest groups and municipalities.
- Delivery of projects that benefit the region and cross municipal borders.
- A platform for the region to speak with one voice to all levels of government.

Formed in 2002, the heart of G21 is a series of Pillar Groups representing priority interest areas of the Region including: Arts and Culture, Economic Development, Environment, Health & Wellbeing, Education and Training, Sport & Recreation, Planning and Services, Water Panel, and Transport.

The Pillar Groups range in size from 12 to 25 people and include representatives from diverse business, community and government organisations from all parts of the Region.

2.4 Amendment to G21 Pillar Representatives 2017

The first major achievement of G21 was the development of the Geelong Region Strategic Plan in 2003. Developed through extensive consultation with the G21 Pillars, the Strategic Plan identified twenty-four key projects that needed to happen to enable the Geelong Region to take full advantage of the opportunities presented in the 21st Century. Since its launch in November 2003, twenty-one of the Projects are now underway or complete and are presented in the G21 Region Report 2005.

In conjunction with the Board, there are 8 consultative forums that operate under the G21 banner. Known as the G21 Pillars, they include the Economic Development Pillar, Transport Pillar, Arts and Culture Pillar, Planning and Services Pillar, Health and Wellbeing Pillar, Education and Training Pillar, Environment Pillar, and the Sport and Recreation Pillar. Each Pillar includes a range of skills-based, community and Council appointed members.

Financial Implications

Not applicable.

Council Plan

Theme 2 Governance
Objective 2.5 Enhanced community engagement
Strategy Nil

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

Involvement with regional and industry based committees provides Council with the opportunity to consider issues that may have broader impact than just the Council area, and can assist Council to hear the views of a wider community.

Environmental Implications

Not applicable.

Communication

Delegates to the various committees are required to report back to Council in regard to the actions and discussions of each committee.

Conclusion

It is recommended that Council amend delegation for Cr Duke and Cr Coker to the various Committees and regional/peak organisations for 2017 as proposed.

3. ENVIRONMENT & DEVELOPMENT

3.1 Amended Development Plan 90 & 110 South Beach Road, Torquay

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

General Manager: Phil Rowland
File No: 11/0272C
Trim No: IC16/1348

Appendix:

1. Current and Proposed Development Plan (D17/15056)
2. School Concept Site Plan (D17/15058)
3. Summary of Submissions (D17/15060)

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 consider an application to amend the previously approved Development Plan for 90 and 110 South Beach Road, Torquay.

Summary

An application has been made to amend the previously approved Development Plan for 90 and 110 South Beach Road, Torquay ("Stretton Estate"). The amendment seeks to alter the land use designation for land at 90 South Beach Road to facilitate the construction of an education centre for Catholic Education Melbourne. An amendment to the Development Plan was most recently approved by Council on 8 December 2015.

The amended Development Plan was placed on public exhibition from 24 November until 23 December 2016. Two submissions were received, including from two South Beach Road residents who raised concerns with traffic on South Beach Road due to the proposed main entrance to the school, and from the developer of Stretton Estate who objected to potential future access to the site being provided from roads to be constructed by the developer.

The amended development plan is generally consistent with Schedule 8 to the Development Plan Overlay and the Outline Development Plan for Torquay North. It will facilitate the establishment of an alternative to the existing Catholic Primary School on Grossmans Road (St Therese), which has reached capacity. However, the single road frontage of the site is a concern as it has potential to cause long term traffic impacts on South Beach Road and the surrounding residential areas. It is considered that approval of the amended development plan should be conditional and that further efforts should be made to address the access issues in the longer term.

3.1 Amended Development Plan 90 & 110 South Beach Road, Torquay

Recommendation

That Council:

1. Having considered the application and submissions received in respect of the development plan (as amended), approve the amended Development Plan for 90 and 110 South Beach Road, Torquay pursuant to Schedule 8 to Clause 43.04 of the Surf Coast Planning Scheme, subject to the following conditions:
 - 1.1 The Development Plan as it relates to 90 South Beach Road, Torquay must be amended to The satisfaction of the Responsible Authority to show access to the site as follows:
 - 1.1.1 Stages 1 and 2 of the primary school development to have main access from South Beach Road until the student population reaches 360.
 - 1.1.2 For any subsequent stage, additional access in the form of an east-west road or accessway through the site connecting the side street abutments in the adjacent subdivision generally in accordance with the approved 110 South Beach Road Development Plan; or an improved alternative solution such as a direct street frontage, to the satisfaction of the Responsible Authority.
 - 1.2 Require any planning permit application/s for the use and development of an education Centre on the site to include:
 - 1.2.1 Staging of the development as follows: Stage 1 capped at 220 students, Stage 2 capped at 360 students and Stage 3 capped at 550 students.
 - 1.2.2 Access for Stages 1 and 2 to be provided as per 1.1.1 above.
 - 1.2.3 Access for Stage 3 to be provided as per 1.1.2 above.
2. Encourage Catholic Education Melbourne and the developer of the adjacent Stretton Estate to continue negotiations aimed at agreeing to the transfer of land, either by sale or land swap, to create an additional road frontage to the proposed Catholic school; or alternatively provide a better solution to access and car parking for the school site at this location in the longer term.
3. Delegate authority to the Manager of Planning and Development to approve an amendment to the development plan if the amendment is required to comply with 1.1.2.

3.1 Amended Development Plan 90 & 110 South Beach Road, Torquay

Report

Background

The subject site is a 3 hectare parcel of land at 90 South Beach Road, Torquay North, within the Stretton Estate. An application has been made on behalf of Catholic Education Melbourne (CEM) to amend the approved Development Plan for the Stretton Estate to facilitate the construction of a Catholic education centre, including a primary school and other associated uses. The current development plan does not allow for this outcome as the land use designation of the site has been undefined with the notation “owned by others”.

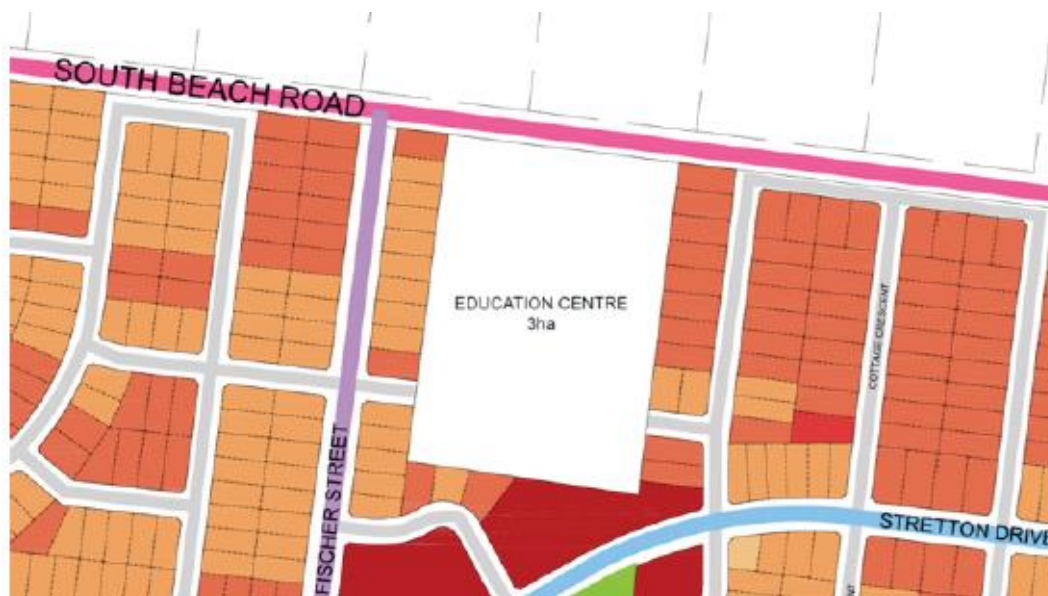
An application for a planning permit (16/0520) has been received concurrently for the use and development of a primary school on the subject site. A permit cannot be granted until it is consistent with an approved development plan. The school is to be known as Lisieux Catholic Primary School.

The amended Development Plan was placed on public exhibition from 24 November until 23 December 2016. Two submissions were received, including from two South Beach Road residents who raised concerns with traffic on South Beach Road due to the proposed entrance to the education centre, and from the developer of the surrounding Stretton Estate who objected to potential future access to the site being provided from roads to be constructed by the developer.

Discussion

The Torquay North growth area is covered by Schedule 8 to the Development Plan Overlay (DPO8). Under the DPO a development plan must be prepared and approved before a permit may be granted to use, develop or subdivide the land. Any subsequent proposal must be generally in accordance with the approved development plan and is exempt from public notice and review rights.

The Development Plan for 90 and 110 South Beach Road was originally approved by Council on 28 September 2011 and has been amended twice since. An amended plan was approved by Council on 25 January 2012 to include sites for a government primary school and secondary school. A second amendment was approved by Council on 8 December 2015, allowing changes to internal road alignments, public open space and medium density sites. The amendment currently before Council seeks to replace the designation “Owned by others” on the subject site with “Education Centre”. (refer to plan below and Appendix 1).



Proposed Amended Development Plan (relevant part of Plan shown)

The proposed Catholic school would occupy a site of 3 hectares and is proposed to be constructed over three stages. The first stage, due to open in 2018, will accommodate 220 students and 27 staff. The second stage will accommodate 360 students and 40 staff. The third and final stage will see the school grow to an ultimate enrolment of 500-550 students. Primary access for the first two stages is proposed to be from South Beach Road and car parking for staff, visitors and student drop-off/pick-up will be contained within the site.

3.1 Amended Development Plan 90 & 110 South Beach Road, Torquay

Secondary access points will be available in the longer term from two short street reserves to be provided in the adjacent Stretton Estate when that area is developed. CEM intend to commence construction of Stage 1 in March to enable the school to open in 2018. The planning permit application seeks approval for Stages 1 and 2 only. (refer to Appendix 2 for a concept layout plan of the proposed school).

The underlying zoning of the site is General Residential Zone Schedule 1 (GRZ1). An education centre, including primary school, is a permissible use in the GRZ1. It is considered that the site is generally appropriate for the following reasons:

- non-residential uses are encouraged in the GRZ1 to serve local community needs. This location will serve the emerging residential area of Torquay North as there will be a significant population within walking distance
- the proposal complements the planned government primary school (Horseshoe Bend Road) and existing secondary school (Surf Coast Highway), as well as other community, recreation, sporting and retail facilities in the area
- the location on a collector road will minimise traffic incursion into local residential streets. The school will also be within vicinity of the proposed bus route along Fischer Street and Stretton Drive
- the proposal will provide additional educational opportunity and choice for the growing Torquay North community.

Although the DPO8 and the Outline Development Plan for Torquay North do not specifically envisage the provision of a Catholic Primary School in Torquay North, the amended development plan is generally consistent with the broader aim of these documents to provide liveable and sustainable communities.

Traffic Issues

The submission from the South Beach Road residents expressed concerns about increased traffic on South Beach Road as a result of the one entrance to the school from South Beach Road. The submission suggested that access should be provided from the internal roads within the Stretton Estate subdivision (via Fischer Street and Stretton Drive). The submission from the Stretton Estate developer on the other hand objects to the use of the internal roads to provide access to the school site, which is a private development, on the grounds that it would lead to an inequitable arrangement given those roads would be fully constructed and funded by the Stretton Estate developer with no benefit to them.

It is best practice for schools to have at least three street frontages in order to facilitate optimal access, enhance public surveillance and improve the interface with surrounding residential properties. A direct road frontage also provides an opportunity for additional on street parking at peak school drop off and pick up times. The Victorian Planning Authority guide *Planning for Community Infrastructure in Growth Areas 2008* has set standards for a range of community infrastructure including specific standards for Catholic Primary Schools. The standards include a key design criteria of “*appropriate on-site parking and three street frontages with appropriate parallel parking spaces and drop off/pick up provision*”.

Extract from Table 16 – Planning Standards: Education and Training Planning for Community Infrastructure in Growth Areas

Item 6.4 Catholic Primary Schools	• Catholic Education Office (CEO)	• Not applicable	<p>Primarily as stand alone facilities and where land availability and local planning provision allows, co-located with other community infrastructure forms such as active and passive open space, community centres and early years' facilities.</p> <p>Typically schools are located near the parish facilities. This has provided the school and in some case the community with facilities such as multi purpose halls and services managed by the parish and diocesan service providers.</p>	<p>The CEO should involve the Councils at the earliest possible planning stage to facilitate a range of outcomes including:</p> <ul style="list-style-type: none"> • The quantity and type of Catholic education facilities required; • The preferred location of these facilities; and • Any potential joint use development projects (note: The CEO has adopted a policy of schools being core social centres) <p>The feasibility of locating Catholic education facilities adjacent to other government or independent schools should be explored. Preferably schools will be located near Council community centres and activity centres and linked to shared pedestrian / bicycle pathways.</p>	<p>Planning cells for Primary Schools (Prep to Year 6) are based on long term enrolments of 400 which requires a site size of 2.6 ha (standard recommended by the Catholic Education Office). Land prices and availability have placed increasing pressure on the ability to purchase sites and the possibilities stemming from shared facilities and alternative design methods may result in future site sizes being reduced.</p> <p>Where the CEO identifies the need for a combined Catholic Primary and Secondary School site, an indicative land area allocation of 9 ha is required (standard recommended by the Catholic Education Office).</p> <p>Under either option the land allocations in future growth area locations may need to be increased if shared community infrastructure is planned on CEO sites.</p>	<p>Key design criteria include:</p> <ul style="list-style-type: none"> • Ideally school sites should be level and of square or rectangular shape • The site should have appropriate on site parking and three street frontages with appropriate parallel parking spaces and drop off / pick up provision) • Preferably the sites will be co-located with open space and community facilities (giving consideration to the possibility of joint use agreements). • Master planning of sites should look at optimising space and sustainable design
---	--------------------------------------	------------------	--	---	--	---

3.1 Amended Development Plan 90 & 110 South Beach Road, Torquay

The single road frontage for the subject site is not ideal and will concentrate traffic movements on South Beach Road, which will be a major collector road carrying up to 9,000 vehicles per day upon full development of the Torquay North growth area. In the medium to longer term, additional access points will potentially be available on the east and west side of the school site from the future street reserves in the adjacent Stretton Estate subdivision. These streets will enable connections to Fischer Street and the local street network to be provided, offering an additional or alternative option for school traffic to enter and exit the site. It will also facilitate pedestrian and bicycle access from the surrounding residential neighbourhoods.

A Traffic Impact Assessment has been submitted with the planning permit application. The assessment concludes that there would be no traffic management, safety or operational grounds that would impede the establishment of the primary school, subject to implementation of recommended works for South Beach Road, including the construction of left and right turning lanes to facilitate traffic movement. The Traffic Impact Assessment report and the proposed access arrangements have been reviewed by Council's Infrastructure Department and peer reviewed by an independent traffic consultant. The review concluded that the proposed primary school can be supported on traffic engineering grounds subject to some further revisions of the proposed access and parking arrangements, which can be addressed through planning permit conditions. Both the proposed school intersection and the nearby future South Beach Road / Fischer Street intersection would be able to operate satisfactorily. All required parking for staff and student drop-off/pick-up can be provided on-site. Further traffic management measures such as 'no standing' signs may be required to prevent parking on the north side of South Beach Road.

Based on the Traffic Impact Assessment, the independent peer review of the assessment and advice from Council's engineers, it is considered that access from South Beach Road is acceptable for the first two stages of the school development (i.e. up to a maximum of 360 students). It may not provide an ideal outcome, however, the Planning Scheme requires a responsible authority to decide whether a proposal results in an "acceptable" outcome, not whether there is a better or an ideal outcome. It is considered that for any growth beyond this point alternative access should be provided, such as a road or access way (either public or private) through the site from the side street abutments in the adjacent Stretton Estate or, ideally, provision of a direct road frontage. This would take pressure off South Beach Road, avoid parking and amenity issues in nearby residential streets (in particular Fischer Street), and provide better connections for walking and cycling from the surrounding neighbourhood.

The lack of additional street frontages was brought to CEM's attention early in pre-application discussions. However, CEM have not purchased additional land from the developer of the Stretton Estate to create at minimum a second street frontage as recommended by council officers.

Due to the potential long term impacts of the school traffic on South Beach Road and the surrounding residential areas, it is considered that further efforts should be made to address the issues. It is therefore recommended that approval of the amended development plan be subject to alternative access being provided in the longer term. Another problematic example of a single road frontage school is at Bellbrae, with Council attempting to mitigate ongoing traffic issues and bus access problems. Situations like this need to be avoided by responsible planning at the development plan stage.

Financial Implications

There are no direct financial impacts to Council for processing the application which occurs via operational budgets.

Council Plan

Theme	3 Communities
Objective	3.3 Preservation of peaceful, safe and healthy environments
Strategy	3.3.6 Maintain, enhance and develop community and recreational facilities to improve community wellbeing
Theme	5 Development and Growth
Objective	5.4 Transparent and responsive land use and strategic planning
Strategy	Nil

Policy/Legal Implications

The Development Plan Overlay (Clause 43.04 in the Surf Coast Planning Scheme) allows for a development plan to be amended to the satisfaction of the responsible authority.

3.1 Amended Development Plan 90 & 110 South Beach Road, Torquay

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 delaying the approval of the development plan, although the timing of the Catholic school construction may be affected if planning approvals are not achieved by March 2017.

Social Considerations

The proposed primary school will provide for the educational needs of the current and future population. It complements the current and planned provision of community, recreation, sporting, education and retail facilities in the Torquay North urban growth area. It will widen educational choice for young families and contribute to the creation of a sustainable neighbourhood, being within walking distance of a large population catchment. The development of the school will provide temporary construction jobs and ongoing employment upon completion for teachers and support staff. It will form a 'sister school' to the St Therese primary school on Grossmans Road, which has reached capacity.

Community Engagement

The *Planning and Environment Act 1987* and Surf Coast Planning Scheme do not include legislated requirements to undertake public notice of applications for the approval of development plans. However, it is Council policy to undertake an exhibition process and invite submissions to inform Council's decision. This has been undertaken. A notice was placed in the Surf Coast Times and notice was given to adjacent and nearby landowners.

However, third party submitters do not have any rights under the *Planning and Environment Act 1987* to apply for a review of Council's decision to approve or amend a development plan. Under section 149 of the Act, only specified persons, can appeal Council's decision. The definition of a 'specified person' under the Act is defined as (amongst other things) *the owner, user or developer of the land directly affected by the matter.*

Environmental Implications

Environmental matters such as site contamination, flora and fauna, and cultural heritage will be considered as part of the planning permit application for the proposed primary school.

Communication

The applicant and any submitters will be notified of Council's decision. When approved, the Development Plan will be made available for viewing on Council's website.

Council officers will continue to liaise with both the developer of the Stretton Estate and the Catholic Education Melbourne office.

Conclusion

It is considered that the proposed Stage 1 and 2 access arrangements will be satisfactory and appropriate to cater for the anticipated school traffic while the development of the adjacent Stretton Estate is being completed, including the establishment of a new local road network. Ultimately, when the development of Stretton Estate for residential purposes is completed, access to the school site will be able to be provided from new roads to the west and east of the school site, or by an alternative street access. A second street frontage is considered to be the ideal outcome.

It is recommended that Council approve the amendment to the development plan for 90 and 110 South Beach Road subject to conditions to facilitate the establishment of a Catholic Primary School, and that Council encourage Catholic Education Melbourne and the developer of Stretton Estate to continue negotiations to provide a better solution to access and car parking for the school site in the longer term.

3.1 Amended Development Plan 90 & 110 South Beach Road, Torquay

APPENDIX 1 CURRENT AND PROPOSED DEVELOPMENT PLAN

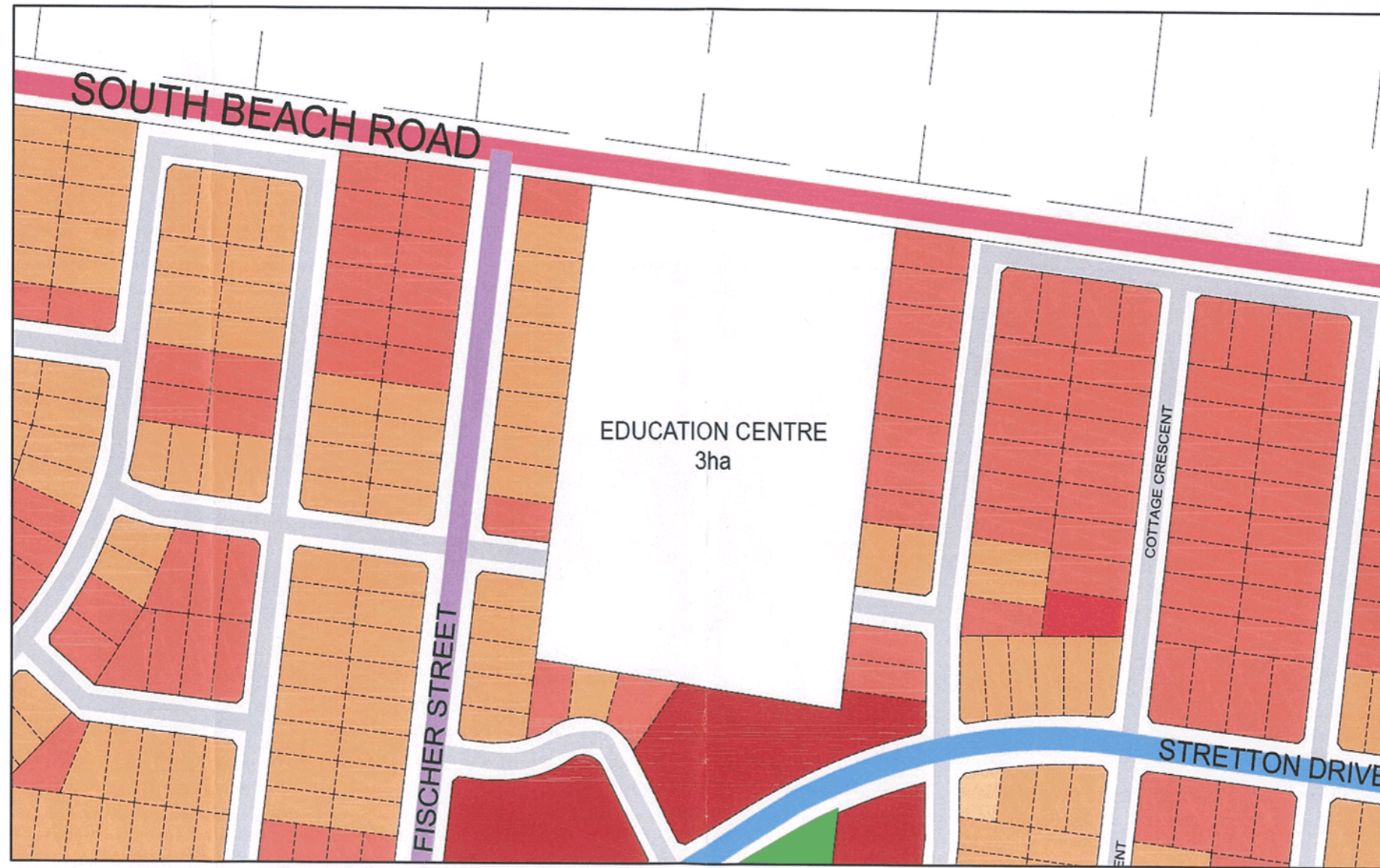


Current Development Plan



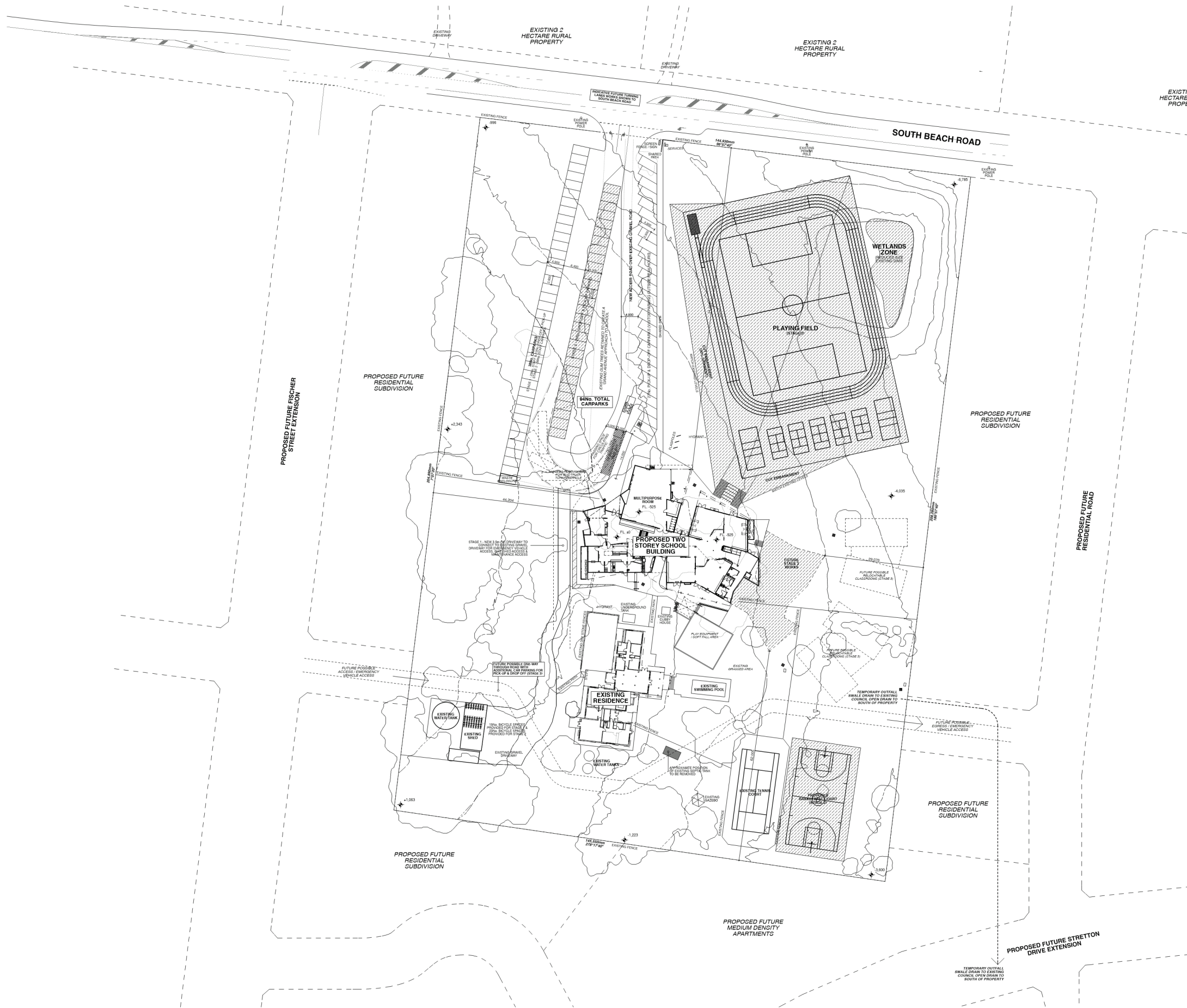


Proposed Development Plan



3.1 Amended Development Plan 90 & 110 South Beach Road, Torquay

APPENDIX 2 SCHOOL CONCEPT SITE PLAN



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telephone : 03 8412 8200
facsimile : 03 8412 8299
mail@nowarchitecture.com
www.nowarchitecture.com
ABN: 18 056 308 925 ACN: 054 308 925

01	PRELIMINARY	21/02/17
02	TRAVEL/ACCESSIBLE	21/02/17
03	DRY PARK REVISIONS	21/02/17
04	CAR PARK REVISIONS	01/03/17
05	ADDITIONAL DRAIN INFORMATION	16/03/17

REV	DESCRIPTION	DATE
PROJECT: LISIEUX CATHOLIC PRIMARY SCHOOL - TORQUAY		
PROJECT: 90 SOUTH BEACH ROAD TORQUAY NORTH		
DRAWING TITLE: SITE PLAN		
		
DRAWING NO: 16711 TP02	REVISION: 05	
SCALE: 1:500 @ A1		
NOTE: TOWN PLANNING NOT TO BE USED FOR CONSTRUCTION		
DESIGNED BY: 16/03/17	DRAWN BY: SOD	CHECKED BY: 16/03/17

3.1 Amended Development Plan 90 & 110 South Beach Road, Torquay

APPENDIX 3 SUMMARY OF SUBMISSIONS

11/0272C – Amended Development Plan 90 & 110 South Beach Road, Torquay

Summary of Submissions

No.	Submitter	Summary of submission
1	Residents, South Beach Road	The submission expresses concern about increased traffic on South Beach Road as a result of the proposed entrance to the school, particularly at drop off and pick up times. Drop off and pick up of school children along South Beach Road would create a dangerous situation. Suggests a safer option would be for access to be provided from the internal roads (Fischer Street and Stretton Drive) within the Stretton Estate subdivision.
2	Willana Associates (developer of Stretton Estate at 110 South Beach Road)	Objects to private access to the school site being facilitated by the creation of public roads over Stretton land. Is opposed to the plan in its current form and asks Council to take steps to amend the proposed outcomes to remove the requirement on Stretton to provide access to the school site.

3.2 Amendment C116 and Planning Permit Application 16/0172 - 180 Erskine Falls Road, Lorne

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

General Manager: Phil Rowland
File No: F16/704
Trim No: IC17/172

Appendix:

1. C116 Panel Report (D17/18093)
2. Planning Permit 16/0172 (D17/18094)

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 consider the Panel Report on Planning Scheme Amendment C116 and Planning Permit Application 16/0172 and to consider adoption of the amendment.

Summary

Planning Scheme Amendment C116 is a combined planning scheme amendment and planning permit application under Section 96A of the *Planning and Environment Act 1987*. Amendment C116 seeks to facilitate the use and development of an outdoor recreation facility (tree top adventure park) at 180 Erskine Falls Road, Lorne.

The combined amendment and permit application were placed on public exhibition between 4 August and 5 September 2016. Nine submissions were received, including three objections.

As a result of the objecting submissions being unresolved, Council at its meeting on 13 December 2016 resolved to request the Minister for Planning to appoint an independent Panel to review all submissions and the overall merit of the combined amendment. As none of the submitters wished to be heard, a Panel Hearing was subsequently conducted 'on the papers'. The Panel report (Appendix A) was received on 2 February 2017 and has been made public pursuant to Section 26 of the Act. The Panel recommends that the amendment be adopted as exhibited and a permit granted with conditions as shown in Appendix B.

Recommendation

That Council:

1. Receive and note the Panel Report on combined Planning Scheme Amendment C116 and Planning Permit Application 16/0172 for land at 180 Erskine Falls Road, Lorne.
2. Adopt Planning Scheme C116 as exhibited.
3. Submit the adopted Planning Scheme Amendment C116 to the Minister for Planning for approval pursuant to Section 31 of the *Planning and Environment Act 1987*.
4. Recommend to the Minister for Planning that Planning Permit No. 16/0172 be granted for the use and development of the land for an outdoor recreation facility (tree top adventure park) and removal of native vegetation.

3.2 Amendment C116 and Planning Permit Application 16/0172 - 180 Erskine Falls Road, Lorne

Report

Background

Planning Scheme Amendment C116 (the amendment) and Planning Permit Application 16/0172 (the permit application) were lodged on behalf of Livewire Park Pty Ltd (the proponent) pursuant to Section 96A of the *Planning and Environment Act 1987* (the Act). The proposal seeks to facilitate the use and development of an outdoor recreation facility (tree top adventure park) on a 4 hectare site at 180 Erskine Falls Road, Lorne. The site is zoned Rural Conservation Zone (RCZ) and the amendment is required to introduce a site specific exemption in the Surf Coast Planning Scheme at Clause 52.03 as outdoor recreation is a prohibited use in the RCZ.

The combined amendment and permit application were placed on public exhibition between 4 August and 5 September 2016. Nine submissions were received, including three objections.

As a result of the objecting submissions being unresolved, Council at its meeting on 13 December 2016 resolved to request the Minister for Planning to appoint an independent Panel to review all submissions and the overall merit of the combined amendment. As none of the submitters wished to be heard, a Panel Hearing was conducted 'on the papers'. The Panel report (Appendix A) was received on 2 February 2017 and has been made public pursuant to Section 26 of the Act.

Discussion

The Panel supports the amendment and permit application and considers the proposal has strong strategic justification and will result in an acceptable outcome in terms of use of the site, traffic and parking, native vegetation, bushfire management and amenity impacts.

The Panel considers the proposal provides a nature based tourism use that is consistent with protecting the environment and providing for sustainable land management. The proposal will fit within its surrounds and is an appropriate land use and development outcome for the area. The Panel is not concerned that it will set a precedent for other land within the Rural Conservation Zone as each proposal must be considered on their merits and would go through a rigorous process such as the process followed for the current proposal.

The Panel recommended planning permit is included at Appendix 2.

Financial Implications

As a privately driven amendment, the proponent is required to cover all costs relating to the processing of the amendment and planning permit application in accordance with a signed agreement.

Council Plan

Theme	5 Development and Growth
Objective	5.4 Transparent and responsive land use and strategic planning
Strategy	Nil

Policy/Legal Implications

The amendment conforms to the legislative requirements of the *Planning and Environment Act 1987*. As this planning scheme amendment is site specific, it has no policy implications for other sites.

Officer Direct or Indirect Interest

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

Risk Assessment

There are no demonstrated risks associated with adopting the amendment.

Social Considerations

The proposal is expected to generate a number of positive social benefits, including direct and indirect employment opportunities, and broadening of Lorne's tourism base beyond the traditional coastal activities during peak summer season. It will enhance the visitor experience by offering an alternative attraction to a high profile visitor destination and encourage more day and overnight visitors outside the peak holiday season. Other social benefits include providing a healthy, outdoor recreation and tourism experience for residents and visitors.

3.2 Amendment C116 and Planning Permit Application 16/0172 - 180 Erskine Falls Road, Lorne

Community Engagement

The amendment has been formally exhibited in accordance with the provisions of the *Planning and Environment Act 1987*.

Environmental Implications

Environmental considerations have formed an integral component of the proposal. The proposal relies on the retention and protection of the environmental values of the site for its existence as a nature based recreation facility. The proposed use and development has been designed to have minimal environmental impacts.

Vegetation removal has been minimised, with a total of six trees within the footprint of the proposed buildings requiring removal. Offsets will be provided in accordance with the State government biodiversity assessment guidelines. The offsets have also taken into account losses associated with the management of defendable space and the past removal of native vegetation for fire prevention works and fire access track improvements. A Tree Management Plan has been prepared by a qualified arborist to provide measures for the monitoring, protection and maintenance of the trees to ensure their ongoing health.

A bushfire management statement has been prepared which recommends that, in addition to appropriate building and construction standards and vegetation management within the defendable space, the site be closed on days of extreme or code red fire danger and the site evacuated in case of an impending emergency. The bushfire management response was supported by the CFA.

Communication

All submitters have been notified of the availability of the Panel Report and will be further notified about Council's decision.

Conclusion

It is recommended that the amendment be adopted as exhibited and a permit granted with conditions as shown in Appendix B, and that Council submit the adopted amendment and planning permit to the Minister for Planning for approval pursuant to Section 31 of the *Planning and Environment Act 1987*.

3.2 Amendment C116 and Planning Permit Application 16/0172 - 180 Erskine Falls Road, Lorne

APPENDIX 1 C116 PANEL REPORT

Planning and Environment Act 1987

Panel Report

Surf Coast Planning Scheme Amendment C116 and
Planning Permit Application 16/0172

Livewire Park

Front page

2 February 2017

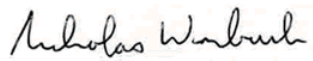
Planning and Environment Act 1987

Panel Report pursuant to section 25 and 96E of the Act

Surf Coast Planning Scheme Amendment C116 and Planning Permit Application 16/0172

Livewire Park

2 February 2017



Nick Wimbush, Chair

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Appendix A Recommended planning permit

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1 Introduction

1.1 The Amendment and planning permit application

(i) Amendment description

Livewire Park Pty Ltd (the proponent and permit applicant) has requested Surf Coast Shire Council (the planning authority and responsible authority) prepare a planning scheme amendment to facilitate the use and development of land at 180 Erskine Falls Road, Lorne for an outdoor tree top adventure park. As described in the Explanatory Report the Amendment proposes to:

Amend the schedule to Clause 52.03 'Specific sites and Exclusions' to reference land at 180 Erskine Falls Road, Lorne and list the incorporated document 'Livewire Park, Tree Top Adventure Facility, 180 Erskine Falls Road, Lorne, April 2016'. This is to enable a planning permit application to be considered for the use and development of an Outdoor recreation facility at the site, as the proposed use is prohibited under the current zone (RCZ).

Amend the Schedule to Clause 81.01 to include 'Livewire Park, Tree Top Adventure Facility, 180 Erskine Falls Road, Lorne, April 2016' as an incorporated document.

The site is shown in Figure 1.

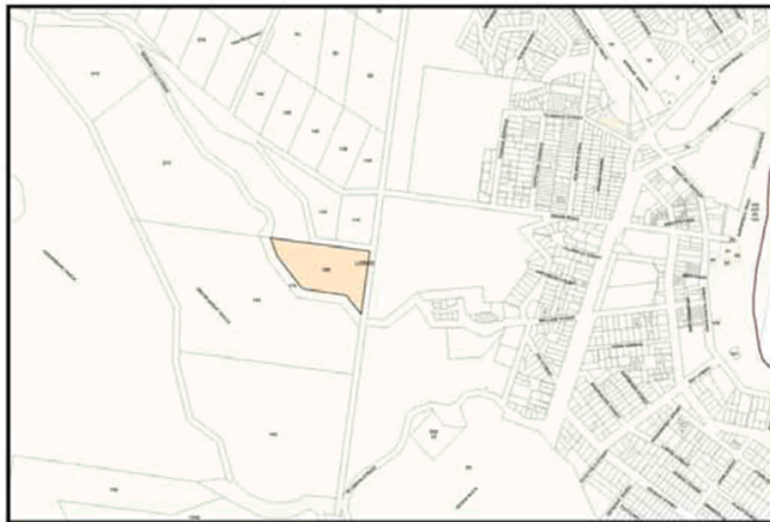


Figure 1 The site

(ii) Planning permit application

A planning permit application was submitted concurrently under s96A of the *Planning and Environment Act 1987* (the Act). The application seeks approval for the use and

development of land for an Outdoor recreation facility (tree top adventure park) and the removal of native vegetation.

(iii) The site and proposal

The site is approximately four hectares, and fronts Erskine Falls Road on the southern boundary. It abuts formed tracks and an electricity easement on the northern and eastern boundary. The site is covered by a dense tall tree canopy (mostly Blue Gum and Mountain Grey Gum) of varying quality.

A number of dwellings are located approximately 250 metres north of the site on lots of 1.5 to 2.5 hectares within a bushland setting. The Lorne Industrial Estate is approximately 200 metres to the east. Bushland to the west and south of the site, is also in the Rural Conservation Zone (RCZ).

The proposal is described in the Council minutes of 28 June 2016 as:

... a ropes adventure course within the established tree canopies across the site enabling people to zip line and walk between tree canopies. The proposal involves the attachment of cables and platforms to the trees ... Associated infrastructure and facilities include an office building, amenities building with toilets and change rooms, parking for 61 cars and a shuttle bus, vehicle access loop track, off-grid solar panel system, waterless composting system and a 160,000 litre water tank ...

1.2 Panel process and submissions

The Amendment was placed on exhibition between 4 August and 5 September 2016, with a total of nine submissions received as shown in Table 1.

Table 1 Submitters to the Amendment

No.	Submitter
1	Leanne Pocock
2	Peter Smith
3	VicRoads
4	Southern Rural Water
5	Barwon Water
6	Corangamite Catchment Management Authority (Corangamite CMA)
7	Deborah Heaysman
8	Department of Environment, Land, Water and Planning (DELWP)
9	Powercor

Of the agency submissions, VicRoads, Southern Rural Water, Barwon Water and the Corangamite CMA did not object to the Amendment or permit application.

DELWP in its initial response of 19 September 2016 raised a number of issues and expressed concern that the application did not provide enough information on the “...*potential impacts on native vegetation, biodiversity and Crown land*”. DELWP sought further information and in correspondence dated 29 November 2016 offered no objection, subject to recommended planning permit conditions

Powercor responded with a set of recommended permit conditions related to power supply. As the project will be ‘off-grid’ these permit conditions have not been considered further.

Three individual submissions objected to the Amendment and permit application. In summary the issues raised were:

- Inconsistency with the purpose of the RCZ
- Precedent for development with the RCZ in other areas
- Treatment of storage and wastewater
- Insufficient traffic management measures and car parking
- Visual and amenity impacts
- Impacts on the natural watercourse, vegetation and wildlife
- Bushfire risk.

At its meeting of 13 December 2016, Council resolved to refer the submissions to a Panel. Mr Nick Wimbush was appointed as the Panel under delegation from the Minister for Planning on 15 December 2016.

A Directions Hearing was held in Torquay on 9 January 2017. Prior to the Directions Hearing Mr Wimbush made an unaccompanied inspection of the subject site and surrounds.

As no objectors attended the Directions Hearing or requested to be heard, the Panel directed that the matter be conducted ‘on the papers’.

The Panel sought and received additional responses in writing from Council and the Proponent on:¹

- Precedent of a site specific use within the RCZ
- Traffic and access
- Wastewater management
- Permit conditions.

The issues raised by objectors are considered in the following chapters.

¹ The Panel sought, and has sighted, a copy of the Amendment authorisation and Cultural Heritage Management Plan approval.

2 The Amendment and planning context

2.1 The issue

A comprehensive review of the State and local planning policies in support of the Amendment and permit application are provided in the Explanatory Report and the planning background report prepared for the proponent by the 10 Consulting Group dated April 2016. The Panel has reviewed these policies in detail and accepts in principle that the use proposed should be supported.

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.

2.2 Submissions

Objecting submitters considered that the Amendment is not strategically justified. Ms Pocock stated that the land, which is located in the RCZ, should be protected from development. Ms Heaysman stated that an adventure park should be in a Rural Activity Zone (RAZ). Mr Smith made similar submissions in relation to the zone.

Council was of the view that the Amendment will not set a precedent for other land in the Lorne hinterland that is zoned RCZ. Council noted that nature based tourism proposals are encouraged in the Lorne hinterland through the Municipal Strategic Statement subject to consideration of environmental, landscape and cultural values.

Council stated that a site specific rezoning is required because Leisure and recreation (other than Informal outdoor recreation) is a prohibited use in the RCZ.²

The Applicant's position is that the Amendment and permit application relate to a site specific proposal that has undergone comprehensive assessment. The approval of the Amendment and permit application would not set any precedent for the RCZ in the Lorne hinterland as other proposals would still need detailed site specific assessment.

2.3 Discussion and conclusion

The Panel considers that the Amendment, for a ropes adventure course within the existing tree canopy, is strategically justified and consistent with state and local planning policies. The proposal provides a nature based tourism use that is consistent with protecting the environment and providing for sustainable land management. The proposal will fit within its surrounds and is an appropriate land use and development outcome for the area.

The broader issue of why such a use is a Section 3 Prohibited use in the RCZ is beyond the scope of this Panel's consideration and the Panel notes that Council has pursued the issue with the State Government.

² **Outdoor recreation facility** is nested within **Leisure and recreation** in Clause 75.06 of the planning scheme. Council noted it has pursued seeking discretion for this type of use in the RCZ without success at Victoria Planning Provisions level with the State Government.

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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.

The remaining issue is whether the Amendment will set a precedent for other areas of the Lorne hinterland. The Panel is not concerned in relation to this issue. Other proposals may arise but they, as for this proposal, will need to be considered on their merits. It is not a 'tick a box' effort to achieve such an amendment. A review of the reports supporting this proposal suggest that is a significant investment in time, effort and money to bring such an amendment and application forward.

Positive consideration of similar proposals in the RCZ will require an appropriate site, significant investigation of the policy framework, and consideration of other issues such as fire, environmental matters, infrastructure and others. That the Livewire Park is being supported in this case does not give other proposals a head start along a difficult path.

The Panel considers the Amendment has significant planning support and should be adopted.

3 Planning permit assessment

3.1 Overall assessment

(i) Background

The planning permit application seeks permission to use and develop the land for an Outdoor recreation facility and removal of native vegetation.

As a planning permit under s96 of the Act, the permit is considered against the planning controls introduced by the Amendment, in this case Amendment C116. The only purpose of Amendment C116 is to allow a permit for the proposal and it makes no other changes of substance to the planning scheme.

(ii) Planning scheme provisions

The Council officer report of 13 December 2016 undertakes a comprehensive assessment of the permit application including consideration of:

- Permit triggers in zones, overlays and particular provisions
- A review and assessment against state and local planning policies
- Consideration of referral authority comments
- Consideration of third party objections
- Assessment of key issues.

The report concludes in part:³

On balance the application is considered to result in an outcome that is strongly supported by state and local planning policy and will result in net community benefit by making a positive contribution to the growth and sustainability of the Lorne visitor economy and experience.

(iii) Discussion and conclusion

The Panel has reviewed Council's assessment of the planning permit application and is not going to repeat that thorough piece of work here. The Panel is satisfied that the assessment is sound and that a permit should be granted.

Nothing in the objections substantially challenges the merits of the application and the comments of relevant agencies have been thoroughly considered and incorporated. The Panel is satisfied any residual issues can be managed through the application of appropriate permit conditions and these are shown in Appendix A.

Specific issues raised in objections and submissions are considered below.

³ At page 16 of 19.

3.2 Traffic

(i) The issue and submissions

Objectors raised the following issues in relation to traffic suggesting:

- There is not enough car parking in relation to the expected number of visitors
- The latest data has not been used in traffic management planning and therefore the traffic report is flawed.

No further information was provided in support of the submissions.

Council stated that the traffic assessment confirms that the road can readily accommodate the expected level of traffic.

In its submission in response to a question from the Panel, Council responded that the Cardno traffic report stated that the observed speeds are well below the speed limits⁴ due to the bends in the road. Council may consider reviewing the 85th percentile vehicle speed limits in this location if safety becomes an issue in the future.

Council recommended some minor changes to the planning permit conditions relating to traffic. These were supported by the applicant and are included in the recommended permit conditions in Appendix A.

The applicant concurred with Council in relation to speed limits, and noted that VicRoads has not objected to the proposal or requested a condition to lower the speed limit of Erskine Falls Road. However, the applicant indicated it would support Council making an application to VicRoads to lower the speed limit within this part of Erskine Falls Road.

(ii) Discussion and conclusion

The traffic report has determined the level of on-site car parking required and improvements to site access and this has not been challenged in any significant way in the objections. The Panel has reviewed the Cardno Report and considers the approach they have taken to calculating parking demand is reasonable given Clause 52.06 of the planning scheme does not provide a specific figure for this use.

The Panel notes that VicRoads has not objected or required permit conditions.

The Panel considers that any outstanding traffic and parking issues can be managed through permit conditions as shown in Appendix A.

3.3 Effluent disposal

(i) The issue and submissions

The proposal will not be connected to sewer and is relying on a composting, zero discharge waste disposal system.

⁴ Currently posted at 100km/h at the site entrance on Erskine Falls Road.

In his objection Mr Smith raised issues in relation to the treatment of wastewater and the potential impact on watercourses but did not provide any detail as to the specific nature of his concerns or whether the system proposed will work on this site.

In response to a written question from the Panel, Council submitted that it is satisfied with the proposed composting toilet system and that its capacity is suitable for the proposed use.

The applicant provided examples of where the proposed system is being successfully used elsewhere in Victoria. They supported the planning permit condition requiring the installation of the composting units to specification to the satisfaction of the responsible authority.

(ii) Discussion and conclusion

No details or evidence was provided as to why the composting toilet system might not work or might result in impacts on local waterways. The Panel is satisfied that the proposed system should be sufficient to meet the 'zero discharge' objective for wastewater; thus there should be no impact on local waterways.

The Panel notes that there were no objections from regulatory agencies in the wastewater and catchment management area.

3.4 Native vegetation

(i) The issue and submissions

The proposal will require the removal of six trees within the footprint of development and will impact 1.302 hectares of native vegetation on site.⁵ The vegetation to be removed/impacted will require offsets under the provisions of Clause 52.17 of the planning scheme.

DELWP in its original submission raised a number of concerns in relation to native vegetation removal but these have been allayed following further work and consultation with the applicant and Council. DELWP no longer objects subject to the application of permit conditions.

Mr Smith and Ms Heaysman in objections submitted they were concerned about the loss of native vegetation.

(ii) Discussion and conclusion

Some native vegetation will be lost from the site as part of development in addition to vegetation that has already been removed on site for fire protection.

The Panel is satisfied that an appropriate level of assessment of vegetation loss has been undertaken, and that the losses can be offset via processes to be managed through planning permit conditions. The Panel notes that DELWP is comfortable with this approach.

⁵ Council officer report to Council meeting of 13 December 2016.

3.5 Fire protection

(i) The issue and submissions

Objectors raised the issue of fire protection, suggesting that the proposal does not take into account the high bushfire risk in the area.

The applicant commissioned a Bushfire Management Statement from Terramatrix which concluded, in part, that the proposal is in an extreme bushfire risk area and that:⁶

The safest approach for the use of the site as a ropes adventure course by up to 105 persons is to prevent its use on days of elevated bushfire threat and provide for the ready evacuation of the site in the event of bushfire on days of lesser fire danger.

The Council officer report of 13 December 2016 noted:⁷

The site is not expected to be protected from the effects of a large landscape scale bushfire given the surrounding forest and topography.

A Bushfire Emergency Management Plan is to be prepared to provide the detail of preparation and response to fire incidents.

The Country Fire Authority (CFA) did not initially respond to the Amendment and permit application when exhibited, but discussions were held with Council and the applicant post the Directions Hearing. In correspondence dated 20 January 2017, the CFA provided a list of permit conditions to apply to the planning permit.

(ii) Discussion and conclusion

It is clear that the site is in an area of extreme bushfire risk. The Otway Ranges have a long history of significant fire including the Christmas fire in Wye River in 2015.

For this proposal, however, the Panel is satisfied that the risk to clients and staff at the ropes course can be managed. The approach to be pursued is clearly a precautionary one based on a mix of fire prevention on site, appropriate building and construction standards and vegetation management, but primarily utilising a risk based approach to use.⁸

The Panel is satisfied that the risk of bushfire can be managed to an acceptable level through the planning permit conditions proposed.

The Panel notes that the CFA conditions request a maximum grade of no more than 1:5, while the Cardno traffic report indicates the internal access road at some points reaches 1:4. This is an issue that will need to be resolved through final project design. The Panel notes that the CFA requirements can be modified via agreement and in the Panel's view it is not fatal to the application.

⁶ Terramatrix Bushfire Management Statement, March 2016, Page 25.

⁷ At page 17 of 19.

⁸ For example not using the facility on Extreme and Code Red days.

3.6 Other issues

The objectors Mr Smith and Ms Heaysman raised a number of other issues such as the impact of structures and buildings in the rural landscape and noise. The Panel has inspected the site and notes it slopes steeply up from Erskine Fall Road in a heavily treed environment. At most there will be glimpses of any structures and these issues do not give the Panel any cause for concern. Given the proposed operating hours, the Panel does not consider noise will be an issue.

4 Recommendations

Based on the reasons in this report the Panel recommends:

1. **Adopt Surf Coast Planning Scheme Amendment C116 as exhibited.**
2. **Grant Planning Permit 16/0172 with the conditions as shown in Appendix A to this report.**

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Appendix A Recommended planning permit

Panel Note: Page 11 of 11 of the permit conditions is administrative only and has not been included for the purposes of this report.

