



Minutes

Ordinary Meeting of Council
Tuesday, 28 February 2017

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

MINUTES FOR THE ORDINARY MEETING OF SURF COAST SHIRE COUNCIL
HELD IN THE COUNCIL CHAMBERS, 1 MERRIJIG DRIVE, TORQUAY
ON TUESDAY 28 FEBRUARY 2017 COMMENCING AT 6.00PM

PRESENT:

Cr Brian McKitterick (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

In Attendance:

Chief Executive Officer – Keith Baillie
General Manager Governance & Infrastructure – Anne Howard
General Manager Culture & Community – Chris Pike
General Manager Environment & Development – Phil Rowland
Co-ordinator Communications & Community Relations – Darryn Chiller
Co-ordinator Governance & Corporate Planning – Danielle Foster
Team Leader Governance – Candice Holloway
10 members of the public
1 member of the press

OPENING:

Cr Brian McKitterick (Mayor) opened the meeting.

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:

Cr Margot Smith recited the pledge on behalf of all Councillors.

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:

Nil

CONFIRMATION OF MINUTES:

Council Resolution

MOVED Cr Clive Goldsworthy, Seconded Cr Margot Smith

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.

CARRIED 9:0

LEAVE OF ABSENCE REQUESTS:

Nil

CONFLICTS OF INTEREST:

Keith Baillie, Chief Executive Officer declared a direct conflict of interest in Item 3.1 – Amended Development Plan 90 & 110 South Beach Road, Torquay under Section 77A of the Local Government Act 1989. The nature of the interest being residential amenity due to building a home in Streeton Estate. Keith Baillie remained present whilst this matter was being discussed.

PRESENTATIONS:

Nil

PUBLIC QUESTION TIME:

Questions with Notice:

Question received from Gabriel Fuller of Aireys Inlet on behalf of Community Garden 3231.

Question 1:

If Community Garden 3231 remains in its current location, it will add value to the social housing in Aireys Inlet through access for residents to sustainable and healthy food as well as social interaction and community activities. How will Council work with the Community Garden and developer to design and construct the most appropriate shared facilities for use by residents and community gardeners?

Chris Pike, General Manager – Culture & Community responded:

This question does speculate a particular course of action that Council might take in the future. It is important to emphasise that officers are currently framing up the process for seeking expressions of interest from potential developers and housing providers. Tonight's report being Item 1.1 on the Agenda - Commitment to Community Garden 3231, recommends that Council provides certainty to the garden and removes the possibility that the garden is replaced by housing. It does identify that the garden may have a relationship to any housing that could be developed on the adjacent land, subject to Council's future decision-making.

Community Garden 3231 is a key stakeholder as one of the neighbours to the proposed development site. Council commit to engaging with Community Garden 3231 regularly through the next stage of the expressions of interest process and note they have been through discussion regarding the broader site over the past 18 months. Council has a strong desire to see Community Garden 3231 thrive and this desire will be communicated as part of any future expressions of interest process.

Should Council make a decision to proceed with a proposal following the expressions of interest process, we can then consider how the community including Community Garden 3231, can influence the design. Beyond the design, consideration is also required as to how the site may operate. It would be essential that there is a harmonious relationship between garden, residents and any housing provider that may be involved.

It is important to note that any future development would be subject to a planning permit and this process will allow all interested parties to pass comment on the proposed development. Permit applicants would be strongly encouraged to meet with and present their plans to key stakeholders prior to a permit application being submitted.

Questions without Notice:

Question asked by Noel Myers of Bellbrae.

Question 1:

Are Councillors aware that the Surf Coast Shire is currently using a contractor to remove 900 tonnes of clay per day from a property in Portreath Road, Bellbrae and transferring that clay to line the Anglesea Landfill? This activity first occurred two years ago and as neighbouring property owners, we have been advised that it will be repeated every two years, each time lasting for 3 – 5 months. This activity generates up to 120 trucks and trailer trips per day on a unsealed, narrow, undulating road which commonly, has large amounts of traffic. Are Council also aware that this property is being used to dump soil from excavated building sites? Are there currently any appropriate monitoring measures in place to ensure health, safety and management of the waste occurring? Is there currently a permit that allows the removal and dumping of soil on this property? If so, are there any restrictions and timeframes under that permit?

