



Colac Otway
SHIRE

AGENDA

ORDINARY COUNCIL MEETING
OF THE
COLAC-OTWAY SHIRE
COUNCIL

23 MAY 2012

at 3:00 PM

COPACC, Gellibrand Street Colac

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

23 MAY 2012

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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, Gellibrand Street Colac on 23 May 2012 at 3.00 pm.

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 community input and participation in Council decisions. Council meetings provide an opportunity for the community to ask Council questions, either verbally at the meeting or in writing.

Please note that Council may not be able to answer some questions at the meeting. These will be answered later.

Council meetings enable Councillors to debate matters prior to decisions being made. I ask that we all behave in a courteous manner.

An audio recording of this meeting is being made for the purpose of ensuring the minutes of the meeting are accurate. 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. It is an offence to make an unauthorised recording of the meeting.

Thank you. Now 30 minutes is allowed for question time. Please remember, you must ask a question. If you do not ask 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

- **Special Council Meeting held on 18/04/12**
- **Ordinary Council Meeting held on 26/04/12**
- **Special Council Meeting held at 1:00 pm on 9/05/12**
- **Special Council Meeting held at 2:00 pm on 9/05/12**

Recommendation

That Council confirm the above minutes.

OFFICERS' REPORTS**Chief Executive Officer**

- OM122305-1 CEO'S PROGRESS REPORT TO COUNCIL
OM122305-2 SEPTEMBER 2012 COUNCIL MEETING DATE

Corporate and Community Services

- OM122305-3 COLAC OTWAY SHIRE AUSTRALIA DAY CELEBRATIONS 2013
OM122305-4 COLAC COMMUNITY LIBRARY AND LEARNING CENTRE JOINT
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OM122305-5 COUNCIL COMMITMENT TO CORANGAMITE REGIONAL LIBRARY
CORPORATION

Infrastructure and Services

- OM122305-6 SUBMISSION: WASTE POLICY REVIEW DISCUSSION PAPER -
DEPARTMENT OF SUSTAINABILITY & ENVIRONMENT (DSE)
OM122305-7 ROAD DISCONTINUANCE - 1505 OLD BEECH FOREST ROAD, BEECH
FOREST

Sustainable Planning and Development

- OM122305-8 ADOPTION OF COLAC CBD AND ENTRANCES PROJECT
OM122305-9 PLANNING SCHEME AMENDMENT C65 - CONSIDERATION OF
SUBMISSIONS
OM122305-10 INTERIM GREAT OCEAN ROAD TOURISM BOARD

General Business

- OM122305-11 ASSEMBLY OF COUNCILLORS
OM122305-12 OTHER COMMITTEE MINUTES
OM122305-13 MINUTES OF COLAC COMMUNITY LIBRARY AND LEARNING CENTRE
JOINT COMMITTEE
OM122305-14 MINUTES OLD BEECHY RAIL TRAIL COMMITTEE MEETING
OM122305-15 CLIMATE RESILIENT COMMUNITIES GRANT

Notices of Motion

- OM122305-16 HEAVY VEHICLE TRANSPORT ROUTE REPORT
OM122305-17 HEAVY VEHICLE TRANSPORT ROUTE
OM122305-18 HEAVY VEHICLE ROUTE OPTIONS

Rob Small
Chief Executive Officer

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OM122305-1

CEO'S PROGRESS REPORT TO COUNCIL

AUTHOR:	Maree Redmond	ENDORSED:	Rob Small
DEPARTMENT:	Executive	FILE REF:	F11/3291

EXECUTIVE**Municipal Elections – Community and Candidate Information Sessions**

There will be a *Community and Candidate Information Session* as part of the preparations for the 2012 round of Municipal Elections being held in Colac.

The Municipal Association of Victoria (MAV) is coordinating the preparations of this session. An Information Session will be held in COPACC on Thursday 6 September 2012 at 6:30pm - 9:00pm.

Participation in these sessions include:

- A two hour Community and Candidate Information Session conducted by the MAV.
- Presentations from the MAV, visiting CEO, host council CEO, visiting councillor from a neighbouring council.
- Presentation from a representative from the Victorian Electoral Commission.
- A copy provided to attendees of "From Citizen to Councillor".

The MAV will also provide marketing material to assist us to promote the event locally; including draft press releases, posters, link to website etc.

G21 Board Meeting

The Mayor and CEO attended the G21 Board meeting at the Borough of Queenscliffe on 27 April 2012. Agenda items included:

- Signing of G21 Memorandum of Understanding.
- G21 Occupational Health and Safety Policy.
- Marketing and Communications.
- Remuneration Sub-Committee - membership.
- Audit Committee Report – including draft G21 budget.
- Hon Julie Bishop visit.
- Oxfam letter – re Make Poverty History Campaign.

G21 Meeting and visit by Hon Julie Bishop

CEOs and Mayors of G21 met with the Deputy Leader of the Federal Opposition in Geelong on Monday 30 April 2012. The discussion centred on the challenges for the region's manufacturing sector (ALCOA, Shell and Ford) with a high Australian dollar placing constraints on export oriented businesses. Key projects for the region were discussed including road and rail infrastructure and services, the Great Ocean Road maintenance, the future viability of Avalon airport, and growth issues in particular.

Victorian Country Press Association (VCPA) Tour

The CEO along with the Chair of Colac Area Health and the owner/editors of the Colac Herald, hosted forty members of the mostly Melbourne based VCPA on Saturday 5 May 2012. The orientation visit of Colac was followed by an afternoon tea at the Botanic Cafe.

The objective of the visit was to give this press group a better understanding of Country Victoria and what it has to offer. Members of the group were most impressed with Colac and conceded that there was more to it than they expected.

Meeting with Balnagowan Developers

A consortium of developers and retirement village operators met with the General Manager Sustainable Planning and Development, the Manager Planning and Building, the Manager Economic Development and the CEO on 7 May 2012 to outline their plans for the development of the Balnagowan property.

Rural Council Victoria Forum and MAV State Council Meeting

The CEO attended the Rural Councils of Victoria forum and dinner in Melbourne on 16 May 2012, and the CEO and Mayor attended the Annual MAV State Council Meeting on 17 May 2012.

Great South Coast CEO's Forum

The CEO attended a meeting of the Great South Coast CEO's in Warrnambool on 18 May 2012. Items discussed included:

- Strategic Issues in relation to the Board.
- Regional Living Expo debrief.
- Regional Green Light program.
- Regional Growth Plan update & discussion.
- Pillar Group update.
- Regional Tourism Board update & discussion.
- Department of Primary Industry (and other State Government) office closures.
- Preparation for local government elections.
- Preparation for State and Federal elections.
- Community Satisfaction Surveys.
- Building Commission changes.
- Victorian Auditor General's Report into private building surveyors and the implications for Councils.

Environment and Sustainability

Council continues to pursue a range of environmental initiatives. The green elements of the recently renovated area occupied by Sustainable Planning and Development included a bank of photovoltaic cells to augment electricity usage.

The mayoral car achieved a remarkable 5.68 litres of fuel per 100kms this month.

Mayor & CEO Community Meetings

The Mayor and CEO are available to meet with members of the community on a regular basis. Appointments can be made to meet with the Mayor and CEO on 26 May 2012 from 10.30 am at the Colac Community Library & Learning Centre or from 1.30pm on 10 June 2012 at the Apollo Bay Customer Service Centre in Nelson Street.

CORPORATE & COMMUNITY SERVICES

Older Persons & Ability Support Services (OPASS)

Training

Eight of our most recently recruited Community Care Workers have commenced a dual Certificate III in Aged Care and Home & Community Care as a Workplace Traineeship. This will provide them with the skills necessary to support our clients with personal care and respite support and is a minimum requirement for all Community Care Workers, under the Home and Community Care (HACC) program guidelines.

Two assessment staff have embarked on a Vocational Graduate Certificate in Community Services Practice - Client Assessment & Case Management. The Department of Health has also funded '*Implement Goal Directed Care Planning*' which is a unit of the Graduate Certificate. The remaining assessment staff have been undertaking this training during May 2012.

Workforce Development Workshop

A Workforce Development Workshop for Community Service and Health Organisations was held in Geelong on Friday 27 April 2012. The session was arranged by the Department of Education, Employment and Workplace Relations (DEEWR) and topics included:

- Workforce development and funding available, with the main aim of explaining the process for Workplace English Language and Literacy funding and information on the National Workforce Development Fund.
- Workforce Issues: attraction, retraining, career pathways, skills gaps, regional needs and professional development.

Mental Health Week: - 7 - 13 October 2012

Each year the Barwon Mental Health Network Committee coordinates a number of activities promoting mental health. A steering committee has been established with the aim of holding some activities within the Colac Otway Shire. Further information will be provided as the program develops.

Environmental Health

Health Activities

The following actions were undertaken during April 2012

- 30 food premises inspections were carried out
- 6 inspections of selling points for tobacco were carried out to ensure legislative requirements are being met
- 2 hairdressing premises inspections were undertaken
- 2 caravan parks were inspected
- 24 food stalls were inspected at the Apollo Bay Music Festival
- 4 prescribed accommodation premises were inspected
- 17 septic tank inspections were carried out, with 4 permits to install and 3 permits to use being issued
- 3 food recalls were received
- 5 complaints were investigated in relation to refuse dumped in Deans Creek, a barking dog, vermin infestation, compliance of a shop in relation to the Food Act, and potential burning of car tyres
- Staff presented a Food Safety Legislation lecture at Otway Community College.

Immunisation

Figures released by the Australian Childhood Immunisation Register for fully immunised children during the March 2012 quarter are listed below.

Age Group	Council average	State Average
12 – 15 months	91%	93%
24 – 27 months	98%	94%
60 – 63 months	86%	92%

The large gap between Colac Otway Shire and the State average in the 60-63 month age group is believed to be created by a new trend in the Geelong area advising parents to immunise children at 3 ½ years rather than after the age of 4. When a child turns 4 the parents only have one month to get the child immunised before it is classed as overdue. Council is considering the option of requesting that the time elapsed before a child is declared overdue be extended to 4 years and 3 months, as most parents would not ensure that their child is immunised immediately on turning 4 years old.

Family & Children Services

National Quality Information Session

Staff attended an information session at the Elliminyt Primary School run by the Department of Education and Early Childhood Development regarding some new changes that will affect the Children Services sector including:

- The new role of Children Service Authorised Officers
- What will happen during assessment and rating visits
- Discussions about the application of the new legislation and regulations
- The process for investigations
- Documentation and process changes
- The role of the Educational Leader.

The session was very informative and well attended by approximately 50 people from the Children Services sector across the Colac Otway Shire.

First Time Parents Group

Council's Children & Family Services Coordinator conducted a presentation to the First Time Parents Group at the Queen Street Maternal & Child Health Centre. The presentation included information on using childcare should you need to return to work and what to expect both for yourself as a parent and your child.

Family Day Care Quality Improvement Plan

Staff have finalised the Family Day Care's Quality Improvement Plan to meet the April 30 2012 deadline. The Quality Improvement Plan is the first step in the assessment and rating process for the Family Day Care Service.

Maternal & Child Health

April has been another busy baby month with 25 new babies enrolled and an increase in Early Weeks consultations due to the number of birth notices last month. Our new parents groups have been well attended with 13 new parents attending 5 sessions this month. Staff have recommenced clinical professional supervision with a psychologist to improve our skills of engagement with vulnerable families and infants. This will occur 6 times a year and will also include crisis management for the staff.

Number of infants enrolled from birth notifications 25

First time mothers 7

Key Ages and Stages Consultations for the month of March

Home visits	25				
2wks	22	8mths	22	3.5yrs	12
4wks	27	12mths	12		
8wks	17	18mths	13		
4mths	14	2yrs	18		

Other activities included:

- 97 additional consultations
- 40 phone consultations
- 8 opportunistic immunisations
- 34 referrals to specialist services
- 66 counseling sessions provided
- 29 families currently enrolled under Enhanced Home Visiting Service (vulnerable and at risk families). 4 new families enrolled this month and 3 cases closed.

Meetings attended by staff included:

- Vulnerable Babies meeting with Child First
- Southern Keys Early Years Meeting in Apollo Bay
- Bubs@the Hub.

Improving Livability for Older People (ILOP)

Staff have successfully finalised details for an ILOP project and this has been approved by the Office for Senior Victorians and the Municipal Association of Victoria.

The project is called the Positive Ageing Ambassadors Program and will involve 12 older people working with their communities and community organisations to generate projects that will improve the livability of older people in the Colac Otway Shire.

A statewide briefing was held on 7 April 2012. Implementation of the project will now commence.

Transport Connections

Staff have submitted an application to the Innovations Fund for the Access, Connect, Belong Initiative. It is anticipated that this project, if successfully funded, will commence at the start of July 2012.

Key areas that Transport Connections is forming working groups for include:

- Access, Connect, Belong
- Active Transport
- Access to the Colac Community Library and Learning Centre

Events

Forrest Australia 6 Hour Race

The Forrest Australia 6 Hour Race was successfully held on 5 May 2012 with more than 400 riders participating. An additional 200 spectators and support crew ventured to Forrest resulting in a great recreation and economic activity over the weekend.

Great Ocean Road Marathon

A record number of 4,225 contestants took part in the Great Ocean Road Marathon and Festival of Distance Running on 19-20 May 2012. Entries in the festival were up 22% on 2011. Competitors came from all Australian states and territories, plus 12 overseas countries – Malaysia, Singapore, China, United States, New Zealand, Denmark, Germany, Japan, Kenya, Ethiopia, Hong Kong and South Korea.

Traffic Management Course

A *Sporting and Community Events Traffic Management Course* will be held on the 5 June 2012 at the Colac Livestock Selling Centre. Participants who successfully complete the one day course will be issued with a National Traffic Management License allowing them to develop traffic management plans, and to control and direct traffic on the road and at work sites.

The purpose of the training is to address the increasing cost of traffic management for small events by equipping a group of Colac Otway Shire community and service club members, who can offer their services at a lower rate, with the knowledge and skills to control traffic at local events. In doing so, Council aims to build relationships between groups within the community and to encourage local clubs and groups to share in the revenue from local events.

This training opportunity is open to service club and community group members and is provided free of charge to participants as part of ongoing training and development opportunities offered by Council. The course will be run by Associated Training Consultants, a nationally accredited and registered training organisation.

Upcoming Events

Events to be held throughout the Colac Otway Shire in June 2012 include the Otway Soup Fest (10 June) and the Forrest Mid Winter Festival (16 June).

Recreation

Elliminyt Playspace

Council has received \$100,000 from the Victorian Government through the Community Facility Funding Program to develop the Elliminyt Playspace. The funding will be matched by \$50,000 from Council in the 2012/13 budget. This project will meet a significant gap in play facilities and will be the first playground in Elliminyt. Council, in partnership with the Elliminyt community through the establishment of the Elliminyt Playground Planning Committee and collection of community surveys, has developed a concept plan for the playspace which will be further developed after engaging a suitable contractor. It is expected that the project will be completed by March 2013.

Beeac Tennis Courts

The Victorian Government has recently contributed an additional \$29,700 to the redevelopment of the Beeac Tennis Courts through the Community Facility Funding Program. This funding matches the pre-election commitment of \$55,000 by Member for Polwarth Terry Mulder along with \$35,000 from the Beeac Tennis Club and \$7,000 from Council. The additional funding will allow the project, which will include the removal of the existing two concrete courts and construction of three new asphalt courts, to commence. It is expected that Council will seek tenders for the works within the next two months.

Active Transport Strategy

Council has received \$30,000 from the State Government to develop an Active Transport Strategy and Action Plan. The aim of the Strategy is to investigate all options of transport which support walking, cycling and alternative transport methods to private motor vehicle travel. The project will include all new and existing roads and footpaths, pathways and trails and explore increased connectivity options that provide opportunities for recreation and alternative transport options. The project scope will concentrate on shared pathways, cycling lanes and associated infrastructure, and cycling and walking programs.

Council Community Funding Program 2012/13

Community interest was strong with all staff involved with grants responding to queries, assisting with applications, budgets and timelines to ensure applications were completed correctly, prior to the closing date 4 May 2012.

A total of 70 applications were received for this year, with the following breakdown across each category:

- Recreation Facilities – 29 submissions,
- Community Projects – 10 submissions,
- COPACC – 9 submissions,
- Small Equipment and Training – 22 submissions. The new category developed for this year received the highest amount of applications.

Officers will commence assessments before providing recommendations to the Community Funding Advisory Committee for further assessment. A report will be prepared for the June 2012 Council Meeting, recommending 2012/13 grant recipients.

COPACC**Business Events**

May 2012 has been a bumper month at COPACC for business events, outperforming previous years. The business events section is boosted by COPACC having access to the theatre for the month of May. Colac based Red Door Youth Theatre and Dance Company hired the auditorium for a week for its performances of the musical adaptation of *The Wedding Singer*. Colac Players will follow with a week-long hire for their season of *Murdered to Death*. There have also been several commercial hires of the auditorium by touring companies.

Season update

Ticket sales have been very positive for the performances presented as part of COPACC's Theatre Season. The Morning Music Show *Puttin' on the Ritz* was attended by more than 200 people, as was Rhonda Burchmore's *Legs 11* autobiographical night of music. Sales are strong for the musical adaptation of the children's classic by Roald Dahl – *James and the Giant Peach*.

Bluewater Fitness Centre

Hydrotherapy Pool

The Federal Member for Corangamite Darren Cheeseman visited Colac on Friday 4 May 2012 to announce funding of \$2.8m from the Health and Hospitals Fund for the Colac Hydrotherapy Pool, to be sited at Bluewater Fitness Centre. Since the closure of Colanda's hydrotherapy pool many years ago, the community has been advocating for hydrotherapy facilities to be added to the Bluewater Fitness Centre. The hydrotherapy pool will provide a warmer swimming temperature which can benefit people of all abilities and ages.

The complete project will involve the establishment of a 10 x 8 metre hydrotherapy pool and associated ramps for all abilities access. The pool will be built in the current grassed area to the north of the current pool. The project will also include new change rooms, showers and toilet facilities, an upgraded spa and sauna, and new external access points to link the building with existing car parking. Construction is expected to commence early 2013.

Programs

The Term 2 Learn to Swim program now stands at 259 enrolments. The program is currently at 81% capacity which is 12% percent down when compared to term 1. The main reason is due to the expansion of the program to offer more entry level classes. This has resulted in smaller class sizes which are still financially sustainable whilst increasing customer satisfaction.

A Water Rehabilitation Program will begin at Bluewater at the end of May 2012 for the Colac community. The program will be held on Wednesday mornings at 11.30 am and will include participants from the current Multiple Sclerosis exercise group as well as those who were a part of the now terminated Colac Area Health Water Rehab Program.

SUSTAINABLE PLANNING & DEVELOPMENT

Planning & Building

G21 Regional Growth Plan

The public exhibition period for the draft G21 Regional Growth Plan ended on 18 May 2012. The Plan covers the five municipalities in the G21 region including Colac Otway Shire, Surf Coast Shire, City of Greater Geelong, Golden Plains Shire and Borough of Queenscliff. The plan provides a co-ordinated approach to land use planning and infrastructure provision across the region to meet the anticipated growth of the region's population to more than 500,000 over the next forty years. Project officers are finalising the plan, taking into account feedback received, and aim to complete the project over the coming months.

Draft Birregurra Neighbourhood Character Study

The public exhibition period for the draft Neighbourhood Character Study report ended on 14 May 2012. The project consultant is finalising the report taking into account public submissions, for consideration by the Steering Committee and Community Reference Group before being presented to Council for adoption.

Apollo Bay Settlement Boundary and Urban Design Review

Council officers have been co-ordinating final changes to the project report. Officers will present the report to Councillors at a workshop in June 2012 and a report to the June Council meeting for adoption. There has been some delay reporting the project to Council due to negotiations with the consultant over some of the final details of the report.

Rural Living Strategy (Amendment C69)

Planning Scheme Amendment C69, which implements key outcomes of the adopted Rural Living Strategy and Forrest Structure Plan was placed on exhibition early in May 2012 for six weeks. Written submissions are due to be lodged with Council by 21 June 2012. The amendment documents can be viewed on Council's web site, or at the customer service centres in Colac and Apollo Bay, as well as the Colac Community Library and Learning Centre.

Planning Scheme Amendment C68

The public exhibition period for Amendment C68 ended on 3 May 2012 with only a few submissions received. The amendment proposes to apply the Erosion Management Overlay (EMO) to some additional areas and amends the Overlay Schedule to align it with current industry best practice. The amendment follows the recent gazettal by the State Government of a complimentary amendment (C54) which reduced the coverage of the EMO in specific towns in the Shire where the new mapping had confirmed that it was not required. A report will be presented to Council in the coming months for consideration of submissions.

State Funding for Development of Local Policy Concerning Bushfire Risk

The Department of Planning and Community Development (DPCD) has approved the scope of works for two projects to be undertaken by Council using the \$120,000 grant received from the State Government in 2011. The grant is for the purpose of developing local policy to complement new state-wide bushfire planning provisions that were introduced into planning schemes on 18 November 2011.

The projects will include development of schedules to the Bushfire Management Overlay for specific towns to introduce standardised requirements for planning applications and reduce the burden for permit applicants, Council and the CFA. It will include strategic assessments of the growth potential for Gellibrand, Forrest, Beech Forest and Lavers Hill from a bushfire risk perspective (this is follow-on work from the recent Rural Living Strategy). Officers are currently seeking tenders from suitable consultants to undertake the work.

Rural Planning Flying Squad

Council's applications for funding under the State Government's Rural Planning Flying Squad program have been approved. The program aims to support rural Councils with targeted funding to assist with projects which it otherwise would find difficult to progress. Council's proposals include funding for the preparation and exhibition of planning scheme amendments to apply a Salinity Management Overlay and update the Environmental Significance and Vegetation Protection Overlays. Funding has also been sought to undertake further statutory planning process improvements. This will further build on the significant process improvements that have already been implemented over the past few years in an ongoing continuous improvement program. Consultants have been appointed to undertake these projects and work has commenced.

Princes Highway Duplication

VicRoads has been advised that Council will support their being the Planning Authority for a Planning Scheme Amendment to facilitate the duplication of the Colac to Winchelsea section of the Princes Highway. VicRoads has been the Planning Authority for similar amendments relating to the Geelong to Winchelsea section, and for the Geelong Ring Road itself. This is considered preferable to Council having responsibility for the amendment given the resources that will be required to prepare and manage the amendment. Council would reserve the right to make a submission to the amendment if it disagreed with any aspect of it, and to appear before an independent panel if required.

VicRoads was also requested to consider undergrounding powerlines along the new alignment, that consideration be given to the way in which the duplicated highway will terminate at Colac, and how it responds to the options for alternative heavy vehicle routes being contemplated by Council.

State Government Review of Bushfire Risk Mapping

The State Government is currently reviewing mapping identifying bushfire risk in both the Planning and Building permit systems. The Bushfire Prone Area (BPA) maps apply under the Building Regulations, and prescribe minimum construction requirements for buildings in lower bushfire risk areas. The Bushfire Management Overlay (BMO) applies to higher risk areas under the Planning Scheme, triggering a planning permit for sensitive land uses such as dwellings.

The Government has advised Council that it is current reviewing the Bushfire Prone Area maps (under the Building Regulations), but that its emphasis is on reviewing growth areas around Melbourne and Geelong, and addressing requests by individual land owners for review of particular sites. Officers have expressed concern in relation to inaccuracies in the current mapping applying to Colac Otway Shire, and have urged the Government to consider updating this map so that benefits can flow to local land holders.

The State Government circulated maps of revised mapping of the Bushfire Management Overlay to Council informally in April, indicating the revised boundaries of the overlay. Officers broadly supported the proposal, but made comment on suggested minor changes. Under the proposed changes, the BMO would largely apply to currently affected areas, with some reductions and additions. The Government intends to consider responses from Councils on the new BMO maps before making any subsequent changes and introducing the amended mapping via a Ministerial amendment.

Environment & Community Safety

Municipal Emergency Management Planning

The updated Municipal Emergency Management Plan and the new Municipal Relief and Recovery Plan will be considered by Council for endorsement in June 2012. The draft Municipal Fire Management Plan is also currently being developed. Input received from the community during the development of the plan has been discussed at the Municipal Fire Management Planning Committee and a draft will be submitted to Council in June for endorsement to have the plan released for a formal public comment period of 6 weeks.

Fire Access Road Subsidy Scheme

The Fire Access Road Subsidy Scheme is intended to assist municipalities in enhancing community safety where wildfire is considered a potential threat. Based on advice from the Municipal Fire Management Planning Committee, Colac Otway Shire has submitted the following project briefs for the 2012/2013 financial year:

- Construction of Fire Access Road – Yeodene Peat Fire/Southern fence line Fire Access Track: cost (*ex gst*) \$13,200, Council contribution (*ex gst*) \$1,650
- Maintenance of Fire Access Road – Yeodene Peat Fire/Swans Access Fire Track: cost (*ex gst*) \$15,620, Council contribution (*ex gst*) \$7,810
- Construction of Fire Access Road – Reddies Road Extensions Fire Access Track (2 Year Project): cost of project (*ex gst*) \$15,620, Council contribution (*ex GST*) \$7,810.

Colac Otway Shire will be notified of successful applications in August 2012.

Regional Climate Change Project

The Reference Group for the project recently met to discuss the governance arrangements for the project along with the deed of agreement that needs to be signed off by DSE. The Project Control Group is meeting on 30 May to finalise the governance arrangements and the deed of agreement. An information bulletin has been developed that provides a summary of what the project involves and what progress has been made so far.

Local Laws**Local Law Review**

The review of Local Laws 1, 2 and 3 is progressing well. A revised version of the Local Laws is almost complete and will be referred for legal advice. Key areas that have been changed relate to animals, events, weeds, livestock and unsightly premises. Once the legal advice is obtained a revised version will be sent to Council prior to being released for public comment.

Environmental Sustainability Policy

Council recently developed an Environmental Sustainability Policy that reflects Council's high-level commitment to sustainability, and refreshes and consolidates its corporate approach. The draft policy was released for public comment and is expected to be considered by Council for endorsement in June 2012.

Animal Registrations

Domestic animal registrations for the 2012/2013 period were due on 10 April 2012. A reminder notice has been sent out to those people that haven't renewed their animal registrations. Enforcement action will be taken in relation to unregistered animals throughout May 2012. A penalty of \$244 will be issued to owners for each animal that is not registered.

Economic Development**Regional Living Expo**

The Economic Development unit and Council's public relations staff worked to develop displays and collateral for the Regional Living Expo conducted at "Jeff's Shed" on the 27 – 29 April 2012. Council's Manager Economic Development and Economic Development Officer represented Colac Otway Shire at the Expo. Copies of a mock Colac Herald newspaper, focused on the benefits of living in Colac, were handed out to over 900 families. Attendees were also directed through a phone scannable QR code to a competition and a website that promotes Colac as a place to live. The response to the Expo overall was excellent and there were many serious prospects for making the change to Colac, and Birregurra, Forrest and Apollo Bay also featured in discussions. Jobs and housing information were the main liveability factors sought. Every regional and rural municipality in Victoria was represented, each vying for population attraction, business investment and tourism.

Colac Marketing Strategy

A brand development workshop was held with the Colac Otway Shire Youth Council on 7 May 2012. This will feed into the brand development process and Brand Bureau will then present options for Council and Youth Council to consider. Once the brand is finalised it will be used in collateral for promoting Colac at the 2013 Regional Living Expo and generally throughout the year.

Tourism

Visitor numbers are consistent for this time of year. Overseas visitors are still in the main from European countries.

Small Towns Improvement Program (STIP)

Proposals for the 2012/13 STIP have now closed and are being assessed by Council Officers to ensure they meet regulatory and statutory requirements and also align with other corporate strategies and plans. Once this assessment is concluded the proposals will be presented to the STIP Advisory Committee of Council for implementation, dependent on budget allocation.

Lake Colac

The Ross's Point to Stodart Street pathway is now complete. The pathway is the final stage of a project that involved the installation of the fitness station/playground at Stodart Street, pathways along the Lake Colac Foreshore, pathway furniture, landscaping and planting along the foreshore.

Business Development

Otway Business Inc., in conjunction with the Colac Herald and Council are running a free Web Presence event to inform businesses on why having a well-built website and a good digital strategy, is critical. Karl Morris, founder of GOOP, a small business website developer and online media expert, will talk about the importance of websites and the world of social media.

This event will be held on Wednesday, 23 May 2012 at Quinn Funerals at Wesley Place, 15 Skene Street Colac from 6pm – 7:30pm.

The Economic Development unit is also planning a seminar in June 2012 to inform local business operators on the affects Carbon Pricing will have on business. Council will engage a speaker from WHK who specialises in the Carbon Pricing.

INFRASTRUCTURE & SERVICES**Capital Works Update**

The capital works and major projects forecast budget for the 2011/12 financial year is \$15.540 million of which \$13.041 million relates to capital asset works.

Through the monthly reporting, project managers have indicated that projects are generally on track to be completed by June 2012.

As at the end of April, total expenditure for the Capital Works and Major Projects program is approximately \$10.12 million.

Old Beechy Rail Trail

Further investigations have been undertaken for the Old Beechy Rail Trail, Colac Special School section with regard to estimating construction costs associated with alignment alternatives.

Weed control work has been undertaken on the Old Beechy Rail Trail, Dinmont to Ditchley section. In conjunction with the weed control work, re-vegetation planting of approximately 2,500 trees has followed.

Apollo Bay Drainage Strategy

An amended draft report has been received and feedback provided to Consultants. Discussions with Department of Sustainability & Environment (DSE) and Otway Coast Committee (OCC) are ongoing regarding likely outcomes of the report. A presentation of the report to Council is scheduled for June.

Sinclair Street South, Elliminyt – Road Construction

The construction of the unsealed section of Sinclair Street South, between Pound Road and Irrewillipe Road, as well as the reconstruction of the Sinclair Street South and Irrewillipe Road intersection, has begun. Work is scheduled to be completed by the first week of June, weather dependent. Finalisation of the Special Charge Scheme is to follow completion of the works.

Urban Drainage Renewal

The preferred contractor has been selected for renewal of drainage infrastructure in Skene and Ligar Streets in Colac.

Small Town ProjectsBeeac “heritage” street lights

Work has commenced on the Beeac “heritage” street lights. The work, which consist of the installation of two new “heritage style” street lights in Main Street will be complete before the end of June 2012.

Forrest Car park

The Forrest Car Park Civil Works Upgrade project has been awarded to the preferred contractor. Work is to be finalised before the end of June 2012.

Sustainable Assets**Routine Road and Footpath Inspections**

The following is a summary of the routine road and footpath network inspections completed during the month of April 2012:

<i>Warrion Ward Area 3 Roads</i>	This covers road inspections in the areas of Alvie, Warrion, Beeac, Ondit, Cundare North, Dreeite, Dreeite South and Wool Wool. A number of guide posts were found to be either damaged or missing and have been replaced. Damaged signs have been ordered and programmed by Cosworks to be erected on arrival. Roads in this area were generally in good condition with no major defects identified.
<i>Elliminyt Urban Roads</i>	Streets within the Elliminyt urban area were inspected with no major issues being identified in relation to the serviceability of Council's roads and other road related assets.
<i>Rail Crossing Inspections</i>	Consistent with Council's Road Management Plan, Council controlled assets (e.g. warning signs, pavement markings, etc) at all rail crossings located within the Shire are inspected on a three (3) monthly basis. The last inspection was completed in April 2012 with a number of damaged signs being noted. New signs will be ordered and erected in line with our general works practices.
<i>Rural Link Roads</i>	All nominated Rural Link Roads across the Shire have been inspected with a number of signs being identified as damaged or missing. These signs have been ordered and programmed by Cosworks to be erected on arrival.

<i>Footpath Reconstruction Program</i>	The footpath reconstruction program is continuing with sections of footpath in Colac including Moore Street and Stewart Street and the north side of Bromfield Street being replaced. The replacement of sections of footpath in Stoddart Street and Connor Street, also in Colac are currently underway.
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Building Maintenance and Renewal

<i>COPACC Fire Detection Systems</i>	Improved underfloor access has been provided and Council's contractor returned to complete the installation of underfloor detection. Once works are completed, the full project will be independently certified as meeting the requirements of <i>AS1670 - Automatic Fire Detection and Alarm Systems - System Design, Installation and Commissioning</i> .
<i>Birregurra Public Toilets</i>	The contract for construction and installation of the Birregurra toilets has been awarded to Landmark Products Ltd. The toilets will be constructed offsite and delivered to the site ready for erection.
<i>Beech Forest Hall</i>	All construction works and painting have been completed together with landscaping of gardens surrounding the hall. Following the purchase and delivery of some furniture and equipment, this project will be complete. Council officers will be making arrangements for an official reopening of the hall, recognising the significant amount of work that has been done to refurbish the building.
<i>Chapple Vale Hall</i>	The concrete slab for the new toilets has been laid and construction work is scheduled to commence mid May 2012. The kitchen installation is underway and the new septic system is to be installed during May 2012.
<i>Colac Players Shed</i>	Painting at the Colac Players Shed is now finished and this project is now complete.
<i>Winifred Nance Kindergarten</i>	Works at the kindergarten were completed over the school holidays thereby ensuring no disruption to services.
<i>Eastern Reserve</i>	The new kitchen has been installed together with new floor coverings in the kitchen area. New air conditioning units have been installed in the netball and cricket rooms.
<i>Kanyana Club</i>	Exterior painting is now complete.

Cosworks

Works undertaken by Cosworks during the past month are as follows:

Minor Patching

Minor patching works were undertaken in Apollo Bay streets, Colac streets and around Cressy, Beeac and Birregurra areas.

Major Patching

Major patching works were undertaken on Colac Lorne Road, Woodrowvale Road and Pengilley Avenue.

Storm Damage

Over the past month there was wide spread storm damage at various locations, mainly in the Otways and Coastal areas.

Bridge Maintenance

Bridge maintenance works were undertaken on McNamaras Bridge to replace timber decking with Bondeck and on Daffys Bridge to replace damaged timber decking.

Roadside Slashing

Roadside slashing works were undertaken in Colac laneways and in the Swan Marsh and Larpent areas.

Road Regrading

Road regrading has occurred in the Apollo Bay area including Conns Lane, Telfords Access, Old Hordern Vale Road, Busty Road, Binns Road, Tuxion Road, Old Tuxion Road, Hordern Vale Road, Old Beech Forest Road and Kents Road.

Linemarking

Statcon's works have been completed in Apollo Bay consisting of linemarking of car parking bays, bike lanes and symbols.

Gravel Road Re-sheeting

Gravel road re-sheeting works were undertaken on Barham River Road, Wild Dog Road, Frys Road, Sayers Vista, James Access, Marriners Lookout, Denherts Track, Bennetts Track, Pound & Tramway Roads in Beech Forest, Knights Road Bungador, Old Illuka and Blue Johanna roads.

Routine Drainage Works

Routine Drainage works were completed in the last month in Wye River, Kennett River and Separation Creek streets together with Thomson Street Outfall Apollo Bay, Sand Pit Road and Boundary Road. Works were also completed in Skene Street, Colac.

Major Drainage Works

Major drainage works were completed on Biddles Road, Old Illuka, Burrupa, Hornes Access, Kaangalang, Hordern Vale, Marriners Access, Maxwells Road, Riches Road and in Forest Street Colac.

Sport Ovals

Tree trimming works were undertaken on sport ovals in Colac. Mowing of the ovals has also been programmed.

Tree Maintenance

Tree maintenance works were completed on College Drive Lavers Hill, Old Beechy Rail Trail, Main Road Carlisle River and Bushes Road.

Township Mowing

Township mowing continues in accordance with the mowing program around Apollo Bay, Gellibrand, Birregurra and Colac.

Old Beechy Rail Trail

Works have been undertaken along the Old Beechy Rail Trail including removal of fallen trees.

Major Contracts/Waste Unit**Barwon Regional Waster Management Group (BRWVG) – Ordinary Board Meeting**

The BRWVG Board meeting was held on Thursday 26 April 2012 at the Surfcoast Shire Council office, Torquay.

The following key issues were discussed at this meeting:

- Green Waste Processing – an update was provided on Garden Organic Soil Improvement Project (GOSIP) informing that the project is progressing well with 14 farms having received their final allocation of green waste. The Board wishes to present a paper on the “GOSIP” Program at the Adelaide Enviro Conference after successful completion of trial program and determining test outcomes. There was support for the continuation of this program.
- Council’s Submission on Waste Policy Review Draft Document – The BRWVG has prepared a submission in response to the Department of Sustainability and Environment (DSE) draft paper on Waste Policy Review. The draft submission has been finalized in consultation with the Board members and submitted to DSE.
- Closed Landfill Rehabilitation Program – BRWVG has expressed in principle support to Council’s letter to the Minister for Environment seeking a proportion of landfill levy to be funded back to Council for use in closed landfill rehabilitation projects. The BRWVG will be writing to Sustainability Victoria (SV) asking it to develop a list of all closed landfills within the State, together with a policy framework for priority setting for rehabilitation works, and seeking a funding commitment.
- BRWVG Resource Smart AUSSIVic Program – Resource Smart AUSSIVic is a school based program aimed at enhancing sustainability awareness of local schools in the areas of educational, environmental, social and economic areas of sustainability. BRWVG have been successful with their Expression of Interest for expansion of this program within the Barwon Region member councils. An amount of \$80,200 (ex GST) has been approved for BRWVG to run this program in conjunction with the member council’s subject to successful funding agreement negotiations. Accordingly the Executive Officer of BRWVG has written to the Council’s CEO asking for costs/funding support for introducing this program to local schools. The program consists of facilitated modules, workshops, networks and other activities designed to encourage participation of students, staff, environment agencies, community groups and other organisations.

Port of Apollo Bay – Draft Management Agreement

A draft Port Management Agreement has been received by Council from the Department of Transport (DoT) for continued management of the Port of Apollo Bay. The current Port Agreement expires on 30 June 2012 and the new draft agreement has been prepared for a five year duration from 1 July 2012 to 30 June 2017.

Comments have been made by Council's Infrastructure & Services Department and the Finance and Risk Management Departments on the Draft Agreement. The points raised will be discussed further with DoT prior to preparing a report for Council's consideration seeking approval for signing the five year agreement.

Tenders

Tenders opened since the last reporting period

1207 - Forrest Carpark Construction.

1211 – Supply & Delivery of Bituminous Products.

1213 – Provision of Consultancy Services– Neighbourhood Safer Places– Vegetation Management.

Major Quotations opened since the last reporting period

Q2011/12-45 – Beeac Heritage Streetlights Installation .

Q2011/12-47 – Neighbourhood Safer Places – Car Park Design & Layout.

Tenders awarded since the last reporting period

1214 – Provision of Bill Payment Services (MAV) to Australian Postal Corporation.

Major Quotations awarded since the last reporting period

Q2011/12-37 – Stormwater Drainage Renewal – Apollo Bay – to Lake & Land Pty Ltd.

Q2011/12-42 – Design & Construction of Birregurra Public Toilets – to Landmark Products Limited.

Tenders advertised since the last reporting period

1209 – External Plant Hire, closed 9 May 2012.

1210 – Annual Supply of Concrete Works, closed 9 May 2012.

1219 – Recruitment Services – Casual Employees, closed 9 May 2012.

1206 – Building Surveying & Inspection Services, closed 16 May 2012.

1220 – Urban Drainage Renewal 2012, closing 23 May 2012.

1217 – Planning Consultancy Services, closing 23 May 2012.

1215 – Special Employment Arrangement for Parks & Gardens Staff, closing 23 May 2012.

1222 – Supply & Deliver Three Tonne Tip Truck, closing 23 May 2012.

1223 – Internal Audit Services, closing 30 May 2012.

Major Quotations advertised since the last reporting period

Q2011/12-38 – Stream Stability Investigation – Barongarook Creek, closed 14 May 2012.

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	A certificate of compliance has been issued and outstanding works guaranteed with a security bond. Fill to lots is continuing with surface drainage, landscaping and some ancillary works remaining.
Wyuna Estate Footpath Construction	All concrete footpath has been constructed. Some minor works are required to be completed by the developer before Council accepts the work.

38-46 Cawood Street Subdivision 20 lots & reserve	Works are almost complete for this new subdivision. Prior to compliance the developer is required to construct a gravel path and fence on the public open space.
202A Pound Road Stage 1 13 Lots	Road and drainage works are proceeding. The developer has constructed kerb and channel, drainage and footpath and is expected to achieve completion by June 2012.

Marengo Landfill Rehabilitation Works

The contractor has recently been delayed in placing the full 500mm thick topsoil layer due to wet weather. Currently 60 percent of topsoil has been completed. Hydro-seeding the surface is expected to occur prior to June 2012 when practical completion is anticipated.

J Barrys Road Bridge

Works to construct J Barrys Road Bridge have been completed following installation of a guardrail and clean-up of the site. The official opening of the bridge was held on 11 May 2012, with the Hon. Terry Mulder opening the bridge.



Asphalt Works

Econopave Asphalt Services has completed all asphaltting work at Apollo Bay Transfer Station, intersection overlays and the tennis court at Forrest.

At Barwon Downs asphalt overlay work of the tennis court has been delayed. Approximately 90% of the court area has been successfully asphalted while the remaining 10% requires additional pavement strengthening before the works can be finished.

Attachments

Nil

Recommendation(s)

That Council notes the CEO's Progress Report to Council.

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**OM122305-2****SEPTEMBER 2012 COUNCIL MEETING DATE**

|             |               |           |           |
|-------------|---------------|-----------|-----------|
| AUTHOR:     | Rhonda Deigan | ENDORSED: | Rob Small |
| DEPARTMENT: | Executive     | FILE REF: | CLF11/8   |

**Purpose**

To seek Council approval to reschedule the September 2012 Ordinary Council meeting from 26 September 2012 to 19 September 2012.

**Declaration of Interests**

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

**Background**

At its August 2011 Ordinary meeting, Council adopted 26 September 2012 as the date for its September 2012 Ordinary Council meeting.

However given that the 2012 Local Government elections are to be held on 27 October 2012, the caretaker period will commence 32 days earlier at midnight on 25 September 2012.

The aim of the caretaker period is to ensure that the outgoing council does not make any decisions which may affect the decision making ability of the incoming council. During this period the council must avoid the use of public resources in a way that may unduly affect the election result. The caretaker period is defined as the period from the last day for nominations until the election day.

By law, a council may not make the following types of decisions, either directly or by delegation, during an election period:

- Decisions relating to the employment or remuneration of a permanent chief executive of the council;
- Decisions to enter into contracts that are valued at more than \$100,000 or 1% of the council's revenue from rates (whichever is the greater)
- Decisions to enter into entrepreneurial ventures that are valued at more than \$100,000 or 1% of the council's revenue from rates (whichever is greater).

An exception can apply if the council seeks and obtains an exemption from the Minister for Local Government to allow it to make a decision of one of the above types.

It seems appropriate that the September Council meeting is held prior to the start of the Caretaker Period. The September meeting is to be held in Apollo Bay.

**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**

At this early stage it would be intended to plan for a number of items to be included in the Council Agenda for the 19 September 2012 meeting:

**Annual Report 2011-2012**

To fulfil its statutory responsibilities, Council will be asked to consider and receive the 2011-2012 Colac Otway Shire Annual Report at the September 2012 Ordinary Council meeting. This has normally been done at the October meeting of Council, but it is more appropriate that it is done on the 19 September.

**Financial Statements, Standard Statements and Performance Statement**

Council will need to give in-principle approval to the Financial Statements, Standard Statements and Performance Statement for the year ended 30 June 2012 and authorise two Councillors to certify them once they are finalised. In 2011 Council held a Special Council Meeting on 14 September 2011.

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 will consider the Draft 2011/2012 Financial Statements, 2011/2012 Standard Statements and 2011/2012 Performance Statements for review and feedback at their meeting to be held on 4 September 2012.

**Approval of Contracts**

The revised September meeting date will provide an opportunity for contracts to be approved where applicable.

**Proposal**

That the 2012 September Ordinary Council meeting be held on 19 September 2012 in Apollo Bay.

**Financial and Other Resource Implications**

Nil.

**Risk Management & Compliance Issues**

The revised meeting date will enable Council to meet its statutory requirements in line with the *Local Government Act 1989* with respect to the Annual Report, Financial Statements and approval of Contracts.

**Environmental and Climate Change Considerations**

Nil.

**Community Engagement**

The community engagement strategy follows 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 inform and include advertising in local media and on the Colac Otway Shire website with respect to the changed meeting time.

**Implementation**

If the September Ordinary Council meeting is to be held on 19 September 2012, the necessary arrangements will be made to facilitate this change.

**Conclusion**

In order to allow Council to fulfil its statutory responsibilities, it is recommended that the date of the September 2012 Ordinary Council meeting be rescheduled from 26 September to 19 September 2012.

**Attachments**

Nil

**Recommendation(s)**

***That Council reschedules the date of its 2012 September Ordinary Council meeting from 26 September 2012 to 19 September 2012 at 3.00pm, at Apollo Bay Senior Citizen's Centre, Apollo Bay.***

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CONSENT CALENDAR**OFFICERS' REPORT**

D = Discussion

W = Withdrawal

| ITEM | D | W |
|---|---|---|
| <p><u>CORPORATE AND COMMUNITY SERVICES</u></p> <p><u>OM122305-3 COLAC OTWAY SHIRE AUSTRALIA DAY CELEBRATIONS 2013</u></p> <p>Department: Corporate and Community Services</p> <p><u>Recommendation(s)</u></p> <p><i>That Council endorses the recommendation by the Australia Day Advisory Committee to hold the 2013 Australia Day event in Apollo Bay.</i></p> | | |
| <p><u>OM122305-4 COLAC COMMUNITY LIBRARY AND LEARNING CENTRE JOINT COMMITTEE AND JOINT USE AGREEMENT</u></p> <p>Department: Corporate and Community Services</p> <p><u>Recommendation(s)</u></p> <p><i>That Council:</i></p> <ol style="list-style-type: none"> <i>1. Approves the changes to the Development and Joint Use Agreement and the Terms of Reference for the Colac Community Library and Learning Centre Joint Committee.</i> <i>2. Consults with the Colac Secondary College with respect to writing to the Minister of Education seeking endorsement of the changes to the Joint Use Agreement and Terms of Reference.</i> | | |

OM122305-3

**COLAC OTWAY SHIRE AUSTRALIA DAY CELEBRATIONS
2013**

| | | | |
|-------------|-----------------------------------|-----------|--------------|
| AUTHOR: | Hege Eier | ENDORSED: | Colin Hayman |
| DEPARTMENT: | Corporate &
Community Services | FILE REF: | 11/95930 |

Purpose

This report seeks Council's endorsement of the decision made by the Australia Day Advisory Committee for Apollo Bay to host the 2013 Australia Day celebrations.

Declaration of Interests

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

Background

Historically Colac Otway Shire hosted two similar but separate events for Australia Day, one in Colac followed by another in Apollo Bay.

In July 2008, the Colac Otway Shire Australia Day Advisory Committee recommended to Council that one main event be held, creating the possibility for various townships in the Shire to host Australia Day.

After successful Australia Day celebrations in Forrest (2009) and Birregurra (2010), Council adopted an Expression of Interest process for Colac Otway Shire townships to nominate their interest to host the Australia Day event.

In 2010 no Expression of Interest to host Australia Day was received and Council adopted the Australia Day Advisory Committee's recommendation to hold the 2011 Australia Day celebrations in Colac. In 2011 the township of Beeac was successful in their Expression of Interest to host Australia Day and 2012 Australia Day celebrations took place in Beeac.

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.

Strategic documents relevant to this report include the 2007-2011 Festival and Events Strategic Plan.

Issues / Options

Since Council adopted the Australia Day Advisory Committee's recommendation to take Australia Day to small towns, the Events Unit has made a number of observations.

It is recognised that taking Australia Day to small towns develops partnerships and connections within the local and broader community and provides the host community with a unique opportunity to showcase their township. However, a number of issues have been identified in taking a major event to a small town.

Issues include:

- Australia Day is a major event and small towns often lack the infrastructure to accommodate an event audience of 1,500 plus people in one space at the same time. Hiring and transporting additional infrastructure such as toilets, power (generators), shade provision (marquees), drinking water, safe pedestrian crossing (traffic management) to small towns is costly. Over the last few years the cost of providing additional infrastructure in small towns has strained the Australia Day budget and impacted the funds available for entertainment and other activities on the day.
- Colac and Apollo Bay (where Australia Day celebrations were held prior to 2009) have recreational areas with associated infrastructure to accommodate large events. Many small towns do not have a venue capable of accommodating a large event audience. While alternative event venues such as football ovals, paddocks, public roads and private land can all be made suitable for large events, extra time, consideration and resources must be given to assess and prepare the event venue to ensure the event is conducted in a safe and successful way. With a new and alternative venue such as a public road or small town football oval there are a number of issues that need to be addressed including;
 - Accessibility of the venue (wheelchair pathways, accessible parking, accessible toilets etc.)
 - Impact on the community (road closures, parking etc.)
 - Public safety (shade provision, water, safe pedestrian crossing etc.)
 - Bushfire safety (hot weather, dry conditions and a large influx of people in a rural community etc.)
 - Liability (Issues relating to the use of private land and activities undertaken by community group members and volunteers on the day etc.)

To address the issues outlined above and to provide the Events Unit more time in planning and preparing for Australia Day in a small town, it was suggested to the Australia Day Advisory Committee to adopt a new rotational system for future Australia Day Celebrations. The new rotational system would take Australia Day to Colac and Apollo Bay and to a small town every second or third year. This system would allow the Events Unit to contingency plan for the Apollo Bay and Colac celebrations and to have more time in planning and preparing for Australia Day in a small town.

At the Australia Day Advisory Committee meeting held 18 April 2012 the Committee deferred from voting on the new rotational system, agreeing that this decision would be better left for the new Council to determine. The Australia Day Advisory Committee did support the Event Unit's recommendation that the 2013 Australia Day Celebrations be held in Apollo Bay as 2011 celebrations were held in Colac and it has been over 4 years since Apollo Bay hosted the celebrations.

The Events Unit has been in contact with the Apollo Bay Chamber of Commerce and the Apollo Bay Foreshore Committee who have welcomed the idea of hosting the 2013 Australia Day celebrations in Apollo Bay. The Apollo Bay Chamber of Commerce and the Foreshore Committee have been informed that this matter is yet to be discussed and confirmed by Council.

Options

There are three options available to Council.

1. Adopt the recommendation made by the Australia Day Advisory Committee to host 2013 Australia Day Celebrations in Apollo Bay and defer a decision to consider a new rotational system taking Australia Day to Colac and Apollo Bay and to a small town every second or third year.
2. Undertake further assessment of the recommendation and return to Council for further consideration. A delay in adopting the recommendation by the Australia Day Advisory Committee may be detrimental to the planning of the event as it impacts on the planning timelines and management process required for the Events Unit and the host town.
3. Oppose the adoption of the recommendation made by the Australia Day Advisory Committee for Apollo Bay to host Australia Day 2013.

Proposal

It is proposed that Council supports the recommendation of the Australia Day Advisory Committee for the next Australia Day celebrations to take place in Apollo Bay on the 26 January 2013.

Financial and Other Resource Implications

The Australia Day event has previously been allocated project funds through the annual budget process. An amount of \$12,000 has been allocated for the 2013 Australia Day event in the draft budget.

Risk Management & Compliance Issues

The Colac Otway Shire Events Unit is required to complete the Council's Events Approval process which addresses risk management and compliance issues specific to the event.

Environmental and Climate Change Considerations

There are no direct environmental and climate change considerations relating to this report. Any environmental and climate change considerations relating to the 2013 Australia Day event will be considered as part of the Colac Otway Shire event approval process.

Community Engagement

The community engagement strategy follows 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 will be “*collaborate*”, where the Colac Otway Shire Events Unit will actively work with the Apollo Bay Chamber of Commerce, The Apollo Bay Foreshore Committee and Apollo Bay community groups in developing the 2013 Australia Day event.

Implementation

The Events Unit will meet and engage with Apollo Bay Community Groups to plan and implement the delivery of the Apollo Bay 2013 Australia Day celebrations.

Conclusion

The Australia Day Advisory Committee recommends to Council that the 2013 Australia Day celebrations take place in Apollo Bay.

Attachments

Nil

Recommendation(s)

That Council endorses the recommendation by the Australia Day Advisory Committee to hold the 2013 Australia Day event in Apollo Bay.

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OM122305-4

**COLAC COMMUNITY LIBRARY AND LEARNING CENTRE  
JOINT COMMITTEE AND JOINT USE AGREEMENT**

|             |                                |           |           |
|-------------|--------------------------------|-----------|-----------|
| AUTHOR:     | Colin Hayman                   | ENDORSED: | Rob Small |
| DEPARTMENT: | Corporate & Community Services | FILE REF: | 11/96219  |

**Purpose**

The purpose of this report is to consider changes to the Development and Joint Use Agreement and the Terms of Reference for the Colac Community Library and Learning Centre (CCLLC) Joint Committee.

**Declaration of Interests**

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

**Background**

Since late last year the Department of Education and Early Childhood Development (DEECD) has undertaken an extensive review of Joint Use Agreements. As a result of the review the Department has prepared a number of documents which will assist in the development of Community Joint Use Agreements.

These documents include:

- A Guide to understanding and Developing Community Joint Use Agreements.
- Instructions and Explanatory Notes for completing a Community Joint Use Proposal.
- Community Joint Use Agreement Draft.
- Forms for Proposal.
- Explanatory Notes.

Even though the information will be of more benefit in the development of a new Agreement such as the Bluewater Fitness Centre as a result of the stadium, the information has assisted in the review of the Joint Use Agreement documents:

- a) Development and Joint Use Agreement; and
- b) Terms of Reference CCLLC Joint Committee.

**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.

**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.

**Issues / Options**Review of Documents

The two documents have been reviewed and a number of changes have been proposed by the Beechy Precinct Project Management Group.

The changes made follow meetings of the Project Management Group with DEECD which undertook the extensive review of Joint Use Agreements and a further meeting with Cr Stephen Hart and Council's CEO to work through the documents and the suggested changes.

The changes intend to enable the CCLLC Joint Committee to be able to operate more efficiently and not get bogged down in issues that are more appropriately dealt with by the School Administration or the Library Operator.

The CCLLC Joint Committee would operate more as an Advisory Committee and provide feedback to the 2 Councils – Colac Secondary College and Colac Otway Shire.

**Development and Joint Use Agreement**

The changes made to the Development and Joint Use Agreement reflect the recommended change in responsibilities and terminology.

Use of the Facility - Clause 11

Following a number of discussions with respect to Insurances for the Hire of the facility it has been made clear that the School should be responsible for the hire and use of the facility.

The revised clauses reflect a consultation process between the School Administration and the Library Operator.

Library Operator – Clause 11.4(c)

A new clause 11.4(c) has been added *“Where there is no Library Operator appointed, the Colac Otway Shire will assume the role of the library operator”*.

Business and other Plans – Clause 12

The references to Business plan, Capital Works Plan and Capital Expenditure Plan have been replaced with *“Asset Management Plan”*.

Joint Committee – Clause 15

Changes have been proposed to part (iv) and the addition of parts (v) and (vi).

**Terms of Reference Colac Community Library and Learning Centre Joint Committee**

The changes made to the Terms of Reference are to assist in making the Committee more functional and effective.

Membership of the Joint Committee

To reflect the proposed changes in the Development and Joint Use Agreement.

Joint Committee Plan

Change of Business Plan to Joint Committee Plan.

Disclosure of Minutes

Additional point included under Meeting/Minutes: Protocol:

*“Minutes excluding confidential items can be disclosed by the Colac Otway Shire Council and the College Council.”*



### Deletion of Clauses/Sections

A number of clauses have been deleted as they are not required.

- Vision
- Annual Report
- Dispute Resolution
- Notice of Dispute
- Expert

The 2 documents with tracked changes are attached for reference.

### Advisory Committee/Delegation

As noted it is intended that the Joint Committee operate like an Advisory Committee. If any decisions need to be made at a meeting it is intended that the Council representatives have the delegation to vote on the item. This is similar to other Joint Use Committees and will greatly assist in the operations and smooth functioning of the Committee.

If the item is significant the Committee would be making recommendations to the 2 Councils.

The minutes of the meetings will be forwarded to Council for information and disclosure.

### **Proposal**

It is proposed that Council approve the changes to the 2 documents and write to DEECD seeking approval of them.

The Joint Use Agreement is an Agreement between the Colac Otway Shire Council, the Colac Secondary College and The Minister for Education (DEECD). Any changes need to be approved by all 3 parties. The Council of the Colac Secondary College have approved the changes to the documents.

It is also proposed that the Council's representatives have the delegated authority to decide on issues where not seen as a major policy decision.

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

A Councillor and an Officer are members on the Committee. Currently this is Cr Stephen Hart and the General Manager Corporate and Community Services.

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

Any changes to the Agreement and the Terms of Reference which is an annexure to the Agreement are required to be approved by all three parties:

- The Minister for Education
- The Council of Colac Secondary College
- Colac Otway Shire Council

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

Not applicable.

### **Community Engagement**

The community engagement strategy follows 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 has been to inform, consult and involve.

The changes to the documents have been discussed by the Beechy Precinct Project Management Group over a number of meetings. A meeting was also held with DEECD which undertook the extensive review of Joint Use Agreements and a further meeting with Cr Stephen Hart and Council's CEO to work through the documents and the suggested changes.

The Council of the Colac Secondary College have reviewed the documents and a copy of information was also forwarded to the current 2 community representatives and the CEO of the Corangamite Regional Library Corporation.

### **Implementation**

If approved by Council discussions will take place with the Colac Secondary College to ensure that approval is sought from The Minister of Education.

Once all parties have approved the changes the Joint Use Committee will be able to reconvene.

### **Conclusion**

The proposed changes to the Joint Use Agreement will reflect the recent operating experience and practice of the facility.

The proposed changes to the Terms of Reference will adjust issues in the operations of the Committee since it commenced.

### **Attachments**

1. Development and Joint Use Agreement - Revised Clauses 8 Pages
2. Revised Draft Terms of Reference CCLLC Joint Committee 10 Pages

### **Recommendation(s)**

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

1. ***Approves the changes to the Development and Joint Use Agreement and the Terms of Reference for the Colac Community Library and Learning Centre Joint Committee.***
2. ***Consults with the Colac Secondary College with respect to writing to the Minister of Education seeking endorsement of the changes to the Joint Use Agreement and Terms of Reference.***

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OM122305-5

COUNCIL COMMITMENT TO CORANGAMITE REGIONAL LIBRARY CORPORATION

| | | | |
|-------------|--------------------------------|-----------|-----------|
| AUTHOR: | Colin Hayman | ENDORSED: | Rob Small |
| DEPARTMENT: | Corporate & Community Services | FILE REF: | 11/96423 |

Purpose

The purpose of this report is for Council to renew its commitment to the Corangamite Regional Library Corporation (CRLC).

Declaration of Interests

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

Background

At the Council Meeting held on 30 March 2011 the following resolution was adopted:

1. *Colac Otway Shire Council notes that the Warrnambool Council, a member of the Corangamite Regional Library Corporation (CRLC), has been re-considering its ongoing involvement with the CRLC.*
2. *Colac Otway Shire Council is committed to remaining a member of the CRLC until at least 30 June 2013.*
3. *Council asks the Chief Executive Officer to review Council's future arrangements for the provisions of library services. This review is to include whether Council should be involved with an alternative Regional Library Corporation, such as Geelong Regional Library Corporation, after 30 June 2013. The Chief Executive Officer is to ensure that the process includes proper and ongoing community consultation.*

In light of the status of Warrnambool City Council discussions it is appropriate that Colac Otway re-commits to the library service provided by CRLC.

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

The Warrnambool City Council has advised it is having discussions in moving towards establishing a 2,500 square metre joint use library with South West TAFE.

The preferred management model is to establish a new dedicated single management structure run by either the Council or TAFE. This will give Warrnambool City Council more strategic control of the library than under the current Regional Library structure.

Progress is dependent upon both agreement from the TAFE Board and gaining significant infrastructure funding from the State Government.

Timeframes in the best case scenario are

- Design in 2014/15 and
- Construction in 2015/16

Warrnambool City Council is committed to keeping the Board & library staff informed regarding progress with this project and to assist in a smooth transition to member shires' future library structures and service.

What does this mean for CRLC?

In the next four years the various shires will make choices about how they wish to proceed.

Options include:

- Continuing CRLC without Warrnambool
- Joining Warrnambool with a service agreement (and probably library staff employed and supervised by the shire)
- Joining another Regional Library Corporation
- Running their own library services

Further discussions on the possible options can take place when their more concrete proposals to discuss.

Proposal

That Council notes the Library Service Review being undertaken by the Warrnambool City Council and recommits Colac Otway Shire to the CRLC.

Financial and Other Resource Implications

At this stage there are no financial and other resource implications.

Risk Management & Compliance Issues

Under the Agreement to form the CRLC any Council may withdraw from the Agreement having given not less than twelve (12) months notice in writing to the Chief Executive Officer.

Environmental and Climate Change Considerations

Not applicable.

Community Engagement

The community engagement strategy follows 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 to date has been to inform.

Council has been briefed on the "Review of Library Services" in Colac Otway Shire. The staff of CRLC have been advised of the Warrnambool update.

As noted above Warrnambool City Council is committed to keeping the Board & library staff informed regarding progress with this project and to assist in a smooth transition to member shires' future library structures and service.

Implementation

A letter would be sent to the CEO of the CRLC advising of Council's resolution.

Conclusion

In an email to staff the CEO of the CRLC made the following statement:

“Interesting times, but staff should take heart from the fact that our shires do recognise the importance of libraries to our communities, and while the management structure may change, the frontline library service will still be delivered.”

Attachments

Nil

Recommendation(s)***That Council;***

- 1. Notes the updated report on the Corangamite Regional Library Corporation and the discussions at Warrnambool City Council on their future library service***
- 2. Reaffirms its commitment to the Corangamite Regional Library Corporation.***

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

D = Discussion

W = Withdrawal

| ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | D | W |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|
| <p><b><u>INFRASTRUCTURE AND SERVICES</u></b></p> <p><b><u>OM122305-6 SUBMISSION: WASTE POLICY REVIEW DISCUSSION PAPER - DEPARTMENT OF SUSTAINABILITY &amp; ENVIRONMENT (DSE)</u></b></p> <p>Department: Infrastructure</p> <p><b><u>Recommendation(s)</u></b></p> <p><b><i>That Council notes the submission on the State Government's Waste Policy Review Discussion Paper, and endorses the officers actions in forwarding the submission on Council's behalf.</i></b></p>                                                                                                                  |   |   |
| <p><b><u>OM122305-7 ROAD DISCONTINUANCE - 1505 OLD BEECH FOREST ROAD, BEECH FOREST</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. Resolves to discontinue that portion of road designated R1 shown hatched on Plan of Subdivision PS627750J, and affect the discontinuance by notice published in the Victoria Government Gazette.</i></b></li> <li><b><i>2. Responds to all persons whom made a submission to advise them of Council's decision.</i></b></li> </ol> |   |   |

**Recommendation**

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

**MOVED** .....

**SECONDED** .....



OM122305-6

**SUBMISSION: WASTE POLICY REVIEW DISCUSSION  
PAPER - DEPARTMENT OF SUSTAINABILITY &  
ENVIRONMENT (DSE)**

|             |                           |           |            |
|-------------|---------------------------|-----------|------------|
| AUTHOR:     | Ranjani Jha               | ENDORSED: | Neil Allen |
| DEPARTMENT: | Infrastructure & Services | FILE REF: | F11/759    |

### **Purpose**

The purpose of this report is to inform Council about the Submission made in response to the Waste Policy Review Discussion Paper by Department Sustainability & Environment (DSE).

### **Declaration of Interests**

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

### **Background**

The Victorian Government has released the Waste Policy Review Discussion Paper for necessary consultation and feedback from the stakeholders. As part of this consultation process, the Colac Otway Shire has received a copy of the Draft Waste Policy Review document presented by Hon. Ryan Smith, Minister for Environment and Climate Change. The purpose of the Discussion Paper is to examine the strategic, legislative, institutional and investment settings that influence the performance of waste management and focus on all types of waste streams such as municipal waste, commercial and industrial waste (C&I) and construction and demolition waste (C&D). The Waste Policy Review will enable the State Government to formulate future waste strategies so that the waste industry keeps pace with the changing times, focussing on the long term issues, in a proactive manner.

The Waste Policy Review document discusses the various aspects of waste management such as:

- Waste generation
- Types of waste materials
- Waste Management Industry
- Factors influencing waste
- Legislative and Policy framework
- Developing new direction for waste management
- State Government role in waste management
- Investment and Infrastructure
- Market development
- Market based instruments
- Regulation and planning etc

At the end of the Waste Review Discussion Paper, 34 questions have been listed enabling stakeholders to think laterally about the various issues and provide their submission in relation to the framed questions.

The representatives of the Colac Otway Shire and the Barwon Regional Waste Management Group (BRWMG) participated at the Geelong stakeholder consultation workshop to discuss the Draft Waste Policy on 26 March 2012. The participants were asked to shortlist ten high priority questions from the listed 34 questions within the document in order to focus on the top 10 priorities. The comments from the Geelong Consultative workshop in response to the ten shortlisted questions have already been forwarded by BRWMG to DSE. In addition BRWMG have also prepared a submission and after discussion at the BRWMG Board meeting have lodged this submission with DSE.

In addition to the response provided by BRWMG it was considered appropriate that the Colac Otway Shire also prepare a submission from Council's perspective in order to highlight the waste management priority issues faced by Council. As the submissions were required by 3 May 2012, the Council officers went ahead with the lodgement of the submission by the due date and this report is being written with the objective of seeking Council's support and endorsement of officer's actions.

### **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 minimisation and recycling via;

- 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**

The purpose of this report is to inform Council of the Council's Submission in response to State Government's waste policy review and seek endorsement. Council can either choose to support the submission retrospectively or not.

### **Proposal**

After discussion and identification of the waste management issues faced by the Colac Otway Shire and the wider waste industry, Council officers prepared a submission highlighting the following key points:

#### Rehabilitation of closed landfill sites

Most of the rural Councils have small rural landfill sites which have been closed for more than 10 years and are in need of rehabilitation. These small rural landfill sites received minimal waste over the period of their active life due to the low population of the rural areas. In addition, their rehabilitation to the currently specified rehabilitation standards is a very expensive process. The environmental standards now required in their rehabilitation are higher than were required or anticipated in the operating lifetime of many of these former rubbish tips. The costs involved create a significant financial burden on small Shires.

Allocation of landfill levy funds for rehabilitation of closed landfills

The State Government now collects a substantial sum of money in the form of landfill levies. It would be an appropriate use of these funds to contribute to Council's cost for rehabilitation of former landfill sites. The recent funding announcements by State Government are directed towards meeting the cost of operational landfill sites such as placement of geo-membrane in waste disposal cells. Some of the other funding announcements are aimed towards small scale organic waste recovery and support for the Regional Waste Group's initiatives. However, no funding is aimed towards rehabilitation of closed landfill sites and it is felt that this important area needs urgent consideration and attention.

Complicated monitoring and auditing requirements of landfill sites

The recent Environment Protection Authority (EPA) Licensing Reform has resulted in a complex landfill auditing and reporting requirement. It requires the appointment of an independent Risk Assessment Consultant together with an Environmental Planning Consultant who prepares reports on risk and environmental aspects. This is followed by submission of these reports to an Auditor who comments on the prepared Risk Management and Environmental Management Plans and makes suggestions. Council is required to work with the two (2) parties and implement the recommendations. Most of the time the recommendations are very elaborate and may be over engineered/ designed. The implementation of these recommendations has increased the expenditure of landfill monitoring considerably more than in previous years causing a significant financial burden on Councils. The landfill monitoring, auditing and reporting processes should be reviewed again in order to simplify and decrease Council's expenditure to affordable limits.

Waste Avoidance

Currently there are no incentives offered for producing a lesser quantity of waste. Positive incentives should be considered for generating more recycling and less putrescible and organic waste because it will have a positive effect on landfill diversion rates. A policy framework needs to be developed by the State Government for implementing this consistently.

Focus on Reuse

One of the philosophies of efficient waste management is to focus on "re-use". However, the successfulness of "re-use" programs depends on how efficient we are in repairing the various mechanical and electrical devices. At present the ability of local markets is limited in repairing the electronic and mechanical goods. Large quantities of good electrical items are lost to the reuse market due to the expense of testing procedures prior to resale, which are required to ensure the safety of items.

There should be focus on enhancing skills through introduction of relevant courses at TAFE and other training institutions for generating skilled workers who can repair the repairable goods. Another option would be to transport the reusable goods to the off-shore markets where the repair costs are low. Consideration should be given towards establishment of Resale Yards in the existing transfer stations allowing resale of resalable goods to local community.

The construction of "resale yards" should be considered at all existing and future transfer stations for promoting resale of usable items using community groups and voluntary organizations and funding should be offered for construction of such facilities on a priority basis.

### Reduction of Packaging Material

A large amount of waste is generated due to excessive packaging. There is scope for review of packaging arrangements for various goods in order to use less material. The products that are packaged in an efficient manner producing less waste should be provided with government incentives. At the same time technical support should be given to the manufacturing industries so that they can think about more efficient and environmentally friendly packaging arrangements.

### On Farm Composting and Garden Composting

In order to decrease the amount of food and organic waste going to the landfill, consideration should be given to "On-Farm" composting and "household small scale composting" which are environmentally friendly processes and will assist with enrichment of garden/farm soil. A few Councils have trialled such initiatives however these schemes have not been implemented on a larger scale to gain the full benefit.

### Planning for Waste Reduction in New Industries

In relation to the new industries, it is proposed that consideration should be given during the planning process for ensuring that the manufacturing processes are environmentally friendly and effort made for decreasing the amount of waste produced. In the recent past, discussions have taken place and funding applications invited for identifying various industries, type, and quantity of waste produced, to identify areas of waste reduction and provide technical support during the establishment of new industries. Further works need to be undertaken in this direction.

### Alternative Waste Technologies (AWT)

At present most of the Councils are consulting with each other seeking information about AWT plants for improving their landfill diversion rates. There is an urgent need for establishment of AWT facilities (such as Waste to Energy) at strategic locations so that such advanced technologies can be used by the majority of the Councils. The following three (3) items have caused confusion and provided obstacles to the establishment of AWT facilities:

- a) Lack of Government funding.
- b) Lack of proper planning for selection of strategically located sites.
- c) Lack of research and know how.

### Location of future AWT sites

Future Alternative Waste Technologies (AWT) should be constructed in such a way so that they are centrally located for most of the municipalities and stakeholders within the state. They need to also take advantage of major road and rail networks. The advantages of locating the AWT in regional areas would be cheaper land, less planning difficulties, less difficulties with buffer distances and boosting of the rural and regional economy.

### Research and Development

There is an urgent need for a research and development unit to be established at a National or State level so that research is conducted and the effectiveness of the various contemporary technologies are fully researched prior to recommending to the local governments the best solutions. At present no concrete answers are available due to the lack of a research unit. At the Geelong workshop it was mentioned that, at a global level, advanced technologies exist and are efficiently being used for waste reduction. It is highly recommended that our researchers visit the international waste processing plants if required and bring back valuable knowledge for implementation within Australia.

#### Funding Framework on a strategic and equitable basis

There is a lot of confusion with regard to the funding allocation and priority setting. Councils are financially stressed because of the sharp increase in the landfill levy. The satisfaction level is low because the landfill levies paid by Councils are not funded back to them for much needed waste management projects. It is recommended that the Government considers this as a priority issue and proposes a funding distribution mechanism that is fair and equitable. The funding should also be aimed towards creation of a high level research and development unit, and for the significant strategic projects at regional and state levels.

#### Policy for Disadvantaged Groups and Controlling of Illegal Dumping

There is a need to develop a waste policy for disadvantaged groups such as people with disabilities, aged and frail who are unable to dispose of their waste to the various waste facilities due to difficulties with transportation etc. Consideration should also be given to people with financial hardship unable to pay the fees and charges. The problem of illegal dumping should be tackled on two fronts, namely the support for the disadvantaged groups and penalties for the irresponsible people who are deliberately indulging in illegal dumping.

#### Building, Demolition, Commercial and Industrial Waste

At the Local Government level the focus is on the municipal waste which comprises of putrescibles, recyclable and green waste, however, there are two other important areas, namely the Commercial and Industrial waste and Building and Demolition waste which appear to be ignored.

There is a need for proper planning for the establishment of Commercial and Industrial and Building and Demolition waste facilities at strategic locations within the State so that it is accessible to all the users at convenient distances. There is a lack of Building and Demolition waste disposal sites within regional areas as most of these facilities are located within the bigger cities. It is felt that if there is a strategically planned road and rail transport network the waste from the bigger cities can be efficiently transported to the rural and regional areas. There are a number of advantages associated with disposal of various types of waste in rural and regional areas because of availability of cheaper land and less risk to the adjoining residential areas because of safe buffer distances and low population density.

#### Improved Communication

There is need for improved communication and networking between the local governments, regional waste bodies and government organisations such as DSE, EPA and Sustainability Victoria for a unified approach towards making the waste industry more efficient. In any planning and developmental issues consultation should be made with all these departments.

A website should be developed at state level (or at national level) providing technical knowhow to the stakeholders on waste related issues such as key performance standards, efficient technologies for treatment for putrescibles and green waste and other types of waste together with KPI's such as the carbon emission levels for each technology and the output levels. At present there may be a number of websites but there is a need to centralise the information in a government website.

#### Road, Rail and Water Transport

Transport to various disposal facilities whether these be AWT, Organic Treatment or Recycling facilities places a large burden on Councils. The State Government needs to consider the available road, rail and water routes and the long term savings that may be made by in the transportation of waste and recycling. The additional cost of transportation of material to market to be recycled often prohibits Councils from recycling items.

### Contingency Plan and Support

One of the problems currently faced by the Colac Otway Shire is due to restrictions imposed in transporting the green waste to Mt Gambier, South Australia, due to the identification of the fungus "Myrtle Rust" in Victoria. The finding of Myrtle Rust has resulted in Biosecurity SA imposing an immediate ban on the transportation of any green waste from Colac Otway Shire to South Australia. Even though this is a state wide problem, no funding or technical support is available for such contingencies. In such instances where the problem is not because of a local Council issue but because of a wider cause, the State Government should be assisting local Councils with problem solving and allocation of contingency funds. Therefore it is recommended that the State Government provide support to local governments in times of such unforeseen circumstances and a contingency plan is made available.

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

There are no financial or other implications associated with this report as this is a submission only.

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

Not applicable.

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

Not applicable.

### **Community Engagement**

The community engagement strategy follows 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 is to inform through this report.

### **Implementation**

Not applicable.

### **Conclusion**

The Draft Waste Policy Review Discussion Paper forwarded by Hon. Ryan Smith, Minister for Environment and Climate Change is a crucial document for ensuring the efficient management of different types of waste in the future. The document discusses a number of key aspects associated with the waste industry, such as waste generation, waste avoidance, legislative framework, development of new directions, investment strategy, funding arrangements, etc.

Some of the high priority issues faced by the Colac Otway Shire which have been reflected in Council's submission are the processing of green waste, the financial burden associated with the rehabilitation of closed landfill sites, the need for Alternative Waste Treatment (AWT) facilities at central locations that could benefit the whole of Victoria or the wider region, the fair and equitable distribution of waste funding as a result of income generated through landfill levy, need for the State Government to focus on research and development and exploring the end markets. As the submission had to be prepared in response to the 34 questions listed in the Draft Discussion Paper, the response of the Colac Otway Shire had to be formatted in relation to the formulated questions. A copy of the submission is attached with this report for Council's reference and endorsement.

**Attachments**

- 1. DSE Discussion Paper            36 Pages
- 2. COS Submission Paper        6 Pages
- 3. BRWMG Submission Paper    8 Pages

**Recommendation(s)**

***That Council notes the submission on the State Government’s Waste Policy Review Discussion Paper, and endorses the officers actions in forwarding the submission on Council’s behalf.***

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OM122305-7 ROAD DISCONTINUANCE - 1505 OLD BEECH FOREST ROAD, BEECH FOREST

| | | | |
|-------------|---------------------------|-----------|------------|
| AUTHOR: | Adam Lehmann | ENDORSED: | Neil Allen |
| DEPARTMENT: | Infrastructure & Services | FILE REF: | F11/759 |

Purpose

This report recommends that Council, acting under clause 3 of schedule 10 to the *Local Government Act 1989* (the 'Act') and also in accordance with sections 207A and 223 of the Act, complete the statutory procedures to discontinue the portion of road shown hatched on the attached plan of subdivision (Road R1).

Declaration of Interests

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

Background

At its Special Meeting of 9 May 2012 Council resolved:

That Council:

1. *Considers submissions in accordance with section 223 of the Local Government Act 1989 in relation to a proposal to discontinue the section of road designated R1 and shown hatched on Plan of Subdivision PS627750J.*
2. *Notes that a further report be provided to Council at the next Ordinary Council Meeting in relation to the proposal to discontinue the section of road designated R1 and shown hatched on Plan of Subdivision PS627750J.*

Council Plan / Other Strategies / Policy

Land Use and Development

Council will engage, plan and make decisions about land use and development that takes into account the regulatory role of Council, its diverse geography, social, community, economic and environmental impacts for current and future generations.

This proposal has been considered in accordance with Council Policy 13.1 - Closure of Unused Government Roads, Licensing of an Unused Road or Water Frontage Policy.

Issues / Options

Council has two options available with respect to this matter; to support the proposal to discontinue the subject portion of road and allow the relevant statutory process to proceed; or to not support the proposal.

At the close of the consultation period, two (2) submissions had been received from interested parties. No request was made by either party to be heard in support of their written submissions. Council departments and external service authorities have been consulted with concerning the existence of any assets and requirements with regards to easements. The responses have indicated that there are no existing services located within the portion of the road proposed to be discontinued and there are no easements required.

For many years this portion of road has been fenced and managed as part of the Beech Forest Quarry. The section of road to be closed services no broader community benefit.

Proposal

It is proposed that Council resolve to discontinue that portion of road designated R1 shown hatched on Plan of Subdivision PS627750J, and effect the discontinuance by notice published in the Victoria Government Gazette. Advice of Council's decision will also be provided to those parties which made a submission to the proposal.

Financial and Other Resource Implications

As with all similar dealings, Council aims to remain cost neutral, excluding minor administrative costs such as officer time for the preparation of reports, etc.

Risk Management & Compliance Issues

No risk management considerations are applicable at this time.

Environmental and Climate Change Considerations

There are no environmental considerations applicable at this time. The site has been used as a quarry and is highly degraded and as such, has no significant conservation value.

Community Engagement

The community engagement strategy follows 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 is "consult" and will include advertising the proposal and allowing for submissions from interested persons to be made.

Council's intention to discontinue the subject portion of road was advertised in the Colac Herald on 16 March 2012 with the submission period closing 27 April 2012.

A total of two (2) submissions were received and have been considered pursuant to section 223 of the Act at Council's Special Meeting held 9 May 2012. They were generally supportive of the proposal. No objections were received in relation to the proposal.

Implementation

The requisite notice affecting the proposed road discontinuance will be prepared and advertised in the Victoria Government Gazette upon resolution of Council.

Conclusion

It is considered that the subject section of road does not serve any broader community benefit and is not reasonably required as a road for general public use. As such it is appropriate that statutory procedure be finalised to complete the discontinuance process.

Attachments

1. Locality Plan 1 Page
2. Plan of Subdivision PS627750J 1 Page

Recommendation(s)

That Council:

- 1. Resolves to discontinue that portion of road designated R1 shown hatched on Plan of Subdivision PS627750J, and affect the discontinuance by notice published in the Victoria Government Gazette.***

- 2. Responds to all persons whom made a submission to advise them of Council's decision.***

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

D = Discussion

W = Withdrawal

| ITEM                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | D | W |
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| <p><b><u>SUSTAINABLE PLANNING AND DEVELOPMENT</u></b></p> <p><b><u>OM122305-8 ADOPTION OF COLAC CBD AND ENTRANCES PROJECT</u></b></p> <p>Department: Sustainable Planning and Development</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. Adopts the Final Colac CBD &amp; Entrances Project Report May 2012 and associated Colac CBD &amp; Entrances Project Report - Implementation Plan May 2012.</i></b></li> <li><b><i>2. Requests authorisation from the State Planning Minister to prepare and exhibit an amendment to the Colac Otway Planning Scheme to implement the planning related outcomes of the project.</i></b></li> <li><b><i>3. Refers recommendations of the Final Project report, including capital works proposals to future budget processes for consideration, and inclusion in the 10 year capital works and major projects plan.</i></b></li> <li><b><i>4. Seeks, as a priority, to identify funding which can enable the commencement of detailed designs for priority precincts and infrastructure works identified in the Final Project report, and to commence the preparation of an Urban Forest Strategy.</i></b></li> </ol> |   |   |
| <p><b><u>OM122305-9 PLANNING SCHEME AMENDMENT C65 - CONSIDERATION OF SUBMISSIONS</u></b></p> <p>Department: Sustainable Planning and Development</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 Submissions 1 – 4 from the referral authorities/agencies with respect to Planning Scheme Amendment C65;</i></b></li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |   |   |

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|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--|--|
| <p>2. <b>Not supports Submissions 5 and 6 with respect to Planning Scheme Amendment C65;</b></p> <p>3. <b>Splits Amendment C65 into two parts as follows:</b></p> <ul style="list-style-type: none"> <li>• <b>Part 1 – land bound by Cawood Street, MacLachlan Street, Murray Street and Great Ocean Road, and</b></li> <li>• <b>Part 2 – balance of the amendment.</b></li> </ul> <p>4. <b>Adopts Amendment C65 Part 2;</b></p> <p>5. <b>Requests the Minister for Planning to appoint an independent planning panel to hear submissions in regard to Amendment C65 Part 1 and approve Amendment C65 Part 2.</b></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |  |  |
| <p><b><u>OM122305-10 INTERIM GREAT OCEAN ROAD TOURISM BOARD</u></b></p> <p>Department: Sustainable Planning and Development</p> <p><b><u>Recommendation(s)</u></b></p> <p><b><i>That Council:</i></b></p> <p>1. <b><i>Endorses the Interim Great Ocean Road Tourism Board and to appoint the Manager of Economic Development and Tourism as Colac Otway Shire’s representative to the Board.</i></b></p> <p>2. <b><i>Writes to the Chief Executive of Tourism Victoria to advise of this decision and that that the Regional Tourism Board should be:</i></b></p> <ul style="list-style-type: none"> <li>• <b><i>Representative of not only the tourism industry through skills based appointees but also of the local governments that would provide a major proportion of the funding.</i></b></li> <li>• <b><i>Supported by a long term State Government funding agreement.</i></b></li> <li>• <b><i>Sustainable without unduly increasing the burden on local government.</i></b></li> <li>• <b><i>Led by a Chief Executive appointed through an independent open recruitment process.</i></b></li> </ul> |  |  |

**Recommendation**

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

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OM122305-8

**ADOPTION OF COLAC CBD AND ENTRANCES PROJECT**

|             |                                    |           |            |
|-------------|------------------------------------|-----------|------------|
| AUTHOR:     | Doug McNeill                       | ENDORSED: | Jack Green |
| DEPARTMENT: | Sustainable Planning & Development | FILE REF: | F11/1964   |

**Purpose**

The purpose of this report is to present the Final Colac CBD & Entrances Project Report May 2012 and associated Colac CBD & Entrances Project Report - Implementation Plan May 2012 for adoption following a six week period of public consultation on the draft document late in 2011.

**Declaration of Interests**

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

**Background**

The project commenced late in 2012 after \$75,000 funding was secured from Regional Development Victoria (RDV) matched by a \$75,000 contribution from Council, and encompasses all of the land in the Central Business District (CBD) of Colac as well as the corridors of the Princes Highway/Murray Street from each of the eastern and western entries into the CBD from the outer edges of Colac.

The key aims of the project have been to:

- Set a direction for interventions that will shape access and movement, buildings, land use, streetscapes and open space within the CBD and wider context.
- Promote a sense of vibrancy in the CBD.
- Develop a sense of arrival and sense of place to foster community pride.
- Integrate key elements of the visual, natural and built landscape of the CBD to create a 'place for people'.
- Improve public access, especially walkability and people-focussed public spaces in the town.
- Develop detailed guidance for the implementation of works.
- Create an overall theme to link the CBD with the entrances and key destination points outside the CBD.

A Steering Committee was established for the project comprising a range of senior officers from different departments of the Council, as well as external representatives from RDV, Department of Planning and Community Development (DPCD) and VicRoads. A Community Reference Group (CRG) of 12 members was also appointed early in 2011, including representatives of Otway Business Inc. (OBI), local business owners, and community sector organisations. These groups have met with the consultant periodically throughout the project at key milestones.

Consultant firm Planisphere was appointed in December 2010 to undertake the project, along with sub consultants Aspect Studios, UrbanTrans and NMBW Architecture Studio.

Following early investigations and review of background material, a Discussion Paper was placed on exhibition in February/March 2011 seeking community feedback on issues being posed. The Discussion Paper received over 250 survey responses which were used to develop the Draft Project Report.

The Draft Report was considered by Council at its meeting on 28 September 2011 and placed on exhibition in October for a period of six weeks, with submissions closing on 21 November 2011. A total of 173 submissions were received, including 22 on-line survey responses.

Key features of the Draft Report included:

- **Botanic Garden City:** Development of a new image for Colac, the 'Botanic Garden City', with thematic tree planting throughout the CBD linking the Botanic Gardens, Beechy Precinct and Barongarook Creek corridor. This would require development of a street planting strategy that identifies the preferred planting themes for different streets. To complement this street planting, the draft report recommended a staged undergrounding of powerlines through the CBD and entrances to provide greater opportunity for canopy planting to occur, particularly in light of the heavy pruning that has occurred in recent years to established trees in Colac under existing powerlines.
- **Memorial Square:** Upgraded western edge of the Square with refurbished amenities and a shared pedestrian/traffic zone along Gellibrand Street which can also be adapted to accommodate public events. It was proposed that pedestrians would have priority over cars in a shared space that could ultimately be extended around Memorial Square on the northern and eastern sides and south along Gellibrand Street to the Railway Station and COPACC.
- **Eastern CBD Entrance:** A number of works were proposed to improve the appearance of the eastern entrance to the CBD (ie around the Queen Street/Murray Street intersection). These include enhanced landscaping and enhanced views to existing heritage buildings, widened pedestrian pathways over the bridge through the addition of a cantilevered path on either side, removal of the existing metal fencing on the inside of the bridge, improved visibility of the Visitor Information Centre and rationalisation of existing signage in the road reserve.
- **Murray Street West:** It was proposed that the section of Murray Street between Armstrong Street and Corangamite Street be improved with tree planting and streetscape works, continuing the design theme of the central part of Murray Street. Street planting would occur in the median and along either side, with undergrounding of powerlines in the long term and reduction in clutter of signage on private and public land.
- **Bromfield Street:** It was proposed that Bromfield Street be upgraded with new tree planting, improved pedestrian access and bicycle lanes. The current central parking in the middle section was proposed to be retained, and flagged for possible extension to the east towards Queen Street. Powerlines were to be undergrounded in the long term. Redevelopment of underused land at the rear of Murray Street shops was promoted, with improved pedestrian links through to Murray Street similar to Johnstone's Lane.
- **COPACC and Colac Railway Station Precinct:** Opportunities were identified in the precinct to make better use of the land surrounding the railway station, recognising the potential for the station to be more highly utilised in the future as Colac's population grows and railway services are improved. The draft report notes Council's recent purchase of the former 'Civic Home Hardware' site abutting the railway line, and to consider closing part of Railway Parade between that site and the Shire offices, and for this area to be used for additional parking or other civic use.

- **Outer CBD Entrances:** Improvement to the visual appearance of the corridors of entry into central Colac from the outer eastern and western edges of Colac along the Princes Highway with new landscaping (framing views to the Lake), undergrounding of powerlines, rationalisation of signage on land within the road reserve, and development of guidelines for signage on private land. The report also identified the importance of addressing the visual impact of the disused service stations at each of these two entrances to Colac.
- **Priority Streetscapes:** Priority streets were identified for further street planting, including the reduction in width of some streets in places to allow for increased landscaping to break up the extensive areas of streets dominated by concrete, asphalt, buildings and cars. It also identified other hard infrastructure treatments designed to enhance the visual appearance of the town, and the need to reduce visual clutter associated with signage. It also makes reference to preferred streetscape treatments/palettes relating to bins, pavements, seats and signage.
- **Traffic Management/Priority for Pedestrians:** A number of measures were recommended to improve the safety of streets for pedestrians, including a lower speed limit of 40 km/hr, installation of priority pedestrian crossings at each leg of several existing roundabouts, and the construction of new crossings over Murray Street and Bromfield Street mid block. New and improved footpaths and bicycle lanes were recommended. The shared pedestrian zones proposed for Gellibrand Street and around Memorial Square, and emphasis of laneway linkages were an important element in the draft strategy.
- **Inner CBD retail areas:** Built Form Guidelines were proposed to be applied to ensure a high quality of new architecture in new development on private land, protection of heritage buildings and maintaining a 'fine grain' character of the traditional retail areas (ie narrow street frontages for shops versus large shop widths). The guidelines encourage shops being built to the street boundary of the property, and of a 2-3 storey height in the central area that reflects the traditional buildings in Murray Street, car parking to be located to rear of new developments, and use of verandahs. The guidelines also discourage above verandah advertising signs, and identify the need for development of an Advertising Sign policy.

A final version of the report (see Attachment 3) has been developed taking into account issues raised in the public engagement on the project. There was broad support for the project in the community, and thus only minor changes have resulted from the submissions.

An Implementation Report has been produced alongside the final project report (see Attachment 1), which summarises the recommended actions from the project. A separate more detailed document containing cost estimates for the various capital works components of the project has been developed by the consultant team. This document is a working document (ie it is not being attached for adoption by Council under this report), and will guide future budget processes, requests for grants and the like.

### **Council Plan / Other Strategies / Policy**

#### **Land Use and Development**

Council will engage, plan and make decisions about land use and development that takes into account the regulatory role of Council, its diverse geography, social, community, economic and environmental impacts for current and future generations.

#### **Economic Development**

Council is committed to facilitating a healthy and resilient economy through effective leadership, advocacy, and partnership.

### **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."

The project implements an action in the Council Plan which is to:

*"Develop a Master Plan to support the redevelopment of the Colac Central Business District streetscape including traffic management, parking and the Memorial Square".*

There are a range of Council planning policies and strategies relating to Colac which are expressed in the Colac Structure Plan 2007, Colac Otway Heritage Study 2003, and other documents, and many of these are expressed as local policy in the Colac Otway Planning Scheme. The project report has drawn upon these strategies and will in itself be the basis for a further review of planning scheme provisions following its adoption by Council to ensure that the Planning Scheme is up to date with the latest strategic directions relating to use and development in Colac.

### **Issues / Options**

#### Feedback on the Draft Plan

As noted above, the draft Project Report has been very well supported, with a number of positive responses arising from the consultation undertaken. Issues arising from the draft Project Report are summarised in the Colac CBD & Entrances Project Consultation Report May 2012 produced by the consultant and attached to this report.

Most popular suggestions arising from the report include:

- Upgraded toilets in Memorial Square
- Greening of the CBD
- Improved pedestrian access

Common concerns that have been raised include:

- Lack of funding / need for rates rises to implement the plan
- Loss of car parking
- Maintenance of streetscapes and planting
- Better access required to the Lake
- Maintenance of buildings in Murray Street needs to be improved
- Cleanliness of facilities
- Need for security cameras
- Access and parking for elderly/disabled
- Need for the truck bypass

The following is a summary of feedback relating to specific aspects of the draft Plan:

- Colac as the 'Botanic Garden City'
  - Generally the 'Botanic Garden City' concept has been well received and supported.
  - Often it has been perceived as having a focus on the Botanic Gardens, rather than extending the Gardens through the town.

- A number of respondents have highlighted the presence of the lake, and Colac's identity as a lakeside town. Suggestions include the name/identity: 'Lakeside Botanic Garden City' and maintenance of the foreshore as a priority.
- On-going maintenance is a concern.
- Concept Plan for Memorial Square
  - The majority of respondents support the Memorial Square Concept Plan, particularly the upgrade of the toilets and public transport interchange, and the clean, modern appearance.
  - Loss of or a lack of parking is the most common concern.
  - Mixed opinion about shared zones, concerns for safety and loss of parking.
  - Funding opportunity for taxi rank at Memorial Square.
  - Should include taxi rank in design of pavilion on western edge.
- Eastern CBD Entrance Concept Plan
  - The Eastern CBD Entrance Concept is well supported. It is generally acknowledged that the area is run down and not presenting a positive image of Colac.
  - A large number of respondents want the disused service station opposite the Ballarat Road intersection to be either demolished or put to good use.
- Murray Street West
  - The majority of respondents support the plan for Murray Street, particularly the new trees and the shade/amenity they will bring.
  - Loss of parking is the biggest concern, followed by choice of trees and level of maintenance that will be required.
- Bromfield Street
  - The majority of respondents support the Plan for Bromfield Street, particularly the new trees and the shade/amenity they will bring.
  - Parking is a priority issue with loss of spaces being the biggest concern.
  - Mixed feelings over proposed bike lanes with a number of respondents supporting it. Some respondents felt it would be a waste of money/space as very few people ride bikes.
- COPACC & Station Precinct
  - Require more parking and better lighting.
  - Better use of open space/development of outside socialising area.
  - Better signage required to promote the area.
  - A number of suggestions to close Railway Street at the Corangamite Street end given the purchase by Council of the former Home Hardware building.
- Outer Entrances
  - Most urgent need. Colac is looking like a pit stop for second hand junk.
  - Support for planting.
  - Service stations often mentioned as a problem.
  - May be more scope for planting along the western edge (VicRoads)
  - Eastern edge treatment to co-ordinate with highway duplication (VicRoads)
- Suggestions
  - Refurbish old Post Office

- Encourage shop owners to maintain buildings and facades
- Restoration of Murray Street facades

In addition to its direct involvement through the Project Steering Committee, VicRoads made a written submission to the draft report which supported the roadside plantings and advised that plans would need to take into account highway duplication plans, and that the Colac Road Hierarchy Study will inform where the duplication project ends and entrance treatment can begin. Other comments raised the prospect of additional roadside plantings on the western arrival due to the limited width of the highway reserve, support for additional pedestrian crossings, and support for the Murray Street West median.

There was broad support in submissions for undergrounding and/or bundling of powerlines to allow greater scope for planting of canopy vegetation along streets in both the CBD and the entrance corridors.

#### Modifications included in the Final Plan

The final report largely adopts the key concepts and actions proposed in the draft given the broad public support for the proposals. There were a range of legitimate issues raised in submissions which have influenced minor changes to the report. The following is a list of the key changes that have been made to the draft Project Report in response to submissions:

- **Additional Precinct – Murray Street East**

Additional work was commissioned from the Consultant to develop a sixth precinct relating to the core part of Murray Street between Queen Street and Corangamite Street (Murray Street East), to capture streetscape improvements in the main section, even though other precincts were considered higher priority for streetscape improvement. Recommendations in this precinct include removal of the chain along the central median in Murray Street to reduce the hazard for pedestrians crossing the street, the preparation of an Outdoor Dining Policy which looks at treatment of on-street café/restaurant seating, additional tree planting along either side of the road and improved pavement treatment for the footpath areas.

- **Urban Forest Strategy**

New action added for Council to develop an Urban Forest Strategy. This strategy would establish the long term theme(s) for streetscape planting throughout Colac, and develop species lists for different streets, as well as priority streets for planting and staging of implementation. It is a high priority project for implementation given that it would set the direction for many of the other recommendations flowing from the project.

- **Maintenance of Streetscape Improvements**

Increased emphasis on long term maintenance of new landscape and hard infrastructure treatments, with recognition of the need for 3-4 additional EFT staff within Cosworks over time for this purpose. Many submitters were sceptical of the capacity for Council to maintain new landscaping without additional resources being allocated for this purpose.

- **Public Art/Improvement to Laneways**

Inclusion of reference to opportunities for community involvement in establishing public art, improving the visual appearance of blank walls and laneways and the like, as well as in planting projects. Increased emphasis to working with land owners to upgrade laneways such as Amezdroz Lane.

- **Integration with Duplication of Princes Highway**

Landscape improvements to the eastern entrance into Colac to be integrated with the works undertaken as part of the Princes Highway duplication from Geelong to Colac.

- **Facilities for Cyclists**

Action included to improve cyclist facilities throughout the CBD, such as bike hoops, drinking fountains and bike route information.

- **Car Parking**

An objective included that there will be no net loss of car parking as a result of streetscape improvements. In particular, the concept plan for the Memorial Square Precinct has been amended to suggest that whilst parallel parking on either side of Gellibrand Street, Dennis Street and Hesse Street is desirable to achieve the outcome sought in the shared vehicle/pedestrian zone, options to retain angled parking could be considered at the detailed design stage if required. There has been a degree of flexibility built into the report to ensure that this issue is explored in more detail as specific detailed designs are produced for the different precincts, allowing traders and other affected persons to have input into the design process at the time.

- **Coach and Trailer parking – Dennis Street**

Text added into the Memorial Square Precinct recommending that the area made available for coach parking and parking of cars with trailers/camper vans in Dennis Street be extended eastwards towards Hesse Street as required (replacing angled car parking in that area).

- **Undergrounding of Power Lines**

Increased emphasis to the importance of undergrounding powerlines within the CBD and entrance corridors to allow increased street tree planting and avoid heavy pruning that currently occurs. This is a long term objective given the significant cost of the works, however short sections may be addressed as various streetscape works are undertaken in precincts such as Bromfield Street and Murray Street West.

- **Improved Street Lighting**

Additional emphasis to improved street lighting at intersections and pedestrian crossings throughout the CBD. Action added for uplighting of trees in Memorial Square and along routes such as Murray Street for visual interest.

- **Upgrade to Heritage Buildings**

Additional emphasis to encouraging the upgrade of heritage buildings and building facades, investigating opportunities for a Council heritage incentive scheme and restoration of old verandahs for weather protection.

- **COPACC/Railway Precinct Improvements**

Improvement to the COPACC and Railway Precinct map and amended actions relating to this precinct, including that a precinct wide plan including the civic centre be developed.

- **Other City Entrances Acknowledged**

Text inserted to acknowledge the southern entries into Colac and the desire to investigate opportunities for visual improvement of those corridors in the future.

- **Taxi Rank in Gellibrand Street**

Acknowledgement has been given to the opportunity for funding to improve the taxi rank facilities through the Taxi Rank Safety Program, and for the installation of CCTV cameras.

### Discussion

The project has significant implications for the future liveability of Colac, and represents a series of public interventions in the public realm of central Colac and the entrance corridors along the Princes Highway/Murray Street. If implemented the works could dramatically improve both the walkability and attractiveness of the town for pedestrians, as well as the visual appearance of public areas and private development, building towards the image of a 'Botanic Gardens City'. Such a transformation will require significant funding external to Council, however even if it was to be delivered in stages over time, it would be a significant driver to attract new population growth and address some of the social disadvantage in the town. The final project report is the culmination of a considerable amount of effort by the project consultants, Council staff, Councillors, and members of the public, particularly members of the Community Reference Group who have contributed significantly in informing the final outcome.

One of the common issues raised throughout the project related to potential loss of car parking spaces. Whilst the adopted Colac and Apollo Bay Car Parking Strategy has confirmed a relatively low utilisation of car parking spaces within the Colac CBD even at the peak times, the final project report (as described above) has been modified to indicate that overall, the current levels of on-street parking spaces will not be reduced. There are locations within various precincts where car spaces will be replaced with landscaping and hard stand areas associated with pedestrian crossings and streetscape upgrades, however there are options for increased parking in other locations that can offset these losses. As flagged above, further consultation will occur with traders in specific precincts as more detailed designs are developed for implementation.

There has been the constant question by members of the community throughout the project questioning the timing of this project when there is a concurrent study being conducted that is examining the potential routes for a heavy vehicle bypass of Murray Street. As Council was advised in 2011 when the Draft Report was placed on exhibition, whilst it is a key objective to divert most of the heavy vehicle traffic away from the CBD to increase its attractiveness to users of the centre, the timing of this project was linked to the availability of an external grant, and the recommendations for Murray Street are not dependant on this alternative route being established. The proposal for a new median strip in Murray Street west of Corangamite Street for example, would match the current treatment east of Corangamite Street, and still provide adequate width for trucks to pass through should this matter not be resolved in the short term. In any case, there are a significant number of works proposed in the report which do not relate to Murray Street.

Another key issue raised in submissions was that whilst many of the initiatives for public landscaping and streetscape improvements were supported, there was concern that Council struggles to maintain the current streetscape environment, and would not be capable of maintaining greater levels of infrastructure. There was also concern at the cost of the works to the ratepayer, and potential rates rises required to fund the works. It has been made expressly clear in the Final Report and Implementation Plan that additional full time staff will be required in the Cosworks team once the program of streetscape improvements are implemented. This is a cost which will need to be factored into future Council budgets if Council is committed to achieving the objectives of the Project. There is discussion in the report below about funding of works contained in the Plan.



### Priorities

The Project Steering Group and Community Reference Group have provided feedback on priorities for implementation of the project. These include:

- Design Concepts for outer city entrances, including the cutting and overpass at the eastern entrance (which would form part of the duplication of the Princes Highway project).
- Memorial Square – Developing a Cultural Management Plan, detailed designs for implementing the physical improvements to the precinct and uplighting of trees.
- Revised on-street parking in Dennis Street adjoining Memorial Square to improve parking for coaches and vehicles with trailers and camper vans and the like.
- Developing an Urban Forest Strategy which provides guidance for implementation of the Botanic Garden City concept/theme.
- Improvements to the inner eastern CBD entrance at the intersection of Queen Street and Murray Street, including botanical themed planting and screening of the Telstra exchange, improved sight lines to the Visitor Information Centre, improved pathway linkages to the creek, and development of detailed designs for the cantilevered pedestrian bridge across the creek.
- Development of detailed designs for streetscape improvements of Murray Street West between Armstrong Street and Corangamite Street, including the introduction of a central median.
- Commencement of dialogue with private land owners for upgrades to facades of older buildings and blank walls along laneways.
- Investigation of options for undergrounding of power lines throughout the CBD and entrance corridors into Colac.
- Exhibition of a Planning Scheme Amendment to introduce design guidelines into the Planning Scheme to influence the form of new development and to include the relevant policy outcomes of the project in the Municipal Strategic Statement.

### Options

Council has three options in relation to this report:

1. Adopt the Final Project Report and Implementation Report; or
2. Defer consideration of the report to allow further issues to be considered; or
3. Not proceed with the project.

The first option is recommended on the grounds that the final report is comprehensive, has been through a thorough development process including the publication of a Discussion Paper early in 2011, followed by a Draft Report in September 2011. It was also strongly supported by the community. There has been a thorough analysis of the concepts and recommendations, which have been refined through the feedback of an internal Steering Committee and Community Reference Group.

### **Proposal**

It is proposed that Council adopts the Final Colac CBD & Entrances Project Report May 2012 and associated Colac CBD & Entrances Project Report - Implementation Plan May 2012.

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

The project has been part funded by Council, with a \$75,000 matching grant from Regional Development Victoria.

As noted above, the Plan contains a number of significant interventions within the public land areas of the CBD and entrances of Colac, which would require considerable investment by Council and other agencies in the future. A detailed list of infrastructure costs has been included in the Implementation Plan, which totals between approximately \$42-49m.

Council will be reliant on the majority of the costs being met by State and Federal Governments, but will need to fund incremental initiatives, and provide funding where necessary to complement external funding (and prepare the plans which assist in attracting such funding). In particular, it should be a priority for Council in adopting this project report to seek funding to undertake detailed designs for the priority precincts and works, as such plans will provide additional impetus for Governments to fund the works through election commitments. It should similarly be a priority for Council to seek funding to develop an Urban Forest Strategy as recommended in the Final Report, as this will set the scene for many of the follow-up streetscape planting regimes. Both these projects are unfunded in the draft 2012/13 budget, however Council support is sought to investigate ways of funding these projects in the short term.

An internal project team will continue to meet regularly with the objective of ensuring that progress is made to implement the plan. This will need to be accommodated within the work program of existing staff across different Council departments without any specific funding available to cover the cost of a part time project manager.

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

Under the terms of the RDV grant for the project, the final version of the report must be adopted by Council and the project acquitted no later than June 2012. If this time frame is not met, Council may be faced with refunding all or part of the grant.

Council will also need to seek additional external funding to undertake the next stage of the project which is to prepare detailed engineering designs suitable for tendering purposes for the works in priority areas to be implemented. Undertaking this work was a commitment of Council when accepting the RDV grant.

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

There are no environmental or climate change issues arising from this report.

#### **Community Engagement**

The community engagement strategy has followed 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 methods selected throughout the project have included Inform, Consult and Involve. As documented in the attached Consultation Report, there has been extensive community engagement on both a Discussion Paper in March 2011 and the Draft Project Report between October and November 2011. A significant number of submissions have been received from the broader community at both these stages, particularly when considered relative to the size of Colac, demonstrating a strong enthusiasm and interest in the project and its outcomes. The Community Reference Group appointed by Council has had significant input into the final document and assisted in the review of submissions on the draft report.

As noted earlier in the report, there will be future opportunities for closer engagement with the community in respect of specific initiatives as they are implemented, such as in the development of detailed designs for the specific priority precincts. There will also be opportunity for public submissions to the planning scheme amendment exhibited to implement the planning policy outcomes of the project.

### Implementation

The following actions will be taken to implement the Council resolution following adoption of the report:

1. The project recommendations will be included in the Council's 10 year capital works and major projects programme, and considered for funding in future budget processes. Non capital works initiatives will be included where appropriate in the new four year Council Plan to be developed prior to 30 June 2013.
2. Opportunities will be identified over time to attract State and Commonwealth funds where these are available, including lobbying the competing political parties in advance of the 2013 federal election.
3. Officers will seek authorisation from the State Planning Minister to prepare and exhibit a planning scheme amendment that updates the policy content of the Municipal Strategic Statement, and which introduces the design guidelines contained in the report through a Design and Development Overlay to be applied to land in the CBD and entrance corridors into Colac. The amendment will be prepared as part of a wider planning scheme amendment that implements the Colac and Apollo Bay Car Parking Strategy.
4. Subject to the allocation of suitable funds, detailed designs will be prepared for the priority precincts identified in the project report, along with detailed project cost estimates for different infrastructure items. This will fulfil Council's commitment to RDV which part funded the project, and will place Council in a position to more readily attract Government funding. A grant is being sought to assist with this process however an internal contribution will be required. Officers will work with Council to identify potential sources of funding to undertake this work and to develop the Urban Forest Strategy, both of which are high short term priorities.
5. Investigations will occur over time to examine the appropriateness and feasibility of implementing actions such as the proposed lowering of the speed limit within the CBD to 40km/h and review of coach and trailer/campervan parking in Dennis Street.
6. Officers will establish governance arrangements to oversee the implementation of the project's recommendations.

### Conclusion

The Colac CBD and Entrances Project has significant potential to result in a transformation of the public areas of the town, increasing its attractiveness and liveability. The draft report received significant support in the community late in 2011. The final report has incorporated feedback from submissions and has been generally supported by the Community Reference Group. It is recommended the Final Project Report, as well as the associated Implementation Report be adopted, and that actions are taken to actively implement its recommendations.

### Attachments

- |                                                                        |           |
|------------------------------------------------------------------------|-----------|
| 1. Colac CBD & Entrances Project Report - Implementation Plan May 2012 | 26 Pages  |
| 2. Colac CBD & Entrances Project Consultation Report May 2012          | 63 Pages  |
| 3. Final Colac CBD & Entrances Project Report May 2012                 | 127 Pages |

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

- 1. Adopts the Final Colac CBD & Entrances Project Report May 2012 and associated Colac CBD & Entrances Project Report - Implementation Plan May 2012.***
- 2. Requests authorisation from the State Planning Minister to prepare and exhibit an amendment to the Colac Otway Planning Scheme to implement the planning related outcomes of the project.***
- 3. Refers recommendations of the Final Project report, including capital works proposals to future budget processes for consideration, and inclusion in the 10 year capital works and major projects plan.***
- 4. Seeks, as a priority, to identify funding which can enable the commencement of detailed designs for priority precincts and infrastructure works identified in the Final Project report, and to commence the preparation of an Urban Forest Strategy.***

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OM122305-9

PLANNING SCHEME AMENDMENT C65 - CONSIDERATION OF SUBMISSIONS

| | | | |
|-------------|------------------------------------|-----------|------------|
| AUTHOR: | Don Lewis | ENDORSED: | Jack Green |
| DEPARTMENT: | Sustainable Planning & Development | FILE REF: | F11/3115 |

Purpose

Amendment C65 proposes a number of minor amendments to the Planning Scheme affecting a number of properties. The purpose of this report is for Council to consider submissions to Amendment C65 and for Council to resolve to:

- Note submissions 1 – 4;
- Not support submissions 5 and 6;
- Split Amendment C65 into two parts as follows:
 - Part 1 - land bound by Cawood Street, MacLachlan Street, Murray Street and the Great Ocean Road, Apollo Bay; and
 - Part 2 – balance of the amendment.
- Request the Minister for Planning to appoint an independent planning panel to hear submissions in regard to Amendment C65 Part 1.
- Adopt Amendment C65 Part 2 and request the Minister for planning to approve Part 2.

Declaration of Interests

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

Background

Council resolved to seek Ministerial Authorisation to prepare and exhibit Amendment C65 on 26 October 2011. Ministerial authorisation (AO2154) was granted on 17 January 2012 which was later amended by the Minister on 20 February 2012 to apply a new control to 494-498 Princes Highway Colac. Amendment C65 was exhibited for 6 weeks between 22 February 2012 and 4 April 2012 and received 6 submissions.

The amendment addresses a number of recommendations arising from the C55 Panel Report and other matters. Specifically, the amendment:

- removes the Design and Development Overlay 7 (DDO7) from land bound by Cawood Street, Great Ocean Road, Murray Street and McLachlan Street in Apollo Bay and replaces it with Schedule 6 to the Design and Development Overlay (DDO6).
- amends the Apollo Bay, Marengo and Skenes Creek Framework Plan in Clause 21.03-3 to reflect Council's strategy to encourage medium density development within the area bound by Cawood Street, Great Ocean Road, Murray Street and McLachlan Street in Apollo Bay.
- amends the wording in Clause 43.02 (DDO7) to strengthen the provisions relating to subdivision and medium density development.
- rezones land at 490 Princes Highway, Colac West from the Farming Zone to the Rural Activity Zone (currently a caravan park).
- rezones land at 494-498 Princes Highway, Colac West from the Farming Zone to the Rural Activity Zone (former service station).

- introduces the Environmental Audit Overlay to the Colac Otway Planning Scheme and applies the Environmental Audit Overlay to land at 494-498 Princes Highway, Colac West.
- rezones land at 10 Flaxmill Road, Colac East from the Farming Zone to the Rural Activity Zone.
- amends the Schedule to the Rural Activity Zone.
- makes minor corrections to the wording of Clause 43.05-2 (Neighbourhood Character Overlay).
- makes a minor correction to the wording of the Schedule to Clause 43.01 (Heritage Overlay).

Council Plan / Other Strategies / Policy

Land Use and Development

Council will engage, plan and make decisions about land use and development that takes into account the regulatory role of Council, its diverse geography, social, community, economic and environmental impacts for current and future generations.

In making the proposed changes the amendment supports the action in this section to: *“Regularly update and improve the Colac Otway Planning Scheme through Planning Scheme amendments”*.

The proposed amendment also implements items for review identified in the *Colac Otway Planning Scheme Review Report* (October 2010).

Issues / Options

As a result of public exhibition 6 submissions were received from:

- Submission 1 – CFA – no objection;
- Submission 2 – Corangamite CMA – no objection;
- Submission 3 – Barwon Water – no objection;
- Submission 4 – Vic Roads – no objection;
- Submission 5 – Public objection; and
- Submission 6 – Public objection.

Submissions 5 and 6 relate to the land at Apollo Bay where it was proposed to delete the Design and Development Overlay – Schedule 7 and replace it with the current Schedule 6. The purpose of this proposed change was to reflect that the development pattern of that area had changed since the Neighbourhood Character Study was undertaken for Apollo Bay ten years ago. The independent panel that heard submissions relating to Amendment C55 in 2008 had considered a submission seeking this change, which had argued that the current development pattern (which includes a caravan park and several multi-unit developments) did not warrant a DDO7. The C55 Panel supported the submission and recommended Council undertake a follow-up amendment to change the DDO schedule applying to the land without the need for any further strategic justification. The DDO6 is therefore required to reflect the type of medium density development currently within the precinct and to promote its further development for similar outcomes.

The submitters have raised the following concerns:

- The precinct currently has too many medium density developments;
- The only opportunities for further development are along the Great Ocean Road frontages which should not be overdeveloped in regard to building height; and

- The change will not achieve the recommendations of the Apollo Bay and Marengo Neighbourhood Character Study and the Apollo Bay Structure Plan.

The following is provided in response to these objections:

- The precinct currently displays patterns of medium density development. There is no purpose served by further constraining infill development as achieved in the DDO7 given the significant change in character that has already occurred;
- The precinct is well located to community, retail and recreational facilities;
- Of the 84 lots which contain private dwellings, approximately 39 lots have an area that is under the current minimum lot size of 450m² required by the DDO7; and
- The precinct is located adjacent to the northern boundary of the existing DDO6 (ie land south of Murray Street).

On this basis it is considered the objections should not be supported and the application of the DDO6 is appropriate in the circumstances. Council should note other submissions received from the referral authorities/agencies which did not object to the amendment.

Proposal

It is proposed that Council, having considered the submissions received to Amendment C65:

- Note submissions 1 – 4.
- Not support submissions 5 and 6.
- Split Amendment C65 into two parts as follows:
 - Part 1 - land bound by Cawood Street, MacLachlan Street, Murray Street and the Great Ocean Road, Apollo Bay; and
 - Part 2 – balance of the amendment.
- Request the Minister for Planning to appoint an independent planning panel to hear submissions in regard to Amendment C65 Part 1.
- Adopt Amendment C65 Part 2 and request the Minister for Planning to approve Part 2.

The splitting of the amendment will allow the majority of Amendment C65 to be approved without further delay.

Financial and Other Resource Implications

The assessment of Amendment C65 including the independent panel process will be undertaken in accordance with the operational budget for Strategic Planning.

Risk Management & Compliance Issues

As noted in the Council report of 26 October 2011, there are few risk management issues arising from Amendment C65. It noted the previous use of land at 494-498 Princes Highway, Colac as a service station is likely to have resulted in some contamination of that property. As such an environmental audit of the land should occur prior to the consideration of any sensitive re-use of the land.

Accordingly the Environmental Audit Overlay (EAO) has been applied to the land. This is consistent with Ministerial Direction No 1 - Potentially Contaminated Land.

Environmental and Climate Change Considerations

In regard to 494-498 Princes Highway Colac, Section 60 of the *Planning and Environment Act 1987* requires Council in its role as Responsible Authority in the determining of any planning permit application to consider, 'any significant effects which the responsible authority considers the use or development may have on the environment or which the responsible authority considers the environment may have on the use or development'. With

the application of the EAO Council will ensure the land is appropriate for any sensitive use that may be proposed for the land.

Community Engagement

The community engagement strategy follows 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 for Amendment C65 has been consult. The amendment has been placed on exhibition and submissions sought from the community. The two objectors will be given the further opportunity to have their issues heard and considered by an independent planning panel. Council will be further advised of the panel's recommendations.

Implementation

The proposal will be implemented by splitting the amendment into two parts. The Minister for Planning will be requested to appoint an independent planning panel to consider Part 1 (Submissions 5 and 6) and approve Part 2 (balance of the amendment).

Conclusion

Submissions 5 and 6 object to the application of the DDO6 to the precinct bound by the Great Ocean Road, Murray Street, MacLachlan Street and Cawood Street. The proposed changes are considered appropriate to reflect the existing density of the area and were supported by the independent panel that considered submissions to Amendment C55 in 2008. Therefore, a planning panel should be appointed to consider these submissions. The amendment can be split into two parts to allow the uncontentious elements of the amendment to proceed more expeditiously.

Attachments

- | | |
|--|----------|
| 1. Amendment C65 - Explanatory Report | 8 Pages |
| 2. Planning Scheme Change C65 - 21_mss03 | 16 Pages |
| 3. Planning Scheme Change C65 - 35_08s | 3 Pages |
| 4. Planning Scheme Change C65 - 43_01s | 20 Pages |
| 5. Planning Scheme Change C65 - 43_02s07 | 3 Pages |
| 6. Planning Scheme Change C65 - 43_05s01 | 4 Pages |
| 7. Planning Scheme Change C65 - 45_03 | 1 Page |
| 8. Planning Scheme Change C65 - 61_03s | 2 Pages |
| 9. Amendment Map C65 - EAO - Map05 | 1 Page |
| 10. Amendment Map C65 - DDO7 - Map 29 | 1 Page |
| 11. Amendment Map C65 - DDO6 - Map 29 | 1 Page |
| 12. Amendment Map C65 - RAZ - Map 05 | 1 Page |
| 13. Amendment Map C65 - RAZ - Map 09 | 1 Page |

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

- 1. Notes Submissions 1 – 4 from the referral authorities/agencies with respect to Planning Scheme Amendment C65.***
- 2. Not supports Submissions 5 and 6 with respect to Planning Scheme Amendment C65.***
- 3. Splits Amendment C65 into two parts as follows:***
 - Part 1 – land bound by Cawood Street, MacLachlan Street, Murray Street and Great Ocean Road; and***
 - Part 2 – balance of the amendment.***
- 4. Adopts Amendment C65 Part 2.***
- 5. Requests the Minister for Planning to appoint an independent planning panel to hear submissions in regard to Amendment C65 Part 1 and approve Amendment C65 Part 2.***

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**OM122305-10****INTERIM GREAT OCEAN ROAD TOURISM BOARD**

|             |                                    |           |            |
|-------------|------------------------------------|-----------|------------|
| AUTHOR:     | Mike Barrow                        | ENDORSED: | Jack Green |
| DEPARTMENT: | Sustainable Planning & Development | FILE REF: | F11/3291   |

**Purpose**

The purpose of this report is to seek Council's endorsement of a proposed Interim Great Ocean Road Tourism Board and to appoint a Colac Otway Shire representative to the Board.