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PLANNING PERMIT

GRANTED UNDER SECTION 96I OF THE
PLANNING AND ENVIRONMENT ACT 1987

Permit No.: 16/0172

Planning scheme: Surf Coast

Responsible authority: Surf Coast Shire Council

ADDRESS OF THE LAND: 180 ERSKINE FALLS ROAD, LORNE

THE PERMIT ALLOWS: Use and development of the land for an outdoor recreation facility (tree top adventure park) and removal of native vegetation in accordance with the endorsed plans

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

Amended Plans

1. Before the use and development starts, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans prepared by Vibe Design Group dated 31/03/16 and submitted with the application but modified to show:
 - a) Details of each constructed recreational activity not already documented on the plans, including start and landing platforms and any supporting structures;
 - b) A detailed plan of the car parking spaces, accessways and site access point, including:
 - i. Widening of the vehicle access from Erskine Falls Road to 6 metres;
 - ii. The sealing of the access from the edge of seal on Erskine Falls Road to the confluence of the in and out lanes of the accessway;
 - iii. Demonstration through 12D modelling that gradients for the vehicle parking spaces, access lanes and site access point can be provided that minimise potential for vehicular scraping and bottoming out. These gradients should be designed to comply with Clause 52.06-8 of the Surf Coast Planning Scheme and/or Australian Standard AS2890.1-2004 as close as practicable, or otherwise alternate appropriate gradients, to the satisfaction of the responsible authority;
 - iv. Dimensions of all car parking spaces and adjacent aisle widths in accordance with Clause 52.06-8 of the Surf Coast Planning Scheme and/or Australian Standard AS2890.1-2004, or otherwise alternate appropriate dimensions, to the satisfaction of the responsible authority;
 - v. Measures to protect people alighting from cars in the parallel car spaces, including sections through the access lane and parking bay to show the clearance from the edge of the parking to the slope batters in accordance with the requirements of Clause

Date issued:

Date permit comes into operation:

Signature for the responsible authority:

(or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation)

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- 52.06-8 of the Surf Coast Planning Scheme;
- vi. Car parking spaces located and/or designed to safeguard the protection of trees and their Structural Root Zone;
 - c) A schedule of external materials, finishes and colours of all buildings incorporating colour samples. External colours should be neutral and muted in grey, green or brown tones to assist in visually blending the building with the surrounding natural landscape;
 - d) Defined tracks to the landings and platforms, which may either be regularly slashed tracks or more formally constructed pathways.

Landscaping Plans

2. Before the development starts, a landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The plan must be generally in accordance with the tree protection measures recommended in the Arboricultural Assessment Report and Tree Management Plan prepared by Otto Leenstra and Associates, dated 14 December 2015 and Addendum 1 to Arboricultural Assessment Report prepared by Otto Leenstra and Associates, dated 25 October 2016 and with the Biodiversity Assessment prepared by Ecology and Heritage Partners, dated November 2016 and show:

- a) The location of all buildings, stations, ropes courses, zip lines, pedestrian pathways, accessways and car parking spaces;
- b) The identification of a range of zones across the site that are managed according to defined purposes – comprising conservation areas, revegetation areas, firebreaks, pedestrian tracks, defensible space, and Tree Protection Zones;
- c) A detailed Planting Schedule of all proposed trees, shrubs, grasses and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;
- d) The Planting Schedule based on species selected from EVC 45: Shrubby Foothill Forest;
- e) Details of any fencing proposed along property and internal boundaries. Any fencing must be visually permeable (e.g. post and wire) and enable the movement of small native fauna;
- f) Construction details of proposed pathways. Pathways should be permeable or elevated where sited within the Structural Root Zone of trees, or regularly slashed tracks;
- g) Measures for the protection and ongoing management of all trees impacted by the use and development permitted by this permit, including trees used for the ropes courses and zip lines, and trees within and adjacent to areas set aside for vehicle access, car parking, pedestrian pathways/tracks, buildings, water tank and solar panels (this may be by reference to the aforementioned Arboricultural assessment reports).

All species and construction materials selected must be to the satisfaction of the responsible authority. Planted vegetation must not increase fuel loads beyond what is allowed under an endorsed Bushfire Management Plan.

Endorsed Plans

3. The use and development as shown on the endorsed plans must not be altered without the written consent of the responsible authority.

Stormwater Management Plan

4. Before the development starts a stormwater management plan (three copies) to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority.

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When approved, the plan will be endorsed and will then form part of the permit. The plan must ensure that stormwater and drainage discharge from the development site meets current best practice performance objectives for stormwater (Urban Stormwater Best Practice Environmental Management Guidelines (CSIRO 1999)) and must include:

- a) A construction site plan that incorporates the stormwater management measures to be implemented during the construction phase of the development and outlines in detail how stormwater is to be managed, including sediment controls, during both the land development phase and the building phase. The plan should have regard to the Construction Techniques for Sediment Pollution Control (EPA 1991) and Environmental Guidelines for Major Construction Sites (EPA 1995). The management controls are to be regularly monitored and maintained;
- b) The incorporation of on-site retention/infiltration, storage and re-use stormwater management techniques to reduce pollutant export and peak discharge from the site to pre-development levels.

Construction Management Plan

- 5. Before the development starts, a construction management plan (three copies) to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must address the following matters:
 - a) measures to minimise the impact of construction vehicles arriving at, queuing, and departing from the land;
 - b) measures to accommodate the private vehicles of workers/ tradespersons;
 - c) a prohibition of non-native animals such as dogs on the site;
 - d) details of the location of all construction equipment and facilities, including delivery points, storerooms, toilets, temporary offices and workers' facilities;
 - e) measures to minimise the generation and dispersal of dust;
 - f) measures to avoid or minimise impacts to native vegetation and fauna habitat;
 - g) measures to avoid or minimise soil disturbance;
 - h) details of a 24 hour hotline for access to a contact person or project manager accountable for the project and compliance with the CMP;
 - i) arrangements for waste collection and other services to be provided during construction;
 - j) measures to ensure that during construction, vehicles, machinery and equipment, and construction materials including fill brought to the site are free of weeds and pathogens to prevent the introduction and spread of weeds and pathogens, in particular Cinnamon Fungus (*Phytophthora cinnamomi*).
- 6. Before any road and drainage works associated with the development start, detailed construction plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. All works constructed or carried out must be in accordance with those plans.

Access and Parking

- 7. Adequate car spaces must at all times be provided on the land for the use by patrons of the use and staff members to the satisfaction of the responsible authority. The number, design, layout and construction of the spaces must be to the satisfaction of the responsible authority.

Date issued:	Date permit comes into operation:	Signature for the responsible authority:
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8. The bus parking area must be provided on the land in accordance with the requirements of the Cardno report, dated 12 April 2016, or otherwise an appropriate alternate design, to the satisfaction of the responsible authority.
9. Before the use starts, the area(s) set-aside for the parking of vehicles and access lanes as shown on the endorsed plans must be:
 - a) Constructed;
 - b) Properly formed to such levels that they can be used in accordance with the plans;
 - c) Surfaced with an all-weather seal coat for the section of the accessway from the edge of seal on Erskine Falls Road to the confluence of the in and out lanes of the access;
 - d) Surfaced with gravel or crushed rock or other suitable trafficable surface for the remainder of the accessway and the vehicle parking spaces;
 - e) Drained;
 - f) Marked to indicate each car space and all access lanes;
 - g) Clearly marked to show the direction of traffic along the internal access lane;
 - h) Provided with protective measures such as railing, wheel stops or other barriers where required to ensure the safety of motorists and passengers and to protect errant vehicles;to the satisfaction of the responsible authority.
Parking spaces, access lanes and driveways must be maintained and kept available for these purposes at all times to the satisfaction of the responsible authority.
10. The following requirements shall apply to site access and driveways that shall be constructed to the satisfaction of the responsible authority:
 - a) The vehicle access from Erskine Falls Road must be widened to 6 metres;
 - b) Entrance culverts with driveable endwalls and suitable pavement material must be constructed to suit the proposed driveway to the satisfaction of the responsible authority;
 - c) The growth of plants in the verge at the front of the site should be managed to ensure that it does not impede on driver sight lines;
 - d) A "Non-Utility - Minor Works" permit shall be obtained from the Coordinating Road Authority defined in the Roads Management Act 2004 prior to any works being undertaken in road reserves.
11. At peak operational times the business operated shuttle bus shall collect and return customers from areas in Lorne (such as the Mantra and Cumberland Resorts), with collections and drop-offs to occur every 30 minutes or as otherwise agreed in writing with the responsible authority. The operation of this bus service must be advertised on the website at the time of booking.
12. At all operational times a staff member shall direct customers to the car parking or as otherwise agreed in writing to the responsible authority.

Tree Protection and Biodiversity

13. Before any construction and earthworks start, tree protection measures must be carried out in accordance with the Arboricultural Assessment Report and Tree Management Plan prepared by Otto Leenstra and Associates, dated 14 December 2015 and Addendum 1 to Arboricultural Assessment Report prepared by Otto Leenstra and Associates, dated 25 October 2016.
14. During construction works:
 - a) the areas within the tree protection zones must not be used for any other purpose,

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- including storage of building materials or machinery, except as provided for in this permit;
- b) all contractors and sub-contractors engaged to undertake construction work on the site must have included in their contract a reference to the retention of trees and these planning permit requirements for their protection;
 - c) signs to the same effect must be displayed at all times on any tree protection zone fences.
15. Following completion of all installation and construction works a re-inspection of affected trees must be undertaken by a qualified arborist before the use commences and thereafter an annual tree health and risk management inspection must be undertaken. Any identified health and structural problems must be addressed as they become apparent.
16. Vegetation removal and disposal must not cause damage to vegetation stands to be retained.
17. Non-native animals such as dogs and cats are not allowed to be taken onto the site at any time (except guide and assistance dogs recognised under relevant legislation).

Completion of Landscaping

18. Before the use starts, or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced.

Completion of External Ropes Course

19. Before the use starts, or by such later date as is approved by the responsible authority in writing, the external ropes course, including all stations and ancillary structures and connecting pathways, as shown on the endorsed plans, must be completed to the satisfaction of the responsible authority.

Hours of Operation

20. The leisure and recreation use may only be open to the public between the following hours:
- a) Between the 1st December and the day preceding the 1st March inclusive, except Christmas Day: 8.30am – 8.30pm daily;
 - b) On any other day, except Christmas day: 8.30am – 7.00pm daily, or until sunset whichever comes first;
 - c) Notwithstanding parts a) and b) the use must be closed to the public on days of declared Extreme and Code Red fire danger;
 - d) The use must be closed on Christmas Day.
21. The hours of operation shall be clearly displayed at the entrance to the site to the satisfaction of the responsible authority.
22. Emergency maintenance may be undertaken at any time.

Amenity

23. The use must be conducted to the satisfaction of the responsible authority so that the amenity of the area is not detrimentally affected by the use or development, through the:
- a) Transport of materials, goods or commodities to or from the land;
 - b) Appearance of any buildings, works or materials;
 - c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;

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- d) Presence of vermin.
- 24. All rubbish bins must have self-closing lids and/or be designed to withstand the effects of wind and access by birds, vermin and foxes.
- 25. External lighting must be designed, baffled and located, so as to prevent any adverse effect on adjoining land to the satisfaction of the responsible authority.
- 26. Noise levels emanating from the premises must comply with the requirements of the *Guidelines: Noise from Industry in Regional Victoria*, EPA Publication 1411.
- 27. Sound amplification equipment or loud speakers must not be used in outside areas. Any music noise must comply with SEPP No. N-2 (Control of Music Noise from Public Premises) to the satisfaction of the responsible authority.

Barbeques and fireplaces

- 28. No barbeques or fireplaces are to be installed and used at the land in association with the outdoor recreation facility.

Environmental Weeds

- 29. No environmental weeds as identified in "Environmental weeds: Invaders of the Surf Coast" booklet shall be planted on the site or allowed to invade the site and the site managed and maintained to exclude weeds.

On Site Wastewater Management

- 30. Before the use commences, waterless composting toilet systems must be installed on the site to meet the specifications outlined in the installation manual for Clivus Multrum zero-discharge system and to a capacity that is capable of accommodating the projected visitation numbers to the satisfaction of the responsible authority.

Cultural Heritage Management

- 31. The use and development of the site must operate in accordance with the Cultural Heritage Management Plan approved for the site.

Country Fire Authority conditions

Bushfire Emergency Management Plan

- 32. Before the use starts, a Bushfire Emergency Management Plan (BEMP) to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority in consultation with CFA. The BEMP must address the following matters as outlined in the Bushfire Management Statement prepared by Terramatrix, dated 28 April 2016:
 - a) Management actions during the declared Fire Danger Period;
 - b) Management actions on Extreme and Code Red days;
 - c) Actions in the event of a bushfire threatening or impacting on the site;
 - d) Measures to reduce the risk of fire starting on the site;
 - e) Identification of an emergency access.

Construction

- 33. The Administration & Gear Building 1 and Amenities, Maintenance & Gear Building 2 must be designed and constructed to a minimum Bushfire Attack Level of BAL-29 in accordance with AS3959-2009.

Date issued:	Date permit comes into operation:	Signature for the responsible authority:
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Defendable space management

34. Defendable space generally in accordance with the dimensions identified at Map 3 of the Bushfire Management Statement by Terramatrix dated 28 April 2016 must be managed to the following standards during the declared fire danger period:
- a) Grass must be short cropped and maintained;
 - b) As far as practicable, all leaves and vegetation debris must be removed at regular intervals.;
 - c) Within 10 metres of the Administration & Gear Building 1 and Amenities, Maintenance & Gear Building 2, flammable objects must not be located close to vulnerable parts of the building;
 - d) Individual and clumps of shrubs must not exceed 5 square metres in area and must be separated by at least 5 metres;
 - e) Trees must not touch any elements of the Administration & Gear Building 1 and Amenities, Maintenance & Gear Building 2;
 - f) There must be a clearance of at least 2 metres between the lowest tree branches and ground level;
 - g) Branches overhanging the Administration & Gear Building 1 and Amenities, Maintenance & Gear Building 2 are to be either removed or if any overhanging tree branches are proposed to be retained, the trees with overhanging branches must be subject to an annual inspection and report by a suitably qualified arborist to ensure their structural integrity and minimise the risk of failure in the event of strong winds associated with a bushfire and the possibility of damage from branches falling on the buildings.

Water supply

35. At least 10,000 litres of effective water supply for firefighting purposes must be provided which meets the following requirements:
- a) Is stored in an above ground water tank constructed of concrete or metal;
 - b) The outlet of the water tank will be located remotely from the tank and within 4m of the accessway and be unobstructed;
 - c) All fixed above-ground water pipes and fittings required for firefighting purposes must be made of corrosive resistant metal;
 - d) Incorporate a ball or gate valve (British Standard Pipe (BSP)) at least 65mm and coupling (64mm CFA 3 thread per inch male fitting);
 - e) Piping between the tank and the outlet will be minimum class 16 with a minimum internal diameter of 100mm;
 - f) The tank outlet/riser shall be suitably supported for any stresses, loads, sway imposed on the system. The riser support/s and components shall be corrosive resistant metal (no combustible materials);
 - g) Be readily identifiable from the building or appropriate identification signage to the satisfaction of the CFA;
 - h) The area around the tank outlet/riser shall be maintained clear of vegetation up to a distance of 1 metre all around;
 - i) The applicant will need to provide evidence (e.g. hydraulic calculations) showing that their particular installation will provide at least equivalent water delivery to the appliance pump as if the appliance was connected to the tank outlet itself.

All to the satisfaction of the CFA and responsible authority.

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Access

36. Where the length of access is greater than 30 metres the following design and construction requirements apply:
- a) Curves must have a minimum inner radius of 10 metres;
 - b) The average grade must be no more than 1 in 7 (14.4 per cent) (8.1 degrees) with a maximum of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50 metres;
 - c) Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle;
 - d) A load limit of at least 15 tonnes and be of all-weather construction;
 - e) Provide a minimum trafficable width of 3.5 metres; and
 - f) Be clear of encroachments for at least 0.5 metres on each side and at least 4 metres vertically.

These requirements may be varied to the satisfaction of the CFA and the responsible authority.

37. Where the length of access is between 100 metres and 200 metres, a turning area for fire fighting vehicles must be provided in the form of a turning circle with a minimum radius of 8 metres, or an otherwise alternate outcome to the satisfaction of the CFA and the responsible authority.
38. Where the length of access is greater than 200 metres, passing bays must be provided at least every 200 metres, or an otherwise alternate outcome to the satisfaction of the CFA and the responsible authority.
39. Passing bays must be a minimum of 20 metres long and have a minimum trafficable width of 6 metres, or an otherwise alternate outcome to the satisfaction of the CFA and the responsible authority.

Mandatory condition

40. The bushfire mitigation measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defensible space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.

Department of Environment, Land, Water and Planning conditions

41. Before works start, a native vegetation protection fence must be erected around all remnant patches and trees to be retained on site. This fence must be erected around the remnant patch at a minimum distance of 5 metres from retained native vegetation or at a radius of $12 \times$ the diameter at a height of 1.3 metres to a maximum of 15 metres but no less than 2 metres from the base of the trunk of any tree. The fence must be constructed of chain mesh or similar to the satisfaction of the responsible authority.
42. The fence must remain in place until all works are completed to the satisfaction of the responsible authority.
43. Except with the written consent of the responsible authority, within the area of native vegetation to be retained and any tree protection zone associated with the permitted use and/or development, the following is prohibited:
- a) vehicular or pedestrian access;
 - b) trenching or soil excavation;

Date issued:

Date permit comes into operation:

Signature for the responsible authority:

(or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation)

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- c) storage or dumping of any soils, materials, equipment, vehicles, machinery or waste products;
 - d) entry and exit pits for underground services;
 - e) any other actions or activities that may result in adverse impacts to retained native vegetation.
44. To offset the removal of 1.302 hectares of native vegetation the permit holder must secure a native vegetation offset, in accordance with the *Permitted clearing of native vegetation – Biodiversity assessment guidelines* (DEPI 2013) and *Native vegetation gain scoring manual* (DEPI 2013) as specified below:
- a) have a general offset of 0.264 general biodiversity equivalence units;
 - b) be located within the Corangamite Catchment Management Authority boundary or Surf Coast municipal district; and
 - c) have a strategic biodiversity score of at least 0.263.
45. Before any native vegetation is removed, evidence that the required offset for the project has been secured must be provided to the satisfaction of the responsible authority.
46. The offset evidence can be:
- a) a security agreement signed by both parties, to the required standard, for the offset site or sites, including a 10 year offset management plan; and/or
 - b) an allocated credit extract from the Native Vegetation Credit Register.
47. A copy of the offset evidence will be endorsed by the responsible authority and form part of this permit.
48. Within 30 days of endorsement of the offset evidence by the responsible authority, a copy of the endorsed offset evidence must be provided to the Department of Environment, Land, Water and Planning. At the conclusion of the project, offset requirements can be reconciled with agreement by the responsible authority.
49. In the event that a security agreement is entered into as per the preceding conditions, the applicant must provide the annual offset site condition report to the responsible authority by the anniversary date of the execution of the offset security agreement, for a period of 10 consecutive years. After the tenth year, the landowner must provide a report at the reasonable request of a statutory authority.
50. Unless otherwise agreed in writing by the Country Fire Authority and the Department of Environment, Land, Water and Planning, offsets must not be located within the 150 metre BMO assessment area in accordance with the *Planning for Bushfire Victoria, Guidelines for Meeting Victoria's Bushfire Planning Requirements* (CFA 2012).

Expiry of Permit

51. This permit will expire if one of the following circumstances applies:
- a) The development is not started within two years of the date of this permit;
 - b) The development is not completed within four years of the date of this permit;
 - c) The use is not started within two years after the completion of the development;
 - d) The use is discontinued for a period of two years.

Date issued:

Date permit comes into operation:

Signature for the responsible authority:

(or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation)

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The Responsible Authority may extend the period for commencement of the development if a request is made in writing before the permit expires or within six months afterwards.

The Responsible Authority may extend the period in which the development must be completed if the request for an extension of time is made in writing within twelve months after the permit expires and the development or stage started lawfully before the permit expired.

Date issued:

Date permit comes into operation:

Signature for the responsible authority:

(or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation)

3.2 Amendment C116 and Planning Permit Application 16/0172 - 180 Erskine Falls Road, Lorne

APPENDIX 2 PLANNING PERMIT 16/0172

Planning and Environment Regulations 2015 - Form 9. Section 96J

PLANNING PERMIT

GRANTED UNDER SECTION 96I OF THE
PLANNING AND ENVIRONMENT ACT 1987

Permit No.: 16/0172

Planning scheme: Surf Coast

Responsible authority: Surf Coast Shire Council

ADDRESS OF THE LAND: 180 ERSKINE FALLS ROAD, LORNE

THE PERMIT ALLOWS: Use and development of the land for an outdoor recreation facility (tree top adventure park) and removal of native vegetation in accordance with the endorsed plans

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT:

Amended Plans

1. Before the use and development starts, amended plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. The plans must be generally in accordance with the plans prepared by Vibe Design Group dated 31/03/16 and submitted with the application but modified to show:
 - a) Details of each constructed recreational activity not already documented on the plans, including start and landing platforms and any supporting structures;
 - b) A detailed plan of the car parking spaces, accessways and site access point, including:
 - i. Widening of the vehicle access from Erskine Falls Road to 6 metres;
 - ii. The sealing of the access from the edge of seal on Erskine Falls Road to the confluence of the in and out lanes of the accessway;
 - iii. Demonstration through 12D modelling that gradients for the vehicle parking spaces, access lanes and site access point can be provided that minimise potential for vehicular scraping and bottoming out. These gradients should be designed to comply with Clause 52.06-8 of the Surf Coast Planning Scheme and/or Australian Standard AS2890.1-2004 as close as practicable, or otherwise alternate appropriate gradients, to the satisfaction of the responsible authority;
 - iv. Dimensions of all car parking spaces and adjacent aisle widths in accordance with Clause 52.06-8 of the Surf Coast Planning Scheme and/or Australian Standard AS2890.1:2004, or otherwise alternate appropriate dimensions, to the satisfaction of the responsible authority;
 - v. Measures to protect people alighting from cars in the parallel car spaces, including sections through the access lane and parking bay to show the clearance from the edge of the parking to the slope batters in accordance with the requirements of Clause

Date issued:	Date permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation)	Signature for the responsible authority:
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Planning and Environment Regulations 2015 - Form 9. Section 96J

- 52.06-8 of the Surf Coast Planning Scheme;
- vi. Car parking spaces located and/or designed to safeguard the protection of trees and their Structural Root Zone;
 - c) A schedule of external materials, finishes and colours of all buildings incorporating colour samples. External colours should be neutral and muted in grey, green or brown tones to assist in visually blending the building with the surrounding natural landscape;
 - d) Defined tracks to the landings and platforms, which may either be regularly slashed tracks or more formally constructed pathways.

Landscaping Plans

2. Before the development starts, a landscape plan to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must be drawn to scale with dimensions and three copies must be provided. The plan must be generally in accordance with the tree protection measures recommended in the Arboricultural Assessment Report and Tree Management Plan prepared by Otto Leenstra and Associates, dated 14 December 2015 and Addendum 1 to Arboricultural Assessment Report prepared by Otto Leenstra and Associates, dated 25 October 2016 and with the Biodiversity Assessment prepared by Ecology and Heritage Partners, dated November 2016 and show:
- a) The location of all buildings, stations, ropes courses, zip lines, pedestrian pathways, accessways and car parking spaces;
 - b) The identification of a range of zones across the site that are managed according to defined purposes – comprising conservation areas, revegetation areas, firebreaks, pedestrian tracks, defensible space, and Tree Protection Zones;
 - c) A detailed Planting Schedule of all proposed trees, shrubs, grasses and ground covers, including botanical names, common names, pot sizes, sizes at maturity, and quantities of each plant;
 - d) The Planting Schedule based on species selected from EVC 45: Shrubby Foothill Forest;
 - e) Details of any fencing proposed along property and internal boundaries. Any fencing must be visually permeable (e.g. post and wire) and enable the movement of small native fauna;
 - f) Construction details of proposed pathways. Pathways should be permeable or elevated where sited within the Structural Root Zone of trees, or regularly slashed tracks;
 - g) Measures for the protection and ongoing management of all trees impacted by the use and development permitted by this permit, including trees used for the ropes courses and zip lines, and trees within and adjacent to areas set aside for vehicle access, car parking, pedestrian pathways/tracks, buildings, water tank and solar panels (this may be by reference to the aforementioned Arboricultural assessment reports).

All species and construction materials selected must be to the satisfaction of the responsible authority. Planted vegetation must not increase fuel loads beyond what is allowed under an endorsed Bushfire Management Plan.

Endorsed Plans

3. The use and development as shown on the endorsed plans must not be altered without the written consent of the responsible authority.

Stormwater Management Plan

4. Before the development starts a stormwater management plan (three copies) to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority.

Date issued:	Date permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation)	Signature for the responsible authority:
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When approved, the plan will be endorsed and will then form part of the permit. The plan must ensure that stormwater and drainage discharge from the development site meets current best practice performance objectives for stormwater (Urban Stormwater Best Practice Environmental Management Guidelines (CSIRO 1999)) and must include:

- a) A construction site plan that incorporates the stormwater management measures to be implemented during the construction phase of the development and outlines in detail how stormwater is to be managed, including sediment controls, during both the land development phase and the building phase. The plan should have regard to the Construction Techniques for Sediment Pollution Control (EPA 1991) and Environmental Guidelines for Major Construction Sites (EPA 1995). The management controls are to be regularly monitored and maintained;
- b) The incorporation of on-site retention/infiltration, storage and re-use stormwater management techniques to reduce pollutant export and peak discharge from the site to pre-development levels.

Construction Management Plan

- 5. Before the development starts, a construction management plan (three copies) to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plan will be endorsed and will then form part of the permit. The plan must address the following matters:
 - a) measures to minimise the impact of construction vehicles arriving at, queuing, and departing from the land;
 - b) measures to accommodate the private vehicles of workers/ tradespersons;
 - c) a prohibition of non-native animals such as dogs on the site;
 - d) details of the location of all construction equipment and facilities, including delivery points, storerooms, toilets, temporary offices and workers' facilities;
 - e) measures to minimise the generation and dispersal of dust;
 - f) measures to avoid or minimise impacts to native vegetation and fauna habitat;
 - g) measures to avoid or minimise soil disturbance;
 - h) details of a 24 hour hotline for access to a contact person or project manager accountable for the project and compliance with the CMP;
 - i) arrangements for waste collection and other services to be provided during construction;
 - j) measures to ensure that during construction, vehicles, machinery and equipment, and construction materials including fill brought to the site are free of weeds and pathogens to prevent the introduction and spread of weeds and pathogens, in particular Cinnamon Fungus (*Phytophthora cinnamomi*).
- 6. Before any road and drainage works associated with the development start, detailed construction plans to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority. When approved, the plans will be endorsed and will then form part of the permit. The plans must be drawn to scale with dimensions and three copies must be provided. All works constructed or carried out must be in accordance with those plans.

Access and Parking

- 7. Adequate car spaces must at all times be provided on the land for the use by patrons of the use and staff members to the satisfaction of the responsible authority. The number, design, layout and construction of the spaces must be to the satisfaction of the responsible authority.

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8. The bus parking area must be provided on the land in accordance with the requirements of the Cardno report, dated 12 April 2016, or otherwise an appropriate alternate design, to the satisfaction of the responsible authority.
9. Before the use starts, the area(s) set-aside for the parking of vehicles and access lanes as shown on the endorsed plans must be:
 - a) Constructed;
 - b) Properly formed to such levels that they can be used in accordance with the plans;
 - c) Surfaced with an all-weather seal coat for the section of the accessway from the edge of seal on Erskine Falls Road to the confluence of the in and out lanes of the access;
 - d) Surfaced with gravel or crushed rock or other suitable trafficable surface for the remainder of the accessway and the vehicle parking spaces;
 - e) Drained;
 - f) Marked to indicate each car space and all access lanes;
 - g) Clearly marked to show the direction of traffic along the internal access lane;
 - h) Provided with protective measures such as railing, wheel stops or other barriers where required to ensure the safety of motorists and passengers and to protect errant vehicles;to the satisfaction of the responsible authority.
Parking spaces, access lanes and driveways must be maintained and kept available for these purposes at all times to the satisfaction of the responsible authority.
10. The following requirements shall apply to site access and driveways that shall be constructed to the satisfaction of the responsible authority:
 - a) The vehicle access from Erskine Falls Road must be widened to 6 metres;
 - b) Entrance culverts with driveable endwalls and suitable pavement material must be constructed to suit the proposed driveway to the satisfaction of the responsible authority;
 - c) The growth of plants in the verge at the front of the site should be managed to ensure that it does not impede on driver sight lines;
 - d) A "Non-Utility - Minor Works" permit shall be obtained from the Coordinating Road Authority defined in the Roads Management Act 2004 prior to any works being undertaken in road reserves.
11. At peak operational times the business operated shuttle bus shall collect and return customers from areas in Lorne (such as the Mantra and Cumberland Resorts), with collections and drop-offs to occur every 30 minutes or as otherwise agreed in writing with the responsible authority. The operation of this bus service must be advertised on the website at the time of booking.
12. At all operational times a staff member shall direct customers to the car parking or as otherwise agreed in writing to the responsible authority.

Tree Protection and Biodiversity

13. Before any construction and earthworks start, tree protection measures must be carried out in accordance with the Arboricultural Assessment Report and Tree Management Plan prepared by Otto Leenstra and Associates, dated 14 December 2015 and Addendum 1 to Arboricultural Assessment Report prepared by Otto Leenstra and Associates, dated 25 October 2016.
14. During construction works:
 - a) the areas within the tree protection zones must not be used for any other purpose,

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including storage of building materials or machinery, except as provided for in this permit;

- b) all contractors and sub-contractors engaged to undertake construction work on the site must have included in their contract a reference to the retention of trees and these planning permit requirements for their protection;
 - c) signs to the same effect must be displayed at all times on any tree protection zone fences.
15. Following completion of all installation and construction works a re-inspection of affected trees must be undertaken by a qualified arborist before the use commences and thereafter an annual tree health and risk management inspection must be undertaken. Any identified health and structural problems must be addressed as they become apparent.
16. Vegetation removal and disposal must not cause damage to vegetation stands to be retained.
17. Non-native animals such as dogs and cats are not allowed to be taken onto the site at any time (except guide and assistance dogs recognised under relevant legislation).

Completion of Landscaping

18. Before the use starts, or by such later date as is approved by the responsible authority in writing, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the responsible authority. The landscaping shown on the endorsed plans must be maintained to the satisfaction of the responsible authority, including that any dead, diseased or damaged plants are to be replaced.

Completion of External Ropes Course

19. Before the use starts, or by such later date as is approved by the responsible authority in writing, the external ropes course, including all stations and ancillary structures and connecting pathways, as shown on the endorsed plans, must be completed to the satisfaction of the responsible authority.

Hours of Operation

20. The leisure and recreation use may only be open to the public between the following hours:
- a) Between the 1st December and the day preceding the 1st March inclusive, except Christmas Day: 8.30am – 8.30pm daily.
 - b) On any other day, except Christmas day: 8.30am – 7.00pm daily, or until sunset whichever comes first.
 - c) Notwithstanding parts a) and b) the use must be closed to the public on days of declared Extreme and Code Red fire danger.
 - d) The use must be closed on Christmas Day.
21. The hours of operation shall be clearly displayed at the entrance to the site to the satisfaction of the responsible authority.
22. Emergency maintenance may be undertaken at any time.

Amenity

23. The use must be conducted to the satisfaction of the responsible authority so that the amenity of the area is not detrimentally affected by the use or development, through the:
- a) Transport of materials, goods or commodities to or from the land;
 - b) Appearance of any buildings, works or materials;
 - c) Emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, ash, dust, waste water, waste products, grit or oil;

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- d) Presence of vermin.
- 24. All rubbish bins must have self-closing lids and/or be designed to withstand the effects of wind and access by birds, vermin and foxes.
- 25. External lighting must be designed, baffled and located, so as to prevent any adverse effect on adjoining land to the satisfaction of the responsible authority.
- 26. Noise levels emanating from the premises must comply with the requirements of the *Guidelines: Noise from Industry in Regional Victoria*, EPA Publication 1411.
- 27. Sound amplification equipment or loud speakers must not be used in outside areas. Any music noise must comply with SEPP No. N-2 (Control of Music Noise from Public Premises) to the satisfaction of the responsible authority.

Barbeques and fireplaces

- 28. No barbeques or fireplaces are to be installed and used at the land in association with the outdoor recreation facility.

Environmental Weeds

- 29. No environmental weeds as identified in "Environmental weeds: Invaders of the Surf Coast" booklet shall be planted on the site or allowed to invade the site and the site managed and maintained to exclude weeds.

On Site Wastewater Management

- 30. Before the use commences, waterless composting toilet systems must be installed on the site to meet the specifications outlined in the installation manual for Clivus Multrum zero-discharge system and to a capacity that is capable of accommodating the projected visitation numbers to the satisfaction of the responsible authority.

Cultural Heritage Management

- 31. The use and development of the site must operate in accordance with the Cultural Heritage Management Plan approved for the site.

Country Fire Authority conditions

Bushfire Emergency Management Plan

- 32. Before the use starts, a Bushfire Emergency Management Plan (BEMP) to the satisfaction of the responsible authority must be submitted to and approved by the responsible authority in consultation with CFA. The BEMP must address the following matters as outlined in the Bushfire Management Statement prepared by Terramatrix, dated 28 April 2016:
 - a) Management actions during the declared Fire Danger Period
 - b) Management actions on Extreme and Code Red days
 - c) Actions in the event of a bushfire threatening or impacting on the site
 - d) Measures to reduce the risk of fire starting on the site
 - e) Identification of an emergency access

Construction

- 33. The Administration & Gear Building 1 and Amenities, Maintenance & Gear Building 2 must be designed and constructed to a minimum Bushfire Attack Level of BAL-29 in accordance with AS3959-2009.

Date issued:	Date permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation)	Signature for the responsible authority:
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Defendable space management

34. Defendable space generally in accordance with the dimensions identified at Map 3 of the Bushfire Management Statement by Terramatrix dated 28 April 2016 must be managed to the following standards during the declared fire danger period:
- a) Grass must be short cropped and maintained.
 - b) As far as practicable, all leaves and vegetation debris must be removed at regular intervals.
 - c) Within 10 metres of the Administration & Gear Building 1 and Amenities, Maintenance & Gear Building 2, flammable objects must not be located close to vulnerable parts of the building.
 - d) Individual and clumps of shrubs must not exceed 5 square metres in area and must be separated by at least 5 metres.
 - e) Trees must not touch any elements of the Administration & Gear Building 1 and Amenities, Maintenance & Gear Building 2.
 - f) There must be a clearance of at least 2 metres between the lowest tree branches and ground level.
 - g) Branches overhanging the Administration & Gear Building 1 and Amenities, Maintenance & Gear Building 2 are to be either removed or if any overhanging tree branches are proposed to be retained, the trees with overhanging branches must be subject to an annual inspection and report by a suitably qualified arborist to ensure their structural integrity and minimise the risk of failure in the event of strong winds associated with a bushfire and the possibility of damage from branches falling on the buildings.

Water supply

35. At least 10,000 litres of effective water supply for firefighting purposes must be provided which meets the following requirements:
- a) Is stored in an above ground water tank constructed of concrete or metal.
 - b) The outlet of the water tank will be located remotely from the tank and within 4m of the accessway and be unobstructed.
 - c) All fixed above-ground water pipes and fittings required for firefighting purposes must be made of corrosive resistant metal.
 - d) Incorporate a ball or gate valve (British Standard Pipe (BSP)) at least 65mm and coupling (64mm CFA 3 thread per inch male fitting).
 - e) Piping between the tank and the outlet will be minimum class 16 with a minimum internal diameter of 100mm.
 - f) The tank outlet/riser shall be suitably supported for any stresses, loads, sway imposed on the system. The riser support/s and components shall be corrosive resistant metal (no combustible materials).
 - g) Be readily identifiable from the building or appropriate identification signage to the satisfaction of the CFA.
 - h) The area around the tank outlet/riser shall be maintained clear of vegetation up to a distance of 1 metre all around.
 - i) The applicant will need to provide evidence (e.g. hydraulic calculations) showing that their particular installation will provide at least equivalent water delivery to the appliance pump as if the appliance was connected to the tank outlet itself.

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All to the satisfaction of the CFA and responsible authority.

Access

36. Where the length of access is greater than 30 metres the following design and construction requirements apply:
- a) Curves must have a minimum inner radius of 10 metres;
 - b) The average grade must be no more than 1 in 7 (14.4 per cent) (8.1 degrees) with a maximum of no more than 1 in 5 (20 per cent) (11.3 degrees) for no more than 50 metres;
 - c) Dips must have no more than a 1 in 8 (12.5 per cent) (7.1 degrees) entry and exit angle;
 - d) A load limit of at least 15 tonnes and be of all-weather construction;
 - e) Provide a minimum trafficable width of 3.5 metres; and
 - f) Be clear of encroachments for at least 0.5 metres on each side and at least 4 metres vertically.

These requirements may be varied to the satisfaction of the CFA and the responsible authority.

37. Where the length of access is between 100 metres and 200 metres, a turning area for fire fighting vehicles must be provided in the form of a turning circle with a minimum radius of 8 metres, or an otherwise alternate outcome to the satisfaction of the CFA and the responsible authority
38. Where the length of access is greater than 200 metres, passing bays must be provided at least every 200 metres, or an otherwise alternate outcome to the satisfaction of the CFA and the responsible authority.
39. Passing bays must be a minimum of 20 metres long and have a minimum trafficable width of 6 metres, or an otherwise alternate outcome to the satisfaction of the CFA and the responsible authority.

Mandatory condition

40. The bushfire mitigation measures forming part of this permit or shown on the endorsed plans, including those relating to construction standards, defensible space, water supply and access, must be maintained to the satisfaction of the responsible authority on a continuing basis. This condition continues to have force and effect after the development authorised by this permit has been completed.

Department of Environment, Land, Water and Planning conditions

41. Before works start, a native vegetation protection fence must be erected around all remnant patches and trees to be retained on site. This fence must be erected around the remnant patch at a minimum distance of 5 metres from retained native vegetation or at a radius of $12 \times$ the diameter at a height of 1.3 metres to a maximum of 15 metres but no less than 2 metres from the base of the trunk of any tree. The fence must be constructed of chain mesh or similar to the satisfaction of the responsible authority.
42. The fence must remain in place until all works are completed to the satisfaction of the responsible authority.
43. Except with the written consent of the responsible authority, within the area of native vegetation to be retained and any tree protection zone associated with the permitted use and/or development, the following is prohibited:
- a) vehicular or pedestrian access
 - b) trenching or soil excavation

Date issued:	Date permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation)	Signature for the responsible authority:
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- c) storage or dumping of any soils, materials, equipment, vehicles, machinery or waste products
 - d) entry and exit pits for underground services
 - e) any other actions or activities that may result in adverse impacts to retained native vegetation.
44. To offset the removal of 1.302 hectares of native vegetation the permit holder must secure a native vegetation offset, in accordance with the *Permitted clearing of native vegetation – Biodiversity assessment guidelines* (DEPI 2013) and *Native vegetation gain scoring manual* (DEPI 2013) as specified below:
- a) have a general offset of 0.264 general biodiversity equivalence units;
 - b) be located within the Corangamite Catchment Management Authority boundary or Surf Coast municipal district; and
 - c) have a strategic biodiversity score of at least 0.263.
45. Before any native vegetation is removed, evidence that the required offset for the project has been secured must be provided to the satisfaction of the responsible authority.
46. The offset evidence can be:
- a) a security agreement signed by both parties, to the required standard, for the offset site or sites, including a 10 year offset management plan and/or
 - b) an allocated credit extract from the Native Vegetation Credit Register.
47. A copy of the offset evidence will be endorsed by the responsible authority and form part of this permit.
48. Within 30 days of endorsement of the offset evidence by the responsible authority, a copy of the endorsed offset evidence must be provided to the Department of Environment, Land, Water and Planning. At the conclusion of the project, offset requirements can be reconciled with agreement by the responsible authority.
49. In the event that a security agreement is entered into as per the preceding conditions, the applicant must provide the annual offset site condition report to the responsible authority by the anniversary date of the execution of the offset security agreement, for a period of 10 consecutive years. After the tenth year, the landowner must provide a report at the reasonable request of a statutory authority.
50. Unless otherwise agreed in writing by the Country Fire Authority and the Department of Environment, Land, Water and Planning, offsets must not be located within the 150 metre BMO assessment area in accordance with the *Planning for Bushfire Victoria, Guidelines for Meeting Victoria's Bushfire Planning Requirements* (CFA 2012).

Expiry of Permit

51. This permit will expire if one of the following circumstances applies:
- a) The development is not started within two years of the date of this permit
 - b) The development is not completed within four years of the date of this permit
 - c) The use is not started within two years after the completion of the development
 - d) The use is discontinued for a period of two years.
- The Responsible Authority may extend the period for commencement of the development if a request is made in writing before the permit expires or within six months afterwards.

Date issued:	Date permit comes into operation: (or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation)	Signature for the responsible authority:
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The Responsible Authority may extend the period in which the development must be completed if the request for an extension of time is made in writing within twelve months after the permit expires and the development or stage started lawfully before the permit expired.

Date issued:

Date permit comes into operation:
(or if no date is specified, the permit comes into operation on the same day as the amendment to which the permit applies comes into operation)

Signature for the responsible authority:

Permit No.: 16/0172

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IMPORTANT INFORMATION ABOUT THIS PERMIT

WHAT HAS BEEN DECIDED?

The Responsible Authority has issued a permit. The permit was granted by the Minister under section 96I of the **Planning and Environment Act 1987** on approval of Amendment No. C116 to the Surf Coast Planning Scheme.

WHEN DOES THE PERMIT BEGIN?

The permit operates from a day specified in the permit being a day on or after the day on which the amendment to which the permit applies comes into operation.

WHEN DOES A PERMIT EXPIRE?

1. A permit for the development of land expires if—
 - the development or any stage of it does not start within the time specified in the permit; or
 - the development requires the certification of a plan of subdivision or consolidation under the **Subdivision Act 1988** and the plan is not certified within two years of the issue of a permit, unless the permit contains a different provision; or
 - the development or any stage is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit or in the case of a subdivision or consolidation within 5 years of the certification of the plan of subdivision or consolidation under the **Subdivision Act 1988**.
2. A permit for the use of land expires if—
 - the use does not start within the time specified in the permit, or if no time is specified, within two years after the issue of the permit; or
 - the use is discontinued for a period of two years.
3. A permit for the development and use of land expires if—
 - the development or any stage of it does not start within the time specified in the permit; or
 - the development or any stage of it is not completed within the time specified in the permit, or, if no time is specified, within two years after the issue of the permit; or
 - the use does not start within the time specified in the permit, or, if no time is specified, within two years after the completion of the development; or
 - the use is discontinued for a period of two years.
4. If a permit for the use of land or the development and use of land or relating to any of the circumstances mentioned in section 6A(2) of the **Planning and Environment Act 1987**, or to any combination of use, development or any of those circumstances requires the certification of a plan under the **Subdivision Act 1988**, unless the permit contains a different provision—
 - the use or development of any stage is to be taken to have started when the plan is certified; and
 - the permit expires if the plan is not certified within two years of the issue of the permit.
5. The expiry of a permit does not affect the validity of anything done under that permit before the expiry.

WHAT ABOUT REVIEWS?

- In accordance with section 96M of the **Planning and Environment Act 1987**, the applicant may not apply to the Victorian Civil and Administrative Tribunal for a review of any condition in this permit.

4. CULTURE & COMMUNITY

4.1 Response to Petition from Jan Juc Kindergarten Committee

Author's Title: Manager Aged & Family

General Manager: Chris Pike

Department: Aged & Family

File No: F16/1390

Division: Culture & Community

Trim No: IC17/68

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 respond to the petition received and noted by Council at the 22 November 2016 Council meeting in relation to a request from the Jan Juc kindergarten parent committee to extend the kindergarten play space into Jan Juc Creek Reserve.

Summary

A petition seeking extension of the kindergarten play space into the Jan Juc Creek Reserve has been received and noted by Council.

In response to the petition initial investigation has been undertaken which has identified a number of issues that will need to be considered in order to determine the way forward. These include:

- Planning Requirements
- Cultural Heritage
- Encroachments into the Jan Juc Creek Reserve
- Funding and Centre Operation

Whilst the proposal relates to a Council-owned and run facility, it has been put forward by the parent committee rather than Council officers. Council has recently introduced a new process to consider such requests: one whereby community-initiated proposals are referred to the master list of community projects requiring officer investigation. On a quarterly basis Council then selects which community project proposals from the master list to be explored by the Community Projects Development Officer. If the Jan Juc kindergarten play space extension was selected for further investigation then Council could consider its options with a more fulsome understanding of all the issues and costs.

In the meantime it is important to note that the kindergarten service is currently compliant with all requirements under the early childhood laws and regulations, including the provision of adequate play space for the number of funded places.

Recommendation

That Council:

1. Note that officers have conducted an initial investigation of matters pertaining to the petition from the Jan Juc kindergarten parent committee to extend the kindergarten play space into Jan Juc Creek Reserve.
2. Refer the proposal to the community projects candidate list.

4.1 Response to Petition from Jan Juc Kindergarten Committee

Report

Background

The redevelopment and extension of the Jan Juc kindergarten in 2014 resulted in a reduction in the size of the play space and a requirement to remove the swing to accommodate the new building. Following this the committee and Council have been working together to re-establish the playground however installation of the swing is not possible within the current playground layout and available play space. Given this the parent committee have submitted a petition to include a portion of the Jan Juc Creek reserve into the play space for the kindergarten.

Discussion

Initial investigation into the topic has identified a number of key issues that will need to be considered in order to determine the way forward. These include:

- Planning Requirements
- Cultural Heritage
- Encroachments into the Jan Juc Creek Reserve
- Funding and Centre Operation

Planning Requirements

The land is zoned Public Park and Recreation Zone (PPRZ) under the Surf Coast Planning Scheme, and combined with the transfer history, it is appropriate that the land be considered as public open space. The PPRZ includes permit requirements for buildings and works but there are a number of exemptions including for playground equipment (up to 10m²) and those carried out by or on behalf of the public land manager. If however native vegetation was to be removed, destroyed or lopped or there was an increase in child numbers requiring a parking increase, there might be a permit trigger under the provisions of Clause 52.17. Subject to these requirements it can be assumed that no planning permit will be required.

S. 20(4) of the Subdivision Act states that public open space can be used for municipal purposes in accordance with the planning scheme or sold, only if the Council has provided for replacement public open space. Given the kindergarten playground will not be available for general public use this amounts to using the land for a municipal purpose which isn't the use of Public open space. Therefore in accordance with s.20 (4) this could only occur if Council has provided for replacement public open space. It might be argued that 'replacement' includes improvement of existing public open space so that it can be better utilised, but the 'replacement' should serve the community from which the open space is being removed – this will be commensurate with the scale of the replacement open space, for example a regional recreation facility will have a large catchment and could be quite remote from the location where the space is being removed, whereas a replacement local park would need to be in the same local area.

In the absence of a planning permit requirement Council will need to satisfy its self by other means in regards to s.20(4).

Summary advice from Planning is that:

- a planning permit isn't required to use the land or to construct buildings and works
- there might be permit triggers if child numbers were increased or native vegetation was removed, destroyed or lopped
- S.20 (4) of the Subdivision Act is relevant and use of public open space for another municipal purpose should be offset by replacement public open space.

Cultural Heritage

Given the location of the kindergarten is in a culturally sensitive area any works on the land may include a requirement to undertake a cultural heritage study, dependent on the scope and scale of work involved. There have been previous studies undertaken however legislation prohibits these from being used as part of future works. Part 2 of the Aboriginal Heritage Regulations outlines the requirements for cultural heritage plans and also includes provision for exempt activities. Division 2(12) identifies minor works, including the construction of fences and retaining walls as an exempt activity. Further advice will need to be sought on whether the installation of the swing in this location would be considered an exempt activity and whether a cultural heritage study is required

4.1 Response to Petition from Jan Juc Kindergarten Committee

Encroachments along Jan Juc Creek Reserve

A number of properties have been indented as potentially encroaching onto the Jan Juc Creek Reserve. Further investigations are currently being undertaken and Council Briefing will be required following assessment on a case by case basis. It is possible that encroaching properties may have been consulted by the kindergarten regarding the proposal to include a small portion of the reserve into the kindergarten boundary and playground area. If the proposal is supported by Council, a precedent may be set effecting the rectification of encroachment on the Reserve.

Funding and Centre Operation

The Jan Juc kindergarten is delivered as part of the Council kindergarten cluster from a Council owned facility. The service is currently compliant with all requirements under the early childhood laws and regulations, including the provision of adequate play space for the number of funded places. This ensures that while this issue is being worked through, children will still be able to access a high quality kindergarten program in a safe and engaging environment. Council staff and the committee continue to work collaboratively to ensure this is and will be maintained regardless of the outcome of this report. The kindergarten committee have provided a quote for the installation of the swing set however funding for other works related to this report have not been identified at this point. Determination of the responsible funders and request for funding will need to be made for any other costs incurred in this process.

Given all of the above, Council will need to consider if they would like to progress this topic further and undertake a detailed investigation to determine and document the specific requirements and associated costs.

Financial Implications

Any costs associated with this report have not been budgeted for. Cost items include replacement open space, the cultural heritage study and any costs associated with land surveying, rezoning or other planning requirements. The construction of a fence and installation of the swing set would also need to be funded. There may be opportunity to share some of this cost with the kindergarten committee.

Council Plan

Theme 3 Communities
Objective 3.2 Quality Assessment Ratings for Aged & Family Services
Strategy 3.2.4 Ensure high quality community services are provided

Policy/Legal Implications

Any activity associated with this report would comply with relevant legislation, regulation and policy requirements including; the Surf Coast Shire Planning Scheme, Aboriginal Heritage Regulations, Subdivisions Act, Local Government Act, Education and Care Services National Law Act and related regulations.

Officer Direct or Indirect Interest

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

Risk Assessment

Risks identified in the preparation of this report include both financial and reputational.

The financial risk is that the cost of meeting the legislative and policy requirements will be prohibitive to an outcome that sees the kindergarten being able to increase its play space.

Reputational risk could result from both the outcome not meeting the committee expectation and the impact of this decision when managing potential encroachments in the area.

Social Considerations

The kindergarten community highly value the use of swings and fixed play equipment as part of the educational program for children, in particular children with a disability. Research also indicates the value of swings as part of children's learning and development. Inability to re-establish the swing within the play space will remove this opportunity as part of the kindergarten program.

4.1 Response to Petition from Jan Juc Kindergarten Committee

Community Engagement

The kindergarten committee have submitted the petition and have undertaken their own community engagement with some stakeholder groups and neighbouring properties. A public consultation process would be required to progress this item according to legislative requirements.

Environmental Implications

Environmental implications will need to be further investigated and a risk assessment undertaken should Council determine to proceed further with this request.

Communication

Feedback will be provided to the kindergarten committee on the next steps in the process and a public consultation process will be undertaken.

Conclusion

In responding to the petition a number of issues will need further investigation including:

- Planning Requirements
- Cultural Heritage
- Encroachments into the Jan Juc Creek Reserve
- Funding and Centre Operation

It is recommended that the matter be referred to Council's recently established Community Projects master list and considered for further investigation in a future report.

4.2 Stribling Reserve Master Plan

Author's Title: Open Space Officer
Department: Recreation & Open Space Planning
Division: Culture & Community

General Manager: Chris Pike
File No: F16/425
Trim No: IC16/1183

Appendix:

1. Stribling Reserve - DRAFT Master Plan for Exhibition (D17/17618)
2. Stribling Reserve Master Plan - High Level Building Concepts (D17/15699)
3. Stribling Reserve Master Plan - Built Form Descriptions (D17/15541)

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 consider placing the Draft Stribling Reserve Master Plan on public exhibition for a period of six weeks from March 2017 to April 2017.

Summary

The existing Stribling Reserve Master plan was endorsed by Council in 2001. Since then several emerging issues have been identified at the reserve which are not addressed in that plan. Council allocated \$50,000 in 2015/2016 to undertake a review and renewal of the existing master plan to better address these issues and to provide a clear plan for development of the reserve into the future.

On 22 March 2016 Council endorsed an innovative community led project governance model to deliver the project. The governance model has a strong focus on community leadership and partnership with Council. The model allowed for community leaders to strategically guide the development of the master plan including the community engagement component. Council officers provided subject matter and project management expertise.

The proposed master plan is in keeping with Council's Open Space Strategy 2016-2025 and the "*Achieving Lorne's Aspirations*" document released by the Committee for Lorne. Both see Stribling Reserve as a strategically important piece of land to assist in meeting the future needs of the Lorne community.

It is recommended that the draft master plan be released for public exhibition over March 2017 to April 2017 to allow for increased levels of engagement with non-resident ratepayers in Lorne. Amendments to the draft plan will be considered in light of any feedback received and the final version presented back to Council shortly afterwards.

Recommendation

That Council:

1. Note the collaborative process by which the Draft Stribling Reserve Master Plan has been developed.
2. Exhibit the Draft Stribling Reserve Master Plan for public comment for a period of six weeks from March 2017 to April 2017.
3. Consider the feedback from the public exhibition period and proposed final version of the master plan at a future meeting of Council.

4.2 Stribling Reserve Master Plan

Report

Background

Stribling Reserve is home to the Lorne Football, Cricket and Netball sporting teams involved in local competitions and is used by Lorne P-12 school during school hours. The reserve is Crown land temporarily reserved for cricket and public recreation and the State Government has delegated management responsibilities to Surf Coast Shire as the Committee of Management. Council has subsequently delegated some of these management responsibilities to a Stribling Reserve Section 86 Committee of Management.

