



**Colac Otway
SHIRE**

AGENDA

**ORDINARY COUNCIL MEETING
OF THE
COLAC-OTWAY SHIRE
COUNCIL**

28 MAY 2014

at 4:00 PM

Senior Citizens Centre, Apollo Bay

All Council and Committee meetings are audio recorded, with the exception of matters identified as confidential items in the Agenda. This includes the public participation sections of the meetings. Audio recordings of meetings are taken to facilitate the preparation of the minutes of open Council and Committee meetings and to ensure their accuracy. In some circumstances a recording will be disclosed to a third party. Those circumstances include, but are not limited to, circumstances, such as where Council is compelled to disclose an audio recording because it is required by law, such as the Freedom of Information Act 1982, or by court order, warrant, or subpoena or to assist in an investigation undertaken by the Ombudsman or the Independent Broad-based Anti-corruption Commission. Council will not use or disclose the recordings for any other purpose. It is an offence to make an unauthorised recording of the meeting.

COLAC-OTWAY SHIRE COUNCIL MEETING

28 MAY 2014

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NOTICE is hereby given that the next **ORDINARY COUNCIL MEETING OF THE COLAC-OTWAY SHIRE COUNCIL** will be held in Senior Citizens Centre, Apollo Bay on 28 May 2014 at 4.00pm.

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.

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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

- Ordinary Council Meeting held on the 23/04/14.

Recommendation

That Council confirm the above minutes.

OFFICERS' REPORTS

Chief Executive Officer

- OM142805-1 CEO'S PROGRESS REPORT TO COUNCIL
- OM142805-2 PETITION - MERV BRUNT'S VINTAGE TRUCK MUSEUM

Corporate and Community Services

- OM142805-3 COLAC OTWAY SHIRE PHYSICAL ACTIVITY STRATEGY
- OM142805-4 MAV DEBT PROCUREMENT PROJECT
- OM142805-5 REVIEW OF PROCUREMENT POLICY

Infrastructure and Services

- OM142805-6 APOLLO BAY COMMUTER FOOTPATH STRATEGY
- OM142805-7 BLUE WATER FITNESS CENTRE REDEVELOPMENT PROJECT -
PROGRESS REPORTING
- OM142805-8 COLAC MUNICIPAL AERODROME BUSINESS PLAN

Sustainable Planning and Development

- OM142805-9 AMENDMENT C75 (PUBLIC OPEN SPACE STRATEGY)
CONSIDERATION OF PANEL REPORT
- OM142805-10 DRAFT COLAC DEVELOPMENT PLANS
- OM142805-11 AMENDMENT C76 (BIRREGURRA STRUCTURE PLAN AND
NEIGHBOURHOOD CHARACTER STUDY) CONSIDERATION OF
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- OM142805-12 MANAGEMENT PLAN FOR COUNCIL-OWNED RESERVE TABLED BY
RED ROCK DISTRICT PROGRESS ASSOCIATION

General Business

- OM142805-13 ASSEMBLY OF COUNCILLORS
- OM142805-14 MINUTES FROM THE COLAC COMMUNITY LIBRARY & LEARNING
CENTRE JOINT COMMITTEE MEETING
- OM142805-15 MINUTES FROM YOUTH COUNCIL MEETINGS

Rob Small
Chief Executive Officer

CHIEF EXECUTIVE OFFICER

ITEM	
<u>OM142805-1</u>	<u>CEO'S PROGRESS REPORT TO COUNCIL</u>
<u>OM142805-2</u>	<u>PETITION - MERV BRUNT'S VINTAGE TRUCK MUSEUM</u>

OM142805-1**CEO'S PROGRESS REPORT TO COUNCIL**

AUTHOR:	Rhonda Deigan	ENDORSED:	Rob Small
DEPARTMENT:	Executive	FILE REF:	F11/3291

EXECUTIVE**G21 Board Meeting**

The Mayor and Acting CEO attended a meeting of the G21 Board in Colac on 2 May 2014. Agenda items included:

- Department of Transport, Planning and Local Infrastructure presentation - Local Government Performance Reporting Framework
- Geelong Region Local Learning and Employment Network Funding Update
- Barwon Medicare Local Funding Update
- G21 2014 Marketing & Communications Plan & Engagement Strategy
- G21 Stakeholder Liaison
- CEO Contract
- Barwon South West Regional Development Australia update
- Barwon South West Regional Management Forum update.

Great South Coast Group Board Meeting

Cr Buchanan and the General Manager of Corporate and Community Services travelled to Portland to attend the Great South Coast Group Board meeting on 2 May 2014. The meeting included discussion on:

- Southern Rock Lobster Fishing Licenses
- Western Victorian Dairy Strategy presentation
- Conflict of Interest Policy
- Regional Strategic Plan review
- South West Sustainability Partnership
- Branding/affiliation protocols
- Coal seam gas – a regional perspective
- Plastic bags – a regional perspective
- Passenger rail feasibility study
- Priority Projects document advocacy
- Presentation: Local Government Performance Reporting Framework.

Meeting with the Minister for Public Transport and Roads

The Mayor and Acting CEO met with the Hon. Terry Mulder, MP, on 9 May 2014 in Colac to discuss:

- Funding Opportunities for Central Reserve
- High School Site
- Colac Otway Priority Projects
- Blue Water Fitness Centre.

South West Sustainability Partnership

The CEO chaired a meeting of the South West Sustainability Partnership in Warrnambool on 15 May 2014. The meeting elected Coralie Coulson as the new Chair and received an update on the Great South Coast Streetsmart Lighting project.

The meeting considered reports on the works programs and the finances of the Streetsmart Lighting Project. It is anticipated that Colac's LED street lights will be delivered in late May with installation occurring in May/June 2014.

Great South Coast CEO Forum

The CEO attended a meeting of the Great South Coast CEO Forum in Warrnambool on 23 May 2014. Agenda items included:

- Sustainability Victoria update
- Overview of the role of Sustainability Victoria
- Statewide Resource Recovery and Infrastructure Plan
- Regional issues (your interests and concerns)
- Regional Growth Plan implementation
- Innovation Summit for Great South Coast
- Canberra delegation.

Mobile Coverage Program

In response to Council's submission to the Australian Government Mobile Coverage Program, the Department of Communications has written to the CEO setting out the integrated competitive process it has decided to adopt for the administering of the \$100m funding available through this program.

The Australian Government will develop a database of locations eligible for funding based on the 2,000 locations previously reported to the Department as having little or no mobile phone coverage. The next step will then be for the Australian Government to work with state and local government to populate the database with relevant information about each location and the contribution other parties might make towards the cost of building a mobile phone base station at that location.

The database will then be offered to service providers, and/or local councils, who can lodge bids under the competitive selection process specifying where they would be prepared to build a mobile phone base station and how much they would contribute to the cost.

The Australian Government would then select the location(s) to be funded under the Mobile Coverage Program. The Colac Otway Shire is one of nearly 500 local government areas eligible for funding under this program.

Powercor Meeting

The CEO, General Manager Sustainable Planning and Development and the General Manager Infrastructure and Services met with Powercor's Regional Asset Manager in Colac on 19 May 2014. Matters discussed included:

- General efficiency gains consideration
 - Line clearance issues
- LED installation of Colac streetlights commencing on 26 May 2014
- Private solar connections and quality supply service issues
- Auditing of option 2 projects (developer builds for handovers) • Local upgrades:
 - Colac zone subdivisions
 - Rearranging feeders to industry, eg; Bulla and Australian Lamb Company.

Youth Council

The Colac Otway Shire Youth Council continues to meet on a fortnightly basis with the focus being on finalising the activities that the group hopes to achieve over the coming term. These activities include:

- Renew Contact with Sister City – Walker Michigan USA.
- Bimbi Park Tree Planting Day

- Street Art
- Awareness of the Homeless
- Interschool Event
- Youth Health Hub
- Drug & alcohol awareness raising forum for Yr 7 & 8 students and their parents.

Youth Council was represented at the “Way of the Cross” Ecumenical Service held at the Colac Botanic Gardens on Good Friday, with one of the Youth Councillors assisting the Mayor with the reading of a prayer.

A number of Youth Councillors also attended the Anzac Day ceremony in Colac, taking part in the Dawn Service, the march to St Mary’s Catholic Church, the laying of a wreath and the official part of proceedings.

Youth Councillors and their guests also enjoyed a performance of the “Chooky Dancers” at COPACC on 7 May 2014. The participation of Youth Councillors both at the performance and the supper that followed, was funded through the Colac Police Youth Liaison program and it is hoped that Youth Councillors will attend further events promoting art and culture within the younger members of our community in the coming year.

Assistance was also given by a Youth Councillor and two Youth Council mentors at the Fast Track event held in Colac on 10 May 2014 which showcased young talent within the region.

Youth Councillors are to be commended for their enthusiastic start to the year which has clearly demonstrated their commitment to this community and their willingness to contribute and to volunteer their time to support local events.

CORPORATE & COMMUNITY SERVICES

HEALTH & COMMUNITY SERVICES

OPASS (Older Person’s and Ability Support Services)

Active Service Model Review

The Department of Human Services is conducting a review of the progress of the Active Service Model with all Home & Community Care (HACC) funded organisations, which has been developed over the past 3 years. The Australian Healthcare Associates will coordinate the review and the 2014-2015 planning for each HACC funded Agency. This review will provide a guide to future operations for the OPASS Unit and set some targets for them to achieve.

The Active Service Model ‘*Prepare Tool*’ provides 23 domains of practice that require a self-rating. Under each domain there are a number of questions about specific areas of practice that contribute to this domain. The ratings range from 1 to 5 - 1 being ‘not at all’ and 5 being ‘implemented in all areas’.

The review, that included self-rating and evidence to support our self-assessment, was submitted electronically to the Australian Healthcare Associates on 8 May 2014. The OPASS unit average rating is 4 - implemented in most areas.

The review content covers all areas of our service, which include:

- Initial Contact and Initial Needs Identification

- Assessment
- Care Planning and Review
- Service Closure and/ or Transition
- Consideration of Enablers and Barriers

Environmental Health

At a glance for April 2014:

Activity	Inspections	Complaints
Food Premises Inspections	17	1
Personal Appearance Services	12	0
Accommodation	2	1
Pools / Waterways	0	0
Immunisation	n/a	0
Septic Systems	19	1
Infectious Disease	0	0
Tobacco Control	12	0

Food Safety

Food Premises Inspections: 17

Food Recalls: 8

Effected Food	Reason for recall
Freedom Foods	Undeclared allergens – dairy product
Coles Easter Eggs	Undeclared allergens – tree nuts
Smoked Sea Salt	Undeclared allergen – soy
Fortified Nutrient Supplement	Foreign Objects – plastic pieces
Queso Soft Cheese	Listeria bacteria contamination
Coles Brand Breakfast Cereal	Undeclared allergen – almonds
Frozen Fish Portions	Foreign object – metal pieces
Mrs Macs Pies	Foreign object – plastic fragments

Food Monitoring:

19 samples were taken.

Samples were taken of ready to eat food – sandwich bars and from Bain-maries. 3 of the samples failed, 2 for high standard plate count and 1 for high count bacillus cereus. The results indicate poor food handling/storage in these cases. Compliance assessments and education are being undertaken and compliance samples will be taken in the future.

Food Premises Complaints:

1 - alleged rodent infestation at a food premises.

Markets/Events:

None attended.

Personal Appearance Services (PAS) (hairdressers, tattooists, beauty therapists)

PAS Inspections: 12

PAS Complaints: 0

Accommodation

Prescribed Accommodation Inspections: 2

Caravan Parks: 0

Complaints: 1 - uncovered water tank, potential contamination hazard.

Pools/Waterways

Inspections: 0

Samples: 0

Immunisation

Immunisations: 52

For the first time since March 2000 Victoria's State coverage for cohort 1 (children aged 12 - <15 months) has fallen below 90%. The **Australian Childhood Immunisation Register** (ACIR) March 2014 coverage for this cohort is 89.8% for the quarter ending 31 December 2013.

Major considerations for this reduction include:

- reduction of resource support across the board - e.g. Victoria's ACIR field officer left and was not replaced
- in 2013 there was a change to the definition of fully immunised to include pneumococcal vaccine.

Septic Systems

Inspections: 19

Permit to Install Issued: 5

Permit to Use issued: 7

Complaint: 1 - sullage seepage from defective waste water system at Kennett River.

Infectious diseases

Notified outbreaks: 0

Single incidents: 0

Note:

Murray Valley Encephalitis (MVE) and a similar mosquito-borne disease, Kunjin virus have been detected in the sentinel chicken flocks at Deniliquin near the Victorian border. The chickens are regularly tested for the presence of a range of mosquito-borne infections - serving as an early warning system for potential human cases. The last confirmed human case of MVE in Victoria was reported in 1974, when a large outbreak occurred throughout much of south eastern Australia. Symptoms can include severe headache, high fever, drowsiness, neck stiffness, tremor and seizures. There is no risk in Colac Otway Shire at this stage.

Tobacco Control

Tobacco Compliance Inspection: 12

Complaints: 0

Note:

Amendments (Smoke Free Children's Recreational Areas) to the Tobacco Act 1987 are now in force. Our Tobacco Control Working Party (Council and Colac Area Health) are:

1. Seeking a MAV grant to install 166 signs across the Shire at children's playground equipment, outdoor skate parks, public swimming pools, and facilities hosting organised underage sporting events to reduce adults smoking in close proximity.
2. A public capacity building/educative approach is planned in line with Department of Health Education and Enforcement Protocol that states that "... compliance will be achieved by voluntary compliance through education, peer influence and signage".

3. A method of measurement success of the implementation is being developed.

Maternal & Child Health

April 2014 has been a quieter month with 16 births, compared to last month's 27 births. Our nurses have been undertaking a lot of home visits and follow up consultations to ensure all mothers and babies are settling into home. The service has also been running Maternal and Child Health consultations in conjunction with playgroups at Carlisle River and Beeac. A number of families have participated in special sessions with the Occupational Therapist from Colac Area Health and utilized additional Lactation Consults with our Maternal and Child Health Nurse Deb Park.

Statistics – April 2014

- 27 infants enrolled from birth notifications.
- 6 First Time mothers.

Key Ages and Stages Consultations					
Home visits: 18					
2wks	19	4wks	14	8wks	20
4mths	13	8mths	17	12mths	23
18mths	8	2yrs	18	3.5yrs	11

Other services provided include:

- 81 additional consultations
- 22 phone consultations
- 5 opportunistic immunisations
- 15 Child and Family Referrals. Maternal emotional health and child referrals for dental and speech being the main reasons for referral.
- 55 Child and Family Counselling sessions provided. The majority of counselling was for maternal emotional health, child nutrition and vision.
- New Parents Groups - 5 sessions in Colac
- 32 families currently enrolled under Enhanced Home Visiting service (Vulnerable and at risk families).

RECREATION ARTS AND CULTURE

EVENTS

The following events have been held in the Colac Otway Shire in April and May 2014:

- Odyssey Mountain Bike Event in Forrest – Sunday 27 April. Over 1,300 riders took to the Mountain Bike trails in Forrest.
- Forrest Australia 6 Hour Race – Sunday 4 May.
- FReeZA Fast Track Talent Search Event – Saturday 10 May. 34 acts competed in the first ever Fast Track talent search event. Chelsea Green won the inaugural event, second place was a tie between David Vesey and Ryan Quin and third place was Gemma Upson-McPike.
- Great Ocean Road Marathon – Saturday 17 and Sunday 18 May. Over 6,200 runners took part in the 6 different events as part of the Great Ocean Road Marathon.

Upcoming Events

Events which will be held throughout the Colac Otway Shire in June to September 2014:

- Sunday 8 June - Run Forrest Half Marathon at Forrest
- Sunday 8 June - Otway Soup Festival at Forrest
- Sunday 8 June - Duck Drop Derby at South Colac Sports Club
- Friday 1 August - FReeZA Battle of the Bands at Colac –
- Saturday 14 September - Amy Gillett Gran Fondo starting in Lorne to Skenes Creek then through Forrest, Barwon Downs and finishing in Deans Marsh. Involves road closure of the Great Ocean Road from Lorne to Skenes Creek.

Australia Day 2015 – Colac Botanic Gardens

Planning for the 2015 Colac Otway Shire Australia Day celebrations in the Colac Botanic Gardens is well underway. Monthly meetings are being held with the Friends of the Botanic Garden to determine the program and the delivery on the day. In coming months a number of community groups will be invited to be part of the 2015 Australia Day celebrations in the garden.

After careful consideration it has been decided that the main location for the event (including the stage) will be the gardens themselves, with some activities expanding onto the foreshore. The gardens will provide a natural setting for the event and trees will provide much needed shade at a time of year when the weather can be very hot.

Event Organiser's Workshop

Council is providing a free workshop for Colac Otway Shire event organisers and community groups wanting to learn about cost effective marketing strategies that work. In a two hour workshop, Penny Whitehead, Managing Director of Provincial Wisdom – Marketing Solutions for Regional People will present on the topic of *“How to market your event on a shoestring budget”*.

During the course of the workshop participants will have the opportunity to learn more about accessing external funding sources, managing public relations, using social media/websites and preparing marketing material – all on a shoe string budget. At the end of the workshop participants should walk away with a basic and achievable marketing plan for their event. This sharp, engaging and interactive workshop will be delivered on Tuesday 10 June 2014 at COPACC.

RECREATION**Sport & Recreation Victoria's Community Facility Funding Program**

Council has recently submitted a number of project proposals to Sport & Recreation Victoria's Community Facility Funding Program. The program supports the development of high quality local infrastructure that encourages people to participate in physical activity. The program provides funding for a broad range of infrastructure and planning projects with the primary aim of increasing and/or maintaining participation in sport and recreation.

Project proposals were submitted for the following projects:

- Central Reserve Master Plan Implementation (Majors) – \$650,000
- Birregurra Tennis/Netball Court Improvements (Minors) – \$80,000
- Colac Playground Developments – Wyuna Estate & East Colac (Minors) – \$60,000.

The proposals are assessed by Sport & Recreation Victoria which then informs Council on which projects can proceed to the full application stage.

Playground Standards

Standards Australia has recently published the long awaited internationally aligned Playground Equipment Standard. Ten years have passed since Standards Australia last updated the document that set out the requirements for playground equipment in Australia. The new standard, AS 4685-2014 is based on the European Standard EN 1176-2008 with changes that reflect Australian requirements and practice. Specifically, it addresses fall height, protection from falling, fall zones, entrapment and a number of other hazardous situations based on international injury data. It is important to note that playgrounds have not become more dangerous just because the new Standard has been published even though equipment must comply. Councils and other organisations involved with playgrounds should plan and budget for a phased in compliance with the new Standard.