Keith Baillie, Chief Executive Officer responded:

To ensure an adequate answerer is provided, this question is taken on notice and a formal response will be provided to Mr Myers. I do however, understand that a meeting is currently being arranged between Council officers and the adjoining property owners to talk this matter through in more detail. The responses provided to Mr Myers questions will be factored into this meeting for the information of other property owners.

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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.

Council Resolution

MOVED Cr Libby Coker, Seconded Cr Margot Smith

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.

CARRIED 9:0

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.

Council Resolution

MOVED Cr Margot Smith, Seconded Cr Libby Coker

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 \$625,430 to projects from the Asset Renewal Reserve, inclusive of \$380,000 funds to undertake pavement rehabilitation works on Forest Road.

CARRIED 9:0

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.

2.2 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.

Council Resolution

MOVED Cr Clive Goldsworthy, Seconded Cr Libby Coker

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.

CARRIED 9:0

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).

Council Resolution

MOVED Cr Margot Smith, Seconded Cr Carol McGregor

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).

CARRIED 9:0

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

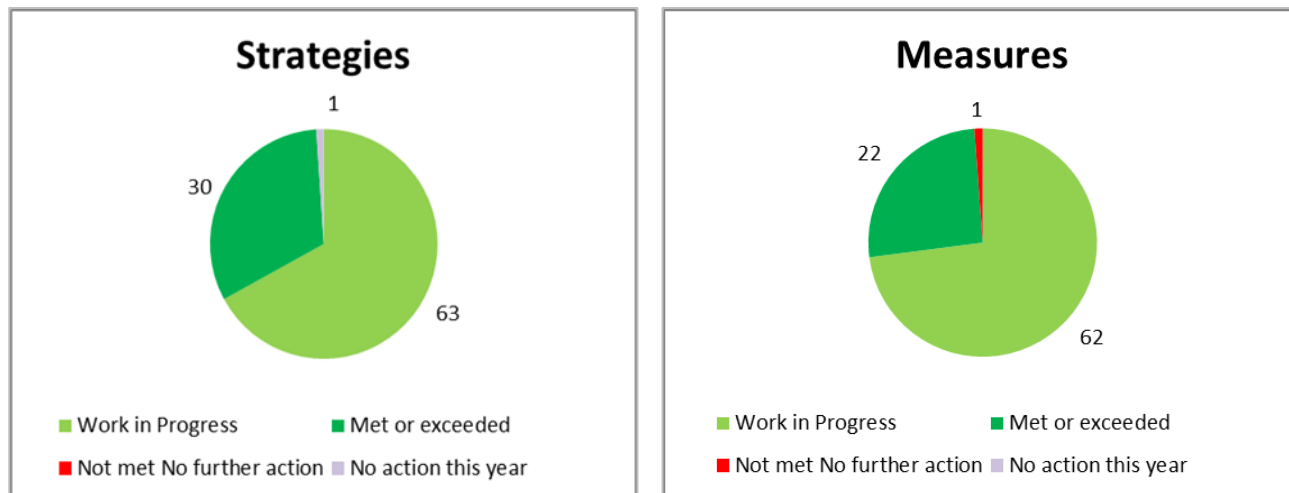


Table 2

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.

2.4 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:

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 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

Council Resolution

MOVED Cr Martin Duke, Seconded Cr Libby Coker

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

CARRIED 9:0

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.

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 access-way 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.

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

- 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.

Council Resolution

MOVED Cr Martin Duke, Seconded Cr Margot Smith

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 access-way 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.

CARRIED 7:2

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”.