A Stribling Reserve Master Plan was endorsed by Council in 2001; however several emerging issues have been identified at the reserve which is not addressed in that plan. Council allocated \$50k in the 2015/2016 budget for a review and renewal of the existing master plan. This amount did not include project management and contingency costs as the project was initiated prior to the formalisation of the project management framework.

At their March 2016 meeting Council endorsed a governance model which would allow for a community led Council partnership model. The rationale for this was:

- that the committee would have better access to resources within the Lorne community to undertake the master plan process
- the Committee would better understand the needs of the community and are better placed than council to engage with local sectors of the community.

Discussion

The master plan approach included reviewing existing infrastructure and community utilisation rates, reviewing forward projections, interviews with key users and engagement with the broader community. While the draft master plan seeks to develop a vision for Stribling Reserve over the next 30 years, it also recognises that many of the medium to long term strategic directions for Stribling Reserve need to be determined through other mechanisms such as the future Council Lorne Structure Plan and the Lorne Open Space Precinct Plan. The timing of both of these plans is still to be determined.

Community consultation to date has identified a few key areas of required improvements agreed by most stakeholders that have been included in the draft master plan:

- improved facilities for females
- retaining the space as a 'village green'
- improving facilities for current and future sporting groups

Consultation to date has identified a local interest in further establishing the reserve as a community hub, potentially by consolidating other community uses (currently in other buildings within Lorne) on the site. This would require an expansion of the existing pavilion. The draft master plan enables Council, the Committee for Lorne and the Stribling Reserve S86 Committee to test the feasibility and level of support for such a proposal during the life of the plan.

The master plan has a number of prioritised actions. Some of these elements are recommended to be completed in the shorter term (within three years) with the balance recommended for implementation in the longer term (three to ten years). The implementations of proposed actions included in the draft master plan are all subject to securing internal and external funding. The master plan is attached at Appendix 1.

A number of options have been explored for an upgrade to the pavilion. These include a small extension of the current building on a single storey to allow for improved changing facilities and community spaces. Other options explored extending the building to a second storey. These have been developed to help inform future decision-making rather than committing to a particular design or form.

These drawings have been developed as an in-kind contribution from Lorne community members. These illustrative drawings are attached as Appendix 2. Further information about these drawings has also been provided at Appendix 3.

Financial Implications

The total project cost of developing the master plan was budgeted at \$50,000; however this did not include project manager cost or contingency as the project budget commenced prior to the endorsement of the project delivery framework. To date the expenditure on the project equates to \$32,920. The project is currently on budget.

4.2 Stribling Reserve Master Plan

The total estimated cost for the implementation of the master plan is approximately \$3m. These figures need to be validated via future detailed designs.

In addition there would be, as yet unknown, costs associated with the concept of a pavilion extension if it were to be considered feasible and relevant in the longer-term.

Council contributions to the reserve will be considered via budget processes. Funds will also need to be sought from a range of external sources including community and government.

Council Plan

Theme 1 Environment
Objective 1.4 Protect public open space and green belts
Strategy 1.4.1 Review Surf Coast Shire Open Space Strategy.

Theme 2 Governance
Objective 2.5 Enhanced community engagement
Strategy 2.5.2 Provide opportunities for all members of the community to engage with Council on issues that matter to them.

Theme 3 Communities
Objective 3.4 Building leadership and skills within the community
Strategy 3.4.1 Support people to build their community leadership and develop their skills.

Policy/Legal Implications

There are strict legislative requirements relating to the governance of activities managed by Council's (Local Government Act) and to delegates Committees of Management for Crown Land (Crown Land Reserves Act). They must relate to the appropriate uses of Crown Land in accordance with its reservation.

No buildings or structures can be created and no works can be undertaken without the written approval of the Minister for Environment. Accordingly, DELWP, the Minister's delegate was a member of the Project Control Group (PCG) and ensured that the direction and content of the master plan was in accordance with the Minister's wishes and with the original gazetted reservation of the land.

Officer Direct or Indirect Interest

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

Risk Assessment

There were a number of key risks associated with this project and a risk register was maintained in order to ensure these were appropriately mitigated.

Moving forward, there are three key risks relating to the draft master plan.

- The first is that the master plan is not widely supported by the community. A number of community members indicated that they would prefer not to see significant development in Stribling Reserve and that it maintains a country/coastal feel. The suggested development of the Reserve to meet community need may be perceived to be diminishing this feel. A significant number of engagement activities have been conducted and are planned to capture the views of all willing to put theirs forward
- The second risk relates to the feasibility of the master plan. There is likely to be a gap in funds between those available from Council and those required to fully implement the master plan. There is a risk that the community working in partnership with Council is unable to obtain these funds, and therefore the concepts in the master plan are not achieved. However, it is important to acknowledge that master plans are developed to guide future improvements rather than act as a committed list of items to be delivered
- The existing Lorne Structure Plan is due for a review and renewal in the next few years. There is a risk that future directions in any new Structure Plan may not align with outcomes and actions in the Stribling Reserve Master Plan. Accordingly, the Stribling Reserve Master Plan will need to be structured in a manner that enables it to be responsive to future high level strategic directions.

4.2 Stribling Reserve Master Plan

Social Considerations

iD Consulting projects that the Lorne community will continue to age and that there will be a small increase of 276 people between 2011 and 2036, most of who will also come from older segments of the community. To counter this trend, the Committee for Lorne have set out a strategic objective to grow the population to 1500 permanent residents by 2025, with the focus being on encouraging young families to settle in Lorne. The master plan has been developed in order to support the community aspiration and current work being undertaken with regard to increasing the population and attracting more working age residents. Determining feasibility and specific details related to achieving the Committee for Lorne's strategic population objective are beyond the scope of this master plan and will need to be resolved by other strategic processes, in particular any future revision of the current Lorne Structure Plan.

Approximately 5% of adults, particularly those aged between 18 and 30, participate in team sports such as AFL, soccer and cricket. More adults, about 14%, volunteer in sport and recreation related activities. A significant ongoing issue for Lorne and other smaller communities in the Surf Coast Shire is the ability to attract and retain local based players in their local sporting teams.

Community Engagement

Significant stakeholder activities have been completed as part of the master planning process to date. These included:

- direct mailout to neighbours of Stribling Reserve
- online engagement activities
- electronic communication via community networks
- open invitation workshop in Stribling Reserve
- inclusion in the Surf Coast Times
- inclusion on the Surf Coast Shire external website

The same mechanisms are proposed to engage the broader Lorne community on the draft master plan. In addition, the proposed exhibition period coincides with the Easter holidays (1 April to 17 April 2017). The Easter holidays includes a marquee event for the Colac & District Football and Netball League. It is proposed that an 'open house' event will be held at a Lorne Football and Netball Club home game during the Easter school holiday period to maximise local engagement on the draft master plan.

Environmental Implications

Stribling Reserve is in a Bushfire Management Overlay. A review of State Government GIS mapping shows that there is no Aboriginal heritage, rare and threatened flora and fauna or noxious pest plants and animals. The major environmental concerns relate to poor site drainage and stormwater management and to the visual amenity impacts of any future activities that are undertaken on Stribling Reserve. Concern has been raised by neighbours about the potential visual impact of any two-storey pavilion at Stribling Reserve.

Communication

The public exhibition period will be advertised extensively through the channels utilised to date including:

- direct mailout to neighbours of Stribling Reserve
- online engagement activities
- electronic communication via community networks
- in-person feedback opportunities at Stribling Reserve
- inclusion in the Surf Coast Times
- inclusion on the surf Coast Shire external website
- inclusion in the Lorne P-12 School newsletter.

Conclusion

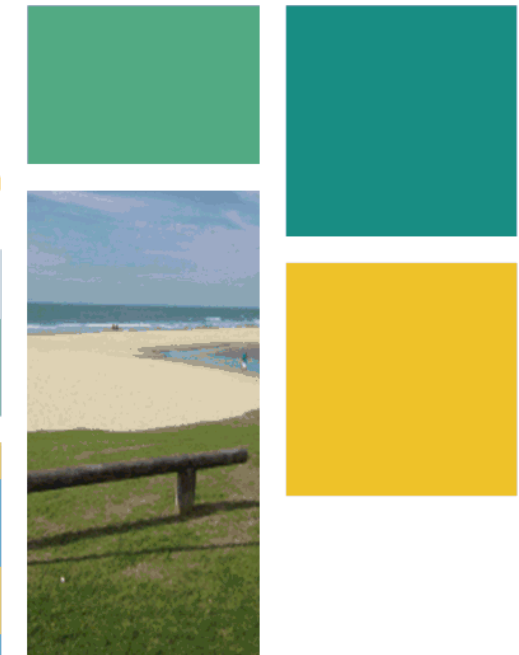
It is recommended that the draft master plan be released for public exhibition for a period of six weeks from March to April 2017 to allow for increased levels of engagement with non-resident ratepayers in Lorne. The master plan will then be amended in line with relevant community feedback and presented back to Council in May 2017.

4.2 Stribling Reserve Master Plan

APPENDIX 1 STRIBLLING RESERVE - DRAFT MASTER PLAN FOR EXHIBITION



**Stribling Reserve
Master Plan**
Draft



**COMMITTEE
FOR LORNE**



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Executive summary



Introduction

Stribling Reserve is a key community, college and sports facility for Lorne. It plays a pivotal role in the day-to-day operations of the Lorne P-12 College as a venue for classes, activities and lunchtime breakout. Additionally, the Reserve hosts regular community activities and events. It is the home of netball and AFL whilst also hosting a range of social and casual sport and recreation activities. The recently completed Men's Shed is also located at the Reserve.

A well-regarded feature of the Reserve is the expansive views that it offers to the ocean and pier to the east. Additionally, there are a number of mature trees along the western boundary that help to frame the Reserve.

The existing user groups have enjoyed recent membership growth and are now seeking a range of facility upgrades. Additionally, there is a direction within the Lorne community to achieve population increases. Together, these factors provide an opportunity to review the existing layout and uses of Stribling Reserve.

Existing situation

The 2.96ha site is centrally located and with the adjoining College, kindergarten, police station and emergency services facility creates a key community precinct.

Stribling Reserve is Crown Land with Council holding the role of Committee of Management. Additionally, Council has established a Section 86 Committee to assist with management. (The delegation of the Committee will be reviewed in line with current Council practices).

The Reserve was cut into the side of a hill in the 1950's with activity nodes developed on a number of levelled terraces.

Existing facilities include:

- » indoor sport facility and pavilion (incorporating single court, change rooms, kitchen and bar, social area, offices, storage, amenities and covered awning)
- » lit oval (with synthetic cricket wicket and covered interchange bench)
- » terraced seating
- » 2-net cricket practice facility with synthetic wickets
- » long jump/triple jump pit
- » lit netball court (with covered players' and officials' seating)
- » netball office building with storage
- » public amenities
- » ticket booth and spectator shelter
- » scattered bench seating
- » Men's Shed
- » sealed parking near the indoor sport facility/pavilion and along the entry road off William Street (semi sealed)
- » unsealed car parking near the Men's Shed
- » perimeter fencing.

Demand for upgrade

Demand for upgrades to the Reserve has been established through consultation with key stakeholders and user groups and from consideration of existing opportunities. Key directions include:

- » sport
 - growth in AFL and netball playing numbers
 - regular school sport conducted at both the indoor and outdoor facilities
 - social basketball competition occurs across the summer sporting season
 - annual children's football coaching program (6-8 weeks) conducted indoor
 - infrequent social indoor football activities
- » recreation
 - the Reserve is regularly used by locals for informal exercise and as a thoroughfare to and from Mountjoy Parade and the beach
- » common areas
 - the oval is Lorne's emergency helicopter landing area and destination assembly area for bushfire operations
 - limited formalised off-street car parking opportunities
- » community facilities
 - opportunity (and potential future aspiration) to consolidate community facilities in the Lorne area.

Design directions

The proposed master plan is located within Section 6.

The vision for Stribling Reserve is:

to further establish a community hub - where quality facilities will ensure that the Reserve can provide for a range of sports codes, can be popular for its active and passive recreation opportunities, can host regular community activities and will continue as a key facility for College day-to-day operations.

Key proposed enhancements for the Reserve include:

- » extensive pavilion upgrades (change room and amenities upgrades, expansion (and/or second storey development))
- » indoor sports facility ventilation upgrades and de-clutter of the playing space
- » amenities and administration building development at the netball precinct (including officials' change rooms for the entire Reserve)
- » oval lighting upgrades
- » enhanced spectator opportunities
- » additional formal car parking
- » upgraded entries.



Background

Introduction and purpose

In 2016, Surf Coast Shire Council engaged ROSS Planning to develop a master plan for Stribling Reserve (the Reserve). The Reserve is centrally located within the Lorne township and is currently one of the key sites for sport and recreation for the area. (Indeed, the Reserve includes the only playing field in the township).

The aim of the master plan is to provide direction for the Reserve, where the needs and requirements of the user groups, community and Council are established and balanced. The Project Control Group (PCG) has indicated that an aspirational vision for the Reserve will best serve to drive future development that will be undertaken in a shared governance approach.

Importantly, the project will require a staged approach to development that provides for smooth implementation limiting impact on users. Ultimately, the report will guide community, Council and user group decision-making and resource allocation.

Through site analysis, background research and consultation, the project aims to provide optimal use of the Reserve for sport and recreation groups and the wider community.

What is a master plan?

A master plan provides a vision for a site, identifying what it should look like and how it should function into the future. It establishes a strong and consistent direction, providing a framework for ongoing improvement. It considers the interrelationship between:

- » current character and functionality of the landscape
- » public expectations and needs
- » emerging issues and trends
- » the realities of the economic, social, environmental and legislative context of the time.

The result is a plan that balances needs across a range of often conflicting interests.

The master plan does not suggest that all elements should proceed immediately, or that Council nor the user groups should be responsible for all capital costs in respect of those items that are progressed. It is important to note that the intent of the master plan is to provide a framework for future development of the Reserve over an extended time period so that ad hoc improvements are avoided and community use is maximised. Further, once it has been adopted, the master plan can only be altered via Council resolution.

The master plan should be regularly monitored to ensure the outcomes continue to meet community needs in the best possible way.

Project methodology

The methodology used to develop the master plan comprised the following stages:

Stage 1 - Preliminaries

- » inception meeting
- » review of relevant reports, plans, policies and other documents
- » review of the demographic profile of the community including consideration of population projections

Stage 2 - Site assessment

- » detailed site assessment
- » discussions with Council officers
- » discussions with user groups

Stage 3 - Engagement

- » Council officer interviews
- » project control group workshop
- » existing and potential user group interviews
- » community workshop

Stage 4 - Developing directions

- » analysis of identified issues, ideas, needs and opportunities
- » concept option development
- » PCG concept option consideration

Stage 5 - Draft master plan

- » preparation of draft master plan report
- » review of draft master plan by Council and the PCG
- » document review and update
- » public review

Stage 6 - Review and finalisation

- » review of feedback on draft master plan report
- » agreed amendments to the master plan report
- » Council endorsement.

Monitoring and evaluation

The endorsed master plan for Stribling Reserve is Council and the Department of Environment, Land, Water and Planning's (DELWP) commitment to the future direction of the use of the Reserve for the next ten years. Any changes to this direction must be presented to, and endorsed by, Council prior to implementation. A public half-term review will be undertaken at five years after Council endorsement and a final public review nine years after Council endorsement. At each review, any change would also need to be endorsed by DELWP via the land owner consent process.



Literature review

In order to present a clear picture of the background issues impacting on the potential upgrade and development of the Reserve, a literature review has been undertaken. A detailed summary of each document reviewed is included below, while key impacts for the development of the master plan are highlighted in the summary breakout box.

Council Plan 2013-2017

The Council Plan is the over-arching document that details Council priorities and provides an overall strategic direction. The Plan presents a range of strategies and objectives under five key themes. Those with most relevance to the master plan process are outlined below.

Environment

- » Objective 1.1: Preserve and enhance the natural environment
 - Strategy 1.1.2: Improve pest, plant and animal management as a priority
- » Objective 1.4: Protect public open space and green belts
 - Strategy 1.4.1: Review the Surf Coast Open Space Strategy

Governance

- » Objective 2.5: Enhanced community engagement
 - Strategy 2.5.2: Provide opportunities for all members of the community to engage with Council on issues that matter to them
 - Strategy 2.5.4: Build strong relationships with community interest groups

Communities

- » Objective 3.3: Preservation of peaceful, safe and healthy environments
 - Strategy 3.3.6: Maintain, enhance and develop community and recreational facilities to improve community wellbeing

Infrastructure

- » Objective 4.1: Allocation of infrastructure according to need
 - Strategy 4.1.1: Perform an infrastructure needs assessment to provide clarity to the community on how a fair distribution of infrastructure will be achieved
 - Strategy 4.1.2: Utilisation of community demographics to determine future infrastructure needs
 - Strategy 4.1.3: Develop an improved approach to service planning that identifies long-term future infrastructure requirements and actions
- » Objective 4.2: Accessible and well-maintained Council facilities
 - Strategy 4.2.2: Review of master plans to determine deficiencies
 - Strategy 4.2.6: Annual update of interested communities in master plan priorities.

Meeting the objectives above has ensured a process of close liaison with the local community and user groups. This has resulted in a master plan that preserves the open and natural feel of the Reserve and prioritises facility upgrades based on demand.

Health and Wellbeing Plan 2013-2017

The Health and Wellbeing Plan describes Council's goals to enhance and promote community health and wellbeing. Key objectives and strategies that have been reflected upon in the development of the master plan are listed below.

Healthy engaged communities

- » Objective 1.2: To increase participation in physical activities
 - Strategy 1.2.2: Maximise use of Council's recreational facilities through a partnerships approach
 - Strategy 1.2.3: Develop a program to introduce new sport and recreational opportunities for informal/social use
- » Objective 1.3: To enhance mental health and wellbeing
 - Strategy 1.3.5: Enhancing access to open space.

The proposed development at Stribling Reserve looks to enhance the experience of existing users while also providing opportunities to increase participation and the range of activities available.

Open Space Strategy 2016-2025

The Open Space Strategy sets the direction for open space planning and provision. It also outlines the key principles for the design and development of Council-managed open space. These principles include:

- » quality planning (evidence-based provision of fit-for-purpose facilities)
- » partnerships (with key land managers and ensuring community participation in decision-making)
- » accessible and connected (well-linked precincts and access-for-all design principles)
- » attractive (facilities effectively maintained to a high quality)
- » adaptable (multi-use facilities and diversity of choices)
- » sustainable spaces (ensuring use within capacity)
- » protection and preservation (ensuring no net loss of open space and maintaining high standards)
- » adequately resourced (strategic allocation in line with Council's capacity to fund).

The master plan has been developed with each of these eight principles used as key guiding references and the actions outlined in Section 6 have been aligned with the principles accordingly.

The Open Space Strategy highlights that continued maintenance and upgrades to existing facilities should be the key open space direction for the Aireys Inlet - Lorne precinct (rather than the development of any new venues).

Community Buildings Study 2015

This Study was undertaken to highlight existing use and management of Council's community building portfolio in order to ascertain opportunities for additional (future) use.

The Study notes that there are six Council owned or managed community buildings within Lorne (kindergarten, community house (Fig Tree House), leisure centre, netball clubroom, senior citizens centre and visitor information centre). Of these facilities, the leisure centre had the third highest average monthly hours of use (183) whilst the netball clubroom attracted the lowest use at 40 hours average per month (not surprising given the limited nature of activities that this small building could support).

A large portion of the leisure centre use is attributable to College activities with the building being used at 83% capacity between 9am and 5pm on weekdays. Activities such as ballet and private social events would also add to this usage rate.

Community house (Fig Tree House) and the senior citizens centre are not used near to capacity. This has spawned suggestion that the activities these facilities host could be relocated to a second storey development at the leisure centre. While this facility development has been included in the master plan process at the direction of the PCG, the activities that the leisure centre may seek to host and any ongoing impacts that may have for other buildings within Lorne will be subject to a future structure plan ('township master plan').

Access Audit Report 2016

In 2016, Council oversaw the development of an access audit report¹ for the pavilion and indoor court. The following points summarise the high priority actions identified:

- » provide one designated accessible parking bay near to the pavilion entrance
- » provide level entry at principal pedestrian entrances
- » ensure principal entry doors have appropriate handles, are easy to open and provide a minimum 850mm opening
- » ensure internal accessways have suitable areas for passing and turning and provide luminance contrasts at doorways
- » ensure public kitchen entry doors provide a minimum 850mm opening
- » provide a unisex accessible toilet to Australian Standards
- » provide a unisex accessible change/shower facility
- » ensure appropriate emergency egress such as Building Code requirements, suitable door handles and signage (including tactile and braille elements).

While a number of these actions are more relevant considerations for detailed building design, the need to provide access-for-all (wherever possible) across the Reserve has been an important consideration throughout the project.

Additionally, Council's All Abilities Committee note that future facility improvements should ensure that the Reserve is an inclusive space community activities and for viewing sporting events.

Achieving Lorne's Aspirations

The Committee for Lorne developed Achieving Lorne's Aspirations as a community visioning document². It provides a range of strategies developed to ensure that Lorne's sense of place is maintained and enhanced. Key strategies considered in the development of the master plan include:

- » Aspirational Strategy I: Leading through cooperation and collaboration
 - Objective 1.3: Work with all stakeholders to improve the amenity and accessibility of public reserves, scenic attractions, caravan parks and other foreshore areas in Lorne to support longer visitor stays
- » Aspirational Strategy II: Creating a community for everyone
 - Objective 2.4: Work with resident and non-resident young people to identify and then generate an array of activities and opportunities that support and enrich a young person's lifestyle in Lorne
- » Aspirational Strategy IV: Accommodating Lorne's future
 - Objective 4.1: Support the current and ongoing research into how to accommodate 500 more permanent residents, most of which are to be of working age and under.

Community engagement has been a key pillar for this project to ensure that proposed changes provide opportunities that reflect demand.

¹ Architecture Access Pty Ltd

² This is not a Council endorsed document

Stribling Reserve Masterplan 2001

Key directions identified in the master plan include:

- » new perimeter fencing (this has been constructed)
- » improved drainage (addressed well on the oval but not necessarily achieved across the whole Reserve)
- » improved traffic and pedestrian movement (largely unactioned)
- » additional seating areas (largely unactioned)
- » retain existing vegetation (appropriately actioned)
- » enhance the front entry of the community centre (somewhat addressed).

Reviewing whether the unactioned directions remain a priority has been an important consideration in the master plan process.

Lorne-Aireys Inlet P12 College (Lorne campus) Master Plan 2016

The master plan seeks to outline priority projects that can lift the general beautification, aesthetics and functionality of the campus. Interestingly, none of the proposed works impact on the nexus between the campus and the oval or indoor sports facility/pavilion.

Literature review - implications

In terms of impacts for the future development of Stribling Reserve, this review suggests:

- » commitment from Council to ensure quality facility upgrades that meet community need and provide opportunities for health and wellbeing improvement
- » appropriate engagement can enhance the quality of the master plan and the ultimate acceptance and buy-in from the community
- » a number of the directions presented in the 2001 masterplan are no longer a priority (and hence the importance of developing a new version to guide decision-making).

Demographic considerations

In order to understand the make-up for the Reserve 'catchment', a snapshot of existing and future population and demographic characteristics has been undertaken. With Stribling Reserve one of the key community open spaces within Lorne, population characteristics for this planning area have been the focus. It is acknowledged that a number of participants will come from outside this catchment. However, in general, core participation is expected to come from within the Lorne area.

Analysis of these characteristics¹ reveals:

- » an estimated population of 1,074 for 2015 with population decreases of approximately 10% between 2011 and 2015. However, it should be recognised that more than 70% of residences are currently unoccupied on a 'permanent' basis, resulting in notable population fluctuations at weekends and during holidays (from non-permanent residents and visitors)
- » future population forecasts have not been undertaken to the level of Lorne township alone (given the small population base). Rather, a conglomerate analysis has been established that also includes Aireys Inlet, Big Hill, Eastern View, Fairhaven and Moggs Creek. The analysis shows a predicted population increase of approximately 500 residents for this entire planning area 'conglomerate' between 2015 and 2035
- » significant aging is predicted for the planning area with the proportion of older residents (60 years and above) forecast to increase from 32% to 38% between 2015 and 2035. Of the seven planning areas within the Surf Coast Shire Council, this planning area is projected to be the second oldest (behind Anglesea with 40% of residents 60 years and above)
- » 46 additional school-aged children are forecast for the planning area between 2015 and 2035
- » higher proportion of households without a motor vehicle (7% compared with the Shire at 3%)
- » relatively low proportion of households with internet connection (62% compared with the Shire at 79%).

It is also important to note that during peak summer holiday periods, the population of Lorne can swell to as many as 10,000 (anecdotally). Further, as noted in the literature review, the Committee for Lorne has an aspiration to ensuring housing options are available to accommodate 500 additional permanent residents (most of who will be working age or under). As such, the Committee has undertaken significant work to identify opportunities to enhance existing housing stocks. Additionally, the Committee strives to increase the amount of time spent in Lorne by non-permanent residents.

¹ *id, the population experts (2016)*

Demographic considerations - implications

In terms of impacts for the future development of Stribling Reserve, these demographic considerations suggest:

- » a range of recreation opportunities that are attractive across all ages should continue to be made available at the Reserve
- » the Reserve is likely to continue to be both a key thoroughfare and a preferred venue for pedestrians (particularly walkers)
- » email and internet-based communication should not be solely relied upon to promote facilities, activities and services available at the Reserve.

Trends considerations

Formal sport trends

Field and court quality

Facility providers face an increasing trend to develop and re-develop sporting fields and courts to a higher level in order to increase carrying capacity (and also to meet the facility expectations of a number of national sporting bodies). Upgrades, such as lighting and field irrigation, allow training and competition times to be extended and increases the ability of turf playing fields to cope with the resulting wear and tear. Further, to achieve ongoing field quality, fields need 'rest periods' (of up to four weeks) where necessary maintenance can be undertaken.

However, the replacement of turf fields with synthetic fields can significantly increase carrying capacity by limiting maintenance-required field down time. A number of councils and facility providers are moving toward the provision of synthetic fields (particularly for football (soccer) where a number of internationally certified surfaces are available).

The potential development of a synthetic multi-use sports field has been considered at Stribling Reserve as part of the master plan process, however, retaining the open and natural 'village green feel' is the preferred direction.

Field and court sharing

With many sports extending the lengths of pre-season and season fixtures, sharing of field and court space is becoming difficult. While providers strive to maximise the use of community resources (and State Governments espouse field and court sharing), the reality is that shared use of ancillary facilities (e.g. pavilions, carparks) rather than playing areas may be more appropriate.

Sharing of playing areas is rarely an issue at Stribling Reserve. There are currently no regular summer sporting season tenants for either the playing field nor outdoor court and the indoor court space receives limited use (outside of school hours).

Volunteer sport organisations

The rate of volunteering in sport and recreation clubs has been declining for many years. Often, the responsibility for running clubs falls to one or two key personnel. To address this issue, there is a move toward amalgamations, with multi-sport clubs becoming more common. In other cases, organisations may become aligned to larger licensed clubs that take over some or all of the volunteers' roles as well as asset management responsibilities.

Some 'professionalisation' of clubs is also likely to take place with committee positions attracting a basic remuneration.

Passive recreation trends

Park (reserve) design

The design of a park is critical in ensuring that it is successfully utilised by the community. Public parks should include:

- » attractive and safe open areas with good lighting, seating, shade, shelters and areas for play
- » well-lit, level and shaded walk/cycleways that provide links to open space, community and commercial areas
- » well-designed internal roads, including safe pedestrian crossings
- » infrastructure that supports participation by people with a range of disabilities, including the provision of ramps, accessible amenities and safe crossings.

Creating the 'right' park setting is essential to the community's use of it for active and passive recreation.

With a quality series of foreshore parks available along the beach in Lorne, the play, picnic and passive recreation needs of residents and visitors are largely accommodated. As a result, Stribling Reserve will continue to primarily function as a sports facility that also offers indoor and outdoor areas for formal and informal physical activity.

Trends - implications

So what do the trends mean for the master planning of Stribling Reserve. As the master plan has been developed, we have:

- » ensured the provision of suitable facilities to retain the existing range of sporting users
- » ensured opportunities for shared-use of key ancillary facilities
- » ensured comfortable viewing areas for spectators
- » catered for all age groups and considered the needs of the aged and less physically mobile.

Existing situation

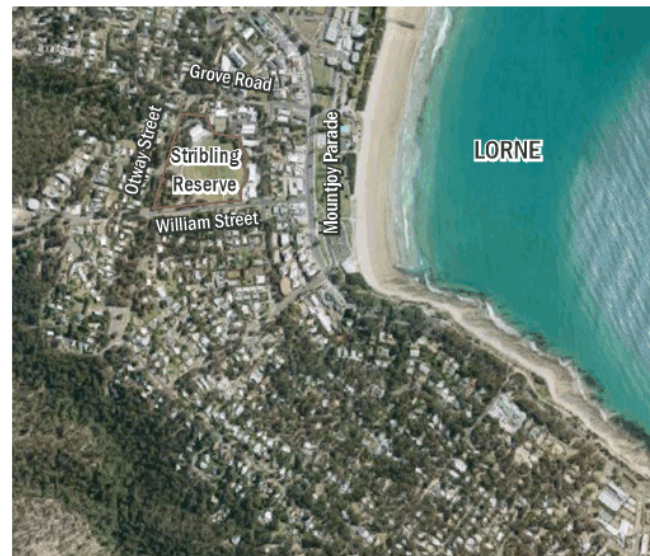


Site description

Stribling Reserve is centrally located within Lorne. The 2.96ha facility is Crown Land with Council holding the role of Committee of Management. Council has established a Section 86 Committee to assist with management.

In the early 1950's, discussions were held regarding the need for Lorne to have an oval (and to relocate outdoor sport from the foreshore 'Flat'). The sloping Library Paddock (the current site) was selected and using a cut and fill approach, the site was completed in 1955. The first home match was conducted in June of that year.

Today, key features include a lit oval, lit netball court, indoor sports court and pavilion and Men's Shed. The facility hosts regular AFL, netball, school sport and additional school use. Further, it hosts activities such as social sport and physical activity programs, community events and commercial activities.



Site elements

Buildings and improvements

As a key sport and recreation venue, Stribling Reserve has a range of facilities:

- » indoor sport facility/pavilion (incorporating single court, change rooms, kitchen and bar, social area, offices, storage, amenities and extended awning)
- » lit oval (with synthetic cricket wicket and covered interchange bench)
- » terraced seating
- » 2-net cricket practice facility with synthetic wickets
- » long/triple jump pit
- » lit netball court (with covered player and officials' seating)
- » netball office building and storage facility
- » public amenities
- » ticket booth
- » spectator shelter
- » scattered bench seating
- » Men's Shed
- » sealed parking near the indoor sport facility/pavilion and along the entry road off William Street (semi sealed)
- » unsealed car parking near the Men's Shed
- » perimeter fencing.

Sports lighting

The oval is lit for training purposes by five light poles, each with two light fittings. Additionally, a temporary lighting tower is on-site to replace a pole that was removed from the eastern side (given failing footings and concern it may fall on adjoining properties). A new lighting design for the oval was completed in 2016.

The netball court is lit to competition standards with four lights on two poles.

Parking

Sealed parking is provided at the rear of the pavilion and along the entry road off William Street.

An unsealed car park is located in the south-west corner of the Reserve (near the Men's Shed).

On-street parking is available on adjoining streets. However, parking is not available on the northern side of William Street between December 1 and March 31 (peak holiday period) resulting in a loss of approximately 30 spaces.

Access, linkages and connectivity

Entry and access

The Reserve has complete perimeter fencing that limits inappropriate access by vehicles and allows for gate entry fees to be charged for matches. Additionally, timber rail fencing is located along the edge of the car park via the entry road off William Street.

Linkages and connectivity

While the Reserve is fully fenced, pedestrian access gates are available. As a result, pedestrians regularly walk through the Reserve when moving between the residential area to the west of the Reserve and the commercial and beach areas to the east.

The facilities at the Reserve are also used several times each day by the adjoining College. Two sealed access points are provided between the College and the Reserve at the northern end of the oval.

Shade

Mature trees provide shaded areas across many areas within the Reserve. Natural shade is available across the western side, in the north-east corner and at the entrance off William Street.

A small amount of built spectator shade is provided by the awning on the southern side of the pavilion, along the western side of the netball court and in the shelter near the entry gate on William Street.

Signage

The Reserve is clearly visible from William Street (yet somewhat 'hidden' from Otway Street given the heavily treed perimeter).

Park naming signage is located at the William Street and Otway Street entries and the pedestrian gate on Otway Street. The Otway Street entrance sign is in poor condition.

Directional signage is located on Mountjoy Parade on the corners of Grove Road and William Street.

Planning considerations

Stribling Reserve is zoned Public Park and Recreation Zone (PPRZ) under the Surf Coast Planning Scheme.

The objectives of this zone are to:

- » implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies
- » recognise areas for public recreation and open space
- » protect and conserve areas of significance where appropriate
- » provide for commercial uses where appropriate.

Prohibited uses (development) within the PPRZ include brothel, cinema facility, corrective institution, display home, funeral parlour, industry, saleyard, transport terminal (other than heliport), veterinary centre and warehouse (other than store).

Legislative considerations

In 2015, the Victorian Government introduced rate capping. In effect, this limits the funding available to Council for service delivery and has a direct impact on areas such as community facility development.

It is also important to note that the Local Government Act 1987 is currently under review, whilst the Crown Land (Reserves) Act 1978 is also expected to be reviewed in the near future. The outcome of these reviews will need to be considered in light of the community management arrangements at the Reserve.

Facility snapshot



Existing facilities

- | | | |
|---------------------------------|--|--|
| 1. Otway Street entry | 8. Netball administration and Lions' storage building | 13. Unsealed car park |
| 2. Sealed car park | 9. Lit netball court with player and official covered seating | 14. Men's Shed |
| 3. Indoor sports facility | 10. Otway Street pedestrian entry | 15. Ticket booth |
| 4. Pavilion and awning | 11. Lit oval with synthetic cricket wicket and interchange bench | 16. William Street entry |
| 5. College access points | 12. (Semi) sealed car park | 17. Spectator shelter |
| 6. Terraces (timber and gravel) | | 18. Long/triple jump pit |
| 7. Amenities | | 19. 2 cricket practice nets with synthetic wickets |

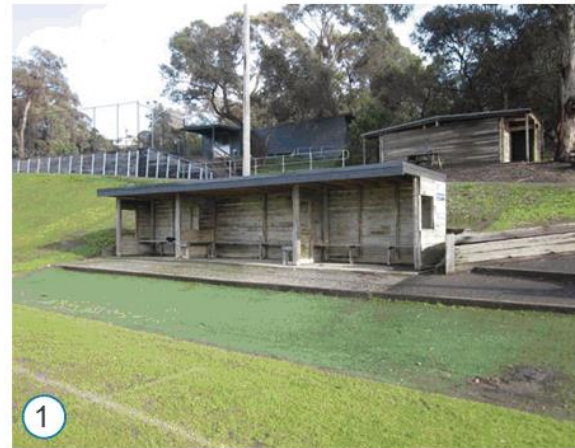
Sport playing facilities

- » Lit AFL oval with synthetic cricket wicket (1)
- » Lit netball court (2)
- » Two-net cricket practice facility (3)
- » Long/triple jump pit (4)
- » Single court indoor facility (5)



Ancillary facilities

- » Covered interchange bench (1)
- » Pavilion (2)
- » Sealed and unsealed car parking (3)
- » Netball administration area (4)
- » Terrace seating
- » Netball players' and officials' shelter



Additional facilities

- » Men's Shed (1)
- » Spectators' shelter (2)
- » Amenities building (3)
- » Ticket booth (4)
- » Lions' storage facility



Demand analysis

Demand for development at Stribling Reserve has been established through consultation with Council, management groups, existing user groups, potential user groups and other key stakeholders; combined with an analysis of existing and potential opportunities. Importantly, the information presented in this Section is the preferred direction (and/or perception) of the individuals or groups engaged. This information has then been analysed and interpreted in Section 5 - Design considerations.

Consultation summary

Council

Potential opportunities and issues for consideration were discussed with a number of Council officers through individual and small group interviews:

Issues

- » pavilion is one of the few key Council sporting facilities not to undergo recent upgrade (change rooms are dated and unattractive)
- » indoor sports facility does not meet necessary standards for run-offs (approximately 1-2m shortfall around all four sides)
- » car parking is an issue during winter season home matches
- » drainage is a problem throughout much of the site
- » providing suitable access for people with a disability is difficult given the sloping site
- » mature trees on the northern side of the oval impact the quality of the turf cover in this area and may require arborist assessment to determine potential impact on adjoining properties
- » difficult to host large outdoor events at the Reserve given winter sport requirements and need for emergency access (helicopter landing site). However, it is important that the Reserve remains available as a staging site for events and community requirements (e.g. operations hub during natural disasters)

Opportunities

- » ensure the master plan reflects whole of community direction and demand
- » consider the possible development of a children's play node within the Reserve
- » ensure the project outlines a number of shovel-ready projects in order to access State and Federal Government funding
- » if a second storey was developed on the pavilion it may be attractive for community and commercial functions (depending on future community direction).

Management groups

Project Control Group

- » the Project Control Group (PCG) includes a representative from the Committee for Lorne (who chairs the group), Section 86 Committee, College, DELWP, a number of Council officers and technical representatives
- » as part of the community engagement activities and the opportunities analysis, the PCG has provided approximately \$12,000 of in-kind project support
- » imperative that the master plan recognises the aspirations of the Committee for Lorne
- » local residents are committed to seeing upgrades and growth in social infrastructure
- » ensure future changes include upgrades to change rooms and amenities and provision of additional storage.

Stribling Reserve Committee of Management (Section 86)

Creating a vision

- » the Reserve has the potential to be a key component of the wider vision of growth for Lorne
- » the provision of a multi-purpose space within a second storey can provide a quality community venue and create improved links with the Lorne community
- » sport is the 'heartbeat' of the community in Lorne and Stribling Reserve can be the community hub
- » potential opportunities exist to include both youth and senior citizens' activities within an expanded facility at the Reserve

Facility considerations

- » overall, the pavilion (built in 1985) is 'tired' and requires updating
- » the indoor sports facility (built in 1988) no longer meets sports code requirements for run-offs. Additionally, there are issues with ventilation and condensation during periods of wet weather
- » identified facility upgrades include:
 - construction of storage pods at the rear of the indoor sports facility (will be completed in early 2017)
 - construction of additional storage areas
 - provision of suitable home and away change rooms and amenities
 - provision of suitable amenities for officials
 - provision of accessible amenities
 - provision of change rooms and amenities to service netball
 - provision of oval lighting (to 200 lux)
 - enhanced access for people with a disability across the Reserve
 - opportunities to expand the pavilion (and/or develop a second storey)

Additional considerations

- » opportunity to develop additional parking by redesigning the road and road reserve layout at the nexus between Smith Street, Grove Road and Otway Street.

Existing user groups

Lorne Football Netball Club (Football)

Membership considerations

- » the sport has enjoyed recent membership growth fielding 4 teams (approximately 100 players) in the 2016 season
- » this participation represents an increase of 2 teams across the last 6 years

Facility usage

- » throughout the winter sporting season, the Reserve hosts 9 rounds of home fixtures with matches played throughout most of the day on a Saturday
- » training is conducted at the Reserve two afternoons/evenings each week between January and September
- » a feature round is conducted at the Reserve as a season opener on Easter Saturday each year. This round is standalone with no other fixtures played across the League and draws a large crowd of between 3,000-4,000.

Development considerations

- » the playing field has been upgraded and is now a quality surface that needs to be maintained
- » the pavilion awning and barbecue area function well on game days
- » change rooms are too small for both home and away teams
- » an upgrade to the field lighting is required to allow for training and matches
- » car parking is a problem on game day (particularly in the area to the north-west of the pavilion/indoor sports facility)
- » spectator terraces need to be upgraded (consider seating options on the 'hill')
- » the provision of a small gym would be advantageous
- » limited toilets are available for spectators on game days
- » the bar area needs to be upgraded and to work 'with' the kitchen area.



Large crowds enjoy the 2016 Easter Saturday home matches

Lorne Football Netball Club (Netball)

Membership considerations

- » in 2016 the Club fielded 3 junior teams and 3 senior teams (total of approximately 60 players)
- » the Club has achieved significant growth having only fielded one senior team in 2010

Facility usage

- » home matches are played on the same day as home AFL rounds (e.g. 9 rounds of home fixtures played throughout the day on a Saturday)
- » training is conducted at the Reserve three afternoons/evenings each week between February and September
- » match day warm-ups for the home team are conducted within the indoor sports facility while away teams warm-up on the College outdoor courts

Development considerations

- » the recent court and shelter upgrades provide quality playing experiences
- » having no netball change rooms nor amenities is poor. The development of a small building that included home and away change and amenities facilities, storage, meeting room and administration area would be ideal. (This would not only assist the Club with training and matches, it would also allow the Reserve to be promoted for pre-season camps for visiting teams)
- » the provision of a small gym would be beneficial especially for rehabilitation
- » given that netball and AFL play home games simultaneously, car parking provision is inadequate.



Lorne P12 College

Background

In 1987, a rental use agreement was established allowing the College access to the Reserve and indoor sports facility within school hours throughout the school year. Thirty years on, this agreement remains in place (and is due for review and update) and the College continues to be one of the key users of the facility.

It is important to note that during College activities undertaken at the Reserve, unsupervised public use (and interaction with the students) is not permissible.

Facility usage

The College uses the Reserve and indoor sports facility for a range of activities:

- » physical education classes (approximately 16 hours/week)
- » drama, music classes, other activities in the multi-purpose space (approximately 6 hours/week)
- » recess play (twice each day)
- » recess formal sport training (infrequent)
- » formal school sport (infrequent)

Development considerations¹

The College has proposed a number of higher priority facility upgrades:

- » repair the ventilation in the indoor sports facility
- » ensuring suitable change facilities and amenities for females
- » providing additional storage areas (as indicated in the 'pod-style' proposal)

Additional facility upgrades that would improve the facility may include:

- » expand the pavilion to provide a new function area, new kitchen and bar, office and club heritage spaces and quality viewing opportunities
- » remove the existing bar area (to limit hazards within the indoor sports facility)
- » convert the existing function room into a utility space with projector and speakers (education area, gym area etc)
- » ensure a suitable area for umpire change rooms
- » provide speakers within the indoor sports facility
- » restore and relocate the scorer's box within the indoor sports facility
- » provide retractable seating within the indoor sports facility
- » remove/relocate additional hazards within the indoor sports facility
- » upgrade the terrace seating overlooking the oval
- » ensure continued access to AFL goals when goal squares are under repair (e.g. transportable goals).

¹ 46 additional school aged children are projected for the Lorne - Aireys Inlet planning area between 2015 and 2035 (id, 2016) suggesting small growth in the College may be achieved

Existing user groups (cont.)

Social basketball

- » basketball had not been played in Lorne for more than 15 years before a social women's competition was established in 2015
- » social matches are played one evening each week during school terms 1 and 4
- » numbers are growing with approximately 80 participants involved in matches across the two years
- » organisers are looking to expand to include a men's competition in 2017

Social football (soccer)

- » for the last 3 years, a 6-8 week junior football (soccer) coaching program has been conducted at the Reserve
- » the program attracts up to 20 participants and is generally conducted in the indoor sports facility given that it is often too cold and/or too wet to be undertaken outdoors
- » transportable goals, balls, bibs and markers are stored at the Reserve
- » casual adult games are also conducted indoors on occasion
- » while it would be ideal to have access to a full-size field and formal club to provide a clear pathway for keen juniors, the local population base does not support this direction

Fitness classes

- » group fitness classes are conducted in the indoor sports facility one morning each week during the warmer months
- » the 30-minute classes attract a small but regular group
- » existing facilities are appropriate for the group

Visiting AFL Clubs - pre-season activities

- » a number of clubs that have previously used the Reserve for pre-season activities were contacted to discuss their experiences. Key suggestions include:
 - the facility is highly attractive given the existing facilities and the location (a beach-side setting near to Melbourne)
 - the kitchen and sleeping quarters (in the indoor sports facility) function well
 - the change rooms and field lighting require upgrades
 - enhanced pedestrian connections from the pavilion end of the Reserve to the beach are required
 - the provision of data projectors and screens for presentations would be appreciated

Falls Festival

- » the Reserve plays two key functions during the Falls Festival:
 - the Reserve is the base for the two teams of security staff (up to 100 in total) that work during the festival. The Reserve is used for accommodation, provision of all meals and an administration hub where security staff can check in and out each day
 - the building adjoining the netball court is used as the in-town accreditation point for patrons
- » the facility functions very well for these two uses

Colac and District Football Netball League (AFL)

- » field upgrades have resulted in a quality playing surface
- » change rooms for the away team are too small and parking on match days is problematic

Colac and District Football Netball League (Netball)

- » the recent court upgrade and construction of players' and officials' shelter have markedly improved the facility
- » issues at the Reserve include:
 - lack of change facilities and amenities to service netball
 - limited parking
 - leaf litter on courts
 - limited ability to facilitate growth with only one court

Local community (neighbours)

- » the green and natural feel is enjoyed
- » ability to spectate at local sporting events is highly valued
- » preference to retain the Reserve as a village green-style venue

Potential user groups

Lorne ballet

- » regular ballet classes have previously been conducted at the Reserve on a weekly basis. However, it becomes too cold within the indoor facility and classes have been transferred to a local church hall
- » if a carpeted and heated multi-function space was available, ballet classes may return to the Reserve. Access to a kitchen area and amenities would also be required

Lorne cricket

- » the Club has previously fielded up to two teams (one junior and one senior)
- » enthusiasm and player numbers declined to a point where fielding one full team was not possible
- » being a summer season sport makes it difficult to compete with surf activities. Additionally, many parents work longer hours during this peak tourism time making travel for cricket purposes difficult
- » a number of new families to the area would be required to re-establish a local team
- » the Birregurra Cricket Club are using the field this season while their field is under repair

Lorne yoga

- » yoga classes are currently conducted in a number of venues in Lorne. A carpeted function area at the Reserve may prove popular as a more permanent facility for classes



Additional stakeholders

Lorne Men's Shed

- » (at the time of developing this report the Men's Shed was finalising preparations in order to commence formal activities at the Reserve)
- » it is expected that the facility will operate up to 3 times each week (on weekdays)
- » no activities will be undertaken during winter sporting season home fixtures
- » formalising the car parking and pedestrian movement in the south-west corner of the reserve would be beneficial

Lorne Emergency Services

- » Stribling Reserve is Lorne's Designated Assembly Area and staging post for emergency situations
- » the oval must remain clear of obstructions to allow for emergency helicopter landings
- » ambulances reverse down the internal access road that runs in front of the netball court and down to the pavilion. Importantly, this vehicle access needs to remain regardless of proposed facility upgrades

Lorne Police

- » as Lorne's Designated Assembly Area for emergency situations, the oval needs to be available for helicopter landings
- » neither vandalism nor inappropriate behaviour are an issue within the Reserve

Lorne Community Hospital

- » helicopters use the Reserve as the landing point when rapid patient transfer is required

Lions Club of Lorne

- » the Lions Club has stored their snow cone van, barbecue trailer, Art Show display boards and other items in the storage shed near the netball court for many years
- » it is recognised that the storage facility is in a location that could be used to house an alternate facility associated with the existing uses at the Reserve. However, to facilitate this, a suitable storage facility would be required elsewhere within the Reserve or the adjoining Department of Education and Training land

Lorne Fig Tree Community House

- » occasional care is expanding to four days/week to accommodate demand
- » there is a short waiting list for children under three years of age (given the cap on the number of children the centre can care for in each age group). However, it is not considered financially viable to establish a new (nor satellite) facility at the Reserve - particularly given the need for permanent infrastructure that would become an issue for other potential users

Sport and Recreation Victoria

- » the Barwon South West office has discussed the need for a master plan with Council over recent years
- » staff recognise that Council may be seeking funding support for oval lighting upgrades in the short-term.

Community visioning workshop

A half-day workshop was conducted to establish community priorities and directions for the Reserve. Following a range of advertising (including direct invite via letters, posters and social media), twenty-one participants attended representing a wide cross-section of the community.

Participants were first asked to describe 'what they love about Stribling Reserve'. Common perceptions included:

- » attractive, open green space (trees, landscape, beauty, views)
- » central community and activity hub
- » wide range of existing uses.

A number of group activities were then conducted leading into the ultimate exercise of identifying potential directions for the Reserve. Given the range of backgrounds that participants were coming from, it was not surprising that a range of possibilities were suggested. The summary below highlights the different positions proposed for the Reserve for each of the four groups.

Group	Reserve Purpose	Reserve Vision	Priority infrastructure	Priority social infrastructure
A	Community recreation and education activities	- expanded capacity for wider range of user groups - maintain aesthetics	- stadium mezzanine - additional storage - additional car parking	- maintain current users - target new user groups - community sharing
B	Community hub - leisure, sports and education	- increase community activity - increase amenity for current users - enhance links to external education providers	- change room and amenity upgrades - repair stadium ventilation issues - enhance oval lighting - increase parking - maintain oval surface - enhance internet capacity	- links with external agencies (U3A, Deakin University etc) - maintain existing relationships (college, emergency services etc)
C	Village hub responding to community needs	- continued partnerships with college and sporting users - retain natural beauty and views	- ensure access for all - improve existing facilities - increase parking (multi-level)	- consolidate community groups - ensure opportunities for all - not just football and netball
D	Community hub - sports, recreation, multi-purpose	- flexible facility to meet community demand - maintained flat, green open space	- change room upgrades - using allocated funding wisely	- attitude to community change - rationalising and centralising community groups

Visioning summary

There is a clear directive that Stribling Reserve should continue as a key community hub offering sport, recreation and education-related opportunities to a wider range of user groups. It is recognised that facility upgrades (such as change rooms and amenities) and additional car parking are required. However, proposed future development needs to be balanced against a desire for continued natural aesthetics and views.



Catchment considerations

Sport

As identified in the 2016-2025 Open Space Strategy, the Lorne - Aireys Inlet planning precinct is currently slightly under-supplied for sporting land now and into the future. The Strategy proposes that with Lorne residents having access to Stribling Reserve, this deficit primarily reflects the lack of outdoor sporting land in Aireys Inlet.

The Strategy recommends that continued maintenance and facility upgrade (rather than additional land development) should be the focus for open space direction in the Lorne- Aireys Inlet precinct.

Parklands and gardens

The Open Space Strategy highlights an adequate supply of land for parklands and gardens with the majority of residents in the urban area having suitable access. Additionally, the importance of the attractive natural areas and beaches is also recognised. It is also acknowledged that community open space is provided by a number of different land managers within Lorne.



Participation considerations

The table below compares national, state and local trends in participation for existing and potential user groups. Australian Bureau of Statistics data (2001-2012) and National and State sporting body annual reports (where available) have been used for national and state trends while the results gained from interviews conducted during the master plan have been shown for local trends.

The arrows reflect increases or decreases in participation, while the curved lines represent stable participation rates.

Sport	Participation trend		
	National	State	Local
AFL	~ ¹	~ ²	↑
Netball	~	↑	↑
Basketball	↑	↑	↑
Football (soccer)	↑	↑	~
Cricket	↓	↓	↓

1 - decreases in senior participation yet significant increases in female participation at all levels

2 - slight increases in junior participation

Recent participation increases in formal AFL and netball are encouraging (particularly for AFL where these results have been achieved despite state and national trends). Social basketball has achieved growth (and may expand further with the introduction of a men's competition). Club cricket¹ is no longer conducted at the Reserve, with participation decreases reflecting both state and national participation trends.

¹ Whilst the Lorne Cricket Club has folded, the Birregurra Cricket Club is using the Reserve in the 2016/17 season while their field undergoes upgrades

Demand considerations - implications

When considering future development of Stribling Reserve, the demand analysis suggests:

- » AFL, netball and basketball are all popular activities
- » continued participation increases may only be achieved with an increase in the Lorne population (particularly in a younger cohort, 7-35 years of age)
- » the Reserve largely functions well (key upgrades are required for the change room and amenities, stadium ventilation and field lighting. Additional parking is also necessary for game days)
- » as the designated assembly area for emergency situations and the helicopter landing area, the Reserve must remain an open area

5 Design considerations

Opportunities and constraints

Key opportunities and constraints for Stribling Reserve are summarised below and provide much of the direction for the designs.