Amendment to the Tobacco Act 1987 – Smoke free areas

On 1 April 2014 the Victorian Government introduced new legislation around smoke free outdoor children's areas and sporting venues during junior sporting competitions. In order to support this legislation, the Department of Health is offering free signage to sporting clubs to assist with the implementation of these changes.

The Colac Otway Tobacco Control Working Party (comprising representatives of Colac Otway Shire and Colac Area Health) will be contacting sporting clubs to discuss signage requirements and details regarding signage display.

Council Community Funding Program 2014-2015

Applications under the Council Community Funding Program 2014-2015 closed 2 May 2014. A total of 67 applications were received, with the majority of these under the category of Small Equipment.

Activating Elliminyt Memorial Park

Contractors are progressing well with site works at Elliminyt Memorial Park. Works include rectification of existing and development of new pathways, removal of old timber structures, installation of concrete slabs, car park improvements, installation of two shelters, electric BBQ, park furniture, landscaping and concrete steps at Joiner Reserve. Project completion is expected mid 2014.

COPACC**COPACC Season**

May 2014 has been a bumper month for COPACC. The children's production of *13-Storey Treehouse* attracted audiences totalling 861, with great feedback from children, teachers, parents and grandparents.

The *Chooky Dancers*, an Aboriginal dance troupe from Arnhem Land, was also a huge success drawing audiences from across the region with 491 people seeing the show. COPACC received countless compliments and thanks from audience members who adored the performance. Some people came twice to see the show.

The *Girls in Grey*, a drama about World War One Australian nurses, was well received, although attracting smaller audiences. *Sit Down You're Rocking the Boat* was popular with Morning Music audiences.

Business Events

COPACC has experienced a strong month in May 2014 with Trinity College's performance night, Fasttrack, an Anam Cara Ball and the latest Red Door youth musical theatre production of *Beauty and the Beast*. Bookings for corporate events have also been strong with local dance schools, government agencies, training programmes and meetings.

COPACC carpet upgrade

COPACC's auditorium has been re-carpeted which has made a vast difference to the appearance of the venue. Cinema 2 will also be recarpeted by the end of May 2014.

BLUEWATER FITNESS CENTRE

Programs

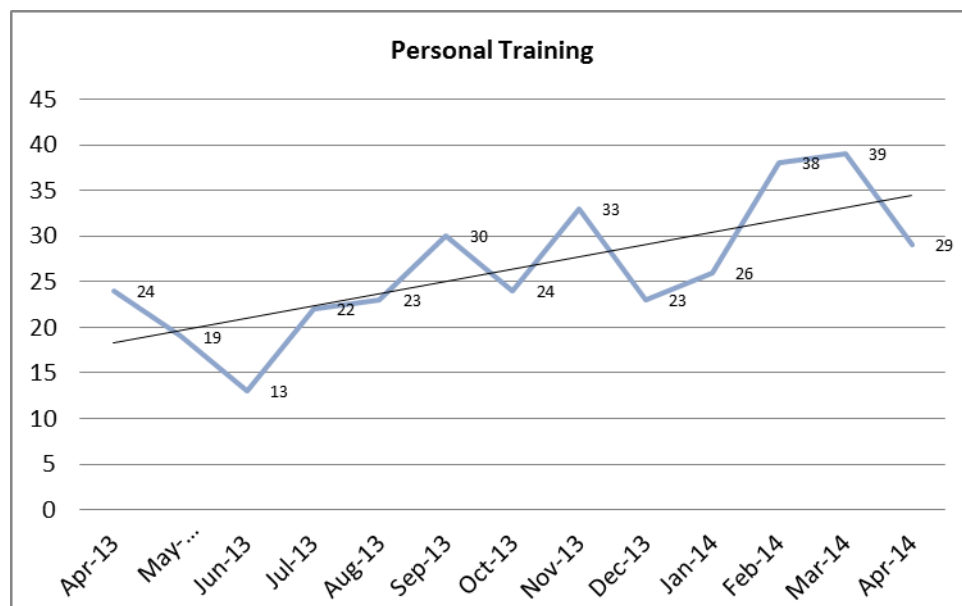
Bluewater facilitated a beginner's exercise program for Colac Otway Shire staff during April 2014. The program formed part of the health and wellbeing program for the Shire with 26 people participating.

Apollo Bay Pool

The last day of operation at the Apollo Bay pool was 10 April 2014 with the official handover with Apollo Bay P-12 College taking place late April. Council officers had a very positive meeting with the new College principal and highlighted some of the maintenance and operational issues that will need to be considered prior to next season. Both parties agreed to meet in September 2014 to continue to work towards improvements with operations.

Personal Training

Personal training has been an area of steady growth at Bluewater Fitness Centre over the past 12 months (see graph below). This has given part-time staff an opportunity to pick up additional hours to meet the service needs which is a very positive result for staff and customers.



INFRASTRUCTURE & SERVICES**SUSTAINABLE ASSETS - BUSINESS PLAN TARGETS**

ACTIONS	STATUS	% COMPLETION	PROGRESS COMMENTS
Work with the Finance Unit to complete Stage 1 of the Authority Asset Management Module implementation.	In Progress	60%	The implementation of the Council's new Asset Management System continues with officers from both the Assets and Finance areas being heavily involved. Progress is being made in line with the works schedule with the first stage of activities nearing completion.
Asbestos Register Update.	In Progress	20%	Tender submissions are presently being reviewed. A large number of submissions were received which will require careful review and consideration.
Review annual budget requirements for renewal program and present to Exec as part of the budget process and incorporate into long term and capital works plans.	Completed	100%	Modelling of future asset renewal needs has been completed in preparation for the 2014/15 Budget. Information from this analysis has been incorporated into business cases which have been considered by Council through the 2014/15 budget planning process.
Monitor the performance and condition of Council's various asset types through programmed inspections and data collection.	Completed	100%	A condition audit of Council's footpath network has been completed and final reporting and data has been received. Council officers are presently reviewing this information with the intention of updating renewal forecasts and future works priorities for footpath replacement.
Develop long term asset renewal funding plan for Council buildings.	In Progress	10%	Proposals from suitably qualified consultants are being obtained to commence condition inspections of key Council buildings.
Community infrastructure and asset renewal plan.	In Progress	40%	Draft Asset Management Plans for Council's infrastructure assets will be presented to Council in the near future for adoption.
Complete road and footpath network inspections to meet frequencies prescribed by Council's Road Management Plan.	In Progress	83%	All inspections are conducted in accordance with Council's Road Management Plan. Rural access roads in the Carlisle River area were inspected over this period along with rural link road's rail crossings, rural township footpaths and roads in Warrion, Beeac and Oudit.
Complete specific incident inspections to identify and address safety/risk issues associated with	In Progress	83%	Incident inspections are completed as required in line with Council's Road Management Plan.

ACTIONS	STATUS	% COMPLETION	PROGRESS COMMENTS
elements of Council's road and footpath networks; including rail crossings and in response to reported incidents.			
Implement the 2013/14 Kerb & Channel Renewal Programme.	In Progress	15%	Works associated with the kerb and channel renewal programme are about to commence. This programme aims to remove and replace short sections of kerb and channel which are in poor condition preventing the free flowing of stormwater or present a hazard to the public. This programme is implemented on a priority basis and uses information collected by Council's Asset Inspection Officer. Kerb and channel replacement in Hardy Street, Apollo Bay has been marked out ready for the start of works in late May 2014.
Manage building maintenance programme to address programmed and reactive maintenance needs.	In Progress	83%	No major items of building maintenance were completed over the reporting period. Maintenance works during March 2014 have been routine in nature to ensure the safety and serviceability of our buildings and facilities.
Footpath Renewal Program	In Progress	95%	Replacement of the section of footpath abutting Memorial Square in Murray Street between Gellibrand Street and Hesse Street is nearing completion. This is the last major work scheduled under the annual footpath replacement programme.
Bridge Reconstruction Program	In Progress	40%	VEC Civil Engineering, the company awarded the contract for the replacement of the Lyness Access bridge, Carlisle River has started preliminary designs for the new structure. Construction is expected to commence in June 2014.
Building Renewal Program	In Progress	55%	<p>The following is a status summary of projects being completed under the 2013/14 Building Renewal programme:</p> <ul style="list-style-type: none"> Larpent Hall Kitchen Refurbishment, Gellibrand Works Depot Amenity upgrade and the Lake Foreshore toilets upgrade projects are currently out for quotation. Re-painting of the Beeac street lights and street furniture is complete. The Rae Street switchboard upgrade is underway Re-carpeting of the main auditorium in COPACC has been completed.

CAPITAL WORKS

ACTIONS	STATUS	% COMPLETION	PROGRESS COMMENTS
Manage preparation of 2013/14 capital works program including designs and specifications for projects.	Completed	100%	Weering School Road, Division Road and Warrowie Road reconstruction design and specs complete. Development of Barham River Road and Ferrier Drive reconstruction complete. Design of Sand Road Bridge rehabilitation in progress with inspection report received. Drainage renewal works out to quote. Muller Road underground drainage plans developed fully. Construction expected complete prior to end May 2014.
Apollo Bay Footpath Strategy	Completed	100%	Apollo Bay Commuter Footpath Strategy presented for adoption by Council at its 28 May 2014 meeting.
Complete the 2013/14 component of the Old Beechy Rail Trail project funded by RIDF.	In Progress	90%	The Beech Forest to Ferguson section of the Trail is effectively complete with practical completion of work issued at the end of April 2014. Construction of the trail between Dinmont and Ditchley is still being completed. Invitation of quotations for construction of the section through Mercy Place, Colac have been called.
Facilitate the construction of the public off street carpark at Pascoe Street Apollo Bay.	In Progress	50%	Detailed design process is well underway with tenders scheduled to be advertised in June 2014.
Facilitate the review of Council's Road Safety Strategy in conjunction with Colac Road Safe.	In Progress	90%	A draft Strategy was endorsed by Council on the March meeting and is on public exhibition until 30 May 2014.

Other Highlights For Period

- Road Reconstruction Program**
 Reconstruction of Ferrier Drive, Marengo, has been completed, with the road open to traffic. This marks the completion of the 2013/14 Road Reconstruction Program.
- Hardy Street Kerb Outstand Stage 2**
 Works have commenced for installation of the second kerb outstand at the corner of Hardy Street and Pascoe Street, Apollo Bay. This mirrors an existing kerb outstand built in May 2013, built as part of the Active Transport Strategy's actions to improve the safety of the intersection for pedestrians and cyclists.
- Gellibrand underground drainage clean out**
 The stormwater pipes through Rex Norman Reserve have been cleaned out of debris and are operating at full capacity
- Muller Road Drainage Improvement Works**
 Cosworks have commenced construction of drainage related improvements to Muller Road. The works, involving approximately 130m of new underground drainage, will reduce the maintenance demand caused by stormwater.

MAJOR CONTRACTS

Colac Livestock Selling Centre Roof Construction

Practical completion for this project is expected by the end of the month. Works to rectify plumbing and drainage have been completed and a formal check off by Council's consultant is anticipated. Remaining works include the installation of a truck wash and washdown pumps.

Tenders

Tenders opened since the last reporting period:

1405 – Supply & Install Solar PV Systems.

Tenders awarded since the last reporting period:

1404 – Consultancy Services – Tiger Rail Trail Feasibility Study – to Transplan.

Tenders advertised since the last reporting period:

1411 – Wayfinding Strategy & Signage, closing 28 May 2014

1412 – Colac CBD & Entrances Project Detailed Design Works, closed 21 May 2014

1413 – Annual Supply of Concrete Works, closed 21 May 2014

1414 – External Plant Hire, closed 21 May 2014.

Apollo Bay Harbour Dredge and Workboat procurement

The construction of the dredge is progressing well with the aim of achieving practical completion by September 2014. To date the majority of the steel fabrication has been completed and most engine/machinery components procured by the construction contractor. The remaining tasks include the engine fit out, painting, sea trials and transport to Apollo Bay Harbour by sea.

The work boat design has been approved by Transport Safety Victoria and three engine components procured. The hull plate is currently being cut with the fabrication to be completed by the end of July 2014. The project is likely to be completed by October 2014.

Colac Municipal Aerodrome Runway Upgrade

The quotation process has been undertaken for the Colac Municipal Aerodrome runway upgrade works with Deja Eight and Boral Resources (VIC) Pty Ltd being selected as the two successful contractors to undertake the pavement and sealing works respectively.

The works will comprise the following components:

- Construction of a 100mm thick compact crushed rock pavement - 10.4m wide
- Placement of 2 Coats of Bituminous Seal including supply and delivery of aggregate – 10m wide.

The quoted amounts are within the \$182,000 Regional Aviation Funds committed for the project. Consultation has taken place with the members of the Colac Aerodrome Committee of Management who are satisfied with the process and happy for the work to proceed.

Works will be undertaken in suitable weather conditions ensuring good quality of work and avoiding any inconvenience to the users.

Barwon South West Local Government Waste Forum

The inaugural meeting of the Barwon South West Local Government Waste Forum was held at Camperdown on 29 April 2014. The elected member and staff representatives from the following nine Councils were present at the Forum:

- City of Greater Geelong
- Borough of Queenscliffe
- Surf Coast Shire
- Moyne Shire
- Corangamite Shire
- Warrnambool City Council
- Colac Otway Shire
- Glenelg Shire
- Southern Grampians Shire.

The meeting agenda comprised the following items:

- Status Update – Waste and Resource Recovery Governance Reforms (DEPI)
- Discussion on Operating Guidelines – finalization and adoption
- Nomination of Chair – Cr Andy Richards – City of Greater Geelong
- Deputy Chair – Cr Jill Parker – Moyne Shire
- Local Government Nominees for the Board
 - Cr Andy Richards
 - Cr Jill Parker
 - Cr Stephen Hart
 - Cr Chris O'Connor.

The Barwon Regional Waste Management Group (BRWMG) will continue to operate until all transitional arrangements are complete and the Barwon South West Waste and Resource Recovery Group starts functioning from 1 August 2014.

Recycling Bin Inspections & Audits

Funding by Sustainability Victoria through the Barwon Region Waste Management Group will provide additional training to waste inspection staff for a bin inspection program. Part of the program will be a series of advertisements in local paper over the next month in regard to bagged recycling in recycling bins. This builds on the state advertising campaign “Get it right on bin night” that has been shown on regional television.

Council has conducted spot audits of waste bins to identify the extent of bins that contain contamination. Up to 20% of the bins did contain some contamination, this is considered a large amount within the collection area.

Contamination is any item that should not be placed in the recycling bin and all items that are placed in the recycling bin in plastic bags. Recyclable items placed in plastic bags make up approximately half the contamination in our recycle bins. Items placed in plastic bags in the recycling bin cannot be sorted and end up in landfill.

The inspection program is aimed at giving feedback to people on what they can and cannot place in their recycling bin. In extreme or repeated cases of people placing the wrong thing into the recycle bin – the recycle bin may not be collected.



COSWORKS

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

Minor Patching

Minor patching work is ongoing on sealed road repairs to keep up with potholes and edge breaks, particularly with granular materials, in all areas of the shire.

Storm Damage

Over the past month there has been an average number of fallen, hanging and dangerous trees due to strong wind damage. This has been widespread throughout parks, reserves and roads throughout the whole of the shire.

Road Regrading

Road regrading has been reduced due to the weather conditions in all sections of the shire.

Gravel Road Resheeting

Approximately 11.7km of gravel road resheeting has been completed on Killala Road, Carlisle Valley Road, Binns Road and Montrose Avenue.

Routine Drainage Works

Routine Drainage works were completed in the last month in Apollo Bay, Wye River, Kennett River, Separation Creek, Skene Creek, Marengo townships. Kewar, Gellibrand, Carlisle areas.

Major Patching Works

Major patching works have been completed on Belvedere Drive, Tullamore Court, Swan Marsh Road, Nalingal Road and Langdons Lane to repair failed sections.

Major Drainage Works

Major drainage works have been completed on Dowling Street, Stoddart Street, Beeac - Dreeite Road, Benwerrin – Mt Sabine Road, Ramsden Road, Larsons Access Road, Gellibrand Valley Road, Jacksons Track Road, Carlisle - Gellibrand Road, Evans Track Road, Pipeline Road and Sand Pit Road.

Roadside Slashing

Roadside slashing has been undertaken in the Elliminyt, Cororooke and Apollo Bay areas.

Vegetation Control

Vegetation control works have been carried out on Hordern Vale Road and Aire Settlement Road.

Sport Ovals

Fertilising of ovals has been completed with mowing of the ovals ongoing as required.

Tree Maintenance

Tree maintenance works were completed in the Apollo Bay, Gellibrand, Kewarren, Barwon Downs and Cressy townships, McDonalds Road and Swan Marsh – Irrewillipe Road.

Bridge Maintenance

The following maintenance has been undertaken on bridges in the shire:

- A damaged guard rail has been replaced on Colac Lorne Road
- The Glen Aire bridge has had a crosshead repaired
- Repairs to concrete decking on Conns Lane
- Repairs to concrete spalling on Sladen Street
- Raffertys and Loves Creek bridges were pressure cleaned.

Township Mowing

Township mowing has been undertaken at Apollo Bay, Lavers Hill, Gellibrand, Beech Forest, Barwon Downs, Carlisle, Beeac, Cressy, Birregurra and Colac.

Linemarking

Linemarking works are ongoing on Parking Bays and Statcons in the Urban and Rural areas.

SUSTAINABLE PLANNING and DEVELOPMENT**Planning & Building****Planning Scheme Amendment C74 (Apollo Bay Settlement Boundary Review)**

The six week public exhibition period for Amendment C74 finished on 23 May 2014. Amendment C74 incorporates the recommendations of the Apollo Bay Settlement Boundary and Urban Design Review 2012 by updating the policy content of the Municipal Strategic Statement (MSS), rezoning additional residential land to the north of the town, updating existing planning controls at the Mariners View site, rezoning the northern part of the Apollo Bay industrial estate to Industrial 3 Zone and amending the Design Development Overlay 5 to update urban design requirements. Officers are currently in the process of reviewing submissions and will provide a report to Council in the coming months.

