



Colac Otway  
SHIRE

**AGENDA**

ORDINARY COUNCIL MEETING  
OF THE  
COLAC-OTWAY SHIRE  
COUNCIL

22 SEPTEMBER 2010

at 3:00 PM

COPACC

An audio recording of this meeting is being made for the purpose of verifying the accuracy of the minutes of the meeting. In some circumstances the recording may be disclosed, such as where Council is compelled to do so by court order, warrant, subpoena or by any other law, such as the Freedom of Information Act 1982.

# COLAC-OTWAY SHIRE COUNCIL MEETING

22 SEPTEMBER 2010

## TABLE OF CONTENTS

### OFFICERS' REPORTS

#### CHIEF EXECUTIVE OFFICER

OM102209-1	CEO'S PROGRESS REPORT TO COUNCIL.....	7
------------	---------------------------------------	---

#### CORPORATE AND COMMUNITY SERVICES

OM102209-2	CERTIFICATION OF 2009/2010 FINANCIAL STATEMENTS.....	29
OM102209-3	CORRECTION OF SPELLING OF ROAD NAME COULSTONE STREET TO COULSTON STREET, BEEAC. ....	33
OM102209-4	CANDIDATURE OF COUNCILLORS STATE OR FEDERAL ELECTIONS .....	35
OM102209-5	PUBLIC HEALTH & WELLBEING PLAN.....	41

#### INFRASTRUCTURE AND SERVICES

OM102209-6	PROPOSAL FOR HARD WASTE COLLECTION .....	111
OM102209-7	CHANGES TO ROAD SAFETY EDUCATION .....	135
OM102209-8	MOBILE BIN SUPPLY AND DISTRIBUTION.....	139
OM102209-9	UPDATE ON THE ROAD/RAIL SAFETY INTERFACE AGREEMENT PROCESS .....	143
OM102209-10	STORM DAMAGE RECOVERY .....	145

#### SUSTAINABLE PLANNING AND DEVELOPMENT

OM102209-11	ENVIRONMENT ACTION PLAN 2010-2012 .....	151
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NOTICE is hereby given that the next *ORDINARY COUNCIL MEETING OF THE COLAC-OTWAY SHIRE COUNCIL* will be held in COPACC on 22 September 2010 at 3.00 pm.

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## **AGENDA**

### **1. OPENING PRAYER**

*Almighty God, we seek your blessing and guidance in our deliberations on behalf of the people of the Colac Otway Shire. Enable this Council's decisions to be those that contribute to the true welfare and betterment of our community.*  
*AMEN*

### **2. PRESENT**

### **3. APOLOGIES**

### **4. MAYORAL STATEMENT**

Colac Otway Shire acknowledges the original custodians and law makers of this land, their elders past and present and welcomes any descendents here today.

Colac Otway Shire encourages active community input and participation in Council decisions. Council meetings provide one of these opportunities as members of the community may ask questions to Council either verbally at the meeting or in writing.

Please note that some questions may not be able to be answered at the meeting, these questions will be taken on notice. Council meetings also enable Councillors to debate matters prior to decisions being taken.

I ask that we all show respect to each other and respect for the office of an elected representative.

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Thank you, now question time. 30 minutes is allowed for question time.

I remind you that you must ask a question, if you do not have a question you will be asked to sit down and the next person will be invited to ask a question. This is not a forum for public debate or statements.

1. Questions received in writing prior to the meeting (subject to attendance and time)
2. Questions from the floor

**5. QUESTION TIME**

**6. DECLARATION OF INTEREST**

**7. CONFIRMATION OF MINUTES**

- **Ordinary Council Meeting held on the 25/08/10.**

**Recommendation**

***That Council confirm the above minutes.***

**OFFICERS' REPORTS**

**Chief Executive Officer**

OM102209-1 CEO'S PROGRESS REPORT TO COUNCIL

**Corporate and Community Services**

OM102209-2 CERTIFICATION OF 2009/2010 FINANCIAL STATEMENTS

OM102209-3 CORRECTION OF SPELLING OF ROAD NAME COULSTONE STREET TO COULSTON STREET, BEEAC.

OM102209-4 CANDIDATURE OF COUNCILLORS STATE OR FEDERAL ELECTIONS

OM102209-5 PUBLIC HEALTH & WELLBEING PLAN

**Infrastructure and Services**

OM102209-6 PROPOSAL FOR HARD WASTE COLLECTION

OM102209-7 CHANGES TO ROAD SAFETY EDUCATION

OM102209-8 MOBILE BIN SUPPLY AND DISTRIBUTION

OM102209-9 UPDATE ON THE ROAD/RAIL SAFETY INTERFACE AGREEMENT PROCESS

OM102209-10 STORM DAMAGE RECOVERY

**Sustainable Planning and Development**

OM102209-11 ENVIRONMENT ACTION PLAN 2010-2012

**Rob Small**

**Chief Executive Officer**

**CONSENT CALENDAR**

**OFFICERS' REPORT**

D = Discussion  
W = Withdrawal

ITEM	D	W
<p><b><u>CHIEF EXECUTIVE OFFICER</u></b></p> <p><b><u>OM102209-1      CEO'S PROGRESS REPORT TO COUNCIL</u></b></p> <p>Department: Executive</p> <p><b><u>Recommendation(s)</u></b></p> <p><i><b>That Council note the CEO's Progress Report to Council for information.</b></i></p>		

**Recommendation**

***That recommendations to items listed in the Consent Calendar, with the exception of items ....., be adopted.***

**MOVED**                      .....

**SECONDED**                      .....



**OM102209-1****CEO'S PROGRESS REPORT TO COUNCIL**

AUTHOR:	Rhonda Deigan	ENDORSED:	Rob Small
DEPARTMENT:	Executive	FILE REF:	GEN00450

**EXECUTIVE****Federal Election**

Now that the Federal Election has been decided, the Colac Otway Shire looks forward to working with the Federal Member for Corangamite, Darren Cheeseman, and the Australian Government to assist in implementing the following election promises:

- Dual highway between Winchelsea and Colac
- Trade Training Centre
- Extension to Bluewater Fitness Centre basketball courts
- Extension to the Colac Area Health operating theatre

**State Election**

The Colac Otway Shire, together with G21 and the Great South Coast, is working on a list of priority projects which can be used to lobby candidates during the upcoming State election campaign. The list of priority projects for this region includes:

- Apollo Bay Harbour redevelopment
- Town Centre Upgrade
- Additional transport services between Colac & Geelong
- Firm commitment to match Australian Government funding for the dual highway between Winchelsea and Colac
- Colac High School site future.
- Commitment for funding towards Stage 3 of the Colac Secondary College
- Commitment to support the extension of the Colac basketball stadium

**Regional Management Forum – 26/8/10**

The Regional Management Forum met in Camperdown on the 26 August 2010. Discussion included:

- Great South Coast Regional Strategic Plan
- G21 Priority Projects
- Towards Liveable Communities Coordinating Committee (TLC3 )

**G21 Geelong Regional Alliance****Board Meeting**

The Mayor & CEO attended the G21 Board meeting in Colac on the 27 August 2010. Colac Otway Shire Councillors were also invited to the meeting which discussed:

- G21 Pillar Activities Update
- Federal Election
- Priority Projects for the upcoming State Election
- Update from the Barwon South West Regional Development Australia

The Mayor & CEO also attended the G21 Health & Wellbeing Pillar meeting on the 13 September 2010 in Geelong.

**Ministerial Launch of the Great South Coast Regional Strategic Plan**

The Mayor, on behalf of the Great South Coast Mayors & CEOs, formally presented the Great South Coast Regional Strategic Plan to the Honourable Jacinta Allan, Minister for Regional and Rural Development, in Warrnambool on the 6 September 2010.

**Former Colac High School Site**

As part of Council's ongoing commitment to secure the site of the former Colac High School for the Colac community, the Mayor and CEO travelled to Melbourne on the 9 September 2010 to meet with Dept of Education and Early Childhood Development staff to discuss the future of the Murray Street property. These discussions were positive and the suggestion of a Masterplan approach for the site was accepted. The CEO will now convene a meeting between DEECD, DPCD and our strategic planning staff.

The Mayor has received over 100 suggestions from the community on how this site might be put to use in the future and this information, together with the history of how this site was originally gifted by the residents of Colac and district to the then Education Department for the establishment of an Agricultural High School, was presented to the Department during the meeting.

Given the potential of this site to provide educational, social and economic benefits for our disadvantaged community, the Mayor and CEO will continue to lobby the government on behalf of the Shire for the return of the land.

**Revitalising Regional Towns project for Colac Otway Shire**

The Executive Management Team met with the Department of Planning & Community Development to discuss the Revitalising Regional Towns program, a \$3.898 million initiative aimed at improving social and economic outcomes in four disadvantaged communities through co-ordination of current government investment and targeted engagement with local communities to better understand their needs and provide opportunities to guide a more strategic approach for future investment.

**Great South Coast CEOs' Meeting**

As Chair of the Great South Coast CEOs' Group, the CEO attended a meeting of the group on the 17 September 2010 in Warrnambool. The agenda included discussion on:

- Great South Coast Regional Strategic Plan – Priority Projects
- Great South Coast Regional Strategic Plan Implementation
- Great South Coast – Major Projects Cumulative Impacts Strategy (incorporating proposed South West 2030 Transport Study)
- MAV Advisory Group representative
- Western Region Sustainable Water Strategy
- Vic Roads Cluster Meeting outcomes
- Bluegum Harvest - Timber Harvest Co-ordinator role

**Meet with DOT re V/Line Services**

As previously reported, the Colac Otway Shire has been working with V/Line and the Department of Transport in an attempt to secure additional V/Line services between Colac and Geelong.

An increase in services, which will allow our community greater access to health, education and social opportunities not currently available in Colac, is essential for the future of Colac's liveability and an important component in attracting settlers into the Shire.



To this end, the Mayor and CEO met with the Deputy Director of Public Transport, Bus and Regional Services on the 20 September 2010, to further present our need for at least two additional return services each day.

## **CORPORATE & COMMUNITY SERVICES**

### **Colac Community Library & Learning Centre**

The Colac Community Library & Learning Centre building is now complete. Furniture is starting to arrive. Library staff will commence moving books and other materials over the next few weeks.

The Joint Use Committee has now met a number of times and is looking to finalise a draft terms of reference and undertake strategic planning.

The Committee is made up of:

Colac College Representatives:

- Jackie Dullard
- Ronice Knight

Colac Otway Shire Representatives

- Cr Stephen Hart
- Colin Hayman

CRLC CEO

- Roslyn Cousins

Community Representatives

- Carolyn Phillips
- Helen Paatsch
- Rachel Wood

The Committee is chaired by Rachel Wood.

## **RECREATION, ARTS & CULTURE**

### **Events**

#### **FREEZA – Straight Shooters Celebration Event, 17 September 2010**

Over 100 young people enjoyed live music and a lot of fun at Straight Shooters in Colac. The winner of Battle of the Bands – ‘The Fire Alive’ played to an excited and happy crowd. This was the fifth and last event for FReeZA for this year and a great reason to celebrate after a very successful year. Plans are already in place for 2011 including a summer pool party at Bluewater Fitness Centre early in February 2011.

#### **Colac Community Library & Learning Centre, 22 October 2010**

The Events Unit has developed the framework for the CCLLC opening event, including sourcing volunteers to assist with and conduct tours of the facility on the day. Significant consultation has been undertaken with interested parties, to gain their involvement and ideas for the event. A three day workshop has been completed as part of the “In the Bin” project which culminated in three films produced by young people. These films will be viewed at the opening event. In addition, a large collage of photos featuring Colac from the Past, Present and Future is being prepared which will be on display in the gallery space of the Library.

### **Upcoming Events**

The following events will be held throughout the Colac Otway Shire in October:

- Birregurra Weekend Festival – 8 to 10 October;
- Colac Orchid Show – 9 and 10 October;

- Opera in the Otways including Paddock to Plate – 16 October;
- Colac Community Learning and Library Centre Opening – 22 October;
- Beeac 150<sup>th</sup> Celebrations – 22 to 24 October;
- Colac Woodturners Exhibition – 23 to 24 October;
- Warrion 100<sup>th</sup> Flower Show – 27 October; and
- Red Rock Classic Bike Ride – 31 October.

### **2010 Spring Calendar of Events Brochure**

The Spring Calendar of Events brochure and posters has undergone a graphic design transformation, moving away from the photo collage/montage to bring in a fresher modern look. The design is intended to hold and showcase event organiser's own event photos in a more straight forward and accommodating process.

### **Recreation**

#### **Central Reserve**

Council did not proceed with the submission of an application to Sport and Recreation Victoria through the Sustaining Sports Grounds 2010/11 program for the redevelopment of the Central Reserve Oval. Initial estimates for the project were \$268,500 for the base level upgrade and an additional \$345,800 for the recommended option. The project will be considered as part of future budget processes.

#### **Regional Recreation Reserve Agreements**

Council has approved the Regional Recreation Reserves Contribution Program for three years from 2009 to 2012. The thirteen regional recreation reserves receive an annual financial contribution from Council based on the amount of regular users at each facility. This contribution is based on the condition that all maintenance works are carried out by the respective Committees of Management.

Council officers are currently seeking an up-to-date signed funding agreement and agreement schedule made between the Colac Otway Shire and the Reserve(s) Committee of Management, and a signed agreement schedule between the Reserve(s) Committee of Management and the regular user groups.

As a result of the Regional Recreation Reserves Contribution Program, the majority of reserves have completed works identified in their master plans which were developed in early 2007. The development of new master plans will be considered to reflect the ongoing needs of the regional reserves.

#### **Birregurra Recreation Reserve – WorkSafe/VCFL Safety Netting**

WorkSafe VCFL and the Birregurra Football Netball Club have entered into an agreement to install safety netting at the southern end of the Birregurra Oval located at the Birregurra Recreation Reserve. WorkSafe VCFL is contributing 70% of the total project cost which will alleviate health issues.

#### **Healthy Sporting Environments Demonstration Project**

A variety of Colac Otway Shire sporting clubs attended the club briefing session held 1 September to introduce the Healthy Sporting Environment Demonstration Project. The Colac Otway Shire has partnered with Leisure Networks in the delivery of this exciting new project which will offer clubs the opportunity to build capacity and change around creating healthy sporting environments into the future.

The main focus of this project is to support clubs to implement minimum standards in 7 areas of club development. These seven areas include:

- Sports injury prevention
- Protection from harmful effects of UV
- Healthy food
- Smoke-free environments
- Responsible use of alcohol
- Safe and respectful clubs (particularly for women)
- Reducing race-based discrimination

Clubs representing cricket, football, indoor bowls, surf life saving and tennis attended the briefing session with many indicating their interest to register as part of the program. Expressions of Interest forms are available on the Council website with registration due by 1 October 2010.

### **Liquor Licensing Seminar**

A strong commitment to the responsible serving of liquor within licensed clubs is essential for all clubs. A Liquor Licensing seminar was held in September to assist clubs to serve and sell alcohol within the law, enabling clubs to meet duty of care obligations and to help reduce alcohol related problems.

Clubs who attended the Liquor License seminar will receive the equivalent qualification to the "Licensees First Steps Course" (which costs around \$200). Any sporting club or venue with a Liquor License is legally required to have at least one member of their club attend a liquor license seminar.

### **Old Beechy Rail Trail**

Work has commenced on developing new trail signage to complement existing signs featured on the trail. The signage will be divided into the following categories:

- Directional
- Interpretational
- Advisory/Safety
- Environmental

Feedback from trail users, members of the Old Beechy Rail Trail Committee of Management and information obtained through audits all indicated that additional signage would improve the experience offered by the trail. A Strategic Action Plan undertaken in 2009 by consultants Insight Leisure Planning noted that trail signage is generally very good, however there are some notable opportunities for improvement (directional and interpretive).

### **Apollo Bay Trails**

Council officers have met with Parks Victoria to workshop the project scope for the Apollo Bay Trails Feasibility Study. This will lead to the development of the project brief which will be used to engage an appropriate Project Officer to undertake the project. It is expected that the Project Officer will be supported by a Project Management Group represented by Council, Parks Victoria and the community.

### **Central Reserve Grand Stand Redevelopment**

The Colac Football Netball Club, with financial assistance from Council's Community Funding Program, has recently developed concept plans for the redevelopment of the grand stand/changerooms at Central Reserve. The concept plans include additional enhanced change and warm up facilities, amenities, gymnasium space, coaches' boxes and a corporate area. Initial estimates have come in at around \$1.2m. Funding options are yet to be determined.

## **COPACC**

### **Business Events**

COPACC's business events revenue for August was up by more than 7% on the previous best result for August and September revenue is also on track to be the best ever result for that month. In August, COPACC hosted 98 events attended by approximately 6,000 people. Forward bookings for business events in October and November are also looking strong.

### **Civic Hall Redevelopment**

COPACC staff are working with an architect and engineers to plan the physical works for the refurbishment of the Civic Hall funded by the Regional Infrastructure Development Fund and the Shire.

### **Book Week**

More than 200 children attended COPACC for Book Week celebrating the link between visual and performing arts with children's literature. Children from six schools across the Shire attended the joint exhibition of works by professional artist Teresa Culkin-Lawrence and Beeac Primary School students and workshops presented by children's authors and illustrators.

### **Youth Audience Development**

COPACC has received a strong response to its school holiday programmes, which regularly sell out. COPACC's Drama Club seven week term, which sold out, is being repeated in October and November in a bid to include the children on the waiting list.

## **Blue Water Fitness Centre**

### **Bluewater Stadium Redevelopment Project**

With the Labour Party returned to Government, Council officers will be following up the election commitment of \$3.7m for the redevelopment of the Bluewater Fitness Centre Stadium.

### **Apollo Bay Pool**

Bluewater Fitness Centre is currently recruiting lifeguard staff from the Apollo Bay community and providing training for these members to help operate and supervise the coming summer season. Works have started on upgrading the current filter system which should be completed in the coming months.

### **Colac Area Health**

A meeting was held with Colac Area Health to discuss current and future programming at the Centre as the current program has been supported by Colac Area Health staff. Bluewater Fitness Centre is branching out to help engage these programs into the centre's mainstream program. Staff at the centre will be providing transitional training to carers and encourage a smooth transition.

### **Careers Expo**

James Morgan and Russell Whiteford from the Gym/Dry programs area took part in the Careers Expo at COPACC where they both presented as part of the Local Government section as well as helping out at the Colac Otway Shire stand at times during the day. Students were provided with information from James and Russell about how they became involved in the sport and recreation industry and how to achieve similar success by seeking opportunities through Bluewater Fitness Centre.

**Shade structures**

Two new shade structures have been erected on the front lawn at the centre which will provide much needed shade over the summer period. The centre is encouraging patrons and community members to utilise the improved open space areas. Currently the centre is seeking community contributions to purchase a BBQ for this space.

**Youth Council**

Youth Councillors attended Mercy Place for the third time this year to play games with the residents. Mercy has welcomed the Youth Councillors back with open arms.

It's Your Future Careers Expo was held on Friday 3 September 2010. Youth Councillors helped with the packing and handing out of show bags to event participants throughout the day.

Youth Council is currently planning a Community Fun Day to be held Sunday 31 October 2010 at Bluewater Fitness Centre. The afternoon's activities will include short trial classes eg: Crank, Aqua Aerobics, Kid Fit & Thump, Handball competition, 3 point shootout and indoor soccer goal kicking comp, trial squash, racquetball and talks by Colac Police. Youth Council is currently contacting SES, CFA, Ambulance, Army, Navy and Airforce to see if they would be interested in having a display. Funding has just been secured to run sack races, tug of war, 3-legged races and ring toss along with a fruit and vegetable colouring table for the kids.

**INFRASTRUCTURE & SERVICES****CAPITAL WORKS UNIT**

The Unit has been programming capital works projects for both the current and next year's works programs.

**MEFVic Study Tour Scholarship**

Earlier this year, Paula Gardiner was awarded one of four (4) study scholarships from the Municipal Engineering Foundation Victoria (MEFVic). Paula left for the USA on 8 August 2010. She returned to work on 6 September 2010 after a very illuminating and enjoyable time in the USA and UK studying management of municipal capital works programs.

**Project Planning**

The planning for projects listed within the 2010/11 Capital Works Program is continuing. Projects have been mapped out in MS Project and will be closely monitored over the reporting period.

**Pavement design and Investigation**

The current financial year's projects are well underway with most of the field work being completed. All reports are expected to be completed by end of September 2010.

Internal and External referrals are continuing for other projects.

**Roadside Vegetation Maintenance**

A memo was presented to the Executive Team which summarised the Super 11 Council survey results in relation to the agreement with the Department of Sustainability & Environment for the management of roadside vegetation. The majority of respondents had the same or similar issues with the agreement as Colac Otway Shire and supported a review

that would reduce the burden on Councils and provide for a consistent approach for all Road Management Authorities. Further work will continue on this in relation to developing a standard agreement between all Councils and government authorities. Staff will continue to take this up with the MAV.

### **Storm Damage**

Council's Infrastructure Environment Officer has been working closely with COSWorks to obtain the necessary statutory permissions to undertake works in relation to recent storm damage. This work mostly relates to soil disposal from the many landslips in the southern areas of the Shire, which can be complex given the proximity to existing waterways. Council is currently assessing 24 major landslips.

### **Cressy Shelford Road Rehabilitation**

The first draft of the Cressy-Shelford Road Grassland Rehabilitation and Management Plan, which is being developed by Biosis Research, has been received by Council. This draft will be revised by the Cressy-Shelford Road Steering Committee, with a view of having one more draft prior to the final plan being endorsed in November 2010.

### **Roadside Vegetation Mapping Database**

Council has recently completed a project to improve its roadside vegetation database software. The new software that has been developed, with external grant funding equalling \$50,000, streamlines access to the details on the conservation status of a roadside, including what species are present, their legislative protections, photos of the site as well as management prescriptions. This information can also be taken out into the field for site inspections using Council's existing hand held computers. In the future this improvement will assist Council when planning for upcoming works, to ensure environmental assets are protected.

## **SUSTAINABLE ASSETS UNIT**

### **Routine Road and Footpath Inspections**

The following is a summary of the routine road and footpath network inspections completed for the month of August 2010:

<b>Location</b>	<b>Comment</b>
<i>Colac Urban Streets</i>	<p>Signs found to be either damaged or missing, were reported for replacement.</p> <p>Signs have been ordered and will be installed on arrival from supplier.</p> <p>Broken stormwater pit lids were also identified as requiring replacement.</p>
<i>Area 3</i>	<p>Roads in the Barwon Downs, Gerangamete, Murroon Pennyroyal and Yeodene areas were inspected. A number of guideposts were replaced. Minor potholes and corrugations were commonly identified in the gravel roads incorporating this inspection area. It was recommended that isolated areas of potholes were spotted up rather than completing grading.</p> <p>The priority has been cleaning up after the recent storms and all identified maintenance works have been programmed to be completed by Cosworks' works crews in the near future.</p>

<b>Location</b>	<b>Comment</b>
<i>Beech Forest Rural</i>	<p>Rural roads around Beech Forest, Ferguson, and Weeaprounah have been inspected. A number of guide posts were replaced. Potholes and minor corrugations were commonly identified in the gravel roads incorporating this inspection area. Trees and limbs down were also identified requiring cleanup and removal. A number of signs missing or damaged were also identified as requiring replacing.</p> <p>The priority has been cleaning up after the recent storms and all identified maintenance works have been programmed to be completed by Cosworks' works crews in the near future.</p>
<i>Colac Level 1 Footpath</i>	<p>This inspection zone includes those paths which are subject to high pedestrian activity including around the Colac CBD, schools, and other high traffic areas. Movement in sections of footpath and paving stones were noted during inspection. This movement was generally as a result of root intrusion from nearby trees. Any raised sections of concrete footpath have been recommended to be ground off or a pre mix wedge applied to ensure that pedestrian safety is maintained. Displaced paving stones will require lifting and relaying to ensure an even surface. Footpath maintenance issues have been programmed for completion by Cosworks works crews.</p> <p>Other maintenance issues noted related to overhanging trees including both nature strip trees and trees located in private property. Trimming of overhanging street trees has been programmed. Notices have been issued to private property owners where vegetation is noted as overhanging the property boundary. These types of issues are reported to Council's Local Laws Unit for further follow up.</p>
<i>Rail Trail</i>	The full length of the Old Beechy Rail Trail will be inspected when weather is more conducive.

### Building Maintenance and Renewal

<b>DESCRIPTION</b>	<b>COMMENT</b>
<i>Central Reserve Renewal</i>	A concrete hardstand area has been constructed on the undercover spectator area located at Central Reserve.
<i>Kanyana Alterations/Upgrade</i>	Kanyana Club renovations commenced during the week beginning 30 August 2010. The existing toilets have been removed and works to construct the new layout are progressing ahead of schedule.

DESCRIPTION	COMMENT
<i>Larpet Hall Toilets</i>	Repairs to the fascia and bargeboards on Larpet Hall toilets have been completed.
<i>Apollo Bay Senior Citizens Centre</i>	Quote has been received for footpath replacement at Apollo Bay Senior Citizens Centre. Works will commence when weather is suitable.
<i>Irrewillipe Hall</i>	Quotes for the disabled ramp and footpath at Irrewillipe Hall have been requested. This project is being funded under the Federal Government's Regional and Local Community Infrastructure Program. A Building permit is required for these works and has been applied for.

### **Building Inspection & Condition Report**

Council has engaged an external consultant to carry out an appraisal of the condition and standard of various Council facilities including Bluewater Fitness Centre, COPACC and Council's sixteen (16) public halls. Detailed reporting is presently being finalised. The information collected through these audits will assist in prioritising future building maintenance and renewal programs.

### **Library Annexe**

Following on from Council's decision regarding the preferred layout of the Library Annexe, work has commenced on developing detailed designs. A meeting has occurred with building designers to scope the alterations to be made to the existing Colac Library Building. This will involve consultation with key stakeholders including Council officers and Corangamite Regional Library Corporation (CRLC) staff members. Key issues that will need to be considered during the design are fire safety, building access, alterations to services (i.e. air conditioning, lighting, etc).

### **COSWORKS**

The recent storm events have caused considerable damage to the roads and drainage infrastructure in the south of the municipality and in particular the Apollo Bay area. Damages have been estimated in the order of \$1.45 million and applications are being made for disaster funding to the Victorian Department of Treasury and Finance. Staff have been focusing on cleanup works, gravel road re-sheeting and slip stabilisation, and will be involved in recovery works over the next 2 months at least.

**Roadside slips:** Work is being carried out on stabilising slips in the following roads: Killala, Barham River, Upper Gellibrand, Old Beech Forest, Wild Dog, Old Ocean Yulong, Old Ocean Lavers Hill, Carlisle Valley, Devondale, Old Illuka, Amiets Track, Leorkes Access, Old Hordern Vale, Adams, Sand Pit, Wait a While and Aire Settlement.

Staff have been working with other government agencies to identify and program dump site sites for material.

**Storm Damage:** Extensive damage has been incurred on the road network mainly south of Colac including trees, washing away of gravel roads, erosion, rutting and softening of gravel roads. This has meant that the roads have been increasingly difficult to maintain due to persistent rain and strong winds.



**Road Regrading:** Maintenance grading has been reduced in all areas due to higher than average rainfall which has created difficulties in grading our network.

**Road Pavement Minor Patching:** Cosworks has been undertaking an increased level of maintenance on sealed roads in all areas due to higher rainfall. Staff have been having difficulty in keeping up with the workload.

**Gravel Road Re-sheeting:** Significant resheeting works have been undertaken on roads affected by the recent storms. These have included Carlisle, Gellibrand, McDonalds, Hordern Vale and sections of roads that have been washed away by flooding.

**Routine Drainage:** Slip prone areas have been given priority to reduce the risk of further slippage. When storm damage works have been completed staff will focus back on routine drainage issues.

**Tree Maintenance:** Works under power lines in Colac are well under way. Storm damaged areas have required extensive tree maintenance and cleanup. This work has been a priority.

**Bridge Maintenance:** Removal of debris has been ongoing from on and around bridge structures in flood affected areas mainly in the south of the shire.

**Gardens:** General maintenance.

**Playground Maintenance:** Completed as per inspections.

## **MAJOR CONTRACTS/WASTE UNIT**

### **Waste Reduction Funds – Environment Protection Authority**

An Industry Consultation Forum was held on 19 August 2010 by Environment Protection Authority (EPA) Victoria on the launch of "Waste Reduction Fund". The purpose of the meeting was to discuss the most effective ways to deliver the Waste Reduction Funds in order to reduce waste reduction and exposure to landfill levy.

The Waste Reduction Funds are focused at dealing with Construction and Demolition (C&D) and Commercial and Industrial (C&I) waste streams and not the municipal waste that Council has to deal with on a day to day basis.

EPA has advised that up to \$14m will be available under the Waste Reduction Funds program over a four year cycle commencing October 2010. The first round of funding applications is likely to be invited in October 2010 and an announcement on successful applicants expected early in 2011.

The objectives of the consultation forum were to;

- Explore the waste avoidance opportunities;
- The priorities and needs of the sector; and
- Preferred funding model.

Formal announcements will be made by EPA regarding the funding program in the near future.

### Barwon Region Waste Management Group – Board Meeting

The quarterly Board Meeting of Barwon Region Waste Management Group (BRWMG) was held on 26 August 2010 and the following key items were discussed;

- Sustainable procurement initiatives;
- Financial Reports for 2009/10 and 2010/11;
- Commencement of SKM recycling contract from July 2010;
- Status of review of Regional Waste Management Groups. The minutes of the Transition Committee are to be circulated to all member Councils;
- Status of Regional Waste Processing Facility tender; and
- Review of domestic asbestos disposal method through a committee with representatives from EPA, Work Safe, MAV and Regional Waste Management Groups.

An amount of \$24,332 (inc. GST) has been paid to the Colac Otway Shire as the BRWMG contribution towards landfill rehabilitation design costs incurred in meeting EPA guidelines. This amount has been deposited with the Council's finance department as an income component for the Waste Management 2010/11 Budget.

### Tenders

Tenders opened since the last reporting period:

- 1013 – Banking Services
- 1014 – Mechanical Services Maintenance

Tenders awarded since the last reporting period:

- 1011 – Annual Supply of Concrete Works – to Panel of Suppliers.
- 1016 – Bulk Fuel, Fuel Card Purchases and Lubricants – to Chisholm Petroleum (Bulk Fuel), BP and Caltex (Fuel Card Purchases) and Valvoline (Lubricants)

Tenders advertised since the last reporting period are:

- 1017 – Botanic Gardens Footpath Construction, closing 29 September 2010

### Subdivision Works

The following table shows the current status of various subdivisional works which will be handed over to Council when completion is approved:-

Subdivision	Status
Apollo Bay Industrial Estate Stage 1 9 lots	The developer is completing outstanding civil works including guard rail at the culverts on Montrose Avenue, landscaping and some drainage. Recent wet weather has delayed some works.
Rossmoyne Road Industrial Estate Stage 1 8 lots	A "completion of works" statement" was issued on 13 August following completion of some minor works including a clean-up of the nature strips and table drains.
Rossmoyne Road Industrial Estate Stage 2	A number of minor and remedial works have been finalised with the "completion of works" issued on 13 August allowing for a compliance certificate to be issued.

Subdivision	Status
23 lots	
Wyuna Estate Stage 11 24 lots	Currently sewer is complete and installation of water supply is being carried out. Placement of the sub base layer and other road works will continue when drier conditions prevail.
Rankin Street Subdivision 19 lots	Subdivision works are progressing where kerb and channel is 95% complete. Contractors are currently installing works for service authorities. Construction of concrete access driveways and footpath has commenced with further road works expected to be completed late September (weather permitting).

### **Apollo Bay Transfer Station**

Works are now approximately 90% complete following placement and compaction of pavement and kerbing at the lower end of the site. Work on the administration building and transfer station building is approaching completion. The ten roller shutters, measuring six metres high are currently on site and are being installed. The weighbridge has been fully constructed with weighing cells placed in position and computer software to be installed.

Practical completion is anticipated in late October, 2010.



### **Gellibrand Landfill Rehabilitation Works**

Works began on Gellibrand Landfill rehabilitation on 3 June 2010. Vegetation removal is complete and works are on hold until finer weather prevails although there has been some delivery of clay material from recent land slips in the area. All clay capping material will need to be approved and of suitable permeability to comply with contract specifications. The project is expected to be finalised early in 2011.

## **SUSTAINABLE PLANNING & DEVELOPMENT**

### **Fire Prevention and Planning**

In accordance with the processes set out in Council's Neighbourhood Safer Places (NSP) Plan five potential NSP sites were referred to the CFA for formal assessment in June 2010. Two potential sites are located in Gellibrand and in Apollo Bay and one in Beech Forrest. Council has yet to receive any advice from the CFA on these potential sites at this time. A State Government Taskforce has been initiated to look at what would be required to designate NSP's in the nine high risk townships in the Colac Otway Shire that were assessed last year and did not have any NSP sites designated. Council has been working hard to provide the taskforce with the information it has asked for within very tight timelines.

### **Revegetation along Barongarook Creek**

Further revegetation works will be carried out on the slope between Barongarook Creek and the Girl Guides Hall near the Murray Street Bridge during September. This planting needs to be done very carefully because it is a very visible part of Colac. Due to the steepness of the slope this planting will be undertaken by a contractor. The revegetation works will be followed up by a weed control program and although it will take a while for the newly-planted trees, shrubs and grasses to get established, in a few years the area will look better and the benefits will be seen through the improved health of the lake and the creek.

### **Water level in Lake Colac continues to rise**

The water levels in Lake Colac have risen dramatically due to the recent rain. Although this means that the lake will not dry out this summer it may still get very low unless we have above average spring rain. The increased water level in the lake reduces the likelihood of fairy grass being a problem next summer but the Lake needs another year of high rainfall before recreational activities like rowing and yachting will be able to be undertaken safely on the lake. Carp may have been able to re-enter the lake due to the recent rain but at this stage there is no evidence of spawning taking place so it may still be possible to prevent a re-infestation if resources can be obtained from the State Government. Council has submitted a grant application to the State Government seeking extra funds for carp management but has not heard whether the application was successful at this time.