Issue	Opportunities/Constraints	Desired Outcomes/Design Drivers
Movement		
Entry	<ul style="list-style-type: none"> » The Reserve is clearly visible from William Street. However, is somewhat 'hidden' from Otway Street by the heavily treed perimeter » Simple Park naming signage is located at the William Street and Otway Street entries and the pedestrian gate on Otway Street » Directional signage is located on Mountjoy Parade on the corners of Grove Rd and William St 	<ul style="list-style-type: none"> » Develop a sense of arrival at key entry points (including installation of entry signage more befitting of a quality sport and recreation facility)
Parking	<ul style="list-style-type: none"> » Game day car parking is one of the major concerns for tenant user groups » Small sealed car parks are located at the rear of the pavilion/indoor sports facility and off the entrance on William Street » A large unsealed overflow car parking area is located toward the south-west corner of the Reserve 	<ul style="list-style-type: none"> » Formalise (without sealing) the car park in the south-west corner of the Reserve » Further investigate opportunities to create an additional car park to the east of Otway Street (that is near to the northern entrances to the Reserve) » Review game day parking regulations during holiday periods
Vehicle movement	<ul style="list-style-type: none"> » Given the small footprint of the Reserve, there is limited vehicle movement activity outside car parking. However, continued emergency vehicle access is required within the site between William Street and the pavilion 	<ul style="list-style-type: none"> » Reseal the internal road leading from the William Street entrance to the pavilion and undertake necessary edge treatment
Pedestrian network	<ul style="list-style-type: none"> » The Reserve is a recognised thoroughfare for pedestrians moving between the houses to the west and the CBD, foreshore and beach » The Reserve is a popular site for unstructured physical activity (walking the dog, jogging and kicking a 'footy') » Being built into the side of a slope, there are limited level sites or level links between key areas of the Reserve » The College is a key user of the facility and safe connections between the two sites are important 	<ul style="list-style-type: none"> » Retain pedestrian access points across the Reserve » Where practical, ensure key areas within the Reserve are accessible for all » Continue to maintain the existing sealed pedestrian connections between the College and the Reserve » Establish a pedestrian link from the main Otway Street entry directly down to the oval precinct
Fencing	<ul style="list-style-type: none"> » The black plastic coated chain mesh fence forming the Reserve perimeter (and netball enclosure) is functional and attractive » Timber rail fencing used to delineate car parking is appropriate 	<ul style="list-style-type: none"> » Retain all existing fencing

Issue	Opportunities/Constraints	Desired Outcomes/Design Drivers
Open space		
Oval	<ul style="list-style-type: none"> » Council has recently overseen a complete surface upgrade that coped well with the training and competition loads of the 2016 season » Drainage remains a concern across the western and northern sides of the Oval » Field lighting is poor (and one pole has been replaced by a temporary lighting unit). Given the limited daylight hours during the winter season, appropriate training standard lights are required » The mature trees along the north-east oval boundary limit groundwater available to turf in that section of the oval. These trees are also located near to the College and kindergarten » The cricket wicket, practice nets and long/triple jump pits are currently only used by the College 	<ul style="list-style-type: none"> » Construct a simple spoon drain with concrete base around the western boundary of the oval to divert run-off from the playing surface » Provide suitable oval lighting (200 lux). This would meet the requirements for physical training (50 lux), match practice (100 lux) and competition (100 lux) » Undertake tree health and tree safety (for adjoining properties) audits of the mature trees along the north-east side of the oval » Despite no cricket nor athletic clubs being based at the Reserve, retain the existing facilities for use by the College and casual users
Netball court	<ul style="list-style-type: none"> » The netball facility was recently upgraded with a new surface (and adequate run-offs), lighting upgrade, shelter, fencing and landscaping » While the Colac League would prefer that all clubs had access to at least two courts, this is not considered feasible (nor necessary) for Lorne given the land constraints at Stribling Reserve, the limited participant numbers and availability of the indoor and College courts » The provision of a play node near to the court would provide an area for young children during training and matches 	<ul style="list-style-type: none"> » Continue to maintain the netball playing facilities » Develop a small play node for young children near the re-developed netball building
Spectator areas	<ul style="list-style-type: none"> » Spectator areas for netball are appropriate » Given the large crowds that are attracted to feature AFL matches, opportunity exists to enhance oval spectator experiences » The area around the existing amenities building is considered to be one of the better viewing points 	<ul style="list-style-type: none"> » Re-develop the spectator area immediately in front of the pavilion » Construct a small number of grass terraces around the western bank
Landscaping	<ul style="list-style-type: none"> » The Reserve has an attractive natural feel given the mature trees and other vegetation (particularly in the north-west corner). Any future landscaping should reflect this natural amenity 	<ul style="list-style-type: none"> » Detailed planting designs to be established in relation to each project during the design phase

Issue	Opportunities/Constraints	Desired Outcomes/Design Drivers
Buildings and structures		
Pavilion and indoor sports facility	<ul style="list-style-type: none"> » Being located at the northern end of the Reserve and adjoining the College, the facility is well-positioned for participants, officials and spectators » The building has become dated and has areas that no longer meet requirements » Key focus for change within the pavilion includes - configuration and layout of change rooms, amenities and officials' area; additional storage » Key focus for change within the indoor sports facility includes - ventilation upgrades, additional storage and increasing the 'usable' activity space » Opportunity may exist to develop a second level on the pavilion to provide additional activity areas 	<ul style="list-style-type: none"> » Retain clear access between the pavilion/indoor sports facility and the College » Undertake necessary repairs within the building (e.g. upgrade the ventilation in the indoor sports facility) » (Where possible) ensure the facilities within the pavilion meet the necessary sporting code expectations (e.g. suitable run-off areas within the indoor sports facility, appropriate amenities and change rooms for participants and officials) » Relocate the officials' change facilities to the new building at the netball precinct and redevelop the home and away change rooms within the pavilion to provide more modern facilities » Investigate the feasibility of developing a second level on the pavilion building
Netball/Lions Club building	<ul style="list-style-type: none"> » The building has long been a storage area for the Lions Club » Netball use one section of the building for administration » There are no amenities or change areas directly servicing the netball facility 	<ul style="list-style-type: none"> » Assist the Lions Club to relocate to a suitable storage facility (away from the Reserve footprint) » Develop a new building that provides amenities, change rooms and administration facilities for netball; change rooms for all officials and additional spectator amenities » Establish a service vehicle entry to the building
Amenities building	<ul style="list-style-type: none"> » The timber amenities building located between the pavilion and netball facility is an important facility given that it is in one of the prime viewing areas for the Reserve 	<ul style="list-style-type: none"> » Retain (and continue to maintain) the amenities building
Netball shelter	<ul style="list-style-type: none"> » This recently developed facility provides quality viewing opportunities and is in keeping with other structures across the Reserve 	<ul style="list-style-type: none"> » Continue to maintain the netball shelter
AFL interchange bench	<ul style="list-style-type: none"> » Whilst there is only one interchange bench (and AFL preferred guidelines include two interchange benches), it is well located and is more than twice the length preferred by AFL (and is divided into separate sections) » The timber building is also in keeping with other structures across the Reserve 	<ul style="list-style-type: none"> » Continue to maintain the AFL interchange bench

Issue	Opportunities/Constraints	Desired Outcomes/Design Drivers
Media, timekeeper and scorekeeper area	<ul style="list-style-type: none"> » The provision of suitable areas for media operations, timekeepers and scorekeepers helps to ensure a quality AFL facility 	<ul style="list-style-type: none"> » With planned building development near the netball precinct and at the main pavilion, ensure suitable areas for media operations, timekeepers and scorekeepers are considered
Scoreboard	<ul style="list-style-type: none"> » It is becoming increasingly popular for AFL ovals to be serviced by modern scoreboards 	<ul style="list-style-type: none"> » Replace the existing 'manual' scoreboard with a modern digital alternative
Ticket booth	<ul style="list-style-type: none"> » The ticket booth has recently been relocated and is now well-positioned on the eastern side of the William Street entry » (Whilst being a simple structure) the building reflects the style of other buildings at the Reserve 	<ul style="list-style-type: none"> » Continue to maintain the ticket booth
Spectator shelter	<ul style="list-style-type: none"> » The spectator shelter is located near to the William Street entrance. It is in good condition and has been designed in keeping with the netball shelter 	<ul style="list-style-type: none"> » Continue to maintain the spectator shelter
Men's Shed	<ul style="list-style-type: none"> » The Men's Shed was recently opened and provides an additional activity area within the Reserve 	<ul style="list-style-type: none"> » Continue to maintain the Men's Shed » Consider opportunities for multi-use activities
Storage	<ul style="list-style-type: none"> » Lack of storage for user groups is an issue across the Reserve (and for the College) » Storage pods being developed early in 2017 on the northern side of the indoor sports facility will provide a limited amount of additional storage (largely for those groups using the indoor sports facility) 	<ul style="list-style-type: none"> » With proposed pavilion development, include additional storage both within the footprint of the building and outside the north-west side of the building (where direct access to the playing surface can be achieved for maintenance equipment) » Include additional storage (albeit limited) within the proposed netball building re-development

6 Master plan

Maintaining a current master plan is a requirement for community assets on Crown Land. The master plan has been developed by considering all engagement outcomes, appropriate strategic contexts and previous research. Overall, it provides an opportunity to continue to build upon existing achievements in order to ensure that the facility can function as a key facility for Lorne that meets the needs of the sporting community, the College users and also the active recreation needs of Reserve visitors.

The master plan integrates a number of the existing site features with a limited range of new elements and facilities. The upgrade of existing facilities for sports participants, officials and spectators will further enhance the Reserve's enviable reputation.

While the master plan includes a limited range of new developments (and reflects community demand), the Project Control Group (PCG) has also highlighted a desire for a more ambitious approach. As a result, the master plan includes development of a second storey on the pavilion as a more medium- to long-term vision depending on how this may interact with other community buildings within Lorne and funding availability. The PCG views that this space may be attractive for additional education purposes, for youth activities, for potential mobile (remote) office space and for football-netball club operations.

Vision

The vision for Stribling Reserve is:

to further establish a community hub - where quality facilities will ensure that the Reserve can provide for a range of sports codes, can be popular for its active recreation opportunities and can host education and community activities.



Facility design

The Master Plan shows the overall layout of the proposed design. The table below depicts proposed developments and rationale. Additionally, each action has been developed given due consideration for the eight guiding principles from Council's Open Space Strategy.

Guiding principles

- 1 - Quality planning 2 - Partnerships 3 - Accessible and connected 4 - Attractive
5 - Adaptable 6 - Sustainable 7 - Protection and preservation 8 - Adequately resourced

Element	Action no.	Master Plan ref.	Description (action)	Rationale
Sporting opportunities				
Oval	1	11	» Construct a simple spoon drain around the western boundary of the oval	» To ensure a quality facility for field sports (e.g. AFL, cricket and football) and College activities » To provide a quality experience for spectators
	2	11	» Provide suitable oval lighting (200 lux) that allows for training and matches	
	3	11	» Construct a digital scoreboard	
	4	11	» Continue to maintain the AFL interchange bench	
	5	22	» Re-develop the spectator area in front of the pavilion	
	6	10	» Construct a small number of grass terraces around the western bank	
	7	14, 21	» With planned building development near the netball precinct and at the main pavilion, ensure suitable areas for media operations, timekeepers and scorekeepers are considered	
Netball facility	8	13	» Continue to maintain the existing netball playing facilities	» To ensure a quality home for netball
	9	14	» Assist the Lions Club to relocate to a suitable storage facility (away from the Reserve footprint)	
	10	14	» Develop a new building that provides amenities, change rooms and administration facilities for netball; change rooms for all officials and additional spectator amenities	
	11	15	» Develop a small play node for young children near the re-developed netball building	
	12	13	» Continue to maintain the netball shelter	
Indoor sport	13	20	» Repair the stadium ventilation issues	» To ensure a quality indoor sports facility is available for the community and College
	14	20	» Enhance run-offs (remove the existing store room, move the scoring box back against the wall, remove unnecessary hooks and nails protruding from the walls, remove the existing bar area)	



Element	Action no.	Master Plan ref.	Description (action)	Rationale
Recreation opportunities				
Pedestrian movement	15	n/a	» Retain pedestrian access points across the Reserve	» To ensure a safe pedestrian network is available » To provide appropriate links across the facility and between key nodes » To reflect the importance of the College as a key user of the Reserve
	16	n/a	» Where practical, ensure key areas within the Reserve (e.g. pavilion, netball facility and Men's Shed) are accessible for all	
	17	23	» Continue to maintain the existing sealed pedestrian connections between the College and the Reserve	
	18	19	» Establish a pedestrian link from the main Otway Street entry down to the oval level	
Netball play node	11 repeat	15	» Develop a small play node for young children near the re-developed netball building	» To ensure simple children's play opportunities are available
Common areas				
Pavilion	19	21	» Re-develop the pavilion with appropriate amenities and change rooms for participants and patrons (officials' facilities to be relocated to the new building at the netball precinct)	» To ensure AFL-related facility preferences (e.g. amenities and change room requirements) are achieved » To provide an additional multi-purpose area for education and community activities and football-netball club operations
	20	21	» Investigate the feasibility of expanding the pavilion footprint (and/or developing a second storey)	
Vehicle movement	21	12	» Reseal the internal road leading from the William Street entrance to the pavilion and undertake necessary edge treatment	» To ensure continued access to the pavilion for emergency services vehicles
Fencing	22	n/a	» Retain all existing fencing	» To prevent inappropriate access » To allow for gate fees

Element	Action no.	Master Plan ref.	Description (action)	Rationale
Entries	23	1, 5, 18	» Develop a sense of arrival at key entry points	» To ensure the quality of entries reflect the Reserve's status as a key community asset
	24	16	» Formalise the Otway Street entrance leading into the proposed netball building	
	25	6	» Continue to maintain the ticket booth	
Car parking	26	n/a	» Review holiday period parking regulations on game days	» To provide adequate car parking (particularly to limit congestion during peak times for formal sporting user groups)
	27	3	» Formalise (without sealing) the car park in the south-west corner of the Reserve (40 spaces)	
	28	16	» Establish a service vehicle entry to the new building at the netball precinct	
	29	24	» Further investigate opportunities to create an additional car park to the east of Otway Street (that is near to the northern entrances to the Reserve)	
Amenities	30	17	» Retain (and continue to maintain) the amenities building	» To provide suitable facilities for Reserve patrons
Storage	31	21	» With proposed pavilion development, include additional storage both within the footprint of the building and outside the north-west side of the building (where direct access to the playing surface can be achieved for maintenance equipment)	» To provide suitable storage alternatives
	32	14	» Include additional storage (albeit limited) within the new netball building	
Reserve furniture	33	7	» Continue to maintain the spectator shelter	» To provide seating options for Reserve users
Vegetation	34	n/a	» Undertake tree health and tree safety (for adjoining properties) audits of the mature trees along the north-east side of the oval	» To provide further shade and habitat
	35	n/a	» Detailed planting designs to be established in relation to each project during the design phase	
	36	n/a	» Continue to maintain the existing vegetation (that is a key feature of the Reserve)	

Stribling Reserve - Master plan layout

1. Retained pedestrian entry
2. Men's Shed
3. Formalised (unsealed) car park (40 spaces) and landscaping
4. Retained sealed car park
5. Upgraded feature entry
6. Retained ticket booth
7. Retained spectator shelter
8. Long/triple jump pit
9. 2-net cricket practice net
10. Grassed tiered seating
11. Oval with field lighting, synthetic cricket wicket, covered interchange bench, digital scoreboard (and spoon drain along western boundary)
12. Resealed internal road with edge treatment
13. Netball precinct (lit court and player/official shelter)
14. New building - netball administration, amenities and change rooms; new officials' change rooms and spectator amenities
15. Small children's play node
16. Service vehicle entry
17. Retained amenities (potentially impacted by future pavilion expansion)
18. Upgraded feature entry
19. Pedestrian link
20. Upgraded indoor sports facility (ventilation upgrades, storage, run-offs)
21. Upgraded pavilion (new change rooms and first floor layout alterations that may allow footprint expansion and/or second storey development)
22. Upgraded terrace seating
23. Retained connections with the College
24. Additional parking development



Pavilion and terrace upgrades

Pavilion

Change rooms and amenities

Expansion (and/or) second storey development

The small footprint and aged nature of the existing change rooms is one of the key concerns for the exiting user groups. The master plan recommends a complete re-development of the existing layout as part of a larger project that includes developing a new administration, amenities and change rooms facility at the netball precinct and potential expansion (and/or a second storey) at the pavilion. Opportunity exists to relocate the officials' change rooms to the new building at the netball precinct to free up floor space in the pavilion. The revamped change rooms and amenities would need to remain on the ground floor level to allow for direct access to the oval. Opportunity may exist to move some of the office-related space and storage to the new second level (if this was the direction taken) and to potentially reduce the size of the bar and ground level function space (given potential new opportunities upstairs) in order to make space available for facility layout changes on the ground floor.

Importantly, all new facilities should be designed and developed to ensure that they are accessible for all. This would include ease of access from the car park (where a disability park would be designated) to the pavilion and through to the spectator area overlooking the oval.



Terraces

The seating terraces in front of the pavilion provide quality viewing opportunities. However, they are dated and in need of significant upgrade.

Additionally, potential exists to convert the bank into a small number of wide grass terraces suitable for chairs and picnic rugs.



Netball precinct upgrade

Netball precinct

A new formal entry for service vehicles is recommended off Otway Street leading into the netball precinct. Further, a new building has been recommended for this area that includes netball administration area and change rooms, officials' change rooms and public amenities.

Finally, the existing play node in this area is proposed for re-development (to meet necessary playground safety requirements and provide a range of activities).

With the recent court upgrades and development of court-side shelter, these proposed developments will further establish a netball 'precinct' within the Reserve.

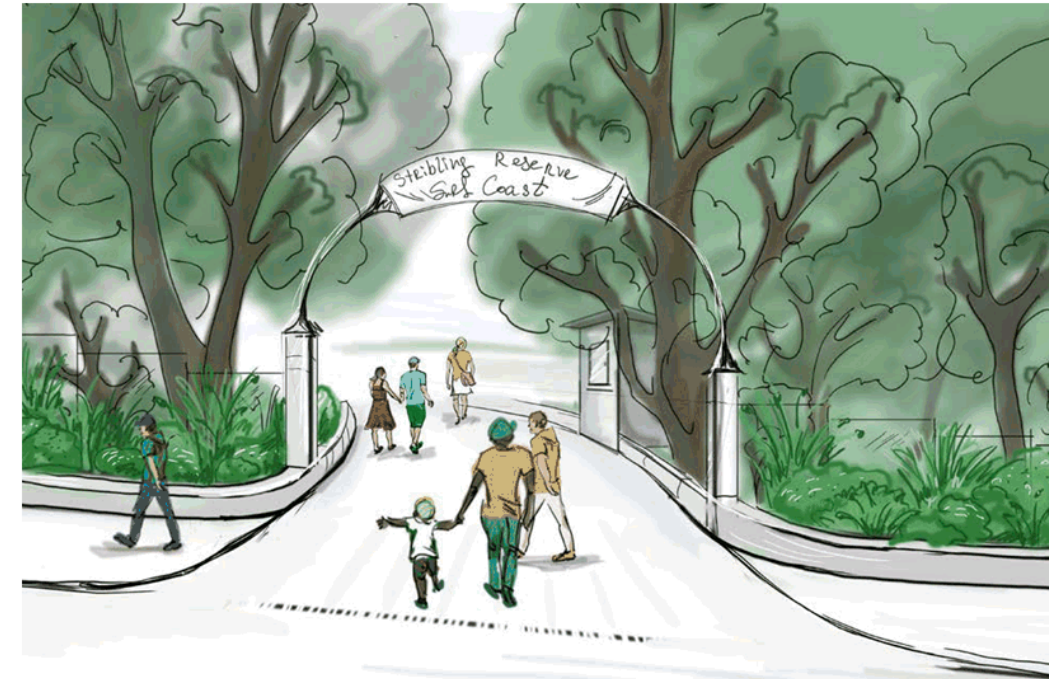
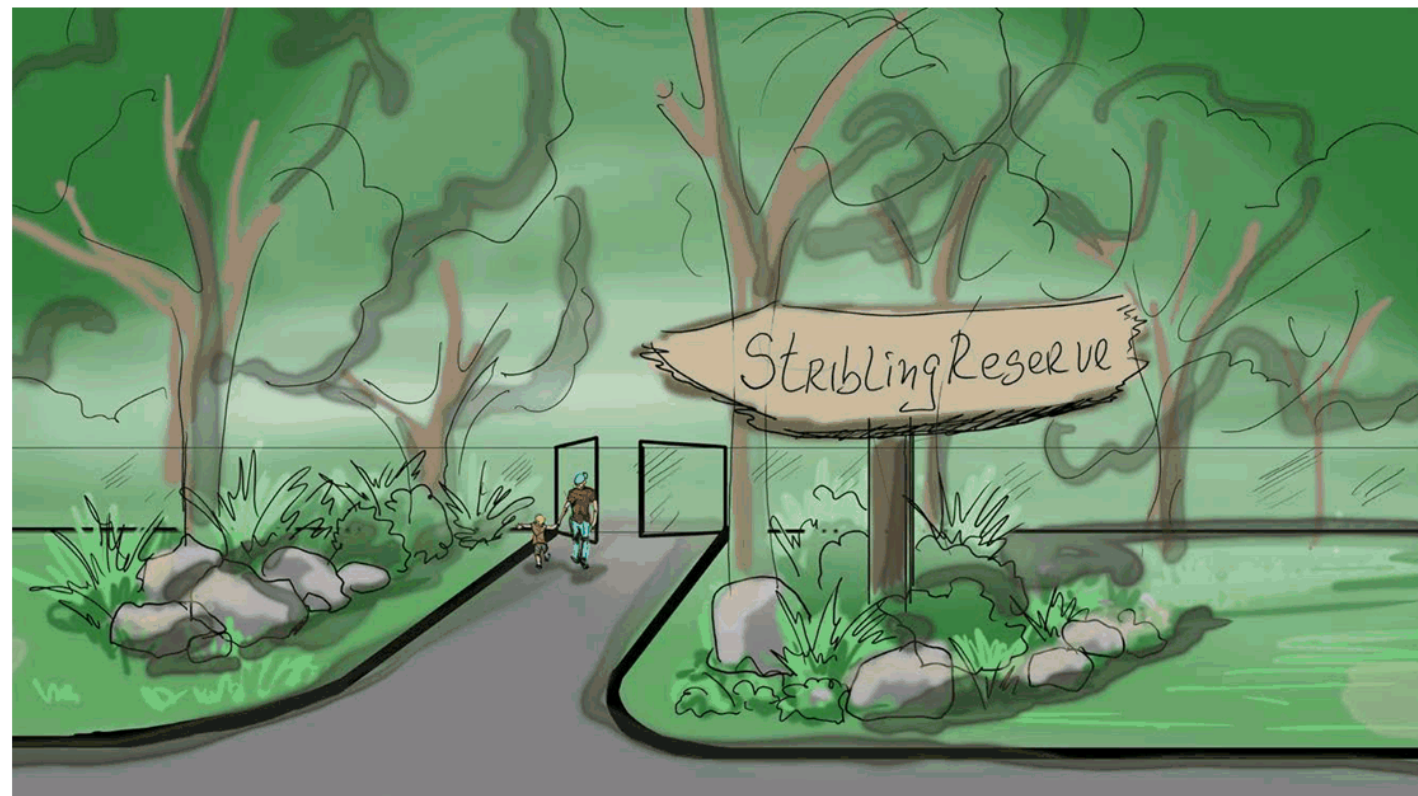


Attractive entries

Upgraded entry points

None of the existing entries reflect the quality facilities available at the Reserve. They are largely uninviting and do not provide any sense of arrival.

Upgraded entries are proposed for William Street and Otway Street (new netball entry for service vehicles). It is proposed that the new entries pick up on the natural and timber themes of the existing furniture.



Staged implementation and indicative costing

The cost of the development of the master plan is beyond the Council's and the community's ability to fund in the short-term. Thus, this section provides for staged budgeting. The information provided is designed as a flexible guide—changes in user group priorities or earlier opportunities for funding (especially through partnerships and grants) may alter staging. Categories have been determined according to the following rationale:

- » Category 1
 - facility is no longer fit-for-purpose (may be in poor condition, may not meet relevant sporting or building codes)
 - clear and short-term user group (and/or community) demand
- » Category 2
 - clear demand although there are other projects of higher priority
- » Category 3
 - some current demand (although this may change over the medium- to long-term)
 - proposed project may require significant funding.

The adjoining table summarises indicative costs. The costs do not include legal fees; statutory fees; furniture, furnishing or equipment or goods and service tax.

Category 1 (shovel-ready and within 1-3 years)

- » Construct a simple spoon drain around the western boundary of the oval
- » Provide suitable oval lighting (200 lux) that allows for AFL training and matches
- » Install a new digital scoreboard
- » Assist the Lions Club to relocate to a suitable storage facility (away from the Reserve footprint)
- » Develop a new building that provides amenities, change rooms and administration facilities for netball; change rooms for all officials and additional spectator amenities
- » Develop a small play node for young children near the new netball building
- » Upgrade the ventilation within the indoor sports facility
- » Enhance run-off areas in the indoor sports facility (remove the existing store room, move the scoring box back against the wall, remove unnecessary hooks and nails protruding from the walls, reduce the existing bar area)
- » Formalise the Otway Street entrance for service vehicles leading into the proposed new building at the netball precinct

Category 2 (within 5 years)

- » Undertake tree health and tree safety (for adjoining properties) audits of the mature trees along the north-east side of the oval
- » Re-develop the pavilion with appropriate amenities and change rooms for participants and patrons
- » Re-develop the spectator area immediately in front of the pavilion
- » Develop a sense of arrival at key entry points
- » Formalise (without sealing) the car park in the south-west corner of the Reserve (40 spaces)
- » Reseal the internal road leading from the William Street entrance to the pavilion and undertake necessary edge treatment
- » Undertake selective planting throughout the new formal car park in the south-west corner of the Reserve and around the new spectator area between the pavilion and netball facility

Category 3 (within 10 years)

- » Investigate the feasibility of expanding the pavilion building
- » Construct a small number of grass terraces around the western bank
- » Construct a pedestrian link from the main Otway Street entry directly down to the oval precinct
- » Further investigate opportunities to create an additional car park to the east of Otway Street (that is near to the northern entrances to the Reserve)

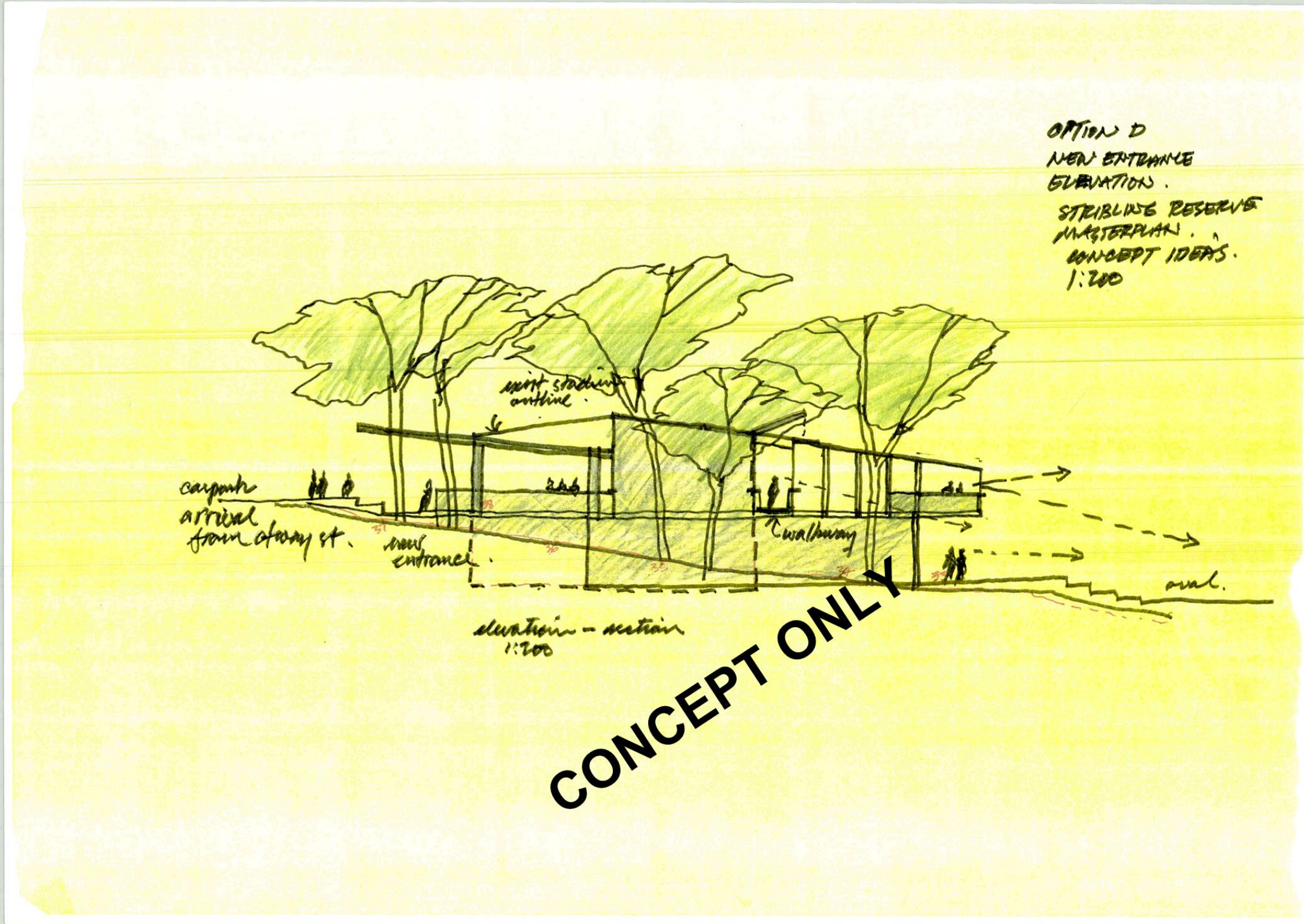
Area	Description	Cost
1 - Shovel-ready (and within 1-3 years)		
Oval	Construct a spoon drain	32,000
	Provide oval lighting (200 lux)	400,000
	Install a new scoreboard	50,000
Netball	Building development	750,000
	Develop a small play node	50,000
Pavilion/indoor sports	Upgrade indoor sports facility ventilation	8,000
	Enhance run-offs	15,000
Vehicle movement	Formalise netball entry for service vehicles	18,000
Category 1	<i>Sub-total</i>	1,323,000
	<i>With escalation (3% per annum) after 3 years</i>	1,446,000
2 - Within 5 years		
Pavilion/indoor sports	Redevelop amenities, change rooms and storage	470,000
Spectator areas	Re-develop the spectator terraces in front of the pavilion	180,000
Entries	Develop key entry points	18,000
Vehicle movement	Develop the south-west car park	35,000
	Reseal the internal road and provide edge treatment	30,000
Landscaping	Undertake selective landscaping across the Reserve	25,000
Category 2	<i>Sub-total</i>	758,000
	<i>With escalation (3% per annum) after 5 years</i>	879,000
3 - Within 10 years		
Pavilion/indoor sports	Investigate opportunities for expansion	not costed
Spectator areas	Construct grass terraces on the western bank	140,000
Pedestrian movement	Construct a link from the Otway Street entry to the oval precinct	11,000
Vehicle movement	Investigate opportunities for additional car park development near the Otway Street/Grove Road intersection	not costed
Category 3	<i>Sub-total</i>	151,000
	<i>With escalation (3% per annum) after 10 years</i>	203,000
TOTALS		
<i>Sub-total (with escalation)</i>		2,528,000
	Contingency and sundry site works (10%)	252,800
<i>Sub-total</i>		2,780,800
	Project management (10%)	278,080
<i>Total (with rounding)</i>		3,059,000

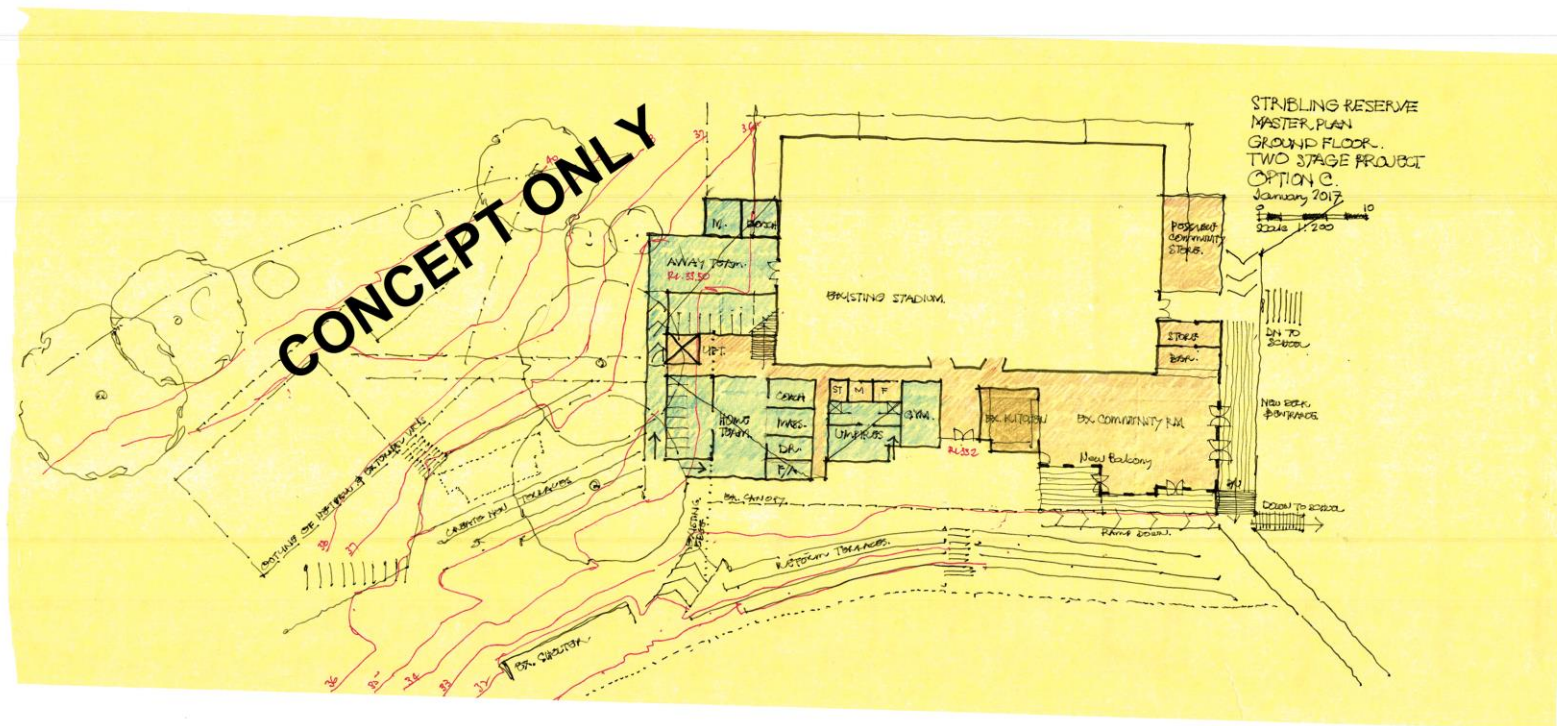
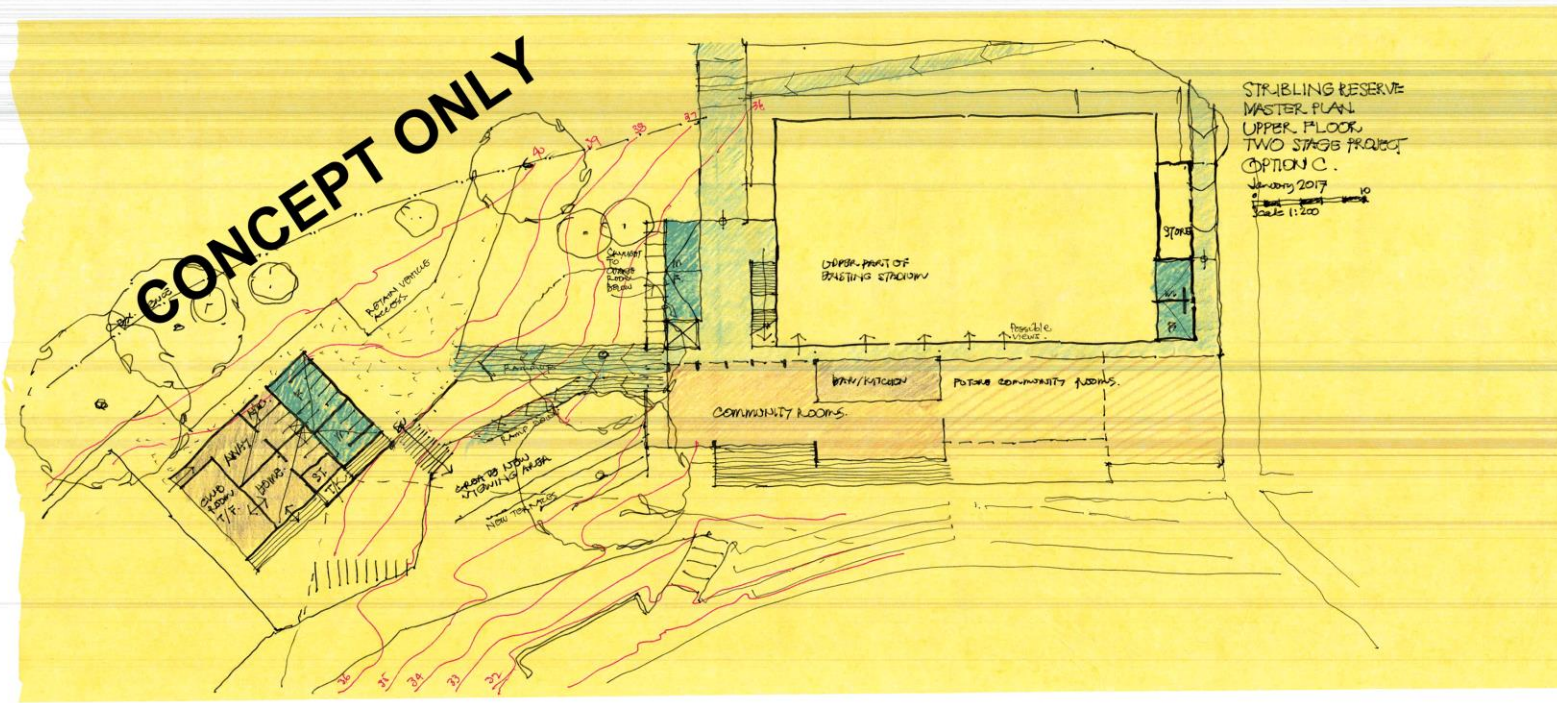


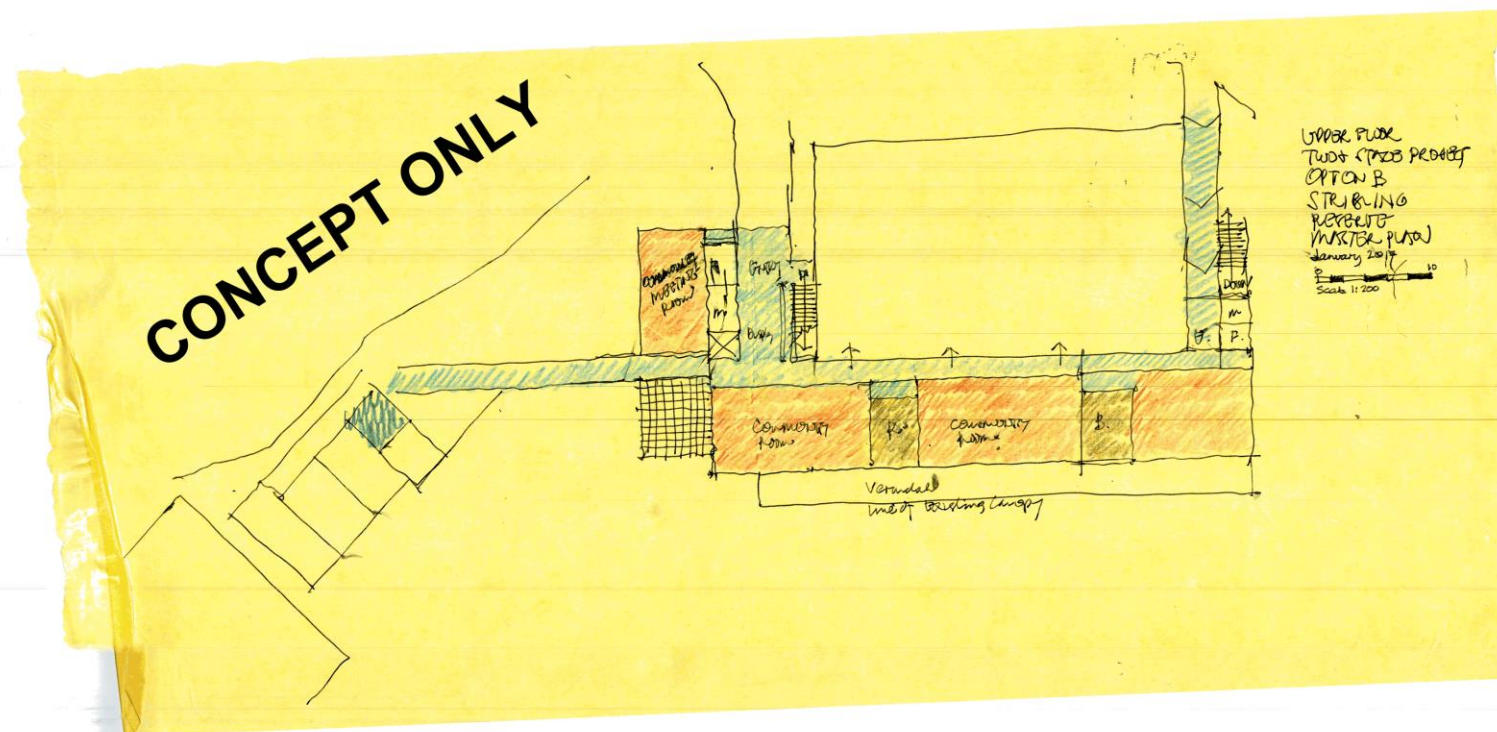
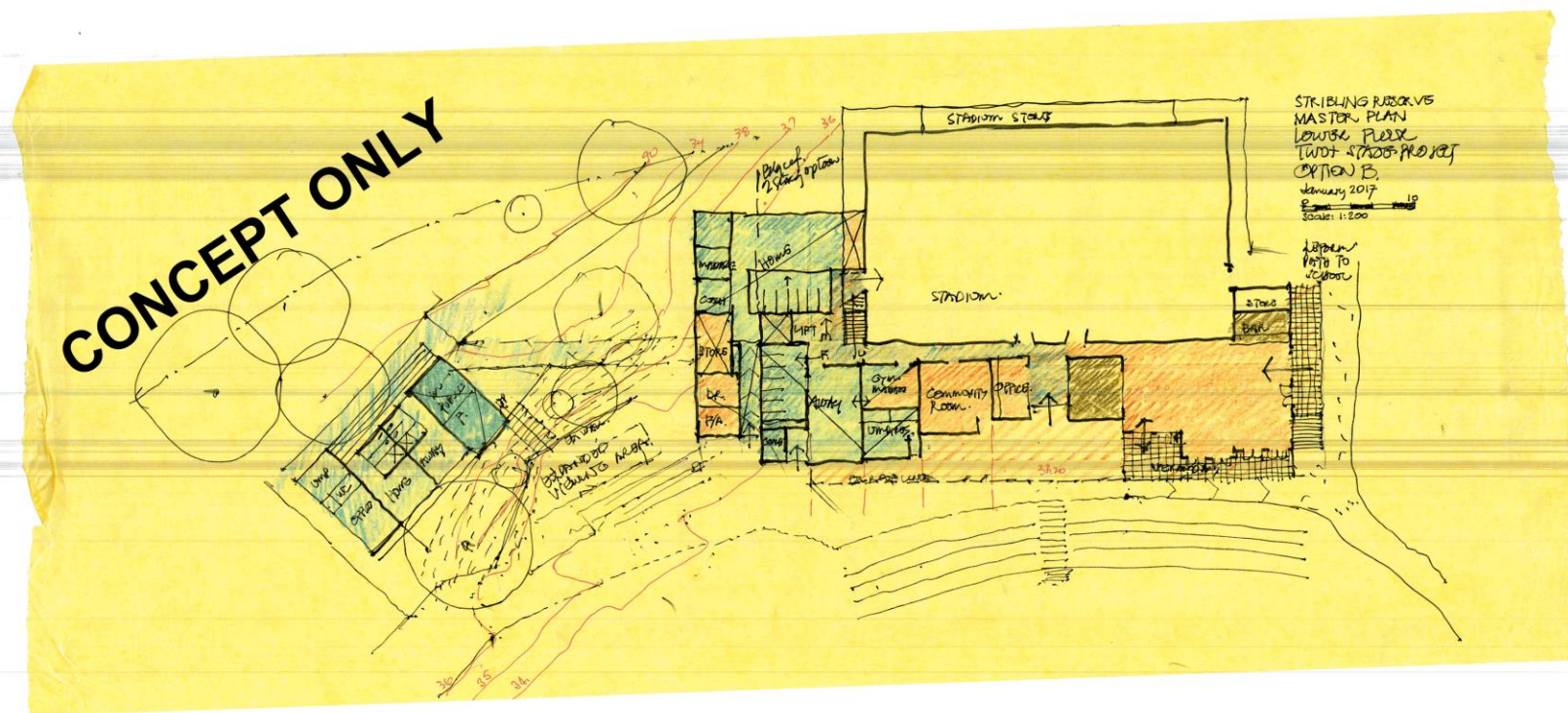
4.2 Stribling Reserve Master Plan

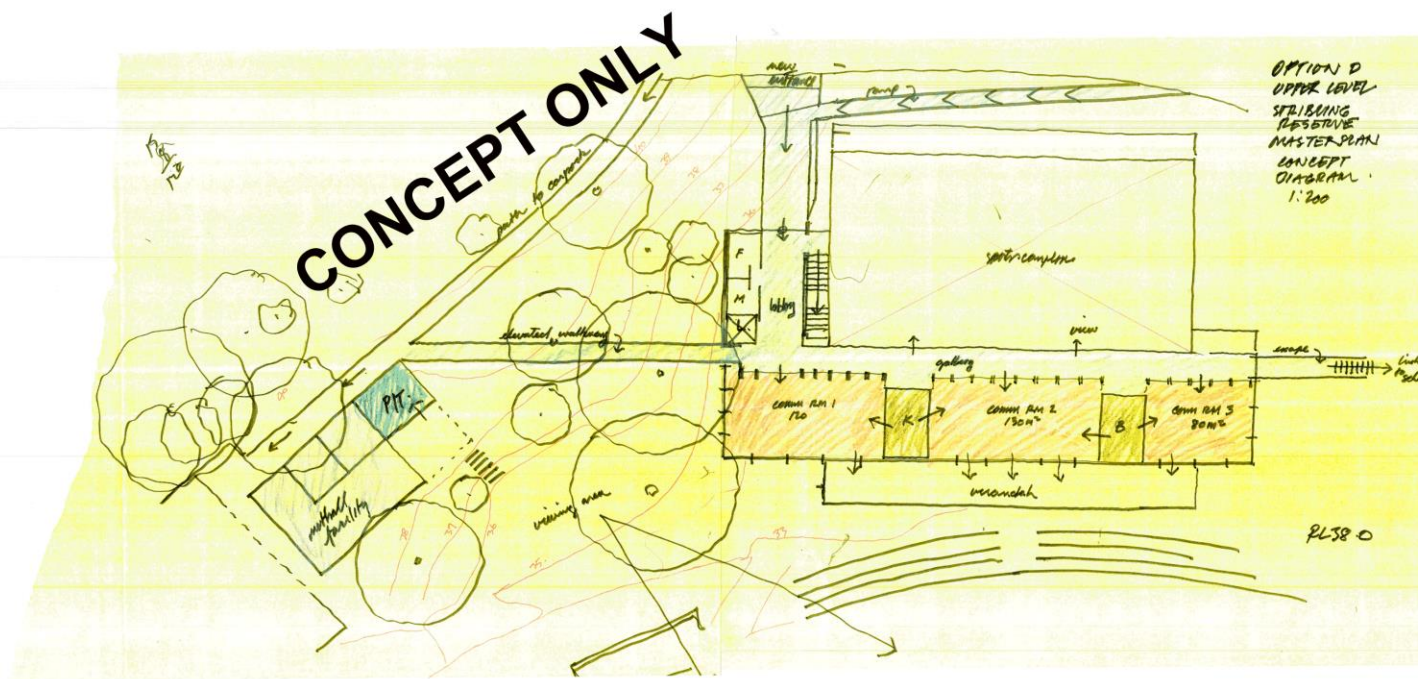
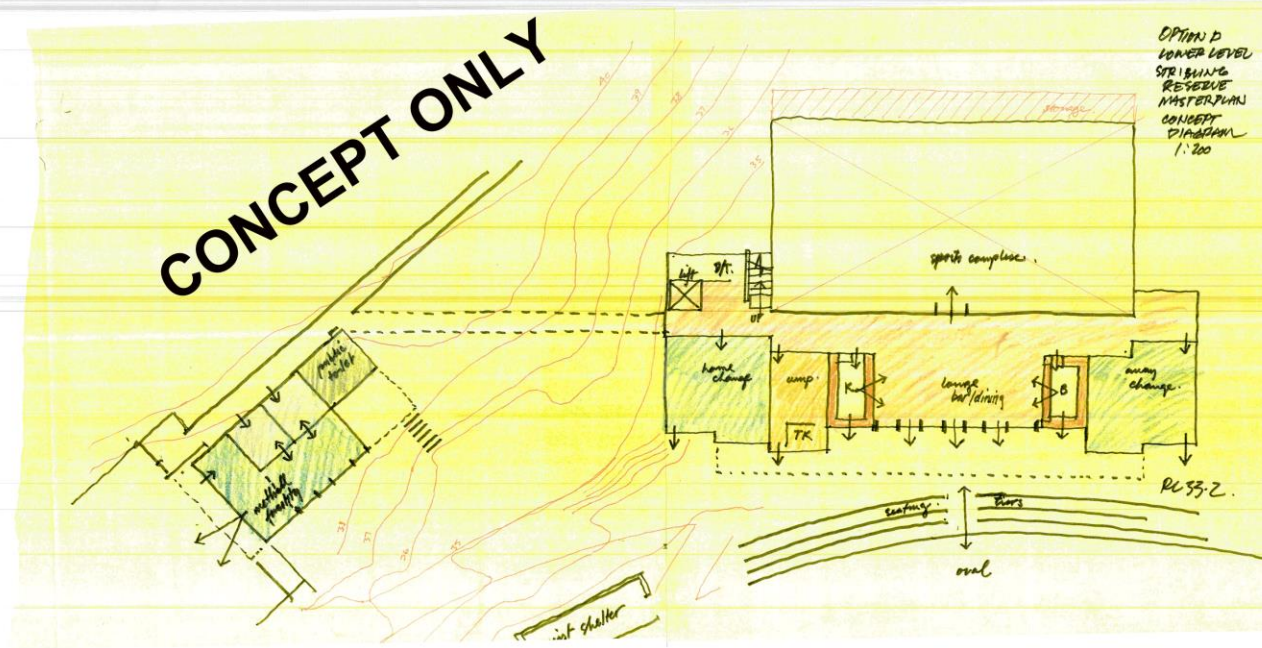
APPENDIX 2 STRIBLING RESERVE MASTER PLAN - HIGH LEVEL BUILDING CONCEPTS











4.2 Stribling Reserve Master Plan

APPENDIX 3 STRIBLING RESERVE MASTER PLAN - BUILT FORM DESCRIPTIONS

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APPENDIX 3 - STRIBLING RESERVE MASTER PLAN - INDICATIVE BUILT FORM IDEAS

February 2017.

Two local Lorne architects, Graham Brawn a long term non-permanent resident and Bob Sinclair have developed three (3) sketch plans as ideas as to how the accommodation recommended in the Draft Master Plan might be realised.

These are not definitive designs.

Rather, they are broad functional groupings of the activities of the sporting clubs, the school and the broader community, organised into three of four packaging options. None is resolved to the finest of detail, but it is believed they will allow the Master Planning process to start a conversation about the content, form, image and character of the next stages of facilities at Stribling Reserve.

The three options have five major common characteristics:

- a. They anticipate a possible second level to the pavilion, albeit achieved in stages;
- b. They assume a common entrance to the future upper pavilion level so that for community functions and major sporting events, the public entrance is clearly evident from Otway Street and is a pleasant experience, not one of ducking in a side door as at present.
- c. Each of the three schemes stays below the present stadium roof lines, assumes the same colour palate as the Net Ball Pavilion, The Lion's Den and the Men's Shed, and, introduces verandahs and balconies to create a reposeful and recessive presence, in accordance with the Lorne Neighbourhood Character Overlay (NCO).
- d. The new Netball Pavilion is in the current location and is combined with new Outdoor Toilets, and,
- e. Each anticipates the upgrading and enlargement of the outdoor viewing area between the existing Pavilion and the Net Ball courts.