Domestic Wastewater Management Plan (DWMP)

A Steering Committee including two Council officers and representatives of Barwon Water, Wannon Water, Office of Living Victoria (OLV) and the EPA met on 1 May 2014 to initiate the preparation of a Domestic Wastewater Management Plan (DWMP) for the Shire. Officers are currently finalizing documents for tender to appoint a suitable consultant. Council funding of \$25,000 to match the \$95,000 contribution from the water authorities has been included in the draft 2014/15 budget.

Local Bushfire Planning Policy

The public exhibition period for Council's Local Bushfire Planning Policy Project Draft Report finished on 17 April 2014. Officers and the consultant are now finalising the report taking into account feedback arising from submissions. It is likely an officer report will be put to the June 2014 Council meeting for consideration of the final report.

2014 Planning Scheme Review

Officers are in the process of conducting an in-house review of the efficiency and effectiveness of the Colac Otway Planning Scheme to identify policy gaps and opportunities

for improvement, and inform Council's strategic planning program and future amendments to the Planning Scheme. Forums have been held with relevant agencies/referral authorities and local practitioners who regularly liaise with the Council through planning permit processes. An on-line survey has been developed for the community to provide feedback into the Review, and this opportunity has been publicised in local media, and through local organisations and progress associations. Surveys need to be completed by 6 June 2014.

Planning Scheme Amendment C80 (Princes Highway Duplication)

Council planning officers have attended the public hearing of submissions to Amendment C80 by the independent panel. The hearing was held over three days commencing on 12 May 2014 in Winchelsea. The planning scheme amendment aims to facilitate the duplication of the Princes Highway between Colac and Winchelsea, and proposes the application of a Public Acquisition Overlay (PAO) over properties where property acquisition is required for the widening. It also proposes the adoption of an Incorporated Plan that would allow the works to occur for the project without needing a planning permit.

Council's submission confirmed the importance of the project integrating the outcomes of the Colac CBD and Entrances Project, particularly at the outer and inner entrances into Colac. Other issues identified were the desire of the community for a shared pathway between Warncoort and Colac along the Highway alignment, (the Birregurra Community Group advocated for this) the need for acoustic barriers to minimise traffic noise close to existing housing, undergrounding of power lines, protection of views from the Highway to Lake Colac, landscaping of the 'cutting' in Colac East and the establishment of new pedestrian walkways on the outside of the existing Murray Street bridge over Barongarook Creek. The submission also sought improved access at intersections of the Highway with Marriner Street and Bourkes Road/Trasks Road.

State Planning Policy Framework (SPPF) Review

A Ministerial Advisory Committee is currently reviewing the State Planning Policy Framework (SPPF). The purpose of the review is to advise on the content and structure of a revised SPPF. The current direction of the review is to restructure the SPPF such that the local and state planning policy frameworks are combined. This has potential to result in a more streamlined policy approach in the Planning Scheme. Council officers have provided input to the MAV submission in lieu of Council making its own submission, largely in support of the proposal but expressing the need for minor changes.

Amendment C73 (Apollo Bay Harbour Master Plan)

A Panel has been appointed to hear submissions to the amendment following Council's resolution at its meeting on 26 February 2014. The Directions Hearing has been rescheduled in Apollo Bay to 26 May 2014. The Panel and submitters have been advised of Council's resolution from the 23 April 2014 Council meeting, which was to restructure the proposed planning provisions to better clarify Council's position for the hearing.

State Government Development Contributions Review

The State Government has recently announced the introduction of Standard Levies for development contributions in priority growth locations, the implementation of a new Infrastructure Contribution Plan and a streamlined approval process. This follows a comprehensive review of Development Contributions over the past two years by a State Government appointed Advisory Committee, resulting in a final report titled "*Report 2 – Setting the Levies*". The announced changes aim to:

- Establish standard levies, so that developers, councils and the state government are able to budget effectively and understand their obligations at the outset of the development process.

- Help deliver an acceptable standard and quantum of infrastructure as a result of growth and change.
- Provide a streamlined approval process to implement the Standard Levies through local planning schemes and deliver substantial savings in approval time.
- Ensure that non-residential development also makes an appropriate contribution to infrastructure, in proportion to the demand for infrastructure that these developments generate.

A full report on the changes, including implications for the Colac Otway Shire, will be reported to Council in the coming months.

Economic Development

Business development

Council is working with a consultant on behalf of the Australian Retailers Association to run a workshop in June 2014. There are a number of workshop topics that can be presented such as visual merchandising, sales service delivery, stock control and customer database management. The aim of the workshop is to assist retailers throughout the shire to develop valuable skills and provide information that may not otherwise be available.

The 2014 Colac Otway Careers Expo is being held on 22 May 2014 at COPACC. 550 students from Colac Secondary College, Trinity College Colac, Lavers Hill P-12 College, Lorne – Aireys Inlet P-12 College and Apollo Bay P-12 College will attend the event. The expo focusses on giving students from Years 9 and 10, information on future study options and employment opportunities that are available. Over 20 exhibitors ranging from universities, TAFE centres, major employers and recruitment agencies will assist students on the future pathways.

Colac Marketing Strategy

Over 100 people registered their details with Council officers at this year's Regional Victoria Living Expo. The event was held at the Melbourne Convention and Exhibition Centre from 11 – 13 April 2014 and had a record attendance of over 9,600 people. Council officers from the Economic Development Unit attended the three day expo to promote the shire as a great place to live. The expo gave Council an opportunity to hand out marketing collateral to potential new residents and new businesses, including postcards that were designed by local secondary college students. Over ten enquiries from the Regional Victoria Living Expo were related to setting up new businesses within the shire. These enquiries ranged from bed and breakfasts, to information technology and marketing companies, to retail and home wares.

Council has been in contact with the potential new residents and has already received a number of responses. These responses have been passed onto local recruitment agencies and real estate agents to assist with their enquiries. Council will continue to work with potential new residents as a result of the expo and assist them in making the move to the shire.

Grants

Council is currently completing the project proposal for the funding of the Lake Colac Master Plan. Council received an election commitment of \$50,000 from the Federal Government to complete a new master Plan for Lake Colac as the current plan was completed in 2002. This funding was confirmed in the budget announcements earlier this month. Council will use the

\$50,000 to leverage State Government funding for the master plan which will assist in completing detailed design works.

Geelong Region Investment Fund closes on 29 May 2014 and Council's EDU unit has been providing assistance to potential applicants where requested.

Tourism

COLAC VIC – VIC Visitor Statistics

APRIL	2013	2014	% Change to previous year
Walk – Ins	2997	3710	23.80%
Phone Calls	229	127	-44.5%
New Residents Kits	N/A	1	N/A

Great Ocean Road VIC Visitor Statistics

APRIL	2013	2014	% Change to previous year
Walk – Ins	14,894	14,305	-4%
Phone Calls	1,654	1,804	9%
E-mail Enquiries	12	25	108%

**note figures at this time of year move around substantially depending on the timing of school holidays and the Easter Break.*

Colac VIC

April 2014 visitation was up by 24% on the previous year, serving a total of 3,710 visitors. Phone enquiries were down by 44.5% on the previous year, this significant decrease may be due to the current phone system and how customers are responding to the various phone prompts available through the 1300 OTWAYS number.

Intrastate visitors made up 45% of our visitation to the Centre mainly due to the Easter school holiday period; in addition to this we are still experiencing a healthy flow of visitation from the international market (27 %) mainly Europeans.

Retail sales were up by 20.37% on the previous year.

Otway Fly ticket sales were up by almost 200%. This is most likely attributed to the Easter school holiday period and the renewed marketing of the Love Our Region campaign.

Great Ocean Road VIC

The Great Ocean Road Visitor Information Centre had a total of 14,305 visitors in April 2014, a 4% decrease on the previous year. Visitation over the school holidays was down by 23% as well as over the Easter long weekend (22%), there was a however a noticeable increase in visitors extending their stay into the Anzac Long Weekend.

Phone calls to the centre were up by 9% in addition to e-mail enquiries (108%), these

enquiries were mainly for accommodation (40%), followed by general enquiries (12%), Apollo Bay (7%), Great Ocean Road (6%), Great Otway National Park (4%), transport (4%), Great Ocean Walk (3%) and events (1%).

There were a high number of international visitors throughout the month (42%), particularly from the UK, Germany and USA. There were also a high number of visitors travelling from inner Melbourne & surrounds (22%) during the Easter break. Interstate visitors were travelling from New South Wales, Queensland and South Australia.

Retail sales were up by 4% compared to the previous year as well as attraction ticket sales (Otway Fly 60% & Cape Otway Lightstation 60%).

Advancing Country Towns (ACT)

The Industry Advisory Group met in the first week of May 2014 and received reports on the various elements of the ACT program. Currently the consulting firm Grant Thornton is working with a number of individual Colac employers to develop workforce development plans. This work builds on their earlier work looking at labor market trends in the Colac area. A tender for the development of a business plan for the Trade Training Centre is currently open and this piece of work should provide clarity to Colac Secondary College and Trinity College as to how they can integrate more third party vocational education delivery into the Centre. Further work is also being developed on a project to promote sustainable industries in and around Colac.

Small Town Improvement Program

Small Town Improvement Program (STIP) applications for 2014/2015 are being considered as part of the STIP process. The project proposals are assessed against the program guideline criteria and statutory and regulatory requirements within Council. Allocations will be advised in July 2014, subject to approval of Council's budget.

The sculptor has commenced work at Main Road Beech Forest, carving two cypress tree trunks. This is generating a lot of interest within the community and visitors passing by.

Apollo Bay Town Vision

Meetings have been held with members of the Apollo Bay Community regarding their wish to develop a "town vision." It has been agreed with this group which included members of the Apollo Bay Chamber of Commerce, Landcare, the Otway Coast Committee and the Bendigo Bank's local governing body, that this work could largely be incorporated into a separate annex of the Shire's next economic development strategy as this strategy can encompass broad subject matter such as livability projects that may not be suited to the Council's more formal planning processes. This work would be done by piloting approach of co-production of the strategy between the Shire and the community with support from external experts as required. RDV have indicated that such an approach was likely to attract significant funding.

Great Ocean Road Regional Tourism (GORRT)

The GORRT Board has appointed a new General Manager to run the organisation. There was a strong field of local and international applicants for what is one of the highest profile tourist destinations in Australia. The successful applicant, Liz Price, was very highly recommended and comes to our region after heading up the Australian and New Zealand auto clubs' peak tourism body as well as senior management positions at Destination Melbourne, the Melbourne Convention and Visitor Bureau and the Country Victoria Tourism Council.

The GORRT operations team and Council's Tourism Development Officer (TDO) are working on several key projects for the region. The projects include: establishing 17 free

WiFi hotspots throughout the Great Ocean Road region, an experience audit to facilitate yield enhancement, a review of the region's digital platforms, implementation of a Customer Relationship Management Package (called Salesforce) that will assist GORRT and local Councils with industry engagement, communication and marketing.

Scoping work for the WiFi hotspots has been completed with final areas of coverage depending on where the technology is mounted and directed. The Economic Development Unit is working through location issues with COS stakeholders. The WiFi project will be much more than simply free internet access as it will also allow GORRT and Council to better promote local businesses and destinations, collate consumer databases for marketing purposes and track visitor travel patterns to better plan marketing and service delivery.

Council's Tourism Marketing

Council's visiting friends and relative's campaign called 'Love Our Region' commenced in early April 2014. The campaign aims to increase local residents' awareness of visitor related products and experiences in the Colac Otway Shire (COS) and to build community pride. The Autumn 'Love Our Region' campaign newsletter was sent to the 435 Colac Otway Shire subscribers on the 8 April 2014, the newsletter contained 24 discounted offers from tourism businesses within the COS. Campaign offers are also being further promoted via Councils 'Love Our Region' Facebook page.

As at the 8 May 2014, campaign analytics show that the newsletter has been opened by 43.4% of the recipients and 521 offer links have been viewed. The Visitors Information Centres are also displaying the newsletter for campaign members without email addresses. The Love Our Region Facebook page has increased in popularity, the page has 194 'likes' with a weekly page reach of 3,820 Facebook users. 574 COS residents have joined the 'Love Our Region' campaign via either the Colac or Great Ocean Road.

Environment & Community Safety

Animal Registrations

Animal registration renewal notices were sent to animal owners requesting payment by 10 April 2014. As at 7 May 2014 there are 3,615 Dogs and 1,162 Cats registered with the Colac Otway Shire. However, 1,709 previously registered animals have yet to be renewed. Reminder notices were sent on or about 12 May 2014 with follow up inspections and enforcement actions occurring thereafter. A media campaign (print & radio) has also been conducted to remind animal owners of their responsibility to register their domestic pets.

Municipal Emergency Management Plan (MEMP)

Council's existing Municipal Emergency Management Plan is currently being reviewed. Once the review is complete the revised plan will be considered by the Municipal Emergency Management Planning Committee (MEMPC). If the revised plan is endorsed by the committee it will be sent to Council for adoption. The new plan can then be audited by the State Emergency Service to ensure it complies with the requirements of the State Government. The audit is expected to be undertaken in August 2014.

Sustainability Projects

A number of significant environmental sustainability projects are reaching important milestones. The Great South Coast Street Smart Lighting Project is progressing well. 1,241 LED lights will be delivered to Council by the end of May 2014 and the installation is scheduled to start in Colac Otway on the 26 of May 2014.

The two large solar arrays for Rae Street/COPACC and the Blue Water Fitness Centre were recently tendered out. Council is expected to award the contract for this project by the end of May 2014.

The Local Government Energy Efficiency Program Solar Hot Water Upgrade has commenced with all systems in Rae Street and COPACC installed. The system at the Forrest Caravan Park is expected to be installed by the end of May 2014.

All of these initiatives will help to reduce Council's energy consumption which not only reduce the organisations carbon footprint but also the size of our electricity bill.

Attachments

Nil

Recommendation(s)

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

OM142805-2**PETITION - MERV BRUNT'S VINTAGE TRUCK MUSEUM**

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

Purpose

The purpose of this report is to recommend to Council a suitable response to a petition relating to the establishment of a truck museum, which was tabled at the April 2014 Ordinary Council Meeting.

Declaration of Interests

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

Background

Council was first approached about the possibility of assisting in the establishment of a truck museum by Merv Brunt in early 2012. The CEO has been working on the issue in an entirely voluntary capacity, as a Rotarian, since 2011.

The CEO, in this voluntary capacity, has met with Merv Brunt, Brunt family members and service club members on a number of occasions in an attempt to progress this matter. A number of options have been presented during this period, however up until recently, none of the proposals discussed have been able to reach finalisation. The CEO has developed a business plan for the project also in an entirely voluntary capacity.

Community service organisations are now pursuing an option, which has received in principle agreement from Mr Merv Brunt, which might resolve the issue of a permanent location for the vintage truck collection. A number of issues remain to be resolved, however the group is optimistic about being able to reach a positive outcome. Due to the nature of these outstanding issues, the details of the proposal cannot be disclosed at this time. In any event, the majority of the arrangements have involved, and will continue to involve, Colac service clubs, a not for profit organisation and the Brunt family.

Council Plan / Other Strategies / Policy**A Planned Future**

Creates an attractive shire with quality buildings and spaces, accessible travel and transport, and a community that has the services and facilities it needs now and in the future; supports a prosperous economy where trade, manufacturing and business activity flourishes.

Our Goal:

Facilitate the growth, liveability and development of the shire and encourage innovation and efficiency in the local economy.

Issues / Options

The infrastructure required to house Merv Brunt's vintage truck collection is significant and finding a building that is large enough to accommodate the collection in its entirety has been, and continues to be, quite difficult. It is desirable for a variety of reasons to relocate the collection from the existing shed owned by Merv Brunt.

The issue of the future ownership or custodianship of the collection has also needed to be resolved, as has too the financial contribution required to purpose build or redevelop an

existing building. The museum would also need to be financially sustainable and rely on community goodwill through volunteers to staff the museum.

That being said, Council has continued to work with all parties involved, as appropriate, in working towards a solution. However, this issue is being managed independently of Council.

Proposal

That Council writes to the author of the petition thanking her for her interest and advising her that Council is not directly involved but that a voluntary group is actively working together with Merv Brunt towards progressing the establishment of the Merv Brunt Vintage Truck Museum.

Financial and Other Resource Implications

There will be financial implications associated for Council.

Risk Management & Compliance Issues

There are no risk management and compliance issues associated with this report.

Environmental and Climate Change Considerations

There are no environmental or climate change considerations associated with this 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 since the arrangements involve private individuals, service clubs and a not for profit entity. Council's role has been to facilitate the process from a Council services perspective only.

Implementation

If Council accepts the officer recommendation, a letter would be sent to the petitioner advising of ongoing work with respect to this matter. Various parties will then continue to work towards the establishment of a vintage truck museum.

Conclusion

Council has received a petition, which it must respond to, requesting the establishment of a vintage truck museum. While Council is optimistic of reaching a successful resolution to the issue of establishing a truck museum to house the truck collection, a number of issues need to be resolved before this can be realised.

Attachments

Nil

Recommendation(s)

That Council writes to the author of the petition thanking her for her interest and advising her that Council, local service clubs and a not for profit organisation are working with Merv Brunt and service clubs to progress the establishment of a vintage truck museum.

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**CORPORATE AND COMMUNITY SERVICES**

| ITEM                     |                                                            |
|--------------------------|------------------------------------------------------------|
| <b><u>OM142805-3</u></b> | <b><u>COLAC OTWAY SHIRE PHYSICAL ACTIVITY STRATEGY</u></b> |
| <b><u>OM142805-4</u></b> | <b><u>MAV DEBT PROCUREMENT PROJECT</u></b>                 |
| <b><u>OM142805-5</u></b> | <b><u>REVIEW OF PROCUREMENT POLICY</u></b>                 |





**OM142805-3****COLAC OTWAY SHIRE PHYSICAL ACTIVITY STRATEGY**

|             |                                |           |              |
|-------------|--------------------------------|-----------|--------------|
| AUTHOR:     | Ian Seuren                     | ENDORSED: | Colin Hayman |
| DEPARTMENT: | Corporate & Community Services | FILE REF: | 11/96721     |

**Purpose**

The purpose of this report is to present the Colac Otway Shire Physical Activity Strategy for adoption by Council.

**Declaration of Interests**

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

**Background**

In 2013, the City of Greater Geelong received funding from VicHealth and Sport and Recreation Victoria's 'Be Active' program. Through this program, the development of a regional Physical Activity Strategy was proposed to provide an evidence base to guide policy and decision making at a regional and municipal level to create environments that support physical activity.