### **Yeodene Peat Swamp**

The Yeodene peat swamp is located on a section of private land along Boundary Creek. The land management issues faced at the Yeodene peat swamp are complex because the peat is currently on fire and because the area has been confirmed as an actual acid sulphate soil site. The Yeodene peat swamp is obviously located in an area that has traditionally been waterlogged but over the last ten years the peat swamp has been drying out progressively over time and this has enabled the conditions for the fire and the acid sulphate soil to occur.

Due to the complexity of managing both the fire and acid sulphate soil related issues Council has been working with multiple agencies and stakeholders to try to determine what actions should be taken in both the short and mid-term in order to best manage the risks. An incident action plan is currently being developed by the CFA to manage the fire and investigations are continuing to assess the risks associated with the acid sulphate soils. A community meeting will be held on Tuesday 12 October 2010 at 7:30 pm at Yeodene Hall for residents of the Yeodene, Gerangamete, Birregurra and Forrest communities.

### **Forestry Auditing**

Colac Otway Shire has recently completed its second year of auditing forestry operations in the Shire. The independent auditing assessed the establishment and harvesting procedures of both native forests and plantation timbers on private land. The auditing results of the last two years illustrate that no significant environmental problems have been detected and operational compliance with the requirements of the *Code of Practice* has averaged 89% in

2008/09, and 90% in 2009/10 for Colac Otway Shire. When any breaches of the Code were detected through the auditing, Council staff and the auditors have met with forest operators to discuss ways to improve practices and agree on what course of action is required to resolve the breach.

### **Business Events**

The 2010 ANZ Business Breakfast will be held on 7 October at the Colac Bowling Club. The guest speaker will be founder of marketing company Marketing Angels, Michelle Gamble. The event will start at 7am and finish at 9am. Invitations will be sent out in the coming days.

### **Broadband Forum**

Michael Swanson attended a Broadband Forum in Warrnambool on 7 September 2010. There was a very poor response to the forum as well as the National Broadband Network (NBN) Company pulling out at short notice due to the expected election announcement. DIIRD outlined that a potential new project will be through VicFibreLINKS to run a new fibre cable from Geelong to Warrnambool to increase the speed and connection of internet for those areas. DIIRD also outlined that, on average, Colac Otway Shire has low internet speeds compared to other areas of Victoria and broadband upgrade expenditure growth is expected to be 6-10% from 2009/10 to 2014/15.

### **Trade Training Centre (TTC)**

The Colac Otway Shire Industry Advisory Committee was convened in July to discuss the State Government, South West Victoria Regional Workforce Development Plan. The Committee overwhelmingly supported the Trade Training Centre as Colac's number one priority.

Colac Otway Vocational Education Cluster (COVEC) is waiting on the result of its application for a TTC, submitted in June 2010.

### **Grants**

Regional and Local Community Infrastructure Program (RLCIP) funding applications have been submitted. Colac Otway Shire is awaiting funding agreements to be completed as they have been held up due to the Government not being able to sign funding agreements while in caretaker mode.

### **Careers Expo 2010**

The Careers Expo for 2010 was held on 3 September 2010 at COPACC. Feedback indicates that the Expo was a huge success with immense involvement from secondary schools and stallholders. Steve Hemphill, Employment Learning Coordinator Economic Development Unit, did an excellent job working in partnership with Kerri Bauer from the South West Local Learning and Employment Network to organise the Expo. The Colac Otway Shire was also represented at the Careers Expo with speakers for the organisation informing students of the large variety of careers available in local government in the Colac Otway Shire. Speakers for the event were Michael Swanson Colac Otway Shire's Business Development Officer, James Morgan Bluewater Fitness Centre's Gym Supervisor and Russell Whiteford Bluewater Fitness Centre's Dry Programs Coordinator.

### **Tourism**

After completing her 12 month term in the Maternity Leave position as Coordinator of the Great Ocean Road Visitor Information Centre (GORVIC) Apollo Bay, Ms Tricia Goodlet was successful in her application for the full time position when the former Coordinator, Ms Kelly Lowden, decided not to return to work.

At the same time Otways Tourism (OT) offered, Ms Goodlet, a secondment to the position of Executive Officer when the incumbent, Mr Darren Chirgwin, resigned at the end of August

2010. The secondment was proposed for a temporary period up until the end of the current Council Service Agreement with OT, 30 June 2011. Ms Goodlet has decided to accept the OT offer.

The GORVIC Coordinator position in the interim will be filled by, Ms Katy Neaves, who has worked at GORVIC as a Tourism Assistant for the past six years.

### **GOR RTB Implementation Committee**

Staff attended the first implementation committee meeting in Camperdown on Wednesday 8 September 2010. The implementation committee will be responsible for the development of possible new structures for tourism in the south west region including funding requirements, roles and responsibilities. The Economic Development Unit will report to Council and seek direction as the process progresses.

### **Small Tourism Improvement Program (STIP) / Master Plans**

Funding has been sought from Regional Development Victoria to add to Council's contribution for the development of streetscape master plans and detailed engineering designs for the townships of Birregurra and Forrest.

### **MAV STEP program for Planning Process Improvement**

The Municipal Association of Victoria (MAV) in association with the Department of Planning and Community Development (DPCD) has recently announced the launch of a STEP Planning Process Improvement Program. The MAV has run a STEP program with local government for a number of years to improve Councils' processes and capacity concerning asset management and record management. Colac Otway Shire has participated in the program which has led to significant improvements in the way that the Council approaches these functions, and has expressed a strong interest in participating in the new program focussing on planning processes.

The Planning Department has had a strong focus on process improvement over recent years, and is keen to participate in this new program which will enable Council planners to review best practice achieved elsewhere, and identify where further improvements to the service can be made. The results of a pilot program undertaken by the MAV with three Councils have demonstrated improved planning permit processing times.

### **G21 Regional Land Use Plan**

Colac Otway Shire has committed to work with other Councils in the G21 region to undertake a Regional Land Use Plan. The Plan will identify opportunities and constraints to urban growth in the region, and will be critical in identifying the implications of future population growth for Colac and smaller settlements such as Birregurra. The plan will identify the extent and location of future growth, as well as infrastructure required to facilitate that growth, and will assist Council in its future strategic planning. The project recently commenced with the appointment of a project manager, and will take approximately 18 months to complete. It has been part funded by the State Government.

### **Rural Living Strategy**

A number of meetings have recently taken place with the Department of Planning and Community Development (DPCD) and relevant public authorities to seek feedback on the initial draft strategy. DPCD are seeking some further work in relation to specific aspects of the report before the final draft is released for public comment. The draft strategy is considered a working document at this stage and will be modified to incorporate feedback from Council Officers and other stakeholders as identified above. The Steering Committee will be consulted on the draft strategy early in October and subject to Council signing off on the draft strategy at the Council meeting in October, public consultation will commence.

**Birregurra and Forrest Structure Plans**

As with the Rural Living Strategy, planning officers are reviewing draft Structure Plans for Forrest and Birregurra, and seeking feedback from relevant public authorities. The draft Structure Plans are considered working documents and once finalised will be discussed by the Project Steering committee early in October. Subject to Council signing off on the draft Plans at the Council meeting in October, public consultation will commence.

**Planning Scheme Review**

Officers have completed the review, and a report has been prepared which will be presented to Council in October. This will include further discussion on the specific findings and recommendations stemming from the review process. Subject to Council endorsement, the report detailing the findings will be submitted to the Minister for Planning in accordance with the requirements of the relevant legislation.

**Colac and Apollo Bay Car Parking Study**

The Issues and Opportunities Papers were exhibited to the public earlier this year and a series of community workshops took place in Colac and Apollo Bay. In addition to the feedback received at these workshops, officers also received a number of written submissions highlighting issues that may warrant further investigation. Consultant AECOM has presented a draft Car Parking Strategy and Precinct Plan which is being reviewed by officers. This will be followed by a meeting of the Project Steering Committee to finalise the draft Strategy prior to presenting the documents to Council for consideration later this year.

**Salinity Management Overlay Review**

At its meeting in September 2009 Council resolved to proceed with a Planning Scheme Amendment to apply the Salinity Management Overlay to saline areas throughout the Shire. The mapping and accompanying overlay schedule were provided to Council by the Corangamite Catchment Management Authority (CCMA). Subsequent discussions between Council and the CCMA have identified the need for minor changes to the overlay mapping to take advantage of higher resolution topographical data. The CCMA is currently updating the mapping and Council will formally seek authorisation from the Minister for Planning to prepare a Planning Scheme Amendment once the revised mapping is received.

**Apollo Bay Future Growth Area Review**

A tender is in the process of being advertised for the review of future growth areas in Apollo Bay. The project was part funded by the State Government under the Creating Better Places program after the Planning Minister's decision in June 2009 to not support the Great Ocean Green development in the Barham River Valley. The project will re-examine the potential for urban growth of select locations at the periphery of Apollo Bay in light of that decision to provide more certainty about what capacity the town has to accommodate future development. It will also examine urban design issues in parts of the town.

**Attachments**

Nil

**Recommendation(s)**

***That Council note the CEO's Progress Report to Council for information.***

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**CONSENT CALENDAR**

**OFFICERS' REPORT**

D = Discussion  
W = Withdrawal

| ITEM                                                                                                                                                                                                                                                                                             | D | W |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|
| <p><b><u>CORPORATE AND COMMUNITY SERVICES</u></b></p>                                                                                                                                                                                                                                            |   |   |
| <p><b><u>OM102209-2      CERTIFICATION OF 2009/2010<br/>FINANCIAL STATEMENTS</u></b></p>                                                                                                                                                                                                         |   |   |
| <p>Department: Corporate and Community Services</p>                                                                                                                                                                                                                                              |   |   |
| <p><b><u>Recommendation(s)</u></b></p>                                                                                                                                                                                                                                                           |   |   |
| <p><b><i>That Council:</i></b></p>                                                                                                                                                                                                                                                               |   |   |
| <p><i>1. Adopt the 2009/2010 Financial Statements 'In-Principle' subject to further adjustments required by audit in accordance with Section 131(7) Local Government Act 1989.</i></p>                                                                                                           |   |   |
| <p><i>2. Adopt the 2009/2010 Standard Statements 'In-Principle' subject to further adjustments required by audit, in accordance with Section 131(7) Local Government Act 1989.</i></p>                                                                                                           |   |   |
| <p><i>3. Adopt the 2009/2010 Performance Statement 'In-Principle' subject to further adjustments required by audit in accordance with Section 131(7) Local Government Act 1989.</i></p>                                                                                                          |   |   |
| <p><i>4. Pursuant to Section 131(8) and Section 132(7) of the Local Government Act 1989, Council authorise Councillors Stephen Hart and Stuart Hart to certify the 2009/2010 Statements in their final form after any changes recommended, or agreed to, by the auditors have been made.</i></p> |   |   |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| <p><b><u>OM102209-3</u></b>      <b><u>CORRECTION OF SPELLING OF ROAD NAME COULSTONE STREET TO COULSTON STREET, BEEAC.</u></b></p> <p>Department: Corporate and Community Services</p> <p><b><u>Recommendation(s)</u></b></p> <p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Having consulted with the community of Beeac regarding the spelling of Coulstone Street, resolve the spelling of this street be amended to be "Coulston" Street.</i></b></li> <li><b><i>2. Arrange to have published in the Victorian Government Gazette the change of name.</i></b></li> <li><b><i>3. Advise the Office of Geographic Place Names of the change of name.</i></b></li> <li><b><i>4. Advise owners of the properties affected by the proposal of the change of name.</i></b></li> </ol> |  |  |
| <p><b><u>OM102209-4</u></b>      <b><u>CANDIDATURE OF COUNCILLORS STATE OR FEDERAL ELECTIONS</u></b></p> <p>Department: Corporate and Community Services</p> <p><b><u>Recommendation(s)</u></b></p> <p><b><i>That the Guidelines with respect to the Candidature of Councillors at State or Federal Elections be adopted as a supplement to the Colac Otway Shire Councillor Code of Conduct.</i></b></p>                                                                                                                                                                                                                                                                                                                                                                                                               |  |  |
| <p><b><u>OM102209-5</u></b>      <b><u>PUBLIC HEALTH &amp; WELLBEING PLAN</u></b></p> <p>Department: Corporate and Community Services</p> <p><b><u>Recommendation</u></b></p> <p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Endorses the draft Public Health and Wellbeing Plan 2010-2013 in its discussion paper format; and</i></b></li> <li><b><i>2. Releases the plan for at least six weeks for community feedback through individual comments and/or organised community conversations.</i></b></li> </ol>                                                                                                                                                                                                                                                                   |  |  |

**Recommendation**

***That recommendations to items listed in the Consent Calendar, with the exception of items ....., be adopted.***

**MOVED** .....

**SECONDED** .....



## OM102209-2

## CERTIFICATION OF 2009/2010 FINANCIAL STATEMENTS

|             |                                |           |           |
|-------------|--------------------------------|-----------|-----------|
| AUTHOR:     | Colin Hayman                   | ENDORSED: | Rob Small |
| DEPARTMENT: | Corporate & Community Services | FILE REF: | GEN0392   |

**Purpose**

To propose that Council gives in-principle approval to the Financial Statements, Standard Statements and Performance Statement for the year ended 30 June 2010 and authorise two Councillors to certify them once they are finalised.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**Annual Report

Section 131(7) and (8) of the *Local Government Act 1989*:

- “(7) *The Council must not submit the standard statements or the financial statements to its auditor or the Minister unless it has passed a resolution giving its approval in principle to the standard statements and the financial statements.*
- (8) *The Council must authorise 2 Councillors to certify the standard statements and the financial statements in their final form after any changes recommended or agreed to by the auditor have been made.”*

Performance Statement

Section 132(6) of the *Local Government Act 1989*:

- “(6) *The Council must not submit the statement to its auditor or the Minister unless the Council has passed a resolution giving its approval in-principle to the statement.*
- (7) *The Council must authorise 2 Councillors to approve the statement in its final form after any changes recommended or agreed to by the auditor have been made.”*

Council’s Audit Committee considered the Draft 2009/2010 Financial Statements, 2009/2010 Standard Statements and 2009/2010 Performance Statements for review and feedback at their meeting held on 15 September 2010.

The Audit Committee adopted ‘In-Principle’ the Financial Statements, the Standard Statements and the Performance Statement for 2009/10.

The Audit Committee has recommended to Council that Crs Stephen Hart and Stuart Hart sign the statements on Council’s behalf.

**Council Plan / Other Strategies / Policy**

Part of the leadership and governance objective is that Council will fulfil its leadership, statutory and legal obligations. The Annual Statements are an important part of that process.

**Issues / Options**

As the Statements are still subject to review and amendment by the Auditor-General's office, any amendments will be incorporated into the final statements.

**Proposal**

The Statements were reviewed by Auditor's Coffey Hunt during their visit in the week ending 27 August 2010 and were reviewed by Audit Committee on 15 September 2010.

A copy of the Draft Statements have been provided to Councillors.

Subject to any significant Statement amendments, it is recommended that Council certify the Statements 'In-Principle'.

**Financial and Other Resource Implications**

The Draft Statements need to be certified by Council to ensure the Financial Statements are forwarded to the Minister by the statutory deadline of 30 September 2010 as part of Council's Annual Report.

**Risk Management & Compliance Issues**

Details of the relevant sections of the *Local Government Act* are included under the background to this report.

**Environmental and Climate Change Considerations**

Not applicable.

**Community Engagement**

Not applicable.

**Implementation**

Prior to the 30 September 2010 deadline for completion and signing of the Statements.

**Conclusion**

Subject to any significant amendments it is recommended that Council certify the Statements 'In-Principle'.

**Attachments**

Nil

**Recommendation(s)*****That Council:***

- 1. Adopt the 2009/2010 Financial Statements 'In-Principle' subject to further adjustments required by audit in accordance with Section 131(7) Local Government Act 1989.***
- 2. Adopt the 2009/2010 Standard Statements 'In-Principle' subject to further adjustments required by audit, in accordance with Section 131(7) Local Government Act 1989.***
- 3. Adopt the 2009/2010 Performance Statement 'In-Principle' subject to further adjustments required by audit in accordance with Section 131(7) Local Government Act 1989.***
- 4. Pursuant to Section 131(8) and Section 132(7) of the Local Government Act 1989, Council authorise Councillors Stephen Hart and Stuart Hart to certify the 2009/2010 Statements in their final form after any changes recommended, or agreed to, by the auditors have been made.***

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OM102209-3

**CORRECTION OF SPELLING OF ROAD NAME  
COULSTONE STREET TO COULSTON STREET, BEEAC.**

|             |                                |           |  |
|-------------|--------------------------------|-----------|--|
| AUTHOR:     | Paul Carmichael                | ENDORSED: | Colin Hayman                           |
| DEPARTMENT: | Corporate & Community Services | FILE REF: | GEN00617<br>Property/Naming & Renaming |

**Purpose**

To resolve to correct the spelling of a road name in Beeac from “Coulstone” Street to “Coulston” Street.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

In response to a request from the Beeac Progress Association (BPA) to correct the spelling of “Coulstone” Street Beeac to “Coulston” Street, Council officers initiated a process of public consultation.

With Beeac’s 150<sup>th</sup> anniversary celebrations planned for October 2010, the BPA were keen to ensure the spelling of the street name on the sign was correct. It was their view the spelling of Coulstone Street was incorrect as the pioneering family that settled in the Beeac district in the mid to late 1800’s was named “Coulston”. This was supported by early township maps that show the spelling as “Coulston”.

It appears the “e” was erroneously added to the spelling on documents issued by the Titles Office at some stage in the early 1900’s and has carried forward since then.

**Council Plan / Other Strategies / Policy**Leadership and Governance

*Council will fulfil its leadership, statutory and legal obligations to its community and staff in a way that is: fair, ethical, inclusive, sustainable, financially responsible and meets the needs and practical aspirations of current and future generations.*

**Issues / Options**

The main issues with this matter was to ensure that people affected by the proposal were consulted and given an opportunity to comment on the proposal.

The only alternative option is to leave the spelling as it currently is (ie: Coulstone Street).

**Proposal**

Letters were sent to owners of properties in Coulstone Street advising of Council’s intention to amend the spelling of the road name. A total of 23 properties are affected.

The proposal was also advertised in the Colac Herald on 4 August 2010. A period of one month was allowed for submissions to be lodged.

No submissions were received.

It is therefore proposed Council resolve to amend the spelling of the road name from "Coulstone" to "Coulston" Street.

#### **Financial and Other Resource Implications**

There will be a cost of approximately \$500 for preparing and installing street nameplates with the correct spelling.

#### **Risk Management & Compliance Issues**

Not applicable.

#### **Environmental and Climate Change Considerations**

Not applicable.

#### **Community Engagement**

The community engagement strategy will follow the recommendations of the Colac Otway Shire Council Community Engagement policy of January 2010, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected was consultative and included involving the BPA and the Beeac community generally. The period allowed for submissions (ie: one month) was less than that specified in the Community Engagement policy. However this was considered necessary to ensure the matter could be resolved and new signs erected in time for the 150<sup>th</sup> celebrations.

#### **Implementation**

Council's resolution is required to be published in the Victorian Government Gazette which will give effect to the name change. The state map base will also be updated to reflect the amended spelling, which has the effect of notifying emergency services and service authorities of the change.

#### **Conclusion**

That Council resolve to amend the spelling of Coulstone Street, Beeac to Coulston Street.

#### **Attachments**

Nil

#### **Recommendation(s)**

##### ***That Council:***

- 1. Having consulted with the community of Beeac regarding the spelling of Coulstone Street, resolve the spelling of this street be amended to be "Coulston" Street.***
- 2. Arrange to have published in the Victorian Government Gazette the change of name.***
- 3. Advise the Office of Geographic Place Names of the change of name.***
- 4. Advise owners of the properties affected by the proposal of the change of name.***

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OM102209-4

**CANDIDATURE OF COUNCILLORS STATE OR FEDERAL ELECTIONS**

|             |                                |           |           |
|-------------|--------------------------------|-----------|-----------|
| AUTHOR:     | Colin Hayman                   | ENDORSED: | Rob Small |
| DEPARTMENT: | Corporate & Community Services | FILE REF: | GEN01661  |

**Purpose**

The purpose of this report is for Council to consider adopting guidelines on the Candidature of Councillors State or Federal Elections, as a supplement to the Council Code of Conduct.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

The Municipal Association of Victoria (MAV) have developed a policy position on the Candidate of Councillors with respect to State or Federal Elections.

The MAV has recommended that Councils, at a minimum, adopt the guidelines as part of the Code of Conduct to supplement the code.

**Council Plan / Other Strategies / Policy Leadership and Governance**

Council will fulfil its leadership, statutory and legal obligations to its community and staff in a way that is: fair, ethical, inclusive, sustainable, financially responsible and meets the needs and practical aspirations of current and future generations.

The Colac Otway Shire Councillor Code of Conduct was adopted by Council on 23 September 2009. The code sets out a number of Councillor Conduct principles as well as a number of other matters.

**Issues / Options**

The following is the MAV policy position on the Candidature of Councillors State or Federal Elections.

*“The perception of the politicisation of local government resulting from Councillors running for office in state or federal parliament remains a contentious issue in Victoria.*

*Councillors are elected to perform their duties in a lawful manner and must comply with relevant provisions of the Local Government Act 1989 (the Act) including the rules of conduct set out in section 76B of the Act.*

*The rules of conduct require Councillors to act honestly and to exercise reasonable care and diligence in performing the role of a Councillor. The rules also provide that it is an offence if a Councillor makes improper use of his/her position or of information acquired because of his/her position to, inter alia, gain or attempt to gain, directly or indirectly, and advantage for him/herself or for any other person.*

*The Commonwealth Electoral Amendment (Members of Local Government Bodies) Act 2003 provides that any State legislation that discriminates against a Councillor on the ground that the Councillor has been, or is to be, nominated or declared as a candidate for the House of Representatives or the Senate has no effect.*

*The Commonwealth and State constitutions disqualify a person from holding office if he/she is profiting from the crown or the state.*

*It may be prudent for a Councillor/Council to seek legal advice in relation to these issues.*

*The MAV recommends that Councils, at a minimum, adopt the following guidelines as part of the Code of Conduct or to supplement the Code. “*

### **Proposal**

The proposal is that the following guidelines become a supplement to the Councillor Code of Conduct:

1. If a Councillor becomes an endorsed candidate for a State or Federal election he/she should advise the CEO, in writing, as soon as practicable, who will then advise all Councillors;
2. A Councillor who is a candidate for State or Federal election should declare this at a meeting of the Council as soon as practicable after the nomination date;
3. Any Councillor/staff relationship protocol should apply from the nomination date, with additional provisions if necessary;
4. Where a Councillor speaks on Council issues as a candidate in an election the Councillor should clearly identify this fact;
5. The Councillor must not use Council resources, including Council equipment and facilities in relation to his/her candidacy.

### **Financial and Other Resource Implications**

Not applicable

### **Risk Management & Compliance Issues**

The guidelines have been developed by the MAV, which provide additional guidance to Councillors who wish to run for office in State or Federal Parliament.

### **Environmental and Climate Change Considerations**

Not applicable.

### **Community Engagement**

The community engagement strategy will follow the recommendations of the Colac Otway Shire Council Community Engagement policy of January 2010, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The policy position has been developed by the MAV.

### **Implementation**

When the guidelines are adopted they will be attached to the Councillor Code of Conduct as a supplement. A copy of the revised Code of Conduct will be given to each Councillor and will be available for inspection at the Council office.

**Conclusion**

The MAV policy position on Candidature of Councillors State or Federal Elections provides additional guidelines for Councillors who may wish to run for office in State or Federal Parliament.

**Attachments**

1. Code of Conduct - Supplement

**Recommendation(s)**

***That the Guidelines with respect to the Candidature of Councillors at State or Federal Elections be adopted as a supplement to the Colac Otway Shire Councillor Code of Conduct.***

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**COUNCILLOR CODE OF CONDUCT  
SUPPLEMENT**

**Guidelines for Candidature of Councillors  
at State or Federal Elections**

**Guidelines**

1. If a Councillor becomes an endorsed candidate for a State or Federal election he/she should advise the CEO, in writing, as soon as practicable, who will then advise all Councillors;
2. A Councillor who is a candidate for State or Federal election should declare this at a meeting of the Council as soon as practicable after the nomination date;
3. Any Councillor/staff relationship protocol should apply from the nomination date, with additional provisions if necessary;
4. Where a Councillor speaks on Council issues as a candidate in an election the Councillor should clearly identify this fact;
5. The Councillor must not use Council resources, including Council equipment and facilities in relation to his/her candidacy.

This supplement to the Code of Conduct was adopted by resolution  
of the Colac Otway Shire on 22 September 2010.





**OM102209-5 PUBLIC HEALTH & WELLBEING PLAN**

|             |                                |           |              |
|-------------|--------------------------------|-----------|--------------|
| AUTHOR:     | Greg Fletcher                  | ENDORSED: | Colin Hayman |
| DEPARTMENT: | Corporate & Community Services | FILE REF: | GEN:00989    |

**Purpose**

This report presents to Council a draft copy of the Colac Otway Shire – Public Health & Wellbeing Plan 2010 – 2013 for consideration and provides information on the need to prepare such a plan and outlines its significant elements.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

Every Victorian council is required to develop a Public Health & Wellbeing Plan under specifications outlined in the Public Health & Wellbeing Act 2008. When preparing the Plan Council is required to:

- Examine data about the health status and health determinants in the municipal district.
- Identify goals and strategies based on available evidence for creating a local community in which people can achieve maximum health and wellbeing.
- Provide for the involvement of people in the local community in the development, implementation and evaluation of the Public Health and Wellbeing Plan.
- Review its municipal Public Health and Wellbeing Plan annually and, if appropriate, amend it.
- Specify how it will work the Department of Humans Services (DHS) and other agencies undertaking public health initiatives, projects and programs to accomplish the goals and strategies identified in the Public Health and Wellbeing Plan.

In future, the public health and wellbeing plan should coincide with the term of each new council and may be included in the Council Plan or Strategic Plan for that period.

**Council Plan / Other Strategies / Policy**Community Health and Wellbeing

Council will promote community health and wellbeing in partnership with other health services. Through a partnership approach, Council will provide a broad range of customer focused health, recreational, cultural and community amenities, services and facilities.

**Issues / Options**

Evidence for the draft Public Health & Wellbeing Plan 2010-2013 has been gathered through and number of local, regional, State and Federal documents and data that relate to public health and wellbeing. These are acknowledged in the draft.

The health determinants used for the draft are as defined by DHS in *The Social Determinants of Health – The Solid Facts (2001)*.

- **The Social Gradient** where peoples' social and economic circumstances strongly affect their health throughout life.
- **Stress** where the social and psychological environment affects health.
- The importance of ensuring a good environment in **Early Childhood** as the effects last a lifetime.
- The impact of **Work** on health.
- The problems of **Unemployment** and job insecurity.
- **Social Support** includes the role of friendship and social cohesion.
- The dangers of **Social Exclusion**.
- **Addiction** - The effects of alcohol & other drugs.
- The need to ensure access to supplies of healthy **Food** for everyone.
- The need for healthier **Transport** systems.

As Colac Otway Shire is within both the G21 Geelong Region Alliance (G21) and the Great South Coast Alliance (GSC) the health and wellbeing profiles for each region were used as sources for evidence based information in addition to locally developed evidence sourced from local consultation and documentation.

The draft has faithfully followed legislative requirements and has documented evidence based information in a format that recognises the Social Determinants of Health and matches health and wellbeing strategies within G21 and GSC plans and strategies.

Key public health and wellbeing challenges identified in the draft have been divided into the two categories. One of Flagship Actions and the other of Core Priorities.

#### Flagship Actions

- Some of our children are at risk
- Not all young people are getting the start they deserve
- Climate change adaptation and mitigation initiatives
- Planning for emergencies
- Food security to improve health and strengthen communities
- Develop partnerships and collaboration through the Colac Otway Health & Wellbeing Alliance

#### Core Priorities

- Some people are doing better than others
- Some households are not connected to the internet
- Getting around is a problem for some
- Climate change presents challenges and opportunities
- Not everyone can get an affordable place to live
- We could improve our health
- Developing population sustainability and liveability strategies

Flagship Actions require an immediate, high level of effort and resources. Core Priorities can be addressed through the Colac Otway Health & Wellbeing Alliance. Flagship and core issues are identified in State and Federal programmes where resources are likely to be provided.

#### Proposal

Flagship Actions provide an opportunity to develop community engagement through place based, or community focussed strategic conversations. It is proposed that these conversations will assist the community and local agencies in finding ways to form a mutual understanding of issues, barriers, cultures and processes; a common understanding and agreement of actions that lead to improving health and wellbeing; and finally implementing those actions on an individual or community basis.

This planning by and with the people requires trust and willingness to succeed. Ongoing positive outcomes from using IAP2 and community conversations will grow the belief that seeking community wisdom is fundamental for advocating, facilitating, and supporting the future needs of people within Colac Otway.

The proposed Colac Otway Health & Wellbeing Alliance is a sustainable governance model that is founded on partnerships. The benefits of a local alliance are that it can:

- build on the belief that at the local level we can make a difference;
- support Council's IAP2 commitment to the Colac Otway community, capture community wisdom and build social capital;
- face challenges, develop platforms for change and promote change;
- identify and support local champions;
- embed "community conversations" into Colac Otway health and well being planning and evaluation;
- strengthen the representation of Colac Otway Shire and stakeholder in regional G21 and GSC planning and implementation;
- influence the alignment of local planning cycles;
- provide robust governance for "whole-of-government" health and well being in the Colac Otway Shire;
- build local inter-sectoral and "whole-of-government" partnerships; and
- provide for a "whole-of-government" accountability for the implementation of COS Health and Well Being Plans.

An essential element of the draft is to ensure that the essence of current community engagement and support programmes are maintained. A prime example is Neighbourhood Renewal which is in its last year of funding. Now is an opportune time to engage and learn from the people involved in the success of Neighbourhood Renewal and to be able to continue community engagement in a mutually meaningful and respectful way in the future.

### **Financial and Other Resource Implications**

The actions and priorities within the draft outline a direction for implementing positive local public health and wellbeing changes. Although the actions may have some common resource implications, such as community conversation or social marketing training, generally speaking, each action will be an individual project or programme in its own right.

Each action will be further discussed with G21, GSC, State and Federal Governments to identify resources and/or partnerships to share the responsibility and workload. There is no intention that the burden of cost shifting be imposed on Council, but rather that each agency or organisation is part of a joined up approach to make a difference.

### **Risk Management & Compliance Issues**

The preparation of a Public Health and Wellbeing Plan is a legislated requirement of Council. Not to prepare or implement a plan would invoke compliance issues on Council from the State Government.

### **Environmental and Climate Change Considerations**

The impact of humans on the environment and the impact of a natural or damaged environment event on humans is a fundamental consideration for a public health and wellbeing plan. Climate change adaptation and mitigation, population sustainability and

liveability, as well as, acknowledging Colac Otway's natural and environmental significance and importance to the region and Victoria are clearly identified in the draft.

### **Community Engagement**

The community engagement strategy will follow the recommendations of the Colac Otway Shire Council Community Engagement policy of January 2010, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The community engagement principles used for the development of the plan and to be used for its implementation are:

| <b>IAP2 Level of Engagement</b>                         | <b>Engagement Process</b>   |
|---|---|
| <b>Inform - provide information</b>                     | 2009 - Community Consultation<br>G21 and GSC information on website               |
| <b>Consult - Public comment</b>                         | 2009 - Community Consultation   |
| <b>Involve - Priority identification &amp; analysis</b> | 2009 - Community Consultation<br>2010 - Community Conversations on Plan           |
| <b>Collaborate - Partnerships</b>                       | 2011 - COS Health and Well Being Alliance<br>Regional, State and Federal agencies |
| <b>Empower - Delegate decision making</b>               | To be determined throughout the life of the plan.                                 |

### **Implementation**

It is proposed that the draft be released for community comment as a discussion paper. There will be a number of organised community conversations to talk about the plan and gauge its acceptance and relevance to people throughout the municipality.

Once the draft has been returned to Council for adoption, which will include changes made through the community conversation period, it will be released in a number of formats that are relevant to the needs of our communities, partners, other agencies and academics.

### **Conclusion**

The process used for developing and ultimately implementing the public health and wellbeing plan comes with the aspiration of healthy liveable communities, sustainable partnerships and genuine community engagement for the future.