**Declaration of Interests**

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

**Background**

During 2007/08 Tourism Victoria undertook a review of Regional Tourism that included extensive consultation with the industry and Local Government stakeholders. The review resulted in the release in December 2008 of the State Government Regional Tourism Action Plan (RTAP) 2009 – 2012.

The key focus of the RTAP is to establish Regional Tourism Boards (RTBs) to address the following areas:

- Improve Regional Industry Structures
- Improve supply and quality of regional tourism experiences
- Increase consumer demand for regional tourism experiences
- Address skills, service standards and environmental sustainability

The method of determining the structure of the RTB was to be through an Implementation Committee consisting of Local Government and Tourism Industry representatives with Tourism Victoria. Over a period of months, many meetings and a number of proposed options, the Implementation Committee was not able to come up with an option supported by the whole Committee. To resolve the matter it was agreed that the CEOs of the various Local Governments involved would meet with the CEO of Tourism Victoria to finally determine the structure of the Great Ocean Road RTB.

The result of this process is a proposal to create an Interim Great Ocean Road Tourism Board. This Board would be charged with the preparation of a draft Strategic Business Plan for the establishment, strategic objectives, priorities, governance and operation of a new generation Regional Tourism Organisation (RTO) for the Great Ocean Road region.

The draft Strategic Business Plan would be expected to include recommendations for:

- A vision to guide strategic direction, policy and operational business planning
- A mission and strategic goals to guide the role, purpose and performance of the Regional Tourism Board
- The structure, role and governance responsibilities for the Regional Tourism Board

- Resources to achieve the mission including
  - Funding
  - Staffing
  - Facilities
- Three-year business plan (short, medium and long term) operational objectives and performance indicators
- The process to establish the Board and staffing to commence operations from 1 July 2013
- The ongoing role of existing regional and local tourism organisations and local government tourism functions.

The Board would be expected to complete a draft Strategic Business Plan by December 2012. The Board would then seek approval from the respective regional Councils for the draft plan with the expectation that the new Regional Tourism Board would commence in July 2013.

### **Council Plan / Other Strategies / Policy**

#### **Economic Development**

Council is committed to facilitating a healthy and resilient economy through effective leadership, advocacy, and partnership.

#### **Issues / Options**

The process for the establishment of a great Ocean Road Regional Tourism Board has been lengthy and difficult. This has been due to a number of factors but most significantly the failure to propose a structure for the board and an operational model on which the respective regional Councils could agree and the failure of Tourism Victoria to provide a satisfactory financial model to sustain the Boards operations.

The Interim Great Ocean Road Tourism Board has been proposed by Tourism Victoria to solve these issues prior to the establishment of a new Regional Tourism Board by July 2013.

The structure of the Interim Board is:

- A Board Chairperson appointed by Tourism Victoria
- The Chair of Geelong Otway Tourism
- The Chair of Shipwreck Tourism
- A representative from each of the respective regional Councils in the Great Ocean Road Region.

The appointed Chairperson of the proposed Interim Board is, Mr Wayne Kalyer–Thomson, Adjunct Professor, School of International Business, Faculty of Business and Law, Victoria University. Mr Kalyer–Thomson is a company director and business advisor specialising in strategic business planning and tourism destination development. He is a Director of VicSuper, Victoria Tourism Industry Council, the National Tourism Alliance and Executive Office of the Australian Chamber Alliance.

Previously, Mr Kayler-Thomson was:

- the Chief Executive of The Victorian Employers Chamber of Commerce and Industry (VECCI)
- Deputy Chief Executive Officer of Tourism Victoria

While this structure is similar to the Implementation Committee that was originally established in 2010 to prepare the way for the Regional Tourism Board, this new body has the benefit of the two years of discussions around this process and a clearer understanding of the expectations of Tourism Victoria, local government, and the regional tourism industry.

Colac Otway Shire has consistently put the position that the Regional Tourism Board should be:

- Representative of not only the tourism industry through skills based appointees but also of the local governments that would provide a major proportion of the funding
- Supported by a long term State Government funding agreement
- Sustainable without unduly increasing the burden on local government
- Led by a Chief Executive appointed through an independent open recruitment process.

It is proposed that Colac Otway Shire also seek a commitment from the State Government that during the term of the Interim Board that all funds designated for the marketing of the Great Ocean Road Region that have been frozen during the process undergone over the past two years be released to the Interim Board for the purpose of regional marketing.

Council has two options. The first option is to endorse the proposed Interim Great Ocean Road Tourism Board and to appoint a Colac Otway Shire representative to the Board.

The second option is to not endorse the proposed Interim Great Ocean Road Tourism Board and to not appoint a Colac Otway Shire representative to the Board.

The first option is preferred as the second option would further the delay of the establishment of a new regional structure. The local tourism industry has expressed dissatisfaction at the delays already endured in this process and it is unlikely that the State Government would release marketing funds to the region without at least a new Interim Board appointed.

Further to the recommendation of option one, is the proposal that the representative of Council be the Manager of Economic Development and Tourism. The reason for this is that the role of the Board is largely policy and operations based and that an Officer is best suited to perform this function.

### **Proposal**

That Council endorse the Interim Great Ocean Road Tourism Board and to appoint the Manager of Economic Development and Tourism as Colac Otway Shire's representative to the Board.

It is also proposed that in writing to Tourism Victoria to advise of this decision that Council also reiterate its position that the Regional Tourism Board should be:

- Representative of not only the tourism industry through skills based appointees but also of the local governments that would provide a major proportion of the funding
- Supported by a long term State Government funding agreement
- Sustainable without unduly increasing the burden on local government
- Led by a Chief Executive appointed through an independent open recruitment process.

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

There are no financial resource implications related to this report or any action from the report.

**Risk Management & Compliance Issues**

There are no risk management or compliance issues related to this report or any action from the report.

**Environmental and Climate Change Considerations**

There are no environmental or climate change considerations related to this report or any action from the report.

**Community Engagement**

The community engagement strategy follows 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 Inform in the initial stage of providing information about Council's decision.

Once the Interim Board begins to operate there would be phases of further engaging with the community as to be determined by the Interim Board.

**Implementation**

It is proposed that Council write to the Chief Executive of Tourism Victoria to advise of Council's decision, the appointment of a representative and the key elements of Council's expectations of the Board.

**Conclusion**

The Chief Executive of Tourism Victoria has written to Council proposing that the current stalemate in the creation of a new Regional Tourism Board be resolved through the establishment of an Interim Great Ocean Road Tourism Board charged with responsibility for:

- A vision to guide strategic direction, policy and operational business planning.
- A mission and strategic goals to guide the role, purpose and performance of the Regional Tourism Board.
- The structure, role and governance responsibilities for the Regional Tourism Board.
- Resources to achieve the mission including
  - Funding
  - Staffing
  - Facilities
- Three-year business plan (short, medium and long term) operational objectives and performance indicators.
- The process to establish the Board and staffing to commence operations from 1 July 2013.
- The ongoing role of existing regional and local tourism organisations and local government tourism functions.

The Board would be expected to complete a draft Strategic Business Plan by December 2012. The Board would then seek approval from the respective regional Councils for the draft plan with the expectation that the new Regional Tourism Board would commence in July 2013.

The proposed structure of this Interim Board would be

- A Board Chairperson appointed by Tourism Victoria
- The Chair of Geelong Otway Tourism

- The Chair of Shipwreck Tourism
- A representative from each of the respective regional Councils in the Great Ocean Road Region.

Given the wide reaching responsibilities of the proposed Interim Board and the experience gained by stakeholders over the past two years, this is the best option that Council has at this time for contributing to the resolution of issues holding back the restructure of regional tourism.

It is recommended that Council endorse the Interim Great Ocean Road Tourism Board and to appoint the Manager of Economic Development and Tourism as Colac Otway Shire's representative to the Board.

It is also proposed that in writing to Tourism Victoria to advise of this decision that Council also reiterate its position that the Regional Tourism Board should be:

- Representative of not only the tourism industry through skills based appointees but also of the local governments that would provide a major proportion of the funding.
- Supported by a long term State Government funding agreement.
- Sustainable without unduly increasing the burden on local government.
- Led by a Chief Executive appointed through an independent open recruitment process

#### **Attachments**

1. Interim Great Ocean Road Tourism Board 2 Pages

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

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

1. ***Endorses the Interim Great Ocean Road Tourism Board and to appoint the Manager of Economic Development and Tourism as Colac Otway Shire's representative to the Board.***
2. ***Writes to the Chief Executive of Tourism Victoria to advise of this decision and that that the Regional Tourism Board should be:***
  - ***Representative of not only the tourism industry through skills based appointees but also of the local governments that would provide a major proportion of the funding.***
  - ***Supported by a long term State Government funding agreement.***
  - ***Sustainable without unduly increasing the burden on local government.***
  - ***Led by a Chief Executive appointed through an independent open recruitment process.***

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CONSENT CALENDAR**OFFICERS' REPORT**

D = Discussion

W = Withdrawal

| ITEM | D | W |
|---|---|---|
| <p><u>GENERAL BUSINESS</u></p> <p><u>OM122305-11 ASSEMBLY OF COUNCILLORS</u></p> <p>Department: General Business</p> <p><u>Recommendation(s)</u></p> <p><i>That Council notes the Assembly of Councillors reports for:</i></p> <ul style="list-style-type: none"> • <i>Colac Road Hierarchy Heavy Vehicle Meeting - 17 April 2012</i> • <i>Australia Day Advisory Committee Meeting - 18 April 2012</i> • <i>Councillor Workshop - 9 May 2012</i> | | |
| <p><u>OM122305-12 OTHER COMMITTEE MINUTES</u></p> <p>Department: General Business</p> <p><u>Recommendation(s)</u></p> <p><i>That Council notes the minutes from:</i></p> <ul style="list-style-type: none"> • <i>Colac Aerodrome Committee held on 12 April 2012</i> | | |
| <p><u>OM122305-13 MINUTES OF COLAC COMMUNITY LIBRARY AND LEARNING CENTRE JOINT COMMITTEE</u></p> <p>Department: General Business</p> <p><u>Recommendation(s)</u></p> <p><i>That Council notes the minutes of the Colac Community Library and Learning Centre (CLLC) Joint Committee for:</i></p> <ul style="list-style-type: none"> - <i>31 August 2010</i> - <i>15 September 2010</i> - <i>13 October 2010</i> - <i>27 October 2010</i> - <i>10 November 2010</i> | | |

| | | |
|--|--|--|
| <ul style="list-style-type: none"> - 30 November 2010 - 9 February 2011 - 9 March 2011 - 8 June 2011 - 10 August 2011 - 14 September 2011 - 12 October 2011 | | |
| <p><u>OM122305-14 MINUTES OLD BEECHY RAIL TRAIL COMMITTEE MEETING</u></p> <p>Department: General Business</p> <p><u>Recommendation(s)</u></p> <p><i>That Council notes the Minutes and Executive Officer Report of the Old Beechy Rail Trail Committee for 6 February 2012.</i></p> | | |
| <p><u>OM122305-15 CLIMATE RESILIENT COMMUNITIES GRANT</u></p> <p>Department: General Business</p> <p><u>Recommendation(s)</u></p> <p><i>That Council authorises the Chief Executive Officer to sign and seal the attached deed of agreement to the Department of Sustainability and Environment.</i></p> | | |

Recommendation

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

MOVED

SECONDED

OM122305-11 ASSEMBLY OF COUNCILLORS

| | | | |
|-------------|---------------|-----------|-----------|
| AUTHOR: | Rhonda Deigan | ENDORSED: | Rob Small |
| DEPARTMENT: | Executive | FILE REF: | CLF11/6 |

Assembly of Councillors

A record must be kept of an assembly of Councillors which lists the Councillors attending, the matters discussed, disclosures of conflict of interest and whether a Councillor left the meeting after making a disclosure.

Definition

An “assembly of Councillors” is a defined term under section 76AA of the *Local Government Act 1989* (the Act). It is a meeting at which matters are considered that are intended or likely to be the subject of a Council decision or the exercise of a delegated authority and which is either of the following:

- A meeting of an advisory committee where at least one Councillor is present; or
- A planned or scheduled meeting that includes at least half the Councillors and at least one Council officer.

If a meeting fits either of these types the procedures applying to an assembly of Councillors must be complied with, irrespective of any name or description given to the committee or meeting.

Advisory Committees

Section 3(1) of the Act defines an advisory committee to be any committee established by the Council, other than a special committee, that provides advice to:

- the Council; or
- a special committee; or
- a member of Council staff who has been delegated a power, duty or function of the Council under section 98.

Councillor briefings

One type of meeting that is clearly an assembly of Councillors is the type of regular meeting, commonly referred to as a “Councillor Briefing” or similar name where Councillors and staff meet to discuss issues that are likely to come before Council for decision. While these meetings have no authority to make Council decisions, they are generally assemblies of Councillors and subject to conflict of interest disclosures.

What records are to be kept.

Section 80A of the Act requires that a record must be kept of an Assembly of Councillors which lists:

- the Councillors and members of Council staff attending;
- the matters discussed;
- disclosures of interest (if any are made); and
- whether a Councillor left the meeting after making a disclosure.

It is a requirement that the record of an assembly is to be reported to the next practicable Council meeting and be included in the minutes of that meeting, instead of being made available for public inspection.

The following Assemblies of Councillors have been held:

- Colac Road Hierarchy Heavy Vehicle Meeting 17 April 2012
- Australia Day Advisory Committee Meeting 18 April 2012
- Councillor Workshop 9 May 2012

Attachments

1. Colac Road Hierarchy Heavy Vehicle Meeting - 17 April 2012 2 Pages
2. Australia Day Advisory Committee Meeting - 18 April 2012 1 Page
3. Councillor Workshop - 9 May 2012 1 Page

Recommendation(s)

That Council notes the Assembly of Councillors reports for:

- ***Colac Road Hierarchy Heavy Vehicle Meeting - 17 April 2012***
- ***Australia Day Advisory Committee Meeting - 18 April 2012***
- ***Councillor Workshop - 9 May 2012***

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**OM122305-12      OTHER COMMITTEE MINUTES**

AUTHOR:	Maree Redmond	ENDORSED:	Rob Small
DEPARTMENT:	Executive	FILE REF:	CLF11/6

Minutes from meeting of the Colac Aerodrome Committee held on 12 April 2012.

**Attachments**

1. Colac Aerodrome Committee Meeting - 12 April 2012 4 Pages

**Recommendation(s)**

***That Council notes the minutes from:***

- ***Colac Aerodrome Committee held on 12 April 2012***

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**OM122305-13 MINUTES OF COLAC COMMUNITY LIBRARY AND
LEARNING CENTRE JOINT COMMITTEE**

| | | | |
|-------------|-----------------------------------|-----------|-----------|
| AUTHOR: | Colin Hayman | ENDORSED: | Rob Small |
| DEPARTMENT: | Corporate &
Community Services | FILE REF: | 11/96219 |

Colac Community Library and Learning Centre (CLLC) Joint Committee

It has been previously agreed to by Council that the minutes of the Joint Committee should be included in the Council agenda once any confidential items have been identified and the minutes have been confirmed by the Committee.

The past minutes have been assessed and copies of the various meetings are attached:

- 31 August 2010
- 15 September 2010
- 13 October 2010
- 27 October 2010
- 10 November 2010
- 30 November 2010
- 9 February 2011
- 9 March 2011
- 8 June 2011
- 10 August 2011
- 14 September 2011
- 12 October 2011

Attachments

1. Minutes 31 August 2010 to 12 October 2011 29 Pages

Recommendation(s)

That Council notes the minutes of the Colac Community Library and Learning Centre (CLLC) Joint Committee for:

- ***31 August 2010***
- ***15 September 2010***
- ***13 October 2010***
- ***27 October 2010***
- ***10 November 2010***
- ***30 November 2010***
- ***9 February 2011***
- ***9 March 2011***
- ***8 June 2011***
- ***10 August 2011***
- ***14 September 2011***
- ***12 October 2011***

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OM122305-14

**MINUTES OLD BEECHY RAIL TRAIL COMMITTEE MEETING**

|             |                                |           |              |
|-------------|--------------------------------|-----------|--------------|
| AUTHOR:     | Jodie Fincham                  | ENDORSED: | Colin Hayman |
| DEPARTMENT: | Corporate & Community Services | FILE REF: | 11/96219     |

It has been previously agreed to by Council that the minutes of the Old Beechy Rail Trail Committee should be included in the Council agenda once any confidential items have been identified and the minutes have been confirmed by the Committee.

Attached are the Minutes and Executive Officer Report from the meeting held 6 February 2012.

Meetings are held every two months, commencing in February of each year.

**Attachments**

1. Minutes and Executive Officer Report - February 2012 8 Pages

**Recommendation(s)**

***That Council notes the Minutes and Executive Officer Report of the Old Beechy Rail Trail Committee for 6 February 2012.***

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OM122305-15

CLIMATE RESILIENT COMMUNITIES GRANT

| | | | |
|-------------|------------------------------------|-----------|------------|
| AUTHOR: | Stewart Anderson | ENDORSED: | Jack Green |
| DEPARTMENT: | Sustainable Planning & Development | FILE REF: | F11/3291 |

The purpose of this report is to seek Council support for the Chief Executive Officer to sign, and seal a deed of agreement to the Department of Sustainability and Environment for a regional climate resilience grant.

A regional grant application was submitted by the Colac Otway Shire on behalf of 10 municipalities in March 2011. The application sought \$600,000 to fund a project called "Climate Resilient Communities of the Barwon-South West". The aim of the project is to assist ten South West Victoria municipalities and partners to build capacity to manage risks and build community resilience to extreme climate events.

The \$600,000 grant was approved in September 2011 and soon after a workshop was run with all stakeholders to determine the projects core objectives and its governance arrangements. The attached Information Bulletin has been developed to provide project partners with an overview of the project and the progress to date.

The governance arrangements have been finalised and the attached deed of agreement has been developed that details the objectives and the key milestones for the project.

Attachments

1. Climate Resilient Communities Information Bulletin 2 Pages
2. Climate Resilient Communities Deed of Agreement 23 Pages

Recommendation(s)

That Council authorises the Chief Executive Officer to sign and seal the attached deed of agreement to the Department of Sustainability and Environment.

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**CONSENT CALENDAR**

**OFFICERS' REPORT**

D = Discussion  
W = Withdrawal

| ITEM                                                                                                                                                                                                                                                                    | D | W |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|---|
| <p><b><u>NOTICES OF MOTION</u></b></p> <p><b><u>OM122305-16 HEAVY VEHICLE TRANSPORT ROUTE REPORT</u></b></p> <p>Department: Notices of Motion</p> <p><b><u>Recommendation</u></b></p> <p><b><i>That Council consider the contents of this Notice of Motion.</i></b></p> |   |   |
| <p><b><u>OM122305-17 HEAVY VEHICLE TRANSPORT ROUTE</u></b></p> <p>Department: Notices of Motion</p> <p><b><u>Recommendation</u></b></p> <p><b><i>That Council consider the contents of this Notice of Motion.</i></b></p>                                               |   |   |
| <p><b><u>OM122305-18 HEAVY VEHICLE ROUTE OPTIONS</u></b></p> <p>Department: Notices of Motion</p> <p><b><u>Recommendation</u></b></p> <p><b><i>That Council consider the contents of this Notice of Motion.</i></b></p>                                                 |   |   |

**Recommendation**

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

**MOVED** .....

**SECONDED** .....

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**OM122305-16 HEAVY VEHICLE TRANSPORT ROUTE REPORT (CR  
STUART HART)**

TAKE NOTICE that it is my intention to move at the Ordinary Council Meeting of the Colac Otway Shire to be held on 23 May 2012:

That Council notes:

1. That it has a report on possible heavy vehicle transport routes for Colac.
2. That the report has been provided to the Community Reference Group but withheld from ratepayers and other members of the public.
3. That it is committed to being open and transparent and expresses its concern that the document has been withheld from its ratepayer's and the general public.
4. That it resolves to immediately release the report to the public and instructs the Council Chief Executive Officer to take all reasonable steps to disclose the report to any interested person.
5. That releasing the report does not mean that Council necessarily agrees with all or any of the listed options, these will be the subject of a separate Council resolution.

**Recommendation**

***That Council consider the contents of this Notice of Motion.***

~~~~~\) ~~~~~

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OM122305-17 HEAVY VEHICLE TRANSPORT ROUTE (CR STUART HART)

TAKE NOTICE that it is my intention to move at the Ordinary Council Meeting of the Colac Otway Shire to be held on 23 May 2012:

That Council notes:

1. That it has a report on possible heavy vehicle transport routes for Colac.
2. That it does not accept any short term options and instructs that no more Council time is spent investigating short term options.
3. That Council does not accept any alternative routes to Murray Street where the alternative routes are in residential areas and/or close to any school.
4. Council instructs the Chief Executive Officer to bring a report to Council regarding potential heavy vehicle transport routes that are consistent with the points listed above.

Recommendation

That Council consider the contents of this Notice of Motion.

~~~~~\) ~~~~~

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**OM122305-18 HEAVY VEHICLE ROUTE OPTIONS (CR BRIAN CROOK)**

TAKE NOTICE that it is my intention to move at the Ordinary Council Meeting of the Colac Otway Shire to be held on 23 May 2012:

That Council:

1. Notes that the Community Reference Group (CRG) for the Colac Heavy Vehicle Deviation Study has recommended five options for Council and Community consideration.
2. Notes that the CRG recommends that there be no further analysis of short term alternative routes.
3. Notes the CRG recommendation to not include any alternative routes through the urban area of Colac.
4. Instructs the CEO to release the 5 options outlined in the Heavy Vehicle Study for community comment and feedback.