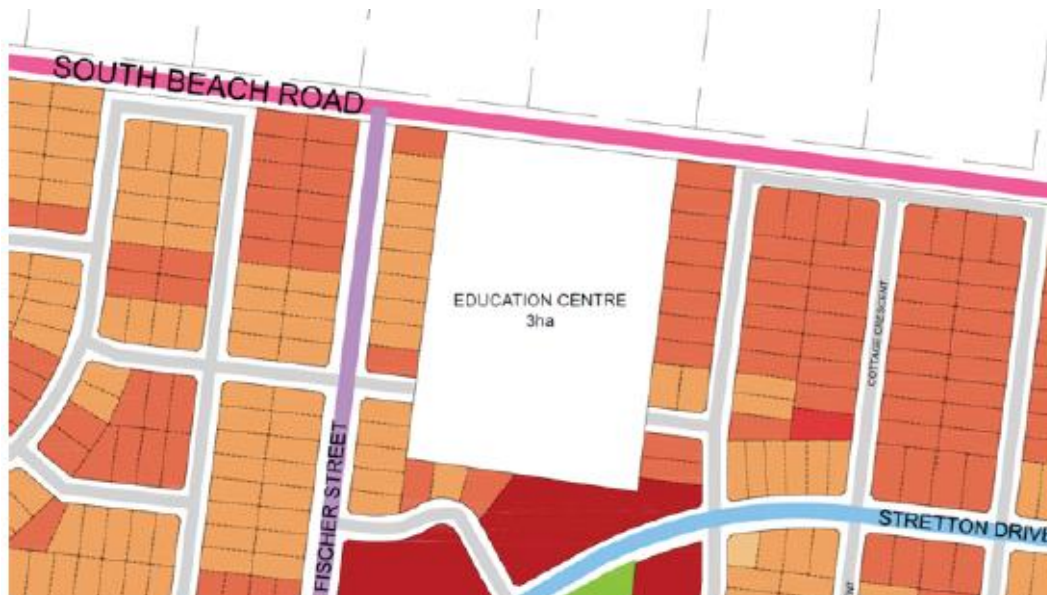
An application for a planning permit (16/0520) has been received concurrently for the use and development of a primary school on the subject site. A permit cannot be granted until it is consistent with an approved development plan. The school is to be known as Lisieux Catholic Primary School.

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	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. 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.	The CEO should involve the Councils at the earliest possible planning stage to facilitate a range of outcomes including: • 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) 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.	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. 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). 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.	Key design criteria include: • 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
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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.

3.2 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.

Council Resolution

MOVED Cr Clive Goldsworthy, Seconded Cr Rose Hodge

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.

CARRIED 9:0

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*.

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.

Council Resolution

MOVED Cr Rose Hodge, Seconded Cr Martin Duke

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.

CARRIED 9:0

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

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 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.

Council Resolution

MOVED Cr Clive Goldsworthy, Seconded Cr Libby Coker

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.

CARRIED 9:0

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:

1. 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.
2. 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.
3. 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.

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

4.2 Stribling Reserve Master Plan

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.

4.3 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 master plans, 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.

Council Resolution

MOVED Cr Carol McGregor, Seconded Cr Margot Smith

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

CARRIED 9:0

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 2015-18 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 Master Plan, 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.

4.4 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:

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

Yes

No

Status:

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

Yes

No

Reason: Nil

Reason: Nil

Purpose

The purpose of this report is to receive 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 master plan 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 Car park 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.

Council Resolution

MOVED Cr Rose Hodge, Seconded Cr Libby Coker

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

4.4 Community Project Development - February Update

- Design (assessed as feasible) to Council's project prioritisation and budget processes.
3. Refer the Anglesea Netball Club Additional Car park 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 Jan Juc Kindergarten Play Space Extension
 - 5.2 Anglesea Football Club Sports Light Upgrade
 - 5.3 Stribling Reserve Stadium Ventilation
 - 5.4 Mt Moriac Equestrian Clubroom Redevelopment.

CARRIED 9:0

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 master plan 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 Car park project is considered feasible. Refer to project prioritisation and budget processes. <p><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></p>

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 Car park 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.

4.5 Small Grants Program Review

Author's Title: Recreation Planning Coordinator **General Manager:** Chris Pike
Department: Recreation & Open Space Planning **File No:** F15/1668
Division: Culture & Community **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

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 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

Council Resolution

MOVED Cr Martin Duke, Seconded Cr Margot Smith

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.

CARRIED 9:0

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.