The principal characteristics of the accommodation capability and capacity embodied in the Draft Master Plan are:

1. New change rooms for home and visiting teams adjacent to the Net Ball Court, including a small club room that can be used by officials on game days.
2. Home and away team change rooms and support spaces as outlined by the AFL for Local Level competitions, including the optional spaces, so that Lorne is capable of hosting special pre-season games and possible training sessions by higher level teams.
3. The existing community rooms and at least one extra room about a third the size of the existing rooms.
4. The ability for con-current school and community use of parts of the facilities and grounds in school hours, requiring separate toilets and zones-of-use for the school and the community.
5. The ability to become a community hub with additional community spaces.
6. The ability to stage the upgrading and any expansion of the current accommodation.

The four (4) options that could achieve a staged upgrading and possible expansion of the current pavilions and community rooms, albeit with differing capital cost implications, are:

- A. Amend and adjust the present layout as a ground floor, leaving any future structural needs and interconnection for an upper floor to be dealt with at the time of the need for that upper floor.
- B. Amend, adjust and expand the present ground floor but in anticipation of a possible upper floor.
- C. Rebuild the ground floor now as part of a defined and designed two floor project.
- D. Build the two floors as one stage.

The three Indicative Built Form Ideas produced pro bono by Lorne Residents to indicate the likely scope of the works are Options B, C and D.

Option A will no doubt be the least expensive, initially, but will limit the ability to achieve the preferred amount and configuration of accommodation. To achieve a second level could require rebuilding and expanding the lower one and/or living with the less than desired accommodation for sporting teams. Any extensive rebuilding and expanding of the lower floor will move this Option to be the equivalent of Option B or C.

Option B is more than what is assumed and costed in the Draft Master Plan. It incorporates space for a lift and stair to a possible future upper floor in the location shown in Option D. The expensive parts of upgrading the change rooms, the toilets and showers, are outside the boundaries of the present building, thereby making for easier construction, but, incurring more excavation and a larger width to Otway Street if the upper floor follows the profile of the change rooms.

This option does provide the extra community space on the ground floor and can be made to provide the separation of school and community users.

The conversion of the roof of the existing facilities to support an upper floor would be delayed to when the upper floor is needed, while the new space can have the upper floor slab in place, or not.

Options C and D better reflect a PCG Committee decision that the Master Plan should be for a two level project, not a one level project with the possibility of two levels sometime in the distant future. Lacking a detailed brief for an upper floor, the two Options show community rooms that could be staged over time. With the Lift built from the start in both of these Options, it is possible to afford motorised wheelchairs access to either level of the building from either the William Street or Otway Street/Grove Road entrances to The Reserve.

Option C would be more expensive than A and B as the structural and interconnection needs for the second level are incorporated from the start. This Option requires considerably less excavation than

Option B, but does not have the extra community room on the ground floor. The existing change rooms are gutted and the maze of passageways and interconnecting rooms rationalised. The Bar and its Store Room are removed from the Stadium competing the cleaning out of the run off areas.

This option shows a possible location for the relocation of the Lions Club Storage Room, as recommended in the Draft Master Plan to create a site for the new Net Ball Pavilion and Public Toilets.

Option D assumes that the forthcoming review of the Lorne Structure Plan could result in a number of Community activities being relocated to make Stribling Reserve a Community Hub. Since this is seen as a long term possibility by the Stribling Reserve Committee of Management, the location of the entrance to the upper level from Otway Street, and the lift and stair to the lower level have been incorporated in Options B and C.

End:

Professor Graham Brawn, Architect.

Member Committee for Lorne

4.3 Community Buildings Study 2015 - Year 1 Progress Report

Author's Title: Manager Recreation & Open Space Planning **General Manager:** Chris Pike

Department: Recreation & Open Space Planning **File No:** F15/1024

Division: Culture & Community **Trim No:** IC16/714

Appendix:

1. Community Building Study 2015 - Action Plan (D17/8704)

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 a Community Buildings Study 2015 - Year 1 progress report.

Summary

The Community Buildings Study 2015 was adopted by Council on 25 August 2015 and includes a three year action plan to improve the use and management of Council owned and/or managed community buildings.

The recommendations of the study include five (5) key actions broadly relating to establishing a review team, developing integrated policy and procedures, undertaking further research, further developing the multi-shared use concept and strategically utilising the use audit evidence base.

Some key achievements for Year 1 implementation of the action plan include:

- the establishment of a cross divisional team including representatives from Recreation and Open Space Planning, Facilities and Open Space Operations and Governance who meet monthly to oversee improved structures regarding the use of community buildings
- the cross divisional team held a workshop with Councillors on 3 May 2016 to establish guiding principles for the use of Council community buildings. The review team have now completed a draft 'Community Use of Council Facilities Policy' and provided comment to the draft 'Lease and Licence Policy' being led by the Governance Unit
- the community buildings use audit data informed 16 key strategic projects across Council including masterplans, strategies and policy development
- a mapping project of council community facilities has been completed
- the community buildings data informed the development of the Anglesea Health and Wellbeing Profile. The data was used to inform the action plan which identified the needs and opportunities in the Anglesea community.

This Year 1 progress report provides an overview of the range of activity achieved in the first year of the Community Building Study.

Recommendation

That Council receive and note the Community Buildings Study Year 1 progress report.

4.3 Community Buildings Study 2015 - Year 1 Progress Report

Report

Background

The Community Buildings Study 2015 was adopted by Council on 12 August 2015 with a progress report to be received annually. The study includes a three (3) year action plan to improve the use and management of Council owned and/or managed community buildings.

The study documented the 'state of play' around how community buildings are being used, who is using them, occupancy rates and how they are managed. The study provides an insight into which community buildings are being well utilised and which have a greater opportunity for improvement. The findings have assisted in identifying broad opportunities for future use of community buildings and ideas for further work and strategic approaches.

Discussion

The Community Building Study 2015 made a number of recommendations that:

- draw on the key findings of the study
- contribute to strategies under the Council Plan 2013-2017 and Health and Wellbeing Plan 2013-2017.

The recommendations are detailed in the Community Building Study Action Plan 2015-2018 as attached. Some of the key achievements in Year 1 of implementation include:

Theme: Community Buildings Review Team

Action: The formation of a cross divisional team tasked with overseeing improved structures and processes around Council community buildings

A cross divisional team including representatives from Recreation and Open Space Planning, Facilities and Open Space Operations and Governance has been established. The team meet on a monthly basis to monitor the ongoing use of community buildings and oversee improved structures and processes around Council community buildings.

Theme: Policy and Procedures

Action: Review team to develop an integrated policy and procedures framework for community buildings, including guiding principles for the use of community buildings

The cross divisional team held a workshop with Councillors on 3 May 2016 to establish guiding principles for the use of Council community buildings. The outcomes of the workshop included a 7 principle framework that has informed the development of a draft 'Community Use of Council Facilities Policy'. Officers have engaged internally across departments to secure in-principle support for the draft policy which is to be presented to Council in March 2017.

Theme: Information Resources

Action: Utilise community buildings use audit data strategically for related projects/plans and day to day Council work (Year 1 – 3)

The community buildings use audit data informed 16 strategic projects across Council in Year 1 including masterplans, strategies and policy development. Some of the key projects include the Arts Space Feasibility Study, Stribling Reserve Masterplan, Indoor Sports Stadium Feasibility Study, Torquay North Children's Hub, Spring Creek Structure Plan, Early Years and Youth Strategy, Business Improvement Service Reviews and use as a benchmarking report.

Action: Make maps and data accessible internally and promote availability

A mapping project of council facilities has been completed that was informed by the community buildings data and promoted via Shire Wire. The mapping information was promoted at an internal Anglesea Health and Wellbeing Profile presentation with over 20 Shire staff in attendance.

Action: Include Council community buildings use audit information in township health and wellbeing plans

The community buildings use audit information was utilised in the Anglesea Health and Wellbeing Profile. The data was used to inform the action plan which identified the needs and opportunities in the Anglesea community. Council officers are now in the planning phase to develop a Lorne Health and Wellbeing Profile that will also utilise the community building use audit information. The Anglesea Health and Wellbeing profile is a publicly shared document allowing the local community the opportunity to better understand the current use of their community buildings.

4.3 Community Buildings Study 2015 - Year 1 Progress Report

Action: Inform the Lease and Licence Policy

The cross divisional team has utilised the community building data and feedback received at the Councillor workshop regarding the use of community buildings to inform the draft Lease and Licence Policy which is being developed by the Governance Unit.

This Year 1 progress report provides an overview of the range of activity achieved in the first year of the Community Building Study. The Year 2 actions will include developing a more comprehensive understanding of the issues experienced by user groups and researching the broader economic and social benefits that community buildings deliver to the local community and local business.

Financial Implications

The key achievements in Year 1 of implementation of the action plan have been achieved through existing resources. This is an indicator of improved efficiencies across the organisation and collaborative partnerships across internal departments, which is a positive outcome.

Council Plan

Theme 4 Infrastructure
Objective 4.2 Accessible and well maintained Council facilities
Strategy 4.2.4 Maximise usage of Council buildings

Policy/Legal Implications

A policy gap has been identified and a recommendation of this study is to develop an integrated policy and procedures framework for community buildings. A cross divisional working group has been established to oversee improved structures and processes in the use of community buildings including the development of a Community Use of Council Facilities Policy and Lease and Licence Policy which will be presented to Council for endorsement in the coming months.

Officer Direct or Indirect Interest

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

Risk Assessment

The Community Building Study findings highlighted that the variety of management arrangements across community buildings and lack of consistency of approach points to the need to improve structures and processes. If the study recommendations are not implemented the lack of clear policies, processes and guidelines will continue as an impediment to maximising usage of community buildings, developing flexible infrastructure and having constructive conversations with user groups when change is required.

Social Considerations

Community buildings serve an important role in community connection around community participation and service provision. The use audit indicates that Council's 79 community buildings support and facilitate participation across sports, arts, culture, recreation, education, environmental and social networking activities for a range of age groups. This participation provides the opportunity for broader networks and connection.

The establishment of a cross divisional working group to oversee improved structures and processes will increase Council's capacity to adapt to future demographic change, community needs and expectations to ensure community buildings are well used and managed.

Community Engagement

There has been no community engagement with the implementation of Year 1 actions. Engaging with user groups to find out their needs and views on Council community buildings is identified as a Year 2 recommended action.

Environmental Implications

The draft Community Use of Council Facilities Policy confirms that use of Council facilities must comply with the Planning and Environment Act with relevant statutory and regulatory permissions/approvals obtained.

Communication

Community Building Study Year 1 Action Plan progress will be communicated to relevant internal stakeholders with an interest in supporting implementation activity.

4.3 Community Buildings Study 2015 - Year 1 Progress Report

Conclusion

The Community Building Study includes a three (3) year action plan to improve the use and management of Council owned and/or managed community buildings. A cross divisional working group has been established to oversee improved structures and processes around the use of community buildings. The working group is developing an integrated policy/procedures framework with a draft Community Use of Council Facilities Policy to be presented to Council in March 2017 and the comment has been provided to the Governance Unit in the development of a Lease and Licence Policy.

Year 1 actions have focused on improved policies and processes, with Year 2 actions to develop a more comprehensive understanding of the issues experienced by user groups and researching the broader economic and social benefits that community buildings deliver to the local community and local business.

4.3 Community Buildings Study 2015 - Year 1 Progress Report

APPENDIX 1 COMMUNITY BUILDING STUDY 2015 - ACTION PLAN

2.5 Action Plan

Community Buildings Action Plan 2015-18			
		Actions	Timeline
1	Community Buildings Review team	The formation of a cross divisional team tasked with overseeing improved structures and processes around Council community buildings.	Year 1
2	Policy and Procedures	Review team to develop an integrated policy and procedures framework for community buildings 2.1 Policy Framework <ul style="list-style-type: none"> guiding principles for Council community buildings 	Year 1
		2.2 Procedural/Operational Improvements <ul style="list-style-type: none"> Matters to implement the policy <p>May include:</p> <ul style="list-style-type: none"> Explore web-based booking system Service Standards/agreements for all SCS directly managed facilities Promotion/marketing/public mapping interface for community buildings Explore the opportunity to include more information about building usage in asset management and renewal processes. 	Year 2
3	Research	Develop a more comprehensive understanding of the issues for user groups of Council community buildings. 3.1 Survey of user groups/community	Year 2
		3.2 Understand the broader economic and social benefits that community buildings deliver to the community and business	Year 2
		3.3 Explore opportunity for community buildings not owned by Council e.g. church halls to be formally included in the network of community buildings in the shire.	Year 3
4	Multi-purpose shared use buildings (links with 2.2)	4.1 Investigate “activity” driven Hubs - users and activity to change. e.g. arts/cultural, physical activity, learning	Year 3
		4.2 Further develop the hub concept/co-location e.g. precinct plans, redevelopment opportunities	Year 3
		4.3 Explore options to facilitate increased or different use of underutilised spaces	Year 2
5	Information Resources	Utilise community buildings use audit data strategically for related projects/plans and day to day Council work e.g. Arts Space Feasibility Study, Business Improvement	Year 1-3

		Project, future Masterplans	
		5.1 Make maps and data accessible internally and promote availability	Year 1
		5.2 Include Council community buildings use audit information in township health and wellbeing plans	Year 1 - 3
		5.3 Inform the Lease and Licence Policy	Year 1

4.4 Community Project Development - February Update

Author's Title: Community Recreation Officer **General Manager:** Chris Pike
Department: Recreation & Open Space Planning **File No:** F16/1580
Division: Culture & Community **Trim No:** IC16/1365

Appendix:

1. Community Project Development Introduction (D17/8851)

Officer Direct or Indirect Conflict of Interest: **Status:**
In accordance with Local Government Act 1989 – Information classified confidential in accordance with
Section 80C: 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 the first Community Project Development update.

Summary

The Community Project Development Officer started in October 2016 and in the first quarter has developed a prioritised pipeline of community projects including endorsed masterplan projects; documented the process for community groups to register new project proposals with Council; created an on-line data entry system to receive project proposal registrations that is linked to a new Community Project Development webpage on Council's website and assessed the feasibility of four community project proposals.

In September 2016 four community project proposals were identified for investigation, including:

- Torquay Tigers Cricket Club Practice Facility Upgrade – Project considered feasible
- Anglesea Netball Club Additional Car Park: Project considered feasible
- Winchelsea Scouts and Tennis Shared Facility: Further investigation required
- Lorne Historical Society Front Façade Upgrade: Further investigation required

Following the assessment of all project proposals parked on the Community Project Proposal list, the top rated project in each Council Ward has been recommended to proceed to the feasibility / investigation stage. Recommendations relating to these projects will be presented to Council in the next quarterly Community Project Development Report in May 2017.

Recommendation

That Council:

1. Refer the Torquay Tigers Cricket Club Practice Facility Improvement Project – Stage 1 Risk and Safety (assessed as feasible) to Council's project prioritisation and budget processes.
2. Refer the Torquay Tigers Cricket Club Practice Facility Improvement Project – Stage 2 Detailed Design (assessed as feasible) to Council's project prioritisation and budget processes.
3. Refer the Anglesea Netball Club Additional Carpark Project (assessed as feasible) to Council's project prioritisation and budget processes.
4. Note that recommendations relating to the Lorne Historical Society Front Façade Upgrade and Winchelsea Scout and Tennis Shared Facility projects will be presented in a future Council report.
5. Refer the following projects to the Community Projects Development Officer for investigation:
 - 5.1 Deep Creek Reserve Multi-sport Markings
 - 5.2 Anglesea Football Club Sports Light Upgrade
 - 5.3 Stribling Reserve Stadium Ventilation
 - 5.4 Mt Moriac Equestrian Clubroom Redevelopment.

4.4 Community Project Development - February Update

Report

Background

A new Community Project Development Officer position was supported by Council in the 2016/17 budget. The position was initiated to address a process gap in Council's ability to respond to an increasing number of community project ideas and more specifically to ensure that projects seeking Council support and / or funding were appropriately assessed, scoped and prioritised before being referred to the annual budget process.

The Community Project Development Officer position was advertised in September 2016 and at that same, following discussions with Councillors, officers identified four community projects to investigate:

- Torquay Tigers Cricket Club Practice Facility Upgrade
- Anglesea Netball Club Additional Car Park
- Winchelsea Scouts and Tennis Shared Facility
- Lorne Historical Society Front Façade Upgrade

Discussion

The Community Project Development Officer started in October 2016, with a focus on creating partnerships, providing support and feedback to community project ideas, facilitating community strengthening and supporting prioritised projects to get to a project ready stage.

In the first quarter the Community Project Development Officer has developed a prioritised pipeline of community projects including endorsed masterplan projects; documented the process for community groups to register new project proposals with Council; created an on-line data entry system to receive project proposal registrations that is linked to a new Community Project Development webpage on Council's website and established recommendations for Council relating to the four prioritised community projects including the Torquay Tigers Cricket Club Practice Facility Upgrade, the Anglesea Netball Club Additional Car Park, the Winchelsea Scouts and Tennis Shared Facility at Hesse St and the Lorne Historical Society Front Façade Upgrade.

Prioritised Community Projects for Further Investigation (Quarter 1: Dec – Feb)

The following summary is provided to present the progress to date on the prioritised community projects:

Torquay Ward	Torquay Tigers Cricket Club Practice Facility Upgrade
Background Info	<ul style="list-style-type: none"> • Cricket Australia – Community Cricket Facility Guidelines - Guidance Note 02:Outdoor Training Facilities (September 2015) • Recreation Planning Unit Sporting Infrastructure Assessment 2016
Engagement	Meetings with Torquay Tigers Cricket Club representatives and Torquay Ward Councillors
What we know	<ul style="list-style-type: none"> • Strong club with aspirational goals for a training facility that can maintain and encourage club membership, be accessible for community use and also can accommodate other sports and activities (to be developed as Stage 2 Facility Upgrade) • However, primary concern is safety of participants inside the training facility and those using the area around the facility (to be developed as Stage 1 Facility Upgrade addressing risk / safety / compliance). Facility does not comply with Cricket Australia minimum facility standards. Scope of required works: <ul style="list-style-type: none"> ○ Extending perimeter fencing to a minimum 3m height ○ Extending internal practice bay fencing to a minimum 21m length ○ Extending overhead netting across the facility to a minimum 9m depth from batting end of facility ○ Providing rubber matting lining to all practice bays
Actions outstanding	<ul style="list-style-type: none"> • Scope and costing of Stage 2 works to be determined through the development of a detailed design plan (for an estimated \$100,000 total project cost) • A detailed design will strengthen a future funding application to the Community Sports Infrastructure Fund Cricket Facilities category. • Club to investigate possible community funding partners for Stage 2 works

4.4 Community Project Development - February Update

Potential funding partners	<ul style="list-style-type: none"> Torquay Tigers Cricket Club (cash of \$10,000 - \$15,000 pledged for Stage 1 and in-kind works where possible (i.e. removal of existing fencing, etc) Torquay Community Enterprise, RACV, Cricket Victoria Council (facility renewal and capital)
Recommendation	<ol style="list-style-type: none"> The Torquay Tigers Cricket Club Practice Facility Improvements Project – Stage 1 Safety and Risk is considered feasible. Refer to project prioritisation and budget processes. The Torquay Tigers Cricket Club Practice Facility Improvement Project – Stage 2 Detailed Design is considered feasible. Refer to project prioritisation and budget processes. <p><i>Note: quotations have been obtained for the Stage 1 scope of works</i></p>

Anglesea Ward	Anglesea Netball Club Additional Car Park
Background Info	<ul style="list-style-type: none"> Elimatta Reserve Master Plan (2007) highlighted additional car parking requirements, improved vehicle and pedestrian access and drainage treatment to address erosion issues 2013 design process involved further consultation on this high priority item (above) and concept design developed for whole of reserve
Engagement	Meetings with Anglesea Football Netball Club representatives and Anglesea Ward Councillors
What we know	<ul style="list-style-type: none"> A long history to this proposal with requests/demand for additional parking for 10 years + Consistent support (gained via engagement for this proposal) from Club reps and Ward Councillors that this issue is the highest priority (URGENT) for implementation at the reserve Implementation will address 40-50 car overflow onto Elimatta Rd and also unsafe pedestrian access. Current Netball facility car park has surface and drainage issues but these can be addressed in the interim with civil renewal and club views the concept design recommendation of asphaltting of the current car park as a lower priority than creating the additional car parking area to south of netball courts with improved pedestrian access to courts
Actions outstanding	<ul style="list-style-type: none"> Once detailed design is complete and we have accurate construction cost, Anglesea Football Netball Club are keen to determine extent of possible in kind contributions (i.e. several club contacts pledging clean fill supply, vegetation clearing / removal etc). Club may also be in a position to contribute to \$5000 in cash but in kind savings to project is their preference. Club would seek support from Anglesea Community Enterprise.
Potential funding partners	<ul style="list-style-type: none"> Anglesea Football Club Anglesea Community Enterprise Surf Coast Shire Council
Recommendation	<ol style="list-style-type: none"> The Anglesea Netball Club Additional Carpark project is considered feasible. Refer to project prioritisation and budget processes. <i>Note: \$10,000 estimate based on Opinion of Probable Cost prepared by Council's design unit for in-house delivery of detailed design.</i>

There has been good progress made in relation to the Winchelsea Scouts and Tennis Shared Facility and the Lorne Historical Society Front Façade Upgrade projects. However, investigations into the viability and feasibility of these projects remain ongoing and will therefore be presented to Council as soon as the investigations are complete.

4.4 Community Project Development - February Update

New Community Project Proposals Received

Council consistently receives many new ideas from community groups and individuals. A total of 13 project proposals have been received in the last quarter (Nov – Jan) as follows:

Torquay	Anglesea	Lorne	Winchelsea
Bike trail tracks for young kids	Anglesea Community Garden - Mosaic and seating	Nil	Freshwater Creek Reserve - Tennis court refurbishment
Quay Reserve – Shelter over BBQ picnic area	Aireys Inlet Community Garden - Seat		Winchelsea Cultural Heritage Koenig Collection
Torquay Cricket Club – Turf roller storage	Anglesea Sports Club – Power connection, sprinkler, security and loading platform extension		Barwon River Winchelsea - Bicycle and horse riding track
Torquay FC – Relocation of player interchange	Anglesea Netball Club - Viewing deck shade sail and relocation of shelter		
Torquay Women’s Shed			
All Aboard Container - Bob Pettitt Reserve			

These project proposal applicants have been introduced to the ‘Community Project Proposal Process’ (attached) and are now completing the online project proposal registration form as the first step of the project proposal pipeline process.



4.4 Community Project Development - February Update

Prioritised Community Projects for Further Investigation (Quarter 2: Feb – May)

Following the assessment of all project proposals parked on the Community Project Proposal list, the top rated project in each Council Ward has been recommended to proceed to the feasibility / investigation stage. Recommendations relating to these projects will be presented to Council in the next quarterly Community Project Development Report in May 2017.

Torquay	Anglesea	Lorne	Winchelsea
* Deep Creek Reserve - Multi-marking tennis courts with basketball/netball rings	* Elimatta Reserve – Anglesea Football Club Training Lights Upgrade	* Stribling Reserve Stadium –Ventilation Improvements	* Mt Moriac Equestrian Clubroom Redevelopment
Hill Top Reserve Shelter Upgrade	Mc Millan St Hall - Refurbishment	Lorne Skate Park Shade Sail	Mt Moriac Reserve Sports Lighting upgrade (football and netball)
Banyul Warri Fields 3 rd Pitch & Lighting	Coogoorah Park Carpark Upgrade	Deans Marsh Community Hall - Hall Refurbishment	Mt Moriac Reserve Netball Shelters
Jan Juc Creek MP Zone 1 outstanding works	Anglesea Netball Shelter Relocation	Stribling Reserve – Parking Access and Planting	Connewarre Reserve Walking path extension and landscape works
Spring Creek Linear Reserve – outdoor fitness equipment stations and ‘kickabout’ space	McMillan Street Master Plan - Redevelop Senior Citizens Building	Stribling Reserve – Drainage Improvements	Wurdale Hall Reserve Community Information Board

* Recommended for further feasibility investigation by Community Project Development Officer

Financial Implications

This report confirms that the Torquay Tigers Cricket Club Practice Facility Upgrade and Anglesea Netball Club Additional Car Park Projects are feasible projects and recommends they be referred to Council’s project prioritisation process. The projects will be considered for funding against other Council infrastructure priorities through Council’s budget processes. The detail of the project proposals include:

- Torquay Tigers Cricket Club Practice Facility Improvements, Stage 1, \$10,000 to address risk and compliance issues, which will be matched by a \$10,000 contribution from the Torquay Tigers Cricket Club (\$20,000 total project cost)
- Torquay Tigers Cricket Club Practice Facility Improvements, Stage 2, \$5,000 to develop a detailed design for the Torquay Tigers Cricket Club Practice Facility Upgrade Project. The State Governments Community Sports Infrastructure Fund includes a Cricket Facilities category and the strength of this project will be vastly improved with the completion of a detailed design
- Anglesea Netball Club Additional Carpark project, \$10,000 to complete a detailed design including a realigned pathway link from the new car park to courts.

Council Plan

Theme 2 Governance
Objective 2.5 Enhanced community engagement
Strategy 2.5.4 Build strong relationships with community interest groups.

Theme 3 Communities
Objective 3.3 Preservation of peaceful, safe and healthy environments
Strategy 3.3.4 Support a wide-range of community groups to improve community wellbeing

4.4 Community Project Development - February Update

Theme 3 Communities
Objective 3.4 Building leadership and skills within the community
Strategy 3.4.1 Support people to build their community leadership and develop their skills.

Policy/Legal Implications

There are no policy or legal implications relating to this proposal.

Officer Direct or Indirect Interest

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

Risk Assessment

The feasibility investigations into the Torquay Practice Facility Upgrade and Anglesea Netball Club Additional Carpark provide clarity for Council regarding the scope of each project and confirm that the projects are viable. Project applicants are aware that investigations have been able to confirm feasibility only and the projects can now be referred to Council's project prioritisation process and annual budget considerations.

The Torquay Cricket Club does have concerns for the safety of parked vehicles and pedestrians during training times. The Club ensures that no vehicles are parked in the hitting zone and use A-frame warning signs while training is on to ensure that pedestrians remain clear of the danger area. This was a larger concern during the four Night Jar Market events mid-season, however is manageable for the final few training sessions of the season.

Social Considerations

This new organisational 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 will be undertaken during the assessment of project proposals and during proposal investigation and scoping stage.

Environmental Implications

There are no impacts to the environment.

Communication

The Community Project Development process will be communicated via Council's website (from end January 2017) and available for distribution in hard copy. Both sources of information will provide clear guidelines for project proposal applicants. Each of the four community projects assessed in this report will be briefed regarding the recommendations arising from this report.

A quarterly report will be presented to Council that makes recommendations relating to supported projects for further investigation and confirm which projects will be investigated in the next quarter.

Conclusion

The Community Project Development process aims to strengthen project proposals as they move through the project proposal pipeline resulting in proposals with the highest rating being prioritised for investigation to confirm the scope and feasibility of the project. Wherever possible, external grant funding will be identified or community or multi-partner investment will be sourced to reduce or limit the contribution request from Council where appropriate.

4.4 Community Project Development - February Update

APPENDIX 1 COMMUNITY PROJECT DEVELOPMENT INTRODUCTION



Community Project Proposal Process



The Surf Coast Shire Council welcomes community project proposals. A new *Community Project Proposal Process* has been developed to improve Council's response to community needs and aspirations and also to ensure that the right projects are delivered at the right time. Community capacity building and developing new partnerships are desired outcomes of this new process.

Project Proposals will now follow a *Community Project Proposal Pipeline*. A new organisational role has been introduced (Community Project Development Officer) to receive and evaluate a large volume of project proposals. This new project development role and process is about supporting the community in developing and strengthening project proposals toward a 'project ready' stage. It is not about delivering community projects.

A range of community project proposals will be welcomed into this pipeline process including:

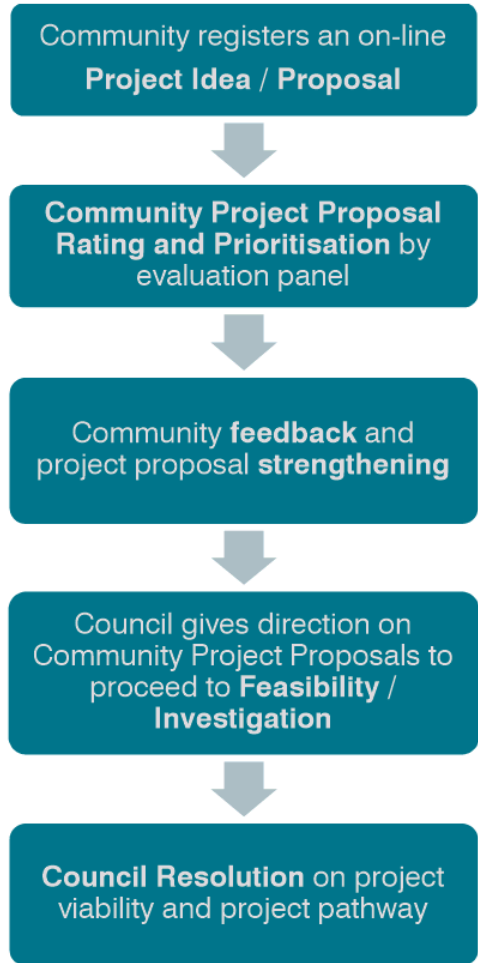
- Minor works – i.e. new flag pole purchase and installation, new bench seat /table, retaining wall.
- Moderate works – i.e. installation of solar panels, shade sail installation, public artwork installation.
- Major works – i.e. storage shed, community garden development, building extension / upgrade.

As a project proposal progresses through the *Community Project Proposal Process*, more and more information is collected to enable prioritisation of project proposals that are important to our community.

The *Community Project Proposal Process* is an accessible and equitable process with support and guidance available at every stage of the project journey. No idea is a bad idea. The idea may just need rethinking, it may require some strengthening, it could be linked to other proposals or potential project partners or there may be other Council programs that the proposal can be referred to.

At any stage of the project proposal process, community can seek feedback about what stage a proposal is at or where it sits in the 'project pipeline'.

Community Project Proposal Pipeline



Questions?

For further information on how best to develop your project proposal, please contact Nicky Angus, Community Project Development Officer on 52610603 or via nangus@surfcoast.vic.gov.au

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4.5 Small Grants Program Review

Author's Title: Recreation Planning Coordinator
Department: Recreation & Open Space Planning
Division: Culture & Community

General Manager: Chris Pike
File No: F15/1668
Trim No: IC16/1384

Appendix:

1. Small Grants Program Policy - SCS-031 (D17/4785)
2. Small Grants Program Guidelines 2017-18 (D16/131102)

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 consider a new Small Grants Program Policy SCS-031.

Summary

Council's Small Grants Program Management Policy and Procedure MPP-007 was created in August 2012 and due for review in June 2016.

As Council endorsement (via Council meeting) is sought on a list of recommended small grants projects to receive funding, it is recommended that the Small Grants Program Management Policy and Procedure MPP-007 be superseded by the Small Grants Program Policy SCS-031 to be adopted by Council.

A significant review of the Small Grants Program Management Policy and Procedure and guidelines has been undertaken by Council's Small Grants team. The review aims to include more transparent guidelines and public statements that will underpin Council's approach to managing the Small Grants Program into the future.

The key changes to the policy as recommended from the review include:

- confirming the Small Grants Program is now managed online via 'Smarty Grants' providing more efficient, effective and transparent management of the grant program, from application to acquittal.
- applications are assessed by a minimum of three (3) officers using the online Smarty Grants assessment tool including an officer from the Department with the most relevant expertise
- removal of references to an 'Events' category in the guidelines. Funding previously available in the Small Grants Program for community events is now incorporated into the Surf Coast Shire Event Partnership Grants Program as approved by Council on 28 October 2014
- it is recommended that in-kind labour from a 'skilled/qualified tradesperson' that is donated to the project is calculated at \$60 per hour per person
- portable equipment is recommended as eligible (club property/asset)
- capital items with a total project cost less than \$10,000 (subject to obtaining land owner/manager approval for appropriate standard of construction and installation method) are recommended as eligible. * Note: Total project cost must include a provision for contingency. Council will provide a project manager for any successful project on Council owned or managed land (does not apply to projects on private land).

Recommendation

That Council;

1. Adopt the Small Grants Program Policy SCS-031 including the revised Small Grants Program Guidelines.
2. Note the Small Grants Program Policy SCS-031 supersedes the Small Grants Program Management Policy and Procedure MPP-007.
3. Note the Small Grants Program Policy SCS-031 will be reviewed by 28 February 2020.
4. Note the Small Grants Program Policy SCS-031 and guidelines will apply to the March 2017 round of funding.

4.5 Small Grants Program Review

Report

Background

Council's Small Grants Program Policy and Procedure MPP-007 was created in August 2012 and due for review in June 2016.

The aim of the Small Grants Program is to support community groups, projects and local initiatives by encouraging new and existing groups to develop project ideas or improve services within the local community.

Funding is available up to \$1,000 for community-based projects that:

- encourage and enable the participation of a wide variety of local residents
- address an important community need
- encourage and enable groups or individuals across the Shire to collaborate and share knowledge, skills and resources.

At the discretion of Council, some projects that meet additional community need may be considered for funding, up to \$5,000 provided they can demonstrate:

- high evidence of need and participation by a wide variety of key audiences
- a proven track record in managing similar projects
- have a well-developed project plan
- appropriate expenditure and resourcing.

Discussion

As Council endorsement (via Council meeting) is sought on a list of recommended small grants projects to receive funding, it is recommended that the Small Grants Program Management Policy and Procedure MPP-007 be superseded by the Small Grants Program Policy SCS-031 to be adopted by Council.

A significant review of the Small Grants Program Management Policy and Procedure and Guidelines has been undertaken by Council's Small Grants team that will support continuous improvement of the program.

The review aims to include more transparent guidelines and public statements that will underpin Council's approach to managing the Small Grants Program into the future.

The key changes to the policy as recommended from the review include:

- online management – The Small Grants Program has been managed online using 'Smarty Grants' grant management software for the past two (2) years. The management software has a user friendly interface and officers provide support for all applicants who may require assistance in preparing their submission. This online application process allows applicants to store and access all previous grant applications in the one place with feedback being consistently positive. Managing the entire process online ensures more efficient, effective and transparent management of the grant program, from application to acquittal
- assessment process – The grants program follows a standard application process in which applicants submit written responses to key questions based around the selection criteria. Applications are assessed by a minimum of three (3) officers using the online Smarty Grants Assessment Tool including an officer from the Department with the most relevant expertise. The assessment process is consistent with procedures used in a quality assured grants management program
- removal of 'Events' category – Funding previously available for community events is now incorporated into the Surf Coast Shire Event Partnership Grants Program as resolved by Council on 28 October 2014. Officers have been referring event related applications to the Event Grants Program since the March 2015 round of funding
- in-kind labour from a 'skilled/qualified tradesperson' that is donated to the project should now be calculated at \$60 per hour per person. 'Unskilled' labour should still be calculated at \$30 per hour per person, however the higher hourly rate is appropriate for those projects that are able to attract in-kind professional services

4.5 Small Grants Program Review

- portable equipment is recommended as eligible. These items are considered club property/assets including responsibility for ongoing maintenance and renewal (i.e Laptop, pie warmer, portable soccer goals or portable show jumps)
- capital items with a total project cost less than \$10,000 (subject to obtaining land owner/manager approval for appropriate standard of construction and installation method) are recommended as eligible.

The \$10,000 total project cost limit must reflect the true value of the project including a provision for contingency. Council will provide a project manager for any successful project on Council owned or managed land. Council is not required to manage projects on private land or where Council is not the land owner or manager (i.e direct tenure arrangement with the Crown). Council will resolve on these projects being supported via Council's Community Project Management Support Fund when endorsing recommended projects.

Through approval of 'minor capital' grants applications on Council owned or managed land new assets will be created for which Council will accept responsibility for ongoing maintenance and renewal. Land managers for the various sites will be consulted to ensure the assets are appropriate additions to the sites. The grant application will need to confirm detail relating to siting, standard of construction and installation methods. Upon completion of works a site inspection/handover will be undertaken with both the land owner and land maintainer and an asset handover form will be completed to add the new asset to Council's Asset Register. The conditions detailed above will be included as a funding condition in the grant agreement between the applicant and Council.

These key changes have been captured in a new Small Grants Program Policy SCS-031 that includes a refreshed set of guidelines and will supersede the existing Small Grants Program Management Policy and Procedure MPP-007.

Financial Implications

Council's annual funding allocation of \$75,000 toward the Small Grant Program across two (2) funding rounds remains unchanged.

The \$10,000 total project cost limit must reflect the true value of the project including a provision for contingency. Council will provide a project manager for any successful project on Council owned or managed land and this will be allocated from Council's Community Project Management Support Fund (does not apply to private land). The maximum project management allocation would be \$1,000 for any single project (10% of total project cost).

Council Plan

Theme 3 Communities
Objective 3.4 Building leadership and skills within the community
Strategy 3.4.3 Provide funding opportunities to groups to improve and strengthen their communities.

Theme 3 Communities
Objective 3.4 Building leadership and skills within the community
Strategy 3.4.2 Support people to participate in community life.

Policy/Legal Implications

There are no policy/legal implications relating to this report. The existing Small Grants Program Management Policy and Procedure MPP-007 will be superseded by the Small Grants Program Policy SCS-031 including updated guidelines.

Officer Direct or Indirect Interest

No officer involved in the preparation of this report has a conflict of interest.

Risk Assessment

This updated policy will minimise risk by ensuring compliance with revised grant guidelines and Council's funding agreement conditions.

4.5 Small Grants Program Review

Social Considerations

Council is committed to investing funds for the Small Grants program which aims to support community groups, projects and initiatives by encouraging new opportunities and strengthening collaboration between groups. The program is available to new and existing groups, to develop project ideas or improve services within the local community.

Community Engagement

Each grant round is promoted via the Council website, community stakeholder database, social media and local newspapers. The Small Grants Program is also promoted through Council officer networks, Council Committees and an annual Grants Information Session in collaboration with the Economic Development and Tourism Department.

Environmental Implications

Funds are provided for projects and activities that fall into one of four broad categories, including Community Initiatives, Environment, Culture and Arts or Recreation and Leisure. Projects or activities that protect or enhance the local environment or work toward sustainability are strongly encouraged.

Communication

Changes to the program guidelines will be communicated via the Surf Coast Shire website. The next grant round opens 1 March 2017, and closes 31 March 2017. A media campaign will begin in the first week of March.

Conclusion

The review of the Small Grant Program Management Policy and Procedure MPP-007 and guidelines by the Small Grants team identified a number of key changes that have informed a new Small Grants Program Policy SCS-031. The updated policy and revised guidelines will provide an increased level of clarity and direction that will underpin Council's approach to managing the Small Grants Program into the future.

4.5 Small Grants Program Review

APPENDIX 1 SMALL GRANTS PROGRAM POLICY - SCS-031

COUNCIL POLICY



Small Grants Program	Document No:	SCS-031
	Approval Date:	28 February 2017
	Approved By:	Council
	Review Date:	28 February 2020
Responsible Officer: Manager Recreation and Open Space Planning	TRIM Reference:	D17/4785
Authorising Officer:	Chief Executive Officer	

1. Purpose

The purpose of this policy is to provide clear guidelines for Council Officers and Councillors on the procedures used for administering the Small Grants Program.

2. Scope

The Small Grants Program supports the Council Plan (2013-2017) objective of building leadership and skills within the community.

3. Application

This policy and related attachments apply to all Council Employees and Councillors involved in the application assessment, approval and management of the Small Grants program. This also applies to all groups or individuals applying for a Small Grant.

4. Definitions

Small Grants Program: Can also mean Community Grants Program.

Grant: A grant is the monetary amount awarded by Council which achieves specific community goals and outcomes as detailed in the group or individual's small grant application.

5. Policy

Council is committed to providing funds for the Small Grants program which aims to support community groups, projects and local initiatives. The program enables new and existing groups to develop project ideas or improve services within the local community.

5.1 General Information

The Small Grants Program has two rounds of grants each year with applications closing on 30 September (Round 1) and 31 March (Round 2). Applications are received online using the www.smartygrants.com.

Council endorsement (via Council Meeting) is sought on a list of recommended projects following assessment and moderation of applications received in each grant round.

Community groups are invited to apply for a Small Grant via the on-line grants management system 'Smarty Grants'. This system collects, collates and stores grant applications allowing community groups to retrieve and amend former applications each year, saving them time and effort.

Officer support is provided to applicants at all stages during the application process in particular when groups are developing and submitting an application.

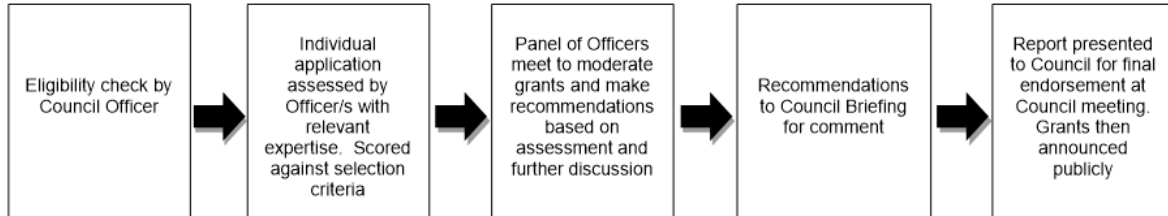
5.2 Promotion

- Each round of grants is promoted via the Council's website, social media as well as a media campaign advertising the upcoming grant sessions. Flyers are emailed to relevant community organisations, community hubs and all community houses.
- The grants are promoted through Council Officer networks and Council committees.

- Grant information sessions are held on an annual basis. There is ongoing community engagement and liaison in relation to the Small Grants Program with Officers constantly referring groups to the grants program.
- Successful projects and groups are showcased using local media, Council's webpage and at each Small Grants celebration event.

5.3 Assessment Process

The diagram below details the assessment process:



The grants program follows a standard application process in which applicants submit written responses to key questions based around the selection criteria. Applications are assessed by a minimum of three (3) officers using the online Smarty Grants assessment tool including an officer from the Department with the most relevant expertise. The assessment process is consistent with procedures used in a quality assured grants management program.

Applications are assessed against specific criteria (Refer Attachment 1 – Small Grants Guidelines). To remove individual assessor bias, each criteria has defined characteristics which align to a specific score in that criteria. A second panel of Officers then rank and moderate applications and a notional funding amount is assigned for Council approval.

The Small Grants Program is a merit based process and does not aim to achieve equal distribution of funding across categories. Moderation is used to align scoring for similar projects and if there are gaps in funding to particular geographical areas.

5.4 Successful and Unsuccessful Grants

Following Council approval of funded projects, all applicants are notified of the outcome via e-mail. After Council endorsement of each round a celebratory event is held to acknowledge funded projects.

Funded groups are required to sign a formal grant agreement and complete an acquittal report. The grant agreement must be signed before any funds can be dispersed. The acquittal report must be completed at the end of the project and received within 12 months of funding. Funded groups must provide relevant financial documentation such as bank details, statement by supplier and tax invoice.

Unsuccessful groups are invited to seek feedback on their project to improve future applications. Council Officers also work with these groups to look at other funding alternatives or to coach an improved submission in a future grants round.

6. Records

Records shall be retained for at least the period shown below.

Record	Retention/Disposal Responsibility	Retention Period	Location
Small Grants Program Application Form	PROS07/01 – 2.10.3	Temporary destroy 7 years after grant activity has ceased	TRIM and on-line version backed up on smarty grants (refer to smarty grants licence agreement)
Small Grants Program Project Report	PROS07/01 – 2.10.3	Temporary destroy 7 years after grant activity has ceased	TRIM

7. Attachments

Small Grants Program Guidelines 2017-18, Attachment 1 (D16/131102)

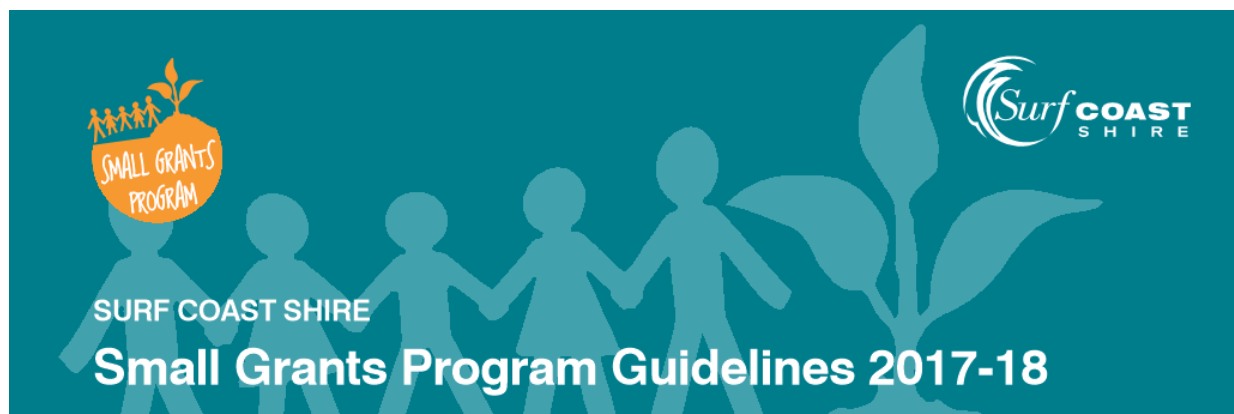
8. References

Australian Institute of Grants Management (AIGM), a division of Our Community, Grantmaking Manifesto, September 2011. www.grantsmanagement.com.au

Australian Institute of Grants Management (AIGM), a division of Our Community, Grantmaking Toolkit, The Smart Way to build, review or refresh your grants program, April 2011.
www.ourcommunity.com.au/best_practice/toolkit/

4.5 Small Grants Program Review

APPENDIX 2 SMALL GRANTS PROGRAM GUIDELINES 2017-18



Our small grants program provides funding to community groups for projects and initiatives that provide outcomes for the benefit of the community. Please read these Guidelines carefully and contact Council's Grants Team to discuss your proposal before submitting an application to Surf Coast Shire on 5261 0600 or smallgrants@surfcoast.vic.gov.au

1. THE SMALL GRANTS PROGRAM

The aim of the Small Grants Program is to support community groups, projects and initiatives by encouraging new opportunities and strengthening collaboration between groups. The program is available to new and existing groups, to develop project ideas or improve services within the local community.

Funding is available for community-based projects or activities that:

- Encourage and enable the participation of a wide variety of local residents
- Address an important community need
- Encourage and enable groups or individuals across the Shire to collaborate and share knowledge, skills and resources.

Key dates

Round 1: opens 1 September - closes 30 September*
Round 2: opens 1 March - closes 31 March*

* Applications will be accepted until midnight on the final day of each round.

2. HOW MUCH CAN I APPLY FOR?

- Up to \$1,000 may be applied for by projects that meet the selection criteria.
- At the discretion of Council, some projects that meet additional community need may be considered for funding up to \$5,000.

To be considered for additional funding, projects need to demonstrate:

- high evidence of need and participation by a wide variety of key audiences
- a proven track record in managing similar projects
- have a well-developed project plan
- appropriate expenditure and resourcing.

3. ELIGIBILITY REQUIREMENTS

For your application to be eligible for assessment, you must ensure that:

- All sections of the online 'Smarty Grants' application form are completed
- You have attached your project plan and included all the necessary taxation and insurance information
- Your application fits within one of the funding categories listed in **Section 6** of these Guidelines
- Your group or organisation can contribute to the project through cash or voluntary in-kind services
- Projects must be inclusive for people of all abilities.

4. WHO CAN APPLY?

You are eligible to apply for a Small Grant if:

- The proposed project is specifically designed to benefit residents of the Surf Coast Shire
- You are an incorporated, not-for-profit group or organisation or your project is auspiced (see below) by an incorporated, not-for-profit group or organisation
- You have an ABN or are willing to provide a Statement of Supplier Form
- Applications from schools will only be considered if the proposed project or activity is not part of the normal school curriculum and strengthens links to the broader community.

Auspicing allows not-for-profit, incorporated organisations to accept grant funding on behalf of individuals or groups who are not incorporated. Visit www.surfcoast.vic.gov.au and search for Small Grants Program Auspice Arrangement Fact Sheet or contact the Grants team for further information.

5. WHO CANNOT APPLY?

Those ineligible to apply for a Small Grant are:

- Individuals (you will need to approach an organisation to auspice your project)
- Any Committees of the Surf Coast Shire Council including Advisory Committees, Committees of Management or Sub Committees
- Organisations who received a Surf Coast Shire Small Grant in the previous funding round
- Organisations who have not completed an Acquittal Report for a previous Surf Coast Shire Small Grant
- For-profit or commercial organisations - unless the application can demonstrate that the proposed project, event or activity will have considerable tangible community benefits.

6. WHAT PROJECTS WILL BE FUNDED?

Funds will be provided for projects and activities that fall into the following broad categories:



Community Initiatives: Local partnerships that contribute to the wellbeing and quality of life of Surf Coast Shire residents



Environment: Projects or activities that protect or enhance the local environment or work towards sustainability



Culture and Arts: Community arts projects that support the development of quality arts initiatives and increase involvement in arts and culture by the community. Heritage projects that support participation, learning and recording of the cultural history of the Surf Coast Shire and its residents



Recreation and Leisure: Innovative or new projects that promote recreation, physical activity and increase participation for all abilities

Other eligible projects:

- Portable equipment (club property/asset)
- Capital items with a total project cost less than \$10,000 (subject to obtaining land owner/manager approval for appropriate standard of construction and installation method)

* Note: Total project cost must include a provision for contingency. Council will provide a project manager for any project on Council owned or managed land (does not apply to projects on private land).

7. WHAT WILL NOT BE FUNDED?

The following will not be funded under the Surf Coast Shire Small Grants Program:

- Capital items with a total project cost greater than \$10,000
- Building maintenance works
- General administrative, wages or contracts
- Projects funded under other programs supported by the Surf Coast Shire
- Projects that have already commenced or already occurred
- Projects that are part of curriculum-based activities in schools
- Projects that is fundraising in nature (unless the project provides considerable community benefit).
- Recurrent funding for ongoing projects or projects which have already been funded

8. ASSESSMENT CRITERIA

If your application meets the eligibility requirements, it will be assessed according to the following criteria:

Small Grants Program Priorities: 30%

Has a need for the project been clearly demonstrated and how will the project meet this need?

Does the project provide opportunities for collaboration and sharing of knowledge, skills and resources?

Does the project encourage and enable the participation of a wide variety of local residents?

Outcomes: 30%

What difference will the project will make in the community?

Will there be wide community benefits such as increased health and well-being, increasing participation and inclusion opportunities, improving the environment.

Planning and Management: 20%

Does the organisation have the skills and resources to manage the project?

Does the project plan include realistic objectives and timelines?

What in-kind contribution (volunteer hours or other support) has been provided by the organisation?

Budget: 10%

Does the budget reasonably reflect the project outcomes?

Documentation:10%

Has sufficient documentation on the project, including all required documentation and quotes, been submitted?

9. DEVELOPING A PROJECT PLAN

A project plan outlines the steps needed to complete your project – by setting the objectives or outlining what is to be achieved, planning the schedule and who will undertake tasks such as whole organisation, committee members, volunteers or project partner and a timeline for each task.

Complete and upload a document (word or excel) with your application, a very brief project plan using the following headings:

- Description of Activity
- Who will be responsible
- Date to be completed

Example project plan

Activity	Person responsible	Due by
Staff training	Joan Smith	March 2017
Research / interviews	Joan and John Smith	April 2017
Editing	Mat Jones	July 2017
Publish online	Mat Jones	Sept 2017

10. DEVELOPING A BUDGET

a. Estimating your expenses

Your group will need to consider the costs of running your project.

The following may assist you in identifying the most frequent costs within community groups;

- Materials for activities that will be used throughout the project
- Hire fees for venues and specific equipment used in activities
- Labour and consultancy fees
- Administration costs, such as photocopying, word processing
- Travel expenses
- Catering costs

b. In kind contributions

Once you have listed all of your expenses you will need to look at the support you can receive in kind. In kind contributions can include materials, time and resources that are donated to the project for free. The project budget must show in kind contribution is matched dollar for dollar.

As part of the preparation for your project you can approach companies, schools, other community groups and individuals for in kind support. This will not only help to reduce the costs of the project but will be a great way to involve others in your project.

For the purposes of this funding application, calculate in-kind voluntary labour @ \$30 per hour per person and a skilled/qualified tradesperson at \$60 per hour.