**Recommendation**

***That Council consider the contents of this Notice of Motion.***

~~~~~) ~~~~~

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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:

| <i>SUBJECT</i> | <i>REASON</i> | <i>SECTION OF ACT</i> |
|---|--|------------------------------|
| Confidential Items for Consideration - Memo to Councillors | this matter deals with legal advice | Section 89 (2) (f) |
| Contract Approval
Contract 1211 - Supply & Delivery Of Bituminous Products | this matter deals with contractual matters | Section 89 (2) (d) |



ORDINARY COUNCIL MEETING

WEDNESDAY, 23 MAY 2012

ATTACHMENTS

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Recommendations to clauses in the Development and Joint Use Agreement Beechy Precinct

Updated May 17 APRIL, March 2012
Update 24 Oct with PMC

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The Beechy Precinct Project Management Group have reviewed and discussed the Development of Joint Use Agreement on 28 February 2012 in particular clauses 11, 12, 13 & 15. The consensus was that the Development and Joint Agreement signed on 30 October 2008 is due to be revised by the partners to reflect the recent operating experience and practice of the facility. Another consideration is the anticipated changes by the Kate Gorham work with Streamlining Joint Agreements from Department of Education and Early Learning.

It was agreed that the Partnership Project Officer provide recommendations that provides the partners guidance for future decisions on this document and on the specific clauses 11, 12, 13 and 15.

The Terms of Reference for the Joint Committee has not also been reviewed following a number of discussions, and will not be altered until there is consultation and agreement to the following clauses. NOTE: The Terms of Reference have been reviewed by all parties at the 27 March Project Management Meeting.

One of Kate Gorham's draft documents is based on core and non core clauses. The updated clauses in her documents would be more relevant for discussions at the commencement of a new joint use arrangement between community and DEECD. To review all of the clauses in the Explanatory table and the associated documents would be not relevant for the Beechy Precinct JUA as construction is completed and the facility is already functioning apart from the issues identified in this review.

The following Clauses are under review

Clause 11 Use of the Facility

Recommendation - replace the Joint Committee with the Library Operator

clause 11.1 (a)

The School Administration in consultation with the ~~The Joint Committee~~ Library Operator in consultation with the School Administration will coordinate a booking system for the facility (excluding the School Area, the Car Parks and the Surrounding Area) within the Hours of Use of the Facility.

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clause 11.1 (e)

The College Council will advise the ~~Joint Committee~~ Library Operator of its use requirements in respect of the ITC, Lecture and Seminar Area for each school term at least two weeks prior to the commencement of the school term. During the times that the ITC, Lecture and Seminar Area is not required by the College Council, the Shire Council or community users may book use of the ITC and Lecture Seminar Area with the ~~Joint Committee~~ Library Operator.

1

**Recommendations to clauses in the
Development and Joint Use Agreement
Beechy Precinct**

Updated May 17 APRIL March 2012 2012
Updated 24 April with PMG

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Recommendations to clauses in the Development and Joint Use Agreement Beechy Precinct

Updated May 17 APRIL March 2012 2012 Updated 24 April with PMG

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clause 11.1 (i)

The College Council and the Shire Council are entitled to shared use of the Meeting Room Area during the Opening Hours of the Facility. The Joint Committee School Administration in consultation with the Library Operator Library Operator in consultation with the School Administration will administer the use of the Meeting Room Area. If the College Council, the Shire Council or the general public wish to use any part of the Meeting Room Area they must make a booking with the Joint Committee School Administration in consultation with the Library Operator Library Operator in consultation with the School Administration.

clause 11.2 (b)

Subject to clause 1.2(a) the College Council and the Shire Council will encourage use of the Facility (excluding the School Area, the Library Admin Area and the Hub/Technical Area) by community groups, such use to be administered by the Joint Committee School Administration in consultation with the Library Operator Library Operator in consultation with the School Administration

clause 11.3 (b)

The parties will consult and agree in relation to the purchase or sourcing of additional book stock equipment or other resources (including contributions towards acquisition costs), in consultation with the Joint Committee and taking into account the advice of the Library Operator.

NEW clause 11.4(s)

(Colin Hayman 10/4/12 reworded)

Where there is no Library Operator appointed, the Colac Otway Shire will assume the role of the library operator.

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DELETE: appoint a senior staff member

Clause 12 Business and other Plans

Recommendation to clause 12.1- 4

delete a 5 year Rolling Business Plan, Capital Works Plan and Capital Expenditure Plan.

Include a 5 year rolling Asset Management Plan.

Within 3 months of the Date of Practical Completion the College Council will prepare, and not later than 31 December annually will update in relation to the Facility:

- (a) a 5-year rolling business plan;
(b) a 5-year rolling capital works plan and Capital Expenditure plan and
(c) a 5-year rolling Asset maintenance and Management Plan;

("Business Plans");

**Recommendations to clauses in the
Development and Joint Use Agreement
Beechy Precinct**

Updated May 17 APRIL March 2012 2012
Updated 24 April with PMG

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clause 12.2 Endorsement

(a) Not later than 30 days after preparation or updating of the Business Plans Asset Management Plan, the College Council shall request endorsement of the Business Plans Asset Management Plan by the Shire Council.

(b) Not later than 60 days after receiving a request for endorsement under clause 12.2(a) the Shire Council will either:

(i) notify the College Council in writing of its endorsement ;or

(ii) notify the College Council in writing that it will not endorse the Business Plans Asset Management Plan providing its reasons for doing so and reasonable request to amend the Asset Management Plan Business Plans.

(c) Not later than 30 days after receiving a request from the Shire Council under clause 12.2(b)(ii) to amend the Business Plans Asset Management Plan, the College Council will amend the Business Plans Asset Management Plan as reasonable requested by the Shire Council and resubmit to the Shire Council who shall endorse the Business Plans Asset Management Plan as soon as practicable after receipt of the amended Business Plans Asset Management Plan.

12.3 Dispute

If the College Council does not agree to a request by the Shire Council to amend the Business Plans Asset Management Plan under clause 12.2(b)(ii) the College Councils shall issue a notice of a dispute under clause 17.

12.4 Endorsement by Default

Any Business Plans Asset Management Plans in respect of which the Shire Council does not respond in accordance with clause 12.2 will, upon the College Council giving 14 days' written notice to the Shire Council of its intention to invoke this subclause, be deemed to have been endorsed by the Shire Council.

Recommendation - replace the Joint Committee with the College Council

13.2 General prohibitions

The Shire Council must not:

(b) allow the use of advertising for commercial purpose at the Facility or the College without the prior written approval of the Joint Committee College Council

Clause 13.4 Financial responsibility

Recommendation to clause 13.4

delete a 3 year Rolling Business Plan, Capital Works Plan and Capital Expenditure Plan.

Includes a 5 year rolling Asset Management Plan.

**Recommendations to clauses in the
Development and Joint Use Agreement
Beechy Precinct**

Updated May 17 APRIL March 2012
Updated 24 April with PMG

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13.4 (d) The Shire Council and the College Council will share the cost of Capital Expenditure in respect of the Facility on the basis agreed between them, as reflected in the agreed Business Plan Asset Management Plan in respect of the Facility, taking into account the following matters:

etc

Recommendations to clauses in the Development and Joint Use Agreement Beechy Precinct

Updated May17-APRIL, March 2012, 2012 Updated 24 April with PMLG

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Clause 15 Joint Committee

Recommendation - 15.1 Creation and operation of the Joint Committee. Maintain 2 independent community representatives with the option for a 3rd independent community representative.

(iv) 2 independent community representative with up to 3 community representative who have submitted an expression of interest and whose appointment is approved by both the Shire Council and the College Council.

If Shire Council and the College Council do not have a united agreement on the community representatives, then Shire Council and the College Council can each appoint 1 independent community representative.

(iv) 3 independent community members who have submitted an expression of interest and whose appointment is approved by both the Shire Council and the College Council.

Comment [A1]: This is the original wording for the 2010 DJOA

(Colin Heyman 10/4/12 (reworded))

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(iv) 2 independent community members who have submitted an expression of interest and whose appointment is approved by both the Shire Council and the College Council.

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(v) If Shire Council and the College Council do not have a united agreement on the community representatives, then Shire Council and the College Council can each appoint 1 independent community representative.

(vi) A third community representative may be appointed to the Joint Committee if it is approved by both the Shire Council and the College Council.

Recommendation 15.2. replace the Joint Committee with the Library Operator

15.2 Hiring obligations

(a) The Joint Committee School Administration in consultation with the Library Operator Library Operator in consultation with the School Administration will be responsible for:

(i) hiring the areas within the Facility (except for the School Area, the Library Admin Area and the Hub/ technical Area) out for use by Members of the public:

(ii) subject to paragraph 1 5.2 (b) fixing the terms and conditions for the use of these areas of Facility; and

(iii) instructing all users of these areas of the Facility as to what constitutes appropriate behaviour and how to ensure security is maintained during that use.

**Recommendations to clauses in the
Development and Joint Use Agreement
Beechy Precinct**

Updated May 17 APRIL March 2012 2012
Updated 24 April with PMG

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(b) The terms and conditions for the use of these areas of the Facility:
(i) may include the general fees for the use of these areas;

(ii) must require that all users leave these areas in a tidy condition;

(iii) must only allow these areas to be used at times when neither the Shire
Council or the College Council are using them; and

(iv) must require that all users enter into and maintain at all times during the
use of these areas all insurances required to insure against risks
reasonably anticipated in respect of these areas of the Facility or arising
out of the use of these areas including but not limited to the insurance set
out under paragraph (a) of Item 13 of the Schedule and produce evidence
of such insurance.

(c) The fees for the use of the Facility will be remitted to the Joint Committee, School
Administration. These fees will be managed and used by the Joint Committee, School
Administration in connection with the Facility, as decided by the Joint Committee in
consultation with the Joint Committee, Library Operator, Shire Council and College Council.

Viv Halls - Partnership Project Officer

.....

ANNEXURE D



Colac Community Library and Learning Centre

REVISED 2nd DRAFT TERMS OF REFERENCE
Colac Community Library and Learning Centre
Joint Committee
(27 MARCH 2012 mtg with PMG and Rob Small & Cr Stephen Hart)
UPDATED 17 APRIL 2012
Updated 24 April 2012 with PMG
May 2012

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Background

A Joint Committee is to be established pursuant to clause 15 of the Development and Joint Use Agreement (DJUA) entered into between the Minister for Education, the Council of Colac Secondary College and the Colac Otway Shire Council. The purpose of the Joint Committee, as defined in clause 15.1(f) of the DJUA is to ensure consistent approaches to the use of the Facility which reflect the needs of the College, the Shire Council and the community. These Terms of Reference have been developed to meet the requirements of clause 15.1(i) of the DJUA setting out the role and functions of the Joint Committee. The Terms of Reference form Annexure D to the DJUA.

The name of the facility was obtained through public consultation and is hereafter referred to as the Colac Community Library and Learning Centre.

Vision

The Colac Community Library and Learning Centre offers an energising focal point that embraces learning, education and social connection for our community.

Principles

- Access** all areas and services in the *Colac Community Library & Learning Centre* to be available within the context of the Joint Use Agreement to the community during operating hours, with adequate provision for use out of hours.
- Opportunity** stakeholders to have input and participate in the planning, use and evaluation of the *Colac Community Library & Learning Centre*
- Life long learning** promote and recognise the *Colac Community Library & Learning Centre* as a community asset.
- Positive relationships** encourage staff and all user groups to build on creating a friendly and safe environment.
- Leadership** all partners are responsible for the leadership and delivery of the *Colac Community Library & Learning Centre*.
- Consensus oriented** a shared understanding of the objectives and management of the partnership.

ANNEXURE D



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| | |
|----------------------------------|--|
| Transparency | decisions are based on clear criteria and are able to be scrutinised |
| Integrity and stewardship | the <i>Colac Community Library & Learning Centre</i> must be delivered legally and ethically |

Objectives

The Colac Community Library and Learning Centre

1. Provides a welcoming community space that supports and advances intergenerational learning.
2. Enriches lives through reading.
3. Delivers a contemporary library service for the community.
4. Offers for all stages of life an exciting variety of educational and learning activities.
5. Promotes and integrates early years service delivery and activities.
6. Provides an accessible place where the community can connect to meet and have opportunities to pursue their interests and wellbeing.
7. Embeds educational leadership with the wider community through the facility.
8. Offers a technical rich environment and cultural opportunities to connect each other and the world.

Membership of the Joint Committee

Clause 15.1 (a) of the Development and Joint Use Agreement.

- (i) 2 members appointed by the College Council ("the College Council Representatives");
- (ii) 2 members appointed by the Shire Council ("the Shire Council Representatives");
- (iii) 1 member of the Library Operator (if one is appointed) ("the Library Operator Representative");

ANNEXURE D



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(iv) *3 independent community members who have submitted an expression of interest and whose appointment is approved by both the Shire Council and the College Council.*

Comment [A1]: This is the revised wording agreed to by all parties.

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ANNEXURE D



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(Colac Harmon 10-4-12 reworded)
Revised clauses

"(iv) 2 independent community members who have submitted an expression of interest and whose appointment is approved by both the Shire Council and the College Council."

(v) If Shire Council and the College Council do not have a united agreement on the community representatives, then Shire Council and the College Council can each appoint 1 independent community representative.

(vi) A third community representative may be appointed to the Joint Committee if it is approved by both the Shire Council and the College Council."

Attendance of others at Joint Committee

School and Municipal Councillors may attend the Joint Committee meetings as observers with no voting rights. If items of confidentiality arise observers will be asked to leave the meeting until item has been resolved.

If the Joint Committee wishes to have a guest speaker or an expert to present to the group it would generally require discussion and agreement with the Joint Committee before proceeding. The Chair has the right to invite guests as appropriate to further discussions. Guests have no right to voting.

Term of Joint Committee Members

The representatives from Colac Otway Shire Council, the Colac Secondary College Council and the library operator from Corangamite Regional Library Corporation will be elected according to the protocols of each organisation.

The community representatives' positions will be open to the community on a three year basis through an expression of interest process.

Resignation

If a member of the Joint Committee resigns his/her position, a replacement is to be found from the sector they represent as soon as practicable. The exception is the community representatives, which will be opened through an expression of interest process to the community.

ANNEXURE D



Colac Community Library and Learning Centre

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(27 MARCH 2012 mtg with PMG and Rob

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Small & Cr. Stephen Hart)

UPDATED 17 APRIL 2012

Updated 24 April 2012 with PMG

May 2012

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Role of the Joint Committee, Chair and Members

Role of the Joint Committee

- Recommend strategic actions and specific policy.
- Develop and maintain an active business Joint Committee Plan.
- Establish community identified priorities for early action.
- Ensure that the perspectives of all people in particular those people that are experiencing disadvantage are taken into account.
- Advocate the functions and activities of the Colac Community Library & Learning Centre.
- Encourage innovation and community development.

The Chair will ensure that:

- meetings reflect the principles and are consistent with the Terms of Reference.
- meetings start and end at the appointed times.
- the agenda is relevant and manageable within the time constraints of the meeting.
- minutes are taken.
- agreed actions are followed up and resolved within the allocated timeline.

All members will:

- attend meetings and participate in accordance with the Terms of Reference.
- collaborate with other members regarding the development and implementation of the Joint Committee Plan.
- agree in principle to a consensus decision making model.

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All members will be responsible for upholding the following values:

- respecting the ideas and beliefs of all members.
- providing an atmosphere where all members feel comfortable to participate.
- being transparent, honest and trustworthy.

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Meeting Procedures

Meeting schedule

Clause 15.1 (g) of the Development and Joint Use Agreement:
"The Joint Committee will meet at least quarterly, unless the parties agree otherwise."

Members will be required to RSVP to the Chair for non-attendance of meetings. Work Group or Sub-Committee meetings will be scheduled as required.

Location

The location of the meetings will be the Colac Community Library & Learning Centre.

Meeting/ Minutes: Protocol

Meeting outcomes and actions will be recorded as minutes and will include any recommendations in line with the Joint Committee Plan. Minutes will follow a template. All attendees and apologies will be included. Minutes will be forwarded to members of the Joint Committee within two weeks of the meeting.

Minutes of the meetings will be forwarded to the Colac Otway Shire Council and the College Council with confidential items clearly identified

(Stephen Hart, 16/4/12)

Minutes excluding confidential items can be disclosed by the Colac Otway Shire Council and the College Council.

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Quorum

Clause 15.1 (h) of the Development and Joint Use Agreement:
"The Joint Committee must not conduct any business unless:

(i) if a Library Operator has been appointed, at least 4 members are present in person including the Library Operator Representative, at least 1 of the members appointed by the College Council, at least 1 community representative and at least 1 of the members appointed by the Shire Council."

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Recommendation protocol

ANNEXURE D



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The meetings are intended to be formal, collaborative and inclusive. The aim is to reach consensus and if this is not achieved a majority voting model shall be practised. The chair will have the casting vote if required after the members have voted in cases of tied voting. Voting numbers will be recorded in the minutes.

ANNEXURE D



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Planning Requirements

The Joint Committee is required to develop a three-year Joint Committee Plan and an Annual Plan taking into account other plans such as the Corangamits Regional Library Corporation, and the College Business Plan. The Joint Committee Plan needs to be endorsed by both College and Shire Council. This may include the following elements but not be limited to:

- * Aspirations
- * Priorities
- * Volunteer support
- * Communication and Engagement strategies

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Vision

Objectives

- * Customer/community service
- * Human resource management
- * Risk management
- * Financial management
- * Marketing and communications
- * Policy & procedure framework (The hiring of the facility is within this framework)

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Reporting and Communication

Annual Report

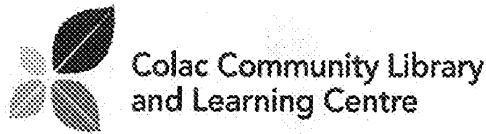
The Joint Committee must submit an Annual Report to both Colac Secondary School Council and Colac Obway Shire Council on the progress and outcomes from the Joint Committee Plan and Annual Plan actions in line with the calendar year.

Communications protocol

If further communication/reporting are required this will be through the nominated senior administrator, College Council and the senior executive, Shire Council nominated on the Joint Committee.

Media Protocol

ANNEXURE D



REVISED 2nd DRAFT TERMS OF REFERENCE
Colac Community Library and Learning Centre
Joint Committee
(27 MARCH 2012 mtg with PMG and Rob
Small & Cr Stephen Hart)
UPDATED 17 APRIL 2012
Updated 24 April 2012 with PMG
May 2012

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All media enquiries need to be approved by the College and Shire Council. Spokesperson will be the Chair of the Joint Committee or a person nominated by the Joint Committee. To ensure consistency, members of the Joint Committee are not to speak directly to the media in relation to the Joint Committee

Confidentiality

Members are required to maintain an appropriate standard of confidentiality. Any disclosures of confidential information in the agenda and minutes will be treated as a serious offence.

Conflict of Interest

If a member of the Joint Committee has a conflict of interest in relation to a matter in which the Joint Committee is concerned, or is likely to be considered or discussed, the member must disclose the conflict of interest to the Joint Committee before the matter is considered or discussed at the meeting. Disclosure must include the nature of the relevant conflict of interest and be recorded in the minutes of the meeting.

- (a) Where a member has declared a conflict of interest they are to leave the room while any discussions or any vote is taken in relation to the matter.
- (b) The member is to remain outside the room or other area while meetings are being conducted so that they are both out of view or hearing of the matter.
- (c) The member may return to the room after consideration and voting on the matter have been finalised.

NOTE: The following clauses are a repeat of the clauses in the Development and Joint Use Agreement; therefore they are not necessary in this document.

Dispute Resolution

Clause 15.1 (j) of the Development and Joint Use Agreement:

"If the Shire Council's Representatives and the College Council's Representatives have attempted to resolve an issue through the Joint Committee yet the issue has not been resolved to the satisfaction of all parties then any party may submit the issue to dispute resolution in accordance with clause 17."

Notice of dispute

Clause 17.1 of the Development and Joint Use Agreement:

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ANNEXURE D



~~REVISED~~^{2nd} DRAFT TERMS OF REFERENCE
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"The parties agree to consult in good faith with each other, but if any dispute or difference arises between the parties with respect to or arising out of or in connection with this Agreement (except in relation to a dispute under clause 1.9.2), then a party may serve upon the other parties a notice of the dispute or difference which shall be resolved in the manner set out in this clause 17."

Expert

Clause 17.2 of the Development and Joint Use Agreement:

"If a dispute or difference that is the subject of a notice served under clause 17.1 is not settled within 14 days of receipt of the notice, it will be settled by an expert appointed by the Chairperson or acting Chairperson of the Victorian Chapter for the Institute of Arbitrators and Mediators, Australia, who shall be requested to appoint an independent person reasonably expert in the matter or areas the subject of the dispute or difference."

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Department of
Sustainability and
Environment



Waste Policy

Review Discussion paper



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Department of Sustainability and Environment
Melbourne, March 2012

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on the internet at www.dse.vic.gov.au/waste.

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It is with pleasure I present you with the discussion paper for the Victorian Government's Waste Policy Review.

This review recognises that waste management is a basic community service that underpins environment protection, amenity and economic growth. I am firmly committed to modernising Victoria's waste management system for the benefit of all Victorians.

As Minister for the Environment and Climate Change, I believe that a healthy environment is supported by three basic values: Clean air, healthy water and safe land. Or to put it even more simply, it is an environment that poses minimal hazard and supports a good quality of life.

There are significant opportunities that have not previously been realised, which our Government is interested in exploring. Nowhere is this more the case than with organics. The closure of a number of facilities has created issues around the reuse of this key waste stream.

While some things are working well within the waste system, it is clear that we need to keep pace with changing times. This Waste Policy Review is our opportunity to focus on the long-term issues and address them proactively before they become problems.

The government plays an important facilitation role to help local government and industry deliver key services and balance the interests of the communities who have historically been impacted by waste. Together we can address the challenges and make Victoria a leader in effective waste management.

There have been significant technical and socio-economic shifts since the *Sustainability in Action: Towards Zero Waste* policy started back in 2005. Now is the perfect time to take stock and assess whether the current settings are meeting our needs, and how we can take the next step forward.

The carbon price will have an impact on the waste market in Victoria. We need to fully understand what these impacts are likely to be so we can ensure a smooth transition with minimal disruption.

Therefore, I hope you will use this discussion paper as a basic guide to support robust and constructive conversation between DSE and stakeholders about:

- what the current problem to be solved is
- what our vision, policy objectives and decision-making principles might look like and
- what policy instruments are working well and what needs to improve.

I look forward to hearing your thoughts and views.

The Hon Ryan Smith
Minister for the Environment and Climate Change



2. About this discussion paper

DSE is leading a review of waste policy to recommend a new Victorian Waste Policy Framework. The review will:

- examine the strategic, legislative, institutional and investment settings that influence the nature and performance of waste management
- focus on solid municipal waste, commercial and industrial waste, and construction and demolition waste (while being mindful of other forms of waste, recognising that they may be reviewed in future).

The purpose of this discussion paper is to facilitate a conversation about how Victoria can get the best possible value from the way we manage waste.

How we manage waste raises significant economic, health and environmental questions:

- are we using our resources efficiently and doing more with less?
- are we protecting the natural environment and its resources, on which we rely?
- are we achieving the desired results at a reasonable cost?
- what are the major requirements for investing in and delivering waste management infrastructure?

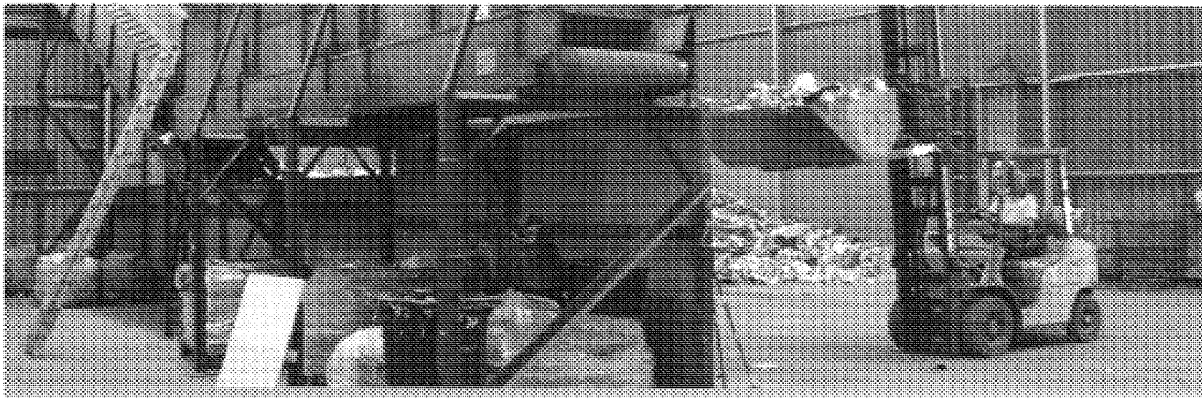
We would like to hear from industry, all levels of government, community and non-government organisations, other organisations and individuals about waste policy in Victoria:

- where are we now?
- where do we want to go?
- and how we can best get there?

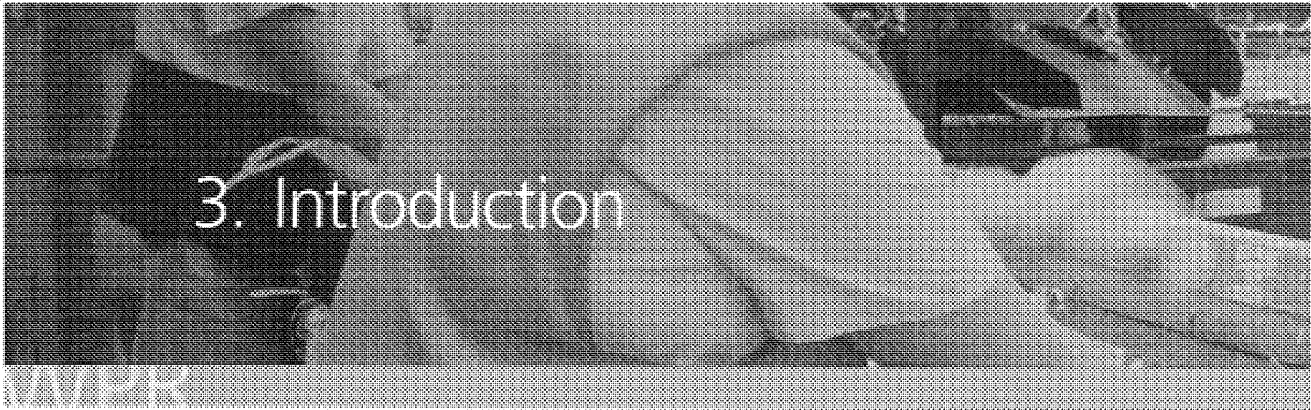
We will then use the feedback and ideas that this conversation generates to develop Victoria's next waste policy.

Nothing is pre-determined.

NOTE: The content of this paper does not represent the views of the Minister or the Victorian Government and is not government policy.







3.1. What is waste?

Waste is generally understood by Victorians to mean any unwanted materials.

For the purpose of the waste policy review 'waste' refers to solid materials that have been discarded by consumers or enterprises. The review does not include hazardous industrial wastes known as Prescribed Industrial Wastes. These materials may be examined in future reviews.

The volume of waste we produce is directly linked to human development including but not limited to industrialisation and population growth. It has changed in its composition over time, most notably with the emergence of plastics which have many useful applications.

With this in mind, it is widely acknowledged that there are major limitations on our natural environment to keep replenishing resources that meet our needs. While recycling already occurs, it is evident that we are now at an important policy juncture where we have to become even smarter about how we see and treat our waste.

There are numerous products that, when they no longer serve their primary purpose, continue to end up in landfill. However, many of these products have unrealised potential for reuse. So, when they end up in landfill, rather than seeing them as waste, they may be considered surplus. This is because they are considered surplus to our present needs. The problem is that they aren't, we do need them.

Rather than ploughing these precious resources back into the ground - only to have to go through the entire production chain once again as new resources are mined and manufactured into useable products - it makes sense environmentally and economically to recover the value in these materials and minimise the amount of waste that is going to landfill.

To achieve this we must give consideration to Victoria's waste management system, including the barriers that exist to promoting waste avoidance and successful waste recovery.

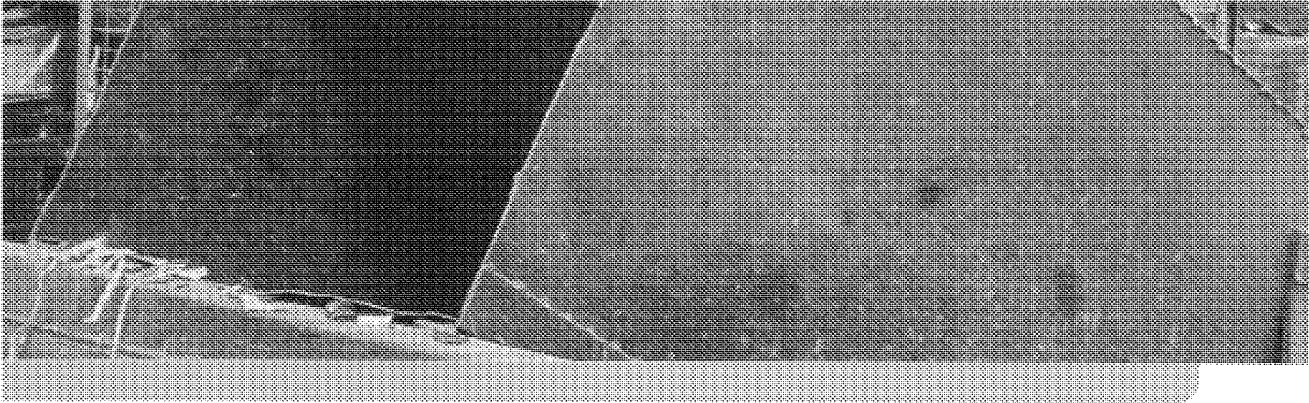
3.2. What is waste management?

Waste management is a more complex term that refers to a comprehensive set of decisions and actions taken to manage waste. It encompasses all the people and organisations involved in waste decisions and activities, and all the infrastructure and services used for waste collection and processing.

Historically, waste management was restricted to containing and disposing of waste to protect human health and, later, environmental health. Most waste management was undertaken by local governments and was one of their main functions.

In 1992, the Victorian Government recognised that waste should be looked at more broadly and amended the *Environment Protection Act 1970* to reduce waste going to landfill. The amendments aimed to discourage waste generation and encouraged recycling and reuse.

Sustainability in Action: Towards Zero Waste Strategy (Towards Zero Waste), launched in 2005 and due to sunset in 2014, was the first state waste policy to take the view that waste could be valuable. It included all activities in the waste hierarchy: avoidance, reuse, recycling, energy recovery, treatment, containment and disposal. This broad view is consistent with the National Waste Policy and the policies of other Australian jurisdictions.



3.3. The need for a waste policy review

Victoria has made great progress in recycling waste. However, economic change, population growth and changing patterns of consumption mean that we may need to rethink our approach to managing waste.

Several government reviews have concluded or suggested that Victoria's current waste policy framework has not always resulted in the intended outcomes being achieved. Such reviews include but are not limited to:

- the Victorian Auditor-General's June 2011 performance audit, *Municipal Solid Waste Management*
- the Victorian Competition and Efficiency Commission's 2009 *A Sustainable Future for Victoria: Getting Environmental Regulation Right* report which led to the review of State environment protection policies
- The Victorian Ombudsman's 2009 *Brookland Greens Estate - Investigation into methane gas leaks*.

A review is also needed because *Towards Zero Waste* was developed to guide action on waste only up until 2014.

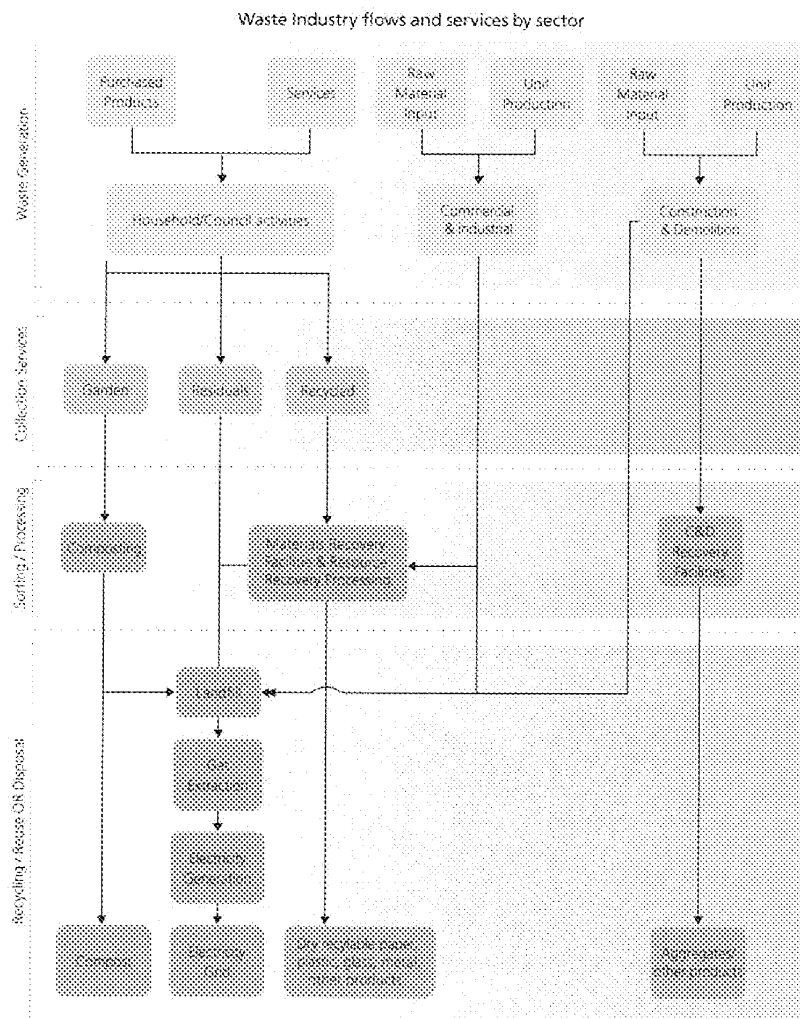


4. Waste management in Victoria

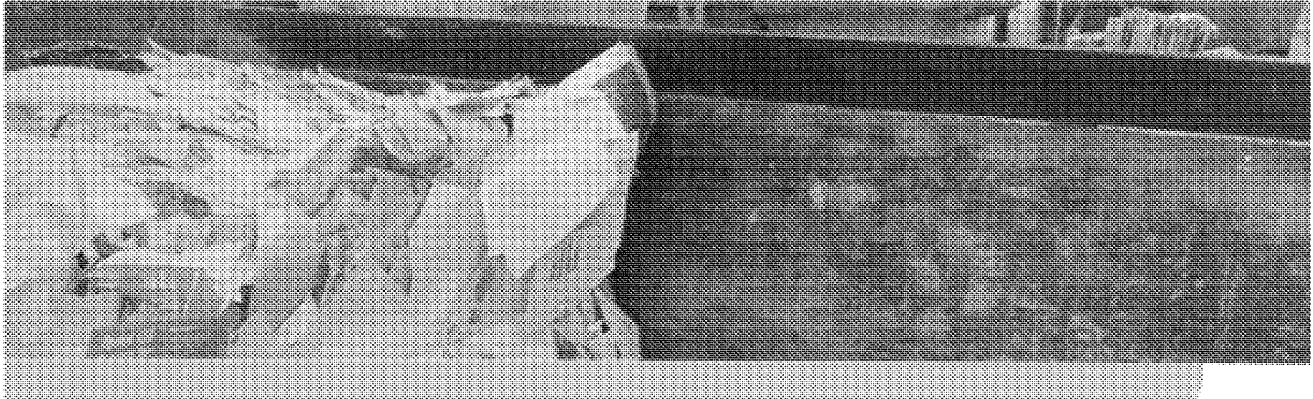
4.1. The waste management system

Figure 1 indicates the four main activities in Victoria's waste management system (waste generation, collection and transport, sorting and processing, and recycling and reuse or disposal) occurring in three sectors (households, commercial and industrial enterprises and construction and demolition enterprises). The waste management system is not a Victorian, or national, but a global system.

Figure 1: Waste management system activities



Source: adapted from Inside Waste Industry Report 2011-12, WIDE Media, p. 25, 2011. This diagram is indicative of the processes that occur in Victoria.



Victoria's waste management system is a partnership between public and private organisations and the community. The partners include:

- Department of Sustainability and Environment (DSE): responsible for policy development and oversight, and for environment portfolio coordination
- EPA Victoria: responsible for regulation, compliance and enforcement
- Sustainability Victoria (SV): responsible for facilitating and promoting environmental sustainability in the use of resources by developing and delivering strategies and programs
- Metropolitan Waste Management Group (MWMG): responsible for planning, coordinating and facilitating procurement by metropolitan local governments of waste management and resource recovery services, as well as assisting them to reduce waste, maximise recovery and reduce environmental harm.
- 12 Regional Waste Management Groups (RWMGs): responsible for planning and coordinating the management of municipal solid waste for local governments within their waste management regions, as well as assisting them to reduce waste, maximise recovery and reduce environmental harm
- local governments: responsible for providing (either directly or through contractors) collection, transport and reprocessing or disposal to landfill services to their communities
- the waste industry: businesses that provide collection, transport, landfill and recovery infrastructure and services
- businesses: that generate waste as a consequence of providing goods and services
- households: who generate waste after consuming goods and services.

4.2. Waste generation and what happens to waste

Table 1 shows the three sectors that generate waste and the main waste materials they generate.

Table 1: Waste sectors, waste generators and waste materials

| Sector | Waste generated by... | Main materials... |
|---------------------------------|--|---|
| Municipal solid waste | household and local government activities and includes waste left at kerbsides, resource recovery centres, and construction waste from owner / occupier renovations | organic materials (food and garden waste), paper and cardboard, glass, textiles, plastics, metals, chemicals, electronic waste and household goods |
| Commercial & industrial waste | manufacturers, small and medium enterprises, retailers, property and business service enterprises, hospitality enterprises, public sector agencies, education institutions | paper and cardboard, metals, organic materials, textiles, plastics, timber, electrical and electronic equipment, materials from office refurbishments, small amounts of other waste |
| Construction & demolition waste | residential, civil and commercial construction and demolition enterprises | concrete, bricks, asphalt, excavated materials, metals, wood, timber and plasterboard |

The bulk of solid waste in Victoria is generated in the Melbourne metropolitan area because of its population and concentration of business activities.

4. Waste management in Victoria

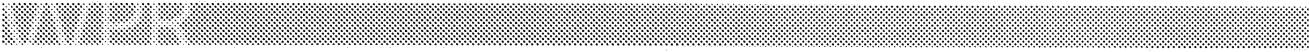


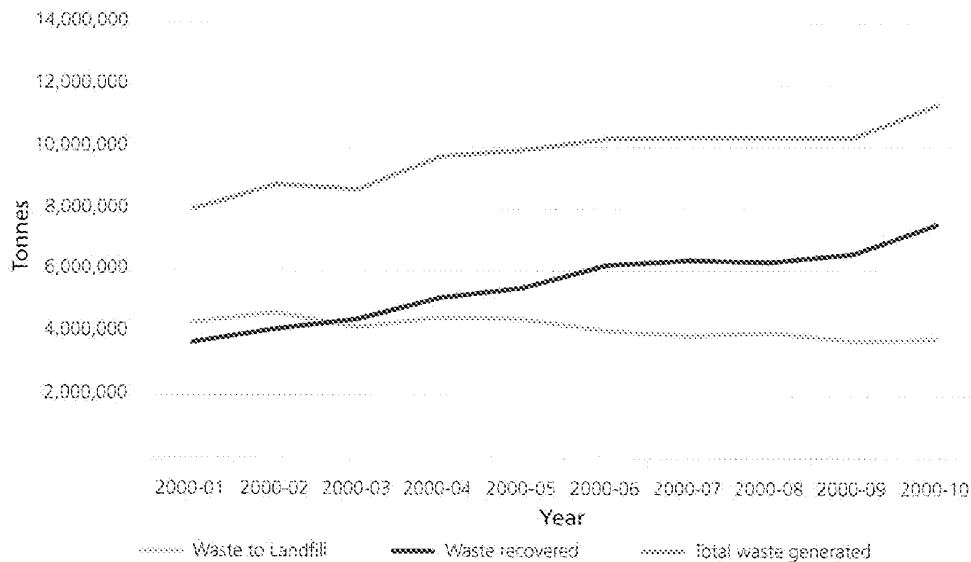
Table 2 shows progress towards the *Towards Zero Waste* targets. It shows that in 2009-10 Victorians generated 11.34 million tonnes of solid waste, 66 per cent of which was recovered for reuse, recycling and energy generation.

Table 2: Achievement of *Towards Zero Waste* targets, 2009-10

| 2014 targets: | 2009-10 | |
|--|--------------------------------|--------------------------------|
| | Projected target | Actual result |
| 1.5 million tonne reduction in the projected quantity of solid waste generated by 2014 | 10.22 million tonnes generated | 11.34 million tonnes generated |
| 75% by weight of solid waste recovered for reuse, recycling and/or energy generation: | 62% | 66% |
| 65% of municipal solid waste recovered | 49% | 48% |
| 80% of commercial and industrial waste recovered | 67% | 65% |
| 80% of construction and demolition waste recovered | 67% | 80% |
| A 25% improvement in littering behaviour from 2003 levels | 13.6% | 17.2% |

Despite progress in reusing and recycling waste, the total amount of waste generated continues to grow. Figure 2 shows that in the decade to 2010, total waste generated increased steadily.

Figure 2: Waste generated and managed, 2000-01 to 2009-10



Source: Sustainability Victoria, Victorian recycling industries annual surveys 2000-01 to 2008-09 and Sustainability Victoria unpublished data 2009-10

in the last decade:

- waste generation increased on average 4 per cent (about 334,000 tonnes) a year
- waste to landfill decreased on average 1.4 per cent (about 50,000 tonnes) a year
- waste recovered increased on average 8.3 per cent (about 384,000 tonnes) a year.

The decrease in waste to landfill and the increase in waste recovered are consistent with a shift in Victoria, since the launch of *Towards Zero Waste*, from waste management to resource management, where waste materials are valued for their next use in the economy rather than seen as of no value and buried in landfill.

Table 2 (above) shows that construction and demolition waste has the highest recovery rate but it is not clear whether this is because the waste is high-value, because it comprises a small number of materials which are easy to separate, because there are markets for reprocessed material, or because of a combination of these.

The table also suggests that high volumes of organic waste (a substantial component of municipal solid waste) are still going to landfill. This could be because:

- they can be difficult to separate
- organics can be comparatively expensive to process and reuse
- there is insufficient investment in processing infrastructure to produce valuable organic products
- there are insufficient markets for the available volumes of waste (possibly due to barriers to getting a product to market or to lack of information about products and contamination making products unacceptable for some uses).

While Victoria is on track to meet the *Towards Zero Waste* recovery and litter targets, it is not on track to meet the waste reduction target. Despite this, the amount of solid waste to landfill has dropped from 4.42 million tonnes in 2004-05 to 3.82 million tonnes in 2009-10.

In 2009-10, solid waste generated per Victorian increased by 160 kilograms to 2.09 tonnes per year. Of this 2.09 tonnes, 1.39 tonnes was recovered. This is 12.8% per person more than was recovered in the previous year.

Victoria's population has increased significantly since the *Towards Zero Waste* targets were set, and has generated more waste. While activities under the policy increased recycling and recovery, they have not reduced waste generation. This may or may not matter. It would matter if we are not using raw materials efficiently, because if we did we could increase productivity by doing more with less. Waste avoidance activities have mostly been with individual enterprises. Could we do more to scale up these programs to entire sectors and what might the benefits be of doing so? How can we accurately quantify the savings associated with waste avoidance?

Production and consumption of goods and services by Victorians now occurs within a global market which might also limit our ability to reduce waste generation. We need to better understand the global commodity cycle and the factors affecting this cycle.

1. *What is causing waste generation to grow?*
2. *What are the impacts of increasing waste generation on the economy, environment and public health? Are we getting the best value out of waste?*
3. *How much effort should we put into waste avoidance, compared to waste recovery?*

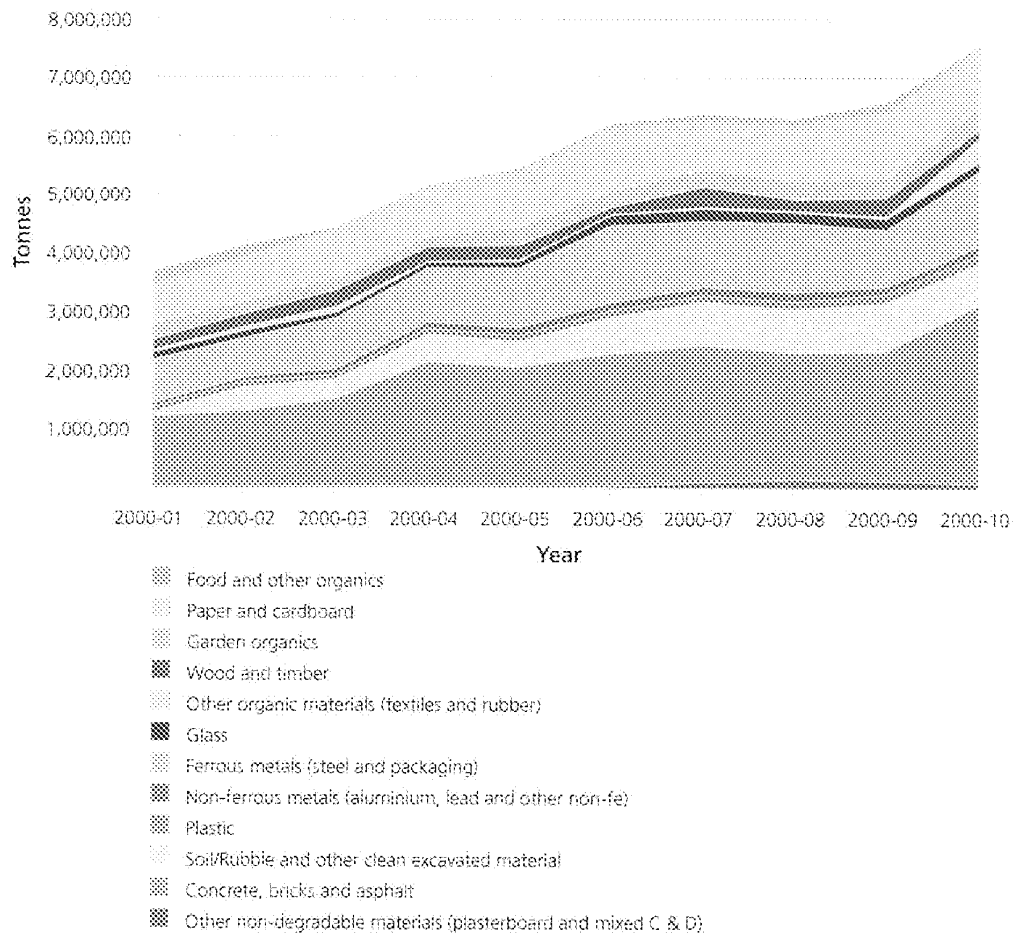
4. Waste management in Victoria



4.3. Types of waste materials

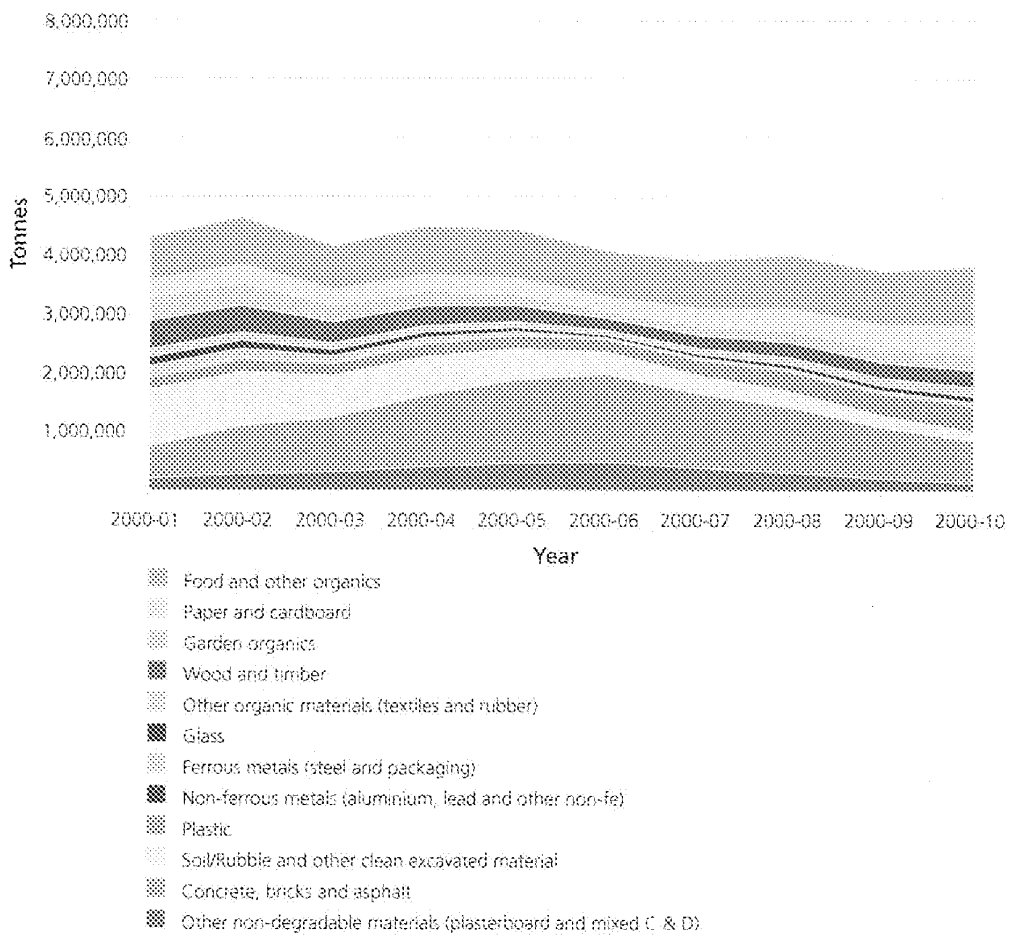
Figure 3 shows the types of materials recovered, and Figure 4 the types of materials going to landfill, between 2000 and 2010.

Figure 3: Types of materials recovered, 2000 to 2010



Sources: Annual surveys of Victorian recycling industries, 2000-01 to 2009-10, with Warken ISE interpretations and allocations.

Figure 4: Detailed breakdown of materials disposed to landfill, 2000 to 2010



Sources: Eco-Recycle Victoria 2010, Understanding the Waste Stream: Part 1 Statistical Overview, Melbourne; Sustainability Victoria 2008, Victorian Recycling Industries Annual Survey 2006-2007, Melbourne; Sustainability Victoria unpublished waste data 2009-10, with Wankmiller interpolations and allocations.

Note: The proportions for 1998-99 have been used for 2000-01.

4. Waste management in Victoria



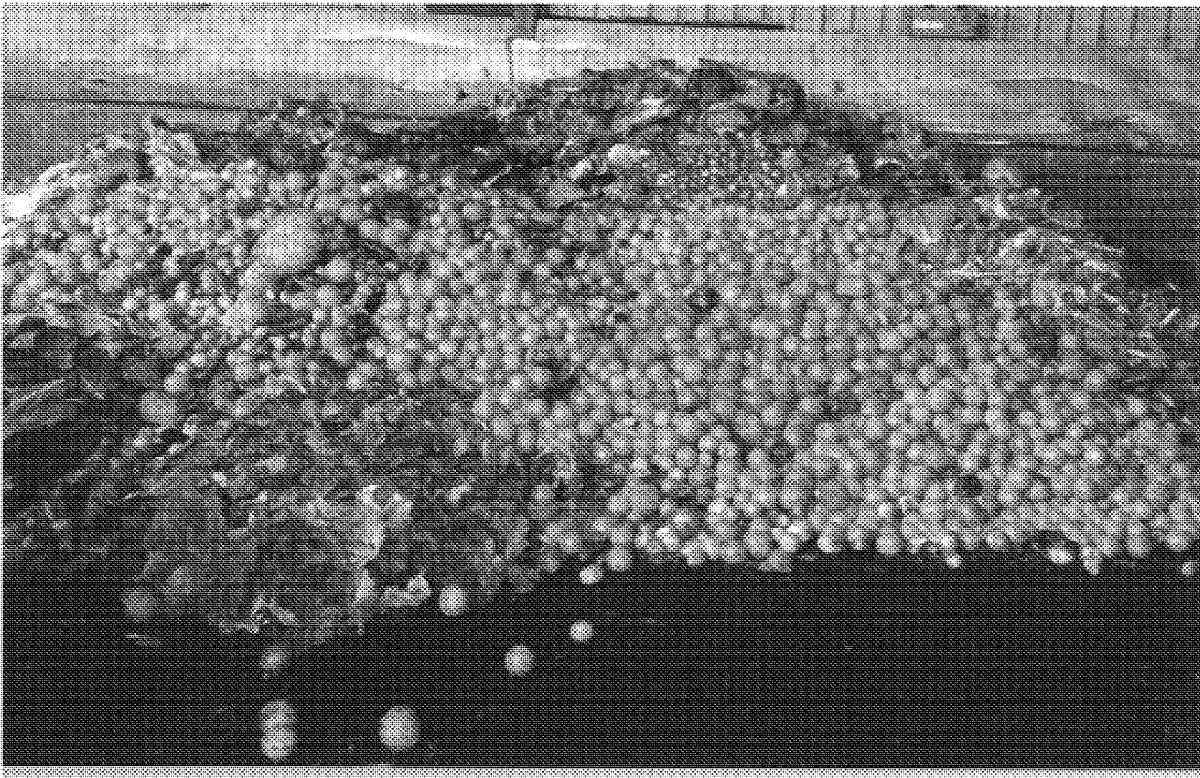
The figures show, over the decade:

- a significant increase in the quantity of inert materials recovered, with these materials accounting for two-thirds of the extra 3.8 million tonnes of recovered resources
- an increase (over 250,000 tonnes) in the quantities of food and plastic waste going to landfill
- a gradual increase in organic waste (materials that decompose, such as food and garden waste, paper, cardboard, timber and textiles) in proportion to other types of waste, from about 50% of all landfill materials in 2000-01 to nearly 60% in 2009-10.

An increase in organic waste is a significant issue as it can pose a serious risk to the environmental health performance of landfills. Organic materials can contaminate water and generate odour and gases, most notably methane which is a potent greenhouse gas and is also flammable. Methane can also pass through soil to nearby areas.

4. *Should we do more to remove food and organics, and plastic and paper, from landfill? What would be the value of this?*

5. *What are the barriers to removing these materials from landfill? How could they be overcome?*



4.4. The waste management industry

Table 3 shows the size of the Victorian waste management industry in 2009-10. It demonstrates that in June 2010 there were 672 businesses operating in the waste management industry in Victoria, employing 7,048 people.

Table 3: Victorian waste management industry key statistics

| | Private and public trading sector | General government sector |
|---|-----------------------------------|---------------------------|
| Number of businesses (end 2009-10) | 592 | 80 |
| Number of people employed (end 2009-10) | 6,945 | 903 |
| Total income (2009-10) | \$2,218.3m | \$471.5m |
| Total expenses (2009-10) | \$2,065.3m | \$389.1m |

Source: Australian Bureau of Statistics, ABS (2011), 8698.0 - Waste Management Services, Australia, 2009-10, extract from tables 11 and 12.

Notes

- 1. Private and public trading sector includes organisations wholly engaged in providing goods and services and selling for their own profit rather than revenue.
- 2. General government sector includes mainly state and local governments.
- 3. Some enterprises that undertake commercial activities may not be included in these tables if their operation is not manufacturing, for example if they're a retail or service provider.

4.5. Factors influencing waste

4.5.1. Population growth

Victoria's population is growing, with *Victoria in Future 2008* forecasting an increase from 5.19 million in 2006 to 7.4 million by 2036. This represents an increase of 2.27 million, or 44.2 per cent. This is expected to translate into increased waste generation, particularly in metropolitan Melbourne.

4.5.2. Climate change

The National Waste Policy estimates that the waste management sector generates some 15 million tonnes of carbon dioxide equivalent greenhouse emissions a year. Of this, some 11 million tonnes comes from landfills. On the other hand, the system has the potential to generate renewable energy and emission offsets from materials recovery.

Consideration must also be given to the possible impacts of any changes to our climate on waste infrastructure.

On 1 July 2012, the Australian Government will introduce a fixed carbon price of \$23 a tonne. The carbon price will affect markets for recovered materials and the overall costs of waste management. This in turn is likely to affect how organic materials are recovered or sent to landfill.

The introduction of a carbon price also raises questions about the State Government's future waste management role and whether it should still intervene to reduce greenhouse gas emissions from waste management.

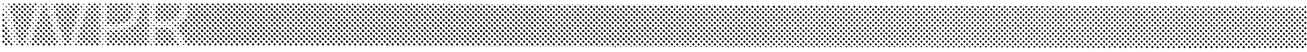
4.5.3. Changing consumption patterns

Many of the products we consume are produced in a global market. This can affect the viability of recycling, as raw commodity prices, and prices for recycled materials, are set by global markets.

We are also consuming different types of products, such as electronic goods, that need new recycling processes and markets to ensure these products do not end up in landfills.

- 6. *What impact will the carbon price have on waste management in Victoria?*
- 7. *What information can you provide to the State Government about how these drivers affect waste management?*
- 8. *Are there other drivers that should be considered by the review?*

4. Waste management in Victoria



4.6. Legislative and policy framework

4.6.1. Legislative framework

The *Environment Protection Act 1970* is the primary legislation for waste management in Victoria. The Act:

- establishes government waste agencies and defines their objectives, functions and powers
- sets out environment protection principles that provide agencies with guidance about the environmental outcomes to be achieved through the exercise of their powers
- imposes restrictions and controls (either directly or by establishing powers to create regulations) on individual and business activities, in order to prevent pollution and environmental damage.

The *Sustainability Victoria Act 2005* establishes Sustainability Victoria, sets out guiding sustainability principles and defines the objectives and functions of Sustainability Victoria.

Some of these principles include:

- that decision making processes should effectively integrate both long-term and short-term economic, environmental, social and equity considerations
- the need to develop a strong, growing and diversified economy which can enhance the capacity for environmental protection
- the need to adopt cost effective and flexible policy instruments such as improved valuation, pricing and incentive mechanisms.

4.6.2. Policy framework

The Victorian Government seeks to improve the sustainability of natural resources and to invest in innovative recycling and recovery projects. It aims to ensure that Victoria achieves its full economic potential and in the process creates jobs and a better quality of life for Victorians.

4.6.2.1. Victorian waste policy framework

Towards Zero Waste, launched in 2005, was Victoria's first statewide waste management policy and it requires updating to keep pace with the times. As it stands, the waste management plans of waste management groups and local governments must be in line with *Towards Zero Waste*.

Towards Zero Waste's current purpose is to ensure Victoria will be well advanced towards being a low waste society by 2014. Its objectives are to:

- generate less waste from our activities
- increase the sustainable recovery of materials for recycling and reprocessing
- reduce damage to the environment caused by waste disposal.

Towards Zero Waste set targets for waste management and has 28 actions including industry incentives, education and support. A number of these actions are funded from the landfill levy. The policy also refers to regulatory interventions (such as investigating landfill bans).

4.6.2.2. National Waste Policy

In November 2009, all Australian environment ministers agreed to the *National Waste Policy: Less Waste More Resources*. The policy aims to:

- avoid the generation of waste
- reduce the amount of waste for disposal
- manage waste as a resource
- ensure that waste treatment, disposal and reuse is undertaken in a safe, scientific and environmentally sound manner
- contribute to the reduction in greenhouse gas emissions, energy conservation and production, water efficiency and the productivity of the land.

The most significant action so far under the policy has been the *Product Stewardship Act 2011* which provides the framework for national product stewardship schemes for products identified as national priorities. Televisions and computers will be the first products managed under the legislation.

9. Which aspects of current policy have worked well and should be retained? Which aspects have not worked well? Are there gaps?



5. Developing a new direction for waste management

5.1. Vision

A vision should express in one short statement the values that underpin a policy. It should clearly state the main policy intention, to which all stakeholders can relate.

The vision should tell the story of the problem we are trying to resolve from a statewide point of view. For example, it may reference things like reducing harm to the community and the environment and / or maximising resource recovery.

Importantly, the waste policy will ultimately only succeed if the waste management system unlocks the value in waste. Waste management is a basic community service that helps protect the environment, underpins community health and well-being and is important economically (the triple bottom line).

Our vision statement could draw on the UK Waste Policy Review observation that:

"We will see the benefits not only in a healthier natural environment and reduced impacts on climate change, but also in the competitiveness of our businesses through better resource efficiency and innovation."

We might also include in a vision the desirability of:

- efficiency (achieving the greatest quantum of outcomes using the least possible resources)
- cost effectiveness (accurately calculating the health and well-being, economic and environmental costs and benefits of options as the basis for policy or program decisions)
- minimal impact on communities and the natural environment
- innovation in appropriate situations.

10. What are your needs and expectations for waste management in Victoria?

5.2. Objectives

Policy objectives describe the intended reasons for, and outcomes of, government interventions. Clearly stated policy objectives:

- enable people to easily see if particular activities will help achieve the objectives
- allow performance indicators (targets) to be set, against which progress can be measured
- help convey a sense of priority for action
- provide industry with the certainty it needs about governments' longer-term intentions to make investment decisions
- provide local governments with the certainty they need to plan and deliver essential infrastructure and services to their communities.

It is also generally accepted that objectives should:

- be clearly linked to the vision for and purposes of waste management
- together, comprise the totality of the vision.

Typically, people in waste management think that waste policy, in line with modern thinking about waste, should promote better health and well-being, resource efficiency and less environmental impact. This is in line with the triple bottom line concept illustrated in Figure 5 and included in the vision discussion above.

These are, however, very general and require nuance to make clear links between purposes and objectives as demonstrated in Table 4.

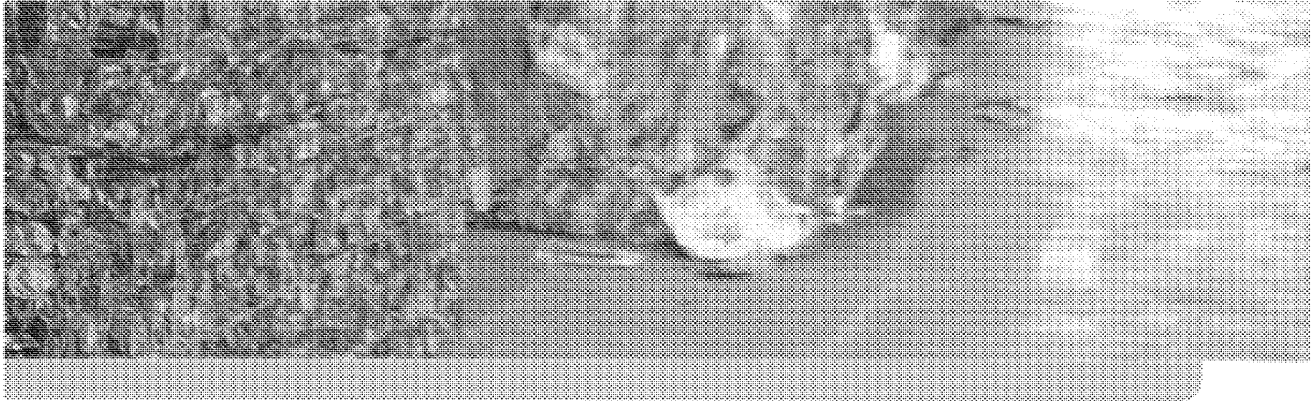


Figure 5: The triple bottom line

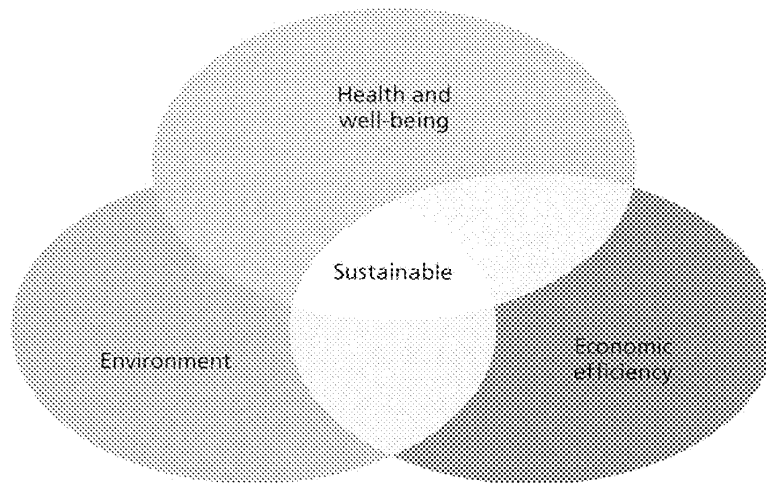
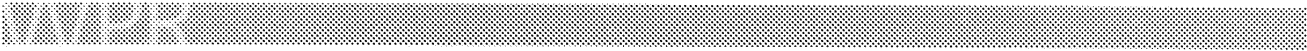


Table 4: What the triple bottom line means for waste

| Purposes | Possible objectives |
|-----------------------|--|
| Health and well-being | Protecting health
Protecting amenity |
| Resource efficiency | Maximising net benefits and economic return through waste management
Strengthening industries and businesses through better waste management
Increasing productivity by doing more with less
Freeing up valuable land by reducing the need for landfill
Flexibility and the ability to adapt and keep pace with change |
| Environment | Maintaining and protecting the environment |

5. Developing a new direction for waste management



The objectives must be substantiated by a sound evidence base. For example, we could identify with some precision the health, economic and environmental benefits to be achieved through waste policy. Much of the information to do so is possibly already held by stakeholders.

11. *What are the important ideas and outcomes that policy objectives need to include in the development of waste policy?*

5.3. Decision-making principles

Decision-making principles provide a framework for public sector agencies to make consistent decisions in line with government policy.

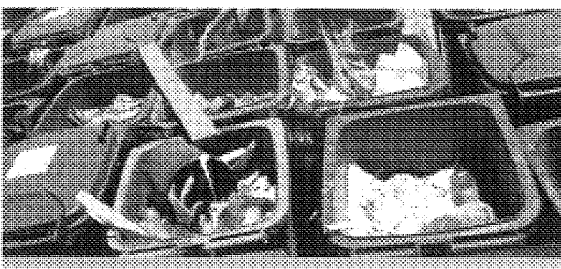
The *Environment Protection Act 1970* and the *Sustainability Victoria Act 2005* each include different principles. These do not provide a common framework for the environment portfolio because:

- EPA Victoria and all waste management groups must consider the principles in the *Environment Protection Act 1970* when exercising their powers and functions
- Sustainability Victoria must only consider the principles in the *Sustainability Victoria Act 2005*
- local governments are not required to consider either set of principles
- A common decision-making framework could help promote integrated decision-making that would increase the overall efficiency and effectiveness of the waste management system.

Ideas that might be addressed by decision-making principles include the need to:

- protect community health and well-being by identifying and mitigating serious risks to both, whether or not there is absolute scientific certainty about risks
- use the waste hierarchy as a framework for guiding decision making, or a cost-benefit analysis of the environmental, economic and health and wellbeing impacts
- ensure flexibility and the ability to adapt and keep pace with change
- identify and address the long and short-term environmental consequences of actions
- support industry to improve product design to maximise resource productivity
- prefer market mechanisms as a way of recognising the value of waste
- review major initiatives periodically to account for changing circumstances
- design efficient and effective collection, recovery and disposal systems with the users in mind
- take account of the needs and interests of stakeholders, and empower the community to play its part in waste management.

12. *What ideas should be addressed by decision-making principles?*
13. *Should the waste hierarchy, or a cost-benefit analysis of the environmental, economic and health and wellbeing impacts, be used in decision-making?*



5.4. Improve targets and performance measures

Targets can provide clear indicators of the extent to which stakeholders are fulfilling their responsibilities and a policy and/or program is achieving its objectives. The Auditor-General has noted that targets should be:

- underpinned by robust assessments
- evidence-based
- based on a clear and well documented rationale
- acknowledged as relevant and appropriate by those responsible for implementing them
- reasonably achievable within the timeframes set.

Targets in most Australian jurisdictions use measures of mass (weight and quantity) and are proxies for social and environmental costs. That is:

- less waste is seen to equate with environmental sustainability and community well-being (because it results in lower environmental and social impacts)
- more resources recovered is seen to equate with resource efficiency and economic benefit (because it results in less waste production and lower energy, water and materials costs than use of raw materials).

Mass-based targets have benefits: the three main sources of Victorian waste data (the *Victorian Local Government Annual Survey*, the *Victorian Recycling Industries Annual Survey* and landfill gate data collected by EPA) are all based on tonnes, allowing progress against mass-based targets to be tracked. Also, the public understand the idea of mass.

However, mass-based targets don't tell the full story of whether Victoria is adequately addressing its waste challenges and realising its opportunities. Mass-based targets don't perfectly equate with environmental, economic and social costs. Accordingly, they can result in poorly targeted waste management decisions. This in turn can lead to governments, businesses and individuals pursuing costly actions that may not have a lot of environmental or community benefits.

Broader performance indicators can help provide a more balanced picture of how waste policy is performing. For example, consider the extra performance information that would be provided by measures such as:

- the number of landfills operating at best practice standards
- the percentage of legacy landfills that have been rehabilitated and closed
- the percentage growth in the reuse of waste by industry.

Currently, a very small number of targets apply to a great diversity of effort across multiple stakeholders, and across the state. While it is important to recognise that waste management is a shared responsibility, it is a limitation of such broad targets that they cannot be used to measure the success of particular actions.

Also, as the targets are statewide, performance in metropolitan and non-metropolitan areas cannot currently be differentiated, but could be in the next waste policy.

14. What targets and performance measures could be used to measure and evaluate our success in achieving our policy objectives?



6.1. State government role in waste management

Victoria's waste management system has evolved largely as a result of government action.

Local governments first managed waste to protect public health with the *Health Act 1958* providing the policy framework for their activities. They did so by providing kerbside waste collections and local landfills (which were often close to residential areas).

With the enactment of the *Environment Protection Act 1970*, the state government was increasingly involved in administering the regulatory framework and facilitating regional planning for landfills. The Act was amended in 1992 to recognise that waste management also included waste minimisation and recycling. The state government's role then expanded to include support for new recycling markets through investment, information provision and regulation.

The Australian Government increasingly intervenes in waste management where businesses operate nationally, and where national processes provide the least cost approach.

Governments intervene when markets fail to deliver the outcomes that businesses and the community expect. The health and amenity impacts of odour, and the environmental impacts of greenhouse gases, are examples of the consequences of market failure. Governments can intervene by:

- procuring or delivering services and infrastructure
- providing information and facilitation
- regulating
- using market-based instruments.

We need to consider if there are still significant, ongoing market failures that need government intervention. We also need more information about the costs and benefits of waste management activities to answer this question. For example, what is the cost of regulatory failure that results in environmental degradation? What is the economic value of programs that divert more organic materials for recycling?

15. Are there significant, ongoing market failures and barriers that require government to intervene in waste management activities? If so, what is the role of State Government in responding to these failures?

6.2. Adequacy of service provision

Traditionally, local governments provided most waste management services. This was particularly so for the collection and disposal of municipal solid waste and for the disposal of commercial and industrial, and construction and demolition waste. To improve quality and reduce costs, most local governments outsource service provision to the private sector. The private sector also provides most collection, sorting and processing services for commercial, industrial, construction and demolition materials. Many local governments provide kerbside services for small and medium enterprises.

The municipal solid waste market is characterised by natural monopolies and high transport and collection costs. Local governments mitigate the risks of these characteristics through their contract management function: they can stimulate market competition through periodic tendering. Contracting also enables local governments to identify the best value service, in line with the best value principles in the *Local Government Act 1989* which require services to:

- be responsive to the needs of residents
- meet quality and cost standards set out in the Act
- be accessible to the residents for which the services are intended
- achieve continuous improvement
- be based on a regular program of consultation with residents.

Affordability is also an important aspect of service delivery. Table 5 shows the average cost per tonne to residents and businesses of various waste services. It has been reported that the costs of providing municipal recycling and waste services can vary significantly across regions.



Table 5: Average costs for waste services, \$ per tonne

| Waste management activity | Municipal solid waste | Commercial & industrial waste | Construction & demolition waste |
|--|--|-------------------------------|--|
| Landfill gate fees | \$40-45 (rural)
\$55-60 (metro) | \$60 | \$60 |
| Recycling cost | \$20 (co-mingled)
\$60 (green waste) | \$20 | \$20 (for high-value, source-separated waste)
\$50-70 (for mixed waste) |
| Collection and transport | \$101 (residuals)
\$124 (recyclables) | \$120 | \$40 |
| Combined collection, transport and disposal | \$156 | \$180 | \$100 |
| Combined collection, transport and recycling | \$174 | \$140 | \$60-110 |

Source: Inside Waste, 2011, Waste Industry Report 2011-12.

Note: These costs do not reflect the recent surcharge on the landfill levy.

16. Do current services adequately meet business and community needs? If not, what should be improved?



6. Achieving our vision for waste



6.3. Investment in infrastructure

Since the establishment of the former EcoRecycle Victoria (and later Sustainability Victoria), the Victorian Government has invested in recovery and reprocessing infrastructure, mainly through grants. Local governments continue to invest heavily in landfills and reprocessing infrastructure, either directly or by outsourcing. Victorian industry also invests heavily in recovery and reprocessing infrastructure.

There may be opportunities to strengthen the partnerships between the state government and industry, and between the state and local governments, to expand the Victorian market for recyclables.

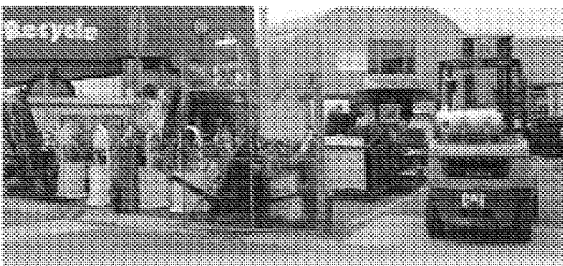
Table 6 shows estimates of the capital costs of various types of alternative technologies and facilities to recover and reprocess waste. These costs are much higher than for conventional recovery infrastructure and landfills. Different partnership arrangements may help provide these alternatives by encouraging investment and managing risk.

Table 6: Capital cost estimates for alternative waste management technologies & facilities

| Sector | Infrastructure type | Annual capacity | Cost (m) |
|---------------------------|--|-----------------|---------------|
| Municipal solid | Alternative resource and recovery technology to treat mixed residual waste: | 100,000 tonnes | |
| | • anaerobic treatment | | \$70 to \$120 |
| | • aerobic treatment | | \$50 to \$70 |
| | • organic composting (to treat source-separated organics) | | \$30 |
| Commercial & industrial | Dirty mixed refuse facility (to recover high-value materials from mixed waste) | 250,000 tonnes | \$10 |
| Construction & demolition | Materials processing facility | 30,000 tonnes | \$10 |

Source: Inside Waste, 2011. Waste Industry Report 2011-12: www.business.vic.gov.au/innovation_statement

- 17. Is infrastructure to recover materials, while protecting the environment and health, adequate?
- 18. How can the State Government provide the right policy environment to support good investments?
- 19. What is the role for State Government in working with industry and local government to achieve efficient and effective investment?



6.4. Market development

Waste materials will only be recovered for reuse and recycling if there is a market for the end product. This involves:

- identifying products that could be made from recycled products
- supporting research, partnerships and investment to develop recycling processes and manufacturing
- finding markets for recycled products.

There is a continuing need to develop markets for end products. The viability of such markets is influenced by complex and interconnected factors including:

- reprocessing costs, including research, development, infrastructure and overhead costs
- distances to markets, which can result in major transport and logistical costs
- international commodity prices, given that Victorian reprocessing and recycled product manufacture occurs within a global market
- consistent and reliable supplies of materials of adequate quantity and quality (for example, soil conditioner manufacturers must have readily available organic materials that are not contaminated with glass and plastic).

Table 7 below shows indicative sale prices for recovered materials in Victoria.

Table 7: Indicative sale prices for recovered materials

| Recovered material type | Sale price (\$/tonne) |
|-------------------------|-----------------------|
| Masonry | \$15 |
| Metals | \$400 |
| Organics | \$35 |
| Paper and cardboard | \$225 |
| Recovered plastics | \$250 |

Source: Inside Waste, Waste Industry Report 2011-12, based on 2011 on-sale of recovered materials. Prices are indicative only because they fluctuate considerably.

The market picture for masonry is straightforward. Although masonry has the lowest sale price, construction and demolition waste is the largest category of waste being diverted from landfill. This is probably due to its low reprocessing costs.

The picture for organic waste is more complex. It has a low sale price but the amount going to landfill is increasing. Unlike construction and demolition, reprocessing organics has more complex environmental and health impacts that need to be managed, making reprocessing complex and costly. Masonry waste is fairly uniform in composition but organic waste can vary considerably in its level of nutrients and contamination can be more of a problem. This variability threatens the viability of reprocessing. Also, the \$35 a tonne sale price might not adequately cover the potential long-term cost of organics in landfills, which can be major (although this may be partially addressed with the introduction of a carbon price).

There can also be detrimental health, environmental and economic impacts if markets for recycled products are inadequate. Resource recovery enterprises have sometimes found it unviable to process particular wastes, instead stockpiling them without plans to eventually process them and thus recognise their value.

One example is tyres. When a tyre dealer takes old tyres, it charges a disposal fee to cover the cost of their legal disposal (usually by recycling). However, some dealers stockpile the tyres; stockpiles are common across regional Victoria. This lowers costs for businesses that do not dispose of the tyres legally and puts them at a competitive advantage to those that do. It also discourages businesses that intend to dispose of tyres legally from entering the market.

This practice has health and environmental implications. For example, a regional Victorian recovery enterprise had over one million tyres when it went out of business. The tyre stockpile remains on the site and has become a fire risk. Because the liability associated with the tyres was much more than the land is worth, there was no incentive to clean up the stockpile.

20. Is there a role for Government in developing and creating markets for recycled products? If so, what is it?

21. How can the productivity and growth of Victoria's waste management system be maximised?

6. Achieving our vision for waste



6.5. Market-based instruments

In economics, an external cost is a cost not reflected in the price of a good or service but imposed as a negative side-effect on a third party. Markets fail because consumers of a good or service do not pay the full price to society of producing it: part of the cost is paid by people who are external to the transaction. Understanding externalities is important in environmental economics because the costs of polluted land, water and air are generally not included in the price of goods and services.

Governments use market-based instruments to encourage producers and consumers to pay external costs. These instruments can complement or replace regulations that limit or prohibit activities with detrimental health and environmental effects. Many people think market-based instruments are more effective than regulation because they encourage producers and consumers to find the most cost-effective ways of lowering external costs.

The landfill levy is a market-based instrument to reduce waste going to landfill. It was established under the *Environment Protection Act 1970* and is charged on each tonne of waste received at licensed Victorian landfills. The levy varies according to the location of the landfill (metropolitan, provincial or rural) and whether the waste is from the municipal or other sectors.

The levy raises some questions for this review:

1. Has it achieved its objectives in improving environmental or health outcomes from waste management?
2. Should its role change when a carbon price is implemented?
3. Can it adequately meet Victoria's future waste challenges?

We should perhaps consider other market-based instruments such as:

- variable pricing, where the price charged for collecting waste varies to address particular external costs (for example, a landfill levy for organics could be set at a price that makes recovering them viable)
- product stewardship levies
- pollution fees at landfill, where the price charged for disposing waste at landfill reflects the impact of the waste on the environment
- subsidies to waste generators that reduce or recover the amount of waste their product generates.

22. What market-based instruments might Victoria use to get maximum value from waste generation and recovery?

6.6. Regulation

The *Environment Protection Act 1970* establishes the legislative framework for environmental regulation in Victoria. It sets out environment protection principles; establishes powers to create and enforce regulations; and establishes government agencies and defines their objectives, functions and powers. It also minimises the detrimental health and environmental effects of waste management by addressing:

- risks associated with the siting, planning, operation and closure of solid waste management sites including landfills and other facilities
- risks and loss of amenity due to littering
- harm to the community, atmosphere, landscapes and waterways caused by illegal waste dumping and incineration
- hazards associated with prescribed wastes including prescribed industrial wastes from industrial activities, contaminated soils and asbestos.

Victoria was the second jurisdiction in the world (after California) to enact an environment protection act and to establish an environmental regulator to administer it. This is evidence of the long-term commitment of Victorians to protecting our natural environment.

The entire Act has not been reviewed since its enactment. Although it has been amended several times, amendments have addressed particular policy areas.

Good environmental legislation and regulation help enterprises manage their environmental and public health risks. It also encourages innovation, investment certainty and public confidence in waste management infrastructure by making clear the environmental performance standards that are required.

The Government has committed to reduce red tape burdens. This review also presents an opportunity to reduce unnecessary burdens, and to achieve better outcomes at lower cost.

When the policy, legislative and regulatory frameworks designed to ensure the environment and health performance of landfills fail, the costs can be very high. Perhaps the most stark example of this is the cost of rehabilitating the former Stevensons Road Landfill in Cranbourne, to which the Victorian Government contributed \$24 million in November 2011.

Illegal dumping is also an area of increasing community concern. EPA runs open house sessions with the community during which illegal dumping has been raised as a concern on a number of occasions. Some key items of concern are tyres and e-waste.

EPA receives over 250 reports on commercial illegal dumping per year. Smaller volumes of illegal dumping from small business and residents are reported to other agencies, such as local councils. Of these reports only a small proportion is prosecuted. Illegal dumping undermines the Victorian waste management regime, not to mention the human health risks around dumping of materials such as asbestos. The cost of clean up is passed onto local councils and charitable organisations, meaning the community ultimately pays the price.

The Victorian planning scheme also influences the waste management system by influencing:

- the location, density and form of communities (which largely determines demand for waste services)
- where new waste management infrastructure is located

It is perhaps timely to review the overarching legislative and regulatory framework to ensure it is promoting good environmental outcomes.

23. What are the major opportunities to reform waste regulation to better protect the environment and reduce red tape?

24. How can we prevent, or improve our handling of illegal dumping?

Different waste management methods call for different types of investment in equipment, activities and processes. For example, resource recovery requires either initial separation of waste and separate collection services, or facilities that isolate different waste streams for further processing and recovery.

Currently, waste management and resource recovery infrastructure is planned through regional waste management plans and the *Metropolitan Waste and Resource Recovery Strategic Plan* (and their associated landfill and infrastructure schedules). Infrastructure planning for resource recovery in the commercial and industrial and construction and demolition sectors is less developed. In the past, Sustainability Victoria has invested heavily in waste infrastructure for these sectors, but not within the context of a comprehensive plan for infrastructure.

25. Should infrastructure planning for each waste sector be improved?

26. What is the right balance between planning for local and for statewide needs and how can it be achieved?

27. How can links between infrastructure planning and approval processes be improved?

28. Does the current Victorian land-use planning framework adequately facilitate the establishment of innovative waste processing technologies?

6.7. Planning

Given the capital cost and long working life of some infrastructure investments, good waste management planning provides investors in waste management infrastructure with a degree of certainty. Planning is also important for identifying the infrastructure that is likely to be required to deliver the services that businesses and the public want.

For example, demand for green waste processing services in Victoria currently outstrips the capacity of processing facilities. Such situations might be prevented by more detailed forward planning of waste management infrastructure.

Also, the Melbourne metropolis increasingly relies on a small number of landfills located in growth areas. If these sites are to be retained, the land-use planning policies of the State Government and local governments must recognise and provide for their impacts.

6.7.1. Clarifying roles and responsibilities

To get the best out of waste, everyone in the system needs to be clear about their role, responsibilities and accountabilities. All parts of the waste management system are linked, and any decision—from policy to operations—can affect the whole system's performance.

6. Achieving our vision for waste



The Victorian Auditor-General has found that there has been confusion by state agencies about their responsibilities, poor planning of actions by individuals and poor cross-government coordination of resources.

A review of Regional Waste Management Groups was conducted in 2009 and 2010 and identified many issues about roles, responsibilities and coordinated decision making. While the review's recommendations will not be implemented, having taken place under the previous government, the information gathered will be captured as part of this review.

Policy and action in other portfolios (such as primary industries and business and innovation) also affect the waste management system. We need to better understand these interactions and how they can be improved to benefit waste management.

Another aspect of decision making that may need to be considered is the roles of state and local governments. Are we getting the balance right?

The 2009 National Waste Policy: *Less Waste More Resources* is also changing some aspects of the State Government's role in waste management.

Victoria is a leader in product stewardship, having run programs for computers (Byteback), batteries (Batteryback) and paint (Paintback). Product stewardship usually works best when implemented nationally, as most companies affected by product stewardship operate Australia-wide. While only a small number of national programs have been run, this is set to change with the *Product Stewardship Act 2011*.

What might the national policy agenda mean for Victoria's future role in product stewardship? Should we move away from state-based programs and increase our participation in national programs?

The Commonwealth Government's carbon policy will also influence Victoria's waste management system, and might also change some aspects of the state's waste management role.

29. Has enough been done to clarify roles and responsibilities?

30. How can decision making by agencies be better coordinated?

31. What opportunities may arise from the national policy agenda? What problems might need to be managed?

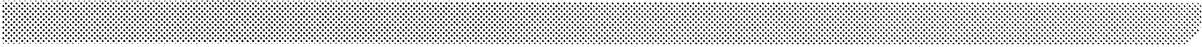
6.7.2. Information and facilitation

In Victoria, government efforts to unlock the value of waste have emphasised the provision of information by:

- working with local governments, priority industries and the community to disseminate best practice guidance about waste management practices
- running community education programs to help businesses and the public reduce waste generation and littering and increase recycling
- providing expertise to local governments and industry to help them invest in and procure infrastructure and services
- providing information to potential buyers about products made from recovered materials and the advantages of these products
- managing waste data so that policy targets can be established and monitored.

Government could possibly provide more information to help manufacturing and service industries reduce their waste and get better value from materials. For example, they could help businesses identify how to make their supply chains more efficient. The community could also be educated about the correct use of recycling facilities so that contamination is minimised.

The Victorian Auditor-General has identified that Victoria's waste management system needs a knowledge management system to clearly articulate the purpose of data collection, identify the data required for decision making and detail procedures.



The current knowledge management system comprises data gathered from the landfill levy, quantitative landfill audits, the annual local government survey and the annual Victorian recycling industries survey.

We also need information to identify and quantify the costs and benefits of waste management activities. Such information helps government, industry, businesses and residents make informed decisions about investment, regulations, purchasing and waste and recycling activities.

- 32. What additional information is needed about waste management?*
- 33. How could the current waste knowledge management system be improved, and what might be the benefits? How can we ensure that the costs of gathering more data do not outweigh the benefits?*
- 34. What types of information and facilitation could help businesses increase productivity through waste avoidance and recovery?*





7. Having your say

7.1. How do I have input?

DSE will be seeking input to the waste policy review through written submissions, and through stakeholder workshops and online forums in March and April 2012.

To register your interest in making a submission or attending workshops and online forums, please email your name, position and organisation (if relevant) and telephone number details to wastepolicy@dse.vic.gov.au.

Written submissions should be ideally kept to no more than 20 pages, using the template provided. Submissions to the Waste Policy Review Discussion Paper are due by Thursday 3rd May 2012, and can be emailed, or sent to:

Project Manager Waste Policy Review
Department of Sustainability and Environment
PO Box 500
East Melbourne VIC 3002

7.2. What happens to my input?

Your input will be used to help answer the 34 questions in this discussion paper. The evidence gathered through this process will be used to prepare a new waste policy framework.

Your input may be made public. If you would like your contribution to remain confidential, please mark this clearly on your written submission. Please note, Freedom of Information access requirements will apply to all submissions, even those treated as confidential. If you would like to arrange a private project discussion, please contact the Project Manager on ph **136 186**.



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The Waste Management and Resource Efficiency page of DSE's website, at www.dse.vic.gov.au/waste

Metropolitan Waste Management Group's website, at www.mwmg.vic.gov.au

The Association of Victorian Regional Waste Management Groups' website, at www.avrwmg.org.au/

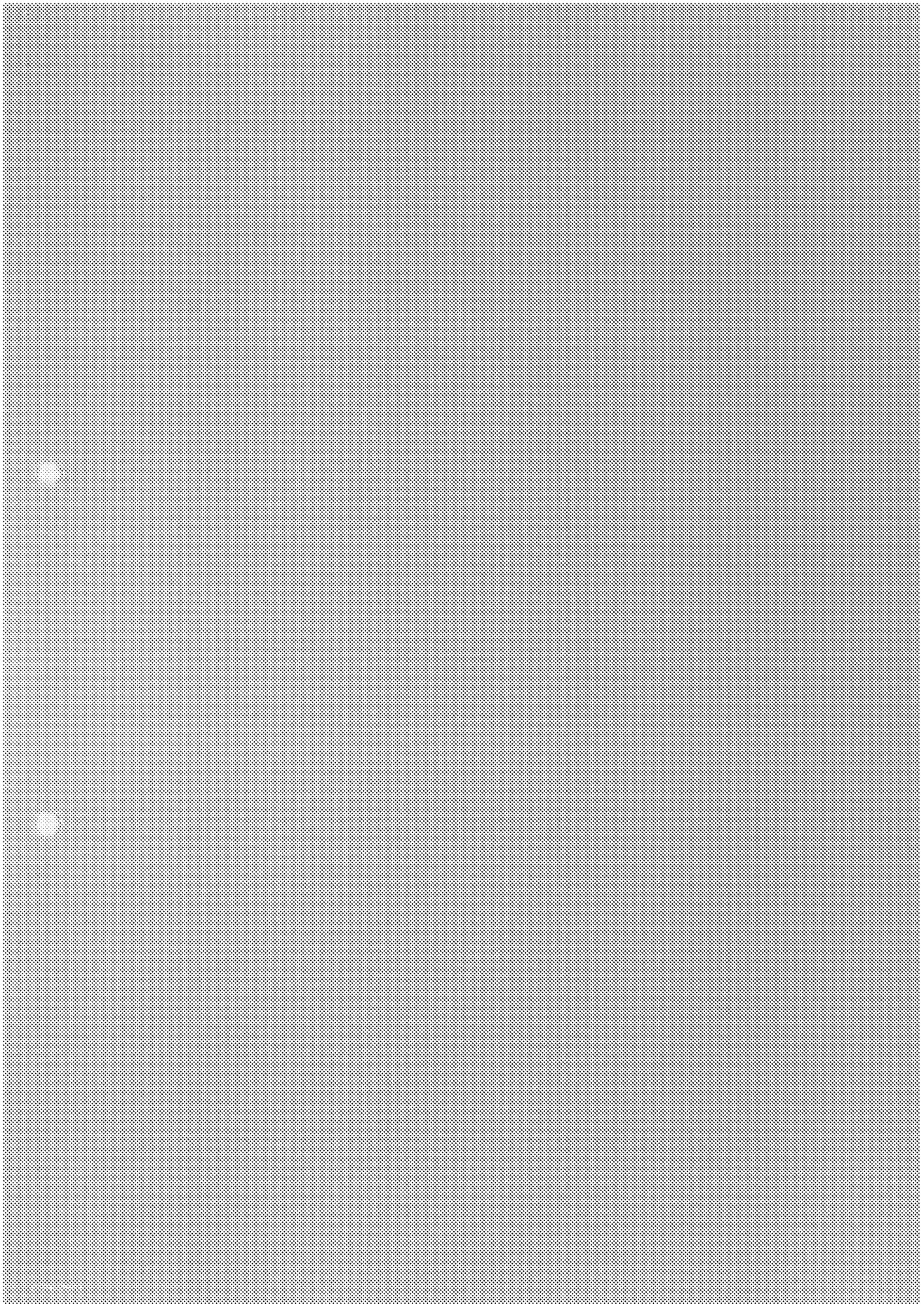
The Waste page of EPA Victoria's website, at www.epa.vic.gov.au/waste/

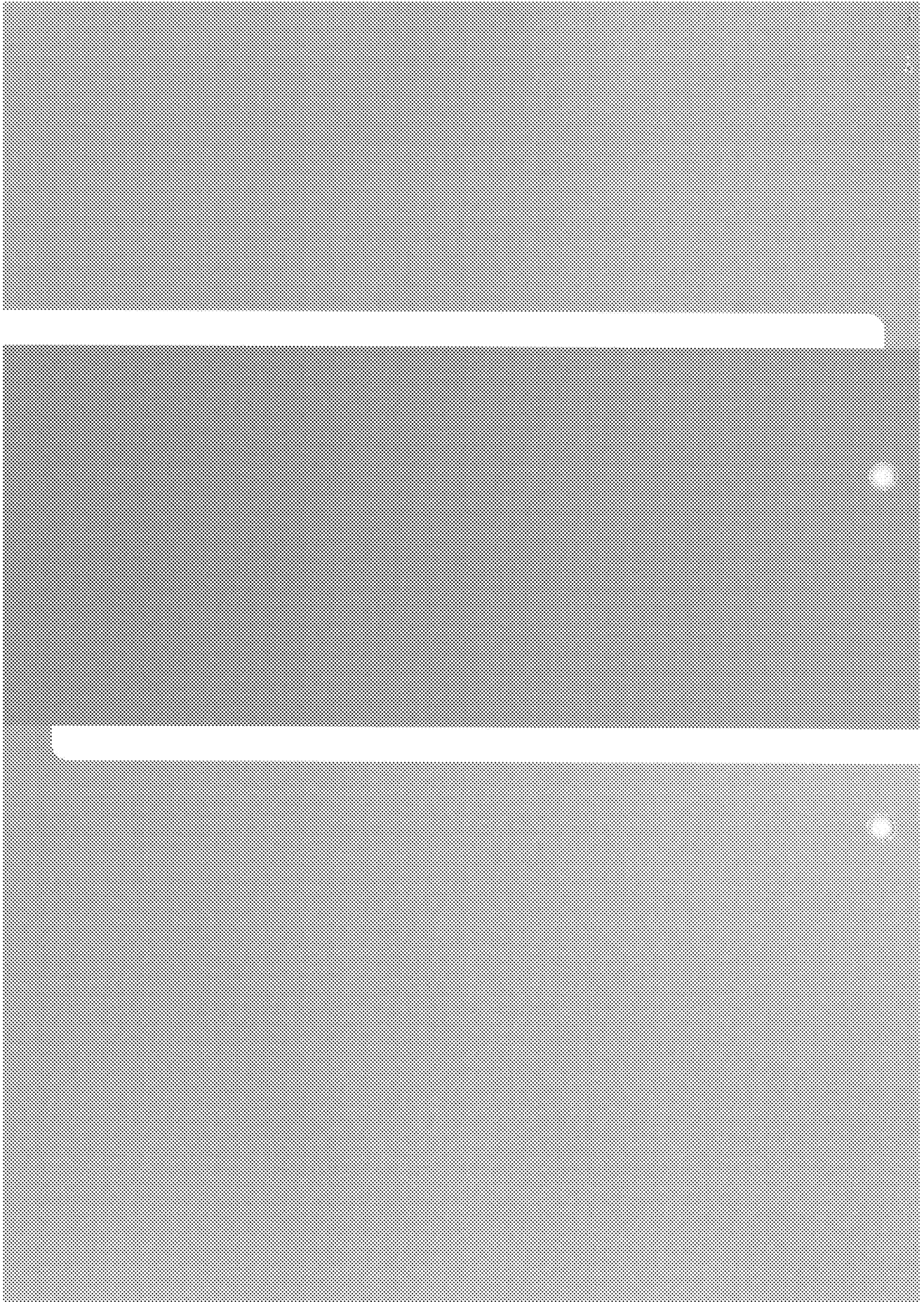
The Towards Zero Waste page of Sustainability Victoria's website, at www.sustainability.vic.gov.au/html/1344-towards-zero-waste.asp

The Planning page of Department of Planning and Community Development's website, at www.dpcd.vic.gov.au/planning

The *Environment Protection Act (1970)* and the *Sustainability Victoria Act (2005)*, accessible through Victorian Law Today, at www.legislation.vic.gov.au

State of the Environment 2008, at www.ces.vic.gov.au/victorias-environment/state-of-environment-victoria-2008





Waste Policy Review

SUBMISSION - WASTE POLICY REVIEW DISCUSSION PAPER

Colac Otway Shire **3 May 2012**

The Colac Otway Shire is a member of Barwon Regional Waste Management Group (BRWMG) and has participated at the stakeholder consultation workshop on 26 March 2012 at Simmonds Stadium, Geelong. The representatives of Colac Otway Shire have contributed actively to the 10 questions shortlisted by the consultation forum during the Workshop, out of the 34 listed questions listed within the Draft Waste Policy review document.

It is believed that the comments from the Geelong consultative workshop in response to the 10 shortlisted questions have already been forwarded by BRWMG to DSE. The BRWMG have also prepared a submission in response to the Draft Review Paper which is supported by the Colac Otway Shire.

The purpose of Colac Otway Shire Submission is to draw the attention of the State Government towards some of the priority issues faced by the Colac Otway Shire and similar Councils.

Our Submission is as outlined below:

Question: 4 *Should we do more to remove food, organics, plastic and paper from landfill? What would be the value of this?*

On Farm Composting and Garden Composting

In order to decrease the amount of food and organic waste going to the landfill consideration should be given to "On-Farm" composting and "household small scale composting" which are environmentally friendly processes and will assist with enrichment of garden/farm soil. A few Councils have trialed such initiatives however these schemes have not been implemented on a larger scale to gain the full benefit

Focus on Reuse

One of the philosophies of efficient waste management is to focus on "re-use". However, the successfulness of "re-use" programs depends on how efficient we are in repairing the various mechanical and electrical devices. At present the ability of local markets is limited in repairing the electronic and mechanical goods. Large quantities of good electrical items are lost to the reuse market due to the expense of testing procedures prior to resale, which are required to ensure the safety of items. There should be focus on enhancing skills through introduction of relevant courses at TAFE and other training institution for generating skilled workers who can repair the repairable goods. Another option would be



Waste Policy Review

to transport the reusable goods to the off-shore markets where the repair costs are low. Consideration should be given towards establishment of Resale Yards in the existing transfer stations allowing resale of resalable goods to local community.

The construction of "resale yards" should be considered at all existing and future transfer stations for promoting resale of usable items using community groups and voluntary organizations and funding should be offered for construction of such facilities on a priority basis.

Question: 5 *What are the barriers to removing these materials from landfill? How could they be overcome?*

High Transportation Costs

The additional cost of transportation of material to market to be recycled often prohibits Councils from recycling items. Provide assistance with the provision of adequate storage areas at transfer stations and resource recovery centres. Need to cater for the ever increasing range of waste streams such as e-waste, polystyrene, silage wrap etc.

Question: 10 *What is your vision for waste management in Victoria? What are your needs and expectations for waste management in Victoria?*

Rehabilitation of closed landfill sites

Many rural Councils have small rural landfill sites which have been closed for more than 10 years (or longer) and are in need of rehabilitation. These small rural landfill sites have received minimal waste due to the low population of the rural areas and least hazardous waste, therefore their rehabilitation to the currently specified rehabilitation standards is a very expensive process and considered to be not a wise spending of financial resources. The environmental standards now required in the rehabilitation are higher than were required or anticipated in the operating lifetime of many of these former rubbish tips. The costs involved create a significant financial burden on small Shires. In some cases, Colac Otway Shire has already rehabilitated closed landfills that are now required to be rehabilitated again due to higher EPA standards.

Alternative Waste Technologies (AWT)

At present most Councils are consulting with each other seeking information about AWT plants for improving their landfill diversion rates. There is an urgent need for establishment of AWT facilities at strategic locations so that such advanced technologies can be used by the majority of the Councils. The following three (3) items have caused confusion and provided obstacles to the establishment of AWT facilities :

- a) Lack of Government funding
- b) Lack of proper planning for selection of strategically located sites
- c) Lack of research and know how



Waste Policy Review

Research and Development

There is an urgent need for a research and development unit to be established at the National or State level so that necessary research is conducted and the effectiveness of the various contemporary technologies fully researched prior to recommending to the local governments the best solutions. At present no concrete answers are available due to a lack of a research unit. At the Geelong workshop it was mentioned that at the global level advanced technologies exist and are efficiently being used for waste reduction. It is highly recommended that our researchers visit the international waste processing plants if required and bring back valuable knowledge for implementation within Australia.

Funding Framework on strategic and equitable basis

There is a lot of confusion with regards to the funding allocation and priority setting. The Councils are financially stressed because of the sharp increase in the landfill levy. The satisfaction level is low because the landfill levy paid by the Councils is not funded back to the Councils for much needed waste management projects. It is recommended that the Government considers this as a priority issue and proposes a funding distribution mechanism that is fair and equitable. The funding should also be aimed towards creation of a high level research and development unit and for the significant strategic projects at the Regional and State levels.

Allocation of landfill levy funds for closed landfill rehabilitation projects

The State Government now collects a substantial sum of money in the form of landfill levies. It would be an appropriate use of these funds to contribute to Council's cost for rehabilitation of former landfill sites. The recent funding announcements by State Government are directed towards meeting the cost of operational landfill sites such as placement of geo-membrane in waste disposal cells. Some of the other funding announcements are aimed towards small scale organic waste recovery and support for the Regional Waste Group's initiatives. However, no funding is aimed towards rehabilitation of closed landfill sites and it is felt that this important area needs urgent consideration and attention.

Site Selection of future AWT sites

Future Alternative Waste Technologies (AWT) should be constructed in such a way so that they are centrally located for most of the municipalities and stakeholders within the State. The advantages of locating the AWT in regional areas would be cheaper land, less planning difficulties, less difficulties with buffer distances and boosting of the rural and regional economy.

Question: 11 _ *What are the important ideas and outcomes that policy objectives need to include in the development of waste policy* _



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Waste Avoidance

Currently there are no incentives offered for producing lesser quantity of waste. Positive incentives should be considered for generating more recycling and less putrescible and organic waste because it will have a positive effect on landfill diversion rates. A policy framework needs to be developed by the State Government for implementing this consistently.

Reduction of Packaging Material

A large amount of waste is generated due to excessive packaging. There is scope for review of packaging arrangements for various goods in order to use less material. The products that are packaged in an efficient manner producing less waste should be provided with government incentives. At the same time technical support should be given to the manufacturing industries so that they can think about more efficient and environmentally friendly packaging arrangements.

Question: 12 *What ideas should be addressed by decision-making principles?*

Complicated monitoring and auditing requirements of landfill sites

The recent EPA Licensing Reform has resulted in a complex landfill auditing and reporting requirement. It requires the appointment of an independent Risk Assessment Consultant together with an Environmental Planning Consultant who prepares reports on risk and environmental aspects. This is followed with submission of these reports to an Auditor who comments on the prepared Risk Management and Environmental Management Plans and makes suggestions. Council has to work with the two (2) parties and implement the recommendations. Most of the time the recommendations are very elaborate and may be over engineered / designed. The implementation of these recommendations has increased the expenditure of landfill monitoring considerably more than in previous years causing a significant financial burden on Councils. The landfill monitoring, auditing and reporting processes should be reviewed again in order to simplify and decrease Council's expenditure to affordable limits.

Question: 15 *Are there significant, ongoing market failures and barriers that require government to intervene in waste management activities? If so, what is the role of state government in responding to these failures?*

Contingency Plan and Support

One of the problems currently faced by the Colac Otway Shire is due to restrictions imposed in transporting the green waste to Mt Gambier, SA due to finding of the fungus "Myrtle Rust" in Victoria. The finding of Myrtle Rust has resulted in the Biosecurity SA imposing an immediate ban on transporting of any green waste from Colac Otway Shire to SA. Even though this is a State wide problem no funding or technical support is available for such contingencies. In such instances where the problem is not because of a local Council issue but because of a wider cause, the State government should be assisting the



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local Councils with problem solving and allocation of contingency funds. Therefore it is recommended that the State Government provide necessary support to the local governments in times of such unforeseen circumstances and a contingency plan is available.

Question: 19__ *What is the role for State Government in working with industry and local government to achieve efficient and effective investment? __*

Planning for Waste Reduction in New Industries

In relation to the new industries, it is proposed that consideration should be given during the planning process for ensuring that the manufacturing processes are environmentally friendly and effort made for decreasing the amount of waste produced. In the recent past discussions have taken place and funding applications invited for identifying various industries, type, and quantity of waste produced, identify areas of waste reduction and provide technical support during the establishment of new industries. Further works needs to be undertaken in this direction.

Question: 24__ *How can we prevent and improve our handling of illegal dumping?*

Policy for Disadvantaged Group and Controlling of Illegal Dumping

There is a need to develop a waste policy for disadvantaged groups such as people with disabilities, aged and frail who are unable to dispose of their waste to the various waste facilities due to difficulties with transportation etc. Consideration should also be given to people with financial hardship unable to pay the fees and charges. The problem of illegal dumping should be tackled on two fronts, namely the support for the disadvantaged group and penalty for the responsible people who are deliberating indulging in illegal dumping.

Question: 26__ *What is the right balance between planning for local and for statewide needs and how can it be achieved? __*

Building and Demolition and Commercial and Industrial Waste

At the Local Government level the focus is on the municipal waste which comprises of putrescibles, recyclable and green waste, however, there are two other important areas, namely the Commercial and Industrial and Building and Demolition waste which appear to be ignored.

There is need for proper planning for the establishment of Commercial and Industrial and Building and Demotion waste facilities at strategic location within the State so that it is accessible to all the users at convenient distances. There is a lack of Building and Demolition waste disposal sites within the regional areas as most of these facilities are located within the bigger cities. It is felt that if there is a strategically planned road



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and rail transport network the waste from the bigger cities can be efficiently transported to the rural and regional areas. There are a number of advantages associated with disposal of various types of waste in rural and regional areas because of availability of cheaper land and less risk to the adjoining residential areas because of safe buffer distances and low population density.

Question: 27 *How can links between infrastructure planning and approvals processes be improved?*

Improved Communication

There is need for improved communication and networking between the local governments; regional waste bodies and government organisations such as DSE, EPA and SV for a unified approach towards making the waste industry more efficient. In any planning and developmental issues consultation should be made with all these departments.

A website should be developed at State level (or at National Level) providing technical knowhow to the stakeholders on waste related issues such as key performance standards, efficient technologies for treatment for putrescibles and green waste and other types of waste together with KPI's such as the carbon emission levels for each technology and the output levels. At present there may be a number of websites but there is a need to centralise the information in a government website.

Road, Rail and Sea Transport

Transport to various disposal facilities whether these be AWT, Organic Treatment or Recycling facilities places a large burden on Councils. The State Government needs to consider the available road, rail and water routes and the long term savings that may be made by in the transportation of waste and recycling.

Please attach any further responses to this page.



3rd May 2012

The Project Manager
Department of Sustainability and Environment
PO Box 500
EAST MELBOURNE VIC 3002

Dear Sir/Madam

WASTE POLICY REVIEW SUBMISSION

The Barwon Regional Waste Management Group is pleased to provide the following submission for the review of waste policy in Victoria. The following submission is provided in addition of previous information provided through the region's facilitation session.

It is submitted that the future waste policy have consideration for the roles and responsibilities of authorities as follows;

- DSE responsible for Policy development;
- EPA regulation and enforcement;
- Sustainability Victoria State-wide planning and strategies, and facilitation/implementation;
- RWMG regional and local planning and facilitation/implementation, and providing the critical link to communities through local government.

Regional Waste Management Groups should have the regional responsibilities for all non-hazardous waste (MSW, C&I, C&D). These agencies and their responsibilities must be seen as "equals" and complementary and each agency must be required to deliver the desired policy and program outcomes. Each must have the resources to adequately perform their role, and the appropriate accountabilities. This may require reconsideration of the number of regions and their governance arrangements to ensure this capacity.

The use and investment of the landfill levy must be tailored to the responsibilities outlined above, and with a strong priority to programs (developed through a three-year rolling planning process) rather than administration.