4.6 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

Council Resolution

MOVED Cr Margot Smith, Seconded Cr Libby Coker

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.

CARRIED 9:0

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) 2017-2021. 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.

5. MINUTES

5.1 Section 86 Committee Minutes

Author's Title: Administration Officer

General Manager: Anne Howard

Department: Governance

File No: F17/285

Division: Governance & Infrastructure

Trim No: IC17/128

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:
Hearing of Submissions - 17 January 2017

Council Resolution

MOVED Cr Clive Goldsworthy, Seconded Cr David Bell

That Council receive and note the following minutes of the Section 86 Committee meetings:
Hearing of Submissions - 17 January 2017

CARRIED 9:0

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

Council Resolution

MOVED Cr Clive Goldsworthy, Seconded Cr David Bell

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

CARRIED 9:0

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.

Council Resolution

MOVED Cr Rose Hodge, Seconded Cr Heather Wellington

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.

CARRIED 9:0

0.0 Building Better Regions Fund Application for Torquay Active Transport Project

Motion to Accept Items of Urgent Business

Council Resolution

MOVED Cr Rose Hodge, Seconded Cr Margot Smith

That Council agree to admit three additional items to be considered as Urgent Business in relation to:

1. Building Better Regions Fund Application - Torquay Active Transport Project
2. Building Better Regions Fund Application - Winchelsea Netball Pavilion
3. Petition Regarding Portreath Road, Bellbrae

CARRIED 9:0

7.2 Building Better Regions Fund Application - Torquay Active Transport Project

Author's Title: Manager Engineering Services

General Manager: Anne Howard

Department: Engineering Services

File No: F17/419

Division: Governance & Infrastructure

Trim No: IC17/202

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 confirm that an application has been submitted for \$5.1M for the Torquay Active Transport Project under the Federal Government's Building Better Regions Fund.

Summary

Council at its meeting on 13 December 2016 confirmed its key strategic advocacy priorities. One theme in the endorsed list was referred to as '*Building Our Future*' and included the Torquay Active Transport Project. The project comprises six sections of shared pathway in the Torquay/ Jan Juc. These pathways were recognised as strategically important through the development of the Torquay Jan Juc Developer Contribution Plan. The total estimated project cost is \$5.1M and the Building Better Regions Fund may fund half of the project, if successful. Councillors have been provided updates as the project and funding application was developed. The application has been submitted to meet the deadline of 28 February 2017. The timeframe for submission did not reasonably allow time for Council to formally endorse the application prior to submission, hence it being presented to this meeting as an item of urgent business.

Recommendation

That Council:

1. Note that the Chief Executive Officer has submitted an application for the Torquay Active Transport Project bid for \$5.1M under the Federal Government's Building Better Regions Fund on behalf of Council, which is in line with the agreed advocacy priorities set at their 13 December 2016 meeting.
2. Ratify the decision to lodge the funding application for the Torquay Active Transport Project
3. Confirm that Council's contribution of \$2.550 million to the project will be funded from the following Torquay Jan Juc Developer Contribution Plan sources:
 - a) \$0.955m from the Developer Contributions Cash Reserve
 - b) \$1.596million from the DCP Council Funds Cash Reserve (including a pre-commitment of \$0.377million of Council's 2017/18 allocation to the reserve)
4. Authorise the Chief Executive Officer to sign the Building Better Regions Funding agreement on behalf of Council in the event that the application is successful.

0.0 Building Better Regions Fund Application for Torquay Active Transport Project

Council Resolution

MOVED Cr Libby Coker, Seconded Cr Margot Smith

That Council:

1. Note that the Chief Executive Officer has submitted an application for the Torquay Active Transport Project bid for \$5.1M under the Federal Government's Building Better Regions Fund on behalf of Council, which is in line with the agreed advocacy priorities set at their 13 December 2016 meeting.
2. Ratify the decision to lodge the funding application for the Torquay Active Transport Project
3. Confirm that Council's contribution of \$2.550 million to the project will be funded from the following Torquay Jan Juc Developer Contribution Plan sources:
 - a) \$0.955m from the Developer Contributions Cash Reserve
 - b) \$1.596million from the DCP Council Funds Cash Reserve (including a pre-commitment of \$0.377million of Council's 2017/18 allocation to the reserve)
4. Authorise the Chief Executive Officer to sign the Building Better Regions Funding agreement on behalf of Council in the event that the application is successful.