11. MAKING YOUR PROJECT ACCESSIBLE FOR ALL

Grants applicants should ensure their project is accessible and inclusive for all. This includes physical access to projects, as well as ensuring written materials are visually accessible.

Resources that may assist you include:

Accessible Events Guide: This guide includes a list of resources you can borrow from the Shire free-of-charge (including ramps, parking signage, hearing loop). Visit www.surfcoast.vic.gov.au/My_Community/Arts_Culture_Events/Events to download a copy or call Council's Rural Access Officer on 5261 0600.

12. ASSISTANCE RUNNING A PROJECT

A number of resources have been developed to assist groups running community projects in the Surf Coast Shire. Refer to www.surfcoast.vic.gov.au/Tourism/Events/Planning_An_Event or call Council's Events Officers on 5261 0600.

13. PAYMENT PROCESS

If your organisation is successful in receiving a small grant, payment will be made into your organisations nominated bank account once all relevant documentation is received, including a signed Grant Agreement, tax invoice (where your organisation is GST registered) and evidence of public liability insurance.

If your project is being auspiced, you will need to submit the banking details of your auspice organisation and a valid tax invoice from the auspice organisation (where the auspice organisation is GST registered).

14. WHAT ARE THE SMALL GRANT CONDITIONS?

In accepting a Small Grant you must be willing to adhere to the following grant conditions:

- Funded groups will need to complete a grant agreement and acquittal report. The Surf Coast Shire will provide pro-forma's. The grant agreement needs to be signed before any payment can be made. The acquittal report must be completed at the end of the project and be received within 12 months of receiving grant funding. The group will be ineligible for any further grants if this report is incomplete.
- It is the responsibility of all applicants to supply the relevant taxation and insurance documentation in the application form.

- Activities arising from the grant allocation must take place within the Surf Coast Shire and benefit Surf Coast Shire residents and workers.
- Funded groups are required to recognise the Surf Coast Shire as a funding source on all project and publicity materials. (Please contact the team via e-mail smallgrants@surfcoast.vic.gov.au or 5261 0600 to obtain the relevant logo and to ensure that the Shire sights and approves proofs of all materials prior to production). Unauthorised use of the Surf Coast Shire logo on other material will result in the organisation being ineligible to apply for further grants.
- Copies of any "products" must be provided to the Shire prior to the completion of the project.
- Funds made available through the Small Grant are to be spent on the activities described in the application. Funded groups must seek advice from the Grants Team before making significant changes/variations to the implementation of the project or to the proposed budget.
- Allocated funds are to be expended within 12 months of receiving the funding, unless otherwise negotiated. Accurate financial records of the recipient organisation must be maintained and made available to Council staff in the event of any further audit by Council into the use of the Grant.
- Council officers may request meetings with the applicant to check progress during the period of the activity, or undertake an independent audit of the books and records of the Applicant.
- The Surf Coast Shire is not responsible for meeting any shortfall should the project run over budget.
- Any Surf Coast Shire funds that are not expended on the project will be returned to the Shire.
- The Council, it's servants, agents and employees shall not be responsible at any time for any liabilities incurred or entered into by the recipient organisation as a result of, or arising out of that organisation's responsibilities under the Grant Agreement.
- The recipient shall release and indemnify the Council, it's servants, agents and employees against any claim, demand, liability, costs, expenses, actions arising out of or in any way connected with the activities of the recipient, or the recipient's agents in consequence of the Authorisation/funding agreement except where the claim, demand, liability, costs or action are caused by the Council it's servants or agents.
- If the program is to be held on Council property, approval must be sought from Council through the relevant department/s.

4.6 Preventing and Addressing Violence Against Women and Children in the G21 Region

Author's Title: Manager Aged & Family

General Manager: Chris Pike

Department: Aged & Family

File No: F15/1675

Division: Culture & Community

Trim No: IC17/104

Appendix:

1. Preventing and Addressing Violence Against Women and Children in the G21 Region Strategic Plan 2016-2020 (D17/11459)
2. Leadership Group Gender Equity Action Plan 2016 Progress Snapshot (D16/117271)

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 present the G21 region strategy to prevent and address men's violence against women and children for endorsement and to note Council actions in relation to this topic.

Summary

For Victorian women aged 15-44 years, male intimate partner violence is the leading contributor to death, disability and ill health (VicHealth, 2004).

The G21 region strategy to prevent and address men's violence against women and children was finished in 2016 following a collaborative development process involving G21 Councils and several agencies. The plan identifies four strategic themes: strengthening leadership, increasing capacity, communicating key messages, and building the evidence base.

Endorsement of the plan by key organisations is one of the suggested actions to strengthen leadership on this issue.

The plan has been developed at a time of growing public awareness of and discussion about men's violence against women and children. The Victorian Government has very recently released a 10-year plan in response to the state's Royal Commission into Family Violence and is putting significant resources into its implementation.

The issue of Preventing and Addressing Violence Against Women and Children has been identified as one of two key health and wellbeing priorities for regional action as G21 Councils develop their new four-year Council Plans. The other priority is Active Living/Health Eating.

Endorsement of the strategic plan would continue Council's local leadership on this topic and support national and state-wide action.

Recommendation

That Council:

1. Endorse the Preventing and Addressing Violence Against Women and Children in the G21 Region Strategic Plan 2016-2020 as attached at Appendix 1.
2. Note the range of activities being undertaken by Council to prevent and address violence against women and children.
3. Note that preventing and addressing violence against women and children has been identified as a key health and wellbeing priority for state and regional action and this is an important consideration during the development of the Council Plan (incorporating the Health and Wellbeing Plan) 2017-2021.

4.6 Preventing and Addressing Violence Against Women and Children in the G21 Region

Report

Background

For Victorian women aged 15-44 years, male intimate partner violence is the leading contributor to death, disability and ill health (VicHealth, 2004). The evidence demonstrates that family violence and sexual assault are predominantly perpetrated by men against women, meaning that women make up the overwhelming majority of victims of family violence and sexual assault (VicHealth, 2008; Victoria Police, 2009).

Compared with male victims of intimate partner violence, women are:

- Five times more likely to require medical attention or hospitalisation
- Five times more likely to report fearing for their lives
- Five times more likely to be killed by an intimate partner (Mouzos, 1999).

Women constitute 77 percent of reported family violence incidents, and women and girls constitute 92 percent of reported rape incidents (Victoria Police, 2009). Further to this, we know that almost every week a woman is killed in Australia by a current or previous male partner (Deardon & Jone, 2008; Davies & Mouzos, 2007). While women can sometimes be perpetrators of family violence, evidence suggests that the overwhelming majority of violence is perpetrated by men against women (VicHealth, 2008).

Council, via its involvement in the G21 Health and Wellbeing Pillar, has been involved in a number of workshops and forums in recent years on the topic of men's violence against women and children.

The development of a regional strategic plan to coordinate the growing levels of activity has been led by an executive group consisting of representatives of the following:

- Barwon Area Integrated Family Violence Committee
- G21
- City of Greater Geelong
- Women's Health and Wellbeing Barwon South West

Its development commenced in late 2014, culminating in the completion of the plan attached to this report in mid-2016. Council officers participated throughout this period.

The plan has been developed at a time of growing public awareness and discussion about men's violence against women and children. The Victorian Government has recently released a 10-year plan in response to the state's Royal Commission into Family Violence.

Council was held up as a leader in the area of employment practices when it introduced family violence leave provisions into the staff enterprise agreement. Beyond this initiative, Council has acknowledged White Ribbon Day for many years.

Discussion

The Strategic Plan

The Preventing and Addressing Violence Against Women and Children in the G21 Region Strategic Plan 2016-2020 sets a vision that seeks to tackle the complex and systemic nature of the problem:

To create a long-lasting partnership that generates innovative, collective action that addresses violence against women and children and create communities that are safe, healthy and free of violence.

The plan seeks to coordinate action across three streams of action:

- Primary prevention – initiatives that seek to prevent violence before it occurs (e.g. promotion of gender equity, cultural respect and a culture of non-violence). This is the stream of action that Councils can be most active in
- Early intervention – initiatives targeting individuals and groups who exhibit early signs of perpetrating violence or being subject to violence (e.g. reduce risk and increase safety of women and children at greatest risk, behaviour change for men who use violence). This is typically the space of specialist intervention agencies and health providers. However, Councils can play a small role in this stream through services such as Maternal and Child Health and Home and Community Care

4.6 Preventing and Addressing Violence Against Women and Children in the G21 Region

- Response – acting when violence has occurred (e.g. direct support to women and children to rebuild their lives, responding to men who perpetrate violence). This is the domain of specialist agencies rather than Councils.

The plan contains strategies and proposed actions under four themes: strengthening leadership, increasing capacity, communicating key messages, and building the evidence base.

Council activity

Council has continued to be active in the area of primary prevention, more recently turning attention to the issue of gender inequality. It is widely accepted that gender inequality is a key driver of men's violence against women and children. It sets the social context necessary for the high levels of violence that we see today.

Council's has acted in three overlapping capacities:

- Employer
- Service deliverer
- Role model

As an employer Council now has a Workplace Diversity Commitment. "Our commitment to gender equity means that we will improve gender parity, particularly at a leadership level. We will provide a supportive and flexible working environment for women, and will contribute to a pipeline of female leadership talent within local government." (Surf Coast Shire Workplace Diversity Commitment, 2016). Gender equity is one of four focus areas in the Commitment.

Council has also been undertaking the process to become a White Ribbon Accredited Workplace. The White Ribbon Workplace Accreditation Program recognises workplaces that are taking active steps to stop violence against women, accrediting them as a White Ribbon Workplace. White Ribbon Workplaces engender a whole of organisation commitment to stop violence against women, meeting 15 criteria under three standards to create a safer and more respectful workplace. Council's submission of evidence was provided in January 2017 and we await the outcome.

Council continues to role model its commitment to a life free of violence for women and children through its community leadership each November on and around White Ribbon Day. Most recently Council, with local men's cricket teams, facilitated the inaugural White Ribbon Cup. As a follow up, in February 2017 Council has arranged for Leisure Networks to deliver a gender equity awareness and training session for local clubs.

In 2016, Council's Leadership Group (CEO, General Managers and Managers) developed and acted on a one-year Gender Equity Action Plan for the organisation. This has been built upon in 2017. Appendix 2 provides a snapshot of activities in 2016.

Council Plan

Council is developing its Council Plan (incorporating the Health and Wellbeing Plan) 2017-21. There will not be a regional health and wellbeing plan for this period. Instead G21 councils, health providers and government agencies have identified two key regional priorities for collective action for the next four year period: Active Living/Healthy Eating and Preventing Men's Violence Against Women and Children. It is anticipated that G21 Councils will consider making commitments to these priorities via their Council/Health and Wellbeing Plans.

Both topics have been identified as key health and wellbeing priorities at the State level via the Victorian Health and Wellbeing Outcomes Framework. Therefore, the Council Plan provides an opportunity for Council to commit to 'pulling its weight' on regional and state priorities.

Financial Implications

There are no immediate financial implications associated with the recommendations in this report. At present all activities are delivered within existing operating budgets. Future proposals, if applicable, could be considered by Council at the appropriate time.

4.6 Preventing and Addressing Violence Against Women and Children in the G21 Region

Council Plan

Theme 3 Communities

Objective 3.3 Preservation of peaceful, safe and healthy environments

Strategy 3.3.4 Support a wide-range of community groups to improve community wellbeing

Theme 2 Governance

Objective 2.2 High performing accountable organisation

Strategy 2.2.1 Ensure the organisational structure is capable of delivering on the Council Plan

Policy/Legal Implications

The recommendations in this report are consistent with policy directions at other levels of government.

Officer Direct or Indirect Interest

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

Risk Assessment

Failure to support the regional strategic plan would put Council at odds with other Councils' and the State Government's efforts and could undermine this regional attempt to coordinate action.

Social Considerations

Men's violence against women and children is now widely recognised as a serious social and health problem.

Community Engagement

Officers have not explicitly consulted with the community on this matter. The regional strategic plan was made available for broad input during its development although input would mainly have come from agencies working in this field.

Environmental Implications

Not applicable

Communication

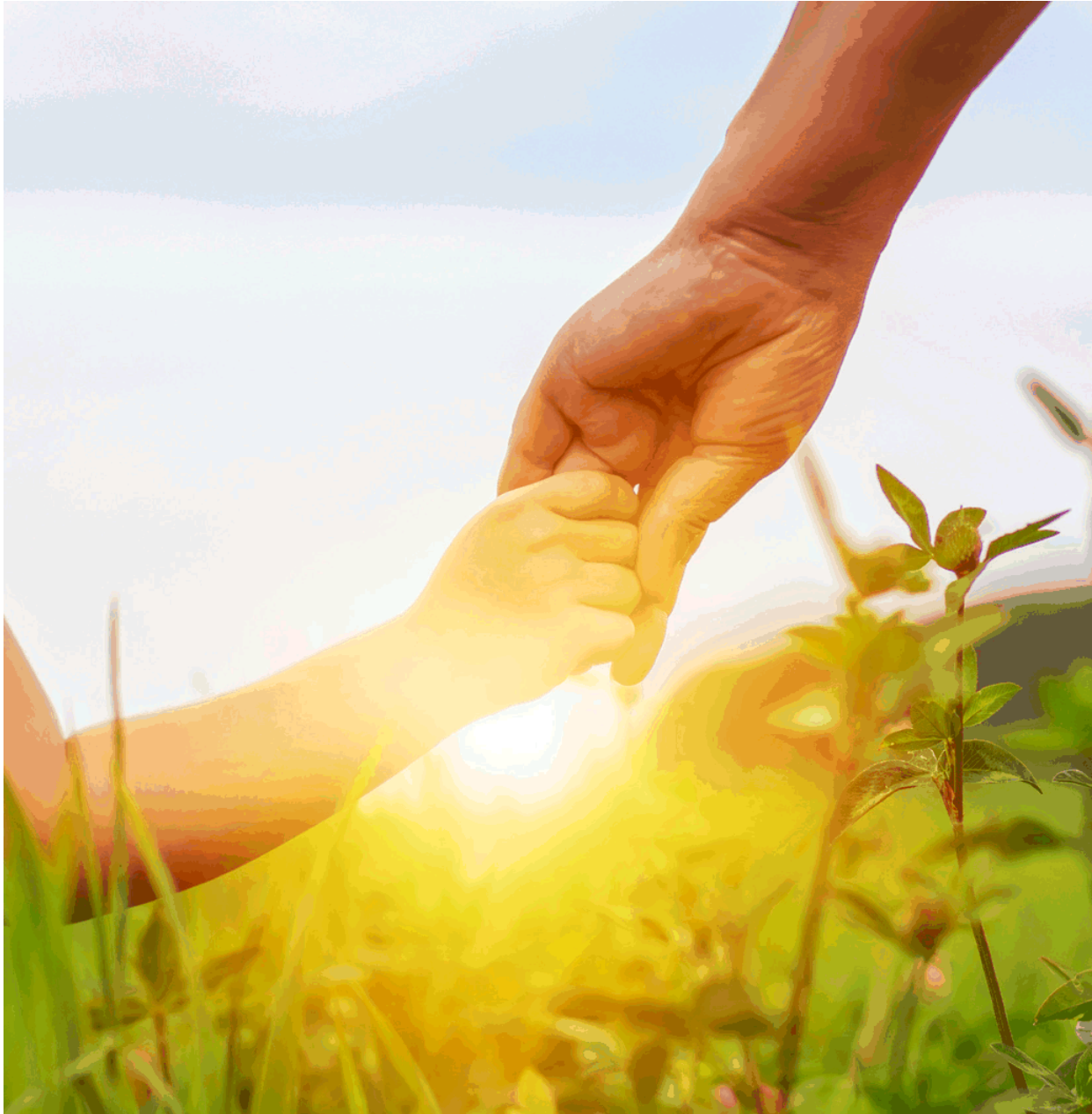
Council's endorsement of the plan will be publicised both by Council and other members of the regional alliance.

Conclusion

It is recommended that Council endorse the regional strategic plan to prevent and address men's violence against women and children.

4.6 Preventing and Addressing Violence Against Women and Children in the G21 Region

**APPENDIX 1 PREVENTING AND ADDRESSING VIOLENCE AGAINST WOMEN AND CHILDREN IN
THE G21 REGION STRATEGIC PLAN 2016-20**



STRATEGIC PLAN

PREVENTING AND ADDRESSING VIOLENCE AGAINST
WOMEN AND CHILDREN IN THE G21 REGION
2016-2020



ACKNOWLEDGEMENTS

PARTNERS AND FUNDERS

The Preventing and Addressing Violence Against Women and Children in the G21 Region Strategic Plan 2016 – 2020 was facilitated by a partnership between the Barwon Area Integrated Family Violence Committee (BAIFVC), City of Greater Geelong (COGG), G21 - Geelong Region Alliance (G21) and Women's Health and Wellbeing Barwon South West (WHW BSW).

BAIFVC develops and supports partnerships between regional family violence and sexual assault services (women, children and men's services) and other key sectors and services, such as Child FIRST/family services, child protection, mental health services, homelessness services, housing services, Courts, Police and Indigenous Family Violence Regional Action Groups.

By convening groups of services that work to respond to and prevent violence against women and children it identifies issues and potential improvements in the system's response to women, children and men. The committee contributes to and is informed by state wide strategic discussions and considerations to improve the system response across Victoria.

G21 is the formal alliance of government, business and community organisations within the Geelong region across five municipalities – Colac Otway, Golden Plains, Greater Geelong, Queenscliff and Surf Coast. G21 involves member organisations through eight Pillar groups based on the region's key priorities - Arts & Culture, Economic Development, Education & Training,

Environment, Health & Wellbeing, Planning & Services, Sport & Recreation and Transport.

COGG, as a G21 member, has actively partnered on the Strategic Plan development and Golden Plains Shire has chaired the Project Planning Executive Group which guided its development.

WHW BSW is a women's health promotion and primary prevention service, established in 2011 as part of the Victorian network of women's health services. WHW BSW work to achieve outcomes across three key priority areas, including prevention of violence against women, sexual and reproductive health and strengthening women's voices. WHW BSW have demonstrated leadership and expertise in undertaking and informing regional strategic planning to prevent violence against women before it occurs.

Each of the project partners in the Project Planning Executive Group (PPEG) has either contributed funding to enable the development of the Strategic Plan or provided in kind support.





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PART A: CONTEXT

THE PREVENTING AND ADDRESSING VIOLENCE AGAINST WOMEN AND CHILDREN STRATEGIC PLAN 2016-2020

VISION: To create a long-lasting partnership that generates innovative, collective action that addresses violence against women and children and create communities that are safe, healthy and free of violence.

The Preventing and Addressing Violence Against Women and Children in the G21 Region Strategic Plan 2016 – 2020 in the G21 region creates a single plan for the primary prevention, early intervention and response to violence against women and their children for the geographic region of G21 encompassing the local government areas of City of Greater Geelong, Surf Coast Shire, Colac Otway Shire, Golden Plains Shire and Borough of Queenscliffe.

The Strategic Plan's vision is that the G21 region creates a long-lasting partnership to generate innovative, collective action that addresses violence against women and children and create communities that are safe, healthy and free of violence. It proposes that this vision will be achieved if organisations implement actions in response to the following themes:

- **Strengthening leadership**
- **Increasing capacity**
- **Communicating key messages**
- **Building the evidence base.**

Each of these strategic themes aims to foster gender equity, support the expansion of appropriate service responses and provide a framework for the development of an Implementation Plan that will prioritise regional action and identify ways in which organisations and the workforce can be supported including professional development and advocacy.

The Action Plan (pg 20) identifies the steps required to consolidate partnerships across the primary prevention, early intervention and response continuum and with mainstream organisations. This includes a wide range of organisations operating where people live, work, recreate and learn.

It also focuses on the priority to broaden and formalise the partnership base to include organisations supporting Aboriginal women, women from CALD backgrounds, women with disabilities, rural women and children.

A senior and representative governance structure will be required to lead regional action, reverse women and children's current lived experiences of women and children experiencing violence and optimise gender equity.

It is proposed that PPEG will support this transition to a new governance arrangement.

PART A: CONTEXT

1. INTRODUCTION

Violence against women and children is now widely recognised as a global problem and one of the most widespread violations of human rights (VicHealth, 2008). Achieving gender equality and empowering all women and girls is one of 17 goals for the United Nations 2030 Agenda for Sustainable Development (2015).

The impact of violence has profound consequences for women, children, families and whole communities. Violence against women and children is serious, prevalent and the evidence tells us that it is preventable (Change the Story 2015).

Violence against women and children is a priority issue for communities and organisations in the G21 region. The Preventing and Addressing Violence Against Women and Children Strategic Plan 2016-2020 is a four-year plan which aims to engage partner organisations to address this catastrophic issue through collective action towards a shared vision. As a result, this Strategic Plan adopts the following vision and objectives:

VISION

The Preventing and Addressing Violence Against Women and Children Strategic Plan 2016 – 2020 (the Strategic Plan) for the G21 region creates a long-lasting partnership to generate innovative, collective action that addresses violence against women and children and create communities that are safe, healthy and free of violence.

OBJECTIVE

The Strategic Plan creates a single plan for the primary prevention, early intervention and response to violence against women and their children for the geographic region of G21.

The Preventing and Addressing Violence Against Women and Children Strategic Plan 2016-2020 is a significant progression for the G21 region. The plan takes a direct approach based on the fundamental premise that violence against women and children is unacceptable. It articulates a commitment to strategic and collaborative action across the continuum to:

- Prevent violence against women and children from ever occurring (primary prevention);
- Intervene early to identify and support women and children who are at risk of violence (early intervention); and
- Respond to violence by holding perpetrators to account, ensure connected services are available for woman and their children (response).

This Strategic Plan aims to support mainstream and specialist services operating across the whole continuum to jointly plan, deliver and advocate so that women and children can achieve civil and political equality.

PART A: CONTEXT

2. GOVERNANCE AND WORK TO DATE

PROJECT PLANNING EXECUTIVE GROUP

Members of the Preventing and Addressing Violence Against Women and Children in the G21 Region Strategic Plan 2016 – 2020 Project Planning Executive Group (PPEG) include:

BARWON AREA INTEGRATED FAMILY VIOLENCE COMMITTEE

Janice Watt, Independent Chair, BAIFV
Elaine Williams, Regional Integration Coordinator, Bethany
Helen Bolton CEO, Barwon Centre Against Sexual Assault

G21

Jill Evans, Director Community Services, Golden Plains Shire
Sarah Leach then Janice Lane, Director HWB, G21

CITY OF GREATER GEELONG

Jane Wager, Coordinator Community Development, COGG
Heidi Waterson, Community Development Officer, COGG

WOMEN'S HEALTH AND WELLBEING BARWON SOUTH WEST

Emily Lee-Ack, Executive Officer, BSW WHW
Emma Mahony, Head of Strategy, Policy and Research Prevention of
Violence Against Women, BSW WHW

KEY PRINCIPLES

Acknowledging the gendered nature of violence against women and their children.

Recognising that there are social and economic determinants of violence against women and children.

Engaging priority populations, such as rural women, Aboriginal women and women from culturally and linguistically diverse (CALD) women, women with disability, women who are hard to reach and children.

Valuing work that has come before.

Building partnership and capacity in and between sectors whether their focus is on primary prevention early intervention and response.

Committing to evidence based actions and identifying evidence gaps.

STAKEHOLDER ENGAGEMENT

OPEN WORKSHOPS

In November 2014 and February 2015 around 30 organisations attended workshops that scoped primary prevention, early intervention and response activities currently undertaken to prevent and address violence against women and children in the G21 region.

These workshops illustrated the significant activities being undertaken and also identified gaps and opportunities that could be achieved through collective and coordinated action. Participant views on the Strategic Plan's vision, goals and focus were canvassed.

The PPEG was given a clear indication that participating organisations were interested in a Strategic Plan that would span primary prevention, early intervention and response, build relationships between mainstream and specialist services, and specifically with population groups including rural women, Aboriginal and CALD women, women with disability and children and build the capacity of the G21 region to create a long-lasting partnership and innovative, collective action to address violence against women and children.

FOCUSSED WORKSHOPS AND INTERVIEWS

From July – September 2015 workshops were facilitated with the BAIFVC and G21 region Local Governments to gather responses to the Strategic Plan's draft vision, strategic themes and actions for 2016 – 17. Interviews with organisations supporting rural women, Aboriginal and CALD women, women with disability and children were also conducted to gain input, identify appropriate mechanisms for involvement in Strategic Plan content and alignment of implementation processes.

These workshops and interviews confirmed support for the Strategic Plan's vision and strategic themes, sharpened the actions, underscored the need for a developmental Strategic Plan and a well-considered and inclusive governance structure.

DRAFT STRATEGIC PLAN CONSULTATION

In November 2015 the draft Preventing and Addressing Violence Against Women and Children Strategic Plan 2016 – 2020 was widely circulated in the region to gain additional comments for incorporation.

Comments received have been integrated into the Strategic Plan where relevant. Some comments provided insight into the development of an annual Implementation Plan, or next steps in creating a broader leadership governance structure to support the Strategic Plan's annual implementation Plan and have been noted for this next step.

PART A: CONTEXT

3. UNDERSTANDING THE CONTEXT

WHAT IS VIOLENCE AGAINST WOMEN AND CHILDREN?

The United Nations defines violence against women as:

Any act of gender-based violence that results in, or is likely to result in, physical, sexual or psychological harm or suffering to women including threats of such acts, coercion or arbitrary deprivations of liberty, whether occurring in public or private life (United Nations, 1993).

Violence against women can include psychological, economic, emotional, physical and sexual abuse. Family violence and sexual assault are the most common forms of violence experienced by women in Victoria.

While violence against women currently effects women regardless of age, culture, social and economic status, some groups of women have been identified as being at increased risk. These include women who are part of population groups within the community who are already experiencing structural or systematic disadvantage such as:

- Aboriginal women;
- Women from CALD backgrounds;
- Women with disabilities; and
- Women living in rural, regional and remote locations (VicHealth, 2007).

Similarly, children who experience violence, or witness violence against their mothers or family members experience cumulative harm, toxic stress and complex trauma. It can damage the developing brain and have profound long term effects. When children witness family violence, they experience family violence. When family violence occurs between adults, children are more likely to be at risk of physical and emotional abuse.

HOW IS VIOLENCE AGAINST WOMEN AND CHILDREN A GENDERED ISSUE?

For Victorian women aged 15-44 years, male intimate partner violence is the leading contributor to death, disability and ill health. (VicHealth, 2004).

Compared with male victims of intimate partner violence, women are:

- Five times more likely to require medical attention or hospitalisation;
- Five times more likely to report fearing for their lives; and
- Five times more likely to be killed by an intimate partner (Mouzos, 1999).

Women constitute 77 percent of reported family violence incidents, and women and girls constitute 92 percent of reported rape incidents (Victoria Police, 2009). Further to this, we know that almost every week a woman is killed in Australia by a current or previous male partner (Deardon & Jone, 2008; Davies & Mouzos, 2007).

The evidence demonstrates that family violence and sexual assault are predominantly perpetrated by men against women, meaning that women make up the overwhelming majority of victims of family violence and sexual assault (Change the Story, 2015).

While women can sometimes be perpetrators of family violence, evidence suggests that the overwhelming majority of violence is perpetrated by men against women (Change the Story, 2015).



PART A: CONTEXT

TERMINOLOGY

The following definitions have been adopted by this Strategic Plan as having common language and understanding is an important part of partnership and communication.

ACTION TO ADDRESS AND PREVENT VIOLENCE AGAINST WOMEN AND CHILDREN INCLUDES:



PRIMARY PREVENTION initiatives are those that seek to prevent violence before it occurs. Interventions are population based and either universal (aimed at the whole population regardless of risk) or targeted (groups at heightened risk of becoming perpetrators or victims). This work focuses on the determinants of the issue such as unequal power relations between women and men and adherence to rigid gender stereotypes. Action will be taken to engage organisations and communities to promote gender equity, cultural respect and a culture of non-violence.

EARLY INTERVENTION is when violence may occur or be repeated. Interventions are targeted at individuals and groups who exhibit early signs of perpetrating violence or of being subject to violence. This work focuses on changing behaviours or increasing the skills of individuals or groups. Action will be taken to identify women and children at the greatest risk of violence and implement strategies that reduce their risk and increase their safety. Action will also be focused on changing the behaviour of men who use violence.

RESPONSE is when violence has occurred. Interventions provide support and assistance to women and children who are affected by violence. This work focuses on dealing with violence, preventing its consequences and ensuring it does not occur again or escalate. Action will be taken to strengthen the current system that supports women and children and continue to provide ongoing support to women and children to rebuild their lives, and responding to men who perpetrate violence.

For the purposes of this Strategy we have predominantly used the term 'violence against women and children' as it encapsulates all commonly used terms for forms of violence perpetrated against women including 'family violence', 'domestic violence', 'sexual assault' or 'intimate partner violence'.

The term 'violence against women and children' is also used because it emphasises the gendered nature of violence. That is, that violence is predominantly perpetrated by men against women. Children are included because of the seriousness of the impact that violence against women has on children.

The term CALD communities will be used in the plan and is intended to be inclusive of 'refugees' and 'asylum seekers' (The only exception to using this terminology use occurs when citing external references).

This plan will use the term 'Aboriginal Communities', not 'Indigenous' or 'Aboriginal and Torres Strait Islander' – this is consistent with the preferences of local community controlled Aboriginal organisations.

PART A: CONTEXT

4. THE COMPELLING CASE FOR COLLECTIVE REGIONAL ACTION

WHY DEVELOP A STRATEGY FOR THE G21 REGION?

Until this point, many organisations have been implementing action and this Strategic Plan provides an opportunity to strengthen this work and provide a regional framework to enhance coordination across the whole continuum. The BAIFVC has provided that structure for collaborative action focused on response and early intervention. WHW BSW, a newer organisation has led such collaboration across the Great South Coast. The opportunity is now before us to extend the work previously undertaken through the G21 Health and Wellbeing Pillar Freedom From Violence Action Group and Month of Action working group to link and coordinate activity.

This plan provides a framework to integrate and coordinate current and future efforts across State and local government, community and women's health services and the BAIFVC, a range of local and regional networks and committees and other key agencies working toward the common, collaborative goals to prevent violence against women and children. It builds on the momentum, achievements and leadership that has been demonstrated by organisations across the region and reflects a collaborative effort from many partners.

The first activity of the Preventing and Addressing Violence Against Women and Children Strategic Plan 2016-2020 will be the development of a two-year implementation plan based on the recommended actions for the identified strategic themes:

- **Strengthening Leadership**
- **Increasing Capacity**
- **Communicating key messages**
- **Building the evidence base.**

A two-year Implementation Plan process has been adopted to bring this Strategic Plan into line with other G21 region planning processes such as the mandated redevelopment of Council Plans and Municipal Health and Wellbeing Plans and that the Royal Commissions into Family Violence and Institutional Responses to Child Sexual Abuse will bring down findings in 2016 that will require review and a regional response.

These strategic themes and priority actions are identified as the critical foundations to enable integrated, innovative and evidence informed collaborative action across primary prevention, early interventions and response. (A summary of 2016 – 2020 outcomes and recommendations for action from 2016-2017 can be found in Part B from page 20-24).

Development of an annual Implementation Plan will commence following finalisation of the Strategic Plan. It will build on a range of work that is currently being implemented in the region and beyond and provide opportunities for organisations to develop partnerships and engage in practical and strategic initiatives. The Preventing and Addressing Violence Against Women and Children Strategic Plan 2016-2020 highlights that everyone has an important role and that working in partnership with other organisations is critical.

The commitment to addressing violence against women and children in the G21 region is unmistakable. This strategy will strengthen the region's capacity to work effectively across the continuum. It will provide a mechanism to coordinate and integrate activities in order to maximise the region's efforts, and minimise duplication. Through this coordination, the Strategy will enable mutually reinforcing actions across the continuum of violence against women and children. The evidence suggests that it is not possible to end violence against women and children with disparate initiatives, short-term funding and one-off projects. (Amnesty International Australia, 2008).

The Strategic Plan has been designed to reflect the fact that organisations are at different levels of readiness and will have different roles to play across the areas of primary prevention, early intervention and response. Some organisations are clearly mandated to work with women once violence has occurred while others will focus on addressing the underlying causes of violence against women and children – namely gender inequality between men and women.

The Strategic Plan is not intended to restrict organisations from tailoring actions for themselves and the communities they work with. It seeks to build on evidence-informed practice, provide opportunities for partners to work together, coordinate their work, reach groups that will not be easily engaged and build their organisational capacity to respond to violence against women and children. In this way it will enable partners to complement each other's work, provide a process to prioritise action and jointly advocate.

VIOLENCE AGAINST WOMEN AND CHILDREN IS PREVALENT

Partners to this Strategic Plan know that violence against women and children is one of the most serious and pervasive issues affecting women, families, communities and society (Women's Health Victoria, 2009).

We are informed by evidence that two out of five women in Australia have experienced at least one incident of violence since the age of 15 and one in five women have been victims of sexual violence. Both

PART A: CONTEXT

women and men are more than three times as likely to be physically assaulted by a man as by a woman. But a woman was most likely to experience violence in her home. Five out of ten women said alcohol or other drugs contributed to their most recent physical assault by a male while gender remains the most substantial variable when considering differences in patterns of victimisation and perpetration. One in four women in Australia have experienced at least one incident of violence by an intimate partner who they may, or may not, have been living with. Cohabiting partner violence does not just affect the victim. Since the age of 15, over 400,000 women had experienced partner violence during pregnancy and over half a million women reported that their children had seen or heard partner violence (ANROWS, 2015).

In the year ending 31 March 2015, there were 69,442 family incidents recorded by Victoria Police, rising by 8.2% from 64,187 incidents in 2014. This resulted in a family incident rate per 100,000 people in Victoria of 1,166.9. This was an increase of 6.2% from the previous year, and an increase of 65.0% from 2011 (Victoria Police, 2012).

While violence mostly occurs in the home, sexual assault can also occur in a range of settings such as workplaces, schools, pubs and clubs – outside of the ‘family violence’

context (VicHealth, 2007). The rate of sexual assault varies significantly with age. Young women are at increased risk when compared to the national average, with 2.2% (23,500) of women aged 18-24 years having experienced sexual assault in the last 12 months (ANROWS, 2015).

VIOLENCE AGAINST WOMEN AND CHILDREN IS SERIOUS

Violence against women and children is a violation of women’s human rights and freedoms. We know from research that has long indicated the profound and long-term toll that violence takes on the health and wellbeing of women, families, communities and on society (Campbell, 2002). In Australia in 2009, men’s violence against women and children was estimated to cost \$13.6 billion per annum – a figure forecast to rise to \$15.6 billion by 2021 if preventative action is not taken (KPMG, 2009).

Among Victorian women aged 15-44 years, violence is the leading contributor to death, disability and ill-health. The main health outcomes contributing to this burden of disease include depression and anxiety (62 percent collectively). This is followed by suicide, tobacco and alcohol use, and other negative impacts (Mouzos & Makkai, 2004). The trauma of experiencing violence has devastating



and widespread impacts on women’s physical and mental wellbeing. The physical impacts can include bruises, welts, fractures, eye damage, chronic pain syndromes, permanent disabilities including acquired brain injuries, gastrointestinal disorders, gynaecological disorders, sexually transmitted infections, HIV and unwanted pregnancies (VicHealth, 2011). Additional social implications can include women suffering social isolation, inability to work, loss of wages, lack of participation in regular activities, and limited ability to care for themselves and their children (World Health Organisation, 2009).

The experience, and or exposure, of violence against children also violates the United Nations Convention of the Rights of the Child which requires the protection of children who are exposed to and witness family and domestic violence.

PART A: CONTEXT

VIOLENCE AGAINST WOMEN AND CHILDREN IS PREVENTABLE

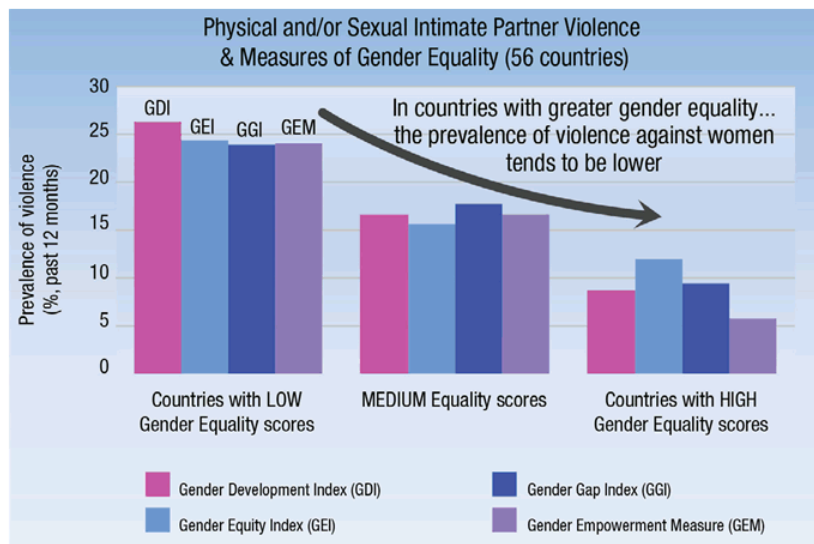
While this Strategy has outlined the serious and prevalent nature of violence against women and children - the evidence is clear that such violence is preventable (VicHealth, 2007). The VicHealth Framework for the Prevention of Violence Against Women promotes a health promotion approach, using primary prevention action to redress the social drivers of violence, which centre around power and gender inequality. National and international research shows that gender inequality is a key determinant, or underlying cause, of violence against women and children (VicHealth, 2007; United Nations Development Fund for Women, 2008). Our Watch, ANROWS & VicHealth have recently released an overview of effective prevention practice by technique which will inform activities and approaches (Change the Story, 2015).

Building greater equality and respect between women and men can therefore reduce the development of violence-supportive attitudes and beliefs, and deconstruct structural gender norms. (VicHealth,

2006). Therefore, the focus of a Primary Prevention approach is on addressing the underlying causes of violence against women and children including gender and power inequality between men and women. The following diagram illustrates that in countries with greater equality between women and men tend to have lower levels of violence against women (United Nations Development Fund for Women, 2010).

The Global Gender Gap Report 2015 (November 2015) puts Australia at 36 out of 145 countries on the gender gap index, below the United States (20).

In 2006 Australia was ranked 15th out of 136 countries. And we're well behind New Zealand coming in a highly respectable 10th place in the gender equality index. Iceland topped the list for the country with the smallest gender gap, followed by the three Nordic states Finland, Norway and Sweden. Ireland rounded out the top five. Women in countries including South Africa, Cuba, Burundi, the Philippines, Latvia and Lesotho all enjoy greater equality with men than Australia.



PART A: CONTEXT

THE IMPACT OF VIOLENCE AGAINST WOMEN ON THEIR CHILDREN

A group of agencies operating services to disadvantaged and vulnerable children, youth and families affected by family violence in Victoria have described the impacts of family violence on children and young people as being "damaging and lifelong". They highlight research indicates that "... living with family violence and related harms can damage children's brain development, often resulting in lifelong mental health problems and behavioural issues that diminish life chances" (Anglicare Victoria et al, 2015). Almost half of the women who experience violence by an ex-partner said children had seen or heard the violence (ABS 2013).

Child FIRST and Family Services data in the Barwon Region has been sourced from Department of Health and Human Services Catchment Reports. It indicates that, in comparison to State data, Barwon has on average 10% higher rates of co-occurrence of risk factors such as mental health, family violence, child protection involvement, substance abuse and disability. There has also been a 53 per cent increase in the number of new referrals received by Barwon Child FIRST with family violence identified as a referral issue during 2011-12 to 2014-15.

Victoria Police data (2013-14) indicates that children were present at 882 family incidents which was up from 400 like incidents in 2009-2010 which was higher than the Victorian average.

The implication of this impact is that children need child-centred practice and be recognised in the service system in their own right so that their trauma can be addressed. It also means that stronger links should be supported through specialised children's services, universal early childhood services and family violence services so that children can remain engaged with early childhood health, education and social supports vital to early development.

5. STRENGTHENING THE EVIDENCE BASE

Yet, in spite of the prevalent and serious nature of violence against women and children, the current evidence base is not comprehensive or easily accessible. National and State data does not translate to regional or municipal settings and service level data is not necessarily shared by Government Agencies to support collective planning and coordination.

The BAIFVC submission to the Royal Commission into Family Violence notes that "the availability of data about the prevalence of family violence in Barwon is not readily accessible" (BAIFVC, 2015). While a range of data sources exist including police, homelessness services, specialist family violence services, Child First, courts, hospital emergency departments and individual agency data, there is no central collation of this data or single point where it can be accessed. While statistics compiled by the Victoria Police report incidents of family violence and sexual assault. It is widely accepted that a significant proportion of family violence and sexual assault incidents are not reported to the police.

Victoria Police data for the last two consecutive years (2012-2014) indicates that the rate of family violence incidents in the Barwon area was higher than the state average (1101 and 1193 compared with 1065 and 1129 respectively), primarily due to the significantly higher rates in both Colac-Otway and Greater Geelong. Colac-Otway has experienced a staggering 340% increase in family violence rates over the past five years.

In 2014, Victoria Police Data indicates that Barwon family violence incidents also featured the following offences:

- A third of sexual assault and related offences (3,282 of 9,806 offences);
- Almost half of assault and related offences (17,544 of 37,639 offences); and
- More than half of stalking, harassment and threatening behaviour offences (5,310 of 10,573 offences).

PART A: CONTEXT

6. WOMEN AND CHILDREN AT RISK

A recent paper by the Parliament of Australia (2015) provides an overview of the prevalence, risk factors and cost of domestic violence in Australia. The paper identifies Aboriginal women, women from culturally and linguistically diverse backgrounds, women with disabilities and women from rural and remote areas as at-risk groups.

This Strategic Plan also reflects the position taken in *Change the Story* (2015) that prevention of violence against all women is critical and that this requires understanding that women's and men's identities, social positions and experiences are shaped not just by gender, but by a range of other social categories of difference, including Aboriginality, culture, race, ethnicity, faith or spirituality, socio-economic status, ability, sexuality, gender identity, education, age and immigration status. As such, this Strategic Plan applies to anyone who identifies and lives as a woman.

In order to achieve genuine partnership and take innovative, collective action with organisations in the G21 region working with at risk groups, shared data and relevant information is outlined below as a starting point:

ABORIGINAL WOMEN

The experience of violence against Aboriginal women has been described by the Victorian Aboriginal Child Care Agency (VACCA) as being broader and more encompassing than that of the mainstream context. Family violence includes intergenerational violence and abuse and its impacts on extended families and kinship networks. This violence contributes to overall levels of violence reported by Aboriginal people and the trauma experienced within families and kinship groups.

In a submission to the Royal Commission into Family Violence (2015), VACCA highlighted the point made by the Victorian Indigenous Family Violence Taskforce Final Report that 1 in 3 Indigenous people are the victim, have a relative who is a victim or witness to an act of violence on a daily basis in our communities across Victoria.

They also state that:

- Aboriginal people in Victoria are eight times more likely to be a victim of family violence. Aboriginal women are 45 times more likely to be victims of family violence than non-Aboriginal women. Aboriginal people are hospitalised as a result of partner violence at 34 times the rate of non-Aboriginal people. Family Violence escalates to homicide in Aboriginal situations at double the rate of non-Aboriginal family violence. Aboriginal women are 25 times more likely to be killed or injured because of family violence than non-Aboriginal women.
- The number of Aboriginal women reporting violence by a current partner were 1.2 (NSW), 1.6 (SA) and 2.2 (NT) times the rates for non-Aboriginal women. The number of Aboriginal women reporting sexual assault by a family member were 1.4 (QLD), 1.5 (NSW and SA) and 3.8 (NT) times the rates for non-Aboriginal women. These figures cannot be provided in Victoria as the police incident data is not available.
- In 2012-13, the rate of Aboriginal children and women aged 10 years and over accessing Specialist Homelessness Services and escaping family violence (359 clients per 10 000 population) was 10 times the rate for female non-Aboriginal clients (34 clients per 10 000 population).
- Aboriginal people are disproportionately victims in homicide incidents. The rate of victimisation by Aboriginal people was approximately five times higher than that of non-Aboriginal people (Bryant & Cussen 2015). The majority of Aboriginal homicides occurred between family members in the context of domestic conflict.
- A recent Secretariat National Aboriginal and Islander Child Care study found that Aboriginal children were significantly more likely to have witnessed physical violence against their mother or stepmother than non-Aboriginal children. 42% of Aboriginal young people reported witnessing violence against their mother or stepmother compared with 23% of all children.

PART A: CONTEXT

WOMEN FROM CULTURALLY AND LINGUISTICALLY DIVERSE BACKGROUNDS

According to the Australian Domestic & Family Violence Clearinghouse (2013), while a number of qualitative studies with immigrant and refugee communities have been conducted, there is limited quantitative data available about the prevalence of domestic violence in these communities. Prevalence is uncertain, however some cultural practices may expose immigrant and refugee women and girls to additional risks of violence. Trauma from previous experiences of violence, particularly for refugees who have fled persecution and who have spent time in refugee camps, urban areas or immigration detention in countries of asylum, may also leave women and girls vulnerable to further violence in the home.

The Clearinghouse suggests that obtaining accurate data about domestic and family violence in immigrant and refugee communities is difficult because victims often experience additional challenges to disclosure and seeking help including:

- Fear of retaliation by the perpetrator;
- Doubt that police will believe them and/or fear of authorities;
- Cultural stigma and risks of experiencing shame from their families and rejection from their communities;
- Fear of a lack of cultural understanding in mainstream services about their specific circumstances;
- Language barriers restricting victims' capacity to find information about and access services, particularly those with interpreter/translator services;
- A lack of awareness of legal, economic, social and human rights;
- Reliance on the abusive partner for a visa leading to victim concerns about their migration or refugee status and the possibility of being deported;
- Lack of access to public funds, health care, refuge or housing and other services that require a visa;
- Lack of family or other social supports if a victim leaves her abusive partner; and
- Risks of being forced to engage in survival sex for income and susceptibility to sexual abuse by strangers.

WOMEN WITH DISABILITIES

Women with disabilities experience higher rates of violence over their lifetime, and for longer periods of time in comparison to their male counterparts and women in the general population, and at the hands of a greater number of perpetrators (Women with Disabilities Victoria, 2015).

Research in 2014 indicates that:

- Women and girls with disabilities are twice as likely as women and girls without disabilities to experience violence throughout their lives;
- Over one-third of women with disabilities experience some form of intimate partner violence;
- In mental health inpatient services, 45 per cent of women experienced sexual assault and more than 80 per cent lived in fear of being abused, while 67 per cent of women reported harassment during admission;
- Many women experience social isolation as both a risk factor for, and a consequence of, violence. Some perpetrators use social isolation as a form of controlling behaviour in itself; and
- Isolation can be compounded for women living rurally or remotely, women who are culturally isolated and for older women.

PART A: CONTEXT

WOMEN FROM RURAL AND REMOTE AREAS

It has been argued that women in rural and remote areas have a higher reported incidence of violence than those in metropolitan settings. This is compounded by lack of access to services, transport and telecommunications and the lack of anonymity (Parliament of Australia, 2015).

This is supported by a recent report by Australia's National Research Organisation for Women's Safety (2015) when the prevalence of violence by an intimate partner is measured since the age of 15, both the 2005 and 2012 surveys show women living outside of capital cities report higher rates of such violence. Access to guns in rural settings increases the risk for women experiencing violence in these communities. Further key facts include that:

- Rural and remote women experience unique structural and cultural barriers that impact on their ability to disclose, report, seek help and receive appropriate services following domestic and family violence and sexual assault;
- Women living in socially and geographically isolated places often cope with domestic and family violence by themselves for long periods of time;
- Informal support plays a vital role in women's decisions to seek formal help;
- Women living in isolated locations experience high rates of domestic and family violence, and sexual assault, with possible greater frequency and severity of abuse; yet they live much farther away from available resources and services;
- Social isolation can build close-knit communities and shape ideas about gender roles. This context can shape women's feelings of embarrassment, self-blame and wanting to remain private about violence and abuse, or not seek assistance as showing varying levels of resilience by coping on their own; and
- Close community networks and overlapping personal and work roles can also discourage reporting.



PART A: CONTEXT

7. POLICY CONTEXT

The Preventing and Addressing Violence Against Women and Children Strategic Plan 2015 – 2020 in the G21 region focus on women and children is consistent with:

INTERNATIONAL LEGISLATION AND POLICY

- The United Nations Declaration on the Elimination of Violence against Women (1993).
- The United Nations Convention on the Rights of the Child (1989).

NATIONAL LEGISLATION AND POLICY STATEMENTS

- The National Plan to Reduce Violence Against Women and their Children 2010 – 2022.
- Protecting Children is Everyone's Business, National Framework For Protecting Australia's Children 2009–2020.

VICTORIAN GOVERNMENT LEGISLATION AND POLICY STATEMENTS

- Change the Story: A shared framework for the primary prevention of violence against women and their children in Australia (2015).
- Victoria's Vulnerable Children - Our Shared Responsibility Strategy 2013–2022.
- Victoria's Action Plan to address Violence Against Women and Children 2012 - 2015.
- Commission for Children and Young People Act (2012).
- Right to Respect: Victoria's Plan to Prevent Violence against Women 2010-2020. Department of Planning and Community Development (2009).
- The Victorian Family Violence Protection Act (2008).

- Indigenous Family Violence Strategy Strong Culture, Strong Peoples, Strong Families Towards a safer future for Indigenous families and communities 10 year plan (2008).
- Preventing Violence Before it Occurs: A framework and background paper to guide the primary prevention of violence against women in Victoria. VicHealth (2007).
- The Victorian Charter of Human Rights (2006).
- Child Wellbeing and Safety Act (2005).

LOCAL GOVERNMENT POLICY STATEMENTS

- Prevention of Violence Against Women - Leading Change in the Victorian Local Government Sector booklet (2013).
- Municipal Public Health and Wellbeing Plans 2013 - 17.
- Respect & Equity: Preventing Violence Against Women Guide for Local Government (2012).
- The Victorian Municipal Association of Victoria Prevention of Violence Against Women Leadership Statement (2012).

In addition, the Governor of Victoria appointed a Chair and two Deputy Commissioners to the Royal Commission into Family Violence on 22 February 2015. The Commission has been inquiring into how Victoria's response to family violence can be improved and is due to provide its report and recommendations to the government by Monday, 29 February 2016.

This, along with the Royal Commission into Institutional Responses to Child Sexual Abuse will shape Victorian policy directions in coming years.

The establishment of a regional Strategic Plan prior to the Royal Commission into Family Violence will position the region to work with partners on the annual Implementation Plan.

PART A: CONTEXT

8. RESEARCH CONTEXT

Australia's National Research Organisation for Women's Safety (ANROWS) has been tasked with developing a cohesive and comprehensive national evidence base that is relevant to policy and practice and actively contributes to the National Plan outcomes. This has generated a research agenda that will focus on experience and impacts, gender inequality and primary prevention, service responses and interventions and systems.

Our Watch – the National Foundation to Prevent Violence against Women and their Children was established by the Australian and Victorian governments in 2013 to drive nation-wide change in the culture, behaviours and attitudes that underpin and create violence against women and children. Our Watch's mandate is to stop violence before it happens. ANROWS and Our Watch are working together to ensure a strong evidence base to the prevention of violence against women and their children.

It is acknowledged that the scale of the problem is not adequately known, given high levels of under reporting of violence against women and children, relevant data collected by a range of organisations is fragmented and disparate and so evidence based practice is challenging.

However, the Victorian Government plans to develop a family violence index to bring together data from across the fields of crime, justice, health, education and our community to create unique. This, and the combined practice set of indicators to provide a broader context for consideration of family violence prevalence. Knowledge developed in local places, can combine to work towards more evidence based practice.



PART A: CONTEXT

9. PARTNERS IN GOVERNANCE AND IMPLEMENTATION

The Preventing and Addressing Violence Against Women and Children Strategic Plan 2016 – 2020 was facilitated by a partnership between BAIFVC, COGG, G21 and WHW BSW. Input was received from many regional organisations.

It is a unique and ambitious plan for the G21 region because it proposes that innovative, collective action from organisations working in primary prevention, early intervention and response settings is the most systematic way to address violence against women and children in the G21 region. It also sets the challenge that the specific needs of rural women, Aboriginal women, CALD women, women with disability and children need to be integrated from the Plan's governance arrangements through to implementation.

Collective action is an approach to achieving large scale social change by bringing cross-sector organisations together to focus on a common agenda. The development of this Strategic Plan aims to establish a shared agenda that will identify a way to measure results, pursue a coordinated plan, effect open communication and support the work of many partners.

This integration will inevitably be a complex challenge but a necessary one because the evidence previously cited illustrates why violence against women and children is everyone's business. The recommended actions in the strategic themes of strengthening leadership, increasing capacity, communicating key messages and building the evidence base will need a broader governance structure and implementation partnership.