The development of the regional Physical Activity Strategy was supported by G21 and is now referred to as the G21 Physical Activity Strategy.

Through the development of the regional strategy, each municipality had an option of leveraging the work being undertaken to prepare their own specific municipal physical activity strategies. Colac Otway Shire took up this option as it was a way of using the significant work undertaken at a regional level and localising it to our needs at a minimal cost. It is much more cost effective to prepare a strategy this way and is one of many values to Colac Otway Shire in belonging to regional alliances like G21 and Great South Coast.

Specific objectives of the Strategy are:

- Provide the policy context that describes the role of Colac Otway Shire and other key stakeholders in planning, developing, managing and supporting opportunities that foster physical activity.
- Integrate planning for physical activity at a regional and municipal level.
- Foster partnerships that influence physical activity across the region.
- Identify levels of physical activity at a regional and local level.
- Identify key social and economic determinants of physical inactivity at a regional and local level.
- Identify enablers and barriers to physical activity at a local level.

The project has been coordinated by the City of Greater Geelong through a Project Control Group, supported by a Project Steering Group to which Colac Otway Shire officers were appointed. Consultants *Community Vibe* were engaged to undertake the development of the G21 Physical Activity Strategy and the municipal level strategies.

The Strategy provides an overview of the importance of physical activity and the ways in which Council can help to create environments that support physical activity in the community, based on specific interventions supported by national and/or international

evidence. The study also includes a Background Report and Evidence Review which detail the research and consultation outputs.

At its 26 February 2014 Council Meeting, Council resolved to endorse the draft Strategy for public exhibition seeking public comment. The six week period for comment closed on Friday 11 April 2014 and three responses were received.

Submissions on the draft Strategy have been considered by the project consultant and the Project Steering Committee.

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

#### **A Healthy Community and Environment**

Actively connects and includes people of all ages and backgrounds and promotes a healthy and vibrant community life in a clean, safe and sustainable environment.

#### *Our Goal:*

Respect cultural differences, support a diverse range of healthy and creative activities, foster community safety and promote environmental sustainability.

### **Issues / Options**

An inactive community has a profound effect on the health and wellbeing of individuals, families, communities and workplaces. In order to create a healthier community, a strategic approach is required to encourage physical activity at every opportunity in people's daily lives.

The Strategy is a comprehensive document developed through an evidence-based process to guide future policy and decision making. The supporting documentation, being the Background Report and Evidence Review, are an extremely thorough research base which detail the data in terms of current activity levels and the best investments to increase levels of physical activity.

The Strategy details the benefits of physical activity and the barriers to participation. It articulates Council's role in promoting, encouraging and enabling physical activity to create a healthier community. The Strategy provides a clear and comprehensive Action Plan based on evidence review and consultation.

### **Submissions**

A total of three written submissions were received on the draft Strategy. The submissions were extremely positive in general and supported the draft Strategy and the information contained within. No objections were received.

In summary, the submissions support the initiative of developing a Physical Activity Strategy and state that the aims and objectives of the strategy align with those of their respective organisations.

A summary and analysis of the submissions received can be found at Attachment 2 – Physical Activity Strategy Overview of Submissions.

Following consideration of the submissions by the project consultant and Project Steering Committee, no changes have been made to the draft Strategy. Some matters have been identified that were not directly relevant to the scope of this project. These issues will however be followed up by Council officers.

**Options**

Three options are presented for Council's consideration:

- Option 1      Adopt the Strategy.
- Option 2      Not endorse the Strategy and direct officers to make changes.
- Option 3      Not endorse the Strategy.

Option 1 is the preferred option as a public consultation process has been undertaken and the small number of submissions were supportive of the Strategy.

**Proposal**

It is proposed that Council adopts the Colac Otway Shire Physical Activity Strategy.

**Financial and Other Resource Implications**

The draft Strategy has been undertaken in accordance with the 2013/14 budget allocation for this project (\$10,000). Council was able to leverage off the work undertaken for the development of the G21 Physical Activity Strategy funded through the City of Greater Geelong's 'Be Active' funding allocation.

It is important to note that implementation of the draft Strategy will require future financial contributions from Council. Council will need to commit resources to budget and seek external funding through government programs and community and stakeholder partnerships to ensure that adequate resources are secured to increase levels of physical activity.

The report infers that our investment in organised sports and indoor recreation should at least be equalled by financial commitment to broader community activity and health and wellbeing. This is currently not the case.

**Risk Management & Compliance Issues**

There are no risk management or compliance issues associated with this report.

**Environmental and Climate Change Considerations**

The key environmental benefits of the draft Strategy include increasing the use of active transport as a means of transport. These benefits can be summarised as:

- Walking and cycling emit a negligible amount of greenhouse gases.
- Switching to active transport helps decrease noise and air pollution.
- Active transport uses land in a very efficient manner relative to motor vehicles, requiring less road space and parking.
- Switching to active transport helps to reduce the 'heat island' effect.
- Unlike motor vehicles, active transport does not emit oil and petrol residue, which becomes a major source of water pollution once it enters the stormwater system (Cycling Promotion Fund, 2007).
- Bicycles have relatively low levels of 'embodied energy': A typical \$500 bike embodies just 8.8 gigajoules of energy, or 0.75 tonnes of CO2 equivalents, whereas a typical \$30,000 car embodies 475 gigajoules of energy, or 41 tonnes of CO2 equivalents (Cycling Promotion Fund, 2007).
- Active transport produces minimal air pollution. In Australia it is estimated that 900 to 2,000 early deaths are caused from vehicle based air pollution each year (Cycling Promotion Fund, 2007).

**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 methods selected were 'involve' and 'consult'.

The development of the Strategy has been based on meaningful community consultation. Council endorsed the draft Strategy to be placed on public exhibition at its February 2014 meeting seeking feedback from the community. The draft Strategy was placed on Council's website and the community informed via media releases and advertisements in local newspapers. In addition, key stakeholders including all schools in the shire as well as Colac Area Health and Otway Health and Community Services were informed via email.

Copies of the draft Strategy were available for viewing in the Colac and Apollo Bay Customer Service Centres and at the Colac Community Library and Learning Centre.

The exhibition period was held for a period of six weeks during which time three written submissions were received.

### **Implementation**

Should Council endorse the final Colac Otway Shire Physical Activity Strategy, officers will commence the implementation of the actions identified in the Action Plan. The level of implementation will be based on resource availability.

### **Conclusion**

The Colac Otway Shire Physical Activity Strategy establishes an evidence base to guide policy and decision making at a municipal level. The Strategy clearly articulates the barriers to being physically active and the associated issues physical inactivity creates.

It is imperative that Council recognises that participation in physical activity is a cornerstone of good health and wellbeing and that such participation contributes to the building of successful, connected and active communities.

There is not one simple solution to increase physical activity levels and a whole of community approach is needed. This is detailed in the accompanying action plan which proposes a range of recommendations to be implemented through a partnership approach.

### **Attachments**

1. Attachment 2 - Physical Activity Strategy Overview of Submissions
2. Attachment 1 - Colac Otway Shire Physical Activity Strategy

### **Recommendation(s)**

***That Council adopts the Colac Otway Shire Physical Activity Strategy.***

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OM142805-4**MAV DEBT PROCUREMENT PROJECT**

| | | | |
|-------------|--------------------------------|-----------|----------------|
| AUTHOR: | David Testa | ENDORSED: | Ashley Roberts |
| DEPARTMENT: | Corporate & Community Services | FILE REF: | 11/95598 |

Purpose

The Municipal Association of Victoria ("MAV") is progressing the establishment of a pooled borrowing vehicle on behalf of its 79 Victorian member Councils, the "Local Government Funding Vehicle" (LGFV). The objective of the LGFV is to raise funding from the public bond market on behalf of participating Councils, providing a more cost competitive financing solution to Victorian Councils.

The LGFV initiative arose following the Vision Super defined benefit superannuation shortfall. A funding options evaluation was undertaken to review the debt procurement model of the sector. The purpose of this review was to determine the optimal funding platform to address the defined benefit shortfall and ongoing borrowing requirements of the sector.

The key benefits of the LGFV for Councils include significant savings, diversification of funding source, low cost, transparency and best practice.

This report seeks Council's endorsement to participate in the LGFV as a source of future borrowing requirements and specifically for \$1 million in July 2014.

Declaration of Interests

The General Manager Corporate and Community Services, Colin Hayman has declared an interest in this item.

Mr Hayman has also been involved in discussions on the LGFV as part of the development of the 2014/2015 budget.

Background

The MAV established a Defined Benefit Taskforce in response to the \$453m defined benefit shortfall to provide recommendations that will reduce the cost of the shortfall to Councils and reduce the risk of future calls arising. The first recommendation of the taskforce was to establish a working group to:

- develop detailed specifications for a debt placement
- prepare a tender for aggregated debt for the sector
- test the sector's firm commitment to borrowing
- ensure that transactional banking is excluded from the specifications.

Aggregated Borrowing

The MAV engaged Ernst & Young's (EY) independent Debt & Capital Advisory team to undertake a funding options analysis to evaluate available funding sources and structures to determine the optimal funding platform for Victorian Councils. The EY report identified significant savings could be achieved through aggregating Council borrowings, obtaining a credit rating on a pooled basis and subsequently issuing a bond into the wholesale bond market. Savings identified are as follows:

- Approximately a 100 basis point (i.e. 1%) reduction in the interest rate when compared to borrowing directly from banks through a tender process
- For each \$100m of debt procured via the LGFV, the sector can save up to \$10m over a ten year period
- Based on the total sector debt of \$1bn, the LGFV could save the sector \$100m over ten years.

EY assisted MAV in establishing an interim funding facility in June 2013, through conducting a competitive tender on behalf of 23 Councils. The tender was highly successful and confirmed the benefits of scale and collective borrowing. The LGFV long term financing strategy was presented to Councils in November 2013, with 56 Councils responding positively to the expressions of interest ("EoI") totalling in excess of \$450m of borrowing requirements. Based on the widespread Council support, MAV made the decision to proceed with the LGFV financing strategy on behalf of the sector.

Bank Commitment and Involvement

Commonwealth Bank of Australia and National Australia Bank were appointed by MAV as co-arrangers for the LGFV bond issuance following an EoI. MAV has worked with EY and the banks over the last two months to finalise the LGFV financing structure. MAV presented the final structure to Councils at the end of March 2014 advising that Council commitments for the inaugural July 2014 bond issuance were required by May 2014

Council Plan / Other Strategies / Policy

Good Governance

Means we care about and are responsive to the community, encourage democratic participation and involve people in decisions that affect them. We strive for excellence in financial management and council services, and always look for better ways to do things.

Our Goal:

Ensure transparency of governance practices, the capability of our organisation and effective resource management.

Issues / Options

The bond market

A bond is simply a loan from another source – the wholesale bond market. Cheaper funding is available in the wholesale bond market than from banks for highly rated borrowers such as Councils. The investors (or lenders) in the bond market are institutional investors such as superannuation funds, banks and foreign governments. The bond market is a key source of funding for the Commonwealth Government of Australia, State Governments and major corporations. There are numerous examples of local government bonds in other jurisdictions such as New Zealand, USA, Canada and Europe. The LGFV transaction is a market standard structure of "pooling" loans to access the bond market and is considered tried and tested.

Inter-generational savings

MAV Procurement has accessed the wholesale market to deliver savings to the Victorian Council sector in other tenders (eg. trucks). The LGFV represents a change in the debt procurement model which "cuts out the middle person" to deliver cheaper funding costs by going direct to the wholesale bond market. Banks currently borrow money from the wholesale bond market and on lend these funds to Councils but in the process add in a profit margin. Access to the wholesale bond market is achieved through the credit strength, collective bargaining, scale and diversification that the LGFV delivers.

The savings are estimated at approximately 100bps (i.e. 1%), with pricing savings expected to improve over time. The final pricing will be determined at the time of the first bond issuance via a wholesale market bidding process which ensures transparency, probity and best price. The wholesale market provides a step change improvement in pricing compared to borrowing rates available in the bank market.

LGFV loan terms

Aggregated purchasing arrangements lead to savings where there are standard terms. The first bond issue will be on a 5 and/or 7 year basis with a fixed interest rate and repayment of interest only over the term.

Other terms and conditions such as security, conditions precedent, representations and warranties, covenants and undertakings, event of default and reporting requirements will be in line with existing standard terms in the bank market.

While the LGFV first bond issuance necessitates a change in how Councils borrow, the standardised terms proposed will drive an optimal pricing outcome and will be the most advantageous solution for the sector

Borrowing process

The borrowing process for Councils will be simplified under the LGFV. Councils submit a drawdown notice to the LGFV, with no requirement to undertake a tender to determine best price. Debt is available on an “as needs” basis during the year through a combination of regular bond issuances (annual or more frequently based on demand by Councils) and an ongoing interim finance facility which provides short term funding which will be refinanced through subsequent bond issuances.

Cost

A one off LGFV establishment fee of \$4,000 is payable by Councils following confirmation of participation. MAV have invested heavily to date on upfront costs including Ernst & Young (financial advisor), Moody's (credit rating) and legal costs.

Governance

The LGFV will be governed by a small board comprising of representative and independent skills based members, likely to include Council CEOs, or nominees, MAV and independent financial market experts. The skills possessed by board members will include technical expertise relevant to bond insurance (financial/legal).

The LGFV Board will be appointed by the MAV Board for a period of two years.

The role of the LGFV Board will include:

- i. Reporting to councils
- ii. Risk management
- iii. Market review and analysis
- iv. Management / selection of service providers
- v. Future and ongoing strategic decision making

The LGFV Board terms of reference and composition will be finalised by MAV prior to the first bond issuance in July 2014.

Options

The alternative to participation in the LGFV is for Councils to solely source funds via a tender process with the major banks on a bilateral basis, as the sector has done historically.

Proposal

That Council approves the LGFV as a new source of funding for borrowing requirements and participates in the first bond issuance in July 2014 for an amount of \$1m.

Financial and Other Resource Implications

Analysis suggests the LGFV will provide Councils with an approximately 100 basis point (i.e. 1%) reduction in the interest rate when compared to a tender process undertaken with the banking sector. This saving is significant when the borrowing amounts are considered.

| | |
|--|---|
| Borrowing structure | Councils will borrow on an individual and standalone basis (i.e. no cross guarantee) |
| Lender | Victorian Local Government Funding Vehicle ("LGFV") |
| Tenor | 5 and/or 7 years |
| Repayment structure | Interest only |
| Interest Rate | Fixed interest rate, indicative pricing as follows:
5 years 4.4% to 4.5%
7 years 4.9% to 5.0% |
| Fees | A one off LGFV establishment fee of \$4,000 is payable by Councils |
| Documentation | Standardised bilateral loan documentation with common terms and conditions for each individual Council. The terms will be in line with existing customary terms in the bank market. |
| Security | Security is to comprise a mortgage over the rates of each individual Council |
| <p><i>The initial structure has been determined based on bank advice to maximize the probability of a successful inaugural issuance and drive an optimal pricing. Increased flexibility is envisaged over time through:</i></p> <ul style="list-style-type: none"> <i>i. adjusted terms (e.g. tenor, interest rate)</i> <i>ii. incorporating debt amortization through various bond maturities</i> <i>iii. supplementary arrangements for individual councils (e.g. P&I bank debt, sinking funds)</i> | |

Risk Management & Compliance Issues

The key benefits of the LGFV for Councils include significant savings, diversification of funding source, low cost, transparency and best practice.

No tender process is required under the scheme.

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.

As this is an internal / administrative matter there is no need for community consultation.

Implementation

Once approved by Council, the MAV will be advised of Council's participation in the Local Government Funding Vehicle.

Conclusion

The objective of the LGFV is to raise funding from the public bond market on behalf of participating Councils, providing a more cost competitive financing solution to Victorian Councils.

The LGFV initiative arose following the Vision Super defined benefit superannuation shortfall. A funding options evaluation was undertaken to review the debt procurement model of the sector. The purpose of this review was to determine the optimal funding platform to address the defined benefit shortfall and ongoing borrowing requirements of the sector.

The key benefits of the LGFV for Councils include significant savings, diversification of funding source, low cost, transparency and best practice.

Attachments

Nil

Recommendation(s)

That Council agrees to:

- 1. Approve the Local Government Funding Vehicle (LGFV) as a new source of funding for future borrowing requirements.***
- 2. Participate in the first LGFV bond issuance in July 2014 for an amount of \$1m.***
- 3. Establish a cash backed "Investment Reserve Fund" for the purpose of providing repayment of the bond at expiry date.***
- 4. The "Investment Reserve Fund" being maintained until the total amount of the bond has been repaid.***

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**OM142805-5****REVIEW OF PROCUREMENT POLICY**

|             |                                |           |           |
|-------------|--------------------------------|-----------|-----------|
| AUTHOR:     | Colin Hayman                   | ENDORSED: | Rob Small |
| DEPARTMENT: | Corporate & Community Services | FILE REF: | 11/96037  |

**Purpose**

The purpose of this report is to present for Council's consideration a revised Procurement Policy for adoption.

**Declaration of Interests**

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

**Background**

Section 186A of the *Local Government Act 1989* (the Act) provides the details on "Procurement Policy".

**186A Procurement Policy**

- (1) *A Council must prepare and approve a procurement policy.*
- (2) *A Council must within 12 months after the commencement of section 67 of the Local Government Amendment (Councillor Conduct and Other Matters) Act 2008 prepare and approve a procurement policy.*
- (3) *A procurement policy must include any matters, practices or procedures which are prescribed for the purposes of this section.*
- (4) *A Council must have regard to guidelines made under subsection (5) in preparing a procurement policy.*
- (5) *The Minister may make guidelines with respect to the form or content of a procurement policy.*
- (6) *Guidelines made under subsection (5) must be published in the Government Gazette.*
- (7) *At least once in each financial year a Council must review the current procurement policy and may, in accordance with this section, amend the procurement policy.*
- (8) *A copy of the current procurement policy must be available for inspection by the public –*
  - (a) *at the Council office; and*
  - (b) *on the Council's internet website.*
- (9) *A Council must comply with its procurement policy.*

- (10) *In this section procurement policy means the principles, processes and procedures that will apply to all purchases of goods, services and works by the Council.*

The Policy was last reviewed in May 2013. The policy has been reviewed by the Procurement Steering Committee and has been endorsed by the Executive.

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

#### **Good Governance**

Means we care about and are responsive to the community, encourage democratic participation and involve people in decisions that affect them. We strive for excellence in financial management and council services, and always look for better ways to do things.