CARRIED 9:0

0.0 Building Better Regions Fund Application for Torquay Active Transport Project

Report

Background

At its meeting on 13 December 2016, Council agreed its advocacy priorities and this included the Torquay Active Transport project under the Building The Future theme. The report also discussed the Better Regions Funding program and this submission closes on 28 February 2017.

Discussion

The Torquay Active Transport Project involves six sections of shared pathways/ bicycle lanes totalling 12.9km that are committed to be delivered under the Torquay Jan Juc Developer Contribution Program. The sections involve:

1. Horseshoe Bend Rd cycle lanes from South Beach Rd to Blackgate Rd. Length 1.6km
2. Spring Creek pathway up to and including Duffields Rd. Length 3.5km
3. Great Ocean Rd pathway connection from Jan Juc to Bellbrae. Length 3.9km
4. Deep Creek West pathway. Length 0.8km
5. Deep Creek East pathway. Length 1.9km
6. Surf Coast Highway connection from Deep Creek to Merrijig Drive. Length 1.2km

These paths will provide critical connections to the existing shared pathways and cycle lanes in Torquay and Jan Juc and will ensure we have a well-connected community with excellent access to all our major facilities and centres.

Estimated costs have been progressively refined over recent weeks, with the February briefing discussions with Council indicating the order of cost was likely to be \$4 - \$6 million.

The final total project estimated cost is \$5,100,095 and the funding opportunity through the Federal Governments Building Better Regions fund will require Council to meet 50% of this cost being \$2,550,048. This Council contribution is available in 2017/18 through the Torquay Jan Juc Developer Contribution funding. The project is planned to commence detail design and approvals from July 2017 with construction scheduled to commence in February 2018 and continue through to May 2019.

Financial Implications

The funding required by Council for this project is \$2,550,048 and will be available in 2017/18 (when the funding is required) through the Developer Contributions that are held in reserve. If the funding application is successful the DCP program schedule will be reviewed to ensure the overall program is achieved.

Council Plan

Theme 2 Governance
Objective 2.6 Advocate on behalf of our community
Strategy 2.6.1 Develop an advocacy agenda and priorities and regularly update these

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.

Policy/Legal Implications

Council has a commitment to deliver all projects in the Torquay Jan Juc Developer Contribution Program (DCP) and the six sections of pathway/cycle lanes submitted in this funding bid are all part of that program so are a priority for Council to deliver and this funding opportunity will help to reduce the direct financial burden to council under the DCP

Officer Direct or Indirect Interest

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

Risk Assessment

The provision of constructed pathways will provide a safe and accessible pathway network and reduce the risk to users compared to the alternative access options. It will also reduce Councils financial risk by obtaining external funding for our DCP commitments.

0.0 Building Better Regions Fund Application for Torquay Active Transport Project

Social Considerations

The pathway network will provide excellent and safe connections between communities and will also provide health and well-being benefits for the users.

Community Engagement

The community is aware of the commitment through the Torquay Jan Juc DCP and also each of the pathways has been identified through the Pathway Strategy. Letters of support for the project have been received from local school and community groups.

Environmental Implications

The Torquay Active transport project will provide significant environmental benefits by reducing car usage in the local community. Access to schools, sporting facilities and key community facilities will be much more easily accessible by means other than car.

Communication

Council has confirmed its advocacy priorities which have been communicated through our council meetings and website and media. A communications plan has been developed for delivery of this project

Conclusion

In line with the agreed advocacy priorities, a submission has been made under the Building Better Regions fund for the \$5.1M Torquay Active Transport Program through which Council would need to meet \$2.55M. If successful preliminary works would commence in July 2017 and construction completed in May 2019 and would provide 12.9km of shared pathways in the Torquay/Jan Juc region.