Emphasis should be on co-investment in strategic priorities at the state and regional level, with the private sector and local government for infrastructure development, market development and materials efficiency.

Community and industry information, education and advisory programs must also be supported at the State and Regional level.

Please feel free to contact me on 03 5277 9656 if you require further information.

Yours faithfully

A handwritten signature in black ink, appearing to read "Enzo Bruscella". The signature is written in a cursive style with a large initial 'E'.

ENZO BRUSCELLA
Executive Officer



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**BARWON REGIONAL WASTE MANAGEMENT GROUP WASTE POLICY REVIEW
SUBMISSION**

1. What is causing waste generation to grow?
2. What are the impacts of increasing waste generation on the economy, environment and public health? Are we getting the best value out of waste?
3. **How much effort should we put into waste avoidance, compared to waste recovery?**

Using resources more efficiently is a win-win! Less inputs for the same or greater outputs, and less waste to dispose of = lower cost

4. Should we do more to remove food and organics, and plastic and paper, from landfill?
What would be the value of this?

5. **What are the barriers to removing these materials (food and organics, plastic and paper) from landfill?**

How could they be overcome?

Market development

The food, organics, plastics and paper market is fledgling. More work needs to be done in securing markets for these materials, both on shore and off shore. Little work has been done over the past 10 years in working with manufacturers in Australia to use secondary materials in the manufacture of goods. These materials are often seen as cost effective and fit for purpose. A barrier can often be the lack of investment funds available to modify manufacturing processes and test the use of secondary materials.

With organics, an opportunity exists to provide home composting, worm farms and home chicken runs and the like, for householders to process kitchen waste at home.

This would include the provision of kitchen tidies and other pieces kit to help householders process their own kitchen waste. This could also have measurable outcomes towards a low carbon economy.

Organics

- Focus on food waste from C & I – manufacture, retail, restaurants and catering
- Costs associated with the removal of clean food from households and businesses are too high. This means there is no incentive to capture these materials.
- Facilitation of AWT for particular organic streams – household, C & I, green, food, mixed in appropriate circumstances and with appropriate technology.



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- Greater focus on energy from waste due to the difficulties in markets for compost. Get the best solution for each regional context.
- Opportunities for the use of insinkers and food to sewer could be considered if water treatment infrastructure i.e. palletisation facilities or energy from waste generators are in place; as a low cost option.??? Querie low cost??

Ideally, the use of food within communities for bioenergy and composting should be encouraged. However the regulatory framework in planning and EPA buffer requirements currently prohibit this as an option. There is a need for regulatory certainty to enable planning and investment to occur.

Plastics

Securing supply: industrial and commercially produced plastic waste are required to be sourced from individual businesses, which means the guarantee of supply is complex and thus there is little ability to provide investment surety to improve the security of supply. A way to resolve this is through regulation or an Extended Producer Responsibility program where levies are paid on plastics received, which can secure supply.

While there are reasonable markets for most rigid plastics, there is very little if any recovery and reprocessing of film plastics. Film plastics are becoming a more significant component in the waste stream (household and C & I) and this needs significant development work, preferably funded by the manufacturer/importers and supported by Government.

Opportunity for Waste Management Groups

Waste Management Groups are in a position to facilitate the planning and implementation of organics reduction programs in partnership with councils, businesses and the community.

The Groups also have long-standing relationships and networks within the regions in order to undertake market analysis and market development programs targeting specific materials.

The Groups are often the first port of call in providing leadership to resource recovery and would be able to develop skills and attract more skills to be able to respond to a wider remit of responsibilities.



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6. What impact will the carbon price have on waste management in Victoria?
7. What information can you provide to the State Government about how these drivers affect waste management?

8. Are there other drivers that should be considered by the review?

- Funding from the landfill levy being directly linked to the waste management groups' waste management plans and business plan priorities.
- There is a perception that the increases in landfill levy will not flow back to the regions, this needs to be rectified if stakeholders in the regions are to be enabled to deliver their waste management and business plans.

9. Which aspects of current policy have worked well and should be retained?

Which aspects have not worked well? Are there gaps?

Worked well:

- Funding support for priorities identified in RWM Plans and Business Plans
- Recognition and support for education programs

Gaps exist in the following:

- Linking the National Waste Policy and State Waste Policy
- Linking State Waste Management planning, regional and local waste management planning
- Public sector procurement policies not giving enough weight for waste avoidance and efficient use of resources in the expenditure of public money.
- Lack of incentives, policies and regulations to encourage sustainable housing developments

10. What are your needs and expectations for waste management in Victoria?
11. What are the important ideas and outcomes that policy objectives need to include in the development of waste policy?
12. What ideas should be addressed by decision-making principles?



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13. Should the waste hierarchy, or a cost-benefit analysis of the environmental, economic and health and wellbeing impacts, be used in decision-making?

The Waste hierarchy should be the starting point for more rigorous analysis of strategies and programs. This analysis MUST include serious and quantified analysis of environmental and social impact and not just narrow financial cost-benefit.

To substantiate the direction and content of Regional and State plans for waste management the creation of scenarios, tested through business cases, should be a requirement. The landfill levy could be used to fund the creation of these

14. What targets and performance measures could be used to measure and evaluate our success in achieving our policy objectives?

There is a need to develop a greater link between waste policy objectives and both economic and environmental indicators. Models exist to measure the impact of waste management outcomes against things like job creation/maintenance, businesses developed/expanded and skills developed. waste management plans and the projects should be evaluated with these measures as well and environmental indicators.

15. Are there significant, ongoing market failures and barriers that require government to intervene in waste management activities? If so, what is the role of the State Government in responding to these failures?

Investment requires a higher level of medium and long-term certainty about regulations (e.g. EPA buffer zones, EPA compost requirements) and land use planning. Resolving these is clearly a government responsibility.

16. Do current services adequately meet business and community needs? If not, what should be improved?

It is submitted that the current service provision is too centralised. In order to make the most of the local and regional networks and relationships that exist, locally/regionally based services need to be considered. The existing waste management groups would be in a prime position to be able to provide more regional/local provision of services to the community or businesses.

17. Is infrastructure to recover materials, while protecting the right policy environment and health, adequate?



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18. How can the State Government provide the right policy environment to support good investments?

Recognise that co-investment using levy funds is critical but cannot be risk free. Policy needs to acknowledge this and ensure that there are planning and evaluation processes that identify risk and mitigate/manage it appropriately in providing funding support to priorities.

19. What is the role for the State Government in working with industry and local government to achieve efficient and effective investment?

- Within the context above, Provide funding to meet the gaps that may exist in some investments to assure stakeholders there will be a suitable return on investment. This would help to increase certainty, reduce risks and allow investments to occur.
- The State Government also has a role in providing guidance, advice and capability building support (training) to ensure that investments are viable and supported.
- Waste Management Groups have a strong role in facilitating, educating and guiding businesses and the community to achieve efficient and effective investments

20. Is there a role for government in developing and creating markets for recycled products? If so, what is it?

- Yes. To reduce risks and build certainty in the market, grant funding, case studies, capability building (training) are all things which could be provided to the markets for recycled products in order to make them more robust.
- Further, encouraging the use of secondary materials/goods in public sector procurement will ensure there is a demand pull for recycled materials.
- Waste Management Groups are in a position to be brokers between buyers and sellers to bring them together and ensure the markets for recycled products grows e.g the expanded polystyrene recycling program (into paving slabs) in the Barwon region.



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21. How can the productivity and growth of Victoria's waste management system be maximised?
22. What market-based instruments might Victoria use to get maximum value from waste generation and recovery?
23. What are the major opportunities to reform waste regulation to better protect the environment and reduce red tape?
24. How can we prevent illegal dumping or improve our handling of dumping?
25. Should infrastructure planning for each waste sector be improved?
26. **What is the right balance between planning for local and for statewide needs and how can it be achieved?**
 - The State Waste Policy Review should create a vision for how waste facilities are planned and implemented to create sustainable housing developments and sustainable subdivisions; addressing the current barriers in implementing off-grid energy creation; encouraging the use of materials within housing developments for co-generation or tri-generation energy supply.
27. How can links between infrastructure planning and approval processes be improved?
28. Does the current Victorian land-use planning framework adequately facilitate the establishment of innovative waste processing technologies?

29. Has enough been done to clarify roles and responsibilities?

It is understood that the landscape in Victoria includes Department of Sustainability and Environment for policy development, Environment Protection Authority for regulation and Sustainability Victoria for program delivery. There remains a disconnect between this state level service provision and the waste management groups. This could be rectified by using waste management groups as a delivery arm of Sustainability Victoria. In addition, State-wide programs could be coordinated in partnership and delivered through waste management groups.

Waste Management Groups could be principles of regional contracts for provision of regional waste and resource recovery services in partnership with Local Government.



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30. How can decision making by agencies be better coordinated?

31. What opportunities may arise from the national policy agenda? What problems might need to be managed?

To date, there has been little or no action on national waste policy priorities at a state and regional level.

Current activities include e-waste, sustainable procurement and tyres. This means we, at a regional level, are missing opportunities to lead the way in resource efficiency and have a coordinated strategy to meet the needs of the national waste policy.

There seems to be little or no flow of information up or down in the development and implementation of The National Waste Plan. The State needs to be actively involved (not just see it as passing responsibility to the Commonwealth) and ensure that all government stakeholders are kept abreast of and involved in program development. This will help in effective implementation – compared to the shambles in the e-waste program.

32. What additional information is needed about waste management?

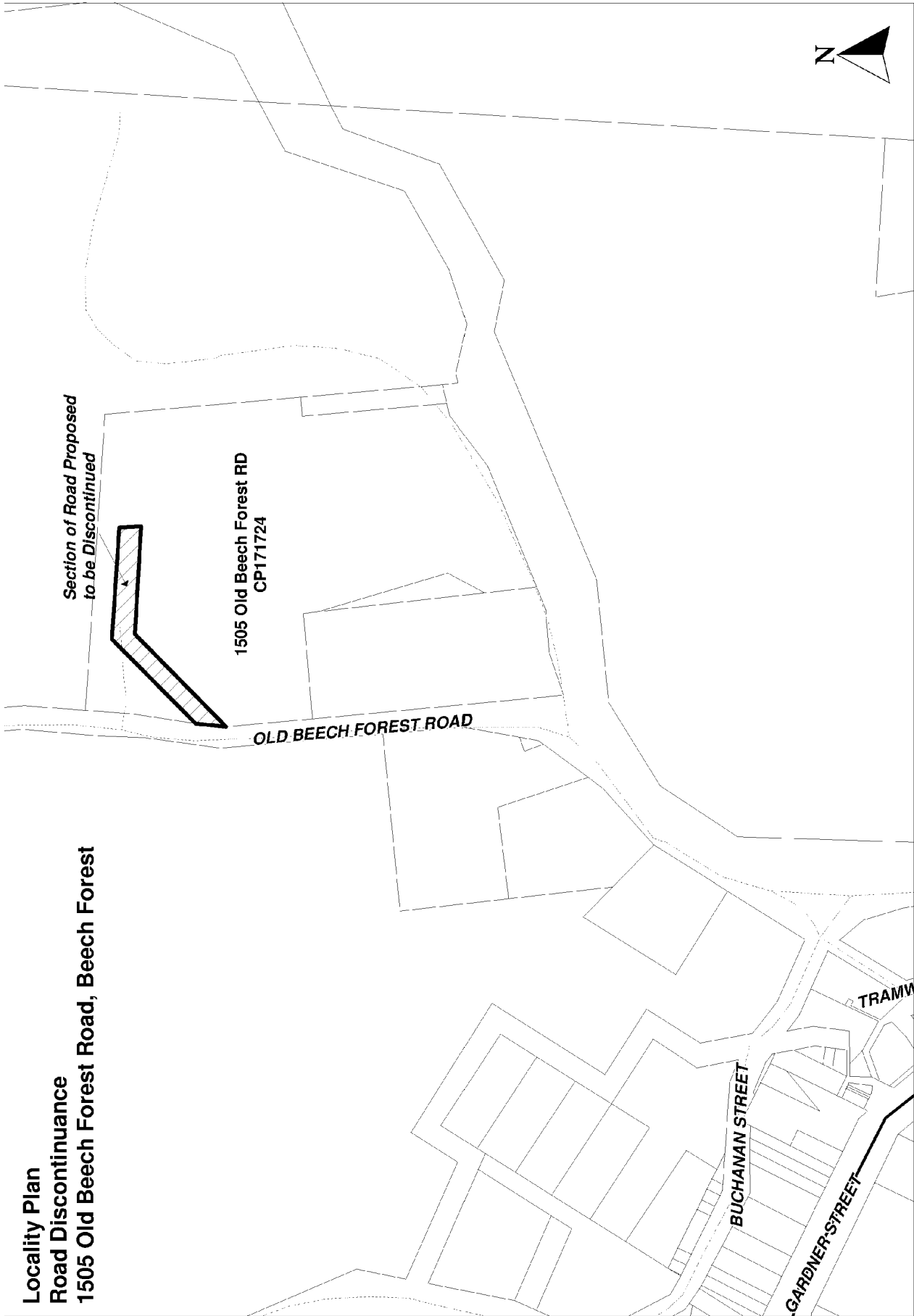
In deciding new facilities, planners are required to consider the future regulatory and policy environment. For example, in the UK, the environmental policy and energy regulation environment encourages the viability of anaerobic digesters as the preferred technology for processing of food organics. If Australia is to follow the policy and market leads from Europe, then there planners need to take account of the implications of decisions made in the current environment for future changes in policy that is likely to occur. This lack of guiding principles in a changing policy environment makes it difficult to support for new facilities and investment in the best interest of the community.

33. How could the current waste knowledge management system be improved, and what might be the benefits? How can we ensure that the costs of gathering more data do not outweigh the benefits?

34. What types of information and facilitation could help businesses increase productivity through waste avoidance and recovery?



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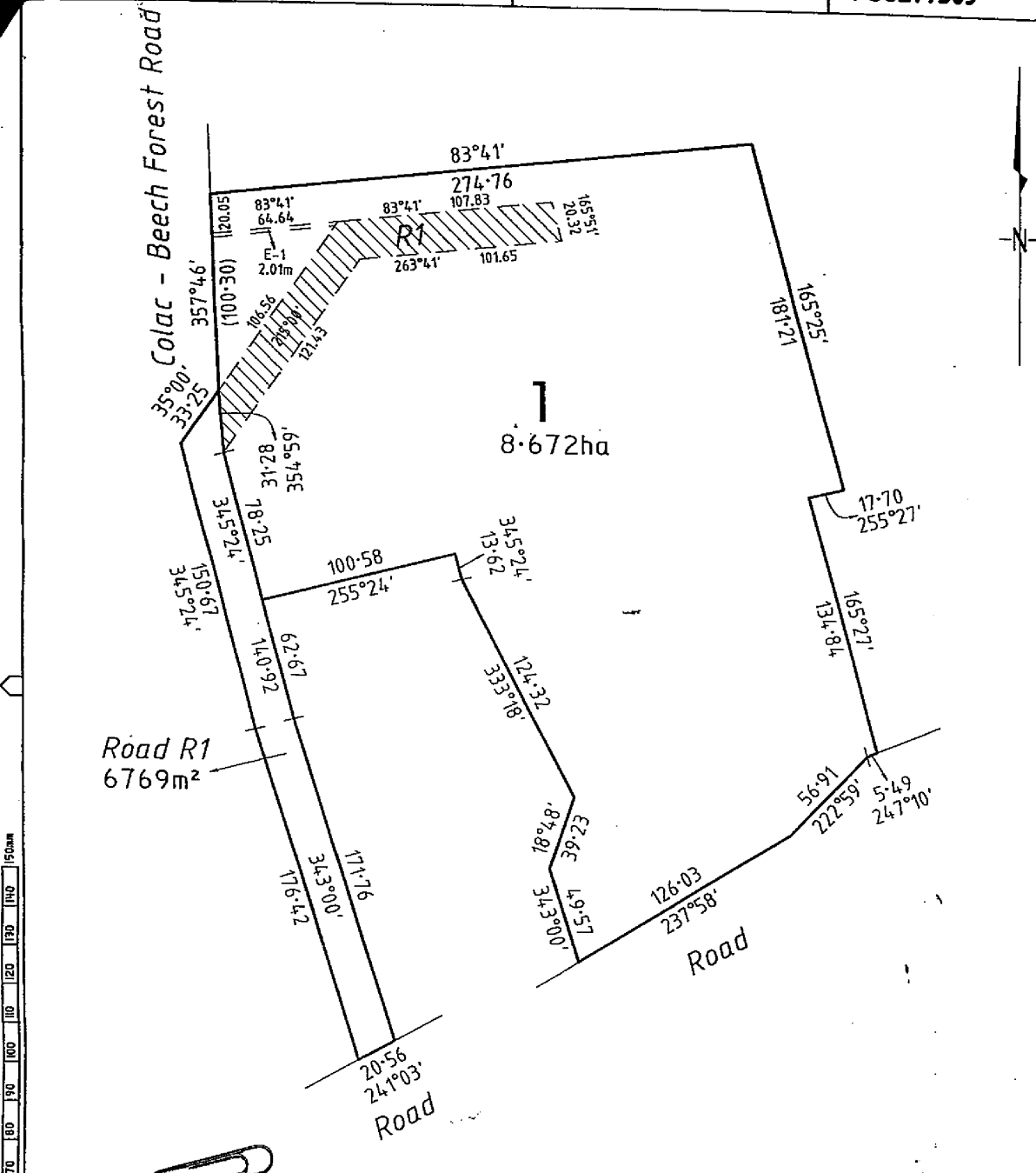
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Road Discontinuance
1505 Old Beech Forest Road, Beech Forest**

PLAN OF SUBDIVISION

Stage No.

Plan Number

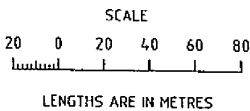
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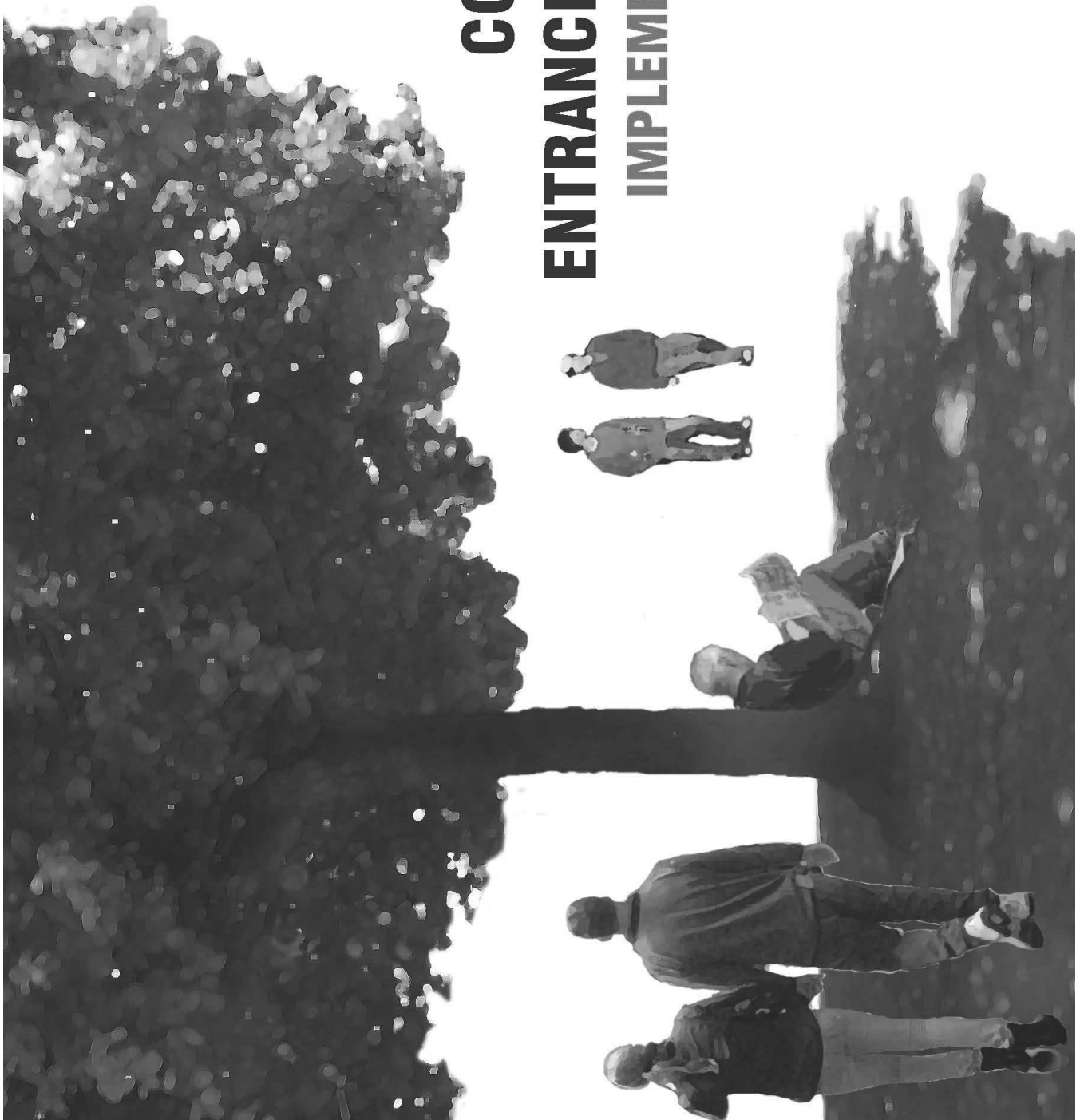
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COLAC CBD & ENTRANCES PROJECT IMPLEMENTATION PLAN

May 2012



Colac Otway
SHIRE



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PROJECT CONTROL

| Status | Version | Checked PM | Checked PD | Date released |
|--|---------|------------|------------|---------------|
| Implementation Plan - Draft | 1 | HK | JLR | 2/03/2012 |
| Implementation Plan - Draft for Council adoption | 2 | HK | JLR | 8/5/2012 |

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Introduction

The Colac CBD and Entrances Project includes many ideas and actions that will be implemented over a 20 year period. This Implementation Plan provides detailed direction for every action contained in the Colac CBD & Entrances Project Final Report, identifying responsibilities for action, and approximate timeframes and costing. Most of the implementation actions are for capital works such as landscape treatments or road space upgrades. Several actions propose changes to Council policy or recommend further strategic work. An amendment to the Colac Otway Planning Scheme is also recommended to implement urban design policy for development of private land.

Roles & Responsibilities

Implementation of the Project will require cooperative involvement from a range of Council departments, State and/or Federal government, agencies and organisations. While most of the actions will be undertaken or managed by Council in its various roles, some require direct input and management by others. These organisations may provide funding, own relevant sites or manage related infrastructure, for example.

The Implementation Plan identifies the Council department that will be responsible for overseeing the implementation of the action, or providing input; and it is anticipated that these actions will then be contained within the business plans for the relevant departments. Other responsible agencies or stakeholders that would be directly involved or consulted are also identified. These are identified as follows:

| | |
|------|---|
| C | Capital works |
| COSW | Colac Otway Shire works |
| ED | Economic Development Department |
| Env | Environmental Department |
| I | Infrastructure and Services Department |
| R | Recreation, Arts & Culture Department |
| P | Planning Department |
| SPD | Sustainable Planning & Development Department |



Timelines & Staging

Staging of the implementation will be required as certain actions have to be completed before others can be commenced. In some cases the changes proposed are substantial and require incremental implementation, or accumulation of funds from a number of potential sources. The Implementation Plan aims to prioritise selected 'quick win' projects that are less complex or costly to be achieved in the short term, while providing a long term planning framework for more extensive projects.

The timeline for implementation is classified as follows:

| | |
|-----------|--------------------------------|
| Immediate | 6 to 18 months |
| Short: | 18 months to 5 years |
| Medium: | 5 to 10 years |
| Long: | 10 to 20 years |
| On-going: | throughout life of the Project |

Costings

Indicative costings have been provided for capital works or future strategic planning projects to help Council’s prioritisation of implementation actions.

Costings for capital works include additional allowances of 20% for contingency and 10% for detailed design development and project management. Costings which will incur these additional fees are marked with an asterisk*.

As the costings for actions relating to capital works are subject to future design resolution, these are estimates only. No allowances have been made for specific site constraints that may arise, or the quantity and quality of finishes and infrastructure. Some costings exclude drainage, lighting and electrical works, which will need to be established at the detailed design stage.

Some actions in this Implementation Plan relate to work that could be incorporated into existing Council work programs. These items are marked as:

LA - internal action to be undertaken within existing Council work programs

GP - implemented through general Council policy

PS - implemented through the Planning Scheme.

Funding Assistance

Given the extensive nature of the proposals, a significant amount of funding will need to be sought from various State and Federal Government sources. The Colac CBD & Entrances Project Final Report and this accompanying Implementation Plan will provide the basis for all future funding applications.

The Department of Planning and Community Development’s Advancing Country Towns Program has potential to offer some assistance for immediate term, catalyst projects. Project managers from the Program are available to assist local communities, business and government to develop funding proposals for projects that address identified needs in the community where these align with the program’s priorities.

Governance

Given the wide range of recommended actions contained in the Colac CBD & Entrances Project, a clear governance arrangement is essential to oversee the implementation of the project into the future. This should be led by the responsible department within Council, be supported across the organisation and include the community where possible.

Recommendations

- Develop governance arrangements to oversee implementation of the Colac CBD & Entrances Project and ensure alignment with other relevant plans and strategies.
- Establish a cross-organisational leadership and delivery team within Council to monitor the implementation of the project.
- Incorporate key Colac CBD & Entrances Project actions and projects into the Colac Otway Shire Council Plan and capital works programs.
- Establish an Implementation Committee that will drive the early, catalyst actions of the project and set the direction for the short to medium term project actions.
- Prepare a funding strategy to identify opportunities to implement the project actions.
- Investigate the potential to employ a Project / Place Manager to facilitate priority actions, administer the Implementation Committee, and develop relationships with stakeholders.
- Establish a broader team of stakeholder representatives that could be drawn upon for involvement in specific projects.
- Develop a communication and engagement strategy to promote the project, stimulate interest and involvement and encourage investment in the CBD.

Priority Actions

It is important to identify 'quick win' projects that are achievable in the near future and will act as catalysts for future investment. These include:

- Preparation of design concepts for outer entrances. This includes a design concept for the eastern entrance that could be incorporated into VicRoads Highway duplication plans. Planting around the cutting could be negotiated as an immediate term project.
- Initial works for Memorial Square e.g. conservation management plan, concept design, lighting upgrades.
- Investigation of vehicle parking reconfiguration in Dennis Street.
- Preparation of the Urban Forest Strategy.
- Botanical-themed planting at the eastern CBD entrance, at the corner of Queen and Murray Streets.
- Planting around the Princes Highway overpass and cutting at the eastern entrance to the town.
- Dialogue with property owners to undertake facade improvements and laneway upgrades within the CBD.
- Clean up of existing paths around Visitor Information Centre and removal of excess planting.
- Preparation of design concept for footbridge at eastern entrance.
- Preparation of design concept for Murray Street West.
- Preparation of design concept and investigation of funding for undergrounding of powerlines.
- Planning Scheme Amendment to introduce design controls.

Community Engagement

Ongoing community engagement and involvement is an important aspect of the Project's long term implementation.

Recommendations

- Seek input from the community on detailed design development for capital works or on further strategic projects recommended in the Plan.
- Establish an evaluation process to review the outcome of projects upon their completion.
- Engage community members to play a role in CBD projects such as contributing to public art or planting programs.
- Integrate planting projects with secondary/TAFE horticultural education programs.
- Work with traders and businesses to improve the appearance of shopfronts, signage and window displays and to activate laneway spaces.



| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|--|----------|---|---|-----------------------------|
| 2 DIRECTIONS | | | | |
| 2.1 Colac: Botanic Garden City | | | | |
| 2.1.1 Prepare an 'Urban Forest Strategy' for all of Colac and Elliminyt to: <ul style="list-style-type: none"> • Set a vision for the long term botanic theme. • Determine species selection. • Identify priority locations for planting (streets, public space or private land). This might include: <ul style="list-style-type: none"> Memorial Square Murray Street West Eastern Entrance and Barongarook Creek Outer CBD entrances (particularly the key locations of the cutting and overpass) Other major traffic routes The 'Botanic Corridor' (Corangamite, Gellibrand, Hesse and/or Queen Streets)
Pocket parks or small 'pause places' along key pedestrian streets. | \$80,000 | ED | VicRoads | Immediate |
| 2.1.2 Commence implementation of the Urban Forest Strategy for selected priority locations: | | | | |
| <ul style="list-style-type: none"> • Undertake arboricultural assessment of existing trees. | \$20,000 | COSW | | Short |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|--|---|---|-----------------------------|
| <ul style="list-style-type: none"> Remove low quality trees and undergrowth, replace with new trees and instal new 'infill' tree planting where required. | 3-4 EFT | COSW | | Short |
| <ul style="list-style-type: none"> Implement planting within priority CBD streets. | Refer to costing for items 2.4.3 & 2.4.4 | COSW | | Short |
| <ul style="list-style-type: none"> Implement planting within the 'Botanic Corridor' along key north-south streets and the Barongarook Creek. | \$415,000* | COSW | | Short |
| <ul style="list-style-type: none"> Establish and commence maintenance regimes. | Included in EFT above | COSW | | Short |
| <p>2.1.3 Investigate the potential to include local businesses and the community in planting programs, for example:</p> <ul style="list-style-type: none"> Partnerships with local businesses (such as the local timber industry) for sponsorship of planting programs or assistance with propagation. Integration of planting programs with workplace training or work experience for secondary school, TAFE or university students. Opportunities for involvement of community groups or school children in planting programs. | IA | Env | Orway Business Inc.
Local schools | Short - On-going |
| <p>2.1.4 Develop marketing programs to promote the 'Colac: Botanic Garden City' theme. Consider how this can be incorporated into the city branding for Colac.</p> | IA | ED | | Medium |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|--|--|---|---|-----------------------------|
| 2.2 Arrival Experience | | | | |
| 2.2.1 Develop detailed design concepts for the eastern and western entrance corridors in consultation with VicRoads and adjoining landowners. These design concepts will: <ul style="list-style-type: none"> Emphasise important landmarks such as changes in road alignment, creek corridors, significant buildings, land uses or open spaces. Emphasise key moments along the arrival journey. Frame views to the Lake and surrounding countryside. | Design cost 10% of capital works costs | I | VicRoads | Immediate |
| Eastern Entrance | | | | |
| 2.2.2 Liaise with VicRoads about the integration of design and funding for landscaping along the eastern entry corridor with the highway duplication project. | LA with VicRoads | I | VicRoads | Immediate |
| 2.2.3 Undertake landscaping treatment along the cutting within the eastern entrance corridor. | \$60,000* | I | VicRoads | Immediate |
| 2.2.4 Undertake landscaping treatment around the overpass of the eastern entrance corridor. | \$80,000* | I | VicRoads | Immediate |
| 2.2.5 Undertake landscaping treatment to frame key views within the eastern entrance corridor. | \$60,000* | I | VicRoads | Short |
| 2.2.6 Undertake general landscaping treatment to enhance the eastern entrance corridor, appropriate to the various speed zones of 100, 80 or 60 km/hr. | \$120,000* | I | VicRoads | Short - Medium |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|--|------------|---|---|-----------------------------|
| 2.2.7 Engage with private landowners to discuss planting on private property within the eastern entrance corridor, and progressively implement additional planting. | \$80,000 | ED | Landowners | Short - On-going |
| Western Entrance | | | | |
| 2.2.8 Undertake landscaping treatment to frame key views within the western entrance corridor. | \$60,000* | I | VicRoads | Short |
| 2.2.9 Undertake general landscaping treatment to enhance the western entrance corridor, appropriate to the various speed zones of 100, 80 or 60 km/hr. | \$120,000* | I | VicRoads | Short - Medium |
| 2.2.10 Engage with private landowners to discuss planting on private property within the western entrance corridor, and progressively implement additional planting. | \$120,000 | ED | Landowners | Short - On-going |
| General | | | | |
| 2.2.11 Undertake and implement a strategy for the co-ordination and design of all signage along the entire entrance corridor. This would include: <ul style="list-style-type: none"> Audit all signs on public property and within the road reserve for the purpose of reducing excessive, poorly maintained or redundant signage. Work with private landowners to remove or improve signage on private property. Work with VicRoads or relevant Council Departments to rationalise directional, information and road safety signage within the road reserve and other public land. | | | | |
| | IA | ED | VicRoads | Medium |
| | IA | P | | Medium |
| | IA | ED | VicRoads | Medium |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|--|-----------------------|---|---|-----------------------------|
| <ul style="list-style-type: none"> Prepare an advertising signs policy and implement in the Colac Orway Planning Scheme to manage signage on public and private property, particularly pole signs, promotional signs and rooftop signs. | \$30,000 | P | | Short - Medium |
| 2.2.12 Progressively relocate powerlines underground along the length of Colac's entrance corridors. | \$4.1 million | C | VicRoads
Powercor
Landowners | Short - Long |
| 2.2.13 Investigate the upgrading of other entrance corridors into Colac CBD. | Requires further work | I | VicRoads | Medium |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|--------------------------|---|---|-----------------------------|
| 2.3 Streets for People | | | | |
| 2.3.1 Use the proposed road network management structure (refer to Road Network Management Priorities Map in Section 2.3 of the Final Report) to inform and complement the official road hierarchy (currently under development). | IA | I | VicRoads | Immediate - Ongoing |
| 2.3.2 Undertake an accessibility and pedestrian safety audit to confirm priorities and staging of upgrades to pedestrian crossings and roundabouts, as shown on the Pedestrian Management Priorities Map at Section 2.3 of the Final Report. | IA | I | | Immediate |
| 2.3.3 Implement pedestrian network and streetscape improvements to priority pedestrian areas. Refer detailed actions in Section 2.4 . | Refer Section 2.4 | I | | Immediate - Medium |
| 2.3.4 Increase pedestrian crossing times in locations with significant walking activity. | IA with VicRoads | I | VicRoads | Short |
| 2.3.5 Introduce a 40 kilometre per hour speed limit in the CBD. | IA with VicRoads | I | VicRoads | Short |
| 2.3.6 Develop a permeable network of laneways and arcades. This involves: <ul style="list-style-type: none"> Negotiating with business operators, property owners and developers to include laneways in new development or upgrade existing laneways. Including guidelines for laneway design and activation in the Colac Otway Planning Scheme. Implementing public art works in laneway spaces, which could include community participation. | IA
PS
GP | P
Landowners
Property owners | Immediate | |
| 2.3.7 As a priority, improve the appearance and safety of Amezdroz Lane, including better integration with adjoining commercial premises. | IA | EID | Landowners
Property owners | Immediate |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|--|---|---|--|
| 2.3.8 Introduce a shared zone within Gellibrand Street, on the western edge of Memorial Square, as a pilot project as discussed in Sections 2.3 and 3.1 of the Final Report. This will include raised streets, road narrowing and upgraded paving. | Refer to costing in Section 3.1 | I | VicRoads | Short (preparation of concept design)
Medium (implementation) |
| 2.3.9 Investigate the potential to increase the shared zone area to the other streets surrounding Memorial Square and south along Gellibrand Street to the Colac train station. Prepare and implement detailed design concepts for this project. | \$1.5m* | I | | Long |
| 2.3.10 Upgrade existing bicycle lanes, or design and construct new bicycle lanes, as per the Bicycle Routes Map in Section 2.3 of the Final Report. | \$20-25* per linear metre | I | | Short - Long |
| 2.3.11 Improve cyclist facilities such as bike hoops, drinking fountains and bike route information. | \$5,000* per location | I | | Short - Long |
| 2.3.12 Undertake a gradual program of improvement of bus stops, prioritising those within locations of high pedestrian activity. | \$10,000* per bus stop | I | Department of Transport | Short - Long |
| 2.3.13 Investigate options for rationalising car parking within the CBD, whereby underused car parks are nominated for either redevelopment or improvement. | IA | I | | Short |
| 2.3.14 Redesign existing car parks to improve their layout, capacity, pedestrian safety and appearance. | \$2,000 - \$3,000* per sq metre | I | | Short - Medium |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|--|---|---|-----------------------------|
| 2.4 Green Streets | | | | |
| 2.4.1 Identify a series of 'hot spots' in the CBD (key destinations and pedestrian attractors) as priority locations for public realm upgrades, based on the Streetscape Improvement Priority Plan in Section 2.4 of the Final Report. | IA | ED | | Immediate |
| 2.4.2 Prepare concept designs for priority public realm upgrade projects. Refer to the Recommended Streetscape Palette in Section 2.4 of the Final Report to guide a co-ordinated approach to future public realm upgrades. Treatments to include: <ul style="list-style-type: none"> • Extended kerb lines and creation of additional footpath space • Creation of central medians for additional planting space • Water sensitive urban design (WSUD) treatments such as rain gardens • Additional street tree and low scale planting • Pedestrian amenities such as streets and water fountains • Bike lane construction or upgrades • Undergrounding of powerlines to avoid severe pruning and reduce visual clutter • Improved lighting at intersections and roundabouts. | Design cost 10% of capital works costs | ED | VicRoads | Short |
| 2.4.3 Implement public realm upgrade projects, commencing with the highest priority pedestrian streets around Memorial Square, along Murray Street, within the eastern entry to the CBD and for Bromfield Street. | Refer to costing in Sections 3.1, 3.2, 3.3, 3.4 & 3.5 | I | VicRoads | Short - Medium |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|------------|---|---|-----------------------------|
| 2.4.4 Implement public realm upgrade projects for medium priority pedestrian streets (which form part of the 'Botanic Corridor' connection): | | I | | Medium - Long |
| • Corangamite Street | \$1.6m* | I | | |
| • Gellibrand Street (for section not included in Memorial Square concept) | \$1.5m* | I | | |
| • Railway Street | \$206,000* | I | | |
| • Hesse Street (for section not included in Memorial Square concept) | \$1.2m* | I | | |
| • Queen Street | \$500,940* | I | | |
| 2.4.5 Implement public realm upgrade projects for other CBD streets as a longer term priority: | | I | | Long |
| • Skene Street | \$132,000 | I | | |
| • Dennis Street (for section not included in Memorial Square concept) | \$112,200* | I | | |
| • Connor Street | \$584,000* | I | | |
| • Miller Street | \$323,400* | I | | |
| • Rae Street | \$900,900* | I | | |
| • Wilson Street | \$18,480* | I | | |
| 2.4.6 Review existing street furniture, pedestrian amenities and wayfinding signage. Refer to the Recommended Streetscape Palette in Section 2.4 of the Final Report to guide a co-ordinated approach to future public realm upgrades. | IA | I | | Short |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|------|---|---|-----------------------------|
| 2.4.7 Develop a strategy for the undergrounding of powerlines within the CBD: <ul style="list-style-type: none"> • Identify priority locations for undergrounding powerlines (e.g. Murray Street). • Seek funding opportunities. • Co-ordinate proposals to underground of powerlines with improvements to street lighting. | IA | I | Powercor
Property owners
Business tenants | Immediate |
| 2.4.8 Develop a strategy for inclusion of public art in Colac's CBD: <ul style="list-style-type: none"> • Establish a curatorial process to oversee the selection, siting and procurement of each art piece. • Investigate ways in which the community can be involved in public art projects (e.g. 'paint a tile', laneway or blank wall activation). • Seek sponsorship from local businesses for public art programs. | IA | R | | Short |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|------------------------------------|---|---|-----------------------------|
| 2.5 Built Form | | | | |
| 2.5.1 Provide strong policy direction within the Colac Orway Planning Scheme to ensure that major retail and commercial developments locate within the Colac CBD (Business 1 and Business 2 zoned land only), rather than outside the town centre. | PS
\$25,000 | P | Department of Planning & Community Development (DPCD) | Immediate |
| 2.5.2 Encourage redevelopment of underused or vacant sites in the CBD and discuss redevelopment options with site owners. This may include surface car parks, vacant land at the rear of buildings (particularly along Murray Street), upper levels or single storey buildings which could potentially be developed for mixed use. | IA | P | DPCD | Immediate - On-going |
| 2.5.3 Ensure the preservation of significant heritage buildings and encourage their adaptive re-use or restoration. <ul style="list-style-type: none"> Undertake heritage investigation for buildings of potential significance as required. Provide appropriate protection for buildings of significance via the Colac Orway Planning Scheme. Investigate the potential to establish a heritage grant scheme (with contributions from Council that could be matched by property owners) for the upgrade of prominent buildings. Investigate the potential for funding from Heritage Victoria for restoration of buildings of State significance. | IA, PS
0.2 EFT | P | DPCD | Immediate |
| 2.5.4 Undertake public realm improvements as required to enhance the setting of key heritage sites (e.g buildings at the eastern CBD entrance). | Refer to costing for specific area | I | | Short - Medium |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|--|--------|---|---|-----------------------------|
| <p>2.5.5 Encourage and assist businesses to upgrade shopfronts and building facades, particularly on Murray Street:</p> <ul style="list-style-type: none"> • Work with businesses to improve their image, identity and display of merchandise. • Seek sponsorship from paint companies to restore and repaint facades and offer assistance with colour selection. • Investigate the potential for an incentives scheme to provide design support and ongoing funding. • Initiate and fund demonstration projects of building or image upgrades and promote the outcomes via Council newsletter or local media. | IA | ED | Property owners
Business tenants | Immediate - On-going |
| <p>2.5.6 Encourage the removal of excessive roof top, above verandah and free standing signs, and other visually dominant signs, as sites are redeveloped.</p> | IA | ED | Property owners
Business tenants | Medium - Long |
| <p>2.5.7 Encourage new development within the CBD to incorporate Environmentally Sustainable Design (ESD) initiatives.</p> | IA | P | | Immediate - On-going |
| <p>2.5.8 Encourage and facilitate a high quality of architecture within the CBD by:</p> <ul style="list-style-type: none"> • Encouraging developers to use qualified and experienced design professionals (and suitably experienced heritage professionals for heritage sites) and reinforcing the message that good design can save long-term costs and increase property value. • Establishing a design review panel for major development applications. • Continually fostering urban design skills in planning staff and provide design advice for applicants. | IA, PS | P | | Immediate - On-going |
| <p>2.5.9 Implement building design guidelines (which can be found in Section 2.5 of the Final Report) through the Colac Otway Planning Scheme.</p> | PS | P | DPCD | Immediate |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|------------|---|---|-----------------------------|
| DESIGN CONCEPTS | | | | |
| 3.1 Memorial Square | | | | |
| 3.1.1 Prepare a conservation management plan and concept design plan. This will include a review of existing facilities to determine the upgrades required (e.g. seating, water foundations, signage, path connections). | \$60,000 | R | | Immediate |
| 3.1.2 Protect existing trees. Undertake a tree condition survey by a qualified arborist and establish options for root protection and long-term irrigation. | \$15,000 | I | | Medium |
| 3.1.3 Provide uplighting for trees within Memorial Square. | \$250,000 | I | | Immediate |
| 3.1.4 Improve safety of taxi rank with funding opportunities available through Taxi Safety Program for security measures such as CCTV. | IA | I | Department of Transport | Immediate |
| 3.1.5 Investigate car parking options for the streets surrounding Memorial Square. | IA | I | | Immediate |
| 3.1.6 Review the trailer and coach parking on Dennis Street and expand as required. | IA | I | | Immediate |
| 3.1.7 Redevelop the amenities of the western edge of Memorial Square on Gellibrand Street. Prepare and implement a detailed concept design to include: <ul style="list-style-type: none"> Demolition of existing toilet block. Construction of new amenities buildings incorporating bus stop, taxi rank, visitor information display, visitor toilet and event infrastructure. New pavements for road and pedestrian areas. | \$930,000* | I | | Immediate |
| 3.1.8 Progressively prepare and implement design concepts to upgrade the streetscapes and public realm surrounding Memorial Square, including the creation of a shared use traffic zone, additional street planting and undergrounding of powerlines: <ul style="list-style-type: none"> Commence this project with an upgrade for Gellibrand Street. | \$1.3m* | I | | Medium |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|--|-----------|---|---|-----------------------------|
| <ul style="list-style-type: none"> Introduce new planting to Dennis and Hesse Streets. As a longer term project, introduce a raised shared use zone for Dennis and Hesse Streets, and underground powerlines. | \$68,000* | I | | Long |
| 3.1.9 Install new street furniture clusters (including seating, bins, bike hoops) within streets around Memorial Square. | \$4.2m* | I | | Long |
| 3.1.10 Promote and enhance the existing events programme to better utilise the Square for local, community and regional events (e.g. outdoor concerts, art walks, crafts fairs, parades, theatre, seasonal botanic festivals and farmers markets). | \$87,500* | I | | Short - On-going |
| 3.1.11 Encourage and assist businesses or building owners to upgrade shopfronts and building facades adjoining Memorial Square so that they add to the appearance, activity amenity of the area. | IA | R | | On-going |
| | IA | ED | Property owners
Business tenants | On-going |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|--|------------|---|---|-----------------------------|
| 3.2 Eastern Entrance | | | | |
| 3.2.1 Improve the appearance of heritage buildings through encouraging painting and restoration of their facades or removal of excessive signage. Work with building owners to assist in development of design options or applications for funding through heritage grants. | IA | ED, P | | Immediate - Medium |
| 3.2.2 Improve the appearance of the telephone exchange site. Work with the site owner to implement measures such as replacement of the existing chain wire fence and new landscaping. | \$4,500* | I | Telstra | Short - Medium |
| 3.2.3 Improve the entry to the creek at the north east corner of Queen and Murray Streets. Design and implement public realm works that include an area of new paving at the entry to the creekside reserve and a low timber fence. Use this space as an opportunity to establish the Botanic Garden theme at the entrance to the CBD. | \$261,500* | ED, I | | Immediate |
| 3.2.4 Extend creekside path connections to the Queen and Murray Street entry junction. Restore creekside vegetation with new planting and removal of weeds. | \$52,000* | Env, I | | Immediate - Medium |
| 3.2.5 Remove excess planting around the Visitors Information Centre and improve existing path networks around the Centre. | \$7,500* | ED, I | | Immediate |
| 3.2.6 Create a new stepped path connection from the Visitors Information Centre to the creek trails. | \$2,600* | ED, I | | Short |
| 3.2.7 Upgrade the pedestrian and cycle connections across the bridge. Prepare and implement detailed designs for construction of cantilevered footbridges on both sides of the bridge and upgraded bicycle lanes. | \$246,250* | I | | Immediate |
| 3.2.8 Provide a new pedestrian crossing to the east of the bridge. | \$120,000* | I | | Medium |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|--------|---|---|--|
| 3.3 Murray Street West | | | | |
| 3.3.1 Develop and implement a detailed design concept for streetscape and public realm upgrades to Murray Street West that includes: <ul style="list-style-type: none"> • Creation of a new central median with street tree planting • Improved planting along the road edges within kerb outstands and water sensitive urban design garden beds • Improved pavement and pedestrian amenities such as seats, bins and bicycle hoops • Reconfiguration of the road space to introduce parallel parking and create bicycle lanes • Construction of mid-block pedestrian crossings • Improvement to street lighting • Undergrounding of powerlines. | \$8.8m | ED, I | VicRoads | Immediate term for design concept
Short term for upgrades |
| 3.3.2 Maintain appropriate vehicle access and car parking provision for local businesses via design guidelines within the Colac Orway Planning Scheme. | PS | P | DPCD | Immediate |
| 3.3.3 Encourage active street frontages in new development. | PS | P | | Immediate - On-going |
| 3.3.4 Rationalising signage via design guidelines within the Colac Orway Planning Scheme. | PS | P | DPCD | Immediate |

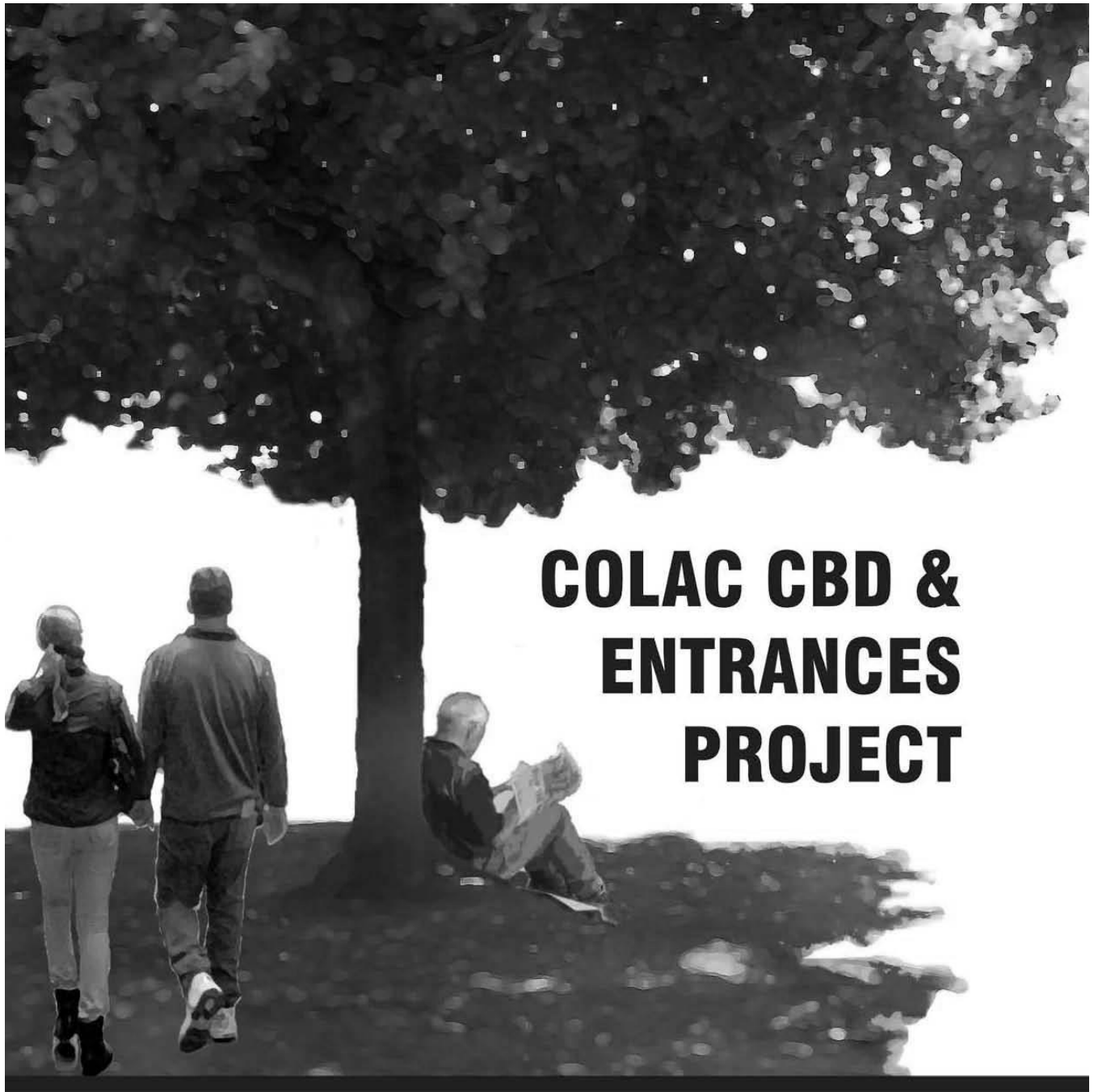
| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|--|-----------|---|---|-----------------------------|
| 3.4 Murray Street East | | | | |
| 3.4.1 Develop and implement a detailed design concepts for streetscape and public realm upgrades to Murray Street East that includes: <ul style="list-style-type: none"> Improved planting along the road edges within kerb outstands and water sensitive urban design garden beds Improved pavement and pedestrian amenities such as seats, bins and bicycle hoops Reconfiguration of the roadspace to create bicycle lanes Construction of mid-block pedestrian crossings Improvement to street lighting. | \$4.2m | ED, I | VicRoads | Medium |
| 3.4.2 Develop an Outdoor Dining Policy that examines the appropriateness of placing permanent screen structures around outdoor café seating. | \$30,000 | ED | | Medium |
| 3.4.3 Uplight significant trees and buildings. | \$250,000 | I | | Medium |
| 3.4.4 Encourage the reinstatement of verandahs on older buildings and encourage verandahs on new buildings. | PS, IA | P | Heritage Victoria | Medium |
| 3.4.5 Remove the centre median chain. | IA | C | | Immediate |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|----------|---|---|-----------------------------|
| 3.5 Bromfield Street | | | | |
| <p>3.5.1 Develop and implement detailed design concepts for streetscape and public realm upgrades to Bromfield Street that includes:</p> <ul style="list-style-type: none"> • Creation of a new central median with street tree planting • Improved planting along the road edges with kerb outstands and water sensitive urban design garden beds • Improved pavement and pedestrian amenities such as seats, bins and bicycle hoops • Reconfiguration of the roadspace to introduce parallel parking and create bicycle lanes • Construction of mid-block pedestrian crossings • Improvement to existing roundabouts • Improvement to street lighting • Undergrounding of powerlines. | \$9.5m | ED, I | | Medium |
| 3.5.2 Improve planting within the Council-owned car park. | \$7,500* | I | | Short |
| 3.5.3 Encourage building owners to create or improve pedestrian thoroughfares between Murray and Bromfield Streets. | PS | EID | | Immediate - On-going |
| 3.5.4 Encourage buildings to provide an active frontage to the streetscape and car parks. Buildings fronting Murray Street should also provide an active frontage to Bromfield Street. | PS | P | | Immediate - On-going |
| 3.5.5 Encourage new development on vacant or underused sites to contribute to the appearance, amenity and activity of Bromfield Street. | IA, PS | P | | Immediate - On-going |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|------|---|---|-----------------------------|
| 3.5.6 Consider central median car parking extended to Queen Street, if additional parking required in the future, and ensure that design of this parking includes regular planting of large scale canopy trees. | IA | I | | Long |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|--|-----------------|---|---|-----------------------------|
| 3.6 COPACC & Station Precinct | | | | |
| <p>3.6.1 Develop and implement detailed design concepts to upgrade the station's forecourt. This should include:</p> <ul style="list-style-type: none"> New paving and planting in the forecourt Improved pedestrian connectivity Improved car parking layout Improved bus interchange. | \$1.02m* | ED | VicTrack | Medium |
| 3.6.2 Restore the historic turntable as a feature of the station forecourt. | To be confirmed | ED | VLine | Medium |
| <p>3.6.3 Investigate options for future development or upgrading of existing buildings that could help to activate the precinct and better integrate these buildings with the streetscape:</p> <ul style="list-style-type: none"> The former library on Gellibrand Street. The former hardware site at the corner of Railway Street and Colac-Lavers Hill Road, which could be used for housing, community or commercial use or as a car park. The site at the corner of Gellibrand and Rae Streets, which could include a future development facing onto the station plaza. The site south of the station for either new freight functions or future medium density housing near the rail link. | IA | ED, I | | Medium |
| 3.6.4 Investigate the potential to close railway street and reallocate land for other future uses such as public open space, extension of COPACC or long term car parking. | IA | I | | Short - Medium |

| Strategy / Action | Cost | Council Primary Implementation Responsibility | Other Responsible Agencies and Stakeholders | Timeline for Implementation |
|---|------------|---|---|-----------------------------|
| 3.6.5 Establish a landscaping buffer on the south of the railway line with new canopy trees, shrubs and low planting. | \$195,000* | ED | VicTrack | Short - Medium |
| 3.6.6 Promote and improve the pedestrian links to the CBD and the Beechy precinct. | LA | I | | Short - Medium |
| 3.6.7 Apply new paint / graphic treatment to the walls of the existing building at the corner of Railway Street and Colac-Lavers Hill Road. | \$7,500* | I | | Short - Medium |



COLAC CBD & ENTRANCES PROJECT



Consultation Report May 2012

1. OVERVIEW

This report documents the consultation program that was undertaken during the course of the Colac CBD & Entrances Project. Summaries of the outcomes of each consultation phase provide an overview of how the community and stakeholders of the Colac CBD helped to shape the development of the Plan.

At the commencement of the project, a Consultation Strategy was prepared, including specific consultation objectives and tasks for each of the four project stages. A range of consultation methods were employed that included:

Communication - to inform a wide audience about the existence of the study, its progress, and opportunities for involvement (such as media releases and Community Bulletins).

Participation - to allow a necessarily small group to help shape the content of the study as it emerges (such as the Community Reference Group).

Consultation - to provide an opportunity for widespread public input to and comment on the study, and the issues it should address (such as the public exhibition, workshops and written feedback opportunities).

Consultation was undertaken in two main phases. The first phase of consultation was conducted in Stage 2 of project to gather background information about the study area and assist in developing initial ideas and directions for the Plan. The second phase of consultation was conducted in Stage 3 once the Draft Plan was prepared to seek community and stakeholder feedback on detailed recommendations.

Steering Committee

At the commencement of the project a Steering Committee was formed, comprising key Council executives and staff and representatives of VicRoads, Regional Development Victoria (RDV) and Department of Planning and Community Development (DPCD). The Steering Committee met six times during the project at key milestones and oversaw the preparation of the Plan.

The first Steering Committee meeting included a workshop and 'walkabout' with the consultant team to share and explore preliminary ideas and for the consultants to understand issues 'on the ground'.

Meeting agendas of the Steering Committee are included in the Appendix.

Community Reference Group

During Stage 1 of the project a Community Reference Group was formed, comprising nominated community stakeholders. The group met seven times during the project at key milestones and oversaw the preparation of the Plan.

Meeting agendas of the Community Reference Group are included in the Appendix.

Community Bulletins

Community Bulletins were prepared in Stages 2 and 3. The Bulletins included feedback forms to invite comments. They were distributed widely to landowners and occupiers within the CBD and within the broader Colac and Elliminyt area. The Bulletins are attached for reference.

An on-line feedback form was made available, and referenced in the Community Bulletins as an alternative to completing hard copies.

The feedback received from the distribution of Community Bulletins is included in the summaries of consultation feedback for Stages 2 and 3.

Community Workshops

Two open invitation Community Workshops were held in the afternoon and evening of 12 April 2011 at the Colac Bowling Club, following the release of the Discussion Paper. These were attended by approximately 15 residents as well as Council staff.

The workshop agenda and notes from each table at the workshop are included in the Appendix.

A further workshop was held with Traders in the CBD in relation to the Draft Project report on 3rd November, 2011. This was attended by approximately 5-6 persons.

Councillor Briefings

Planisphere attended five Council briefings, to inform the Council on the progress of the project and discuss recommendations.

Public Display

A public display of the Draft Project report was held in Murray Street (outside Target) over two afternoons: Wednesday 2nd and Thursday 3rd November, 2011.

The display material prepared is included in the Appendix for reference. This was exhibited at the public display and then in the Council offices.

Media

Media engagement was an important aspect of communication with the community. Several articles appeared in the *Colac Herald*.

An online article on the release of the Draft Plan included a survey of community opinion of the Plan's key recommendations.

Individual Stakeholder Contact

A small number of individuals in the community were contacted during the life of the project to seek their views on keys issues and initiatives which should be addressed by the project. The persons interviewed included key business owners.

The consultant and Council officers also attended a meeting of Otway Business Inc (OBI) during the public exhibition of the Draft Project report to discuss its findings.

2. OUTLINE OF CONSULTATION STEPS

The consultation steps undertaken for each stage of the project are detailed as follows:

| Consultation Objectives | Consultation Tools |
|---|--|
| Consultation Phase One | |
| Project Stage 1: Preliminary Actions | |
| <i>Inform broader community of project commencement</i> | Media release - articles in local press to inform community about the project and opportunities for input to the project |
| <i>Engage key Council staff</i> | Project graphics prepared |
| <i>Engage key/ representative stakeholders</i> | Steering Committee meeting #1 (with Walkabout tour) and Reference Group meeting #1 |
| <i>Assemble an agenda of issues</i> | Project email contact and webpage established
Mailing list established |
| Project Stage 2: Analysis and Objectives | |
| <i>Engage with community, stakeholders, Councillors and key Council staff about issues and opportunities identified in Discussion Paper</i> | Steering Committee and Reference Group meetings #2 – agenda included: <ul style="list-style-type: none"> - Draft Discussion Paper and Community Bulletin - Community Workshop agenda - Stakeholder consultation required |
| <i>Obtain input via a range of feedback opportunities</i> | Draft Discussion Paper prepared for Steering Committee and Reference Group review |
| <i>Keep the wider community informed of the progress of the project</i> | Distribution of Community Bulletin #1, including: <ul style="list-style-type: none"> - Information for community on Discussion Paper, Community Workshop and feedback opportunities - Feedback Form for comments Public notices in newspapers and Media release - articles in local press to inform community about the Discussion Paper, Community Workshop and opportunities for input to the project
Publication of Discussion Paper – on Council website and hard copies at selected Council locations and community info points
On-line survey
Councillor and senior executive briefing/workshop
Community Workshops (x2 - afternoon and evening)
Individual stakeholder contact |

Consultation Phase Two

| Consultation Objectives | Consultation Tools |
|---|--|
| Stage 3a: Draft CBD & Entrances Plan - Preparation | |
| <i>Engage with Reference Group, Steering Committee, Councillors and other key Council staff about the preparation of the Draft Plan</i> | <p>Analysis of consultation feedback on Discussion Paper</p> <p>Steering Committee and Reference Group meetings #3 – agenda included:</p> <ul style="list-style-type: none"> - Analysis of consultation feedback from Community Bulletin feedback survey and workshops - Brief for Draft Plan - definition of options, focal areas, focal projects <p>Councillor and senior executive briefing/workshop to report on progress of Draft Plan development</p> <p>Steering Committee and Reference Group meetings #4 – agenda included:</p> <ul style="list-style-type: none"> - Feedback on first Draft of Plan – including vision, directions and design concepts |
| Stage 3b: Draft CBD & Entrances Plan – Public Consultation | |
| <i>Engage with key stakeholders and the broader community about the vision, directions and design concepts of the Plan</i> | <p>Preparation of Draft Plan Summary Document</p> <p>Publication of Draft Plan and Summary Document – on Council website and hard copies at selected Council locations and community info points</p> <p>Public notices in newspapers and Media release - articles in local press and local radio coverage to inform community about the Draft Plan, Information Session and opportunities for input to the project</p> <p>Co-ordination with Marketing Strategy being prepared for Colac</p> <p>Distribution of Community Bulletin #2, including:</p> <ul style="list-style-type: none"> - Outline of key recommendations of the Draft Plan - Illustrations and concept plans - Feedback Form for comments <p>On-line survey on Council’s website</p> <p>Preparation of information boards for public display (5 x A1 size)</p> <p>Information street stall in main shopping area of Murray Street (2 x 3 hours)</p> <p>Public display of information boards for remainder of consultation period in Council Offices</p> <p>Phone contact with list of stakeholders provided by Council and meetings as required</p> <p>Presentation at Otway Business Inc. meeting</p> |
| <i>Obtain input via a range of feedback opportunities</i> | |
| <i>Keep the wider community informed of the progress of the project</i> | |
| Stage 4: Final UDF and Implementation Plan | |
| <i>Seek Council endorsement of Draft Final Plans</i> | <p>Analysis of consultation feedback on Draft Plan and preparation of Consultation Report</p> <p>Steering Committee and Reference Group meetings #5 – agenda included:</p> <ul style="list-style-type: none"> - Analysis of consultation feedback - Brief for Final Plan and Implementation Plan |

Councillor and senior executive briefing/workshop

Steering Committee and Reference Group meetings #6 – agenda included:

- Feedback on Final Plan and Implementation Plan

Media release - articles in local press to inform community about the completion of the Plan and the commencement of implementation phase

Reference Group meeting #7 – agenda included:

- Feedback on additional concept design for Murray Street East
-

3. CONSULTATION OUTCOMES

The following provides a summary of the key outcomes for the two phases of consultation.

PHASE ONE: RESPONSE TO DISCUSSION PAPER

Submissions received to the Discussion Paper included:

- 125 responses to hard copy surveys in Bulletin
- 63 responses to on-line survey
- 57 responses to business surveys
- 7 written submissions

Two workshops were held on 12 April, 2011 at the Colac Bowling Club. These were attended by approximately 15 residents as well as Council staff.

A summary of the responses is recorded below under the following questions.

What do people value most about Colac?

- Open spaces
- Memorial square
- Lakeside location
- Botanic gardens
- Heritage buildings
- Street & park trees
- Country feel
- Accessible location
- Murray Street
- Sense of community
- Compact town centre
- Shops and cafes

What would people like to see improved?

- Heavy vehicle bypass
- Town entrances
- Pedestrian access
- Streetscapes & trees
- Lake & surrounds
- Open space maintenance
- Car parking
- Traffic flow
- Shop fronts
- Public toilets
- Bicycle paths
- Street signs
- Retail offer

What specific projects were noted?

- Heavy vehicle bypass*
- Entrance improvements
- Murray Street upgrade
- Lake dredge / clean up*
- Signage improvements
- Building façade improvements
- Lighting of features & entrances
- Linkages to Lake
- Street tree planting
- Princes Highway cutting & overpass
- Memorial Square
- Pedestrian crossings & paths

- Toilet upgrade
- Car parking
- Tourist facilities

** Beyond scope of this project*

Community Reference Group Priorities

On 18 April, 2011 a Community Reference Group meeting was held. Values and priorities were recorded in meeting notes.

- Pedestrian crossing on Murray Street b/w Armstrong & Grant Sts
- Heavy vehicles out of Murray Street
- Make Colac attractive as a stop over
- Memorial Square is key
- Lighting in Square and eastern bridge
- Lighting on entrances
- Linkages through bridge and cutting east of Colac
- Screening of industrial area near overpass
- Better links to Lake – Hesse, Corangamite, Gellibrand Streets

PHASE TWO: RESPONSE TO DRAFT PLAN

Submissions received to the Draft Plan included:

- 150+ hard copy feedback forms and written submissions
- 22 online submissions
- Letter from VicRoads
- Discussion feedback at public display, Business Breakfast Workshop, and direct stakeholder contact

General Comments

- Plan has been very well supported generally, with a number of positive responses coming from consultation
- Most popular suggestions:
 - Upgraded toilets in Memorial Square
 - Greening of CBD
 - Improved pedestrian access
- Popular concerns that have been raised include:
 - Funding / rates rises to implement the plan
 - Loss of parking
 - Maintenance of streetscapes and planting
 - Better access to Lake
 - Maintenance of buildings in Murray Street
 - Cleanliness of facilities
 - Need for security cameras
 - Access & parking for elderly/disabled
 - Need for the truck bypass

Colac as the 'Botanic Garden City'

- Generally the 'Botanic Garden City' concept has been well received and supported.
- Often it has been perceived as having a focus on the Botanic Gardens, rather than extending the Gardens through the town.
- A number of respondents have highlighted the presence of the lake, and Colac's identity as a lakeside town. Suggestions include the name/identity: 'Lakeside Botanic Garden City' and maintenance of the foreshore as a priority
- Maintenance is a concern

Concept Plan for Memorial Square

- The majority of respondents support the Memorial Square Concept Plan, particularly the upgrade of the toilets and public transport interchange, and the clean, modern appearance.
- Loss of or a lack of parking is the most common concern.
- Mixed opinion about shared zones, concerns for safety and loss of parking
- Funding opportunity for taxi rank at Memorial Square
- Include taxi rank in design of pavilion on western edge

Eastern CBD Entrance Concept Plan

- The Eastern CBD Entrance Concept is well supported, it is generally acknowledged that the area is run down and not presenting a positive image of Colac
- A large number of respondents want the service station to be either demolished or put to good use

Murray Street West

- The majority of respondents support the Plan for Murray St, particularly the new trees and the shade/amenity they will bring
- Loss of parking is the biggest concern, followed by choice of trees and level of maintenance that will be required

Bromfield Street

- The majority of respondents support the Plan for Bromfield St, particularly the new trees and the shade/amenity they will bring
- Parking is a priority issue with loss of spaces being the biggest concern
- Mixed feelings over bike lane with a number of respondents supporting it. Some respondents felt it would be a waste of money/space as very few people ride bikes

COPACC & Station Precinct

- More parking, better lighting
- Better use of open space/development of outside socialising area
- Better signage to promote the area
- A number of suggestions to close Railway St or Corangamite St

Outer Entrances

- Most urgent need, Colac is looking like a pit stop for second hand junk
- Support for planting
- Service stations often mentioned as a problem
- May be more scope for planting along western edge (VicRoads)
- Eastern edge treatment to co-ordinate with highway duplication (VicRoads)

Suggestions

- Refurbish old Post Office
- Encourage shop owners to maintain buildings and facades
- Restoration of Murray Street facades

VicRoads

- Eastern arrival - roadside plantings supported. Need to take into account highway duplication plans, Colac Road Hierarchy Study will inform where duplication ends and entrance treatment can begin
- Western arrival - may be more scope for roadside plantings due to limited width of highway reserve (PAO)
- Additional pedestrian crossings supported, suited to road type and function
- Murray St West median supported – co-ordinate response to intersection treatment in detailed design

Other aspects of support

- Undergrounding/bundling of powerlines

Steering Committee & Community Reference Group Priorities

On 6 December, 2012 a Steering Committee (SC) meeting and a Community Reference Group (RG) meeting were held. Priorities were recorded in meeting notes.

Quick Wins

RG

- Initial works for Memorial Square – lighting (new action)
- Design concept for outer entrances (new action)
- Reconfigure vehicle parking in Dennis Street
- Facade improvements and laneway upgrades (new actions)
- Eastern entrance
- Urban Forest Plan (new action)
- Closure of Railway Street and use as carparking

High Priority / Short Term

SC

- Planting at eastern entrance corners
- Planting around overpass and cutting (new actions)
- Facade improvements and laneway upgrades (new actions)

- Urban Forest Plan (new action)
- Initial works for Memorial Square – lighting (new action) and Conservation Management Plan, concept design
- Murray Street West
- Underground powerlines
- Cleanup of paths and planting around visitor information centre
- Footbridge at eastern entrance
- Planning Scheme Amendment to introduce design controls

RG

- Planting around overpass and cutting (new actions)
- Cleanup of paths and planting around visitor information centre
- Footbridge at eastern entrance
- Murray Street West
- Underground powerlines
- Upgrade of roundabouts and additional pedestrian crossings
- Initial works for Memorial Square – lighting (new action) and Conservation Management Plan, concept design
- Design concept for Gellibrand Street shared zone
- Facade improvements to shop fronts (new actions)
- Eastern entrance

Medium Term

SC

- Design concept for Memorial Square amenities upgrade
- Design concept for Gellibrand Street shared zone

RG

- Design concept for Memorial Square amenities upgrade & implementation
- CMP for Memorial Square
- Design concept for Gellibrand Street shared zone & implementation
- Bromfield Street upgrade
- Murray Street West

Longer Term

SC

- Upgrade of roundabouts and additional pedestrian crossings
- Closure of Railway Street and design concept for COPACC/Station precinct

RG

- Implementation of design concept for outer entrances
- Footbridge at eastern entrance

Ongoing

RG

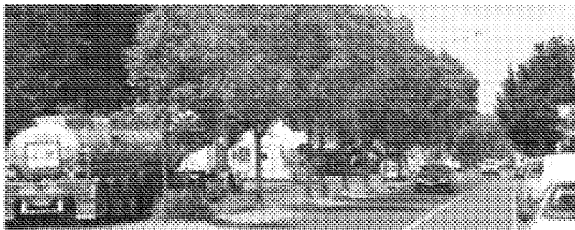
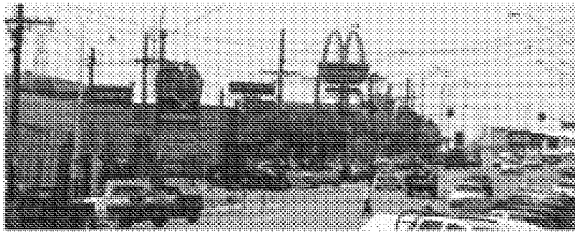
- Support for businesses in facade upgrades (new action)
- All implementation actions of Botanic Garden City



IMPORTANT COUNCIL NOTICE: PLEASE READ
This could affect you...

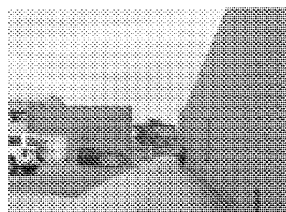
COMMUNITY BULLETIN 1

Colac Otway Shire has commenced preparation of the Colac Central Business District & Entrances Project. This Plan will be prepared to help guide streetscape and amenity improvements in Central Colac and provide an inviting sense of arrival at the town's entry points.



The main aims of the Colac CBD & Entrances Project are to:

- Set a direction for open space, buildings and landscaping within the Central Business District (CBD)
- Promote a sense of vibrancy within Central Colac
- Develop a sense of arrival and sense of place to foster community pride
- Integrate the visual, natural and built landscape of Central Colac
- Improve public access, especially walkability, and create people-focused public spaces in the town
- Develop detailed guidance for the implementation of works
- Create an overall theme to link Central Colac with the town's entrances and key destination points outside the CBD.



WHAT IS YOUR VISION FOR COLAC?

We welcome your input throughout the preparation of the plan for Central Colac and the town entrances.

A Discussion Paper which highlights the key themes and focus areas for the project and asks important questions of the community is currently available for your input.

By sharing your ideas on what you love about Colac, what you think could be improved and suggestions on how this may happen, the Plan can be developed to reflect your long-term vision. What do you think can be achieved through the Plan?



INVITATION TO COMMUNITY WORKSHOP

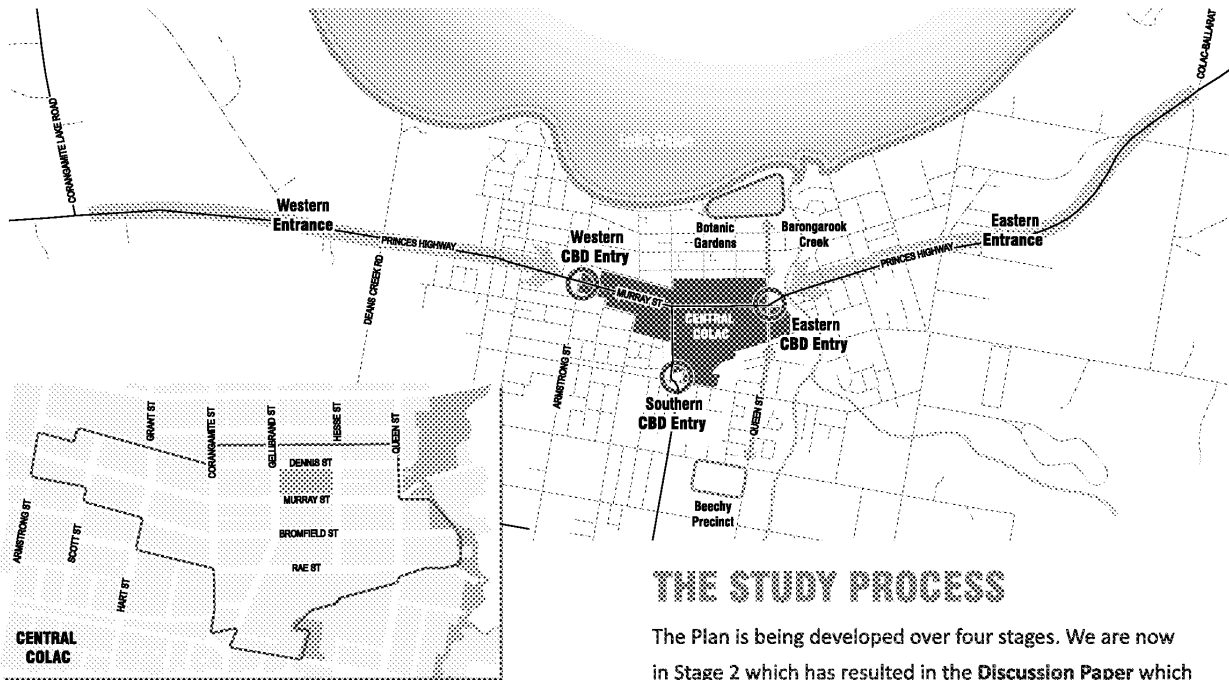
HELP SHAPE THE PLAN

Two Community Workshops will be held on Tuesday April 12th to give you the opportunity to offer your input into the Plan.

- Date: Tuesday April 12 2011
- Times: 2:00pm - 4:00pm & 5:30pm - 7:30pm (light refreshments will be provided)
- Location: Colac Bowls Club, Armstrong St, Colac
- Please RSVP by April 8th by phone on 5232 9560 or via email: inq@colacotway.vic.gov.au



THE STUDY AREA



THE STUDY PROCESS

The Plan is being developed over four stages. We are now in Stage 2 which has resulted in the Discussion Paper which we are now inviting the community to read and provide feedback on.

The project will focus on Central Colac which includes the main retail and commercial areas of the town. Landscape themes will be considered to create linkages beyond this area to key tourist attractions and community facilities. Landscaping and other treatments for the eastern and western entrances to the town will also be considered to provide a sense of arrival into the town that ties into the themes developed for Central Colac.

| | | |
|---|--|-------------------------|
| 1 | Preliminary Actions | January 2011 |
| 2 | Analysis, Objectives & Discussion Paper | February - April 2011 |
| 3 | Draft Plan & Consultation | April - September 2011 |
| 4 | Final Plan & Implementation Plan | October - December 2011 |

DISCUSSION PAPER

The Discussion Paper may be accessed online at:

www.colacotway.vic.gov.au

Hard copies can be provided if requested for a charge

The Discussion Paper will also be available at:

- Colac Service Centre, 2-6 Rae St, Colac
- Apollo Bay Service Centre, 69 Nelson St, Apollo Bay
- Colac Visitor Information Centre, Murray St (cnr Queen St, Colac)
- Great Ocean Road Visitor Information Centre, Great Ocean Road, Apollo Bay



COLAC

CBD & ENTRANCES PROJECT

HAVE YOUR SAY...

We welcome your input throughout the preparation of the Plan. There are different ways in which you can contribute:

- Fill out the Feedback Form and send to Council.
- Send an email to inq@colacotway.vic.gov.au
- Attend one of the Community Workshops on Tuesday April 12th at either 2:00pm - 4:00pm or 5:30pm - 7:30pm.
- As an alternative to sending in a hard copy an online survey may be completed by logging onto: <http://www.surveymonkey.com/s/W7K868Q>

1. What do you value most about Central Colac? For example, heritage buildings, the lakeside location, open spaces, shops etc..

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2. In what ways do you think the design or function of Central Colac or the entrances into town could be improved?

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3. Are there any particular services or facilities that you would like to see provided for residents, businesses or visitors?

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HAVE YOUR SAY...

4. What do you think the priority projects for the improvements of Colac Central or the entrances into town should be?

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5. Are there any other comments or ideas you would like to contribute on Central Colac or the town entrances?

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Please Print

Name:

Address:

Email:

As an alternative to sending in a hard copy an online survey may be completed by logging onto:
<http://www.surveymonkey.com/s/W7K868Q>

Feedback forms or written submissions may be sent to:
Doug McNeill, c/o Colac Otway Shire, PO Box 283, Colac, Vic, 3250 or
inq@colacotway.gov.vic.au

Please return feedback form by Friday 29 April 2011

*This feedback form can be downloaded from Council's website at www.colacotway.vic.gov.au/
If you wish to provide your details, we will include your name on the project mailing list for further updates.*

MORE INFORMATION

To register your interest in attending the Community Workshop, or for any queries about the project, please contact Doug McNeill on 3257 9580 or email: inq@colacotway.vic.gov.au

COLAC CBD & ENTRANCES PROJECT



HAVE YOUR SAY: DRAFT COLAC CBD & ENTRANCES PROJECT

What is the Colac CBD & Entrances Project?

In January, 2011 Colac Otway Shire commenced preparation of the Colac Central Business District (CBD) & Entrances Project. The project is a 20 year Plan focusing on design of buildings and spaces of the Colac CBD and the eastern and western entrances to Colac. The draft Plan draws together your community feedback and research undertaken by the study team.

The draft Plan includes a vision, actions and strategies for the Colac CBD and entrance corridors to the CBD. Five Concept Plans have been prepared for Memorial Square, Eastern CBD Entrance, Murray Street, Bromfield Street, and COPACC and Station precinct.

Council would like your feedback on the draft Plan and Concept Plans to help influence the future 'look and feel' of the Colac's CBD and entrance corridors.

HAVE YOUR SAY

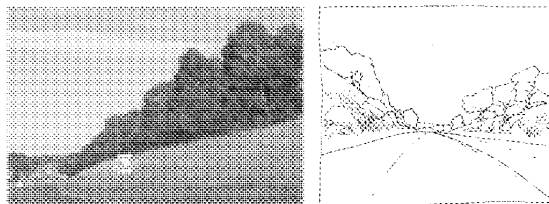
You can hear more about the Colac CBD & Entrances Project and have your say on the draft report at the following community information sessions. You are welcome at any time during the drop-in sessions:

2pm-5pm Wednesday 2 November 2011
11am-2pm Thursday 3 November 2011

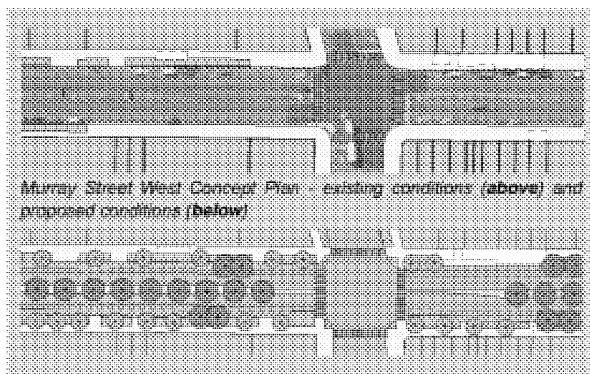
At the front of Target
 Murray Street
 Colac



Photomontage of proposed Pedestrian Bridge over Barongarook Creek (Eastern Entrance Masterplan)



The draft Plan includes proposed planting options to enhance the arrival experience into central Colac

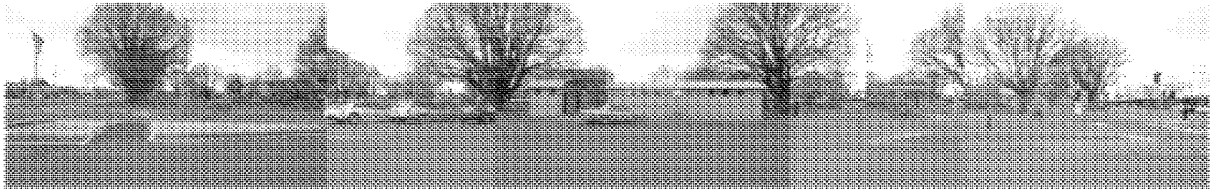


Murray Street West Concept Plan - existing conditions (above) and proposed conditions (below)

Key Recommendations

In the next 20 years Colac's CBD will see:

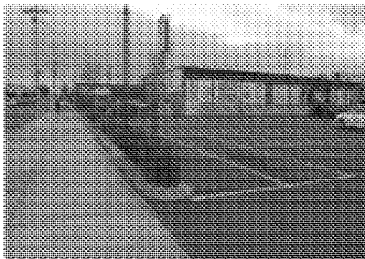
- ✦ A new image for Colac as the 'Botanic Garden City', with thematic tree planting throughout the CBD
- ✦ Traffic management projects to improve accessibility for pedestrians, cyclists and people with limited mobility
- ✦ Upgrading of the western edge of Memorial Square with refurbished amenities and a shared traffic space along Gellibrand Street
- ✦ Tree planting and streetscape works along Murray Street West
- ✦ Improvement to the eastern CBD entrance at the Barongarook Creek bridge and the Visitor Information Centre
- ✦ Improved entrances to the outer edge of Colac with new landscaping



The toilet block facility in Memorial Square is old and unattractive (see photo above). As a key stopping point for visitors to Colac, the draft Memorial Square Concept Plan upgrades the western edge of the square with a new toilet block, new bus stop and updated visitor facilities (see draft concept below).



| | |
|--|--|
| <p>Where can I view the plan?</p> <p>www.colacotway.vic.gov.au</p> <p>Colac Otway Shire Office
2-6 Rae Street
Colac</p> <p>Colac Library & Learning Centre
Queen Street
Colac</p> <p>Colac Library Annexe
Railway Street
Colac</p> <p>Colac Visitor Information Centre
Corner Queen Street & Murray Street
Colac</p> | <p>Opportunity for feedback</p> <p>Feedback Form</p> <p>The feedback form on the following pages can be used to provide feedback to Council.</p> <p>Online Survey</p> <p>As an alternative to sending in a hard copy an online survey may be completed by logging onto:</p> <p>http://www.surveymonkey.com/s/SW26WTY</p> <p><i>Please return feedback forms by
MONDAY 21st NOVEMBER, 2011.</i></p> |
|--|--|



The draft Bromfield Street Concept Plan proposes new bike lanes and landscaping along Bromfield Street



COLAC CBD & ENTRANCES PROJECT

FEEDBACK FORM



1 What do you think about the idea of Colac as the 'Botanic Garden City'?

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2 What are the best aspects of the Concept Plan for Memorial Square? (e.g. new amenities and shared traffic zones on Gellibrand Street)

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3 Do you like / dislike the Eastern CBD Entrance Concept Plan?

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4 Do you agree with the idea to extend tree planting and street improvements along Murray Street between Corangamite Street and Armstrong Street?

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COLAC CBD & ENTRANCES PROJECT

FEEDBACK FORM



5 What do you like / dislike about the Bromfield Street Concept Plan?

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6 How would you improve the COPACC and Station Precinct Concept Plan?

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7 Do you have any other comments or ideas you would like to contribute on the draft Plan?

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.....
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[Please attach additional pages as required]

| | |
|--|---|
| PLEASE PRINT | As an alternative to sending in a hard copy an online survey may be completed by logging onto: |
| Name:..... | http://www.surveymonkey.com/s/SW26WTY |
| Address:..... | This feedback form can be downloaded from Council's website at: |
| Email:..... | www.colacotway.vic.gov.au |
| Feedback forms or written submissions may be sent to: | If you wish to provide your details, we will include your name on the project mailing list for further updates. |
| Colac CBD & Entrances Project
Colac Otway Shire
PO Box 283
Colac VIC 3250 | |
| or
inq@colacotway.vic.gov.au | |

APPENDIX 2 - DISPLAY BOARD



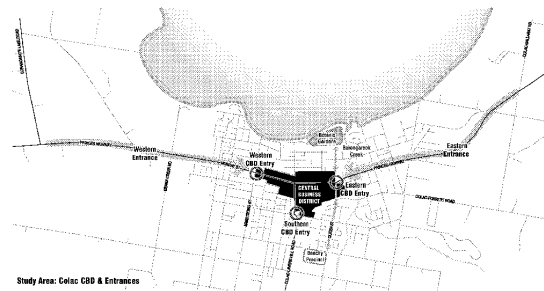
COLAC CBD & ENTRANCES PROJECT

What is the Colac CBD & Entrances Project?

In January 2011, Colac Otway Shire commenced preparation of the Colac Central Business District (CBD) & Entrances Project. The project is a 20 year Plan focusing on design of buildings and spaces of the Colac CBD and the eastern and western entrances to Colac. The draft Plan draws together community feedback and research undertaken by the shire to date.

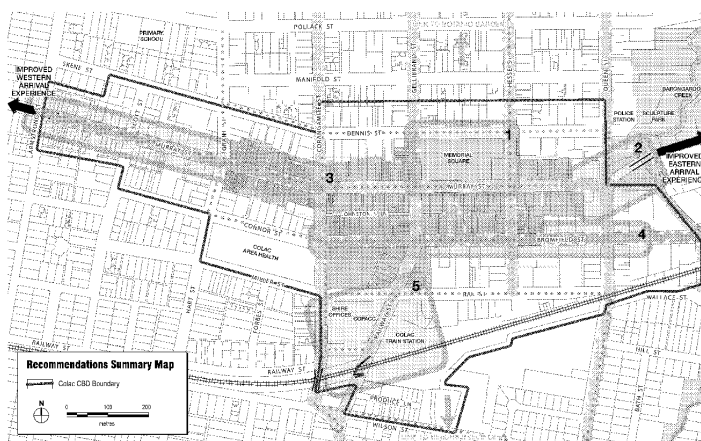
The draft Plan includes a vision, goals and strategies for the Colac CBD and entrance corridors. The Concept Plan has been presented for review. Major Street, Entrances, CBD Entrances, Murray Street, Bromfield Street, and COPACC, and the Station precincts. Council invited the year feedback on the draft Plan and Concept Plans to help inform the future design of Colac's CBD and entrance corridors.

Study Area



KEY RECOMMENDATIONS

The key recommendations for Colac's CBD and Entrances are shown on the map below:



Map Legend



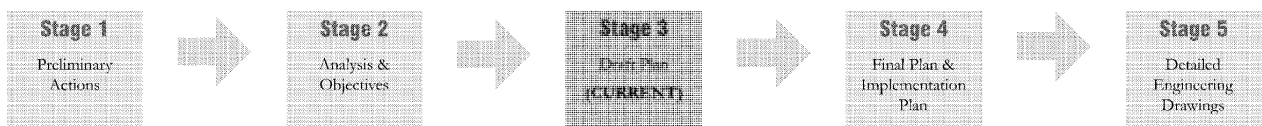
- Botanic Garden City:** A new image for Colac, the 'Botanic Garden City', with thematic tree planting throughout the CBD and linking the Botanic Gardens, Beechy Precinct and Barogarook Creek corridor.
- Memorial Square:** Upgraded western edge with refurbished amenities and a shared traffic space along Gellibrand Street which can also be adapted to accommodate public events. Pedestrians to have priority over cars in shared space that could ultimately be extended around Memorial Square and south along Gellibrand Street to the Station.
- Eastern CBD Entrance:** Improved entrance with enhanced landscaping and views to heritage buildings, widened pedestrian pathways over the bridge and improved visibility of the Visitor Information Centre.
- Murray Street West:** Improved with tree planting and streetscape works, continuing the design theme of the central part of Murray Street.
- Bromfield Street:** Upgraded with new tree planting, improved pedestrian access and bicycle lanes. Redevelopment opportunities for the underused land at the rear of Murray Street shops to be promoted, with improved pedestrian links through to Murray Street, similar to Johnstones Lane.
- COPACC & Colac Station:** Revitalised.
- Outer CBD Entrances:** Improved with new landscaping and guidelines for signage.
- Priority Streetscapes:** Improved as first priority.
- Laneways:** Improved pedestrian network.
- Bicycle lanes:** New and improved lanes provided.
- Inner CBD retail areas:** Built Form Guidelines applied to ensure a high quality of new architecture, protection of heritage buildings and maintaining a 'fine grain' character of these areas.



Vision:

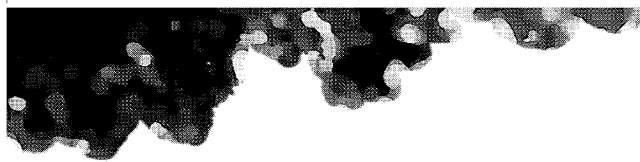
The vision for the Colac CBD and Entrances Project is to create a vibrant, pedestrian-friendly, and sustainable urban environment. The project aims to enhance the quality of life for residents and visitors alike by providing a mix of housing, retail, and recreational opportunities. The vision is to create a CBD that is accessible, safe, and enjoyable for all, with a focus on pedestrian infrastructure and public spaces. The project will also aim to improve the streetscape and landscaping, creating a more attractive and welcoming environment for everyone.

The Process



11/2011

planisphere



COLAC CBD & ENTRANCES PROJECT

Murray Street West

Recommendations for Murray Street West are:

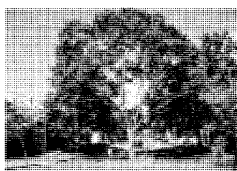
- Extend the vegetated character of Murray Street west up to Armstrong Street as a part of developing the Botanic Garden theme for the Colac.
- Investigate the potential to reconfigure on-street car parking to improve pedestrian and cyclist safety and the streetscape appearance.
- Maintain appropriate vehicle access and car parking provision for local businesses.
- Enhance pedestrian safety and amenity by encouraging active street frontages, rationalising signage and undertaking streetscape treatments.



Grasses and low shrubs within the road reservation



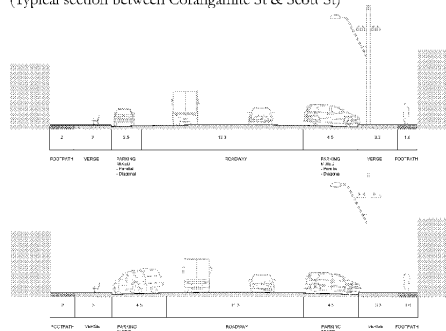
Successful use of native species in median planting



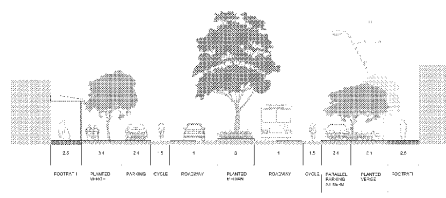
Large shade giving tree in a central reservation

Murray St West Concept Section

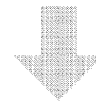
Murray St West Existing Conditions Sections (Typical section between Corangamite St & Scott St)



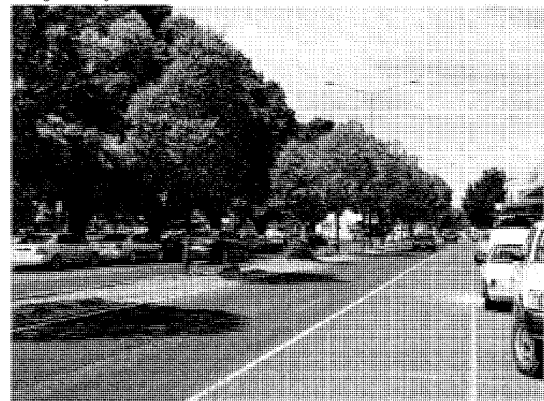
Murray St West Concept Plan Section



Existing Murray St West streetscape



Existing planted median theme in Murray St central, to be continued along Murray St West

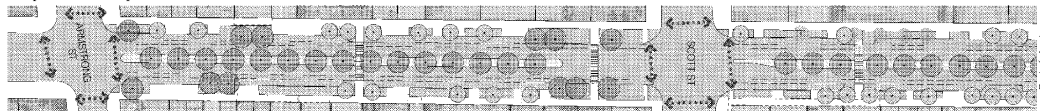


Murray St West Concept Map

Existing Conditions



Proposed Concept



Change from diagonal to parallel parking where possible to maximise planting & pedestrian areas

Outstands & central median to lessen dominance of traffic & improve pedestrian movement

Existing signalled pedestrian crossing points

Planted outstands at regular intervals with seating. WSUD beds to harvest stormwater

Underground powerlines along Murray St West at same time as other streetscape works

Designated bike lanes

New zebra crossings at key locations to improve pedestrian movement

Road edge planting to provide shade and visual character

New and upgraded verge to incorporate low plantings

Central planted median of large trees to continue street character of central Murray St

Integration of planting and pedestrian crossing



LEGEND

- Existing crossing
- Proposed zebra crossing
- Bicycle lane
- Existing pedestrian movement point (with drop kerbs)
- Outstands with opportunity for WSUD
- Large street tree
- Small street tree
- Low vegetation

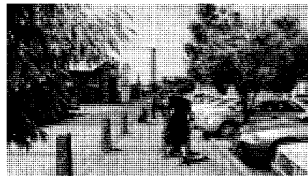
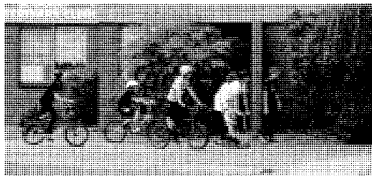


COLAC CBD & ENTRANCES PROJECT

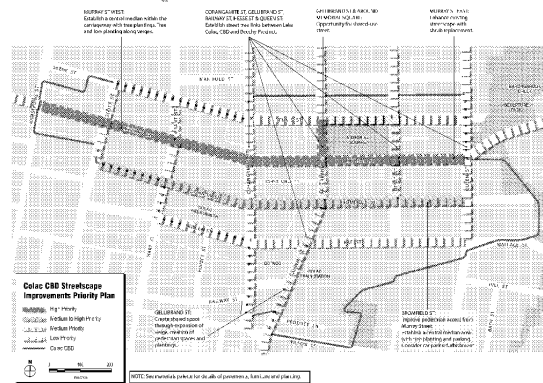
Streets for People

Key recommendations for Colac's streets are:

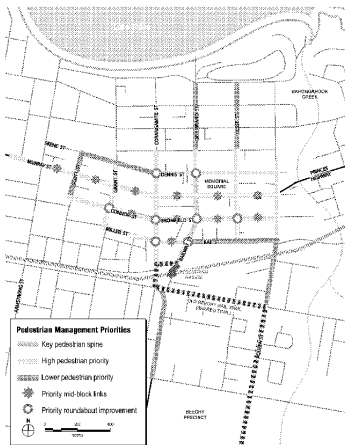
- 40km/hr speed limit in the CBD.
- Redesigned roundabouts to enhance pedestrian safety.
- Mid-block pedestrian crossings.
- Increased pedestrian crossing times.
- Shared zone area at Gellibrand Street as a pilot project.
- New and upgraded bicycle lanes.
- Options for rationalising car parking investigated.



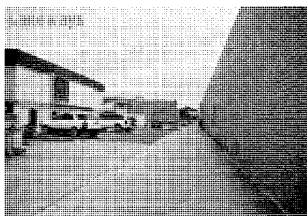
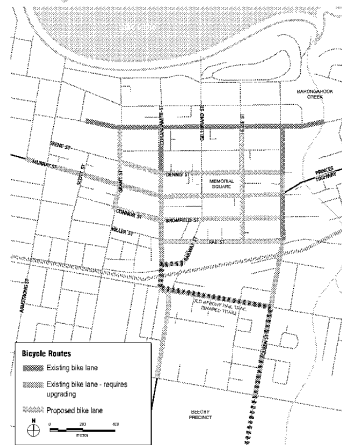
Streetscape Priorities



Pedestrian Priorities



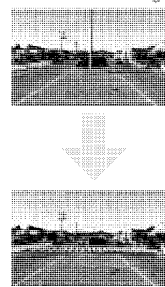
Bicycle Routes



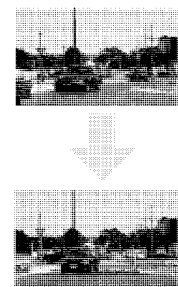
Improve laneway network



Mid Block Crossings



Roundabouts



Recommended Streetscape Palette

Proposed Furniture Types
 Over time replace and upgrade the existing furniture with a palette that is more sensitive to the rural character of the area, making better utilisation of timber and stainless steel.

Design Guidelines:
 Stainless steel (or galvanneal steel with non-rusting finish).
 Timber or other sustainable material (e.g. wood and recycled plastic, combination timber).
 Use of masonry / brickwork on selected elements only (i.e. bins and seats).

Color Palette:
 The overarching colour within Colac is a dark maroon/brownwood, commonly called heritage red. It is suggested that the colour continues to be used but sparingly only on selected objects (i.e. seats and bins but not on lights and bollards).

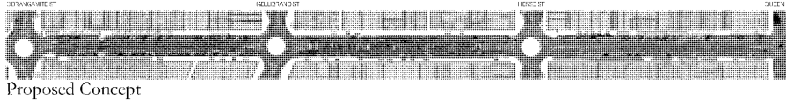
Key streetscape palette materials:
 Timber furniture
 Concrete bollards
 Recycled path

OTHER:
 New seats and bins recommended to utilize plan materials to ensure their successiveness in the streetscape. Simple natural timber bollards to be used where appropriate. Stainless steel bicycle hoops and metal bollards.

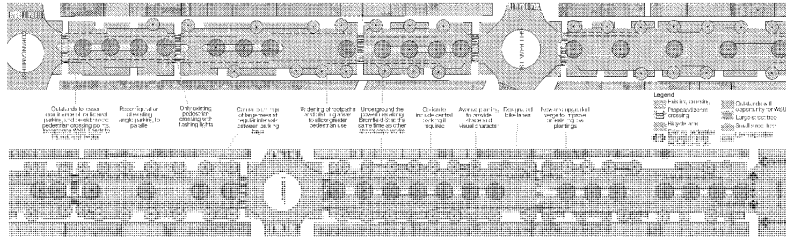
COLAC CBD & ENTRANCES PROJECT

Improved Appearance of Bromfield Street

Existing Conditions

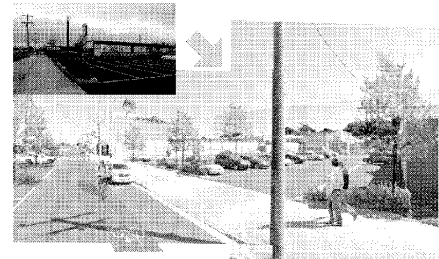


Proposed Concept

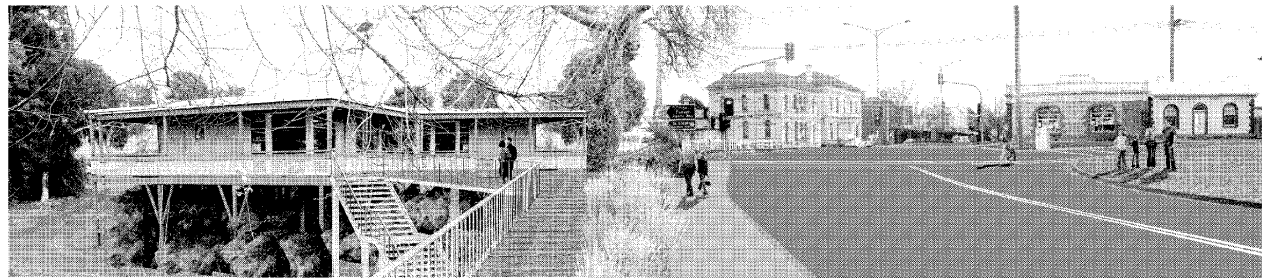


KEY PROJECTS

Looking west along Bromfield St: buildings to infill prominent corner frontages, activating street and car park and encouraging pedestrian filtering from Murray St

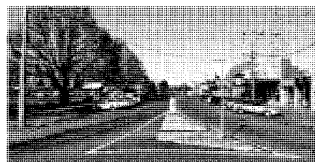


Improved Eastern CBD Entrance with New Footbridge



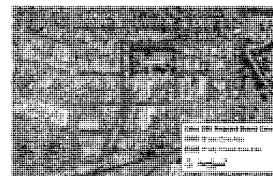
Looking towards town entry from proposed cantilevered footpath: concept includes direct link to Visitor Information Centre, highlighted views to historic building facades, upgraded open spaces, fenced garden and paved plaza at the entry to Barongarook Creek

Gellibrand St Upgrades & New Shared Space



Conceptual photos of a shared space on Gellibrand St on the western end of Memorial Square

New Shared Spaces

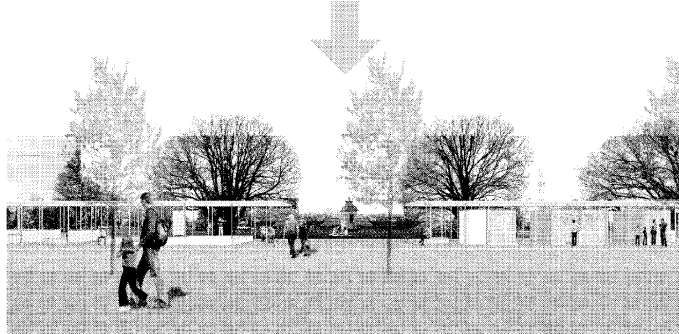


A shared space/zone is an area where pedestrians have the right of way over motorists and cyclists and can walk across the road space in any place at any time.

This is proposed first for Gellibrand Street adjacent to Memorial Square, then on other edges at Memorial Square and eventually extended south along Gellibrand Street to link to the Colac train station.



Toilet block obstructs views to the Memorial from Gellibrand Street



Looking through to Memorial Square from Gellibrand St: paving shared by pedestrians and cars, proposed facilities providing for street, park and tourist activity

Improved Edges at Memorial Square

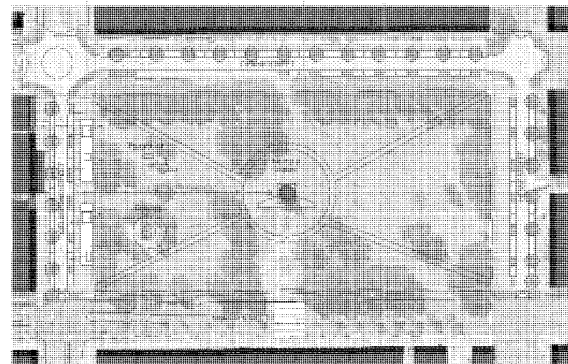
Existing bus stop and toilets to be replaced with new toilets, shelter with visitor information and bus stop

Bus & campervan parking bays

Bus parking bays can be repeated here if necessary

Raised pedestrian crossing

Raised shared-use zone for two way traffic along Gellibrand St, Dennis St and Hooper St

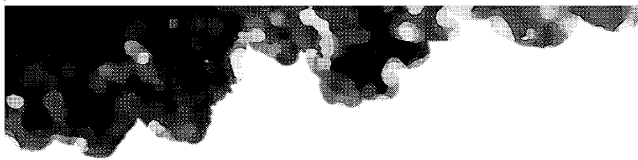


LEGEND

- Proposed outstand with tree planting
- Proposed low planting
- Two way car access ramp into shared space
- Interaction of surrounding buildings with the shared space encouraged

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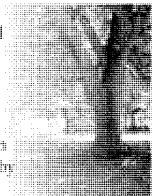


COLAC CBD & ENTRANCES PROJECT



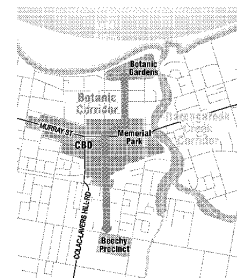
Botanic Garden City

Colac's remarkable Botanic Gardens is a key feature of the town and an important part of its identity and heritage. This concept has the potential to form the basis of the town's urban design themes and become part of a memorable township identity. It would be brought together in the planning and design for the town's entrances and public realm, and in the creation of pedestrian-focussed streets that are characterised by their tree planting.



Botanic & Barongareek Creek Corridors

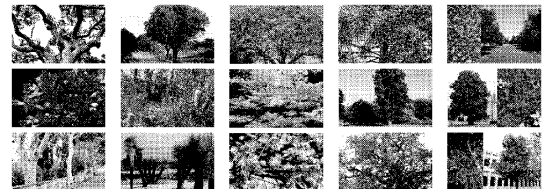
Corridors of tree planting along Corangamire, Hesse and Gellibrand Streets, linking the Lake and Botanic Gardens to the CBD, train station and Beechy precinct are proposed as shown right.



Ideas for Planting Themes

One of the Plan's key strategies is to establish strong planting themes for the key pedestrian streets. Some ideas of themes are shown below.

| | | | | |
|---|---|--|--|--|
| <p>IBBA 1: SEASONAL FLOWERS</p> <p>Planting selection based on a selected botanical genus (potentially rare or diverse) e.g. <i>Geonias</i> (bells), <i>Corymba</i> and <i>Eucalyptus</i> (gum trees).</p> | <p>IBBA 2: GEOPHILIC</p> <p>Planting selections based on a geographic area e.g. Northern Australian, south-west Victorian, South African. Single or multiple geographic collections could be utilised.</p> | <p>IBBA 3: FLOWERS FOR A FESTIVAL</p> <p>Planting selection based on a seasonal flower or leaf show. This is an opportunity to create a new festival around the seasonal time, or work with existing town festivals e.g. obnoxious trees for autumn, rotund wattle or plain trees for their explosive flowering season.</p> | <p>IBBA 4: BOTANICAL COLLECTOR</p> <p>Planting selection based on rare and iconic trees of the Colac Botanic Gardens e.g. <i>Acacia</i> (bottle), <i>Banksia</i> (Pine), <i>Stereocarpus</i> <i>sinuatus</i> (Firewheel tree) and <i>Cupressus</i> <i>torresii</i> (Beale Cypress).</p> <p>This would link species in the gardens with the town centre.</p> | <p>IBBA 5: AUSTRALIAN COLLECTION</p> <p>Planting selection based on distinctive trees of Australia which are underused within the streetscape e.g. <i>Brachybotrys populifera</i> (Kurrumbidgee Bottle tree), <i>Brachybotrys populifera</i> x <i>apiculata</i> (Flowers Flame Tree) and <i>Stereocarpus sinuatus</i> (Firewheel tree).</p> |
|---|---|--|--|--|



Entrances

The Colac CBD and Entrances Project seeks to enhance the arrival experience into central Colac through the use of distinct planting themes. These themes will create a variety of spatial experiences as a part of the entry into the town centre. Planting concepts are proposed below and will require consultation with VicRoads and landowners.

Legend

- Fast paced
- Key entry moments along the highway according to their type
- Moment with a view towards the lake
- Moment through the cutting
- Moment with views to the showground and industrial area

| | | | | |
|--|--|---|---|---|
| <p>100KM/HR SECTION:
Tree planting on the road verges</p> <p>Examples</p> | <p>80KM/HR SECTION:
Tree planting within road easement on low mounds to enhance views</p> <p>Examples</p> | <p>50 & 60KM/HR SECTION:
Small shrubs on earthen mounds where possible</p> <p>Proposed</p> | <p>KEY MOMENT TYPE 1 & 3: Screen & frame</p> <p>Existing</p> | <p>KEY MOMENT TYPE 2: Cutting & embankment</p> <p>Existing</p> |
| <p>ADJACENT PRIVATE LAND:
Banded tree planting where possible</p> <p>Examples</p> | | | | |

Other towns known for their planting



Bright is renowned for its autumn colours.

The Grafton Jacaranda Festival is well known in Australia for its abundance of purple floral display.



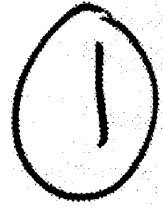
Mount Gambier is renowned for its sink hole Gardens.

Various country towns in Australia, including Ballarat above, are known for their memorial tree avenues along the main entrance road using a single large scale species.



APPENDIX 3 - WORKSHOP NOTES

Top 5 Priorities



- Linking Murray St & Bramfield St

- Memorial Square

- ↳ VIC / cafe / narrow rd ^(collibraund)
- ↳ closure / narrowing Hesse St
- ↳ encourage cafes on north + east side of Hesse St ^{side}

19

- Station Precinct - more parking

- close Railway St
- land on sth side underutilised

- Consolidate parking eg like Johnsons Car Park

What we value most? ①

* Memorial square - has improved a lot
↳ peaceful
↳ centrality

- Streets / lanes have become

inviting eg. Johnston's Lane & Murray St
↳ cafes + outdoor dining

- Entrance from east - particularly at Barongarook Creek. (more appealing)

- Barongarook Gardens - recent works

* Lake Colac + Botanic Gardens
↳ pedestrian / cycle path + improvements to lake

- Shops all centred in one spot (not spread out)

- Trees down centre of Murray St

- Road planning eg. lights / roundabouts improved

* Heritage buildings / character

What issues should Plan address? ①

* Connect Lake Colac + Murray St

- ↳ more attractiveness to draw people in
- ↳ more obvious signage to Lake pedestrians

* More effective signage generally eg COPACC

* Existing signage clutter / business
↳ wires

different tree plantings in different streets
eg oaks in Hesse street (themed)

* difficulty getting across streets

- need pw pts for gophers - aging poph.

↳ nursing homes - Murray St + Queen St + Coongana (opposite Safeway)

↳ access to CBD, library

- how are sidewalks paved - safe mobility

- truck traffic through Murray St

↳ not consistent with encouraging cafes

- western entrance unattractive

- private property - improve maintenance, access & appearance.

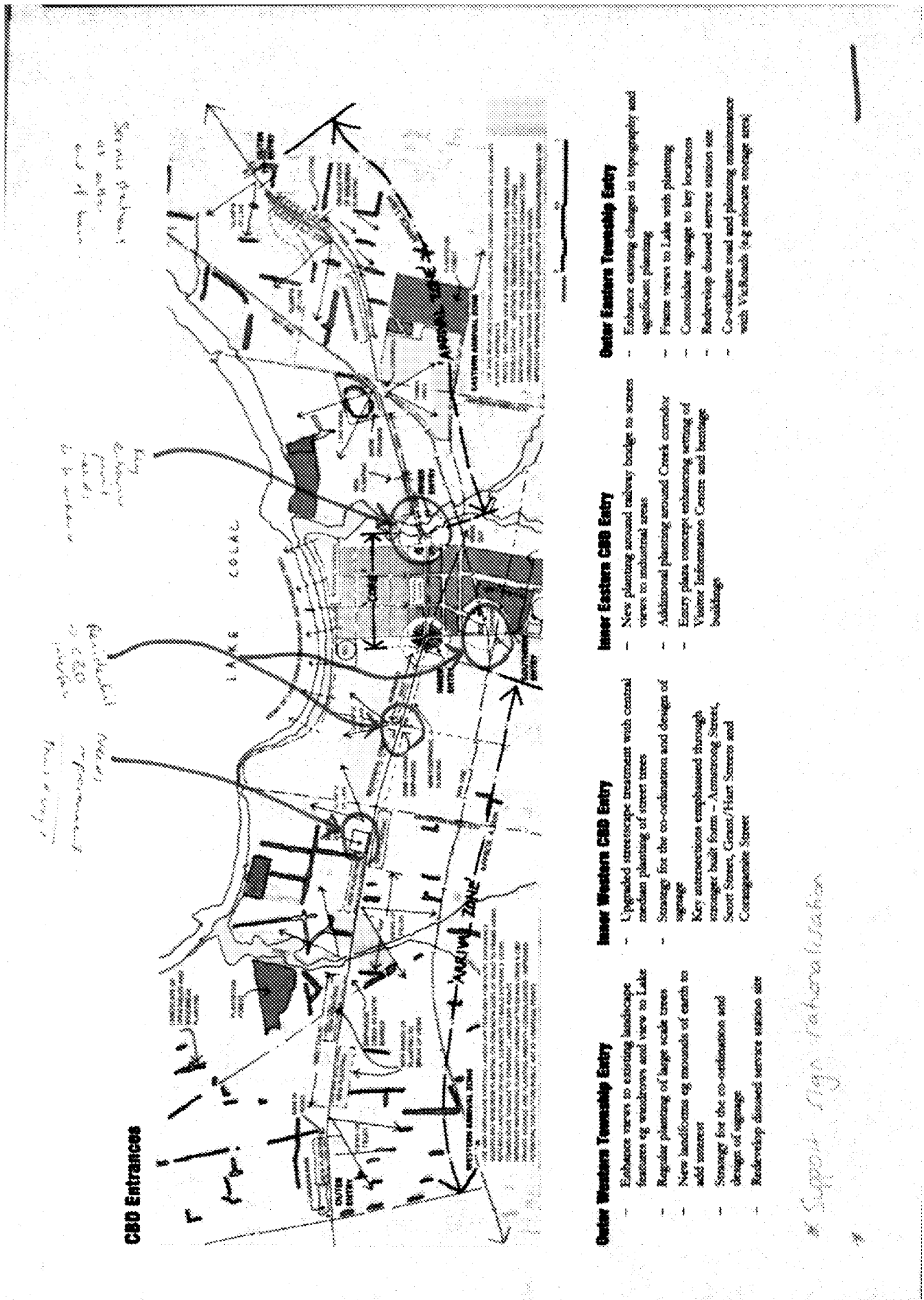
- Future of library buildg

eg pot holes.

How can CBD + Entrances be Improved

①

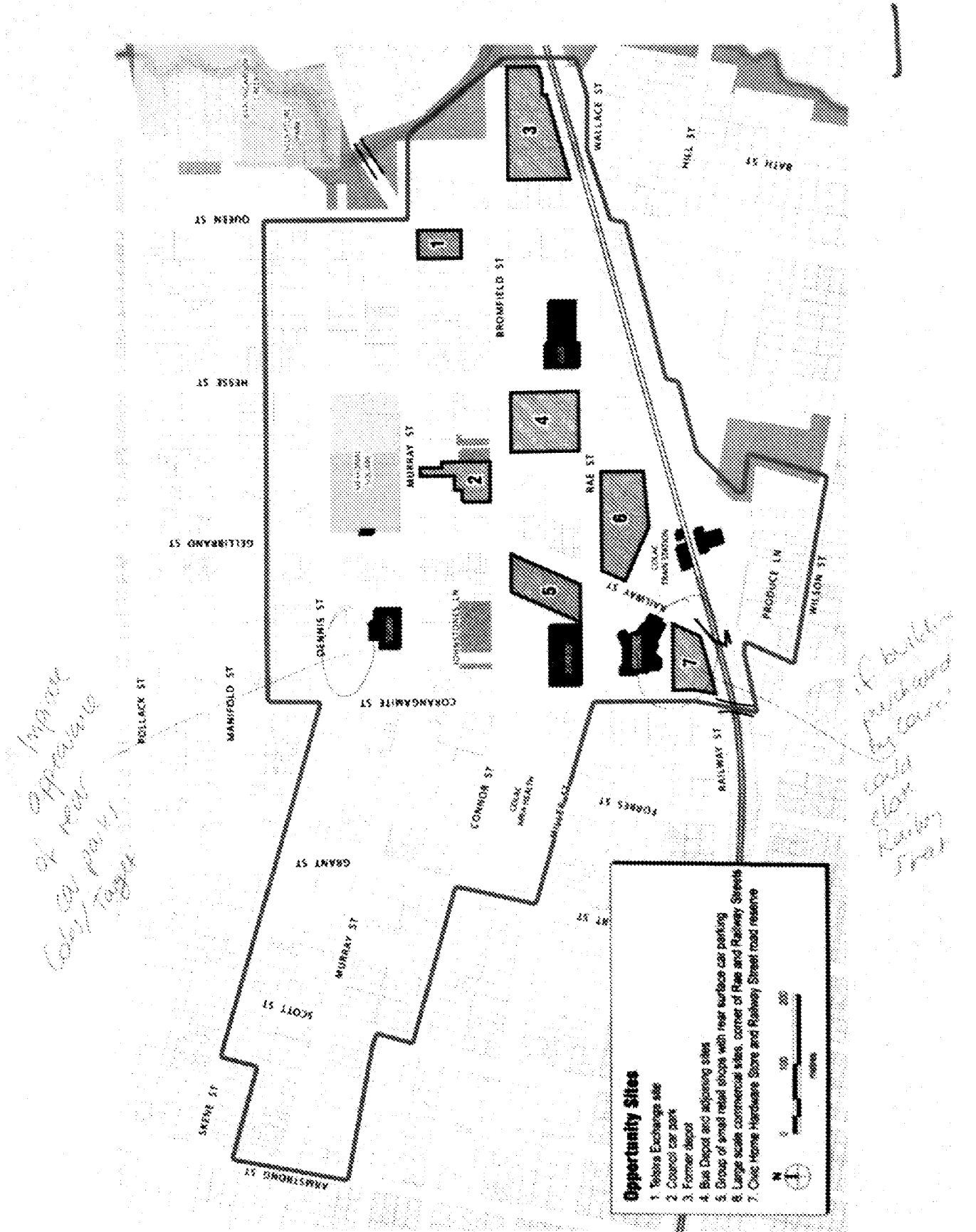
- * Public roadsides kept neat + tidy
- * Replace existing signs with attractive signage (rationalise)
- Engage with community / schools re above (encourage pride)
- Car park at Barongarook Creek to be sealed.
- Spruce up heritage buildings
- Plaques to acknowledge heritage buildings
- Close Denis St adjoining Memorial Sq. + increase parking / better pedestrian connection to business opposite - slow traffic.
- Parking out of Murray St + into multi level car parks at rear

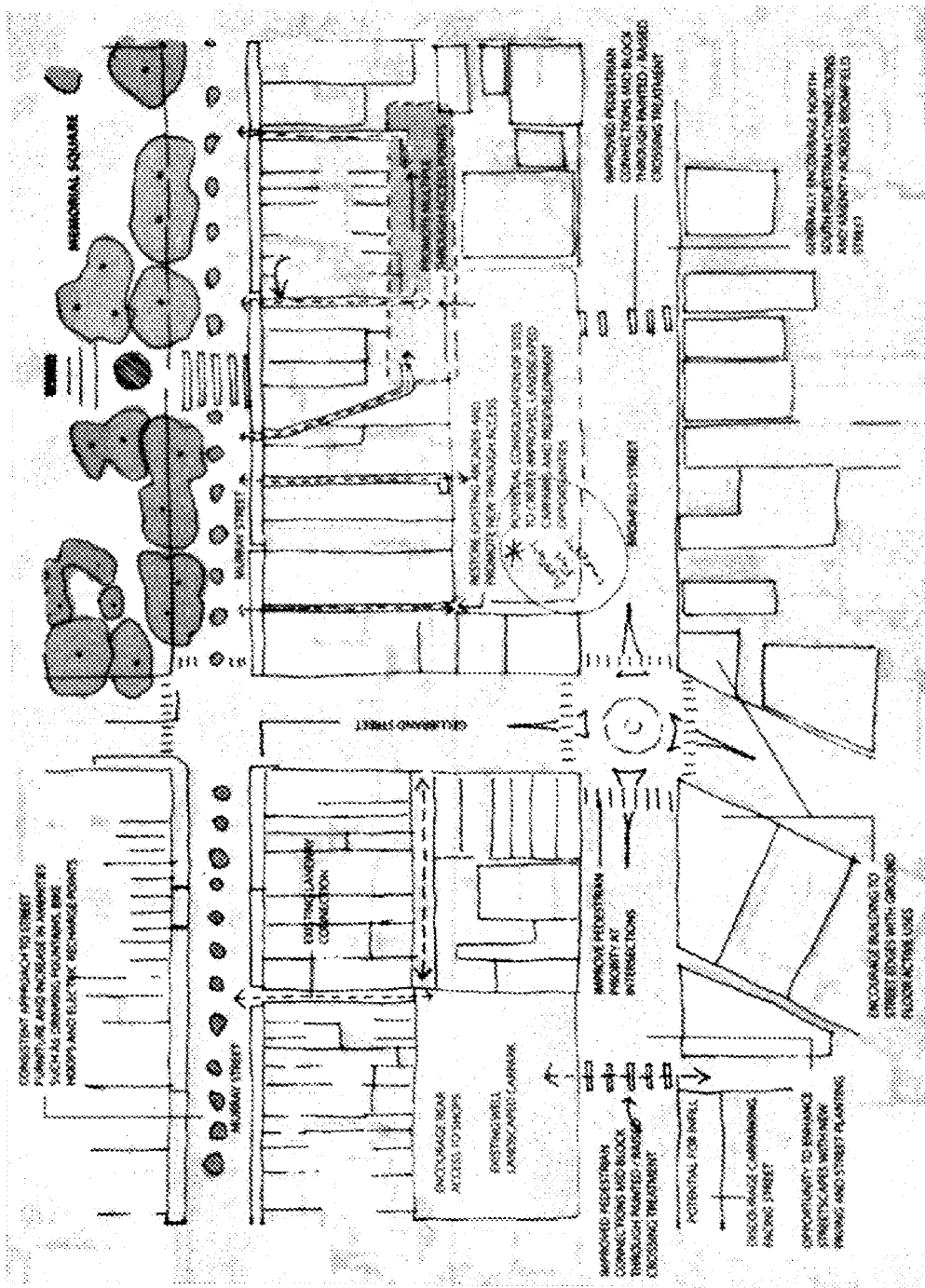


CBD Entrances

- Outer Western Township Entry**
 - Enhance views to existing landscape features eg windbreaks and view to Lake
 - Regular planting of large scale trees
 - New landforms eg mounds of earth to add interest
 - Signage for the re-orientation and design of signage
 - Redevelop disused service station site
- Inner Western CBD Entry**
 - Upgraded streetscape treatment with central median planting of street trees
 - Signage for the re-orientation and design of signage
 - Key intersections emphasised through stronger built form - Armstrong Street, Scott Street, Grant/Hart Streets and Conspicuous Street
- Inner Eastern CBD Entry**
 - New planting around railway bridge to screen views to industrial areas
 - Additional planting around Creek corridor
 - Entry plaza concept embracing setting of Visitor Information Centre and heritage buildings
- Outer Eastern Township Entry**
 - Enhance existing changes in topography and significant planting
 - Frame views to Lake with planting
 - Consolidate signage to key locations
 - Redevelop disused service station site
 - Co-locate road and planting maintenance with VicRoads (eg relocate storage area)

Support sign rationalisation





Pedestrian Connections

- Restore existing arcades and promote as mid-block pedestrian links
- Promote multiple entry points from the front and rear of the retail strip
- Redevelop the car parks areas at the rear of shops for new retail frontages
- Improve layout, signage and landscaping of car parks
- Encourage buildings with active uses to the street edge, particularly at the corner of Brentfield and Collingwood Streets
- Additional mid-block pedestrian crossings
- Potential to infill the front portion of the Safeway carpark site with small retail buildings to recreate the street frontage
- New paving and street planting
- Fill in 'gap' sites with quality design and active street frontages
- Enhance blank facades with treatments such as improved lighting, landscaping, new windows and screens

*Safeway
Lonestar
Linking
to
Brentfield
Street*

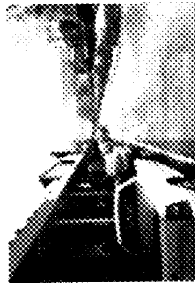
Traffic Management & Streetscape Works Proposals

- 40km speed limit
- Retain roundabouts with pedestrian crossings
- Reallocate roadspace to create bicycle lanes
- More pedestrian crossings
- Better design of car parks with landscaping, lighting, pedestrian paths
- Investigate highway bypass
- Strengthen laneway network (similar to Johannesburg's Laneway)
- Improve bicycle facilities
- Improved facilities for people with limited mobility

Support

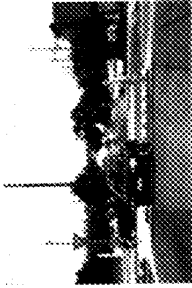
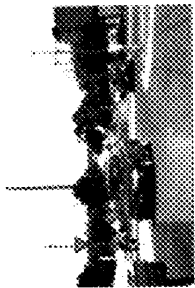
improve traffic light coordination to keep traffic moving

Kerb Outstands



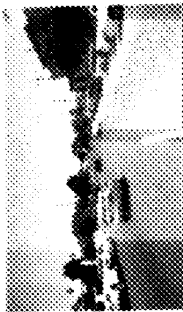
Before and after concept design study for Armstrong Street, Bairnsdale. Current car parking removed and footway, bike infrastructure in central median and kerb extension.

Roundabouts

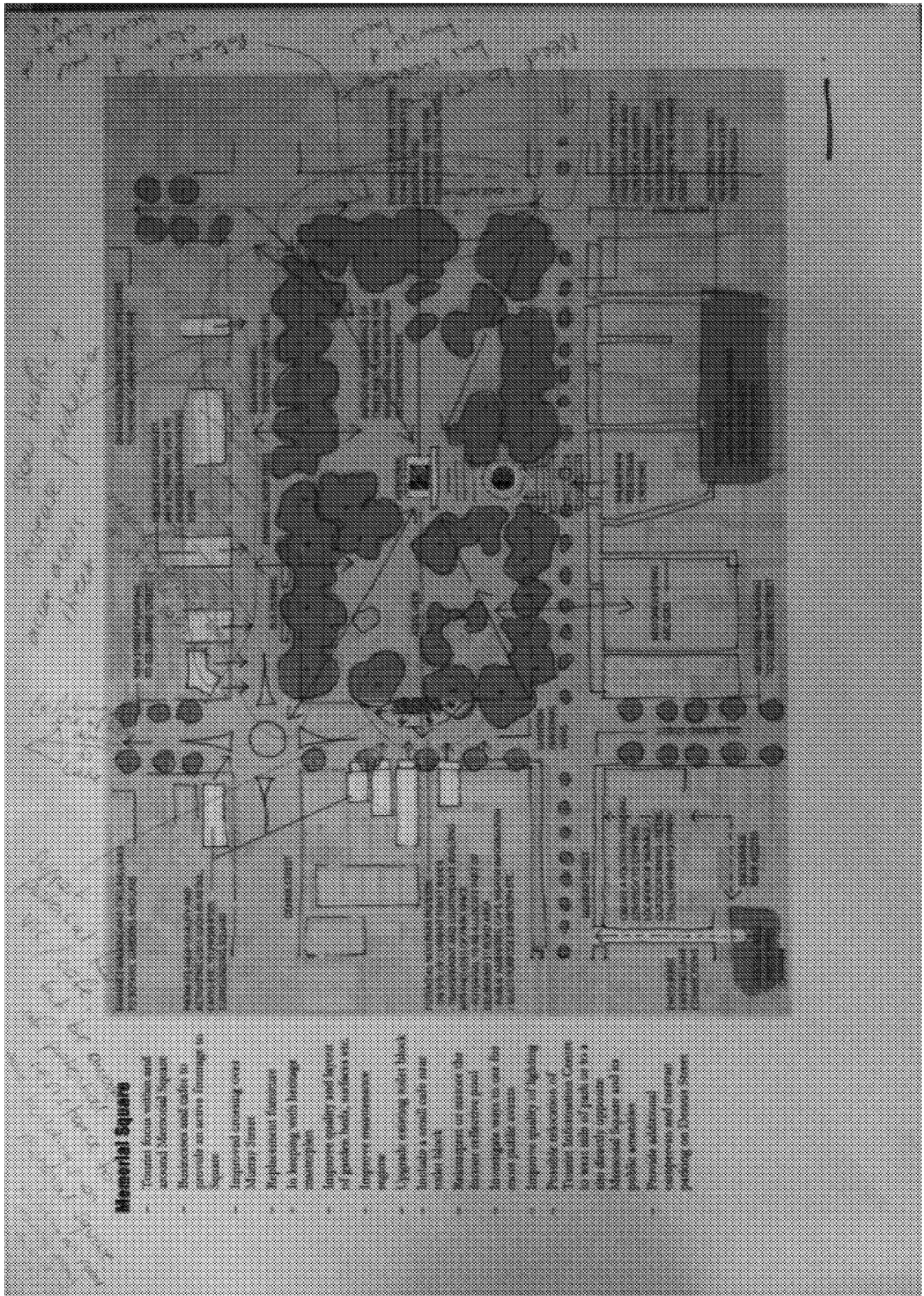


Photometric design concept of existing roundabout introduced to existing roundabout

Bicycle Lanes



Photometric design concept of painted treatment on Cannon Street



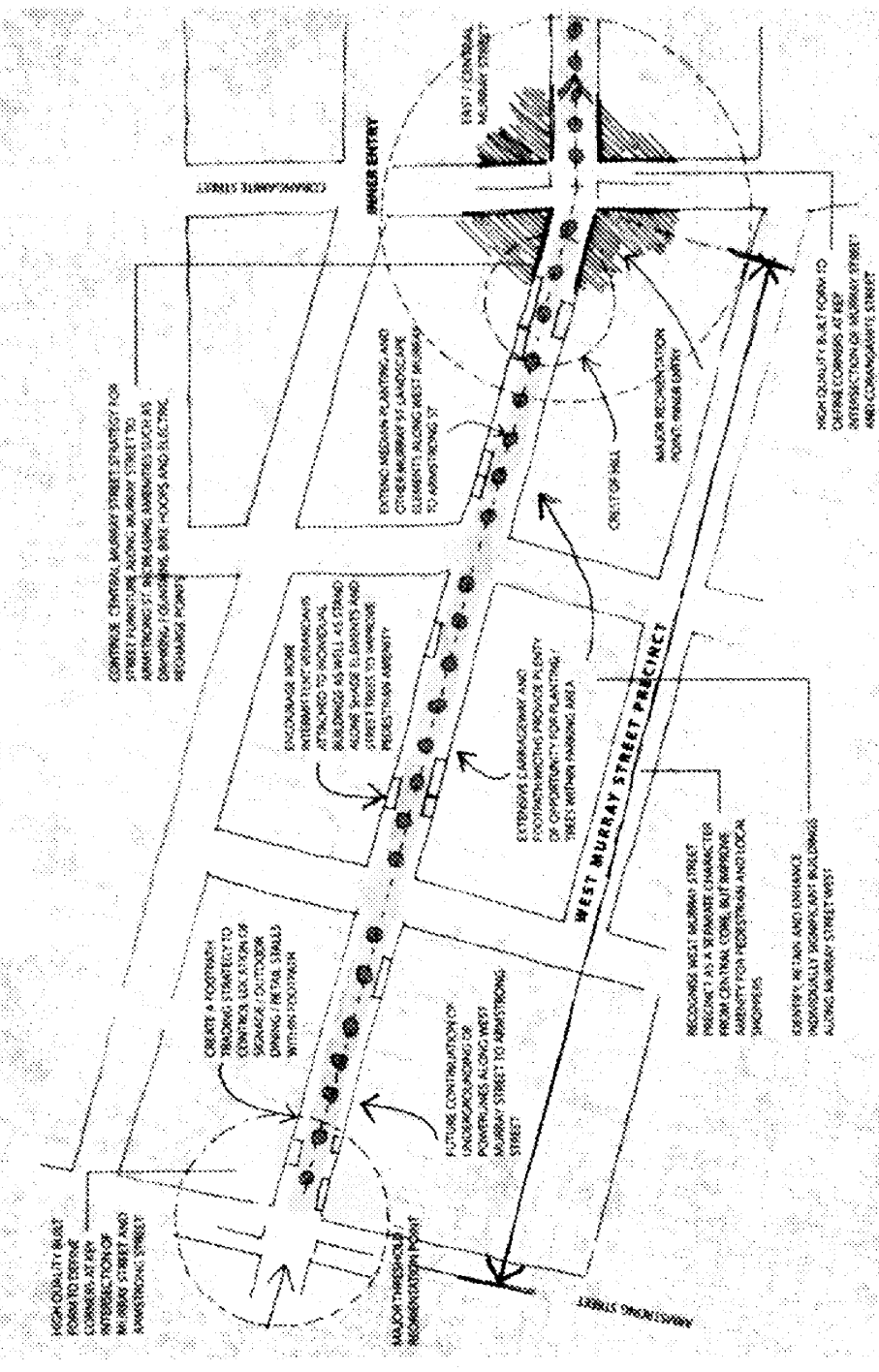
Memorial Square

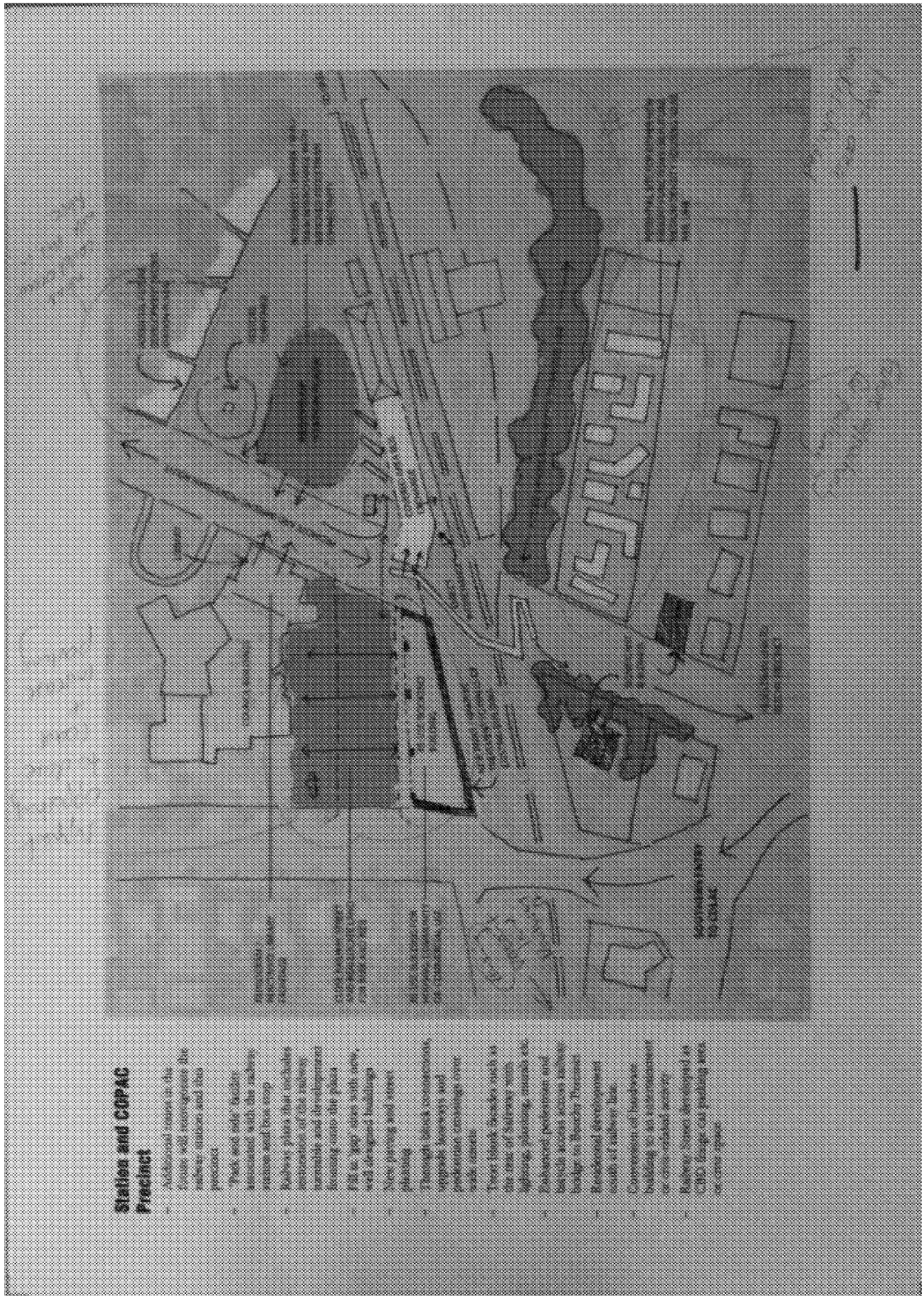
- Create focus outdoor and around Memorial Square
- Businesses and public to provide an active entrance to Square
- Improved canopy over Murray Street
- Replacement of street lighting in keeping with heritage aesthetic
- Improve quality and layout of gardens, built, surfaces etc.
- Improve maintenance regime
- Upgrade existing water block include a small scale water feature
- Reorganise to improve the square reflective pool
- Strategize to improve view the main public areas
- Improve quality of lighting
- Provide installation of Transit Information Centre to new site of park to be a new already approved
- Memorial Square and for public amenity
- Provide additional supports and maintain parking on Dorcas Street

Support to

West Murray Street

- Landscaped centre median with canopy trees
- Review on-street car parking arrangements to create space for additional landscaping and bicycle paths
- Encourage active street frontages, zero front setbacks, parking to the rear and weather protection
- Enhance the local convenience role of the street
- Encourage the development of a landmark building or structure at south-east corner of Murray and Conangamite Streets to terminate the vista along Murray Street
- Remove superfluous signage and street furniture
- Guidelines for future coordination of advertising signs and street furniture
- Repair and adapt heritage buildings
- Place the powerlines along Murray Street west underground





Station and CAPAC Precinct

- Addressed issues in the Precinct will improve the safety, access and the precinct
- Park and ride facility identified with the railway station with new entry
- Public plaza that includes installation of the railway escalator and development
- Access to site plans
- All on site with new, well designed buildings
- Street parking and street
- Through links connections, upgrade kerbs and pedestrian crossings over
- The main building which is the use of railway with
- Access, planting, earth etc.
- Pedestrian connections and
- New site access to the
- Building on the site
- Residential development
- Construction of two new
- Building to an intermediate
- for site related activity
- Railway Street approved as
- CAPAC building and parking area
- on site

Most Value

2

- * Heritage buildings
- Trees / Landscape
- Memorial Square
- Encouragement to heritage building owners to maintain buildings
 - Financial interest / incentive
 - Enforcement by Council
- Colac's Central Activity Area (Queen St to Grant St)
- * Extend landscaping to entrances
- Murray St is attractive.
- Johnstone's Lane is great / good link.
-

Ideas

(2)

- Incentives for heritage upkeep
- Landscaping @ overpass
 - industrial sites - require landscaping
- More trees to beautify
- * Truck bypass - general bypass one day
- Powerlines underground eg Lorne,
↳ new street lighting Apollo Bay
- Murray St Mall / ped priority zone
- Signage for VIC + parking - long vehicle
- Laneway connections eg Johnstone's
- * Redevt Bromfield @ Safeway -
pedestrian links + beautify with
new buildings
- Instead of concrete - paving - patterned
- * High school west - median planting,
buildings - beautify - lighting
- turning lanes - traffic turning into
shops

Issues to address

(2)

- Upkeep of heritage buildings
 - Post office

*Entrances

- Trucks - preclude al fresco - outdoor street life
- Powerlines - prevent trees
- Murray St congestion
- Bromfield St not as attractive as Murray

*Caravan parking

- VIC hard to find
- Eastern end of Bromfield industrial character
 - L changing with new devt. eg hardware
- Old servo, gravel dump → new driver