This partnership will engage:

- Australian Government
- Victorian Government:
 - Department of Health and Human Services (including Sport and Recreation);
 - Department of Justice and Regulation (including Victoria Police) and
 - Department of Education and Training.
- Local Government:
 - Borough of Queenscliffe;
 - City of Greater Geelong;
 - Colac Otway Shire;
 - Golden Plains Shire; and
 - Surf Coast Shire
- BAIFVC
- G21
- WHW BSW
- Barwon South West Indigenous Family Violence Regional Action Group
- Community, sporting, education, health and mental health organisations
- Community organisations focussed on CALD women, women with disabilities and children

Implementing the Preventing and Addressing Violence Against Women and Children Strategic Plan 2016 – 2020 will require a transition of governance from the PPEG, which was tasked with the Strategic Plan development, to a new governance arrangement.





STRATEGIC FRAMEWORK AND ACTION PLAN

The Preventing and Addressing Violence Against Women and Children Strategic Plan 2016 – 2020 will be implemented in two stages.

The first stage has resulted in the delivery of this high level overarching Strategic Plan that outlines a regional vision, objective, strategic themes and actions to achieve improved outcomes for women and children by 2020. The Strategic Plan has established shared definitions and a common platform for understanding the presentation and complexities of violence against women and children in the region. It has articulated the compelling case for collective action and the actions requiring further effort.

The second stage will require additional work on governance, establishment of an annual Implementation plan and Strategic Plan evaluation processes.

Identification of resources to support this process, and the actions outlined in the table in Part C, will be a key priority.

PART B: STRATEGIC FRAMEWORK

PREVENTING AND ADDRESSING VIOLENCE AGAINST WOMEN AND CHILDREN STRATEGIC PLAN 2016 – 2020

VISION: To create a long-lasting partnership that generates innovative, collective action that addresses violence against women and children and create communities that are safe, healthy and free of violence.

STRATEGIC THEME 1: STRENGTHENING LEADERSHIP

By 2020 our regional leadership will be stronger because the following outcomes will be achieved:

- A regional leadership structure is in place to support, review and evaluate Strategic Plan implementation. This structure includes senior regional leaders from prevention, early intervention and response sectors, rural women, Aboriginal and culturally and linguistically diverse communities, women with disability and State and Local Government.
- **Chief Executive Officers and Boards from organisations across the G21 region have endorsed the Preventing and Addressing Violence Against Women and Children Strategic Plan 2016 – 2020.**
- Organisations actively and consistently support advocacy on identified gaps in primary prevention, early intervention and response resources.

STRATEGIC THEME 2: INCREASING CAPACITY

By 2020 our regional leadership will be stronger because the following outcomes will be achieved:

- Resource gaps and priorities for prevention, early intervention and response services will be identified as the basis for negotiation with all tiers of government. In this Strategic Plan, workforce refers to anyone working across the continuum from prevention, early intervention and response services such as local government, community and health organisations, educational institutions, social and sporting clubs and service organisations.
- **Workforce knowledge and practice gaps for prevention, early intervention and response staff will be identified. Specific consideration will be given to the needs of rural women, Aboriginal and CALD women, women with disability and children.**
- Workforce development training for prevention, early intervention and response practitioners will be coordinated into a regional calendar.
- **Workforce development training resources and tools will be available for sharing.**
- Partnerships will exist within, and across, the prevention, early intervention and response continuum and will incorporate organisations representing population groups including rural women, Aboriginal and CALD women, women with disability and children.

PART B: STRATEGIC FRAMEWORK

STRATEGIC THEME 3: COMMUNICATING KEY MESSAGES

By 2020 our regional leadership will be stronger because the following outcomes will be achieved:

- There is a comprehensive understanding of:
 - Gender equity as the key determinant of Preventing and Addressing Violence Against Women and Children; and
 - The impact of violence against women and children in the G21 region; and specific population groups including rural women, Aboriginal and CALD women, women with disability and children.
- **The strategic communication plan has resulted in shared marketing material, social media responses, resources and a year round timetable for reinforcing regional key messages.**

STRATEGIC THEME 4: BUILDING THE EVIDENCE BASE

By 2020 our regional leadership will be stronger because the following outcomes will be achieved:

- A shared evidence base for the primary prevention, early intervention and response continuum. This will include specific focus on rural women, Aboriginal and CALD women, women with disability and children.
This will be inclusive of three levels of evidence:
 - Evidence to define and describe the issue of gender inequity and the impact of violence against women and children in the G21 region;
 - Evidence of best, and promising, practice to reduce gender inequities in a range of settings and the impact of violence of against women and children; and
 - Evidence that is collected in our practice when evaluating our work.
- **Evidence generated from state, national and international bodies will be incorporated into the evidence base.**
- Evidence will be translated and communicated for practitioner, organisational and community use.
- **The evidence will enable a shared and comprehensive narrative about gender inequity and violence against women and children in the G21 region to be the basis of joint advocacy.**

PART C: ACTION PLAN 2016-2018

STRATEGIC THEME 1: STRENGTHENING LEADERSHIP

Between 2016 – 2017 we will undertake the following actions to achieve our stated outcomes:

- Establish a regional leadership structure to oversee the Strategic Plan development and annual Implementation Plans.
- **The Project Planning and Executive Group (PPEG), that coordinated the Strategic Plan process, will conduct a piece of work to identify the most appropriate terms of reference, and structure to include representatives from the primary prevention, early intervention, response sectors, rural women, Aboriginal and CALD women, women with disability and children, State and Local Government. It is a priority to ensure that the health, human services and justice systems are coordinated to work in a collaborative and seamless system.**
- Provide education for the regional leadership group to ensure strong understanding of the available evidence across primary prevention, early intervention and response.
- **Prioritise the key organisations / sectors to gain endorsement of, and ongoing commitment to, the plan.**
- Develop an engagement kit and processes to support organisations to present consistent information to boards/councils and cascade information through organisations.
- **Regional leadership group to identify priorities across primary prevention, early intervention and response, and develop advocacy actions. These priorities may include place based or population group gaps.**

STRATEGIC THEME 2: INCREASING CAPACITY

Between 2016 – 2017 we will undertake the following actions to achieve our stated outcomes:

- Gather information, share and communicate available data to prioritise regional resource gaps across primary prevention, early intervention and response.
- **Implement advocacy actions to address identified resource gaps.**
- Implement the Royal Commission into Family Violence recommendations tailored to regional needs.
- **Identify skill and competencies required across the primary prevention, early intervention and response sectors and a priority hierarchy from raising awareness, to increasing knowledge followed by specific skill and competencies.**
- Facilitate a workforce skills and training audit to identify required skills and training availability or gaps.
- **Develop a tool kit for organisational implementation to support regional analysis.**
- Develop, promote and support implementation of an annual training calendar that is accessible across the whole region.
- **Use the existing knowledge in the primary prevention, early intervention and response sectors to build the capacity of partner agencies and non-specialist services.**
- Conduct a regional conference focusing on raising awareness, increasing knowledge, skill development and training for primary prevention, early intervention and response.
- **Action across a range of workforce development strategies based on need. These actions could include reflective practice activities, supervision and mentoring, leadership development, student placement programs and secondment opportunities for staff to work across the continuum.**
- Collate, share, review and update existing training resources.
- **Document current or proposed evidenced based partner initiatives across primary prevention, early intervention and response to enable collaboration and strategic partnering.**
- Identify and include human and financial resources to support priority projects in strategic and budget plans and report on completed actions in annual reports.
- **Create partnership opportunities between primary prevention and early intervention organisations through the facilitation of networks and other forums.**

PART C: ACTION PLAN 2016-2018

STRATEGIC THEME 3: COMMUNICATING KEY MESSAGES

Between 2016 – 2017 we will undertake the following actions to achieve our stated outcomes:

- Develop a strategic communication plan identifying key messages and marketing material to inform multiple audiences from primary prevention, early intervention and response.
- **Develop actions to increase health literacy across primary prevention, early intervention and response continuum and to develop consistent understanding of the issues of and relationship between gender inequity and violence against women and children.**
- Identify the ways in which regional leaders will be fully informed and supported in promoting, communicating and implementing the plan.
- **Identify and support champions at all levels, from specific population groups and locations and across the primary prevention, early interventions and response continuum.**
- Match effective and consistent marketing material and communication strategies to the variety of target audiences from Federal, State and Local Government, community and health services, violence against women and children services, the G21 community and key population groups including rural women, Aboriginal and CALD women, women with disability and children.

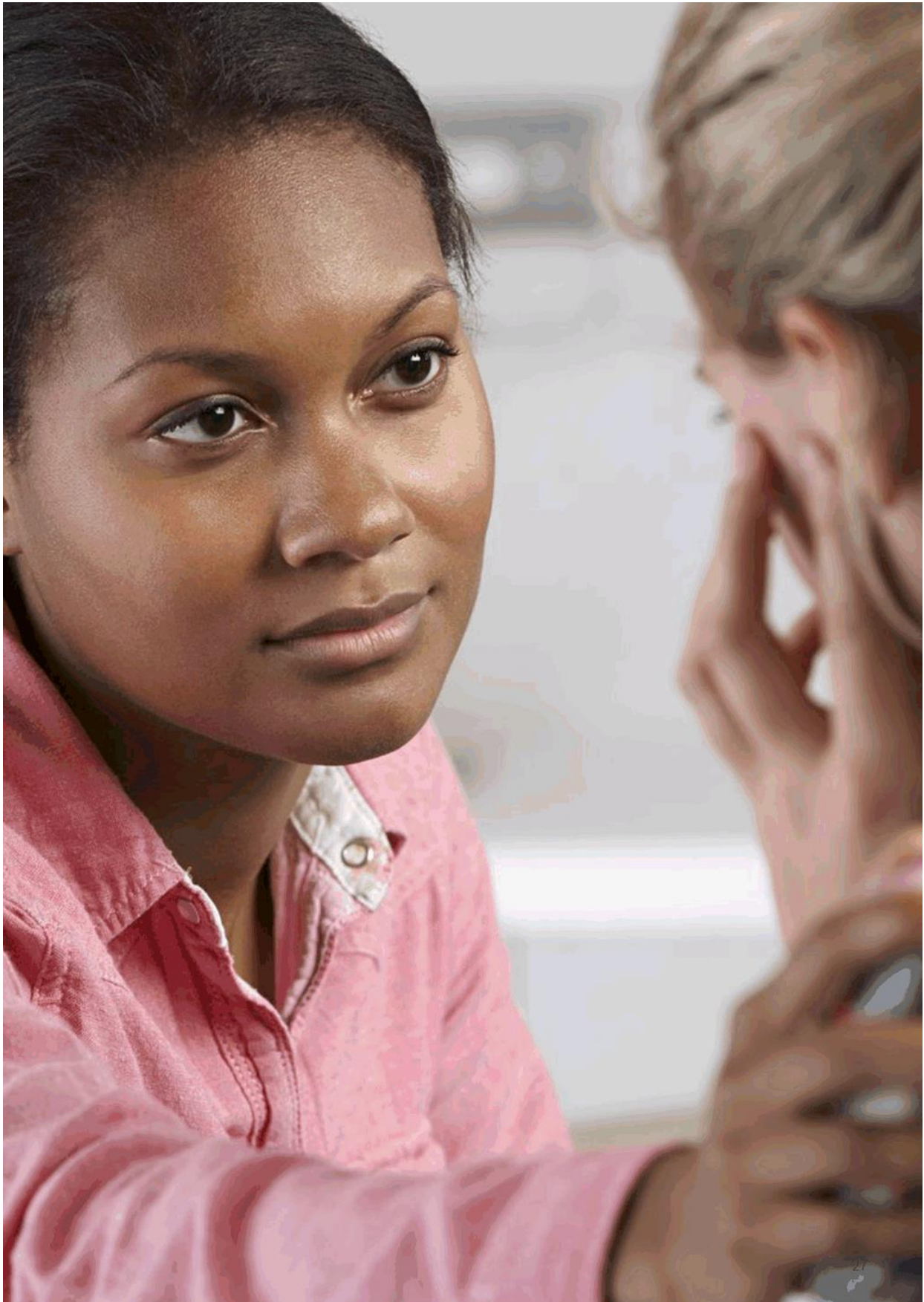
STRATEGIC THEME 4: BUILDING THE EVIDENCE BASE

Between 2016 – 2017 we will undertake the following actions to achieve our stated outcomes:

- Collate existing evidence, identify current gaps and share in accessible formats as the basis for regional advocacy, communicating key messages.
- **Inform practice through the development of common tools for planning and evaluation across primary prevention, early intervention and response.**
- Follow ANROWS updates to the evidence base as it comes available, analyse for local impact and implementation consequences and translate and circulate any adjustments to the regional narrative.
- **Explore regional mechanisms for incorporating data into practice systems.**
- Build evidence updates in to all capacity building activities including proposed conference.
- **Renew the narrative if the evidence base changes and regularly update all regional organisations.**

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4.6 Preventing and Addressing Violence Against Women and Children in the G21 Region

**APPENDIX 2 LEADERSHIP GROUP GENDER EQUITY ACTION PLAN 2016 PROGRESS
SNAPSHOT**



Our first Gender Equity Action Plan

Progress Snapshot

In early 2016, Council officers from all departments committed to our first internal Gender Equity Action Plan.

Gender Equity is the process of being fair to men and women. Gender Equity acknowledges that men and women have different access to resources, power responsibilities and life experiences and different strategies are often necessary to address disadvantages and achieve equal outcomes for women and men, boys and girls.

In Australia, one in three women have experienced physical violence and almost one in five have experienced sexual violence since the age of 15.

Addressing gender stereotypes and promoting changes in attitudes is crucial to preventing violence against women and their children.

As a large employer and a public service organisation we have a responsibility to play our part.

This is a snapshot of some of the initiatives that have been progressed in 2016. A new action plan for 2017 is already being developed.

- Undertaking the White Ribbon Workplace Accreditation process.
- Community facilities policies being drafted to address gender equity considerations.
- Gender breakdown is now available for all Census variables via our data provider .id.
- Community Satisfaction Survey results analysed for differences in female/male responses.
- Focus on achieving a gender balance on community consultation groups
- Review of our recruitment and selection processes and development of a gender equity action plan.
- 'Mums@Work' support group and 'Inspiring Women's Network' were established.
- Expanded the incorporation of Family Violence checks into more Maternal and Child Health visits.
- More staff wearing the White Ribbon during the year to visibly demonstrate our commitment to the community and our staff.
- Widening the availability of domestic violence information in various locations including customer service, MCH, early years newsletter, Community Houses.
- Rip Curl Pro launch party and ANSM exhibition celebrated women's champions of Bells in April 2016.
- Female business owners profiled in new 2016 Economic Snapshot
- Successful International Women's Day event held in Anglesea profiling female high achievers.
- All Star Cricket Match planned for White Ribbon Day on 27 November targeting male cricket clubs.
- All 2017/18 project proposals will require consideration of gender equity impacts.

For more information contact Chris Pike.

5. MINUTES

5.1 Section 86 Committee Minutes

Author's Title: Administration Officer

General Manager: Anne Howard

Department: Governance

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Division: Governance & Infrastructure

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Appendix:

1. Hearing of Submissions Minutes - 17 January 2017 (IC17/59)

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 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. Hearing of Submissions – 17 January 2017

5.1 Section 86 Committee Minutes

APPENDIX 1 HEARING OF SUBMISSIONS MINUTES - 17 JANUARY 2017



Minutes

Hearing of Submissions Committee Tuesday, 17 January 2017

Held in the
Council Chambers
1 Merrijig Drive, Torquay
Commencing at 5.00pm

Council:

Cr Brian McKiterick (Mayor)
Cr David Bell
Cr Libby Coker
Cr Martin Duke
Cr Clive Goldsworthy
Cr Rose Hodge
Cr Carol McGregor
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 17 JANUARY 2017 COMMENCING AT 5.00PM

PRESENT:

Cr Brian McKiterick (Mayor)
Cr David Bell
Cr Martin Duke
Cr Rose Hodge
Cr Carol McGregor
Cr Margot Smith
Cr Heather Wellington
Chief Executive Officer – Keith Baillie
General Manager Environment & Development – Phil Rowland
Manager Planning & Development – Bill Cathcart
Manager Engineering Services Peter McLean
Coordinator Strategic Land use Planning – Karen Hose
Senior Strategic Planner – Jorgen Peeters
Senior Strategic Planner – Barbara Noelker

In Attendance:

9 members of the public
1 member of the press

APOLOGIES:

Committee Resolution

MOVED Cr Margot Smith, Seconded Cr Rose Hodge

That apologies be received from Cr Libby Coker and Cr Clive Goldsworthy.

CARRIED 7:0

CONFLICTS OF INTEREST:

Keith Baillie (CEO) declared a Direct Conflict of Interest under section 77A of Local Government Act 1989 due to impact on residential amenity in agenda item 1.1 Amendment Development Plan for 90 & 110 South Beach Road Torquay owns as he owns residential property in the adjacent development. Keith Baillie (CEO) remained in the room while this matter was discussed.

SUBMITTERS HEARD

Item 1.1 Amended Development Plan - 90 and 110 South Beach Road, Torquay

1. Peter Taylor
2. Anthony Duffill, SMEC (applicant)

Item 1.2 Planning Scheme Amendment C85 - Waterways and Flooding

1. Ian Godfrey (AIDA)
2. Alan McKenzie (late submission)

Item 1.3 Amendment C96 – Biodiversity in the Settlements and Bushfire Update through Local Policy

1. Matt Lehmann
2. Bill Cullen
3. Ian Godfrey (AIDA)

BUSINESS:

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1. ENVIRONMENT & DEVELOPMENT

1.1 Amended Development Plan - 90 and 110 South Beach Road, Torquay

Author's Title: Senior Strategic Planner

General Manager: Phil Rowland

Department: Planning & Development

File No: 11/0272C

Division: Environment & Development

Trim No: IC16/1379

Appendix:

1. Summary of submissions (D16/128487)
2. Submitters who have registered to speak (D16/128539)
3. Amended Development Plan (D16/114153)

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 hear from submitters in relation to Application No. 11/0272C for an amended Development Plan for 90 and 110 South Beach Road, Torquay.

Summary

An application has been made to amend the previously approved Development Plan for 90 and 110 South Beach Road, Torquay (Stretton Estate). The amendment seeks to alter the land use designation for land at 90 South Beach Road to facilitate the construction of an education centre (Catholic Primary School).

The amended Development Plan was placed on public exhibition from 24 November until 23 December 2016. Two submissions were received including one from two South Beach Road residents who raised concerns with traffic on South Beach Road due to the proposed main entrance to the education centre, and one from the developer of Stretton Estate who objected to access to the site being provided from roads to be constructed by the developer.

The issues raised in the submissions will be considered in more detail in a report to be presented at the 28 February 2017 Council meeting.

Recommendation

That Council receive and note submissions received to Application No. 11/0272C for an amended Development Plan for 90 and 110 South Beach Road, Torquay.

Committee Resolution

MOVED Cr David Bell, Seconded Cr Carol McGregor

That Council receive and note submissions received to Application No. 11/0272C for an amended Development Plan for 90 and 110 South Beach Road, Torquay.

CARRIED 7:0

1.1 Amended Development Plan - 90 and 110 South Beach Road, Torquay

Report

Background

An application has been made on behalf of Catholic Education Melbourne (CEM) to amend the approved Development Plan for 90 and 110 South Beach Road, Torquay (Stretton Estate). The amendment is required to facilitate the construction of a Catholic Primary School, to be known as Lisieux Catholic Primary School, at 90 South Beach Road. The current development plan does not allow for this outcome as the land use designation of the site has been undefined with the notation 'owned by others'. The amendment seeks to replace this notation with 'Education Centre'.

An application for a planning permit (16/0520) has been received concurrently for the use and development of an education centre (primary school) on the subject site. A permit cannot be granted until it is consistent with an approved development plan.

The proposed Catholic school would occupy a site of 3 hectares and has been designed to accommodate a peak enrolment of 500 students and 40 staff. A long term enrolment of 360 students is predicted. Primary access will be from South Beach Road and car parking for staff, visitors and student drop-off/pick-up will be contained within the site. Secondary access points will be available from two short street reserves to be provided into the school site from the adjacent Stretton Estate. CEM intend to open the school in 2018.

Discussion

The amended Development Plan was placed on public exhibition from 24 November until 23 December 2016. Two submissions were received, including one from two South Beach Road residents and one from the developer of Stretton Estate. A summary of submissions is provided at Appendix 1.

The submission from the residents expresses concern about increased traffic on South Beach Road as a result of the proposed entrance to the school, particularly at drop off and pick up times. Drop off and pick up of school children along South Beach Road would create a dangerous situation. The submission suggests that a safer option would be for access to be provided from the internal roads (Fischer Street and Stretton Drive) within the Stretton Estate subdivision.

The submission from the Stretton Estate developer on the other hand objects to the use of the internal roads to provide access to the school site on the grounds that it would lead to an inequitable arrangement given those roads would be constructed and funded by the developer.

The issues raised in the submissions will be considered in the overall assessment of the matter against the relevant provisions of the planning scheme and a report will be presented to the 28 February Council meeting.

Financial Implications

There are no direct financial impacts to Council for processing the application which occurs via operational budgets.

Council Plan

Theme	3 Communities
Objective	3.3 Preservation of peaceful, safe and healthy environments
Strategy	3.3.6 Maintain, enhance and develop community and recreational facilities to improve community wellbeing
Theme	5 Development and Growth
Objective	5.4 Transparent and responsive land use and strategic planning
Strategy	Nil

Policy/Legal Implications

The amended Development Plan is consistent with the relevant provisions of the Surf Coast Planning Scheme, including the Torquay-Jan Juc Strategy at Clause 21.08 which encourages residential growth in Torquay North up to South Beach Road and the delivery of a range of services and infrastructure in association with new development.

1.1 Amended Development Plan - 90 and 110 South Beach Road, Torquay

The proposal is also consistent with the five values identified in the *Sustainable Futures Plan Torquay Jan Juc 2040*, including Value 1: Places for people and Value 4: Services and infrastructure.

The Development Plan Overlay at Clause 43.04 allows for a development plan to be amended to the satisfaction of Council.

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 associated with considering submissions.

Social Considerations

The proposed primary school will provide for the educational needs of the current and future population. It complements the current and planned provision of community, recreation, sporting, education and retail facilities in the Torquay North urban growth area. It will widen educational choice for young families and contribute to the creation of a sustainable neighbourhood, being within walking distance of a large population catchment. The development of the school will provide temporary construction jobs and ongoing employment upon completion for teachers and support staff. It will form a 'sister school' to the St Therese Primary School on Grossmans Road, which has reached capacity.

Community Engagement

The *Planning and Environment Act 1987* and Surf Coast Planning Scheme do not include legislated requirements to undertake public notice of applications for the approval of development plans. However, it is Council policy to undertake an exhibition process and invite submissions to inform Council's decision. This has been undertaken. A notice was placed in the Surf Coast Times and notice was given to adjacent and nearby landowners.

There is no legal obligation on Council to consider submissions received and submitters do not have any rights under the Planning and Environment Act 1987 to apply for a review of Council's decision to approve or amend a development plan. However, under section 149 of the Act, the owner or developer of the land can apply for a review of Council's decision.

Environmental Implications

Environmental matters such as site contamination, flora and fauna, and cultural heritage will be considered as part of the planning permit application for the proposed primary school.

Communication

All submitters have been invited to attend and present at the Hearing of Submissions conducted on 17 January 2017. Submitters will be advised of Council's decision on the amended Development Plan following the 28 February 2017 Council meeting.

Conclusion

The submissions received in relation to Application No. 11/0272C detail a number of matters that need to be considered and submitters have the opportunity to present to Council via the Hearing of Submissions meeting on 17 January 2017.

1.1 Amended Development Plan - 90 and 110 South Beach Road, Torquay

APPENDIX 1 SUMMARY OF SUBMISSIONS

11/0272C – Amended Development Plan 90 & 110 South Beach Road, Torquay

Summary of Submissions

No.	Submitter	Summary of submission
1	Bill Iro and Peter Taylor, South Beach Road	The submission expresses concern about increased traffic on South Beach Road as a result of the proposed entrance to the school, particularly at drop off and pick up times. Drop off and pick up of school children along South Beach Road would create a dangerous situation. Suggests a safer option would be for access to be provided from the internal roads (Fischer Street and Stretton Drive) within the Stretton Estate subdivision.
2	Stuart Harding, Willana Associates (developer of Stretton Estate at 110 South Beach Road)	Objects to private access to the school site being facilitated by the creation of public roads over Stretton land. Is opposed to the plan in its current form and asks Council to take steps to amend the proposed outcomes to remove the requirement on Stretton to provide access to the school site.

1.1 Amended Development Plan - 90 and 110 South Beach Road, Torquay

APPENDIX 2 SUBMITTERS WHO HAVE REGISTERED TO SPEAK

17 January 2017 – Hearing of Submissions

11/0272C – Amended Development Plan 90 & 110 South Beach Road, Torquay

Submitters who have registered to speak

1. Peter Taylor & Bill Iro
2. Antony Duffill, SMEC (Applicant)

1.1 Amended Development Plan - 90 and 110 South Beach Road, Torquay

APPENDIX 3 AMENDED DEVELOPMENT PLAN



SURF COAST SHIRE
FILE:
PC4 ID:
16 NOV 2016
OFFICE:
FILE COPY DUPLICATE COPY

Development Plan Amendment Application Report

90 South Beach Road, Torquay North

2 November 2016



Introduction

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SURF COAST SHIRE

7 JAN 2017

PLANNING

Introduction

1 INTRODUCTION

1.1 Background

SMEC acts on behalf of Catholic Education Melbourne (CEM) for their property at 90 South Beach Road, Torquay (the subject site).

CEM are seeking to amend the '110 South Beach Road' Development Plan (the Development Plan), which was most recently amended by Willana Associates, 28 June 2016 and includes the subject site.

The proposed amendment relates specifically to the subject site and provides clarity regarding future land use and development and supports the lodgement of a planning permit application for an education centre including a primary school.

1.2 Purpose of this Report

This purpose of this report is to detail CEM's proposed amendment to the Development Plan and provide an assessment of these changes against the relevant provisions of the Surf Coast Planning Scheme and relevant planning strategies.

1.3 Recent Amendments to the Development Plan

The Development Plan was originally prepared by Bosco Johnson Pty Ltd on behalf of Ritzcorp Pty Ltd and was approved by Council in October 2011. An amendment to the Plan was first approved on 25 January 2015, which brought about the inclusion of the primary and secondary school sites and refinements to the internal road and open space network.

The most recent amendment undertaken by Willana Associates was approved by Council on 28 June 2016 and introduced areas for medium density development, an additional neighbourhood park and further minor refinements to the internal road network. Notations were added at the intersection of Surf Coast Highway/South Beach Road and Stretton Drive/Fischer Street, which highlight that the intersection design is yet to be finalised.

SURF COAST SHIRE

17 JAN 2017

2 SITE AND CONTEXT

2.1 Subject Site

The subject site is located at 90 South Beach Road, Torquay approximately 800m east of the intersection with Surf Coast Highway.

The site is regular in shape, with a northern frontage to South Beach Road of approximately 144.93m, a southern boundary of 145.55m and depths of 208.28m (east) and 204.89m (west). The site area is approximately 3ha.

The site slopes steeply from the west to the east, with a 10m gradient difference at these boundaries, and comprises open areas (north and south-east part), an avenue of planted mature trees along the access driveway and along the western property boundary and in the general dwelling surrounds (refer to Figure 1).

Access to the site is provided from South Beach Road which leads to a dwelling in the south part, with associated ancillary buildings, swimming pool and tennis court. A dam is located in the north-eastern part.



Figure 1: Site Aerial (NearMap: 30 Dec 2015)

□ SITE

2.2 Surrounds

The subject site is located in the northern part of the Torquay Township, which is approximately 20km south of Geelong and 100km south-west of Melbourne CBD. The site is located within the 'Torquay North Growth Area' and is identified for significant urban development in accordance with the '110 South Beach Road' Development Plan (the Plan sought to be amended). The Plan comprises predominantly residential development (approximately 800 lots), a primary and secondary school, and associated internal road and open space networks. To the north of the site is a number of low density residential lots that also gain access from South Beach Road.

Proposed Amendment

3 PROPOSED AMENDMENT

3.1 Our Proposal

The proposed amendment seeks to nominate a future use and development for the subject site and remove the current ambiguous notation. The following changes are proposed:

- Amend the notation 'OWNED BY OTHERS, 3ha' to 'EDUCATION CENTRE 3ha'.
- Remove the internal roads from the subject site that are no longer relevant.

Refer to **Figure 2** below for the proposed amended Development Plan as it applies to the subject site and **Figure 3** for the magnified insert.

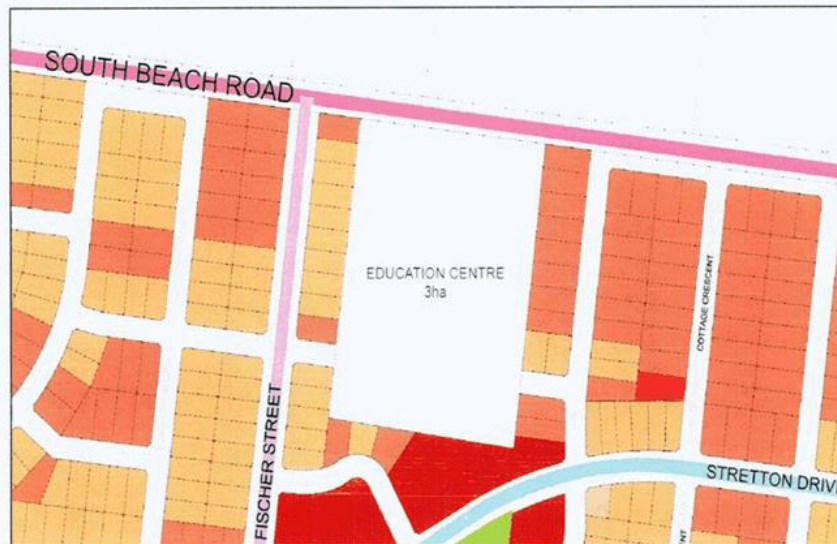


Figure 2: Proposed Amended Development Plan (relevant part of Plan shown)

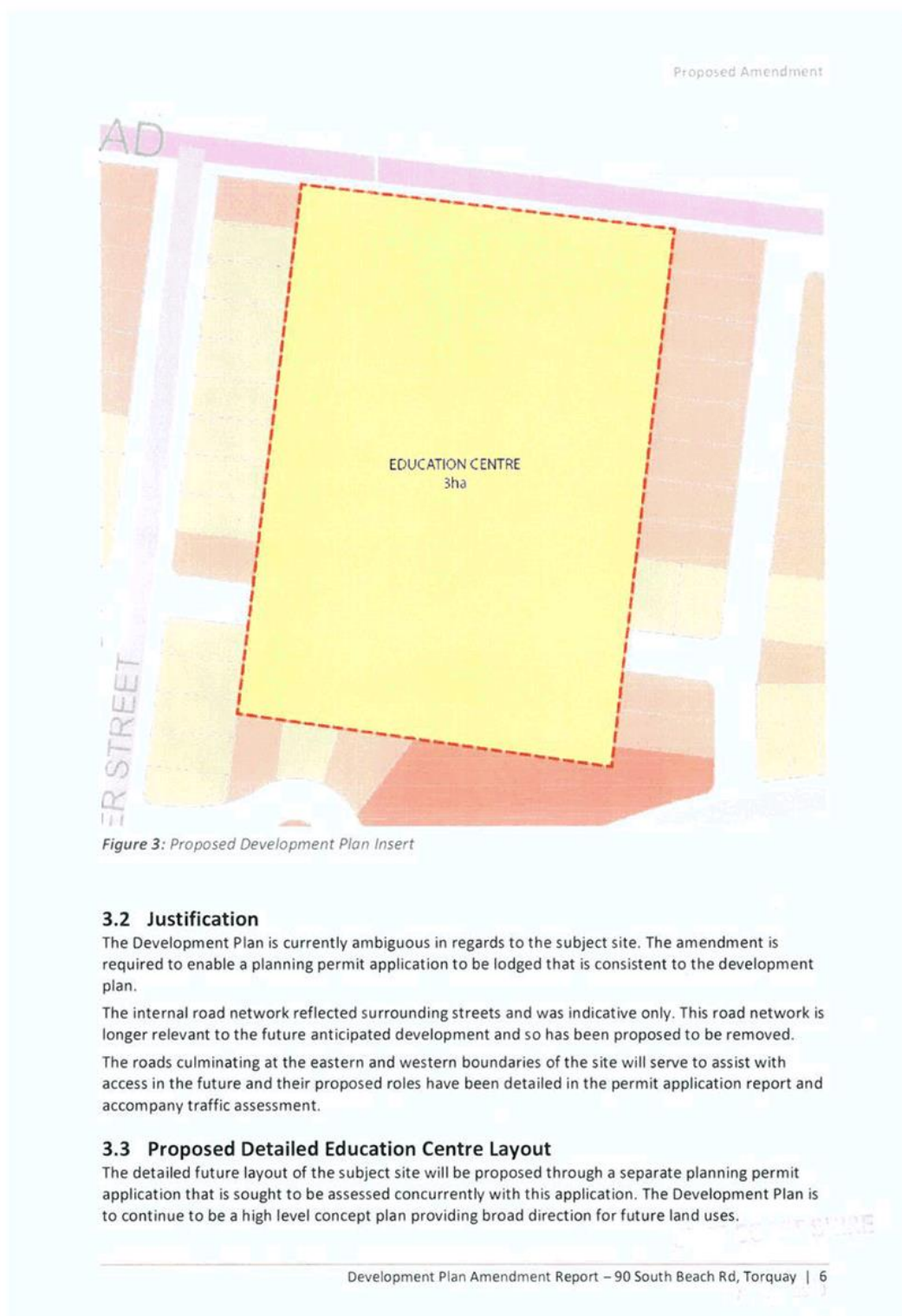


Figure 3: Proposed Development Plan Insert

3.2 Justification

The Development Plan is currently ambiguous in regards to the subject site. The amendment is required to enable a planning permit application to be lodged that is consistent to the development plan.

The internal road network reflected surrounding streets and was indicative only. This road network is longer relevant to the future anticipated development and so has been proposed to be removed.

The roads culminating at the eastern and western boundaries of the site will serve to assist with access in the future and their proposed roles have been detailed in the permit application report and accompany traffic assessment.

3.3 Proposed Detailed Education Centre Layout

The detailed future layout of the subject site will be proposed through a separate planning permit application that is sought to be assessed concurrently with this application. The Development Plan is to continue to be a high level concept plan providing broad direction for future land uses.

Proposed Amendment

3.4 Land Purchase Negotiations

Ongoing discussions have been held with the developer of the broader subdivision. These have included negotiations made in good faith to purchase land and create an additional street frontage for the subject site. Unfortunately, these have not been successful and it has become apparent that the developer is unwilling to sell at a fair and reasonable price and will only entertain offers twice that of market value. We have provided a letter at **Appendix C** that briefly summarises these negotiations.

We assert that all reasonable efforts have been made to provide an additional street frontage for the subject site. On this basis, we do not believe that we should be penalised in our attempts to clarify ambiguity in the Development Plan and provide an assessment pathway to establish an education centre at the site. We understand the difficulties in predicting how a superlot may be used and developed in the future. However, we should not be disadvantaged by a historical decision to endorse a street layout that only presents one frontage to the lot.

In order to address the issue of not having multiple street frontages, we propose to utilise the road culminating at the western boundary as a secondary access linking to Fischer Street. This will help to increase traffic flow and provide additional drop off points on-site. For those living in the estate, direct access will be achievable. Our approach will be presented in our planning permit application with support from a traffic assessment report.

3.5 Informal Public Notification

On the direction of Council, informal public notification was undertaken for the proposal. This occurred through a registered mail-out to 24 private residences detailing the proposed change to the Development Plan. These were sent on 7 October 2016 and invited enquiries through SMEC (refer to **Appendix D** for a copy of the letter and a plan showing the properties advertised to).

The mail-out included all properties to the north of the site along South Beach Road and a number of properties to the south. The developer of the broader subdivision was also contacted.

In response to the informal notification, no submissions have been received and more than two weeks have now passed since the letters were posted. This indicates that the amendment is likely to be acceptable to the surrounding community.

There has been two verbal enquiries. It was clear that a school has for some time now been expected at site. The queries generally related to the broader subdivision and the impacts related to traffic and the location of shared paths. The queries indicated that the land use would be supported by the community.

4 PLANNING ASSESSMENT FRAMEWORK

This section outlines the planning assessment framework including the planning controls and policies of the Surf Coast Planning Scheme and planning strategies that are relevant to this proposal. A response has been provided under each.

4.1 Objectives of Planning in Victoria

The following objectives of Planning in Victoria are considered relevant to the proposed amendment:

- *To provide for the fair, orderly, economic and sustainable use and development of land;*
- *To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;*
- *To balance the present and future interests of all Victorians.*

ASSESSMENT

The amendment will enable an Education Centre including a non-government primary school to be established at the site following approval of a planning permit application. This is considered to be consistent with the objectives of Planning in Victoria through providing education choice and a sustainable land use that provides ongoing employment opportunities.

4.2 State Planning Policy Framework (SPPF)

The following clauses of the SPPF are considered relevant to the proposed amendment of the subject site.

Clause 11.02-1 'Supply of urban land' seeks to ensure a sufficient supply of land is available for residential, commercial, retail, industrial, recreational, institutional and other community uses.

Clause 11.02-3 'Structure planning' seeks to facilitate the orderly development of urban areas.

Clause 11.05-1 'Regional settlement networks' seeks to promote the sustainable growth and development of regional Victoria through a network of settlements identified in the Regional Victoria Settlement Framework plan.

Clause 11.05-4 'Regional planning strategies and principles' seeks to develop regions and settlements which have a strong identity, are prosperous and are environmentally sustainable.

Clause 11.07-1 'Planning for growth' seeks to optimise infrastructure and consolidate growth.

Clause 11.07-3 'Connected communities' seeks to create unique and connected communities.

Clause 11.07-6 'Sustainable communities' seeks to allow communities to live, work and participate locally.

Clause 15.01-1 'Urban design' seeks to create urban environments that are safe, functional and provide good quality environments with a sense of place and cultural identity.

Clause 15.01-2 'Urban design principles' seeks to achieve architectural and urban design outcomes that contribute positively to local urban character and enhance the public realm while minimising detrimental impact on neighbouring properties.

Clause 15.01-3 'Neighbourhood and subdivision design' seeks to ensure the design of subdivisions achieves attractive, liveable, walkable, cyclable, diverse and sustainable neighbourhoods.

Clause 15.01-5 'Cultural identity and neighbourhood character' seeks to recognise and protect cultural identity, neighbourhood character and sense of place. Key strategies include:

Clause 15.02-1 'Energy and resource efficiency' seeks to encourage land use and development that is consistent with the efficient use of energy and the minimisation of greenhouse gas emissions.

Clause 18.02-4 'Management of the road system' seeks to *manage the road system to achieve integration, choice and balance by developing an efficient and safe network and making the most of existing infrastructure.*

Clause 19.02-2 'Education facilities' seeks to *assist the integration of education facilities with local and regional communities.*

Clause 19.03-1 'Development contribution plans' seeks to *facilitate the timely provision of planned infrastructure to communities through the preparation and implementation of development contributions plans.*

ASSESSMENT

The amendment will facilitate a sufficient supply of land for educational purposes and will promote orderly development through removing current ambiguity in the Development Plan. The notation applying to the land makes application for any land use or development difficult or perhaps even impossible. Approval will allow the land to be developed to provide essential education services to the newly establishing community.

The site is considered to be appropriate for an education centre through being located on a connector road and central to an area of residential development. Access to the site will be convenient by private vehicle access and on-site car parking without disruption to the road network. However, other forms of transport including by foot and bicycle will also be encouraged, given the central nature of this location. This furthers principles of energy efficient and sustainable development and will help reduce traffic congestion.

4.3 Local Planning Policy Framework (LPPF)

The following clauses of the LPPF are considered relevant to the proposed amendment.

Clause 21.01-2 'Key Issues and Influences' summarises the elements impacting the municipality, which includes:

- *Increasing popularity of the coast and coastal towns as permanent, holiday and tourist destinations.*
- *Reconciling coastal growth with the fragile natural environment, traditional coastal town character and relaxed surfing culture.*
- *Rapid rate of growth of coastal towns and delivery of necessary infrastructure.*
- *High cost of urban land and consequent pressure to develop urban uses in rural areas.*

Clause 21.01-4 'Municipal Framework Plan' outlines the key strategic directions for sustainable land use and development, which includes:

- *To manage population and tourist growth and development in an ecologically sustainable manner.*
- *To protect the rural landscape from urban intrusion and to provide clear distinction between townships.*
- *To concentrate urban growth predominantly in the towns of Torquay-Jan Juc and Winchelsea.*
- *To support and strengthen the individual character and role of the coastal and rural towns within the Shire that contributes to the diversity of experiences, and residential, commercial, recreational and employment opportunities.*
- *To maintain a clear rural-landscape separation between Torquay-Jan Juc and the Armstrong Creek southern growth corridor of Geelong.*

Clause 21.02 'Settlement, Built Environment, Heritage and Housing' seeks:

- *To ensure that urban development minimises the impact on the environment, makes efficient use of land, infrastructure and resources, and is concentrated in accessible locations.*
- *To protect the individual coastal township character values of low urban density, recessive built form, vegetated coastal landscapes and ecological values of the natural environment from inappropriate urban development.*

Planning Assessment framework

Clause 21.08 'Torquay-Jan Juc Strategy' seeks:

- *To accommodate and manage the projected population growth and demographic change of Torquay-Jan Juc in an environmentally sustainable manner that respects and celebrates the distinct surfing identity and coastal character of the town and responds to Value 1 'Places for People' and Value 3 'The Built Environment' from the Sustainable Futures Plan Torquay Jan Juc 2040 (2012).*
- *To protect and enhance significant environmental, landscape and cultural heritage features which contribute to the ecological values, coastal character and residential amenity of Torquay-Jan Juc in response to Value 2 'The Natural Environment' from the Sustainable Futures Plan Torquay Jan Juc 2040 (2012).*
- *To plan and deliver a range of services and infrastructure in association with new development in response to Value 4 'Services and Infrastructure' from the Sustainable Futures Plan Torquay Jan Juc 2040 (2012).*
- *To promote street design that makes a positive contribution to the urban landscape and the coastal character of Torquay-Jan Juc, and enhances walking and cycling, use of public transport and social interaction.*

Clause 22.02 'Streetscape and Landscaping Policy' seeks:

- *To protect and enhance the individual landscape character of each town.*
- *To promote the development of co-ordinated and visually pleasing streetscapes in residential, commercial and industrial areas.*
- *To encourage ecologically and economically sustainable streetscapes and landscapes.*

Clause 22.09 'Torquay-Jan Juc Residential Development and Neighbourhood Character Policy' seeks:

- *To adopt a managed approach to residential development, taking account of the differential capacity of the residential areas in Torquay-Jan Juc to accommodate housing growth and change.*
- *To ensure development achieves architectural and urban design outcomes that positively contribute to the preferred future character of the residential areas of Torquay-Jan Juc, as identified in the Torquay-Jan Juc Neighbourhood Character Study & Vegetation Assessment (2006) and Torquay-Jan Juc Neighbourhood Character Study Review (2012).*
- *To recognise the need for change in urban consolidation areas while respecting the desired future character of these areas.*
- *To ensure that landscaping and trees remain a major element in the appearance and character of Torquay-Jan Juc's residential environments.*

The site is located within Housing Area 5 – Residential Growth which states:

- *Residential growth areas comprise new broadhectare or greenfield subdivisions and identified future growth areas where the preferred character is yet to establish, such as the growth areas in Torquay North and Messmate Road.*
- *It will be important to establish a landscaped and built form character that reflects Torquay-Jan Juc's preferred coastal character and integrates with surrounding areas. The planting of indigenous and other typical coastal vegetation around the dwellings creates a linkage to the coastal setting. Consistent street tree planting will assist in unifying the appearance of the area and add a sense of spaciousness and leafiness.*

ASSESSMENT

The proposal is consistent with local planning policy through providing the timely provision of required education services to a newly establishing community. The population of Torquay and Jan Juc is experiencing recognised growth and Torquay North has been set aside to cater for additional housing in a greenfield setting to cater for the additional people moving to the area.

Planning Assessment framework

The site is large enough to cater for future development that will be sympathetic to finer grain policy objectives contained in the local policy framework. This includes providing enough area for landscaping to soften the built form, retain trees where possible and provide appropriate setbacks from property boundaries.

As noted previously, detailed designs will be subject to the planning permit application process. However, these have been designed by an architect to provide a positive contribution to the neighbourhood's built form. This will further the establishment of the area through providing an attractive and desirable place to live.

4.4 Zoning

4.4.1 General Residential Zone 1 (GRZ1)

The subject site is located in the **General Residential Zone 1 (GRZ1)**. The purposes of the GRZ are:

- To encourage development that respects the neighbourhood character of the area.
- To implement neighbourhood character policy and adopted neighbourhood character guidelines.
- To provide a diversity of housing types and moderate housing growth in locations offering good access to services and transport.
- To allow educational, recreational, religious, community and a limited range of other non-residential uses to serve local community needs in appropriate locations.



Figure 4: Zoning Map

ASSESSMENT

Education centres are clearly contemplated by the zone. One of the purposes is to allow educational uses to serve local community needs in appropriate locations.

As discussed previously, the location is central to an area of newly establishing residential development and has close to 150m of frontage to a connector road. It is our view that the site is wholly appropriate for an education centre. Given the size and location of the site it highly likely that an education centre was contemplated from the inception of the Development Plan.

4.5 Overlays

The subject site is affected by the following overlays:

- Design and Development Overlay (DDO1);
- Development Plan Overlay (DPO8);
- Environmental Audit Overlay (EAO); and
- Development Contributions Plan Overlay (DCPO2).

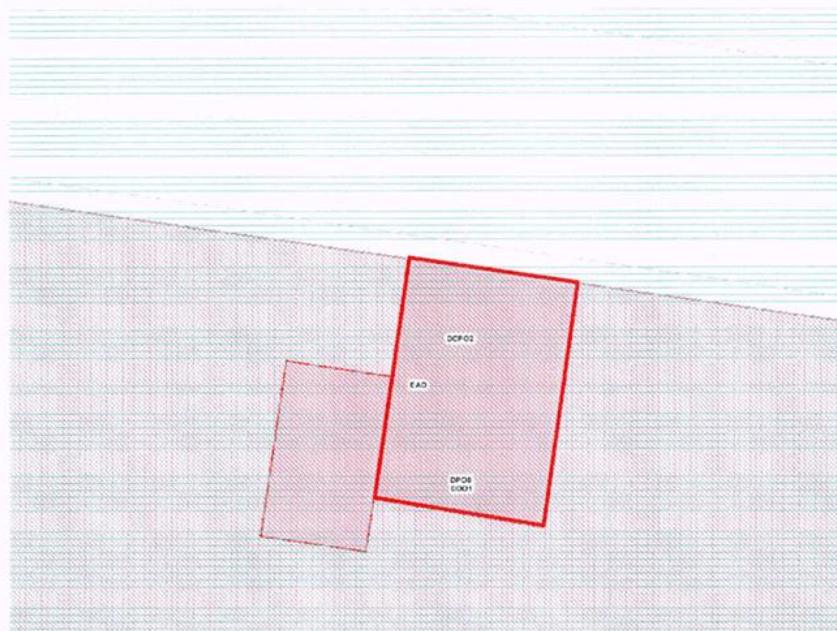


Figure 5: Overlay Map

■ SITE

4.5.1 Design and Development Overlay (DDO1)

The purpose of the DDO is:

- To identify areas which are affected by specific requirements relating to the design and built form of new development.

Schedule 1 to the DDO relates to the 'Torquay Jan Juc Coastal Townscape Character'.

Planning Assessment framework

The objectives of Schedule 1 to the DDO are:

- *To protect and enhance the low rise coastal township character of Torquay Jan Juc.*
- *To minimise the visual prominence of development when viewed from the streetscape and adjoining properties, having regard to building height.*
- *To ensure the height of buildings is compatible with the existing scale and character of dwellings within the streetscape and neighbourhood.*

ASSESSMENT

The proposal is consistent to the finer grain purposes and objectives of the DDO1. There is sufficient area at the site for an education centre to be established that is sympathetic to the character of the surrounding area. The buildings are to be architecturally designed and will provide a positive contribution to the area's built form. A detailed assessment under the overlay is more appropriately undertaken under the planning permit application.

4.5.2 Development Plan Overlay (DPO8)

The purposes of the DPO are:

- *To identify areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop land.*
- *To exempt an application from notice and review if it is generally in accordance with a development plan.*

Schedule 8 to the DPO relates to the 'Torquay North Residential Precinct'. Refer to Section 4.6.1 of this report for an assessment against the current endorsed Development Plan.

4.5.3 Environmental Audit Overlay (EAO)

The purposes of the EAO are:

- *To ensure that potentially contaminated land is suitable for a use which could be significantly adversely affected by any contamination.*

ASSESSMENT

An environment report will be provided with the planning permit application that shows that the application is suitable for an education use. The proposal is not contrary to the Overlay.

4.5.4 Development Contributions Plan Overlay (DCPO2)

The purposes of the DCPO are:

- *To identify areas which require the form and conditions of future use and development to be shown on a development plan before a permit can be granted to use or develop land.*
- *To exempt an application from notice and review if it is generally in accordance with a development plan.*

Schedule 2 to the DCPO relates to the 'Torquay Jan Juc Development Contributions Plan', and provides a summary of the associated costs related to the Torquay North Growth Area, identified within Charge Area 4.

ASSESSMENT

We note that an education centre does not fit into a classification of residential, business or industry. Ministerial Direction 'Development Contribution Plans – exemption for non-government schools' states at Clause 4 that:

DEVELOPMENT PLAN AMENDMENT REPORT

7 10 2016

Planning Assessment framework

'Under section 46M of the Planning and Environment Act 1978, I direct that a development contributions plan must not impose a development infrastructure levy or a community infrastructure levy in respect of the development of land for a non-government school.' (Signed Minister of Planning, 25 January 2012).

While this is an issue that is more appropriately dealt with under the planning permit application, the Ministerial Direction is clear in its directive that a development infrastructure levy or a community infrastructure levy must not apply to the development of land for a non-government school. On this basis a DCPO is not relevant to the future intended education centre development at the subject site. It is also predicted that the land was never accounted for in the initial contribution calculations, again giving impetus for no contributions.

4.5.5 Public Open Space Contribution and Subdivision (Clause 52.01)

Clause 52.01 requires, 'a person who proposes to subdivide land must make a contribution to the council for public open space in an amount specified in the schedule to this Clause. If no amount is specified, a contribution for public open space may still be required under Section 18 of the Subdivision Act 1988'.

ASSESSMENT

No subdivision is proposed meaning that a public open space contribution is not applicable.

4.5.6 Car Parking

Clause 52.06 has the following purposes:

- To ensure the provision of an appropriate number of car parking spaces having regard to the demand likely to be generated, the activities on the land and the nature of the locality.
- To support sustainable transport alternatives to the motor car.
- To promote the efficient use of car parking spaces through the consolidation of car parking facilities.
- To ensure that car parking does not adversely affect the amenity of the locality.
- To ensure that the design and location of car parking is of a high standard, creates a safe environment for users and enables easy and efficient use.

ASSESSMENT

The subject site is of sufficient area to provide the appropriate number of car parks for a future education centre. A detailed assessment under the clause is more appropriately undertaken under the planning permit application and a traffic assessment has been prepared in support.