### **Attachments**

1. Public Health & Wellbeing Plan - Discussion Paper

### **Recommendation**

#### ***That Council:***

1. ***Endorses the draft Public Health and Wellbeing Plan 2010-2013 in its discussion paper format; and***
2. ***Releases the plan for at least six weeks for community feedback through individual comments and/or organised community conversations.***

~~~~~\ ~~~~~

**COLAC OTWAY SHIRE**

**DRAFT**

**Public Health &  
Wellbeing Plan  
DRAFT PLAN FOR  
COMMUNITY  
CONSULTATION**

2010-2013

## How to have your say

This DRAFT Plan was prepared by Judy Nichols and Greg Fletcher in consultation with Colac Otway Shire Councillors, Colac Otway Shire Staff, Government Departments and based on Colac Otway Shire community consultations undertaken in 2005, 2009 and 2010.

There will be a six week window for consultation.

### **The closing date for input is Friday 5<sup>th</sup> November 2010.**

Copies of the Plan will be available at Colac and Apollo Bay municipal offices and posted on the Colac Otway Shire Website ([www.colacotway.vic.gov.au](http://www.colacotway.vic.gov.au)).

You can make your comment by phone, email, post or attend the community consultation meeting/s which will be advertised in local papers.

Greg Fletcher

Manager Community Services Colac Otway Shire ([greg.fletcher@colacotway.vic.gov.au](mailto:greg.fletcher@colacotway.vic.gov.au))

Phone 0417 342 428

**We look forward to your contribution.**

### **Please tell us:**

- Has this Draft Plan identified the right focus areas?
- Should any additions or amendments be made to the context information?
- Should any additions or amendments be made to the suggested goals, objectives or evaluation indicators?
- Any comments you have.

Judy Nichols  
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## Table of Contents

|                                                             |         |
|-------------------------------------------------------------|---------|
| Forward                                                     | 4       |
| Executive Summary                                           | 5       |
| Introduction                                                | 6-9     |
| Colac Otway is a great place,                               | 10      |
| We see ourselves clearly and know our strengths,            | 11-20   |
| Our contribution to the regions liveability is significant, | 21-22   |
| There are challenges to face and actions to take,           | 23 - 54 |
| We have the Plans and Partnerships to move forward.<br>- 59 | 55      |
| Through community conversations we will make it happen and  | 60      |
| We will know when we have.                                  | 60      |
| Appendices                                                  | 61- 64  |

# Forward

by Mayor, Councillor Lyn Russell

To do after the community consultation and Plan finalised.



## Executive Summary

To be developed after community consultation and when plan finalised

Key points to include

- Process of consultation
- Whole of council lens on public health and well being
- Key priorities
- Flagship/Immediate Council Actions
- Partnerships
- Strategic position of Colac ( G21 / GSC)
- Establishments of COS Health and Well Being Alliance
  - Evaluation of the Plan
- Promotion to the community

# Colac Otway Public Health and Wellbeing Plan 2010-2013

## Introduction

The Victorian Parliament, through the recently legislated Public Health and Wellbeing Act (2008) acknowledges the successful intervention of local government in improving the health of their communities.

The Colac Otway Public Health and Wellbeing Plan (COPHWBP) shows how Council intends to make a difference to the health and well being of its residents over the next four years.

There are multiple factors influencing the health of people including the social, economic, natural and built environments and these factors highlight the importance of incorporating health planning into whole-of-council planning, and with partners across difference levels of government and sectors.

The Public Health and Wellbeing Plan is based on the key issues identified by Colac Otway residents in the community consultations taken in 2009 and 2010, what we know about the health of residents obtained from health data, key national, state, regional and local policy directions and from consultation with local service providers, non-government agencies and State departments including the Department of Health, Department of Planning and Community Development and the Department of Education and Early Childhood Development, G21 and the Great South Coast Regional Planning Group.

The Community engagement processes included 680 responses to the Colac Otway Shire, Community Health, Wellbeing and Social Capital Indicator report 2005, the community engagement processes in 2009 as part of the lead up process to develop the Council Plan and the Colac Neighbourhood Renewal Community Survey 2004 & 2007.

Council develops a broad range of plans and reports on local issues. These documents contain local information gathered through investigation, research and community engagement. Content from these documents has been used as evidence based information for this Plan.

Regional, State and National evidence based information has been gathered to build a picture on the status of public health and wellbeing within the Shire. This Plan will provide a brief summary of evidence based information, provide a commentary on its relevance to health and wellbeing and provide links to the extensive range of data and information that is available in other documents.

This draft plan/discussion paper will be reviewed by many stakeholders and Council appreciates the time and effort the local community, service providers and State Government departments contribute to this process.

## Social Determinants of Health<sup>1</sup>

To improve the health status of residents, Australian and international evidence show that the World Health Organisation's (WHO) "Social Determinants" framework will make a difference. This framework shows that health is influenced by more than genetics, individual choices and provision of health care, and that political, social, economic and environmental factors play a critical role.

The following ten 'social determinants of health' were developed in 2000 by the World Health Organisation (WHO) to assess the health of a community. They are based on an increasing understanding of this sensitivity of health to the social environment. These determinants have been applied to our understanding the health of residents and what steps Council and its partners can take to improve health for all.

---

### Social Determinants of Health

|    |                          |                                                                                                                                                                                                                                                                                         |
|----|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1  | The Social Gradient      | Life expectancy is shorter and most diseases are more common further down the social ladder in each society.                                                                                                                                                                            |
| 2  | Work                     | Stress in the workplace increases the risk of disease. People who have more control over their work have better health.                                                                                                                                                                 |
| 3  | Unemployment             | Job security increases health, wellbeing and job satisfaction. Higher rates of unemployment cause more illness and premature death.                                                                                                                                                     |
| 4  | Social Exclusion         | Life is short where its quality is poor. By causing hardship and resentment, poverty, social exclusion and discrimination there is a cost on lives.                                                                                                                                     |
| 5  | Education and Early Life | A good start in life means supporting mothers and young children: the health impact of early development and education lasts a lifetime.                                                                                                                                                |
| 6  | Stress                   | Stressful circumstances, making people feel worried, anxious and unable to cope, are damaging to health and may lead to premature death.                                                                                                                                                |
| 7  | Social Support           | Friendship, good social relations and strong supportive networks improve health at home, at work and in the community.                                                                                                                                                                  |
| 8  | Transport                | Healthy transport means less driving and more walking and cycling, backed up by better public transport. Cycling, walking and the use of public transport promote health in four ways. They provide exercise, reduce fatal accidents, increase social contact and reduce air pollution. |
| 9  | Food                     | A good diet and adequate food supply are central for promoting health and wellbeing. A shortage of food and lack of variety cause malnutrition and deficiency diseases.                                                                                                                 |
| 10 | Addiction                | Drug use is both a response to social breakdown and an important factor in worsening the resulting inequalities in health.                                                                                                                                                              |

---

In addition to these elements, a healthy community is underpinned by sound governance including community engagement and participation. Colac Otway Shire has adopted the International Association for Public Participation (IAP2) Public Participation Spectrum<sup>2</sup> which demonstrates how Council can engage with its residents.

This Plan includes a proposal to develop the Colac Otway Shire Health and Wellbeing Alliance and will incorporate Council's commitment to IAP2 (refer to section "We have the Plans and the Partnerships to Move Forward"). The Alliance will oversee the implementation of the Plan and respond to new challenges and opportunities over the next four years.

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<sup>1</sup> [www.health.vic.gov.au/healthpromotion/foundations/determinants.htm](http://www.health.vic.gov.au/healthpromotion/foundations/determinants.htm)

Raphael D., 2003, 'Addressing the Social Determinants of Health in Canada: Bridging the gap between research findings and public policy', Policy Options, March 2003 ; Wilkinson, R. and Marmot, M. 2003. Social Determinants of Health: The Solid Facts, World Health Organisations, Europe

<sup>2</sup> IAP2 Spectrum of Public Participation <http://www.iap2.org/associations/4748/files/spectrum.pdf>. Accessed September 2010

IAP2 PUBLIC PARTICIPATION SPECTRUM

| INCREASING LEVEL OF PUBLIC IMPACT                                                                                                          |                                                                                                                                           |                                                                                                                                                                                           |                                                                                                                                                                                  |                                                                                                                       |
|--------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| INFORM                                                                                                                                     | CONSULT                                                                                                                                   | INVOLVE                                                                                                                                                                                   | COLLABORATE                                                                                                                                                                      | EMPOWER                                                                                                               |
| <b>Public Participation Goal:</b>                                                                                                          | <b>Public Participation Goal:</b>                                                                                                         | <b>Public Participation Goal:</b>                                                                                                                                                         | <b>Public Participation Goal:</b>                                                                                                                                                | <b>Public Participation Goal:</b>                                                                                     |
| To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions. | To obtain public feedback on analysis, alternatives and/or decisions.                                                                     | To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.                                        | To partner with the public in each aspect of the decision, including the development of alternatives and the identification of the preferred solution.                           | To place final decision-making in the hands of the public.                                                            |
| <b>Promise to the Public:</b>                                                                                                              | <b>Promise to the Public:</b>                                                                                                             | <b>Promise to the Public:</b>                                                                                                                                                             | <b>Promise to the Public:</b>                                                                                                                                                    | <b>Promise to the Public:</b>                                                                                         |
| We will keep you informed.                                                                                                                 | We will keep you informed, listen to and acknowledge concerns and provide feedback on how public input influenced the decision.           | We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision. | We will look to you for direct advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible. | We will implement what you decide.                                                                                    |
| <b>Example Tools:</b>                                                                                                                      | <b>Example Tools:</b>                                                                                                                     | <b>Example Tools:</b>                                                                                                                                                                     | <b>Example Tools:</b>                                                                                                                                                            | <b>Example Tools:</b>                                                                                                 |
| <ul style="list-style-type: none"> <li>• fact sheets</li> <li>• web sites</li> <li>• open houses.</li> </ul>                               | <ul style="list-style-type: none"> <li>• public comment</li> <li>• focus groups</li> <li>• surveys</li> <li>• public meetings.</li> </ul> | <ul style="list-style-type: none"> <li>• workshops</li> <li>• deliberate polling.</li> </ul>                                                                                              | <ul style="list-style-type: none"> <li>• citizen advisory committees</li> <li>• consensus-building</li> <li>• participatory decision-making.</li> </ul>                          | <ul style="list-style-type: none"> <li>• citizen juries</li> <li>• ballots</li> <li>• delegated decisions.</li> </ul> |

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## OUR PRINCIPLES

Council upholds “Our Principles” that have guided the development of this plan.

### OUR PRINCIPLES

- Planning is by and with the People
- Safety and Wellness for all the Community
- Equitable Access to Services and Information
- An Inclusive Community
- Seek Community Wisdom
- Accountable Governance
- Business Excellence for Best Value
- Partnerships and Collaboration
- Sustainable Practices
- Liveable Communities
- Evaluation for Quality Outcomes



To the Reader

Have we captured the Principles?

## Colac Otway is a great place,

Colac is a major regional town and an agricultural, industrial, commercial and service centre. Colac is the key industrial, commercial and service centre for the Shire and surrounding region with a population of 12,000. Apollo Bay is the other major urban centre with a permanent population of 1,000 that swells to over 15,000 during the summer season. Being located in the centre of the Barwon South West affords strategic planning, economic and social opportunities and partnerships with both G21 and the Great South Coast.

Colac Otway is regarded as one of the most environmentally diverse municipalities in Victoria. It comprises spectacular coastal areas, lush rain forested hinterlands and vast open plains with rare native Grasslands. Access to these natural assets makes Colac Otway a great place to live with abundant healthy places and spaces for the community to enjoy and venture. The rest of the nation knows this too as the Great Ocean Road attracts the most domestic tourism throughout Australia. There is great potential to grow the tourism economy thereby increasing local and regional employment and opportunity.

Economically, the region's growth and prosperity is linked to its export oriented primary producers – milk production and dairy products, retail, services, health and community services, hospitality, timber and transport industries that support primary producers, local businesses and the region's tourism based developments and industries. The region is well supplied with existing infrastructure in terms of power and water and is well placed to take advantage of future proposals to extend the natural gas grid.

Farming activities are influenced by the temperate climate, high rainfall and rich volcanic soils. Commercial fishing activities are focused on the Apollo Bay Harbour.

Colac Otway offers many lifestyles choices from the vibrant urban centre of Colac with, proximity to Geelong, Ballarat, Warrnambool and Melbourne; to smaller townships in the Otways and inland plains; coastal towns, hamlets and villages and farming life. The shire has the capacity to grow with substantial potential to accommodate more residents and is experiencing pressure for rural living properties. Its proximity to Geelong, Melbourne and Ballarat, means that it is well placed to be a growth centre for the region<sup>3</sup>. There is a regular railway service between Colac and Melbourne to the east and Warrnambool to the west. However, efforts are currently being made to increase the number and timing of Geelong. The Shire has good road access to the Melbourne and Avalon Airports which will be considerably enhanced by the proposed dual highway development. This transport network will provide the Shire and its industries excellent access to both domestic and international markets.

Colac Otway has potential for excellent transport links with the region. For young people, these links will help access to tertiary education allowing them to remain living in Colac Otway remaining connected to family, friends and the community. For many young people leaving Colac Otway for education and employment is a preferable option and the exodus of young people from the region to Warrnambool, Geelong, Melbourne or elsewhere diminishes the cultural fabric of local communities, reduces the population and workforce.

To the Reader

Tell us why you think Colac Otway is a great place

<sup>3</sup> Great South Coast Regional Strategic Plan 2010

# We see ourselves clearly and know our strengths,

Understanding who we are, our strengths and challenges are important to planning our steps forward.

## *The Colac Otway Shire has many comparative advantages*



*Natural assets*

*Established strong local manufacturing sector*

*Strategic location one hour each from Geelong, Ballarat and Warrnambool*

*Major highway and rail links to market*

*Established strong transport sector*

*Established strong local manufacturing sector*

*Established strong professional services sector*

*Diverse employment opportunities*

*Housing options and plentiful supply of residential land*

*Cultural opportunities*

*Recreational facilities*

*Health services*

*Education - strong primary and secondary schools*

*Strong partnerships and collaboration within the public health and wellbeing providers*

*Good domestic and export access to Melbourne and Avalon Airports*



## Our Strengths

We live in a place of great natural beauty and  
have a diverse economy  
with growing opportunity

Unemployment rate lower than for Victoria

Second highest proportion of people in GSC employed in agriculture, fishing or forestry

Higher labour force participation rate than Victoria and third highest labour force participation rate of all GSC and G21 municipalities

We are a multicultural community with skilled migrants from Africa, China and Korea making a valuable contribution to the local seasonal and permanent workforce.

Community Indicators 2007 report that 74% of people have participated in a community engagement activity in the previous year compared to 68.1% for the Barwon SW and 53.8 for Victoria.

We have strong partnerships across health and wellbeing agencies

Colac Otway Shire scored higher in 68% of Community Strength Indicators compared with the other municipalities in the Barwon South West (BSW) region

Half of all international overnight visits to regional Victoria are in the Great Ocean Road region

We Are Rich In Natural Assets

And our People Have An Abundance of Community Strength<sup>4</sup>



<sup>4</sup> Great South Coast Health and Well Being Profile 2010



## OUR PEOPLE

Colac Otway Shire, is classified as a large rural municipality within the BSW region. Around 53% of residents live in Colac, the remainder live in towns and small rural communities across spread across the shire with 17% in the southern and 30% in the northern area of the municipality.

The population is expected to grow by 10% between 2006 and 2026 and like the rest of the nation, the proportion of people over the age of 65 years is growing. In 2006 the median age of the Shire was 40 years, older than only Warrnambool in GSC and younger than only the Borough of Queenscliffe in the G21. Also in 2006, there were one in six people over the age of 65 and by 2026 there will be one in four in this age group. The ratio of retirees to workers is expected to rise from 1 retiree for every 4 workers to 1 retiree for every 2 workers by 2026 <sup>5</sup>

Young people are moving out of the region to major centre's, such as Melbourne, Warrnambool, Geelong and Ballarat for education, employment and lifestyle changes. Across the GSC, there was a net loss of 2000 persons aged 15- 24 years between 2001-2006 <sup>6</sup> .

The Colac Otway Shire faces challenges common to other municipalities of the G21 and GSC regions and these challenges are recognised as critical issues. The Colac Otway Shire Public Health and Wellbeing Plan has identified specific local priorities for action from within these regional priorities . The regional challenges include:

### **Strengthening communities, supporting families**

A strong community and family life can give people support, resilience and outlook to fulfill personal aspirations and contribute to community life. Family is the most common form of support for all people especially during times of hardship and crisis. Strong and supported families form the foundation of strong communities.

Not all people live in the traditional supportive family model, single person households are increasing and single parent families form over 790 of 5283 family compositions within the shire. This highlights the increasing importance of communities and support networks outside the home.

### **Service access and engagement**

Long distances/time to get to services and the lack of mobility impact on a person's ability to access care from general practitioners, hospital services including health promotion, chronic disease management programs, mental health services and allied health services. The inability to access services locally increases the risk of residents not receiving timely care (including health protection, disease prevention, and early intervention).

Many of the local health and community services are provided throughout the Shire in the home (home care) and in locations close to where people live. Some residents have limited transport options and are unable to access services and opportunities for further education, recreation or employment.

### **Capacity of services to deliver for increasing numbers of older people**

Older persons experience a higher prevalence of conditions such as physical illness, disability and mental health disorders. The number of people needing services may exceed the availability of current services. The current workforce across many sectors is ageing. For health services this may require the development of new infrastructure and technologies, models of services, new roles and responsibilities for current workers and new partnerships between services to meet the demand of increasing numbers of older people and to support their independence and good health.



### **Council's Flagship/ IMMEDIATE Actions**

- **Establish the Colac Otway Shire Health and Well Being Alliance**
- **Address the challenges faced by parents and carers of children in their early years and school years**
- **Support older people in safe and healthy living and promote wellbeing**

<sup>5</sup> Great South Coast Health and Well Being Profile 2010

<sup>6</sup> Ibid p26-7

### **New arrivals**

New arrivals create opportunities there are however risks of isolation, discrimination and missed chances for themselves and the community. Whether new arrivals are young families escaping urban mortgage stress, older people seeking new affordable housing or recent refugees from Africa and the Middle East, all need to be offered systemic support to settle in and make connections within the Colac Otway community.

With an ageing workforce across many sectors combined with the loss of young people, new arrivals may increase, especially from overseas, to meet the emerging and existing workforce gaps. New arrivals will require community systems to welcome people and to connect families with local services including health, education, worship, housing, sport and other community events that make living in the Colac Otway Shire enjoyable.

New arrivals may be from low income and disadvantaged households being forced to move to smaller rural communities and the outskirts of regional centres to access affordable accommodation. Lack of access to services and public transport may results in significant isolation and social exclusion.

### **Climate Change**

Climate change will affect all communities and disadvantaged people will be most at risk.

The prolonged “green drought”, while it may appear to have a reprieve, has left many financial, environmental and personal scars and poses a continuing threat. Drought is a ‘slow burn crisis’ which affects individuals, families and communities.<sup>7</sup>

Persistent threats from the bush fires, heatwaves, king tides, storms and floods persist and require a new level of community preparation to respond to emergency and catastrophic events.

Communities which are resilient; can identify and contribute to reducing vulnerability; and have access to basic and essential services will be better equipped to cope with the social, environmental and economic impacts of climate change and will have greater capacity to make the most of opportunities.



### **Council's**

#### **Flagship/ IMMEDIATE COUNCIL Actions**

**Establish the Colac Otway Shire Health and Well Being Alliance**

**Emergency Preparation, Response, Relief and Recovery**

**Address the impact of food security with a focus on healthy living, volunteering and social connectivity**

**Transition to a low carbon and water efficient Council**

<sup>7</sup> Victorian Council of Social Service Rural and Regional Statement 2010 -2011.

<http://www.vcooss.org.au/documents/VCOSS%20docs/Housing/VCOSS%20rural%20and%20regional%20statement.pdf> Accessed August 2010

## OUR PEOPLE'S STRENGTHS<sup>8</sup>

- Life Expectancy for women is highest and for men second highest compared with all other GSC municipalities
- In the G21 region, we have a greater overall level of community strength than other municipalities and inline with Queenscliff<sup>9</sup>
- Personal Well Being Index Score and Adult population Self-Reporting Health as Excellent or Very Good, is higher than Victoria
- Second highest populated municipality in the GSC region
- Third highest number of youth ( 15-24 yrs) in the GSC region
- Proportion of children ( 0-14years) is higher than for Victoria
- The proportion of people with a vocational qualification is higher than Victoria and third highest across GSC municipalities
- Three quarters of the population believe that multiculturalism makes life better and this is highest for GSC group of municipalities and second highest across the G21
- Ninety four percent of people report they can get help from neighbours or friends when needed.



<sup>8</sup> Great South Coast Health and Well Being Profile 2010

<sup>9</sup> G21 Health and Well Being Profile 2009

## OUR COMMUNITY CAPITAL

Healthy, liveable communities are places where people want to live. They have good local social infrastructure and services, economic and social activities, a diverse and sustainable natural environment, affordable housing and a sense of security where rights are protected and diversity is welcomed<sup>10</sup>.

The Community Capital introduces the concept of measuring success in communities based on seven dimensions called community capital. Community capitals are all of the things in a community that have the potential to be a resource that can be invested, saved, or used up. Capital is any type of resource capable of producing additional resources. When those resources or assets are invested, they become capital (Flora, et al. 2004)<sup>11</sup> 2, Jacobs, C 2007)<sup>12</sup>

### The seven dimensions of Community Capital

**Natural Capital** - Healthy air, water and soil, forests, mountains, natural beauty

**Cultural Capital** - Stories, traditions, spirit, attitude, habits

**Our People** - Skills, abilities, leadership, knowledge, wisdom

**Our Partnerships and Collaboration** - Bonds among family & friends, ties to organisations & resources

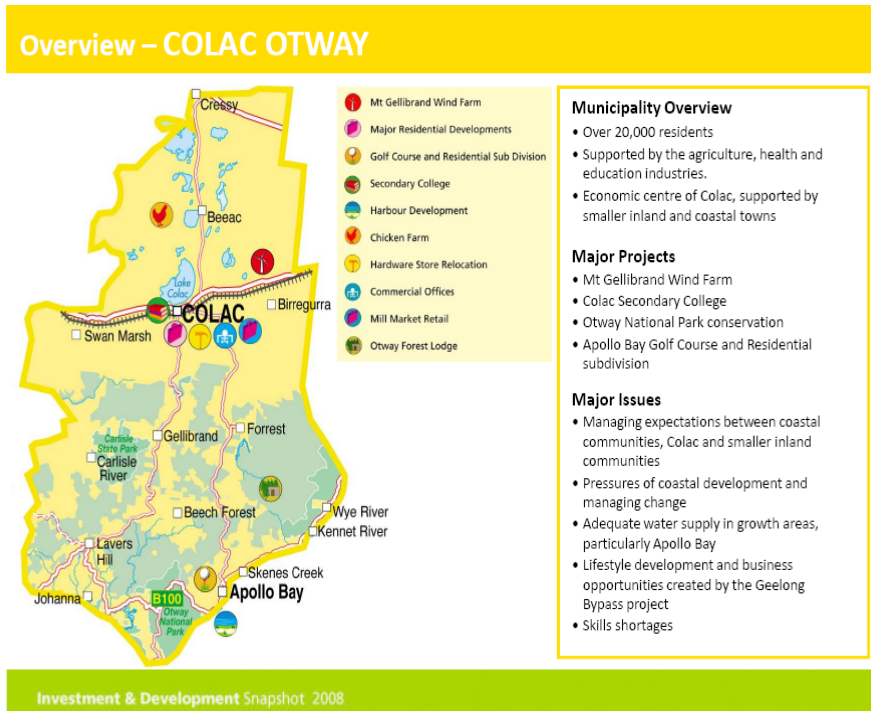
**Power & Connection Capital**- Connections with political and local leaders, voice and power

**Building & Infrastructure Capital** - Telecommunications, roads, rail and air infrastructure, health, community and recreation services and facilities, parks, main streets

<sup>10</sup> Barwon South West Healthy Liveable Communities Draft Plan April 2010

<sup>11</sup> Flora, C., M. Emery, S. Fey, C. Bregendahl. Community Capitals: A Tool for Evaluating Strategic Interventions and Projects. Online at [www.ag.iastate.edu/centers/rdev/projects/commcap/7-capitalshandout.pdf](http://www.ag.iastate.edu/centers/rdev/projects/commcap/7-capitalshandout.pdf). Accessed August 2010

<sup>12</sup> Jacobs, C ( 2007) Measuring Success in Communities: Understanding the Community Capitals Framework SDSU College of Agriculture & Biological Sciences <http://agbiopubs.sdstate.edu/articles/ExEx16005.pdf>. Accessed August 2009.



Source: GSC Investment and Development Snapshot 2008 ( SED Consulting)



### Community Capital of Colac Otway Shire



#### NATURAL CAPITAL

Our geography provides for natural water security and catchments and reservoirs provide 70% and 60 % water for the Barwon and GSC regions respectively

Almost half of all international overnight visits to regional Victoria are in the Great Ocean Road region. Natural attractions include: The Great Ocean Walk, Otway rainforest, Otway Fly, Coastal Scenery ( 90 km coastline), Whales, Great Southwest Walk, Mountain Biking, Fishing; Ecotourism (including Aboriginal cultural heritage), Lake Colac, Adventure Nature retreats in the Great Otway National Park, and the Bay of Islands Coastal Park and the Twelve Apostles Marine National Park nearby.

Approximately 43% of the land in the Shire is Crown Land.



#### FINANCIAL CAPITAL

Colac Otway Shire has a diverse economic base with opportunities for growth. The local economy is export oriented with 77% of the regions skim milk powder sold overseas.

**Small business** is a significant yet under rated component of the local economy. Small business plays an important role in maintaining diversity in the economy and provides an important buffer to negative offshore impacts to the agricultural sector in particular.

**Agriculture** – This sector is a well established and the dairy farming future is financially secure.

**Education and Training** – Provides opportunity for collaboration to bring new jobs and local training to Colac Otway Shire.

**Health and Community Services** – Contribution to the local economy is significant and growing.

**Retail and Professional Sector** – present opportunities for growth.

**Tourism** – Tourism is well established with a long term strategy within the region and Shire.

**Town Development** – Innovative planning will contribute to business and industry prosperity.

**Partnership and Regional Structures** – Will contribute to economic opportunities for the Colac Otway Shire.

#### ECONOMIC RESILIENCE

There are a number of ways to build economic diversity and subsequently resilience into the local economy including tourism development, high end product, sector marketing and regional tourism co-ordination. Diversifying farming functions and income streams will reduce risks associated with offshore influences. Participation in carbon and eco markets provides the agricultural sector with new income streams. Growing the niche and local markets is another means of building resilience into the sector.

## OUR BUILDINGS AND INFRASTRUCTURE CAPITAL

Beechy Precinct – the aim of this built precinct is to integrate education (Colac College and Colac High School) recreation (Blue Water Fitness and multi-purpose centre) and community facilities including the Central Reserve Area to provide a focus for an active lifelong learning community.

Library services and associated activities have been greatly enhanced with the development of the Colac Community Library and Learning Centre located in the Beechy Precinct. This provides an intergenerational opportunity to support learning across all ages and stages in life.

Colac Otway offers an extensive range of health and community services including acute health services; community health; GP clinics; children's and aged care services; residential aged care facilities and disability and emergency services.

Apollo Bay Harbour is one of only three safe blue water havens in Victoria west of Port Phillip Bay. The vision for the Apollo Bay Master Precinct Plan is for the harbour to be a focal point for the town and the region.

### Telecommunications



Access to high speed broadband is not universal across the shire and development of telecommunications infrastructure is critical capital for enabling access to key services that facilitate the social, economic and cultural wellbeing of people and enable the growth and development of Colac Otway communities, their connectivity to the nation and beyond. Increasing telecommunications capital will also increase choice and opportunity to people developing and running businesses, receiving health services, for education providers and primary, secondary, tertiary and lifelong learners.

### Water Security and Infrastructure

Colac Otway Shire provides the water catchment for 70% of the G21 and 60 % of the GSC regions. On 24<sup>th</sup> August 2010 it was announced that a \$12.8m project will be undertaken by Barwon Water to fast-track improvements to Colac's main water supply pipeline.



Source: Barwon Water

#### What residents say

COS is a pleasant environment, nice streets, well planned, open spaces ( 84%) and there is easy access to recreational & leisure facilities Good facilities and services like shops, childcare, schools, libraries ( 75%) - *Community Indicators Victoria*

## Our contribution to the region's liveability is significant,

### Tourism

Almost half of all international overnight visits to regional Victoria are in the Great Ocean Road region. Colac Otway has significant natural assets for nature based and marine tourism, which is Victoria's fastest growing tourism sector. Tourist destinations in and close to the Shire include: The Great Ocean Walk, Otway rainforest, Otway Fly, Coastal Scenery, Whales, Great Southwest Walk, Mountain Biking, Fishing; Ecotourism (including Aboriginal cultural heritage), Adventure Nature retreats Great Otway National Park, the Bay of Islands Coastal Park and the Twelve Apostles Marine National Park.

In partnership with Otways Tourism, Colac Otway Shire Council has responsibility for the development of tourism strategic plans; providing and maintaining infrastructure that supports the tourism industry needs including Visitor Information Centres; and ensuring Council's Planning Scheme recognises tourism related developments/activities as being integral to the municipality's development.



Source: <sup>13</sup>

Council through its Tourism Strategy promotes the region as an environmentally sensitive area through sustainable industry practices. Partnerships are important to the strategy to promote regional tourism development and marketing. The economic contribution the Colac Otway Shire brings to the region through tourism is significant. Tourism is a key economic driver for the entire region and has the capacity to grow further and disperse the tourism income throughout the region.

To the Reader

Can you identify additional contributions the Colac Otway Shire makes to the region ( ie G21 and GSC)?

<sup>13</sup> Regional Tourism Action Plan 2009 – 2012, [www.tourism.vic.gov.au/...plans/...plans/regional-tourism-action-plan/](http://www.tourism.vic.gov.au/...plans/...plans/regional-tourism-action-plan/) and [www.tourism.vic.gov.au/naturebasedtourism/Accessed](http://www.tourism.vic.gov.au/naturebasedtourism/Accessed) July 2010



## Transport

An extensive road network provides access to and between the Shire's principal towns of Colac and Apollo Bay. Major highways and rail connect the Shire to external markets, population and regional service centres. Colac Otway Shire is a unique municipality with major topographical, climatic and geological differences within the shire that have a direct impact on Council's capacity to provide a suitable road network. Council's contribution to the road network is significant to Victoria's economy as they support freight traffic taking increasing loads of agricultural products to local and export markets.

Council's vision for roads will ensure that the local community and visitors are provided with a road system that returns optimum economic benefit while recognising social, safety, environmental and user needs.

## Water

The Colac Otway Shire provides 70% of the Barwon Region's and 60% of the Wannon Water's - Great South Coast water supply catchment capability<sup>14</sup>. The Barwon River system, from its Otway Ranges catchment provides the water for Geelong, the Bellarine Peninsula and Surf Coast via the Wurdee Boluc Reservoir and water treatment plant. The West Barwon Reservoir, in the Otway Ranges, is the second largest reservoir of Barwon Water which provides water for over one quarter of a million residents and many businesses. In the Great South Coast, Wannon Water obtains water from the Otways system of the Arkins Creek Catchment and Gellibrand River, as well as the Grampians system and the Dilwyn Aquifer<sup>15</sup>.

Demand is increasing due to population growth in major urban areas around Geelong and the Surf Coast with annual forecast growth rates to 2021 of 1.55% and 2.66% respectively. Whilst Colac Otway is expected to grow at 0.6% per annum to 2021, in real terms this is 2200 people compared to 53,000 for Greater Geelong and 11,000 for Surf Coast.

Council's management of its water ways and wastewater from septic tank systems, in an environment of increasing population and climate change, is critical. Water supply has decreased and is forecast to decrease due to climate change resulting in less rainfall and below average stream flows into catchments. The Corangamite Regional Catchment Strategy 2003-2008 states the degradation of stream condition is widespread, with removal of streamside vegetation, bed and bank erosion, obstructions to fish passage, extensive woody weed invasion and reduced water flows being the major causes. The condition of the lakes and wetlands in the region are also degraded<sup>16</sup>.



West Barwon Reservoir, in the Otway Ranges, is one of the region's main catchments

<sup>14</sup> Wannon Water Supply Demand Strategy 2007-2055

<http://www.wannonwater.com.au/images/pdf/AboutWater/wsds.pdf> Accessed July 2010

<sup>15</sup> Draft Western Region Sustainable Water Strategy (2010)

[http://www.wannonwater.com.au/index.php?option=com\\_content&task=view&id=446&Itemid=442](http://www.wannonwater.com.au/index.php?option=com_content&task=view&id=446&Itemid=442)

Accessed July 2010

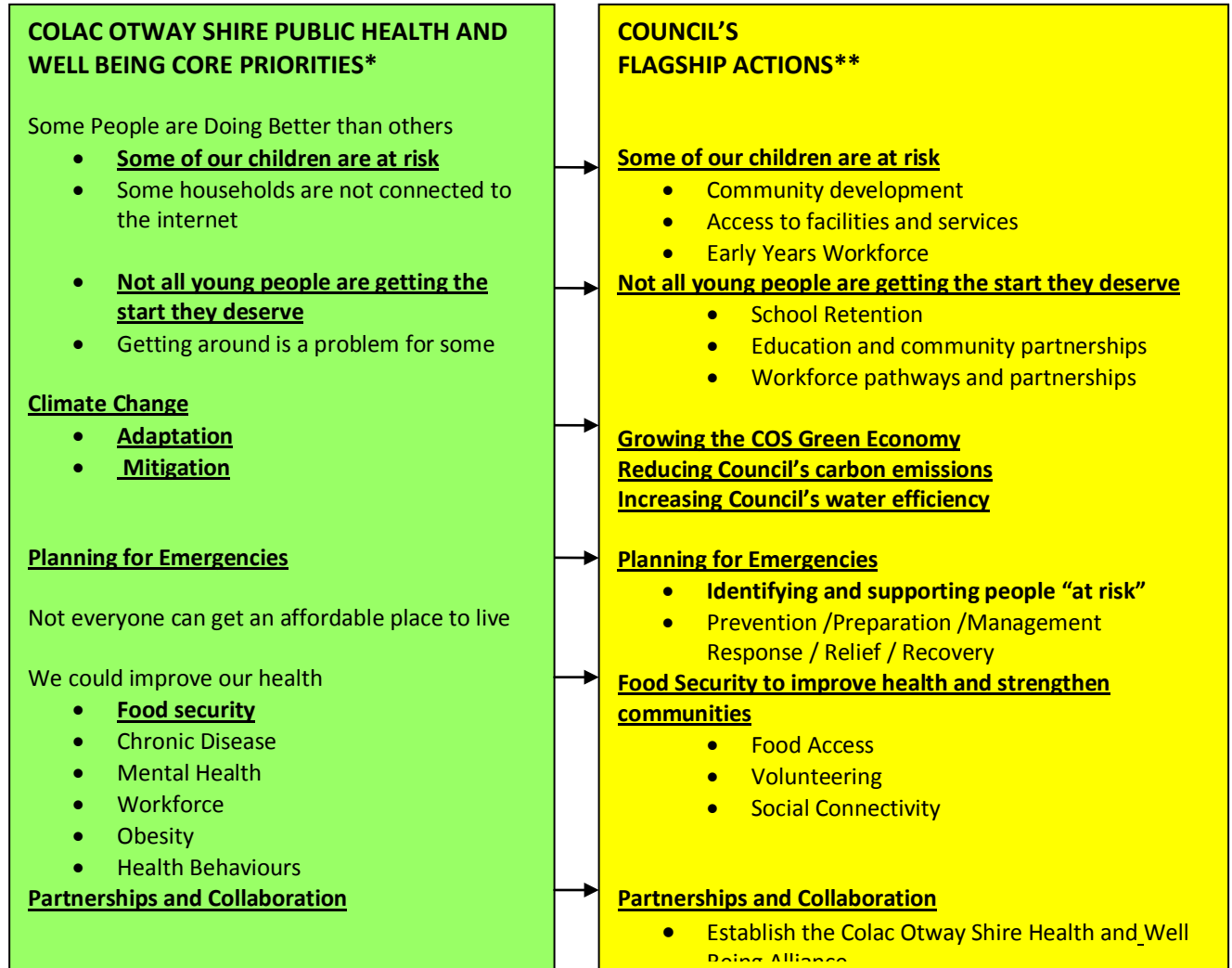
<sup>16</sup> Corangamite Regional Catchment Strategy 2003-2008

<http://www.cma.vic.gov.au/rcs/theregion/default.asp>. Accessed August 2010

# There are challenges to face and actions to take,

**To the Reader – Have we got this focus right ?**

This Plan has identified four priority areas and four achievable Colac Otway Shire Flagship Actions.



**Flagship Actions** – Immediate, high level of effort and resources required. Council Managers will be appointed to report to Council and to the Colac Otway Health and Wellbeing Alliance ( see section We have the Plans and the Partnerships to Move Forward”).

**Core Priorities** – Will be addressed by the Colac Otway Health and Wellbeing Alliance and requires commitment from the Alliance and partner agencies.

Resources for **Flagship Actions** and **Core Priorities** require whole of community effort, are likely to have been or will be part of a State or Federal focus and resourcing program eg from DEECD; DPCP; DH; or funding opportunities announced in A Fairer Victoria (\$1.3 billion) or Ready for Tomorrow the State Blueprint for Regional Victoria (\$603 million) for example initiatives will be sourced from State and Federal sources; participating agencies; opportunistic funding including philanthropic funds.

## Some people are able to do better than others CORE PRIORITY

People who have less income also experience higher levels of disadvantage, poor health and chronic disease.

### **FACT – We all want a liveable community**

Over half ( 54%) of all households earned less than \$1000 per week, which is similar to the Rural Victorian measure, but well below that of Victoria (42%).

Household income was estimated to be \$780, well below the Victorian measure of \$1022 per week and closer to the rural median of \$820 per week.

19% of all households earned less than \$350 per week, on par with Rural Victoria but above the measure for Victoria as a whole.

More than two thirds (63%) of working individuals earned less than \$600 per week, similar to the Rural Victorian measure, but well above the rate of Victoria overall (55%).

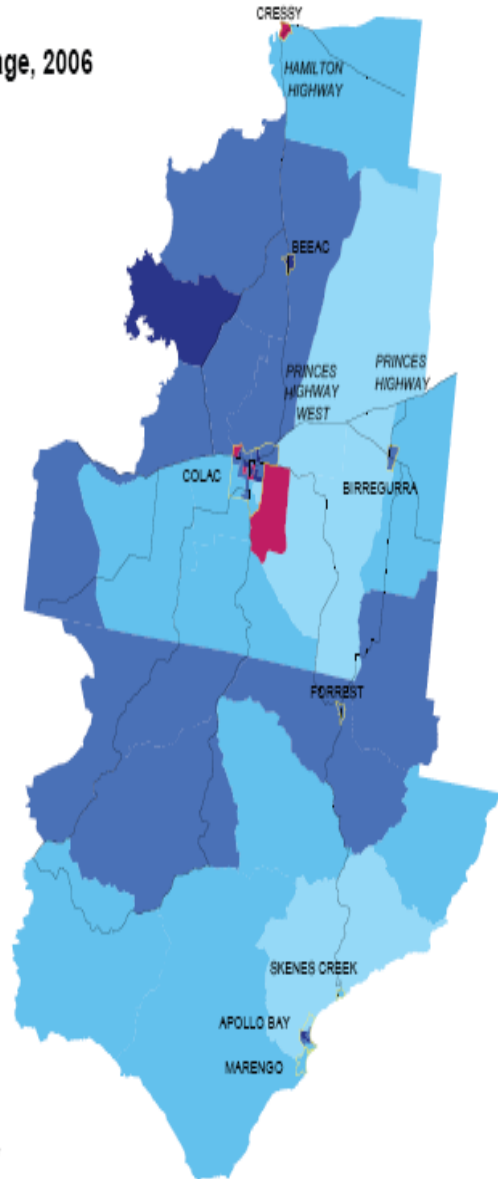
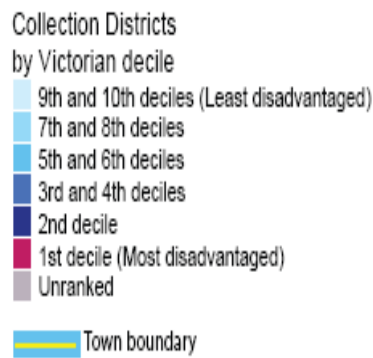
The estimated monthly gaming machine expenditure is between \$592K and \$756K with an estimated total yearly expenditure of \$7.7 million.

The number of gaming machines per capita of adult population is 6.72 machines per 1000 which is higher than the Victorian rate of 6.41 machines per 1000 but similar to Country Victoria.

Local areas of disadvantage for the municipality are described using the Socio-Economic Indexes for Areas (SEIFA) which summarise a range of socio-economic variables associated with disadvantage. SEIFA scores are a measure of relative disadvantage and is a measure from a suite of four data indexes that have been created from the 2006 census data collected by the Australian Bureau of Statistics (ABS).

When all areas of Colac Otway Shire were scored for disadvantage, non urban areas scored 3-5 out of 10 indicating a moderate level of relative socio-economic disadvantage. The rural area to the east of Colac was ranked 7-8 out of 10. In the Shire's urban areas, including large proportions of Colac, there were areas of highest socio-economic disadvantage ie a score of 1 out of 10.

**Colac-Otway Shire,  
SEIFA Index of Relative Socio-economic Disadvantage, 2006**



Source: 2008, ABS, Cat no. 2033.0.55.001 Socio-economic Indexes for Areas (SEIFA),  
Data only, 2006; DPCD, 2008, Towns in Time

## Some of Our Children are At Risk FLAGSHIP ACTION

Communities play a crucial role in influencing early childhood development. To thrive, children need both supportive and caring families and communities. Supporting children in the years before school greatly increases their chances of a successful transition to school and better learning outcomes while at school. More than one in ten people in the Shire are 8 years or under. This is about the same as regional Victoria and Melbourne ( 11.4 and 11.1% respectively). There are 1330 families with children, 20% of these are with a single parent compared to 17% for the whole of Victoria and the median net income of the Shire's families is significantly lower than Melbourne families.

The Australian Early Development Indicators (AEDI) Index measures the health and development of children to help communities assess how well they are doing in supporting young children and their families<sup>17</sup>.

### **FACT – We can do better for our children**

*Overall there are 23.6% of children developmentally vulnerable on one or more domains of the AEDI and 12.9 per cent are developmentally vulnerable on two or more domains.*

Despite the large number of early years service providers in the Shire there is a critical need to find answers for the AEDI Index results, especially in Colac. Councils' Early Years Plan is solely focused on the future needs for early years development and, following conversations with the community, will be in a position to implement strategic actions to address our AEDI Index results.

### **Fact- Council is Committed to Improving Early Years Outcomes**

Council's Maternal and Child Health Service has been established for over 85 years and provides over 80 hours of service per week throughout the Shire to support parents raising children. Support, information and advice is available regarding parenting, child health and development, child behaviour, maternal health and well-being, child safety, immunisation, breastfeeding, nutrition and family planning.

In October 2010, Colac Otway Shire Council Adopted its Early Years Plan

The most significant issues identified in the Early Years Plan are:

- \* Universal Access in kindergartens for four year olds.
- \* Providing integrated early years facilities that are managed, located, sized and equipped to meet future family and childhood needs.
- \* Implementing actions to reduce developmental vulnerability of children in Colac before they reach prep.