#### *Our Goal:*

Ensure transparency of governance practices, the capability of our organisation and effective resource management.

### **Issues / Options**

#### **Review of Policy**

An extensive review of the Procurement Policy was undertaken in May 2013.

The previous review took into account:

- Relevant points from the updated Municipal Association of Victoria Model Procurement Policy
- Procurement policies of other Councils
- The 2013 Victorian Local Government Best Practice Procurement Guidelines

#### Current Review

The latest review of the policy has had a number of additions and alterations made to it.

The changes include:

- Clause 2.1.2.1 – an additional dot point under Conduct of Councillors and Council Staff.
- Clause 2.1.4 – additional words clarifying Evaluation panels.
- Clause 4.3 – has been deleted as similar details are under clause 5.2 – “Management Information”.
- Clause 5.2.1 – has been changed to indicate that performance measures are to be established.
- Clause 5.2.2 – has been changed to reflect current practice.

A number of other minor changes have been made to the Policy.

### **Proposal**

That Council adopts the revised Procurement Policy.

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

Council spends millions of dollars in the procurement of goods and services each year and the significant procurement activity supports the delivery of services in the Council Plan. The Procurement needs to be undertaken in a manner that ensures value for money and accountability to the community for the expenditure of public monies.

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

The Background in this report provides details of section 186A of the *Local Government Act 1989* related to procurement.

Clause 3.6 of the Policy provides details on Risk Management considerations.

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

Section 4.3 – “Sustainability” of the policy provides details on the approach to environmental issues.

### **Community Engagement**

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

The method selected in the review of the policy has been to consult. The policy was considered by the Procurement Steering Committee and reviewed by the Executive.

This is an internal policy and does not require community engagement which is consistent with the current Procurement Policy.

### **Implementation**

It is proposed that once the policy is adopted Council's register and Council's website would be updated. The policy will also be available at the Council Offices.

### **Conclusion**

The Procurement Policy has been reviewed in accordance with the *Local Government Act 1989*. A previous extensive review of the Policy was undertaken in May 2013.

### **Attachments**

1. Policy 3.2 - Procurement

### **Recommendation(s)**

***That Council adopts the revised Procurement Policy No. 3.2.***

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INFRASTRUCTURE AND SERVICES

| ITEM | |
|--------------------------|--|
| <u>OM142805-6</u> | <u>APOLLO BAY COMMUTER FOOTPATH STRATEGY</u> |
| <u>OM142805-7</u> | <u>BLUE WATER FITNESS CENTRE REDEVELOPMENT PROJECT -
PROGRESS REPORTING</u> |
| <u>OM142805-8</u> | <u>COLAC MUNICIPAL AERODROME BUSINESS PLAN</u> |

OM142805-6**APOLLO BAY COMMUTER FOOTPATH STRATEGY**

| | | | |
|-------------|---------------------------|-----------|--------------|
| AUTHOR: | John Wilson | ENDORSED: | Phil Corluka |
| DEPARTMENT: | Infrastructure & Services | FILE REF: | F11/3291 |

Purpose

To present to Council the final Apollo Bay Commuter Footpath Strategy for adoption.

Declaration of Interests

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

Background

Council has identified the need to review the current Apollo Bay Footpath Strategy that was originally developed as the Apollo Bay Strategic Footpath Network Plan and endorsed in 2002. This requirement became apparent through feedback from the community, as well as Council's own monitoring programmes. The footpath strategy does not include off road paths as these are proposed to be addressed under a separate strategy.

At the February 2014 Council meeting, Council resolved to place the draft Apollo Bay Commuter Footpath Strategy on exhibition, seeking public comments. The draft strategy was placed on exhibition for a period of six (6) weeks, with the submission period closing 25 April 2014. During this period two external submissions were received, and the draft strategy was reviewed.

Council Plan / Other Strategies / Policy**A Planned Future**

Creates an attractive shire with quality buildings and spaces, accessible travel and transport, and a community that has the services and facilities it needs now and in the future; supports a prosperous economy where trade, manufacturing and business activity flourishes.

Our Goal:

Facilitate the growth, liveability and development of the shire and encourage innovation and efficiency in the local economy.

Issues / Options

There are a number of issues with the footpath network that provide opportunities for improvement.

Discontinuity and a lack of connectivity are seen in several locations. Typically, where residential developments have occurred which are outside of the existing footpath network, footpaths have been constructed within the development. However, these are often isolated and do not connect to other development or the existing footpath network.

The need to provide footpaths for users of all abilities has, at times, been poorly addressed. Pedestrians who use mobility aids ("gophers") need a relatively smooth travel path. However, many of the kerb ramps (pram crossings) have a small step built into them which can cause considerable discomfort to users of mobility aids.

Visually impaired pedestrians find Tactile Ground Surface Indicators (TGSIs) to be of great benefit and an aid to safety. There are many locations where TGSIs have not been installed or have not been installed to current standards. At some disabled parking bays, access from the parking area to the footpath is made difficult by the presence of barrier kerb. Access to disabled parking bays should comply with the requirements of *Parking Facilities – On Street Parking*, AS 2890.5.

Proposal

That Council endorses the Apollo Bay Commuter Footpath Strategy. This will provide Council with a clear direction for identifying and prioritising locations for footpath construction, and associated infrastructure.

Financial and Other Resource Implications

The works program recommended within this strategy:

- Prioritises Primary network works over Secondary network works which are in turn over Local network works.
- Proposes that the Primary and Secondary networks listed be built over the next 10 year period, conditional upon adequate funding being provided.
- That extension of the Secondary and Local network is part funded through Special Charge Schemes, where appropriate.
- That funding for Council's current footpath renewal program be maintained at \$396,000 annually.
- That funding for Council's New/Upgrade Footpaths program be provided to enable footpath provision and the programme funding of \$253,830 be made available.

Risk Management & Compliance Issues

There are hazards associated with the provision of a public footpath network and this strategy will assist Council in better managing those associated risks.

Environmental and Climate Change Considerations

There are no environmental or climate change issues to be considered as part of this strategy.

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. "Consult" has been the chosen method of engagement.

At the February 2014 Council meeting, the recommendation to place the draft strategy on public exhibition was supported. The document was placed on display from 15 March 2014 until 25 April 2014. During this period two external submissions were received.

One submission drew Council's attention to the lack of a footpath on the corner of Cawood Street and the Great Ocean Road leading to the beach. This short section of footpath was not included within the Strategy. Aside from the proposition that people going to the beach are not necessarily commuting, the provision of suitable beach access should be pursued. Given the location's remoteness from the CBD though, it is not suggested that this footpath section be awarded a high priority. Nevertheless, being such a short section, works could be undertaken on an opportunistic basis at short notice should funds become available.

The second submission, from the Apollo Bay Walking Action Group, was complementary towards the document, making no recommendations as to possible improvements to, and stating that they look forward to the implementation of the Strategy.

In advance of the development of the Strategy, back in October 2013 a petition was received by Council supported by 19 signatures, advocating for the construction of a footpath in Montrose Street. The response from Council at that time was to write to the organiser of the petition to inform them that Council supports the construction of a footpath along Montrose Avenue and it will be included for consideration in the development of the draft Apollo Bay Commuter Footpath Strategy.

Within the draft Strategy, a footpath along Montrose Avenue, between McLachlan St and Pascoe St, has been nominated to be a local network extension. As such this footpath section, estimated at \$47,250, would be fully funded by way of a Special Charge Scheme. The justification for this footpath section being "Local network" is that properties within this section are overwhelmingly residential, and that this footpath section does not provide a direct link between any existing community facilities. In terms of its prioritisation, this footpath section has been ranked at priority No 22, at the very top of the Local network extensions. However, construction could occur almost at any time after funds become available through the success of a Special Charge Scheme.

No further submission was received within the public display period in relation to Montrose Avenue as detailed within the draft Strategy.

Implementation

Council officers will progressively implement the strategy following endorsement. A copy of the document will be placed on Council's website and key internal staff notified.

Conclusion

Issues have been identified within the existing footpath network in Apollo Bay. The Apollo Bay Commuter Footpath Strategy defines the issues, provides a basis for categorising the necessary works and proposes a prioritised program of works to address the issues raised.

Council's endorsement of the strategy provides a structure for the long term management of Council's commuter footpath network within Apollo Bay.

Attachments

1. Apollo Bay Commuter Footpath Strategy

Recommendation(s)

That Council:

- 1. Adopts the Apollo Bay Commuter Footpath Strategy.***
- 2. Refers the works shown in the Works Program of the Strategy to its long term Capital Works and Major Projects program for consideration, prioritization and funding.***
- 3. Makes provision for extension of the Secondary and Local footpath network through Special Charge Schemes, and referral to Council's Capital Works Program.***

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**OM142805-7****BLUE WATER FITNESS CENTRE REDEVELOPMENT  
PROJECT - PROGRESS REPORTING**

|             |                           |           |              |
|-------------|---------------------------|-----------|--------------|
| AUTHOR:     | Adam Lehmann              | ENDORSED: | Phil Corluka |
| DEPARTMENT: | Infrastructure & Services | FILE REF: | F13/7721     |

**Purpose**

The purpose of this report is to provide Council with an update on the progress of the delivery of the Blue Water Fitness Centre Redevelopment Project.

**Declaration of Interests**

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

**Background**

The revitalisation of the Blue Water Fitness Centre is one of the most significant projects undertaken by Council. The Centre is a focus for sport and leisure within the Shire, and an enhanced facility will allow quality recreational activities to be delivered to the community for many years to come.

On 23 October 2013, Council (In Committee) resolved the following:

That Council:-

1. Award Contract 1322 for Bluewater Fitness Centre Redevelopment to BDH Constructions Pty Ltd at the tender price of \$10,750,000 (exc GST)
2. Approves the inclusion of the northern splash pad option valued at \$156,800 (exc GST) in the contract
3. Approves the inclusion of the joinery fit out option valued at \$85,500 (exc GST) in the contract

Following resolution from Council in October 2013, BDH Constructions was identified as the "preferred" contractor. Once BDH Constructions was named as preferred contractor, Council was then able to individually pursue discussions / negotiations with BDH Constructions to confirm they were the best contractor to meet Council objectives with this contract.

During this preferred contractor phase (before signing of contract) the following items were adjusted:

1. Include tender option – Electrical Lighting (LED Lighting)
2. Remove requirement to replace existing stadium timber flooring
3. Reduced extent of wall tiling scope

On 5 December 2013 a contractual "Letter of Acceptance" was sent to BDH Constructions highlighting the total contract value of \$10,955,860. This is the official commencement of Contract 1322 Bluewater Fitness Centre Redevelopment.

**\*\* Please note that a contingency amount is contained within the Contract Value with BDH Constructions for unforeseen construction risks\*\***

**\*\* Please also note that at this time the total project cost was made up of the following components:**

|                         |               |
|-------------------------|---------------|
| • Construction Contract | \$ 10,955,860 |
| • Consultants           | \$ 600,000    |
| • Project Management    | \$ 80,000     |
| • Equipment for BWFC    | \$ 120,000    |
| • Landscaping           | \$ 100,000    |

Total Project Value: \$ 11,855,860 (Value we are reporting against)

In clarification of the BWFC project tender process Council officers asked for an independent view point associated with the post tender negotiations from Crowe Horwath.

In summary Crowe Horwath indicated that the matter of post tender negotiations is specifically dealt with in the Victorian Local Government Best Practice Procurement Guidelines. These guidelines were issued in 2013 and clearly envisage that negotiations with preferred tenders after an initial evaluation can be an important part of the procurement process. An important aspect of this negotiation is that it must not create a "Material" difference in the intent and scope of the original tender.

Council officers believe that the discussions / negotiations that occurred between Council and BDH Constructions did not contribute to a material change. The Victorian Government Best Practice Procurement Guidelines (Page 25) indicate the following regarding "material difference"

*"One test of whether a contract is "materially different" is to compare the final position with what was originally provided for, and make a judgement in both quantitative and qualitative terms as to whether these positions are essentially the same. As a rule of thumb, if the result of the comparison is greater than 20% difference in price it is indicative of a material difference."*

As the contract officially started on 5 December 2013, any change, variation, omission with the contract can now only be dealt with by the Superintendent as a "Variation". All variations need to be submitted formally to the Superintendent for assessment on time and cost. The Superintendent will then make an impartial decision to action (approve or reject) the variation in line with what has been specified in the contract.

The attached report gives a status update as to the progress of this project with an emphasis on building construction as this is the key phase at present. It is intended that regular monthly progress reports are presented to Council for the remainder of the life of the project. Where these monthly reports are not inclusive of legal or contractual details which require confidential treatment, it is intended that these monthly reports will be presented in the open agenda of the Council meeting. Otherwise if appropriate, they would need to be considered as in-committee confidential items.

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

#### **A Planned Future**

Creates an attractive shire with quality buildings and spaces, accessible travel and transport, and a community that has the services and facilities it needs now and in the future; supports a prosperous economy where trade, manufacturing and business activity flourishes.

*Our Goal:*

Facilitate the growth, liveability and development of the shire and encourage innovation and efficiency in the local economy.

**A Place to Live and Grow**

Is a community where people feel cared for and supported; where buildings and spaces facilitate creativity, social activity and enrichment of life, and people have access to gain the skills and education needed to reach their potential.

*Our Goal:*

Improve access to buildings, spaces, services and education to support and enable quality of life.

**A Healthy Community and Environment**

Actively connects and includes people of all ages and backgrounds and promotes a healthy and vibrant community life in a clean, safe and sustainable environment.

*Our Goal:*

Respect cultural differences, support a diverse range of healthy and creative activities, foster community safety and promote environmental sustainability.

**Issues / Options**

This report is prepared as a communication tool to provide Councillors with timely and accurate information specific to the delivery of the Blue Water Fitness Centre Redevelopment Project.

**Proposal**

This report is for Council to note the progress of this project and provides details relating to performance and variance against schedule, budget, and quality parameters. The report also gives an indication of the key issues and risks which have the potential to affect project delivery outcomes.

**Financial and Other Resource Implications**

The revised project budget is \$11.86M. The project is presently being managed within budget tolerances.

**Risk Management & Compliance Issues**

All aspects of the project are being managed through an established risk register. There are a number of key risks which have the potential to deviate the project from schedule, budget, and quality objectives. The major issues relate to latent conditions associated with the condition of the existing building structure.

**Environmental and Climate Change Considerations**

Environmental risks posed by construction activities on site are being managed in accordance with the Contractor's Environmental Management Plan.

**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 used was to inform and ongoing community and stakeholder engagement activities will be implemented throughout the course of the project. Information about the project will be disseminated to the community through traditional and social media outlets.

**Implementation**

It is intended that Council receive this report for information purposes only.

**Conclusion**

The intention of this report is to keep Councillors and the community informed of the progress of the Blue Water Fitness Centre Redevelopment project. These ongoing reports focus on monitoring of budget and expenditure, progress of works and issues or variances which have the potential to impact on project delivery outcomes.

**Attachments**

1. BWFC Redevelopment Project - Monthly Status Report

**Recommendation(s)**

***That Council receives the attached monthly status report for the Blue Water Redevelopment Project covering the period to 30 April 2014 for information.***

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OM142805-8**COLAC MUNICIPAL AERODROME BUSINESS PLAN**

| | | | |
|-------------|---------------------------|-----------|--------------|
| AUTHOR: | Ranjani Jha | ENDORSED: | Phil Corluka |
| DEPARTMENT: | Infrastructure & Services | FILE REF: | F13/6964 |

Purpose

The purpose of this report is to seek Council's endorsement of the final Colac Municipal Aerodrome Business Plan.

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 26 February 2014 Council resolved the following:

“That Council endorses the Draft Colac Aerodrome Report for public exhibition for a period of six (6) weeks.”

A public notification was given in the Colac Herald dated 7 March 2014 advising the community that the Draft Colac Municipal Aerodrome Business Plan was on public display.

The purpose of the Business Plan is to plan for infrastructure development works over the next 20 year period in order to meet the needs and priorities of the Colac Municipal Aerodrome. Hard copies of the Business Plan were made available for viewing at Council's Colac and Apollo Bay Customer Centers and at the Colac Community Library and Learning Centre, together with the document being available for download on Council's website.

Council provided a six week period in which Community members could provide responses to Council. The closing date for submissions was 18 April 2014.

After the completion of the public consultation period, no responses had been received from any member of the public or stakeholders. As advised in the previous report to Council, the draft plan was subject to scrutiny and examination by Council officers and the Aerodrome's Committee of Management, and the key recommendations contained in the business plan have been agreed in principal.

Council Plan / Other Strategies / Policy**A Planned Future**

Creates an attractive shire with quality buildings and spaces, accessible travel and transport, and a community that has the services and facilities it needs now and in the future; supports a prosperous economy where trade, manufacturing and business activity flourishes.

Our Goal:

Facilitate the growth, liveability and development of the shire and encourage innovation and efficiency in the local economy.

Strategies

- Plan for future land use to respond to population growth and changing needs

- Develop an integrated response to meet future infrastructure needs
- Advocate for improved public transport
- Grow tourism to support the local economy.

Issues / Options

The Draft Colac Municipal Aerodrome Business Plan has been perused by Council officers and the Aerodrome's Committee of Management with a number of revisions made prior to presenting to Council at its Ordinary Council Meeting of February 2014. A number of items relating to asset management, project cost estimates and priorities were added to the draft version.

Copies of the draft Business Plan have been forwarded to local Members of Parliament and the Minister for Aviation for information and future funding consideration.

In accordance with Council's direction, a 6 week public consultation process was undertaken displaying the document at key Council outlets and publicising the notification in the local newspaper. No comments were received upon the completion of the public consultation period indicating that the document has been agreed in principal by all stakeholders and the community.

Proposal

Considering that no further comments had been received upon the completion of the public consultation period, it is recommended that Council endorses the Colac Municipal Aerodrome Business Plan. The Business Plan will be a flexible document which will be used as a guideline for future Aerodrome upgrade works and assist with future funding applications. It will be ideal to review the Business Plan after a period of 3 – 5 years adding or amending any new information.

Financial and Other Resource Implications

There is no impact on Council budget as a result of adopting the Colac Municipal Aerodrome Business Plan. The Business Plan was developed utilising state government funding via an externally funded Grant called - Putting Local People First (PLPF).

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 selected was consult and included a six week public consultation period commencing 7 March 2014 and concluding on 18 April 2014.