reviewer / rest area

2

Traffic Management & Streetscape Works Proposals

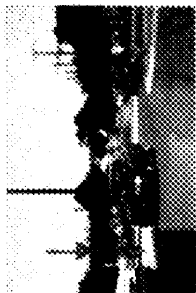
- 40km speed limit
- Revert roundabouts with pedestrian crossings
- Reallocate roadspace to create bicycle lanes
- More pedestrian crossings
- Better design of car parks with landscaping, lighting, pedestrian paths
- Investigate highway bypass
- Strengthen laneway network (similar to Johnsons' Laneway)
- Improve bicycle facilities
- Improved facilities for people with limited mobility

North Entrances



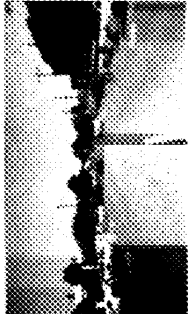
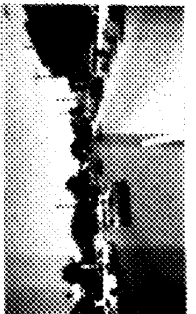
Before and after concept design study for Armstrong Street, Ballarat. Central car parking removed and planting beds introduced in various median and kerb areas.

Roundabouts



Photomontage design concept of existing treatment introduced to existing roundabout

Bicycle Lanes



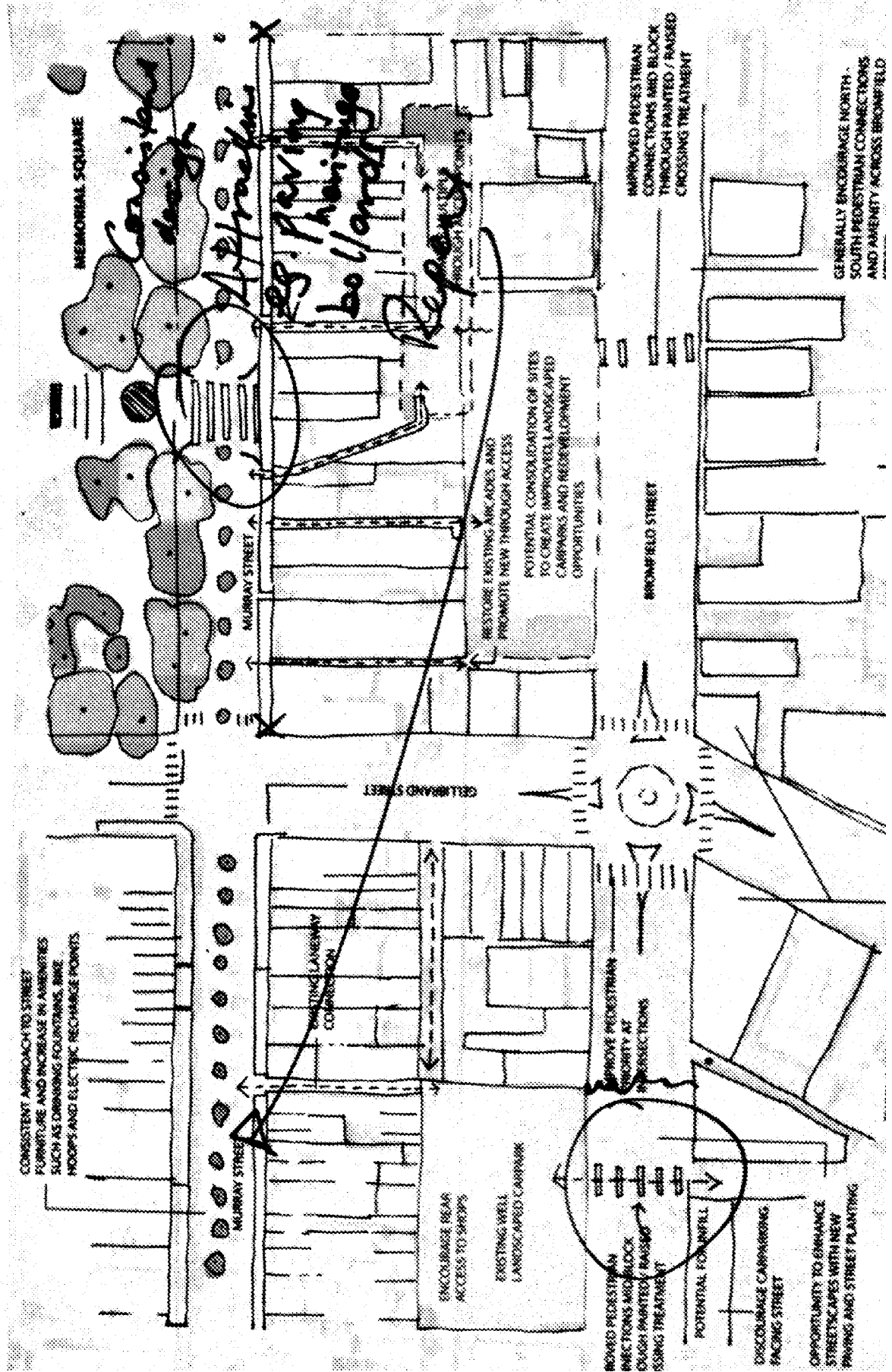
Photomontage of potential treatment on Cannon Street

Ration wide speed zones throughout precinct

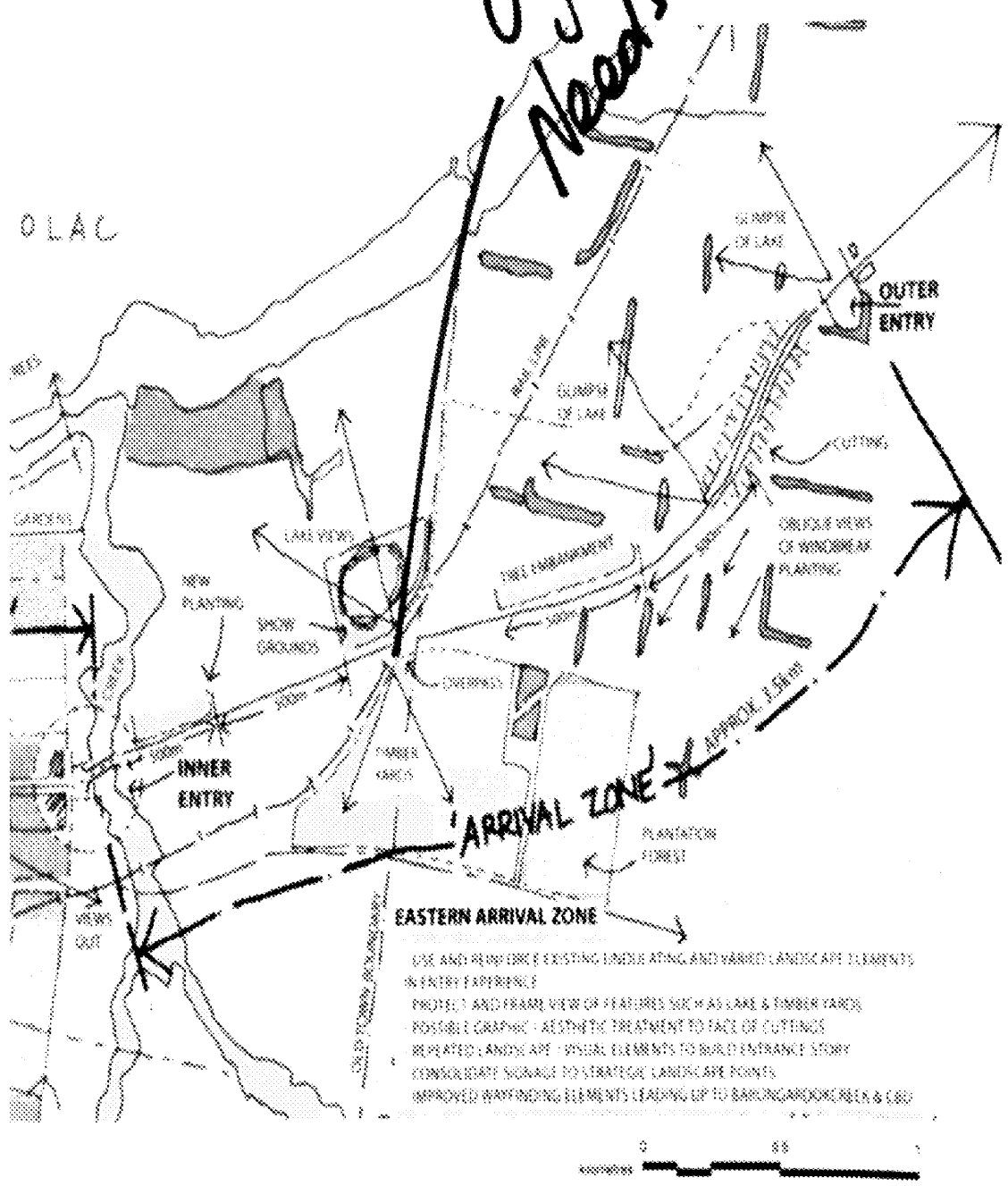
** Street vegetation to allow visibility for business & traffic safety*

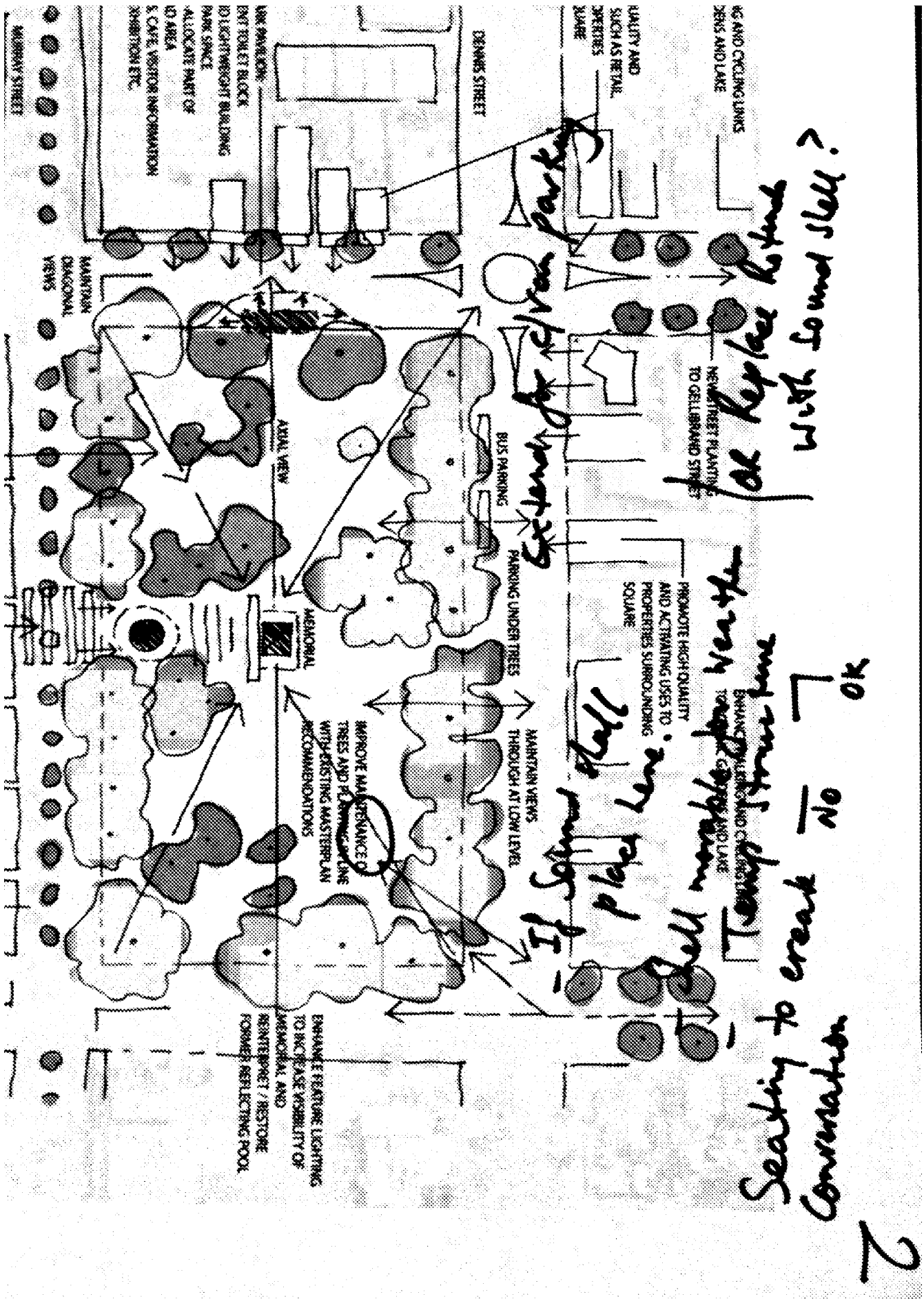
1. Beautify slip frame Murrey St
2. Address Burroughes Ck bridge Murrey St.
3. Landscape cutting East entrance
4. Clean up Vic Roads gravel dump East opposite old servo.
5. Incentive for heritage buildings
6. Continue tree theme Murrey St.

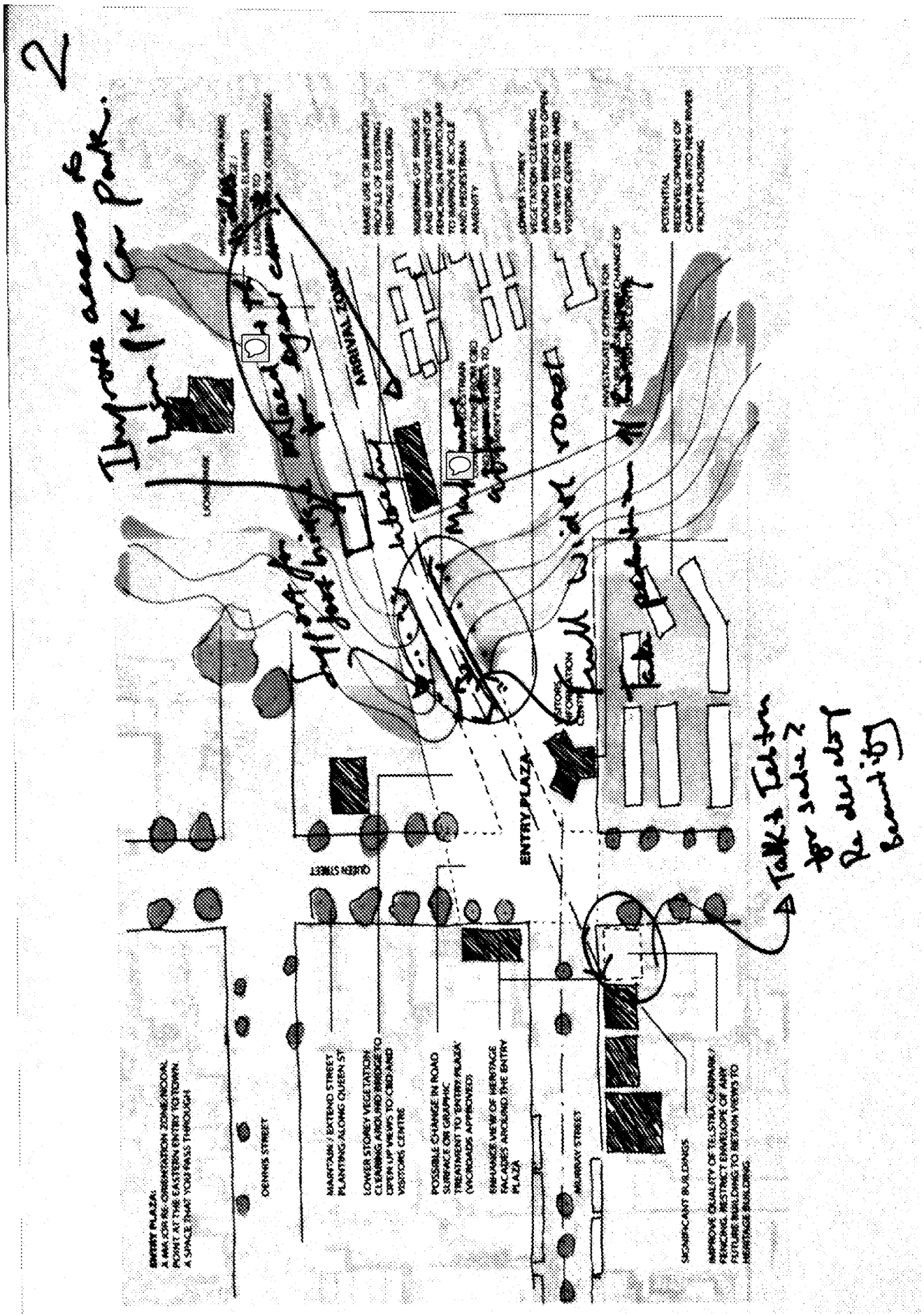
2



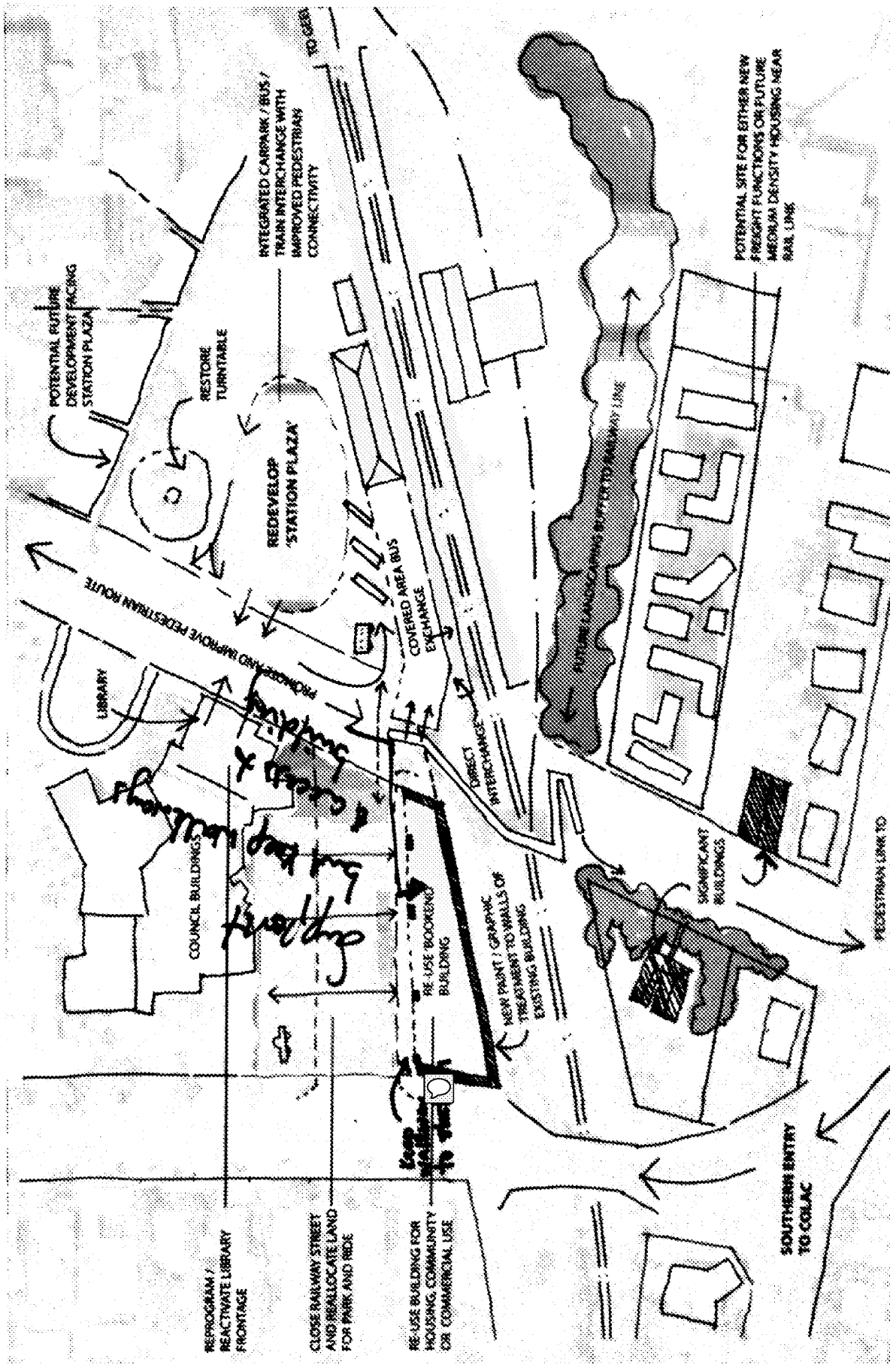
ugly Needs Greening 2







2



APPENDIX 4 – STEERING COMMITTEE AGENDA'S

Colac Otway Shire Council | Colac UDF

Agenda

Tuesday 25 January, 2011 | 11.00 – 3.30

Project Steering Committee

- Rob Small, CEO (Chair)
- Mike Barrow, Manager Economic Development
- Doug McNeill, Manager Planning and Building
- Jack Green, General Manager Sustainable Planning and Development
- Don Lewis, Senior Strategic Planner
- Ian Seuren, Manager Recreation, Arts and Culture
- Anne Sorensen, Statutory Planning Co-ordinator
- Neil Allen, General Manager, Infrastructure and Services
- Paula Gardiner, Manager Capital Works
- Greg Fletcher, Manager Health and Community Services
- Brendan Grace, VicRoads Representative (apology)
- Julie O'Callaghan, DPCD representative
- Louise Dahlenburg, RDV representative
- Councillor Brian Crook (Mayor)

Consultant Team

- James Larmour-Reid, Planisphere - Project Director
- Helen Knight, Planisphere - Project Manager
- Kirsten Bauer, Aspect Studios – Streetscape & Landscape Design
- Nigel Bertram, NMBW Architecture – Built Form
- Stephen Pelosi, UrbanTrans - Transport

11.00-12.30 Colac Otway Shire Offices

1. Welcome

- Project Steering Committee & consultant team introductions
- Today's agenda

2. Project Outline

- Role of the Steering Committee and Community Reference Group
- Revised Work program

3. Initial Issues Discussion

- Specific issues, key sites to visit on walkabout, current projects
- Initial findings from background review

4. Consultation Strategy

- Summary of consultation stages and objectives
- Project branding

5. Next Steps

- Detailed survey and analysis
- Project team workshop
- Draft Discussion Paper sent to Council by Monday 21 February and pre-circulated to Steering Committee by Friday 25 February
- Next Steering Committee meeting in week of 28 February
- First Community Reference Group in week of 21 March

12.30-1.00 Lunch break

1.30-3.30 Walkabout

Itinerary:

- List of sites and areas to be visited by bus and foot
- Princes Highway entrances to township – east and west
- Eastern, western and southern entrances to CAA
- Murray Street
- Lakeside areas
- Beechy Precinct

Colac Otway Shire Council | Colac CBD & Entrances Project

Agenda

Wednesday 2 March, 2011 | 11.00 – 1.00 | COPACC Meeting Room 1

Project Steering Committee

Rob Small, CEO (Chair)
Mike Barrow, Manager Economic Development
Doug McNeill, Manager Planning and Building
Jack Green, General Manager Sustainable Planning and Development
Don Lewis, Senior Strategic Planner
Ian Seuren, Manager Recreation, Arts and Culture
Anne Sorensen, Statutory Planning Co-ordinator
Neil Allen, General Manager, Infrastructure and Services
Paula Gardiner, Manager Capital Works
Greg Fletcher, Manager Health and Community Services
Brendan Grace, VicRoads Representative
Julie O'Callaghan, DPCD representative
Louise Dahlenburg, RDV representative
Councillor Brian Crook (Mayor)

Consultant Team

James Larmour-Reid, Planisphere - Project Director
Helen Knight, Planisphere - Project Manager
Erwin Taal, Aspect Studios – Streetscape & Landscape Design
Laura Harper, NMBW Architecture – Built Form
Jose Mantilla, UrbanTrans - Transport

1. Welcome

- Introductions & apologies
- Today's agenda

2. Project update

- Detailed site analysis & project team meeting
- Draft Discussion Paper prepared for Steering Committee input
- Community Reference Group appointed
- Revised Consultation Strategy
- Community Bulletin 1 draft for comment
- Update on status of the Road Hierarchy Review (Heavy Vehicle Route Investigation)

3. Discussion Paper

- Overview of document structure & scope
- Outline of recommendations by consultant team & group discussion:
 - Themes
 - Focus Areas

- Key Priorities to be agreed

4. Next Steps

- Comments from Steering Committee by Monday 7 March
- Final Discussion Paper to Council Wednesday 16 March
- Council Briefing
- Bulletin distribution & media releases
- First Reference Group meeting - Discuss Timing
- Community Workshops Wednesday 23 March
- Stakeholder meetings
- Community consultation phase of 3 weeks, until 11 April
- Feedback analysis
- Next meeting of Steering Committee Wednesday 20 April
 - Brief for Draft Plan
 - Agree focus projects & options for detailed concept development

Colac Otway Shire Council | Colac CBD & Entrances Project

Agenda

Monday 16 May, 2011 | 2.30 – 4.30pm
Colac Library and Learning Centre, Queen Street, Colac

Project Steering Committee

Consultant Team

Rob Small, CEO (Chair)
Mike Barrow, Manager Economic Development
Doug McNeill, Manager Planning and Building
Jack Green, General Manager Sustainable Planning and Development
Don Lewis, Senior Strategic Planner
Ian Seuren, Manager Recreation, Arts and Culture
Anne Sorensen, Statutory Planning Co-ordinator
Neil Allen, General Manager, Infrastructure and Services
Paula Gardiner, Manager Capital Works
Greg Fletcher, Manager Health and Community Services
Brendan Grace, VicRoads Representative (apology)
Mark Gregory, DPCD representative
Louise Dahlenburg, RDV representative
Councillor Brian Crook (Mayor)

James Larmour-Reid, Planisphere - Project Director

1. Welcome
2. Summary of issues raised in consultation
 - Overview of Community Workshops
 - Feedback from the Community Reference Group
 - Issues raised by community
3. Direction for Draft Plan
 - Is there anything in the Discussion Paper that people disagree with?
 - What aspects of the Discussion Paper should be given focus for the draft Plan.
4. Next steps
 - Preparation of draft Project report
 - Next Steering Committee & CRG meetings mid June

Colac Otway Shire Council | Colac CBD & Entrances Project

Agenda

Tuesday 5 July, 2011 | 2.30 – 4.30 | COPACC Meeting Room 1

Project Steering Committee

Rob Small, CEO (Chair)
Mike Barrow, Manager Economic Development
Doug McNeill, Manager Planning and Building
Jack Green, General Manager Sustainable Planning and Development
Don Lewis, Senior Strategic Planner
Ian Seuren, Manager Recreation, Arts and Culture
Anne Sorensen, Statutory Planning Co-ordinator
Neil Allen, General Manager, Infrastructure and Services
Paula Gardiner, Manager Capital Works
Greg Fletcher, Manager Health and Community Services
Brendan Grace, VicRoads Representative
Mark Gregory, DPCD representative
Louise Dahlenburg, RDV representative
Councillor Brian Crook (Mayor)

Consultant Team

James Larmour-Reid, Planisphere - Project Director
Helen Knight, Planisphere - Project Manager
Kirsten Bauer, Aspect Studios – Streetscape & Landscape Design
Nigel Bertram, NMBW Architecture – Built Form
Jose Mantilla, UrbanTrans – Transport

1. Welcome
 - Introductions & apologies
 - Today's agenda
2. Update since last meeting
3. Vision & Objectives for the CBD & Entrances
4. Detailed Recommendations & Focus Areas
 - Landscape strategies
 - Entrances
 - Murray Street west streetscape upgrade
 - Bromfeld Street streetscape upgrade
 - Bromfeld Street opportunity site
 - Eastern entrance

- Memorial Square western edge
- Detailed access improvements

5. Next Steps

- Council workshop end of July
- Draft report early August
- Next CRG & SC meetings 23 August
- Council workshop pre-exhibition
- Consultation October-November

Colac Otway Shire Council | Colac CBD & Entrances Project

Agenda

Project Steering Committee Meeting 6

Tuesday 23 August, 2011 | 3.00 – 5.00 | COPACC Meeting Room 1

Project Steering Committee

Consultant Team

Rob Small, CEO (Chair)
Mike Barrow, Manager Economic Development
Doug McNeill, Manager Planning and Building
Jack Green, General Manager Sustainable Planning and Development
Don Lewis, Senior Strategic Planner
Ian Seuren, Manager Recreation, Arts and Culture
Anne Sorensen, Statutory Planning Co-ordinator
Neil Allen, General Manager, Infrastructure and Services
Paula Gardiner, Manager Capital Works
Greg Fletcher, Manager Health and Community Services
Brendan Grace, VicRoads Representative
Mark Gregory, DPCD representative
Louise Dahlenburg, RDV representative
Councillor Brian Crook (Mayor)

James Larmour-Reid, Planisphere - Project Director

1. Welcome
 - Introductions & apologies
 - Today's agenda
2. Presentation on Draft Report by Planisphere
3. Feedback on draft report
4. Options for consultation
5. Next Steps
 - Finalise report – comments on draft due 29 August
 - Council workshop – early September
 - Council meeting late September
 - Consultation October-November

Colac Otway Shire Council | Colac CBD & Entrances Project

Agenda

Project Steering Committee Meeting 6

Tuesday 6 December, 2011 | 3.00 – 5.00 | COPACC Meeting Room 1

Project Steering Committee


Rob Small, CEO (Chair)
Mike Barrow, Manager Economic Development
Michael Swanson, Economic Development
Doug McNeill, Manager Planning and Building
Jack Green, General Manager Sustainable Planning and Development
Don Lewis, Senior Strategic Planner
Jane Stanley, ACT Project Manager
Ian Seuren, Manager Recreation, Arts and Culture
Neil Allen, General Manager, Infrastructure and Services
Paula Gardiner, Manager Capital Works
Greg Fletcher, Manager Health and Community Services
Brendan Grace, VicRoads Representative
Greg Hayes, DPCD representative
Louise Dahlenburg, RDV representative
Councillor Brian Crook (Mayor)

Consultant Team

James Larmour-Reid, Planisphere - Project Director
Helen Knight, Planisphere – Project Manager

1. Welcome
 - Introductions & apologies
 - Today's agenda
2. Overview of Community Feedback
3. Changes or refinements in response to Community Feedback
4. Review Recommendations contained in Implementation Report
5. Priorities & Sequencing
6. Responsibilities
7. Next Steps


APPENDIX 5 - COMMUNITY REFERENCE GROUP AGENDA'S

| | | |
|--|--|---------------------|
|  <p>Agenda</p> | <p align="center">Colac CBD & Entrances Project
Community Reference Group
Meeting</p> <p align="right">21 March 2011
5.30pm -7.00pm
COPACC Meeting Room 1</p> | |
| <p>1.</p> | <p>ATTENDEES:
 Mr Rob Small - Chief Executive Officer, Colac Otway Shire
 Mr Doug McNeill - Manager Planning & Building, Colac Otway Shire
 Mr Mike Barrow - Manager Economic Development, Colac Otway Shire
 Mr Jack Green - General Manager, Sustainable Planning and Development, Colac Otway Shire
 Mr Michael Swanson - Business Development Officer, Colac Otway Shire
 Ms Annali Frisk, Rural Access Officer
 Ms Helen Knight – Planisphere (Project Consultant)
 Mr James Larmour Reid – Planisphere (Project Consultant)
 Cr Brian Crook - (Council representative for the project)
 Ms Jacqui Campbell
 Mr Richard Riordan
 Mr Rene Remmerswaal
 Mr Glenn McVilly
 Mr Cliff McAliece
 Ms Katy Bright
 Mr Anthony McDonald
 Ms Alisha Bergman
 Mr Henry Bongers
 Mr Geoff Iles
 Mr Frank Delorenzo
 Mr Paul Durr</p> | |
| <p>Agenda topics</p> | | |
| <p>2.</p> | <p>APOLOGIES:</p> | |
| <p>3.</p> | <p>Welcome & introduction to project</p> | <p>Doug McNeill</p> |
| <p>4.</p> | <p>Brief round the table introduction of Reference Group members</p> | <p>All</p> |
| <p>5.</p> | <p>Role of the Community Reference Group</p> | <p>Doug McNeill</p> |
| <p>6.</p> | <p>Update on the project to date (including future milestones)</p> | <p>Planisphere</p> |

18/03/11


| | | |
|-----|---|--------------|
| 7. | Presentation of draft Discussion Paper (including feedback from the group) | Planisphere |
| 8. | Proposed Community Consultation | Doug McNeill |
| 9. | GENERAL BUSINESS: | All |
| 10. | ITEMS FOR FUTURE MEETINGS
■ Preferred time/day for future meetings | All |

18/03/11

| | | |
|--|---|--------------------|
|  <p>Agenda</p> | <p align="center">Colac CBD & Entrances Project
Community Reference Group
Meeting</p> <p align="right">DATE 18 April 2011
TIME 5:30pm
VENUE COPACC</p> | |
| | <p>ATTENDEES:</p> <p>Mr Rob Small - Chief Executive Officer, Colac Otway Shire
 Mr Mike Barrow - Manager Economic Development, Colac Otway Shire
 Mr Jack Green - General Manager, Sustainable Planning and Development, Colac Otway Shire
 Mr Michael Swanson - Business Development Officer, Colac Otway Shire
 Ms Helen Knight – Planisphere (Project Consultant)
 Mr James Larmour Reid – Planisphere (Project Consultant)
 Cr Brian Crook - (Council representative for the project)
 Ms Jacqui Campbell
 Mr Richard Riordan
 Mr Rene Remmerswaal
 Mr Glenn McVilly
 Mr Cliff McAliece
 Ms Katy Bright
 Mr Anthony McDonald
 Ms Alisha Bergman
 Mr Henry Bongers
 Mr Geoff Iles
 Mr Frank Delorenzo
 Mr Paul Durr</p> | |
| | <p align="center">Agenda topics</p> | |
| <p>2.</p> | <p>APOLOGIES:</p> <p>Mr Doug McNeill - Manager Planning & Building, Colac Otway Shire</p> | |
| <p>4.</p> | <p>Activity to date</p> <p>Surveys returned</p> <p>Public Consultation Sessions</p> | <p>Jack Green</p> |
| <p>5.</p> | <p>Community Reference Group Feed back</p> | |
| <p>6.</p> | <p>Next Steps in the process</p> | <p>Mike Barrow</p> |


8/05/12

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| 
Agenda | <h2 style="margin: 0;">Colac CBD & Entrances Project
Community Reference Group
Meeting</h2> <p style="margin: 0;">16 May 2011
5.30pm - 7.30pm
Colac Community Library & Learning Centre MR1</p> | |
| | <p>ATTENDEES:
 Mr Rob Small - Chief Executive Officer, Colac Otway Shire
 Mr Mike Barrow - Manager Economic Development, Colac Otway Shire
 Mr Jack Green - General Manager, Sustainable Planning and Development, Colac Otway Shire
 Mr Michael Swanson - Business Development Officer, Colac Otway Shire
 Mr James Larmour Reid – Planisphere (Project Consultant)
 Cr Brian Crook - (Council representative for the project)
 Ms Jacqui Campbell
 Mr Richard Riordan
 Mr Rene Remmerswaal
 Mr Glenn McVilly
 Mr Cliff McAliece
 Ms Katy Bright
 Mr Anthony McDonald
 Ms Alisha Bergman
 Mr Henry Bongers
 Mr Geoff Iles
 Mr Frank Delorenzo
 Mr Paul Durr</p> | |
| Agenda topics | | |
| 2. | <p>APOLOGIES:
 Ms Helen Knight – Planisphere (Project Consultant)</p> | |
| 3. | <p>Welcome</p> | |
| 4. | <p>Summary of issues raised in consultation</p> <ul style="list-style-type: none"> • Overview of Community Workshops • Issues raised by community | |
| 5. | <p>Direction for Draft Plan</p> <ul style="list-style-type: none"> • What aspects of the Discussion Paper should be given focus for the draft Plan. | |
| 6. | <p>Next steps</p> <ul style="list-style-type: none"> • Preparation of draft Project report • Next Steering Committee & CRG meetings mid June | |


| | | |
|---|---|--|
|  <p style="font-size: 2em; font-weight: bold; transform: rotate(-15deg);">Agenda</p> | <p style="font-size: 1.5em; font-weight: bold;">Colac CBD & Entrances Project
Community Reference Group
Meeting</p> <p>5 July 2011
5.30pm - 7.30pm
COPACC, Rae Street Colac, Meeting Room 1</p> | |
| | <p>ATTENDEES:</p> <p>Mr Rob Small - Chief Executive Officer, Colac Otway Shire
 Mr Mike Barrow - Manager Economic Development, Colac Otway Shire
 Mr Jack Green - General Manager, Sustainable Planning and Development, Colac Otway Shire
 Mr Michael Swanson - Business Development Officer, Colac Otway Shire
 Mr James Larmour Reid – Planisphere (Project Consultant)
 Helen Knight – Planisphere (Project Consultant)
 Kirsten Bauer - Aspect Studios – Streetscape & Landscape Design
 Nigel Bertram - NMBW Architecture – Built Form
 Jose Mantilla - UrbanTrans – Transport
 Cr Brian Crook - (Council representative for the project)
 Ms Jacqui Campbell
 Mr Richard Riordan
 Mr Rene Remmerswaal
 Mr Glenn McVilly
 Mr Cliff McAliece
 Ms Katy Bright
 Mr Anthony McDonald
 Ms Alisha Bergman
 Mr Henry Bongers
 Mr Geoff Iles
 Mr Frank Delorenzo
 Mr Paul Durr</p> | |
| <p style="font-size: 1.2em; font-weight: bold;">Agenda topics</p> | | |
| 2. | <p>APOLOGIES:
Mike Barrow</p> | |
| 3. | <p>Welcome</p> <ul style="list-style-type: none"> • Introductions & apologies • Today's agenda | |
| 4. | <p>Update since last meeting</p> | |
| 5. | <p>Vision & Objectives for the CBD & Entrances</p> | |
| 6. | <p>Detailed Recommendations & Focus Areas</p> <ul style="list-style-type: none"> • Landscape strategies • Entrances • Murray Street west streetscape upgrade • Bromfield Street streetscape upgrade | |

| | | |
|----|---|--|
| | <ul style="list-style-type: none">• Bromfield Street opportunity site• Eastern entrance• Memorial Square western edge• Detailed access improvements | |
| 7. | Next Steps <ul style="list-style-type: none">• Council workshop end of July• Draft report early August• Next CRG & SC meetings 23 August• Council workshop pre-exhibition• Consultation October-November | |


3/05/12

| | | |
|--|---|--------------------|
|  <p>Agenda</p> | <p align="center">Colac CBD & Entrances Project
Community Reference Group
Meeting</p> <p align="right">23 August 2011
5.30pm - 7.30pm
COPACC, Rae Street Colac, Meeting Room 1</p> | |
| | <p>ATTENDEES:</p> <p>Mr Rob Small - Chief Executive Officer, Colac Otway Shire
 Mr Mike Barrow - Manager Economic Development, Colac Otway Shire
 Mr Doug McNeill – Acting General Manager, Sustainable Planning and Development, Colac Otway Shire
 Mr Michael Swanson - Business Development Officer, Colac Otway Shire
 Mr James Larmour Reid – Planisphere (Project Consultant)
 Cr Brian Crook - (Council representative for the project)
 Ms Jacqui Campbell
 Mr Richard Riordan
 Mr Glenn McVilly
 Mr Cliff McAliece
 Mr Anthony McDonald
 Ms Alisha Bergman
 Mr Henry Bongers
 Mr Geoff Iles
 Mr Frank Delorenzo</p> | |
| | <p align="center">Agenda topics</p> | |
| 2. | <p>APOLOGIES:
Jack Green, Paul Durr, Rene Remmerswaal, Katy Bright</p> | |
| 3. | <p>Welcome</p> | Doug McNeill |
| 4. | <p>Presentation on Draft Report</p> | James Larmour Reid |
| 5. | <p>Feedback on draft</p> | All |
| 6. | <p>Options for Consultation</p> | Doug McNeill |
| 7. | <p>Next Steps</p> <ul style="list-style-type: none"> ■ Finalise report – comments on draft due 29 August ■ Council workshop – early September ■ Council meeting late September ■ Consultation October-November | Doug McNeill |

9/05/12

| | | |
|--|---|--|
|  <p>Agenda</p> | <p align="center">Colac CBD & Entrances Project
Community Reference Group
Meeting</p> <p align="right">6 December 2011
5.30pm - 7.30pm
COPACC, Rae Street Colac, Meeting Room 1</p> | |
| <p>..</p> | <p>ATTENDEES:
 Mr Rob Small - <i>Chief Executive Officer, Colac Otway Shire (COS)</i>
 Mr Mike Barrow - <i>Manager Economic Development, (COS)</i>
 Mr Jack Green - <i>General Manager, Sustainable Planning and Development, COS)</i>
 Mr Michael Swanson - <i>Business Development Officer, (COS)</i>
 Mr James Larmour Reid – <i>Planisphere (Project Consultant)</i>
 Helen Knight – <i>Planisphere (Project Consultant)</i>
 Cr Brian Crook - <i>(Council representative for the project)</i>
 Ms Jacqui Campbell
 Mr Richard Riordan
 Mr Glenn McVilly
 Mr Anthony McDonald
 Ms Alisha Bergman
 Mr Frank Delorenzo
 Mr Paul Durr</p> | |
| | <p align="center">Agenda topics</p> | |
| <p>2.</p> | <p>Apologies:
Cliff McAliece, Geoff Iles, Henry Bongers, Katy Bright and Rene Remmerswaal</p> | |
| <p>3.</p> | <p>Welcome</p> <ul style="list-style-type: none"> ■ Introductions & apologies ■ Today's agenda | |
| <p>4.</p> | <p>Overview of Community Feedback</p> | |
| <p>5.</p> | <p>Changes or Refinements in Response to Community Feedback</p> | |
| <p>6.</p> | <p>Overview of Recommendations Contained in the Implementation Report</p> | |
| <p>7.</p> | <p>Priorities</p> | |
| <p>8.</p> | <p>Next Steps</p> <ul style="list-style-type: none"> ■ Council workshop early February ■ Council adoption – February meeting | |

8/05/12

| | | |
|--|--|---------------------|
|  <p>Agenda</p> | <p align="center">Colac CBD & Entrances Project
Community Reference Group
Meeting</p> <p align="right">24 April 2012
5.30pm - 7.00pm
COPACC, Rae Street Colac, Meeting Room 2</p> | |
| <p>..</p> | <p>ATTENDEES:
 Mr Rob Small - <i>Chief Executive Officer, Colac Otway Shire (COS)</i>
 Mr Mike Barrow - <i>Manager Economic Development, (COS)</i>
 Mr Doug McNeill – <i>Manager Planning and Building</i>
 Mr Jack Green - <i>General Manager, Sustainable Planning and Development, (COS)</i>
 Mr Michael Swanson - <i>Business Development Officer, (COS)</i>
 Mr James Larmour Reid – <i>Planisphere (Project Consultant)</i>
 Cr Brian Crook - <i>(Council representative for the project)</i>
 Ms Jacqui Campbell
 Mr Richard Riordan
 Mr Glenn McVilly
 Mr Anthony McDonald
 Ms Alisha Bergman
 Mr Frank Delorenzo
 Mr Paul Durr
 Mr Cliff McAliece
 Mr Geoff Iles
 Mr Henry Bongers
 Ms Katy Bright</p> | |
| <p align="center">Agenda topics</p> | | |
| <p>2.</p> | <p>Apologies:
Mr Rene Remmerswaal</p> | |
| <p>3.</p> | <p>Welcome</p> <ul style="list-style-type: none"> ■ Introductions & apologies ■ Today's agenda | <p>Doug McNeill</p> |
| <p>4.</p> | <p>Overview of Additional Murray Street Precinct</p> | |
| <p>5.</p> | <p>Discussion on Key Issues Raised in Feedback from the CRG</p> | |
| <p>6.</p> | <p>Feedback on the Revised Study Report</p> | |
| <p>7.</p> | <p>Next Steps</p> <ul style="list-style-type: none"> ■ Council workshop early May ■ Council adoption – May meeting | |

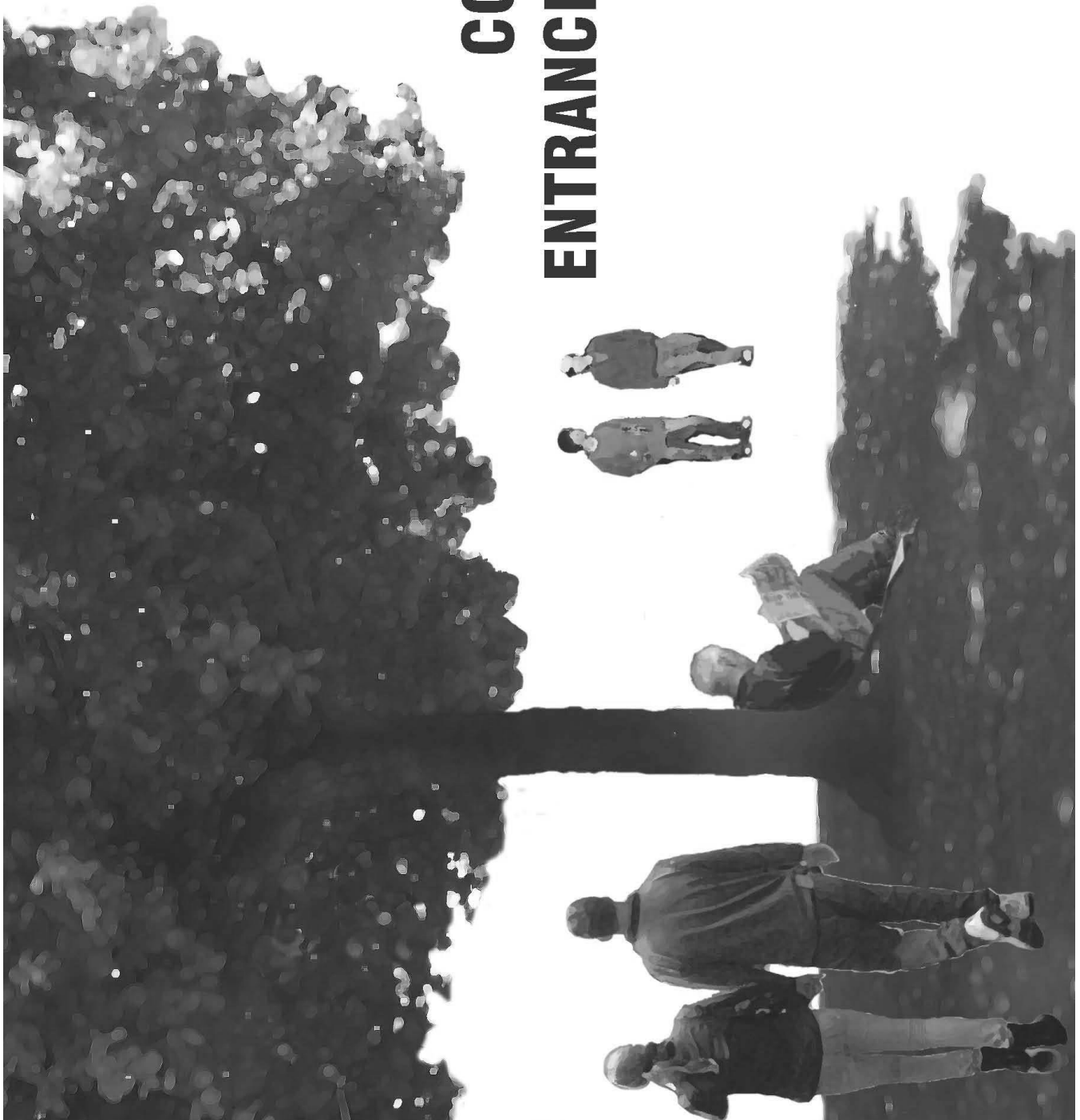
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COLAC CBD & ENTRANCES PROJECT FINAL REPORT May 2012



Colac Otway
SHIRE



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PROJECT CONTROL

| Status | Version | Checked PM | Checked PD | Date released |
|---|---------|------------|------------|---------------|
| Final Report - Draft 1 | 1 | HK | JLR | 2/03/2012 |
| Final Report - Draft for Council adoption | 2 | HK | JLR | 8/5/2012 |

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Executive Summary

WHAT IS THE COLAC CBD & ENTRANCES PROJECT

In May, 2012 Colac Otway Shire completed and adopted the Final Plan and Implementation Plan for the Colac Central Business District (CBD) & Entrances Project. The Project is a 20 year Plan focusing on the design the buildings and spaces of the Colac CBD and the eastern and western entrances to Colac. The Project draws together the outcomes of community feedback, input from the Community Reference Group and Steering Committee and analysis and research undertaken by the study team.

VISION

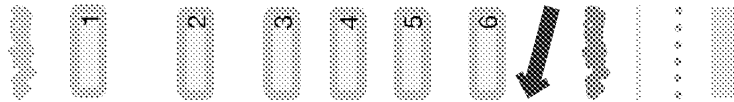
In the next 20 years Colac's CBD will:

- Become known as the 'Botanic Garden City'
- Be a pedestrian-focussed place, accessible for people of all ages and abilities
- Grow as a thriving rural centre of retail, business and community services
- Connect to its natural systems of the Lake and creek corridors
- Proudly express its heritage in the built and natural environment
- Be renowned for its collection of great buildings from all eras of the City's development
- Present an impressive image along the Princes Highway corridor, from the edges of the City to its core

KEY RECOMMENDATIONS

The key recommendations for Colac's CBD and Entrances are shown on the map on the page opposite and described as follows:

Legend



Botanic Garden City: A new image for Colac, the 'Botanic Garden City', with thematic tree planting throughout the CBD linking the Botanic Gardens, Beechy Precinct and Barongarook Creek corridor.

Memorial Square: Upgraded western edge with refurbished amenities and a shared traffic space along Gellibrand Street which can also be adapted to accommodate public events. Pedestrians to have priority over cars in shared space that could ultimately be extended around Memorial Square and south along Gellibrand Street to the Station.

Eastern CBD Entrance: Improved entrance with enhanced landscaping and views to heritage buildings, widened pedestrian pathways over the bridge and improved visibility of the Visitor Information Centre.

Murray Street West: Improved with tree planting and streetscape works, continuing the design theme of the central part of Murray Street.

Murray Street East: Improved with road side tree planting, upgraded footpath pavement, pedestrian crossings and street furniture, and infill planting where gaps exist.

Bronfield Street: Upgraded with new tree planting, improved pedestrian access and bicycle lanes. Redevelopment opportunities for the underused land at the rear of Murray Street shops to be promoted, with improved pedestrian links through to Murray Street, similar to Johnstones Lane.

COPACC & Colac Station: Revitalised with potential closure of Railway Street.

Outer CBD Entrances: Improved to the outer edge of Colac with new landscaping, framing views to the Lake and guidelines for signage.

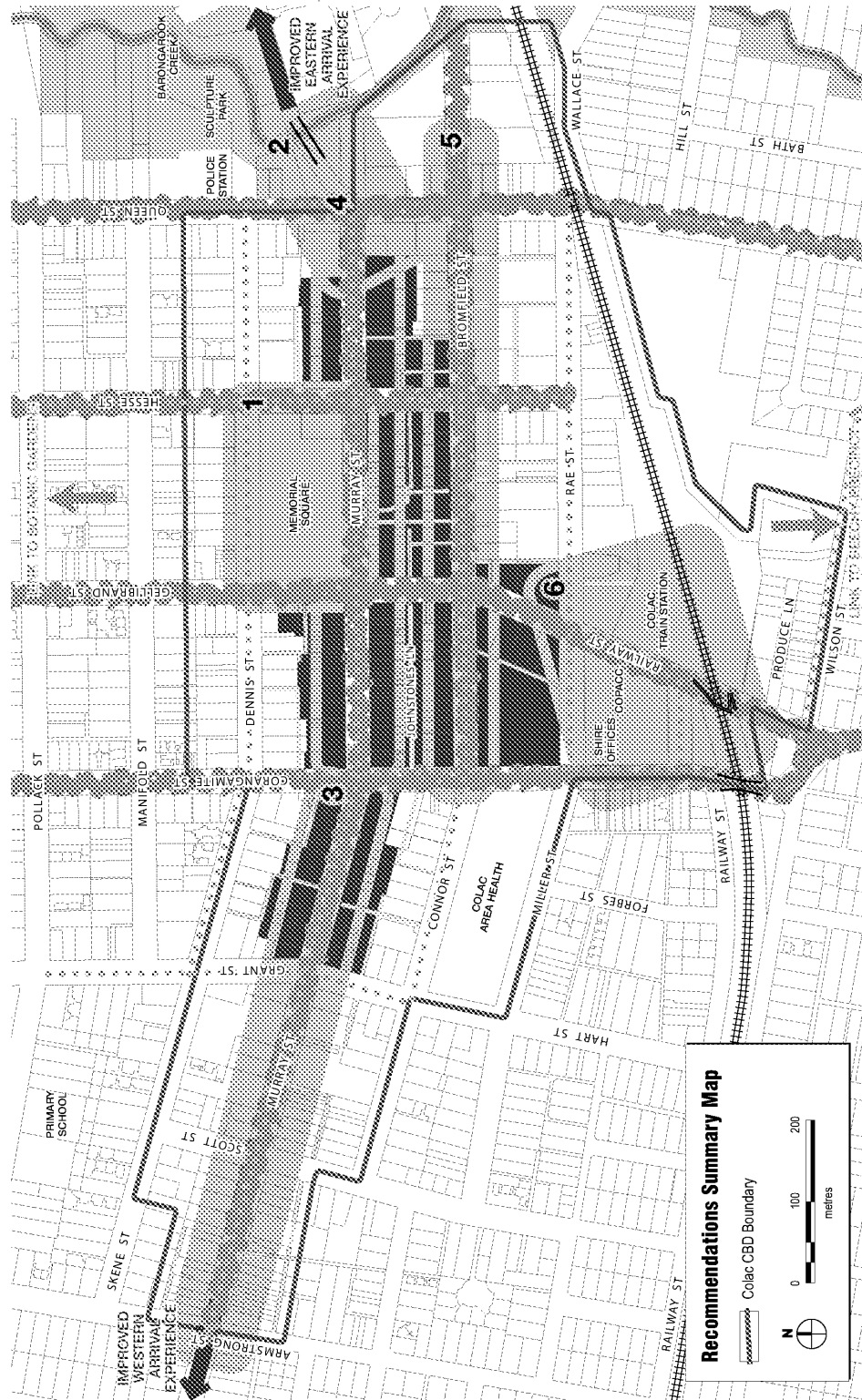
Priority Streetscapes: Improved as first priority.

Laneways: Improved network.

Bicycle lanes: New and improved lanes provided.

Inner CBD retail areas: Built Form Guidelines applied to ensure a high quality of new architecture, protection of heritage buildings and maintaining a 'fine grain' character of these areas.

RECOMMENDATIONS SUMMARY MAP





Background

1.1 Introduction

Project Scope

Colac, situated along the southern edge of Lake Colac on the Princes Highway, is a major urban centre in its region. Its proximity to many natural and built features makes it an attractive residential, commercial and business location. The challenge for Colac is to make the most of its many existing assets and to undertake further improvements that will benefit current residents and attract population growth and investment. This project involves the development of a Plan focussing on the design the buildings and spaces of the Colac Central Business District (CBD) and the eastern and western entrances to Colac.

But Colac already has a Plan....

The 2007 *Colac Structure Plan* includes suggestions for the improvement of the entire town of Colac. This project, the *CBD & Entrances Project*, develops on the structure plan in more specific detail, identifying built form and streetscape themes as well as detailed concept plans to help to realise the structure plan's vision 'on the ground'. The Project sets a direction for proposals that will shape access and movement; buildings and land use; and streetscapes and open space; within the CBD and wider context.

In its final form this Project will include streetscape proposals, concept engineering designs, and detailed schedules of works with cost estimates to help Council refine its capital works program and apply for funding when government grant programs are announced.

This concise framework will bring together and build on a number of plans and initiatives already completed for Colac and the wider region, and focus on providing a range of achievable projects that can be undertaken over time.

AIMS

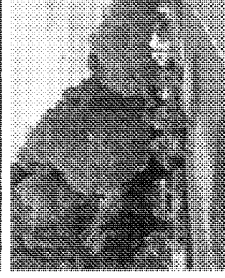
The key aims of the Project are to:

- Set a direction for interventions that will shape access and movement, buildings, land use, streetscapes and open space within the CBD and wider context.
- Promote a sense of vibrancy in the CBD.
- Develop a sense of arrival and sense of place to foster community pride.
- Integrate key elements of the visual, natural and built landscape of the CBD to create a 'place for people'.
- Improve public access, especially walkability and people-focussed public spaces in the town.
- Develop detailed guidance for the implementation of works.
- Create an overall theme to link the CBD with the entrances and key destination points outside the CBD.

TIMING

The Final Plan has been produced in conjunction with the Implementation Plan, a separate and complementary document, both of which were adopted in May, 2012. The next part of the Project will involve:

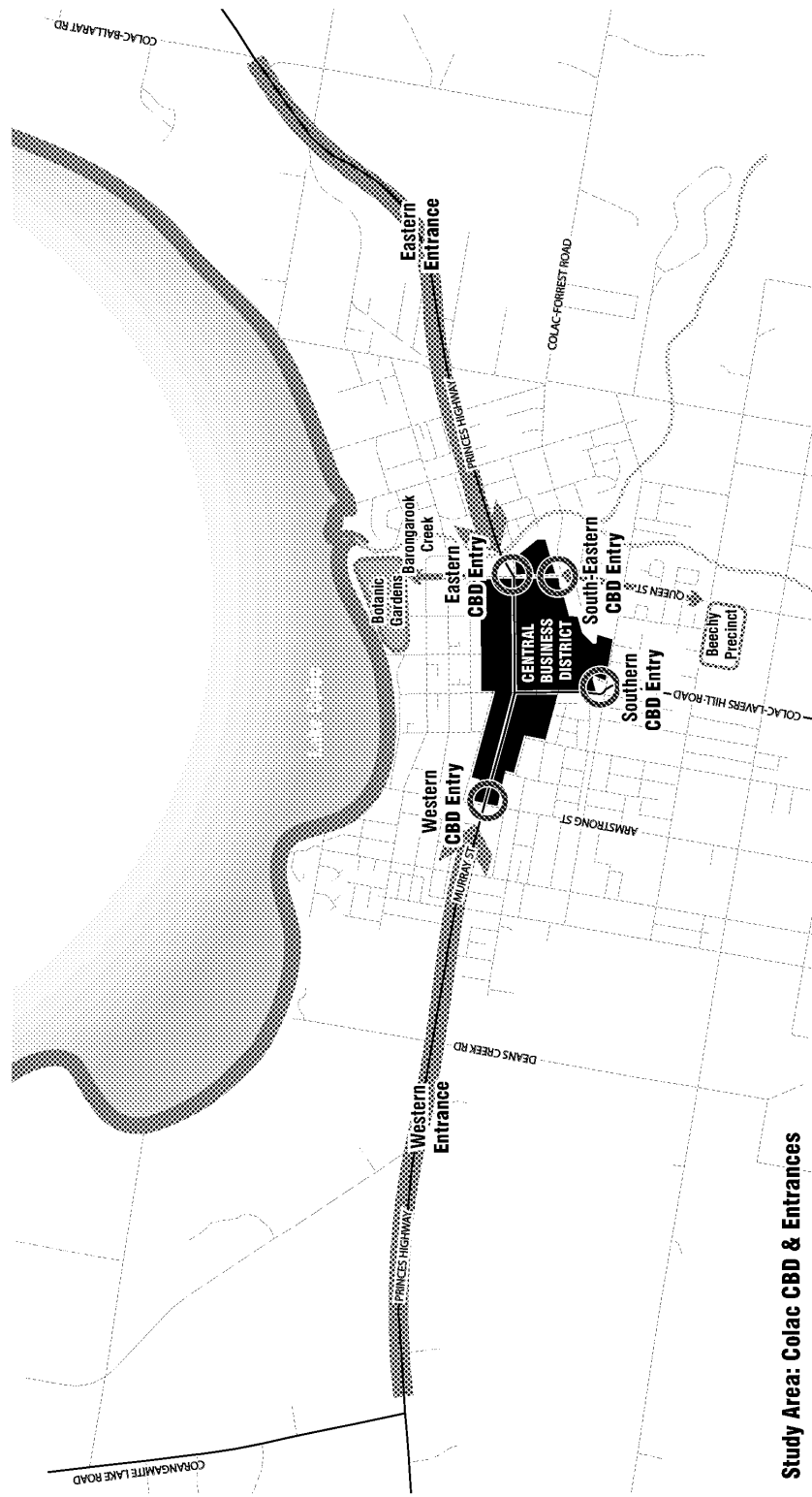
- Detailed designs for priority streetscape areas
- Planning Scheme Amendment
- Capital Works Improvements



STUDY AREA MAP

The study area for the project is shown on the map below. It includes the Colac Central Business District (CBD), defined as all of the streets, buildings and public infrastructure within the Business 1 and 2 Zones in the Colac Otway Planning Scheme (shown in solid black on the map). The area also includes the outer eastern and western

entrances to Colac as these are the main arrival points for traffic travelling along the Princes Highway. Broad consideration is also given to the areas of Colac surrounding the CBD and entrance corridors.



Study Area: Colac CBD & Entrances

CONSULTATION

The Plan was developed in four stages and involved consultation with a range of stakeholders.

Stage 1

Stage 1 included:

- Informing the broader community about the project commencement via a media release
- Establishing the Community Reference Group
- Engaging with Council staff and key stakeholders through the Project Steering Committee and Project Reference Group.

The Project Steering Committee was a small group with direct involvement in the planning process. It comprised Council officers and representatives of State Government departments and agencies - Regional Development Victoria, Department of Planning and Community Development and VicRoads. The role of the Steering Committee was to monitor the project work program, provide advice and review project outputs.

The Community Reference Group was established in order to directly engage with key community and business stakeholders. The role of the Group was to provide professional and sectoral advice to the development of the project.

Stage 2

Stage 2 of the Plan involved producing a Discussion Paper containing ideas and directions for the study area as well as landscape themes and opportunities. Consultation in this stage aimed to engage with the community, stakeholders, Councillors and key Council staff about the issues and opportunities identified in the Discussion Paper.

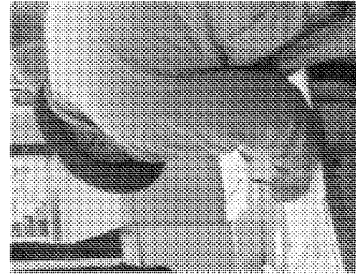
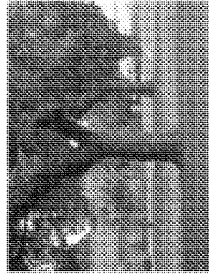
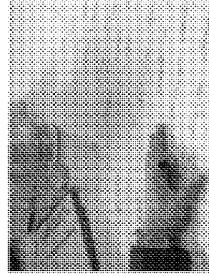
Stage 2 consultation involved:

- A media release
- A Community Bulletin with a Feedback Form sent to all property owners in Colac and Elliminyt
- Hard copy and on-line surveys targeted at the general community and businesses
- Opportunities for community and key stakeholders to participate in workshops.

Feedback Forms

Over 250 survey responses and feedback forms were received in response to the community mail out. A summary of suggested improvements to Colac is provided below:

- Improve entrances to the town through landscaping, maintenance and signage to promote the town
- Improve cleaning and maintenance of the CBD, particularly footpaths
- Improve maintenance of gardens and trees in the CBD
- Divert traffic, particularly trucks, out of main street
- Improve road surfaces
- Improve the lake and creek areas by better maintenance and more seating, tracks and landscaping
- Improve maintenance of heritage buildings including reintroducing verandah posts to shops
- Restore or remove vacant service stations at town entrances
- Improve pedestrian access including footpaths for pedestrians and mobility vehicles, and pedestrian crossings in Murray Street
- Improve Memorial Square



Stage 3

Stage 3 of the Plan involved producing a Draft Plan and Summary Document that responded to community and stakeholder feedback in the previous stage. Consultation in this stage sought to inform the community on the progress of the Draft Plan and obtain feedback on the Draft Plan.

Stage 3 consultation involved:

- Public notices and a media release
- A Community Bulletin with a Feedback Form
- Hard copy and on-line surveys targeted at the general community and businesses
- A public display of information boards in the Council Offices
- Opportunities for community and key stakeholders to participate workshops and visit street stalls
- Phone contact and meetings with key stakeholders

Feedback

Over 150 hard copy feedback forms and written submissions and 22 online submissions were received including a letter from VicRoads. Other feedback was also gathered at the public display, Business Breakfast Workshop and through direct stakeholder contact.

There were a number of positive responses to the Plan and it was generally well supported. The Plan's most popular suggestions were:

- Upgraded toilets in Memorial Square
 - Greening of CBD
 - Improved pedestrian access
- Popular concerns raised in the feedback included:
- Funding / rates rises to implement the plan
 - Loss of parking

- Maintenance of streetscapes and planting
- Better access to Lake
- Maintenance of buildings in Murray Street
- Cleanliness of facilities
- Need for security cameras
- Access & parking for elderly/disabled
- Need for the truck bypass

Feedback covered a range of themes and related to a number of specific areas. Some general feedback included:

- Generally the 'Botanic Garden City' concept was well received and supported.
- There was mixed opinion about shared zones, concerns for safety and loss of parking
- The Eastern CBD Entrance Concept was well supported and it was generally acknowledged that the area is run down and is not presenting a positive image of Colac
- A large number of respondents mentioned service stations as a problem because of their poor presentation
- The majority of respondents supported the plan for Murray Street West, particularly the new trees and the shade/amenity they will bring
- Loss of parking was a key concern as well as the choice of trees and level of maintenance that will be required for streetscape changes
- The majority of respondents supported the Plan for Bromfield Street, particularly the new trees and the shade and amenity they will bring
- Several respondents requested better promotional signage to promote the area
- There were a number of suggestions to close Railway Street at Corangamite Street

1.2 Snapshot of Colac

Colac's Attributes

A starting point for the project is to gain an understanding of the main attributes of Colac. What are the highly valued elements of the town? What are the issues to be addressed in the project? How could the 'Colac character' be defined?

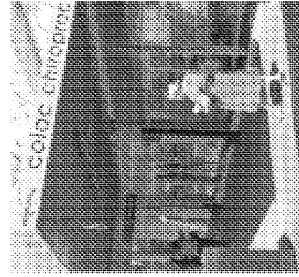
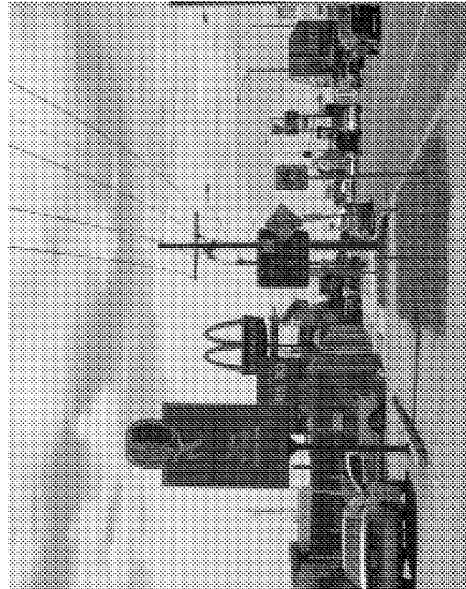
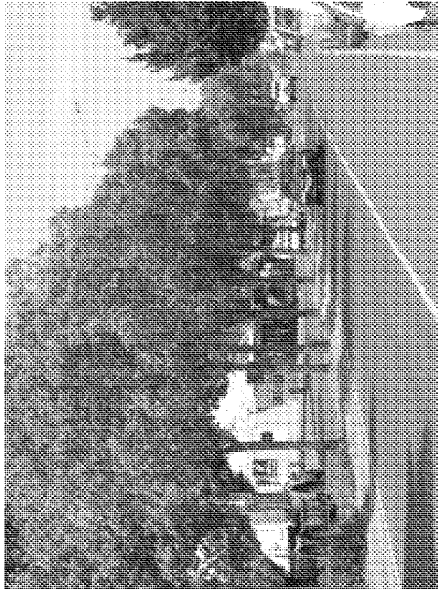
A BUSTLING COMMERCIAL CENTRE

Colac, with its residential population of approximately 11,000 people, is one of two main towns in the Colac-Otway Shire. Situated approximately 150 kilometres south-west of Melbourne and 75 kilometres west of Geelong on both the Princes Highway and a regional railway line, Colac is strategically located within one of Victoria's primary transport and tourism corridors.

The town is the largest service centre between Geelong and Warrambool (110km to the west), and is the major focus for a range of regional services including retailing, business and professional services, administrative and government functions, and health and community services.

The major industries of the region are primary production (such as dairy, beef, sheep, crops, horticulture and organic farming), food processing tourism, fishing, timber production and construction¹.

Colac's location on the Princes Highway adds a sense of activity to the town centre, and brings visitors directly to the main street. However, heavy vehicle traffic creates amenity and pedestrian safety issues that are of concern to many residents.



¹ Colac and Apollo Bay Retail Study, Essential Economics, August 2009

NATURAL LANDSCAPE SETTING

The natural landscape setting of Colac is scenic and diverse. Colac is situated in the southwestern part of Australia's largest volcanic province, the Kanawinka Geopark, which extends across western Victoria from Colac into South Australia. Red Rock Lookout, approximately 15km north-west of Colac, provides views across this dramatic landscape formed by volcanic activity, including basalt plains, Lake Corangamite (Australia's largest permanent salt lake), Mt Elephant and a chain of other lakes and hills. To the south of Colac lies the distinctively different landscape of the spectacular Otway Ranges.

The area around Lake Colac was originally the home of the Guldjian and Kolijon people, who occupied the grasslands, woodlands, volcanic plains and lakes region east of Lake Corangamite, west of the Barwon River and north of the Otway Ranges. The name 'Colac' is thought to derive either from its tribal name or from a Kolijon word referring to the 'fresh water'.

LAKE COLAC

Lake Colac is one of Victoria's largest fresh water lakes. It provides a strong landscape connection for Colac and is an integral part of the town's identity, despite being a short distance from the town centre itself.

The broad flat surface of the lake is a backdrop which reflects the sky, terminating CBD street views and marking a type of mid-distance boundary to landscape vistas seen from Princes Highway.

The edge of the lake is a destination for activities such as fishing or boating, as well as for its atmospheric qualities; for example, when viewed through the trees of the Botanic Gardens from high up on the escarpment.

Lake Colac (1905)



View of Lake Colac from the Botanic Gardens



A GREEN HEART

Trees and vegetation play a very significant role in the overall character of Colac, from the large bands of cypress windbreak planting and eucalypts in surrounding farmland (also around the showgrounds); to the more recent large banks of plantation timber at either end of the town; to the established street trees around Memorial Square and lining Hesse/ Gellibrand Streets (**above right**); to the Botanic Gardens on the northern escarpment looking over the lake (**left on page opposite** and **below left** and **below right** of the photos **right**). There are also many magnificent private gardens (in the **middle left** of the photos **right**).

Memorial Square (**above left** and **above right** of the photos **right**) plays a highly significant role in terms of the character of central Colac, and its established intact perimeter planting acts as a strong formal element marking the centre of town – acting like a large ‘green building’ in the streetscape.

The presence of the park on the main street gives an unusual transparency and softness to the highway experience. The lack of low-level vegetation around the perimeter of the park allows a strong visual connection between Dennis Street and Murray Street. The buildings on the south side of Murray Street facing the park form a continuous wall or backdrop, with their north-facing verandahs providing high quality and highly usable sheltered public space.

Creek corridors define the eastern and western edges of the town. The Barongrook Creek forms a corridor of emerging indigenous landscape alongside the eastern edge of the CBD. Within the corridor the Sculpture Park, shared path network and recent landscaping works have enhanced this important recreational link. On the outer edge of the town to the west is the Deans Creek corridor.

An important part of Colac’s character is its wide streets. Some streets are defined with substantial street trees while others lack planting and are in great need of stronger landscape definition. There are many opportunities to make improvements to the appearance and amenity of streetscapes by introducing new planting.



Memorial Square



Memorial Square



CBD Western Entrance



Barongrook Creek area



CBD Western Entrance



Botanic Gardens



Botanic Gardens

TOWN STRUCTURE

Colac's first European settler was Hugh Murray, who arrived in 1837 and proclaimed a town, then known as 'Lake Colac', in 1848. Since that time, the town of Colac has evolved to meet the needs of its occupants and support a growing economy and residential population.

The original town boundaries were along Forest Street to the east, and Cants Road to the west. These roads still act as notional outer boundaries to the town and mark shifts in character upon entry to the town centre from either direction.

Areas of distinct spatial character are created by the shifts in alignment of Murray Street, the gridded street layouts of different parts of the town, the railway reserve to the south and the Lake to the north. The topography also serves to create variations in character, rising from the Lake and creek beds to an apex just west of Corangamite Street.

The earliest residential area, between Murray Street and the Lake, is set out on a regular grid pattern, with topography that slopes towards the lake.

The main commercial centre south of Murray Street was formerly comprised of small sites which would have supported small scale buildings that provided a frontage to the street (see map right). This fine grain character still exists, particularly in the core retail area, which has a high level of amenity (see map on opposite page).

The historic pattern of development has, however, been substantially eroded by large areas of surface carparking and larger retail buildings such as in Bromfield Street. Bromfield's streetscape also suffers from inconsistent streetscape treatments and parking arrangements.

The amenity of the western part of Murray Street is compromised by its vehicle-oriented retail offer and lack of streetscape treatments and street trees.



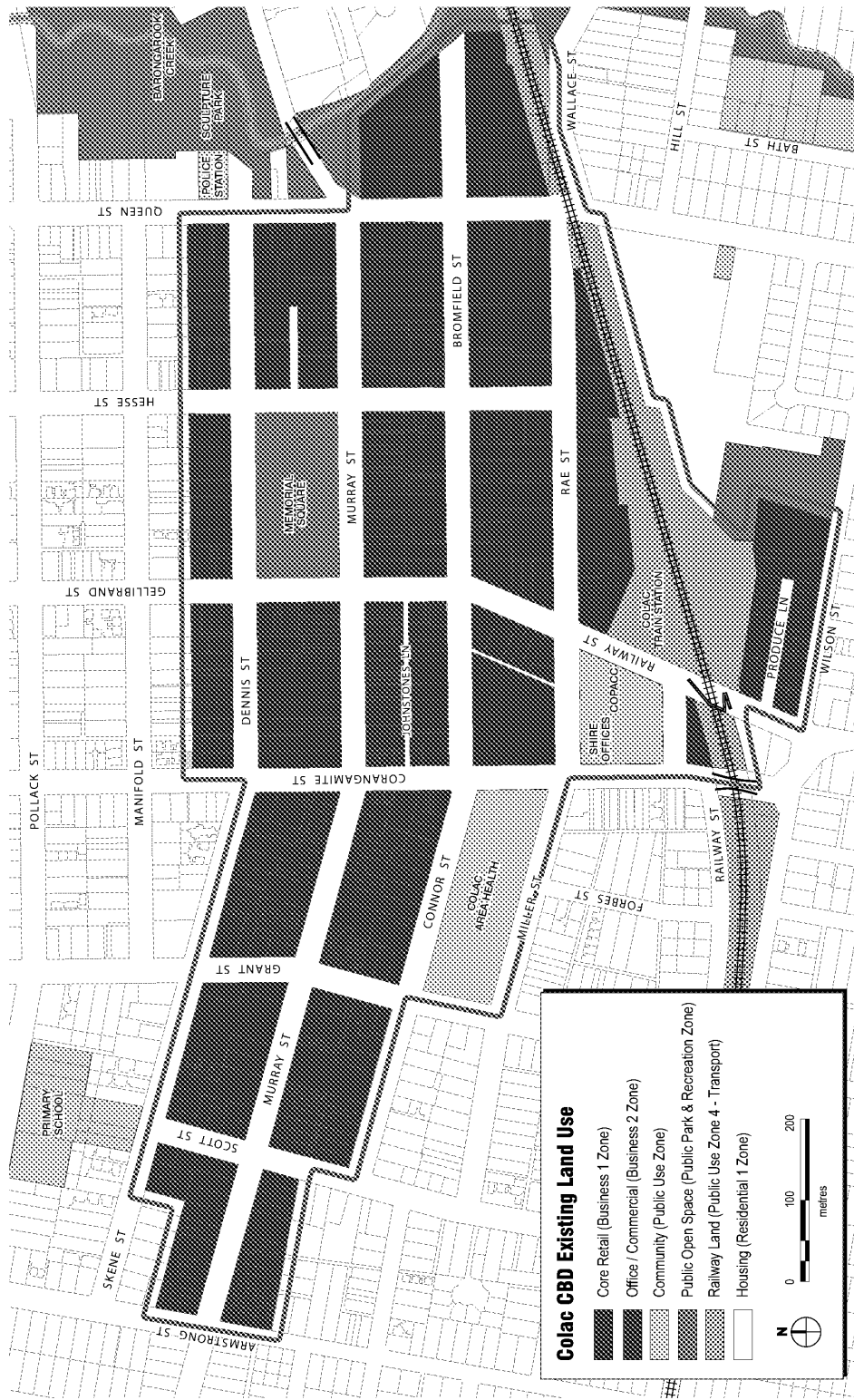
Historic Colac Parish Plan

Some of the office areas, such as, Dennis Street, have a mixed quality which begins to blend into the surrounding residential areas.

A few significant pedestrian lanes and arcades linking Bromfield Street and Murray Street retain this sense of a more intricate and pedestrian friendly urban environment.

The close proximity of COPACC, the railway station and Colac Area Health to the centre of Colac are assets to the CBD and its vibrancy.

EXISTING LAND USE MAP



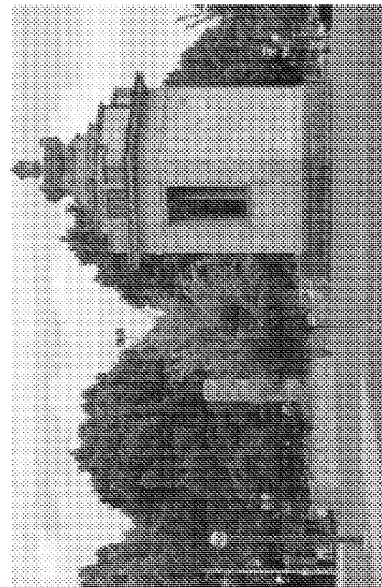
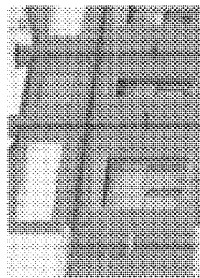


Directions

Vision

In the next 20 years Colac's CBD will:

- Become known as the 'Botanic Garden City'**
- Be a pedestrian-focussed place, accessible for people of all ages and abilities**
- Grow as a thriving rural centre of retail, business and community services**
- Connect to its natural systems of the Lake and creek corridors**
- Proudly express its heritage in the built and natural environment**
- Be renowned for its collection of great buildings from all eras of the City's development**
- Present an impressive image along the Princes Highway corridor, from the edges of the City to its core**



2.1 Colac: Botanic Garden City

Colac's remarkable Botanic Gardens is a key feature of the town and an important part of its identity and heritage. The gardens, located adjacent to Lake Colac and within walking distance of the CBD, are one of the most impressive in regional Victoria.

BOTANIC GARDEN CITY

Opportunities exist for strengthening the physical and thematic connection between the Botanic Gardens, the CBD and the town generally. Colac could become renowned as the 'Botanic Garden City', whereby a 'living botanic collection' is extended through the streets of the town.

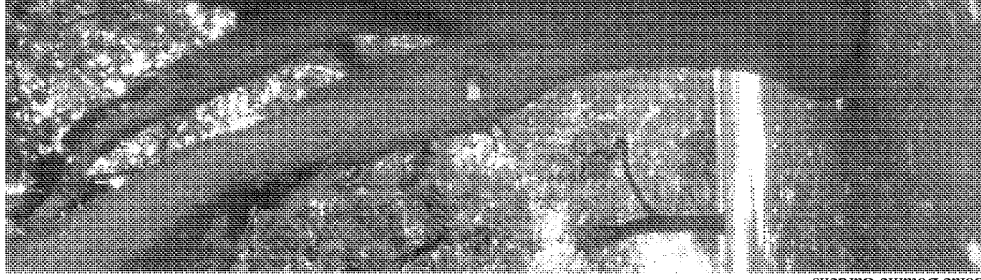
This concept has the potential to form the basis of the town's urban design themes and to become part of a memorable township identity. It would be brought together in the planning and design for the town's entrances and public realm, and in the creation of pedestrian-focussed streets that are characterised by their tree planting.

Over time, trees can become a major sculptural element within the township and offer seasonal displays of colour and foliage. Different

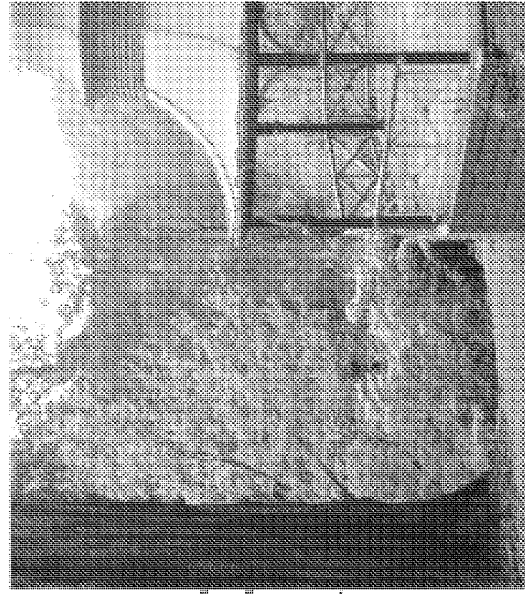
types of planting could be established within particular locations, such as pocket parks, 'pause places' in key pedestrian streets or the CBD entrances, creating variation in streetscape character. Botanical walking routes around the town could be developed, with identification plaques, educational information and wayfinding signage.

The first priority should be to prepare an 'Urban Forest Strategy' so that the overall vision for the Botanic Garden City can be established, and details established for planting themes, species selection, priority locations, staging of plantings and maintenance regimes. It will be essential that Council ensure ongoing resources and staffing are available to achieve the Botanic Garden City vision.

There are many examples of other towns that derive their identity from planting themes. Some examples are provided on the following pages.



Colac Botanic Gardens



Alfred Nicholas Gardens, Dandenong Ranges



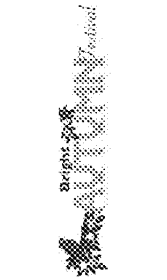
Royal Horticultural Botanic Gardens, Perth

TOWNS RENOWNED FOR THEIR TREE PLANTING

PRECEDENTS

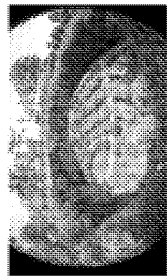
BRIGHT AUTUMN FESTIVAL

Bright runs a diverse and vibrant autumn festival to coincide with the autumnal colours of its deciduous trees.



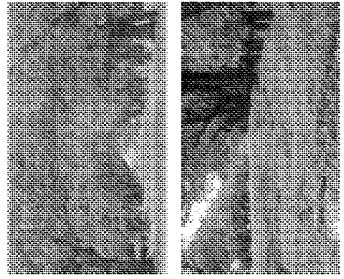
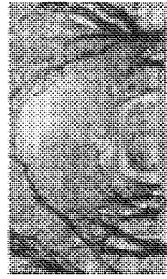
MOUNT GAMBIER

Mount Gambier is renowned for its sink hole Gardens.



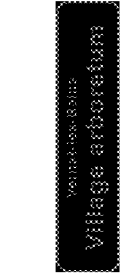
GRAFTON JACARANDA FESTIVAL

The Grafton Jacaranda Festival is well known in Australia for its abundance of purple floral display.



VERNET-LES-BAINS

The whole town of Vernet-les-Bains in southern France is a 'village arboretum' containing over 2000 specimens, many of which are labelled for identification.



TOWN OF CAMBRIDGE WA

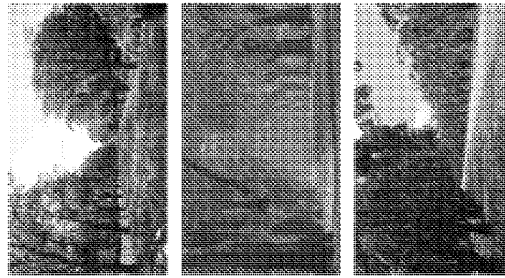
This Town is renowned for its unique and iconic treescapes to the north of Perth.



AVENUES OF HONOUR

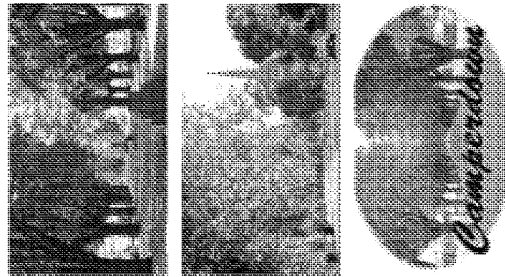
Various country towns in Australia are known for their large tree avenues along the main entrance road and through the town centre using single species as a memorial.

E.g. Bacchus Marsh, Ballarat, Macedon, Daylesford.



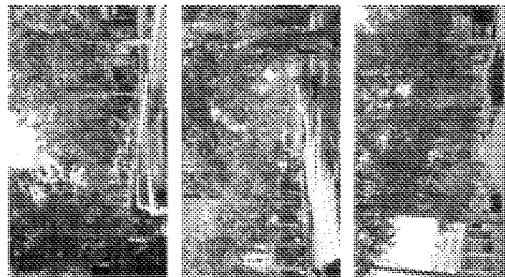
CAMPERDOWN

Camperdown is renowned for its central median strip planting and avenues of mature trees.

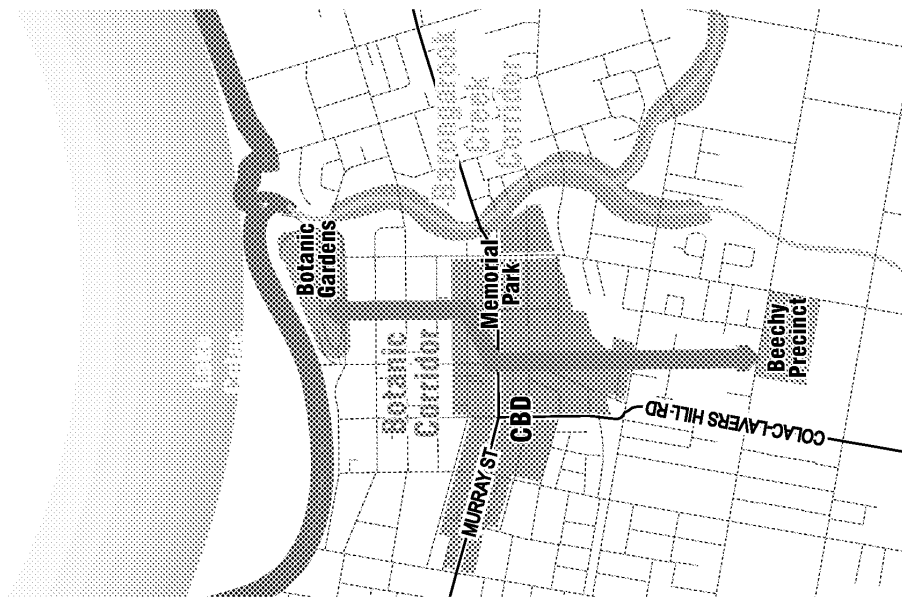


MELBOURNE

Often referred to as Australia's 'garden city', Melbourne has an abundance of parks, gardens and tree avenues. It also hosts open garden schemes and Melbourne International Flower Show.



BOTANIC & BARONGAROOK CREEK CORRIDORS MAP



BOTANIC CORRIDOR

The Colac Structure Plan 2007 recommends that the Botanic Gardens and Lake Colac become better connected to the CBD both visually and physically with improved streetscape schemes, especially along Gellibrand and Corangamite, with the objective of making the streets more attractive and inviting to walk, cycle and drive.

This proposal (shown on the map to the left) encourages corridors of tree planting along Corangamite, Hesse and especially Gellibrand streets, linking the Lake and Botanic Gardens to the CBD, train station and Beechy precinct.

COMMUNITY PROJECTS

The 'Botanic Garden City' idea offers many opportunities for involvement of the community and local businesses. For example, the project could be enhanced by community involvement in the process of planting and maintenance of individual trees within a particular street or area.

Local timber industries could assist with propagation and training community groups in tree maintenance. They may also be able to offer sponsorship funding. The project could potentially link with public education programs or study units in schools.

PLANTING THEMES

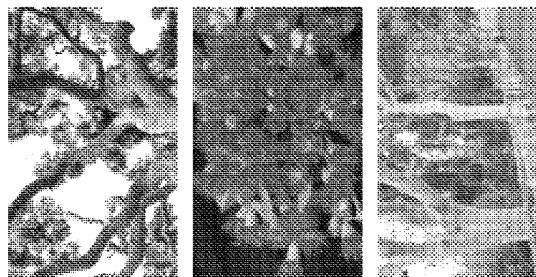
Several different planting theme options could be adopted for the 'botanic living collections' idea. The collection could be based around themes of species, geographic origin or seasonal floral display, for example. Public spaces could also be planted with productive gardens. A selection of possible planting themes are shown on the next page.

Key considerations for the selection of a planting theme are for vegetation to be suitable for a street environment and appropriate for the climatic and environmental conditions of the Colac region.

IDEAS FOR PLANTING THEMES

IDEA 1: GENUS COLLECTION

Planting selection based on a selected botanical genus (potentially rare or diverse) e.g. Quercus (oaks), Corymbia and Eucalyptus (gum trees).



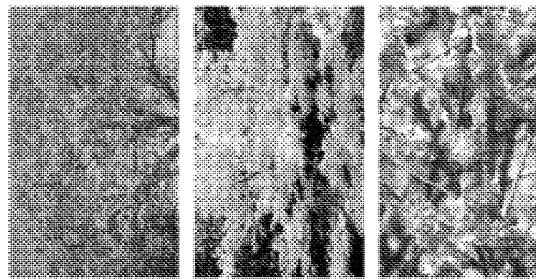
IDEA 2: GEOGRAPHIC COLLECTION

Planting selections based on a geographic areas e.g. Northern Australian, south-west Victorian, South African. Single or multiple geographic collections could be utilised.



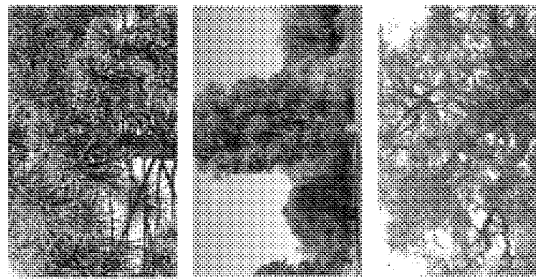
IDEA 3: SEASONAL COLLECTION

Planting selection based on a seasonal flower or leaf show. This is an opportunity to create a new festival around the seasonal time, or work with existing town festivals e.g. deciduous trees for autumn colour, wattle or plum trees for their explosive flowering season.



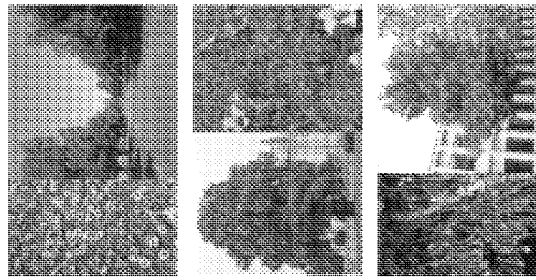
IDEA 4: BOTANIC COLLECTION

Planting selection based on rare and iconic trees of the Colac Botanic Gardens e.g. Araucaria bidwillii (Bunya Bunya Pine), Sterocarpus sinuatus (Firewheel tree) and Cupressus forbesii (Fecate Cypress). This would link species in the gardens with the town centre.



IDEA 5: AUSTRALIAN COLLECTION

Planting selection based on distinctive trees of Australia which are underutilised within the streetscape e.g. Brachychiton populineus (Kurrajong Bottle tree), Brachychiton populineus x acerifolius (Ilawara Flame Tree) and Stenocarpus sinuatus (Firewheel tree).



RECOMMENDATIONS

Objectives

To develop a unifying design theme for central Colac - 'Colac Botanic Garden City' - as a memorable and identifying feature of the town.

To create landscape links between the main activity areas of the CBD and its principal open spaces.

To improve the amenity and appearance of Colac's main pedestrian streets and town entrances through the strategic planting of substantial trees and vegetation.

Strategies & Actions

2.1.1 Prepare an 'Urban Forest Strategy' for all of Colac and Elliminyt to:

- Set a vision for the long term botanic theme.
- Determine species selection.
- Identify priority locations for planting (streets, public space or private land). This might include:
 - Memorial Square
 - Murray Street West
 - Eastern Entrance and Barongarook Creek
 - Outer CBD entrances (particularly the key locations of the cutting and overpass)
 - Other major traffic routes
 - The 'Botanic Corridor' (Corangamite, Gellibrand, Hesse and/or Queen Streets)
 - Pocket parks or small 'pause places' along key pedestrian streets.



Murray St, Colac

- Review existing Tree Asset Management Plan.
 - Establish staged implementation program of tree planting.
 - Detail required maintenance regimes.
 - Establish identification and signage system for botanic collection.
- 2.1.2 Commence implementation of the Urban Forest Strategy for selected priority locations:
- Undertake arboricultural assessment of existing trees.
 - Remove low quality trees and undergrowth, replace with new trees and instal new 'infill' tree planting where required.
 - Implement planting within priority CBD streets.
 - Implement planting within the 'Botanic Corridor' along key north-south streets and the Barongarook Creek.



Colac Botanic Gardens

- Establish and commence maintenance regimes including the allocation of added Shire resources.
- 2.1.3 Investigate the potential to include local businesses and the community in planting programs, for example:
- Partnerships with local businesses (such as the local timber industry) for sponsorship of planting programs or assistance with propagation.
 - Integration of planting programs with workplace training or work experience for secondary school, TAFE or university students.
 - Opportunities for involvement of extracurricular groups or school children in planting programs.
- 2.1.4 Develop marketing programs to promote the Colac Botanic Garden City theme. Consider how this can be incorporated into the city branding for Colac.

Refer to the Implementation Plan for further details.



2.2 Arrival Experience

The Princes Highway forms the arrival experience into central Colac from the east or west, and is a principal point of entry to the town. Attractive in parts, the experience of arrival along the Highway from both directions is reasonably generic with little to distinguish Colac from many other large rural towns.

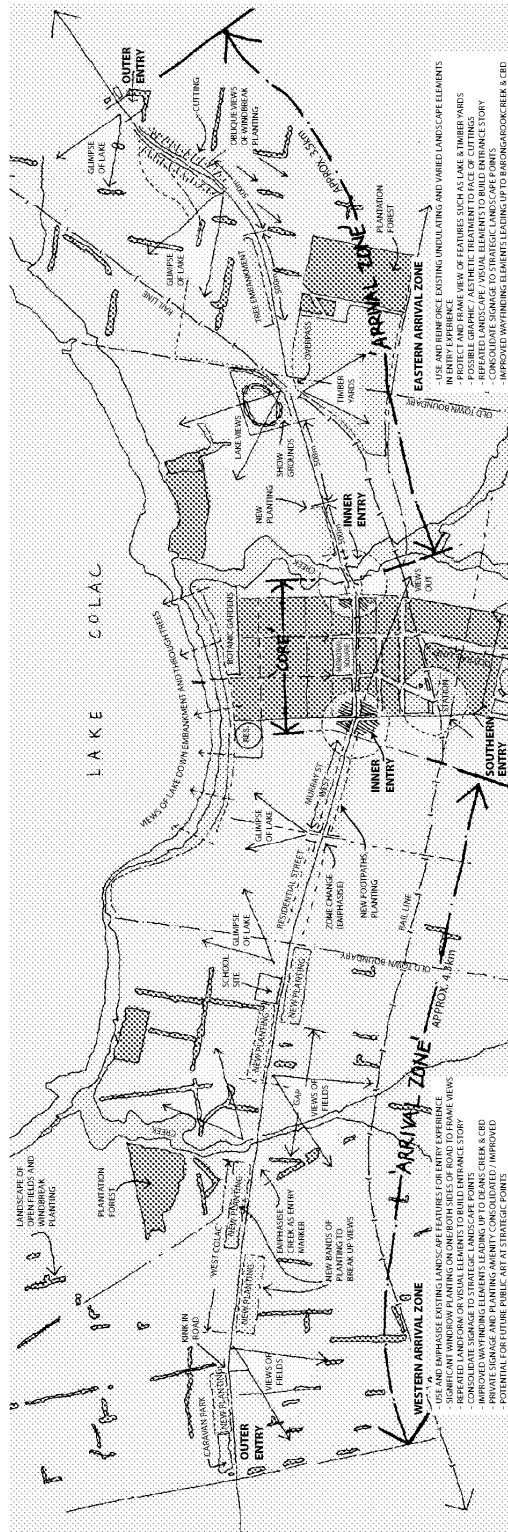
The undulating topography combined with shifts in road alignment at key points in the east-west journey across town create a number of distinct points, pauses or realignments within what might be normally understood as a continuous main street. Side views in different directions give a great variety to the main street, and provide quite different experiences travelling in easterly and westerly directions.

Features of the arrival experience include expansive paddocks, rolling hills, cypress windrows, vegetated creek valleys and occasional glimpses of Lake Colac. Due to the meandering nature of the road from the east the journey from this direction is generally more

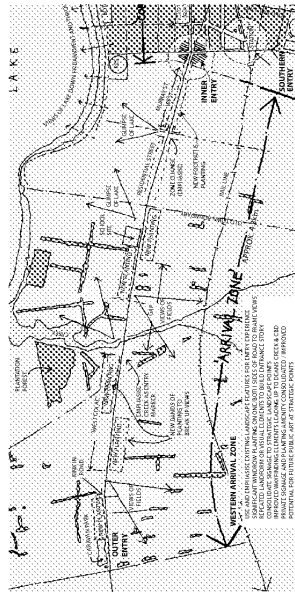
interesting than that from the west. However, in both directions there are features which detract from the experience, including excessive signage on both public and private land, overhead power cables (and associated tree lopping), the disused service stations and inconsistent landscape treatments.

Colac CBD can also be entered from a number of other points including from the south along Colac-Lavers Hill Road and south-east along Colac-Forrest Road (as shown on the Study Area map on page 4). While detailed analysis of these entrances was not part of the scope of this Project, these are also important entrances and further work should be done to upgrade these entrance corridors.

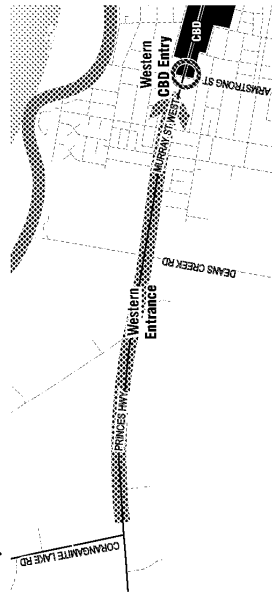
The arrival experience and the unfolding sequence of spaces and landscapes from east and west has been analysed, as shown in the map below and over the following pages.



Analysis and concept plan of entrances



Analysis of western entries to the town



Western entries to the town (outer & inner sequences)



Outer western entry point with views across open fields

OUTER WESTERN ENTRY SEQUENCE (from Corangamite Lake Road to Cants Road)

The outer western entry 'arrival zone' is characterised by relatively flat topography and a straight road alignment as shown **below left**. The highway passes through different areas of development, interspersed with farmland, including the caravan park, the West Colac peripheral / large format commercial strip and the Deans Creek corridor. The outer western entry is long and has a mixed, dispersed character, and the point of arrival in the Colac township is ill-defined.

This sequence of entry spaces from the west could be improved with pockets of new planting of dense vegetation and other elements such as earth mounds constructed along the road edge. Breaks in this treatment could be used to frame views to open fields and the Lake and increase the sense of drama of the arrival experience.

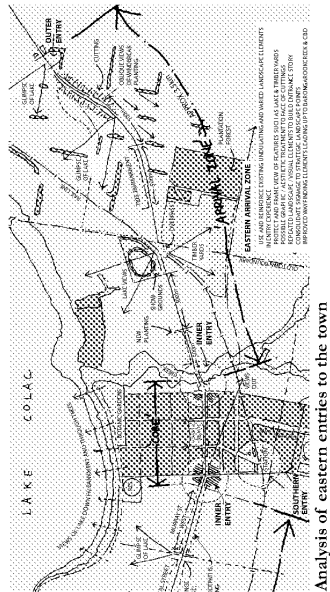
Deans Creek should be emphasised as an outer entrance marker and important open space / wildlife corridor with additional planting and signage. Emphasis at the point of the road realignment at Cants Road can also be made through new significant planting.

INNER WESTERN ENTRY SEQUENCE (Cants Road to Corangamite Street)

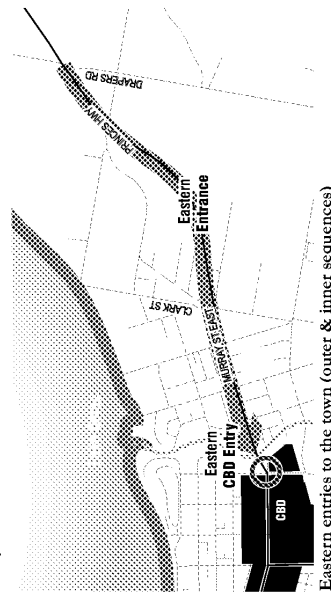
To the east of Cants Road, development becomes gradually more defined and dense and the Highway alignment shifts, creating a point along the entry sequence.

This section of the entry sequence, is marked by the long straight road, with relatively flat topography and low scale buildings. Minimal street planting leaves the powerlines and poles and the clutter of large scale highway signage as the dominant features of this approach.

Important sites along this entry sequence are the former Colac High School and the driver reviver site. Regular planting of large scale trees would significantly improve the appearance of the highway at this point. A strategy for the co-ordination and design of signage is also required.



Analysis of eastern entries to the town



Eastern entries to the town (outer & inner sequences)



Outer eastern approach to CBD - substantial planting, glimpses of Lake Colac

At Armstrong Street, an upgraded streetscape treatment with central median planting of street trees as currently exists in Murray Street east of Corangamite Street could commence, thus defining another section of the western entry sequence. From this point, the key intersections with the Highway could be emphasised through stronger built form that addresses each important corner location - Armstrong Street, Scott Street, Grant/Hart Streets and Corangamite Street. A concept plan has been developed for this section of Murray Street, included in Section 3.3.

At Corangamite Street, the road alignment shifts again and the vantage point of the higher ground allows the first view to the heart of the CBD and Memorial Square.

EASTERN ENTRY SEQUENCE (from Colac-Ballararat Road to Barongarook Creek)

The eastern CBD entry has a distinct series of arrival spaces and offers quite a different experience to the western entry. Here the landscaping is undulating and the spatial experience varied, as shown in the images to the right.

'Key moments' define points along the arrival journey. Firstly, glimpses of the Lake can be seen through trees and hedgerows, and pockets of substantial roadside planting. Next, the cutting is a clearly defined space and a point of road re-alignment. Finally, at Forest Street and the bridge, clear views of the Lake, showgrounds and timber yards are afforded - all significant features of Colac.

Barongarook Creek marks the eastern entry of the town proper, at the low point of the valley, looking up and across to the corner of the old Post Office building - a building which seems to recognize its role as a diagonal marker with its façade turning the corner to face this view. A concept plan has been developed for the eastern entrance to the CBD, included in Section 3.2.

The eastern entry could be enhanced by additional planting, in theme with the overall CBD planting strategy. The removal or improved appearance of the disused service station is a priority. Planting could create a stronger landscaping feature at the cutting and also be used to screen views to the industrial area from the Clark Street bridge.

PLANTING THEMES & CONCEPTS

Colac's entrances are ideal locations to introduce the town's Botanic Garden City theme. For this reason, design treatments for improving the entrance experience from the east and west focus primarily on the creation of strong planting themes for each part of the journey.

Planting proposals within the highway verges depend on a number of specific parameters such as the VicRoads clear zone widths, speed limits, the width of the verges (road easement), negotiation with private land owners and possible future road duplication proposals. Street planting on the side of entrance corridors could be planted with fast-growing and short-lived species to provide a quick 'temporary' roadside landscape for the short term. Species such as Acacia grow quickly and typically have a life span of 10-15 years. If they have to be removed within this time frame due to future road duplication works, their loss will not have a long-term negative impact upon the local landscape and habitat, due to their short life-span.

The VicRoads standards recommend a clear zone adjacent to the edge of the carriageway (or road easement). The clear zone includes an area where trees with a diameter greater than 100mm should not be planted. The clear zone width depends on the operating speed, which is 10km more than the posted speed limits. Speed limits and clear zone widths are shown in the **diagram opposite**. Where there is a cutting into a hillside, the clear zone will not usually apply.

As the easement width varies along the south and north sides of the highway entering Colac township, a number of options are presented to allow for planting themes. Typical proposals include tree planting on low mounds, tree planting in bands / corridors on adjacent private land and short and long term tree planting on the road verges. Different planting themes can be used to mark key locations along the arrival zone, such as landmark buildings or significant changes in road alignment or land use. Stands of vegetation can be used to frame views. Opportunities for planting themes and treatments along arrival zone sections and key 'moments' are proposed on the **following pages**.

REDUCING VISUAL CLUTTER

In order to make the most of proposed landscaping improvements it is essential that these are complemented by a reduction in 'visual clutter' caused by signs, powerlines and other structures along the entrance corridors. Along Colac's entrance corridors there is so much signage that it detracts from the appearance of the town and reduces the effectiveness of individual signs.

Another significant feature of Colac's entrance corridors is the overhead powerlines which dominate the streetscapes. Not only do the powerlines detract from the appearance of the streetscapes, they also necessitate severe pruning of existing street trees and restrict opportunities for proposed plantings.

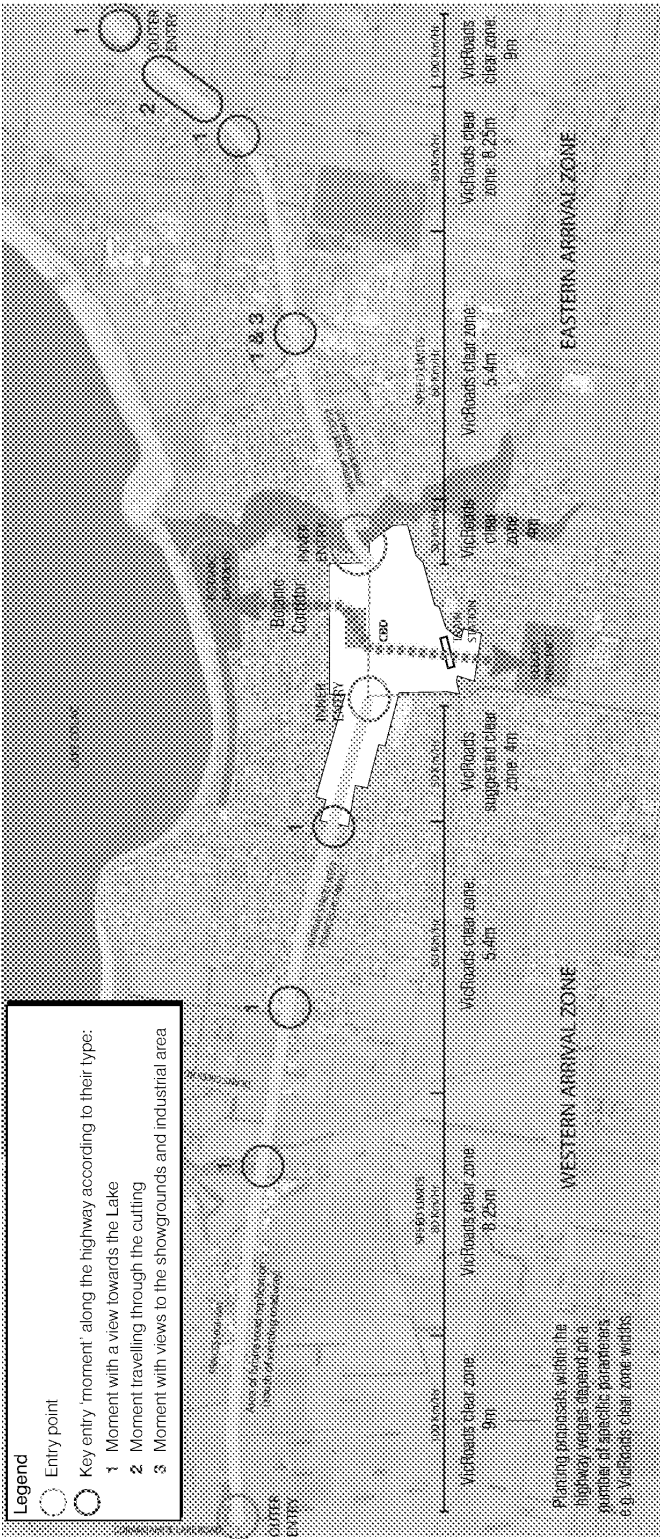
Powerlines have previously been relocated underground in central Murray Street, supporting a high standard of street tree planting and improved amenity in this area. The relocation of powerlines underground should be progressively extended along all of Colac's entrance corridors.

DESIGN & DEVELOPMENT

As a starting point, detailed design development for each entrance corridor and a coordinated planting strategy will need to be undertaken. VicRoads should be involved in this process.

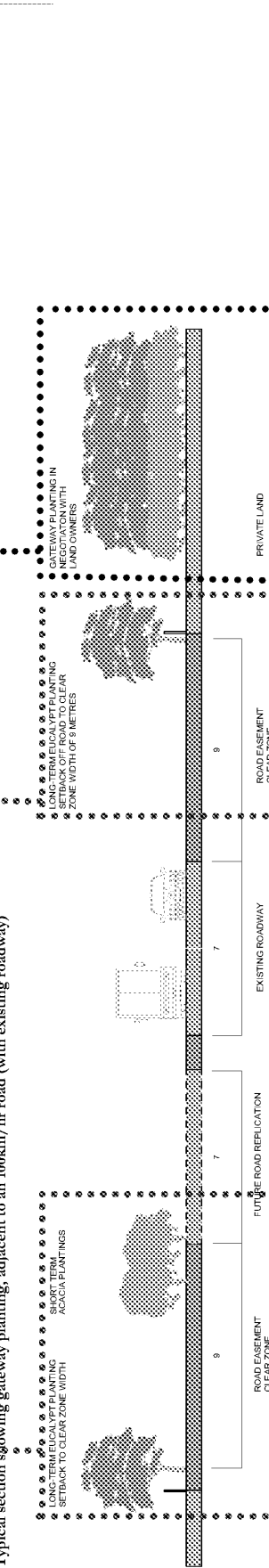
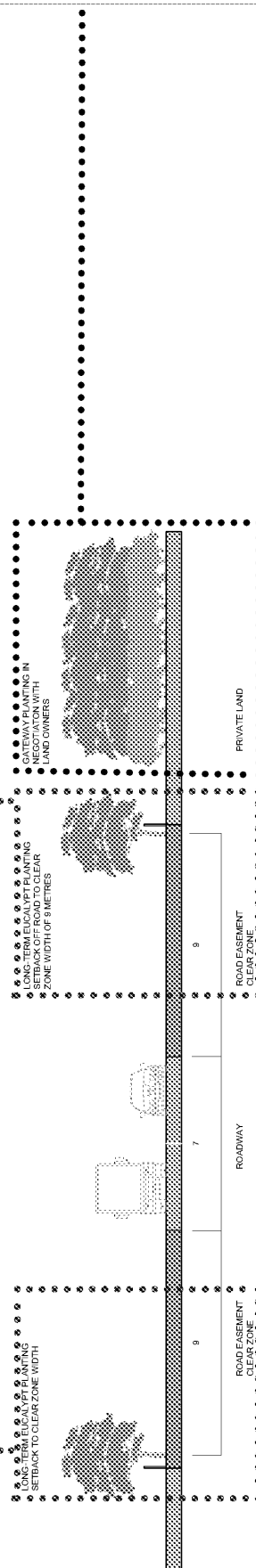
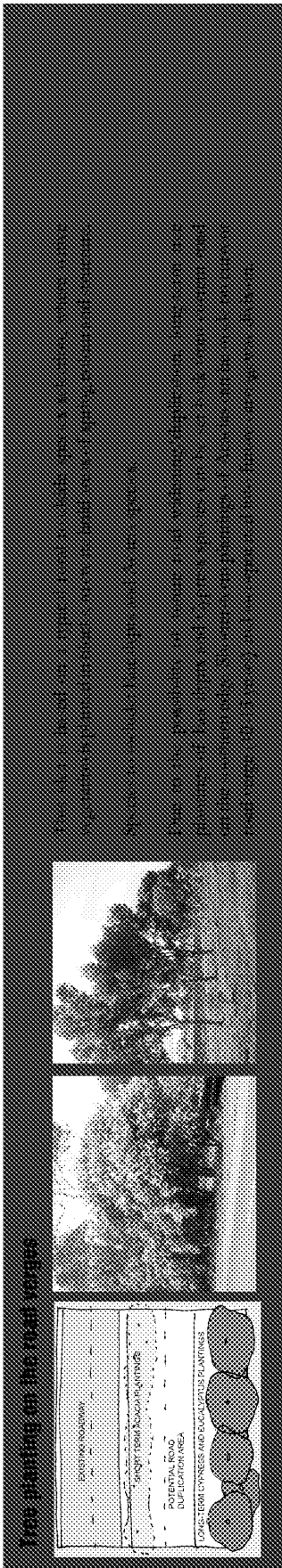
Landscaping around the overpass, to screen the immediate view of the industrial area, and along the cutting are priority projects that could be achieved in the short term. VicRoads have indicated that the highway duplication between Colac and Winchelsea could extend all the way through the cutting and up to Forest Street (near the overpass), and that funding and implementation for the improvement to the eastern entrance could be integrated into the highway duplication project.

STRATEGIC PLANTING OPPORTUNITIES MAP

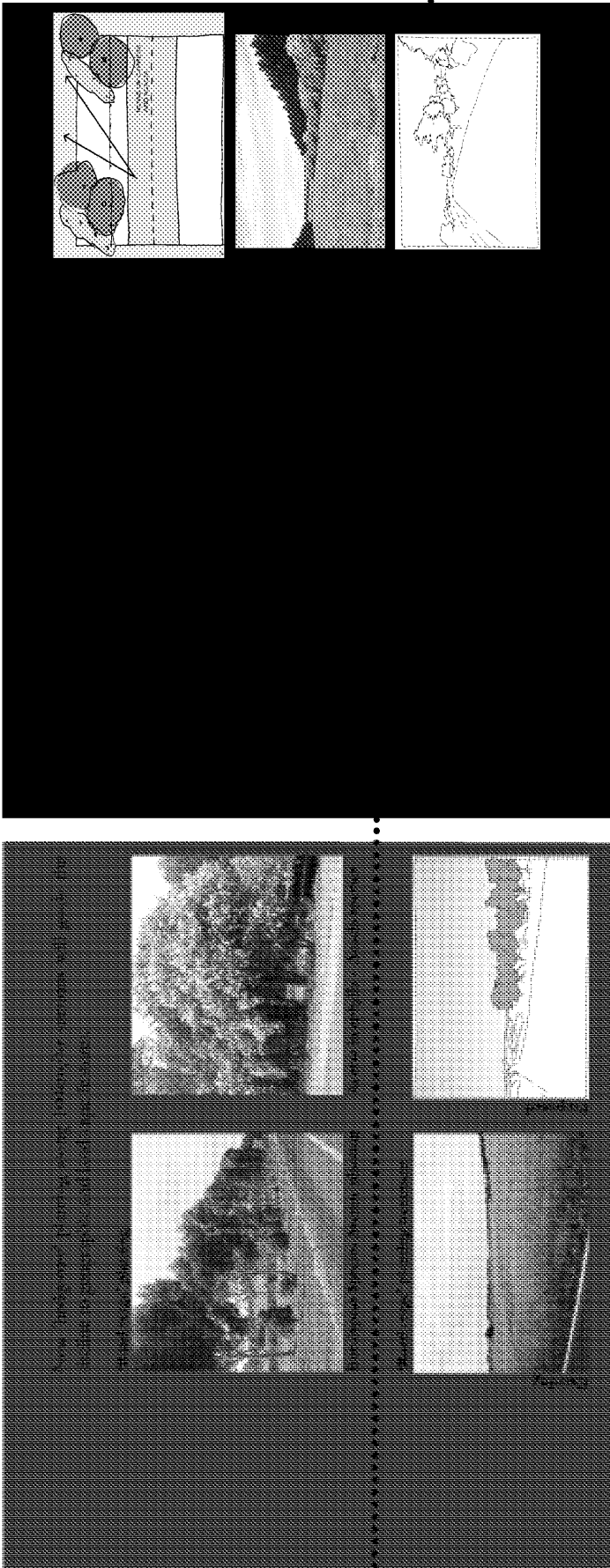


Note: This concept plan shows an indicative assessment of the planting opportunities. Detailed design of the planting within the roadside easement should be carried out to consider the specific conditions such as easement width, drain locations, services locations, speed limits, clear zones, private land ownership, cuttings and VicRoads guidelines. See: VicRoads Supplement to Austroads Guide to Road Design - Part 6, 2010, and A guide to tree planting within Road Reserves 1987, for more details.

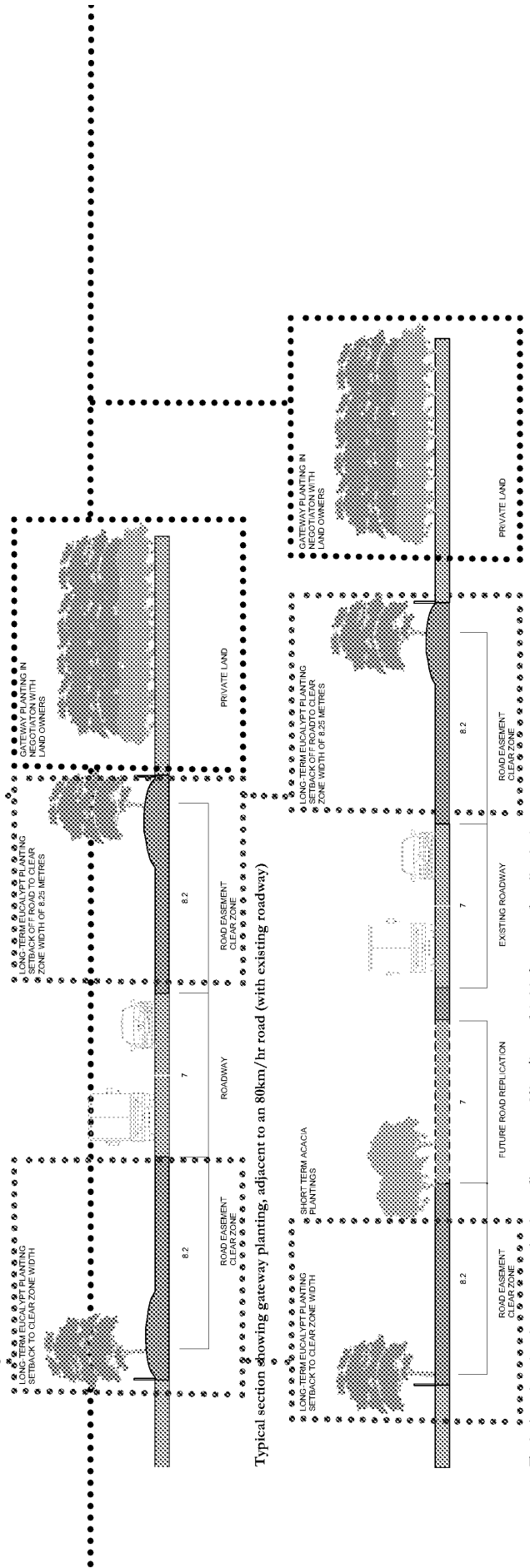
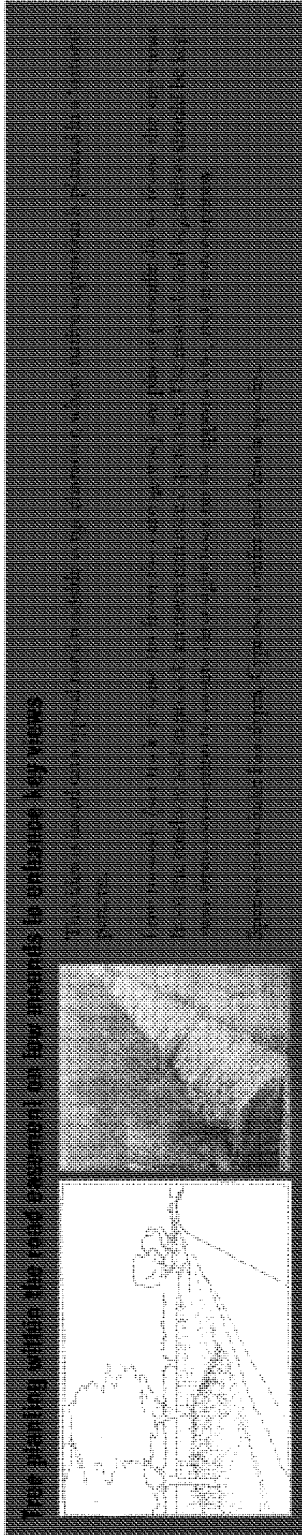
100KM/HR SECTION PLANTING THEME



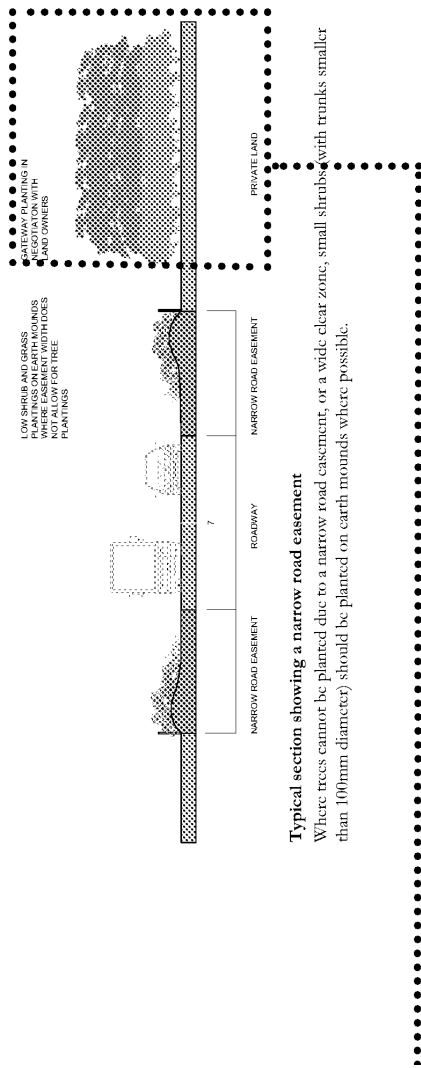
PRIVATE LAND PLANTING THEME



80KM/HR SECTION PLANTING THEME



50 & 60KM/HR SECTION PLANTING THEME



Typical section showing a narrow road easement

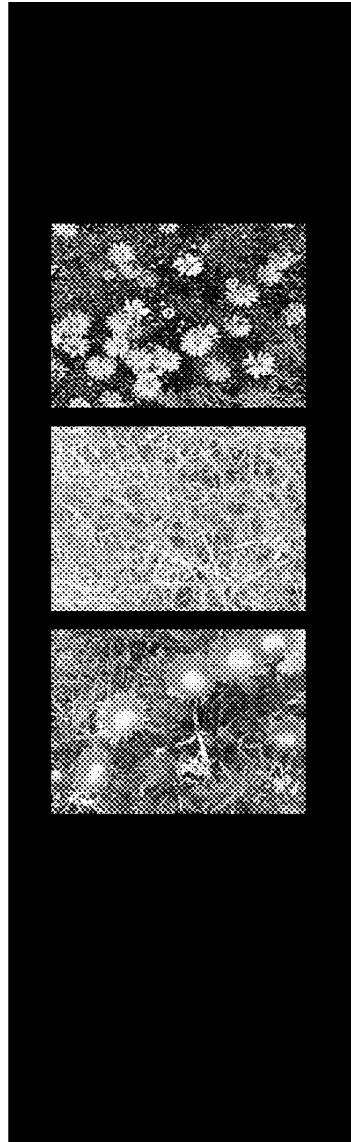
Where trees cannot be planted due to a narrow road easement, or a wide clear zone, small shrubs (with trunks smaller than 100mm diameter) should be planted on earth mounds where possible.

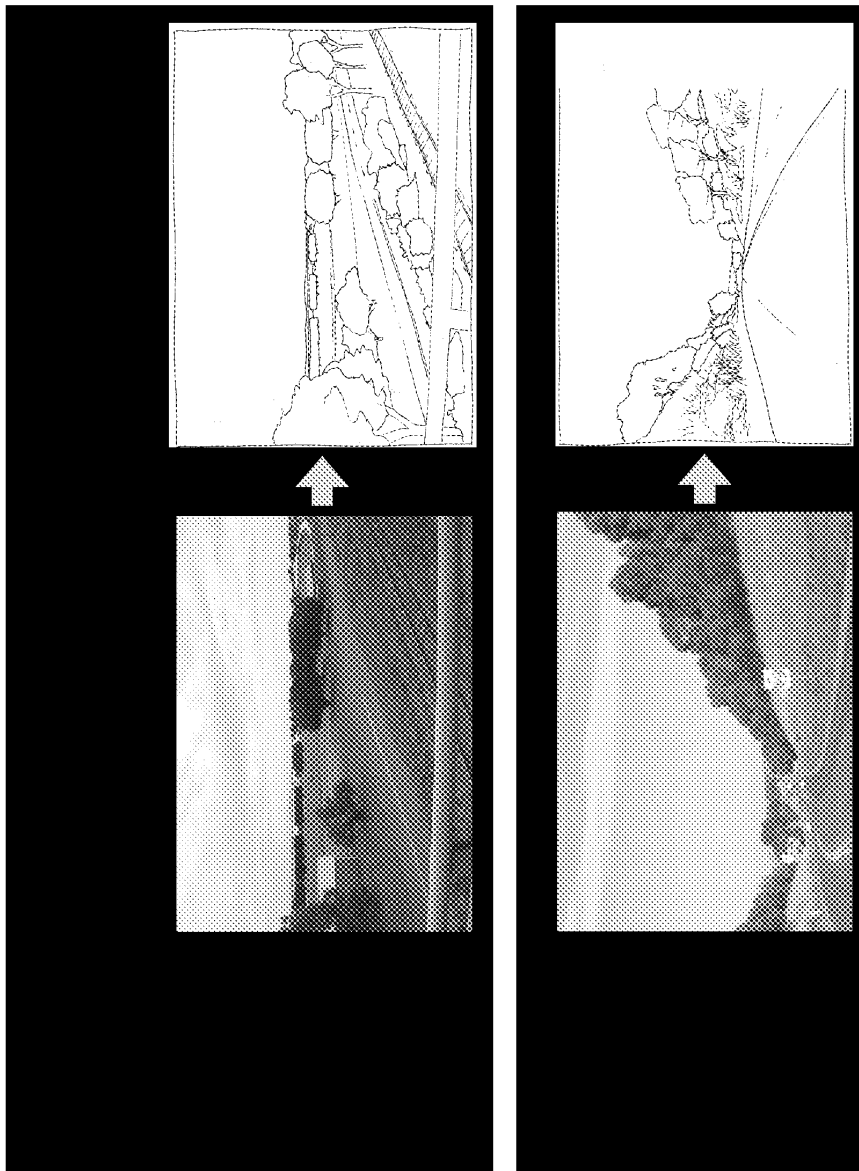
'A SERIES OF MOMENTS'

The three types of 'key entry moments' along the arrival zone to the CBD are:

- 1 Views towards the Lake
- 2 The cutting
- 3 Views to the showgrounds and industrial area

These 'moments' are identified on the Strategic Planting Opportunities Map on page 25 and their proposed treatment is explained right and on the following page.





RECOMMENDATIONS

Objectives

- To enhance the arrival experience into central Colac through the use of distinct planting themes.
- To commence the town's Botanic Garden City theme at its entrances.
- To accentuate and enhance key landmarks in the arrival experience.
- To create a variety of spatial experiences as a part of the entry into the town centre.
- To improve the amenity and safety of entrance corridors.

Strategies & Actions

- 2.2.1 Develop detailed design concepts for the eastern and western entrance corridors in consultation with VicRoads and adjoining landowners. These design concepts will:
 - Emphasise important landmarks such as changes in road alignment, creek corridors, significant buildings, land uses or open spaces.
 - Emphasise key moments along the arrival journey.
 - Frame views to the Lake and surrounding countryside.

Eastern Entrance

- 2.2.2 Liaise with VicRoads about the integration of design and funding for landscaping along the eastern entry corridor with the highway duplication project.

- 2.2.3 Undertake landscaping treatment along the cutting within the eastern entrance corridor.
- 2.2.4 Undertake landscaping treatment around the overpass of the eastern entrance corridor.
- 2.2.5 Undertake landscaping treatment to frame key views within the eastern entrance corridor.
- 2.2.6 Undertake general landscaping treatment to enhance the eastern entrance corridor, appropriate to the various speed zones of 100, 80 or 60 km/hr.
- 2.2.7 Engage with private landowners to discuss planting on private property within the eastern entrance corridor, and progressively implement additional planting.

Western Entrance

- 2.2.8 Undertake landscaping treatment to frame key views within the western entrance corridor.
- 2.2.9 Undertake general landscaping treatment to enhance the western entrance corridor, appropriate to the various speed zones of 100, 80 or 60 km/hr.
- 2.2.10 Engage with private landowners to discuss planting on private property within the western entrance corridor, and progressively implement additional planting.
- 2.2.11 Provide updated signage for western entry gateway.



General

2.2.12 Undertake and implement a strategy for the coordination and design of all signage along the entire entrance corridor. This would include:

- Audit all signs on public property and within the road reserve for the purpose of reducing excessive, poorly maintained or redundant signage.
- Work with private landowners to remove or improve signage on private property.
- Work with VicRoads or relevant Council Departments to rationalise directional, information and road safety signage within the road reserve and other public land.
- Prepare an advertising signs policy and implement in the Colac Orway Planning Scheme to manage signage on public and private property, particularly pole signs, promotional signs and rooftop signs.

2.2.13 Progressively relocate powerlines underground along the length of Colac's entrance corridors.

2.2.14 Investigate the upgrading of other entrance corridors into Colac CBD.

Refer to the Implementation Plan for further details.

2.3 Streets for People

Colac CBD currently experiences a high volume of through traffic, including heavy goods vehicles, due to its location on the Princes Highway. This traffic significantly detracts from the CBD's amenity and safety.

Colac Orway Shire and VicRoads are currently investigating options to provide an alternative route for heavy vehicles and a road hierarchy that will divert freight traffic around the centre. This is a major initiative that will provide opportunities to improve pedestrian, bicycle and local traffic movements, as well as other public realm enhancements within the CBD.

At present, the physical configuration and management of roads in the CBD facilitate car access and circulation. The roads are wide and dominated by moving cars or car parking areas, with limited congestion or traffic calming measures. This results in high traffic speeds and a poor quality pedestrian environment.

Access and movement initiatives developed as part of the Colac CBD & Entrances Project are intended to support:

- Creation of an accessible, safe and inviting public realm that encourages pedestrian and bicycle movement and connections.
- Enhancement of existing connections to, from and between key destinations.
- The future establishment of an alternate heavy vehicle route and calming of traffic within the CBD.
- Resolution of existing traffic management issues.
- Optimal use and management of existing parking facilities.



planisphere © 2012

ROAD HIERARCHY

A hierarchy of road types has been developed in order to clarify the proposed function of key CBD roads, shown in the map on the next page.

Currently, Murray, Corangamite, Rae and Queen Streets (shown in pink) serve as regional connectors, providing access to the heart of Colac from other parts of town and beyond. The role of Murray Street as a regional connector would change over time as an alternative heavy vehicle route is implemented.

Vehicle circulation and access would remain an important function of the CBD lengths of Queen, Dennis, Corangamite, Connor and Bromfield Streets (shown in gold), particularly as these street provide access to the town's major car parks and shopping centres. The remaining CBD streets (shown in green) would serve local access needs.

The proposed road network management structure should inform and complement the official road hierarchy (currently under development). This means that roads nominated as having a town access and circulation function could remain as arterials in the official road hierarchy, but be managed to facilitate local circulation.

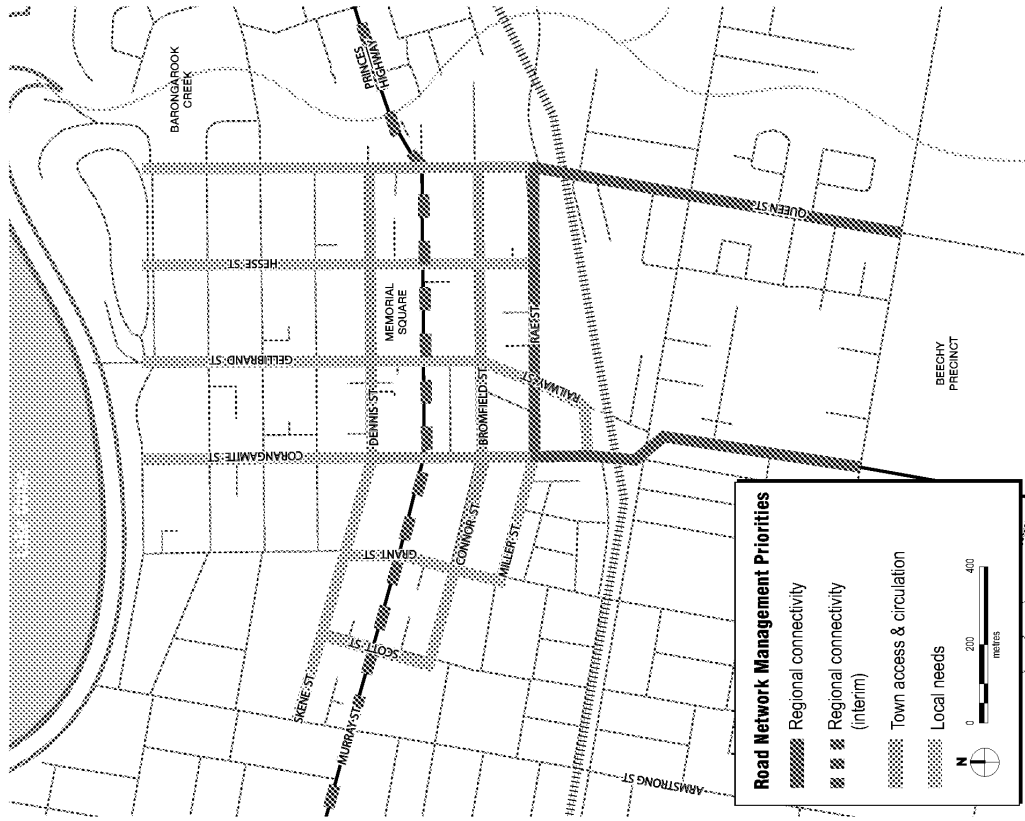
The management of arterial roads to promote local access and circulation is now widespread in activity areas throughout Victoria, and has successfully contributed to improvements in safety and increases in walking and cycling activity.

Traffic Speed

The introduction of a 40 kilometre per hour speed limit throughout central Colac would provide greater amenity and safety for all road users and encourage walking and cycling activity.

The implementation of 40 kilometre per hour speed limit zones within activity and strip shopping centres is now widespread throughout Victoria and has successfully contributed to a substantial reduction in accident occurrences. Importantly, the substantial research that has accompanied the reduction of speed limits in urban

ROAD NETWORK MANAGEMENT PRIORITIES MAP



PEDESTRIANS

The promotion of a more pedestrian friendly town centre environment requires greater emphasis to be placed on the amenity of Colac's transport system for walkers and people using mobility aids. The management of streets should no longer be primarily focussed on the needs of the car, but instead aiming to improve access for all people.

Key pedestrian routes within the CBD have been identified, as shown on the map opposite. These routes link the focal points of the CBD's activity, including Murray Street, Memorial Square, Barongarook Creek, the core retail areas around Bromfield Street, the Connor Street Health Precinct, the Railway Station, Lake Colac, the Botanic Gardens and the Beechy Precinct.

Opportunities to enhance the pedestrian network include traffic management projects such as upgraded roundabouts and additional crossing points, discussed over the following pages.

As a priority, an accessibility and pedestrian safety audit should be undertaken to confirm the priorities for upgrades to pedestrian crossings and roundabouts shown on the Pedestrian Management Priorities Map.

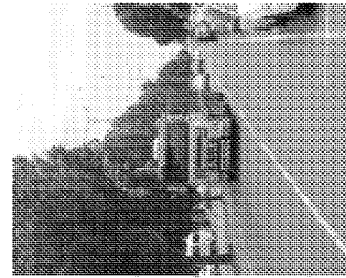
areas across Victoria shows that there is an insignificant impact on travel time and congestion.

Heavy traffic diversion

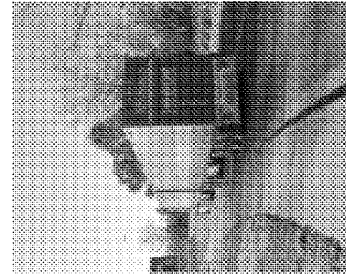
The diversion of through highway vehicles from the CBD will make a significant contribution to the image and amenity of the town. In the short term, the focus should be on establishing an alternative heavy truck route; a longer term measure would be to establish an alternative route for all through vehicles.

The downgrading of Murray Street as a through route will allow further traffic calming measures to be implemented and enhancement of the CBD's main pedestrian street. Detailed concept plans have been developed for Murray Street, included in Section 3.3.

As the location and timing of the proposed alternative heavy truck route have yet to be confirmed, the Colac CBD & Entrances Project has identified a series of initiatives that can be implemented immediately and enhanced further when the alternative heavy truck route is fully operational. As a long-term strategy, the recommendations are intended to be both aspirational and flexible. There should be no need to delay implementation pending the outcome of other planning processes.



Heavy vehicles along Murray Street



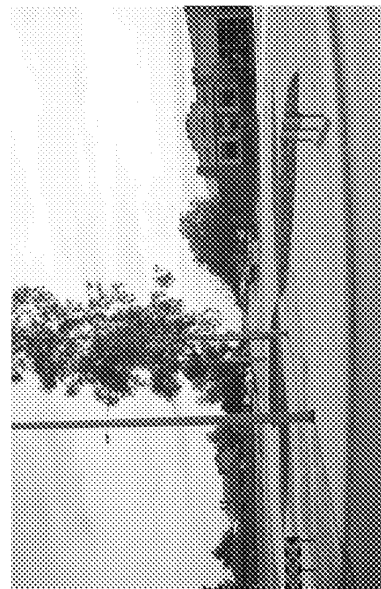
Roundabouts

There are numerous roundabouts located throughout central Colac. Most of these are designed to facilitate car access and circulation, have no pedestrian crossings and force pedestrians away from the desired travel path along the building line (see two photos **right**).

In some instances, different legs of the same roundabout have different treatments, creating confusion and safety hazards for pedestrians and drivers.

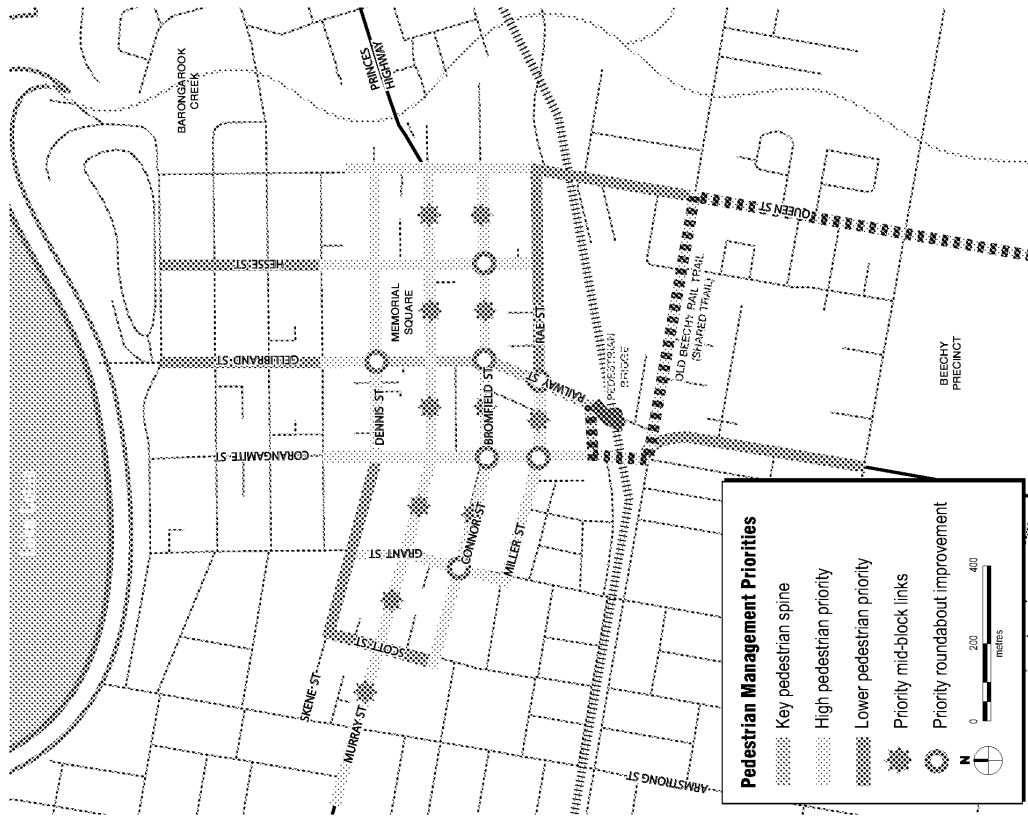
Increasingly in urban areas, roundabouts are now retrofitted with pedestrian (zebra) crossings on all legs. Where budgets permit, these zebra crossings are also accompanied by raised platforms to physically slow down vehicles (see conceptual photos **below right** of a raised zebra crossing before and after installation on the roundabout at Hart Street and Connor Street).

A program retrofit initiative for all roundabouts should focus first on installing painted zebra crossings on all legs, to be followed by implementation of raised platforms as budgets permit. Priority should be given to sensitive areas (such as Colac Area Health on Connor Street and Corangamite Street) and those intersections experiencing the highest number of pedestrian crossing movements.



Roundabout planting and design treatment, Swan Hill

PEDESTRIAN MANAGEMENT PRIORITIES MAP



Safety issues need to be considered to determine the type of treatment required and ensure that the crossing operates satisfactorily. In areas where raised crossings are not initially implemented and that have high traffic speeds, the location of the crossing relative to the roundabout should be considered to ensure pedestrian safety (while providing as direct a connection as possible). The extent of separation of the crossing from the roundabout, lighting and visibility issues need to be considered to ensure pedestrian safety, as current conditions are inappropriate at a number of roundabouts.

Mid-block Crossings

There are numerous mid-block locations throughout central Colac where pedestrians are crossing the road without the assistance of a formalised crossing. Given the width of the CBD streets, this can be difficult or unsafe, particularly for people with limited mobility. The photos opposite highlight the wide carriageway and lack of pedestrian crossing opportunities.

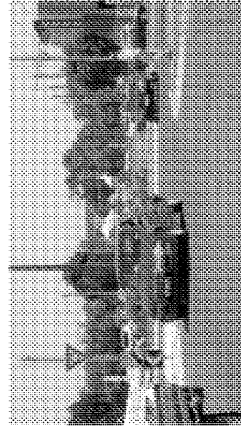
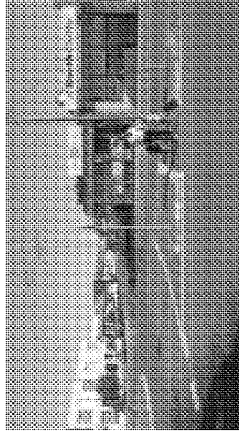
Safe crossing facilities are required for all key pedestrian routes. Locations in the high activity zones and near Colac Area Health should be prioritised for implementation, as shown on the Pedestrian Management Priorities map on the **previous page**.

Treatments include painted zebra crossings (ideally with flashing pedestrian lights), raised platforms and pedestrian refuges within the central median or footpath extensions. The conceptual photos on the **right** show potential mid-block zebra crossing treatments on Murray and Bromfield Streets.

The type of treatment and priority will be dependent on safety considerations, the volume of pedestrians and the budget allowance. For example, areas that experience high levels of truck traffic may warrant installation of pedestrian signals instead of zebra crossings.



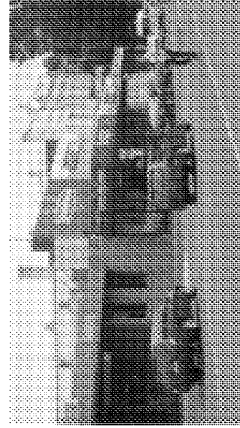
The majority of roundabouts provide no assistance to pedestrians



Before

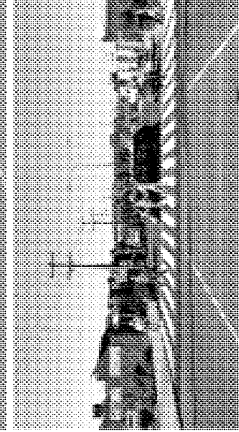
After

Conceptual photos of a raised zebra crossing on the roundabout at Hart Str and Connor Str intersection



Before

After



Before

After

Conceptual photos of mid-block zebra crossing treatments on Murray and Bromfield Sts

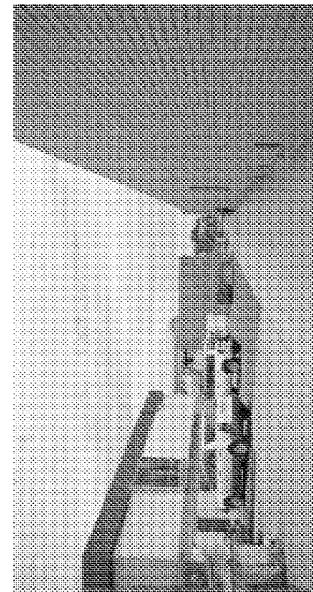
Pedestrian Permeability

A network of laneways and arcades in the commercial centre can provide opportunities for mid-block shortcuts, opening up a range of inviting, 'hidden' spaces that offer different experiences and enticements. Some of these laneways may be on private land which will require negotiation with owners and developers.

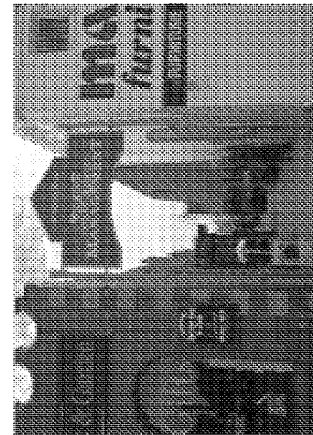
Johnstone's Lane (**below right**) is a great example of the potential that laneways have for creating exciting and intimate spaces within the CBD.

Other lanes such as Amezdroz Lane (**below**) could be enhanced through the introduction of active frontages, pavement treatment, lighting, planting or artwork.

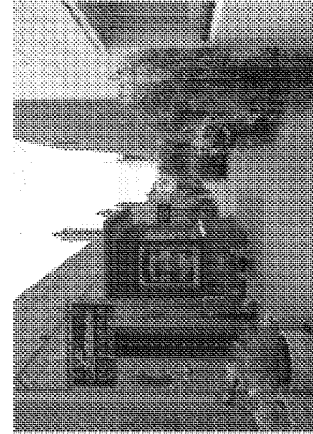
As a frequently used pedestrian connection between the Station, COPACC and the core retail areas, Amezdroz Lane is a priority project. In addition to upgrading the public realm, there are several redevelopment sites abutting the lane where opportunity is also available for private development to better treat the lane from an urban design point of view with well designed, active frontages.



Amezdroz Lane



Johnstone's Lane

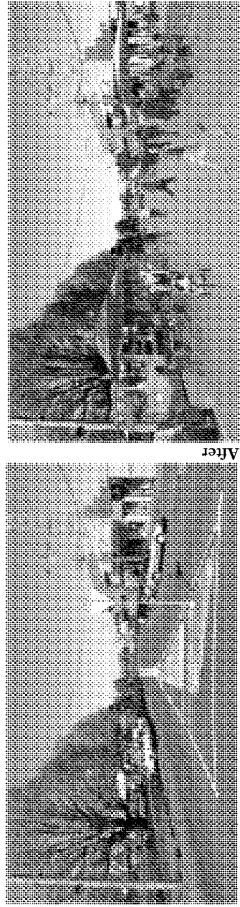


Shared Zones

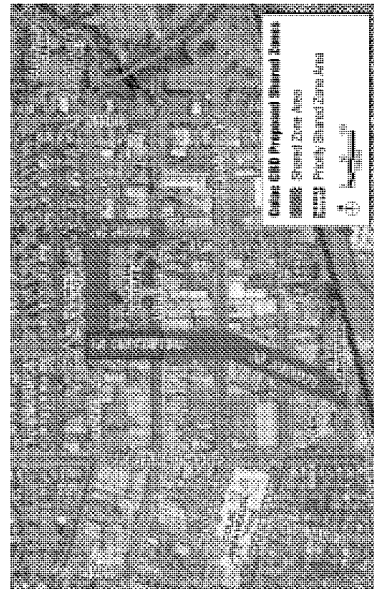
The pedestrianisation of the Colac CBD could be significantly enhanced by the creation of selected shared traffic zones in areas of high pedestrian activity. Here pedestrians have the right of way over motorists and cyclists and can walk across the road space in any place at any time. Cars are permitted at a speed limited to 10 kilometres per hour (as defined by VicRoads) and within a narrowed space. The surface treatment of shared zones is designed to clearly signify a different street condition and communicate to drivers that speeds must be very low.

A shared zone could be created on Gellibrand Street at the western end of Memorial Square, illustrated in the conceptual images. For special events the shared zone could be closed to vehicle traffic completely. A detailed concept plan for this shared zone has been prepared and included in Section 3.

This design treatment could be applied around all perimeter streets of Memorial Square and eventually extended south along Gellibrand Street, as shown in the aerial view below, linking south to the Colac train station.

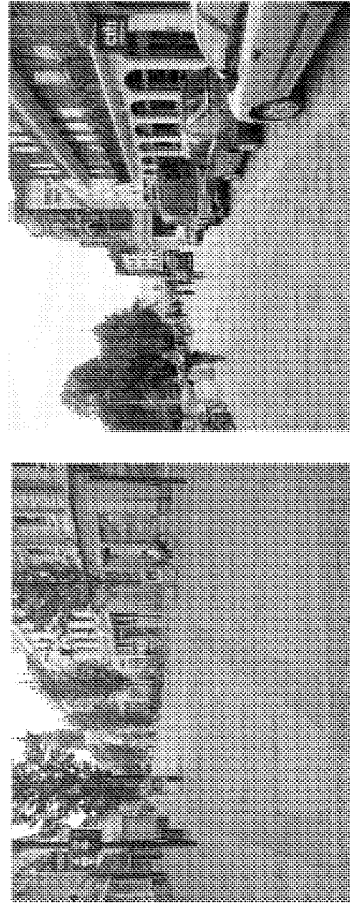


Conceptual photos of a shared traffic zone on Gellibrand St on the western end of Memorial Square



PROPOSED SHARED ZONES MAP

planisphere © 2012



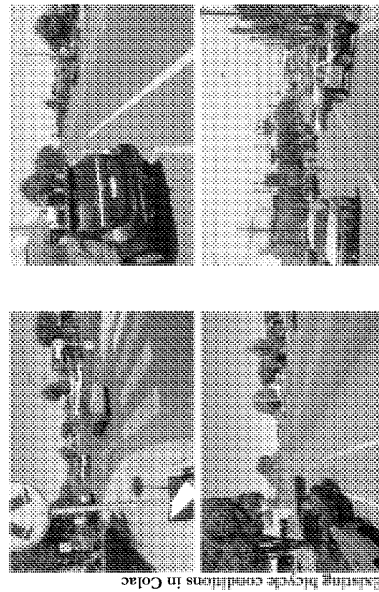
Examples of a shared traffic zone

BICYCLE MOVEMENT

Bicycle lanes are provided in some areas of central Colac. The current extent of the bike lane network can be expanded to improve connectivity between destinations within and to/from the CBD. Existing lanes are generally not appropriately linked, limiting the ability for cyclists to travel safely and conveniently. Lane treatments are discontinuous on some streets and inconsistent between streets. Lastly, there is conflict between car parking and bike lanes (both for parallel and angle parking), affecting safety conditions for cyclists. The photos **below** illustrate examples of existing bicycle facilities throughout central Colac.

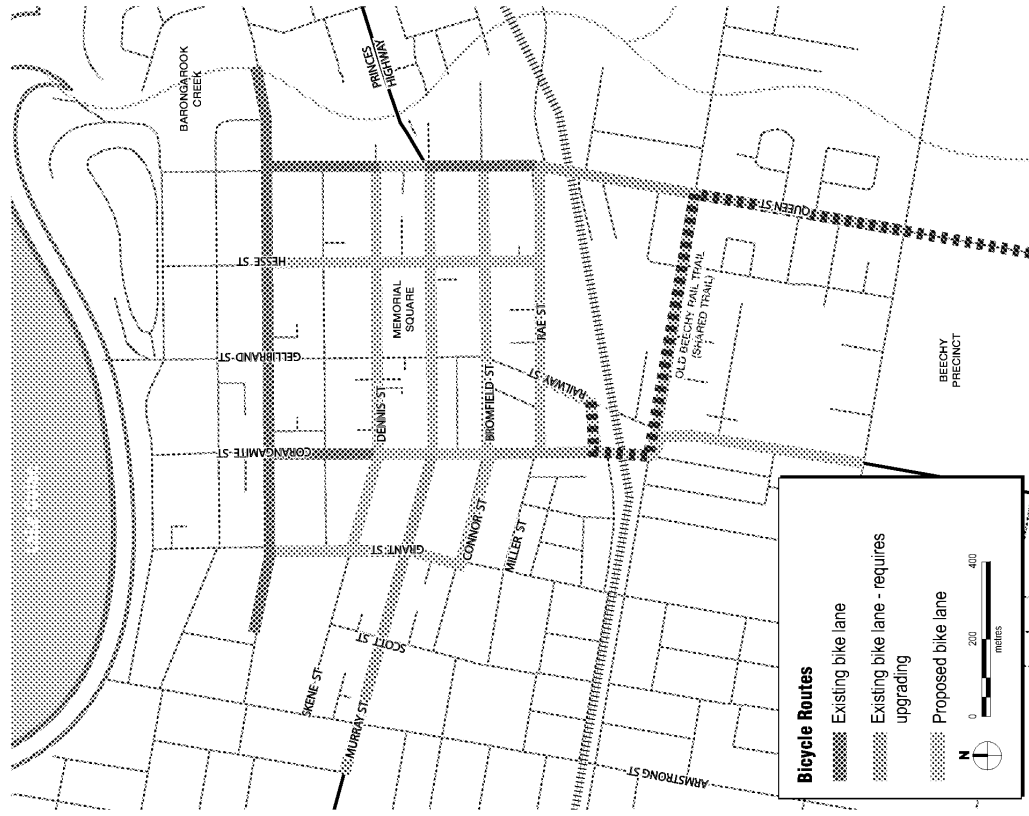
When considering changes to parking configuration, safety implications for other users need to be considered. Specifically, the potential safety impact for cyclists is an issue as angle parking is far more dangerous than parallel parking with respect to cyclists (as motorists are 'reversing blind' into cyclists' paths). Angle parking can give rise to an abrupt right angle conflict to an unsuspecting cyclist who may have no room to avoid collision. Within this context, and as a matter of safe and good design principle, angle parking should be avoided on routes where cycling activity will be promoted.

Additional bicycle facilities are required throughout the CBD. This includes bicycle parking at key destinations such as shopping areas or schools, drinking fountains and bicycle route information.



Existing bicycle conditions in Colac

BICYCLE ROUTES MAP

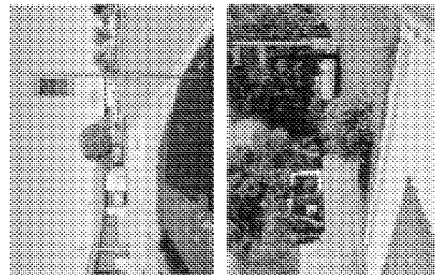
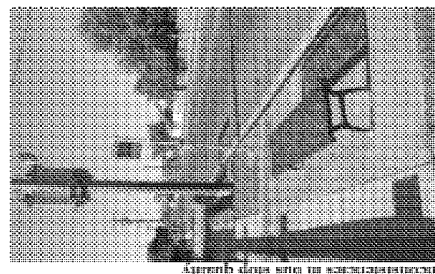


BUS STOPS

Colac is well serviced by three frequent bus services operated by Colac Transit in and around the town centre. The three bus routes provide convenient access to the shopping centre, healthcare facilities and other destinations in central Colac.

The Colac bus system provides good coverage and services in Central Colac. However, there are inconsistencies in the quality of bus stops throughout the bus network. For example, most stops do not have seats or shelter for passengers. Surface treatments are also inconsistent, with some shelters located on grassy areas, making them inconvenient particularly in rainy days.

Opportunity exists to implement a gradual program of improvement of bus stops. Improvements to be implemented may include the provision of shelter and seating in all stops, enhancement of surfaces at waiting areas, and installation of ramps to facilitate access for mobility impaired passengers and people with prams. Where missing, pedestrian crossings close to the bus stops can also be installed to facilitate access from both sides of the street.



Improved shelter and ramp at bus stop

planisphere © 2012

CAR PARKING

The CBD is well served by many different car parks, including formalised surface car parks managed by Council or major retailers, small spaces at the rear of commercial buildings for use by occupants and on-street parking (parallel, angle and centre). The Colac Car Parking Strategy (2011) found that over the entire commercial centre the demand for on-street parking during the week is fairly modest with a peak parking occupancy of 58% at around 11:30 am. This compares with levels of 80-90% parking occupancy in busy activity centres.

Based on the relatively low occupancy and spare capacity of on-street parking, the Car Parking Strategy recommended a reduction in parking rates for supermarkets and other retail uses. Within this context, opportunities exist for a more efficient use of the space devoted to car parking within the CBD.

Car parks that are not used to their full capacity take up valuable land within the core commercial areas and this land could be redeveloped for new business or retail uses. Selected existing car parks could be redesigned to improve their layout, capacity, pedestrian safety and appearance, or nominated as redevelopment opportunities. The number and location of family car parks (that provide extra width for families with strollers and for children to get in and out of cars) should be considered when examining alternatives to consolidate and relocate parking.

Community concern about the potential loss of car parking spaces in the CBD was clear in response to the draft plan. While there are several projects for streetscape upgrades that will see reconfiguration of car parking spaces, across the CBD no net loss of car parking is now proposed. Those projects that require reconfiguration of car parking will be accompanied by an analysis of car parking in that area and recommendations of alternative car parking options.



Recommendations

Objectives

To create a pedestrian-focussed, accessible and well-connected public realm, particularly for those with limited mobility.

To promote sustainable methods of transport, supporting walking and cycling as viable alternatives to car travel.

To enhance existing connections to, from and between key destinations.

To manage the road network to optimise its safety, efficiency and amenity for all road users.

To ensure that there is no net loss of car parking within the Colac CBD.

Strategies & Actions

2.3.1 Use the proposed road network management structure (refer to Road Network Management Priorities Map) to inform and complement the official road hierarchy (currently under development).

2.3.2 Undertake an accessibility and pedestrian safety audit to confirm priorities and staging of upgrades to pedestrian crossings and roundabouts, as shown on the Pedestrian Management Priorities Map.

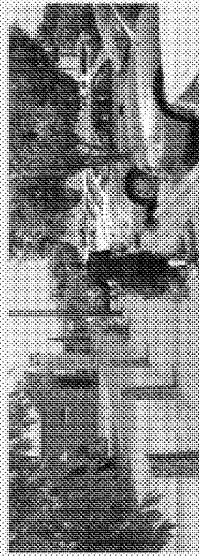
2.3.3 Implement pedestrian network and streetscape improvements to priority pedestrian areas.

2.3.4 Increase pedestrian crossing times in locations with significant walking activity.

2.3.5 Introduce a 40 kilometre per hour speed limit in the CBD.

2.3.6 Develop a permeable network of laneways and arcades. This involves:

- Negotiating with business operators, property owners and developers to include laneways in new development or upgrade existing laneways.
- Including guidelines for laneway design and activation in the Colac Orway Planning Scheme.
- Implementing public art works in laneway spaces, which could include community participation.



Johnstones Lane car park

2.3.7 As a priority, improve the appearance and safety of Amezdroz Lane, including better integration with adjoining commercial premises.

2.3.8 Introduce a shared zone within Gellibrand Street, on the western edge of Memorial Square, as a pilot project. This will include raised streets, road narrowing and upgraded paving.

2.3.9 Investigate the potential to increase the shared zone area to the other streets surrounding Memorial Square and south along Gellibrand Street to the Colac train station. Prepare and implement detailed design concepts for this project.

2.3.10 Upgrade existing bicycle lanes, or design and construct new bicycle lanes, as per the Bicycle Routes Map.

2.3.11 Improve cyclist facilities such as bike hoops, drinking fountains and bike route information.

2.3.12 Undertake a gradual program of improvement of bus stops, prioritising those within locations of high pedestrian activity.

2.3.13 Investigate options for rationalising car parking within the CBD, whereby underused car parks are nominated for either redevelopment or improvement.

2.3.14 Redesign existing car parks to improve their layout, capacity, pedestrian safety and appearance.

Refer to the Implementation Plan for further details.

2.4 Green Streets

The streets are the principal areas of public space within the Colac CBD and form the backdrop to everyday activity.

The streets of the CBD are generally very wide, which is an important part of the town's character. However, some places within the CBD appear to be dominated by paving or bitumen as a result, having not incorporated opportunities for planting in their design. Within key pedestrian streets, basic amenities such as seating and shade are often lacking. Pavement treatments also appear to be out of date or in need of repair in many places.

Streetscape and open space initiatives developed in support of the Colac CBD & Entrances Plan should encourage:

- Enhancement of key pedestrian streets through planting and pedestrian infrastructure.
- Well connected open spaces areas and corridors.
- Expression and enhancement of the natural environment.

STREET PLANTING

Existing street tree planting within the CBD has been analysed in terms of the location and quality of significant trees, shown on the Existing Tree and Vegetation Assessment Map on the **following page**.

This analysis shows that many CBD streets benefit from mature planting. However, in a number of streets planting is lacking or trees have been dramatically pruned to avoid powerline disturbance, giving streets a somewhat barren appearance.

There are opportunities to introduce additional planting throughout the CBD. Coupled with the pedestrian prioritisation initiatives detailed in **Section 2.3**, there are many locations in which the space dedicated to cars and parking could be reconfigured to allow for additional landscaping.

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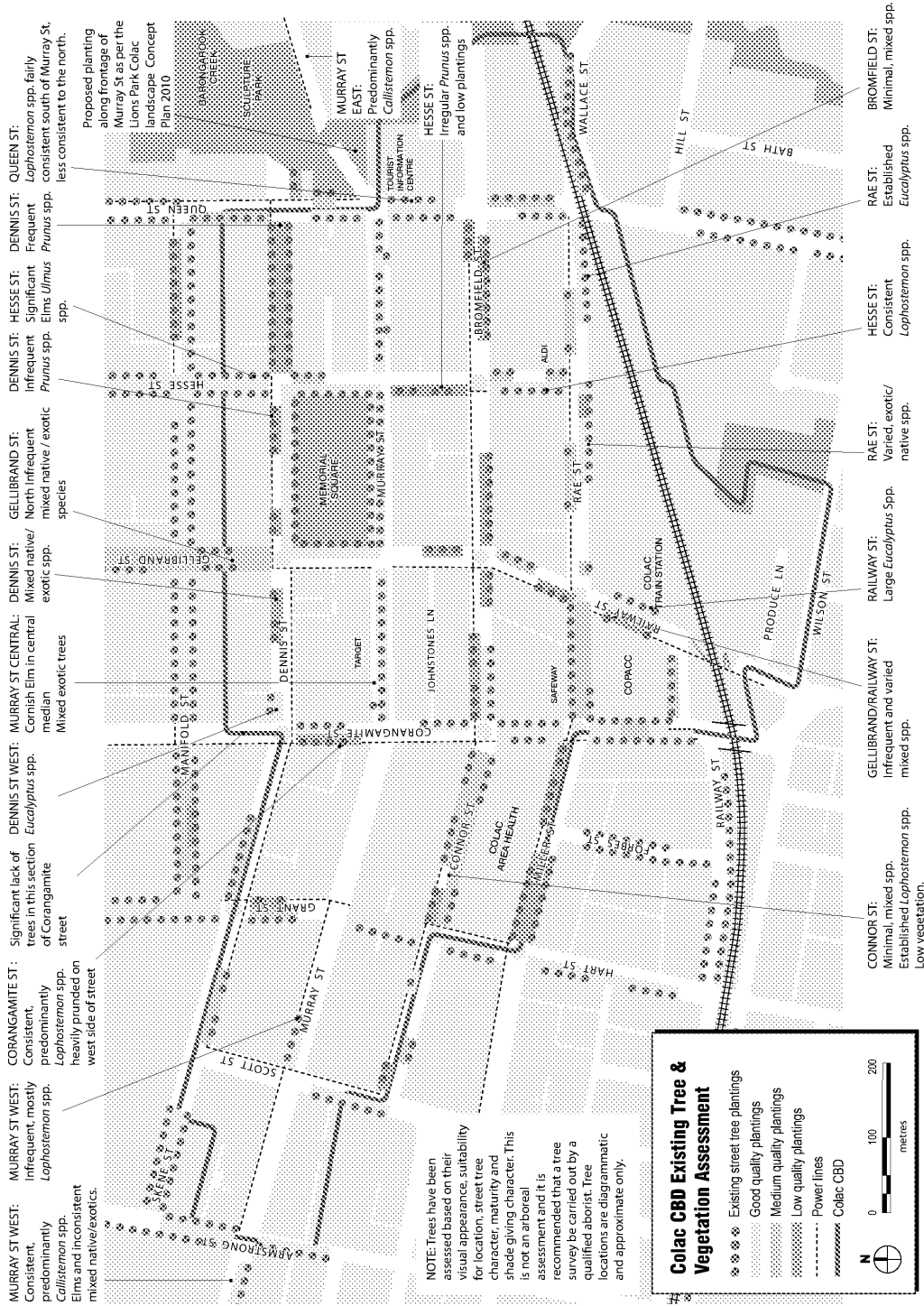
Existing kerb lines could be extended into the wide road reserve to provide opportunities for additional planting of canopy trees. This would significantly add to the appearance of streetscapes and enhance pedestrian amenity by providing shade and shelter from the elements. Extended kerbs and additional planting will also create a more favourable environment for al fresco dining or small 'pause places' with seating and add to the vibrancy of the CBD's streets.

The option of creating new central medians is an alternative approach to adding canopy trees within a streetscape. Central medians, if wide enough, can also act as pedestrian refuges for road crossing, as currently occurs in Murray Street.

Powerlines

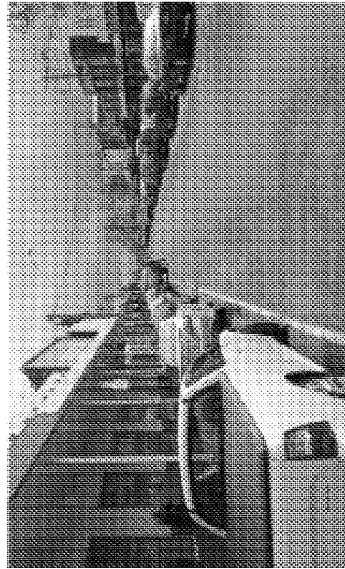
An important consideration for future planting of new canopy trees is to avoid the severe pruning required for powerline clearance. Central median planting is one approach, and the other would be the eventual undergrounding of powerlines. The relocation of powerlines underground should be progressively undertaken throughout the CBD and implemented concurrently with the upgrading of street lighting or other streetscape works.

EXISTING TREE & VEGETATION ASSESSMENT MAP

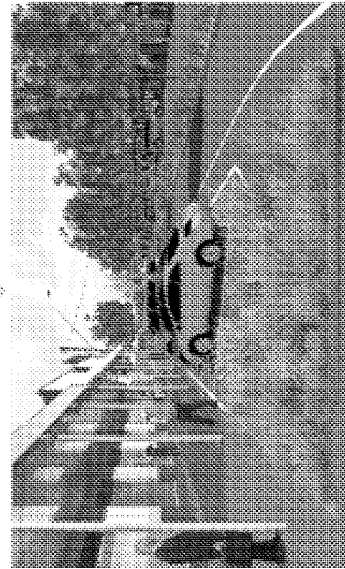


WSUD

New streetscape works and reallocation of roadscape to areas of landscape offer opportunities to introduce water sensitive urban design (WSUD) in the urban areas of the CBD (see photo of example treatment in Zetland, Sydney right). Many streets have a road camber that would facilitate water run-off to the road edge, allowing WSUD gardens to capture and treat water run-off before entering the drainage system. WSUD tree pits could be installed at other locations throughout the CBD.



Before



After

Before and after concept design study for Armstrong St, Ballarat. Central car parking removed and planting beds introduced in central median and kerb extensions.

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STREETSCAPE IMPROVEMENTS PRIORITY

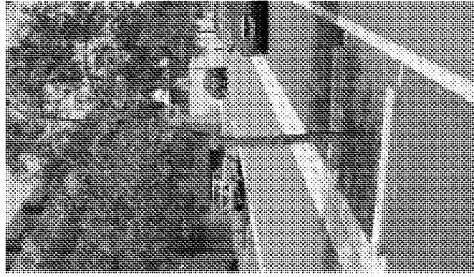
A streetscape improvement priority plan has been developed (next page) identifying Murray Street and Bromfield Streets as having the highest priority for improvement based on existing retail activity. Streetscape improvements involve provision of better connections, planting, pavement treatments.

Murray Street is regarded as the principal street of the CBD. The focus should be on maintaining the highest quality streetscape treatments and attention to design detail, to enhance the visitor experience and perception of Colac. The upgraded streetscape treatment would extend from the eastern section into the western section of Murray Street, to Armstrong Street as well as remove the chain in the central median strip between Corangamite and Hesse Streets.

Bromfield and Rae Streets are core retail activity streets, where the focus should be on practical and comfortable streetscape treatments that enhance the day to day pedestrian experience.

Corangamite and Queen Streets are the key north-south connecting streets, that provide for an enhanced pedestrian experience as well as improved bicycle connections, in addition to carrying higher volumes of vehicular traffic.

Gellibrand and Hesse Streets are the key north-south pedestrian connections between the Station, Memorial Square, Murray Street, the Botanic Gardens and Lake Colac. With lower traffic volumes, Gellibrand and Hesse Streets have the potential to be downgraded as a vehicular connection and upgraded as a higher pedestrian amenity street, by extending the landscape connection suggested in the Lake Masterplan further south to the Station and implementing traffic calming measures.

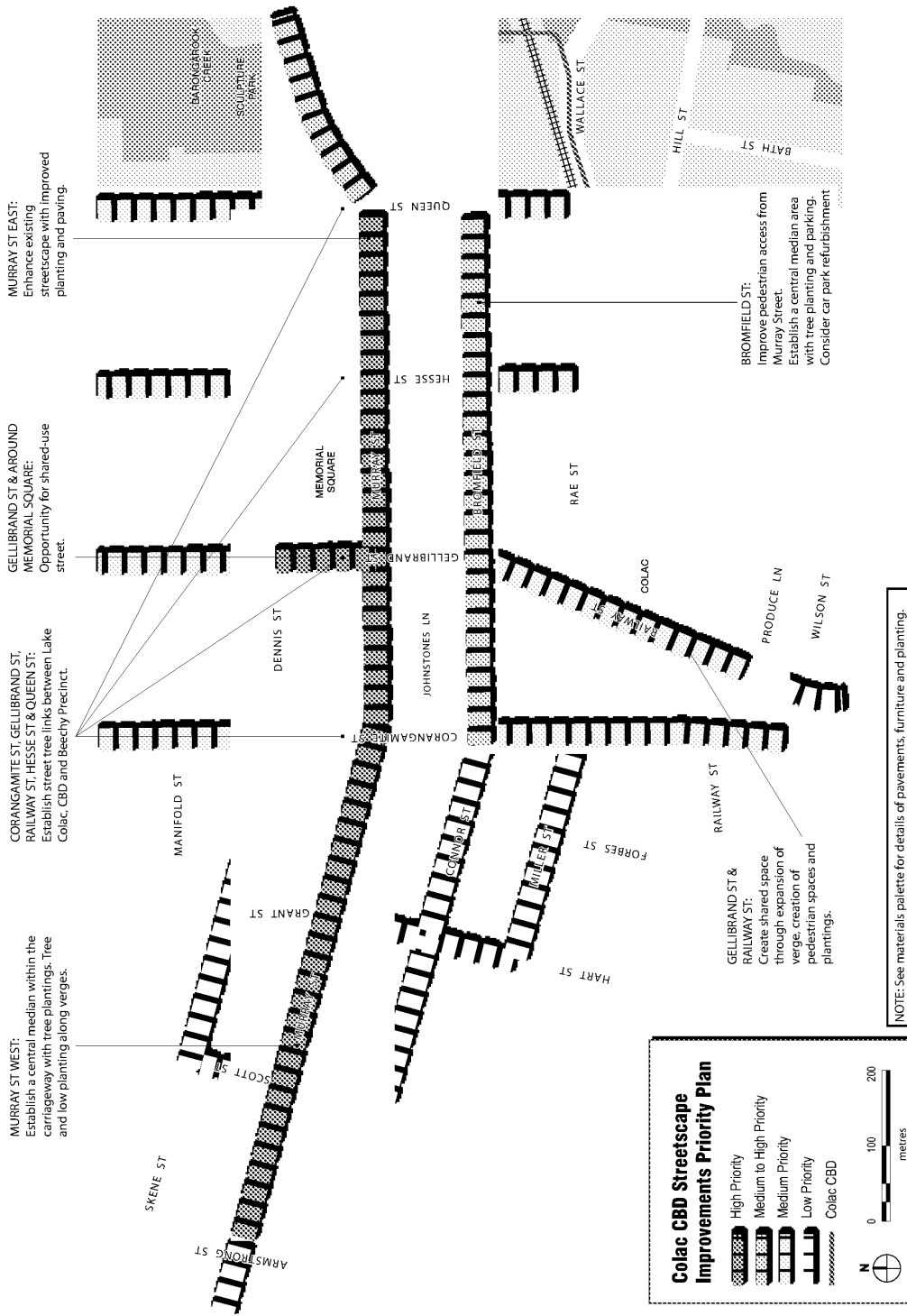


WSUD treatment, Zetland, Sydney



Johnstones Lane

STREETSCAPE IMPROVEMENTS PRIORITY PLAN



STREET FURNITURE & MATERIALS

As part of an overall approach to identify and enhance the character of Colac, a series of ‘hot spots’ could be identified within town, centred on the main destinations or attractions within the CBD. These spots could then be the focus for initial improvements to the quality of materials used and street furniture elements provided for users. They could also become the location for any future public art or feature treatment through signage, shelter or lighting.

In addition, a footpath trading strategy would assist in managing outdoor dining, retail stalls and temporary signage within footpath spaces to ensure pedestrian safety and access is maintained and a co-ordinated appearance.

Overall, the location and style of all street furniture of the CBD should be reviewed to adopt a consistent approach to the style and location of items such as seats, rubbish bins, recycling bins, drinking fountains, bicycle hoops and electric gopher recharge points.

A hierarchy of streetscape treatments should be developed to complement the role of each part of the CBD and to reinforce the range of spatial experiences. This would include paving surfaces, planting themes and a co-ordinated suite of street furniture and signage. The following pages show the existing suite of street furniture and possible enhancements.

PUBLIC ART

Public art can make an important contribution to local sense of place as a means of celebrating a community’s culture and history. Public art projects can take many forms, ranging from significant commissions in prominent locations to art that is incorporated into general elements of public infrastructure, such as street furniture, paving or lighting. Within Colac, the ‘Botanic Garden City’ theme in itself may become a form of the town’s public art program.

It is essential that public art is installed in a strategic and co-ordinated way. A public art strategy should be developed that seeks to engage artists from the local region and specifies a clear curatorial process to oversee the selection, siting and procurement of each art piece.

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There is potential for community involvement in public art projects, such as ‘paint a tile’ to be laid in a public space, design competitions for blank walls or laneway activation. Sponsorship can be sought from local businesses for public art programs.

SPACES

Memorial Square is the principal open space within the CBD. It is an iconic feature of Colac and is highly valued symbolically and as a place to enjoy outdoor life. Memorial Square benefits from mature planting and a range of facilities such as toilets and the playground. While the layout of the park is functional and attractive, in several areas it appears to be in need of additional maintenance and upgrading. Memorial Square is discussed in detail in the following section.

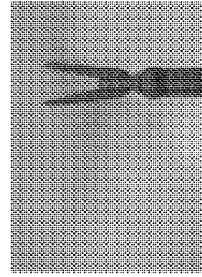
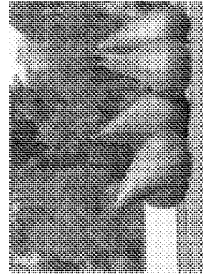
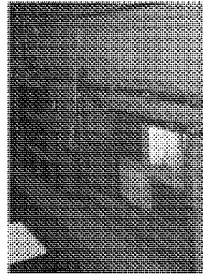
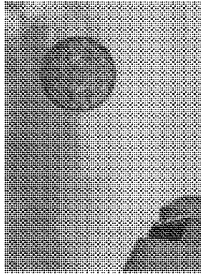
The proximity of the Botanic Gardens and Lake Foreshore is a key feature of Colac CBD. There is a lack of a sense of connection to these important spaces.

Street trees and creek corridors also play an important role in defining Colac’s character and providing vegetated linkages between built up areas and the lake. Although the quality and consistency of street tree avenues has diminished over the years, there are still excellent examples such as Hesse Street that provide a unique character that could be further enhanced.

LIGHTING

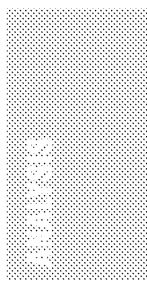
Many streets and intersections in the CBD have poor lighting. Additional lighting should be provided where it is lacking, particularly at roundabouts. Lighting upgrades should be co-ordinated with powerline undergrounding and other streetscape works.

Lighting provided in the CBD could also be decorative, such as the uplighting of trees or significant buildings. The uplighting of trees is a particular opportunity in Memorial Square.



Australian examples of public art

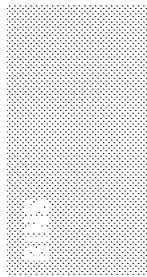
EXISTING STREETSCAPE PALETTE



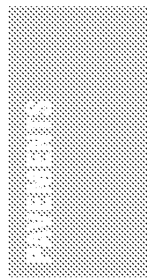
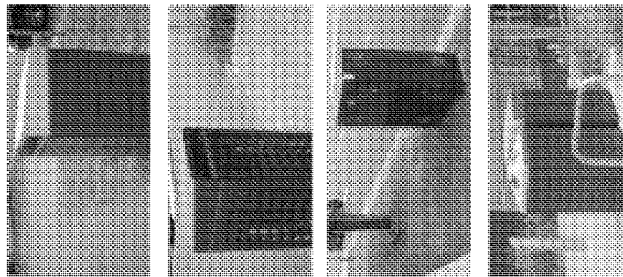
Existing Furniture Types

A review of the existing pavements has been undertaken and the following assessment taken:

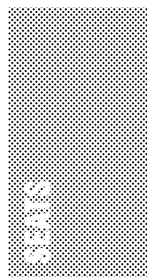
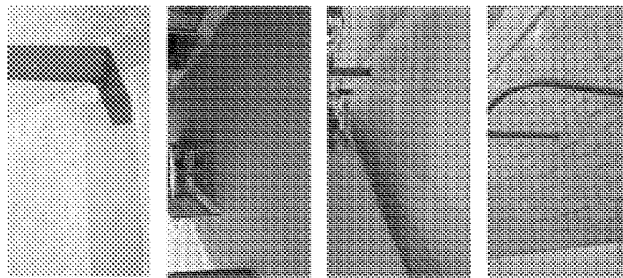
- Various furniture types are throughout the central area.
- The most common type is maroon coloured bins, bollards and seats.
- The maroon / brown colour, although dominant in the streetscape, can 'date' quickly and is well utilised in many rural towns and cities of Victoria. However it is a well established Colac town colour and should be continued.



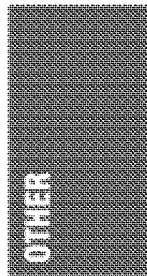
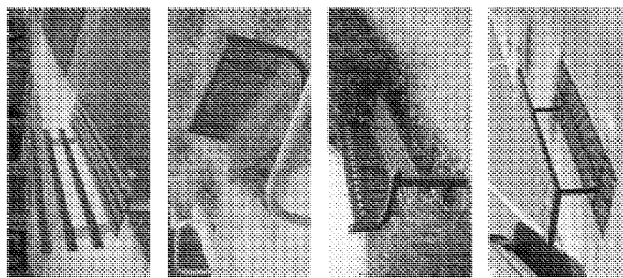
Steel bins in the Colac central areas are coloured 'heritage red' or maroon. Services boxes are also coloured with the 'heritage red' colour.



A variety of surfaces including in-situ concrete, concrete pavers, brick pavers and bitumen. Many of these surfaces are in disrepair.



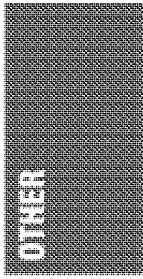
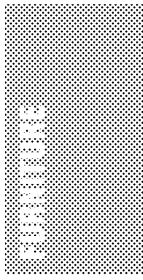
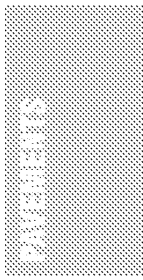
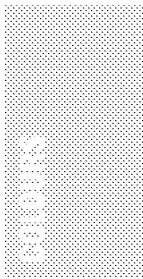
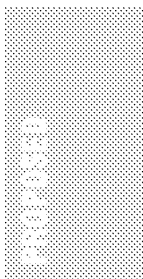
A mixture of seating styles are found across the Colac CBD. Materials include painted timber or metal with stainless steel. The unifying colour is 'heritage red'.



Artwork, signage, light poles, bollards and feature brick work all follow the 'heritage red' colour theme.



RECOMMENDED STREETSCAPE PALETTE



Proposed Furniture Types

Over time replace and upgrade the existing furniture with a palette that is more sensitive to the rural character of the are, making better utilisation of timber and stainless steel.

The overriding colour within Colac is a dark maroon brown/red, commonly called 'heritage red'. It is suggested that the colour continues to be used but sparingly only on selected objects (i.e. seats and bins but preferably not on lights and bollards).

Design Guidelines:

- Stainless steel (or galvanized steel with non-rusting finish).
- Timber or other sustainable material (e.g. wood and recycled plastic combination timber).
- Use of maroon / brown finish on selected elements only (i.e. bins and seats).



Powdercoat colour 32774 (aka Dulux Claret)



Pantone 7524 CYMK (for a lighter version)

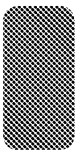
Key streetscape palette materials:



Timber furniture

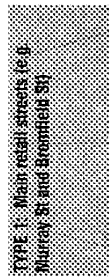


Concrete paver

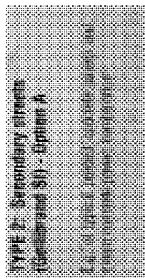


Asphalt path

The pavement should be a 'neutral' ground plane. People, street activities and planting provide colour and attraction. Use only light beige or charcoal coloured pavement. Remove the use of brick and brighter coloured 'orange' tones pavers.



TYPE 1: Main retail streets (e.g. Murray St and Straffields St)
E.g. of exposed aggregate precast concrete pavers



TYPE 2: Secondary streets (e.g. Colac St - Option A)
E.g. of light colored concrete pavers with aggregate finish

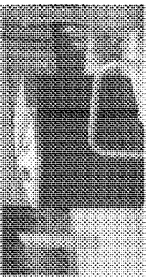
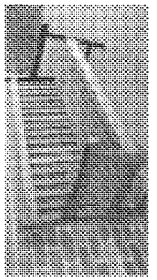
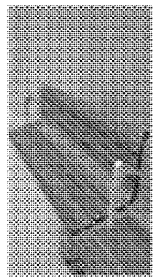


TYPE 2: Option B

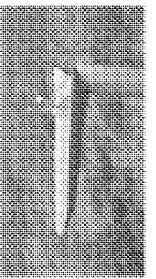
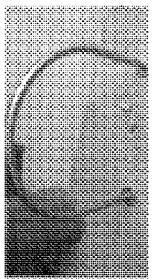
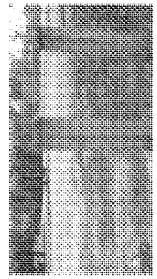


TYPE 3: Pedestrian street (e.g. Colac St - Option B)
E.g. of light colored concrete pavers with aggregate finish

Timber and metal furniture. Existing street bins to continue to be used. Suggested seat - stainless steel base with certified timber or other material slats. (Furphy Foundry Civic Seat) GOV 93



New seats and bins recommended to utilise plain materials to ensure their recessiveness in the streetscape. Simple natural timber bollards to be used where appropriate. Stainless steel bicycle hoops and water fountains.



Recommendations

Objectives

To develop a network of well planted streets throughout the CBD.

To improve the appearance and pedestrian amenity of streetscapes as the key activity areas of the CBD.

Strategies & Actions

2.4.1 Identify a series of 'hot spots' in the CBD (key destinations and pedestrian attractors) as priority locations for public realm upgrades, based on the Streetscape Improvement Priority Plan.

2.4.2 Prepare concept designs for priority public realm upgrade projects. Refer to the Recommended Streetscape Palette to guide a co-ordinated approach to future public realm upgrades. Treatments to include:

- Extended kerb lines and creation of additional footpath space
- Creation of central medians for additional planting space
- Water sensitive urban design (WSUD) treatments such as rain gardens
- Additional street tree and low scale planting
- Pedestrian amenities such as streets and water fountains
- Bike lane construction or upgrades
- Undergrounding of powerlines to avoid severe pruning and reduce visual clutter
- Improved lighting at intersections and roundabouts.



2.4.3 Implement public realm upgrade projects, commencing with the highest priority pedestrian streets around Memorial Square, along Murray Street and within the eastern entry to the CBD.

2.4.4 Implement public realm upgrade projects for medium priority pedestrian streets (which form part of the 'Botanic Corridor' connection):

- Corangamite Street
- Gellibrand Street (for section not included in Memorial Square concept)
- Railway Street
- Hesse Street (for section not included in Memorial Square concept)
- Queen Street

2.4.5 Implement public realm upgrade projects for other CBD streets as a longer term priority:

- Skene Street
- Dennis Street (for section not included in Memorial Square concept)
- Connor Street
- Miller Street
- Rae Street
- Wilson Street

2.4.6 Review existing street furniture, pedestrian amenities and wayfinding signage. Refer to the Recommended Streetscape Palette to guide a co-ordinated approach to future public realm upgrades.

2.4.7 Develop a strategy for the undergrounding of powerlines within the CBD:

- Identify priority locations for undergrounding powerlines (e.g. Murray Street).
- Seek funding opportunities.
- Co-ordinate proposals to underground of powerlines with improvements to street lighting.

2.4.8 Develop a strategy for inclusion of public art in Colac's CBD.

- Establish a curatorial process to oversee the selection, siting and procurement of each art piece.
- Investigate ways in which the community can be involved in public art projects (e.g. 'paint a tile', laneway or blank wall activation).
- Seek sponsorship from local businesses for public art programs.

Refer to the Implementation Plan for further details.

2.5 Built Form

Buildings relate to all aspects of a township's functions and amenity, and are a key factor in creating attractive and liveable streetscapes. The Colac CBD comprises built form of varying quality, including a range of architectural styles that reflect all eras of the town's development.