- \* Introducing community based strategies to inform and support parents.

<sup>17</sup> Australian Early Development Index Indicators [http://www.rch.org.au/aedi/index.cfm?doc\\_id=13051](http://www.rch.org.au/aedi/index.cfm?doc_id=13051)  
Accessed July 2010

**FACT – Parents are trying hard**

More parents are accessing Maternal and Child Health services, having their children immunised, breastfeeding more, there are decreasing levels of child protection notifications and fewer children hospitalised for asthma.

Participation in the material and child health program improved markedly and was higher in 2006 than Melbourne and Rural Victoria. The figure for 3.5 years consultation was much higher than Melbourne (by 5%) and jumped from 50% in 2001 to 64% in 2006.

The rate of child protection notifications in the Shire increased significantly in the period 2001-2003 but fell sharply in 2004-2006. The notification rate of 20% in 2006 was significantly less than the figure for Rural Victoria (34%). This has been due to increased child protection services provided through Colac Area Health. The Shire's immunisation rates increased slightly and remained just above the rates for Melbourne and Rural Victoria.

Breast feeding rates improved considerably between 2001 and 2006 – from 5% below the Melbourne and Rural Victorian rates to 5% above.

The rates of hospital separations for asthma fell dramatically from 9 per 1000 children in 2002 to 3.6 per 1000 in 2006. The Shire's rate dropped from well above those for Rural Victoria and Melbourne to well below.

**GOAL**

**All Colac Otway children will have the best start in life to achieve optimal health, wellbeing**

**OBJECTIVES:**

Increase 4 year old kindergarten participation from 10 to 15 hours by 2013

Implement and evaluate Council's Early Years Plan including:

- Introducing community based strategies to inform and support parents
- Complete the Shire's kindergarten facilities plan
- Demonstrate a staff: child ratio in 4 years old kindergarten to 1:11 by 2013
- Increase access to family and children's services in the catchment area of Otway Health Services.
- Increase the number of Colac Area Health settings and stakeholders engaged in activities or programs which increase children's and young people's protective factors

**COUNCIL'S PARTNERS**

Department of Education and Early Childhood Development  
Colac Otway Kindergarten community  
Otway Health Service  
Colac Area Health  
Glastonbury Children's Services

**EVALUATION INDICATORS**

|             |                                                                                                                                                                      |
|-------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2010-2011   | Establish Colac Otway Shire Health and Well Being Alliance                                                                                                           |
| 2010 – 2012 | Early Years Facility Plan evaluation and report to Council by July 2012                                                                                              |
| 2010        | Increase the number of Colac Area Health settings and stakeholders engaged in activities or programs which increase children's and young people's protective factors |
| 2012        | Increase in the number of COS Family and Children's Services Available in the Otway Health Services catchment                                                        |
| 2012-2013   | Decrease in the number children with measured developmental vulnerability (Australian Early Development Index Indicator monitoring)                                  |
| 2013        | Provide a Staff: Child ratio's 1:11 in COS 4 year old kindergarten classes                                                                                           |
| 2013        | Increase in kindergarten attendances and visits to Maternal and Child Health Centre for 3.5 year old visit                                                           |

**STRATEGIC DOCUMENTATION**

COS Early Years Plan  
Colac Area Health- Health Promotion Plan 2010  
Otway Health Strategic Plan  
Great South Coast Health and Well Being Profile 2010  
Great South Coast Regional Strategic Plan 2010  
Australian Early Years Indicators Index for Colac Otway Shire  
DEECD Blue Print for Education and Early Childhood Development

## Not all young people are getting the start they deserve – FLAGSHIP ACTION

Literacy and numeracy skills of Prep, Year 1 and 2 children in Colac Otway are slightly above the average for Victoria<sup>18</sup>. The basic skills acquired in early childhood and school years, particularly literacy and numeracy, are the necessary foundation for developing higher order skills that leads to a more productive workforce.

### FACT

More effort is needed to increase school retention and develop pathways between education, jobs in areas of workforce shortage with an emphasis on “green jobs” as we transition to a low carbon economy. Colac Otway’s rate of teenage pregnancy is the highest for GSC and G21 regions and in 2007 ranked third highest LGA in the State.

This municipality performs badly for the highest year of school completed. People aged 20 to 24 are:

- 100% more likely to have left school after Year 8 than the average for Victoria
- 164% more likely to have left school after Year 9
- 84% more likely to have left school after Year 10
- 125% more likely to have left school after Year 11 and
- 28% LESS likely to have completed Year 12 than the rest of Victorian students<sup>19</sup>

In 2008, Colac Otway Shire Year 12 leavers were less likely to move onto university education than the other leavers across the SWLLEN catchment but more likely to commence an apprenticeship. A higher proportion were looking for work and in employment either full time or part time.

According to the AEDI Index, SEIFA and My School rankings of disadvantage there is clear evidence that Colac secondary school students are vulnerable to an intensification of disadvantage. Efforts to counter disadvantage at schools in Colac will require focused intervention at a regional level.

The Parliamentary Enquiry into *Geographical Differences in the Rate in Which Victorian Students Participate in Higher Education* found that students from disadvantaged socio-economic backgrounds and students living away from home (ie students from rural and regional areas) experience the greatest financial disincentive for participating in tertiary studies<sup>20</sup>.

SWELLN reports that the need to increase educational achievement in the region is a community issue because it is a limiting factor for both the life chances of individuals and the regional economy and that Year 12 students defer university at 2.5 times the rate of their metropolitan counterparts. SWELLN analysis of the data has shown a possible link between poor retention rates and the number of youth aged 15+ living in single parent households. The scan also flags the need to prepare minority group families such as the Sudanese, for the educational transitions of their children.

<sup>18</sup> AEDI Australian Early Development Index Indicators

[http://www.rch.org.au/aedi/index.cfm?doc\\_id=13051](http://www.rch.org.au/aedi/index.cfm?doc_id=13051) Accessed July 2010

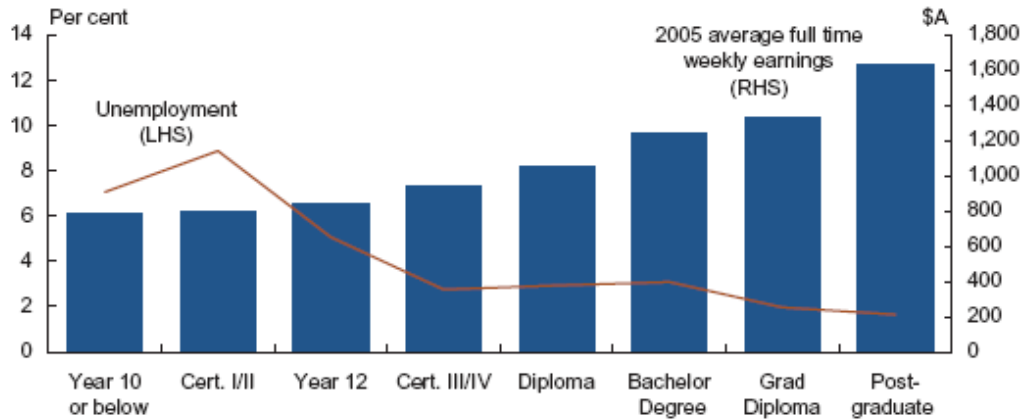
<sup>19</sup> South West Employment and Local Learning Network (SWELLN) Strategic Plan 2010 and Environmental Scan <http://www.swllen.net.au/> Accessed August 2010

<sup>20</sup> The Parliamentary Enquiry into *Geographical Differences in the Rate in Which Victorian Students Participate in Higher Education* <http://www.parliament.vic.gov.au/etc/inquiries/article/261>. Accessed August 2010



Gaining an apprenticeship or place at university is an encouraging step for the future of a young person. The level of education and skills attainment significantly increases an individual’s future employment and earnings potential. On average, higher levels of education increase earnings for individuals. For example, in Australia the latest available ABS data indicate that average weekly full time earnings for people with Certificate III level qualifications and above are at least 10 per cent above, and up to double, those without these qualifications<sup>21</sup>.

Improved educational outcomes increase people's opportunities in life



The Colac Otway Shire recognises that it must play a leading role in the development of its current local and future workforce and in doing so work in partnership with education and training providers to consolidate local area planning and development of education and employment pathways.

<sup>21</sup> Australia to 2050:future challenges the 2010 intergenerational report, 2010 [http://treasury.gov.au/igr/igr2010/report/pdf/IGR\\_2010.pdf](http://treasury.gov.au/igr/igr2010/report/pdf/IGR_2010.pdf) Accessed July 2010

**GOAL**

**Increasing the number of young people completing all years of secondary school**

**OBJECTIVES:**

Establish a partnership and collaborative group ( COS Alliance Schools Working Party) eg the Colac Otway Shire Community Health and Well Being Alliance

COS Alliance Schools Working Party to review the DEECD evidence based catalogue of strategies for increasing school retention rates

Schools Working Party to develop a partnership with SWELLEN to identify barriers and enablers to COS vocational and workforce education and training sector ( SWELLEN Strategic Plan 2010) and report to the COS Alliance Schools Working Party.

Plan for the resourcing and implementation of selected DEECD evidence based strategies ( Possible Programs include: Check and Connect; Careers Academies; Maryland's Tomorrow Program, Stairs Program)

**COUNCIL'S PARTNERS**

Department of Education and Early Childhood Development  
South West Employment and Local Learning Network (SWLLEN)  
Colac Otway Shire secondary schools  
Colac Otway Shire vocational providers  
Community and student representatives

**EVALUATION INDICATORS**

|           |                                                                                              |
|-----------|----------------------------------------------------------------------------------------------|
| 2010-2011 | Establish Colac Otway Shire Health and Well Being Alliance                                   |
| 2011-2012 | Establish Alliance Schools Working Party                                                     |
| 2013      | Evaluate the partnerships capacity and agreed actions of the Working Party                   |
| 2012-2013 | School retention rates ( On Track" data monitoring                                           |
| 2012-2013 | Engagement of young people in education, training or work ( ABS and SWELLEN data Monitoring) |

**STRATEGIC DOCUMENTATION**

MYSCHOOLS Report for Colac Otway Shire  
DEECD evidence based catalogue of actions to increase school retention rates  
DEECD Blue Print for Education and Early Childhood Development  
Great South Coast Health and Well Being Profile 2010  
SWELLEN "On Track" data for Colac Otway Shire School  
Great South Coast Regional Strategic Plan 2010

Some households are not connected to the internet  
**CORE PRIORITY**

**FACT**

Almost half of all households do not have access to the internet and Colac Otway has the highest proportion of homes without internet connection of all GSC municipalities and 19% below the Victorian average and the lowest in the Barwon South West.

Internet access is significant to everyday life and liveability, it is critical for enabling access to key services that facilitate the social, economic and cultural wellbeing of people and contributes to the economic development of the Colac Otway Shire and its people. Fast broadband and mobile phone coverage are essential to attract and retain young people and business activity. All students from primary to University of the Third Age rely on internet connection and to be without a connection would impact upon education success. There is also direct correlation between education levels, broadband use, innovation, value adding, productivity, average wages and social disadvantage<sup>22,23</sup>.

The Great South Coast Regional Strategic Plan and G21 Regional Plan have identified access to broadband is a regional issue. The Colac Otway Shire will be an active participant in increasing broadband access for residents.

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<sup>22</sup> Connecting Communities: the Second Wave-

<http://www.dvc.vic.gov.au/web14/dvc/dvcmain.nsf/headingpagesdisplay/building+stronger+communitiesconnecting+communities>

<sup>23</sup> Victorian Competition & Efficiency Commission 2008 "A State of Liveability: An Inquiry into Enhancing Victoria's Liveability FINAL REPORT"

[http://www.vcec.vic.gov.au/CA256EAF001C7B21/WebObj/VCECLiveabilityReport-FINALFULLREPORT/\\$File/VCEC%20Liveability%20Report%20-%20FINAL%20FULL%20REPORT.pdf](http://www.vcec.vic.gov.au/CA256EAF001C7B21/WebObj/VCECLiveabilityReport-FINALFULLREPORT/$File/VCEC%20Liveability%20Report%20-%20FINAL%20FULL%20REPORT.pdf)

## Getting around is a problem for some CORE PRIORITY

Distance, remoteness and isolation impact on people's ability to participate in community life. Colac Otway has the second highest number of households across the GSC without motor vehicle access. In the G21 region, Colac Otway had the second highest proportion (18%) of people who had experienced restricted travel options in the preceding 12 months.

Being without a vehicle and unable to access public transport due to distance from public transport, disability or affordability places people in social disadvantage due to reduced ability to access family, friends, work, education, health services, shops and other services. This situation is common for regional cities and towns that do not have the critical mass of population needed to support higher levels of service. Critical mass is most often regarded as around 20,000 people or similar populations to Warrnambool. Colac central has approximately half this population<sup>24</sup>.

### FACT

The Colac Neighbourhood Renewal Survey 2007 included 300 people surveyed in Neighbourhood Renewal Areas (NRA) and 150 people in Non-Neighbourhood Renewal Areas:

For "How would you generally rate public transport services for people in your neighbourhood?"

- 76% of NRA respondents rated it as Poor or Average in 2007 compared to 73% in 2004
- 81% of Non NRA respondents rated it as Poor or Average in 2007 compared to 70% in 2004

For the open question "What do you think needs to be done to improve public transport services for people in your neighbourhood"

- 48% commented on "having a bus service, more buses and more bus routes"
- 15% said "improve taxi service/more taxis"
- 10% said "more information about what (public Transport) is available"

Council supports the goals, objectives and strategies of the Transport Connections Strategy – Bringing Communities Together Plan

<sup>24</sup> Great South Coast Regional Strategic Plan 2010

## Climate change presents challenges and opportunities

The consequences of Climate Change are not unique to Colac Otway Shire. Climate Change will affect the Shire and community in areas of the economy, agriculture, biodiversity, land use, emergency response, infrastructure provision and maintenance<sup>25</sup>.

Climate Change is characterised by average and extreme temperature increases, lower rainfall, increased storm events and raised sea levels. This challenge has three elements with the first being the most difficult to influence locally in:

- Minimising the prime cause of Climate Change in greenhouse gas emissions
- Adapting to the impacts of climate change
- Adopt local initiatives where people can reduce their own climate changing impacts

The Colac Otway Shire's natural assets, such as Lake Colac, Great Otway National Park and the Otway Forest Park, are vulnerable to climate change, as is the agricultural and primary industry based sectors.

Climate Change will also present opportunities, for example:

|                     |                                                                  |
|---------------------|------------------------------------------------------------------|
| <b>CLEAN AIR</b>    | Carbon Credit Schemes<br>Financial Incentives for Re-forestation |
| <b>CLEAN WATER</b>  | Water Trading                                                    |
| <b>BIODIVERSITY</b> | Vegetation Protection and Re-forestation Incentives              |
| <b>NEW ENERGY</b>   | Wind, Geothermal, Solar Investment                               |
| <b>BIOFUELS</b>     | Increased demand for Feed Stock<br>Refinery Investment           |

In the Climate Change White Paper<sup>26</sup>, the Victorian government is determined to increase its GreenPower commitment from the current 25% to 35% by 2015 and 50% by 2020. This means that by 2020 half the electricity consumed by major departments and agencies will come from renewable sources. The White Paper states that local government is best placed to help their communities prepare for and respond to climate change impacts.

In response to the impact of climate change on farming communities Victorian qualitative research (VCSS, 2009) indicates that virtually all farming families were forced to eat into their physical, financial and personal/emotional reserves to cope with the drought. This research also points to the widespread effects of drought throughout communities which persist long after drought has officially 'broken'. The

<sup>25</sup> Victorian Climate Change Green Paper ( 2009) <http://www.climatechange.vic.gov.au/Greenhouse/wcmn302.nsf/LinkView/EF3BD0CABED3B830CA2575BC000E22A2BBA69776518142B6CA2575C400224496> Accessed July 2010

<sup>26</sup> Victorian Climate Change White Paper (2010) <http://www.climatechange.vic.gov.au/index.html> Accessed September 2010

mental health impacts of drought combined with existing rural adjustment trends can be profound, leading to increased levels of depression and anxiety for farming families and, indeed, whole communities. Financial impacts flow through communities and community members who do not identify as 'low income' or 'welfare recipients' increasingly need to access financial and social support services through Centrelink, emergency relief providers and health services. Targeted strategies will be required to promote participation of vulnerable groups when developing 'whole-of-community' health strategies.

**FACT Temperatures have been rising and rainfall declining**

The average annual temperatures will increase by a minimum 0.8C by 2030 on top of the 1.0C increase in Victoria since 1950 (CSIRO).

There has been a 12% decline in the region's rainfall between the periods 1961-1990 and 1998-2007.

A sea level rise of a minimum 0.8m is anticipated in 100 years (CSIRO).

Higher temperature ranges, sea level rises, more severe storm events and an increased potential for fire will impact severely upon local people/communities, Council's services, infrastructure, property and open space, as well as state and national parks .

To the Reader,

Has the Plan got the issues right, the opportunities, the emphasis right and the high priority Flagship Actions right?

## Planning for Emergencies – Prevention, Response, Relief and Recovery

### FLAGSHIP ACTION

Events such as heatwaves, bushfires, floods and storm events are expected to become more frequent and severe due to climate change<sup>27</sup>. The consequences of these challenges include:

- Responding to major emergencies is a very stressful experience for the people directly affected and the people who are called upon to help
- The strain on community members, emergency management and response groups that need to cope with the extra workload is demanding in both mental and physical terms;
- The positive consequences are that emergency events can help galvanise communities which can enable many initiatives to be undertaken that would not normally be possible and it allows emergency response systems to be implemented and improvements made.<sup>28</sup>

#### **FACT - Colac Otway Shire needs to be prepared**

Over the five days, 27-31 January 2009, maximum temperatures were 12-15°C above normal over much of Victoria. The temperature was above 43°C for three consecutive days reaching a peak of 45.1°C. This heat wave had a substantial impact on the health of Victorians, particularly the elderly through heat stress, dehydration and death measured by ambulance attendances, locum doctor visits and hospital emergency department attendances.

The highest temperature ever recorded in Victoria was on Saturday 7<sup>th</sup> February 2009 at Laverton, near Geelong, at 47.9°C triggering one of the most devastating fires in Victorian history.

<sup>27</sup> Victorian Climate Change Green Paper ( 2009)

<sup>28</sup> Taking Action for Victoria's Future. Victorian Climate Change White paper 2010

**GOAL**

**The residents and service response teams of the Colac Otway Shire are informed and prepared for an emergency response**

**OBJECTIVES:**

Prepare and promote “an active” community register of people vulnerable in the event of a community emergency by December 2010.

Bushfire Safety Option Plans are developed with local communities throughout the municipality by December 2011.

COS publications and education material reflect up to date bushfire safety policy by December 2011.

COS Community Bushfire Communication Strategy in place (2012) and evaluated (2013).

**COUNCIL'S PARTNERS**

Whole of Community  
CFA / Police / SES /DSE /DH  
Colac Area Health  
Otway Health Services  
General Practitioners  
Ambulance Victoria  
Aged Care Facilities  
Child Care Facilities  
Schools  
Utility Providers  
Vic Roads

**EVALUATION INDICATORS**

2010 – 2011 Implementation and evaluate COS Heat wave Strategy  
2010 “Community Safety List” active and up to date  
2010 100 % community awareness of Community Safety List amongst vulnerable people and their carers  
2010-2011 Community Bush Fire Plans reported to Council  
2010-2011 COS Community Bushfire Communication Strategy developed and evaluated  
2012 Community confidence in responding to an emergency  
2012 For “Community Safety List” residents, their confidence in being assisted in an emergency

**STRATEGIC DOCUMENTATION**

COS Integrated Fire Management Plan  
COS Emergency Management Plan  
COS Heat Wave Strategy  
COS Pandemic Plan  
Colac Area Health –Health Promotion Plan  
Great South Coast Health and Well Being Profile 2010  
Great South Coast Regional Strategic Plan 2010  
COS Positive Ageing Strategy  
Victorian Climate Change White Paper  
Bush Fire Royal Commission Report



## Food security to improve health and strengthen communities

### FLAGSHIP ACTION

Food and nutrition are important aspects of health and wellbeing. Poor nutrition due to insufficient, low quality or unreliable food intake leads to ill health. It also contributes to existing inequities in health because inadequate or poor quality food intakes are most commonly experienced by people with the worst social and economic status.

Concerns about food intake among disadvantaged groups are encapsulated in the term *food security*. Food security refers to the ability of individuals, households and communities to acquire appropriate and nutritious food on a regular and reliable basis. Food security is determined by people's local food *supply* and their capacity and resources to *access* and use that food<sup>29</sup>.

#### FACT

Community Indicators Victoria estimate that in 2009, 8% of the adult population living in Colac Otway Shire ran out of food and could not afford to buy more on at least one occasion. The prevalence of younger adults ( 18-54 years) who ran out of food was higher than for older adults ( >54 Years), 12% and 2 % respectively.

Food insecurity is experienced by people who are socioeconomically disadvantaged and/or have low disposable incomes. Examples include the unemployed, low wage earners, single mothers and indigenous communities. Across the Colac Otway Shire in 2006, 19% of all households earned less than \$350 per week.

The cost and availability of healthy food is a major determinant of food and nutrition security. The Australian Household Expenditure Survey (2003-04) indicated that Australians spend, on average, 17% of their income on food. For welfare recipients and other people with low incomes, this proportion is much higher. The data tells us that low income families in the Great South Coast spend around 40% of total income on a typical basket of basic supermarket food items. By location across the GSC, the cost ranged from \$383 in Hamilton to \$433 in Colac. Single mothers spend the next highest proportion of their income on a typical basket of basic supermarket food items and, again, the data highlights highest prices for Colac.

<sup>29</sup> Food Security Options Paper. A Planning framework and menu of options for policy and practice interventions. NSW Centre for Public Health 2003.

**GOAL**

**Building healthy and connected communities**

**OBJECTIVES:**

Seek funding and resources to support activities of the Food Security Working Group to sustain the activities of the Group by 2011.

Establish Colac Otway Shire Health and Well Being Alliance, Food Security Working Group for an inter-sectoral approach increasing access to nutritious and affordable food by 2012.

Identify populations who are food insecure and work collaboratively to improve access to fruit and vegetables by 2012.

Grow fruit and vegetables in Council owned and managed land – edible landscapes by 2012

Increase in growing and consumption of local fruit and vegetables by 2013

- home gardens
- community allotments
- community gardens
- school gardens –Edible School Yards

**COUNCIL'S PARTNERS**

COS Health and Well Being Alliance

Schools

Salvation Army

Public housing

Colac Area Health

Otway Health & Community Services

Retail fresh food outlets

Commercial food outlets

**EVALUATION INDICATORS**

2010-2012      Established Colac Otway Shire Health and Well Being Alliance

2011-2013      Established Alliance Food Security Working Party

2012              Number of public spaces growing fruit and vegetables

2013              Increase in fruit and vegetable intake ( DH, National Health Survey and ABS data)

2013              Decrease in the percentage of people who ran out of food and could not afford to buy more food in 2011 ( Community Indicators Victoria data monitoring)

**STRATEGIC DOCUMENTATION**

Food Security Options Paper. A Planning framework and menu of options for policy and practice interventions. NSW Centre for Public Health 2003.

Great South Coast Regional Strategic Plan 2010

Great South Coast Health and Well Being Profile 2010

G21 Regional Plan – Health and Well Being Pillar

Victorian Climate Change White Paper 2010

Community Strengthening – the Second Wave DPCD

## Climate Change Adaptation and Mitigation FLAGSHIP ACTION

In addition to emergency management preparation and a focus on food security, Council's Economic Development Unit, Council's Planning Unit and Council's Environmental Sustainability Strategy and the Colac Otway Shire Green Business Network have identified several initiatives that will impact positively upon the health and wellbeing of the Colac Otway Shire.

These initiatives include:

- Growing the Green Economy – thereby increasing prosperity. As mentioned earlier in this plan there is a clear relationship between socio-economic status and health.
- Reducing carbon emissions – there is evidence that carbon emissions contribute to the environmental impacts of climate change which impact up the health and well being of communities eg heat waves; coastal inundation and floods, bush fires, and pandemics for example<sup>30</sup>.
- Increasing water security – access to a clean and abundant water supply is critical for people's physical, social and emotional needs.
- Council's Planning Scheme – amendments to promote energy and water efficiency in new building developments, community safety and tourism market security.

### GOAL

**Colac Otway Shire making a successful transition to a low carbon and water efficient community and economy**

### OBJECTIVES:

- Growing the green economy
- Reduce carbon emission across the Colac Otway Shire
- Increasing water efficiency across the Colac Otway Shire
- Increasing community safety in coastal communities

### COUNCIL'S PARTNERS

Whole of Community  
Cola Otway Shire Green Business Network  
Schools  
Vocational Providers  
Business Communities  
Employment Agencies

### EVALUATION INDICATORS

#### Reducing Council's Carbon Emissions

|             |                                                                                    |
|-------------|------------------------------------------------------------------------------------|
| 2010 – 2011 | Evidence based methodology for measuring Carbon Emissions adopted by Council .     |
| 2013        | Reduced Council Carbon Emissions by 10% and Increased Council Green Purchasing 50% |

<sup>30</sup> Taking Action for Victoria's Future. Victorian Climate Change White paper 2010

**Colac Otway Shire making a successful transition to a low carbon and water efficient community and economy (continued)**

Increasing Council's Water Efficiency

2010-2011 Evidence based methodology for measuring Water Efficiency adopted by Council  
2013 Increased Council Water Efficiency by 30%

Green Council Planning

2013 Council adoption of amendments in COS Planning Scheme

Growing the Green Community and Economy

2010 – 2011

- Analysis of "Green" impact across COS Business , report to Council and COS business community by July 2011
- Analysis of "Green Jobs" opportunities across COS, report to Council and COS business community by July 2011
- Demonstration of "Green Jobs" communication with COS Business Community
- Number of households and business with increased awareness and capacity to measure energy and water usage

2013

- Increased local opportunities for Green vocational and workforce education and training
- Number of households and businesses with energy and water usage scores
- Number of retailers promoting energy and water efficient products such as light globes etc, as well as nurseries for appropriate plants

**STRATEGIC DOCUMENTATION**

COS Greenhouse Action Plan  
COS Sustainable Water Strategy  
COS Economic Development Strategy  
GSC Regional Strategic Plan  
G21 Regional Plan  
Victorian Climate Change White Paper

**STRATEGIC PARTNERSHIPS**

COS Green Business Network

Not everyone can get an affordable place to live  
CORE PRIORITY

**FACT Our changing demographics is putting the pressure on housing for all**

Housing types will need to cater for the forecast increase in the 60 plus age group of 40% or 1870 people by 2031 from a base of 4,634 in 2006.

Lone person households will increase from 27.5% in 2006 to 32.6% in 2030. This is a net increase of 1163 households by 2030.

Families with dependants will decrease from 29.2% in 2006 to 25.7% in 2030. This will still see a net increase in the number of households of 280.

Household sizes are forecast to decrease from 2.43 persons per household average in 2006 to 2.29 in 2030.

Colac Otway has the highest level of reported mortgage and rental stress compared with other municipalities in the G21 and GSC regions..

A healthy community depends on an adequate supply of affordable and suitable well located housing. Affordable and stable housing is an important enabler for employment, social relationships and community participation<sup>31</sup>. New industries may bring housing pressures in terms of driving-up rent/mortgage prices, providing additional pressure for vulnerable groups.

Other factors that impact on affordable housing are issues of liveability; demographics and considerations within Council's land planning scheme. Increasing property values in coastal towns (such as Apollo Bay) are creating a difficult situation for working families and those on fixed incomes. There is evidence of locals leaving town for more affordable options. Their departure leaves a town that is increasingly "empty" in non-holiday periods, which makes the provision of community and recreational services more and more challenging for Council.

Affordable housing encompasses both rental and ownership, and relates to more than simply the cost of housing.

Affordable housing is:

- **Well located** with regard to accessing community, retail, education and medical facilities as well as employment opportunities.
- **Appropriate** to the requirements of a given household such as safety of children, accessibility issues for older persons and people with a disability.
- **Priced at a reasonable cost**, with payments (whether mortgage repayment or rent) being no more than 30% of that household's income, to enable payment of other essential expenses including utility costs, food and clothing.<sup>32</sup>

<sup>31</sup> Barwon South West Department of Health Draft Healthier Together Strategy April 2010

<sup>32</sup> G21 Health and Well Being Pillar

Housing affordability is also more than simply about providing accommodation, it also relates to how a society operates and provides for its constituents. Without affordable housing local households cannot access employment, health, transport and other services. As well as the impacts on individuals and households, lack of affordable housing will influence local industries such as manufacturing, retail and hospitality services where the workforce often relies on casual and part time arrangements.

Colac Otway Affordable Housing Audit, June 2007, demonstrated evidence that there is high number of people with special housing needs including: the young and elderly, single people, young families, new arrivals and people with disabilities. In Apollo Bay there is a shortage of affordable houses to rent or purchase due to the tourism and investment affected market.

Lack of housing options can inhibit business and employment growth. In Colac Otway the issues affecting the supply of affordable housing include the needs of an ageing population, availability and cost of homes to rent and purchase, increasing numbers of coastal homes being acquired for holiday houses and the availability of public housing. The lack of affordable housing accommodation for employees, both current and prospective is a significant problem<sup>33</sup>.

The Inquiry into Retaining Young People in Rural Towns and Communities<sup>34</sup> found that “there are serious concerns regarding the availability and affordability of accommodation for younger people in rural areas”. The inquiry made a number of recommendations in relation to student housing and accommodation including developing accommodation exchange programs, expanding student accommodation in Melbourne for regional students, assessing rural private rental markets, and improving financial assistance packages.

To the Reader

Tell us your story to help build the Colac Otway Shire housing understanding.

<sup>33</sup> Colac Otway Shire Housing Audit 2007

<sup>34</sup> Inquiry into Retaining Young People in Rural Towns and Communities

<http://www.parliament.vic.gov.au/archive/rrc/inquiries/YoungPeople/RetainingYoungPeopleReportFinal.pdf> Accessed July 2010

**GOAL**

**Increasing access to affordable housing in Colac and Apollo Bay**

**OBJECTIVES:**

Establish Colac Otway Shire Health and Well Being Alliance, Housing Working Group for an inter-sectoral approach increasing access to affordable housing.

Decrease housing stress for Colac Otway residents.

**COUNCIL'S PARTNERS**

Department of Health  
Public Housing  
Real Estate Agencies  
Boarding Houses  
Emergency Housing Providers  
G21 Housing Group

**EVALUATION INDICATORS**

- 2012 Annual Housing Affordability Audit completed in Colac and Apollo Bay and report to Council
- 2012 Development of COS Housing Affordability Strategy and report to Council and housing stakeholders
- 2013 Decrease in the number of low income households with rental stress (DH, ABS, Census of Population and Housing data monitoring)
- 2013 Decrease in low income households with mortgage stress ( DH, ABS, Census of Population and Housing data monitoring)
- 2013 Decrease in the number of rent assistance recipients (Centrelink data monitoring)

**STRATEGIC DOCUMENTATION**

COS Housing Affordability Audit  
GSC Regional Strategic Plan 2010  
GSC Health and Well Being Profile 2010  
G21 Health and Well Being Pillar

## We could improve our health CORE PRIORITY

As a nation, we are healthy compared to many others. We are living longer and longer with the life expectancy highest in the GSC region for men but lowest for the G21 region. For women, life expectancy is also lowest in the G21 region and equal second lowest with Southern Grampians in the GSC<sup>35</sup>.

The health of residents living in the Colac Otway Shire is challenged by poor nutrition, obesity, lack of physical exercise, smoking and misuse of alcohol and drugs. These are all risk factors in the development of chronic illnesses such as cardiovascular disease, diabetes, respiratory disease and cancer<sup>36</sup>

It has been estimated that across Australia, 30 minutes of physical activity would save the Australian healthcare system \$1.5 billion dollars annually<sup>37</sup>. Disturbingly across the Colac Otway Shire about one third of residents state they are physically inactive. This proportion is higher than for Victoria, rural Victoria, all GSC municipalities and lower than only Greater Geelong (Corio) in the G21<sup>38</sup>.

The National Preventative Health Taskforce identified an urgent need to focus on embedding physical activity in the everyday lives of Australians and to implement comprehensive and effective programs and policies in key settings where people live, work and play<sup>39</sup>. An increase in physical activity would make a positive difference to the health of residents including lower rates of overweight and obesity, heart disease, stroke, diabetes, colon and breast cancer and some weight bearing musculoskeletal disorders.

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<sup>35</sup> Barwon South West Healthier Together Draft Plan 2010

<sup>36</sup> Great South Coast Health and Well Being Profile 2010

<sup>37</sup> An Australian Vision for Active Transport 2010

[http://www.alga.asn.au/policy/transport/ActiveTransport\\_Draft\\_5.pdf](http://www.alga.asn.au/policy/transport/ActiveTransport_Draft_5.pdf) Accessed August 2010

<sup>38</sup> G21 Health and Well Being Profile 2009

<sup>39</sup> National Preventive Health Taskforce Strategy 2010 <http://www.preventivehealth.org.au/> Accessed July 2010



To the Reader

Look at the table on the next page, there are many challenges and answers to these challenges requires partnerships between Council, health services, General Practitioners, Divisions of General Practice, the Government and the whole of community from schools to community groups and business enterprises.

We are proposing to develop a Colac Otway Shire Health Alliance to develop new partnerships.

What are your suggestions for worthwhile partnerships to address these complex issues?

The specific health challenges include:

### OUR HEALTH BEHAVIOURS<sup>4041 42</sup>

Our rate of **SMOKING** for men and women is higher than Victoria.

For females, **SMOKING** rates were highest in Colac-Otway (notably Colac SLA) where it was also more than 40% higher than the Victorian average.

The rate of **DRINKING** in amounts to harm health is equal highest in Colac Otway compared with GSC municipalities, but well above the G21 region, Rural Victoria and Victoria.

**FRUIT INTAKE** was lower than Victoria but highest of all GSC municipalities except Southern Grampians but in the G21 region was one of the lowest rates.

For children in the G21 region, **VEGETABLE CONSUMPTION** in children was lower than the recommended 5 serves per day.

**FOOD SECURITY** - 8.2% of the adult population ran out of food and could not afford to buy more on at least one occasion. The prevalence of younger adults ( 18-54 years) who ran out of food was higher than for older adults ( >54 Years), 12% and 2 % respectively. Colac Otway **FOOD SECURITY** was over 30% lower than Victoria.



<sup>40</sup> G21 Health and Well Being Profile 2009

<sup>41</sup> GSC Health and Well Being Profile 2010

<sup>42</sup> Barwon South West Department of Health, Healthier Together Strategy Draft April 2010

### OUR PHYSICAL ACTIVITY LEVELS

About one third of the population state they are physically inactive. This proportion is higher than for Victoria, rural Victoria, all GSC municipalities and lower than only Greater Geelong ( Corio) in the G21. Between 2001 to 2005, the rate of physical inactivity increased from 310 to 354 per 1000 people.



### HEALTH SCREENING BEHAVIOURS

#### Cervical Screening – FOR ALL WOMEN

Colac Otway has the highest rate of screening for all GSC municipalities and higher rates than Victoria, still 30% of women are not being screened.

#### Breast Cancer- FOR WOMEN AGED 50-69

53% of women aged 50-69 years participated in breast screening in 2006-07. This rate is lower than Victoria and almost equal lowest with Corangamite Shire in the GSC.

For Women aged 50-69

13 20 50

Information | appointments

### OUR VIOLENT BEHAVIOURS TOWARD OTHER PEOPLE

89 family violence offences were recorded in 2008/09. This represents a rate per 1000 of 4.2 % which is lower than Victoria and higher than only Moyne and Corangamite in the GSC and lower than only the Greater Geelong municipality in the G21.



### WORKPLACE INJURIES

41% of the 150 Colac Otway workplace injuries in 2009 occurred in the manufacturing industries. This percentage is twice the rate for Victoria and second only to Warrnambool in the GSC.



## ROAD INJURIES

Colac Otway recorded the highest rate of serious road injuries, with a rate more than double that of Rural Victoria, metropolitan Melbourne and Victoria.

The rate of road accident fatalities per 10,000 is higher than Victoria and Rural Victoria.



## OUR HEALTH CONDITIONS

### OBESITY

The rate of obesity for men and women is higher than Victoria, Rural Victoria, the GSC and Colac SLA have the highest rate of obesity in the G21.

Rates of inactivity for men and women were higher than Victoria and Regional Victoria and in 2005, the GSC region.



### CHRONIC CARDIOVASCULAR DISEASE

The proportion of population with at least one of four major health risk factors (smoking, harmful use of alcohol, physical inactivity and obesity) rates per 1000 are higher than Victoria, most of the GSC and highest in Colac for the G21 region.

Rates for high cholesterol are higher than other areas of rural Victoria, lower than Victoria, but higher than all GSC municipalities except Warrnambool and Greater Geelong (Corio) in the G21 region.

Disease rates for the circulatory systems including high blood pressure are higher than rural Victoria and Victoria, all GSC municipalities except Warrnambool and all G21 municipalities except Greater Geelong ( Corio).



### PSYCHOLOGICAL DISTRESS AND MENTAL HEALTH

The rate of high or very high psychological distress levels in Colac-Otway – Colac SLA are substantially higher than rural, metro and Victorian averages.

Estimate rate per 1000 of people with mental and behavioural problems were highest for men and women in the G21, GSC, Rural Victoria and Victoria. The rates have increased between 2001 and 2005.

Estimated number of people with mood affective problems is higher for men and women than Victoria and Rural Victoria.



### ASTHMA 2004/05

Rates for asthma are higher than for all areas.

**MUSCULOSYSTEM DISEASES 2004/05** (ie arthritis diseases) rates are higher than Victoria and rural Victoria, all GSC municipalities except Southern Grampians and highest for all except osteoporosis in the G21.

### DENTAL HEALTH ADMISSIONS TO HOSPITAL 2008/09

Rates are higher compared with Victoria and higher for men in the GSC.



### CAUSES OF AVOIDABLE MORTALITY 2002-2006

Total avoidable mortality for men and women is the lowest of all GSC municipalities and lower than Victoria.

Chronic obstructive pulmonary disease and stroke rates are higher for men and women compared with Victoria.

For men, rates are higher for road traffic injury, colorectal cancer, suicide and diabetes compared with Victoria.



**GOAL**

**Improved health and well being and strengthened service systems throughout the Colac Otway Shire**

**OBJECTIVES:**

- (a) Establish Colac Otway Shire Health and Well Being Alliance
- ( b) Council adoption of the Healthy Spaces and Places, planning principles as a standard operating procedure throughout the municipality
- (c) Improve Chronic disease prevention and management programs and pathways between GP's and health services.
- (d) Reduced smoking rates, drug use and alcohol intake

**COUNCIL'S PARTNERS**

Schools  
Health Services  
Retail Outlets  
Otway Division of General Practice  
General Practice  
Department of Health  
Early Intervention in Chronic Disease Funded Agencies  
Chronic Disease ( PDSA) funded agencies  
Colac Area Health  
Licenced premises  
Sporting Clubs  
Retail Liquor Outlets

**EVALUATION INDICATORS**

- (a) 2012-2013 Partnership capacity evaluation of the Alliance and Working Groups.
- (b) 2012 Mapped spaces and settings that support active lifestyles such as walking, cycling and Recreation. Reports to COS Health & Wellbeing Alliance and Council.  
  
Alliance participation in the development of a regional strategy that prioritises needs for additional resources to increase physical activity.
- (c) 2012 Health Service, Division and General Practice collaboration in the quality improvement strategies for chronic disease management.
- (d) 2012-2013 Reduced rate of alcohol related hospital admissions.  
Increase in the number of signatories to the Liquor Accord.  
Decrease smoking rates.  
Increased physical activity.  
(Data sources, DH, National Health Survey, Public Health and Development Unit, University of Adelaide and ABS).



**Improved health and well being and strengthened service systems throughout the Colac Otway Shire (continued)**

**STRATEGIC DOCUMENTATION**

The Australian Local Government Association, the Heart Foundation and the Planning Institute of Australia Healthy Spaces and Places Strategy

BSW DH -Healthier Together Plan

G21 Health and Well Being Strategic Plan

GSC Regional Strategic Plan

Otway Division of General Practice Strategic Plan

2009-2013 COS Drug and Alcohol Plan

Colac Area Health –Health Promotion Plan

## Developing Population Sustainability and Liveability Strategies CORE PRIORITY

Demographic changes in the coming generation present significant challenges throughout Australia where there is a continuum of population increases in urban and metropolitan areas in contrast to rural and regional decline. The State of Regions Report 2008-09 contains three “Stylised Facts” that generally describe what is happening in the Colac Otway Shire:

- The young are leaving and migrating to high income, low unemployment regions.
- The old are moving to low cost rural and regional areas from high cost urban areas.
- Low productivity regions are rapidly ageing, while high productivity regions are ageing relatively slowly (SOR 09)

Population changes present challenges and opportunities across the municipality including the challenge of an ageing population, the exit of youth and opportunity of new overseas arrivals, new people of all ages escaping mortgage stress, congestion in large cities, new retirees looking for affordable housing and new lifestyle changes on the coast or forested areas.

Improving the liveability of the municipality to attract and retain a diverse workforce to meet future industry and sector needs is a significant challenge and opportunity. Liveability challenges include for example:- access to high speed internet; access to health and community services in town centres and throughout the rural areas; safe roads; safe communities and perception of personal safety; opportunities to participate as a community member; good kindergartens and schools with parental participation in the education community; access to affordable recreation and cultural centres; affordable and appropriate housing; and the ability to have a say and to be heard. In addressing the population and liveability challenges a benchmark of the Shire’s liveability assets will provide a baseline measure against which to measure progress and the impact of population and liveability strategies.

### FACT

By 2021, the age structure of Colac Otway is forecast to change significantly with a 13.6% net shift in the age structure from young to older people in just 15 years – this is less than one generation.

The working age group (18 to 60) will increase at only one sixth the rate of the retirement age group (60+) placing increased pressure on the already tight skills and labour market.

A significant increase of 32% in the 60 + age group by 2021 will not contribute to profitability as this group has restricted disposable incomes compared to the working age group of 18 - 60 years.

Service level increases of 30% by 2021 will be needed to cater for similar forecast increases in the 60+ age group. Services include areas such as home and community care, meals on wheels, wellbeing focused services, residential aged care, and hospital beds for acute care.