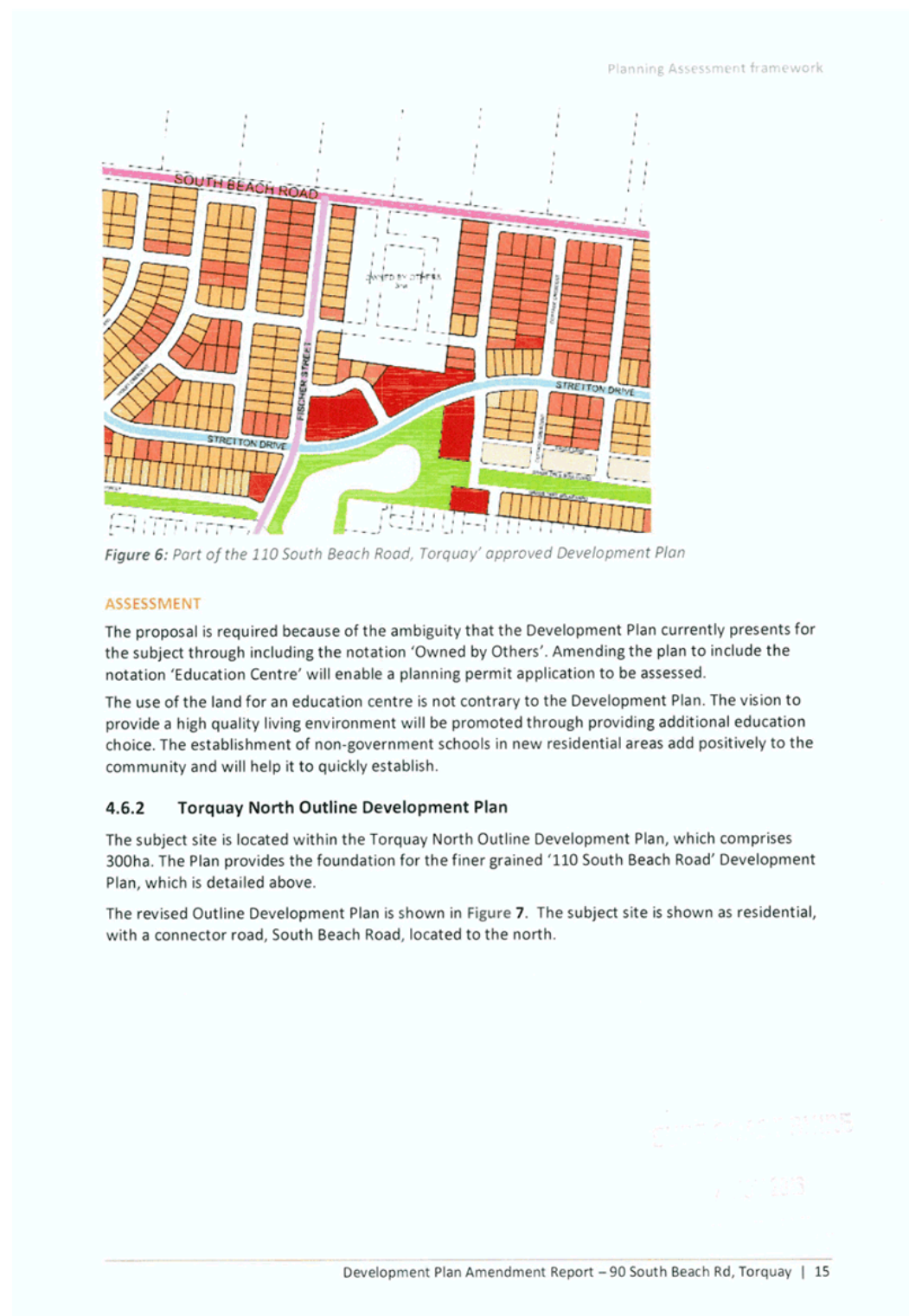
4.6 Strategic Policy

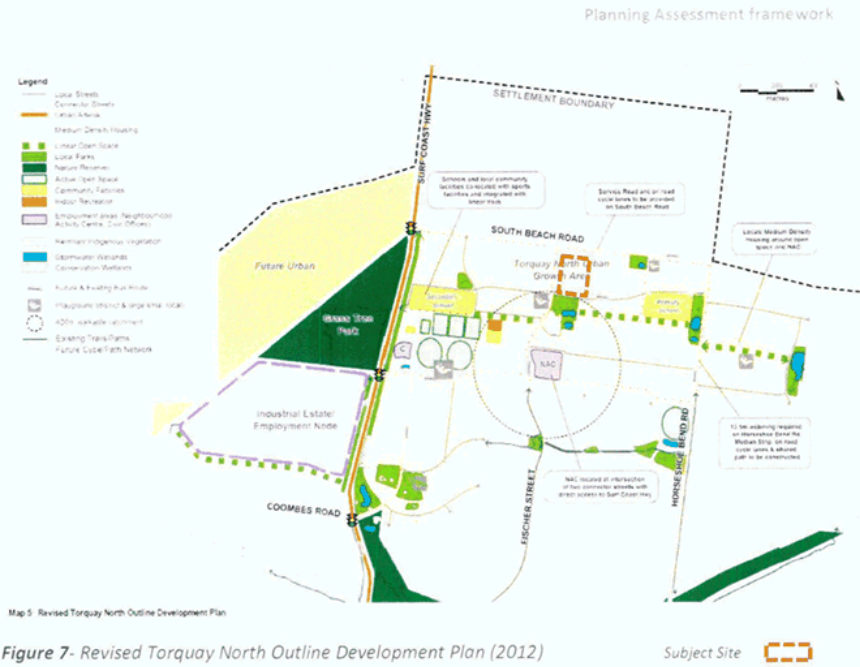
The following strategic policy documents are considered relevant to the proposed amendment:

4.6.1 110 South Beach Road Development Plan

The subject site is located within the '110 South Beach Road' Development Plan area. As previously mentioned, it is described as a site 'Owned By Others' and is located in the central-eastern part, directly south of South Beach Road. The Plan also indicates a road layout that is more reflective of the surrounding areas. Refer to Figure 6 below for the part of the Development Plan that includes the subject site.







ASSESSMENT

The proposal is not contrary to the Outline Development Plan, which provides broader policy context for the area. The use of land for an education centre is consistent to the residential context that has been applied. Schools are regularly found in residential areas. The General Residential Zone that is relevant to the site promotes education uses to cater for local populations.

Conclusion

5 CONCLUSION

5.1 Conclusion

Our assessments conclude that there is strong planning assessment framework support for the amendment, which effectively enables an application for an education centre to be lodged. Application for such a land use is consistent to the General Residential Zone and policies that promote education facilities to support the newly establishing Torquay North community.

The proposed amendment is relatively minor in nature and will serve to remove ambiguity in terms of how the subject site can be developed. Finer grained assessments can be made under the planning permit application in regards to design of the education centre including car parking and access. However, the site is sufficient in size and has a generous frontage to a connector road for a centre to be established.

5.2 Application

As demonstrated in this report the proposal is appropriate and warrants Council approval. On this basis it is respectfully requested that the amendment be approved by Council and the proposed Development Plan insert be incorporated into the approved Plan.

CONFIDENTIAL

7/10/2015

17/1/2017

1.2 Planning Scheme Amendment C85 - Waterways and Flooding

Author's Title: Senior Strategic Planner

General Manager: Phil Rowland

Department: Planning & Development

File No: F13/327

Division: Environment & Development

Trim No: IC16/1147

Appendix:

1. Summary of submissions (D16/130920)
2. Submitters who have registered to speak (D16/130895)

Officer Direct or Indirect Conflict of Interest:

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

Status:

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 hear from submitters in relation to Amendment C85.

Summary

Amendment C85 seeks to:

- extend the application of the Environmental Significant Overlay Schedule 1 to include all significant waterways in the Surf Coast Shire, with coverage reduced and standardised along currently protected waterways
- modify the application of the Flood and Land Subject to Inundation Overlays based on various hydrology studies, commissioned by the CCMA.

The amendment was publicly exhibited from 9th April 2015 to 11th May 2015. A total of (22) twenty two submissions were received, summarised as follows:

- three (3) supported the amendment
- eight (8) submissions were from referral authorities
- five (5) objected to mapping, changes requested
- four (4) objected to the introduction of planning controls in general or requested changes beyond the scope of the amendment
- one (1) objected to impacts flooding changes could have on their property
- one (1) objected to the proposed reduction in controls.

The issues raised in the submissions will be considered in detail in a report to be presented to the 24th January 2017 Council meeting.

Recommendation

That Council receive and note all submissions to Amendment C85.

Committee Resolution

MOVED Cr Heather Wellington, Seconded Cr Carol McGregor

That Council receive and note all submissions to Amendment C85.

CARRIED 7:0

1.2 Planning Scheme Amendment C85 - Waterways and Flooding

Report

Background

Flood mapping

Flood mapping was first introduced into the Surf Coast Planning Scheme in 2005, based on information provided through the 'Flood Data Transfer Project' (undertaken by the Department of Natural Resources and Environment). That project provided flood data for the whole of Victoria, enabling the risks associated with flooding to be considered.

In 2013, the Corangamite Catchment Management Authority (CCMA - the flood authority for the Surf Coast Shire) completed localised hydrological and hydraulic studies for all or sections of some of the major waterways in the Surf Coast. The CCMA translated this mapping into flood/inundation overlays in 2015 to improve the accuracy of the flood overlays in the Surf Coast Planning Scheme. The CCMA also updated the wording within the flooding overlay schedules and Clause 21.03 'Environmental Management' to bring the controls up to date with current state policy.

The proposed mapping will result in an overall increase in the number of properties subject to a flooding overlay (+75 properties), but a proportion of property owners will experience a reduction or complete removal from their property. The impacts to individual properties are outlined in table 1 below.

Flood Mapping changes	Properties currently affected	Properties affected by Amendment C85	Removal from their property	Increase on their property	Reduction on their property	Affected for first time
No of properties	1087	1162	50	134	237	125

Table 1: Changes proposed to Flood mapping through Amendment C85

For many landowners the public notification received for Amendment C85 was the first time they became aware that their property was subject to flood mapping in the planning scheme. Public notice of the previous amendment, undertaken in 2005 (Amendment C7) was through an advertisement in the local newspaper only.

Waterways and wetlands

Four major waterways and numerous wetlands are currently covered by the Environmental Significance Overlay Schedule 1 (ESO1) to protect water quality and biodiversity values associated with aquatic systems. Amendment C85 seeks to extend the coverage of the ESO1 to cover all significant waterways and wetlands.

The amendment reduces the coverage of the ESO1 where it currently applies (often up to 100m either side of a waterway) and consistently applies the schedule 50m either side of larger creeks and 30m either side of lesser creeks. The impact to individual properties is outlined in table 2 below (which includes Crown land – where most wetlands are situated).

Wetland/waterway Mapping changes	Properties currently affected	Properties affected by Amendment C85	Reduction on their property
No of properties	543	1552	248

Table 2: Changes proposed to wetland/waterway mapping through Amendment C85

Discussion

Flood and inundation mapping

A number of the submissions received to Amendment C85 related to flood mapping and a belief that the inundation mapping did not correlate to their observations of how their property floods. As mentioned previously the mapping updates provided by the CCMA were in targeted areas only and submissions primarily related to creeks where the mapping was not being changed through the amendment.

Amendment C7 (undertaken in 2005) introduced flood mapping into the Surf Coast Planning Scheme and was based on state wide flood mapping. Although new mapping across the municipality would be valuable, it is cost prohibitive and has instead only been undertaken in high priority areas. Following public exhibition of Amendment C85 and in response to the submissions received, the CCMA completed flood mapping for the Barwon River, Spring Creek and Wormbete Creek.

1.2 Planning Scheme Amendment C85 - Waterways and Flooding

Schedule and policy changes

The exhibition documents included modified versions of the flood schedules (FO and LSIO), the Environmental Significance Overlay Schedule 1 (ESO1) and the Environmental Management Strategy. The flood and strategy changes were prepared by the CCMA.

Submissions

The amendment was publicly exhibited from 9th April 2015 to 11th May 2015. A total of (22) twenty two submissions were received, summarised as follows:

- three (3) supported the amendment
- eight (8) submissions were from referral authorities
- five (5) objected to mapping, changes requested
- four (4) objected to the introduction of planning controls in general or requested changes beyond the scope of the amendment
- one (1) objected to impacts flooding changes could have on their property
- one (1) objected to the proposed reduction in controls.

The main support for the amendment relates to the protection and enhancement of the wetlands and waterways in Surf Coast Shire.

Referral authorities either supported/had no objection to the amendment or requested minor exemptions within the overlay schedules to enable general maintenance to occur. The Country Fire Authority (CFA) objected to the amendment seeking stronger reference to the risks from bushfire within the amendment documents.

Opponents to the amendment are generally concerned with the mapping of the Land Subject to Inundation Overlay, stating that the mapping is too extensive. One submission objected to the reduction of the ESO1 within the Painkalac Valley.

The issues raised in the submissions and a thorough assessment of the proposal will be considered in a report to be presented to the 24th January 2017 Council meeting.

A more detailed summary of submissions is provided as Appendix 1.

Financial Implications

There are no costs to Council to hear and consider submissions. Sufficient funds are available within the project budget should the amendment proceed to a panel.

Council Plan

Theme 5 Development and Growth
Objective 5.4 Transparent and responsive land use and strategic planning
Strategy Nil

Policy/Legal Implications

Ministerial Direction No. 15 (The Planning Scheme Amendment Process) requires a planning authority to request the appointment of a panel within 40 business days of the closing date for submissions, unless a panel is not required. An extension was sought and has been granted by the Minister as the timelines set out under the direction could not be met.

In accordance with the Planning and Environment Act 1987 section 30, an amendment lapses two years after exhibition unless it is adopted or the Minister for Planning allows a longer period. In November 2016 Council sought and received approval from the Minister for Planning for consideration of C85. The amendment must be adopted by 9 April 2018 or it will lapse.

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.

1.2 Planning Scheme Amendment C85 - Waterways and Flooding

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 associated with considering submissions.

Social Considerations

Submitters have raised the importance of protecting biodiversity assets and Amendment C85 recognises the importance of significant wetlands and waterways in Surf Coast Shire.

Improvements to flood mapping will assist in minimising the risks to property owners.

Community Engagement

The amendment was placed on public exhibition in accordance with the requirements of the *Planning and Environment Act 1987*. Notice was given by:

- sending notices to affected landowners
- placing notices in the Surf Coast Times and Government Gazette.

The amendment and supporting documents were available for viewing at the Council office, on Council's website and on the website of the Department of Environment, Land, Water and Planning.

Flood mapping changes

Flood mapping was amended for three waterways as a result of submissions including the Barwon River, Wormbete Creek and Spring Creek. The CCMA remodelled the flood regimes for these river systems and letters with updated mapping were sent to all affected landowners as follows:

- Letter and map sent to landowners affected by exhibited flood mapping changes for the Barwon River (north of Winchelsea) – 22nd December 2015
- Letter and map sent to landowners affected by exhibited flood mapping changes for the Wormbete Creek – 9th July 2015
- Letter and map sent to landowners affected by exhibited flood mapping changes for the Spring Creek – 22nd June 2015 and 31st July 2015.

Wetland and waterway mapping changes

- Letter sent to the landowner affected by deletion of the ESO4 and proposed application of the ESO1 in the Painkalac Valley – 12th December 2016.

Submitters will be given an opportunity to address Council's Hearing of Submissions Committee on 17th January 2017. One submitter will present to the Committee.

Environmental Implications

Amendment C85 seeks to enhance the protection of significant waterways and wetlands across the Surf Coast Shire.

Communication

All submitters have been invited to attend and present at the Hearing of Submissions conducted on 17th January 2017. Submitters will be advised of Council's decision on the Amendment following the 24th January 2017 Council meeting.

Submitters will also be contacted by Planning Panels Victoria following the appointment of a panel if relevant.

Conclusion

The submissions received in relation to Amendment C85 detail a number of matters that need to be considered and submitters have the opportunity to present to Council via the Hearing of Submissions meeting.

1.2 Planning Scheme Amendment C85 - Waterways and Flooding

APPENDIX 1 SUMMARY OF SUBMISSIONS

Amendment C85 – Summary of submissions

1. Referral Authorities

No.	Authority/ Submitter	Type of submission	Summary of submission
1	(S2) Wathaurung Aboriginal Corporation	No objection	No objection to the amendment. Concerned that proposed changes to the ESO1 may impact on assessments of buildings and works under the Aboriginal Heritage Regulations.
2	(S3) Southern Rural Water	No objection	No objection
3	(S6) Country Fire Authority	Objection	Objects to the amendment and is seeking stronger references within Clause 21.03, the 'Environmental Management' strategy to the risks associated with bushfire.
4	(S10) Barwon Water	Support	Supports the amendment subject to modifications being made to the ESO1.
5	(S12) Corangamite Catchment Management Authority	Support	Supports the amendment and requests minor wording changes to the ESO1.
6	(S14) Vic Roads	No Objection	No objection to the amendment subject to modifications being made to the ESO1.
7	(S16) Department Environment, Land, Water and Planning	Support	Supports the amendment and requests minor wording changes to Clause 21.03, 'Environmental Management' strategy and the ESO1.
8	(S21) Vic Track	Objection (withdrawn)	Objects to / queries application of ESO1 close to railway line. Query / objection resolved and withdrawn 4/9/2015.

2. Public Submissions

No.	Submitter	Type of submission	Summary of submission
9	(S1) Bellbrae	Support	Supports the amendment
10	(S5) ANGAIR – Aireys / Anglesea district	Support	Supports the amendment
11	(S4) Jan Juc	Objection (withdrawn)	Objects to the mapping of the LSIO on the property on the grounds that it is too extensive.
12	(S7) Winchelsea	Objection	Objects to the mapping of the ESO1 on the property on the grounds that the mapped wetland was drained some years ago and is no longer present.
13	(S8) Winchelsea South	Objection	Objects to ESO1 and LSIO on the following grounds; <ul style="list-style-type: none"> ▪ Assumes that the schedules will require the landowner to fence off all land covered to an overlay. ▪ The land subject to the overlay is the most fertile part of the property and the overlay will prevent the landowner from farming the land. ▪ Concerned that the overlay will lead to the spread of vermin and noxious weeds within fenced areas. ▪ Does not agree with the need to get a planning permit for buildings/works or vegetation removal within the overlay area.
14	(S9) Bellbrae	Objection	Objects to the mapping of the LSIO on the property on the grounds that it is too extensive.

15	(S11) Bellbrae	Objection	Requests that wording be included in C85 stating that any future development of land subject to inundation can be incorporated into a calculation for public open space.
16	(S13) AIDA - Aireys Inlet district	Objection	Objects to the removal of the ESO1 from crown land and the reduction in coverage within the Painkalac valley.
17	(S15) Wensleydale	Objection	Object to the ESO1 being applied to the creek on the property because it is situated within the most fertile part of the farm. Concerned that the permit trigger for 'works' will include cropping. Concerned that any planting of native vegetation in the future may be subject to an overlay.
18	(S17) Buckley	Objection	Supports the reduction to the ESO1 over Lake Modewarre. Objects to the mapping of the LSIO over Lake Modewarre and doesn't believe flooding will occur again as a result of climate change. Objects to the SMO which was applied through Amendment C38 and believes that if the mapping of the ESO1 is being reduced through C85, the coverage of the SMO should also be reduced.
19	(S18) Winchelsea South	Objection	Objects to the mapping of the LSIO on their property on the grounds that it is too extensive.
20	(S19) Winchelsea	Objection	Objects to the mapping of the LSIO on their property on the grounds that it is too extensive.
21	(S20) Anglesea	Objection	Objects to the increased coverage of the LSIO at the property and is worried it may restrict future development, specifically relating to access. Does not dispute that the property is potentially subject to flooding.
22	(S22) Mount Duneed	Support	Supports the amendment and the proposed reduction in coverage of the FO, LSIO and ESO1 on the property.

1.2 Planning Scheme Amendment C85 - Waterways and Flooding

APPENDIX 2 SUBMITTERS WHO HAVE REGISTERED TO SPEAK

Planning Scheme Amendment C85

Submitters who have registered to speak

1. Ian Godfrey (AIDA)

1.3 Amendment C96 - Biodiversity in the Settlements and Bushfire Update Through Local Policy

Author's Title: Senior Strategic Planner

General Manager: Phil Rowland

Department: Planning & Development

File No: F14/1548

Division: Environment & Development

Trim No: IC16/1198

Appendix:

- Summary of submissions (D16/130953)
- Submitters who have registered to speak (D16/130770)

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 hear from submitters in relation to Amendment C96.

Summary

Amendment C96 seeks to:

- apply an Environmental Significant Overlay Schedule 4 (ESO4) to all significant vegetation and habitat within the coastal townships of Lorne, Aireys Inlet – Moggs Creek, Anglesea and Torquay / Jan Juc including deleting current overlays applying to these areas
- align the Local Planning Policy Framework (LPPF) with the bushfire planning provisions through a series of changes to the Municipal Strategic Statement within the Surf Coast Planning Scheme.

The amendment was publicly exhibited from 9 April 2015 to 11 May 2015. A total of (16) sixteen submissions were received, summarised as follows:

- one (1) supported the amendment
- six (6) submissions were from referral authorities. Minor wording changes were requested
- one (1) supported certain aspects of the amendment but also sought clarity and requested minor wording adjustments and objected to the removal of the ESO4 from the Paikalac Valley
- three (3) objected to the introduction of the ESO4 and deletion of the VPO1, requesting that the Spring Creek Precinct Structure Planning (PSP) process be used instead to manage significant vegetation
- five (5) objected to the mapping of the ESO4 on their property and requested minor changes.

The issues raised in the submissions will be considered in detail in a report to be presented to the 24 January 2017 Council meeting.

Recommendation

That Council receive and note all submissions to Amendment C96.

Committee Resolution

MOVED Cr Margot Smith, Seconded Cr Martin Duke

That Council receive and note all submissions to Amendment C96.

CARRIED7:0

1.3 Amendment C96 - Biodiversity in the Settlements and Bushfire Update Through Local Policy

Report

Background

Environmental Significance Overlay Schedule 4 (ESO4)

Amendment C96 part implements the *Biodiversity Mapping Project (BMP)*, undertaken by the Surf Coast Shire in 2014 in consultation with the Department of Environment, Land, Water and Planning (DELWP) and the Corangamite Catchment Management Authority (CCMA). The BMP mapped and described all significant vegetation and habitat within the Surf Coast Shire.

Amendment C96 seeks to protect biodiversity assets in the townships of Lorne, Aireys Inlet to Moggs Creek, Anglesea, Torquay and Jan Juc. The amendment deletes a number of schedules currently protecting significant vegetation and replaces them with a single schedule, in the form of a revised Environmental Significance Overlay 4 (ESO4)

Aligning bushfire mitigation measures in Local policy with State policy

The Surf Coast Shire in conjunction with Victorian Government engaged ISIS Planning to complete a review of the inconsistencies between the Local Planning Policy Framework (LPPF) and State policy relating to bushfire mitigation measures. This followed the significant Victorian Government reforms to planning and building systems after the 2009 Victorian Bushfires Royal Commission into the Black Saturday fires. Since that time additional changes have been made to the Victoria Planning Provisions relating to bushfire.

Amendment C96 expands on the recommendations made by ISIS Planning, incorporating the recent changes to State policy and builds them into all relevant sections of the Municipal Strategic Statement (within the LPPF) and the new ESO4. The ESO4 is designed to integrate native vegetation objectives with bushfire protection to achieve consistency.

Discussion

The amendment was publicly exhibited from 9 April 2015 to 11 May 2015. A total of (16) sixteen submissions were received, summarised as follows:

- one (1) supported the amendment
- six (6) submissions were from referral authorities
- one (1) supported certain aspects of the amendment but also sought clarity or requested minor wording adjustments and objected to the removal of the ESO4 from the Painkalac Valley
- three (3) objected to the introduction of ESO4 through amendment C96 and requested that the Spring Creek Precinct Structure Planning Process be used instead to manage and highlight significant vegetation
- five (5) objected to the mapping of the ESO4 on their property and requested minor changes.

Support for the amendment relates to the ongoing protection and enhancement of native vegetation and habitat in the coastal towns. There was also support for the strengthening of controls in Aireys Inlet to protect scenic values of the Painkalac Valley.

Referral authorities either supported/had no objection to the amendment or requested minor wording changes or exemptions within the overlay schedules to enable general maintenance to occur. The Country Fire Authority (CFA) objected to the amendment seeking stronger reference to the risks from bushfire within the amendment documents.

Opponents to the amendment are generally concerned with the mapping of the ESO4, stating that the mapping also covers land with no vegetation.

There was also opposition to the application of the ESO4 and deletion of the VPO1 from land within the Urban Growth Zone adjacent to Spring Creek. Submitters suggested that the Precinct Structure Planning Process (being processed concurrently) is a more appropriate process to consider native vegetation management tools.

A more detailed summary of submissions is provided at Appendix 1.

1.3 Amendment C96 - Biodiversity in the Settlements and Bushfire Update Through Local Policy

Financial Implications

There are no costs to Council to hear and consider submissions. Sufficient funds are available within the project budget should the amendment proceed to an independent Panel.

Council Plan

Theme 1 Environment
Objective 1.1 Preserve and enhance the natural environment
Strategy Nil

Theme 5 Development and Growth
Objective 5.4 Transparent and responsive land use and strategic planning
Strategy Nil

Policy/Legal Implications

Ministerial Direction No. 15 (The Planning Scheme Amendment Process) requires a planning authority to request the appointment of a panel within 40 business days of the closing date for submissions, unless a panel is not required. An extension was sought and has been granted by the Minister as the timelines set out under the direction could not be met.

In accordance with section 30 of the Planning and Environment Act 1987, an amendment lapses two years after exhibition unless the amendment is adopted or the Minister for Planning grants an extension. In November 2016 the Minister for Planning granted an extension for C96, which now must be adopted by 9 April 2018.

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.

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 associated with considering submissions.

Social Considerations

Submitters have raised the importance of protecting the Shire's biodiversity assets and Amendment C96 seeks to protect and enhance the significant vegetation and habitats in the coastal townships.

Improvements to bushfire mitigation measures will assist in minimising the risks to property owners.

Community Engagement

The amendment was placed on public exhibition in accordance with the requirements of the *Planning and Environment Act 1987*. Notice was given by:

- sending notices to affected landowners
- placing notices in the Surf Coast Times and Government Gazette.

The amendment and supporting documents were available for viewing at the Council office, on Council's website and on the website of the Department of Environment, Land, Water and Planning.

ESO4 changes

Emails with updated mapping were sent to all landowners that requested changes to the ESO4 on their property as follows:

- Email and map sent to land manager affected by removal of the VPO1 & VPO3 and its replacement with the ESO4 – 22 July 2015.
- Letter sent to all landowners within the Urban Growth Zone (Spring Creek) affected by the Precinct Structure Plan proposing removal of the UGZ from Amendment C96 – 31 July 2015
- Letter and map sent to landowners affected by the removal of the VPO3 & SLO1 and its replacement with the ESO4 – 22 May 2015.

1.3 Amendment C96 - Biodiversity in the Settlements and Bushfire Update Through Local Policy

Six submissions have been withdrawn following receipt of the modified mapping and negotiated changes.

Submitters will be given an opportunity to address Council's Hearing of Submissions Committee on 17 January 2016. Three submitters have indicated they will present to the Committee.

Environmental Implications

Amendment C96 seeks to enhance the protection of significant vegetation and habitat within the coastal townships of the Surf Coast Shire.

Communication

All submitters have been invited to attend and present at the Hearing of Submissions conducted on 17 January 2017. Submitters will be advised of Council's decision on the Amendment following the 24 January 2017 Council meeting.

Submitters will also be contacted by Planning Panels Victoria following the appointment of a panel if relevant.

Conclusion

The submissions received in relation to Amendment C96 detail a number of matters that need to be considered and these are presented to Council via the Hearing of Submissions meeting.

1.3 Amendment C96 - Biodiversity in the Settlements and Bushfire Update Through Local Policy

APPENDIX 1 SUMMARY OF SUBMISSIONS

1. Referral Authorities

No.	Authority/Submitter	Type of submission	Summary of submission
1	(S1) Wathaurung Aboriginal Corporation	No objection	No objection to the amendment. Concerned that Clause 52.48-1 of the planning scheme (bushfire protection exemptions) could result in losses of Aboriginal scarred trees.
2	(S2) Southern Rural Water	No objection	No objection
3	(S7) Country Fire Authority	Objection	Objects to the amendment and is seeking wording changes within Local policy and overlay schedules, to strengthen and highlight the risks associated with bushfire.
4	(S10) Barwon Water	Support	Supports the amendment subject to modifications being made to the ESO4.
5	(S13) Vic Roads	No objection	No objection to the amendment subject to modifications being made to the ESO4.
6	(S14) Department Environment, Land, Water and Planning	Support	Supports the amendment and requests minor wording to local policy to improve references to significant biodiversity sites and bushfire threats.

2. Public Submissions

No.	Submitter	Type of submission	Summary of submission
7	(S3) Patrick and Ann Casey- Jan Juc	Objection (withdrawn)	Objects to the mapping of the ESO4 on their property on the grounds that it is too extensive. Does not dispute the existence of Bellarine Yellow Gums on the property but submits that the mapping covers too broad an area.
8	(S4) David Williams- ANGAIR - Aireys / Anglesea district	Support	Supports the amendment
9	(S5) Bill Cullen - Torquay	Objection (withdrawn)	Objects to the ESO4 covering an approved building envelope (approved under permit 11/0486). The permit has been acted upon, the vegetation has been cleared and a fence erected. Submission withdrawn based on mapping adjustments being approved.
10	(S6) Bill Cullen - Torquay	Objection	Objects to the removal of the SLO1 (currently applied to the property) and it's replacement with the ESO4 on the grounds that the site was historically grazed and the vegetation on the site has been planted. Verbal support for retention of the SLO1 and ESO4 not being applied.
11	(S8) Randah Jordan For Bosco Jonson - Jan Juc	Objection (withdrawn)	Objects to the application of the ESO4 to significant vegetation through amendment C96. Submits that the Precinct Structure Planning (PSP) process being undertaken for the Spring Creek valley is a more appropriate planning tool for management of significant vegetation. Submission withdrawn based on C96 not being applied to the property.
12	(S9)	Objection	Objects to the mapping of the ESO4 on the site on the

	Bill Cullen - Torquay	(withdrawn)	<p>grounds that the schedule also covers a planted native tree and a drainage pit. Does not dispute the coverage of the Bellarine Yellow Gums but requests the mapping be slightly modified.</p> <p>Submission withdrawn based on mapping adjustments being approved.</p>
13	(S11) Ian Godfrey for AIDA- Aireys Inlet district	Objection	<p>Objects to removal of ESO4 from the valley on the grounds that the valley forms an important part of the overall biodiversity of the township (with possible seed bank still present in the topsoil). If significant works were ever undertaken in the valley acid sulphate soils could be released into the estuarine system causing significant environmental damage.</p> <p>Verbal support for application of ESO1 to land where ESO4 is to be deleted.</p> <p>Supports the wording alterations to the DDO11 through amendment C96 which seeks to strengthen the scenic values of the Painkalac valley.</p> <p>Requests minor wording changes throughout local policy for clarity and strengthening of environmental/town character values.</p>
14	(S12) Amex – Jan Juc	Objection (withdrawn)	<p>Objects to the application of the ESO4 to significant vegetation through amendment C96. Submits that the Precinct Structure Planning (PSP) process being undertaken for the Spring Creek valley is a more appropriate planning tool for management of significant vegetation.</p>
15	(S15) Rae Margaret Ward – Jan Juc	Objection	<p>Objects to the application of the ESO4 to significant vegetation through amendment C96. Submits that the Precinct Structure Planning (PSP) process being undertaken for the Spring Creek valley is a more appropriate planning tool for management of significant vegetation.</p>
16	S16 Matt Lehmann - Torquay	Objection (withdrawn)	<p>Objects to the mapping of the ESO4 and submits that the coverage on the property should be modified. Submission is based on an Ecological study undertaken for the site by Beacon Ecology.</p> <p>Submission withdrawn based on mapping adjustments being approved.</p>

1.3 Amendment C96 - Biodiversity in the Settlements and Bushfire Update Through Local Policy

APPENDIX 2 SUBMITTERS WHO HAVE REGISTERED TO SPEAK

Planning Scheme Amendment C96

Submitters who have registered to speak

1. Matt Lehmann
2. Bill Cullen
3. Ian Godfrey (AIDA)

Close: There being no further items of business the meeting closed at 6.12pm.

6. ASSEMBLIES OF COUNCILLORS

6.1 Assemblies of Councillors

Author's Title: Administration Officer

General Manager: Anne Howard

Department: Governance

File No: F17/289

Division: Governance & Infrastructure

Trim No: IC17/82

Appendix:

1. Assembly of Councillors - Council Briefing - 24 January 2017 (D17/12930)
2. Assembly of Councillors - Councillors Development Workshop - Day 1 - 31 January 2017 (D17/12349)
3. Assembly of Councillors - Councillors Development Workshop - Day 2 - 1 February 2017 (D17/11956)
4. Assembly of Councillors - Council Briefing - 7 February 2017 (D17/15088)
5. Assembly of Councillors - Council Briefing - 14 February 2017 (D17/18285)

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 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. Council Briefing - 24 January 2017
2. Councillors Development Workshop – Day 1 - 31 January 2017
3. Councillors Development Workshop – Day 2 - 1 February 2017
4. Council Briefing - 7 February 2017
5. Council Briefing - 14 February 2017

6.1 Assemblies of Councillors

APPENDIX 1 ASSEMBLY OF COUNCILLORS - COUNCIL BRIEFING - 24 JANUARY 2017



Assembly of Councillors Record

Description of Meeting: Council Briefing
Responsible Officer: General Manager Governance & Infrastructure – Anne Howard
Date: 24 January 2017
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr. Brian McKitterick, Mayor	✓	Chief Executive Officer - Keith Baillie	✓	Cinnamon – Anglesea Artist	✓
Cr. David Bell	✓	General Manager Governance & Infrastructure – Anne Howard	✓		
Cr. Libby Coker	✓	General Manager Environment & Development– Phil Rowland	✓		
Cr. Martin Duke	✓	General Manager Culture & Community – Chris Pike	✓		
Cr. Clive Goldsworthy	✓	Team Leader Governance - Danni Vasiloski	✓		
Cr. Rose Hodge	✓	Manager Business Improvement – Brendan Walsh	✓		
Cr. Carol McGregor, Deputy Mayor	✓	Manager Engineering Services - Peter McLean	✓		
Cr. Margot Smith	✓	Business Improvement Officer - Trevor Britten	✓		
Cr. Heather Wellington	✓	Coordinator Waste Management - Neil Brewster	✓		
		Manager Finance – John Brockway	✓		
		Coordinator Environment – Kate Smallwood	✓		
		Manager Community Relations – Damian Waight	✓		
		Arts Development Officer - Julie Dyer	✓		
		Coordinator Governance & Corporate Planning – Danielle Foster	✓		
		Project Manager – Capital and Operational Projects – Susan Green	✓		
		Community Engagement Facilitator - Rochelle Griffith	✓		
		Manager Recreation & Open Space Planning – Shaan Briggs	✓		
		Coordinator Recreation Planning – Jarrod Westwood	✓		

MEETING COMMENCED	2.05pm	MEETING CONCLUDED	5.40pm
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Matters considered at the meeting (or attach agenda)
1. Confirmation of Council Briefing Minutes - 17 January 2017
2. Conflicts of Interest
3. Consolidation of Waste Costs - Review - Presentation
4. Review of Anglesea landfill future use options
5. Review of Free Green Waste Initiative November 2016
6. Council Payments to External Parties – Review Initiations
7. Budget Briefing #2 - Forecast 2016/2017 - Presentation
8. November 2016 Monthly Finance Report
9. December 2016 Monthly Finance Report
10. Winchelsea Common Draft Future Use Plan - Presentation
11. Pop Up Art Space Presentation
12. Council Plan Update - Engagement Discussion - Presentation



13. Small Grants Program Review		
14. General Business – Two Items Discussed		
o Melbourne Catholic Education		
o Spring Creek		
Councillor/Officer Declarations of Interest		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Keith Baillie	No	Keith Baillie (CEO) declared a Direct Conflict of Interest under section 77A of Local Government Act 1989 due to residential amenity in agenda item 14:1 – Melbourne Catholic Education, as he is building a new home in Stretton Stage Estate. Keith Baillie (CEO) remained in the room while this matter was discussed.
Responsible Officer Signature:		Print Name: Anne Howard
Date: 24 January 2017		
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)].

6.1 Assemblies of Councillors

**APPENDIX 2 ASSEMBLY OF COUNCILLORS - COUNCILLORS DEVELOPMENT WORKSHOP -
DAY 1 - 31 JANUARY 2017**



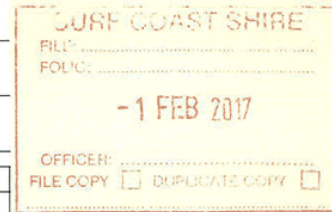
Assembly of Councillors Record

Description of Meeting: Councillor Development Workshop, Deakin Waurponds - DAY 1

Responsible Officer: CEO – Keith Baillie

Date: Tuesday 31 January 2017

In Attendance: Yes (✓) No (X) N/R (Not Required)



Councillors		Officers	
Cr. Brian McKitterick, Mayor	✓	Chief Executive Officer - Keith Baillie	✓
Cr. David Bell	✓	General Manager Environment & Development- Phil Rowland	✓
Cr. Libby Coker	X	Manager Planning & Development - Bill Cathcart	✓
Cr. Martin Duke	✓	Strategic Initiatives Manager - Kate Sullivan	✓
Cr. Clive Goldsworthy	✓	Coordinator Strategic Planning - Karen Hose	✓
Cr. Rose Hodge	✓		
Cr. Carol McGregor, Deputy Mayor	✓		
Cr. Margot Smith	✓		
Cr. Heather Wellington	X		

MEETING COMMENCED 10.00am **MEETING CONCLUDED** 11.05am

Matters considered at the meeting (or attach agenda)
 1. Spring Creek Planning Panel Report

Councillor/Officer Declarations of Interest Nil

Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Nil declared		

Responsible Officer Signature: *Keith Baillie* **Print Name:** Keith Baillie

Date: Tuesday 31 January 2017

To be completed on conclusion of session and provided to Governance Administration Officer.

General Information:

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- (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)].
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- 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)].

6.1 Assemblies of Councillors

**APPENDIX 3 ASSEMBLY OF COUNCILLORS - COUNCILLORS DEVELOPMENT WORKSHOP -
DAY 2 - 1 FEBRUARY 2017**



Assembly of Councillors Record

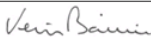
Description of Meeting: Councillor Development Workshop, Deakin Waurm Ponds – Day 2
Responsible Officer: CEO – Keith Baillie
Date: Wednesday 1 February 2017
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr. Brian McKitterick, Mayor	✓	Chief Executive Officer - Keith Baillie	✓		
Cr. David Bell	✓				
Cr. Libby Coker	✓				
Cr. Martin Duke	✓				
Cr. Clive Goldsworthy	✓				
Cr. Rose Hodge	✓				
Cr. Carol McGregor, Deputy Mayor	✓				
Cr. Margot Smith	✓				
Cr. Heather Wellington	✓				

MEETING COMMENCED	9.00am	MEETING CONCLUDED	1.00pm
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Matters considered at the meeting (or attach agenda)
1. Councillor Teamwork Workshop

Councillor/Officer Declarations of Interest		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Nil declared		

Responsible Officer Signature:  **Print Name:** Keith Baillie

Date: Tuesday 7 February 2017

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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- 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)].

6.1 Assemblies of Councillors

APPENDIX 4 ASSEMBLY OF COUNCILLORS - COUNCIL BRIEFING - 7 FEBRUARY 2017



Assembly of Councillors Record

Description of Meeting: Council Briefing Meeting
Responsible Officer: General Manager Governance & Infrastructure – Anne Howard
Date: 7 February 2017
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr. Brian McKitterick, Mayor	✓	Chief Executive Officer - Keith Baillie	✓	John Webb Contractor – Project Manager Consultant	✓
Cr. David Bell	X	General Manager Governance & Infrastructure - Anne Howard	✓		
Cr. Libby Coker	✓	General Manager Culture & Community - Chris Pike	✓		
Cr. Martin Duke	✓	General Manager Environment & Development - Phil Rowland	✓		
Cr. Clive Goldsworthy	✓	Team Leader Governance - Danni Vasiloski	✓		
Cr. Rose Hodge	✓	Manager Business Improvement - Brendan Walsh	✓		
Cr. Carol McGregor	✓	Business Improvement Officer - Trevor Britten	✓		
Cr. Margot Smith	✓	Coordinator Development Compliance and Local Laws - Andrew Hewitt	✓		
Cr. Heather Wellington <i>Arrived at 10.10am</i>	✓	Strategic Asset Manager - John Bertoldi	✓		
		Manager Finance - John Brockway	✓		
		Coordinator Management Accounting - Gabby Spiller	✓		
		Engineering Services Manager - Peter McLean	✓		
		Manager Community Relations - Damian Waight	✓		
		Manager Program Management Office - Rowena Frost	✓		

MEETING COMMENCED	10.00am	MEETING CONCLUDED	1.10pm
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Matters considered at the meeting (or attach agenda)
1. Confirmation of Council Briefing Minutes – 24 January 2017
2. Conflicts of Interest
3. Commitment to Community Garden 3231
4. Review of Local Laws Fees and Charges draft report
5. Budget Briefing #3 - Draft Capital Works Program and Rating Strategy Assumptions - Presentation
6. Update on Building Better Regions Funding Application - Torquay Active Transport Project
7. Program Management – Status and Action Plan - Presentation
8. Program Status Report - October to December 2016 Quarter
9. Response to Petition from Jan Juc Kindergarten Committee
10. Community Buildings Study 2015 - Year 1 Progress Report
11. Review of Mayoral and Councillor Allowances

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: 7 February 2017

To be completed on conclusion of session and provided to Governance Administration Officer.

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- 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)].
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- 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)].

6.1 Assemblies of Councillors

APPENDIX 5 ASSEMBLY OF COUNCILLORS - COUNCIL BRIEFING - 14 FEBRUARY 2017



Assembly of Councillors Record

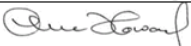
Description of Meeting: Council Briefing Meeting
Responsible Officer: General Manager Governance & Infrastructure – Anne Howard
Date: 14 February 2017
In Attendance: Yes (✓) No (X) N/R (Not Required)

Councillors		Officers		Others	
Cr. Brian McKiterick, Mayor	X	Chief Executive Officer - Keith Baillie	✓	Ian Stewart – Chairman Committee – Lorne and Project Owner for the Stribling Reserve Masterplan	✓
Cr. David Bell	✓	General Manager Governance & Infrastructure – Anne Howard	✓	Peter Spring – Chairman S86 Committee for the Stribling Reserve	✓
Cr. Libby Coker	✓	General Manager Environment & Development– Phil Rowland	✓	Graham Brawn (Architect)	✓
Cr. Martin Duke	✓	General Manager Culture & Community – Chris Pike	✓	Patti Manolis (GRLC)	✓
Cr. Clive Goldsworthy	✓	Team Leader Governance - Danni Vasiloski	✓	Ian Phillips (GRLC Contractor)	✓
Cr. Rose Hodge	✓	Open Space Officer – Ross Wissing	✓		
Cr. Carol McGregor, Deputy Mayor	✓	Manager Recreation & Open Space Planning – Shaan Briggs	✓		
Cr. Margot Smith	✓	Project Manager – Capital and Operational Projects – Susan Green	✓		
Cr. Heather Wellington	✓	Manager Community Relations – Damian Waight	✓		
		Manager Business Improvement – Brendan Walsh	✓		
		Coordinator Governance & Corporate Planning – Danielle Foster	✓		
		Strategic Initiatives Manager – Kate Sullivan	✓		
		Manager Environment & Community Safety - Rowan McKenzie	✓		
		Manager Development & Planning – Bill Cathcart	✓		
		Administrative Officer Environment & Community Safety – Helen Chandler	✓		
		Project Manager - Capital & Operations Projects – Agnes Tong	✓		
		Sustainability Officer – Lachlan McLean	✓		
		Coordinator Statutory Planning – Michelle Watt	✓		
		Community Engagement Facilitator - Rochelle Griffith	✓		
		Coordinator Communications and Community Relations - Darryn Chiller	✓		
		Community Project Development Officer – Nicky Angus	✓		

MEETING COMMENCED	10.01am	MEETING CONCLUDED	2.49pm
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Matters considered at the meeting (or attach agenda)
1. External Presentation – Stribling Reserve Masterplan
2. External Presentation – Development of Geelong Regional Library Plan 2017-21
1. Confirmation of Council Briefing Minutes - 7 February 2017



2. Conflicts of Interest		
3. State Outcomes – SES and School Crossing Supervisor Reviews and Business Improvement Thermometer Update		
4. Performance Reporting 2016 - 2017 (Council Plan, Health & Wellbeing Plan, LGPRF indicators) December year-to-date		
5. Digital Transformation Update - Presentation		
6. Towards Environmental Leadership Update		
7. Quarterly Planning Reform Update - Period ending December 2016 - Presentation		
8. Catholic Primary School - 90 and 10 South Beach Road		
9. Stribling Reserve Draft Master Plan for Public Exhibition - Presentation		
10. Community Project Development - February Update - Presentation		
11. Council Plan Engagement Update - Verbal Update		
Councillor/Officer Declarations of Interest		
Councillor/Officer	Left Meeting (Yes/No)	Type & Details of Interest(s) Disclosed
Keith Baillie	No	Keith Baillie (CEO) declared a Direct Conflict of Interest under section 77A of Local Government Act 1989 due to residential amenity in briefing Item 8 Catholic Primary School – 90 and 10 South Beach Road as he is building a house in Stretton Stage 2 Estate.
Responsible Officer Signature:		 Print Name: Anne Howard
Date: 16 February 2017		
To be completed on conclusion of session and provided to Governance Administration Officer.		

General Information:

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7. URGENT BUSINESS/PETITIONS/NOTICES OF MOTION

7.1 Petition objecting to the operations of Newcomb Sand and Soil located at 330 Grossmans Road, Bellbrae.

Author's Title: Executive Assistant

General Manager: Phil Rowland

Department: Environment & Development

File No: E16/0039

Division: Environment & Development

Trim No: IC17/119

Appendix:

1. Joint letter (D17/16361)

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 joint letter received by Kithbrooke Park Country Club residents on the land use planning and public health nuisance concerns resulting from Newcomb Sand and Soil operating at 330 Grossmans Road, Bellbrae.

The joint letter consists of 22 signatures.

Recommendation

That Council, in accordance with its Local Law No. 2 – Meeting Procedure:

1. Receive and note the joint letter objecting to the operations of Newcomb Sand and Soil located at 330 Grossmans Road, Bellbrae.
2. Refer the joint letter to the General Manager Environment and Development for consideration.
3. Require a report on the joint letter be presented to the 28 March 2016 Ordinary Council Meeting.

7.1 Petition objecting to the operations of Newcomb Sand and Soil located at 330 Grossmans Road, Bellbrae.

APPENDIX 1 JOINT LETTER

Mr Phil Rowland
Manager, Environment and Planning
Surf Coast Shire
P.O. Box 350
Torquay, Vic 3228.

16 January 2017.

Dear Mr Rowland

We feel the noise and dust from Newcombe Sand and Soil operating from Crossmans Road Torquay is having detrimental affects on our health. This has been communicated to a number of shire officers (Bill Cathcart, Adam Lee, and Sarah Hughes) over many months now.

Last year a load of wood was delivered and dropped at 6:45pm on a Sunday night. This was clearly outside the legal trading hours and was undertaken under darkness. This is unacceptable and unreasonable to all of us who reside at Kithbrooke Park Country Club in both Watercum Drive and Snowcum Ave.

Today a number of residents witnessed three trucks who had already started up at 6:15am idling for at least 10 minutes prior to leaving the site. The noise was completely unacceptable. In addition, a very large truck with trailer was waiting at the gate at the same time and drove in to dump either wood or rocks on the site at 7:30am;

the noise was a very loud crash and once again is unacceptable. The vibration that impacted upon our homes is concerning at any time, let alone at this time in the morning. We are retirees and should not be subject to such an assault.

On Tuesday 17th at 4.20pm another truck entered the yard, parked beside the large water tanker on the west side of the blocked and dumped a large load of rubble and dirt that could not be sold on, indicating that the site is used as a transfer station. The dust that came from that dump was unbelievable and created major breathing issues for many of us in that afternoon.

This is only the tip of the iceberg and we as residents of Kithbrooke Park Country Club strongly object to the operation of this site.

We have been dealing with this issue for over 2 years now and to date there has been no indication of action by Council in relation to the environment issues (dust and noise) nor in dealing with the operator working outside the legal planning permit requirements. Council has not made any effort to communicate with any residents in relation to any updates, on this matter; hence we feel the only option left is for the Management Committee to take this matter further.

We are very disappointed in what has been allowed to operate with Newcomb Sand and Soil

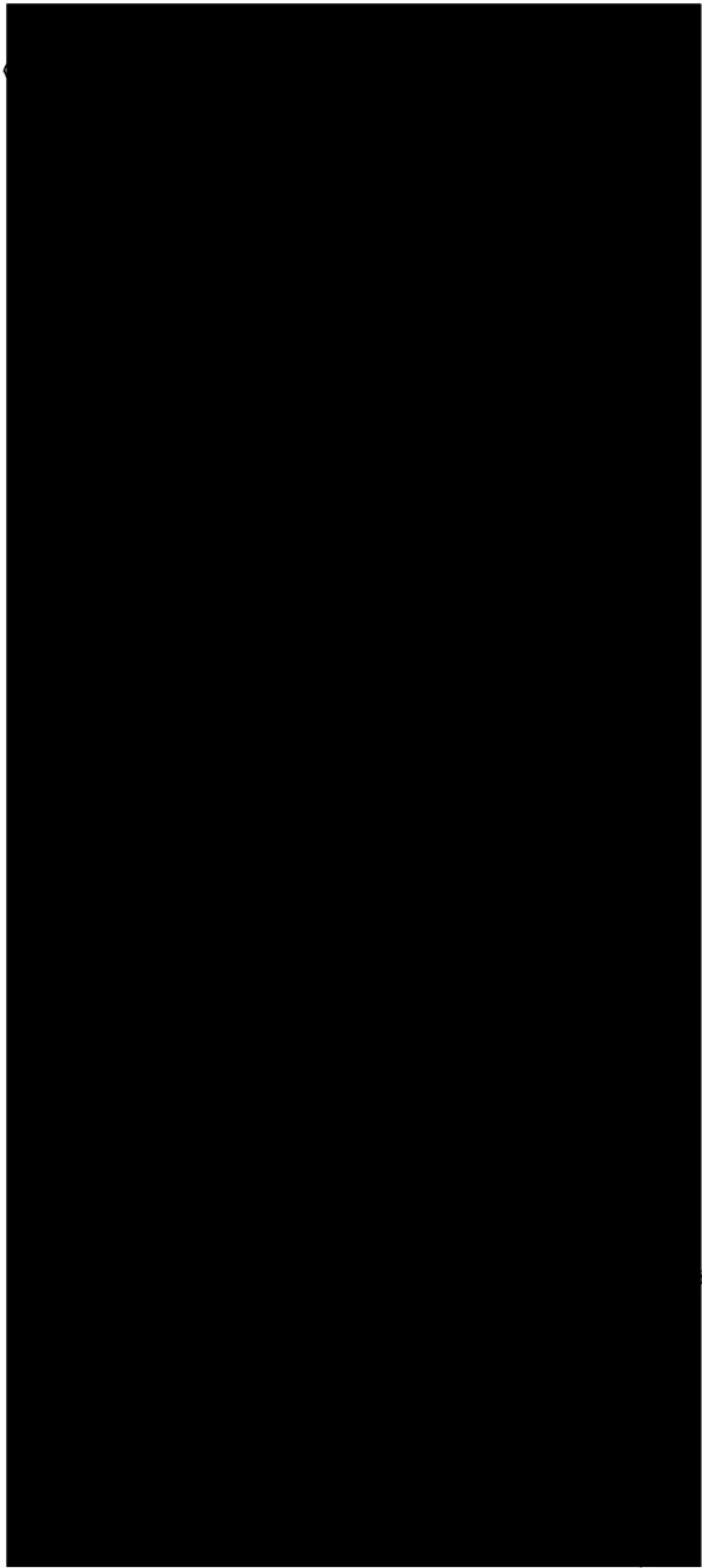
ignoring the ruling by council on its
operating hours and the site area.

yours Sincerely

 Jan Voss

Please see attached List. of signatures
from ~~road~~ residents.

- 1 Jimmie -
- 2 Peter Lund
- 3 Thund
- 4 [unclear]
- 5 A. White
- 6 [unclear]
- 7 [unclear] Schneberger
- 8 [unclear]
- 9 Men Dem
- 10 Nola Dell
- 11 [unclear] Jan Voss
- 12 Jan [unclear]
- 13 Wane Harris
- 14 Vivienne Harris
- 15 David G. Morgan



P.T.O. →

16 Patricia Preston Dymek

17 Peter Dymek

18 Dawn Newton

19 Alan Dymek

20 Marion Meade

21 John James

22 ~~John James~~ FRANK Heather & James



8. CLOSED SECTION

Recommendation

That Council pursuant to section 89(2)(h) other matters and section 89(2)(d) contractual matters of the Local Government Act 1989, close the meeting to members of the public to resolve on matters pertaining to the following items:

- 8.1 Assemblies of Councillors - Confidential
- 8.2 Contract 16/697 Cape Otway Road Widening Stages 2, 3 & 4

Recommendation

That:

1. The resolution pertaining to Confidential item 8.1 remain Confidential.
2. The resolution pertaining to Confidential item 8.2 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.