7.3 Building Better Regions Fund Application - Winchelsea Netball Pavilion

Author's Title: General Manager Culture & Community **General Manager:** Chris Pike

Department: Culture & Community

File No: F17/419

Division: Culture & Community

Trim No: IC17/215

Appendix:

Nil

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 confirm that an application has been submitted to the Building Better Regions Fund (Infrastructure Project stream) for the Winchelsea Netball Pavilion Upgrade project.

Summary

Council has identified the need to upgrade the Winchelsea Netball Pavilion, previously applying (unsuccessfully) for funding through the State Government's Female Friendly Facilities program administered by Sport and Recreation Victoria.

The Building Better Regions Fund presents a fresh opportunity to progress this project.

An application for \$200,000 towards a total project budget of \$600,000 has been submitted to meet the deadline of 28 February 2017. Council's contribution will be \$350,000 with \$50,000 to come from the community.

Council pre-allocated funding for this project in 2017/18 via resolution at the 23 August 2016 Council Meeting and so expenditure of this level has been in Council's plans for some time.

The timeframe for submission did not reasonably allow time for Council to formally endorse the application prior to submission, hence it being presented to this meeting as an item of urgent business.

Recommendation

That Council:

1. Note that the Chief Executive Officer has submitted an application for the Winchelsea Netball Pavilion Upgrade Project for \$600,000 under the Federal Government's Building Better Regions Fund on behalf of Council, which is in line with Council's 23 August 2016 resolution identifying this project as a priority for 2017/18 should grant funding be available.
2. Ratify the decision to lodge the funding application for the Winchelsea Netball Pavilion Upgrade Project.
3. Revise the pre-allocation of Council funds to the Winchelsea Netball Clubroom Redevelopment Project from the 2017/18 Budget to \$350,000.
4. Authorise the Chief Executive Officer to sign the Building Better Regions Funding agreement on behalf of Council in the event that the application is successful.

Council Resolution

MOVED Cr Heather Wellington, Seconded Cr Carol McGregor

That Council:

1. Note that the Chief Executive Officer has submitted an application for the Winchelsea Netball Pavilion Upgrade Project for \$600,000 under the Federal Government's Building Better Regions Fund on behalf of Council, which is in line with Council's 23 August 2016 resolution identifying this project as a priority for 2017/18 should grant funding be available.
2. Ratify the decision to lodge the funding application for the Winchelsea Netball Pavilion Upgrade Project.
3. Revise the pre-allocation of Council funds to the Winchelsea Netball Clubroom Redevelopment Project from the 2017/18 Budget to \$350,000.
4. Authorise the Chief Executive Officer to sign the Building Better Regions Funding agreement on behalf of Council in the event that the application is successful.

CARRIED 9:0

0.0 Building Better Regions Fund Infrastructure Project Application - Winchelsea Netball Pavilion

Report

Background

At its meeting on 23 August 2016 Council resolved to:

Submit a full application to the following 2017-18 Community Sports Infrastructure Fund categories:

- 2.1 Female Friendly Facilities Category – Winchelsea Netball Club, Winchelsea Netball Clubroom Redevelopment: Total project cost \$600,000, funding sought \$100,000.
3. Pre-allocate \$425,000 from the 2017/18 Budget as Council's contribution to the Winchelsea Netball Clubroom Redevelopment.

In January 2017 Council was informed by Sport and Recreation Victoria that the application had been unsuccessful.

The Building Better Regions Fund (Infrastructure Projects stream) provides an alternate opportunity to secure external funding to progress the project.

Discussion

The scope of the project remains unchanged. The new pavilion at Eastern Reserve Winchelsea will provide increased participation opportunities for females ranging from junior primary school age (Netta Program) through to older adults who volunteer at the Winchelsea Football and Netball Club (WFNC). The proposed infrastructure aligns to Netball Victoria's Development Guidelines and has been designed in consultation with the WFNC and Eastern Reserve Committee of Management (ERCOM).