At the same time the Colac Otway “working age” of 18 to 59 years will increase by just 5.2% or 595 people from a base of 11,520 people in 2006. Years 0 to 17 will hardly change with a 1.1% increase or 56 people.



**GOAL**

**COLAC OTWAY SHIRE POPULATION AND LIVEABILITY STRATEGY**

**OBJECTIVES**

Understand the population and liveability drivers and challenges for the Colac Otway Shire including community aspirations.

Support new arrivals to the Shire.

**COUNCIL'S PARTNERS**

COS Health & Wellbeing Alliance  
G21 Health and Well Being Pillar  
COS Green Business Network  
Department of Health

**EVALUATION INDICATORS**

2010-2011

Understand of the drivers and levers to population sustainability and liveability in the COS . Report to Council and COS Health and Well Being Alliance by July 2011.

Liveability audit and gap analysis. Report to Council and COS Health and Well Being Alliance by July 2011.

2012

Conduct small towns study – 2 per LGA & data profile updates related to priority population planning  
Develop new arrivals program to include systems for community orientation and assimilation.

2012-2013

Liveability Strategy to attract people to Colac Otway towns and villages.  
Small towns investment plan for declining communities.  
Investment in community arts projects and cultural events.

2013

Assessment of Infrastructure that influences population growth and economic growth ie protection against storm surges, flood and fire. Report to Council and COS Health and Well Being Alliance by July 2013.

**STRATEGIC DOCUMENTATION**

G21 Health and Well Being Strategy  
G21 Regional Plan  
GSC Regional strategic Plan 2010

# We have the Plans and Partnerships to move forward,

## The Plans

The Colac Otway Shire Public Health and Wellbeing Plan has developed with full consideration of other council plans and strategies. Councillors and Council staff across Departments have been consulted in the development of the Plan.

The priorities for the Public Health and Wellbeing Plan have been developed in response to community and stakeholder conversations, health and well being evidence from the G21 and GSC Health and Wellbeing Profiles. They reflect the strategies in other council plans able to directly influence and achieve the outcomes for the Public Health and Wellbeing Plan.

## The Health and Wellbeing Plan is well aligned with Council Plans.

|                               | Sustainable Population and Liveability Strategies | Some People are Doing Better Than Others | Climate Change | Emergency Response | Health & Wellbeing | Housing | COS Community Health & Wellbeing Alliance |
|-------------------------------|---------------------------------------------------|------------------------------------------|----------------|--------------------|--------------------|---------|-------------------------------------------|
| Council Plan                  | x                                                 | x                                        | x              | x                  | x                  | x       | X ( IAP2)                                 |
| Council Planning Scheme       |                                                   |                                          |                |                    | x                  |         |                                           |
| Economic Development Strategy | x                                                 | x                                        | x              |                    |                    | x       |                                           |
| Green Business Network Plan   |                                                   | x                                        | x              |                    |                    |         |                                           |
| Sustainable Water Use Plan    |                                                   |                                          | x              |                    |                    |         |                                           |
| Greenhouse Action Plan        |                                                   |                                          | x              |                    |                    |         |                                           |
| Emergency Management Plan     | x                                                 |                                          | x              | x                  |                    |         |                                           |
| Fire Prevention Plan          | x                                                 |                                          | x              | x                  |                    |         |                                           |
| Pandemic Plan                 | x                                                 |                                          | x              | x                  | x                  |         |                                           |
| Heat wave strategy            | x                                                 |                                          | x              | x                  | x                  |         |                                           |
| Footpath Strategic Network    | x                                                 |                                          |                |                    | x                  |         |                                           |
| Early Years Plan              | x                                                 | x                                        |                |                    | x                  |         |                                           |
| Access and Inclusion Plan     | x                                                 | x                                        | x              | x                  | x                  | x       |                                           |
| Rural Access Plan             | x                                                 | x                                        |                | x                  | x                  | x       |                                           |
| Transport Connections Plan    | x                                                 |                                          |                |                    | x                  |         |                                           |
| Positive Ageing Strategy      | x                                                 | x                                        |                | x                  | x                  | x       |                                           |
| Affordable Housing Strategy   | x                                                 | x                                        |                |                    | x                  | x       |                                           |
| Drug and Alcohol Plan         | x                                                 |                                          |                |                    | x                  |         |                                           |

The rationale for a “whole-of-council” approach is that there are many factors influencing health including economic, natural, social and built environments thereby demonstrating the importance of incorporating health planning into “whole-of-council” planning.

The “whole-of-council” planning approach has been developed with full consideration of the G21 Health and Wellbeing Strategic Plan, the recent Great South Coast Region Strategic Plan and its Health and Wellbeing Profile and the Barwon South West Department of Health “Healthier Together” Strategic Plan.

The regional plans have been developed from a process of conversation across business, industry, government sectors and will all health and community service agencies across the South West. The regional plans have also been informed by rigorous researching of evidence base data within State, Federal and Local Government Policies, Strategies, Plans and Frameworks.

**COS Public Health and Wellbeing Plan Alignment Matrix with Regional Plans & Partnerships**

|                                                                       | Sustainable Population and Liveability Strategies | Some People are Doing Better Than Others | Climate Change | Emergency Response | Health & Wellbeing | Housing | COS Community Health & Wellbeing Alliance |
|-----------------------------------------------------------------------|---------------------------------------------------|------------------------------------------|----------------|--------------------|--------------------|---------|-------------------------------------------|
| <b>G21 HEALTH AND WELL BEING PILLAR STRATEGIC PLAN</b>                |                                                   |                                          |                |                    |                    |         |                                           |
| Understand Populations, Planning and Impacts of Change                |                                                   |                                          |                |                    |                    |         |                                           |
| Connect People Communities and Services                               |                                                   |                                          |                |                    |                    |         |                                           |
| Build Healthy Resilient Communities                                   |                                                   |                                          |                |                    |                    |         |                                           |
| Strengthen Community Infrastructure and Service Systems               |                                                   |                                          |                |                    |                    |         |                                           |
| <b>GREAT SOUTH COAST REGIONAL STRATEGIC PLAN</b>                      |                                                   |                                          |                |                    |                    |         |                                           |
| Position the GSC for Economic Growth                                  |                                                   |                                          |                |                    |                    |         |                                           |
| Improve Our Connections                                               |                                                   |                                          |                |                    |                    |         |                                           |
| Sustain Our Natural Assets                                            |                                                   |                                          |                |                    |                    |         |                                           |
| Strengthen Our Communities                                            |                                                   |                                          |                |                    |                    |         |                                           |
| Increase Regional Collaboration                                       |                                                   |                                          |                |                    |                    |         |                                           |
| <b>Barwon South West DEPARTMENT OF HEALTH –GSC HEALTHIER TOGETHER</b> |                                                   |                                          |                |                    |                    |         |                                           |
| Develop Healthy Liveable Communities                                  |                                                   |                                          |                |                    |                    |         |                                           |
| Improve Health Equity                                                 |                                                   |                                          |                |                    |                    |         |                                           |
| Mitigate and Adapt to Climate Change                                  |                                                   |                                          |                |                    |                    |         |                                           |
| Provide Better Access to Safe, Quality and Continuous Services        |                                                   |                                          |                |                    |                    |         |                                           |
| Develop sustainable service models and partnerships                   |                                                   |                                          |                |                    |                    |         |                                           |
| Integrated Planning                                                   |                                                   |                                          |                |                    |                    |         |                                           |

## Colac Otway Health and Well Being Alliance FLAGSHIP ACTION

Colac Otway Shire is in the enviable position of being located in the centre of the G21 Geelong Region Alliance (G21) and Great South Coast (GSC) planning districts. Colac Otway Shire Council has made the strategic decision to participate in both the G21 and GSC planning partnerships.

This arrangement affords several opportunities, including:

- the capacity to influence, participate and benefit from both G21 and GSC projects and initiatives;
- the opportunity to form partnerships and build capacity in rural issues affecting the Colac Otway Shire. For example there is more affinity with GSC in areas of disadvantage, compromised health and its leading contributing factors (e.g. high female smoking levels), agriculture, new energy development, rural road infrastructure, skills and workforce innovation, the impact of climate change, rural health practice; community transport; population change and challenges including the retention of youth;
- whereas the G21 partnership affords the benefits of firming relationships and partnerships with advanced educational, health, employment, marketing and tourism sectors.

Evidence based data referred to throughout this Plan (eg. Our Health Behaviours page 46) demonstrates that “business as usual” is not an option to improve local health outcomes. A paradigm shift is required in the way public health and wellbeing planners, service providers, inter-sectoral partners, whole-of-government partners and the community work together to find local solutions to complex issues requiring a willingness to take action together.

The local Colac Otway community has already demonstrated and with international recognition, that it can turn around complex health and wellbeing issues. The Colac Be Active Eat Well Project in 2005-2008 demonstrated that local partnerships between families, health services, schools and the retail sector can influence the obesity epidemic in young children by reducing the waist to hip ratio, a key risk factor to cardiovascular disease. This significant achievement started with a simple “community conversation” between local parents, teachers and the health community. The willingness to share wisdom, work together and provide healthier school canteens, after school activities and healthier food choices introduced in a number of settings was the turning points for change.

The Healthy Community Plan for Corio/Norlane<sup>43</sup> provides another excellent example of accessing community wisdom to support the development and increase the success rate of implementing actions.

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<sup>43</sup>The Healthy Community Plan for Corio/ Norlane  
[http://corionorlane.org.au/healthy\\_community\\_plan.php](http://corionorlane.org.au/healthy_community_plan.php) Accessed September 2010

The Colac Otway Community Health and Wellbeing Alliance is being proposed to:

- build on the belief that at the local level we can make a difference;
- support Council’s IAP2 commitment to the Colac Otway community, capture community wisdom and build social capital;
- face challenges, develop platforms for change and promote change;
- identify and support local champions;
- embed “community conversations” into Colac Otway health and wellbeing planning and evaluation;
- strengthen the representation of Colac Otway Shire and stakeholder in regional G21 and GSC planning and implementation;
- influence the alignment of local planning cycles;
- provide robust governance for “whole-of-government” health and wellbeing in the Colac Otway Shire;
- build local inter-sectoral and “whole-of-government” partnerships; and
- provide for “whole-of-government” accountability for the implementation of the COS Health and Wellbeing Plan.

It is proposed that the Colac Otway Health and Wellbeing Alliance will commence a process of Planning By and With the People which will form the future direction and the development, implementation and evaluation of public health and wellbeing initiatives.

**GOAL**

**Improve healthy liveability, the health and well being of Colac Otway residents**

**OBJECTIVES:**

Strengthen partnerships, integrated and social planning within the Colac Otway Shire and across the BSW region.

Improve service access for people with disabilities, mental health and chronic conditions and older people.

Reduce health inequalities including access to affordable housing, transport, telecommunications, education and jobs.

Improve, places, spaces and settings to support healthy living and prevent chronic disease.

**Council’s PARTNERS**

Whole of community

Health and community service agencies

Non Government Agencies

State and Federal Government ( Department of Health; Department of Planning and Community Development; Department of Education and Early Childhood for example)

G21

GSC

**Improve healthy liveability, the health and well being of Colac Otway residents (Continued)**

**EVALUATION INDICATORS**

- 2013 Evaluation of the partnership capacity of the Alliance (Partnership assessment methodology Department of Health).
- 2013 The number and percentage of people living in areas of highest disadvantage ( DH, SEIFA scores, ABS data monitoring)
- 2013 Households without internet access (DH, ABS, Census of Population and Housing data monitoring)
- 2013.. Number of people with increases physical activity
- 2013.. Percentage of the adult population who experienced transport limitations in the last 12 months (Community Indicators Victoria data monitoring)
- 2013. Estimated number of people over 18 years of age with at least one of the four major health risk factors ( DH, National Health Survey, ABS)
- 2013.. Estimated number of people over 15 years of age who are obese (DH, National Health Survey, ABS)
- 2013. Chronic Disease Prevalence ( DH data monitoring)
- 2013 Oral Health Status of Children ( DH, Dental Health Services Victoria)
- 2013 Estimated number of people aged 18 years and over who experience high or very high levels of psychological stress and the number of people with mental and behavioural problems ( DH, National Health Survey, ABS)

**STRATEGIC DOCUMENTATION**

- BSW DH -Healthier Together Plan
- G21 Health and Well Being Strategic Plan
- GSC Regional Strategic Plan
- GCS Health & Well Being Profile
- G21 Health and Well Being Profile

To the Reader,

This Alliance has the potential to make a difference to the Colac Otway Shire residents, we need to get it right, what do you think?

- Who should form the membership?
- How do we ensure community participation?
- How does the Alliance remain accountable to the Colac Otway residents?
- How can residents be involved in decision making?
- What is an efficient way to gather community input ?

Through community conversations and actions we will  
make it happen and we will know when we have.

This plan promotes Planning By and with the People whereby individual and community needs, aspirations and expectations are integrated into Council's economic, built, environment, population and liveability strategies.

The Colac Otway Public Health and Wellbeing Plan 2010 – 2013 has applied Planning by and with the People principles to the development of its strategies and to its aspiration for the future.

The foundation principle for Planning By and with the People is that the community holds all of the local wisdom. Individual and community dreams, pride, expectations and capital cannot be defined in evidence based data. They are intangible concepts that ultimately determine the success or otherwise of any law or strategy. This Plan supports having conversations with the people to ensure their wisdom is captured by the strategies and evaluation indicators.

For each strategy, evaluation indicators have been developed to be measurable within defined timeframes to support a rigorous evaluation framework so 'We will know when we have' made progress against the plan and its strategic actions.

## Appendices

### Appendix 1

#### Colac Otway Shire Health and Well Being Alliance Terms of Reference (TOR)

##### PURPOSE

The Alliance has been established to:

- strengthen the representation of Colac Otway Shire and stakeholders in regional G21 and GSC planning and implementation;
- influence the alignment of local planning cycles;
- provide robust governance for “whole-of-government” health and well being in the Colac Otway Shire;
- build local inter-sectoral and “whole-of-government” partnerships;
- provide for a “whole-of-government” accountability for the implementation of COS Health and Well Being Plans; and
- support Council’s IAP2 commitment to the Colac Otway community, capture community wisdom and build social capital.

##### FUNCTIONS

- Build on the belief that at the local level local people can make a difference;
- Face challenges, develop platforms for change and promote change;
- Identify and support local champions;
- Embed “community conversations” into Colac Otway health and well being planning and evaluation;
- Consult broadly with the community, particularly those who live in rural and regional areas;
- Undertake a range of awareness raising activities to enhance participation in the consultation by a wide cross section of COS diverse community;
- Seek out the diverse range of views held by the community about the health and well being;
- Identify key issues raised by the community in relation to health and well being;
- Have the capacity to consider issues from both a regional and local perspective;
- Undertake responsibilities with professionalism and confidentiality;
- Review it’s TOR annually; and
- Report to the COS community annually.

##### PRINCIPLES

###### Frequency of meetings:

The Alliance will meet regularly. *(This is to be determine)*

###### Membership

- xxxx who xxxx how many xxxxx. *(This is to be determined)*
- Senior representation will be sought, i.e. at Executive Management or Board level, to ensure that members have the authority to make decisions and/or allocate resources on behalf of their organisation as required.



**Role and Responsibilities of Members**

- Role of the Chair  
Role of the Secretary  
Role of Non office bearing members
- Conduct, rights and responsibilities of members
- Attendance and substitution

**MEETINGS**

- Agenda for meetings
- Frequency and Duration
- Minutes of meetings
- Quorum
- Resolving problems and disputes:
- Resignation
- Decision making

**COMMUNICATION**

- Recording meeting proceedings
- Community communication strategy

**REVIEW**

- The TOR will be reviewed annually

**APPENDIX 3**

Colac Otway Shire Public Health and Well Being  
MEMORANDUM OF UNDERSTANDING  
DRAFT CONTENT

THIS MOU is an Agreement made BETWEEN the parties named and described in Parties to the Agreement.

Parties to the Agreement

| Organisation | Name of agency representative | Position of representative |
|--------------|-------------------------------|----------------------------|
|              |                               |                            |

PURPOSE OF THIS AGREEMENT

AIMS OF THIS AGREEMENT

PRINCIPLES

STATEMENT OF AGREEMENT

ROLES AND RESPONSIBILITIES OF SIGNATORIES

DEFINITIONS

STATEMENT OF LIMITATION

CONFLICT RESOLUTION PROCESS

TERM OF THE AGREEMENT

## Acknowledgements

### Traditional Owners

The Aboriginal people of the Colac Otway Shire region have existed on this land for thousands of years. They nurtured Australia for thousands of years, acknowledging an responsibility to care for country. We must genuinely engage with each other, learn from each other, and recognise the value of our collective knowledge.

### Consultation

The Plan was provided to the community for consultation, submission were received from.....

Judy Nichols  
"Moutajup Crossing" Dunkeld 3294  
0429 121258  
Judynichols-associates@hotmail.com



**CONSENT CALENDAR****OFFICERS' REPORT**

D = Discussion

W = Withdrawal

| ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | D | W |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|
| <p><b><u>INFRASTRUCTURE AND SERVICES</u></b></p> <p><b><u>OM102209-6 PROPOSAL FOR HARD WASTE COLLECTION</u></b></p> <p>Department: Infrastructure</p> <p><b><u>Recommendation(s)</u></b></p> <p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1. Note the contents of "Hard Waste Collection Proposal" report;</i></b></li> <li><b><i>2. Support the Hard Waste collection over two financial years subject to Budget considerations;</i></b></li> <li><b><i>3. Consider an amount of \$59,980 (ex GST) be allocated in Year 1 for collection for Hard waste from Rural Scattered, Coastal &amp; Rural Towns ; and</i></b></li> <li><b><i>4. Consider an amount of \$96,070 (exc. GST plus any CPI and landfill levy increases) be allocated in Year 2 for collection from Colac Urban area.</i></b></li> </ol> |   |   |
| <p><b><u>OM102209-7 CHANGES TO ROAD SAFETY EDUCATION</u></b></p> <p>Department: Infrastructure</p> <p><b><u>Recommendation(s)</u></b></p> <p><b><i>That Council:</i></b></p> <ol style="list-style-type: none"> <li><b><i>1 Notes and receives this report advising of changes to the delivery of Road Safety Education within Colac Otway Shire.</i></b></li> <li><b><i>2 Continues to provide support to Colac RoadSafe and any other registered Local Community Road Safety Groups in an advisory capacity.</i></b></li> <li><b><i>3 Does not register as a Local Community Road Safety Group.</i></b></li> </ol>                                                                                                                                                                                                                           |   |   |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |  |  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| <p><b><u>OM102209-8      MOBILE BIN SUPPLY AND DISTRIBUTION</u></b></p> <p>Department: Infrastructure</p> <p><b><u>Recommendation(s)</u></b></p> <p><i><b>That Council note and receive this report for information on the supply and distribution of mobile bins under Section H of Contract 0912.</b></i></p>                                                                                                                                                                             |  |  |
| <p><b><u>OM102209-9      UPDATE ON THE ROAD/RAIL SAFETY INTERFACE AGREEMENT PROCESS</u></b></p> <p>Department: Infrastructure</p> <p><b><u>Recommendation(s)</u></b></p> <p><i><b>That Council receive and note this report for information on the progress of the signing of the Rail/Road Safety Interface Agreement.</b></i></p>                                                                                                                                                         |  |  |
| <p><b><u>OM102209-10      STORM DAMAGE RECOVERY</u></b></p> <p>Department: Infrastructure</p> <p><b><u>Recommendation(s)</u></b></p> <p><i><b>That Council;</b></i></p> <ol style="list-style-type: none"> <li><i><b>1. Receive this report for information.</b></i></li> <li><i><b>2. Support the Funding Application by the Chief Executive Officer to the Department of Treasury and Finance for an estimated \$1.425 million for Storm Damage Assistance to Council.</b></i></li> </ol> |  |  |

**Recommendation**

***That recommendations to items listed in the Consent Calendar, with the exception of items ....., be adopted.***

**MOVED** .....

**SECONDED** .....

OM102209-6

**PROPOSAL FOR HARD WASTE COLLECTION**

|             |                           |           |            |
|-------------|---------------------------|-----------|------------|
| AUTHOR:     | Ranjani Jha               | ENDORSED: | Neil Allen |
| DEPARTMENT: | Infrastructure & Services | FILE REF: | GEN00202   |

**Purpose**

The purpose of this report is to submit to Council a hard waste collection proposal for consideration.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

In the 2006/07 financial year a detail report was provided to Council on hard waste collection containing information on benefits of this service, alternative options, financial implications, associated risks and environmental impacts. After consideration at the April 2006 Council meeting the following was resolved:

*“That Council provide a recurrent allocation of \$50,000 in the budget commencing 2006/07 to provide a hard waste collection service to the whole of the Shire Community (with collections to be split over 2 years across the municipality).”*

*MOVED Cr Hart seconded Cr Mercer that Council withdraw this report for further Discussion at a Councillor Workshop”*

Subsequently further discussions were held and Council approved the Hard Waste Collection Service for the entire Council area in two (2) stages. The first stage was undertaken in 2006/07 for Colac followed by the second stage for Apollo Bay, the coastal areas and other townships. The two (2) stages were undertaken successfully with the expectation that further hard waste collection to be extended to all areas of the Shire.

**Council Plan / Other Strategies / Policy**

Council will protect and enhance the environment entrusted to us, demonstrate efficient use of natural resources and minimise climate change impacts.

The Council Plan 2009/2013 indicates that Council has an ongoing commitment for waste minimization and recycling via:

*Objective 3 Environmental Management – Council will protect and enhance the environment entrusted to us, demonstrate efficient use of natural resources and minimise climate change impacts;*

- *Strategy 2 – Implement the Waste Management Plan and review current contractual arrangements; and*
- *Strategy 3 – Implementation of the Waste Water Management Strategy.*

**Issues / Options**

Council has the following options with the hard waste collection service:

1. Do not provide a hard waste collection service;
2. Provide skip bins at strategic locations;
3. Provide waste vouchers; and
4. Provide hard waste collection for designated waste collection routes.

View of Barwon Regional Waste Management Group (BRWVG)

The issue of Hard Waste collection was discussed at the Barwon Regional Waste Management Board Meeting held on 27 August 2010. A report from City of Greater Geelong (COGG) was tabled for the information of Board members. The COGG report on hard waste collection highlighted that the majority of Councils (70%) are moving away from providing the hard waste collection service due to:

- OH & Safety concerns;
- Hard waste collection does not support the State Government Objectives of "Towards Zero Waste";
- City can be seen as a local recycler;
- Increases to overall waste volume collected and diverted to landfill site;
- Steel scrap is the only cost effective material that can be separated;
- Nearly 63% of the residents are now using the drop off facilities (2005 Geelong survey);
- Well developed network of transfer stations, drop off facilities, local waste contractors and infrastructure are available for receiving hard waste delivered directly by the ratepayers;
- It is considered advantageous to encourage the local waste service providers to deliver the "At Request" hard waste collection service as and when required;
- The extremely varied and awkward nature of the material and collection sites pose many hazards to the public and service providers;
- Need for developing a safe "Method of Collection" in conjunction with Worksafe; and
- Collection under current working conditions will expose Council to safety risks.

Taking into account the above aspects the BRWVG Board resolved the following at its 27 August 2009 Board meeting:

- (1) That Group promote the existing regional services that support collection of hard waste items through its website and network newsletter;
- (2) Encourage Councils wishing to provide a hard waste service to adopt Worksafe Handbook Guidelines and provide recovery data to the Region.

Member Councils (BRWVG) Approach

| <b>Member Councils of the Region</b> | <b>Hard Waste Collection Provision</b>                                 |
|--------------------------------------|------------------------------------------------------------------------|
| Surf Coast Shire                     | Ratepayers provided with annual transfer station voucher               |
| City of Greater Geelong              | Booked/at call service for elderly or disabled meeting strict criteria |
| Borough of Queenscliffe              | Annual hard waste collection service                                   |
| Colac Otway Shire                    | Periodic hard waste collection service                                 |



### Options for Colac Otway Shire

Considering the current hard waste collection methods the following options are available for further consideration:

1. Do nothing option which leave the responsibility for disposal with the ratepayer;
2. Hard Waste collection from kerb side at annual or greater interval of time;
3. Skip Bins provided at designated locations for a set period of time;
4. Use of Drop off facilities and Transfer Stations;
5. Voucher System for rural areas not connected by Councils waste collection routes; and
6. "At Call Service" with booking arrangements for elderly and disabled ratepayers only.

A comparative analysis of the effectiveness of each of the above options has been undertaken and presented in the Table below:

#### Comparative Analysis – Various Methods of Hard waste Collection

| <b>Service</b>                                        | <b>Advantages</b>                                                                                                                                                                                                                                                                                                                                                              | <b>Disadvantages</b>                                                                                                                                                                                                                                                                                                                                                             |
|-------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| At Call Booked Service                                | <ul style="list-style-type: none"> <li>○ Can be delivered when wanted/required;</li> <li>○ Can be coordinated so that resident is at home;</li> </ul>                                                                                                                                                                                                                          | <ul style="list-style-type: none"> <li>○ Extra Administration work;</li> <li>○ Approximately double the cost of periodic annual collection;</li> <li>○ Can create confusion amongst neighbourhood;</li> <li>○ Can be subject to abuse by providing wrong identity;</li> <li>○ Difficulty in collecting payment unless received in advance.</li> </ul>                            |
| Drop Off Facility – Skips provided for a defined time | <ul style="list-style-type: none"> <li>○ Prevents littering of nature strips;</li> <li>○ Will reduce waste hazard placed at kerbside for long duration;</li> <li>○ Less Admin cost;</li> <li>○ Less traffic problem;</li> <li>○ Skip bins can be placed away from roads;</li> <li>○ Reduced manual handling by the contractors;</li> <li>○ Larger storage capacity;</li> </ul> | <ul style="list-style-type: none"> <li>○ Monitoring of site required;</li> <li>○ Site establishment cost;</li> <li>○ Dumping of unwanted waste;</li> <li>○ Handling of waste by ratepayers;</li> <li>○ Sorting of waste from skips may be cumbersome unless manned at all times;</li> <li>○ Will need to be locked when unmanned;</li> <li>○ Timing may not suit all.</li> </ul> |
| Periodic Kerbside Collection from Kerbside            | <ul style="list-style-type: none"> <li>○ Can be planned for the whole Council area;</li> <li>○ Works well in conjunction with Drop Off facilities;</li> <li>○ Public can be informed and educated;</li> <li>○ Useful for the ratepayers in getting rid of unwanted waste;</li> </ul>                                                                                           | <ul style="list-style-type: none"> <li>○ Littering of nature strips;</li> <li>○ Unwanted waste disposed;</li> <li>○ Inspectorial issues;</li> <li>○ Dumping of hazardous waste/unwanted waste;</li> <li>○ Safety concern in collection of waste due to varied nature of waste, weight and hazardous</li> </ul>                                                                   |

| Service        | Advantages                                                                                                                                                                                                                                                                                                                                                                                    | Disadvantages                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                | <ul style="list-style-type: none"> <li>○ Promotes recycling;</li> <li>○ Will decrease illegal dumping;</li> <li>○ Assistance with clearance of waste build-up over a number of years;</li> <li>○ Ample notice can be given;</li> <li>○ Cost effective option when compared to “At Call” service;</li> <li>○ No travelling required for the ratepayers;</li> </ul>                             | <ul style="list-style-type: none"> <li>waste;</li> <li>○ Restricted to defined waste collection routes only;</li> <li>○ Reduced revenue at Transfer Station;</li> <li>○ May impact the local waste contractor’s business;</li> <li>○ Landfill levy for inert waste;</li> <li>○ Landfill &amp; Haulage fee for residual putrescibles;</li> <li>○ Increased waste to landfill sites;</li> <li>○ Sorting problems;</li> <li>○ Dumping of waste after collection run is over;</li> <li>○ Timing may not suit all at the same time;</li> <li>○ Illegal scavenging;</li> <li>○ Need to demonstrate safety issues suggested by Worksafe and associated costs.</li> </ul> |
| Voucher System | <ul style="list-style-type: none"> <li>○ Ideal for properties in remote locations not covered by designated waste collection route;</li> <li>○ Can be used in conjunction with periodic kerb side collection;</li> <li>○ Can be utilized when time permits</li> <li>○ Lower cost due to cartage by residents;</li> <li>○ Lower safety risks due to handling of waste by residents;</li> </ul> | <ul style="list-style-type: none"> <li>○ Can be stretched over a long period of time;</li> <li>○ Difficult to keep track of actual service cost and waste quantity collected;</li> <li>○ Increased risks for residents due to cartage and waste handling responsibilities;</li> <li>○ Not suitable if residents don’t have means to cart material to drop off points;</li> <li>○ Increased fuel cost for residents;</li> <li>○ Not suitable for aged, frail and people with disability.</li> </ul>                                                                                                                                                                |

### Proposal

The information available from BRWMG and member Councils indicate that the majority of Councils are moving away from the hard waste collection service due to the following reasons:

- Risks associated with collection of hard waste that is of irregular and varied nature;
- Potential injuries to ratepayers, collection contractors and pedestrians; and

- Lack of well defined standards and collection contractors who can demonstrate capability in delivering a safe hard waste collection service taking into account the Work Safe Guidelines.

The majority of Councils are moving towards alternative options as outlined below:

- Making the ratepayers responsible for hard waste packing, transport and disposal at the transfer stations, regional resource recovery centres and drop off sites;
- Encouraging the ratepayers to contact the local service providers for direct collection without involving the Council; and
- Relying on less risk prone options such as the Voucher System or skip bins at central points.

However, it is felt that Colac Otway Shire's situation is different to the other member Councils who are closer to regional waste treatment facilities and have access to a greater number of waste contractors. Some of the reasons that can be listed in favour of providing a hard waste collection service within the Colac Otway Shire are as listed below:

- Waste infrastructure and set up are different to the Geelong region;
- Access to regional services for utilizing an "At Call" service would not be viable for Colac Otway residents due to distances involved and high haulage costs;
- There are a limited number of local waste service providers and at this stage they may not have a well developed web based service as indicated by City of Greater Geelong (COGG);
- Over the years people have accumulated a backlog of hard waste material which they are in need of disposing of in a safe and economical manner;
- After the last collection a number of telephone calls were received asking for the next service program and its extension to the entire Council area indicating high demand;
- The option of relying on the ratepayers for hard waste packing and delivery at designated points minimizes Council's risks but exposes the ratepayers to higher safety risks; and
- The risks associated with the hard waste collection service can be managed by asking the contractor to develop safe collection methods addressing issues such as manual handling, safe collection methods, treatment of hazardous waste etc.

#### **Financial and Other Resource Implications**

The total cost of \$156,050 (exc. GST) is made up of three components summarized in the Table below:

#### **Hard Waste Collection – Cost Estimates Summary**

| <b>Hard Waste Service Description</b>                                                                                                 | <b>Estimated Cost (\$) exc. GST</b> |
|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------|
| Collection cost from Colac, Apollo Bay, Marengo and rural towns – for the households currently receiving the waste collection service | \$133,250                           |
| Provision of Drop off points for the township of Wye River, Kennett River and Separation Creek                                        | \$6,400                             |
| Provision of Rural Vouchers for rural properties not receiving Council's waste collection service -                                   | \$16,400                            |
| <b>Total Cost</b>                                                                                                                     | <b>\$156,050</b>                    |

The details of the cost estimate is furnished in the Table below making the following assumptions

1. Approx. 2 cubic metres of hard waste allowed from each household;
2. The cost of collection from each household is approx. \$15;
3. The anticipated collected volume is based on 50% households using 2 cubic metres capacity;
4. Conversion of volume to weight is based on - 7 cubic metres of hard waste = 1 Tonne;
5. Approx. 27.5% of collected hard waste will be recyclable material;
6. Approx. 7.5% will be putrescible waste to be carted to Corio landfill, Geelong
7. Approx. 65% of inert material will be diverted to inert landfill site incurring State Government's landfill levy at a rate of \$15/Tonne;
8. Bulk haulage cost is \$29.17/T from Colac to Corio and \$47.41/T for Coastal areas to Corio; and
9. Corio landfill fee for disposal of putrescible is estimated to be \$52/Tonne including Govt. landfill levy.

| <b>B. Coastal Hamlets – Central Drop Off Area - Skips</b> |             |                 |          |               |                                                          |                            |                |                      |                                |             |
|-----------------------------------------------------------|-------------|-----------------|----------|---------------|----------------------------------------------------------|----------------------------|----------------|----------------------|--------------------------------|-------------|
| Area                                                      | House holds | Skip            | No Skips | Cost of skips | Disposal                                                 | Tonnes                     | Total Disposal | Quantity to Landfill | Landfill Levy to S Gov         | TOTAL COST  |
|                                                           | -2010       | Hire<br>\$/skip | Based on |               | (Bulk Haul + Landfill Fee)<br>(47.41+52)<br>\$ per tonne | (non Recyclable)<br>tonnes | \$             |                      | \$15 per tonne rural Municipal |             |
| Wye River, Kennett River, Separation Creek                | 478         | 1000            | 6        | 6000          | 99.41                                                    | 1.29                       | \$ 127.81      | 17                   | \$ 250.71                      | \$ 6,378.53 |

| <b>C. Rural - Voucher</b>   |            |                                              |                     |                                                           |                                           |                |                      |                                |               |  |
|-----------------------------|------------|----------------------------------------------|---------------------|-----------------------------------------------------------|-------------------------------------------|----------------|----------------------|--------------------------------|---------------|--|
| Area                        | Households | Production and mail out vouchers \$/property | Total Vouchers Cost | Disposal (Bulk Haul + Landfill Fee) (47.41+52) \$ / tonne | Tonnes Putrescible (non Recyclable)tonnes | Total Disposal | Quantity to Landfill | Landfill Levy to S Gov         | TOTAL COST    |  |
|                             | 2010       |                                              |                     |                                                           |                                           | \$             |                      | \$15 per tonne rural Municipal | \$            |  |
| In declared Waste Area      | 934        | 5                                            | 4,670               | 99.41                                                     | 9                                         | 928            | 120                  | 1801.29                        | 7,400         |  |
| Outside declared waste area | 1136       | 5                                            | 5,680               | 99.41                                                     | 11.36                                     | 1129           | 146                  | 2190.86                        | 9,000         |  |
| <b>TOTAL</b>                |            |                                              |                     |                                                           |                                           |                |                      |                                | <b>16,400</b> |  |

Does not allow for loss of income for free gate fee