There are many older buildings within the CBD that are of great interest or heritage significance, and these buildings tell a story in bricks and mortar of the town's development. However, there are also many buildings in need of improvement that present poor quality facades and landscaping to the street, many of which are located in core activity or pedestrian areas.

To support the overall objectives of this project, built form and land use initiatives developed in support of the Colac CBD & Entrances Plan should encourage:

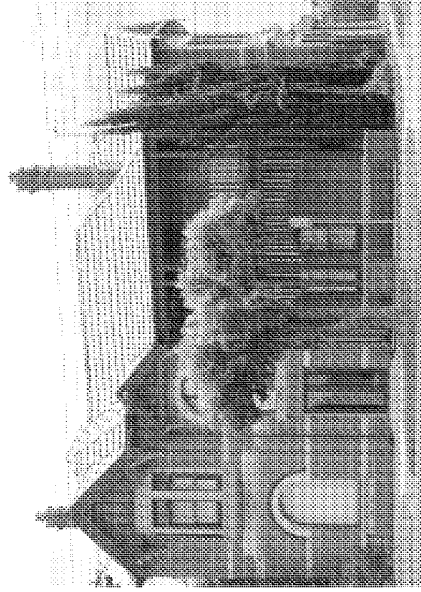
- Well designed, good quality buildings that contribute to an attractive and liveable streetscape.
- Better use of underused sites and buildings throughout the CBD.
- Activation of streets to the north and south of the Murray Street retail area.
- Identification of key sites that present development opportunities.
- Protection and conservation of heritage buildings and trees.
- Re-activation of existing historic and architecturally notable buildings as an important aspect of Colac's character.
- Orientation of buildings to laneways and public spaces.
- Better utilisation of mid block links between streets and creation of new links.

HERITAGE

Many intact historic commercial, residential and civic buildings contribute to the strong 'country town' character of Colac. Most of these buildings were constructed in the early twentieth century and represent the Edwardian, Interwar and early modern eras. A number of significant individual early buildings remain; among them the former Post Office (1889) and Shire Hall (1892) at the eastern entry to the CBD.

Murray Street in particular is lined with an eclectic mix of architectural styles that illustrate all eras of Colac's history. Many of the buildings are remarkably intact (particularly between Queen and Hart/Grant Streets), with deep verandahs providing excellent pedestrian amenity. The verandahs are generally cantilevered without kerbside supports, in keeping with the predominantly early 20th-century period of construction.

Other qualities that contribute to the positive built form character of Murray Street and other areas of a 'finer grain' character include the



Corangamite St

existence of parapets, often with decorative pediments, concealed roofs, a mix of materials and the presence of regular windows at first floor level.

There are also a number of old industrial buildings that add to the character of Colac's CBD, and these buildings may have the potential for retention and adaption to new uses over time.

Protection and conservation of the buildings that contribute to Colac's image and identity is fundamental. Several of the historic buildings in Murray Street, particularly the old Post Office, would benefit from repainting. Opportunities exist to encourage the creative re-use of older buildings that will see them enhanced, well utilised and maintained.

IDENTITY & CHARACTER

The key built form elements that contribute to the identity and character of the CBD's streetscapes are the scale of buildings, the 'grain' of development within the street (i.e. frontage widths of buildings) and the location of buildings on the site.

The central retail and key pedestrian areas of the Colac CBD have a markedly different character to the outer streets of the study area, principally due to a 'finer grain' of development comprising narrow shopfronts, a slightly higher scale and buildings set to the street edge. This traditional type of development makes a positive contribution to streetscape amenity and supports pedestrian activity, and should be encouraged within these areas. Specific guidelines have been prepared for these 'finer grain' areas to reflect this character.

In other parts of the study area, buildings have a larger footprint and are surrounded by a greater amount of space, which is often used for car parking and in many instances have inadequate landscaping. This type of development is designed to accommodate car traffic and detracts from pedestrian amenity.

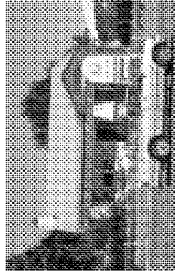
Overall, the CBD has a low scale character, with most buildings being single or double storey in height. Due to the wide nature of the main streets in the CBD single storey buildings look 'squat', lack

presence and do not define the streetscape.

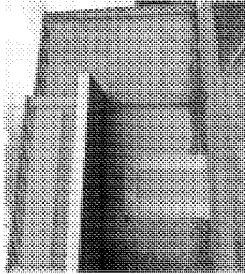
However, many older double storey buildings would equate to a modern three storey building due to their tall floor to ceiling heights. These taller buildings, particularly in the 'finer grain' retail areas, are a positive architectural presence. Being constructed to the front boundary, they define the streetscape, and often present an active frontage. For this reason, and many others, including the promotion of mixed use developments, the development of three storey contemporary buildings should be encouraged.

PEDESTRIAN AMENITY

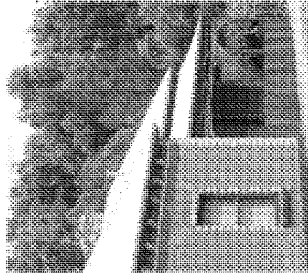
As noted, buildings make a significant contribution to the level of activity and amenity within a streetscape. Nevertheless, there are instances where buildings are not well designed and fail to make a positive contribution to the streetscape; for example, by presenting blank facades to the street or including car parking within the



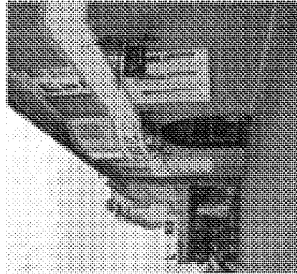
Connor St



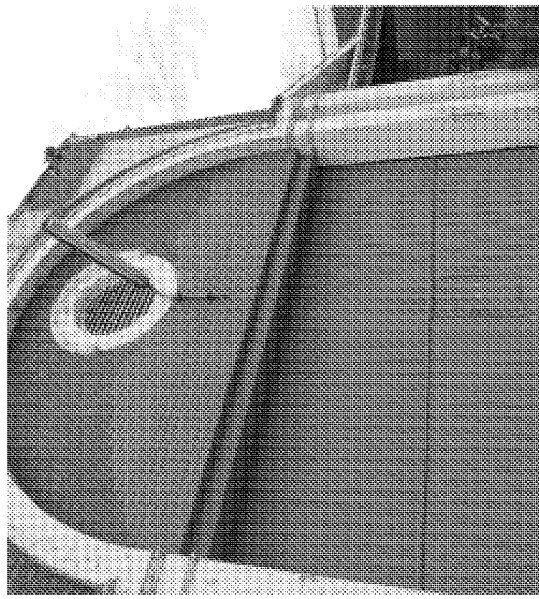
Former Depot, Dennis St



CBD Eastern Entrance



CBD Eastern Entrance



Former Fire Station, Dennis St

Many older and distinctive commercial buildings show much promise for creative re-use options

frontage setback. These typologies do nothing for the street life or pedestrian amenity of the town centre.

All buildings should address their streetscape context with some form of considered design response. This might include articulation through materials selection, building form, placement of windows and doors, landscaping or an art installation.

Within the retail areas, where business livelihoods depend on a higher degree of pedestrian movement, buildings should maintain a physical and visual connection with the street to contribute to its activity and offer a sense of surveillance. Buildings can also contribute to streetscape amenity by providing awnings over footpaths for protection from rain and wind.

Another urban design element that adds to the positive qualities of the CBD is the existence of secondary streets and laneways, providing mid block pedestrian connections. While the urban design strengths of many of these secondary connections is yet to be realised, those that have been redeveloped with active uses e.g. Johnstones Lane, provide a point of interest in the town's CBD (see photo above right).

SIGNAGE

Signage is essential to the safe and efficient function of urban areas and can add vitality to business areas. However, excessive directional signage, pole signs and rooftop signs are particularly obtrusive.

Signage should be rationalised so that clutter is reduced, particularly in road reserves, as well as on other parts of the public realm and on private land. Intrusive signage could be removed as sites are redeveloped or change their use. New signage should be incorporated into building design and avoid freestanding or above verandah signs.

An audit of public signage should be undertaken aimed at reducing the quantity of direction and traffic signage within the road reserve and on public land. Similarly, land owners should be encouraged to tidy up excessive and redundant private signage. This should be supplemented by the preparation of an advertising sign policy to

guide future planning decisions about signs.

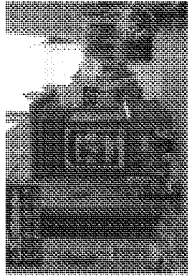
More information and directional signage is required throughout the CBD. This can assist in promoting attractions, such as the Botanic Gardens, future areas of botanic themed planting or tourist walking trails.

QUALITY OF NEW BUILDINGS

Currently there is a lack of contemporary buildings of a high design quality that convey a strong or positive message for the CBD. The many opportunity sites within the CBD present scope for development of new buildings to support additional activity and to improve the CBD's image as a progressive place.

New development must be designed to make a positive contribution to the image and character of the CBD and enhance its streetscapes (like COPACC as shown below). Throughout the CBD, and particularly on key sites, a high standard of architectural design must be required of applicants.

Guidelines for new development have been prepared to assist Council and applicants, setting out basic parameters to address the key design issues of the CBD's heritage context, encouragement of contemporary design responses and the contribution buildings make to the street, particularly within retail areas.



Johnstone Lane, a point of interest in the CBD



COPACC is a well designed contemporary building



The redevelopment of buildings or sites offers the opportunity to incorporate Ecologically Sustainable Design (ESD). Simple design measures can have a powerful effect – providing shade protection, improving thermal performance of buildings, allowing cross ventilation and reducing wind effects. Progressively, the value of ‘green buildings’ will become increasingly recognised in regional Victoria, as it has in the capital cities. Council can play a lead role in demonstrating the advantages of ESD in Council projects and actively encouraging ESD in private development, for example larger commercial buildings present opportunities to apply techniques such as water harvesting and solar power generation.

CBD BOUNDARY

The CBD is developed at a low density, with land uses spread over a large area. An important part of creating a town centre that is vibrant, people-focussed (as opposed to a dispersed town centre where car access will dominate) and economically viable is to consolidate activity within the central area as much as possible.

The Colac Structure Plan (2007) and the Retail Assessment (2009) both emphasise the importance of maintaining the role of the CBD as the focus for commercial and retail activity, utilising the existing supply of Business zoned land for future growth. In addition, providing for a range of residential development within or close to the CBD is an important initiative, to maintain the CBD’s vibrancy and provide a range of accommodation options.

The identification and redevelopment of opportunity sites within the CBD should be encouraged to foster a more efficient use of space and contribute to an improved urban environment.

OPPORTUNITY SITES

The CBD has many underused sites that are vacant, comprise surface car parking or are occupied by buildings at the end of their useful life or single storey in scale. All of these scenarios offer great potential to ‘fill in the gaps’ in the CBD with new, well designed buildings.

In addition, there are many opportunities to develop space at the rear

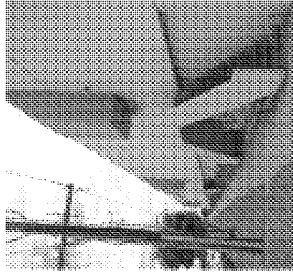
of buildings, particularly along Murray Street, which would assist in creating street frontages to the rear and encouraging a network of laneway connections. Some buildings also have underused spaces in the upper levels, such as in the inner retail area. This could be used for residential for example. Many existing single storey buildings offer an opportunity to extend upwards.

Given the potential demand for additional large floor space redevelopment, it is important that sites suitable for large scale retail development (up to 3000m² plus car parking), within easy walking distance to existing retail areas, are identified.

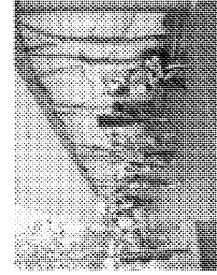
Safeway Site - Opportunity Site Example

The Safeway site is located within the heart of the CBD retail area. Currently the building presents black walls to Rae Street and COPACC opposite, as well as Amezdroz Lane which is a very well used thoroughfare, and a large expanse of surface car parking to Bromfield Street.

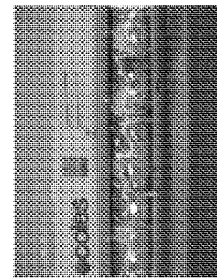
Ideally, these blank wall edges should be redeveloped with active uses and transparent frontages to the street and laneway. However, until the site is redeveloped, the pedestrian environment and safety of these interfaces could be improved with the creative use of lighting and landscaping. This might include espaliered vegetation to create a vertical garden on the walls adjacent to Amezdroz Lane, or an art lighting installation. As an example, the Coles supermarket in Wodonga has transformed an unsightly blank wall on its key pedestrian street into a vibrant artwork which is appreciated by locals and visitors alike.



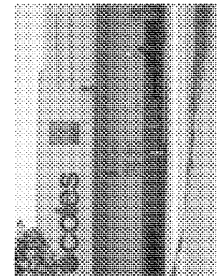
Address blank walls at Safeway site



After



After



Before

Transformation of Coles Wodonga’s blank wall into an artwork and community focal point
Images: creative-communities.com

Guidelines For New Development

APPLIES TO ALL OF CBD

New Development

- Protect important view lines and town entrances from inappropriate development and its associated signage.
- Orientate building entrances and windows to streets and lanes, with 0m setbacks from street boundaries and car parking located to the rear.
- Ensure that buildings adjoining or opposite open spaces provide active frontages to increase interaction with and passive surveillance of the space.
- Avoid the construction of blank walls facing streets, lanes or public spaces.
- Demonstrate that there will be no overshadowing of public spaces or private open space from 11am-3pm on 21 March and 22 September.

Heritage

- Ensure that new development within, or adjacent to, an identified heritage place respects the scale, form and siting of the heritage building.
- Retain key views to landmark heritage buildings.



Provide active frontages opposite open spaces

planisphere © 2012

Identity & Character

- Promote high quality contemporary architecture that complements the older buildings of the centre, and adds to the story of the town's development and its distinct eclectic character.
- Show design innovation and careful composition of all the elements that comprise the design of built form – openings, colours, materials, textures etc.
- Consider how lighting could be used creatively to enhance the night time appearance of buildings and pedestrian safety in the retail and pedestrian areas.
- Encourage the incorporation of advertising signs into building design and under awnings, avoiding roof top, above verandah and freestanding signs.
- Encourage the removal of existing roof top, above verandah and freestanding signs, particularly as sites are redeveloped or uses changed.

Residential Development

- Ensure that dwellings have a street address.
- Encourage the provision of outdoor areas in higher density development through the inclusion of small courtyard spaces, balconies at the upper levels or rooftop gardens.
- Locate and orient residential buildings to minimise adverse amenity impacts from adjoining uses, such as shops, cafes or loading/service areas.
- Ensure the provision of adequate servicing access.
- Provide acoustic insulation in mixed use developments or in residential developments that are located near potential noise sources.

Guidelines For New Development cont.

APPLIES TO ALL OF CBD

Environmentally Sustainable Design

- Encourage ESD measures that are integrated into new buildings or incorporated in the retrofitting of existing buildings e.g. energy efficiency and solar passive design, roof top gardens, greater water efficiency, waste management practices, use of sustainable materials and adaptability of design.

Signage

- Avoid creating clutter in the development of new signage.
- Incorporate new signage into building design and avoid free-standing or above verandah signs.

APPLIES TO FINER GRAIN AREA

The following guidelines apply to the finer grain area shown on the following page.

New Development

- Require all new development to be constructed to the front boundary at ground, first and second floor levels (i.e. 0 metre front setback), creating a continuous 'wall' of buildings to the street.
- Encourage development that is a minimum of three storeys (or the equivalent of two storey Victorian buildings).
- Encourage the development of landmark buildings that address the intersection, on prominent corner sites.
- Discourage site consolidation and maintain or reinstate the traditional fine 'grain' (i.e. frontage width) of the narrow shopfronts.
- For buildings on wide frontages, the design of facades should reflect the fine grain of traditional shopfronts through an emphasis on vertical articulation. This can be achieved through the placement of windows and doors, and the use of other architectural details such as colour, texture and materials.
- Vehicular access to buildings should be provided from rear and side laneways. Driveway entrances and the visual impact of garage doors on building frontages within the core retail area is discouraged.

Pedestrian Amenity

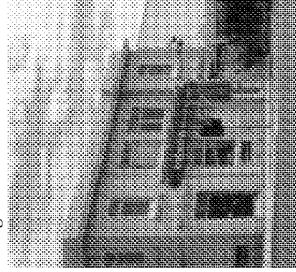
- Retain laneways that provide a pedestrian connection between main streets, and encourage their upgrade and redevelopment with active uses.
- Provide weather protection for pedestrians on key



Provide weather protection in finer grain area



Retain laneways providing links in finer grain area

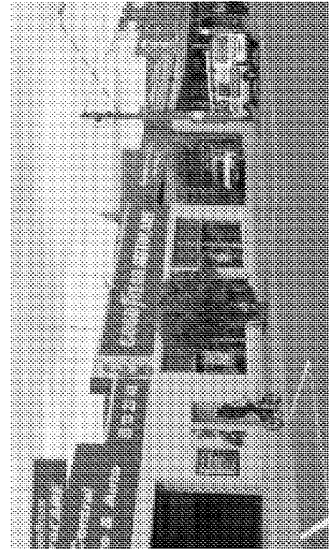


Encourage development with minimum height of 3 storeys, consistent with 2 storey Victorian buildings in finer grain area

- pedestrian routes by ensuring that awnings and verandahs are incorporated into the design of new developments.
- Enhance the pedestrian environment through considered design of ground floor facades e.g. transparent shop or office fronts, entrances directly off the footpath and visually interesting design details.
 - Ensure that higher scale buildings avoid an increase in wind effects at street level. This could include greater articulation of wall surfaces, or the provision of awnings.
 - Encourage new lane connections between streets.

Heritage

- Retain older buildings that contribute to the streetscape character, and retain, recycle or re-use existing buildings of architectural merit or character wherever possible.
- Encourage the restoration of heritage shopfronts, particularly those which are part of an intact group of buildings and obscured by unsympathetic paintings, signage or false facades.



Discourage site consolidation in the finer grain area

BUILT FORM GUIDELINES AREAS MAP



Recommendations

Objectives

Within all areas of the CBD:

To encourage the development of buildings that maximise use of available space within the CBD, and create a vibrant and people-focussed centre.

To protect the heritage buildings of the CBD.

To create a distinct character and image for the CBD through the quality of new buildings.

To support high quality residential development within the CBD.

Within the finer grain area:

To ensure that all buildings promote activity and enhance the pedestrian amenity of the core retail area.

To require a high standard of architecture and urban design that enhances the street life of the core retail area.

To encourage a consistent minimum scale of buildings within the core retail area that define the streetscape and add to the identity of the centre.

To create pedestrian-scaled and focussed street interfaces and reduce the visual, amenity and safety impacts of car parking and accessways.

Strategies & Actions

2.5.1 Provide strong policy direction within the Colac Orway Planning Scheme to ensure that major retail and commercial developments locate within the Colac CBD (Business 1 and Business 2 zoned land only), rather than outside the town centre.

2.5.2 Encourage redevelopment of underused or vacant sites in the CBD and discuss redevelopment options with site owners. This may include surface car parks, vacant land at the rear of buildings (particularly along Murray Street), upper levels or single storey buildings which could potentially be developed for mixed use.

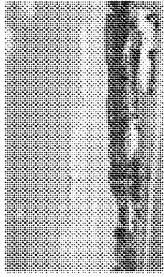
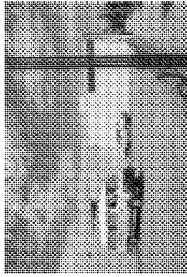
2.5.3 Ensure the preservation of significant heritage buildings and encourage their adaptive re-use or restoration.

- Undertake heritage investigation for buildings of potential significance as required.
- Provide appropriate protection for buildings of significance via the Colac Orway Planning Scheme.
- Investigate the potential to establish a heritage grant scheme (with contributions from Council) that could be matched by property owners for the upgrade of prominent buildings.
- Investigate the potential for funding from Heritage Victoria for restoration of buildings of State significance.

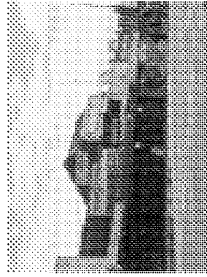
2.5.4 Undertake public realm improvements as required to enhance the setting of key heritage sites (e.g buildings at the eastern CBD entrance).

2.5.5 Encourage and assist businesses to upgrade shopfronts and building facades, particularly on Murray Street:

- Work with businesses to improve their image, identity and display of merchandise.
- Seek sponsorship from paint companies to restore and repaint facades and offer assistance with colour selection.
- Investigate the potential for an incentives scheme to provide design support and ongoing funding.



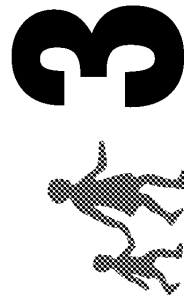
Redevelop underused sites



Maintain the traditional fine 'grain' nature of the centre

- Initiate and fund demonstration projects of building or image upgrades and promote the outcomes via Council newsletter or local media.
- 2.5.6 Encourage the removal of excessive roof top, above verandah and free standing signs, and other visually dominant signs, as sites are redeveloped.
- 2.5.7 Encourage new development within the CBD to incorporate Environmentally Sustainable Design (ESD) initiatives.
- 2.5.8 Encourage and facilitate a high quality of architecture within the CBD by:
- Encouraging developers to use qualified and experienced design professionals (and suitably experienced heritage professionals for heritage sites) and reinforcing the message that good design can save long-term costs and increase property value.
 - Establishing a design review panel for major development applications.
 - Continually fostering urban design skills in planning staff and provide design advice for applicants.
- 2.5.9 Implement building design guidelines through the Colac Orway Planning Scheme.

Refer to the Implementation Plan for further details.



Design Concepts

A number of 'design concepts' have been developed for specific areas within the CBD. These areas have a great opportunity to enhance the activity and appearance of the CBD. This section provides detailed analysis, directions and recommendations for each area. Detailed design guidance regarding the future implementation of works and potential funding for these areas will be addressed in the next stage of this Project (Stage 5).

The six areas are:

1. Memorial Square
2. Eastern CBD Entrance
3. Murray Street West
4. Murray Street East
5. Bromfield Street
6. COPACC & Station Precinct

Each concept comprises a series of smaller projects that could be developed in stages as time and budgets permit. The concept plans offer possibilities for immediate action as well as longer term projects.

3.1 Memorial Square

Memorial Square is the social and civic heart of Colac. It is a place of remembrance, but also relaxation. It is the 'village green' of Colac that supports a range of activities, from people stopping to rest and enjoy outdoor life, to the staging of major social events and gatherings.

Memorial Square is an established and traditional park space, with a formal symmetrical layout and exotic planting. The War Memorial is of great significance to the town and a focal point of the park. The predominantly intact perimeter planting of mature elms is heritage recognised and creates a distinct enclosed park space.

Memorial Square has an important role as a key tourist stop-off point along the Princes Highway and provides a number of well-used facilities for locals and visitors, such as a bus shelter, toilet block, playground, barbecues, picnic tables and seating.

CONSERVATION MANAGEMENT PLAN

The importance of Memorial Square is recognised through the planning scheme by means of heritage and vegetation overlays. Given this area is a key defining element of central Colac, there is a need to ensure appropriate management of this highly significant and valued space. It is recommended that a Conservation Management Plan be carried out to:

- Maximise the future potential of the landscape to the town
- Preserve the character and historic layout of the park
- Better understand the evolution of the park over time

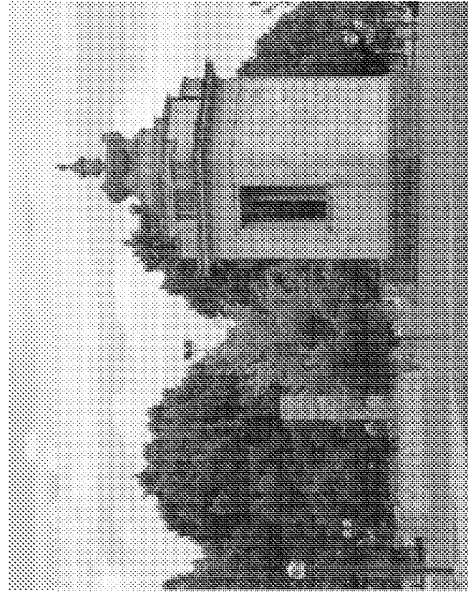
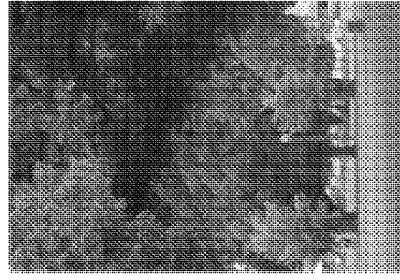
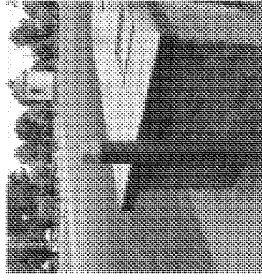
To balance the heritage value with future social activation of the space, the conservation plan should be integrated with a concept design plan. The concept plan could consider upgrading path surfaces and review path connections, potentially with a view to returning to the original path layout.

PARK FACILITIES

As a key stopping place for visitors to the town, there are opportunities to enhance the facilities within Memorial Square and provide an improved tourist focus. Facilities such as seating, water fountains, toilets and shelters should be strategically located around the Square.

A co-ordinated design theme is required for facilities, some of which appear outdated or in need of upgrading. New street furniture and materials should complement both the heritage elements within the Square as well as the proposed street furniture materials along Murray and Gellibrand Streets. Natural and plain materials are to be used to ensure their compatibility within the historic setting.

Local information and signage should be provided at the Square to encourage visitors to explore key destinations in Colac.



WESTERN EDGE

The western edge of the Square along Gellibrand Street has been identified as a particular focus for improvement (pages 75-77). The existing toilet block forms an unattractive edge to the Square and obstructs views to the Memorial. The buildings and street treatments along Gellibrand Street could also provide a better sense of connection and activities with the Square.

Detailed concept maps and a photomontage have been prepared showing the western edge of the Square developed as a community space accommodating additional tourist facilities and events infrastructure. The photomontage demonstrates how the view to the Memorial could be opened up. The concept designs show the western edge of the Square in two different scenarios - how the space would look everyday and how the space might look in the case of an event where the street is closed to traffic.

The existing toilet block would be removed and replaced with a new amenities block. The new structure would provide a range of facilities that includes updated public toilets (mens, womens and disabled), possible coffee cart point, infrastructure for events and tourist information displays. It would incorporate the existing public bus stop and taxi rank.

PEDESTRIAN ACCESS & SHARED TRAFFIC ZONES

The redevelopment of the western edge of Memorial Square could include the creation of a shared traffic zone along Gellibrand Street, which would provide a more pedestrian focussed environment and offer scope for temporary street closure for events.

Shared traffic zones give pedestrians right of way over motorists and cyclists. The surface treatment for shared zones is designed to clearly signify a different street condition and communicate to drivers that speeds must be very low. Speed limits are defined by VicRoads in these areas as 10 kilometres per hour.

Creation of a shared traffic zone would involve raising the road pavement to the same level as footpaths and narrowing the roadway

to allow greater space for landscaping. Landscaping could include high quality planting beds, grassed areas and trees representing chosen planting themes for the area.

A long term vision for the Memorial Square area could see the shared traffic zone extended around its northern and eastern perimeter to reduce the impact of traffic. Adjoining businesses or cafes would be encouraged to provide an active frontage to Memorial Square and take advantage of views across the park.

Pedestrian access could also be improved by providing better lighting and a raised pedestrian crossing in Murray Street.

EVENTS

To better utilise the Square for local community and regional events, the existing events programme should be promoted and enhanced. Events could include outdoor concerts, art walks, craft fairs, parades, theatre, seasonal botanic festivals and farmers markets.

Use of the Square for more public events and activities could also be enhanced through the provision of additional event-related infrastructure.



A view of Murray St showing Market Square and Fire Brigade, now the site of Memorial Square

TREES

New perimeter planting along Gellibrand, Dennis and Hesse Streets on the side away from the park is proposed to enhance the area around Memorial Square. This planting should not block views to the memorial. Planting is not proposed along the street on the side of the park because the edges of the park are already well lined by trees. This will also ensure flexibility in the activities that will be possible along the edge of the park, particularly along Gellibrand Street.

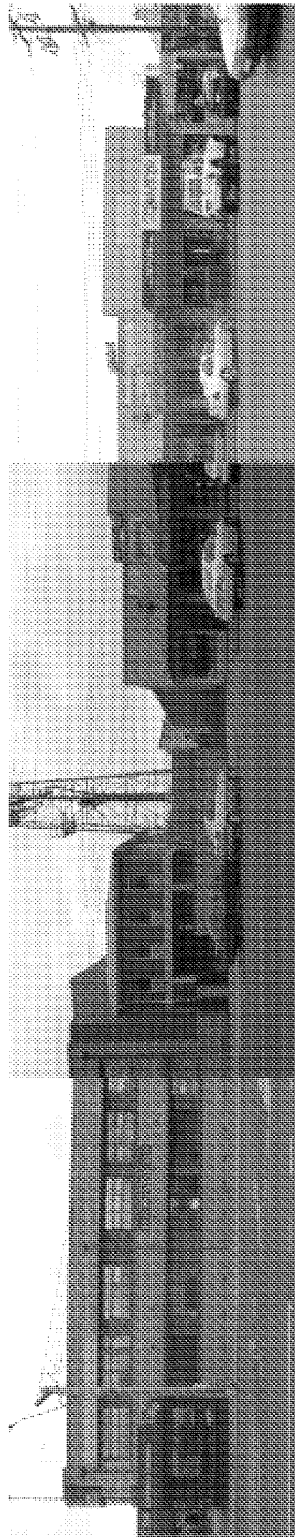
A tree condition survey should be carried out by a qualified arborist. Root protection areas should be established to ensure activities which may cause compaction of the tree roots are not permitted.

Any building works within the root protection area should be sensitively designed to minimise tree root disturbance. Long term irrigation options should be considered.

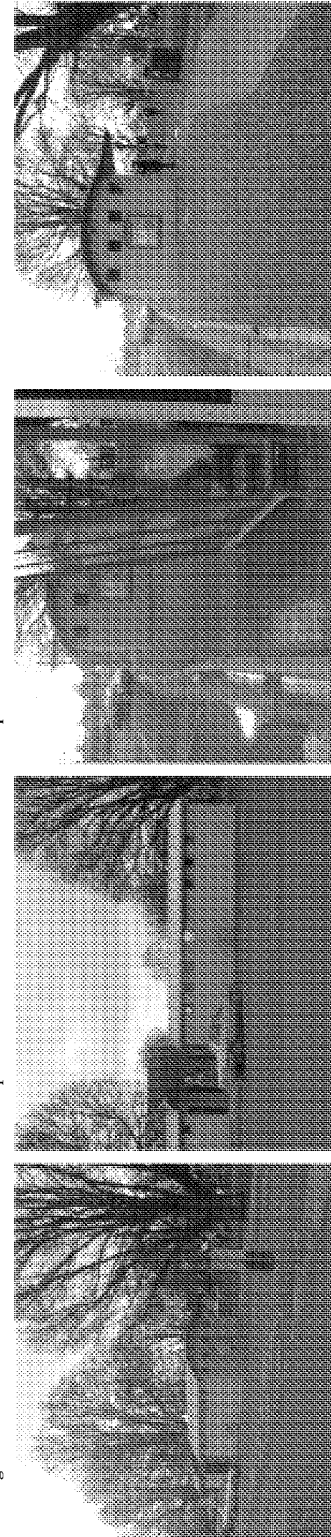
BUSES, TAXIS & CAMPERVANS

The existing taxi rank, bus stop and shelter with local information will be retained along Gellibrand Street as part of the redeveloped western edge.

Upgraded tourist bus and campervan parking is proposed along the south side of Dennis Street. Additional long vehicle parking can be extended along this edge as required.



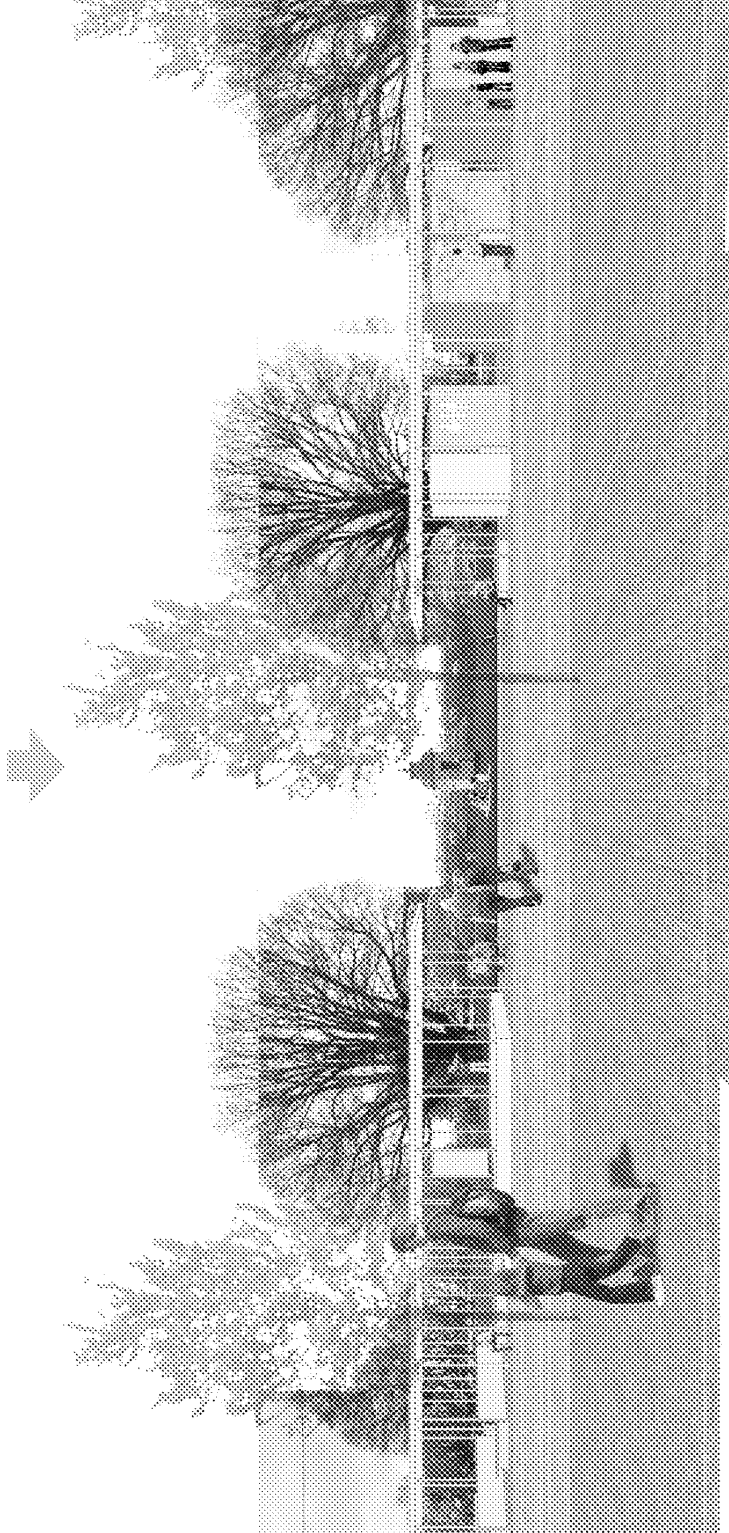
Buildings and street treatments on Gellibrand Street do not provide a sense of connection with Memorial Square



Toilet block facility is outdated and forms an unattractive edge to Memorial Square



Existing conditions: The toilet block obstructs views to the Memorial from Gellibrand Street



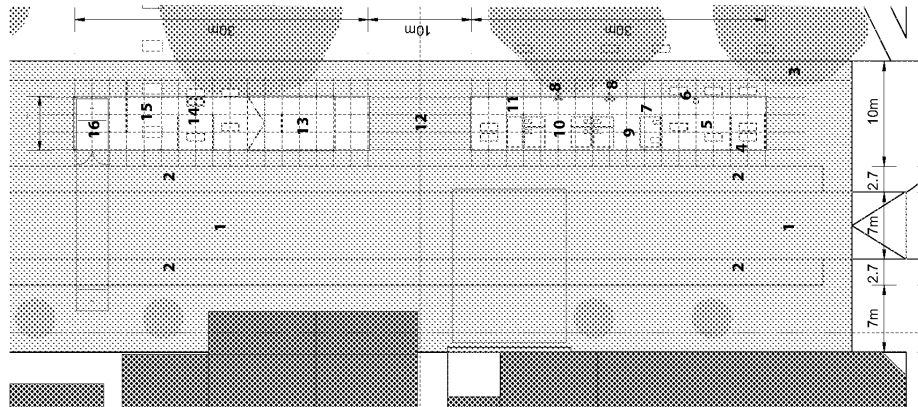
Proposed concept: Shared traffic zone with paved street surface, proposed new amenities pavilions on western edge of park and the view to the Memorial restored

WESTERN EDGE CONCEPT MAPS

EVERYDAY SCENARIO

Legend

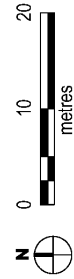
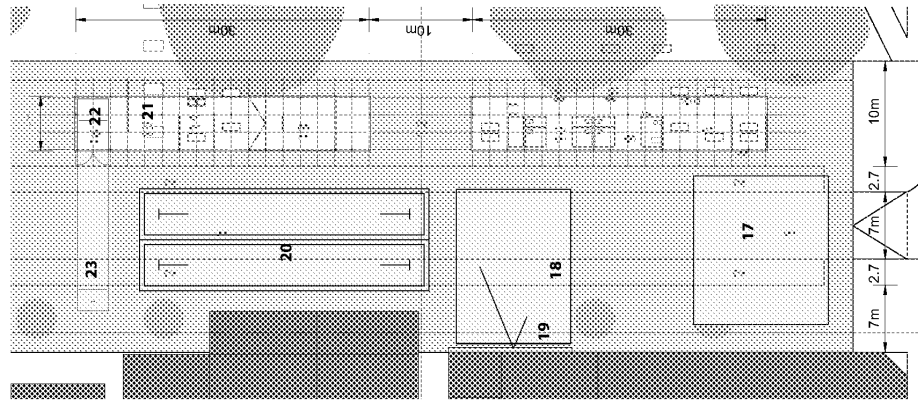
1. New shared surface with pedestrian priority
2. New carparking
3. Footpath continues in line with adjacent blocks
4. Existing bus stop replaced with new seating and shelter under pavilion
5. Seating & tourist information displays, possible coffee cart point
6. Public telephone
7. Baby change room and disabled toilets
8. Public hand basins
9. Female and disabled toilets
10. Male and disabled toilets
11. Cleaning store
12. Central gathering space on axis to memorial
13. Raised event space / stage
14. Seating and barbecues
15. Table tennis / picnic tables
16. Wire store / cricket net



EVENT SCENARIO - SPORTS EXAMPLE

Legend

17. Temporary event / exhibition space
18. Ball sports court
19. Hit up wall
20. Temporary lawn bowl lanes
21. Table tennis / picnic tables
22. Wire store / cricket net
23. Temporary cricket pitch



CAR PARKING

Various options exist for the treatment of car parking spaces within Dennis and Hesse Streets, adjacent to Memorial Square. The concept plan (opposite) shows a change from angle to parallel parking with a reduction in the road space. This is intended to allow additional space for planting, to reduce the visual dominance of the bitumen and to promote pedestrian movement. Other options for the roadspace treatment are possible and indicative images are provided (right).

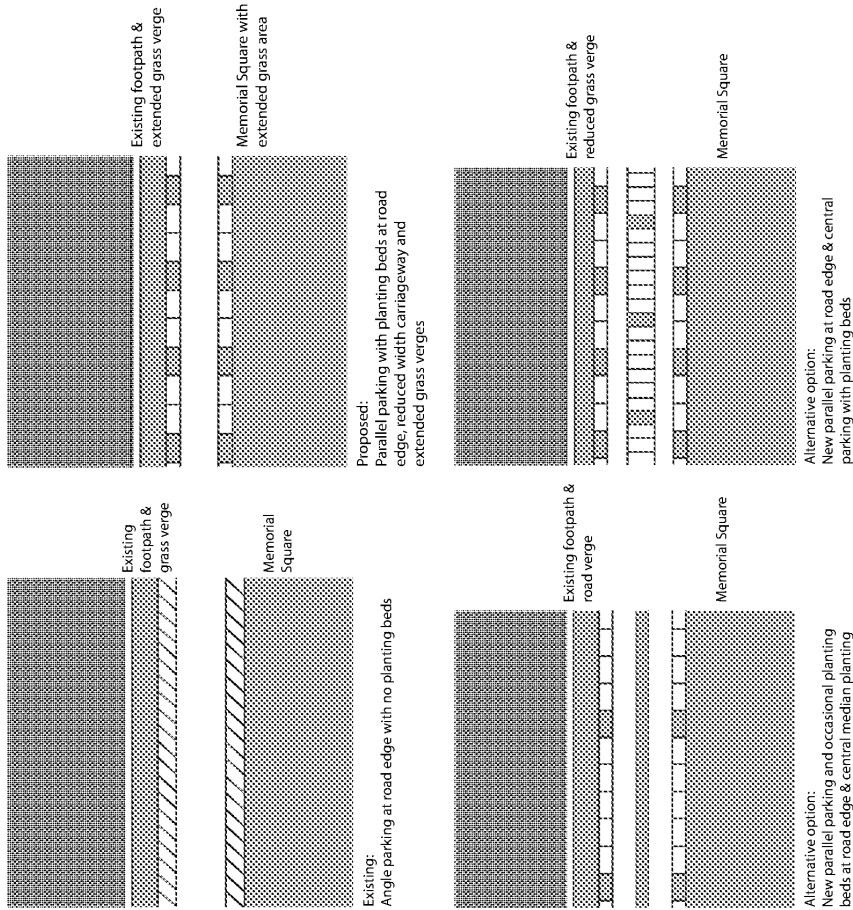
CONCEPT PLAN

A concept plan has been prepared (shown on the page opposite) that includes the ideas described in this section:

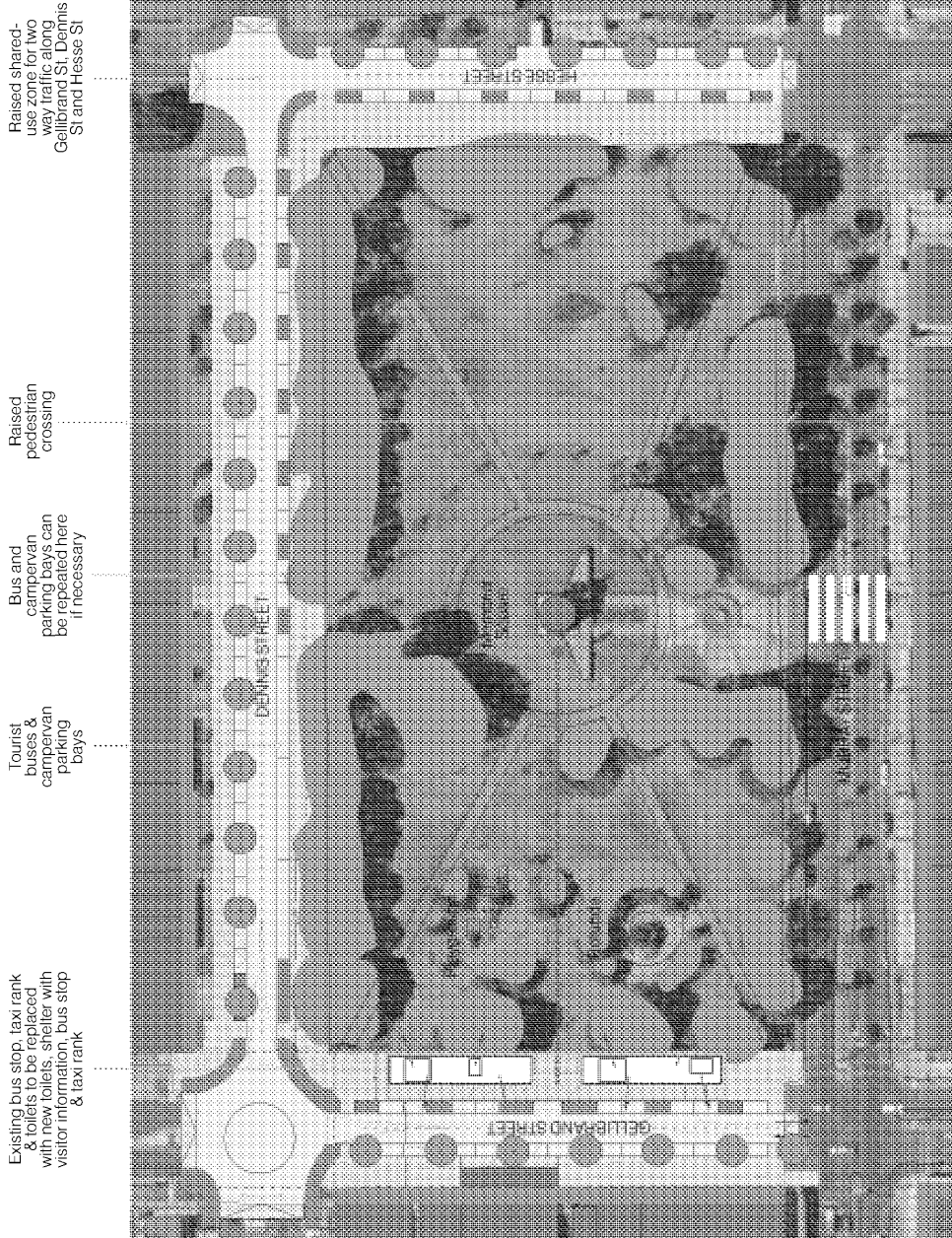
- Creation of a shared traffic space zone along Gellibrand Street and the western edge of the Square developed as a multi-functional community space.
- Raising the road pavement on Gellibrand, Dennis and Hesse Streets to the same level as the footpaths.
- Converting all car spaces from angled parking to parallel parking.
- Reducing the width of the roadway to approximately half the size to slow traffic and create more space for landscaping.

It is important to note that where car parking spaces are converted to pedestrian or landscaping areas, they would be reallocated elsewhere nearby. Alternative approaches, such as the retention of angled parking on Dennis and Hesse Streets as shown in the illustrations (right), could also be considered if required.

CARPARKING OPTIONS



MEMORIAL SQUARE CONCEPT PLAN



RECOMMENDATIONS

Objectives

To maintain Memorial Square as the 'green heart' of Colac's CBD.

To provide improved facilities for town events and activities.

To provide improved tourist facilities around Memorial Square.

To protect and enhance the tree canopy of the park and surrounding roads.

To restore views to the Memorial from Gellibrand Street.

To develop a pedestrian friendly area within and around Memorial Square.

To enliven the western edge of Memorial Square for community and tourism use.

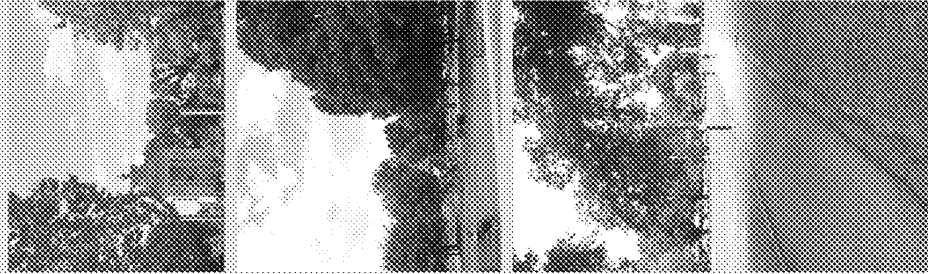
Strategies & Actions

3.1.1 Prepare a conservation management plan and concept design plan. This will include a review of existing facilities to determine the upgrades required (e.g. seating, water foundations, signage, path connections).

3.1.2 Protect existing trees. Undertake a tree condition survey by a qualified arborist and establish options for root protection and long-term irrigation.

3.1.3 Provide uplighting for trees within Memorial Square.

3.1.4 Improve safety of taxi rank with funding opportunities available through Taxi Safety Program for security measures such as CCTV.



3.1.5 Investigate car parking options for the streets surrounding Memorial Square.

3.1.6 Review the trailer and coach parking on Dennis Street and expand as required.

3.1.7 Redevelop the amenities of the western edge of Memorial Square on Gellibrand Street. Prepare and implement a detailed concept design to include:

- Demolition of existing toilet block.
- Construction of new amenities buildings incorporating bus stop, taxi rank, visitor information display, visitor toilet and event infrastructure.
- New pavements for road and pedestrian areas.

3.1.8 Progressively prepare and implement design concepts to upgrade the streetscapes and public realm surrounding Memorial Square, including the creation of a shared use traffic zone, additional street planning and undergrounding of powerlines:

- Commence this project with an upgrade for Gellibrand Street, with new street planting, paving and a raised shared use zone.
- Introduce new planting to Dennis and Hesse Streets.
- As a longer term project, introduce a raised shared use zone for Dennis and Hesse Streets, and underground powerlines.

3.1.9 Install new street furniture clusters (including seating, bins, bike hoops) within streets around Memorial Square.

3.1.10 Promote and enhance the existing events programme to better utilise the Square for local, community and regional events (e.g. outdoor concerts, art walks, crafts fairs, parades, theatre, seasonal, botanic festivals and farmers markets).

3.1.11 Encourage and assist businesses or building owners to upgrade shopfronts and building facades adjoining Memorial Square so that they add to the appearance, activity/amenity of the area.

Refer to the Implementation Plan for further details.

3.2 Eastern CBD Entrance

The eastern entrance to the Colac Central Business District is marked by an attractive gateway experience at the point where the Princes Highway crosses Barongarook Creek. The Barongarook Creek Bridge provides a natural arrival point to the Colac CBD.

This gateway is defined by a change in alignment as the highway meets the CBD grid, with a vegetated break provided by the creek corridor and a change in urban character as the suburban stretch of the Princes Highway rises up to become the retail-focussed Murray Street. Heritage buildings on the corner of Murray and Queen Streets provide a strong and distinctive entrance to the town centre. This entry point, however, is currently dominated by road space, traffic infrastructure and uncoordinated and cluttered signage. Its key features of the heritage buildings and creekside planting also require improvement.

BARONGAROOK CREEK ENTRY & BRIDGE

There is potential to open up and strengthen view lines and landscape links to the Barongarook Creek from Murray Street. Historic

photographs show how the entry to the creek once supported a low fence, as shown in the photos on the **following page**. A new low timber fence could be erected to frame the creek landscape and provide a gateway to walking trails.

A small, formally designed open space with paving and landscaping would enhance and highlight the entry point to the Barongarook Creek. This space would also provide an opportunity to include landscaping that introduces the Botanic Garden City theme at the CBD entry. Access to the creek trails from this point could be improved, supplemented by improved directional and information signage.

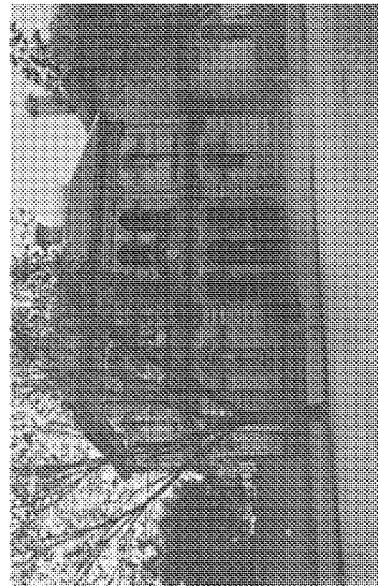
The bridge is currently not wide enough to comfortably accommodate pedestrians and cyclists as well as highway traffic. A light weight cantilevered structure could be used to extend the existing bridge on both sides and enable separation of pedestrians and bicycles from highway traffic. As part of this project the existing chain wire fence would be removed.

HERITAGE BUILDINGS

The heritage buildings at the Murray and Queen Streets corner are key features of the eastern CBD entry. However, several are in need of restoration and upgrading. The rehabilitation of the former Post Office is a priority, as it is such a highly visible and significant building (refer photo **left**). Discussion with the owners of these heritage buildings should be initiated to encourage and assist their upgrading.

TELEPHONE EXCHANGE SITE

The setting of the heritage buildings at the corner of Murray and Queen Streets is marred by the telephone exchange site which is used for car parking, has no landscaping and is surrounded by a chain wire fence.



Former Post Office (1917-1930)

planiSphere © 2012

Historical photographs of this corner show how the site was previously a garden with low fencing (see the photos **right**), and this provides a useful reference for the potential future upgrading of this setting. In its highly visible location at the entry to the CBD, this site presents an opportunity to feature landscaping that reflects the Botanic Garden City theme.

Discussion should be initiated with the site owner about options for redevelopment or improvement of the site's landscaping and fencing.

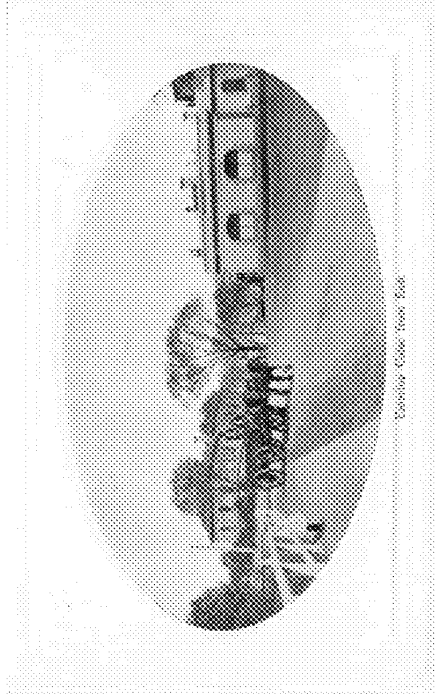
VISITOR INFORMATION CENTRE

The Visitor Information Centre is a visually interesting building, funded by the community and constructed of local materials. However, overgrown vegetation currently obscures views to the building. Landscaping around the building should be improved to enhance its connection with the attractive creekside setting and to increase the visibility of the Information Centre from the highway to encourage visitors to stop.

CONCEPT PLAN

A concept plan has been developed to improve this important entry space (see the **following pages**). The concept plan comprises a series of discrete projects that could collectively enhance its various elements. This includes:

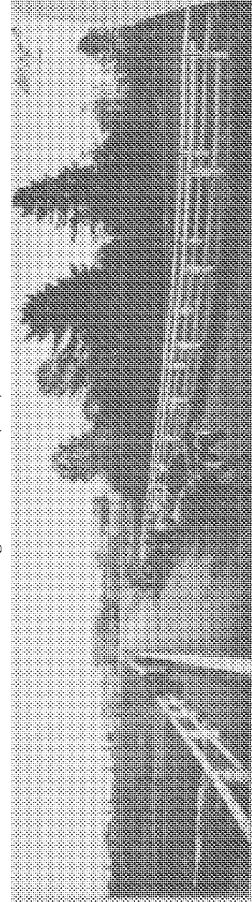
- An improved setting for the heritage buildings by opening views to these buildings and introducing landscaping.
- A redesigned entry point to the Barongarook Creek with a paved area, low fencing and the introduction of Botanic Garden City themed landscaping
- Improved or new pedestrian connections to the CBD and creekside spaces, including the upgraded bridge with cantilevered pedestrian footpaths (shown in photomontages on the **following pages**).
- Improved visibility of the Visitor Information Centre.



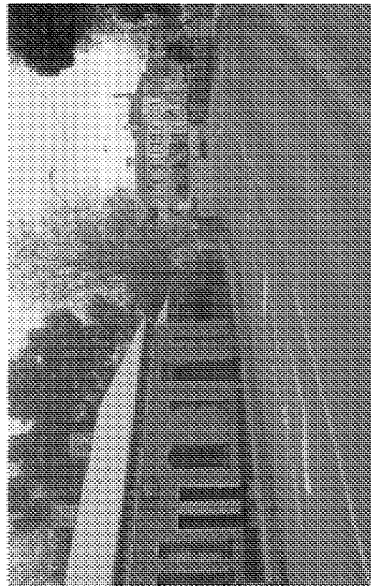
Historic view of the eastern entrance: Entering from the east (1908)



Historic view of the eastern entrance: Entering from the east (1905)



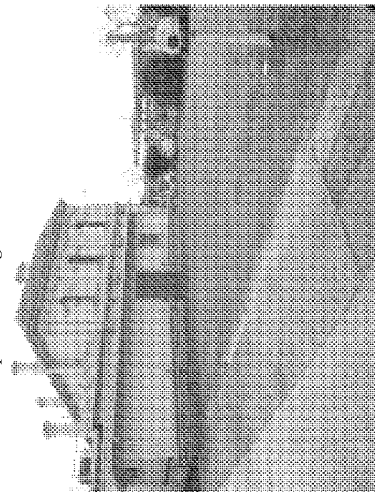
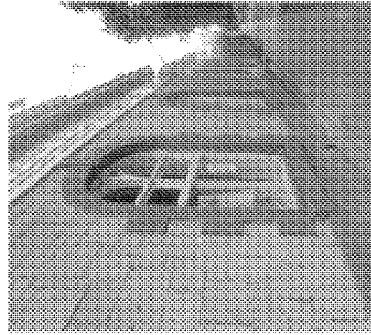
Historic view of the eastern entrance: Low timber fencing over the bridge and creek (1905)



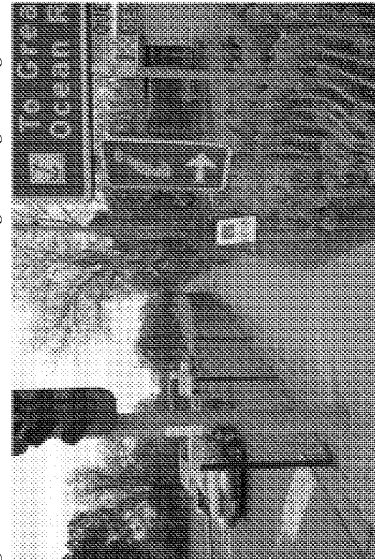
View along Princess Highway to Barongarook Creek bridge with the CBD, corner of the telephone exchange site and notable historic buildings



Corner of Murray St and Queen St where there is potential increase the relationship to the creekscape along the eastern side and enhance the setting of heritage buildings



Telephone exchange site where there is potential to improve the side of the former Post Office, which needs restoration and painting



Barongarook Creek bridge is currently dominated by infrastructure, signage etc. and has poor pedestrian access. There is potential to improve the pedestrian link over the bridge and to the Visitor Information Centre and creekside trails



Visitor Information Centre with potential to connect with creekside setting beyond

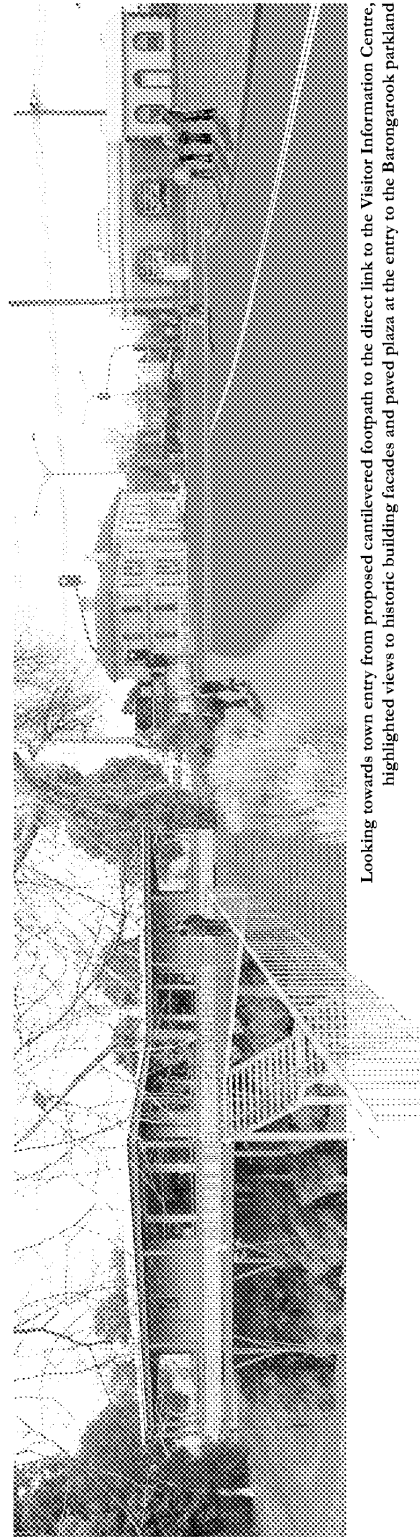
EASTERN ENTRANCE CONCEPT MAP



Legend

1. New cantilevered footbridge over creek to provide safe pedestrian passage from East Murray Street to township. Existing chain wire fencing between carriageway and footpath to be removed.
2. Improved cycle lanes over bridge.
3. Extension of creek planting into township entry junction.
4. Improved signage and access to new creek walking trails.
5. Works to trees and landscape to improve visibility to Visitor Information Centre for vehicles entering town.
6. New low timber fence to frame creek landscape with gates to access creek walking trails.
7. Mark the entry to the Barongarook Creek reserve with a landscape treatment that integrates a botanical collection and paving.
8. Direct link from new pedestrian footbridge to Visitors Information Centre.
9. Facade treatment including possible new openings to Visitors Information Centre to enliven east facing views from Murray Street.
10. New landscaping steps to allow connection under Visitors Information Centre to creek landscape beyond.
11. New low timber fence to site at corner of Murray and Queen Streets.
12. Redevelopment of corner site in co-operation with owner. Landscaping and planting works to screen telephone exchange. Potential to integrate a botanical collection into the landscape treatment.
13. Enhanced views of heritage buildings by measures such as trimming vegetation, moving signs, encouraging painting and restoration.
14. Investigate potential for new pedestrian crossing.

EASTERN ENTRANCE PHOTOMONTAGE OF FOOTPATH AT ENTRY



Looking towards town entry from proposed cantilevered footpath to the direct link to the Visitor Information Centre, highlighted views to historic building facades and paved plaza at the entry to the Barongarook parkland

EASTERN ENTRANCE PHOTOMONTAGE OF PEDESTRIAN BRIDGE



Looking towards entry plaza from proposed pedestrian bridge over Barongarook Creek: rejuvenate gateway with improved pathways and low fencing to north-east and south-west corners to relate town and creek

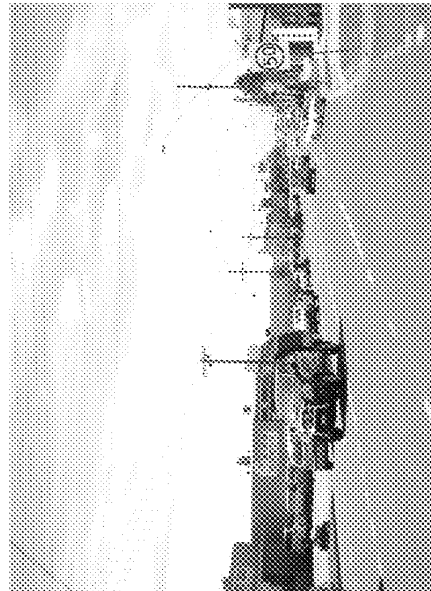
| RECOMMENDATIONS | |
|--|---|
| Objectives | |
| To enhance this area as a key entry point to Colac CBD. | 3.2.4 Extend creekside path connections to the Queen and Murray Street entry junction. Restore creekside vegetation with new planting and removal of weeds. |
| To provide opportunities to establish the Botanic Garden theme at the entrance to the CBD. | 3.2.5 Remove excess planting around the Visitors Information Centre and improve existing path networks around the Centre. |
| To highlight key heritage buildings at the town entrance. | 3.2.6 Create a new stepped path connection from the Visitors Information Centre to the creek trails. |
| To improve the visibility of and access to the Visitors Information Centre. | 3.2.7 Upgrade the pedestrian and cycle connections across the bridge. Prepare and implement detailed designs for construction of cantilevered footbridges on both sides of the bridge and upgraded bicycle lanes. |
| To allow safe and pleasant pedestrian movement from Murray Street East to township activities. | 3.2.8 Provide a new pedestrian crossing to the east of the bridge. |
| Strategies & Actions | 3.2.9 Rationalise road signage within the road reserve.
Refer to the Implementation Plan for further details. |
| 3.2.1 Improve the appearance of heritage buildings through encouraging painting and restoration of their facades or removal of excessive signage. Work with building owners to assist in development of design options or applications for funding through heritage grants. | |
| 3.2.2 Improve the appearance of the telephone exchange site. Work with the site owner to implement measures such as replacement of the existing chain wire fence and new landscaping. | |
| 3.2.3 Improve the entry to the creek at the north east corner of Queen and Murray Streets. Design and implement public realm works that include an area of new paving at the entry to the creekside reserve and a low timber fence. Use this space as an opportunity to establish the Botanic Garden theme at the entrance to the CBD. | |

3.3 Murray Street West

Murray Street West is emerging as an important retail and commercial centre within Colac's CBD. It is also the arrival zone into Colac from the west.

The experience heading into the Colac CBD from the west is a marked contrast to that encountered travelling from the east. After passing through a low scale, low density residential area the traveller is confronted by a car dominated environment between Armstrong and Corangamite Streets (see photo below). Here, the vista is harsh and jumbled with a mixture of building styles, drive-through take away food shops, signs and powerlines.

A strong sense of arrival does not commence until Corangamite Street is reached, where the design of the road space changes significantly with the introduction of median and street edge planting. The existing conditions are illustrated as part of the concept map on the following page.



Existing Murray St West streetscape

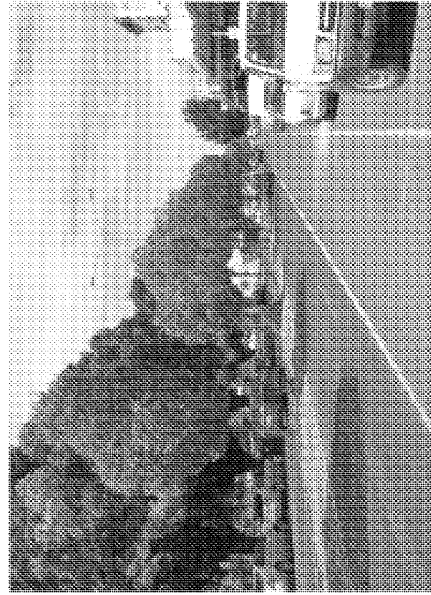
planisphere © 2012

STREETSCAPE TREATMENT

It is proposed that the streetscape treatments that have been successfully applied to the central portion of Murray Street be extended west to Armstrong Street (see photo below).

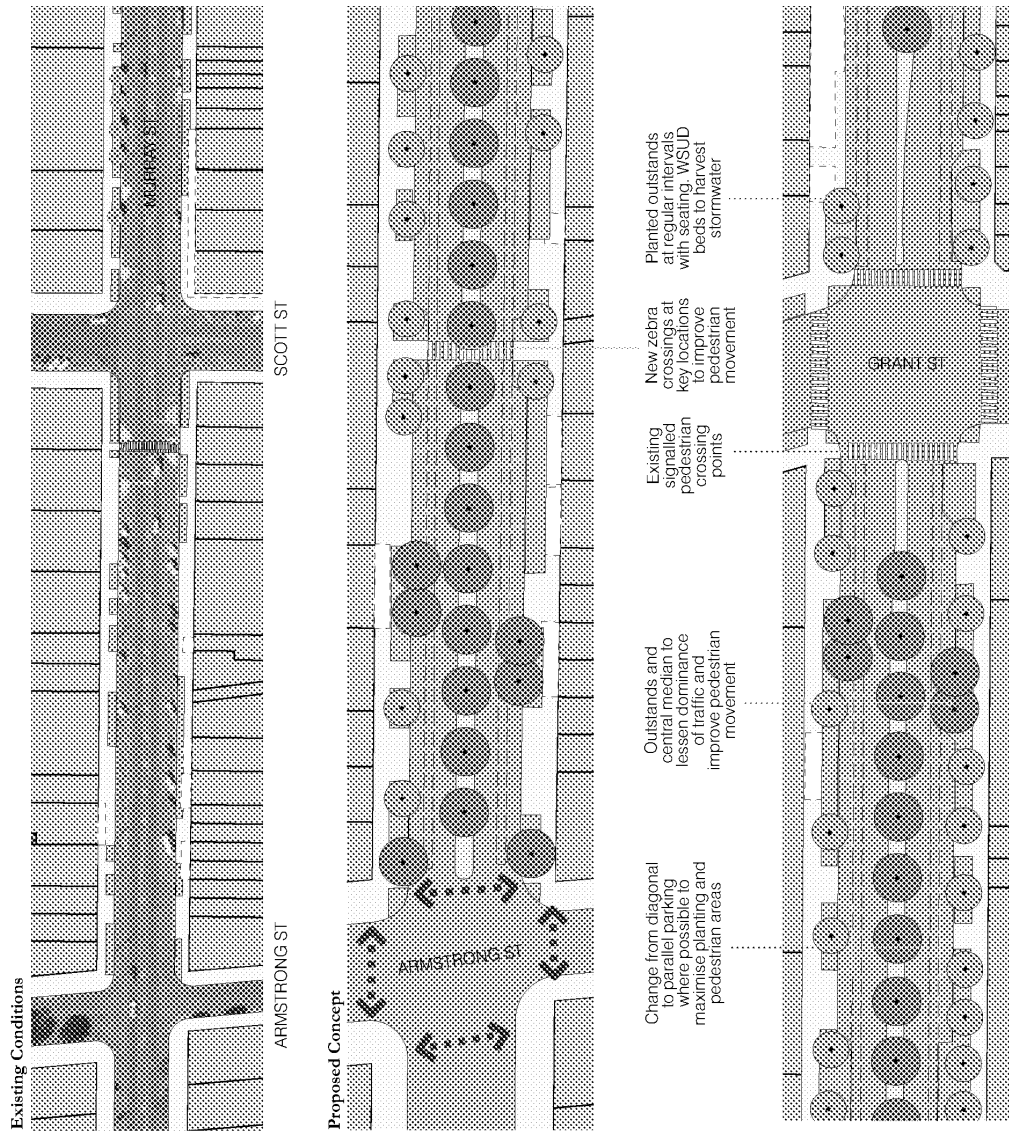
Key recommendations for Murray Street West include increased street planting within a new central median and kerb outstands, and an upgraded public realm. Rather than replicate the existing works within Murray Street central, here a contemporary palette should be used, with colours based on the recommendations of this report. A different species of street tree may be appropriate in order to create a district character from the central part of Murray Street and Memorial Square.

Active street frontages should be encouraged, with zero front setbacks, parking provided to the rear of buildings and weather protection over the footpaths.



Existing planted median theme in Murray St central, to be continued along Murray St West

MURRAY STREET WEST CONCEPT MAP



planisphere © 2012

A co-ordinated approach to signage in the street is required, with guidelines regulating the size and siting of signs.

Concurrent with the streetscape works, it is recommended that the underpinning of powerlines is also investigated. This would significantly enhance the visual amenity of the streetscape by reducing clutter and allowing more canopy trees to be planted.

PEDESTRIAN & CYCLIST AMENITY

Improving pedestrian and cyclist amenity and safety is also a key consideration. This will be achieved through improvements to pedestrian crossings with extended signals at existing pedestrian crossing points and new mid block zebra crossings. Designated bike lanes should also be introduced.

CAR PARKING

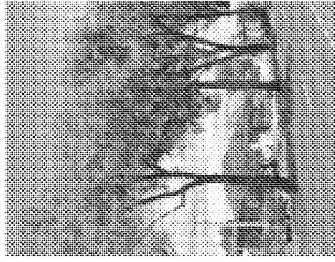
It is recommended that on-street parking is reconfigured from angle to parallel to allow additional space for tree planting and landscaping, pedestrian areas and bike lanes. However, the option of angle parking could also be considered if maximising on-street parking is considered to be a priority.

CONCEPT PLAN

The recommendations for the area are illustrated by the detailed concept plan, sections and photos of similar treatments in other places shown to the right and on the following pages.



Integration of planting and pedestrian crossing



Large shade giving trees in a central reservation



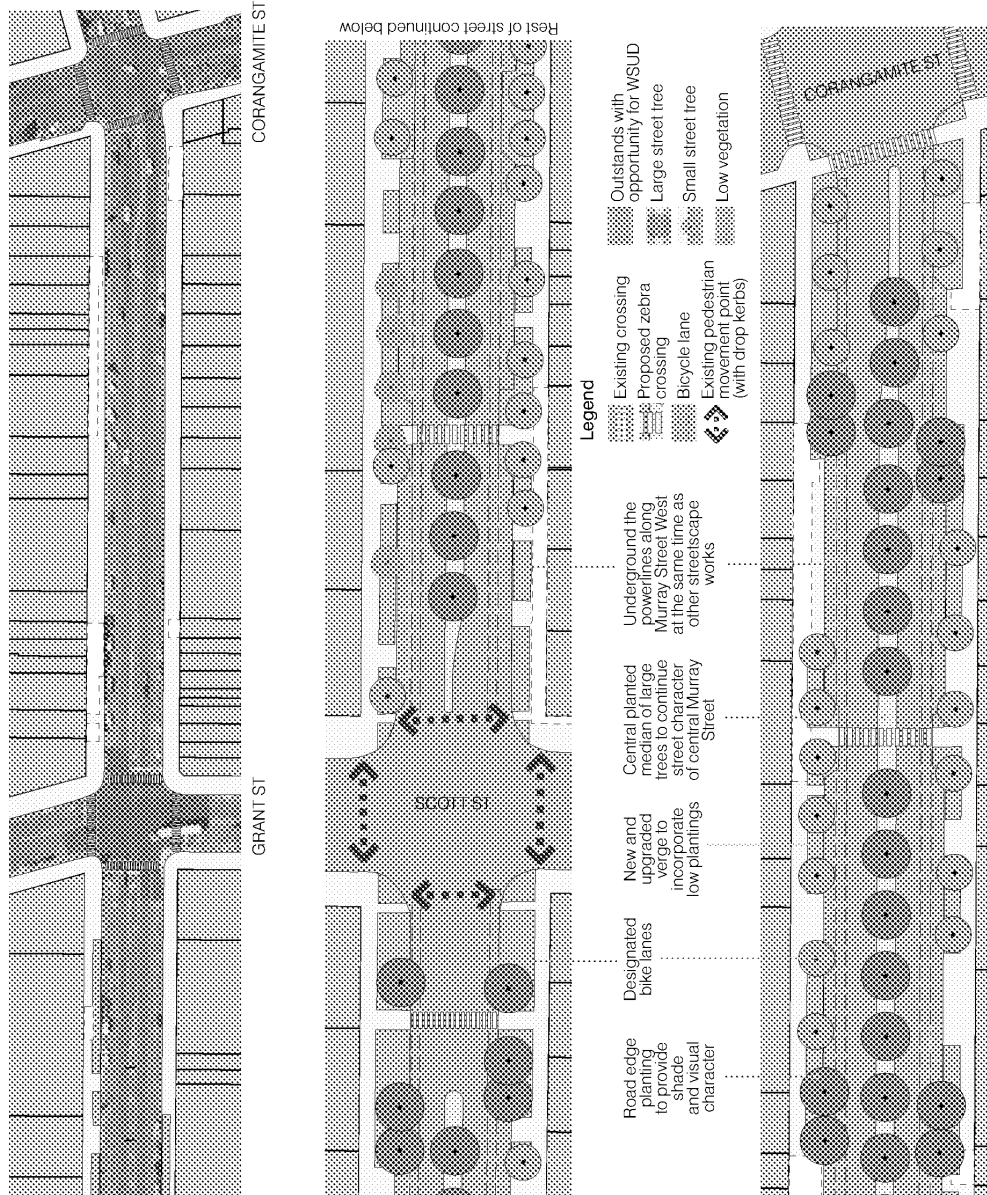
Successful use of native species in median planting



Successful use of native species in median planting



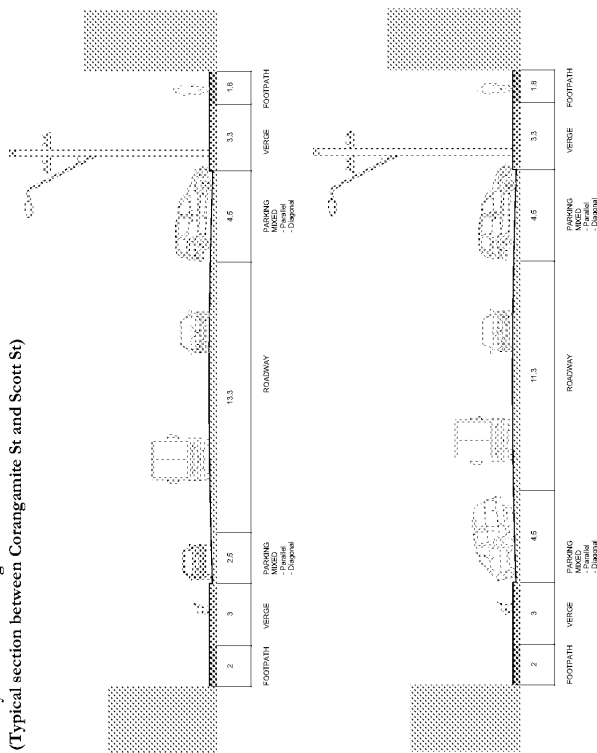
Grasses and low shrubs within the road reservation



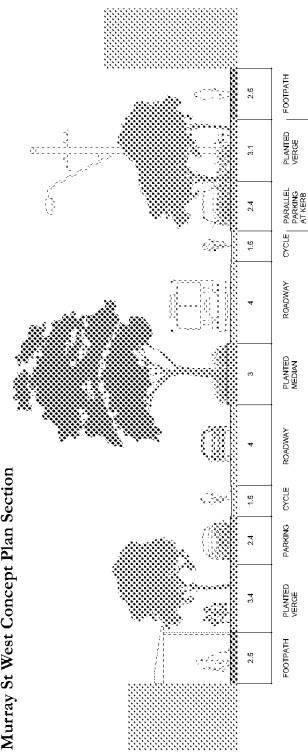
Note: These concept maps show an indicative layout and should not be used as construction drawings

MURRAY STREET WEST CONCEPT PLAN SECTION

Murray St. West Existing Conditions Sections
(Typical section between Corangamite St and Scott St)



Murray St West Concept Plan Section



| | |
|--|--|
| <p>RECOMMENDATIONS</p> <p>Objectives</p> <p>To enhance the amenity, character and activity of Murray Street est.</p> <p>To extend the vegetated character of Murray Street Central to Armstrong Street.</p> <p>To enhance pedestrian safety and amenity.</p> <p>To maintain appropriate vehicle access and car parking provision for businesses.</p> <p>Strategies & Actions</p> <p>3.3.1 Develop and implement a detailed design concept for streetscape and public realm upgrades to Murray Street West that includes:</p> <ul style="list-style-type: none"> • Creation of a new central median with street tree planting • Improved planting along the road edges within kerb outstands and water sensitive urban design garden beds • Improved pavement and pedestrian amenities such as seats, bins and bicycle hoops • Reconfiguration of the road space to introduce parallel parking and create bicycle lanes • Construction of mid-block pedestrian crossings • Improvement to street lighting • Undergrounding of powerlines. | <p>3.3.2 Maintain appropriate vehicle access and car parking provision for local businesses via design guidelines within the Colac Orway Planning Scheme.</p> <p>3.3.3 Encourage active street frontages in new development.</p> <p>3.3.4 Rationalising signage via design guidelines within the Colac Orway Planning Scheme.</p> <p>Refer to the Implementation Plan for further details.</p> |
|--|--|

3.4 Murray Street East

Murray Street East is the main shopping street in Colac and the heart of the town. The roadway forms part of the Princes Highway and is a major thoroughfare for vehicles and pedestrians. A key element of Colac's image is the strong street tree planting along Murray Street, which complements the established trees of Memorial Square.

The general layout of the roadspace with the central median and street tree planting is of high quality, however, the footpaths are in need of upgrading. Enhancing this area is vital not only because of its core retail role, but as a key tourist destination within Colac.

STREETSCAPE

To complement the established canopy tree planting, lower level planting requires upgrading. Active street frontages must be required of all new buildings, with zero front setbacks and weather protection provided over the footpaths. Where absent, verandahs should be reinstated on older buildings and provided on new buildings. A coordinated approach to signage is also required, with guidelines to regulate the size and siting of signs.

Improved street lighting is required for safety, particularly at crossings and intersections. In addition, atmospheric lighting could enhance the street's night time appearance, such as fairy lighting in trees and uplighting of significant building facades.

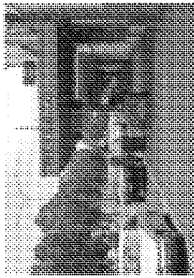
FOOTPATHS

The street's footpath is wide and well used by street traders and pedestrians. Updating the existing pavement treatments will enhance the centre's appearance and activity as well as delineate areas for pedestrian flow from areas for street furniture.

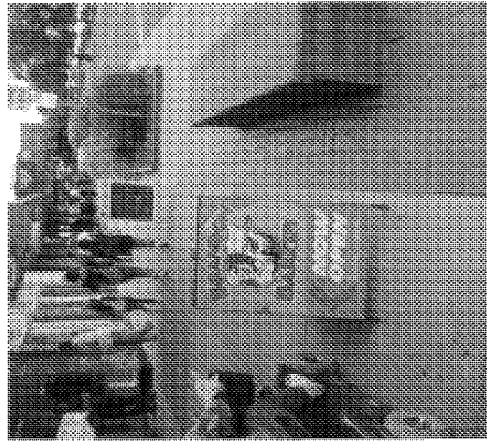
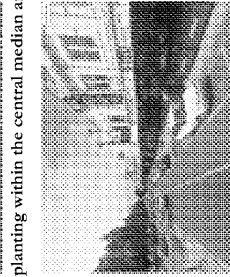
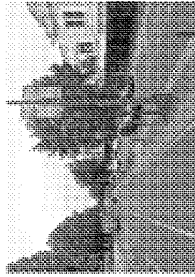
In Point Cook's town centre, as shown in the images **below right**, a 'furniture zone' was defined by the use of a separate pavement treatment. The furniture zone includes seating, signs, bins, outdoor



The existing streetscape with strong tree planting within the central median and occasional footpath planting



The existing footpath is well utilised by street traders and pedestrians



Existing Murray Street pavement in need of refreshment



Precedent image of the 'furniture zone' delineated by granite sets at Point Cook town centre

dining and planting and is designated to ensure a clear flow of pedestrian traffic, particularly for those using scooters and prams.

Council should develop an Outdoor Dining Policy to determine how outdoor dining operates. In particular, it should provide guidelines for permanent structures around outdoor café seating.

PAVEMENT MATERIALS

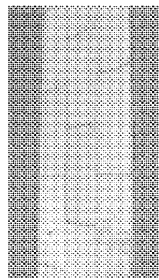
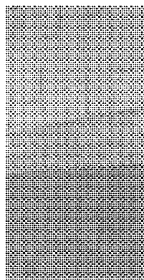
Four pavement material options are illustrated and described right. Option 1 is comparatively the most expensive and option 4 is the least expensive.

CAR PARKING & ROADS

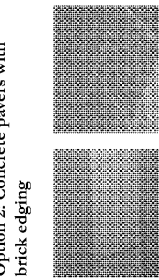
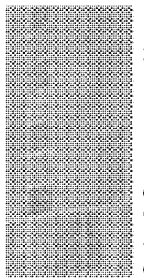
The recommended street treatments will not affect the general configuration of the on-street car parking, however a small number of parking spaces will be removed around key pedestrian crossings to provide space for improved pedestrian circulation and planting.

Options for contrast in paving colours and patterns to delineate crossing points and car parking spaces are provided. Cycle lanes will also be incorporated into the roadway in both directions.

The chain fence along the median strip between Corangamite and Hesse Streets is dangerous and should be removed.



Option 1: Stone pavers with asphalt (Granite paving and sets shown above and Bluestone shown below)



Option 2: Concrete pavers with brick edging

Option 3: Exposed aggregate concrete pavers with tarmac

Option 4: Asphalt footpath and brick edging

STREETSCAPE GUIDELINES

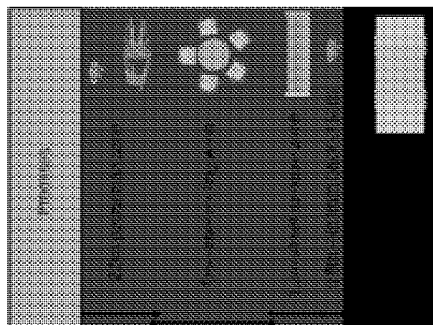


Diagram of typical streetscape arrangement

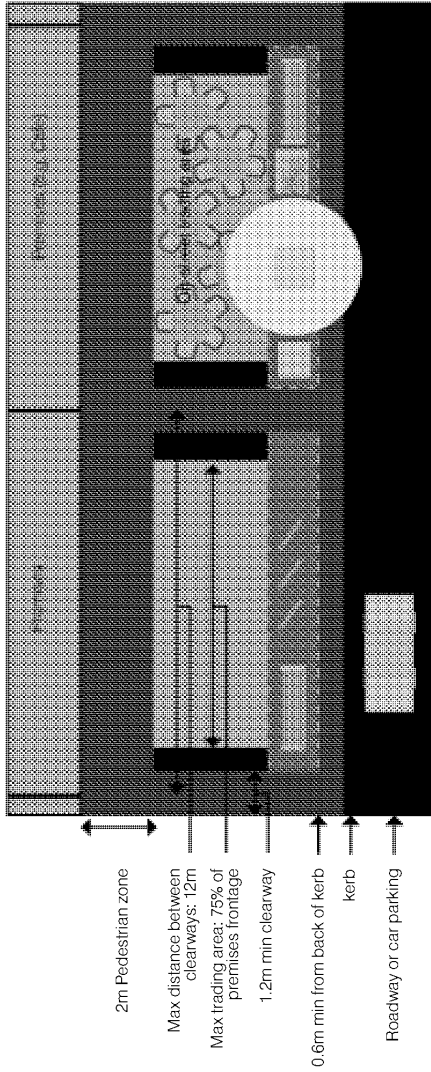
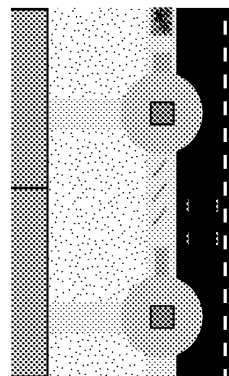
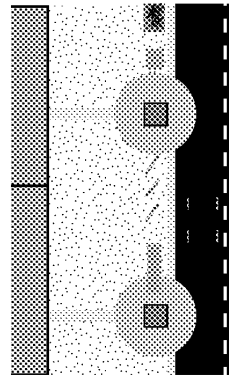


Diagram showing the Colac Otway On-Street Trading Guidelines with the proposed street furniture zone shown in pink with a red dashed line

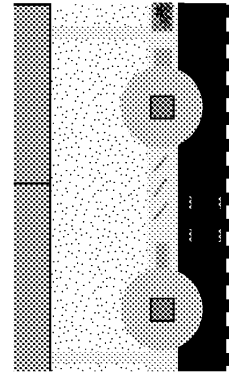
PAVING LAYOUT OPTIONS



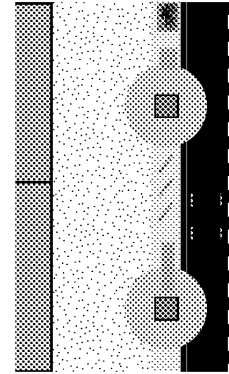
Suggested paving pattern - Option 1



Suggested paving pattern - Option 2



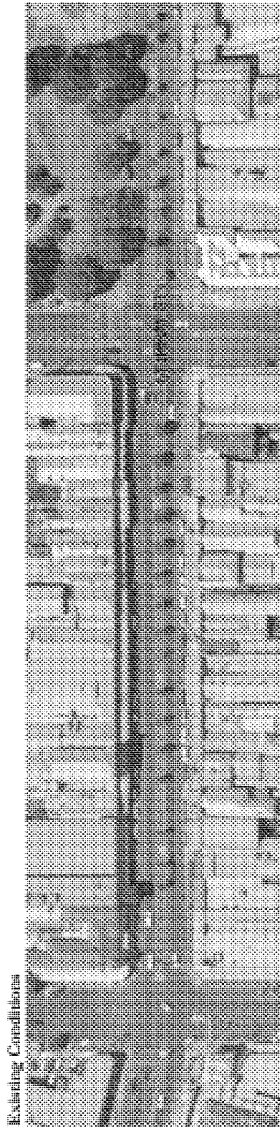
Suggested paving pattern - Option 3



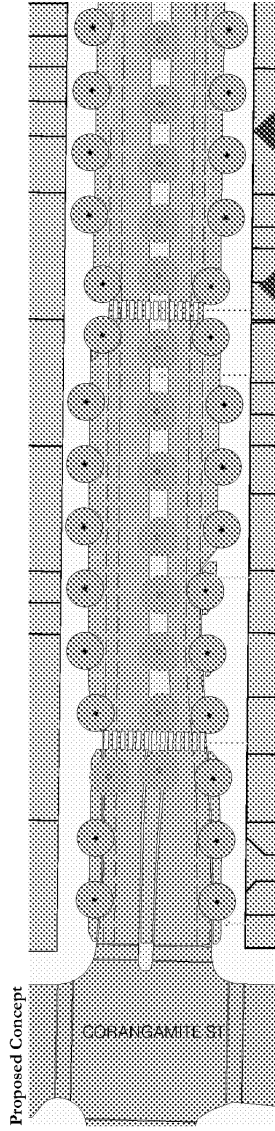
Suggested paving pattern - Option 4

- KEY:
- Asphalt paving
 - Brick or concrete pavers
 - Street tree
 - Street furniture
 - Car

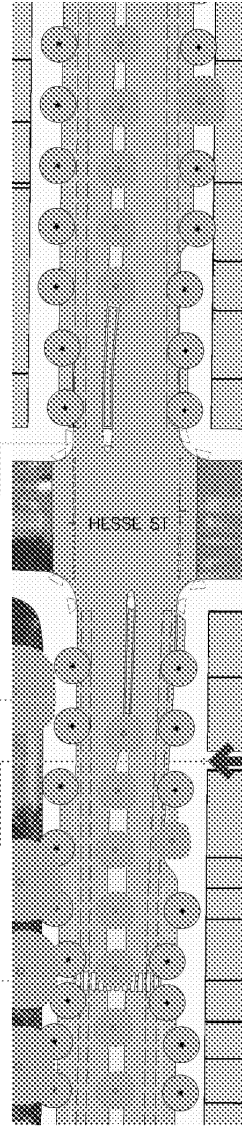
MURRAY STREET EAST CONCEPT MAP



Existing Conditions



- Existing pedestrian crossing to be upgraded
- Existing laneway
- Existing outstands reduces the dominance of traffic and improves pedestrian movement
- Road edge planting to provide shade and visual character
- Informal crossings with ramps
- Existing central median reduces the dominance of traffic and improves pedestrian movement
- Planted outstands at regular intervals with sealing and WSUD beds to harvest stormwater
- Existing laneway



Note: These concept maps show an indicative layout and should not be used as construction drawings.

planisphere © 2012

CONCEPT PLAN

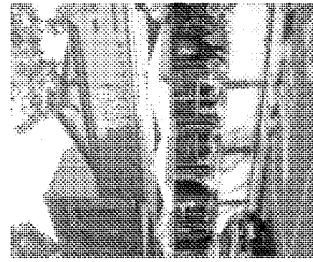
Recommendations for Murray Street East are illustrated on the following pages.



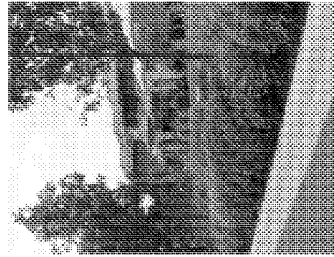
Integration of planting and pedestrian crossing



Successful use of shade tree in central reservation



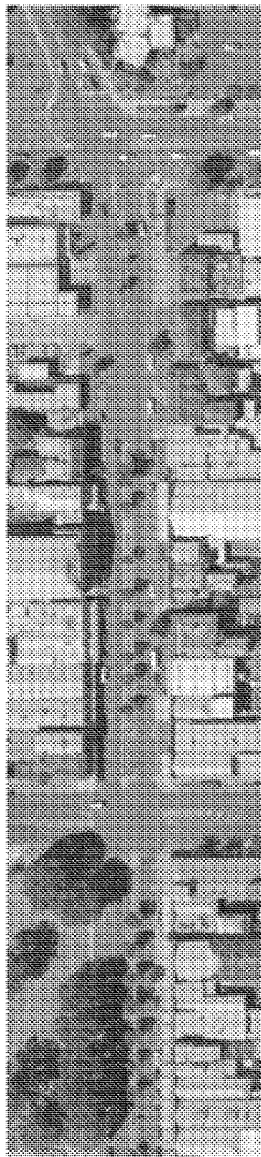
Successful use of street for outside trading



Grasses and low shrubs adjacent to the roadway

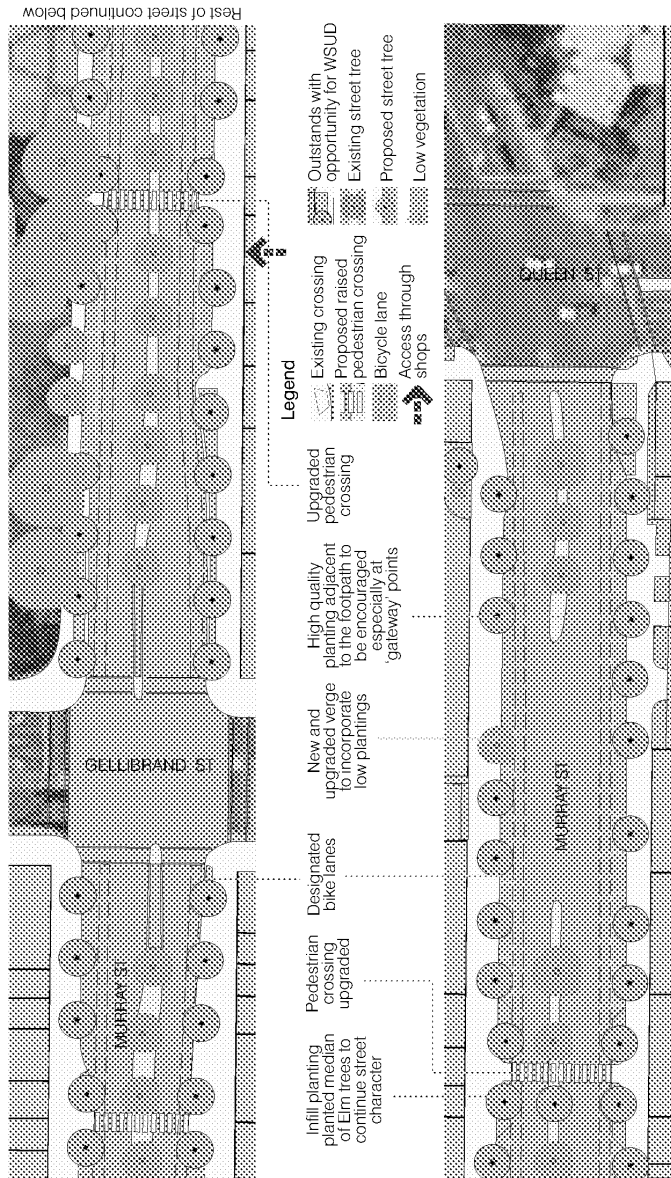


Opportunities for WSUD in kerb outstands



QUEEN ST

HESSE ST



Car parking numbers and locations to be determined at detailed design stage.

RECOMMENDATIONS

Objectives

To enhance the amenity, character and activity of Murray Street East.

buildings and encourage verandahs on new buildings.

3.4.5 Remove the centre median chain.

Refer to the Implementation Plan for further details.

To enhance pedestrian safety and amenity.

To improve pedestrian connections into Memorial Square.

To encourage kerb side activity within footpaths while ensuring a clear passage for pedestrians.

Strategies & Actions

3.4.1 Develop and implement a detailed design concepts for streetscape and public realm upgrades to Murray Street East that includes:

- Improved planting along the road edges within kerb outstands and water sensitive urban design garden beds
- Improved pavement and pedestrian amenities such as seats, bins and bicycle hoops
- Reconfiguration of the roadspace to create bicycle lanes
- Construction of mid-block pedestrian crossings
- Improvement to street lighting

3.4.2 Develop an Outdoor Dining Policy that examines the appropriateness of placing permanent screen structures around outdoor cafe seating

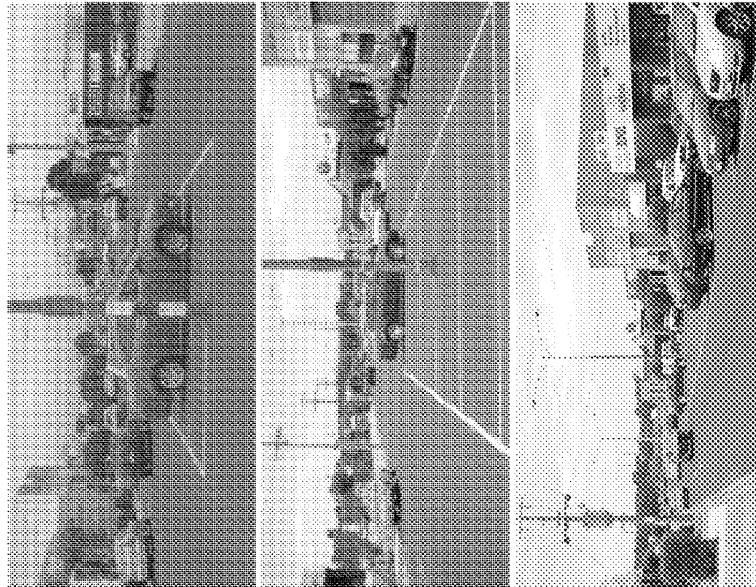
3.4.3 Uplight significant trees and buildings.

3.4.4 Encourage the reinstatement of verandahs on older

3.5 Bromfield Street

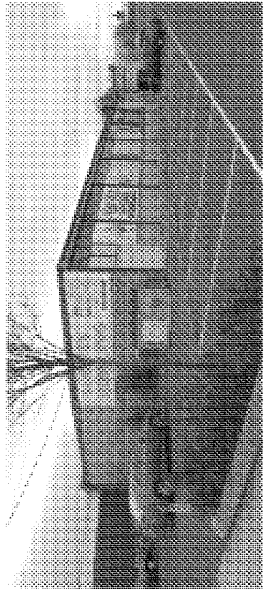
Bromfield Street is emerging as Colac's large floorplate retail heart, with various large format retailers and two supermarkets providing anchors at either end of the street.

Currently, Bromfield Street is dominated by cars and parking, with limited consideration for pedestrians or landscaping, and suffers a poor urban amenity as a result (see photos **below** and **right**).



Existing Bromfield Streetscape

plani sphere © 2012



A new building in front of the bowling alley would help infill and reinforce the Bromfield St frontage

VEHICLE ACCESS

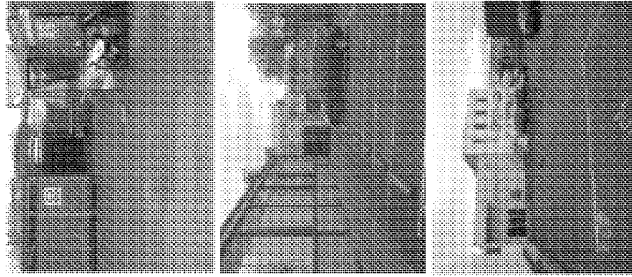
The need to provide vehicular access to the large supermarkets and their car parks means that Bromfield Street will continue to serve a function of accommodating circulating vehicles. Although it will not be able to accommodate the high levels of pedestrian amenity and streetscape activity of Murray and Gellibrand Streets, streetscape improvements are recommended to enhance the appearance and safety of the street.

STREETSCAPE IMPROVEMENTS

The vehicle dominated appearance of Bromfield Street can be improved by introducing a substantial amount of new planting, bicycle lanes and pedestrian crossings.

Similar to Murray Street West, trees should be installed in a new central median (where no central parking currently exists) to develop avenue planting along Bromfield Street. The central parking bays between Gellibrand and Hesse Street will be retained with large trees planted at regular intervals between the bays.

Planting is also proposed within private car parking areas (see photos **top right** of existing car parks) which will require discussions and



Opportunities exist to improve private car parks fronting Bromfield St

negotiations with the owners. The new planting is intended to provide shade and improve the appearance of the area.

The footpaths should be widened, kerbs extended and small 'pause places' created with planting beds and street furniture. To improve pedestrian links, new mid-block crossings are also proposed. As streetscape improvements are progressively implemented, the opportunity should be taken to relocate powerlines underground.

The central median car parking could be extended to Queen Street if additional parking is required in the future. Design of this parking should provide for adequate landscaping, including regular planting of large scale canopy trees, as well as good pedestrian access and amenity.

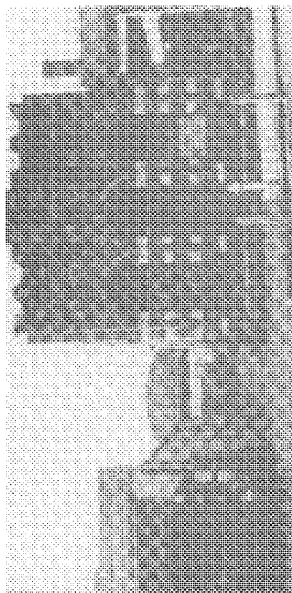
BUILT FORM & PEDESTRIAN LINKS

On the northern side of Bromfield Street, buildings should be designed to create a more pedestrian focussed streetscape. Vacant or underused sites should be improved and redeveloped, where possible, to create a more consistent and active frontage to the street. This includes the rear of sites fronting Murray Street, such as the bowling alley and Dimmeys.

Existing through-block pedestrian links to Murray Street should be improved or additional links created in new development opportunities. In a similar manner to Johnstones Lane, these links can significantly add to the amenity and character of the area.

CONCEPT PLAN

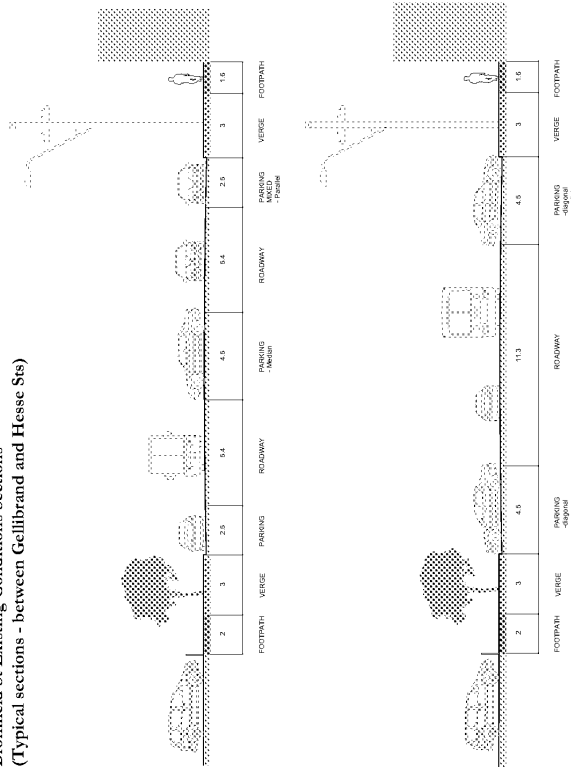
Recommendations for Bromfield are illustrated on the concept plan, sections and photos of similar treatments in other places on pages 106 and 107.



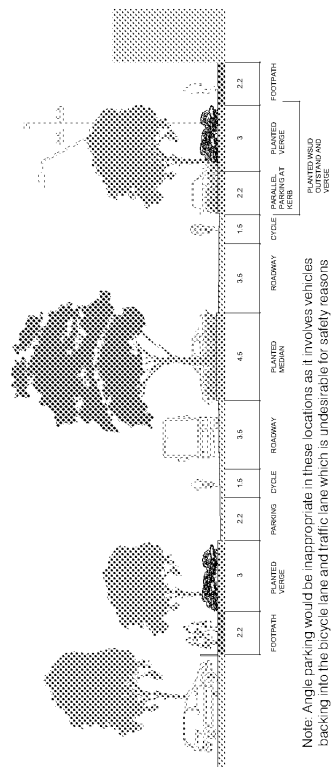
J G Jonestone's Office, Murray St, showing safetyyards to rear

BROMFIELD STREET CONCEPT PLAN SECTION

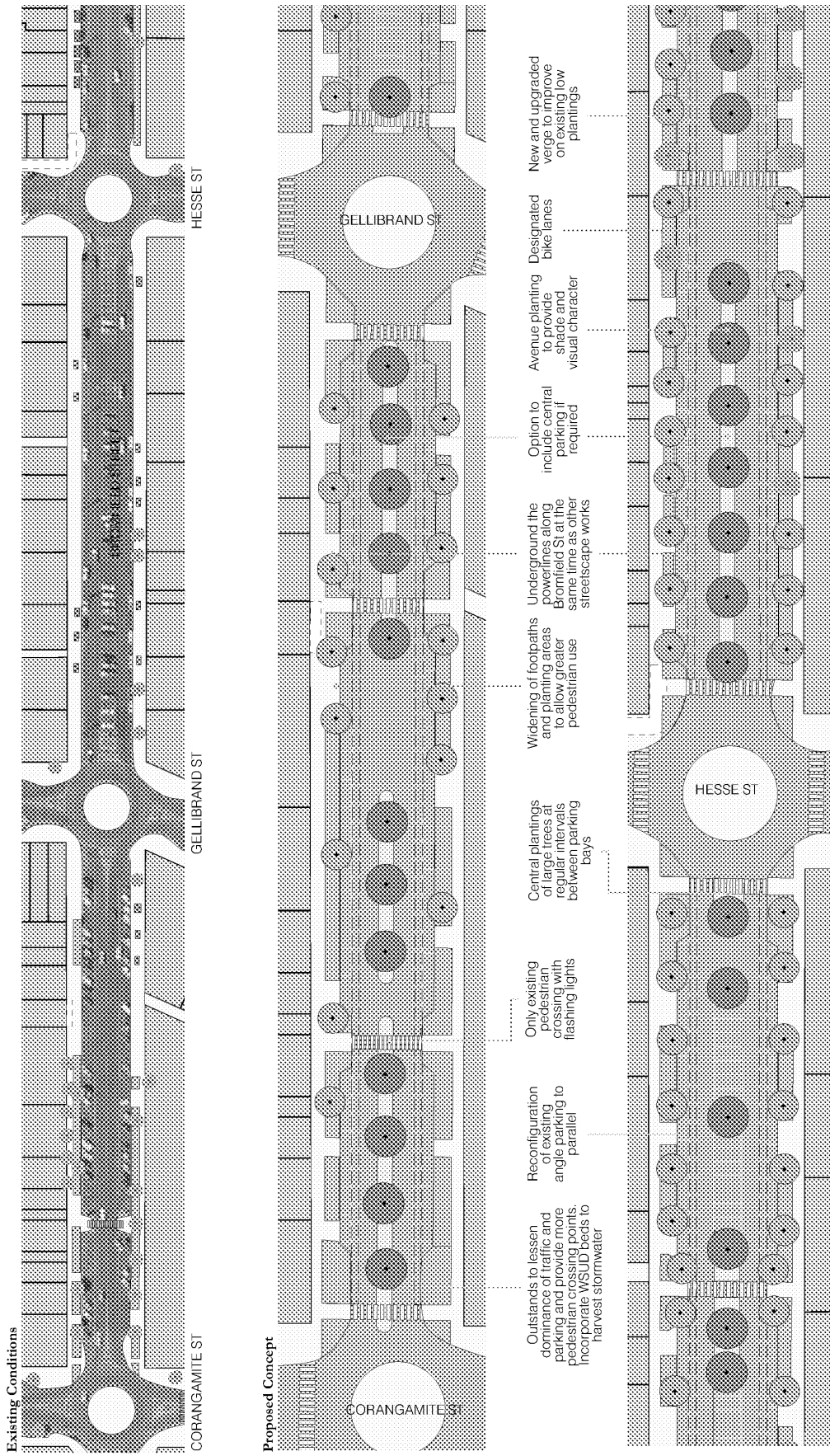
Bromfield St Existing Conditions Sections
(Typical sections - between Gellibrand and Hesse Sts)



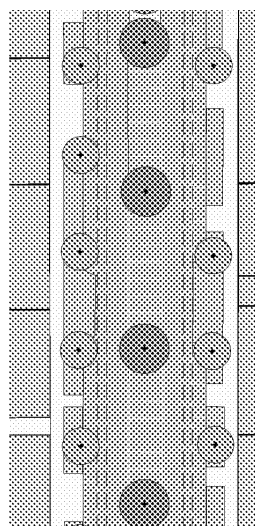
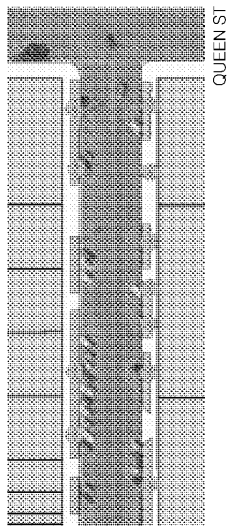
Bromfield St Proposed Concept Plan Section



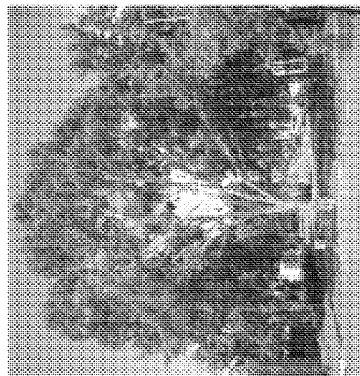
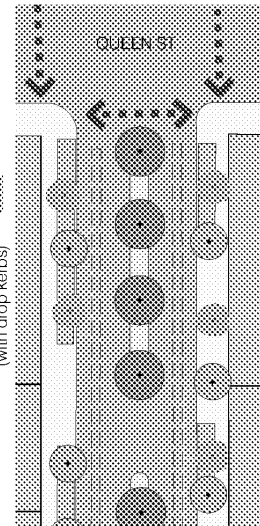
BROMFIELD STREET CONCEPT MAP



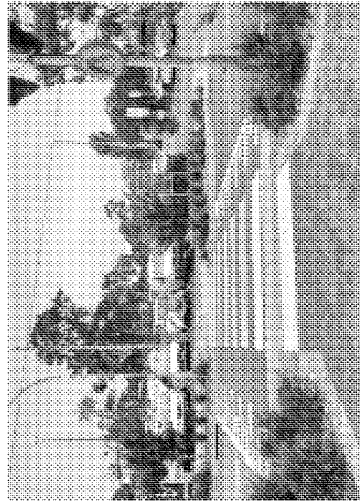
Note: These concept maps shows an indicative layout and should not be used as construction drawings



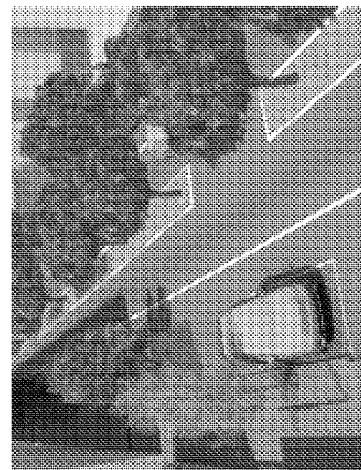
- Legend**
- Existing crossing
 - Existing zebra
 - Proposed zebra
 - Proposed crossing
 - Bicycle lane
 - Existing pedestrian movement point (with drop kerbs)
 - Outstands with opportunity for WSUD
 - Large street tree
 - Small street tree
 - Low vegetation



Large shade giving tree in a central reservation



Successful integration of planting and raised pedestrian crossing in Bayswater



Planting within the central median strip and the roadside areas

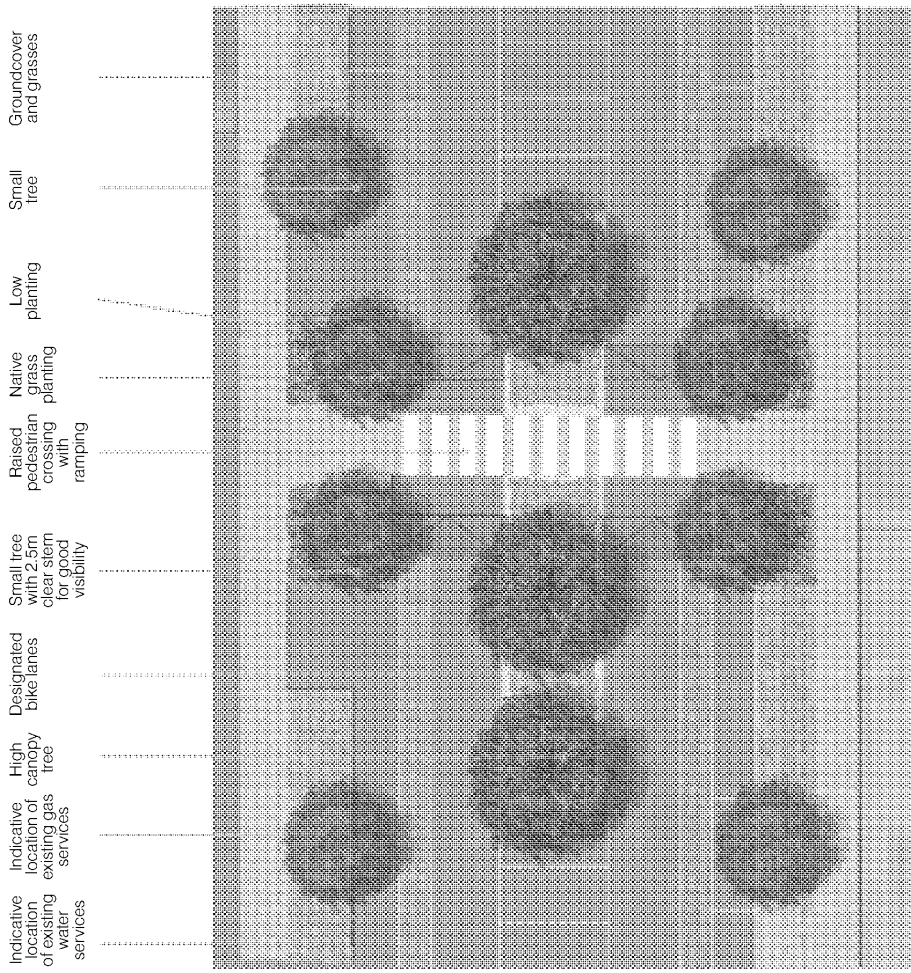


Trees within parking areas provide shade and interest



Grasses and low shrubs within the road reservation

TYPICAL PEDESTRIAN CROSSING CONCEPT



Typical detail of proposed pedestrian crossing, plantings and road layout

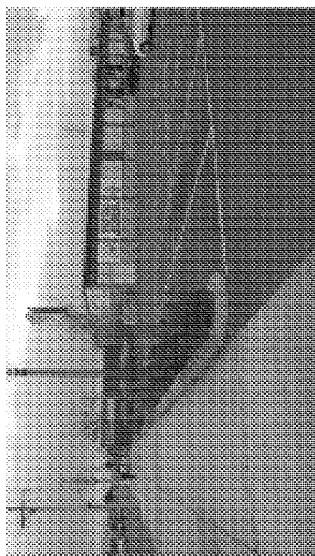
BROMFIELD ST TO MURRAY ST BLOCK CONCEPT MAP



Legend

1. Potential new buildings to infill corner sites. Build to street edges with ground floor active use.
2. Potential new buildings to infill street frontage along Bromfield Street. Potential for 2 or 3 storey buildings with "green" terraces to engage with views to Memorial Square and surrounding landscape.
3. Encouraging improvement and redevelopment of back entries such as the Bowling Alley and Dimmteys.
4. New mid-block crossing to encourage pedestrian movement through the block.
5. Encourage existing businesses to improve back entrances and carpark frontages.
6. Encourage use and development of existing arcades and through routes.
7. Demarcation of carpark edges to create a back entry "address" and a pedestrian priority zone.
8. New planting and road allocations as per streetscape details.
9. New planting along carparks to infill street frontage and create pedestrian amenity.
10. New planting in carparks to improve visual character and pedestrian amenity.
11. Promote access through blocks to large scale commercial and retail attractors such as Aldi.

BROMFIELD STREET PHOTOMONTAGE



Before



After

Looking west along Bromfield St: Potential buildings to infill prominent corner frontages activating street and car park, encourage pedestrian filtering from Murray St, upper level views interact with Memorial Square trees

| | |
|--|--|
| <p>RECOMMENDATIONS</p> <p>Objectives</p> <p>To improve the visual character and pedestrian amenity of Bromfield Street.</p> <p>To introduce a strong planting theme to the streetscape.</p> <p>To improve the appearance and amenity of car parks.</p> <p>Strategies & Actions</p> <p>3.5.1 Develop and implement detailed design concepts for streetscape and public realm upgrades to Bromfield Street that includes:</p> <ul style="list-style-type: none"> • Creation of a new central median with street tree planting. • Improved planting along the road edges with kerb outstands and water sensitive urban design garden beds. • Improved pavement and pedestrian amenities such as seats, bins and bicycle hoops. • Reconfiguration of the roadspace to introduce parallel parking and create bicycle lanes. • Construction of mid-block pedestrian crossings. • Improvement to existing roundabouts. • Improvement to street lighting. • Undergrounding of powerlines. <p>3.5.2 Improve planting within the Council-owned car park.</p> <p>3.5.3 Encourage building owners to create or improve pedestrian thoroughfares between Murray and Bromfield Streets.</p> | <p>3.5.4 Encourage buildings to provide an active frontage to the streetscape and car parks. Buildings fronting Murray Street should also provide an active frontage to Bromfield Street.</p> <p>3.5.5 Encourage new development on vacant or underused sites to contribute to the appearance, amenity and activity of Bromfield Street.</p> <p>3.5.6 Consider central median car parking extended to Queen Street, if additional parking required in the future, and ensure that design of this parking includes regular planting of large scale canopy trees.</p> <p>Refer to the Implementation Plan for further details.</p> |
|--|--|

3.6 COPACC & Station Precinct

The COPACC and Railway Station Precinct serves an important role within the CBD as a civic, cultural, entertainment and transport node. There is significant potential for all of these roles to be expanded in the future.

CIVIC, CULTURAL & COMMUNITY ROLE

Community feedback shows strong support for a range of community facilities that could be developed in the precinct.

The civic and cultural role of the precinct could be enhanced by extending the existing COPACC facilities. This could include additional or larger performance spaces, conference facilities or an art gallery. Urban plaza spaces could be developed for informal gatherings or civic events. The precinct also provides an opportunity to display new public art within the CBD.

Other possibilities include activities specifically designed for children and youth such as play areas. There is also potential for additional retail and cafes in the precinct.

An expanded role for the area should be accompanied by upgraded facilities including toilets, improved public spaces and seating, secure bicycle parking and improved lighting.

TRANSPORT INTERCHANGE

Potential exists to reactivate the station precinct as a key transport interchange. As the population and roles of Geelong, Colac and Warrambool continue to evolve, rail and coach services will increase into the future and upgraded facilities will be required.

Rail and coach commuter patronage could be supported with a formalised park and ride facility, drop off and drive through lanes at the station entry and an expanded bus terminal.

Passenger services such as cafes, small retail outlets and improved waiting areas are also required.

The heritage features of the station building should be enhanced and improved. As a part of the station's setting, a redesigned forecourt area would provide improved passenger and visitor amenity and greatly enhance the appearance of the area. This also includes the historic turntable which could become a feature.

Vacant and unused VicTrack land along both sides of the railway could be better used. Notably, the appearance of the rail storage shed opposite the platform could be improved and landscaping provided to buffer views of the railway line.

STREETSCAPE & BUILDINGS

The streetscape amenity of the precinct could be enhanced through redevelopment of underused or vacant sites, landscaping and other public realm upgrades.

As part of access improvements, different pavement treatments could be used to slow traffic movement around key pedestrian routes. This is already proposed as part of the proposed shared zones in Section 2.3 along Gellibrand Street to the station on the north side.

There are a number of other ways that buildings could be improved or established to benefit the precinct. Development could be encouraged on the site to the north of the turntable to overlook the station plaza. The former library frontage could be redesigned to offer more activity to the street. Along the north side of Produce Lane, adjacent to the railway line and station, there is potential for either new freight functions or future medium density housing.

RAILWAY STREET

Council has recently purchased the former hardware and timber site on the southern side of Railway Street adjacent to the railway line. Potential exists to close the adjacent section of Railway Street, which directly abuts the Council car park of COPACC.

Together this forms a strategically important site that could be redeveloped for a range of functions. This could include residential, community or commercial uses, expanded civic and cultural facilities, or additional long term car parking adjacent to the railway station.

If the former hardware store building is retained, its south-facing facade should be improved through painting or graphic treatment to enhance the southern entrance to Colac.

ACCESS, MOVEMENT & CAR PARKING

A review of traffic management and car parking in the precinct should be undertaken. This will determine current requirements for access or parking and assess the impacts of the closure of Railway Street, should this option be under consideration.

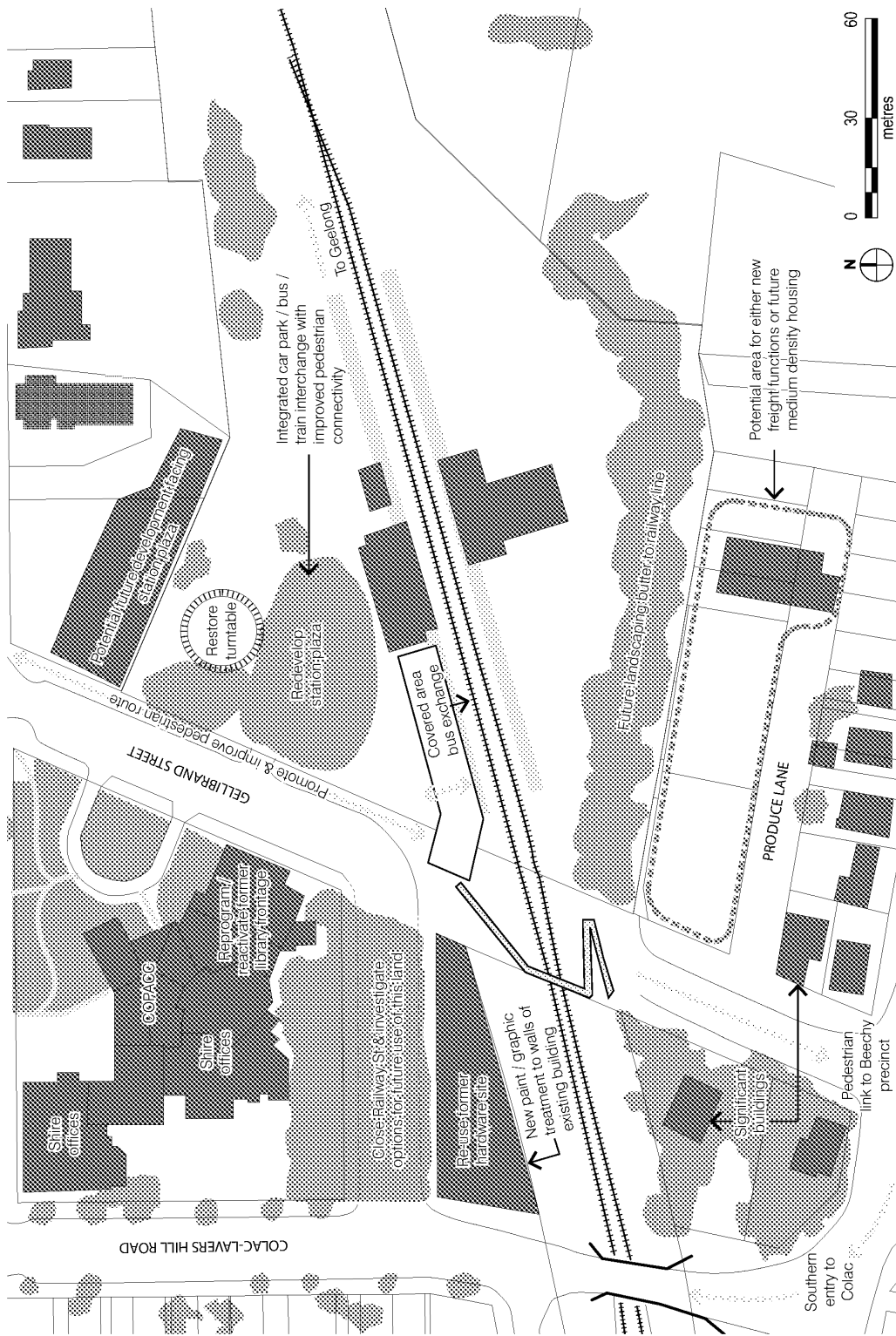
Pedestrian links from the station to the CBD and adjoining residential areas should also be strengthened. The extension of the shared traffic space south along Gellibrand Street from Memorial Square will also assist connection to the CBD.

With the station located on Colac's bicycle trail network, improved facilities for cyclists should be provided, such as secure bike storage or drinking fountains. Additional information and directional signage to assist pedestrians or cyclists is required, e.g. to the CBD, COPACC or the Old Beechy Rail Trail.

CONCEPT PLAN

Recommendations for the COPACC and station precinct are illustrated on the following page.

COPACC & STATION PRECINCT RECOMMENDATIONS MAP



RECOMMENDATIONS

Objectives

To expand the precinct as a focus for civic and cultural activity.

To increase activity toward the southern edge of the CBD.

To improve the setting of the historic railway buildings and infrastructure.

To enhance the role of the precinct as a public transport and freight interchange.

To upgrade the forecourt of the railway station.

To improve pedestrian linkages to the north along Gellibrand Street.

Strategies & Actions

3.6.1 Develop and implement detailed design concepts to upgrade the station's forecourt. This should include:

- New paving and planting in the forecourt
- Improved pedestrian connectivity
- Improved car parking layout
- Improved bus interchange.

3.6.2 Restore the historic turntable as a feature of the station forecourt.

3.6.3 Investigate options for future development or upgrading of existing buildings that could help to activate the precinct and better integrate these buildings with the streetscape:

- The former library on Gellibrand Street.

- The former hardware site at the corner of Railway Street and Colac-Lavers Hill Road, which could be used for housing, community or commercial use or as a car park.

- The site at the corner of Gellibrand and Rae Streets, which could include a future development facing onto the station plaza.

- The site south of the station for either new freight functions or future medium density housing near the rail link.

3.6.4 Investigate the potential to close railway street and reallocate land for other future uses such as public open space, extension of COPACC or long term car parking.

3.6.5 Establish a landscaping buffer on the south of the railway line with new canopy trees, shrubs and low planting.

3.6.6 Promote and improve the pedestrian links to the CBD and the Beechy precinct.

3.6.7 Apply new paint / graphic treatment to the walls of the existing building at the corner of Railway Street and Colac-Lavers Hill Road.

Refer to the Implementation Plan for further details.



Next Steps

Adoption of the report

The Final Plan was adopted by Council in May, 2012 and will be used to guide future decisions. It will be used to:

- Support applications for State and Commonwealth Government grants.
- Amend the *Colac Otway Planning Scheme* to implement the vision and guide future development of public and private land.
- Prepare detailed designs for priority capital works budgets.
- Guide the development of the Council Plan, Capital Works Plan and departmental business plans.
- Facilitate discussions with landowners about initiatives that affect private land.
- Guide decisions about streetscape improvements and tree planting.
- Encourage new businesses to invest in Colac and make a positive contribution to the life and vitality of the CBD.
- Work with the Colac community, service clubs and businesses, to identify projects that support the vision of Colac as the 'Boranic Garden City'.
- Pursue initiatives that are the responsibility of other levels of Government or utility providers, e.g. improvements within road reserves controlled by VicRoads.

The projects outlined in this report represent a significant investment in the heart of Colac. Implementation will be dependent on the identification of appropriate funding sources and further consultation with any affected property owners.

Part 2 of the Project

The final stage of the Project will involve the development of detailed engineering drawings suitable for tendering for construction of infrastructure works which will be followed by the capital works themselves. It will also involve a Planning Scheme Amendment.

Acknowledgements

This project is being undertaken by a study team lead by Planisphere with contributions from Colac Otway Shire Council officers. The sub-consultant team is Aspect Studios, UrbanTrans and NMBW Architects, with additional input from Parsons Brinkerhoff, Aquenta and Surf Coast Surveying and Drafting.

The assistance provided by Council, community and members of the Project Steering Committee and Reference Group is gratefully acknowledged; as are the many contributions of the sub-consultants who have actively participated in each stage of the project.

STUDY TEAM

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 Helen Knight, Associate | Project Manager/ Report Author
 Chantal Lenthall, Strategic Planner | Sub-Author/ Mapping/ Graphics
 Kate Pleban, Senior Urban Designer | Survey/ Mapping
 Isobel Maginn, Urban Designer/ Planner | Survey/ Mapping/ Graphics

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Kirsten Bauer, Studio Director | Streetscape & Landscape Design
 Erwin Taal, Associate | Streetscape & Landscape Design
 Sophie Barnsley, Landscape Architect | Streetscape & Landscape Design

UrbanTrans

Stephen Pelosi, Senior Traffic Engineer | Transport, Traffic & Parking
 José Mantilla, Traffic Engineer | Transport, Traffic & Parking

NMBW Architecture Studio

Nigel Bertram, Director | Built Form & Architecture
 Laura Harper, Architect | Built Form & Architecture

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 Greg Fletcher, Manager Health & Community Services | Colac Otway Shire
 Brendan Grace | VicRoads Representative
 Mark Gregory | DPCD representative
 Louise Dahlenburg | RDV representative

HISTORICAL MATERIAL

Historical photos were used from the following sources:
 State Library of Victoria
 'Colac & District Historical Society photo files
Colac: A Short History from 1837, Colac & District Historical Society (1995)

COMMUNITY REFERENCE GROUP

Jacqui Campbell | Paul Durr
 Frank Delorenzo | Richard Riordan
 Rene Remmerswaal | Glenn McVilly
 Cliff McAlicee | Kary Bright
 Anthony McDonald | Alisha Bergman
 Henry Bongers | Geoff Iles

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Planning and Environment Act 1987

COLAC OTWAY PLANNING SCHEME

AMENDMENT C65

EXPLANATORY REPORT

Who is the planning authority?

This amendment has been prepared by the Colac Otway Shire Council, which is the planning authority for this amendment.

Land affected by the amendment

The amendment applies to land:

- bound by Cawood Street, Great Ocean Road, Murray Street and McLachlan Street in Apollo Bay;
- covered by Schedule 7 to the Design and Development Overlay 7 (DDO7);
- on Lot 2 on Plan of Subdivision 536607, 490 Princes Highway, Colac West;
- on Lot 1 on Plan of Subdivision 536607, 494-498 Princes Highway, Colac West; and
- on Lot 1 on Title Plan 218328, 10 Flaxmill Road, Colac East.

What the amendment does

The amendment:

- removes DDO7 from land bound by Cawood Street, Great Ocean Road, Murray Street and McLachlan Street in Apollo Bay.
- applies Schedule 6 to the Design and Development Overlay (DDO6) to land bound by Cawood Street, Great Ocean Road, Murray Street and McLachlan Street in Apollo Bay.
- amends the Apollo Bay, Marengo & Skenes Creek Framework Plan in Clause 21.03-3 to reflect Council's strategy to encourage medium density development within the area bound by Cawood Street, Great Ocean Road, Murray Street and McLachlan Street in Apollo Bay.
- amends the wording in Clause 43.02 Schedule 7 to the Design and Development Overlay.
- rezones land at 490 Princes Highway, Colac West from the Farming Zone to the Rural Activity Zone.
- rezones land at 494-498 Princes Highway, Colac West from the Farming Zone to the Rural Activity Zone.
- introduces the Environmental Audit Overlay to the Colac Otway Planning Scheme and applies the Environmental Audit Overlay to land at 494-498 Princes Highway, Colac West.
- rezones land at 10 Flaxmill Road, Colac East from the Farming Zone to the Rural Activity.
- amends the Schedule to the Rural Activity Zone.
- makes minor corrections to the wording of Clause 43.05-2 (Neighbourhood Character Overlay).
- makes a minor correction to the wording of the Schedule to Clause 43.01 (Heritage Overlay).

Strategic assessment of the amendment

- **Why is the amendment required?**

The amendment is required to implement select recommendations from:

- the Colac Otway C55 Panel Report; and
- an internal review which has identified a number of technical amendments to be made to DDO7 and minor corrections to be made to Clause 43.05-2 and Clause 43.01.

Specifically, the removal of the DDO7 and application of the DDO6 to the area bound by Cawood Street, Great Ocean Road, Murray Street and McLachlan Street in Apollo Bay is required in order to recognise the existing pattern of medium-density development in that area and to facilitate further medium-density development in that precinct. This outcome was recommended by the C55 Amendment Panel following consideration of multiple submissions which identified the precinct as predominantly made up of medium density development.

Amending the Apollo Bay, Marengo & Skenes Creek Framework Plan in Council's Local Planning Policy is required to reflect Council's strategy to encourage medium density development within the area bound by Cawood Street, Great Ocean Road, Murray Street and McLachlan Street in Apollo Bay.

The DDO7 currently contains a broad list of exemptions from the minimum lot size provisions in Clause 43.02 – Schedule 7 under the section heading 'Subdivision', sub-heading 'Exemptions'. These exemptions are having the undesired effect of diluting the purpose of the DDO7, which is to limit the scale and density of development so as to facilitate more spacious forms of development in line with the precinct's neighbourhood character as identified in Precinct Brochures 1, 2, 4 and 8 of the Apollo Bay and Marengo Neighbourhood Character Study Review & the Apollo Bay Structure Plan. This has led to a high degree of ambiguity within the provisions of the Overlay which has resulted in decisions being challenged by applicants and as a consequence Council decisions have been overturned by VCAT. As a result, the outcomes of planning applications have not achieved the low density settlement pattern that DDO7 is designed to achieve. Changes to the DDO7 are required to clearly demonstrate the preferred outcomes of the DDO7 and to create a more defensible and workable planning instrument to achieve the recommendations of the Apollo Bay and Marengo Neighbourhood Character Study Review and Apollo Bay Structure Plan.

The current use of 490 Princes Highway, Colac West as a caravan park is a non-conforming use in the Farming Zone and, while it has existing use rights, it should have the benefit of being in a zone that reflects its current use and provides flexibility for the future use of the site. Rezoning of 490 Princes Highway, Colac West is required as the application of the Farming Zone is inappropriate for the purposes of a caravan park.

Proof of continuous use was established for 494-498 Princes Highway, Colac West as a 'Service Station' and 'Motor Repairs' prior to November 2007 and August 2008, respectively, when these uses ceased. Rezoning of the site from the Farming Zone to the Rural Activity Zone is required to enable it's orderly development given that the time frame for 'existing use rights' has since lapsed and the existing zone prohibits any reasonable use of the land for commercial operations.

An Environmental Audit Overlay is required to ensure potentially contaminated land at 494-498 Princes Highway, Colac West is suitable for a sensitive land use which could be adversely affected by contamination.

The property at 10 Flaxmill Road, Colac East was purchased by the current landholders (Uniting Church of Australia) in November of 2006. Prior to purchase the land was used as a rural living lifestyle block. This use continued in the form of a church house/manse and, in addition, parish activities (prayer ministry, meetings and worship services) were conducted on-site. Shortly after purchase, the landholders were advised that a planning permit would be required if the landholders were to continue to use the property for church activities which, in planning terms, was essentially a 'Place of assembly'. No

planning permit application was received for the use of the site as a 'Place of assembly' prior to 2009 when Amendment C55 rezoned the site from the Industrial 1 Zone to the Farming Zone. The Panel to the C55 Amendment received a submission from the Uniting Church of Australia which opposed the inclusion of the land in the Farming Zone on the basis that it was inconsistent with the VPP Practice Note 'Applying the rural zones', which guides the application of the Farming Zone. The submission sought the retention of the Industrial 1 Zone or that the land be rezoned to the Rural Activity Zone or Rural Living Zone. The Panel supported the proposal and recommended that the issue be addressed in a future amendment. Council considers that the application of the Farming Zone unreasonably constrains the future use of the subject site. In addition to the above, it is considered appropriate to rezone the property from the Farming Zone to the Rural Activity Zone given that:

- the Uniting Church site is clearly part of the rural area immediately outside of the town boundaries;
- adjoins an existing Rural Activity Zone; and
- the use serves a community need in Colac.

The Rural Activity Zone will provide uses and development which are compatible with agriculture and the environmental and landscape characteristics of the area as well as ensure that use and development does not adversely affect surrounding land uses. Under the Rural Activity Zone, the future use and development of the land as a 'Place of Assembly' would be subject to further planning permit applications and would be required to demonstrate that it will not have an adverse impact on the amenity of nearby land owners.

Changes to the Schedule to the Rural Activity Zone are required to reflect the desired and preferred mix of land uses within the area to be rezoned at 494-498 & 490 Princes Hwy, Colac West. These changes are aimed at promoting effective land management practices and tourism and recreation infrastructure provision.

Clause 43.05s2 – Schedule 1 currently makes incorrect references to Clause 21.04-13 (Skenes Creek), 21.04-14 (Kennett River) and 21.04-15 (Wye River and Separation Creek). These changes are required in order to correctly identify Clause 21.03 as the correct location within the Planning Scheme for the neighbourhood character statements for Skenes Creek, Kennett River, Wye River and Separation Creek.

The Schedule to Clause 43.01 makes an erroneous reference to Clause 43.01-4 under: "Outbuildings or fences which are not exempt under Clause 43.01-4". The changes are required to identify Clause 43.01-3 as the correct Clause to which this section should refer.

• **How does the amendment implement the objectives of planning in Victoria?**

The amendment is in accordance with the objectives of planning as set out in Section 4(1) of the *Planning and Environment Act 1987*. Specifically, the amendment fulfils:

- objective 4(a) set out in the *Planning and Environment Act 1987*, "to provide for the fair, orderly, economic and sustainable use, and development of land" by:
 - applying the DDO6 to allow a higher density of development than is afforded by the current planning controls, thereby reflecting the emerging pattern and demand for development and promoting the consolidation and sustainable use of existing residentially zoned land by facilitating medium density infill in appropriate areas within Apollo Bay.
 - making changes to the DDO7 to reflect the density and design objectives of the Apollo Bay Structure Plan and Apollo Bay and Marengo Neighbourhood Character Study Review.
 - rezoning 494-498 Princes Highway, Colac West to enable commercial operations to recommence on the site.

- rezoning 10 Flaxmill Road, Colac East to enable use of the site as a 'Place of assembly' for which it was originally purchased, but for which it cannot currently operate for more than 10 days in a calendar year subject to a planning permit.
 - objective 4(c) set out in *Planning and Environment Act 1987*, "to secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria" by:
 - rezoning 490 Princes Highway, Colac West and encouraging the development of tourism facilities that will provide greater opportunities for visitation to Colac and to the broader region.
 - introducing the Environmental Audit Overlay and applying it to potentially contaminated land.
 - objective 4(f) to facilitate development in accordance with the objectives set out in the points above.
- **How does the amendment address the environmental effects and any relevant social and economic effects?**

The amendment aims to enhance the social and economic elements of the Colac and the Apollo Bay townships.

The economic and social effects of the amendment include:

- consolidating residential development on existing vacant residentially zoned land in close proximity to the Apollo Bay town centre at densities that will encourage more liveable outcomes through increased accessibility to commercial and civic services in Apollo Bay.
- providing greater flexibility and variety of dwelling types and densities and potentially greater housing choice in Apollo Bay.
- facilitating development of a caravan park at the western entry to Colac as it provides accommodation for people working in Colac and for tourists and visitors to the town.
- overall improvement to the appearance of the western entrance to Colac.

The application of the Rural Activity Zone to 10 Flaxmill Road, Colac East will allow some uses on the site which are currently restricted by the conditions in the Farming Zone. Of particular relevance to the current owners (Uniting Church of Australia) is the use of the site as a 'Place of Assembly'. Based on previously held events at the site, there may be social and economic benefits for the use of the facility as a conference centre and for community services such as playgroups, youth services and some educational programming. The future use and development of the land will be subject to further planning permit applications and will be required to demonstrate that it will not have an adverse impact on the amenity of nearby land owners.

There will be fewer restrictions to the development of land at 494-498 Princes Highway, Colac West within the uses permitted by the Rural Activity Zone. However, due to the former use of the site as a 'Service Station' the land should be identified as potentially contaminated through the application of the Environmental Audit Overlay. The application of the Environmental Audit Overlay will require an assessment of the site's level of contamination before a decision is made about the future use or development of the subject site and will allow Council to consider whether further information or advice from an expert should be sought to assist in determining what level of assessment is required.

- **Does the amendment address relevant bushfire risk?**

The amendment does not impact on bushfire risk matters.

- **Does the amendment comply with the requirements of any Minister's Direction applicable to the amendment?**

The amendment is consistent with the Ministerial Direction on the Form and Content of Planning Schemes under section 7(5) of the *Planning & Environment Act 1987*, and Ministerial Direction No. 11 on the Strategic Assessment of Amendments under Section 12(2) of the *Planning & Environment Act*.

Land subject to an Environmental Audit Overlay envisaged by this amendment will require an audit Statement or Certificate of Environmental Audit in accordance with the *Environmental Protection Act 1970* and is affected by Ministerial Direction No. 1. The Direction aims to ensure “...that potentially contaminated land is suitable for a use which is to be allowed under an amendment to a planning scheme and which could be significantly adversely affected by any contamination”. The application of the Environmental Audit Overlay will also allow Council to be satisfied that issues surrounding any contamination of the property can be addressed if and when required. Due to the property’s previous use as a ‘Service Station’, the addition of the Environmental Audit Overlay to the property is appropriate.

• **How does the amendment support or implement the State Planning Policy Framework?**

The amendment is consistent with the State Planning Policy Framework. In particular, the amendment is supportive of the following clauses of the State Planning Policy Framework:

- 13.03-1 Use of contaminated and potentially contaminated land

Subclause 13.03-1 seeks to “ensure that potentially contaminated land is suitable for its intended future use and development, and that contaminated land is used safely”, and to “require applicants to provide adequate information on the potential for contamination to have adverse effects on the future land use, where the subject land is known to have been used for industry, mining or the storage of chemicals, gas, wastes or liquid fuel”. The amendment supports this objective and implements the strategy of this subclause through the application of the Environmental Audit Overlay over a site known to have been used as a ‘Service Station’ and for ‘Motor Repairs’.

- 15.01-1 Urban design

Subclause 15.01-1 seeks to “require development to respond to its context in terms of urban character, cultural heritage, natural features, surrounding landscape and climate”. Changes to the DDO7 support this objective by more clearly demonstrating the preferred outcomes and recommendations of the Apollo Bay and Marengo Neighbourhood Character Study Review and the Apollo Bay Structure Plan, which are to ensure development contributes to a ‘low scale’ density of residential development in the outer parts of Apollo Bay.

- 15.01-3 Neighbourhood and subdivision design

Subclause 15.01-3 seeks to create “compact neighbourhoods that have walkable distances between activities and where neighbourhood centres provide access to services and facilities to meet day to day needs”, and to provide “a range of lot sizes to suit a variety of dwelling and household types to meet the needs and aspirations of different groups of people”. The amendment supports this objective and strategy by applying the DDO6 to additional areas in Apollo Bay which will have the effect of decreasing the minimum lot size for subdivision within these areas and potentially allow for a greater range of lot sizes and an increase in the number of dwellings situated within close proximity to Apollo Bay’s central business area and community and health facilities.

- 15.01-5 Cultural identity and neighbourhood character

Subclause 15.01-5 seeks to “recognise and protect cultural identity, neighbourhood character and sense of place”, in order to “ensure development recognises distinctive urban forms and layout and their relationship to landscape and vegetation”. The amendment supports this objective and implements this strategy by enhancing the

ability of the DDO7 to implement the findings of the Apollo Bay & Marengo Neighbourhood Character Study and Apollo Bay Structure Plan which identify the outer parts of Apollo Bay & Marengo as being of a 'low scale' character.

- 16.01-1 Integrated housing

Subclause 16.01- seeks to *"promote a housing market that meets community needs"*, and to *"increase the supply of housing in existing urban areas by facilitating increased housing yield in appropriate locations, including under-utilised urban land"*. The amendment supports this objective and implements this strategy by acting upon submissions that were supported by the C55 Panel and identifying land bound by Cawood Street, Great Ocean Road, McLachlan Street & Pascoe Street in Apollo Bay, much of which is vacant, as an appropriate location to support increases in housing yield.

- 17 Economic Development

Clause 17 requires that *"Planning is to contribute to the economic well-being of communities and the State as a whole by supporting and fostering economic growth and development by providing land, facilitating decisions, and resolving land use conflicts, so that each district may build on its strengths and achieve its economic potential"*. The amendment supports this objective by rezoning land at 490 & 494-498 Princes Highway, Colac West to support the potential expansion of the caravan park and the use of a former service station for small-scale commercial purposes and by applying the Environmental Audit Overlay over the former service station to ensure any sensitive use of the land is assessed and any issues surrounding contamination of the property are addressed.

- 17.03-1 Facilitating Tourism

Subclause 17.03-1 encourages *"tourism development to maximise the employment and long-term economic, social and cultural benefits of developing the State as a competitive domestic and international tourist destination"*. This is to be achieved through the *"development of well designed and sited tourist facilities including integrated resorts, motel accommodation and smaller scale operations such as host farm, bed and breakfast and retail opportunities"*. The amendment directly supports this objective and the strategy through the identification of land where tourism development and other ancillary development should be specifically encouraged.

- 19 Infrastructure

Clause 19 requires that *"Planning is to recognise social needs by providing land for a range of accessible community resources"*. This is to be achieved through identifying land suitable to accommodate a number of community services at 10 Flaxmill Road, Colac East as proposed by the Uniting Church of Australia through a number of submissions to Council including Amendment C55.

- **How does the amendment support or implement the Local Planning Policy Framework?**

The amendment is consistent with the Local Planning Policy Framework, including the Municipal Strategic Statement (MSS) and Local Planning Policies.

In particular, the amendment supports the following clauses of the Local Planning Policy Framework:

- 21.02-2 Land Use Vision

Clause 21.02-2 of Colac Otway Shire's MSS outlines broad strategic objectives relating to the provision of employment, opportunities for economic development and tourism accommodation in Colac as well as outlining key settlement and urban design outcomes for Apollo Bay and Marengo. The proposed amendment seeks to support these objectives by rezoning land at 490 Princes Hwy, Colac West to reflect its current use and to provide flexibility for the future use of the site and by rezoning

land at 494-498 Princes Hwy, Colac West to allow reasonable commercial uses to recommence on the land.

- 21.03 Settlement

Clause 21.03 provides strategies to encourage the provision of a wide range of housing choices for residents, short-term holiday residents and tourists within the Shire as well as promoting infill development of medium density housing within walking distance of the Apollo Bay commercial area. Council has undertaken a review of land bound by Cawood, Great Ocean Road, McLachlan Avenue and Pascoe Street and the area has been identified in the C55 Panel as a suitable location for increased housing density. The area has the potential to create a mix of housing types.

- 21.05-1 Agriculture

Clause 21.05-1 relates to key issues in the provision of tourism-based activities in rural areas and the need to promote and support development which will provide economic and social benefits while not adversely affect farmland of strategic significance. This clause also addresses the application of the Rural Activity Zone to selected areas in the Shire, particularly within areas of moderate to low agricultural capability. The proposed amendment assists these strategies by rezoning land at 490, 494-498 Princes Hwy, Colac West and 10 Flaxmill Road, Colac East to support existing development and the potential development of land which will provide economic and social benefits and will not adversely affect farmland of strategic significance. The proposed amendment also supports these strategies by applying the EAO to 494-498 Princes Hwy, Colac West in order to ensure that potential contamination issues are addressed prior to allowing a sensitive use.

- 21.05-4 Tourism

Clause 21.05-4 outlines key strategies to encourage the development of diverse tourism accommodation facilities and lists objectives to encourage the location of these facilities in areas where there are minimal land use conflicts. The proposed amendment implements these strategies and objectives by reflecting the existing use of a caravan park at 490 Princes Hwy, Colac West and by providing flexibility for the future use of the site for tourism accommodation facilities.

- **Does the amendment make proper use of the Victoria Planning Provisions?**

The amendment makes use of three VPP tools – the RAZ, the DDO and the EAO. These are considered to be the most appropriate tools to guide land use and development to achieve the outcomes as discussed above.

- Rural Activity Zone

An assessment of the zones available under the VPPs revealed that the Rural Activity Zone would be the most appropriate option for the sites to be rezoned through this amendment. The Rural Activity Zone will provide uses and development which are compatible with agriculture and the environmental and landscape characteristics of the area as well as ensure that use and development does not adversely affect surrounding land uses. Changes to the Schedule to the Rural Activity Zone have been prepared with reference to the VPP Practice Note 42 'Applying the rural zones'.

- Design & Development Overlay

To achieve a higher density of residential development that is in line with emerging trends for the land north of Cawood Street, Apollo Bay, it is recommended to apply Schedule 6 to the Design and Development Overlay. This is particularly required in the area given its close proximity to infrastructure, civic services and the Apollo Bay commercial precinct.

- Environmental Audit Overlay

It is appropriate to apply the Environmental Audit Overlay to land at 494-498 Princes Highway, Colac West due to the sites previous use for 'Motor Repairs' and 'Service Station'. The Environmental Audit Overlay will ensure that potential contamination issues are addressed prior to allowing a sensitive use.

This amendment also proposes to amend the Apollo Bay, Marengo & Skenes Creek Framework Plan in Clause 21.03-3 in order to provide further local policy support for the development of medium density housing within the area bound by Cawood Street, Great Ocean Road, McLachlan Street and Pascoe Street in Apollo Bay.

The amendment has also been prepared with reference to the VPP Practice Note 10 'Writing Schedules'.

• How does the amendment address the views of any relevant agency?

The amendment does not affect any relevant agencies.

It is also anticipated that the views of relevant agencies will be submitted to Colac Otway Shire Council during the public exhibition process.

• Does the amendment address relevant requirements of the Transport Integration Act 2010?

The amendment does not impact on transport matters.

Resource and administrative costs

• What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?

It is expected that the amendment will have a limited impact on the resource and administrative costs of the Responsible Authority.

Where you may inspect this Amendment

The amendment will be made available for public inspection, free of charge, during office hours at the following places:

Colac Otway Shire Council
Colac Customer Service Centre
2-6 Rae Street
COLAC VIC 3250

Colac Community Library & Learning Centre
118 Hearn Street
COLAC VIC 3250

Colac Otway Shire Council
Apollo Bay Customer Service Centre
69 Nelson Street
APOLLO BAY VIC 3233

The amendment can also be inspected free of charge at the Department of Planning and Community Development website at www.dpcd.vic.gov.au/planning/publicinspection.

COLAC OTWAY PLANNING SCHEME

21.03 SETTLEMENT

16/02/2012
C58

21.03-1 General

18/06/2009
C55

Overview

- Colac is the major regional centre in the Shire for residential, service and manufacturing industry, retail, office services, recreation and education facilities.
- Apollo Bay is the major coastal urban centre in the Shire. It is experiencing high rates of development for both permanent and short-term (tourist) accommodation. It also provides a range of entertainment and recreational related facilities, including swimming, fishing, golf, cafes and restaurants.
- Colac and the coastal townships are experiencing increased rates of development.
- The management of residential, tourism and infrastructure development pressures, is required, particularly in coastal areas.
- The development of the major towns in the Shire should take place in accordance with the recently completed Structure Plans for Colac and Apollo Bay.