The scope of Stage One works includes:

- Change rooms (home and visitor including shower cubicles and toilets)
- Netball Umpires change room
- Public toilet (accessible)
- Competition / Administration office
- First Aid/Trainer room
- Servery (match day kiosk in the main pavilion)
- Spectator / Social area (bi-folding walls between all rooms)
- Storage
- Sheltered viewing area

The Winchelsea Netball Pavilion is approximately 40m², comprising of one main area with a small kitchenette which is significantly less than the minimum 100m² as recommended by the Netball Victoria Development Guidelines. There are no toilets, showers, office space, trainers room, storage or hot water. The clubrooms were transported from the local bowls club in the late 1970's when the club was operating with 30 members and the Club now has 200 members including:

- 4 x senior teams
- 3 x junior teams (U13, U15, U17)
- 50 x Netta / Net Set Go participants
- 35 x Junior Development Program
- 6 x coaches, 10 x umpires, 5 x Coordinators

The redeveloped facility will add to the spaces available at Eastern Reserve for community and commercial use. ERCOM will seek to make the facility available to other users when not in use for netball.

Financial Implications

The cost for a modular/pre-fabricated construction based on the concept design is \$600,000.

Funding would consist of \$200,000 from the Building Better Regions Fund, \$350,000 from Council and \$50,000 from the community (ERCOM and WFNC).

This breakdown was arrived at by factoring in the Building Better Regions Fund's more generous funding ratios (compared to the SRV Female Friendly Facilities program). The application seeks to be competitive due to the Council and community funds that can be leveraged by a Federal Government contribution.

0.0 Building Better Regions Fund Infrastructure Project Application - Winchelsea Netball Pavilion

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.

Policy/Legal Implications

This project is supported by the Council Plan 2013-2017, Recreation Strategy 2010, G21 AFL Barwon Football and Netball Strategy 2012, Eastern Reserve Master Plan 2015, G21 Physical Activity Strategy 2014, G21 Regional Growth Plan, G21 Regional Health and Wellbeing Plan, Surf Coast Shire Health and Wellbeing Plan, Growing Winchelsea Shaping Future Growth 2015, Netball Victoria Development Guidelines and Netball Australia National Facilities Policy.

Officer Direct or Indirect Interest

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

Risk Assessment

The current facility is safe for use but is ageing and not fit-for-purpose. The project as defined will develop a more contemporary and welcoming environment.

Social Considerations

As outlined above, hundreds of players and spectators make use of the facility on a weekly basis during the netball season. It is an important place of connection, particularly for women and girls.

Community Engagement

WNFC and ERCOM are strong supporters of the project and have been heavily involved in developing the design. Growing Winchelsea is also supportive of Council's attempts to secure funding to progress the project.

Environmental Implications

No significant environmental implications have been identified.

Communication

All stakeholders are aware of Council's submission and will keenly await the Federal Government's decision.

Conclusion

The Building Better Regions Fund (Infrastructure Projects stream) provides a fresh opportunity for Council to progress the Winchelsea Netball Pavilion Upgrade Project.

7.4 PETITION REGARDING PORTREATH ROAD, BELLBRAE

KEITH BAILLIE, CHIEF EXECUTIVE OFFICER, TABLED THE PETITION AT THE MEETING.

COUNCIL RESOLUTION

MOVED CR MARGOT SMITH, SECONDED CR LIBBY COKER

THAT COUNCIL RECEIVE AND NOTE THE PETITION REGARDING PORTREATH ROAD, BELLBRAE AND RECEIVE A REPORT AT A FUTURE COUNCIL MEETING

CARRIED 9:0


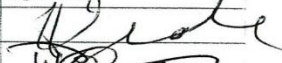

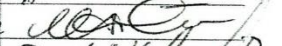
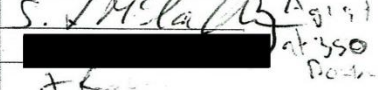
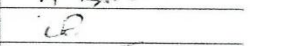
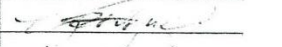
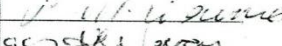


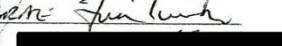
Petition to Surf Coast Shire

SURF COAST SHIRE
FILE:
POLIC:
28 FEB 2017
DUPLICATE COPY

Surf Coast Shire residents who live on or near Portreath Road Bellbrae are experiencing unreasonable impacts on their amenity because of the very large number of trucks entering and exiting a property located on that road. The specific property has been identified in recent correspondence from the Shire to Portreath Road residents advising that material from the property is being used at its Anglesea Landfill site. Residents are suffering severe noise, dust and road safety impacts. We petition the Shire to immediately:

1. cease receiving any material extracted from the property at its Anglesea Landfill site;
2. respond to the reasonable requests of affected residents for information about:
 - a. the planning conditions that apply to the property;
 - b. the nature of, and testing regimen that applies to, any material(s) imported into the property; and
 - c. whether or not the activities conducted on the property (in particular the exportation and/or importation of soil or other materials) comply with the planning conditions that apply to the property.

Petition commenced on 23rd February 2017

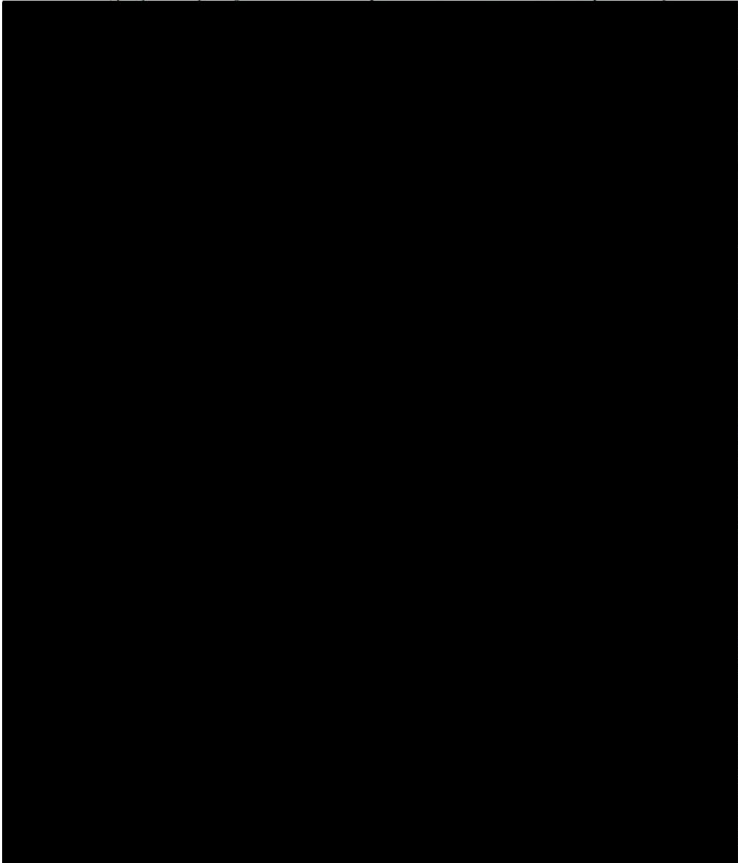
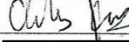

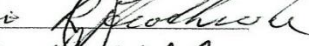


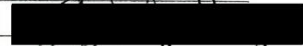
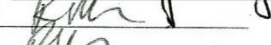
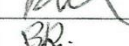



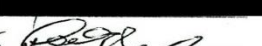
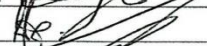


Name	Address	Signature
		
		
		
		 Agent at 350 Don
		
		
		
		
		
		

Petition to Surf Coast Shire

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Petition commenced on 23rd February 2017


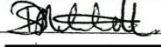

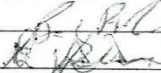


Name	Address	Signature
		
		
		
		
		
		
		
		
		
		
		
		
		
		
		

Petition to Surf Coast Shire

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Petition commenced on 23rd February 2017

Name	Address	Signature
		
		 
		 

8. CLOSED SECTION

Council Resolution

MOVED Cr Carol McGregor, Seconded Cr Martin Duke

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

CARRIED 9:0

Council Resolution

MOVED Cr David Bell, Seconded Cr Carol McGregor

That:

1. The resolution and report pertaining to Confidential items 8.1 and 8.2 remain Confidential.
2. Council open the meeting to the public at 7.15pm.

CARRIED 9:0

Close: There being no further items of business the meeting closed at 7.15pm.