**Risk Management & Compliance Issues**

Council's risk in delivering the Hard Waste collection service can be minimized by:

- Informing the ratepayers about the material that will be acceptable, weight limits, size restrictions, packaging requirements, restraining of loose articles, hazardous waste requirements, timing and location for placement etc.
- Informing the ratepayers about the material that would be rejected and reinforcement through Council's Local Laws and waste management staff; and
- Incorporating Work Safe guidelines into the tender document for ensuring that the contractor addresses the O H and Safety requirements.

Given below are the details of identified risks and risk minimization criteria:

Worksafe Requirements (Summary)

|                      |                                                                                                                                                                                                                                                                          |
|----------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                      | <ul style="list-style-type: none"> <li>○</li> </ul>                                                                                                                                                                                                                      |
| Manual Handling      | <ul style="list-style-type: none"> <li>○ Packing of waste, restraining of loose items</li> <li>○ Maximum weight, size criteria</li> <li>○ Trucks to be fitted with mechanical lifting device</li> <li>○ Reduce scope of manual lifting</li> </ul>                        |
| Lacerations          | <ul style="list-style-type: none"> <li>○ Use of Personal Protective Equipment (PPE), e.g. hand gloves, long pants, long sleeved shirts</li> </ul>                                                                                                                        |
| Noise                | <ul style="list-style-type: none"> <li>○ Less than 85 dB(A), hours of exposure to be less than 8 hours</li> <li>○ Job rotation to reduce fatigue</li> </ul>                                                                                                              |
| Falls from Height    | <ul style="list-style-type: none"> <li>○ Use of safety bar at the rear of collection trucks</li> </ul>                                                                                                                                                                   |
| Plant                | <ul style="list-style-type: none"> <li>○ Install emergency stop interlock system</li> <li>○ Regular inspections</li> <li>○ Cabin fitted with filtered air</li> </ul>                                                                                                     |
| Environmental Hazard | <ul style="list-style-type: none"> <li>○ Policy for extreme temperatures, UV exposure, fading light, fatigue etc</li> <li>○ Prevent waste from entering stormwater drain</li> <li>○ Inadvertent collection of biological, hazardous waste and dangerous waste</li> </ul> |
| Traffic Management   | <ul style="list-style-type: none"> <li>○ Avoid collection during peak traffic hours</li> <li>○ Implement parking restrictions if required</li> </ul>                                                                                                                     |
| Electrical Hazard    | <ul style="list-style-type: none"> <li>○ Pickups to be clear of overhead electrical lines</li> </ul>                                                                                                                                                                     |

Hard waste Collection - Materials Accepted and Restricted

| <b>Materials Accepted</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                      | <b>Materials Rejected</b>                                                                                                                                                                                                                                                                                                                                                                                                                         |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>○ Steel scrap</li> <li>○ Empty paint tins (lids removed)</li> <li>○ Household furniture</li> <li>○ Refrigerators, Washing Machines</li> <li>○ Dishwashers, Stoves</li> <li>○ Electrical Appliances</li> <li>○ Lawn Mowers</li> <li>○ Carports</li> <li>○ Glass, Mirrors (wrapped in paper, taped and marked "Glass")</li> <li>○ Timber pieces</li> <li>○ Pottery, ceramics and chinaware securely wrapped and clearly marked</li> </ul> | <ul style="list-style-type: none"> <li>○ Building waste - bricks, concrete, clay soil, sand</li> <li>○ Liquid paints, Oil</li> <li>○ Garden Sprays</li> <li>○ Fertilizers</li> <li>○ Hazardous Waste</li> <li>○ Household Waste</li> <li>○ Green waste, Garden Rubbish</li> <li>○ Gas Cylinders</li> <li>○ Car Batteries</li> <li>○ Recyclable bottles, paper, plastic</li> <li>○ Chemicals</li> <li>○ Car Tyres</li> <li>○ Mattresses</li> </ul> |

Specific Rules for Minimizing Risks

| <b>Risk Type</b>                   | <b>Safety Measures</b>                                                                                                                                                                        |
|------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Weight                             | Maximum weight 50kg<br>Two persons to be available for lifting                                                                                                                                |
| Length restriction                 | Maximum length > 1.5m                                                                                                                                                                         |
| Loose Items                        | Fridge doors removed                                                                                                                                                                          |
| Refrigerators and Air conditioners | Harmful gases in fridges and air conditioners to be drained and disposed of correctly by licensed contractors                                                                                 |
| Small Items                        | Small items placed in boxes marked "For Collection"                                                                                                                                           |
| Glass, Mirrors                     | Wrapped in paper, taped and marked "Glass"                                                                                                                                                    |
| Timber                             | Up to 10 pieces, two bundles, nails removed                                                                                                                                                   |
| Manual handling                    | Truck to be fitted with lifting platform                                                                                                                                                      |
| Physical injury                    | Use of Personal Protective Equipment (PPE)                                                                                                                                                    |
| Noise factor                       | Ear muffs, control of decibel levels                                                                                                                                                          |
| Fatigue                            | Rotation of workers                                                                                                                                                                           |
| Traffic Management                 | Contractor to submit a traffic management plan indicating signage, flashing lights on the truck, collection in off peak hours, collection from CBD area prior to parking space being occupied |
| Littering of Median Strips         | Inspectorial control/Local Laws                                                                                                                                                               |

### **Environmental and Climate Change Considerations**

The environmental issues arising due to the Hard Waste collection is discussed in the “Risk Management and Compliance Issues” mentioned above together with measures to minimize the environment impact. One of the main impacts of the Hard Waste collection would be that there will be an increase in quantity of inert and residual wastes which will need to be diverted to the inert landfill site or Corio landfill site incurring a cost.

The other Environmental factors such as littering of median strips, unsightly appearance of footpaths and median strips during the collection process, noise factor, dealing with hazardous waste etc will be addressed by incorporating relevant contract clauses in the tender document and asking the contractor to develop and provide the safe working procedures addressing the environmental issues.

### **Community Engagement**

The community engagement strategy will follow the recommendations of the Colac Otway Shire Council Community Engagement policy of January 2010, which details five levels of engagement – inform, consult, involve, collaborate and empower.

Community support will be vital for delivering a successful hard waste collection service. Information will be conveyed to the ratepayers about this service through local newspaper providing details of date of collection, acceptable material, conditions applicable with hazardous waste, placement and packaging arrangements, size and weight restrictions etc. It is anticipated that about four weeks advance notice will be given to the ratepayers in order to allow them sufficient time to sort their hard waste and achieve the full benefit of the proposed service.

### **Implementation**

Upon Council's approval tender documentation will be prepared containing detail specification and safety clauses and the tendering process undertaken. The successful contractor will be selected with Council's approval and a time frame developed for collection.

Taking into account Council's financial constraints the hard waste service collection can be carried out in two stages over two financial years as indicated below:

- **Stage 1 (Year 1)** – Collection from all areas of Colac Otway Shire excluding Colac Urban Area - Including the townships of Apollo Bay, Marengo, Skenes Creek, Beeac, Cressy, Birregurra, Barwon Downs, Gellibrand, Forrest, Lavers Hill, Beech Forest and costal Hamlets of Kennett River, Wye River and Separation Creek.

Hard waste disposal tickets should be issued to rural properties outside normal collection routes and townships.

- **Stage 2 (Year 2)** – Collection from Colac Urban Area – The collection will take approximately one (1) calendar month to complete and will include all streets in Colac urban area. This area is bounded by and includes Forest Street to the east, Deans Creek Road to the west, Harris Rd to the south and north to Lake Colac.

### **Conclusion**

The hard waste collection service was successfully delivered in two stages stretching over two financial years 2006/07 and 2008/09 to the ratepayers who were part of the Green Scheme, Council's regular waste collection service.

Feedback from the ratepayers was encouraging and queries were received regarding future similar services for the entire Council area. The item was included in the previous year's draft budget but due to financial constraints no budget allocation was made.

The provision of hard waste collection service was also discussed at the BRWMG Board meeting. A report tabled by the Executive Officer of BRWMG indicated that most of the member Councils are moving away from providing hard waste collection service due to safety issues involved and that it does not support the State Governments targets for towards "Zero Waste" due to increased waste collected and diverted to landfills. The City of Greater Geelong has limited the provision of hard waste collection service to aged and disabled people and promoting the web based service delivery.

After careful consideration it appears that the Colac Otway Shire is in slightly different situation due to distance from regional facilities, lack of local resources in providing an "At Call" service, hard waste backlog and increased demand for such a service. Even though various risks are associated with provision of hard waste collection service, Council can endeavour to address these issues through relevant conditions in the tender document.

Accordingly it is being recommended that Council supports a Hard Waste collection service for the entire Council area to be delivered in two stages over two financial years. Any further continuation of this service will require further review and evaluation.

#### **Attachments**

1. Handbook Workplaces - Safe Collection of Hardwaste, Edition No. 1, Nov 2008

#### **Recommendation(s)**

##### ***That Council:***

1. ***Note the contents of "Hard Waste Collection Proposal" report;***
2. ***Support the Hard Waste collection over two financial years subject to Budget considerations;***
3. ***Consider an amount of \$59,980 (ex GST) be allocated in Year 1 for collection for Hard waste from Rural Scattered, Coastal & Rural Towns ; and***
4. ***Consider an amount of \$96,070 (exc. GST plus any CPI and landfill levy increases) be allocated in Year 2 for collection from Colac Urban area.***

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A handbook  
for workplaces

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# Safe collection of hard waste

Edition No. 1  
November 2008



# 1. Introduction

This handbook has been developed by WorkSafe Victoria in conjunction with industry stakeholders, including waste industry associations, waste and recycling employers, local government and unions.

It provides employers, contractors and councils working in the waste collection industry with information on how to safely collect domestic hard waste and bundled green waste. The guidelines apply to collections arranged privately and those provided by councils. They do not apply to the collection of industrial waste, construction waste or scrap metal, but the information may be useful when undertaking this work.

This handbook does not provide general advice on risk management or compliance with the *Occupational Health and Safety Act 2004* (the OHS Act). This information is available in a range of existing publications at [worksafe.vic.gov.au](http://worksafe.vic.gov.au).

The advice in this handbook is recognised by the waste management industry as current good practice. However, employers have responsibility to continuously improve and update management of occupational health and safety.

Risks to the safety of the public from collection practices is an area of significant concern and must be considered when designing collection schedules and providing instruction to residents about placing waste on the kerb for collection. This handbook does not explicitly address these risks. Broadly it is recommended that:

- waste be placed on kerbs for a minimum period
- hard waste is stored and collected from within the property for at-call services
- residents are clearly instructed on what hazardous waste will not be collected
- residents are provided with alternative collection methods (eg information about collection companies and locations of garbage tips) and contacts for hazardous waste such as the Sustainability Victoria 'Detox Your Home' program or Mobile Muster
- councils respond promptly to hazardous waste placed on the kerb.

# 1. Introduction

## Recommended safe collection practices

The solutions for identified hazards recommended in this handbook may not be appropriate for all conditions where hard waste is collected. Councils and collectors need to assess their own circumstances and apply the safest collection practice. Issues to consider in determining the safest collection practices are the:

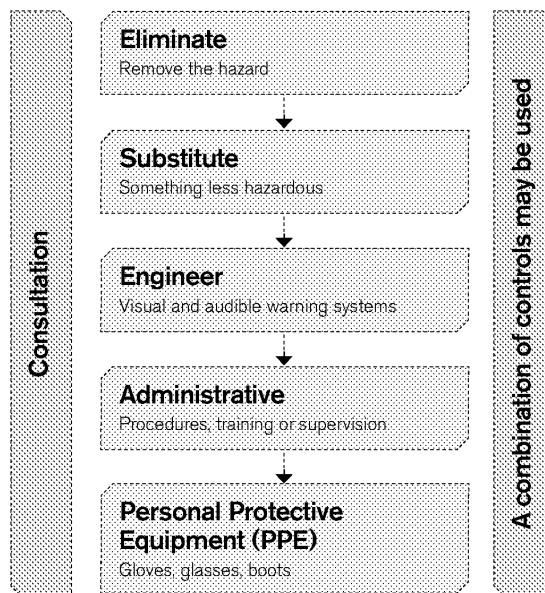
- physical environment in which waste is collected
- type of waste collected
- methods of collection used.

## How to use this handbook

Section 2 of this handbook, 'Hard waste collection – hazards and controls' applies a risk management approach incorporating the hierarchy of control (see Figure 1) to address specific hazards. Elimination of hazards is the preferred approach but where that is not reasonably practicable, lower order controls need to be implemented to reduce the risk so far as reasonably practicable. The recommended process for using this handbook is:



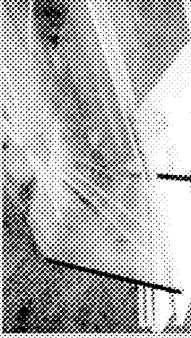
1. Identify hazards associated with your collection practices.
2. Find the identified hazard in the table.
3. Eliminate the hazard where practicable.
4. If elimination is not reasonably practicable, implement lower order risk control methods.

Figure 1: Hierarchy of control



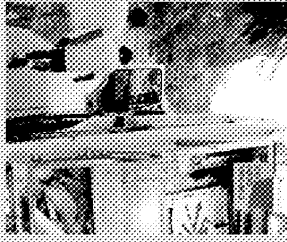
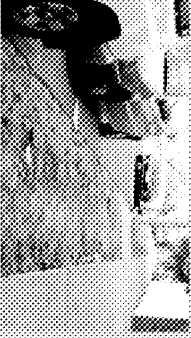



# 2. Hard waste collection – hazards and controls

| Hazard          | Source                         | Example   | Recommended hazard control  | Engineering  | Administration   | Personal protection                         |
|-----------------|--------------------------------|---|---|--|--|---|
| Manual handling | Large, bulky and awkward items |  | Encourage residents to self transfer oversize waste to transfer station   | Ensure all lifting devices are fit for purpose<br>Lift heavy or bulky waste above waist height using a lifting cradle attached to bin lifters<br>Use trolleys to transfer waste for loading<br>Use tailgate lifter | Establish and apply a knock-back policy for overweight/oversize items<br>Educate residents on unacceptable waste<br>Organise training in and encourage use of two-man lifts  | Gloves                                      |
| Lacerations     | Sharp waste                    |  | Encourage residents to self transfer waste to transfer station<br>Use mechanised collection for green waste<br>Collect loose waste as part of regular domestic collection |  | Organise training in safe lifting and load assessment<br>Establish and apply a policy of minimum acceptable size for collection<br>Issue a requirement that residents:<br>• bag small waste items<br>• bundle or tie the green waste | Gloves<br>Long pants<br>Long sleeved shirts |
|                 |                                |  | Containerise waste  |  | Issue a requirement that residents wrap sharp waste (eg glass)<br>Issue a requirement that residents bundle or tie the branches  |   |

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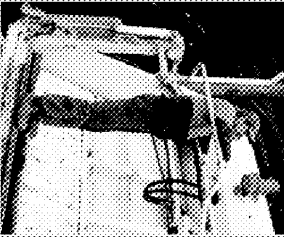
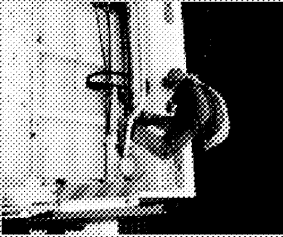
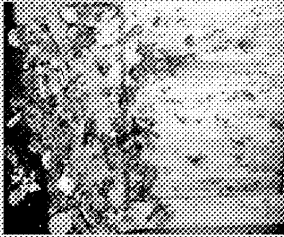
Hard waste collection – hazards and controls

| Hazard          | Source   | Example  | Recommended hazard control   |   |  |                             |
|-----------------|--|--|--|---|--|-----------------------------|
|                 |  |  | Elimination  | Engineering   | Administration   | Personal protection         |
| Noise           | Compactor components clash together<br>Motor is not geared correctly |  | Reduce noise exposure limits to less than 85 dB(A) per eight hours of exposure | Align components to prevent scraping<br>Ensure motor is working efficiently | Make sure collector's stand forward and away from bowl during compaction.<br>Establish a job rotation system   |                             |
| Slips and trips | Slippery/uneven surfaces<br>Rushing<br><br>Waste on pathways         |   |  |   | Ensure adequate time is allowed for collection<br>Ensure collection takes place during day/light hours or that adequate lighting is provided<br>Organise training in site risk assessment                                    | Enclosed non-slip foot wear |
|                 |  |   | Collect from within property lines   |   | Educate residents on safe placement of waste<br>Establish a surveillance program for compliance and enforcement<br>Ensure waste is not placed on kerb before the nominated collection date<br>Collect waste within five days |                             |



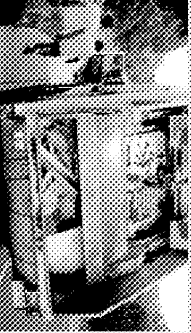
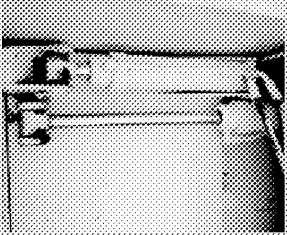

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Hard waste collection – hazards and controls

| Hazard   | Source  | Example  | Recommended hazard control   | Elimination   | Engineering   | Administration   | Personal protection   |
|--|---|--|--|---|---|--|---|
| Falls from heights                                   | Fall from vehicle   |  | Prohibit riding on external parts of vehicles  | Transport crew in the truck cabin that include a safety bar, warning device and seat belt | Ensure mirrors, cameras and communication devices allow communication between driver and jockey |  |   |
| Accessing the vehicle roof while away from the depot |   |   | Perform all work at depot Work at ground level or on a solid surface (eg vehicle platform) | Use passive fall prevention system (eg scabbling)   | Fit a safety rail (minimum 100mm high) around the perimeter of the roof                         | Install fixed/portable ladders   | Designate pedestrian No-Go zones<br>Use travel restraint systems                        |
| Compactor Entry                                      | Contamination of the atmosphere of the internal body cavity |   | Clean and maintain from outside the compactor  |   |   | Develop a system of work that eliminates the need to enter the space<br>Adopt a Lock Out Tag Out process<br>Actively supervise during access | <b>Note:</b><br>spaces where respirators are required are not to be entered at any time |

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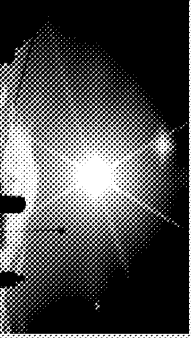


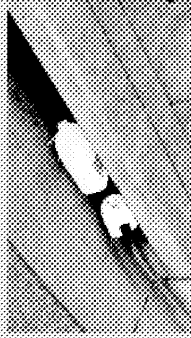
Hard waste collection – hazards and controls

| Hazard | Source   | Example  | Recommended hazard control             |   |   |   |
|--------|--|--|--|---|---|---|
|        |  |  | Elimination                            | Engineering   | Administration  | Personal protection   |
| Plant  | Crushing in compactor<br>Crushing by tailgate      |  |  | <p>Install emergency stop interlock systems that trigger on entry to the internal body cavity</p> <p>Install visual or audible warning systems that trigger when tailgate has left the locked position</p> <p>Ensure mirrors, cameras and communication devices allow communication between driver and jockey</p> | <p>Prohibit riding in bowl</p> <p>Prohibit adding to bowl when compaction in progress</p>             | <p>High visibility clothing with reflectors</p>                                 |
|        | Burns due to failure of hydraulic hoses and piping |   |  | <p>Ensure pipes and hoses do not come into contact with hot surfaces, friction or other impact that might cause damage</p>  | <p>Regularly inspect and maintain hoses and fittings</p> <p>Complete a pre-start safety checklist</p> | <p>Long sleeved shirt</p> <p>Long pants</p> <p>Gloves</p> <p>Safety glasses</p> |
|        | Ejection of dust and flying particles              |   | <p>Containise or encapsulate waste</p> | <p>Provide air extraction or pressurised cabins with filtered air</p>   | <p>Stand forward of compactor during compaction cycle</p>   | <p>Safety glasses</p>   |



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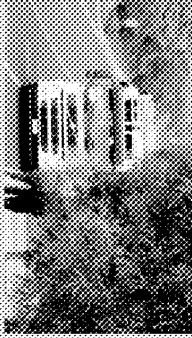
Hard waste collection – hazards and controls

| Hazard                | Source   | Example  | Recommended hazard control   |  |   |  |
|-----------------------|--|--|--|--|---|--|
|                       |  |  | Elimination  | Engineering  | Administration  | Personal protection  |
| Environmental hazards | Extreme temperature<br>UV exposure<br>Sun glare<br>reducing visibility |  | Use mechanised collection methods<br>Do not collect during hours of extreme heat or cold | Use airconditioning to provide controlled thermal environments | Provide clean drinking water<br>Rotate tasks through crew<br>Schedule rest breaks                             | UV rated clothing<br>Sunscreen<br>Hat with neck cover<br>Tinted protective glasses<br>Safety glasses |
|                       | Reduced visibility due to fading light                                 |   | Conduct collection during times of reasonable visibility                                 | Fit trucks with side lights to illuminate waste on kerb        |   |  |
|                       | Spillage of waste during transport                                     |   | Prohibit collection of liquid waste<br>Refer to council for collection information       |  |   |  |
|                       | Waste entering drains  |   | Collect from within property line<br>Encourage residents to containerse waste            |  | Ensure waste is not placed on kerb before the nominated date for collection<br>Collect waste within five days |  |



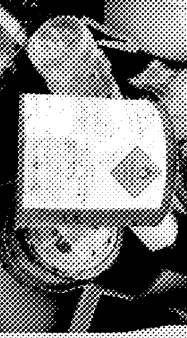

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Hard waste collection – hazards and controls

| Hazard             | Source                                     | Example  | Recommended hazard control   |             |                |                     |
|--------------------|--|--|--|-------------|----------------|---------------------|
|                    |  |  | Elimination  | Engineering | Administration | Personal protection |
| Biological hazards | Inadvertent collection of biological waste |  | Prohibit collection of biological waste<br>Refer to council for collection information |             |                |                     |
|                    | Exposure of public to waste placed on kerb |   |  |             |                |                     |
|                    |  |   |  |             |                |                     |

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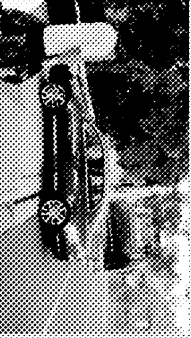


Hard waste collection – hazards and controls

| Hazard                                   | Source  | Example  | Recommended hazard control   | Engineering           | Administration   | Personal protection   |
|--|---|--|--|-----------------------|--|---|
| Hazardous substances and dangerous goods | Inadvertent collection of hazardous substances and dangerous goods<br>Exposure of public to hazardous substances and dangerous goods placed on kerb |  | Encourage residents to self transfer waste to transfer station<br>Prohibit collection of hazardous substances and dangerous goods<br>Request immediate removal by residents<br>Request council arrange alternative collection 24 hours from notification |                       | Educate residents<br>Establish and apply a knock-back policy for hazardous substances and dangerous goods<br>Establish a surveillance program for compliance and enforcement<br>Organise training in identification of hazardous substances<br>Provide information on alternative collection methods | Gloves<br>Masks<br>Safety glasses<br><b>Note:</b> collection of waste requiring the use of respiratory protective devices is not to be undertaken |
| Occupational violence                    | Residents<br>Scavengers<br>Other road users   |   | Encourage residents to self transfer waste to transfer station   | Provide mobile phones | Educate residents on restrictions and times<br>Avoid collecting during busy times<br>Ensure waste is not placed on kerb before the nominated collection date<br>Collect waste within five days   |   |



2.

Hard waste collection – hazards and controls

| Hazard             | Source   | Example  | Recommended hazard control  |  |   |  |
|--------------------|--|--|---|--|---|--|
|                    |  |  | Elimination   | Engineering  | Administration  | Personal protection                      |
| Traffic management | Other road users<br>Poor visibility  |    | Do not collect during busy times of road use<br>Implement parking restrictions during collection times  | Ensure rear cameras/mirrors are in good condition<br>Fix guards at rear wheels and hazardous access points<br>Install a speed limiting device<br>Install reversing warning beepers | Collect from one side of the road only<br>Allow two-sided collection only where the truck blocks the roadway, including cyclist traffic<br>Use a trained 'spotter' during reversing<br>Put caution signs at front and rear of vehicle<br>Use lights and LED signs | High visibility clothing with reflectors |
| Electrical hazards | Waste stacked and reducing visibility<br>Side or rear lifting arm working near overhead powerlines | <br> | Prohibit stacking waste near high risk traffic areas (eg. school crossings, intersections)              | Modify waste vehicle fitting mechanism to reduce its design envelope   | Educate residents on waste placement  |  |
|                    |  |  | Ensure designated pick ups are clear of overhead powerlines<br>Consult Energy/ Safe Victoria for advice |  |   |  |

# 3. Information and guidance

## General

- Employees can contact their union or industry association
- Employers can contact their industry association
- WorkSafe Victoria advice and publications, toll free 1800 136 089 or email [info@worksafe.vic.gov.au](mailto:info@worksafe.vic.gov.au)
- Visit [worksafe.vic.gov.au](http://worksafe.vic.gov.au)

## Legislation

*Occupational Health and Safety Act 2004*  
*Occupational Health and Safety Regulations 2007*

For copies of the OHS Act or Regulations go to [dms.dpc.vic.gov.au](http://dms.dpc.vic.gov.au) or contact Information Victoria on 1300 366 356.

## WorkSafe publications

*Consultation on health and safety: A handbook for workplaces*

*Your health and safety guide to consultation*

*Your health and safety guide to managing young workers*

*Safety tips for young workers*

*Safe handling of industrial waste*

*Non hazardous waste and recyclable materials*

*Prevention of falls in the transport of waste and recyclables*

*Waste industry guide for working near overhead cables*

*Waste collection: Reducing the risks of reversing*

*Controlling OHS hazards and risks: A handbook for workplaces*

*Your health and safety guide to confined spaces*

## Useful websites

Sustainability Victoria – [sustainability.vic.gov.au](http://sustainability.vic.gov.au)

Australian Standards – [standards.org.au](http://standards.org.au)

Australian Transport Safety Bureau – [atsb.gov.au](http://atsb.gov.au)

Vicroads – [vicroads.vic.gov.au](http://vicroads.vic.gov.au)



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## WorkSafe Victoria

### Advisory Service

222 Exhibition Street  
Melbourne 3000

Phone.....03 9641 1444  
Toll-free.....1800 136 089  
Email.....info@worksafe.vic.gov.au

### Head Office

222 Exhibition Street  
Melbourne 3000

Phone.....03 9641 1555  
Toll-free.....1800 136 089  
Website.....worksafe.vic.gov.au

### Local Offices

Ballarat.....03 5338 4444  
Bendigo.....03 5443 8866  
Dandenong.....03 8792 9000  
Geelong.....03 5226 1200  
Melbourne  
(628 Bourke Street).....03 9941 0558  
Mildura.....03 5021 4001  
Mulgrave.....03 9565 9444  
Preston.....03 9485 4555  
Shepparton.....03 5831 8260  
Traralgon.....03 5174 8900  
Wangaratta.....03 5721 8588  
Warrnambool.....03 5564 3200





**OM102209-7****CHANGES TO ROAD SAFETY EDUCATION**

|             |                           |           |   |
|-------------|---------------------------|-----------|---|
| AUTHOR:     | Peter Dohnt               | ENDORSED: | Neil Allen                                      |
| DEPARTMENT: | Infrastructure & Services | FILE REF: | GEN00017-ROADS, STREETS & BRIDGES - Road Safety |

**Purpose**

To update Council as to proposed changes by VicRoads to the funding for the delivery of the Road Safety Education Program to local communities.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

VicRoads has determined that it will change the way in which Road Safety Education (RSE) programs are delivered to the community. In the past this has been funded through the SafeRoads funding stream and largely delivered through Colac RoadSafe. Colac Otway Shire has had little direct input into the delivery of RSE programs eg Bike Ed, Keys Please, Fit to Drive, Looking After Your Mates, Driver Reviver, Thingletootle etc.

**Council Plan / Other Strategies / Policy**Community Health and Wellbeing

Council will promote community health and wellbeing in partnership with other health services. Through a partnership approach, Council will provide a broad range of customer focused health, recreational, cultural and community amenities, services and facilities.

**Issues / Options**

From 1 July 2011, RSE programs to the community will be funded through the Victorian Community Road Safety Alliance (The Alliance). The Alliance will consist of representatives from the Community (7), the Departments of Justice, Human Services, Health & Community Development and Department of Education and Early Childhood Development (DEECD), the MAV, Local Government Professionals (LGPro), VicRoads, Victorian Council of Social Service (VCOSS), Transport Accident Commission (TAC), Royal Automobile Club of Victoria (RACV) and Victoria Police (VicPol).

Community organisations wishing to be involved with the delivery of RSE need to register with the Alliance by September 2010. The registered organisations, Local Community Road Safety Groups (LCRSG's), then need to submit applications (3 year plan) for funding by January 2011. Registration and funding applications should be done using the forms and guidelines provided by, and in liaison with, the relevant VicRoads regional staff.

**Councils Role / Responsibilities**

Council may seek to become registered as a LCRSG with the Alliance. Registration with the Alliance seems to only be necessary to access funds from the RSE program.

If Council chooses not to become registered, it won't be able to apply for funds from the RSE program, however it will continue to be able to apply for other funding through VicRoads programs such as Better Roads, Blackspot, Greyspot etc. As far as can be ascertained, the

only funding it will not be able to apply for are those funds available through the RSE programs. It is anticipated that Council will establish/continue liaison with the LCRSG's.

The Alliance have stated that it is its intention that groups work together as much as possible and that groups will be encouraged to work together as a single LCRSG rather than have multiple LCRSG's providing programs to the same area. Having said that, the Alliance refers to some groups having expressed interest in providing programs on a Statewide basis, so there may be more than one entity delivering programs within this shire. Council should maintain some sort of relationship with all these groups and may need to review the Road Safety Strategy to include any new groups delivering RSE programs.

it is anticipated that VicRoads would advise Council of any other groups delivering programs within the shire so that Council might liaise with all LCRSG's in the event that another group gets funding to deliver some of these programs within Colac Otway Shire.

### **Proposal**

In Colac Otway Shire, Council already have strong links with Colac RoadSafe. Colac RoadSafe have already confirmed that they will remain as a group and are expected to register and make application for funding. If Colac RoadSafe are successful and are provided with funding to deliver RSE programs, the existing relationship need not alter. Colac RoadSafe will have funding to undertake the programs for which they get funding and Council will continue liaison and attending meetings.

Council should continue to maintain its existing relationship with Colac RoadSafe. If any other groups deliver RSE to the Colac Otway community, Council should seek to enter into a similar relationship with those groups.

Council should continue to liaise with VicRoads in relation to the delivery of Road Safety Education within Colac Otway Shire to ensure that Council is aware of and able to liaise with any other agencies delivering RSE within Colac Otway Shire.

### **Financial and Other Resource Implications**

There are no financial implications for Council. Council will continue to be able to source funding streams through VicRoads.

### **Risk Management & Compliance Issues**

There is no discernible additional risk that this proposal exposes Council to.

### **Environmental and Climate Change Considerations**

The proposal does not involve any environmental or climate change considerations.

### **Community Engagement**

Council staff will continue to attend the meetings of the Colac RoadSafe Committee.

### **Implementation**

This report is presented to Council for information.

### **Conclusion**

Colac RoadSafe does an excellent job in providing Road Safety Programs in the Colac Community and Council should encourage this to continue. It is proposed that Council continue its present relationship with Colac RoadSafe and continue to liaise with VicRoads in relation to the delivery of Road Safety Education within Colac Otway Shire.

### **Attachments**

Nil



**Recommendation(s)**

***That Council:***

- 1 Notes and receives this report advising of changes to the delivery of Road Safety Education within Colac Otway Shire.***
- 2 Continues to provide support to Colac RoadSafe and any other registered Local Community Road Safety Groups in an advisory capacity.***
- 3 Does not register as a Local Community Road Safety Group.***

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**OM102209-8****MOBILE BIN SUPPLY AND DISTRIBUTION**

|             |                           |           |            |
|-------------|---------------------------|-----------|------------|
| AUTHOR:     | Janet Forbes              | ENDORSED: | Neil Allen |
| DEPARTMENT: | Infrastructure & Services | FILE REF: | GEN00202   |

**Purpose**

The purpose of this report is to submit to Council information on the Supply and Distribution of mobile bins as per Section H of Contract 0912, Waste Management Services.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

At the February 2010 Council meeting, Council awarded the initial supply and distribution of mobile bins and voluntary recovery of old mobile bins, being Section H of Contract 0912 for Waste Management Services to Mastec Australia Pty.Ltd. This would see the introduction of a three bin waste system to coincide with the new kerbside collection system under contract 0912 commencing on 6 September 2010.

The new three-bin system will meet the Statewide colour code standards for kerbside collection, and is also in line with Council's Best Value Review, during which residents and ratepayers indicated that they would like to move away from the current two-bin system.

**Council Plan / Other Strategies / Policy**Environmental Management

Council will protect and enhance the environment entrusted to us, demonstrate efficient use of natural resources and minimise climate change impacts.

The Council Plan 2009/2013 indicates that Council has an ongoing commitment for waste minimization and recycling via:

Objective 3 Environmental Management – Council will protect and enhance the environment entrusted to us, demonstrate efficient use of natural resources and minimise climate change impacts;

- Strategy 2 – Implement the Waste Management Plan and review current contractual arrangements; and
- Strategy 3 – Implementation of the Waste Water Management Strategy.

**Issues / Options**

Colac Otway Shire's move to standardized coloured lids that meet Australian Standards is part of the ongoing effort to reduce waste to landfill and is in-line with the State Government's preferred waste collection system. It is expected that the move to consistent colours state wide may help to reduce contamination in all types of waste and allow joint advertising campaigns throughout the region. Visitors from other regions will be able to easily recognise waste streams by the colour of the lid which should help minimise contamination in all streams of waste.

**Proposal**

The change over to the three bin system has seen the removal of the divided bin throughout Colac Otway Shire and the introduction of a system which is consistent with the rest of Victoria.

Under the new system households received;

- A new 120-litre bin with a green body and red lid for household waste;
- A new 240-litre bin with a green body and yellow lid for recycling; and
- The current 240-litre green-lid green-body recycling bins will become green waste bins.

Old divided bins which belonged to the residents could be kept for other purposes than waste disposal. Mastec, Council's contractor collected bins which had been left on the kerbside by residents. Under five percent of bins eligible for collection by Council were collected by the contractor.

**Financial and Other Resource Implications**

The estimated value of the new bin roll out is \$739,516.00 (excluding GST), which is to be funded from the Waste Management Reserve.

**Risk Management & Compliance Issues**

Mastec, the successful contractor for distribution, have in place an O.H.& S. and Risk Management Policy supported by works instructions for the carrying out of this contract.

**Environmental and Climate Change Considerations**

The move to a three bin system consistent with other regions in Victoria should help reduce contamination in all three bins and reduce waste to landfill. Visitors to the Shire will be able to identify bin uses more easily as their colours are consistent with Australian Standards.

Reuse of the Green Recycling bin as the organics bin rather than purchase all new bins shows that Council has acted to minimize the impact on the environment. Residents were encouraged to keep their divided bins for other purposes. Council had arranged for collection of old bins for recycling if residents had no further use for their bin at no additional cost to the resident. Information packs were distributed with the bins, these packs included calendars, information brochures and stickers for resident's organic bins,

**Community Engagement**

The community engagement strategy has already been conducted.

As part of the Best Value review in 2008 residents indicated that the three bin system was the preferred waste management system.

An advertising campaign was conducted to inform residents about the new three bin system. This campaign consisted of media releases, newspaper and radio adverts, posters on billboards and educational material to accompany the new bin system.

**Implementation**

The distribution and recovery of bins was undertaken during the period 16 August through until the 10 of September. Mastec delivered over 18,000 new bins to over 9,000 properties. Mastec the successful contractor has a scanning process which will see Colac Otway have a database which records serials numbers of bins delivered against properties.

At this stage the recovery of bins has been at less than 5% of potential recoveries. These low figures are due to residents electing to reuse the bins or donate them to sporting and community groups. Despite wet and often very windy conditions the contractors have managed to complete their works to the agreed timeframe.

**Conclusion**

The rollout has been far smoother than was anticipated by Council and very minimal complaints have been received. As of Monday 13 September 2010 all Council residents were able to access the new Waste service and could place their waste out for collection in three bins, based on a fortnightly collection cycle for recycling and green waste.

**Attachments**

Nil

**Recommendation(s)**

***That Council note and receive this report for information on the supply and distribution of mobile bins under Section H of Contract 0912.***

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OM102209-9

## UPDATE ON THE ROAD/RAIL SAFETY INTERFACE AGREEMENT PROCESS

|             |                           |           |  |
|-------------|---------------------------|-----------|--|
| AUTHOR:     | Peter Dohnt               | ENDORSED: | Neil Allen   |
| DEPARTMENT: | Infrastructure & Services | FILE REF: | GEN00016 ROADS, STREETS & BRIDGES - Rail Crossings |

### Purpose

To provide Council with an update as to the progress of entering into Safety Interface Agreements (SIAs) with the Rail Authorities.

### Declaration of Interests

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

### Background

Under the *Rail Safety Act 2006 (The Act)*, Council, together with the relevant rail authorities, is required to identify and assess risks to safety associated with road-rail interfaces and enter into Safety Interface Agreements for the purpose of managing those risks.

A working group was formed to confirm a template for the agreements between relevant road and rail authorities within Victoria. Council manages road/rail interfaces with V/Line along the Geelong to Warrnambool rail line (through Colac) and with Australian Rail Track Corporation (ARTC) on the Geelong to Adelaide rail line (through Cressy). VicRoads is involved at several rail/road interfaces within this shire.

The Act requires that the relevant authorities attempt to sign SIAs by July 2010.

At the April 2010 Council meeting, Council resolved to “empower the Chief Executive Officer to sign any SIAs on behalf of Council as they become available”.

Meetings were held around the State in May 2010 where there were discussions held involving the rail and road authorities to try and get the process completed as quickly as possible. At that stage, there was still no agreed final template for the SIAs. At these meetings, officers were advised that these meetings (and all the previous work) constituted “attempting to sign the agreements” and that Councils were not in breach of the legislation.

Advice was received from the MAV in mid August that a final SIA template had been agreed. Following that advice, emails were sent to both ARTC and V/Line reminding them of issues particular to this Council that are to be addressed in the SIAs. These additional issues relate to such things as the five pedestrian rail crossings in Colac, the rail overpass at the Colac station and the rail/road interfaces that involve both Council and VicRoads.

The Rail Authorities are still working through the SIA process, in conjunction with the MAV and no SIAs have been sent out by the Rail Authority to-date, although advice has been received from the MAV that SIAs are expected to be sent out within weeks.

**Council Plan / Other Strategies / Policy****Physical Infrastructure and Assets**

Council will provide and maintain Council infrastructure and assets that meet community needs now and in the future.

**Issues / Options**

Council must have attempted to sign SIAs by July 2010. We have received informal advice that the work that has been done to date constitutes such an attempt and therefore Colac Otway Shire is not in breach of legislation.

Council must continue to work with the relevant authorities to formally enter into SIAs as soon as practically possible.

**Proposal**

That Council continues to liaise with the rail authorities, VicRoads and the MAV to finalise the details of the SIA's as they relate to this municipality.

**Financial and Other Resource Implications**

The signing of the SIAs will formally commit Council to the management of road infrastructure at interfaces with rail assets, however there will be little or no effective change from the existing practices. The work will continue to be managed within Council's existing budgets. Some financial assistance may be available for major works.

**Risk Management & Compliance Issues**

The SIAs and the Australian Level Crossing Assessment Model (ALCAM) website provide an enhanced framework for risk management at rail/road interfaces. By entering into the SIA, using the ALCAM website and through a raised awareness of the risks at rail/road interfaces, Council may reduce the risk of serious incidents.

**Environmental and Climate Change Considerations**

There are no environmental or climate change considerations involved in this report.

**Community Engagement**

No community engagement has been undertaken by Council. Rail and road authorities and other key stakeholders, have been working together for some time to facilitate the signing of suitable agreements. It is the responsibility of the rail authorities to contact property owners where crossings exist.

**Implementation**

The timing of the signing of the SIAs is largely up to the rail authorities. Council will continue to remain in contact with them and will cooperate fully in the process.

**Conclusion**

Council staff will continue to work with the relevant road and rail authorities to ensure the timely signing of the SIAs and through ALCAM ensure other measures for the proper management of risk at road/rail interfaces is complied with.

**Attachments**

Nil

**Recommendation(s)**

***That Council receive and note this report for information on the progress of the signing of the Rail/Road Safety Interface Agreement.***