Implementation

Once endorsed, the Business Plan will be used as a Master Plan document that will provide direction to all future developmental works at the Colac Municipal Aerodrome to be carried out over the next 15 - 20 years.

Conclusion

After conducting a briefing session to inform Councillors, a report was tabled at the February 2014 Ordinary Council Meeting providing details of the draft Colac Municipal Aerodrome

Business Plan. The business plan contains priority projects over the next 15-20 years together with cost estimates and relevant comments. Considering no public/stakeholder comments were received upon the completion of the six week public consultation process it is recommended that Council formally adopts the Colac Municipal Aerodrome Business Plan and uses it as a master document to guide future aerodrome developmental projects.

Attachments

1. Colac Municipal Aerodrome Business Plan

Recommendation(s)

That Council endorses the Colac Municipal Aerodrome Business Plan dated February 2014 as a master document to guide future aerodrome developmental projects.

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**SUSTAINABLE PLANNING AND DEVELOPMENT**

| <b>ITEM</b>               |                                                                                                                                |
|---------------------------|--------------------------------------------------------------------------------------------------------------------------------|
| <b><u>OM142805-9</u></b>  | <b><u>AMENDMENT C75 (PUBLIC OPEN SPACE STRATEGY)<br/>CONSIDERATION OF PANEL REPORT</u></b>                                     |
| <b><u>OM142805-10</u></b> | <b><u>DRAFT COLAC DEVELOPMENT PLANS</u></b>                                                                                    |
| <b><u>OM142805-11</u></b> | <b><u>AMENDMENT C76 (BIRREGURRA STUCTURE PLAN AND<br/>NEIGHBOURHOOD CHARACTER STUDY) CONSIDERATION OF<br/>PANEL REPORT</u></b> |
| <b><u>OM142805-12</u></b> | <b><u>MANAGEMENT PLAN FOR COUNCIL-OWNED RESERVE TABLED<br/>BY RED ROCK DISTRICT PROGRESS ASSOCIATION</u></b>                   |



**OM142805-9****AMENDMENT C75 (PUBLIC OPEN SPACE STRATEGY)  
CONSIDERATION OF PANEL REPORT**

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

**Purpose**

The purpose of this report is for Council to consider the panel report received for Planning Scheme Amendment C75 which implements the recommendations of the *Colac Otway Public Open Space Strategy 2011*.

**Declaration of Interests**

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

**Background**

Council resolved to adopt the *Colac Otway Public Open Space Strategy 2011* and seek Ministerial Authorisation to prepare and exhibit Amendment C75 on 23 November 2011. Authorisation (AO2601) was granted on 27 August 2013, and the amendment was exhibited for six weeks between 19 September 2013 and 30 October 2013.

The amendment implements the recommendations of the *Colac Otway Public Open Space Strategy 2011* by amending:

- Clause 21.03 (Settlement) – inserts new general and town specific content to overview, objective and strategy statements for public open space.
- Clause 21.06 (General implementation) – deletes the redundant requirement for an open space strategy and inserts other implementation measures recommended in the *Colac Otway Public Open Space Strategy 2011*.
- Clause 21.07 (Reference documents) – inserts the *Colac Otway Public Open Space Strategy 2011* as a reference document for the planning scheme.
- Clause 52.01 (Public Open Space Contribution and Subdivision) - introduces new public open space contribution requirements of up to 10 per cent within the growth towns of Colac/Elliminyt, Apollo Bay/Marengo and Birregurra, and 5 per cent elsewhere in the municipality.

As a result of public exhibition seven (7) submissions were received as follows:

- Submission 1 Corangamite CMA - no objection
- Submission 2 Country Fire Authority (CFA) – no objection
- Submission 3 Barwon Water – no objection
- Submission 4 Environment Protection Authority (EPA) – no objection
- Submission 5 Objection
- Submission 6 Objection
- Submission 7 Objection.

Submissions 5, 6 and 7 object to the increase in the percentage rate for public open space in new subdivisions from 5% to 'up to 10%' depending on the number of lots and consider the strategic justification sought by the Amendment C55 Panel has not been delivered by the *Colac Otway Public Open Space Strategy 2011*. There was also concern the rates were prescriptive and could not be varied. A boundary realignment proposal which did not result in additional lots was provided as an example.

Council attempted to introduce a higher rate for public open space in Amendment C55 in 2007, when an amendment was exhibited to implement the outcomes of Structure Plans for Apollo Bay and Colac, both of which had highlighted the deficiency of open space in the towns. The Panel for that amendment did not support the higher rate proposed as it was not strategically justified to a sufficient degree. It stated:

*"We simply do not know whether this amount of open space is needed or not. Further in the absence of any open space strategy we do not even know what open space facilities are required. In the absence of an open space or recreation plan that identifies the need for additional district open space, and possible locations for this space, we do not think the 10 per cent requirement can be justified".*

Council has since completed its Open Space Strategy. This Strategy found that whilst there is currently a satisfactory provision of open space across the Shire, it clearly identifies that there is a lack of access to open space and that the quality of the open space network needs significant improvement. In particular, the amount of quality, accessible open space in parts of urban Colac, Apollo Bay and Birregurra is lacking and needs significant improvement. It is therefore considered the increase in the percentage rate is justified to ensure where population growth is expected and/or in high tourist regions there is an adequate amount of quality, well located and improved public open space.

Clause 52.01 (Public Open Space Contribution and Subdivision) applies to the entire municipality, as does its schedule which is proposed to be updated under Amendment C75. The example provided by Submitter 6 relates to a boundary realignment where no additional lots are created. The exhibited schedule to Clause 52.01 is not based on the creation of new lots and it could be interpreted to apply to any type of subdivision irrespective of whether additional lots are created. This would be an unintended consequence of the amendment. To address this it is proposed to amend the exhibited schedule to Clause 52.01 by adding the words *"This does not apply to a subdivision that does not create any additional lots"* to the schedule to make it clear the schedule only applies to subdivisions that create additional lots.

Council considered the submissions on 27 November 2013 and resolved to amend the Schedule to adopt this change and to request the appointment of an independent Panel to hear the submissions. This Panel was held on 12 February 2014 and the panel report was subsequently issued on the 18 March 2014.

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

#### **A Planned Future**

Creates an attractive shire with quality buildings and spaces, accessible travel and transport, and a community that has the services and facilities it needs now and in the future; supports a prosperous economy where trade, manufacturing and business activity flourishes.

#### *Our Goal:*

Facilitate the growth, liveability and development of the shire and encourage innovation and efficiency in the local economy.



**Issues / Options****Panel Recommendations**

Overall, the Panel is satisfied that the Open Space Strategy has identified gaps in supply and the demand for better open space provision for new population growth that is forecast to occur in both Apollo Bay/Marengo and Colac/Elliminyt. As such it accepts the Open Space Strategy provides a generally sufficient basis for Amendment C75.

The Panel is satisfied that, in principle, the open space strategy provides sufficient strategic justification to impose a maximum 10% contribution to open space in Colac/Elliminyt and Apollo Bay/Marengo to accommodate the increased recreation needs of the community associated with expected population growth.

The Panel accepts that a sliding scale in the Colac Otway Planning Scheme is a fair and equitable provision, rather than simply requiring 10% for all subdivision of more than two lots. This is because:

- It will provide a clear and transparent mechanism for all subdivision within the two main areas of growth in Colac and Apollo Bay.
- In Colac and Apollo Bay, it is evident from the Open Space Strategy that a larger subdivision is more likely to require a contribution as land, than cash.
- It addresses the contention that smaller, infill development already relies more greatly on the existing open space provision
- It provides some consistency with other municipalities in the Geelong Region, which is the competing development market.
- It is considered there is some benefit to encouraging urban consolidation of both Colac and Apollo Bay through infill development by not overly burdening small subdivisions with direct cash contributions.

The Panel accepts the sliding scale as exhibited for Birregurra is acceptable as it will not unduly burden small scale development that is likely to occur in the foreseeable future, but can address the needs of any substantive large scale subdivision if one is proposed.

Following exhibition Council resolved to make a small change to the schedule to ensure that subdivisions that do not yield new lots are not required to make an open space contribution. The Panel concluded that this additional wording isn't required due to the definition of subdivision under the Subdivision Act, however, following discussions with the Department of Transport Planning and Local Infrastructure it is recommended to keep the amended wording in place to provide additional clarity.

The Panel only recommended one minimal change and that was for the term, 'land within the urban settlement boundary' to be used in the schedule instead of 'urban'. It is agreed that this would prevent any ambiguity and has been included in the final version of the schedule as attached to this report.

**Proposal**

The panel report is highly supportive of Amendment C75 and provides Council the opportunity to adopt open space requirements for new subdivisions which address existing deficiencies. It is a significant milestone for the community. It is on this basis that officers recommend that Council adopt Amendment C75, including the final amended schedule attached to this report.

**Financial and Other Resource Implications**

Amendment C75 implements the *Colac Otway Public Open Space Strategy 2011* into the Colac Otway Planning Scheme. It is important to note that implementation of the Strategy will require future financial contributions from Council.

The Strategy states that the current level of Council resourcing available to develop and manage open space is limited and the standard of maintenance may not be adequate for all open spaces in the Shire.

Council will also be able to obtain both land and cash as open space contributions from developers to fund improvements to the open space system. This source of funding will not be sufficient for all the improvements required. Council will need to commit projects to budget and seek external funding through government programs and community and stakeholder partnerships to ensure that adequate resources are secured to improve and sustain a high quality public open space system.

The State Government's Rural Planning Flying Squad has provided funding to administer the preparation and processing of Amendment C75 through a consultant planner, Isis Planning. The only cost to Council is the cost of the panel, the cost of the expert witness and a statutory fee for adoption of the amendment. These costs are accommodated within the Strategic Planning program budget.

**Risk Management & Compliance Issues**

The *Colac Otway Public Open Space Strategy 2011* indicates there is a need for more investment in public open space across the Shire (both acquisition of land and infrastructure upgrades to existing open space). The risk in Council not proceeding with the planning scheme amendment is that over time Council will need to provide an increasing level of its own funds to implement the Open Space Strategy. Amendment C75 provides the opportunity and the justification to increase the public open space rates that Council could charge for the subdivision of land and buildings. This money will then allow Council to fund the provision of new and improved open space across the Shire.

**Environmental and Climate Change Considerations**

There is no significant environment or climate change implications arising from the planning scheme amendment.

**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 this amendment was consult. The exhibition of the amendment was conducted via a notice in the local paper, notices to key users of the Colac Otway Planning Scheme, developers, State Government authorities and agencies and prescribed Ministers.

It should be noted that there was considerable community engagement during the course of the development of the Public Open Space Strategy.

**Implementation**

If Council resolves to adopt Amendment C75 the final amendment documents will be forwarded to the Minister for Planning for formal approval.

**Conclusion**

Open space has significant physical, mental and social benefits for residents and is vital for community social wellbeing. The *Colac Otway Public Open Space Strategy 2011* guides the future planning and development of Colac Otway Shire's open space network.

Council has adopted this Strategy and Amendment C75 implements it into the planning scheme. This is an important step in ensuring Council has the strategy and funds available for the provision and improvement of public open space across the Shire.

The Planning Panel considers that the proposed changes to open space contributions for subdivision are justified based on the Open Space Strategy. It is therefore recommended Council adopts Amendment C75 with the minimal post exhibition changes recommended by the Panel and in response to the submissions.

**Attachments**

1. Colac Otway C75 Panel Report
2. Attachment 2 Combined C75 Amendment Documents
3. Attachment 3 52\_01 Head Clause and Colac Otway C75 52\_01 Schedule

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

1. ***Adopts Amendment C75 as presented to the independent panel subject to substitution of the term 'urban' with the term 'land within the urban settlement boundary' in the Schedule to 52.01; and***
2. ***Forwards the adopted amendment to the Minister for Planning for approval.***

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OM142805-10**DRAFT COLAC DEVELOPMENT PLANS**

| | | | |
|-------------|------------------------------------|-----------|------------|
| AUTHOR: | Don Lewis | ENDORSED: | Jack Green |
| DEPARTMENT: | Sustainable Planning & Development | FILE REF: | F13/5841 |

Purpose

The purpose of the report is to advise Council of draft Development Plans prepared for the existing residential areas of Colac included in the Development Plan Overlay (DPO2) under the Planning Scheme, and seek support to publicly exhibit these plans. The plans seek to facilitate development of precincts with large areas of developable land which require a co-ordinated approach to ensure appropriate road and pedestrian linkages.

Declaration of Interests

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

Background

With funding assistance from the State Government Regional Planning Flying Squad, Council appointed Mesh Planning consultants in mid 2013 to produce development plans for three priority precincts located within the existing Development Plan Overlay 2 (DPO2) area of Colac. Mesh were also asked to assess options for Development Contributions and shared funding agreements to better understand future implementation issues once development plans are approved.

The project was introduced to landholders in October 2013 at an informal meeting to gain an understanding of the current issues affecting the three precincts and to understand the future intentions of each landholder. Following the first session, draft concept plans were produced and these were presented at a second land owner session in February 2014. Both sessions were well attended and although some landholders were more affected than others and raised particular issues, there was a general understanding that a coordinated planning approach was required for the three precincts to provide certainty for landholders and unlock future subdivision potential for the areas. Council was briefed on the project in February 2014.

The Development Plan Overlay 2 (DPO2) was applied to several precincts in the Colac residential area through Planning Scheme Amendment C55 in 2009. Three of these precincts involve multiple landholders and there is a risk of the development potential on the remaining lots not being realised if an approved development plan is not in place to coordinate overall development. Under the DPO2, a development plan must be approved by Council when a subdivision is proposed and typically would show access to the subdivision, road layout and in some cases open space provision across the area affected by the overlay. This has proved costly for individual landholders to undertake on their own which has led to a continued fragmented pattern of development across the three precincts and single dwelling approvals on the edges which have direct access to roads and services (the overlay does not prevent single dwellings being constructed on vacant lots in most cases). This has meant the development of houses on key vacant lots which reduces the potential for future access points to be established.

Since 2009 and prior to the DPO2 being applied, most planning permits issued have involved small subdivisions and where these applications are located in areas that provide opportunity for access and are integral to the broader precinct being developed, a 173 Agreement or restriction on title has been placed on planning permits to ensure these areas are not built over. Below is an outline of the three precincts and their relationship to one another:

Council Plan / Other Strategies / Policy

A Planned Future

Creates an attractive shire with quality buildings and spaces, accessible travel and transport, and a community that has the services and facilities it needs now and in the future; supports a prosperous economy where trade, manufacturing and business activity flourishes.

Our Goal:

Facilitate the growth, liveability and development of the shire and encourage innovation and efficiency in the local economy.

The need for Council to fund and prepare development plans for these precincts was identified in the 2010 Planning Scheme Review, and has since been a priority within the Strategic Planning work program.

Issues / Options

Draft Development Plans

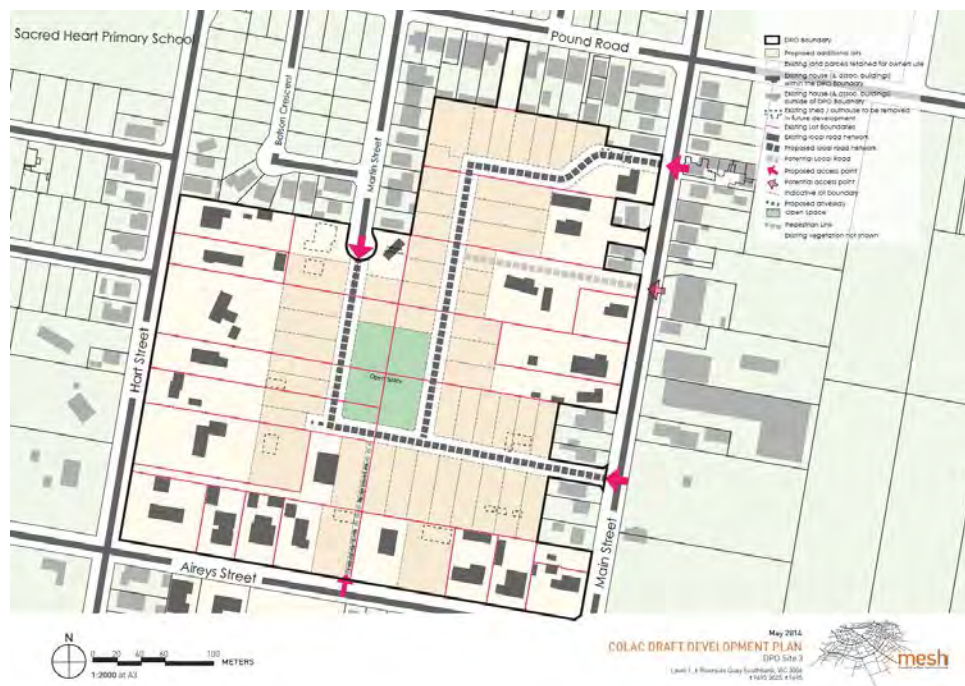
Following feedback and suggestions from landholders a number of options were considered before finalising the three draft plans. Key issues included lot yield, lot size and potential for access into the undeveloped land. Many sites on the perimeter of the precincts are occupied by dwellings and in some circumstances could already proceed with some level of subdivision without compromising future access to the remaining undeveloped lots. However, larger sites which have the potential to yield several lots or more do rely on an internal road for access. Some areas will require less cooperation between landholders to commence whilst other areas are reliant on particular access points to be created before they can subdivide at their end. There are three properties subject to 173 Agreements or restrictions on title which prevent development on part of these sites in order to reserve future land for access and these have formed the basis of the draft plans.

The draft development plans attempt to strike a balance by allowing for potential lot yield to be realised whilst minimising impact on those landholders who have limited potential for subdivision or simply have no intention of developing their properties. Notwithstanding, some smaller lots that have minimum development potential are critical to the success of the plan due to their particular location. These landholders would require some type of equalisation arrangement to off-set their contribution to the overall subdivision or they may choose not to participate and retain their property in an undeveloped state into the future. This may result in the need for a revised development plan into the future as subdivision focuses on other key sites in the precinct.

It is acknowledged that if Council ultimately approves development plans for each precinct, these plans may be subject to change but the intention is not to make significant changes once adopted by Council. Under the DP02, a subdivision is required to be approved “*generally in accordance with an approved development plan*” which does allow for some minor flexibility when considering subdivision applications. In this context it is important to have a plan that provides a level of certainty for landholders/developers to respond to over time.