- Smaller coastal settlements occur at Kennett River, Marengo, Separation Creek, Skenes Creek and Wye River, where development is expected to occur within current settlement boundaries due to various environmental constraints to growth.
- Other townships are located at Alvie, Barwon Downs, Beeac, Beech Forest, Birregurra, Coragulac, Cororooke, Cressy, Forrest, Gellibrand, Kawarren, Lavers Hill, Pirron Yallock, Swan Marsh and Warrion.
- The future development of other townships in the Shire should proceed in a manner that contributes to the economic development of these townships, acknowledges and responds to environmental constraints and protects the broader landscapes within which these townships are located.
- Effluent disposal is a major problem in the smaller settlements, particularly in the peak periods with high tourist numbers.
- Rural residential living provides a desirable lifestyle for a number of residents and if appropriately located can reduce land use conflict in farming areas and contribute toward the economic development of small townships.
- There is a need to identify and designate suitable locations for rural living areas which do not take up high quality agricultural land and where an adequate level of services can be provided.
- There is a need to encourage excellence in the design of new development, including the layout of subdivisions and the recognition of cultural heritage.

Objectives

- To facilitate the development of the various settlements in the Shire in accordance with the needs of each local community.
- To facilitate a range of developments in an environmentally sensitive way to provide greater residential choice.
- To provide limited opportunities for rural living development where these do not detract from the key environmental qualities of the region and do not cause land use conflict in farming areas

Strategies

- Ensure that there is sufficient fully serviced residential land to meet the needs of the existing and future population.

COLAC OTWAY PLANNING SCHEME

- Encourage future residential development into existing zoned and serviced areas to avoid an oversupply of residential zoned land and to make the most effective use of infrastructure services.
- Provide opportunities for the provision of a wide range of housing choices for residents, short-term holiday residents and tourists.
- Ensure that development incorporates Environmentally Sustainable Development (ESD) practises.
- Promote a pattern of settlements in the coastal strip that balances between opportunity for growth and retention of environmental and cultural qualities.
- Restrict the expansion of other coastal settlements in accordance with environmental constraints.
- Ensure that development of the Colac and Apollo Bay airfields is not prejudiced by encroaching urban development.

21.03-2

18/06/2009
C65

Colac

Overview

A Structure Plan for Colac was adopted by Council (February 2007) and articulates the preferred development future for this key centre of the municipality and broader region. Key issues to emerge from the Structure Plan include the need for:

- A township boundary to clearly identify the extent of future development and enable the protection of valuable farming land that surrounds the township.
- Consolidation around the town centre and activity nodes taking into account heritage constraints.
- Provision of a secondary commercial node to cater for the growing area of Elliminyt.
- Retention and enhancement of Colac's heritage assets.
- Protection of Lake Colac from inappropriate industrial development.
- Provision of an adequate supply of industrial land consolidated in east Colac.
- An increase in the amount of public open space (both linear and non-linear) and development of policy direction supporting future open space provision for residential development.
- Better integration between Colac and Lake Colac through design features and foreshore development.
- Increased opportunity for recreational linkages between key activity areas including Lake Colac.
- Urban design improvements for the enhancement of the Colac Town Centre and main street.
- Improved traffic management in Colac.
- Strategies to create a precinct to focus community learning through a multi-purpose education, recreation and community precinct.
- There is a need to identify a heavy vehicle by-pass of the Murray Street retail centre.

Objectives

- To manage the growth of Colac consistent with its role as the major urban centre of the Shire.
- To enhance the built and natural environment of Colac.

Strategies

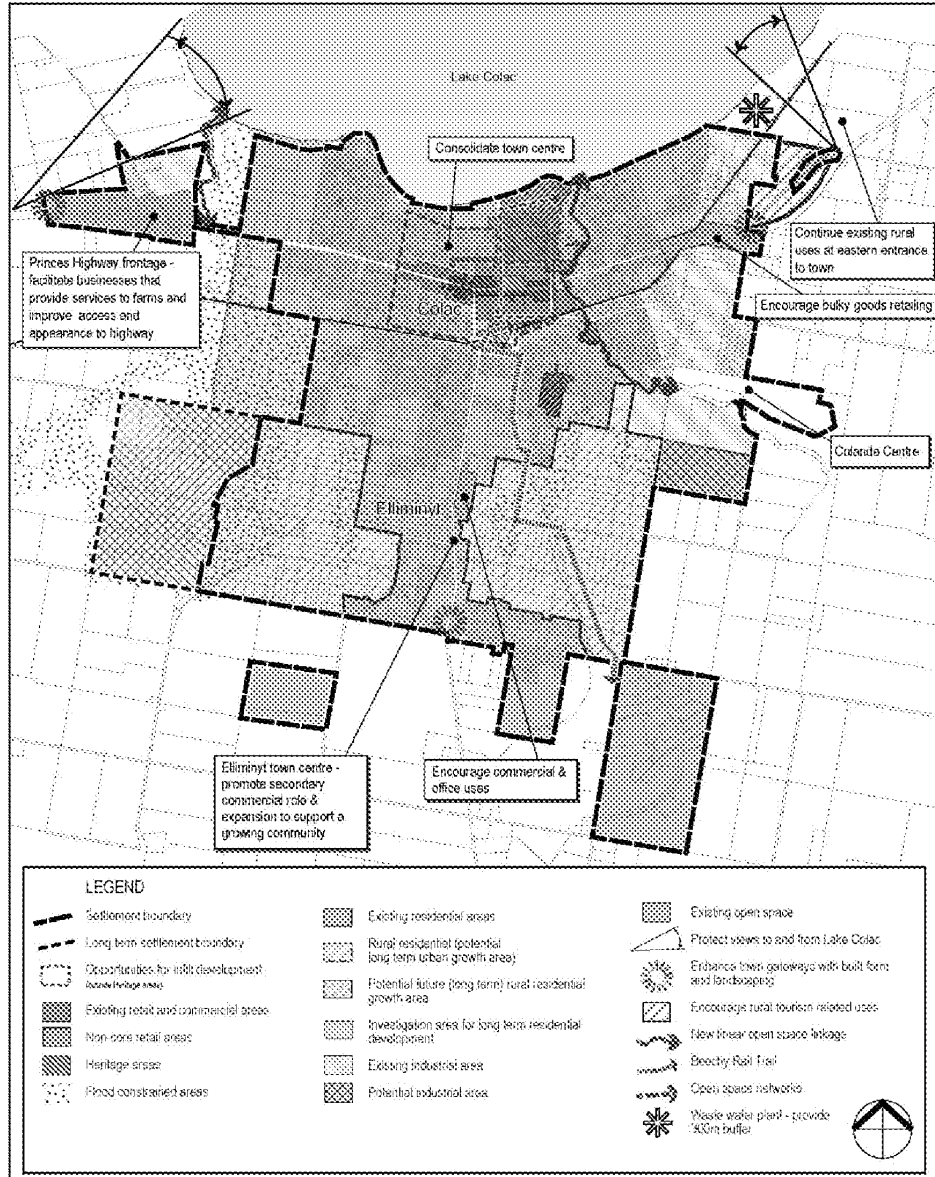
- Ensure that the development of Colac occurs generally in accordance with the strategic directions outlined in the Colac Framework Plan attached to this Clause.

COLAC OTWAY PLANNING SCHEME

- Encourage medium density development in the existing Colac town centre and ensure that infill housing proposals demonstrate that they are designed in a manner that is compatible and appropriate for the prevailing character and heritage values of the precinct.
- Create additional residential opportunities close to the Colac town centre.
- Provide adequate car parking to cater for commercial development.
- Retain heritage places and areas as significant components of Colac's character and attractiveness.
- Designate areas of rural land between Elliminyt and Colac (east and west of Colac - Lavers Hill Road) as rural lifestyle opportunities.
- Support an increase in the amount of usable public open space (both linear and non-linear) to support recreational land uses and linkages between activities.
- Discourage any additional or new industrial development adjacent to Lake Colac.
- Encourage the relocation of existing 'inappropriate' industrial uses out of the town centre.
- Identify new industrial opportunities in Colac East which provide areas suited to a diverse range of light to general industrial activities.
- Improve the appearance of existing industrial development in Colac to provide more attractive and inviting entrances to the town.
- Designate land in Elliminyt for a community / commercial node.
- Provide for commercial type uses on Colac-Lavers Hill Road.
- Provide opportunities for expansion of the east Colac Highway Business area.
- Enhance the west Colac Highway Business area.
- Minimise the impact of the Colac Water Reclamation Plant on development on nearby land.
- Ensure that future use and development of the Colac Water Reclamation Plant is not detrimentally affected by allowing inconsistent and potentially conflicting development to occur within its buffer area.
- Create a multi-purpose education, recreation and community precinct to focus community learning.
- Investigate options for a heavy vehicle by-pass of the Murray Street retail centre.

COLAC OTWAY PLANNING SCHEME

Colac Framework Plan



COLAC OTWAY PLANNING SCHEME

21.03-3 **Apollo Bay and Marengo**

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C65

Overview

A Structure Plan for Apollo Bay (including Marengo and Skenes Creek) was adopted by Council (April 2007) and articulates the preferred development future for this key coastal centre. Key issues to emerge from the Structure Plan were that:

- Apollo Bay, Marengo and Skenes Creek are to remain as distinct coastal settlements with development to be contained within coastal settlement boundaries.
- Each settlement has a separate identity and local character;
- A key role of Apollo Bay is to provide a diversity of housing opportunities consistent with its identity and local character;
- The natural beauty of the area, with its unspoilt beaches set against a dramatic backdrop of rolling hills, providing the overarching character which unites the settlements, to be reflected in new development;
- The seaside fishing village character of Apollo Bay, focused around a robust working harbour, is highly valued and this character should be preserved and strengthened by new development;
- Change in Apollo Bay, Marengo and Skenes Creek should take place with a demonstrated commitment to healthy lifestyles and ecological sustainability, and be responsive to the natural environment;
- The settlements should continue to provide for high quality living, offering improved community facilities and services, as well as economic development opportunities, for a self sustaining lifestyle.
- Water supply is a potential constraint to the future growth of Apollo Bay which can only proceed subject to the demonstrated availability of an adequate water supply.

Objectives

- To develop Apollo Bay as an attractive residential community which provides a high quality environment as a significant tourist centre.
- To retain Apollo Bay, Marengo and Skenes Creek as distinct coastal settlements with their own local character.
- To ensure that the natural beauty of the area is reflected in new development.
- To preserve the seaside village character of Apollo Bay.
- To ensure that change demonstrates a commitment to sustainability and is responsive to the natural environment.

Strategies

- Ensure that the development of Apollo Bay and Marengo occurs generally in accordance with the strategic directions outlined in the Apollo Bay Framework Plan attached to this Clause.

Settlement Character and Form

- Consolidate the town centre of Apollo Bay, limit building heights and provide a greater diversity of accommodation at higher densities within and in close proximity to the commercial area.
- In the residential areas outside the town centre of Apollo Bay, limit building heights and ensure upper levels are well articulated to respect the character of the area and provide for a more traditional dwelling density to contribute to a diversity of housing choice.
- Require new development and streetscape works in the Apollo Bay town centre to build on and reinforce the fishing village coastal character of the township, and contribute to the creation of a vibrant public realm.

COLAC OTWAY PLANNING SCHEME

- Reinforce and improve the informal character, accessibility and amenity of streetscapes in the residential areas of Apollo Bay, Marengo and Skenes Creek, reflecting the distinct existing and preferred future character of each settlement in new improvements.
- Achieve excellent architectural quality in new development or improvements to existing buildings in the town centre, drawing on the existing valued qualities of the centre and setting a new direction in the use of innovative, high quality design.
- Promote Apollo Bay and Marengo as leaders in environmental sustainability within the Great Ocean Road Region and improve the ecological integrity of environmental features within and around settlements.
- Conserve and enhance heritage places as a significant factor in developing tourism.

The Size of Settlements

- Utilise natural boundaries, where appropriate, to define settlement edges and set limits to urban expansion.
- Define and maintain a hard edge to the urban area of each of these settlements, particularly when viewed from the Great Ocean Road.
- Ensure that urban development results in the efficient utilisation of existing infrastructure and minimises the requirements for new infrastructure.
- Encourage infill development of medium density housing and accommodation within walking distance of the commercial area of Apollo Bay, to reduce the pressure to expand the urban area, and provide alternative housing choice.
- Facilitate non-urban form tourism accommodation development on land between the coastal settlement boundary and Wild Dog Creek.

Activities: Business, Tourism, Community and Recreation

- Intensify commercial and business land uses within the commercial area of Apollo Bay and ensure a future supply of Business Zoned land to meet demand.
- Develop the Apollo Bay Harbour Precinct with a tourism, fishing, boating, commercial and recreational focus strengthening links to the town centre of Apollo Bay and providing net community benefits.
- Encourage future recreation facilities to be located together with other community facilities in a central and accessible location.
- Ensure that community, health, education and recreation facilities are provided to meet the needs of current and projected future residents and visitors to the area.
- Support the growth of tourism as a major employer for the region.
- Provide for future industrial development while minimising offsite impacts on surrounding residential uses, the environment (particularly local waterways) and views from residential areas and the Great Ocean Road.

Landscape Setting and Environment

- Maintain the 'green-breaks' and landscape dominance between the settlements to ensure that each settlement remains distinct.
- Protect the Otway foothills as a scenic, undeveloped backdrop to Apollo Bay and Marengo.
- Recognise and protect ecological values and avoid development in areas at risk from the effects of flooding, wildfire, acid sulphate soil disturbance, erosion, landslip and salinity.
- Reinforce and enhance the identity and the sense of arrival and departure at the entrances to Apollo Bay and Marengo.
- Improve the appearance and amenity of the foreshore reserve in Apollo Bay and reduce the impact of the existing and future structures on the naturalness of the setting.
- Achieve improved visual and physical links between the Apollo Bay town centre and the beach.
- Protect and enhance the significant views and vistas available from the settlements, the beach and the harbour, as well as views available from key vantage points in the hills.

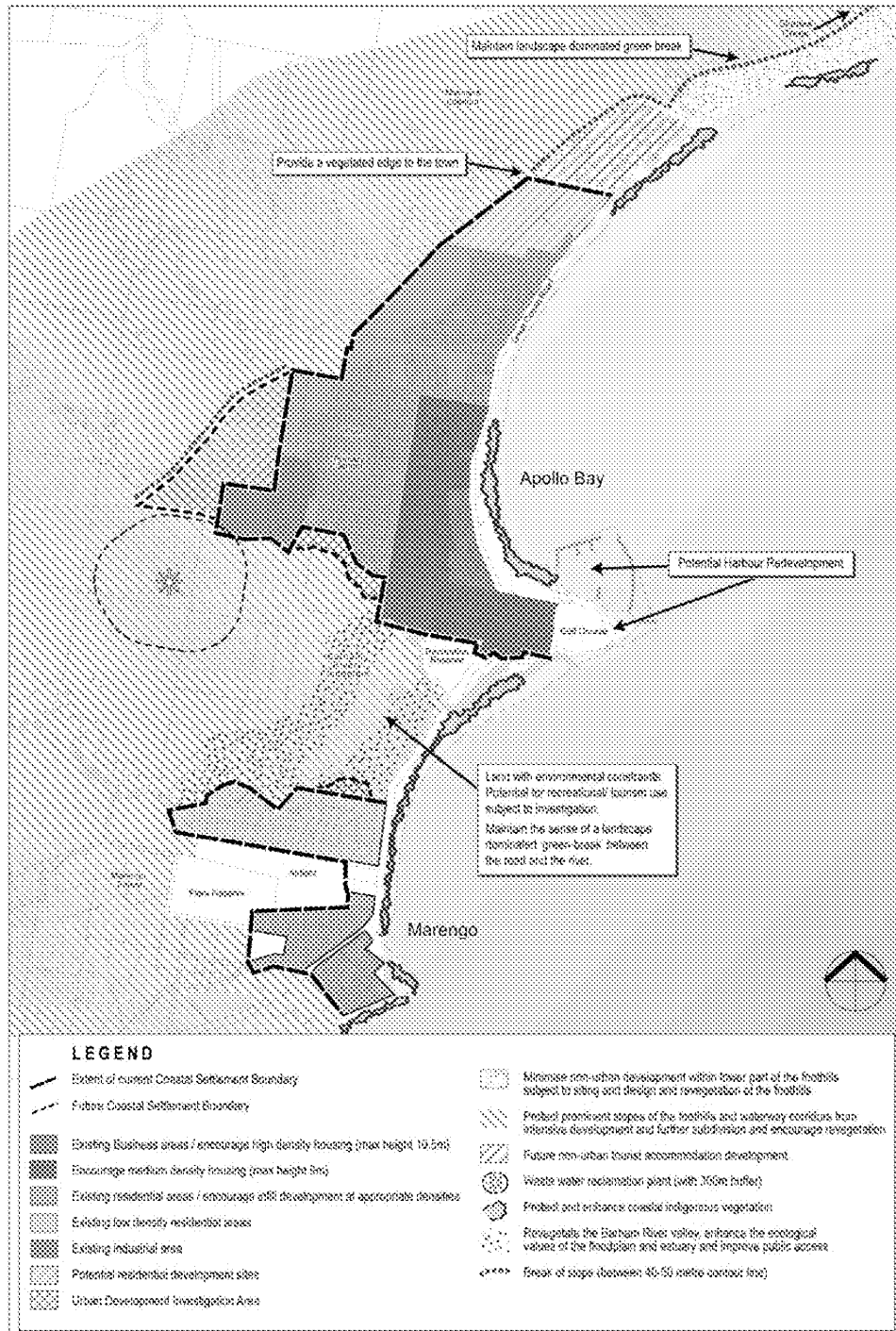
COLAC OTWAY PLANNING SCHEME

Access

- Strengthen the pedestrian and cyclist connections between Marengo, Apollo Bay and Skenes Creek.
- Create a highly walkable town centre in Apollo Bay with safe and convenient access to shops, community facilities and recreational activities.
- Manage the orderly flow of traffic at all times of the year and enhance pedestrian safety and movement.
- Ensure the future parking needs of Apollo Bay are met and parking congestion in the Great Ocean Road is minimised.
- Support, promote and improve public transport.
- Ensure continued and improved air access to the Apollo Bay region.

COLAC OTWAY PLANNING SCHEME

Apollo Bay, Marengo and Skenes Creek Framework Plan



COLAC OTWAY PLANNING SCHEME

21.03-4

18/06/2009
C65

Birregurra

Overview

The township of Birregurra is located approximately 20 kilometres east of Colac and approximately 6 kilometres to the south of the Princes Highway. Birregurra has been described as traditionally a workers town, being a home for workers in the timber and farming sectors. The town is also home for a number of people who commute to Lorne, Colac and Geelong for work. Over the years the population of Birregurra has been affected by a range of events including a reduction of services available within the township and fluctuating agricultural markets.

Development pressures, high costs of accommodation for tourists and workers and an increase in tourist numbers in Lorne and other coastal communities has seen more people exploring nearby towns such as Birregurra for accommodation and recreation. This seasonal influx of visitors provides important business development and employment opportunities within Birregurra.

Birregurra is an attractive town for many reasons including for:

- The built form of the town and the many period style buildings throughout the town and in particular along the south side of Main Street with attractive shop fronts many with verandahs.
- The Church precinct located on the elevated land to the south of the town.
- The extent and variety of exotic and native vegetation existing throughout the town. The extent of the vegetation is clearly seen due to the elevated nature of the land, particularly on the southern side of the town.
- The topography of the land surrounding the town including the Barwon River valley and associated tributaries and undulating farming land.

The Birregurra Township Master Plan Report was adopted by Council (January 2003) and identifies urban design and built form opportunities to improve the presentation of this important centre in the municipality.

Objectives

- To facilitate development of Birregurra as a community with a viable economic future.
- To maintain and enhance the quality of Birregurra as an attractive residential environment.
- To facilitate the provision of infrastructure to support the development of Birregurra in an environmentally sensitive way.

Strategies

- Identify and protect historical and other key features of the community.
- Require all new development to provide for the retention and absorption of wastewater within the boundary of any lot in accordance with the Septic Tanks Code of Practice, subject to provision of a new sewerage scheme.
- Limit rural residential development to the south west of the town.
- Encourage commercial development in the existing centre to be sympathetic to existing streetscapes.
- Encourage the development of small-scale economic activity which complements the resources and industries of the region and which encourages tourism.
- Encourage the location of small-scale tourist accommodation facilities in the community.
- Facilitate new industries related to the existing sawmill.
- Retain Birregurra's heritage assets as important components of its character and attractiveness.

COLAC OTWAY PLANNING SCHEME

21.03-5 Skenes Creek

18/06/2009
C55

Overview

Skenes Creek is a coastal hamlet set on rolling topography at the base of the Otway Ranges. There is a sense of openness to the town created by the spacious siting of buildings and expansive views to the coast and hillsides. A green wedge corridor through the centre of the township links the town with a vegetated hillside backdrop and is enhanced by regeneration of indigenous and appropriate coastal shrubs around dwellings and public areas.

Objective

- To protect the nationally significant Great Ocean Road Region landscape and the distinctive landscape qualities and coastal setting of Skenes Creek township.

Strategies

- Ensure new development responds to the above key issues and achieves the following Preferred Character Statement for the Character Areas identified at Schedule 4 to Clause 43.02.

Skenes Creek Precinct 1 – Preferred Character Statement

This precinct provides a native ‘green wedge’ for the whole township, extending from the hill slopes behind the town to the Great Ocean Road. The character of the precinct will be strengthened by the planting and regeneration of indigenous and native vegetation. Dwellings will be set far enough apart to accommodate substantial native bush areas including canopy trees, and will be set substantially below the vegetation canopy. The semi-rural feel of the area will be retained by the lack of fencing and frequent unmade roads. Views to the dwellings will be softened by native vegetation in frontages to major roads and in the public domain along road verges.

Skenes Creek Precinct 2 – Preferred Character Statement

This precinct will continue to be characterised by diverse coastal dwellings set amongst established coastal gardens. The sense of openness will be maintained by setting the buildings apart, minimising intrusive front fencing, and encouraging building forms that respect views to the surrounding hills and coast. The precinct will be united by consistent mature plantings of native and exotic coastal species in the public and private domains.

21.03-6 Kennett River, Wye River and Separation Creek

16/02/2012
C58

Overview

The structure plan for Kennett River, Wye River and Separation Creek articulates the preferred development future for these coastal townships. Key issues to emerge from the structure plan were that:

- Kennett River, Wye River and Separation Creek will remain as distinct coastal townships nestled in the foothills of the Otway Ranges.
- The primary roles of the townships will be to provide housing for permanent and part time residents and to provide a diverse range of holiday accommodation.
- The existing and preferred character of the townships is characterised by low scale buildings which respond to the constraints of the topography in their coastal location and generally sit below the predominant tree canopy height.
- The informal, open and spacious character of the townships is highly valued and should be preserved and strengthened by new development.

COLAC OTWAY PLANNING SCHEME

- The impact of the townships on the natural environment will be as minimal as possible with water and wastewater being sustainably managed and vegetation acknowledged and valued.
- Future development within the townships should respond appropriately to a range of acknowledged environmental constraints including land slip, wildfire threat, coastal inundation and erosion, storm water management, water supply and effluent disposal.
- The townships have a low growth capacity and all future growth will be contained within existing urban or appropriately zoned land.

Objectives

- To protect and maintain the nationally significant Great Ocean Road Region landscape and the distinctive landscape qualities and coastal setting of Kennett River, Wye River and Separation Creek.
- To support limited tourist, commercial and retail services to the townships.
- To limit the growth of the coastal townships and discourage development outside of existing settlement boundaries.
- To preserve and enhance the environmental qualities of the townships and ensure development responds to the preferred neighbourhood character.
- To ensure that waste water from existing and proposed development is managed in a way that minimises its impact on the environment.
- To ensure that stormwater drainage systems respond to the constraints posed by the townships unique climatic, geological and environmental setting.
- To improve pedestrian access between the hamlets and the foreshores.
- To plan for the impacts of future climate change.

Strategies

- Maintain the existing settlement boundaries as identified on the framework plans forming part of this clause.
- Ensure that future growth of the townships is limited to infill development and renewal contained within existing settlement boundaries.
- Encourage any infill development within the townships, particularly tourist accommodation, to locate in the flatter, less vegetated areas near the centre of the townships (as identified on the framework plans forming part of this clause) but taking into account the need to respond to climate change induced coastal hazards.
- Ensure that any development outside the settlement boundaries is low scale and sensitively sited with minimal impact on the landscape and meets the criteria of the Great Ocean Road Region Landscape Assessment Study.
- Restrict commercial and retail development to small, incremental changes to existing facilities.
- Maintain and preserve the natural setting of the foreshores by minimising new structures in these areas.
- Create or enhance safe pedestrian access from all parts of the townships to the foreshores.
- Encourage opportunities to improve the general store and cafe of Kennett River, including incorporating an outdoor dining area and improved car parking areas to be more landscaped and pedestrian friendly.
- Encourage more diverse accommodation in Separation Creek with small scale projects.
- Collaborate with State Government in developing and implementing new initiatives to manage the impacts of climate change in the future.
- Ensure all new development achieves the following Preferred Character Statement for the Character Precincts identified at Schedule 4 to Clause 43.02:

COLAC OTWAY PLANNING SCHEME

Kennett River Precinct 1 – Preferred Character Statement

This precinct will be dominated by continuous native bush, with dwellings set below and amongst remnant canopy trees. Frontages will be open and consist of diverse native understorey that screens views of buildings from roads. The low scale dwellings will avoid prominent locations and ridgelines, and will be sited to provide for the reasonable sharing of views to the coast where available. Vegetation will be retained or replaced with any new developments to screen buildings when viewed from the Great Ocean Road. Innovative house styles will be encouraged of a scale, materials and colours that blend with the bush character and follow the topography. The informal bush character of the precinct will be assisted by the streetscape planting and lack of formal kerbing.

Kennett River Precinct 2 – Preferred Character Statement

This precinct will consist of coastal style dwellings set amongst gardens of native species. A spacious garden character will be maintained by setting buildings apart and encouraging landscaping between dwellings. Dwellings will be carefully designed, sited and landscaped to be unobtrusive when viewed from roads and to provide for a sharing of views to the coast where available. Trees in both public and private domains will provide a sense of continuity through the precinct and visually link with the adjacent bushland areas.

Wye River Precinct 1 – Preferred Character Statement

This precinct will continue to be characterised by dominant native bush that forms a consistent canopy, linking to the adjacent bushland. Dwelling scale, bulk and siting will respond to the site and topography, allowing space and setbacks to maintain native bush, both as canopy and understorey. Buildings will be set beneath the canopy, and appropriately sited and designed so as to allow for the sharing of views to the coast where available, and to be hidden from view from the Great Ocean Road. The informality of the streetscapes will be retained by the lack of front fencing, frequent unmade roads and remnant vegetation.

Wye River Precinct 2 – Preferred Character Statement

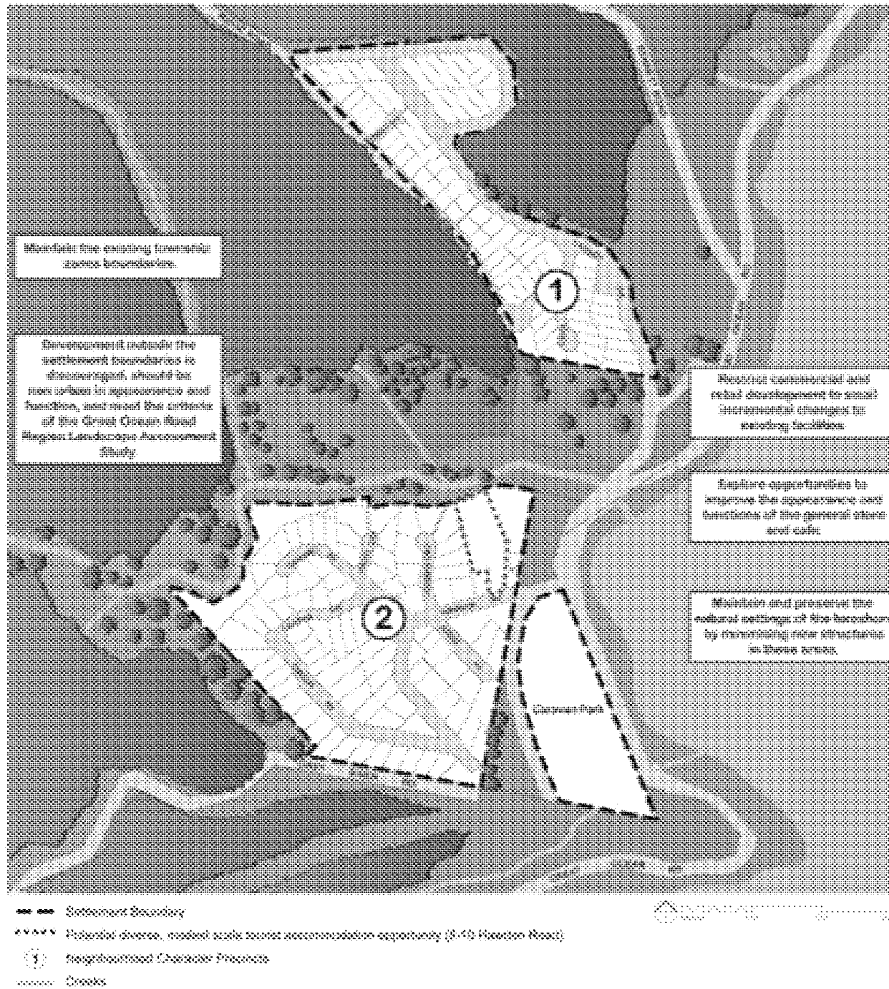
This precinct will achieve a more consistent native vegetation coverage to provide a unifying feature throughout. Space around dwellings will be sufficient to maintain trees and understorey, and minimises the appearance of building bulk and density. On hill slopes, buildings will relate to topography and be set amongst and beneath a dominant, native tree canopy. Buildings and structures in prominent locations when viewed from the Great Ocean Road will be designed to reduce their visual intrusion. Retention and planting of canopy trees in the public domain and around dwellings will be encouraged to establish a consistent tree canopy.

Separation Creek Precinct 1 – Preferred Character Statement

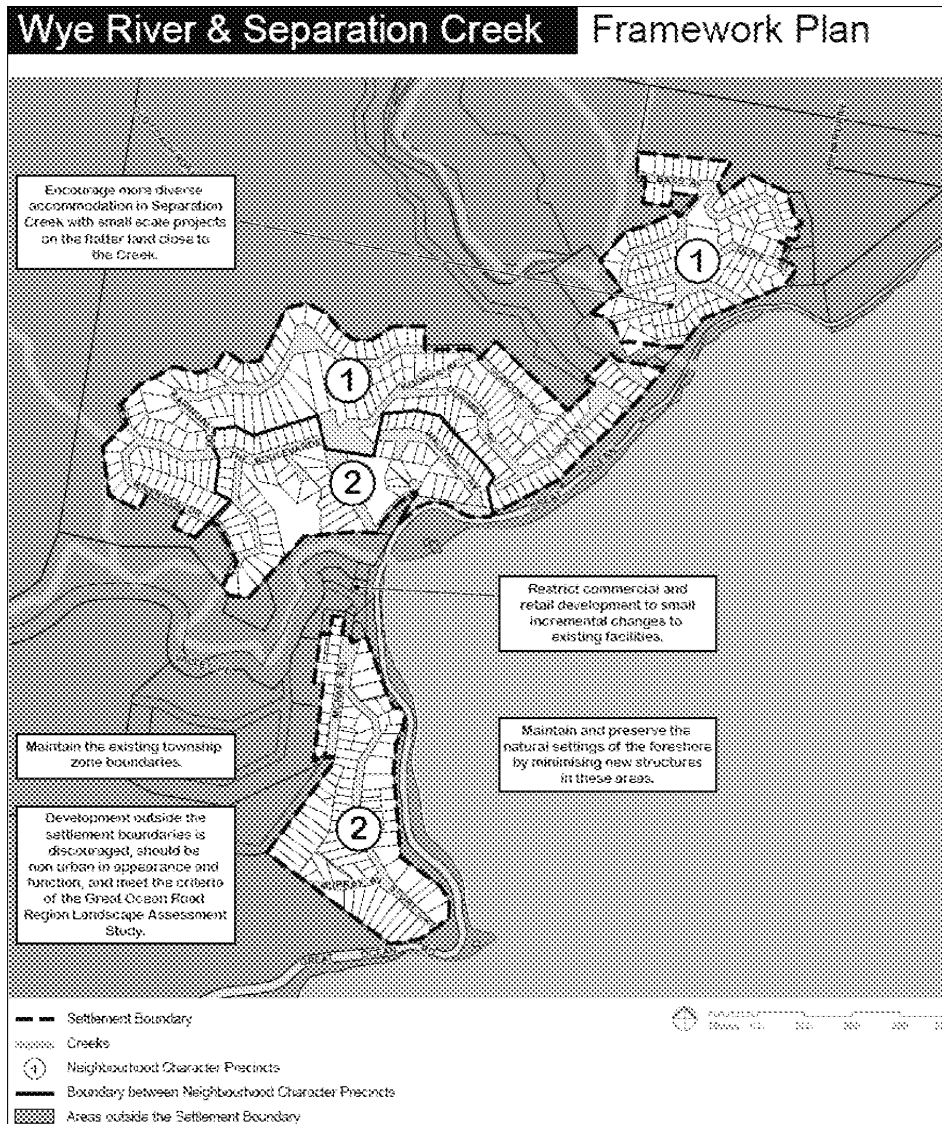
This precinct will consist of a mix of low, coastal style dwellings and newer coastal styles, in established gardens and amongst native canopy trees in the vegetated hillfaces. Dwellings will be of materials and colours that reflect the coastal setting, and be designed and sited so as to minimise intrusion into views from roads, public spaces and adjacent dwellings and impact on the topography. Establishment of native and coastal trees in public and private gardens will unite the precinct and provide visual links to the surrounding bushland and creek environs.

COLAC OTWAY PLANNING SCHEME

Kennett River Framework Plan



COLAC OTWAY PLANNING SCHEME



21.03-7 Smaller Townships

16/02/2012
 C58

Overview

- It is important to protect the character of the smaller townships within the Shire, particularly those located along the spectacular Great Ocean Road and nestled within the majestic and beautiful Otway Ranges.
- Township Master Plans have been prepared for Carlisle River, Gellibrand, Forrest, Barwon Downs and Beech Forest. Urban Design Frameworks have been prepared for Beecac, Cressy, Lavers Hill and Swan Marsh. The Master Plans and Urban Design Frameworks identify urban design and built form opportunities to improve the presentation of these important centres in the municipality.

COLAC OTWAY PLANNING SCHEME

- So as to improve the viability of small townships it is acknowledged that future planning needs to anticipate and respond to the needs of existing and future communities through provision of zoned and serviced land for housing, employment, recreation and open space, community facilities and related infrastructure.

Objectives

- To provide an attractive and safe residential environment within the smaller communities of the Shire.
- To encourage development of smaller townships in the Shire that contributes to their economic development, acknowledges and responds to environmental constraints and protects the broader landscapes within which these townships are located.
- To facilitate the ongoing economic future of small communities.
- To recognise the different roles of smaller townships and centres containing a range of community and other facilities.
- To maintain and enhance the environmental quality of small communities.

Strategies

- Ensure that development of the Shire's small communities occurs generally in accordance with relevant township masterplans and structure plans.
- Encourage the development of small-scale economic activity which complements the resources and industries of the region.
- Encourage the location of tourist accommodation facilities within small communities in the region.
- Retaining heritage places as significant components of the character and attractiveness of smaller townships.
- Encourage high quality design input to development in small communities.
- Restrict the expansion of communities in areas of landslip and high fire risk.
- Encourage the implementation of landscape features that recognise indigenous flora and fauna.

Specific Implementation

Policy guidance

Assess proposals in townships (other than Colac, Apollo Bay, Marengo, Kennett River, Wye River and Separation Creek) against the following criteria:

- Development should not exceed 8 metres in height, unless special characteristics of the site justify a higher structure and no off-site detriment is caused.
- Building site coverage should not exceed 50 per cent, except on business zoned land.
- The slope of the roof should relate to the topography of the surrounding landform. Dominant or multiple angular roof slopes and designs should be avoided.
- External building material colours should be of muted toning and roofing material should be non-reflective.
- External materials should be in harmony with the surrounding landscape of the settlement.
- Landscaping should enable development to blend into the surrounding area. This may be achieved by:
 - Using a mixture of low, medium and high growing native trees and shrubs, including some species of trees with a growing height above the roof level of the proposed building.
 - Providing replacement planting for vegetation that is removed.

COLAC OTWAY PLANNING SCHEME

When deciding on the design, siting, mass and scale of new development in townships (other than Colac, Apollo Bay and Marengo) consider, as appropriate:

- Whether it is a major development node or a settlement with limited development potential and only serving the immediate community.
- The visual character of the particular settlement and the likely impact of the development on that visual character.
- The view of the site from the Great Ocean Road and major viewing points in the Otway Ranges and the likely impact of the development on these views.

21.03-8

16/02/2012
C58

Rural Living

Overview

Council prepared and adopted a “Rural Land Strategy” (September 2007) which identifies a range of issues affecting rural land use in the Shire and provides recommended policy responses to address these issues. The strategy identifies the following key issues related to Rural Living opportunities:

- There are no areas of land presently zoned for Rural Living purposes outside of the southern edge of Colac.
- Rural land traditionally used for farming is being used for lifestyle purposes in the absence of land zoned for Rural Living. This is causing problems associated with increasing property values inhibiting farm growth, servicing, provision of infrastructure and conflict with adjoining land uses which has the potential to undermine the objective of protecting the agricultural base of the Shire.

Objectives – Rural living

- To provide opportunities for rural residential style development in appropriate locations that do not negatively impact on the ability to farm.

Strategies – Rural living

- Prepare a rural living strategy to identify appropriate locations for rural residential development across the Shire.
- Apply a strict interpretation of the Farming Zone provisions to ensure incompatible land uses (including dwellings) do not negatively impact on the ability to farm.

COLAC OTWAY PLANNING SCHEME

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C65

SCHEDULE TO THE RURAL ACTIVITY ZONE

Shown on the planning scheme map as **RAZ**.

Purpose

Colac East Rural Activity Zone Land

Land in Colac East zoned Rural Activity Zone is a mix of existing rural residential development, vacant land between existing Residential 1 Zone land fronting Marriner Street and the Princes Highway and a block of medium density 1 bedroom residential units on the northern side of Marriner Street in need of renewal / upgrade.

There is little, if any, productive agriculture occurring in this area. The land has been fragmented by historical subdivisions and is used primarily for 'hobby farm' or rural residential purposes. These fragmented parcels are generally around 2ha and have undermined the rural status of this land.

The use of the Rural Activity Zone will allow for existing uses to be recognised and allow minimal further development which, through subdivision in accordance with minimum lot sizes will provide the opportunity for renewal of the medium density units and the creation of a small number of additional lots on the land between Marriner Street and the highway to enhance this entrance to Colac. The rezoning will also reflect that this area contains a mix of land uses and future development must be compatible with the surrounding Farming Zone and Industrial 1 Zone.

Colac West Rural Activity Zone Land

The western approach to Colac is dominated by cleared grassland used for agricultural and farming activities, with a number of dwellings fronting the Princes Highway supporting these uses. However, two fragmented allotments at the western entrance of Colac have long established uses as a "Service station", "Motor repairs" and "Camping and caravan park". While the use of Lot 1 PS536607 as a "Service station" and "Motor repairs" has ceased in recent times Lot 2 PS536607 continues to operate as a "Camping and caravan park" under existing use rights.

The use of the Rural Activity Zone will facilitate the continued existing use and development of land associated with tourism and recreation whilst taking into account the agricultural, environmental and landscape characteristics of the area. The application of this zone will also serve to promote the expansion of tourism and recreation opportunities on sites where uses otherwise prohibited in the Farming Zone can be considered and enable development which will improve the visual amenity of the western entrance to Colac.

Apollo Bay Hinterland Rural Activity Zone Land

The Rural Land Strategy has identified some demands for tourism and accommodation in an area to the west of Apollo Bay that has been included within the Rural Activity Zone.

The identification of this area to the west of Apollo Bay does not aim to increase rural living opportunities, but aims to facilitate commercial, tourism or recreation development that will complement and benefit the particular agricultural pursuits, landscape features or natural attractions of the area.

The objective is to provide for a preferred mix of uses in the Rural Activity Zone to the west of Apollo Bay including agriculture; tourist and recreational activities; group accommodation with tourist or recreational activities (including backpacker accommodations, camping and caravan park, cabins, etc); and restaurant, but only in association with a tourist facility or recreational activity.

Development and use in the Rural Activity Zone to the west of Apollo Bay will be of a scale relevant to the land size and surrounding uses; subservient to the landscape so as not to detract from the quality of the landscape; of high quality design and style relevant to the

COLAC OTWAY PLANNING SCHEME

surrounding land uses; capable of net gain environmental outcomes and self sufficient in the provision of relevant infrastructure and associated development costs.

Uses and development in the Rural Activity Zone to the west of Apollo Bay such as equestrian supplies, helipad, hotel, landscape gardening supplies, motor racing track, tavern; and other similar uses will be discouraged.

| | Land | Area/Dimensions/Distance |
|--|---|---------------------------------|
| Minimum subdivision area (hectares). | Colac East:
Lot CM SP28366
Lots 1- 23A SP 28366 | 0.5 ha |
| | Colac East:
Lot 1 TP 120864
Lot 1 TP 120863
Lot 252 LP139493
Lot 1 PS 403928
Lot 1 PS 403920
Lot 1 TP 128994
Lot 2 PS 403929
Lot 2 PS 403928
Lot 1 LP 80422
Lot 2 LP 80422
Lot 1 TP185963
Lot 2 TP 185963 | 2 ha |
| | All other land in the zone | 40 ha |
| Maximum area for which no permit is required to use land for timber production (hectares). | None specified | |
| Minimum area for which no permit is required to alter or extend an existing dwelling (square metres). | None specified | |
| Minimum area for which no permit is required to alter or extend an existing building used for agriculture (square metres). | None specified | |
| Minimum setback from a road (metres). | None specified | |
| Minimum setback from a boundary (metres). | None specified | |
| Minimum setback from a dwelling not in the same ownership (metres). | None specified | |

COLAC OTWAY PLANNING SCHEME

Permit requirement for Land earthworks

Earthworks which change the rate of flow or the discharge point of water across a property boundary. None specified

Earthworks which increase the discharge of saline groundwater. None specified

COLAC OTWAY PLANNING SCHEME

SCHEDULE TO THE HERITAGE OVERLAY

--/20--
C65

The requirements of this overlay apply to both the heritage place and its associated land.

| PS Map Ref | Heritage Place | External Paint Controls Apply? | Internal Alteration Controls Apply? | Tree Controls Apply? | Outbuildings or fences which are not exempt under Clause 43.01-3 | Included on the Victorian Heritage Register under the Heritage Act 1995? | Prohibited uses may be permitted? | Name of Incorporated Plan under Clause 43.01-2 | Aboriginal heritage place? |
|------------|---|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| | Victorian Heritage Register | | | | | | | | |
| HO189 | Avenue of Honour Eurack Road Eurack | - | - | - | - | Yes Ref No H2102 | Yes | | No |
| HO113 | Colac Botanic Gardens 1-5 Fyans Street Colac | - | - | - | - | Yes Ref No H2259 | Yes | | No |
| HO218 | Mount Hesse Station 155-159 Mount Hesse Estate Road Ombersley | - | - | - | - | Yes Ref No H1208 | No | | No |
| HO130 | Adam Rea's Store 1 Murray Street Colac | - | - | - | - | Yes Ref No H433 | No | | No |
| HO103 | Cape Otway Lightstation 1140 Otway Lighthouse Road Cape Otway | - | - | - | - | Yes Ref No H1222 | Yes | | No |
| HO247 | Knott's No. 3 Sawmill Otways State Forest Wyelangta (GR 715203715520) | - | - | - | - | Yes Ref No H1818 | No | | No |
| HO234 | Tandwarncoort Homestead 50 Roseneath Road Warncoort | - | - | - | - | Yes Ref No H0281 | No | | No |
| HO225 | Pirron Yallock Railway Station 2 Station Street Pirron Yallock | - | - | - | - | Yes Ref No H1584 | Yes | | No |
| HO34 | Henry No 1 Mill West Barwon Track | - | - | - | - | Yes Ref No | No | | No |

COLLAC OTWAY PLANNING SCHEME

| PS Map Ref | Heritage Place | External Paint Controls Apply? | Internal Alteration Controls Apply? | Tree Controls Apply? | Outbuildings or fences which are not exempt under Clause 43.01-3 | Included on the Victorian Heritage Register under the Heritage Act 1995? | Prohibited uses may be permitted? | Name of Incorporated Plan under Clause 43.01-2 | Aboriginal heritage place? |
|------------|---|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| | Barramunga (GR 738166572551) | | | | | H1815 | | | |
| HO37 | Henry's Tramway Tunnel Off West Barramunga (GR 739355724974) | - | - | - | - | Yes Ref No H1817 | No | | No |
| | Local Significance | | | | | | | | |
| HO1 | Coragulac Hse Plantings & Washington Palm 895 Corangamite Lake Rd Alvie | Yes | Yes | Yes | No | No | No | Nil | No |
| HO2 | Glen Alvie 5 Finns Road Alvie | Yes | No | Yes | No | No | No | Nil | No |
| HO3 | Red Rock Reserve Alvie (GR 719080763550) | No | No | No | No | No | No | Nil | No |
| HO4 | Pioneer Memorial Foreshore Apollo Bay | No | No | No | No | No | No | Nil | No |
| HO5 | 'Speculant' anchor Foreshore Reserve Apollo Bay | No | No | No | No | No | No | Nil | No |
| HO6 | Monterey Cypress Avenue Great Ocean Road Apollo Bay | No | No | Yes | No | No | No | Nil | No |
| HO7 | War Memorial Great Ocean Road Apollo Bay | No | No | No | No | No | No | Nil | No |
| HO8 | Mechanics' Institute 21 Great Ocean Road Apollo Bay | Yes | No | Yes | No | No | No | Nil | No |
| HO12 | Apollo Bay Hotel 95 Great Ocean Road Apollo Bay | Yes | No | No | No | No | No | Nil | No |

COLAC OTWAY PLANNING SCHEME

| PS Map Ref | Heritage Place | External Paint Controls Apply? | Internal Alteration Controls Apply? | Tree Controls Apply? | Outbuildings or fences which are not exempt under Clause 43.01-3 | Included on the Victorian Heritage Register under the Heritage Act 1995? | Prohibited uses may be permitted? | Name of Incorporated Plan under Clause 43.01-2 | Aboriginal heritage place? |
|------------|--|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO13 | Visitor Information Centre 100 Ocean Road Apollo Bay | Yes | No | No | No | No | Yes | Nil | No |
| HO14 | Submarine Cable Station 6250 Ocean Road Apollo Bay | Yes | No | No | No | No | Yes | Nil | No |
| HO15 | Dairy Manager's Residence 1 Hardy Street Apollo Bay | Yes | No | Yes | No | No | Yes | Nil | No |
| HO16 | Marriner's Lookout 165 Marriner's Lookout Rd Apollo Bay | No | No | Yes | No | No | Yes | Nil | No |
| HO18 | Masonic Hall 15 McLachlan Street Apollo Bay | Yes | No | No | No | No | Yes | Nil | No |
| HO19 | Uniting Church & Hall cnr. Nelson & Diana Sts Apollo Bay | Yes | No | No | No | No | Yes | Nil | No |
| HO20 | Our Lady Star of the Sea Church 1 Nelson Street Apollo Bay | Yes | No | No | No | No | Yes | Nil | No |
| HO21 | The Folley 11 Nelson Street Apollo Bay | Yes | No | No | No | No | No | Nil | No |
| HO23 | Post Office (fmr.) 21 Nelson Street Apollo Bay | Yes | No | No | No | No | No | Nil | No |
| HO24 | Augustus Lee Memorial 25 Nelson Street Apollo Bay | No | No | No | No | No | No | Nil | No |
| HO25 | Chalet Otway 59-71 Noel Street Apollo Bay | Yes | No | No | No | No | No | Nil | No |
| HO26 | Martin's tramline Apollo Bay (GR 726851704528) | No | No | No | No | No | No | Nil | No |

COLLAC OTWAY PLANNING SCHEME

| PS Map Ref | Heritage Place | External Paint Controls Apply? | Internal Alteration Controls Apply? | Tree Controls Apply? | Outbuildings or fences which are not exempt under Clause 43.01-3 | Included on the Victorian Heritage Register under the Heritage Act 1995? | Prohibited uses may be permitted? | Name of Incorporated Plan under Clause 43.01-2 | Aboriginal heritage place? |
|------------|---|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO27 | Johnson Bros chute Apollo Bay (GR 732693709991) | No | No | No | No | No | No | Nil | No |
| HO28 | Post Office (fmr.) 20 Alford Road Barongarook | Yes | No | No | No | No | No | Nil | No |
| HO29 | Primary School #2210 275 Barongarook Road Barongarook | Yes | No | No | No | No | No | Nil | No |
| HO30 | Public Hall 280 Barongarook Road Barongarook | Yes | No | No | No | No | No | Nil | No |
| HO31 | Trees, fmr. Conway's store 10 Reynolds Road Barongarook | No | No | Yes | No | No | No | Nil | No |
| HO32 | Turtens Track Barramunga & Tanybryn | No | No | No | No | No | No | Nil | No |
| HO33 | Henry sawmill Barramunga (GR 738166727250) | No | No | No | No | No | No | Nil | No |
| HO35 | Henry No 2 sawmill Barramunga (GR 741934723850) | No | No | No | No | No | No | Nil | No |
| HO36 | Henry & Sanderson Sawmills Barramunga (GR 738280728930) | No | No | No | No | No | No | Nil | No |
| HO39 | Hayden No 4 sawmill Barwon Downs (GR 753572729480) | No | No | No | No | No | No | Nil | No |
| HO40 | Mackie No 2 sawmill Barwon Downs (GR 740284732660) | No | No | No | No | No | No | Nil | No |
| HO41 | Mackie No 4 sawmill 0 Barwon Downs (GR 73816672725) | No | No | No | No | No | No | Nil | No |

COLAC OTWAY PLANNING SCHEME

| PS Map Ref | Heritage Place | External Paint Controls Apply? | Internal Alteration Controls Apply? | Tree Controls Apply? | Outbuildings or fences which are not exempt under Clause 43.01-3 | Included on the Victorian Heritage Register under the Heritage Act 1995? | Prohibited uses may be permitted? | Name of Incorporated Plan under Clause 43.01-2 | Aboriginal heritage place? |
|------------|--|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO42 | Mackie No 5 sawmill Banwon Downs (GR 745772728460) | No | No | No | No | No | No | Nil | No |
| HO43 | St Joseph's Catholic Church Callahans Lane Banwon Downs | Yes | No | No | No | No | Yes | Nil | No |
| HO44 | Hayden's sawmills Delaneys Road Banwon Downs (GR 745840733310) | No | No | No | No | No | No | Nil | No |
| HO45 | Presbyterian Church 1560 Forrest Birregurra Rd Banwon Downs | Yes | No | No | No | No | Yes | Nil | No |
| HO46 | Blackwood 1630 Forrest Birregurra Rd Banwon Downs | Yes | No | No | No | No | No | Nil | No |
| HO48 | Braeburne 155 Beeac Dreeite Road Beeac | Yes | No | Yes | No | No | No | Nil | No |
| HO49 | Beeac Cemetery 20 Cemetery Road Beeac | Yes | No | Yes | No | No | No | Nil | No |
| HO50 | Railway earthworks Colac-Ballarat Road Beeac (GR 730926766428) | No | No | No | No | No | No | Nil | No |
| HO51 | Grassyvale 305 Cororoake Road Beeac | Yes | No | Yes | No | No | No | Nil | No |
| HO52 | Avenue of Honour Coulson & Wallace Streets Beeac | No | No | Yes | No | No | No | Nil | No |
| HO53 | Beeac Creamery 5 Eurack Road Beeac | Yes | No | No | No | No | Yes | Nil | No |
| HO54 | Councillors Memorial Lang Street Beeac (GR 731153769195) | No | No | Yes | No | No | No | Nil | No |

COLAC OTWAY PLANNING SCHEME

| PS Map Ref | Heritage Place | External Paint Controls Apply? | Internal Alteration Controls Apply? | Tree Controls Apply? | Outbuildings or fences which are not exempt under Clause 43.01-3 | Included on the Victorian Heritage Register under the Heritage Act 1995? | Prohibited uses may be permitted? | Name of Incorporated Plan under Clause 43.01-2 | Aboriginal heritage place? |
|------------|--|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO55 | Primary School 35 Lang Street Beeac | Yes | No | No | No | No | No | Nil | No |
| HO56 | Common School 53 Main Street Beeac | Yes | No | No | No | No | No | Nil | No |
| HO57 | St Andrew's Uniting 53 Main Street Beeac | Yes | No | No | No | No | No | Nil | No |
| HO58 | War Memorial 53 Main Street Beeac | No | No | No | No | No | No | Nil | No |
| HO59 | Mingawalla Woolshed 1420 Warrowie Road Beeac | Yes | No | No | No | No | No | Nil | No |
| HO60 | Robin & Kincaid Sawmills Beech Forest (GR 709441719270) | No | No | No | No | No | No | Nil | No |
| HO61 | Otway Shire Hall 2 Main Road Beech Forest | Yes | No | No | No | No | No | Nil | No |
| HO62 | Butter Factory Well 32 Main Road Beech Forest | No | No | No | No | No | No | Nil | No |
| HO63 | Otway Shire offices 6 Main Road Beech Forest | Yes | No | No | No | No | No | Nil | No |
| HO64 | Smedley sawmill Olangolah Beech Forest (GR 729570722780) | No | No | No | No | No | No | Nil | No |
| HO65 | Primary School 1560 Old Beech Forest Road Beech Forest | Yes | No | No | No | No | No | Nil | No |
| HO66 | House 48 Old Main Road Beech Forest | Yes | No | No | No | No | No | Nil | No |
| HO67 | World War II memorial Old Main Road Beech Forest (GR 723510720148) | No | No | No | No | No | No | Nil | No |

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|------------|---|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO68 | Railway turning loop Southern Street Beech Forest | No | No | No | No | No | No | Nil | No |
| HO69 | Railway workers' house 32 Southern Street Beech Forest | Yes | No | No | No | No | No | Nil | No |
| HO70 | McDonald tramway Wimba Beech Forest (GR 724290725990) | No | No | No | No | No | No | Nil | No |
| HO71 | Wesleyan Methodist Church 50 Beal Street Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO72 | Railway Station 460 Birregurra Road Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO73 | Water Tower 470 Birregurra Road Birregurra | No | No | No | No | No | No | Nil | No |
| HO74 | Studbrook 365 Birregurra Forrest Road Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO75 | Studbrook Woolshed 350 Birregurra Forrest Road Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO76 | Buntingdale Mission site 530 Birregurra Forrest Road Birregurra | No | No | No | No | No | No | Nil | No |
| HO77 | Ripplevale 4100 Cape Otway Road Birregurra | Yes | Yes | Yes | No | No | No | Nil | No |
| HO78 | Sunnybrae 4285 Cape Otway Road Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO79 | Killurin 320 Dunlops Road Birregurra | Yes | No | No | No | No | No | Nil | No |

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|------------|--|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO80 | Golf links & gardens 1 Hopkins Street Birregurra | No | No | Yes | No | No | No | Nil | No |
| HO81 | Christ Church Vicarage 2 Hopkins Street Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO82 | Buntingdale Mission Cairn 1 Jenner Street Birregurra | No | No | No | No | No | No | Nil | No |
| HO83 | Uniting Church 1 Jenner Street Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO84 | Stone Pine Avenue Main Street Birregurra (GR 743067753070) | No | No | Yes | No | No | No | Nil | No |
| HO85 | Riverside Inn 10 Main Street Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO86 | Native Youth Hotel 20 Main Street Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO87 | Steven's Corner Store 38 Main Street Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO88 | War Memorial 42 Main Street Birregurra | No | No | No | No | No | No | Nil | No |
| HO90 | House 52 Main Street Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO91 | Post Office 65 Main Street Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO92 | Commercial Bank 77 Main Street Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO93 | Shops 79-81 Main Street Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO95 | Bleak House 10 McDonnells Road Birregurra | Yes | No | No | No | No | No | Nil | No |

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|------------|--|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO96 | Dwelling, Store & Post Office (fmr.) 4500 Princes Highway Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO97 | House 4705 Princes Highway Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO98 | Catholic Church & Presbytery 7 Skene Street Birregurra | Yes | No | No | No | No | Yes | Nil | No |
| HO99 | Christ Church 1 Sladen Street Birregurra | Yes | Yes | No | No | No | Yes | Nil | No |
| HO100 | Masonic Hall 29 Strachan Street Birregurra | Yes | Yes | No | No | No | Yes | Nil | No |
| HO101 | House 48 Strachan Street Birregurra | Yes | No | No | No | No | No | Nil | No |
| HO102 | Cape Otway Lightstation Landing site Blanket Bay Cape Otway | No | No | No | No | No | No | Nil | No |
| HO104 | Butter Factory 25 Moomowroong Road Carlisle River | Yes | No | No | No | No | Yes | Nil | No |
| HO105 | Primary School 55 Moomowroong Road Carlisle River | Yes | No | No | No | No | No | Nil | No |
| HO106 | House 12 Alexander Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO107 | House (Glen Ora) 1 Bromfield Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO108 | Firemen's Memorial 1 Calvert Street GR 725765575369 Colac | No | No | No | No | No | No | Nil | No |
| HO109 | Lislea House 61 Corangamite Street Colac | Yes | No | No | No | No | Yes | Nil | No |
| HO111 | Scout Hall 100 Dennis Street Colac | Yes | No | No | No | No | No | Nil | No |

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|------------|--|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO112 | Convent of Mercy 1 Fireman Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO115 | House & stables 16 Fyans Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO116 | St Mary's Catholic Church 1 Gellibrand Street Colac | Yes | No | No | No | No | Yes | Nil | No |
| HO117 | The Elms 16 Gellibrand Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO118 | Colac House 29-35 Gellibrand Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO119 | Independent Order Oddfellows Hall 43 Gellibrand Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO120 | Legacy House 45 Gellibrand Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO121 | Railway Station 102a Gellibrand Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO122 | Railway Turning Circle 102a Gellibrand Street Colac | No | No | No | No | No | No | Nil | No |
| HO123 | Cemetery 56 Gravesend Street | No | No | Yes | No | No | No | Nil | No |
| HO124 | St John's Church & Hall 19-23 Hesse Street Colac | Yes | No | Yes | No | No | Yes | Nil | No |
| HO125 | St Andrew's Church & (fmr). School 25-29 Hesse Street Colac | Yes | No | No | No | No | Yes | Nil | No |
| HO126 | Freemason's Hall 34 Hesse Street Colac | Yes | No | No | No | No | Yes | Nil | No |
| HO127 | Road culverts Manifold Street Colac | No | No | Yes | No | No | No | Nil | No |

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|------------|--|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO128 | Thornbank 44 Moore Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO129 | House 56 Moore Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO131 | Post Office 4 Murray Street Colac | Yes | No | No | No | No | Yes | Nil | No |
| HO132 | Shire Hall, (fmr) 6 Murray Street Colac | Yes | No | No | No | No | Yes | Nil | No |
| HO133 | Union Bank (fmr.) 15 Murray Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO134 | Regent Picture Theatre 19-21 Murray Street Colac | Yes | No | No | No | No | Yes | Nil | No |
| HO135 | Moran & Cato shops 23-25 Murray Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO136 | State Savings Bank(fmr) 24 Murray Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO137 | National Bank (fmr) 28 Murray Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO138 | Colac Reformer Building 66 Murray Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO139 | Central Arcade 90-94 Murray Street Colac | Yes | Yes | No | No | No | No | Nil | No |
| HO140 | State Electricity Commission Offices 119-121 Murray Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO141 | Office Building 126 Murray Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO142 | J G Johnston & Co 144 Murray Street Colac | Yes | No | No | No | No | No | Nil | No |

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|------------|---|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO143 | Shops 168-170 Murray Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO144 | Shops, Browne & Holme Street Colac 172-176 Murray Street | Yes | No | No | No | No | No | Nil | No |
| HO145 | Austral Hotel 185 Murray Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO146 | Chevrolet Salerooms Colac 224 Murray Street | Yes | No | No | No | No | No | Nil | No |
| HO147 | Shops 243-253 Murray Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO148 | Coles Showrooms & Factory Murray Street Colac 266-68 | Yes | No | No | No | No | No | Nil | No |
| HO149 | High Colac School 413 Murray Street | Yes | No | No | No | No | No | Nil | No |
| HO150 | Prince of Colac Wales Hotel Street East Colac 127 Murray Street | Yes | No | No | No | No | No | Nil | No |
| HO151 | Second Presbyterian Street Colac Manse 19 Pollock Street | Yes | No | No | No | No | No | Nil | No |
| HO152 | First Presbyterian Colac Manse 21 Pollock Street | Yes | No | No | No | No | No | Nil | No |
| HO153 | Yeowarra 5855 Princes Highway Colac | Yes | No | Yes | No | No | No | Nil | No |
| HO154 | Police Lock-up 40 Queen Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO155 | Maternal & Child Health Centre Street Colac 49 Queen Street | Yes | No | No | No | No | No | Nil | No |
| HO156 | Drill Hall 63-67 Queen Street Colac | Yes | No | No | No | No | No | Nil | No |

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|------------|---|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO157 | Wesleyan Church & Hall 15 Skene Street Colac | Yes | Yes | No | No | No | Yes | Nil | No |
| HO158 | Firestation 26 Dennis Street Colac | Yes | No | No | No | No | Yes | Nil | No |
| HO159 | Balnagowan 3 Stodart Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO160 | Mooringarara 26-34 Wallace Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO161 | Wesleyan Methodist Parsonage 81 Wallace Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO162 | Colac Dairy Company Complex 131 Wilson Street Colac | Yes | No | No | No | No | No | Nil | No |
| HO163 | Onion Dehydration Factory 20 Rossmoynne Road Colac West | No | No | No | No | No | No | Nil | No |
| HO164 | Good Samaritan Convent 725 Corangamite Lake Road Coragulac | Yes | No | No | No | No | No | Nil | No |
| HO165 | St Brendan's Catholic Church & Bell Tower 725 Corangamite Lake Road Coragulac | Yes | No | No | No | No | Yes | Nil | No |
| HO166 | St David's Church 520 Corangamite Lake Road Cororoake | Yes | No | No | No | No | Yes | Nil | No |
| HO167 | Shop 546 Cororoake Road Cororoake | Yes | No | No | No | No | No | Nil | No |
| HO168 | Dairy factory 15 Factory Road Cororoake | Yes | No | No | No | No | No | Nil | No |
| HO169 | Frenchman's Inn 5 Hall Street Cressy | Yes | No | No | No | No | No | Nil | No |
| HO170 | St Andrew's Church & Hall 1 Lyons Street Cressy | Yes | No | No | No | No | Yes | Nil | No |

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|------------|---|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO171 | Police lock-up 7 Lyons Street Cressy | Yes | No | No | No | No | No | Nil | No |
| HO172 | Water tower 19 New Station Street Cressy | No | No | No | No | No | No | Cressy Water Tower Conservation Management Plan (2008) | No |
| HO174 | Avenue of Honour Station/Lyons Sts Cressy | No | No | Yes | No | No | No | Nil | No |
| HO175 | Primary School #731 17 Yarima Road Cressy | Yes | No | No | No | No | No | Nil | No |
| HO176 | Watch Hill 3815 Corangamite Lake Road Cundare | Yes | No | No | No | No | No | Nil | No |
| HO177 | Bluestone Cottage Lake Road Cundare | Yes | No | No | No | No | No | Nil | No |
| HO178 | Tennis pavilion 10 Rippons Road Dreeite | Yes | No | No | No | No | No | Nil | No |
| HO179 | Stockyard & Watertank Base 575 Beeac-Dreeite Road Dreeite | No | No | No | No | No | No | Nil | No |
| HO180 | House 1890 Corangamite Lake Road Dreeite | Yes | No | No | No | No | No | Nil | No |
| HO181 | Dreeite Estate Dining Hall/Watertank 1995 Corangamite Lake Road Dreeite | Yes | No | No | No | No | No | Nil | No |
| HO182 | Dry Stone Rabbit Wall Iletts Road Dreeite | No | No | No | No | No | No | Nil | No |
| HO183 | Consumption Cairn 60 Iletts Road Dreeite | No | No | No | No | No | No | Nil | No |

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|------------|--|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| | (GR 724750768370) | | | | | | | | |
| HO185 | House 100 Iletts Road Dreeite | Yes | No | No | No | No | No | Nil | No |
| HO186 | Galloway Dyke, Lawlors Road Dreeite (GR715890767290) | No | No | No | No | No | No | Nil | No |
| HO187 | St Andrews Uniting 545 South Dreeite Road Dreeite South | Yes | No | No | No | No | Yes | Nil | No |
| HO188 | House 85 Harris Street Eliminyt | Yes | No | No | No | No | No | Nil | No |
| HO190 | Marandoo 1000 Eurack Road Eurack | Yes | No | Yes | No | No | No | Nil | No |
| HO191 | Eurack 585 Mt Hesse Road Eurack | Yes | No | Yes | No | No | No | Nil | No |
| HO192 | Seebeck/Henry tramline Forrest (GR 735455732200) | No | No | No | No | No | No | Nil | No |
| HO193 | Railway bridge remnants 2315 Birregurra Forrest Road Forrest | No | No | No | No | No | No | Nil | No |
| HO194 | Primary School #2708 10 Grant Street Forrest | Yes | No | No | No | No | No | Nil | No |
| HO195 | House 1 Hennigan Crescent Forrest | Yes | No | No | No | No | No | Nil | No |
| HO196 | Cemetery 20 Cemetery Road Forrest | No | No | No | No | No | No | Nil | No |
| HO197 | Sawdust Burner 2390 Colac-Lavers Hill Road Gellibrand | No | No | No | No | No | No | Nil | No |
| HO198 | Railway worker's house 13 Main Road Gellibrand | Yes | No | No | No | No | No | Nil | No |
| HO199 | Gellibrand Public Hall 1 Old Main Road | Yes | No | No | No | No | No | Nil | No |

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|------------|--|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| | Gellibrand | | | | | | | | |
| HO200 | Gellibrand Hotel 20 Old Main Road | Yes | No | No | No | No | No | Nil | No |
| HO201 | Wonga Park Windbreak 385 Wonga Road | No | No | Yes | No | No | No | Nil | No |
| HO202 | Teacher's residence (fmr.) 20 Irrewarra School Road Irrewarra | Yes | No | No | No | No | No | Nil | No |
| HO203 | Irrewarra House Estate 85 Irrewarra School Road Irrewarra | Yes | No | Yes | No | No | No | Nil | No |
| HO204 | Irrewarra Homestead 20 Ryans Road Irrewarra | Yes | Yes | No | No | No | No | Nil | No |
| HO205 | Farm Complex 205 Warrowie Road Irrewarra | Yes | No | Yes | No | No | No | Nil | No |
| HO206 | Bible Christian Church (fmr.) 1920 Irrewillipe Road Irrewillipe | Yes | No | No | No | No | No | Nil | No |
| HO208 | Henry's Nettle & Carisbrook sawmills Kennett River (GR 740570718279) | No | No | No | No | No | No | Nil | No |
| HO209 | General Store 15 Great Ocean Road Kennet River | Yes | No | No | No | No | No | Nil | No |
| HO210 | Dugout Grey River Road Kennett River (GR 745260717090) | No | No | No | No | No | No | Nil | No |
| HO211 | Chilean Wine Palm 155-7 Corangamite Lake Road Larpent | No | No | Yes | No | No | No | Nil | No |
| HO212 | Northern Timber Company sawmill Lavers | No | No | No | No | No | No | Nil | No |

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|------------|---|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| | Hill (GR 707246717530) | | | | | | | | |
| HO213 | Lavers Hill P-12 College Drive Lavers Hill | Yes | No | No | No | No | No | Nil | No |
| HO214 | Japanese Flowering Cherry Tree 53-81 Great Ocean Road Lavers Hill | No | No | Yes | No | No | No | Nil | No |
| HO215 | Melba Gully 35 Melba Gully Road Lavers Hill | No | No | Yes | No | No | No | Nil | No |
| HO216 | Mooleric 635 Mooleric Road Ombersley | Yes | Yes | Yes | No | No | No | Nil | No |
| HO217 | Turkeith 715 Mooleric Road Ombersley | Yes | No | Yes | No | No | No | Nil | No |
| HO219 | Gnanwyn 960 Colac Ballarat Road Ondit | Yes | No | No | No | No | No | Nil | No |
| HO220 | Ondit Memorial School Ground 10 Ondit Warrion Road Ondit | Yes | No | Yes | No | No | No | Nil | No |
| HO222 | Hitt No 4 sawmill Otway State Forest (GR 725536728483) | No | No | No | No | No | No | Nil | No |
| HO223 | St Joseph's Catholic Church 1429 Princes Highway Pirron Yallock | Yes | No | No | No | No | Yes | Nil | No |
| HO226 | Godfrey Creek graves, Great Ocean Road Separation Creek (GR 754040722550) | No | No | No | No | No | No | Nil | No |
| HO227 | Stanway Harrington Memorial Cairn Separation Creek | No | No | No | No | No | No | Nil | No |
| HO228 | House 5640 Great Ocean Road Skenes Creek | Yes | No | No | No | No | No | Nil | No |

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|------------|--|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO229 | Cora Lea Cheese Factory 280 Swan Marsh Road Swan Marsh | Yes | No | No | No | No | No | Nil | No |
| HO230 | Colac Diaring Co. factory Swan Marsh Road Swan Marsh (GR 707856749905) | Yes | No | No | No | No | No | Nil | No |
| HO231 | Sharp's No. 1 & No. 3 sawmills Tanybryn (GR 735310718318) | No | No | No | No | No | No | Nil | No |
| HO232 | Sharp No 2 sawmill Tanybryn (GR 733775717100) | No | No | No | No | No | No | Nil | No |
| HO233 | Kirrewur 5755 Princes Highway Warncoort | Yes | No | No | No | No | No | Nil | No |
| HO235 | Uniting Church & Hall 603 Coragulac Beeac Road Warrion | Yes | No | No | No | No | Yes | Nil | No |
| HO236 | Public Hall 633 Coragulac Beeac Road Warrion | Yes | Yes | No | No | No | No | Nil | No |
| HO237 | Cattleshed & Water tank 159 Ricarton Road Warrion | No | No | No | No | No | No | Nil | No |
| HO238 | House (ruin) 350 Barpinba Road Weering | Yes | No | No | No | No | No | Nil | No |
| HO239 | Weering 280 Porneet Road Weering | Yes | No | No | No | No | No | Nil | No |
| HO240 | Weering School 340 Weering School Road Weering | Yes | No | No | No | No | No | Nil | No |
| HO241 | Wongarra Heights 65 Sunnyside Road Wongarra | Yes | Yes | No | No | No | No | Nil | No |
| HO242 | Armistead's sawmill Wye River (GR 749037716510) | No | No | No | No | No | No | Nil | No |

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| PS Map Ref | Heritage Place | External Paint Controls Apply? | Internal Alteration Controls Apply? | Tree Controls Apply? | Outbuildings or fences which are not exempt under Clause 43.01-3 | Included on the Victorian Heritage Register under the Heritage Act 1995? | Prohibited uses may be permitted? | Name of Incorporated Plan under Clause 43.01-2 | Aboriginal heritage place? |
|------------|--|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO243 | War Memorial Cairn Great Ocean Road Wye River | No | No | No | No | No | No | Nil | No |
| HO244 | Wye River Hotel 19 Great Ocean Road Wye River | Yes | No | No | No | No | No | Nil | No |
| HO245 | Knott No.1 Sawmill Wyelangata (GR 716835716760) | No | No | No | No | No | No | Nil | No |
| HO246 | Marchbank Sawmill Wyelangata (GR 715289723760) | No | No | No | No | No | No | Nil | No |
| HO248 | Hugh Murray Memorial Cairn & Plaque Colac Forrest Road Yeo (GR 728651752754) | No | No | No | No | No | No | Nil | No |
| HO250 | Yeodene Public Hall 130 Yeodene Birregurra Road Yeodene | Yes | No | No | No | No | No | Nil | No |
| HO251 | Yuulong Public Hall 5655 Great Ocean Road Yuulong | Yes | No | No | No | No | No | Nil | No |
| HO300 | Pier Precinct Apollo Bay | No | No | No | No | No | No | Nil | No |
| HO301 | Beeac Commercial Precinct Beeac | No | No | Yes | No | No | No | Nil | No |
| HO302 | Beech Forrest Precinct Beech Forrest | No | No | No | No | No | No | Nil | No |
| HO303 | Birregurra Main Street Precinct Birregurra | No | No | Yes | No | No | No | Nil | No |
| HO304 | Birregurra Church Precinct Birregurra | No | No | Yes | No | No | No | Nil | No |
| HO305 | Murray St Precinct Colac | No | No | No | No | No | No | Nil | No |
| HO306 | Colac Estate Housing Precinct Colac | No | No | No | No | No | No | Nil | No |

COLAC OTWAY PLANNING SCHEME

| PS Map Ref | Heritage Place | External Paint Controls Apply? | Internal Alteration Controls Apply? | Tree Controls Apply? | Outbuildings or fences which are not exempt under Clause 43.01-3 | Included on the Victorian Heritage Register under the Heritage Act 1995? | Prohibited uses may be permitted? | Name of Incorporated Plan under Clause 43.01-2 | Aboriginal heritage place? |
|------------|-------------------------------------|--------------------------------|-------------------------------------|----------------------|--|--|-----------------------------------|--|----------------------------|
| HO307 | Residential Precinct Colac | No | No | Yes | No | No | No | Nil | No |
| HO308 | Memorial Square Precinct Colac | No | No | Yes | No | No | No | Nil | No |
| HO309 | Coragulac Church Precinct Coragulac | No | No | No | No | No | No | Nil | No |
| HO310 | Factory Houses Precinct Coraroake | No | No | No | No | No | No | Nil | No |
| HO311 | Duverney St Precinct Cressy | No | No | Yes | No | No | No | Nil | No |

COLAC OTWAY PLANNING SCHEME

--/20--
C65

SCHEDULE 7 TO THE DESIGN AND DEVELOPMENT OVERLAY

Shown on the planning scheme map as **DDO7**

APOLLO BAY AND MARENGO – LOWER DENSITY RESIDENTIAL AREAS

--/20--
C65

1.0 Design Objectives

To limit building heights and ensure that upper levels are well articulated to respect the character of the area.

To identify a lower density area facilitating a more spacious form of residential development.

To ensure that development density is consistent with the coastal town character.

To ensure that permeable space is available between dwellings to sustain vegetation.

To ensure that new development maintains space between buildings so that views to the surrounding landscape are retained.

To encourage building design that complements and responds to the cultural, environmental and landscape values of Apollo Bay, including appropriate use of coastal materials, colours, heights and setbacks.

2.0 Buildings and Works

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C65

A permit is not required to construct or extend a dwelling if:

- It is the only dwelling on the lot; and
- It is less than 8 metres in height; and
- The lot is in excess of 450m².

A permit is not required to extend an existing dwelling if:

- It is the only dwelling on the lot; and
- It is less than 8 metres in height; and
- The lot is in excess of 300m².

Buildings and works must not exceed a height of 9 metres.

Performance Criteria

Buildings and works should comply with the following standards unless it can be demonstrated that an alternative approach achieves the design objectives of this control:

- Simple building details.
- A mix of contemporary and traditional coastal materials textures and finishes.
- Colours and finishes that compliment those occurring naturally in the area
- Articulated facades, incorporating setbacks to upper levels to reduce building bulk and overshadowing.
- Articulated roof forms on new developments to provide visual interest to the street.
- Buildings greater than 8 metres in height have a front setback at the upper level of 3 metres.
- Applications for more than one dwelling on a lot should be at a density that would enable future subdivision in accordance with the subdivision requirements of this clause.

COLAC OTWAY PLANNING SCHEME

3.0 Subdivision

--/20--
C65

Requirements

Lots created by subdivision that include a battle-axe driveway or common property must not include the area of the driveway in the lot area calculation.

A new lot should have an area as specified below and as identified on the attached precinct map.

Precinct 1 450m²

Precinct 2 450m²

Precinct 4 450m²

Precinct 6 4000m²

Precinct 7 750m²

Precinct 8 450m²

Larger lots than specified may be required where any of the following apply:

- The land contains a significant cover of native vegetation; or
- The land is in a prominent location or on a hill face that is visible from the Great Ocean Road or other key public viewing location;
- The land is steep; or
- The size and shape of the existing lot(s), the siting of existing buildings and works, or the extent of the existing vegetation, will compromise the versatility or energy efficiency of any new lots.

4.0 Application Requirements

18/06/2009
C55

An application must include a report that demonstrates how the proposal meets the objectives and provisions of the schedule.

5.0 Decision guidelines

18/06/2009
C55

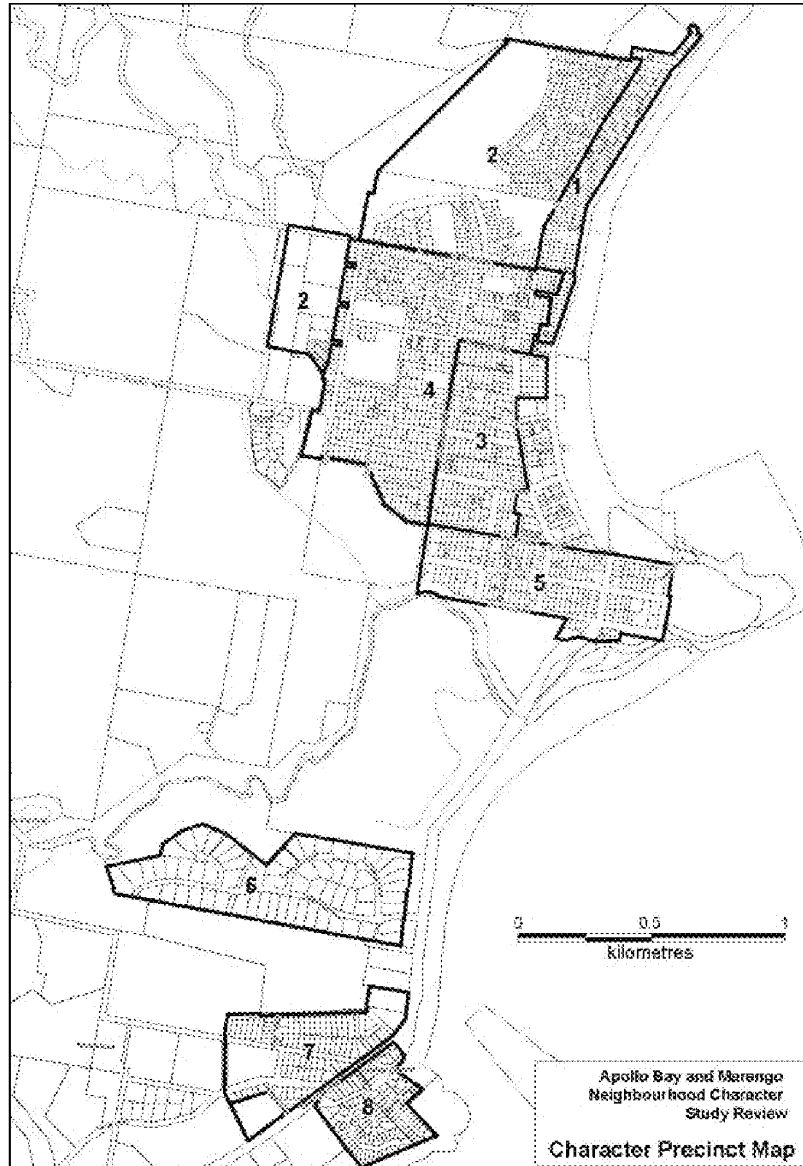
Before deciding on an application the responsible authority must consider, in addition to the decision guidelines in Clause 65 and 43.02-5, the following:

- The appropriateness of any subdivision, building or works having regard to land capability, including land form, slope, drainage and the presence of remnant vegetation.
- The extent to which the proposed subdivision or development meets the objectives and design responses for the precinct within which it is located as specified in the Apollo Bay, Marengo Neighbourhood Character Study 2003 and Clause 43.02.
- To which the building exceeds 8 metres achieves the low scale low density character aspects.

COLAC OTWAY PLANNING SCHEME

6.0 Precinct Map

18/06/2009
C65



COLAC OTWAY PLANNING SCHEME

08/02/2007
C22

SCHEDULE 1 TO THE NEIGHBOURHOOD CHARACTER OVERLAY

Shown on the planning scheme map as NCO1

COASTAL TOWNS: SKENES CREEK, KENNETT RIVER, WYE RIVER AND SEPARATION CREEK

1.0 Statement of neighbourhood character

08/02/2007
C22

The coastal townships of Skenes Creek, Kennett River, Wye River and Separation Creek, are a highly visible component within the nationally significant Great Ocean Road Region landscape which is recognized in the Great Ocean Road Region Strategy, and it's associated Great Ocean Road Region Landscape Assessment Study. Skenes Creek is located within the nationally significant Apollo Bay Coastal Valleys and Hills precinct 2.4 landscape. Kennett River, Wye River and Separation Creek are within the nationally significant Otway Ranges Forest and Coast precinct 4.1 landscape.

The townships all exhibit similar characteristics common to their location along the nationally significant Great Ocean Road. The townships are undergoing continued pressure for growth and redevelopment and they provide a popular place of permanent residence, intermittent residence by holiday home owners and for recreation. It is important to ensure that the long term growth and change in these settlements retains the characteristics recognized in these studies, and valued by those who live and visit there.

The existing and preferred character of the townships is characterized by buildings nestled within the often steep topography and the indigenous and native vegetation. The buildings sit below the tree canopy height, and there is sufficient space around them to accommodate substantial vegetation, as well as clearances required for wildfire management. The buildings are of varying low scale designs, but contain elements that respond to the coastal location including a predominance of non-masonry materials, metal roofing, balconies and transparent balustrades. Buildings typically have flat or single pitch roofs, and while often being two storey or split level, they do not dominate their surrounds. A lack of or transparent styles of fencing enables the vegetation to flow across boundaries and between the public and private domains, and roads with unmade edges add to the informal feel of the townships.

2.0 Neighbourhood character objective

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C65

To ensure that new buildings and works respect the nationally significant Great Ocean Road Region landscape.

To ensure that new buildings and works achieve the preferred character for the townships as stated above and in Clauses 21.03-5 (Skenes Creek), 21.03-6 (Kennett River) and 21.03-7 (Wye River and Separation Creek).

To encourage the siting of buildings within the vegetation and landform, and below the predominant tree canopy height.

To ensure new buildings reflect and complement the scale, setback, siting, materials and overall form of existing buildings.

To ensure the townships retain an informal, open, spacious character created by the dominance of vegetation, low scale buildings and a lack of solid fencing.

To ensure that applications for more than one dwelling can be subdivided in accordance with the subdivision requirements of DDO4.

COLAC OTWAY PLANNING SCHEME

3.0 Permit requirement

08/02/2007
C22

A permit is required:

- To construct an outdoor swimming pool associated with a dwelling.
- To construct or extend an outbuilding normal to a dwelling.

4.0 Modification to Clause 54 and Clause 55 standards

08/02/2007
C22

| STANDARD | MODIFIED REQUIREMENT |
|-------------|---|
| A3 and B6 | <p>STREET SETBACK</p> <p>Walls of buildings should be setback at least 7 metres from the front street.</p> <p>Side street setback as specified in the Tables to Standards A3 and B6 continue to apply.</p> |
| A4 and B7 | <p>BUILDING HEIGHT</p> <p>The maximum building height should not exceed 8 metres or two storeys, whichever is the lesser.</p> <p>Buildings are to be stepped to follow the contours of the site.</p> <p>Changes of building height between existing buildings and new buildings should be graduated by recessing the upper levels from the ground level.</p> |
| A5 and B8 | <p>SITE COVERAGE</p> <p>The site area covered by buildings should not exceed the following amounts in the Precincts as shown on the Character Precinct Maps at Clause 21.04-13 (Skenes Creek), 21.04-14 (Kennett River) and 21.04-15 (Wye River and Separation Creek):</p> <ul style="list-style-type: none"> • Wye River Precinct 1 – 20% • Wye River Precinct 2 – 20% • Kennett River Precinct 1 – 20% • Kennett River Precinct 2 – 20% • Separation Creek Precinct 1 – 25% • Skenes Creek Precinct 1 – 20% • Skenes Creek Precinct 2 – 25% |
| A10 and B17 | <p>SIDE AND REAR SETBACKS</p> <p>A new building should be set back from both side boundaries a minimum of 3 metres.</p> <p>A new building should be setback a minimum of 5 metres from the rear boundary.</p> <p>A new building should be setback from the side or rear boundary a minimum of 3 or 5 metres as required above, plus 0.3 metres for every metre of height over 3.6 metres up to 6.9 metres, plus 1 metre for every metre of height over 6.9 metres.</p> <p>Sunblinds, verandahs, balconies, porches, eaves, fascias, gutters, chimneys, flues, pipes, domestic fuel or water tanks, and heating or cooling equipment associated with a dwelling, may encroach into the setbacks of this standard.</p> |

COLAC OTWAY PLANNING SCHEME

| STANDARD | MODIFIED REQUIREMENT |
|-------------|---|
| A11 and B18 | <p>WALLS ON BOUNDARIES</p> <p>A new wall should not be constructed on a boundary.</p> |
| A19 and B31 | <p>DESIGN DETAIL</p> <p>The design of buildings, including:</p> <ul style="list-style-type: none"> • The number of storeys, • Verandahs, eaves and parapets, • Materials, colours and finishes, and • Building siting, including space around buildings <p>should respect the preferred neighbourhood character of the area.</p> <p>Garage and car port design should be visually unobtrusive and compatible with the development and the preferred neighbourhood character.</p> |
| A20 and B32 | <p>FRONT FENCE HEIGHT</p> <p>The design of front fences should complement the design of front fences on adjoining properties.</p> <p>A front fence within 3 metres of a street should not exceed a height of 1.2 metres and should be at least 50% transparent.</p> |
| B13 | <p>LANDSCAPING</p> <p>The landscaping should enhance the indigenous and native vegetated character of the area.</p> <p>The siting of new buildings should provide for the retention of existing trees and vegetation and provide adequate space on site for the planting of new indigenous shrubs and trees.</p> <p>The area of the site that is covered by buildings and hard surfaces, including swimming pools and tennis courts, should not exceed the following amounts in the Precincts as shown on the Character Precinct Maps at Clause 21.04-13 (Skenes Creek), 21.04-14 (Kennett River) and 21.04-15 (Wye River and Separation Creek):</p> <ul style="list-style-type: none"> • Wye River Precinct 1 – 30% • Wye River Precinct 2 – 30% • Kennett River Precinct 1 – 30% • Kennett River Precinct 2 – 30% • Separation Creek Precinct 1 – 35% • Skenes Creek Precinct 1 – 30% • Skenes Creek Precinct 2 – 35% |

5.0

08/02/2007
C22

Decision guidelines

Before deciding on an application, the responsible authority must consider, as appropriate:

- The effect of the building or works on the nationally significant Great Ocean Road Region landscape.
- Whether the extension or modification to a building contributes to the township vision and preferred character of the area.
- Whether the siting, bulk, form and appearance of any building or works will contribute to the township vision and preferred character of the township.
- Whether the building is sited to provide large setbacks from front, side and rear boundaries.
- Whether the building respects the predominantly low scale forms in the area.
- Whether the building materials contribute to the preferred neighbourhood character.

COLAC OTWAY PLANNING SCHEME

6.0 Reference

08/02/2007
C22

Skenes Creek, Kennett River, Wye River and Separation Creek Neighbourhood Character Study, Planisphere 2005, including Precinct Brochures.

45.03

19/01/2006
VC37

ENVIRONMENTAL AUDIT OVERLAY

Shown on the planning scheme map as **EAO**

Purpose

To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.

To ensure that potentially contaminated land is suitable for a use which could be significantly adversely affected by any contamination.

45.03-1

19/01/2006
VC37

Requirement

Before a sensitive use (residential use, child care centre, pre-school centre or primary school) commences or before the construction or carrying out of buildings and works in association with a sensitive use commences, either:

- A certificate of environmental audit must be issued for the land in accordance with Part IXD of the Environment Protection Act 1970, or
- An environmental auditor appointed under the Environment Protection Act 1970 must make a statement in accordance with Part IXD of that Act that the environmental conditions of the land are suitable for the sensitive use.

Notes:

Refer to the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement, for strategies and policies which may affect the use and development of land.

Check the requirements of the zone which applies to the land.

Other requirements may also apply. These can be found at Particular Provisions.

COLAC OTWAY PLANNING SCHEME

--/20--
C65

SCHEDULE TO CLAUSE 61.03

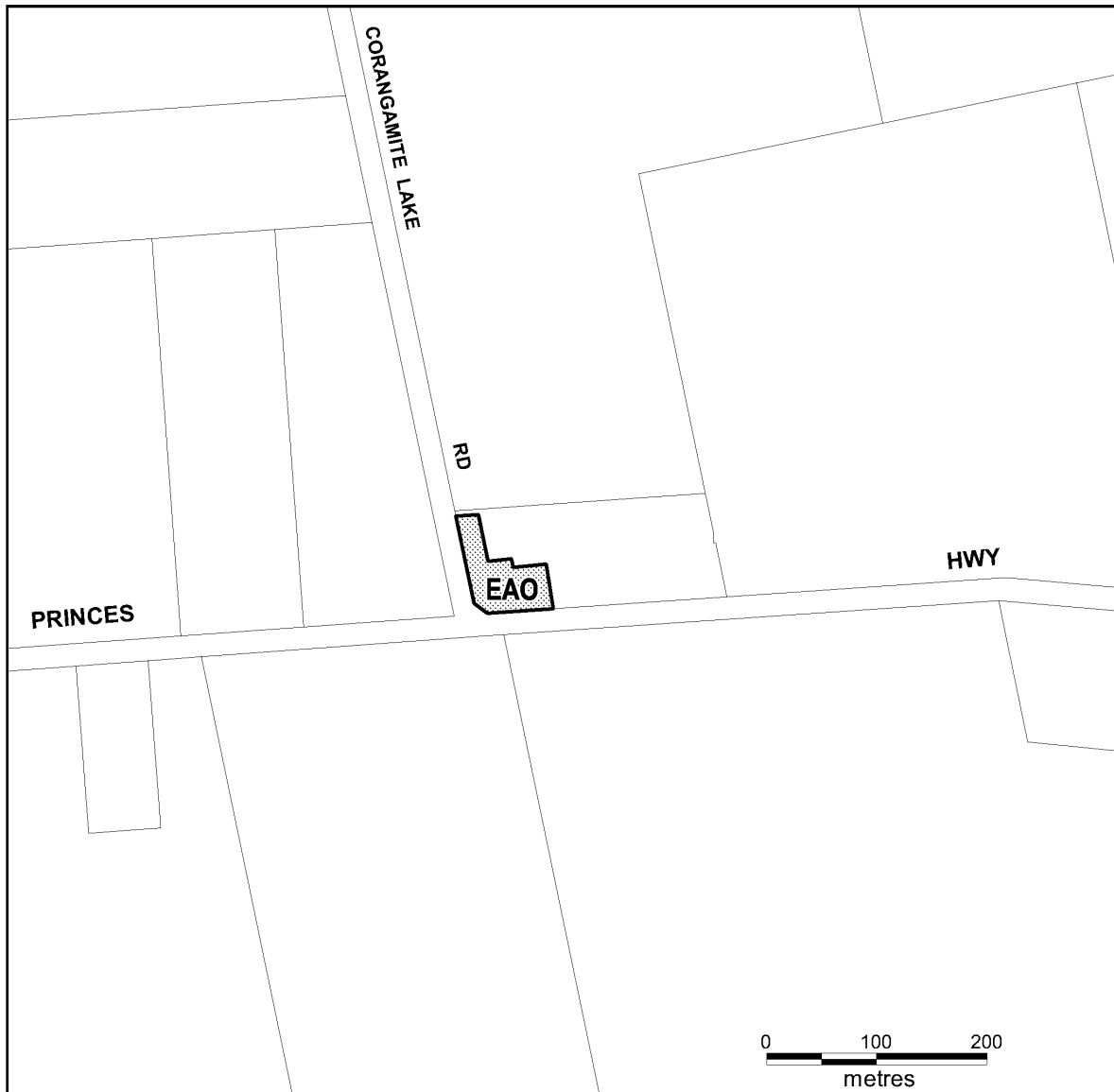
Maps comprising part of this scheme

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- 2, 2ESO1, 2ESO2, 2ESO3, 2ESO4, 2HO, 2LSIO-FO, 2SLO, 2VPO2
- 3, 3ESO2, 3ESO4, 3HO, 3LSIO-FO
- 4, 4ESO4, 4HO, 4LSIO-FO, 4VPO2
- 5, 5DDO, 5DPO, 5EAO, 5ESO1, 5ESO2, 5ESO4, 5HO, 5LSIO-FO, 5PAO, 5VPO1
- 6, 6ESO1, 6HO, 6LSIO-FO, 6PAO, 6VPO1
- 7, 7ESO1, 7HO
- 8, 8ESO1, 8HO, 8SLO
- 9, 9AEO, 9DDO, 9DPO, 9EMO, 9ESO1, 9ESO2, 9ESO4, 9ESO6, 9HO, 9LSIO-FO, 9PAO, 9SLO1, 9VPO2, 9WMO
- 10, 10ESO1, 10ESO2, 10ESO4, 10HO, 10LSIO-FO
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COLAC OTWAY PLANNING SCHEME

- 29, 29DDO7, 29DPO, 29EMO, 29ESO2, 29HO, 29LSIO-FO, 29PAO, 29SLO3, 29WMO
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COLAC OTWAY PLANNING SCHEME LOCAL PROVISION



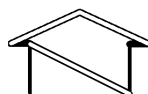
Part of Planning Scheme Map 5EAO

LEGEND

 ENVIRONMENTAL AUDIT OVERLAY

AMENDMENT C65

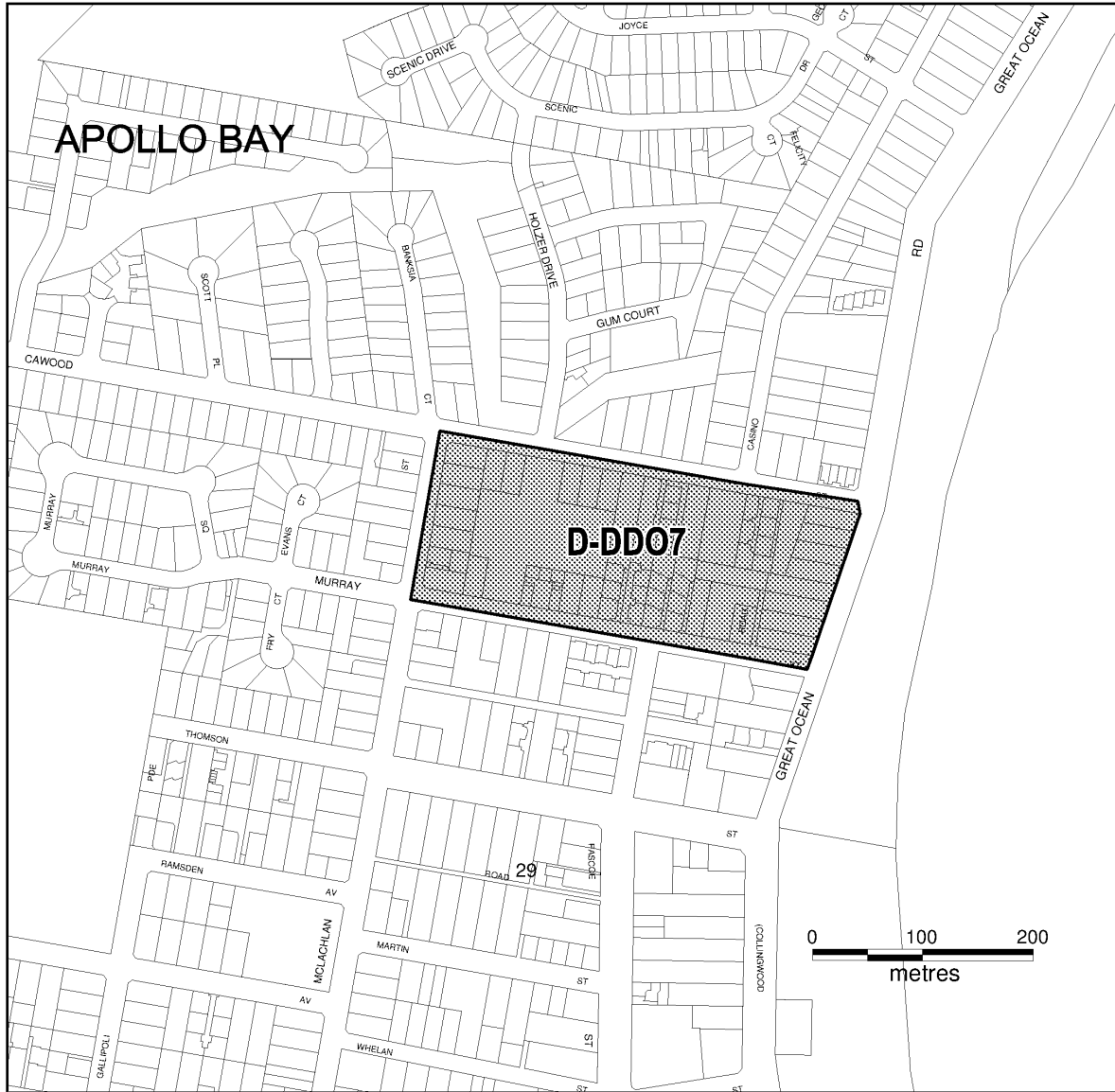
Planning Systems Services |
 Statutory Planning Systems Reform |
 Planning and Local Government |



Department of Planning
 and Community Development

003

COLAC OTWAY PLANNING SCHEME LOCAL PROVISION



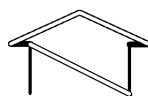
Part of Planning Scheme Map 29DDO

LEGEND

D-DD07 AREA TO BE DELETED FROM A DESIGN AND DEVELOPMENT OVERLAY - SCHEDULE 7

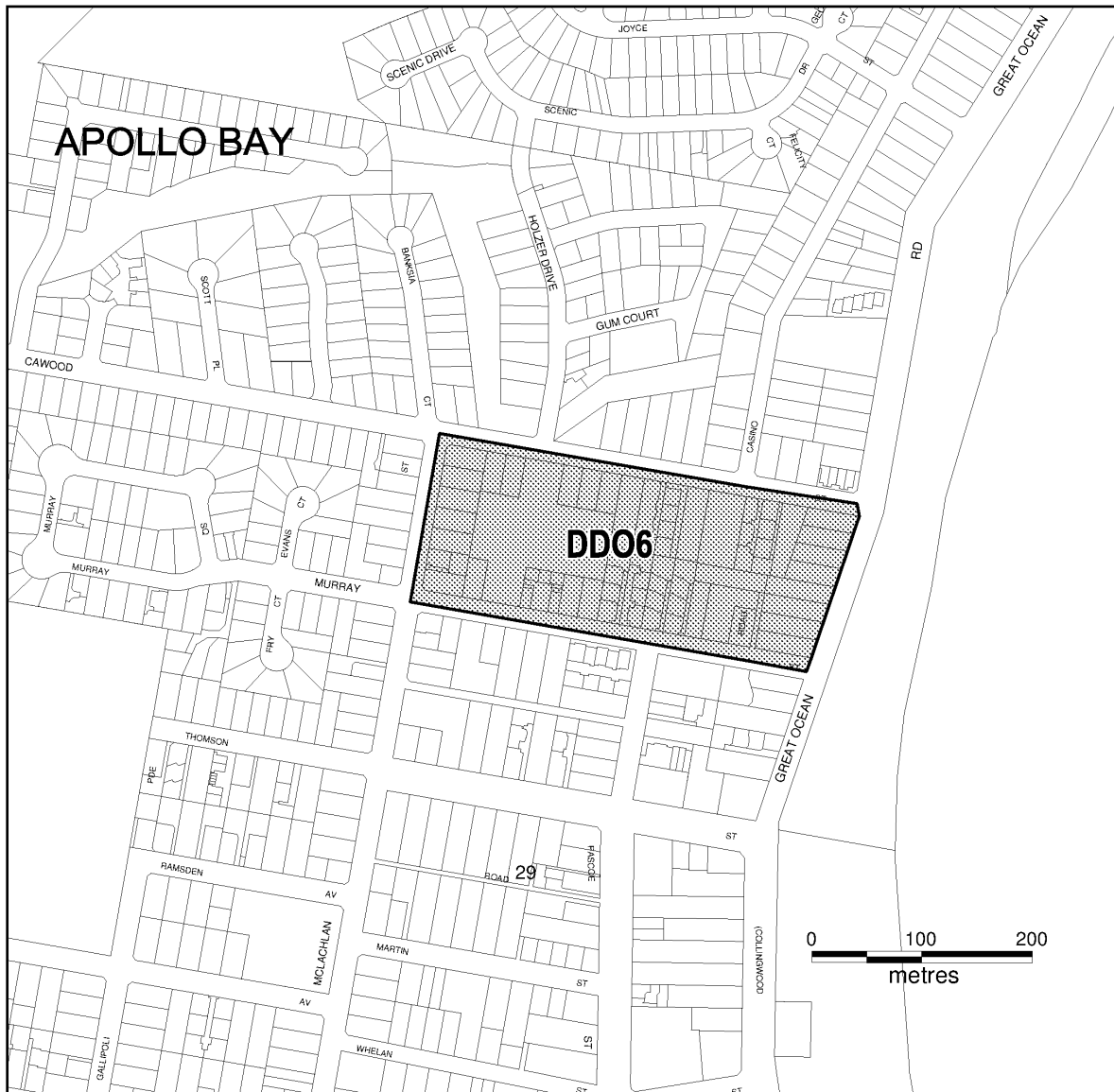
AMENDMENT C65

Planning Systems Services |
 Statutory Planning Systems Reform |
 Planning and Local Government |



Department of Planning
 and Community Development

COLAC OTWAY PLANNING SCHEME LOCAL PROVISION



Part of Planning Scheme Map 29DDO

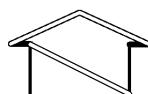
LEGEND



DESIGN AND DEVELOPMENT
 OVERLAY - SCHEDULE 6

AMENDMENT C65

Planning Systems Services |
 Statutory Planning Systems Reform |
 Planning and Local Government |



Department of Planning
 and Community Development

006

COLAC OTWAY PLANNING SCHEME LOCAL PROVISION



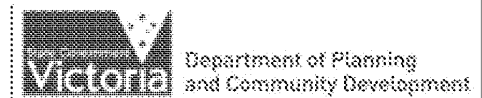
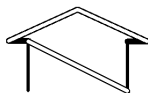
Part of Planning Scheme Map 5

LEGEND

 RURAL ACTIVITY ZONE

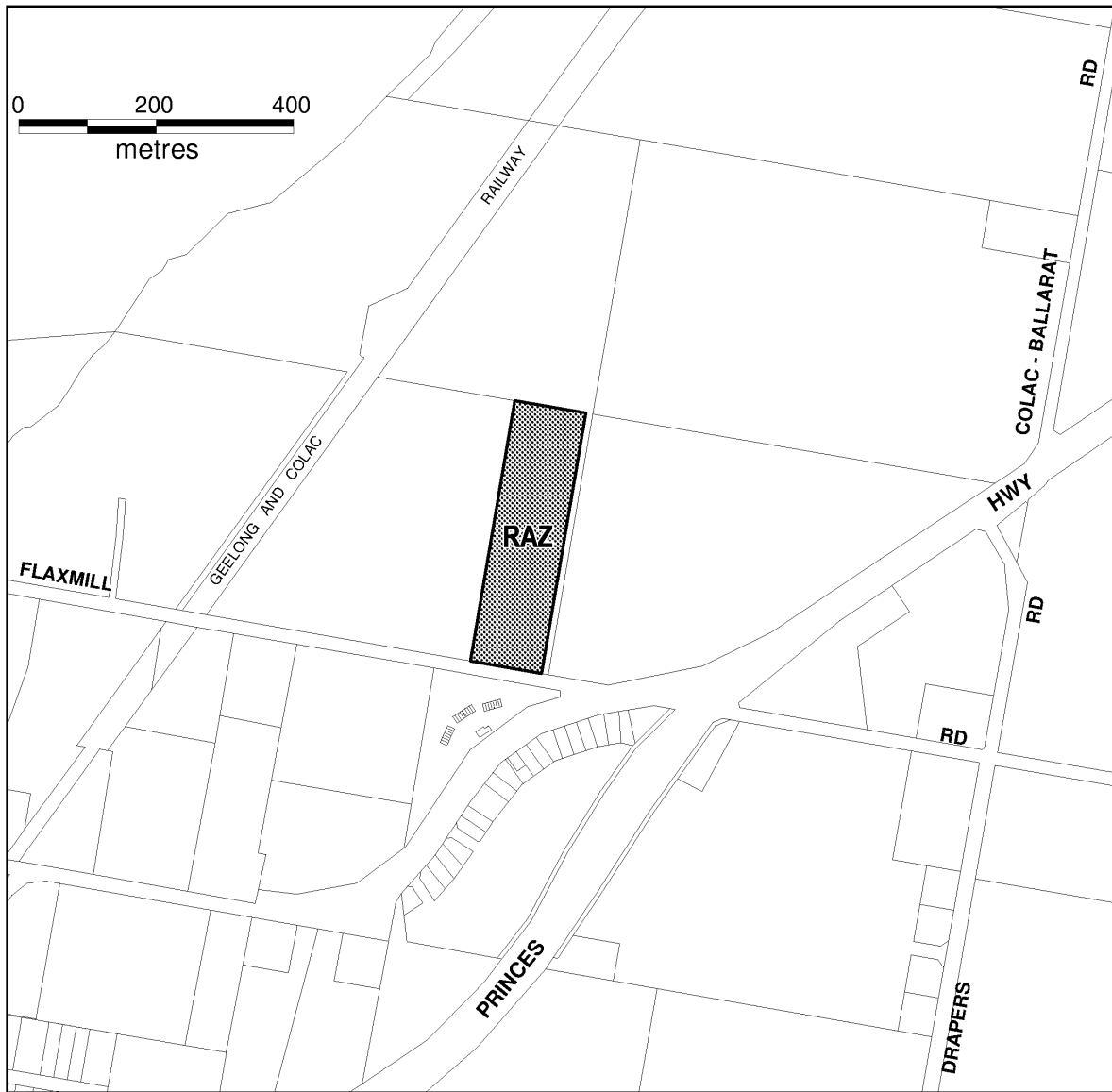
AMENDMENT C65

Planning Systems Services |
Statutory Planning Systems Reform |
Planning and Local Government |



001

COLAC OTWAY PLANNING SCHEME LOCAL PROVISION



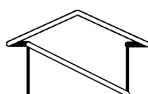
Part of Planning Scheme Map 9

LEGEND

 **RAZ** RURAL ACTIVITY ZONE

AMENDMENT C65

Planning Systems Services |
 Statutory Planning Systems Reform |
 Planning and Local Government |



Department of Planning
 and Community Development

002

INTERIM GREAT OCEAN ROAD TOURISM BOARD

DRAFT TERMS OF REFERENCE

OBJECTIVE

To prepare a draft Strategic Business Plan for the establishment, strategic objectives, priorities, governance and operation of a new generation Regional Tourism Organisation (RTO) for the Great Ocean Road region.

STRATEGIC BUSINESS PLAN

The draft Strategic Business Plan to include recommendations for;

1. A vision to guide strategic direction, policy and operational business planning.
2. A mission and strategic goals to guide the role, purpose and performance of the RTO.
3. The structure, role and governance responsibilities for the RTO Board.
4. Resources to achieve the mission including
 - Funding
 - Staffing
 - Facilities
5. Three-year business plan (short, medium and long term) operational objectives and performance indicators.
6. The process to establish the Board and staffing to commence operations from 1 July 2013.
7. The ongoing role of existing regional and local tourism organisations and local government tourism functions.

Note: The Strategic Business Plan to take account of the best practice principles, objectives and success factors for regional tourism development, marketing and management.

PROCESS

1. Appoint the Interim Board.
2. Board to consider the Strategic Business Plan scope, consultation and preparation process.
3. Prepare a Discussion Paper to facilitate the consultation process.
4. Conduct Board and key stakeholder workshops.
5. Draft Strategic Business Plan.
6. Stakeholder feedback.
7. Final Plan approval by the Interim Board.
8. Submit to Tourism Victoria and Local Government stakeholders for endorsement.

TIMELINES (see over)

TIMELINES

- Draft Strategic Business Plan submitted to Local government and Tourism Victoria. **(December 2012)**
- Approval to implement. **(March 2013.)**
- GOR Regional Tourism Organisation commences. **(July 2013.)**



COPY

Assembly of Councillors Record

This Form MUST be completed by the attending Council Officer and returned IMMEDIATELY to Document Management Co-ordinator for filing. A copy of the completed form must be provided to the Executive Officer to the CEO, Mayor & Councillors for reporting at the next Ordinary Council Meeting. {See over for Explanation/Guide Notes}

CHANGED BY CF COOK WHO HANDED
COUNCIL OVER TO CF BUCHANAN

Assembly Details:

Date: 17.4.12

Time: 6:00 am/pm

Assembly Location: COPACC Meeting Room 1-2

(some e.g's. COPACC, Colac Otway Shire Offices, 2 - 6 Rae Street, Colac, Shire Offices - Nelson Street, Apollo Bay

In Attendance:

Councillors: FRANK BUCHANAN / BRIAN COOK / STEVE HARRIS / STEPHEN HARRIS

Officer/s: NEIL ALLEN / JACOB COOK / ROB SMITH

Matter/s Discussed: Road Hierarchy Community Reference Group 4th Meeting

(some e.g's. Discussions with property owners and/or residents, Planning Permit Application No. xxxx re proposed development at No. xx Pascoe Street, Apollo Bay, Council Plan steering committee with Councillors and officers.)

Conflict of Interest Disclosures: (refer page 5)

Councillors: BRIAN COOK - LIVES IN WILSON STREET

Officer/s:

Left meeting at:

Completed by: NEIL ALLEN

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Agenda

- Welcome & Introductions – NA / CRG Chairman
- Reminder of CRG Roles, Responsibilities and Expectations - HW
- Shortlist Assessment - GA
 - Transport Assessment
 - Social Assessment
 - Environmental Assessment
 - Cost Assessment
 - Weightings
- Stakeholder Meeting – VicRoads – GA / BS
- Aurecon Recommendations
- Next Steps
 - PSG review of Aurecon report and CRG response and instructions
 - Public Consultation open day and other stakeholder sessions
 - Corridor Development
 - Corridor Assessment
 - Submission of Draft Report to PSG
 - Submission of Draft Report to CRG
 - CRG response
- CRG discussion/feedback



COMM. REF. GROUP.



Assembly of Councillors Record

This Form MUST be completed by the attending Council Officer and returned IMMEDIATELY to Document Management Co-ordinator for filing. A copy of the completed form must be provided to the Executive Officer to the CEO, Mayor & Councillors for reporting at the next Ordinary Council Meeting. *{See over for Explanation/Guide Notes}*

Assembly Details:

Date:18/04/2012.....

Time:3.00 – 4.00 pm

Assembly Location: ..Colac Otway Shire Offices, 2 - 6 Rae Street, Colac.....

(some e.g's. COPACC, Colac Otway Shire Offices, 2 - 6 Rae Street, Colac, Shire Offices – Nelson Street, Apollo Bay

In Attendance:

Councillors:Cr Crook / Cr Russell/ Cr Smith

Officer/s: ... Hege Eier

Matter/s Discussed: Australia Day in small towns – optional rotation of Australia Day celebrations

(some e.g's. Discussion s with property owners and/or residents, Planning Permit Application No. xxxx re proposed development at No. xx Pascoe Street, Apollo Bay, Council Plan steering committee with Councillors and officers.)

Conflict of Interest Disclosures: (refer page 5)

Councillors:Nil...../...../...../.....

Officer/s:Nil...../...../...../.....

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Completed by:Hege Eier.....

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| | | |
|--|--|--|
|  <p>Agenda</p> | <h1 style="margin: 0;">Councillor Workshop</h1> <p style="margin: 0;">Wednesday, 9 May 2012
COPACC Meeting Rooms 1 & 2
9.30 am to 2:20 pm</p> | |
| | <p>ATTENDEES:
 Cr Stephen Hart (Mayor), Cr Crook, Cr Stuart Hart, Cr Smith (attended 9:30 am – 11:00 am), Cr Higgins, Cr Russell
 Rob Small (CEO)
 Colin Hayman (GM, Corporate & Community Services)
 Jack Green (GM, Sustainable Planning & Development)
 Neil Allen (GM, Infrastructure & Services)</p> <p>Part: Doug McNeill, Jamie Larmour Reid, Brett Exelby, Adam Lehmann, Ian Seuren, Jodie Fincham,</p> <p>Apology:
 Cr Buchanan,</p> | |
| | <h2 style="margin: 0;">Agenda Topics</h2> | |
| <p>9.30 am – 10.15 am</p> | <p>Briefing on Old Beechy Rail Trail Road Reserve between Wilson Street and Central Reserve</p> | <p>Colin Hayman, Ian Seuren & Jodie Fincham</p> |
| <p>10.15 am – 10.30 am</p> | <p>Warm Water Pool Colac</p> | <p>Ian Seuren</p> |
| <p>10.30 am – 10.55 am</p> | <p>Colac CBD & Entrances Project</p> | <p>Doug McNeill & Jamie Larmour Reid (Planisphere)</p> |
| <p>10.55 am – 11.00 am</p> | <p>Timing of September 2012 Council Meeting</p> | <p>Colin Hayman</p> |
| <p>11.00 am – 11.30 am</p> | <p>Corangamite Regional Library Corporation and Joint Use Agreement Update</p> | <p>Colin Hayman</p> |
| <p>11.30 am – 12.20 pm</p> | <p>Budget 2012/2013</p> | <p>Brett Exelby</p> |
| <p>12.30 pm – 1.00 pm</p> | <p>Lunch</p> | |
| <p>1.00 pm – 1.30 pm</p> | <p>Special Council Meeting - Road Discontinuance - 1505 Old Beech Forest Road, Beech Forest</p> | <p>Adam Lehmann</p> |
| <p>2.00 pm – 2.20 pm</p> | <p>Special Council Meeting – Old Beechy Rail Trail Road Reserve Between Wilson Street & Central Reserve</p> | <p>Ian Seuren & Jodie Fincham</p> |

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Assembly of Councillors Record

This Form MUST be completed by the attending Council Officer and returned IMMEDIATELY to Document Management Co-ordinator for filing. A copy of the completed form must be provided to the Executive Officer to the CEO, Mayor & Councillors for reporting at the next Ordinary Council Meeting. {See over for Explanation/Guide Notes}

Assembly Details:

Date: 12, 4, 12

Time: 7:30 am/pm

Assembly Location: Colac Botanic Cafe
(some e.g's. COPACC, Colac Otway Shire Offices, 2 - 6 Rae Street, Colac, Shire Offices - Nelson Street, Apollo Bay

In Attendance:

Councillors: / / /

Officer/s: Laurence Towers
Apology - Neil Allen

Matter/s Discussed: Friends of Colac Botanic Gardens Meeting

(some e.g's. Discussion s with property owners and/or residents, Planning Permit Application No. xxxx re proposed development at No. xx Pascoe Street, Apollo Bay, Council Plan steering committee with Councillors and officers.)

Conflict of Interest Disclosures: (refer page 5)

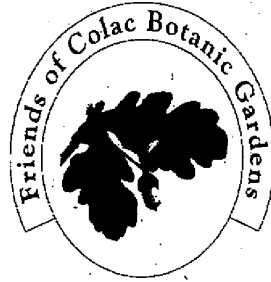
Councillors: / / /

Officer/s: / / /

Left meeting at: 8:20 pm

Completed by: L. Brooker, EO Infrastructure

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Quercus Robur (English Oak)

MINUTES

7:30pm Thurs 12th April 2012 – at Colac Botanic Cafe

PRESENT:

Anne Mercer (AM) In Chair, Roslyn Scanlan (RS) secretary, Jan McMahon (JM), Jen Todorovic (JT), Laurence Towers (LT)

APOLOGIES: Chris Bell (CB) treasurer, Helen Paatsch (HP)

MINUTES OF PREVIOUS MEETING: Oct 2011 – *confirmed RS, seconded JM*

Business arising:

AM thanked helpers at the successful plant sale which raised approximately \$1,000. Some of the older, large plants were finally sold. JM reported that the process worked well. A new member for the Potting Group spoke to JM.

CORRESPONDENCE: RS

Out:

In:

- o The Association of Friends of Botanic Gardens RE Conference, Port Augusta, August 18 & 19 with registration form
- o Colac Herald – account for plant sale adverts
- o Elm Watch
- o Friends of Bendigo Botanic Gardens – newsletter
- o The Gardens (Sydney) Friends autumn magazine
- o Colac Botanic Gardens Masterplan Review – sent by Neil Allen

Correspondence received: 1. ME, 2. JM

Business arising from correspondence:

- o AM & HP to consider attending conference in Port Augusta.
- o AM to read and pass on the Masterplan Review. RS to request an additional copy.
- o RS suggested consideration of a display rack in the Botanic Cafe for the magazines this group receives. RS to speak to Cafe manager.

TREASURER'S REPORT: CB No report.

GARDENER'S REPORT: LT

- o Tree maintenance – some damaged trees and some broken limbs removed.
- o Some trees raised to allow mower to pass under.
- o Mulching and pruning continued
- o 25 new plant labels installed
- o Liberty swing fence and other physical items repaired.
- o Some paths topped up
- o LT is now working on annual beds.

POTTING REPORT: JM

- Plant labels have not yet arrived. RS will follow up.
- JM is unable to hold a second Thursday session each month.
- JM continued to pot on plants growing through their pots and restock the sales stand.
- LT will install the tap for the potters. This group will cover the cost.

GENERAL BUSINESS

- It was noted that the CFA track & tower were not used for the recent State competition and wondered whether the tower was still needed at that location.
- Plaques for the botanic prints have been received & will be mounted under the prints by RS
- The next meeting will start at 5:30pm
- This group will consider co-opting an extra member now Denise Green has retired.
- 150th Anniversary subcommittee will meet on Monday 16th April.

RAFFLE was won by LT

Meeting Closed: 8:20pm

NEXT MEETING: THURSDAY 10th May, 5:30pm, Colac Botanic Cafe.

Joint Advisory Committee 31 August 2010 Minutes

Present: Carolyn Phillips, Helen Paatsch, Rachel Wood, Colin Hayman, Ronice Knight,
Jackie Dullard, Stephen Hart and Roslyn Cousins

| Agenda Item | Discussion | Action |
|---|--|---|
| 1. WELCOME and Introduction | All members did a short introduction of themselves and who they represent on the committee. | |
| 2. Governance of Colac Community Library and Learning Centre (CCLLC) | <p>The Governance meeting held on the 27 July 2010 confirmed the Principles, Vision & Objectives.</p> <p>The Governance Model for the CCLLC is the Joint Use Agreement.</p> <p>It was mentioned that the Principles are not embedded in any document and would the committee want them in the Terms of Reference or documented else where.</p> | Principles to be documented appropriately. |
| 3. Draft Terms of Reference update | <p>The legal advice from the Department of Education and Early Development (DEECD) in regards to confidentiality and the implications was discussed and not agreed to as a concern was raised.</p> <p>This was in relation to a contradiction in relation to the Code of Conduct that the Colac Otway Shire (COS) has in place to which the Councillor Representative on the committee must adhere to.</p> <p>Concerns were raised as to what would be the boundaries of confidentiality, in particular what does the committee communicate to the community. The Beechy newsletter and the Community Consultative Group is seen to be the appropriate communication vehicle with the community and the committee.</p> | Viv to read the Code of Conduct from COS and section 89 LGA in regards to confidentiality implications, clarifying through the Legal department of DEECD. |
| 4. Electing Community Chair for Committee | Rachel Wood was elected as the Community Chair of the Joint Advisory Committee (JAC) | |

Joint Advisory Committee 31 August 2010 Minutes

| | | |
|--|---|---|
| <p>5.Strategic Planning</p> | <p>The committee held discussions on the Joint Use Agreement on clauses related to the committee functions and the possible interpretation between what is deemed as strategic vs operational.</p> <p>Question was raised whether the committee requires a separate bank account, this will not be needed as the account of CRLC is separate within the COS financial structure.</p> <p>The Beechy Precinct logo has been updated to reflect the new facility name and this will now be used in all CCLLC correspondence.</p> <p>Roslyn Cousins CEO of the Corangamite Regional Library Corporation (CRLC) is currently working on an integrated service model at the operational level and the committee will focus on strategic planning.</p> <p>These levels are considered interrelated and will be a part of ongoing discussion in clarifying the Committee's role and function.</p> | <p>Viv to facilitate the strategic planning with the committee starting on the 15 September meeting.</p> <p>Viv to refer the Beechy logo back to the Project Management Group as the owners to establish guidelines for use. Viv to ask question on copy right.</p> |
| <p>6. Logistics of meetings</p> | <p>Committee decided on:</p> <ul style="list-style-type: none"> • Regular meeting dates -2nd Wednesday of the month at 5pm coinciding with COS council meetings. Meeting length will be one and a half hours. • Minute taking – will be Viv until October 2011 and then Roslyn there after. • The records will be held in the Library | |
| <p>7. Next meeting date/time & Agenda</p> | <p>Next meeting will be a tour of the facility at 5pm on 8 September at the North side of the CCLLC.</p> <p>5pm on 15 September –Agenda Draft Terms of Reference and Strategic Planning</p> <p>Meeting concluded at 5pm 31 August 2010</p> | <p>Meetings will be held in one of the CCLLC meeting rooms.</p> <p>Every 2nd Wednesday of the month, dates are as follows:</p> <p>22 September
13 & 27 October
10 & 24 November
8 & 22 December</p> |

Joint Advisory Committee 15 September 2010 Minutes



Colac Community Library
and Learning Centre

1. Welcome

1.1. Present: Carolyn Phillips, Helen Paatsch, Rachel Wood, Colin Hayman, Jackie Dullard, Stephen Hart, Roslyn Cousins and Viv Halls

1.2. Apologies: Ronice Knight

| Agenda Item | Discussion | Action |
|--|--|--|
| 2. Previous minutes | Accepted by Helen Paatsch and seconded by Stephen Hart | |
| 3. Report on action items
Principles | It was mentioned that the Principles are not embedded in any document and would the committee want them in the Terms of Reference or documented else where. | Principles to be documented appropriately. |
| 3. Report on action items
Draft Terms of Reference update, reviewing COS Code Of Conduct and various sections of the LGA. | Viv has read the Code of Conduct from COS, and LGA:- <ul style="list-style-type: none"> • <i>section 89 Meetings to be open to the public</i> • <i>Section 77 Confidential Information and</i> • <i>Local law NO 4 2009 Council meeting procedures and common seal</i> <p>In regards to clarifying confidentiality implications on how the Joint Advisory Committee will operate. Viv considers that the COS Code of Conduct and the other references are not in conflict with the Joint Use Agreement on the grounds that the committee will not be making decisions but recommendations that will be approved by the COS and CSC process. It is also a unique situation where the signatures of both the Minister of DEECD, (CSC) and COS are binding in the Joint Use Agreement as a legal document. The Draft Terms of Reference needs to be approved by both COS and CSC as the component of the Joint Use Agreement under Annexure D.</p> | Viv to update the draft Terms of Reference from the 31 August meeting and forward to the Chair with the current minutes.

Chair to forward the Draft terms of reference and the current minutes to COS and CSC for the approval process. |
| 3. Report on action items
Beechy logo usage referred to Project Management Group (PMG) | The PMG at their meeting on the 13 September have requested that copy right issues are researched and a protocol developed for appropriate use of the Beechy Precinct logo and the CLLC logo. | Viv to research and develop protocol. |

Joint Advisory Committee
15 September 2010 Minutes



| | | |
|---|---|--|
| 4. Service Model Planning
5.Strategic Planning | Roslyn introduced the Conditions for Success, a very positive perspective where the majority of conditions are currently being met. The committee continued with a swot analysis. | Roslyn to update the Conditions for Success document.
Viv to continue to facilitate strategic planning on the 13 October 2010 |
| 6. Next meeting date/time & Agenda | 5.30pm to 7.30pm on 13 October
Agenda: Strategic Planning | Meetings will be held in one of the CLLC meeting rooms. |

Meeting concluded at 6.40 pm 15 September 2010



Joint Use Advisory Committee

13 October 2010 Minutes

1. Welcome

1.1. Present: Carolyn Phillips, Helen Paatsch, Rachel Wood, Colin Hayman, Jackie Dullard, Stephen Hart, Roslyn Cousins, Ronice Knight and Viv Halls

1.2. Apologies: N/A

| Agenda Item | Discussion | Action |
|--|---|--|
| 2. Previous minutes
15/9/10 | It appeared that Viv had not sent out the 15 September minutes. The 15 September minutes were photocopied at the meeting for members to review.
Minutes were accepted.
<i>Motioned by Helen Paatsch and seconded by Jackie Dullard</i> | Completed. please note attachment 1- copy of sent email |
| 3. Report on action items-15/9/10
3.1 Principles | 3.1
It was decided to place the Principles in under the sub heading of vision in the Terms of Reference document.
<i>Motioned by Carolyn Phillips and seconded by Jackie Dullard</i> | Viv to update the Terms of Reference document to include the Principles. |
| 3. Report on action items-15/9/10
3.2
Viv to update the draft Terms of Reference from the 31 August meeting and forward to the Chair with the current minutes. | 3.2
Viv has sent the track changes of the Terms of Reference document and it was believed at the meeting that the 15 September minutes to Chair was not sent. | Completed. please note attachment 1- copy of sent email |
| 3. Report on action items-15/9/10
3.3
Chair to forward the Draft terms of reference and the current minutes to COS and CSC for the approval process. | 3.3
Chair forwarded the track changes of the Terms of Reference document to Colin, who reviewed and added the component of the JUAC Minutes to be forwarded to COS and CSC meetings as confidential.
Concern was raised by Stephen that the updated Legislation on Conflict of Interest dated 28 September 2010, reflects his responsibility as a councillor on this committee which he considers is in direct contradiction to the signed Joint Use Agreement.
Colin upon Helen's request read the said clause on the Conflict of Interest from the updated Legislation and disputes that the JUAC was formed by COS and therefore there is no contradiction. | Viv to Update the Terms of Reference to include
1. Principles,
2. Invited guest speakers or presenters to committee meetings and
3. Delete the word "Business Plan" and replace with JUAC Plan. |

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Joint Use Advisory Committee

13 October 2010 Minutes