~~~~~\) ~~~~~



**OM102209-10      STORM DAMAGE RECOVERY**

|             |                           |           |            |
|-------------|---------------------------|-----------|------------|
| AUTHOR:     | Adam Lehmann              | ENDORSED: | Neil Allen |
| DEPARTMENT: | Infrastructure & Services | FILE REF: | GEN        |

**Purpose**

The purpose of this report is to inform Council of the recovery efforts in response to recent extreme weather events experienced across the municipality.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

During August 2010 heavy rains and high winds caused significant wide spread damage to roads and other related infrastructure. The major impacts to Council's transport network included: landslips particularly in the Otway region; damage to a small number of bridges; and excessive scouring of roadside drains and gravel roads.

Localized flash flooding in urban and rural areas was also recorded which, in extreme instances, led to the loss of short sections of roadway. Trees fallen across carriageways was also a prevalent problem which caused some interruption to normal access along some roads.

Damages for the initial cleanup and future asset restoration works are estimated in the order of \$1.425M, as follows:

**Storm Damage Estimate for August 2010**

| Description             | Unit | Rate      | No. | \$ Total            |
|-------------------------|------|-----------|-----|---------------------|
| Land Slips              | Item | \$ 25,000 | 24  | \$ 600,000          |
| Gravel Resheeting       | Km   | \$ 10,000 | 40  | \$ 400,000          |
| Bridges                 | Item | \$ 50,000 | 2   | \$ 100,000          |
| Drainage Repairs        | Km   | \$ 3,500  | 70  | \$ 245,000          |
| Miscellaneous Trees etc | Item |           |     | \$ 80,000           |
|                         |      |           |     | <b>\$ 1,425,000</b> |

Cosworks' field staff worked diligently throughout the period of the bad weather to alleviate the immediate dangers of fallen trees, other debris, and flooded roads.

**Council Plan / Other Strategies / Policy**

The Council Plan and Policy which relates to this report is as follows:

Physical Infrastructure and Assets

Council will provide and maintain Council infrastructure and assets that meet community needs now and in the future.

**Issues / Options**

The recent storm events were of a higher intensity than Council's design standards have allowed for and this has highlighted a number of important issues for the future management of Council's roads and associated drainage, particularly in rural parts of the Shire.

These issues include:

- The adequacy of existing budget allocations for the routine maintenance of roadside drains. Sufficient drainage is essential in preserving the integrity of road assets. In some instances heavy rains have exposed deficiencies in Council's ability to maintain table drains and under road culverts to ensure that they are free flowing or to have the appropriate sized pipes for the storm intensity under the road. This has resulted in significant scouring of road surfaces and in some situations has led to the failure of road embankments. Council officers are at present examining a number of alternative solutions to drainage maintenance in an attempt to improve efficiencies and functionality however it is expected that a review of the funding of routine drainage maintenance will be required with recommendations for potential increases beyond CPI in future years likely.
- Capacity of existing under road culverts. The intensity of the rains recorded during August 2010 far exceeded the design parameters of a number of culverts located on roads throughout the Otway Ranges and Apollo Bay. The historic use of segmented pipes has also created some problems as culverts of this nature can become disjointed due to ground movement or as a result of the passage of heavy traffic, leading to washouts of road pavements and embankment failures. Some thought has been given to possible solutions to this problem including replacing existing concrete culverts with PVC pipes of a singular length with an increased diameter. Such a treatment would also include an inlet pit to improve the ease of ongoing maintenance and outlet controls to prevent excessive scouring. Additional funding of this type of work will be required as it is beyond the type of activity that normally would be funded from existing recurrent budgets.
- The level of rain combined with the topography has highlighted the need to increase surveillance, monitoring and funding of works to minimize landslips in the future. Although it is acknowledged that landslips are part of the natural cycle, risk mitigation practices need to be explored in the future, to deal with this problem. This could involve increased funding for landslip management and exploring external assistance to control this event which is much more prevalent in this Council area than the majority of other Councils in Victoria.
- There are limited approved locations for the dumping of debris and other material resulting from the cleanup of batter slips and road spills due to environmental considerations. This is clearly evident in the Apollo Bay area. The majority of debris cleared from roads after the recent storms in Apollo Bay has been transported to the former Barwon Downs landfill site which has been approved to receive such material. This has come at a significant and unnecessary cost and it is imperative that alternative local dump sites are identified for future use. Council officers are in the process of determining potential options for further examination and are working with other Government Agencies to obtain approval.

**Proposal**

It is intended that Council receive this report for information, and support the application for Storm Damage to the Department of Treasury.

**Financial and Other Resource Implications**

Assistance is available for emergency protection works – including works undertaken to protect community assets and to restore essential public services; and asset restoration works – including repair of roads and bridges, reserves and associated community facilities, etc.

For emergency protection works the Victorian Government will meet the full cost of approved works. For restoration of public assets, financial assistance is provided for 75 per cent of approved restoration costs between \$10,000 and \$110,000, and 100 per cent of the proportion of costs above \$110,000. Costs are only recognized for the restoration of assets to their prior condition and the first \$10,000 is to be contributed by Council. It is estimated that the costs both for initial cleanup and future asset restoration works is in the order of \$1.425M. These costs which are estimated in the order of 8.9% of the Council's Rate Income are unbudgeted for in 2010/11 and without some form of Government assistance presents a significant financial impost.

Council officers, through the Chief Executive Officer, have sought to secure assistance from the State Government of Victoria. Early advice has been received from the Department of Treasury and Finance that funding may be available in the form of Natural Disaster Financial Assistance. Natural Disaster Financial Assistance for Local Councils is provided to assist in the recovery process and alleviate some of the financial burden that may be experienced following a natural disaster.

All costs incurred by Council in association with the storm damage recovery are being recorded separately in Council's finance system to provide an accurate record of account. It is intended that Council make a progressive claim for emergency protection work as part of an overall claim application to minimize any potential cash flow problems. A separate claim and final claim will be made for asset restoration once all costs are known. Payments if successful will be made on actual costs incurred and audited.

Upon receipt of a claim, VicRoads, on behalf of the Department of Treasury, completes formal assessment of any damage to roads, bridges and other physical assets. Once the assessment has been completed and approved, the Department of Treasury and Finance will notify Council. This process can take between six to eight weeks to fully complete, and may vary depending on the volume of claims being assessed by VicRoads.

Any financial assistance received will offset, in part, costs incurred as a result of the storm damage during August 2010 and will therefore reduce the direct financial burden on the Colac Otway Shire community.

**Risk Management & Compliance Issues**

All works undertaken during the recovery efforts recognised safe operational practices.

Responses to specific emergencies were dealt with on a priority basis acknowledging the importance of maintaining public safety. Warning of hazards and changed traffic conditions was implemented where necessary through the provision of adequate signage. This also included the barricading of hazards such as land slips, etc to protect the public. In some instances road closures were enforced until such time that any potential risks to safety were mitigated satisfactorily.

**Environmental and Climate Change Considerations**

Council's operational staff have endeavored to exercise responsible management of all cleanup activities to minimise any possible damage to the natural environment. Major quantities of debris resulting from various landslips and cut batter failures have been deposited at an approved dump site. In some instances such material has been pushed

over embankments; however this method of disposal is exercised only in emergency situations to ensure that safe access is maintained along critical lengths of Council's road network.

### **Community Engagement**

The community engagement strategy will follow the recommendations of the Colac Otway Shire Council Community Engagement policy of January 2010, which details five levels of engagement – inform, consult, involve, collaborate and empower.

The method selected would be in to inform the community through local advertisements in newspapers and newsletters regarding restoration works undertaken, prior to works happening.

### **Communication Strategy/Consultation**

Correspondence has been forwarded to the Department of Treasury and Finance indicating Council's situation and its intention to seek financial assistance for the costs incurred from the short term cleanup and the future asset restoration responses. In that correspondence Council sought clarification that its claim would be supported by the Department. Such confirmation has yet to be received at the time of preparing this report.

### **Implementation**

Following on from the finalisation of costs associated with emergency protection works to maintain safe access along Council's roads, officers will prepare and submit an initial claim to the Natural Disaster Financial Assistance Fund.

All costs incurred through asset restoration will be recorded separately in Council's finance system for clear identification. Once these costs are finalized a secondary claim will be submitted to the Department of Treasury.

Council officers will provide any additional assistance to VicRoads through any future auditing processes.

### **Conclusion**

Council should be very proud of the rapid response from its maintenance works teams who worked tirelessly, often in unfavourable conditions, to make sure that safe access along effected roads was available to the public with a minimum of inconvenience.

Council officers have also been proactive in seeking funding assistance for the extraordinary expenses that will be incurred in response to the recent storm events and is aimed at minimizing any future financial burden on the community.

### **Attachments**

Nil

### **Recommendation(s)**

#### ***That Council:***

- 1. Receive this report for information.***
- 2. Support the Funding Application by the Chief Executive Officer to the Department of Treasury and Finance for an estimated \$1.425 million for Storm Damage Assistance to Council.***

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**CONSENT CALENDAR**

**OFFICERS' REPORT**

D = Discussion  
W = Withdrawal

| ITEM  | D | W |
|---|---|---|
| <b><u>SUSTAINABLE PLANNING AND DEVELOPMENT</u></b>  |   |   |
| <b><u>OM102209-11 ENVIRONMENT ACTION PLAN 2010-2012</u></b>   |   |   |
| Department: Sustainable Planning and Development  |   |   |
| <b><u>Recommendation(s)</u></b>   |   |   |
| <b><i>That Council:</i></b>   |   |   |
| <ol style="list-style-type: none"> <li><b><i>1. Receives the Colac Otway Shire Environment Action Plan for 2010 to 2012.</i></b></li> <li><b><i>2. Notes that a review will be undertaken of the Environment Action Plan in 2012 and a report provided to Council for its information.</i></b></li> </ol> |   |   |

**Recommendation**

***That recommendations to items listed in the Consent Calendar, with the exception of items ....., be adopted.***

**MOVED** .....

**SECONDED** .....



**OM102209-11****ENVIRONMENT ACTION PLAN 2010-2012**

|             |                                    |           |            |
|-------------|------------------------------------|-----------|------------|
| AUTHOR:     | Stewart Anderson                   | ENDORSED: | Jack Green |
| DEPARTMENT: | Sustainable Planning & Development | FILE REF: | GEN 00127  |

**Purpose**

The purpose of this report is to inform Council of the 2010-2012 Action Plan for the Environment Strategy which has previously been endorsed by Council.

**Declaration of Interests**

No officer declared an interest under the *Local Government Act 1989* in the preparation of this report.

**Background**

Council endorsed the Colac Otway Shire Environment Strategy 2010-2018 at the Ordinary Council meeting in January 2010. Section eight of the Environment Strategy outlines a process for developing environment action plans every two years. The 2010-2012 Environment Action Plan (EAP) identifies priority projects and programmes that will address the targets and objectives presented in the Environment Strategy.

The Environment Strategy provides the context for the EAP as a result there is no need to repeat the written elements of Environment Strategy again in the EAP. The EAP is a simple document suitable for continual monitoring rather than a reference guide like the Environment Strategy.

**Council Plan / Other Strategies / Policy**

The development of the Environment Action Plan aligns with requirements outlined in the following documents:

1. Colac Otway Shire Council Plan 2009-2013;
2. Colac Otway Shire Environment Strategy 2010-2018; and
3. Colac Otway Shire Council - Annual Business Plan – Environment and Community Safety 2010/2011.

**Issues / Options**

Development of the EAP was overseen by Council's Sustainability Working Group. The EAP (see attached document) has been developed in accordance with the process set out in the Environment Strategy. The process involved consultation with both internal and external stakeholders.