Precinct 3

The area designated for public open space is to address the lack of usable open space in this part of Colac. The need for additional open space was identified in the Colac Otway *Public Open Space Strategy 2011* and more recently supported by the Panel considering submissions to Amendment C75. The location of the open space is to serve all residents across the three precincts and will be enhanced by pedestrian walkways connecting through to the south of the site. If Amendment C75 is ultimately approved by Council (this item is separately listed on the Council agenda), a public open space contribution of up to 10% would be required for larger subdivisions of 6 lots or more.



Precinct 4

Precinct 4 is bound by Irrewillipe Road, Hart, Aireys and Main Streets. The precinct has 15 landholders, a total area of 9.4 hectares and a potential yield of approximately 60 lots (5.2 hectares). A 173 Agreement applies to land at 178 Aireys Street requiring a 22 metre wide road reserve to be kept available for future access.

The draft plan shows one main access point located at Aireys Street and highlights the extent of development that has occurred around the perimeter of the precinct and the lack of access opportunities. A possible pedestrian link/road extension is identified off Hart Street and would support significant development at the rear of existing properties but would also link through to the rectangular road network at the centre of the precinct.

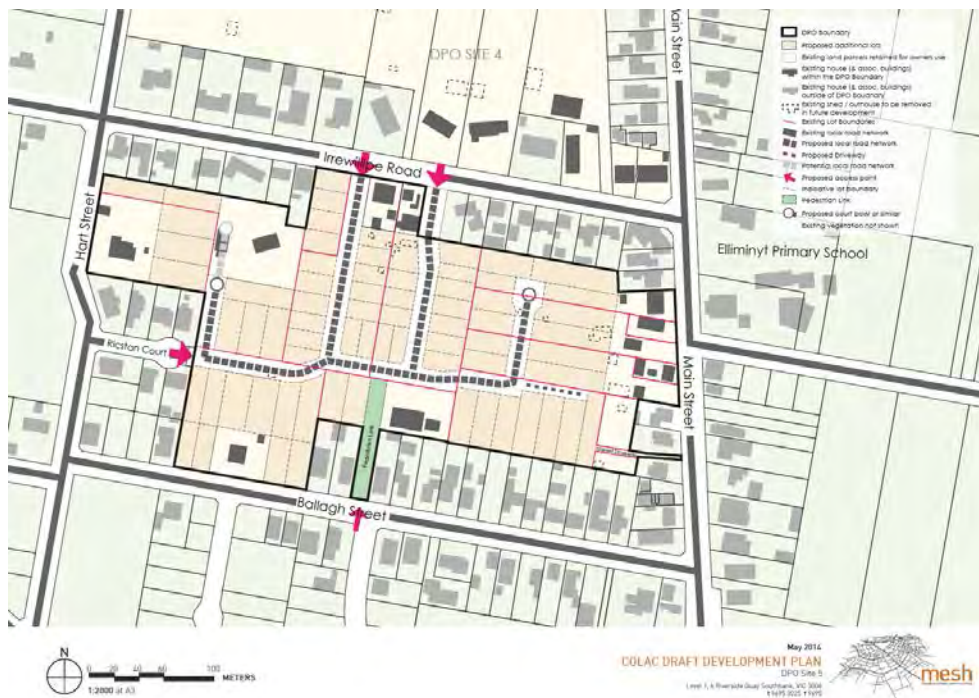


Precinct 5

Precinct 5 is bound by Irrewillipe Road, Hart, Ballagh and Main Streets. The precinct has 15 landholders, a total area of 8.3 hectares and has a potential yield of approximately 72 lots (5 hectares). Land known as 29 Ballagh Street is subject to a restriction on title requiring a 'no build zone' over part of the site.

This precinct is arguably the least complex of the three due to fewer landholders and the potential for sections to be developed without relying on other sections to commence first. The draft plan shows two access points off Irrewillipe Street joined by parallel Court bowls which is a more conventional layout and maximises lot yield across the entire precinct.

The existing Court bowl at Ricstan Court on the western side is proposed to be extended and provide access off Hart Street. A proposed pedestrian link on the northern side of Ballagh Street which is subject to a restriction on title is proposed to allow a direct link north to the open space in precinct 3.



What happens after Development Plans are approved?

Whilst it was not Council's intention to play a direct role in initiating development through this project by committing to property acquisitions or further technical design work, it is recognised that the number of landholders involved will require at least some shared funding or equalisation agreement before larger subdivisions across the three precincts can commence. In traditional greenfield subdivisions, costings and detailed design for roads, drainage and services is the developer's responsibility and borne by the developer. Some scope does exist for Council to facilitate this process and possibly undertake some future design work but this requires further analysis and discussion with Council and relevant departments. This further aspect would therefore need to be the subject of a subsequent report to Council when this additional work has been undertaken.

Shared funding agreements/development contributions

Development contributions are an accepted process which is called up by Council when a subdivision application is submitted under the *Planning and Environment Act*. The level of contribution depends on the size of the subdivision and the services required. No development contributions scheme currently exists in the Colac Otway Planning Scheme, and to collect and distribute funds for provision of infrastructure in these locations a developer contribution scheme would need to be prepared, and introduced by a planning scheme amendment. This process could be costly and take considerable time to implement. It is important to note that the State Government is reviewing current arrangements around development contributions and considering including a model for small regional Councils. Some reform on this issue has recently been announced, which will be reported to Council over the coming months.

Shared funding agreements and development contributions come in different forms but for the purposes of this project the options available to Council are limited in the absence of a development contributions scheme. Options include the use of a 173 Agreement for each individual landholder which would be difficult to manage in achieving consent from all parties and is essentially a 'voluntary' agreement that could be open to challenge.

A second option would be for Council to apply a Special Charge Scheme under the Local Government Act to seek contributions from landholders towards the cost of land towards roads. This is commonly used for minor public works such as footpaths but there are practical limitations to this in achieving contributions on a larger scale involving many infrastructure items.

As the project progresses, Council will need to further consider these issues and any future role it may play in facilitating development across the three precincts.

Exhibition of Draft Plans

Whilst there has been feedback from land owners in each of the three precincts which has been taken into account when finalising the draft precinct plans, it is important that land owners are given a further opportunity to provide formal comment on the final options before Council decides to adopt them.

Importantly, no planning scheme amendment is required to give effect to the development plans once approved by Council. Once adopted by resolution of Council, the plans will have statutory effect. There is therefore no further consultation with the community beyond that being proposed by this report.

Proposal

The proposal is to advise Council on the draft Colac Development Plans and seek support to publicly exhibit the plans for six weeks.

Financial and Other Resource Implications

The Colac Development Plan Project is funded directly through the State Planning Rural Flying Squad. Whilst the technical work and mapping was produced by the appointed consultants, Council officers have managed all other aspects of the project within existing resources

As noted above, the Development Plans do not commit Council to any capital expenditure in the future, however there would need to be potential acquisition of land in some cases to achieve the anticipated public open space reserve. This would be funded from past public open space contributions being kept in reserve. There may also need to be consideration of how development costs across the different land parcels can be made more equitable, and this may require some resources.

Risk Management & Compliance Issues

The risk involved in not proceeding with the finalisation of the three draft development plans is that there could be further delays in the development of the remaining undeveloped lots, and several lots could remain 'landlocked' as access options are reduced. Further cooperation with landholders could also be at risk by delaying public consultation on the draft plans.

Overall, there has been broad support for the completion of the development plans and an expectation that they will be delivered in some form. By not completing the plans, Council places at risk future cooperation of key landholders and doubt over whether the remaining undeveloped lots will be developed.

Environmental and Climate Change Considerations

There are no environmental or climate change issues directly related to this project.

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 consult. Two informal consultation sessions have been held with affected landholders at COPACC in October 2013 and February 2014 and both sessions were well attended. This was deliberately organised so that landholders would have a sufficient level of information about the project before the formal exhibition stage and provide input into the draft plans. It is intended to commence the exhibition period for six weeks over June and July 2014, and to include additional landholders in a mail out who live adjacent to the three precincts.

Implementation

If Council resolves to support the resolution, officers will commence preparing for a six week public exhibition of the draft development plans.

Conclusion

The draft Colac Development Plans are required to meet the requirements of the existing DPO2 in relation to subdivision applications. The absence of approved development plans for the three precincts has resulted in the continuation of the historic fragmented development pattern and difficulties in opening up the remaining undeveloped areas.

The issues are complex and the draft plans produced in consultation with landholders attempt to find a balance between competing objectives and future community needs. The formal consultation period will provide further opportunities for landholders to provide input into the project before finalisation of the plans.

Attachments

1. Colac Development Plans - Summary

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

1. ***Notes the draft Colac Development Plans;***
2. ***Authorises officers to publicly exhibit the draft plans for six weeks.***

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**OM142805-11****AMENDMENT C76 (BIRREGURRA STUCTURE PLAN AND  
NEIGHBOURHOOD CHARACTER STUDY)  
CONSIDERATION OF PANEL REPORT**

|             |                                       |           |            |
|-------------|---------------------------------------|-----------|------------|
| AUTHOR:     | Gemma Browning                        | ENDORSED: | Jack Green |
| DEPARTMENT: | Sustainable Planning<br>& Development | FILE REF: | F11/3291   |

**Purpose**

The purpose of this report is for Council to consider the panel report received for Planning Scheme Amendment C76 which implements the recommendations of the *Birregurra Structure Plan 2013* and *Birregurra Neighbourhood Character Study 2012*.

**Declaration of Interests**

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

**Background**

Consultants, Hansen Partnership, were appointed in 2012 to review the previous draft Birregurra Structure Plan prepared by consultant CPG Australia P/L, which was placed on hold in late 2010 following concerns raised by the community in relation to certain aspects of the report. These concerns included identification of a potential development area to the north-west of the township, impact on neighbourhood character from increased development, and limited community consultation. In response to these concerns Council established a Community Reference Group (CRG), committed to review the draft Structure Plan and agreed to commence a Neighbourhood Character Study.

The Neighbourhood Character Study was adopted by Council in June 2012 and a review of the draft Structure Plan directly followed. The modified *Birregurra Structure Plan 2013* was adopted by Council in June 2013 following a formal public exhibition period. Amendment C76 is the translation of these two documents into the Planning Scheme. The amendment introduces the Design and Development Overlay (DDO) over various precincts to protect and encourage the preferred character and introduce a greater level of control in relation to considerations such as building setbacks, site coverage and building height. In addition a Vegetation Protection Overlay (VPO) is proposed to ensure larger canopy trees that contribute to the rural landscape character of the township are considered during development. A small amount of rezoning is required to ensure existing land use is acknowledged and to ensure the commercial core of the township is secured to provide longer term options for retail and commercial uses as recommended by the Structure Plan. Changes are also proposed for the Municipal Strategic Statement (MSS) to update the policy in line with the Structure Plan and Neighbourhood Character Study.

**Exhibition and Submissions**

Amendment C76 was on formal public exhibition for 7 weeks from 23 October 2013 to 13 December 2013. Advertisements were placed in the Colac Herald and Birregurra Mail and a mail out was completed across the Birregurra District. In addition a community information session was held on 21 November 2013. Seven submissions were received through the consultation period, four of which raised objections to parts of the amendment.

The submissions received were generally concerned about the reliance on infill development and the lack of residential rezoning. Submitter 4 specifically requested that the subject site at 1 Bowden St, Birregurra be rezoned for residential purposes.

The *Birregurra Structure Plan 2013* indicated that Birregurra had infill capacity to meet double the current housing demand rate through to 2031. Given the significant potential for infill development within current zone boundaries, it was recommended that priority should be given to encouraging infill development and avoiding the rezoning of farmland around Birregurra. Importantly, maintaining the existing township boundary will contribute to addressing the community aspirations that were made clear during the consultation. In addition the implementation of the recommendations of the Neighbourhood Character Study through the application of the DDO will ensure that the preservation of Birregurra's rural township character is not compromised by inappropriate infill development.

Submitter 7 raised concern regarding the development of the unnamed waterway for a linear open space corridor due to environmental concerns. The unnamed waterway is identified in the Structure Plan and then noted in the MSS for use as a future linear open space corridor. This is recognised to ensure planning has regard to this in the future. Feasibility studies and further investigation would be required prior to this waterway being developed for this purpose.

Council considered the submissions on 22 January 2014 and resolved to request the appointment of an independent Panel to hear the submissions. The Panel Hearing was held on 3 April 2014 and the panel report was subsequently issued on 23 April 2014 supporting the adoption of the amendment subject to minor changes which are discussed below.

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

#### **A Planned Future**

Creates an attractive shire with quality buildings and spaces, accessible travel and transport, and a community that has the services and facilities it needs now and in the future; supports a prosperous economy where trade, manufacturing and business activity flourishes.

#### *Our Goal:*

Facilitate the growth, liveability and development of the shire and encourage innovation and efficiency in the local economy.

### **Issues / Options**

#### **Post exhibition changes made in response to the Directions Hearing**

At the Directions Hearing the Panel raised a number of queries regarding the MSS, DDOs and the VPO3. In some cases, Council supported post exhibition clarification of the provisions concerned and these were circulated in advance of the Hearing. These post exhibition changes included:

- Revising the DDO11 design objective to clarify that they apply to all development, not just non-residential development.
- Revising the DDO schedules to ensure small outbuildings within the front setback trigger a planning permit.
- In recognition of the industrial area location at the entry to the town, Council also proposed a change to require a permit for fencing that is less than 50% permeable or greater than 1.8 metres in height.
- In the DDO13 Council provided alternative wording to replace the words 'design features that complement the heritage place' by instead referring to the historic character of the streetscape, including the building stock. The Panel had been concerned that the reference to design features in DDO13 could be interpreted as promoting 'mimicry'.

The Panel Report endorses these proposed post exhibition changes.

### **Panel Recommendations**

The Panel Report was supportive of the Amendment and acknowledged that the Neighbourhood Character Study and the Structure Plan provide a rigorous strategic basis for the Amendment. The extensive community engagement process was also acknowledged as a key contributor to the credibility of the Amendment provisions.

The Structure Plan aims to accommodate growth through infill development of the substantial supply of zoned land within the town, while the proposed neighbourhood character provisions aim to ensure that the character of Birregurra is protected. The Panel considers these strategic directions are sound.

#### **Bowden Street – Lumeah Road Property**

The Panel agreed the Submitter 4 property at Bowden Street - Lumeah Road is clearly inappropriate for rezoning to facilitate subdivision for residential development. However, the Panel concluded that a proposal to develop a house on the existing lot (and perhaps the lot to the south) could have merit. The Panel recommended the development of a house on the existing lot could be accommodated through a separate rezoning proposal (ie rezoning to Low Density Residential Zone to match adjoining land to the west), or alternatively, the merits of a particular proposal could be evaluated under the existing Farming Zone through the planning permit process. Whilst this rezoning could not form part of Amendment C76, officers will investigate the potential for the rezoning to form part of a future amendment. The time involved in pursuing a stand alone rezoning amendment, even if it were funded by the applicant, cannot be justified at this time given Council's other strategic planning priorities.

#### **Future Open Space Corridor**

The Panel has some reservations about the south western end of the future linear open space corridor and considers its status should be qualified as a 'potential' link on the Framework Plan. The Panel has recommended altering the wording in 21.03-4 as follows:

- a) Refer to the south-west to north-east open space corridor as a '*potential future open space link*' on the Framework Plan.
- b) Revise the related strategy relating to the linear public open space corridor as follows:

*~~As infill development/subdivision occurs require~~ Investigate the potential public open space corridor to be provided along the unnamed waterway running south-west to north-east through the middle of the town and the development of a linear shared pedestrian /cycle path connecting to parkland adjoining the Barwon River.*

#### **Vegetation Protection Overlay Schedule (VPO3)**

There were no objections to the introduction of the VPO3, however, the Panel queried why the VPO only related to native vegetation, as the loss of large exotic trees could also have an adverse effect on the character of Birregurra. The Panel considers VPO3 controls, with the exhibited exemptions, should extend to large trees generally and should not be restricted to native vegetation.

This recommended change has been included in the final amendment documents attached to this report. It is not considered that this change will have a significant impact on the number of permits triggered by the proposed control, and will provide an improved outcome for Birregurra which has some significant exotic trees in the landscape.

### Design and Development Overlays

The Panel has also recommended minor revisions to the proposed schedules to the Design and Development Overlay. These changes are not intended to change the purpose of the overlays but to provide an additional level of flexibility regarding lot sizes.

The exhibited DDO subdivision clauses translated mandatory minimum lot sizes from the Neighbourhood Character Study. The minimum lot size specified within DDO11, DDO12 and DDO13 may be reduced where a multi-dwelling development is approved. The exhibited subdivision clause did not enable consideration of combined subdivision and development applications. Council officers presented post exhibition changes to the panel to address this issue and to introduce a provision allowing 10% discretion on lot sizes and removal of the battle axe driveway and common property from the lot area calculation. This is to enable some flexibility when considering subdivision applications as recommended in the Neighbourhood Character Study.

In addition to supporting these post-exhibition changes, the Panel have also recommended adding an averaging option to the subdivision clause. This would mean that lots smaller than the mandatory minimum lot size can be created as long as the average of the subdivision still equates to the minimum lot size.

It is considered that the 10% discretion, together with the reduction available for multi-dwelling development, provides adequate flexibility for subdivision applications. There is concern that adopting the panel recommendation and allowing consideration of an average lot size could result in the creation of some much smaller lots that would not be in keeping with the general character of Birregurra. In addition there is the risk that applicants could try to benefit from the multi-dwelling development clause on the largest lot created from an averaged subdivision. This would undermine the intent of the minimum lot sizes recommended in the Neighbourhood Character Study. The averaging provision recommended by the Panel is therefore not supported and has not been included in the attached amendment documents proposed for adoption.

The Panel also recommended the deletion of the following design objective from the Design and Development Overlay Schedule 12 (DDO12):

*To discourage multi-dwelling development on corner allotments that are not of suitable dimension to accommodate multiple dwellings, whilst also providing appropriate setbacks and driveway access.*

The Panel concluded that many of the corner sites in the area affected by DDO12 are wider than other lots and the dimensions should be sufficient to accommodate development without compromising the preferred character. The removal of the proposed design objective is supported and it has been removed from the attached amendment documents.

### **Proposal**

It is recommended that Council resolves to adopt Amendment C76 with changes to the exhibited provisions presented to the Panel, with minor changes generally reflecting the recommendations of the Panel. The final amendment documents may then be forwarded to the Minister for Planning for formal approval.