| Agenda Item | Discussion | Action |
|---|--|---|
| <p>3. Report on action items-15/9/10
3.3 continued</p> | <p>There was some confusion from members in particular Stephen on whether the 15 September meeting minutes accurately reflected the decision on whether the Terms of Reference were to be directly forwarded to COS and CSC without being reviewed again by the Committee at this meeting.</p> <p>It was decided to review the draft Terms of Reference fully, initially at this meeting but it was deferred as a priority agenda item for the 27 October meeting with the possibility to align with the COS and CSC Council meetings in November for the approval process.
<i>Motioned by Helen Paatsch and seconded by Ronice Knight</i></p> <p>Jackie and Ronice were also not comfortable with some clauses in the Terms of Reference. The concerns were:</p> <ol style="list-style-type: none"> 1. only elected members are to attend committee meetings and 2. the term "Business Plan" (this appears to be in similar to the Business Plan requirement in the JUA that the College must produce) is confusing and the question was raised "what does the JUAC Business plan entail?" <p>Response</p> <ul style="list-style-type: none"> • in the draft Terms of Reference Viv had unintentionally omitted including guest speakers and presenters as part of the clause on persons allowed at meetings, this was on the advice of Paula Grani at DEECD. • discussion with the members on the difference of the JUAC Business Plan versus the College Business Plan was a start to clarifying the role that the JUAC has in relation to the Joint Use Agreement and the role that the College has with the whole facility as a capital infrastructure. Viv suggested the replacement of the word "Business Plan" with JUAC Plan. | <p>Draft Terms of Reference priority agenda item for the 27 October meeting</p> |



Colac Community Library
and Learning Centre

Joint Use Advisory Committee

13 October 2010 Minutes

| Agenda Item | Discussion | Action |
|--|--|---|
| <p>3. Report on action items-15/9/10
3.4 Beechy logo usage referred to Project Management Group (PMG)
Viv to research and develop protocol.</p> | <p>3.4 The Beechy Precinct logo and the CCLLC logo. Was commissioned and therefore is owned by DEECD. Viv spoke with Brett Frazer at DEECD and they are willing to transfer the copyright to the COS.</p> <p>Tamzin Mc Lennen - COS and Viv also explored the potential requirements and cost of a style guide based on the Corangamite version A quote received from the company who designed the Beechy logo was in the vicinity of \$15,000. The Corangamite and the University of Tasmania Style guide was distributed for the committee to review and provide feedback.</p> <p>It was decided that a simple protocol be developed as an interim measure till decision are finalised if a style guide is needed.</p> <p><i>Motioned by Jackie Dullard and seconded by Colin Hayman</i></p> | <p>Viv to develop an interim protocol for the two logos.</p> |
| <p>4. CCLLC – policies for review and recommendation</p> | <p>Roslyn presented the CCLLC hiring policies for review. Discussion was on the categories, time and rooms of hire.</p> <p>It was agreed that the categories are based on the 'HUB' categories and fees were based on In hours at \$5, \$10 & \$20. and out of hours \$10, \$20, & \$50, per room per 2 hours.</p> <p>This is considered a trial period and will be reviewed at the start of 2011.</p> <p><i>Motioned by Stephen Hart and seconded by Roslyn Cousins</i></p> <p>Concern was raised on insurance issues, need for further clarification on who has the responsibility and who does it go back to in terms of hiring to groups without indemnity insurance.</p> | <p>Roslyn to update the document on Hire policy</p> |
| <p>5. Draft Process for recommendations from JUAC</p> | <p>Distributed copies of:
1 Approval process, 2. Report format & 3. Dates for Council mtg's.</p> | <p>Members to provide feedback on the 27 October 2010.</p> |
| <p>6. Strategic Planning</p> | <p>Deferred till 27 October meeting. Now called JUAC Plan.</p> | <p>Viv to continue to facilitate planning on the 27 October 2010.</p> |
| <p>7. Next meeting date/time</p> | <p>5.30pm to 7.30pm on 27 October 2010

Meeting concluded at 7.40 pm 13 October 2010.</p> | <p>Meetings will be held in one of the CCLLC meeting rooms.</p> |



Colac Community Library
and Learning Centre

Joint Use Advisory Committee

27 October 2010 Minutes

1. Welcome

1.1. **Present:**, Rob Small (5.30pm – 6.15pm) Rachel Wood, Colin Hayman, Jackie Dullard, Stephen Hart, Roslyn Cousins, Ronice Knight, Helen Paatsch (entered meeting approximately at 6.30pm) and Viv Halls

1.2. Apologies: Carolyn Phillips,

| Agenda Item | Discussion | Action |
|--|---|---|
| 2. Previous minutes 13/10/10 | Minutes were accepted.
<i>Motioned by Roslyn Cousins and seconded by Colin Hayman</i> | N/A |
| 3. Report on action items-13/10/10
3.1 Viv to update the Terms of Reference document to include the Principles. | 3.1
It was decided to place the Principles in under the sub heading of vision in the Terms of Reference document. | Completed |
| 3. Report on action items-13/10/10
3.2
Draft Terms of Reference priority agenda item for the 27 October meeting | 3.2
The draft Terms of Reference was discussed with the committee and Guest Speaker Rob Small the CEO of COS.

Rob Small's understanding is that the JUAC is an Advisory Group and his first point is that in regards to confidentiality it may be advantageous for the JUAC to firstly settle as a committee and feel confident to have observers present.

The second point is that both CSC and COS Councillors could attend meetings as observers but would be bound by confidentiality and they would have no voting rights.

In regards to the media clause, the JUAC minutes could be separated into "good news" items that are not confidential from sensitive issues that have to be discussed first by CSC and COS. The sensitive issues can be noted as confidential in both CSC and COS council agenda's.

JUAC decided that once COS and CSC have agreed to the T o R that the JUAC minutes reflect what can be communicated to the public at the beginning of the minutes and that confidential items are identified in the latter part of the minutes.

Committee also agreed that the Chair will not allow any observers to be present at JUAC meetings till 1 st July 2011. This period of time will allow the committee to consolidate its role and practice. | 1. Viv to Update the Terms of Reference and send to Chair .

2. JUAC to review the updated Terms Of Reference document at the 10 November meeting |



Colac Community Library
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Joint Use Advisory Committee

27 October 2010 Minutes

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| | <p>The number 4 objective has the word "exciting" which was questioned by Stephen and Helen. In relation to the T o R Rob Small commented on the workshop that he facilitated with the Library Operations Group and that the vision and objectives were developed with them and from that starting point further consultation occurred with the group and the Project Management Group.</p> <p>Rob's response was that the word was meant to convey attract, engage and something to be really proud of in terms of the variety of activities. The JUAC was further informed that the word intergenerational come from several consultative meetings and is significant in acknowledging life long learning at all stages of life.</p> <p>The JUAC decided not to reword the objectives in respect to the consultation and development process that has occurred with the participants.</p> <p>Jackie noted another "Business Plan " reference in the document</p> | |
| <p>3. Report on action items-13/10/10
3.3 Viv to develop an interim protocol for the two logos</p> | <p>3.3
Viv has requested more specific guidance from the JUAC on the use etc. of the logo to enable a protocol to be developed.</p> <p>Jackie has requested that the Logo is co owned by CSC and COS.</p> | <p>1. JUAC to provide guidance to Viv to enable the development an interim protocol for the two logos.</p> <p>2. Viv to organise with Brett Frazer co ownership.</p> |
| <p>4. CCLLC – policies for review and recommendation
Roslyn to update the document on Hire policy</p> | <p>Roslyn has distributed an updated version of the CCLLC hiring policy.</p> <p>The discussion was on the Seminar, IT and the two Activity room's potential costs and timing. It was decided that:</p> <ul style="list-style-type: none"> • the bookings for the Seminar and IT room will be done one term in advance by the CSC staff. • the Activity room 1- Early Years, must be booked and commercial entities must pay the standard cost. • the Activity room 2- North, (not being booked currently) is to be used mainly as a quiet reading area unless there is a Library activity. This can also be treated as additional meeting room (No. 6). | <p>1. Roslyn to update version 2 to reflect the discussion at the meeting.</p> <p>2. Roslyn to alert staff of security and after hours bookings</p> |



Colac Community Library
and Learning Centre

Joint Use Advisory Committee

27 October 2010 Minutes

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| | NOTE: at this stage no after hours bookings must be made till issues with security are resolved. | |
| 5. Draft Process for recommendations from JUAC | Deferred Distributed copies of:
1 Approval process, 2. Report format & 3. Dates for Council mtg's. | Members to provide feedback on the 10 November meeting |
| 6. JUAC Planning | Deferred Now called JUAC Plan. | Viv to continue to facilitate planning on the 10 November meeting |
| 7. Next meeting date/time | 5.30pm to 7.30pm on 10 November 2010
Meeting concluded at 8.00 pm 27 October 2010. | Meetings will be held in one of the CCLLC meeting rooms. |



Colac Community Library
and Learning Centre

Joint Use Advisory Committee

10 November 2010 Minutes

1. Welcome

1.1. **Present:** Rachel Wood, Colin Hayman, Jackie Dullard, Roslyn Cousins, Ronice Knight, Carolyn Phillips and Viv Halls

1.2. **Apologies:** Stephen Hart

| Agenda Item | Discussion | Action |
|--|--|---|
| 2. Previous minutes
27/10/10 | Minutes were accepted.
Motioned by Roslyn Cousins and seconded by Ronice Knight

AMENDMENT TO MINUTES Action item for Viv – Develop an Annual Report template for the JUAC use. | Viv to develop an Annual Report Template. |
| 3. Report on action items-27/10/10
3.1
Draft Terms of Reference priority agenda item from the 27 October meeting | 3.1
The Committee reviewed the track changes in the document and was unanimous in their support for the Draft Terms of Reference (T o R). Now ready to be forwarded to the College and Shire Council for their approval/.response. Once endorsement has been given the T o R will form Annexure D in the Joint Use Agreement Document.

Motioned by Carolyn Phillips and seconded by Helen Paatsch | JUAC has finalised the draft doc which will now be forwarded to CSC & COS Councils' as the recommended Terms of Reference |
| 3. Report on action items-27/10/10
3.2 Viv to develop an interim protocol for the two logos | 3.2
Viv has requested more specific guidance from the JUAC on the use etc. of the logo to enable a protocol to be developed.

Jackie has requested that the Logo is co owned by CSC and COS. | JUAC to provide guidance to Viv to enable the development an interim protocol for the two logos.

Viv to organise with Brett Frazer co ownership. |
| 4. CCLLC – policies for review and recommendation | Roslyn has distributed an updated 4 th version of the CCLLC hiring policy. Committee reviewed the draft.
Discussion included the following:
<ul style="list-style-type: none">• Need to add a clause on alcohol consumption not permissible during school hours• Change the word "definition" to guidelines• Place definitions under the table | Roslyn to update version 4 of the hiring policy to include the agreed discussion points |

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Colac Community Library
and Learning Centre

Joint Use Advisory Committee
10 November 2010 Minutes

| | | |
|--|---|--|
| <p>4. CCLLC – policies for review and recommendation</p> <p>Continued</p> | <ul style="list-style-type: none"> • Add examples <p>It was also discussed that the obtaining of an alcohol licence for a hirer is difficult.</p> | |
| | <p>Discussion on the definition of Library Programs (e.g. using U3A) was difficult to define specifically as it could be justified in very broad terms. Possible use of the word activity instead of program. Use the words written on the last minutes, Activity room 2..... etc</p> | |
| | <p>The setting up and managing of the bank account in regards to the hiring costs was discussed. There appears to be an interpretation that this needs to be done through the school system. The one stop shop concept of booking, paying, refunds and key acquisition was further discussed as to what was the best process to streamline the hiring of rooms. Consideration that the bank account would be better placed with CCLLC/ CRLC was on the table.</p> | <p>Roslyn to develop a discussion paper on the pros and cons of who should manage the bank account and the convenience of the one stop concept.</p> |
| | <p>Utilities costs are supposed to be 50/50 split, consideration to reimbursing the school for a percentage from the fees of hiring the rooms.</p> | <p>Jackie to discuss and seek advice with the school.</p> |
| | <p>Insurance relates to the Clause 15.2 in the JUA was discussed in regards to hirers having their own insurance and that these costs could be prohibitive. Concerns were raised that is may prevent the community to utilise the rooms.</p> | <p>Colin to seek advice from Council staff/practice.</p> <p>Roslyn to explore Mt Gambier practice with hirer, insurance</p> |
| <p>5. Draft Process for recommendations from JUAC</p> | <p>The approval process has been discussed and some minor changes have been suggested. The Report format is not required in the form presented.</p> | <p>Viv to amend the Approval Procedure document.</p> <p>Rachel to design a one page cover sheet to include recommendations and space for the Councils acknowledgement/response</p> |
| <p>6. JUAC Planning</p> | <p>Deferred Now called JUAC Plan.</p> | <p>Viv to continue to facilitate planning at an appropriate meeting date</p> |
| <p>7. Next meeting date/time</p> | <p>5.30pm to 7.30pm on 30 November 2010</p> <p>Meeting concluded at 7.55 pm 10 November 2010</p> | <p>Meetings will be held in one of the CCLLC meeting rooms.</p> |



Colac Community Library
and Learning Centre

Joint Use Advisory Committee

30 November 2010 Minutes

1. Welcome

- 1.1. **Present:** Rachel Wood, Colin Hayman, Jackie Dullard, Roslyn Cousins, Ronice Knight, Carolyn Phillips, Stephen Hart, Helen Paatsch and Viv Halls

| Agenda Item | Discussion | Action |
|---|---|--|
| <p>2. Previous minutes
10/11/10</p> | <p><i>AMENDMENT TO MINUTES</i> Helen Paatsch was present at the 10 November meeting but was not noted in the minutes. Minutes were accepted.</p> <p>Motioned by Helen Paatsch and seconded by Carolyn Phillips</p> | |
| <p>3. Report on action items-
10/11/10</p> <p>Viv to develop an Annual Report Template.</p> | <p>Viv distributed a package that includes a one page on the possible headings to be used for a non profit Annual Report and articles that provide tips and guidance.</p> <p>The Annual Report is required by the end of each calendar year. The committee decided on a simple format including library statistics, organisational chart etc.</p> | <p>Roslyn and Rachel to develop a draft by middle of February 2011 for the committee's feedback.</p> |
| <p>3. Report on action items-
10/11/10</p> <p>3.1
JUAC has finalised the draft doc which will now be forwarded to CSC & COS Councils' as the recommended Terms of Reference</p> | <p>3.1 Verbal feedback from the committee's representatives is that the College and Shire Council have approved the T o R. Approval is now sought from DEECD for the T o R forming Annexure D in the Joint Use Agreement Document.</p> | <p>Colin to organise letter to DEECD requesting the T o R – Annexure approval.</p> |
| <p>3. Report on action items-
10/11/10</p> <p>3.2 Viv to contact Brett Frazer for co ownership transfer of logos.
JUAC to provide guidance to Viv to enable the development an interim protocol for the two logos.</p> | <p>3.2 Viv has contacted Brett to organise the transfer of ownership with both logos to the College and Shire Council.</p> <p>The committee has instructed Viv on the interim use of the logos to form a procedure.</p> | <p>Viv to develop draft interim procedure for the two logos.</p> |



Colac Community Library
and Learning Centre

Joint Use Advisory Committee

30 November 2010 Minutes

| Agenda Item | Discussion | Action |
|---|---|---|
| <p>4. CCLLC – policies for review and recommendation</p> <p>4.1 Roslyn to update 4th version of the hiring policy to include the agreed discussion points.</p> | <p>4.1 Roslyn has distributed the 5th version of the CCLLC hiring policy. Committee reviewed the draft. The seminar room costings have been adjusted to reflect the available equipment. They are for operating hours \$10, \$20 & \$40 and after hours are: \$20, \$40 & \$80 per hour.</p> | <p>Roslyn to update Version 5 to Version 6</p> |
| <p>4.2 Roslyn to develop a discussion paper on the pros and cons of who should manage the bank account and the convenience of the one stop concept.</p> | <p>4.2 Roslyn presented a discussion paper of the pros and cons of the booking, paying, refunds, key acquisition, collecting and banking of fees for the hire of meeting rooms. Concerns were raised that the meeting rooms may not be fully utilised due to lack of equipment compared to the full service that the CoPac meeting rooms provide. The amount of 5,000 to 10,000 was identified as the funds required for the IT equipment and seating. Resource funding for fridges, micro waves and glasses may be allocated through CRLC funds</p> <p>The committee agreed that the payment facility for hirers would be better placed with CCLLC/ CRLC.
Motioned by Helen Paatsch and seconded by Carolyn Phillips</p> <p>A suggestion for equipment could be sourced from foundations such as the Dame Elizabeth Murdoch. The CCLLC additional funding requirements issue will be acknowledged through the planning process.</p> | <p>Roslyn to approach the CBA for eftpos facilities.</p> <p>Colin through Ian to provide the information package that went to the Hanbury Foundation for future guidance.</p> |
| <p>4.3 Jackie to discuss and seek advice with the school on recouping costs.</p> | <p>4.3 Jackie confirmed that the School Council will have to recoup as close to the 50% contribution from the hiring costs.</p> <p>The committee has agreed to COS & CSC Finance Managers meeting with Colin and Simon to suggest a solution on recouping costs for School and Shire Council.- addressing the JUA, also the establishment of the banking process.</p> | <p>Colin to organise the meeting for recouping costs in relation to the JUA and DEECD policy.</p> <p>Roslyn discussion paper to be used for the meeting.</p> |



Colac Community Library
and Learning Centre

Joint Use Advisory Committee

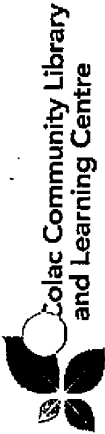
30 November 2010 Minutes

| | <i>Motioned by Helen Paatsch and
seconded by Stephen Hart</i> | |
|--|---|---|
| Agenda Item | Discussion | Action |
| 4.5 Colin to seek advice from Council staff/practice on public liability insurance issues. | 4.5 Colin is currently waiting for feedback from the insurance broker. There are some options for consideration such as: <ul style="list-style-type: none"> • A \$25 additional cost for hirer-community use • A blanket cover cost of \$1,000 - 2,000 per annual year. | Colin to provide broker feedback. |
| Roslyn to explore Mt Gambier practice with hirer insurance | Roslyn has found out that Mt Gambier do not have an insurance issue as no receptions are held in the facility only photos are taken for occasions. | |
| 5. Draft Process for recommendations from JUAC
Viv to amend the Approval Procedure document.

Rachel to design a one page cover sheet to include recommendations and space for the Councils acknowledgement/response | The document has been amended and approved by the committee with Rachel's Recommendation Cover sheet.

The Recommendation Cover sheet salutation needs to be COS only, mayor not needed. | Viv to provide the final Approval Procedure document.
<i>Attached to minutes</i> |
| 6. JUAC Planning | Deferred Now called JUAC Plan. | Viv to continue to facilitate planning at an appropriate meeting date |
| 7. Next meeting date/time | 5.30pm to 7.30pm on 9 February 2011

Meeting concluded at 7.30 pm - 30 November 2010 | Meetings will be held in one of the CCLLC meeting rooms. |



Joint Use Advisory Committee

9 February 2011 Minutes

1. Welcome

1.1. Present: Rachel Wood, Colin Hayman, Jackie Dullard, Roslyn Cousins, Ronice Knight, Stephen Hart, Helen Paatsch (approximately 5.25pm) and Viv Halls

1.2 Apology: Carolyn Phillips

| Agenda Item | Discussion | Action |
|---|--|---|
| 2. Previous minutes
30/11/10 | Minutes were accepted. | |
| 3. Report on action items-
30/11/10
Roslyn and Rachel to develop a draft by middle of February 2011 for the committee's feedback. | <i>Motioned by Stephen Hart and seconded by Colin Hayman</i>
Roslyn and Rachel need to set up a date and time to complete the task | Roslyn and Rachel to develop a draft by middle of February 2011 for the committee's feedback. |
| 3. Report on action items-
30/11/10
3.1 Colin to organise letter to DEECD requesting the T o R – Annexure approval. | 3.1 Verbal feedback to Colin and Viv from Paula Grani has not been very positive. Approval is still with DEECD Legal Department for the T o R forming Annexure D in the Joint Use Agreement Document. | |
| 3. Report on action items-
30/11/10
3.2 Viv to develop draft interim procedure for the two logos. | 3.2 Viv has previously distributed the interim procedure and contacted Brett Frazer several more times to organise the transfer of ownership with both logos to the College and Shire Council. Still waiting on DEECD Legal Department to respond.

The committee agreed to use the interim Logo Procedure.
<i>Motioned by Stephen Hart and seconded by Helen Paatsch</i> | |



Joint Use Advisory Committee
9 February 2011 Minutes

| Agenda Item | Discussion | Action |
|---|--|---|
| <p>4. CCLLC – policies for review and recommendation</p> <p>4.1 Roslyn to update Version 5 to Version 6</p> | <p>4.1 Roslyn discussed concerns that the library staff have with the definitions of hire categories, at times unsure how to apply them as there are anomalies to the definition in particular to do with free use from the College and the Council staff and their affiliations/memberships.</p> <p>The committee agreed that free use of meeting rooms is available to the College, Shire and CRLC for organisation business activities.
<i>Motioned Roslyn Cousins and seconded by Ronice Knight</i></p> <p>Second point of concern is the set up of the IT Hub and the Seminar Room in regards to technical support, staff hours and the collection of money. Staff support and hours for use are 9am – 5.30pm inclusive of school holidays. The hire of these areas on weekends with staff support is not resolved.</p> <p>The committee decided that the College will be booking and managing the IT Hub and the Seminar Room. The payment in the first instance will go directly to the College. The College will present to CCLLC a monthly statement for reconciliation.
<i>Motioned Helen Paastch and seconded by Jackie Dullard</i></p> <p>The ongoing issue of zone security for after hours hire is still not resolved.</p> | <p>Roslyn and Rachel to update to version 7</p> |
| <p>4.2 Roslyn to approach the CBA for eftpos facilities.</p> <p>Colin to provide the information package that went to the Hanbury Foundation for future guidance.</p> | <p>4.2 Roslyn discussed that the Shire has a strong relationship with CBA, therefore eftpos facilities costs may be minimised.</p> <p>Colin provided the information package to Roslyn for future planning references. Additional funding requirements will be acknowledged through the planning process.</p> | <p>Jackie to follow up with Colin Brown.</p> |



Joint Use Advisory Committee
9 February 2011 Minutes

| Agenda Item | Discussion | Action |
|---|--|--|
| 4.3 Colin to organise the meeting for recouping costs in relation to the JUA and DEECD policy | 4.3 At the meeting the College initially had concerns that the CRLC as an external organisation will be managing the fees/funds. This was clarified as the Shire manages the CRLC monies as a separate line account. Finance meeting members suggested that fees for the meeting rooms for the first 12 months could be used to improve the facilities and then reviewed after those 12 months. | |
| 4.5 Colin to seek advice from Council staff/practice on public liability (PL) Insurance issues. | 4.5 The IT Hub and the Seminar Room would be covered for public liability by DEECD. The meeting rooms may not be covered. Consideration for the options discussed at previous meeting such as: <ul style="list-style-type: none"> • An additional cost for hirer- community use. • A blanket cover cost of \$1,000 - 2,000 per annual year. New options discussed: <ul style="list-style-type: none"> • The hirer fees from meetings rooms to be used to cover the meeting room public liability costs. • The monies paid to CRLC for library service from the Shire could include the PL costs. | Jackie to clarify whether the DEECD insurance may cover all public liability prior to the next meeting date. |
| 5. Draft Process for recommendations from JUAC
Viv to amend the Approval Procedure document. | Minor adjustments required to the Approval Procedure document.

The committee agreed to use the Approval Procedure as an interim measure depending on the outcome of the Terms of Reference from DEECD.
<i>Motioned by Stephen Hart and seconded by Colin Hayman</i> | Viv to provide the interim Approval Procedure document.
<i>Attached to minutes</i> |
| 6. JUAC Planning

7. Next meeting date/time | Rachel has not received any formal correspondence or sighted any signed recommendation sheets from the College or the Shire.
<i>Deferred Now called JUAC Plan.</i>

5.30pm to 7.30pm on 9 March 2011
Meeting concluded at 7.40 pm - 9 February 2011 | Collin to send the signed 'Cover sheets to Rachel.
meeting date TBC

Meetings will be held in one of the CCLLC meeting rooms. |

Joint Committee
9 March 2011 Minutes



1. Welcome

- 1.1. **Present:** Rachel Wood, Helen Paatsch, Carolyn Phillips, JackieDullard, Ronice Knight, Stephen Hart, Roslyn Cousins,
1.2 **Apologies:** Colin Hayman, Viv Halls

| Agenda Item | Discussion | Action |
|---|--|---|
| 2. Previous minutes
9/2/11 | Minutes were accepted.
<i>Moved by Stephen Hart and seconded by Carolyn Phillips.</i> | Carried |
| 3. Report on action items-9/2/11 | See item 6. | |
| 3.1 Annual report | | |
| 3.2 Meeting Room Procedure | See item 4. | |
| 3.3 Security Zoning | Jackie Dullard reported that the security zoning is now operational throughout the building. | Roslyn to inform CLLC staff that after hour bookings from groups other than CSC COS are now possible. |
| 3.4 CBA & EFTPOS | Roslyn reported that between the equipment rental (\$30/mth) and a minimum monthly transaction fee imposed if \$1,538 is not transacted (another \$30/mth) that CRLC will not be pursuing EFTPOS facilities. | |
| 3.5 Insurance coverage for room hire | Jackie has sought information but yet to be confirmed. | Jackie to clarify whether the DEECD insurance may cover all public liability prior to the next meeting date. |
| 3.6 Confirmation of Process for Approval of Procedures. | Colin has sent the signed Cover sheets to Rachel, now held by CRLC with the JC papers. | |
| 4. Meeting Room Procedures | Version 7 was discussed. Now awaiting outcome of Insurance clarification. See 3.5 | Roslyn to draft a booking form for the JC's consideration. |
| 5. JC Terms of Reference | Rachel circulated a copy of the amended terms of reference, which have been approved by DEECD with only minor changes. | Rachel to forward the amended Terms of Reference to CSC & COS for approval. |

Joint Committee
9 March 2011 Minutes



Colac Community Library
and Learning Centre

| Agenda Item | Discussion | Action |
|------------------------------------|---|---|
| 6. Draft Annual Report | The committee requested changes to the draft including: <ul style="list-style-type: none"> • Reorientation of the internal map to north • Formatting improvements • Picture of the Governance Structure • Clarification of member statistics • Addition of CSC stock statistics • Addition of loan limits | All <ul style="list-style-type: none"> • Portrait photo • Currently reading • Favourite Library 'thing' To Roslyn by 16/3

Roslyn to re-draft and format to present to next meeting. |
| 7. Strategic Planning Session | Rachel canvassed members' availability for the proposed facilitated strategic planning session. | Rachel to inform Viv of the available dates. |
| 8. Beechy Project Management Group | Rachel shared the report she submitted for the PMG meeting held on 8/3. | Report attached to minutes FYI |
| 9. School Book Sales | Jackie reported that following the feedback from Helen regarding the book sales at the start of the year impeding library access, this process had been reviewed and next year the sale will be relocated out of the meeting rooms. | |
| 9. Improvement suggestions | Stephen asked what avenue should be used to make suggestions for improvement of the facility, such as bike racks and parking for people with disabilities.
Jackie noted the lack of funds available with which to make improvements or with which to purchase equipment. | |
| 10. Ubergang Foundation | COS has received \$2,000 donation from the Ubergang Foundation for the purchase of equipment for CCLLC. Current priorities include a fridge & white boards for the meeting rooms. | |
| 12. Transport Connections | Rachel shared with the committee the work being undertaken by Sam Lovejoy of COS into the accessibility of CCLLC by public transport. Rachel lauded the input from Moira Howard Brooks, and is keenly awaiting the results. | |
| 13. Meeting Closed 7.08 pm | | |
| 14. Next Meeting Date: | Wednesday 30 th March, 5.30pm CCLLC | |

Joint Committee

8 June 2011 Minutes



Colac Community Library
and Learning Centre

1. Welcome

1.1. **Present:** Rachel Wood, Helen Carolyn Phillips, Jackie Dullard, Ronice Knight, Stephen Hart, Colin Hayman, Viv Halls, Roslyn Cousins

1.2 **Apologies:** Helen Paatsch

| Agenda Item | Discussion | Action |
|--------------------------------------|---|---|
| 2. Previous minutes
9/3/11 | Minutes were accepted.
<i>Moved by Stephen Hart and seconded by Carolyn Phillips.</i> | Carried |
| 3. Report on action items-
9/3/11 | See item 8. | |
| 3.1 Annual report | | |
| 3.2 Meeting Room Procedure | See item 6. | |
| 3.3 Terms of Reference | See item 7. | |
| 4. Correspondence | <p>Letter received from Pepita Marshall, CCLLC Branch Librarian, concerning purchase of equipment for the meeting rooms from the \$3,052 which has been raised through meeting room hire fees thus far.</p> <p>Ronice asked if it was possible to identify the major source of these funds. Roslyn informed the committee that the single largest contributor was Karingal, who had made two substantial bookings at the commercial rate.</p> <p>The committee discussed the requests and approved</p> <ul style="list-style-type: none"> the expenditure of up to \$2,000 on blinds, subject to approval by John Ingram the purchase of an AV trolley <p>The JC requested that staff compile a complete, prioritised list of equipment needs for the JC's consideration.</p> | <p>Roslyn to</p> <ul style="list-style-type: none"> inform library staff of decisions, and set in action process for purchases, and compile a prioritised list of equipment needs. |
| 5. Moving Forward | <p>Committee members shared their feedback on the 16th of May session. Viv noted that funds have been allocated for a strategic planning session with Janet. Members were keen to ensure that such a session is tightly structured with defined outcome to be achieved.</p> <p>It was agreed that this is a more likely outcome if a outline of a plan is distributed</p> | <p>Rachel to contact Janet regarding a Strategic Planning workshop.</p> <p>Colin to prepare a framework for the Strategic Plan for JC members to consider prior to the meeting.</p> |

Joint Committee
8 June 2011 Minutes



Colac Community Library
and Learning Centre

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| | <p>prior to the meeting.
Members discussed possible dates for this session and agreed</p> <ul style="list-style-type: none"> • should be held in addition to the current meeting schedule • should be held 5.30-7.30pm • is not possible before August | |
| <p>6. Meeting Rooms
6.1 Draft booking form</p> | <p>The draft booking form was reviewed and the JC requested changes</p> <ul style="list-style-type: none"> • email contact • preferred contact • signed & dated • an online form be developed | <p>Roslyn to incorporate changes & design an online booking form</p> |
| <p>6.2 Community booking fee</p> | <p>Carolyn raised a concern regarding charging unfunded community groups such as Neighbourhood Action Groups for use of the meeting rooms. After discussion the JC agreed to amend the draft meeting room guidelines to incorporate
"Community groups may apply in writing to the Joint Committee for a fee exemption for use of the meeting rooms during the facility's operating hours."
And that
"The Neighbourhood Action Group be exempt from meeting room fees for the remainder of 2011, provided their meetings are held during the facility's operating hours".
Moved Colin Hayman, seconded Stephen Hart.</p> | <p>Roslyn to inform staff of the fee exemption for the Neighbourhood Action Group.</p> <p>CARRIED</p> |
| <p>6.3 Insurance issues</p> | <p>Jackie related the outcome of her insurance discussion with DEECD that if the bookings are managed by the school, then all but 'high risk' groups or activities will be covered by the school's insurance.</p> <p>Rachel raised concern that the community were given the understanding that they would not have to access the school administration to access the facility.</p> <p>The committee then discussed ways to take advantage of this process which will help minimise the cost of using the meeting rooms for community groups.
Ways to transfer bookings to the school</p> | <p>Roslyn to incorporate changes into version 8</p> |

Joint Committee
8 June 2011 Minutes



Colac Community Library
and Learning Centre

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| | <p>administration were discussed with an aim to keep the library staff as first point of contact.</p> <p>It was agreed</p> <ul style="list-style-type: none"> • bookings will be taken by library staff but approved by the school (who will apply the risk assessment & notify applicants of the outcome) • an online booking form will be developed • the meeting room guidelines will be amended to incorporate these changes | |
| 7. Terms of Reference | <p>Rachel noted that the Terms of Reference have now been accepted by all parties. Ronice requested an up to date version of the terms of reference.</p> | <p>Roslyn to distribute TOR to JC members.</p> |
| 8. Annual Report Feedback | <p>Rachel passed on the positive feedback she has received about the document. Colin enquired about the cost & source of funding for the printing of the report. Roslyn relayed that CRLC had funded the \$342 cost of printing. The JC requested the document be loaded onto the CRLC webpage.</p> | <p>Roslyn to organise the loading of the report onto the CRLC webpage.</p> |
| 9. CCLLC Access Project | <p>Colin presented the report resulting from the work undertaken by Sam Lovejoy which will be presented to COS on July 29th. The report provides clear direction for improvements and will be the basis for seeking funding from Transport Connections. COS also have funding in the 11/12 budget to undertake a landscape plan for CCLLC. Colin drew members' attention to the fact that the CCLLC building is fully compliant with the Disability Discrimination Act.</p> | <p>Colin to include monitoring the outcomes of access initiatives into the strategic plan outline.</p> |
| 13. Meeting Closed 7.10 pm | | |
| 14. Next Meeting Date: | <p>Wednesday 10th August, 5.30pm CCLLC</p> | |

Joint Committee
10th August 2011 Minutes



1. Welcome

- 1.1. Present:** Rachel Wood, Jackie Dullard, Ronice Knight, Stephen Hart, Colin Hayman, Viv Halls, Roslyn Cousins
1.2 Apologies: Helen Paatsch, Carolyn Phillips

| Agenda Item | Discussion | Action |
|---|--|---|
| 2. Previous minutes
8/6/11 | Error noted in item 5 – Viv Hall to prepare framework for Strategic Planning. Amended minutes were accepted.
<i>Moved by Jackie Dullard and seconded by Roslyn Cousins</i> | Carried |
| 3. Report on action items-
8/6/11 | | |
| 3.1 Meeting rooms version 8 | See item 6.1 | |
| 3.2 Meeting room purchases | Roslyn reported that the blinds have been installed (\$1,868) and AV trolley has been purchased (\$380) | |
| 3.3 Prioritised list of equipment | Pending | Roslyn & Pepita to compile |
| 3.4 Strategic Planning session | See Item 5 | |
| 3.5 Meeting Room booking form | See item 6.1 | |
| 3.6 NAG exemption from fees | Roslyn has informed CCLLC staff | |
| 3.7 Terms of Reference | TOR has been distributed. | |
| 3.8 Annual Report | Now loaded on to the CRLC website. | |
| 4. Correspondence | Letter received from Pepita Marshall, CCLLC Branch Librarian regarding meeting room procedures. See item 6.1
A cheque received from Colac Otway Shire for \$660 funding towards a hanging system for the gallery space. | Roslyn to liaise with John Ingram regarding purchase & installation |
| 5. Moving Forward | Viv distributed a draft strategy outline which would become the skeleton for the Strategy Meeting which is to be held on Tuesday August 16 th from 5.30-8.30 pm | |
| 6. Meeting Rooms
6.1 Draft booking form | Jackie updated the committee on progress towards the compliance with DEECD insurance requirements. The department has two standard forms which must be used (short term hire and long term licence).

Roslyn has added staff use boxes to the standard short term hire form. | |

Joint Committee
10th August 2011 Minutes



Colac Community Library
and Learning Centre

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| | <p>A letter received from Pepita Marshall confirming the agreed process:</p> <ol style="list-style-type: none"> 1. Library staff to take booking enquiries and assist people with the forms 2. Completed forms go to CSC staff for risk assessment 3. CSC staff to confirm bookings with customers and inform library staff of any rejected bookings 4. CSC to open a separate bank account for processing of payments <p>Meeting room guidelines will be updated to include insurance cover.</p> <p>Rachel asked that Pepita be informed of the outcomes.</p> | <p>Roslyn to draft version 9 of the guidelines and distribute.</p> |
| 6.2 Cleaning | <p>Roslyn raised a concern regarding cleaning which doesn't appear to be happening 5 days a week.</p> | <p>Jackie will check the terms of the contract with the cleaners.</p> |
| 6.3 Room set up | <p>Correspondence from Pepita also raised concerns regarding set up times for the meeting rooms. The committee considered that volunteers may be ready to assist with this work.</p> | |
| 6.4 Tea & Coffee | <p>Roslyn asked if the JC is willing to fund the supply of tea, coffee, sugar & milk for the meeting room kitchenette.</p> <p>The committee authorises up to \$250 to the end of the calendar year for the purchase of coffee, tea, sugar and milk for use in the meeting rooms.</p> <p>Moved Jackie Dullard, seconded Stephen Hart.</p> | <p>CARRIED</p> |
| 7. CCLLC Access Project | <p>Rachel noted that upon commencement of a coordinator, implementation of the recommendations from the CCLLC Access report should be pursued via the Transport Connections project</p> | |
| 8. Meeting Closed 6.59 pm | | |
| 9. Next Meeting Date: | <p>Tuesday 16th August, 5.30pm CCLLC
Wednesday 14th September, 5.30pm
CCLLC</p> | |

Joint Committee
14 September 2011 Minutes



Colac Community Library
and Learning Centre

1. Welcome

1.1. Present: Rachel Wood, Jackie Dullard, Ronice Knight, Stephen Hart, Colin Hayman, Viv Halls, Roslyn Cousins

1.2 Apologies: Helen Paatsch, Carolyn Phillips

| Agenda Item | Discussion | Action |
|--|--|--|
| 2. Previous minutes
10/8/11 | Minutes were accepted.
<i>Moved by Stephen Hart and seconded by Colin Hayman</i> | Carried |
| 3. Report on action items-
10/8/11
3.1 Meeting Room Procedure | See item 6. | |
| 3.2 Equipment list | A prioritised list of equipment for the meeting rooms and library was distributed. There is \$2,947 is available from meeting room hire fees.

CRLC will proceed with the purchase of <ul style="list-style-type: none"> • A ceiling mounted data projector for meeting room three to the value of \$1400 • Electrical extension cords & power boards to the value of \$100 • Additional crockery to the value of \$200 <i>Moved by Stephen Hart and seconded by Colin Hayman</i> | Carried |
| 3.4 Picture Rails | John Ingram has requested that Roslyn contact the architect directly. | Roslyn to contact Leigh Dicker regarding installation. |
| 3.5 Cleaning | Jackie reported back that the cleaning contract is not for 'daily' but 'as required' and she will follow up with Cheryl regarding the process to ensure cleaners are informed of which meeting rooms need cleaning. | Jackie to follow up communication process for the cleaners. |
| 4. Correspondence | Letter received from Pepita Marshall, CCLLC Branch Librarian regarding meeting room procedures & sliding doors. See items 6 & 9. | |
| 5. Strategic Planning | Document discussed. Rachel requested that members use 'track changes' to note feedback. | Roslyn to update pages 1-9

All members review & forward to Rachel by 29/9 |

Joint Committee
14 September 2011 Minutes



Colac Community Library
and Learning Centre

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| | | Rachel to collate & distribute by 5/10 |
| 6. Meeting Rooms | <p>Guidelines have been updated.
Work procedure has been compiled.</p> <p>Pepita raised three concerns</p> <ol style="list-style-type: none"> 1. Library staff to be able to directly enter bookings for COS, DEECD & CRLC 2. Tracking payments 3. A form be developed for requests for exemption from fees | Jackie to investigate options to address library staff entering bookings & tracking payments. |
| 7. Skills analysis | Rachel suggested members participate in a skills audit to assist in highlighting skills that may be contributed. | Rachel to distribute to JC members. |
| 8. Landscape project | Rachel drew the draft plans to the committee's attention. Colin outlined the upcoming consultation process. | Members to direct feedback to Jackie Dullard for the consultation. |
| 9. Sliding Doors | Members inspected the sliding doors following four incidents. Of continuing concern are sensor monitor's range and ways to address the gap between the sliding doors and glass walls. | Roslyn to write to Leigh Dicker cc John Ingram & Simon Dewar requesting solutions |
| 10. Contract extension | Viv reported that her employment has been extended until March 2012 on a 3 day per week basis. | |
| 11. Review of Strategies & Plans | Colin offered to provide hard copies of any of the strategies or plans referred to in the document. | Members to review document.
Rachel to place on the agenda for 12/10 |
| 12. Meeting Closed 6.50 pm | | |
| 13. Next Meeting Date: | Wednesday 12 th October, 5.30pm CCLLC | |

Joint Committee
12th October 2011 Minutes



Colac Community Library
and Learning Centre

1. Welcome

1.1. **Present:** Rachel Wood, Jackie Dullard, Ronice Knight, Stephen Hart, Colin Hayman, Viv Halls, Roslyn Cousins

1.2 **Apologies:** Helen Paatsch, Carolyn Phillips

| Agenda Item | Discussion | Action |
|--|---|---|
| 2. Previous minutes
14/9/11 | Minutes were accepted.
<i>Moved by Stephen Hart and seconded by Colin Hayman</i> | Carried |
| 3. Report on action items-
14/9/11 | | |
| 3.2 Picture Rails | Pending. | Roslyn to instigate. |
| 3.3 Cleaning | Jackie will follow up with Cheryl regarding the process to ensure cleaners are informed of which meeting rooms need cleaning. | Jackie to follow up communication process for the cleaners. |
| 3.4 Meeting Rooms | Jackie reported online system is a work in progress. | |
| 3.5 Landscaping | Jackie reported a meeting held to review landscaping proposal. Ian Seuren (COS) is writing up results and a broader consultation will follow. Colin noted that all those who had earlier expressed an interest in this area were informed. | Any feedback to Jackie or Davida McDonald. |
| 3.5 Sliding doors | Roslyn wrote to Leigh Dicker requesting solutions. Leigh has contacted the builders regarding changing the sensory capability. | |
| 3.6 Accessibility | Colin reported the appointment of Dr. Jane Stanley at COS who will assist in the application for Transport Connection funding. | |
| 4. Correspondence | Letter from Rachel Wood tendering her resignation from the Joint Committee.

Members thanked Rachel for her contribution.
<i>Moved by Stephen Hart and seconded by Colin Hayman</i>
Rachel offered to attend an exit interview with CEECD, CSC & COS representatives.

<i>Note: Colin Hayman left the meeting at 6.25pm</i> | Carried.

Jackie to contact Helen Paatsch and Carolyn Phillips regarding acting as interim chair of the Committee prior to the next meeting. |

Joint Committee
12th October 2011 Minutes



Colac Community Library
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| <p>5. Strategic Planning</p> | <p>Rachel noted the feedback from Colin & Roslyn. The committee reviewed the draft document, and changes agreed are</p> <ul style="list-style-type: none"> • Library trends converted to a bibliography of policies and legislation applicable • Convert key stakeholders & benefits into a table • Remove people's names from the Governance Chart & update the COS logo • Relocate library programs to current position section • Remove appendix 1 <p>Noted that the Project Management Group has indicated that it is willing to assist CSC with the preparation of a Business Plan.</p> | <p>Jackie to email website addresses for DEECD policies to Roslyn.</p> <p>Roslyn to update draft and distribute.</p> <p>All to review updated draft and bring changes to November meeting. Please review your name in the action plan section.</p> |
| <p>6. Meeting Closed 6.54 pm</p> | | |
| <p>7. Next Meeting Date:</p> | <p>Wednesday 9th November, 5.30pm CCLLC</p> | |

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Old Beechy Rail Trail Committee Meeting

MINUTES of the Old Beechy Rail Trail Committee
 held on Monday 6 February 2012
 at 10.00 am – 12.30 pm

| ITEMS & ACTIONS | RESPONSIBLE OFFICER | ACTION DUE DATE |
|---|---------------------|-----------------|
| <p>1. ATTENDEES:</p> <p>Tony Grogan, Allis Deppler (DSE), Bernard Jordan, Tricia Jukes, Christine Humphris, Noel Barry, Glenn Anderson (Midway), Chris Smith, Jodie Fincham, Cyril Mariner, Anthony Zapelli, Philip Dandy, John Wilson.</p> | | |
| <p>2. APOLOGIES:</p> <p>Steve Trotter</p> | | |
| <p>3. CONFIRMATION OF MINUTES FROM PREVIOUS MEETING:</p> <p>Taken as read, accepted.</p> <ul style="list-style-type: none"> • Welcome to the New Year – welcome to Glen Anderson and Allis Deppler. • Welcome reappointment of Cr Chris Smith as Councillor representative and Jodie Fincham as Council representative. Councillor and Council officer appointed each year. • Next meeting election of Chairman for Committee in April. • John Wilson – newly appointed Capital Works Co-ordinator • Background <ul style="list-style-type: none"> - Southern Grampians Shire Council for 16 years - Spent time overseas and worked with City of Moreland. | Tony Grogan (Chair) | |
| <p>4. BUSINESS ARISING:</p> <p>4.c Sign Installation</p> <ul style="list-style-type: none"> • As presented in Executive Report (refer attached) | Jodie Fincham | |
| <p>4.d Condition of Trail</p> <ul style="list-style-type: none"> • Reinstatement of trail following harvesting by Calco. Chris Smith and Anthony Zappelli satisfied with condition of reinstatement. • Piece of land was not owned by Calco, but reinstated successfully. | Jodie Fincham | |
| <p>Licence Agreement</p> <ul style="list-style-type: none"> • Midway - to close trail during harvesting • Glenn Anderson tries to give as much notice to Council | Glenn Anderson | |

| ITEMS & ACTIONS | RESPONSIBLE OFFICER | ACTION DUE DATE |
|--|---------------------|-----------------|
| as possible by notifying Andrew Daffy by email of impending harvesting programs | | |
| <ul style="list-style-type: none"> • Rehab works completed recently | | |
| <ul style="list-style-type: none"> • Continue consultation | | |
| <ul style="list-style-type: none"> • McDevitt starting next week (13 February), using a shorter section compared to Calco. Works to take about 7 weeks until completion. | | |
| <ul style="list-style-type: none"> • Midway will be coming in Southern end, about 1km of track. No future works planned on Gellibrand side of McDevitt. | Tony Grogan | |
| <ul style="list-style-type: none"> • A few months closure of the same section closed previously. Occasionally cartage on Saturdays. | Jodie Fincham | |
| <ul style="list-style-type: none"> • Glenn to look into possibility of leaving the trail open on weekends during harvesting period. This will mean detour signs would need to be moved and then put back out again. | Glenn Anderson | |
| <p>ACTION: Jodie Fincham to check with Risk Management if there is a problem opening the trail at weekends during harvesting. Ask Andrew Daffy if worth opening trail on weekends during harvesting.</p> | Jodie Fincham | |
| <p>South of Banool</p> | | |
| <ul style="list-style-type: none"> • Phil Dandy: South of Banool, any chance to clean up this area? Make it clear where the trail used to go. | Phil Dandy | |
| <ul style="list-style-type: none"> • Midway -- Rehabilitation works are planned. Aiming to bring the surface back to level and will remove logs off the trail. | | |
| <ul style="list-style-type: none"> • Phil Dandy asked to put seat in this section? Glenn Anderson has no problem with this. | | |
| <ul style="list-style-type: none"> • Chris Smith -- run the risk of creating a walk down a dead end trail. Could create confusion. There is merit in opening but greater risk of creating confusion. Needs careful consideration. | | |
| <ul style="list-style-type: none"> • Onsite meeting required, other representatives from Midway required. More negotiation needed. | | |
| <ul style="list-style-type: none"> • McDevitt -- Anthony Zappelli confirmed that the condition of trail was very good following reinstatement. | | |
| <p>5.b Gates -- Sub Committee report information and styles</p> | | |
| <ul style="list-style-type: none"> • Chris Smith, Anthony Zappelli and Craig Clifford met after December meeting and decided on the following styles for gates: | | |
| <p>Cattle access</p> | | |
| <ul style="list-style-type: none"> - Square posts | | |
| <ul style="list-style-type: none"> - Standard cyclone gate | | |
| <p>People access</p> | | |
| <ul style="list-style-type: none"> - Cross arm gate (bar with a support) ie a Buchanan | | |

| ITEMS & ACTIONS | RESPONSIBLE OFFICER | ACTION DUE DATE |
|---|-------------------------------|-----------------|
| section
- Deliberately kept design straight forward and simple. | | |
| 5.c. Mitre 10 <ul style="list-style-type: none"> • Account has been held for some years with Mitre 10. Mitre 10 has changed hands and require a list of details of account owners. • Tony, Tricia and Noel decided to move to Calco as it is a bit cheaper. Application for credit applied to be applied for. Tony Grogan needed signatures and witness. | | |
| ACTION: Cyril Mariner signed, Chris Smith witnessed to enable new account to be created with Calco. | Cyril Mariner and Chris Smith | |
| <ul style="list-style-type: none"> • Noel Barry needs to be reimbursed for materials for construction of signs \$93.10. • Treasurer to write a cheque. | | |
| CORRESPONDENCE
IN: | | |
| <ul style="list-style-type: none"> • Rail Trail Connections (Rail Trail Australia newsletter) • Complaints regarding surface of the trail • Friends of the Old Beechy Rail Trail newsletter • Correspondence regarding nominated representative (Colac Otway Shire) • Cartwheel (discovered near Humphris section) • Invoice for brochure reprint | Jodie Fincham | |
| OUT: | | |
| <ul style="list-style-type: none"> • Invoice for brochure reprint • Response letters to complaints regarding surface of the trail | | |
| Observations of Trail – Slippery when wet <ul style="list-style-type: none"> • Bridges between Gellibrand and Kawarren bridges are slippery when wet. • Bikes can't be controlled | Andrew Daffy | |
| ACTION: Jodie Fincham to contact Andrew Daffy to investigate into treatments for reducing slipperiness on bridges. | | |
| <ul style="list-style-type: none"> • Footbridge over railway at Colac is non slip -- is good. Check it for products. • Options: <ul style="list-style-type: none"> - Non skid paint - Annual high pressure wash? | | |
| <ul style="list-style-type: none"> • Brochure reprint for repayment - \$1621.00 Star Printing. 2500 copies. | Jodie Fincham | |

| ITEMS & ACTIONS | RESPONSIBLE OFFICER | ACTION DUE DATE |
|--|---------------------|-----------------|
| <p>6. WORKS REPORT</p> <ul style="list-style-type: none"> Currently working on Colac Footpath strategy. | John Wilson | |
| <p>Beech Forest Trail</p> | | |
| <ul style="list-style-type: none"> Fencing on section through Rick Humphris property is continuing. Area around "gully" is virtually completed. Fencers are now working northward away from the gully. | John Wilson | |
| <ul style="list-style-type: none"> Alignment through gully has been identified but is not as yet set in stone. This "interim" alignment was established in order to create a vegetation removal report to be created. Any realignment of the trail hopefully would be considerate of requirements for veg. removal, and a reduced level of veg. removal would follow. The Veg. Removal Report needs to be presented to and accepted by the relevant authorities prior to veg removal works occurring. | | |
| <ul style="list-style-type: none"> Brian Consulting from Warrnambool has been invited to provide a quote for a survey, trail design and Engineer's Estimate for the cost of construction for the gully section. Brian Consulting has not as yet been commissioned, it needs to provide a time estimate for the scope of works, so we can get some idea as to what its fee might be. Within the scope, Brian Consulting would be expected to provide advice on retaining wall alternatives, and detail the 6 or more significant culverts, complete with catchment area maps, waterway comps, velocities of flow, and recommendations for beaching to protect against erosion. In the section of very steep cross-fall, a timber boardwalk has been suggested. Brian Consulting will provide advice in regard to this also. At this stage the boardwalk is to be designed to cater for pedestrians and cyclists, but not for motor vehicles/cars. Consideration of use of the boardwalk by horse riders should be given -- although we may not want horse riders to use the trail, if they do so the boardwalk construction needs to be safe for them. | | |
| <ul style="list-style-type: none"> Stacksite locations require to be identified for the Ditchley and northerly section, to store removed vegetation, pavement materials, and retaining wall and culvert components. | | |
| <p>Discussion followed</p> | | |
| <ul style="list-style-type: none"> Cyril Marriner -- There should be no access of horses in this section. | | |
| <ul style="list-style-type: none"> Consideration to be given to emergency access of vehicles e.g. needs to be trafficable by a car type vehicle. | | |
| <ul style="list-style-type: none"> Input to be provided by Committee members -- Christine Humphris, Anthony Zapelli, Glenn Anderson | | |
| <ul style="list-style-type: none"> Chris Smith -- Seeking clarification of the Committee's role, to have input into the design/direction of future plans? | | |

| ITEMS & ACTIONS | RESPONSIBLE OFFICER | ACTION DUE DATE |
|---|---------------------|-----------------|
| <ul style="list-style-type: none"> • Train trip conducted a few months ago was a great day. Excellent photos taken by Noel Barry. Unique train trip – oldest passengers 99 & 97 years old. • Few more trips planned for the year. At least 3-4 trips, will hold off until April. • Limited runs last year – too much on the road with detours due to harvesting. | Chris Smith | |
| <p>8. ITEMS FOR FUTURE MEETING</p> | | |
| <p>Next meeting election of Chairman for Committee.</p> | | |
| <p>Time Meeting Concluded: 12.15pm</p> | | |
| <p>NEXT MEETING – Monday 2 April 2012, 10.00am COPACC</p> | | |



Old Beechy Rail Trail Executive Officer
Report 6 February 2012



Interpretive Signage Project

- Installation of signs from Gellibrand to Beech Forest completed
- "Friends" to install remaining signs from start of trail from Colac to Gellibrand. Updated information regarding dial before you dig/sewerage and Barwon Water pipe locations provided to Friends for: Coram, Colac reservoir and Elliminyt.

Marketing Plan- Events

- Rotary Colac Fun Run event – Event update. Presenting to E team to be held in March.
- Drink bottles – quote \$3405 including GST for 800 bottles, to be paid for by Colac Otway Shire Council. Drink bottles to be provided at Colac Rotary Fun Run to all entrants (up to 600). OBRT Committee feedback required on colour and future uses of drink bottles i.e. sell them at VIC?

OBRT Survey

- Survey currently featured on the following websites: Colac Otway Shire, Otways Tourism and Rail Trails Australia.
- New survey developed for 2012 incorporating tweaks based on advice received from participants.

OBRT Brochure

- Currently we have 2 boxes remaining of old brochure
- Reprint completed of 2500 in January 2012. Slightly different fold to previous version (provide sample). Council received 6 boxes containing 2500.
- One box provided to Tony Grogan for distribution in Gellibrand and surrounds in January.

Pedestrian Counters

- Data report from 5 December 2011 and February 2012 presented. December figures were unavailable at time of last meeting.
- Reports with figures distributed to Committee.

RIDF Funding (Regional Infrastructure Development Funding)

- Refer to Works Report.



Old Beechy Rail Trail Executive Officer
Report 6 February 2012



Condition of trail

- Two complaints received re rock surface of Banool to Wimba section. Refer to correspondence.
- Issues have been hopefully addressed, however COS will continue to monitor this.
- Cosworks have completed reach arm work from Larson gate to Banool. Works started on 30 January and completed by 1 February. Reach arm needs to work beyond the designated "envelope" of the permit in some cases
- Cosworks inspection to be undertaken of entire trail 8 February 2012.
- Coram section is completed (except for installation of interpretive sign). Refer to attached images.

Query

- Existence of old steam train somewhere near Forrest? Does anyone know any information about this?
- Potential historic object located on the trail at the Dinmont to Ditchley section (ref photo.)



Sustainability Accord Project “Climate Resilient Communities of the Barwon South West”

Stakeholder Information Bulletin May 2012

Introduction

What is the project about?

The aim of the project is to assist ten South West Victoria municipalities (and partners) to build capacity to manage risks and build community resilience to extreme climate events while embracing any opportunities from future climate variability.

The project aim will be achieved by delivering the following core objectives:

1. Increased collaboration, communication and knowledge sharing between local government and partner organisations;
2. Reports for each municipality identifying the local risks and opportunities, what has been done to address them and what needs to be done next in the local context;
3. A Regional Report identifying the regional risks and opportunities, what has been done to address them and what needs to be done next at a regional scale;
4. Identification and prioritising of regional projects that develop local resilience responses that are relevant to each of the 10 municipalities and partner organisations; and
5. Deliver high priority projects to increase the resilience of communities to climate variation and extreme weather events in South West Victoria.

How is the project being funded?

Colac Otway Shire successfully applied for a \$600,000 grant on behalf of 10 municipalities

through the Victorian Sustainability Accord. The funding body is the Department of Sustainability and Environment. Partner organisations have committed \$275,000 in matching contributions.

When will it start and finish?

The project will begin in April 2012 and finish in June 2015.

Who is involved in the project?

The project will primarily involve 10 municipalities and 9 partner organisations that are listed below who have all committed financial and in-kind support for the project. There are also a number other supporting organisations listed below that will be involved with the project.

Local Government

Colac Otway Shire, City of Greater Geelong, Glenelg Shire, Golden Plains Shire, Corangamite Shire, Queenscliffe Borough, Moyne Shire, Southern Grampians Shire, Surf Coast Shire and Warrnambool City Council

Partner Organisations

Barwon Water, Committee for Geelong, Corangamite CMA, G21 Geelong Regional Alliance, Geelong Chamber of Commerce, Glenelg Hopkins CMA, Great South Coast Group, Wannon Water and Western Coastal Board.

Additional Supporting Organisations

Department of Sustainability & Environment (DSE), Department of Primary Industry (DPI), Parks Victoria, Department of Sustainability,

Environment, Water, Population & Communities (DSEWPaC), Department of Climate Change & Energy Efficiency (DCCEE), Deakin University, Department of Planning & Community Development (DPCD), SW Climate Change Forum, Regional Development Victoria (RDV), RMIT, SW Sustainability Forum, Victorian Centre for Climate Change and Adaptation Research (VCCCAR)

How will the project be managed?

The project will be managed by an employee of the Colac Otway Shire. A Project Control Group will oversee the project with support from the project manager and advice from a Reference Group.

The members of the Project Control Group include representatives from: Colac Otway Shire, G21, Great South Coast Group and DSE. The role of the Project Control Group is to provide strategic guidance, overall direction, decision-making and oversight of the project.

The Reference Group will have representatives from all the Local Governments and partner organisations. The role of the Reference Group is to:

- Act as an advisory group and provide recommendations to the PCG;
- Encourage collaboration and innovation between partners and other interested parties;
- Share knowledge and learning opportunities; and
- Provide timely review/feedback on key documents and plans

The Project Control Group and the Reference Group will meet regularly throughout the life of the project to ensure that the key stakeholders have ownership of the project and to make sure the project aims are realized in a timely and professional manner.

What are the key milestones for the project?

The key milestones for the project are:

1. Project planning and governance arrangements completed by 30 July 2012.
2. Develop marketing/communications plan, monitoring and evaluation process and a training and skills development package by 30 October 2012.
3. Desktop analysis of current knowledge of climate variability and emissions for each municipality and the region followed by facilitated discussions with each municipality to identify key threats and opportunities by 30 June 2013.
4. Develop status reports for the 10 municipalities and a regional report that identify priority approaches to building Council capacity and community resilience by 30 October 2013.
5. High priority regional projects identified and scoped that deliver local resilience responses of value to the municipalities by 29 February March 2014.
6. High priority regional projects delivered by 31 March 2015.
7. Project Completion Report submitted to DSE by 30 June 2015.

How can I get more information about the project?

If you want to know more about the project contact Travis Riches, Environment Coordinator, at the Colac Otway Shire. Ph 5232 9451, Mob 0438 352 549, travis.riches@colacotway.vic.gov.au

THE STATE OF VICTORIA

- and -

[Colac Otway Shire](#)

DEED OF GRANT

Original prepared by:

VICTORIAN GOVERNMENT SOLICITOR

Amended by DSE October 2008

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DEED OF CONDITIONS OF GRANT

This Deed is made the (insert date) day of (insert month) (insert year)

BETWEEN

THE STATE OF VICTORIA through the Department of Sustainability and Environment, of 8 Nicholson Street, Melbourne in the State of Victoria (“the State”)

AND

Colac Otway Shire, ABN 32430819755, 2-6 Rae Street, Colac, 3250. in the State of Victoria.

(“the Recipient”)

RECITALS:

- A. Under the direction of the Minister for Environment and Climate Change, the Department of Sustainability and Environment has made available funds to the Recipient for this project as part of the fifth round of funding under the Victorian Local Sustainability Accord. This project has been funded under the Regional Grants category of the funding program. The purpose of Regional Grant funding is to support the implementation of Regional Strategic Plans by facilitating partnerships of regional groups of rural councils, to work with communities to adapt to climate change.
- B. The State grants and the Recipient accepts the Funds on the terms and conditions set out in this Deed.

NOW THIS DEED WITNESSES as follows:

1. Interpretation

- 1.1 In this Deed, unless the context otherwise requires:-
- “**Background Intellectual Property**” means Intellectual Property owned or controlled by a Party, including but not limited to Intellectual Property developed prior to or independently of this Deed, which the Party determines, in its sole discretion, to make available for the carrying out of the Project;
 - “**Commencement Date**” means the date so identified in Schedule 1 by which date the Project must commence;
 - “**Completion Date**” means the date so identified in Schedule 1 by which date the Project must be completed;
 - “**Contribution**” means a monetary or in-kind contribution by any person or body, including the Recipient, as specified in the Schedule 3, made for the realisation of the Project;
 - “**Deed**” means this deed of conditions of grant and the Schedules to this Deed;
 - “**DSE**” means the Department of Sustainability and Environment in the State of Victoria;
 - “**Funds**” means the maximum amount of funding to be provided by the State for the Project, as specified in Schedule 3;
 - “**GST Act**” means the *A New Tax System (Goods and Services Tax) Act 1999* (Cth) as amended;
 - “**GST Law**” means the GST Law as defined in the GST Act and includes any Act of the Parliament of Australia that imposes or deals with GST;
 - “**Intellectual Property**” means all copyright, patents and all rights in relation to inventions, registered and unregistered trademarks (including service marks) and registered designs, trade secrets and know-how, all rights under the Circuit Layouts Act 1989 (Cth), and all other intellectual or intangible property;
 - “**Minister**” means the Minister administering the *Environment Protection Act 1970 (Victoria)*;
 - “**Project**” means the project so identified in Schedule 2.
 - “**Recipient’s Representative**” means the person nominated in Schedule 1 who shall represent the Recipient for the purposes of this Deed or such other person whom may subsequently be appointed by the Recipient and notified in writing to the State; and
 - “**State’s Representative**” means the person nominated in Schedule 1 who shall represent the State for the purposes of this Deed or such other person whom may subsequently be appointed by the State and notified in writing to the Recipient.
- 1.2 Clause headings in this Deed are for convenience of reference only and have no effect in limiting or extending the language of the provisions to which they refer.
- 1.3 A recital, schedule, annexure or a description of the parties forms part of this Deed.
- 1.4 In this Deed, unless a contrary intention appears:

- (a) a reference to any legislation shall include any Act of Parliament and any subordinate legislation, rule, regulation, order or instrument made thereunder and shall include any statutory modification, substitution or re-enactment of such legislation;
- (b) if a party to this Deed consists of more than one person those persons shall be jointly and severally bound under this Deed;
- (c) a reference to a party to this Deed includes the executors, administrators, successors and permitted assigns of that party;
- (d) a reference to an individual or person includes a corporation, partnership, joint venture, association, governments, local government authorities and agencies;
- (e) if a word is defined, cognate words and phrases have corresponding definitions;
- (f) words importing a gender include any other gender and words in the singular include the plural and vice versa;
- (g) a reference to “dollars” or “\$” is a reference to the lawful currency of Australia;
- (h) a reference to a recital, clause, schedule or annexure is a reference to a recital, clause, schedule or annexure to this Deed each of which forms part of the Deed.

1.5 Where there is a variation or inconsistency between the provisions of the Schedules to this Deed and the provisions of clauses 1 to 19 of this Deed the provisions of clauses 1 to 19 shall prevail.

1.6 This Deed shall be subject to and construed in accordance with the laws of the State of Victoria.

2. The Project and the Funds

2.1 The Recipient shall commence the Project by the Commencement Date and shall complete the Project by the Completion Date detailed in Schedule 1.

- 2.2 The Recipient shall carry out and complete the Project in compliance with the specifications set out in Schedule 2 and any other requirement contained in this Deed.
- 2.3 The Recipient shall complete the works for an amount not exceeding the total project costs detailed in Schedule 3.
- 2.4 Funds shall be provided to the amount specified in Schedule 3.
- 2.5 By signing this Deed, the recipient verifies any contributions specified in Schedule 3.
- 2.6 The Recipient shall not use the Funds for purposes other than the Project.
- 2.7 The Recipient acknowledges and agrees that, unless otherwise provided in Schedule 3, the Funds must not be used to pay for or to subsidise the payment of:
 - (a) services provided by employees of the Recipient in respect of the Project;
 - (b) services already being provided by contractors engaged by the Recipient.
- 2.8 The Recipient acknowledges that the State is not liable to pay for operating, maintenance, repair or any other ongoing costs in relation to or arising from the Project.

3. Payment of the Funds

- 3.1 The State shall pay the Funds to the Recipient on the dates specified in Schedule 3 and on submission of a tax invoice from the Recipient.
- 3.2 Where Schedule 3 provides for progress payments, a progress payment shall only be made by the State upon written certification from the Recipient's Representative (to the satisfaction of the State's Representative) that the requirements specified in Schedule 3 pertaining to a particular progress payment have been satisfied in accordance with the terms and conditions of this Deed and on submission of an invoice.
- 3.3 The Recipient acknowledges and agrees that any interest earned on any part of the Funds shall be used solely for the purposes of the Project.
- 3.4 Upon satisfactory completion of the Project, the Recipient shall repay to the State any unexpended part of the Funds.
- 3.5 The Recipient shall keep complete records in relation to the expenditure of the Funds including quotations, invoices, receipts and shall provide to the State any such records for inspection if requested.
- 3.6 Taxes, Duties and Government Charges
 - 3.6.1 The parties acknowledge:

- (a) the operation of the GST Act, the *A New Tax System (Goods and Services Tax Transition) Act 1999*, and the PAYG Act from 1 July 2000;
- (b) that the State may be liable for GST under the GST Act in relation to taxable supplies made under this Deed; and
- (c) that the State may be obliged under the PAYG Act to withhold 46.5% of a payment to the Recipient under this Deed, unless the Recipient has quoted a valid ABN to the State.

3.6.2 Except as provided in clause 3.6.3

- (a) as between the State and the Recipient, all Taxes shall be borne by the Recipient, and no amount shall be payable by the State to the Recipient in addition to the Original Grant Payable in respect of any Tax or Tax Change; and
- (b) the Original Grant Payable does not include an amount to cover any liability of the Recipient for GST in relation to any taxable supply by the Recipient to the State under this Deed.

3.6.3 The State and the Recipient agree that if the Recipient is liable to pay GST in relation to a taxable supply under this Deed, the Original Grant Payable shall be increased by an amount which fully covers the Recipient's GST liability, except to the extent that the Original Grant Payable includes an amount to cover the GST liability of the Recipient.

3.6.4 Notwithstanding any other provision of this Deed, the State may withhold any payment under this Deed until the Recipient has given the State a tax invoice in accordance with the GST Act in relation to any taxable supply by the Recipient to the State under this Deed in respect of which the Recipient is liable for GST.

3.6.5 Where, subject to 3.6.3, the Original Grant Payable was increased by an amount which fully covered the Recipient's GST liability and after satisfactory completion of the Project, there remain unexpended Funds, the Recipient will provide an adjustment note and shall repay to the State this amount.

3.6.6 If a payment to a party under this Deed is a reimbursement or indemnification, calculated by reference to a loss, cost or expense incurred by that party, then the payment will be reduced by the amount of any input tax credit to which that party is entitled for that loss, cost or expense that party is assumed to be entitled to a full input tax credit unless it proves, before the date on which the payment must be made, that its entitlement is otherwise.

3.6.7 In this clause:

- (a) 'adjustment note', 'supply', 'tax invoice', and 'ABN' have the same meaning as in the GST Act;

- (b) 'GST Act' means the *A New Tax System (Goods and Services Tax) Act 1999*;
- (c) 'Original Grant Payable' means the Grant payable as per schedule 3.
- (d) 'PAYG Act' means the *A New Tax System (Pay As You Go) Act 1999*; and
- (e) 'Tax' means any tax, duty or government charge imposed or levied in Australia or overseas in connection with this Deed or the performance of obligations under this Deed, or which affects the cost of performance of obligations under this Deed, whether applying at the time this Deed is made or at a later time (including, without limitation, GST).

4. Recipient's Warranties

The Recipient hereby warrants:

- (a) that it has verified the Contributions committed to the Project and is aware of no reason why any Contribution shall not be forthcoming;
- (b) that the Project shall be carried out in compliance with this Deed;
- (c) that it shall provide to the State any information or documents requested in relation to the Project;
- (d) that it shall co-operate with and participate in any monitoring or audit activities carried out on behalf of the State.

5. Contributions

- 5.1 In the event that any Contribution is withdrawn or is not paid or supplied when due, the Recipient must immediately notify the State's Representative.
- 5.2 In the event that any Contribution is withdrawn or is not paid or supplied when due, the Recipient acknowledges:
 - (a) that the State shall not be liable to pay any amount in excess of the Funds to cover any resulting funding shortfall; and
 - (b) that the State shall be entitled to elect to revoke its grant of the Funds or, if any part of the Funds has already been paid to the Recipient, to cease any further payment of Funds to the Recipient.

6. Consultation, Project Management, Audit and Reporting

- 6.1 The Recipient shall consult with any persons or bodies specified in Schedule 4 in relation to the Project.
- 6.2 If so provided in Schedule 4, a Project Control Group shall be formed comprising the persons there specified. The Project Control Group shall exercise the powers and carry out the functions specified in Schedule 4.
- 6.3 The Recipient acknowledges that the Project may be the subject of an audit conducted on behalf of the State at any time, upon reasonable notice.

- 6.4 Within 30 days after the Completion Date or the completion of the Project, whichever is the later, the Recipient shall provide to the State's Representative:
- (a) a statement of compliance signed by two (2) office bearers of the Recipient certifying:
 - (i) that the Funds have been expended solely for the purposes of the Project; and
 - (ii) that the terms and conditions of this Deed have been complied with, or, where any terms or conditions have not been complied with, the reasons for such non-compliance; and
 - (b) a financial report detailing expenditure in relation to the Project.

7. Acknowledgment

The Recipient shall give due acknowledgment of the funding provided by the State in any materials or activities relating to the Project including any signage, publications, media releases, statements, interviews, launches and ceremonies.

8. Indemnity and Insurance

- 8.1 The parties acknowledge that:
- a. the Recipient is insured by Civic Mutual Plus and that the State is insured by the Victorian Managed Insurance Authority;
 - b. it is unnecessary to include a release, indemnity or insurance provision in this Deed. The insurance of both parties is adequate to cover foreseeable losses arising out of each of their own potential liabilities. The parties agree that any insurance or indemnity issue arising under this Deed will be determined having regard to the common law principles of liability; and
 - c. they will advise the other party if they cease to be insured with their current insurer and that an amendment to this Deed may then be required.

9. Not used.

10. Compliance with Laws and Policies

- 10.1 The Recipient shall ensure that in carrying out the Project it shall comply with:
- (a) the requirements of the provisions of all relevant Acts of the Parliament of the Commonwealth;
 - (b) the requirements of the provisions of all relevant Acts of the Parliament of the State;
 - (c) the requirements of all ordinances, regulations, by-laws, orders and proclamations made or issued under any Acts referred to in paragraphs (a) and (b) above or any Ordinances including industrial awards; and
 - (d) the lawful requirements of public and other authorities in any way affecting or applicable to the Project.

10.2 The Recipient shall comply with any State policies applicable to the Project as specified in Schedule 4.

10.3 In carrying out the Project, the Recipient shall comply with any policies, guidelines, plans, statements, codes of practice, standards, principles, agreements, memoranda of understanding, documents or requirements specified in Schedule 4.

11. Negation of agency, partnership and employment

11.1 Nothing in this Deed shall be deemed to constitute the Recipient, its officers, agents, sub-contractors or employees as agents, partners or employees of the State and the Recipient shall ensure that they do not so represent themselves.

11.2 The Recipient its officers, agents, sub-contractors and employees are not authorised to incur, and shall not incur, any obligation or make or purport to make any representation on behalf of the State except with the express written instructions of the State's Representative.

11.3 The Recipient indemnifies and shall keep the State indemnified against:

- (a) any obligation to make payments to the Recipient's officers, employees, sub-contractors and other personnel engaged in relation to the Project, and
- (b) any obligation to pay any related statutory taxes, fees, levies or charges.

12. Assignment and Sub-contracting

12.1 The Recipient shall not assign, novate or sub-contract its rights or obligations under this Deed without the prior written consent of the State.

12.2 In giving its consent, the State may impose such terms and conditions as it considers appropriate.

12.3 The Recipient shall be fully responsible for carrying out the Project notwithstanding that the Recipient has assigned or sub-contracted the performance of any part of the Project.

12.4 The Recipient shall ensure that terms on which it engages any sub-contractors or other persons to perform any part of the Project shall not derogate from the rights of the State under this Deed and shall not otherwise be inconsistent with the terms and conditions of this Deed.

13. Intellectual Property

13.1 The Recipient acknowledges and agrees that the ownership of all Intellectual Property created specifically and exclusively in relation to the Project vests in the State upon creation.

13.2 The Recipient assigns ownership of all Intellectual Property to the State and will ensure that its employees, contractors and agents execute all documents

and do all things necessary to assign to the State all such rights. Notwithstanding anything to the contrary set forth herein, the Recipient and each of its subcontractors shall retain all rights in their intellectual capital (including their methodologies, ideas, know how, techniques, models, tools, skills, generic industry information, knowledge and experience, and any graphic representations of any of these) possessed or acquired prior to the Project.

- 13.3 Clause 13.1 does not apply to Background Intellectual Property belonging to the Recipient or others employed in relation to the Project where the Recipient has given prior written notice to the State advising of such ownership.
- 13.4 The Recipient grants to the State a perpetual, non-exclusive, paid-up licence to use all Background Intellectual Property referred to in clause 13.3 for the purposes that the State considers fit.
- 13.5 The Recipient warrants to the State that any Intellectual Property provided by the Recipient and embodied in or used in connection with the Project is the sole property of the Recipient or the Recipient is legally entitled to use the Intellectual Property for the purposes of the Project.
- 13.6 The State grants to the Recipient a perpetual, non-exclusive, paid-up licence to use the Intellectual Property referred to in clause 13.1 for purposes consistent with the intent of the Project.
- 13.7 The Recipient must indemnify and keep indemnified the State against any costs, losses, expenses or damages incurred by the State by reason of the Recipient's failure to comply with this clause 13.
- 13.8 Intellectual Property in all manuals, drawings, computer programs and other information provided to the Recipient by the State for reproduction or guidance in relation to the Project remains vested in the State. This information must not be used or reproduced for any other purpose without the prior written approval of the State's Representative.
- 13.9 The Recipient must procure from any of its employees or agents that produce or contribute to the production of any Document any Moral Rights consents required by the State.
- 13.10 The Recipient must ensure that any consent it obtains pursuant to this clause 13.8 is given genuinely and is not obtained by duress or as a result of a false or misleading statement.
- 13.11 The Recipient's obligations pursuant to this clause 13 survive the suspension, expiration or termination of this Deed.

14. Termination

- 14.1 If a party to this Deed fails to carry out any of its obligations or duties under this Deed, the party not in breach may by notice to the party in breach specify the breach and request that the breach be remedied within 14 days after receipt of such notice.
- 14.2 If the defaulting party fails to remedy the breach within the period specified in a notice given under sub-clause 14.1, the non-defaulting party may terminate this Deed forthwith.
- 14.3 If the Recipient:

- (a) being a partnership, company or other composite body undergoes a change in its structure which, in the reasonable opinion of the State's Representative, limits the capacity of the Recipient to carry out the Project or may affect the Recipient in carrying out its obligations and duties under this Deed;
 - (b) goes into liquidation or a receiver and manager or mortgagee's or chargee's agent is appointed or becomes subject to any form of insolvency administration or arrangement, or in the case of an individual, becomes bankrupt or enters into a scheme or arrangement with creditors;
- the State may terminate this Deed immediately by giving notice in writing to the Recipient's Representative.

15. Service of notices and documents

- 15.1 All notices or documents required to be delivered or served by one party to this Deed on the other may be delivered or served by delivering or sending them by pre-paid post, facsimile, pre-paid courier as follows:
- (a) to the State at the address which is set out in Schedule 1; and
 - (b) to the Recipient at the address which is set out in Schedule 1.
- 15.2 A notice or document shall be taken to be delivered or served as follows:
- (a) in the case of delivery in person, when delivered;
 - (b) in the case of delivery by post, two business days after the date of posting; and
 - (c) in the case of facsimile transmission, on receipt by the sender of a transmission report from the despatching machine showing the date of transmission, the relevant number of pages, the correct telephone number of the destination facsimile machine and the result of the transmission as satisfactory,
- but if the result of the foregoing is that a notice would be taken to be given or made on a day which is not a normal business day in the place to which the notice is sent or is later than 4.00 pm (local time) it will be taken to have been duly given or made at the commencement of business on the next normal business day in that place.
- 15.3 The provisions of this clause 15 are in addition to any other mode of service permitted by law.

16. Dispute Resolution

- 16.1 If a dispute arises out of this Deed the parties agree to endeavour in good faith to settle the dispute in accordance with this clause 16.
- 16.2 A party claiming that a dispute has arisen must give written notice to the other party specifying the nature of the dispute.

- 16.3 Within 10 business days of a notice being given in accordance with clause 16.2, the State's Representative and the Recipient's Representative must meet and attempt to negotiate a resolution of the dispute.
- 16.4 If the dispute is not resolved within 5 business days of the meeting held in accordance with clause 16.3, the dispute must be referred to the Secretary of DSE and the Chief Executive Officer or Managing Director of the Recipient (as applicable), who must attempt to negotiate a resolution of the dispute as soon as possible.
- 16.5 If the dispute is not resolved within 10 business days of the referral to the persons described in clause 16.4, or within such further period as the parties agree, then the dispute must be referred to the Minister.

17. Entire Agreement

- 17.1 This Deed constitutes the entire agreement between the State and the Recipient in relation to the Project and any previous correspondence is expressly excluded.
- 17.2 The State and the Recipient declare that there are no extraneous agreements, representations or undertakings either express or implied which affect this Deed.

18. Severability

Any provision in this Deed which is invalid or unenforceable is to be read down if possible, so as to be valid and enforceable, and if that is not possible, the provision shall, to the extent that it is capable, be severed to the extent of the invalidity or unenforceability, without affecting the remaining provisions.

19. Variation

A variation of this Deed shall only be made by agreement in writing by the parties.

EXECUTED as a Deed

In witness whereof the Parties have executed this Deed on the date first written above.

SIGNED SEALED AND DELIVERED

by *[insert name]*,

[insert position]

Department of Sustainability and Environment

for and on behalf of the

STATE OF VICTORIA in the presence of:

.....
.....

SIGNED SEALED AND DELIVERED

By *[Rob Small]*

[Chief Executive Officer]

[Colac Otway Shire]

for and on behalf of

[Colac Otway Shire]

in the presence of:

.....
.....

SCHEDULE 2

Project Specifications and Scope of Works

Climate Resilient Communities of the Barwon South West

(cl. 1.1) **Background:** Across the south west region of Victoria, authorities are challenged with the task of understanding the implications and impacts associated with human induced climate variability.

Increased climate variability will have impacts on rainfall, temperatures, bushfire frequency, health, heritage, biodiversity, primary production, tourism and natural resources for current and future generations.

Local Governments have a high level of exposure to these changes. Some well resourced Councils have made investment into understanding how these changes will impact their communities, enabling them to prepare a level of response. Alternatively, other less well resourced Councils, who may have greater exposure, have been restricted in their response due to the availability of resources, knowledge and capacity.

State and Federal government have made significant investments into understanding climate variability and the potential impacts. However, the outcomes of these investigations are often set at a high level perspective, making them difficult to apply at a regional or local level.

There is a need to bring all available relevant information on climate variability together for specific local government areas. From this, Councils will be able to identify the greatest risks to their communities and implement strategies to manage these impacts in order to build resilience to extreme climate events.

By compiling the information gather from across 10 municipalities, we will be able to gain an appreciation of climate variability impacts at a regional level. This will assist in the development and delivery of high priority regional projects which will increase the resilience of local communities to climate variability in the Barwon South West.

(cl. 1.2) **Project:** To assist ten municipalities and project partners in South West Victoria to build capacity to manage risks and exploit opportunities to build community resilience to extreme climate events.

(cl. 2.2) **Project Specifications:**

The project aim will be achieved by delivering the following core objectives:

1. Increased collaboration, communication and knowledge sharing between local government and partner organisations

A range of initiatives will be delivered to increase collaboration, communication and knowledge sharing between the key stakeholders. Examples include information forums, focus groups, case studies, workshops and presentations that will build the capacity of staff in local government and partner agencies to understand and plan for climate variability impacts.

It is important to note that these initiatives will be ongoing throughout the life of the project and where possible linked to meetings of the Project Reference Group. This approach will enable learning's to be built upon and effectively communicated throughout the subsequent stages of the project.

2. Reports for each municipality identifying the local risks and opportunities, what has been done to address them and what needs to be done next;

A desktop assessment of climate variability research, policy, plans and relevant projects will be completed for each municipality. A range of resources (both government and non government) will be explored in this assessment. This will bring together all current relevant information, specific to a municipality, into one single reference.

From this document, a strategic discussion will be held in each municipality with representatives from lead agencies in this field and the local community. The professionally facilitated workshop will identify and rank the key risks relevant to each municipality. These discussions will identify the threats and opportunities associated with the risks.

A report will be provided for each municipality on the findings from the strategic discussion.

3. A Regional Report identifying the regional risks and opportunities, what has been done to address them and what needs to be done next at a regional scale;

All information compiled in the ten workshops and local reports will be combined into a Regional Report. The Regional Report will examine the risks and opportunities from each of the local reports and identify common trends. Higher priority risks will be identified for the Barwon South West region, and these will form the basis for scoping high priority projects.

4. Identification and prioritising of regional projects that develop local resilience responses that are relevant to each of the 10 municipalities.

The project control group, in consultation with the project reference group, will identify the high priority regional projects that need to be addressed to improve the resilience of communities in the Barwon South West.

The highest priority regional projects that can be achieved within the constraints of this three year project will be initiated.

5. Increased resilience of communities to climate variation and extreme events in South West Victoria.

Specific project plans will be developed for the highest priority regional project. These projects will be carried out with project partners to increase the resilience of communities to respond to climate variability impacts (e.g. development of adaption plans or targeted training programmes). A final report will be developed that reviews the outcomes and achievements delivered through the three year project.

The Recipient will deliver the specific milestone deliverables set out in the following table:

| Milestone Number | Milestone Description | Performance Measure | Due Date | Amount
(not including GST) |
|-------------------------|--|---|-----------------|---------------------------------------|
| 1 | <ul style="list-style-type: none"> • Attend Accord project planning workshop • Establish project control group • Appoint Project Manager • Develop and finalise project plan | <ul style="list-style-type: none"> • Accord project planning workshop attended • Project control group established (to the State's satisfaction) with state government representation • Terms of Reference for the project control group endorsed by project control group and completed to the State's satisfaction • Appoint Project Manager and finalise Deed of Agreement. • Project plan developed that clearly identifies: <ul style="list-style-type: none"> - budget - desired outcomes - planned outputs - key activities - stakeholder engagement activities - communications activities - evaluation activities - risk management activities - a work plan for the project. • Project plan endorsed by project control group and completed to the State's satisfaction • Milestone report endorsed by project control group and completed to the State's satisfaction | 30 July 2012 | \$75,000 |

| | | | | |
|---|---|---|------------------|-----------|
| 2 | <ul style="list-style-type: none"> • A: Information Sharing and Skills Development | <ul style="list-style-type: none"> • Development of information and skills development action plan • Implementation Initiated in line with action plan • Milestone reported endorsed by project control group and completed to the State's satisfaction | 30 October 2012 | \$50,000 |
| 3 | <ul style="list-style-type: none"> • A: Review of knowledge base • B: Strategic Discussions with each municipality • C: Identify high priority risks | <ul style="list-style-type: none"> • Desktop analysis of existing knowledge to update climate variation predictions for each municipality in the South West region. • Aggregation of greenhouse inventories, mitigation and adaptation approaches from each municipality as baseline. • 10 strategic discussions that identify the major threats and opportunities from the municipal perspective, and the high priority project required to address them. • 10 reports from the above strategic discussions completed. • Milestone report endorsed by project control group and completed to the State's satisfaction | 30 June 2013 | \$100,000 |
| 4 | <ul style="list-style-type: none"> • A: Develop Regional Report • B: Identify Priority <u>approaches</u> | <ul style="list-style-type: none"> • 10 Municipal Reports synthesised into one Regional Report that identifies the trends across the municipalities and identifies priorities for regional projects. • Milestone report endorsed by project control group and completed to the State's satisfaction | 30 October 2013 | \$200,000 |
| 5 | <ul style="list-style-type: none"> • Priority Project identification | <ul style="list-style-type: none"> • High priority Regional Projects scoped that deliver local resilience responses of value to the municipalities. • Milestone report endorsed by project control group and completed to the State's satisfaction | 29 February 2014 | \$125,000 |
| 6 | <ul style="list-style-type: none"> • High priority regional projects implemented and completed. | <ul style="list-style-type: none"> • High priority regional projects completed that deliver local resilience responses of value to the municipalities | March 2015 | \$25,000 |

| | | | | |
|---|--|--|--------------|----------|
| 7 | <ul style="list-style-type: none"> • Develop final project report • Compile financial report on entire project • Submit Project Completion Report | <ul style="list-style-type: none"> • Final project report developed that clearly articulates completed project activities, achievements, lessons learnt and evaluate success. • Financial report details and confirms project expenditure, with sign-off from a council finance officer as per clause 6.4 of the Deed of Grant. • Financial and project report endorsed by project control group. • Project Completion Report submitted and completed to the State's satisfaction. | 30 June 2015 | \$25,000 |
|---|--|--|--------------|----------|

Milestone Reports

Milestone reports must consist of a statement against the milestone deliverables listed above as well as a summary of the project funds expended to date.

The State will review the Milestone report to ensure that it meets all reporting requirements prior to payment.

Tax Invoices

Invoices must contain the following:

Invoice Number

DSE Contract Number

DSE Purchase Order Number

Milestone Number

Payment \$XXXXXX + GST = \$XXXXXX

Accord Round 5 Project: *“Climate Resilient Communities of the Barwon South West”*

SCHEDULE 3

Project Funds

| | | | |
|------------------|------------------|-------------|------------------|
| cl. 1.2 &
2.4 | 1. Funds: | Works | <i>\$600,000</i> |
| | | GST | <i>\$60,000</i> |
| | | Total Funds | <i>\$660,000</i> |

| | | | |
|--------------------------|--|---------------------|------------------|
| cl.1.2,
2.5 &
4(c) | 2. Contributions:
Cash: | Works | <i>\$146,000</i> |
| | | GST | <i>\$14,600</i> |
| | | Total Funds | <i>\$160,600</i> |
| | In Kind (GST not
applicable): | Works | <i>\$156,500</i> |
| | | Total Contributions | <i>\$317,100</i> |

| | | | |
|---------|---|-------------|--------------------|
| cl. 2.3 | 3. Total Project Costs:
(Funds plus Contributions) | Works | <i>\$902,500</i> |
| | | GST | <i>\$74,600</i> |
| | | Total Funds | <i>\$1,051,700</i> |

| cl. 3.2 | 4. Progress Payments: | <table border="1"> <thead> <tr> <th>Milestone</th> <th>Amount
(ex GST)</th> <th>Milestonedue
date:</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>\$75,000</td> <td><i>30/05/2012</i></td> </tr> <tr> <td>2</td> <td>\$50,000</td> <td><i>30/10/2012</i></td> </tr> <tr> <td>3</td> <td>\$100,000</td> <td><i>30/06/2013</i></td> </tr> <tr> <td>4</td> <td>\$200,000</td> <td><i>30/10/2013</i></td> </tr> <tr> <td>5</td> <td>\$125,000</td> <td><i>31/03/2014</i></td> </tr> <tr> <td>6</td> <td>\$25,000</td> <td><i>31/03/2015</i></td> </tr> <tr> <td>7</td> <td>\$25,000</td> <td><i>30/06/2015</i></td> </tr> <tr> <td>Total</td> <td>\$600,000</td> <td></td> </tr> </tbody> </table> | | | Milestone | Amount
(ex GST) | Milestonedue
date: | 1 | \$75,000 | <i>30/05/2012</i> | 2 | \$50,000 | <i>30/10/2012</i> | 3 | \$100,000 | <i>30/06/2013</i> | 4 | \$200,000 | <i>30/10/2013</i> | 5 | \$125,000 | <i>31/03/2014</i> | 6 | \$25,000 | <i>31/03/2015</i> | 7 | \$25,000 | <i>30/06/2015</i> | Total | \$600,000 | |
|---------|------------------------------|---|--------------------|-----------------------|-----------|--------------------|-----------------------|---|----------|-------------------|---|----------|-------------------|---|-----------|-------------------|---|-----------|-------------------|---|-----------|-------------------|---|----------|-------------------|---|----------|-------------------|-------|-----------|--|
| | | Milestone | Amount
(ex GST) | Milestonedue
date: | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 1 | \$75,000 | <i>30/05/2012</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 2 | \$50,000 | <i>30/10/2012</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 3 | \$100,000 | <i>30/06/2013</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 4 | \$200,000 | <i>30/10/2013</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 5 | \$125,000 | <i>31/03/2014</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 6 | \$25,000 | <i>31/03/2015</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 7 | \$25,000 | <i>30/06/2015</i> | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | \$600,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | |
|----------|---------------------------------|---|
| (cl.2.7) | 5. Recipient's Services: | <i>\$115,000 for project management costs undertaken by a Colac Otway Shire Employee. 0.4 FTE for a 3 year period inc. oncosts.</i> |
|----------|---------------------------------|---|

SCHEDULE 4

Consultation, Project Management and Policies

- (cl. 6.1) **1. Consultation:**
The Recipient shall consult with representatives from the following agencies as appropriate:

Insert details
- (cl. 6.2) **2. Project Control Group:**
- 2.1 The Project Control Group shall consist of representatives from the following agencies/organisations:

(Insert names or positions – usually a representative of the department and of the recipient. If no project control group, insert N/A)
- 2.2 The powers and functions of the Project Control Group are as follows:

(Insert details. Usually: “to ensure the project is implemented consistent with this Funding Deed and any potential budget alterations are identified as early as possible”.)
- (cl. 10.2) **3. State Policies:**
The Recipient shall comply with relevant State policies.

(Insert further details if required. Relevant laws, local laws, regulations, permits, work approvals etc are not included here – they are already covered in cl 10.1)
- (cl. 10.3) **4. Policies, Guidelines, Plans etc.:**
In carrying out the Project, the Recipient shall comply with the following:

The Accord Communications Guide
(insert further details if required)