The key steps involved in the development of the EAP are outlined below:

1. Finalise First Draft of the EAP by 2 July 2010;
2. Councillor Workshop to discuss the First Draft on 14 July 2010;
3. First Draft sent out to key external stakeholders and to all Council Managers for comment on 21 July 2010;
4. Feed-back from key external stakeholders and Council Managers on the First Draft provided to Manager, Environment and Community Safety by 4 August 2010;
5. Finalise Second Draft of the EAP by 18 August 2010;

6. Managers Workshop to discuss the Second Draft of the EAP on 7 September 2010; and
7. Councillor Workshop to discuss the Final Draft on 8 September 2010.

The First Draft of the EAP was a spreadsheet that was distributed to stakeholders with the intention to get general comments, clarify responsibility & timing, note any progress made so far and foster a sense of shared responsibility for the delivery of the EAP. Although feedback was provided by a number of Council managers and external key stakeholders there were no issues identified that could not be easily rectified. Accordingly, only minor changes were made to the content in the First Draft. The major changes in the Second Draft related to the format being made more reader friendly.

The EAP needs to be read in conjunction with the Environment Strategy 2010-18 which can be viewed on Council's website. There are a total of forty one targets listed in the Environment Strategy. The EAP nominates a response to all forty one targets. For some targets there is more than one action which either assists in completing the target or identifies the need for further investigation in order to complete the target within the required timeframe.

The EAP identifies eighty five actions under five major areas:

- Council Managed Land;
- Planning and Regulations;
- Physical Works and General Services;
- Education and Awareness; and
- Advocacy and Facilitation.

The Advocacy and Facilitation section addresses issues identified by the community as important matters that are not within the direct control of Council to solve. Accordingly, the Advocacy and Facilitation section of the EAP identifies actions such as strategic direction setting, partnership approaches and lobbying on behalf of the Colac Otway Shire community.

For each of the eighty five actions in the EAP the following details are provided:

- The specific target in the Environment Strategy that is being addressed;
- The Council Business Unit responsible for implementation;
- Key dates for completing the actions; and
- A measurable outcome.

A summary of the EAP is as follows:

- The Council Managed Land section is comprised of eleven targets with nineteen actions spread across two Council Business Units;
- The Planning & Regulations section is comprised of ten targets with fifteen actions spread across three Council Business Units;
- The Physical Works and General Service sections is comprised of thirteen targets with thirteen actions spread across four Council Business Units;
- The Education and Awareness Raising section is comprised of seven targets with nine actions spread across two Council Business Units; and
- The Advocacy and Facilitation section is comprised of twenty nine areas of interest that are spread across four Council Business Units.



Council's Environment Unit will take responsibility for the majority of the actions in the EAP. The Environment Unit will also facilitate the delivery of the advocacy and facilitation actions and provide reports to the Executive and Council on progress against all the actions. It is important to highlight however, that nearly a quarter of the actions will be lead by Council Business Units other than the Environment Unit. This reflects the fact that environmental management is recognised as a responsibility across all the Business Units in Council.

### **Proposal**

It is proposed that Council receive the Colac Otway Shire Environment Action Plan for 2010 to 2012.

### **Financial and Other Resource Implications**

The majority of the actions in the EAP will be able to be carried out within current funding and resource constraints however any extra funds or resources that are required will be resourced through a new \$25,000 budget which is specifically allocated for implementing the EAP.

The EAP provides a strategic basis for seeking extra grant funding that would add value to budgeted activities. Extra grant funding may enable some of the actions in the EAP to be done sooner or to be done on a larger scale than otherwise possible.

### **Risk Management & Compliance Issues**

There are no risk management issues relevant to this report.

### **Environmental and Climate Change Considerations**

There are no other major environmental considerations related to this project. Electronic copies of the EAP will be circulated unless hard copies are specifically requested in order to minimise the amount of paper used for the strategy. Recycled paper will be used for all hard copies of the strategy that are published.

### **Community Engagement**

Extensive community engagement was carried out during the development of the Environment Strategy 2010-2018 and it was also released for a six week public comment period prior to endorsement. The EAP is the operational response to the strategy and therefore it was not deemed necessary to undertake an equivalent level of community engagement during its development. Key external stakeholders that were members of the steering committee for the Environment Strategy development were sent copies of the draft EAP to comment on. The key external stakeholders included officers from Corangamite Catchment Management Authority, Department of Sustainability and Environment, Department of Primary Industries, Landcare Networks, Parks Victoria, Greening Australia, and the Environment Protection Authority. Council received comments from five of the key external stakeholders. The comments were generally positive and the issues raised only required small changes to the document.

### **Implementation**

The actions in the EAP will be measured through the completion of outcomes. Outcomes or key performance indicators include strategy development and implementation, reports or articles provided, capital works completed and commissioned, stakeholder engagement and meetings held, and importantly Council reports or reports to Executive which denote the completion of that element of the EAP.

The actions that are ultimately carried out through the implementation of the EAP will be reported on through Council's business planning software (Interplan). Interplan allows a report to be generated that draws out progress reports for the environmental actions being carried out across the various business units in Council. This will allow progress against the targets in the Strategy to be monitored and also allow annual reporting to Council to be done in a clear and efficient manner. At the end of the two year period a detailed advertorial will be done to inform the community on what actions have been completed in accordance with the EAP.

### **Conclusion**

The final draft of the EAP incorporates feedback from Councillors, Council Managers and key external stakeholders. The EAP sets targets that demonstrate Council's commitment to improving environmental management within the region in a strategic manner. Council is asked to receive the Colac Otway Shire Environment Action Plan 2010-2012 for implementation with a review to be undertaken in 2012.

### **Attachments**

1. Environment Action Plan 2010-2012

### **Recommendation(s)**

#### ***That Council:***

- 1. Receives the Colac Otway Shire Environment Action Plan for 2010 to 2012.***
- 2. Notes that a review will be undertaken of the Environment Action Plan in 2012 and a report provided to Council for its information.***

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# Environment Action Plan

**2010-2012**





Environment Action Plan 2010-2012

## 2010-2012 Environment Action Plan

Colac Otway Shire Council has a demonstrated commitment to environmental sustainability. Council has adopted the Environment Strategy 2010-2018 which is the guiding document to achieve positive and long term improvements in environmental management and sustainability outcomes.

The 2010-2012 Environment Action Plan will not only guide Council's decision making but form the basis of integrated action across all areas of the Shire's operations, its planning responsibility and the way it engages with the community and other stakeholders in a positive way.

The first two year Action Plan establishes the priorities and responsibility for implementation. Many actions are ongoing and progress for all actions will be monitored through the corporate reporting processes and overseen by the Sustainability Working Group.

The Actions are a further refinement of the Targets as set out in the Environment Strategy and correspond to the major identified priorities.

### The Environment Action Plan sets out how Council will:

Council Managed Land

**Better manage our own land, our resources and provide effective land stewardship.**

Planning & Regulations

**Plan & Influence : Establish the forward plans and regulations needed to guide our sustainability pathway.**

Physical Works & General Services

**Demonstrate : Best practice approaches in our operations, capital works and delivery of services.**

Education & Awareness Raising

**Demonstrate leadership, share knowledge, provide training, inform and harness community support.**

Advocacy & Facilitation

**Influence the actions of other agencies and organisations to achieve sustainability outcomes.**

### How to read the Action Plan

**Target : taken from the Environment Strategy 2010-2018**

**Action: description of the task to be undertaken**

**Responsibility: Lead Council Department**

**Timing: When the task will be completed**

**Outcomes: What will be the completed outcome**

Council Managed Land

Council Managed Land

|         | Target addressed                                                                                                                                                                           |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| CMLT1   | Undertake assessments of environmental assets and threats on Council Managed Roadsides .                                                                                                   |
| CMLT 2  | Develop a policy to ensure that when acquiring land as part of a sub-division it will be assessed against a selection criteria and priority given to areas with more environmental value . |
| CMLT 3  | Develop a policy to ensure that when acquiring any land consideration will be given to environmental management requirements.                                                              |
| CMLT 4  | Review and update the current roadside vegetation management plan and the environmental weed strategy.                                                                                     |
| CMLT 5  | Continue to implement Councils existing management plans for Council owned and managed land and review progress. (e.g. Lake Colac Revegetation and Weed Control Plan).                     |
| CMLT 6  | Undertake detailed assessments of environmental assets and threats on all Council managed land of high value and moderate value . (e.g. Marengo Flora Reserve).                            |
| CMLT 7  | Develop and begin implementation of site specific management plans for all Council managed land of high value and moderate value. (e.g. Barham River Confluence).                          |
| CMLT 8  | Continue to implement Councils existing management plans for Council owned and managed roads and review progress. (e.g. Poorneet Lane Management Plan).                                    |
| CMLT 9  | Develop and begin implementation of site specific management plans for all high value roadsides. (e.g. Beeac-Dreeite Roadside).                                                            |
| CMLT 10 | Develop and begin implementation of site specific management plans for all medium value roadsides. (e.g. Dewings Bridge Road Gerangamete).                                                 |
| CMLT 11 | Ensure that all management plans for high value Council managed land and roadsides consider issues associated with adapting to climate change.                                             |

Environment Action Plan 2010-2012

|         | Action                                                                                                                                                          | Responsibility | Timing        | Outcomes                                                                                        |
|---------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------|-------------------------------------------------------------------------------------------------|
| CMLA 1  | Undertake a Roadside Biodiversity Mapping Project.                                                                                                              | Environment    | Dec-10        | Mapping completed and report to Executive                                                       |
| CMLA 2  | Undertake a roadside Weed Identification Project.                                                                                                               | Environment    | Dec 2010      | Assessment completed and report to Executive                                                    |
| CLMA 3  | Undertake weed mapping and control on selected high conservation roadsides and complete on ground weed control works.                                           | Environment    | July 2011     | Mapping of weed infestations and treatments on selected roadsides completed and reported to DPI |
| CLMA 4  | Undertake Roadside weed mapping project in the Otway Ranges.                                                                                                    | Environment    | July 2011     | Mapping completed and report to Executive                                                       |
| CLMA 5  | Investigate Funding opportunities for Roadside weed mapping in the Otway Plain.                                                                                 | Environment    | DEC 2012      | Funding received and mapping started                                                            |
| CLMA 6  | Investigate Funding opportunities for Roadside weed mapping in the Victorian Volcanic Plain.                                                                    | Environment    | Dec 2012      | Funding received and mapping started                                                            |
| CLMA 7  | Develop an Open Space Strategy.                                                                                                                                 | Recreation     | Dec 2011      | Open Space Strategy adopted by Council                                                          |
| CMLA 8  | Develop an Open Space Strategy.                                                                                                                                 | Recreation     | Dec 2011      | Open Space Strategy adopted by Council                                                          |
| CMLA 9  | Develop a Roadside Vegetation Management Plan.                                                                                                                  | Environment    | Dec 2010      | Progress report on the status of the Roadside and Weed plans                                    |
| CMLA 10 | Implement the Barongarook Covenant plan.                                                                                                                        | Environment    | annually 2014 | Progress report to Executive annually, Major review presented to Council                        |
| CMLA 11 | Implement the management plan for Lake Colac and Barongarook Creek.                                                                                             | Environment    | annually 2014 | Progress report on the status of the Management Plan                                            |
| CMLA 12 | Implement the Lake Corangamite Bathing Boxes management plan.                                                                                                   | Environment    | Dec 2011      | Present report to Executive                                                                     |
| CMLA 13 | Assessment of Barongarook Covenant, Lake Colac and Barongarook Creek and Lake Corangamite Bathing Boxes.                                                        | Environment    | Dec 2010      | Progress report on review of existing Management Plans                                          |
| CMLA 14 | Assessment of Barham River Confluence, Marengo Flora Reserve, Deepdene Road Reserve, Beeac Grasslands, Healthfield Open Space and Wye River Drainage Reserve.   | Environment    | June 2012     | Present progress report to Executive                                                            |
| CMLA 15 | Management plans completed for Marengo Flora reserve; and 2 other land assets (Apollo Bay and Wye River) currently being assessed by CCMA for possible funding. | Environment    | June 2014     | Present report to Executive                                                                     |
| CMLA 16 | Implement and then review Poorneet Lane Management Plan.                                                                                                        | Environment    | June 2012     | Present report to Executive                                                                     |
| CMLA 17 | Implement and then review Cressy - Shelford Road Management Plan.                                                                                               | Environment    | June 2011     | Present report to Executive                                                                     |
| CMLA 18 | Implement and then review Dewings Bridge Road Management Plan.                                                                                                  | Environment    | June 2012     | Present report to Executive                                                                     |
| CMLA 19 | Implement climate adaptation management protocols for council owned and managed land.                                                                           | Environment    | June 2012     | Present report to Executive                                                                     |

Environment Action Plan 2010-2012

Planning & Regulations

Planning & Regulations

|        | Target addressed                                                                                                                                                                                    |
|--------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PRT 1  | Incorporate most current environmental mapping into Councils planning scheme and review as required.                                                                                                |
| PRT 2  | Develop and implement response strategies to environmental pollution events .                                                                                                                       |
| PRT 3  | Develop and commence implementation of an offset management procedure to manage native vegetation off-sets established across the Shire.                                                            |
| PRT 4  | Develop a Council Environmental Sustainability policy for the organisation that addresses opportunities for improving sustainability of new developments.                                           |
| PRT 5  | Implement a Council Environmental Sustainability policy for the organisation that addresses opportunities for improving sustainability of new developments .                                        |
| PRT 6  | Review the municipal strategic statement and ensure climate change, salinity, sustainable land use and acid sulphate soils are recognised appropriately and are managed through statutory controls. |
| PRT 7  | Implement recommendations in the Colac Otway Shire Domestic Wastewater Management Plan, review the Plan's performance and renew .                                                                   |
| PRT 8  | Develop and implement standards for domestic wastewater treatment systems near waterways and in water supply and ground water recharge areas.                                                       |
| PRT 9  | Develop and commence implementation of an Integrated Fire Management Plan for safety and ecological outcomes.                                                                                       |
| PRT 10 | Undertake audits of at least 20 properties with land management plans and 20 logging coupes every year with a target of 100% compliance.                                                            |



|        | Action                                                                                                                                                                                                  | Responsibility | Timing     | Outcomes                                                                                                                                         |
|--------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| PRA 1  | Planning Scheme Amendment to incorporate revised mapping of the Environmental Significance Overlay and Vegetation Protection Overlay.                                                                   | Planning       | Dec 2011   | Planning Scheme updated , aproval by Council forward to DSE for Gazettal                                                                         |
| PRA 2  | Establish pollutant types and develop pollution response protocols for specific events.                                                                                                                 | Environment    | Dec 2011   | Protocols and process, operation flow chart and Staff training undertaken. Approach adopted by Executive                                         |
| PRA 3  | Develop vegetation offset management procedure and tracking tool.                                                                                                                                       | Environment    | Dec 2011   | Report endorsed by Executive and submitted to DSE                                                                                                |
| PRA 4  | Develop Environmental Sustainability Policy for new subdivisions and include in planning scheme.                                                                                                        | Environment    | June 2011. | Present Policy to Council for adoption. Incoporate as reference in Planning scheme and MSS                                                       |
| PRA5   | Review opportunities for improved environmental outcomes for new subdivision and development.                                                                                                           | Planning       | Dec 2012   | Environment Policy implementation strategy (Education and awareness) adopted by Executive                                                        |
| PRA 6  | Review the MSS as part of the 4 yearly Planning Scheme review and identify gaps and recommend further work .                                                                                            | Planning       | Oct-10     | Adopted Planning Scheme review report                                                                                                            |
| PRA 7  | Planning Scheme amendment to introduce a Salinity Management Overlay and update MSS policy references.                                                                                                  | Planning       | Jun-12     | Salinity management overlay adopted by Council & submitted to Minister for gazettal                                                              |
| PRA 8  | Improved mapping of areas with potential coastal acid sulfate soils & for introduction of planning controls to affected areas.                                                                          | Planning       | 2014       | Complete mapping of Potential Acid Sulphate areas and develop planning controls                                                                  |
| PRA 9  | Introduction of planning controls to areas likely to be affected by sea level rise .                                                                                                                    | Planning       | Jun-12     | Amendment to Planning scheme undertaken by DSE Planning controls & 3rd pass settlement wide assessment of risk completed. Presented to Executive |
| PRA 10 | Implement an Education Program. Ensure Monitoring & Maintenance of Township wastewater systems.                                                                                                         | Health         | 2012       | Education and awareness plan adopted by Executive                                                                                                |
| PRA 11 | Develop domestic waste water systems standards for all areas near waterways, water supply and groundwater.                                                                                              | Health         | 2012       | Report provided to Executive                                                                                                                     |
| PRA 12 | Develop draft for review of the Integrated Fire Management Plan and implement recommendations.                                                                                                          | Environment    | Jun-11     | Plan adopted and progress reported to Executive                                                                                                  |
| PRA 13 | Land Management Plans are prepared in accordance with conditions placed on planning permits.                                                                                                            | Planning       | 2012       | Progress report provided to Executive                                                                                                            |
| PRA 14 | Undertake Forestry Audits Compliance Reports for logging operations.                                                                                                                                    | Environment    | Jun-11     | Progress report provided to Executive                                                                                                            |
| PRA 15 | Update local forestry prescriptions based on <i>Timber Production in Privately owned and Native Forests and Plantations: Prescriptions for Environmental Protection, Colac-Otway Region</i> guidelines. | Environment    | March 2011 | Consultation process started and Progress report provided to Executive                                                                           |

Physical Works  
& General Services

Works & Services

|          | Target addressed                                                                                                                                                                                                |
|----------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PWGST 1  | Maintain regular water quality monitoring at nine waterway sites across the region and place results on the Council website every three months.                                                                 |
| PWGST 2  | Develop a Memorandum of Understanding with local aboriginal groups, to ensure protection of cultural heritage and to engage them in environmental management initiatives.                                       |
| PWGST 3  | Develop and implement a criteria for assessing the environmental credentials and plans of contractors, in a manner appropriate for the nature and scope of the works.                                           |
| PWGST 4  | Develop and implement a Council Environmental Sustainability policy to direct Council's programs, projects, processes and services by 2012 and undertake audits to ensure compliance.                           |
| PWGST 5  | A total of 65% recovery rate (by weight) of waste produced through Council operations for re-use, recycling or energy generation.                                                                               |
| PWGST 6  | Develop an Environmental Management System that encourages best management practices for all Council programmes, projects, services, plans and policies by 2014 and investigate having it ISO 14001 accredited. |
| PWGST 7  | Council to improve water use efficiency by implementing Water Management Action Plans for Council facilities that consume more than 10ML per year and review progress.                                          |
| PWGST 8  | Obtain Waste Wise certification for 11 major Council facilities.                                                                                                                                                |
| PWGST 9  | Implement the recommendations of the Colac Otway Stormwater Management Plan and review progress.                                                                                                                |
| PWGST 10 | Waste Wise certification requirement for all Council approved community events and festivals held within the Shire.                                                                                             |
| PWGST 11 | Council to increase green purchasing to 2.5% of total operating budget by 2014 and to 5% by 2018.                                                                                                               |
| PWGST 12 | Council to become Carbon neutral (zero net emissions) by 2016.                                                                                                                                                  |
| PWGST 13 | Council to satisfy 15% of its water consumption requirements through rainwater harvesting or treated water by 2016.                                                                                             |

|          | Action elements                                                                                                          | Responsibility                       | Timing             | Outcomes                                                                               |
|----------|--------------------------------------------------------------------------------------------------------------------------|--------------------------------------|--------------------|----------------------------------------------------------------------------------------|
| PWGSA 1  | Select sites for water quality monitoring and develop reporting program.                                                 | Environment                          | Monthly 2011, 2012 | Ongoing Monthly testing reported to Manager Environment, Biannual Reports to Executive |
| PWGSA 2  | Develop Draft MOU for protection of cultural heritage. Establish engagement plan for environmental initiatives.          | Environment and Economic Development | Dec 2011.          | MOU adopted by stakeholders and Executive and Engagement plan developed                |
| PWGSA 3  | Develop assessment criteria and implement approach as draft guidelines for contractors on council owned or managed land. | Infrastructure                       | June 2011.         | Guidelines adopted by Executive                                                        |
| PWGSA 4  | Develop an internal Environmental Sustainability Policy including a toolkit guide on sustainability.                     | Environment                          | March 2011.        | Policy adopted by Executive                                                            |
| PWGSA 5  | Implement the adopted Waste wise action plan.                                                                            | Environment                          | June 2011.         | Implementation report provided to Council                                              |
| PWGSA 6  | Investigate the development of an Environmental Management System EMS across all areas of council operation.             | Environment                          | Dec 2012.          | Briefing provided to Executive                                                         |
| PWGSA 7  | Implementation of Water Mangement Action Plan (Blue Water, Sale Yards, Botanic Gardens, Central Reserve).                | Recreation / Environment             | June 2012          | Progress report provided to Council                                                    |
| PWGSA 8  | Develop waste wise action plan for 11 corporate facilities.                                                              | Infrastructure                       | June 2012.         | Waste wise certification undertaken for facilities and submitted to BRWMG              |
| PWGSA 9  | Implement actions in Stormwater Management Plan .                                                                        | Infrastructure                       | Dec 2012.          | Provide annual review to executive                                                     |
| PWGSA 10 | Develop waste wise plan for community events and festivals.                                                              | Recreation, Arts, Culture            | June 2012.         | Implement Waste wise certification as requirement for larger events and festivals      |
| PWGSA 11 | Implement a Green Purchasing Action Plan and use EcoBuy accreditation and information process.                           | Environment                          | June 2012.         | Action plan endorsed by SWG, Progress report submitted to Council & EcoBuy             |
| PWGSA 12 | Develop Carbon neutral approach to identify actions to reduce energy consumption and to offset emissions.                | Environment                          | July 2011.         | Council adopts Carbon Neutral plan                                                     |
| PWGSA 13 | Implement the SWUP and WaterMap plan to reduce potable water consumption.                                                | Environment                          | July 2011.         | Progress report submitted to Council                                                   |

Environment Action Plan 2010-2012

Education  
& Awareness Raising

Education & awareness

|       | Target addressed                                                                                                                                                                                                    |
|-------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| EAT 1 | Maintain regular updates on environmental initiatives undertaken by Council through monthly media releases and highlight significant achievements in a detailed advertorial placed in local papers every two years. |
| EAT 2 | Develop ongoing 'general' and 'issue specific' training programmes for Council staff and Councillors addressing major issues in the Shire and relevant environmental/cultural heritage legislation and regulation.  |
| EAT 3 | An environmental/cultural heritage induction process for new Council staff and Councillors to be developed and initiated.                                                                                           |
| EAT 4 | Develop and promote a web based information package targeted at local businesses and industry and identify any specific training needs.                                                                             |
| EAT 5 | Develop and promote a web based information package targeted at the general community and identify any specific training needs.                                                                                     |
| EAT 6 | Develop and implement an ongoing training programme for local business', industry and community.                                                                                                                    |
| EAT 7 | Provide a minimum of two environmental community days each year and support Landcare Groups to carry out ongoing works where community interest is sufficient.                                                      |

|       | Action                                                                                                                                       | Responsibility       | Timing              | Outcomes                                                                   |
|-------|----------------------------------------------------------------------------------------------------------------------------------------------|----------------------|---------------------|----------------------------------------------------------------------------|
| EAA 1 | Develop and Submit articles for Monthly Environment Column.                                                                                  | Environment          | Monthly             | 12 articles published in Colac Herald/other media                          |
| EAA 2 | Develop and undertake general approach with specific training around issues like, greenhouse, water, sustainability or Grassland Awareness . | Environment          | Dec 2011            | Awarenes and training program developed, induction Manual produced         |
| EAA 3 | Develop an induction program for new staff and councillors on environmtnal and cultural heritage issues.                                     | Environment          | Jan 2012            | Awareness and training program developed, induction manual produced        |
| EAA 4 | Investigate current environmental sustainability knowledge and learning needs and develop an information and communications strategy.        | Economic Development | Dec 2011, June 2012 | Complete Industry Survey, Publish Web resources, Promote to local business |
| EAA 5 | Develop an information and communications approach based on the Sustainability Living Guide or similar web resources.                        | Environment          | Dec 2011            | Adopt website and promote to local community                               |
| EAA 6 | Facilitate local training workshops for business highlighting environmental issues and opportunities.                                        | Economic Development | Jun 2012            | Deliver Training program                                                   |
| EAA 7 | Participate in National Tree Day annually.                                                                                                   | Environment          | annual 2011, 2012   | Select a number of sites and groups for Tree Day                           |
| EAA 8 | Participate in Earth Hour annually.                                                                                                          | Environment          | annual 2011, 2012   | Plan activity for Earth Hour and promote to community                      |
| EAA 9 | Participate in World Environment Day.                                                                                                        | Environment          | annual 2011, 2012   | Select activities for World Environment Day and promote                    |

Environment Action Plan 2010-2012

Advocacy &  
Facilitation

Advocate

| Topic                                            | Issue                                                                                                                                                                                                     |
|--------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Climate Change                                   | Formulate a response to the increased risk of extreme weather events that are arising from climate change.                                                                                                |
|                                                  | Increase the knowledge and understanding of the impacts of climate change on the environmental values of inland waters; including risks posed by soil acidification and issues associated with dry lakes. |
|                                                  | Update the Victorian Coastal Strategy as outcomes of the Future Coasts project become known.                                                                                                              |
|                                                  | Ensure mechanisms are established to provide information to local governments to assist in planning decisions that may be impacted by climate change.                                                     |
|                                                  | Establish processes/mechanisms to ensure the inflow of information from State Government to Local Government and the community.                                                                           |
|                                                  | Advocate to State and Federal Governments on Climate Change and reducing Victoria's and Australia's carbon emissions.                                                                                     |
| Sustainable Resource Use and Waste Management    | Establishment of a set of national, mandatory minimum standards for water and energy use efficiency in new appliances, homes, commercial and government premises and subdivision design.                  |
|                                                  | Increased water efficiency performance thresholds expected from the 5 star building standards that include stormwater quality objectives and energy use objectives.                                       |
|                                                  | Increased numbers of local businesses in the region certified through ECOBuy and Waste Wise programmes.                                                                                                   |
|                                                  | Investigation into increasing the quality of treated water (e.g. Class A) to encourage wider community use.                                                                                               |
| Soil Health                                      | Update the soil surface pH map layer to indicate the current soil pH status.                                                                                                                              |
|                                                  | Develop and implement an Acid Sulphate Soil strategy, which identifies risk areas and extend it to inland areas and also develop statutory controls for local government.                                 |
| Native plants, animal and habitat protection and | Identify where vegetation is being undertaken and ensure off-sets are being tracked across the State by DSE.                                                                                              |
|                                                  | Ensure that DSE has adequate resources to assess the additional vegetation clearing permit applications being referred by local governments.                                                              |
|                                                  | Increase promotion of the threats to grassy ecosystems and the protection under state and federal regulation to the community.                                                                            |

|        | Action                                                                                              | Responsibility | Timing  | Outcomes                                                |
|--------|-----------------------------------------------------------------------------------------------------|----------------|---------|---------------------------------------------------------|
| AFCC 1 | Research the risks and consequences relevant to the Shire.                                          | Environment    | 2011    | Briefing report provided to Executive                   |
| AFCC 2 | Facilitate research into inland acid sulphate soils.                                                | Environment    | 2012    | Briefing report provided to Executive                   |
| AFCC 3 | Stay informed on the outcomes of the Future Coasts project                                          | Planning       | 2011    | Incorporate into Council reports as required            |
| AFCC 4 | Participate in Federal and State consultation on Climate issues and participate in MAV initiatives. | Planning       | Ongoing | Annual briefing report provided to General Manager SP&D |
| AFCC 5 | Circulate information to key stakeholders in an ongoing manner.                                     | Environment    | Ongoing | Annual briefing report provided to General Manager SP&D |
| AFCC 6 | Participate in Federal and State consultation on Climate Change issues.                             | Environment    | Ongoing | Annual briefing report provided to General Manager SP&D |
| AFSW 1 | Advocate to State Government at relevant forums.                                                    | Environment    | Ongoing | Annual briefing report provided to General Manager SP&D |
| AFSW 2 | Promote the need for better standards to Building Commission, Green Building and State Government.  | Environment    | Ongoing | Annual briefing report provided to General Manager SP&D |
| AFSW 3 | Promote EcoBuy programs to Chambers of Commerce and industry groups.                                | EcoDev         | 2012    | Provide relevant contacts to EcoBuy                     |
| AFSW 4 | Lobby Barwon Water to make Class A recycled water available to relevant users.                      | Environment    | 2011    | Annual briefing report provided to General Manager SP&D |
| AFSH 1 | Facilitate research into inland acid sulphate soils.                                                | Environment    | 2012    | Briefing report provided to Executive                   |
| AFSH 2 | Facilitate development of management recommendations for inland acid sulphate soils.                | Environment    | 2012    | Briefing report provided to Executive                   |
| AFB 1  | Facilitate development of vegetation tracking programs.                                             | Environment    | 2012    | Annual briefing report provided to General Manager SP&D |
| AFB 2  | Support DSE regional role in relevant forums.                                                       | Environment    | 2012    | Annual briefing report provided to General Manager SP&D |
| AFB 3  | Work with key stakeholders to raise awareness of native grasslands.                                 | Infrastructure | 2011    | Briefing report provided to Executive                   |

Environment Action Plan 2010-2012

Advocacy &  
Facilitation

Facilitate

| Topic                               | Issue                                                                                                                                                                                                                                                |
|-------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Pest Plants and Animal Control      | Adequate resources for a regular review of the Noxious Weeds list to ensure that the Catchment and Land Protection Act is informed by accurate and up-to-date listings of weed species threatening Victoria's environment and economic productivity. |
|                                     | Clarification on the roles and responsibilities for management of regionally controlled weeds along roadsides and develop strategies to adequately support implementation.                                                                           |
|                                     | An investigation of how to effectively develop partnerships with the broader community to achieve weed and pest animal control, since these problems occur across tenures.                                                                           |
| Waterway protection and enhancement | Scientific rigour of groundwater management and the practice of managing surface and groundwater as a single inter-connected system.                                                                                                                 |
|                                     | Improved management of Ramsar wetlands, to ensure the obligations of the Convention are met.                                                                                                                                                         |
|                                     | Updated and streamlined governance arrangements to facilitate protection and restoration of all water frontages, including Crown Land.                                                                                                               |
|                                     | Integrated Catchment Management of Lake Colac.                                                                                                                                                                                                       |
| Coastal and marine protection and   | Examine the implications of population pressure, including the impact of tourism.                                                                                                                                                                    |
|                                     | Update the Victorian Coastal Strategy as outcomes of the Future Coasts project become known.                                                                                                                                                         |
|                                     | Improve the health of estuaries, coastal dunes and marine environments.                                                                                                                                                                              |
| Community Action                    | The need to provide support to local communities to develop local solutions and initiatives:                                                                                                                                                         |
|                                     | · To address local food security and develop Peak Oil Action Plans.                                                                                                                                                                                  |
|                                     | · To identify targets for reducing community water and energy use (e.g. 20% reduction against 2009 levels by 2018).                                                                                                                                  |
|                                     | · To explore various sustainability initiatives (e.g. plastic bag free).                                                                                                                                                                             |



|        | Action                                                                                     | Responsibility | Timing  | Outcomes                                                              |
|--------|--------------------------------------------------------------------------------------------|----------------|---------|-----------------------------------------------------------------------|
| AFPP 1 | Work with DPI and CCMA and make submissions regarding weed impacts.                        | Environment    | 2012    | Annual briefing report provided to General Manager SP&D               |
| AFPP 2 | Work with MAV to establish roadside management responsibilities with DPI.                  | Environment    | 2012    | Annual briefing report provided to General Manager SP&D               |
| AFPP 3 | Participate in integrated programs with State Government.                                  | Environment    | 2014    | Annual briefing report provided to General Manager SP&D               |
| AFWP 1 | Participate in programs established by SRW and DSE.                                        | Environment    | Ongoing | Briefing report provided to Executive                                 |
| AFWP 2 | Work with Parks Vic and CCMA to promote Ramsar Wetlands.                                   | Environment    | Ongoing | Annual briefing report provided to General Manager SP&D               |
| AFWP 3 | Participate in Crown land reviews when undertaken.                                         | Environment    | Ongoing | Annual briefing report provided to General Manager SP&D               |
| AFWP 4 | Work with Parks Vic and CCMA in strategy review.                                           | Environment    | Ongoing | Briefing report provided to Executive                                 |
| AFCM 1 | Facilitate research into impacts on the coast of increased population.                     | Environment    | Ongoing | Annual briefing report provided to General Manager SP&D               |
| AFCM 2 | Stay informed on the outcomes of the Future Coasts project                                 | Planning       | 2011    | Incorporate into Council reports as required                          |
| AFCM 3 | Notify EPA of any water quality issues identified.                                         | Health         | Ongoing | Annual briefing report provided to General Manager Community Services |
| AFCA 1 | Facilitate an Apollo Bay Community Forum to develop local solutions.                       | Environment    | 2010    | Briefing report provided to Executive                                 |
| AFCA 2 | Facilitate an Apollo Bay Community Forum to develop local plans.                           | Environment    | 2010    | Briefing report provided to Executive                                 |
| AFCA 3 | Facilitate an Apollo Bay Community Forum to develop local targets.                         | Environment    | 2010    | Briefing report provided to Executive                                 |
| AFCA 4 | Facilitate an Apollo Bay Community Forum to identify potential sustainability initiatives. | Environment    | 2010    | Briefing report provided to Executive                                 |

Environment Action Plan 2010-2012

## IN COMMITTEE

### **Recommendation**

***That pursuant to the provisions of Section 89(2) of the Local Government Act, the meeting be closed to the public and Council move “In-Committee” in order to deal with:***

| <b><i>SUBJECT</i></b>                   | <b><i>REASON</i></b>                       | <b><i>SECTION OF ACT</i></b> |
|-----------------------------------------|--------------------------------------------|------------------------------|
| Contract and Tendering Update           | this matter deals with contractual matters | Section 89 (2) (d)           |
| Contract No. 1009 – External Plant Hire | this matter deals with contractual matters | Section 89 (2) (d)           |