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

The panel costs and associated amendment fees are included in the current 2013/14 strategic planning budget. The proposed overlays are expected to have limited impact on resource and administrative costs of Council as there is not expected to be a large number of additional permits triggered.

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

As with other strategic planning projects, there is always a risk that some people's expectations will not be met in the final product.



However, Council committed to significant community consultation and worked closely with the CRG during the project while continuing to point out that recommendations must be aligned with broader State Government policies.

The risk in Council not proceeding with the planning scheme amendment is that the recommendations from the Neighbourhood Character Study and Structure Plan will not be realised. This would leave the township vulnerable to poor planning outcomes as development increases. Amendment C76 provides the opportunity to implement a range of planning controls to appropriately manage growth in Birregurra.

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

Environmental considerations are not specifically relevant to the outcomes of the amendment although some aspects of the amendment do relate to the contribution trees and public open space make to the overall land use in Birregurra.

### **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 was to inform, consult and involve which has been demonstrated through the use of the Community Reference Group (CRG). The CRG that was established at the beginning of the Neighbourhood Character Study and continued through the review of the Structure Plan and exhibition of the amendment played an important role in providing feedback on behalf of the community. Public consultation periods were also held for the draft Birregurra Structure Plan, draft Neighbourhood Character Study and Amendment C76.

### **Implementation**

If Council resolves to adopt Amendment C76 the final amendment documents will be forwarded to the Minister for Planning for formal approval.

### **Conclusion**

Council has extensively consulted with the community during the preparation of the *Birregurra Neighbourhood Character Study 2012*, *Birregurra Structure Plan 2013* and Amendment C76 and it is considered that the small number of submissions received during the public exhibition period is a strong indicator that the broader Birregurra community are satisfied with the proposed planning controls in Amendment C76.

The Panel Report is overwhelmingly supportive of the strategic direction set out for Birregurra through Amendment C76 and endorses the DDOs and VPO that will be used to implement it. It is therefore recommended that Council adopts Amendment C76 as attached to this report and refers the adopted amendment to the Minister for Planning for approval.

### **Attachments**

1. Colac Otway C76 Panel Report
2. Attachment 2 Combined Amendment C76 Final Amendment Documents

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

- 1. Adopts Amendment C76 subject to the changes included in the final amendment documents attached to this report; and***
- 2. Forwards the adopted amendment to the Minister for Planning for approval.***
- 3. Writes to the Community Reference Group members, acknowledging their significant contribution to the Neighbourhood Character Study and the Structure Plan review processes which have enabled the excellent outcomes achieved.***

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**OM142805-12 MANAGEMENT PLAN FOR COUNCIL-OWNED RESERVE
TABLED BY RED ROCK DISTRICT PROGRESS
ASSOCIATION**

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

Purpose

The purpose of this report is to inform Council of the *Lake Corangamite Nature Reserve Management Plan* (the Plan) developed by the Red Rock District Progress Association (RRDPA) on behalf of a number of community groups.

Declaration of Interests

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

Background

Lake Corangamite is the largest permanent salt-water lake in Australia, covering 23,000 hectares. It is listed as a Ramsar wetland and provides important habitat values for international migratory birds. It is also recognised for its cultural heritage values and contains many aboriginal artefacts. The lake borders the Colac Otway Shire Council on the shire's north west side.

The vast majority of the lake is surrounded by private land which limits access. However, the Council owned property at 75 Baynes Road, Alvie, provides access to the lake for the public. This property is also known as the 'Bathing Boxes' site, because of its history as a swimming destination for the lake.

The property is valued by the local community for its environmental and cultural significance, and the opportunity it provides to access the lake itself. The community's desire to enhance this piece of public open space is reflected in the Red Rock Region Community Infrastructure Plan, which was endorsed by Council in September 2013 that identifies several actions that the community recommends for the site (referred to as the Lake Corangamite Nature Reserve), including environmental rehabilitation works and the installation of infrastructure to promote the recreational use of the site (e.g. picnic tables and shelter).

Accordingly, the RRDPA developed the attached Plan with the support of a qualified environmental consultant. The Plan was submitted to Council in April 2014. Currently, this property is predominantly managed by the Colac Otway Shire Environment Team in order to protect and enhance the environmental values present. Works generally include weed control and revegetation, in partnership with the local community. Although the works identified in the Plan align well with Council's planned environmental actions there are a number of other actions that will need careful consideration.

Council Plan / Other Strategies / Policy

Good Governance

Means we care about and are responsive to the community, encourage democratic participation and involve people in decisions that affect them.

We strive for excellence in financial management and council services, and always look for better ways to do things.

Our Goal: Ensure transparency of governance practices, the capability of our organisation and effective resource management.

A Healthy Community and Environment

Actively connects and includes people of all ages and backgrounds and promotes a healthy and vibrant community life in a clean, safe and sustainable environment.

Our Goal:

Respect cultural differences, support a diverse range of healthy and creative activities, foster community safety and promote environmental sustainability.

Environment Strategy 2010-2018

Council's Environment Strategy identifies the Lake Corangamite Bathing Boxes as a site of high environmental value.

Issues / Options

There are a number of options available to Council for responding to the Plan and the community. These are listed below.

- Council could choose not to recognise the plan and continue to manage the site with the community in the traditional way. This approach is not considered appropriate as it fails to provide a long term plan for the site and does not support and capitalise on the work the community has undertaken.
- Council could endorse the plan in its entirety. This approach is inappropriate as the endorsement of the Plan suggests that Council supports all of the actions, including the construction of additional assets on site (e.g. picnic tables, toilets etc.). Each of these individual infrastructure actions need to go through an individual assessment to determine feasibility and suitability.
- Council could endorse the environmental actions of the plan and agree to work with the community on the individual infrastructure actions to determine feasibility and suitability. This approach gives certainty for the community for the environmental actions, while still providing an opportunity to review detailed designs and ensure that the necessary statutory permits and approvals are obtained for infrastructure assets. It will also provide an opportunity for Council to consider the capital and maintenance costs of these actions along with their suitability at such an environmentally significant site.

Proposal

That Council endorses the environmental actions of the plan and agrees to work with the community on the individual infrastructure actions to determine feasibility and suitability. This approach provides certainty for support of the environmental actions and direction on how to progress the infrastructure actions.

Financial and Other Resource Implications

There is no additional cost burden to Council for the approach outlined above. Council support for the environmental rehabilitation components of the Plan can be undertaken within the current operational budget. Some of the environmental rehabilitation actions will also be funded externally through the Alvie School's NAB grant of \$15,000, and in-kind support from the RRDPA and other local community groups.

The financial implications for Council of supporting any of the proposed infrastructure will be assessed on a case-by-case basis.

Risk Management & Compliance Issues

There are no major risk or compliance issues associated with this proposal. The risk and compliance issues associated with implementing actions in the Plan will be addressed on a case-by-case basis as actions are undertaken. Where community groups are delivering on-ground actions they are required to have the appropriate safety precautions and insurances.

Environmental and Climate Change Considerations

There are no environmental or climate change considerations for the proposal above. Considerations around the infrastructure actions will be assessed as the projects develop.

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 to collaborate with the community, specifically, during the development and delivery of any actions.

Implementation

Council has forwarded correspondence to the RRDPA outlining Council's position, which is to support the environmental actions of the Plan and consider the infrastructure actions on a case by case basis.

Conclusion

The Plan developed by the RRDPA outlines a number of environmental actions that will improve the condition of the site and complement Councils current environment program. It also identifies a list of infrastructure assets to manage recreational use of the site. Council has considered the Plan and provided a response confirming its support for the environment actions and agreement that the infrastructure actions will be considered on a case-by-case basis. This approach provides clarity for the community on their expectations of Council, and ensures that Council does not commit to additional assets without appreciating their full impact on the sensitive environment and their associated capital and maintenance costs.

Attachments

1. Lake Corangamite Nature Reserve Management Plan April 2014

Recommendations***That Council:***

1. ***Notes the Lake Corangamite Nature Reserve Management Plan submitted by the Red Rock District Progress Association in April 2014***
2. ***Endorses the environmental actions of the plan and agrees to work with the community on the individual infrastructure actions to determine feasibility and suitability.***

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**GENERAL BUSINESS**

| ITEM                      |                                                                                                          |
|---------------------------|----------------------------------------------------------------------------------------------------------|
| <b><u>OM142805-13</u></b> | <b><u>ASSEMBLY OF COUNCILLORS</u></b>                                                                    |
| <b><u>OM142805-14</u></b> | <b><u>MINUTES FROM THE COLAC COMMUNITY LIBRARY &amp; LEARNING<br/>CENTRE JOINT COMMITTEE MEETING</u></b> |
| <b><u>OM142805-15</u></b> | <b><u>MINUTES FROM YOUTH COUNCIL MEETINGS</u></b>                                                        |





**OM142805-13****ASSEMBLY OF COUNCILLORS**

|             |               |           |           |
|-------------|---------------|-----------|-----------|
| AUTHOR:     | Rhonda Deigan | ENDORSED: | Rob Small |
| DEPARTMENT: | Executive     | FILE REF: | F13/6530  |

**Introduction**

The *Local Government Act 1989* (the Act) requires that records of meetings, which constitute an Assembly of Councillors, be tabled at the next practicable meeting of Council and incorporated in the minutes of the Council meeting.

**Definition**

An “assembly of Councillors” is a defined term under section 3(1) of the *Local Government Act 1989*.

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.

As part of decision making processes at Colac Otway, it is essential that Councillors are briefed on a range of issues which come before Council for consideration. As a means of providing this information, Assembly of Councillor briefings are conducted.

Assemblies are also attended by Council Officers, and sometimes other specific advisors, to provide Councillors with a detailed knowledge and understanding of issues under consideration to a level of detail that would inhibit timely decision-making, that would not be possible in an open council meeting or where decision-making related debate is governed by strict meeting procedures.

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 names of all Councillors and members of Council staff attending;
- the matters considered;
- conflict of interest disclosures made by a Councillor (if any are made); and
- whether a Councillor who has disclosed a conflict of interest leaves the assembly.

It is a requirement that the record of an assembly is to be reported to the next practicable ordinary meeting of Council and be incorporated in the minutes of that Council meeting.

**Assemblies of Councillors**

The following Assemblies of Councillors have been held:

- |                                                      |               |
|------------------------------------------------------|---------------|
| • Friends of the Botanic Gardens meeting             | 10 April 2014 |
| • Livestock Selling Centre Advisory Committee        | 11 April 2014 |
| • Councillor Workshop                                | 16 April 2014 |
| • Councillor Briefing Session                        | 23 April 2014 |
| • Small Towns Improvement Program Advisory Committee | 14 May 2014   |
| • Councillor Workshop                                | 14 May 2014   |

**Attachments**

1. Friends of the Botanic Gardens - 10 April 2014
2. Livestock Selling Centre Advisory Committee - 11 April 2014
3. Councillor Workshop - 16 April 2014
4. Councillor Briefing Session - 23 April 2014
5. Small Towns Improvement Program Advisory Committee - 14 May 2014
6. Councillor Workshop - 14 May 2014

**Recommendation(s)**

***That Council notes the Assembly of Councillors reports for:***

- |                                                                    |                             |
|--------------------------------------------------------------------|-----------------------------|
| • <b><i>Friends of the Botanic Gardens</i></b>                     | <b><i>10 April 2014</i></b> |
| • <b><i>Livestock Selling Centre Advisory Committee</i></b>        | <b><i>11 April 2014</i></b> |
| • <b><i>Councillor Workshop</i></b>                                | <b><i>16 April 2014</i></b> |
| • <b><i>Councillor Briefing Session</i></b>                        | <b><i>23 April 2014</i></b> |
| • <b><i>Small Towns Improvement Program Advisory Committee</i></b> | <b><i>14 May 2014</i></b>   |
| • <b><i>Councillor Workshop</i></b>                                | <b><i>14 May 2014</i></b>   |

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OM142805-14

MINUTES FROM THE COLAC COMMUNITY LIBRARY & LEARNING CENTRE JOINT COMMITTEE MEETING

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

It has been previously agreed to by Council that the minutes of Colac Community Library & Learning Centre Joint Committee meetings 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 of Colac Community Library & Learning Centre Joint Committee meeting held on 19 February 2014.

Meeting held on 7 May 2014

At the Joint Committee meeting held on 7 May 2014, the Committee welcomed 2 new committee members:

- Kerryn Cawood
- Lindy Fullarton.

At the meeting Russell Adams was elected as Chairperson of the Committee.

Attachments

1. CCLLC Joint Committee Minutes

Recommendation(s)

That Council:

1. *Notes the minutes, arising from the Colac Community Library & Learning Centre Joint Committee meeting held on 19 February 2014.*
2. *Notes the appointment of Ms Kerryn Cawood and Ms Lindy Fullarton to the Colac Community Library & Learning Centre Joint Committee.*

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**OM142805-15****MINUTES FROM YOUTH COUNCIL MEETINGS**

|             |               |           |           |
|-------------|---------------|-----------|-----------|
| AUTHOR:     | Rhonda Deigan | ENDORSED: | Rob Small |
| DEPARTMENT: | Executive     | FILE REF: | F11/3291  |

It has been previously agreed to by Council that the minutes of Youth Council meetings 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 of Youth Council meeting held on:

- 31 March 2014
- 28 April 2014.

**Attachments**

1. Colac Otway Shire Youth Council - 31 March 2014
2. Colac Otway Shire Youth Council - 28 April 2014

**Recommendation(s)**

***That Council notes the minutes arising from Youth Council meeting held on 31 March and 28 April 2014.***

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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:

| SUBJECT | REASON | SECTION OF ACT |
|---|--|--------------------------------|
| Minutes of In-Committee Council Meeting held on 23 April 2014 | this matter deals with personnel matters; AND this matter deals with contractual matters; AND this matter deals with legal advice; AND this matter may prejudice the Council or any person | Section 89 (2) (a) (d) (f) (h) |
| Legal Matters | this matter deals with personnel matters; AND this matter deals with contractual matters; AND this matter deals with legal advice; AND this matter may prejudice the Council or any person | Section 89 (2) (a) (d) (f) (h) |
| Contract 1403 - Supply & Service Multi-Function Devices (Photocopiers/Printers) | this matter deals with contractual matters | Section 89 (2) (d) |
| Confidential Item for Consideration - Councillor Briefing - CEO Recruitment Process - 26 March 2014 | this matter deals with personnel matters; AND this matter deals with contractual matters; AND this matter may prejudice the Council or any person | Section 89 (2) (a) (d) (h) |



ORDINARY COUNCIL MEETING

WEDNESDAY, 28 MAY 2014

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INFRASTRUCTURE AND SERVICES

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SUSTAINABLE PLANNING AND DEVELOPMENT

OM142805-9 Amendment C75 (Public Open Space Strategy) Consideration of Panel Report

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Draft Physical Activity Strategy – Overview of Submissions

| Submission | Submission details | Changes to Strategy | Response/Change to Strategy |
|--|--|---------------------|---|
| Colac Indoor Tennis & Sports Centre | <ol style="list-style-type: none"> 1. Congratulates Council in developing the strategy. 2. Provides overview of facility and use for physical activity programs. 3. Facility may no longer be viable in the short-term future unless capital investment into the facility. 4. Requests that Council consider inclusion into the plan a change of policy which allows for Council to fund private physical activity service providers due to the net community benefit. 5. Requests support from Council to assist in the replacement of sports flooring. 6. Recommends that Council should heavily support and promote to our locals schools the need for more physical education within the school. | No | <p>Council acknowledges that the privately operated facility provides benefits for the community through its service delivery. The Strategy does not rule out Council funding private enterprise. Whilst a public-private partnership could be explored further, Council already has significant challenges in resourcing adequate asset provision for physical activity. There are numerous private operators that operate in the physical activity environment eg: gymnasiums, dance schools, Personal Trainers, indoor aquatic facilities etc. Council has recently expended significant funds in improving the Eastern Reserve Netball Facility and Bluewater Fitness Centre which serve a similar purpose to the Colac Indoor Tennis & Sports Centre in terms of providing for netball. This submission will be forwarded to the G21 Regional Tennis Strategy which is currently in development.</p> |
| Otway Derby Dolls | <ol style="list-style-type: none"> 1. Feel the aims and objectives of the strategy strongly align with those of the Otway Derby Dolls. 2. Despite growing success, they are currently experiencing some serious barriers to their ability to grow the League within the Colac Otway Shire. The most detrimental of these being the lack of a training venue within the Shire, a point that they wish to highlight within their submission. 3. Despite approaches to every possible facility within the Shire, they have been unable to find an appropriate training and boutting facility. | No | <p>Acknowledge that Roller Derby is a developing sport and the Otway Derby Dolls are growing at a strong rate. Council officers will continue to work with the Otway Derby Dolls to find a suitable venue for training and competition. It is anticipated that this will be facilitated by Bluewater Fitness Centre once the redevelopment project has been completed.</p> |

| | | | |
|---------------------|--|----|---|
| | <ol style="list-style-type: none"> 4. Cannot stress strongly enough how a lack of facilities for Roller Derby within the Shire has detrimentally impacted on their ability to grow the sport. 5. The Otway Derby Dolls strongly support many of the actions in the Strategy. 6. Support the appointment of a Physical Activity Officer within the Colac Otway Shire. | | |
| Otway Health | <ol style="list-style-type: none"> 1. Feel the Apollo Bay Commuter Strategy should be included in the strategic planning document section. 2. Feel there needs to be more cultural diversity represented in the imagery. 3. Feel that baseline ride to school data needs to include walking as well as riding data. 4. Workplaces are also a good setting for intervention. 5. Feel there needs to be greater recognition that support actions on treatment of the physical environment – the need for better safety infrastructure to better support cycling and walking in the Colac Otway Shire – this is something of high need to be able to support these modes of transport and ultimately behaviour change (along with the other range of interventions). 6. Are there going to be timelines marked against actions - this would be good in order of ensuring objectives S.M.A.R.T | No | <ol style="list-style-type: none"> 1. Apollo Bay Commuter Footpath Strategy is currently in draft stage and wasn't available for review during the development of this Strategy. This is an important document and should it be adopted by Council, will be crucial in encouraging physical activity. 2. Local images used and were based on stock that was available. 3. Agree and recognised in the draft Strategy. 4. This is a key component of the Active Transport Strategy which is referenced throughout the draft Strategy. Specifically, Action 8 reflects these comments along with a number of other actions. 5. Actions are prioritised. Timelines will be determined once the Strategy is adopted with resource availability taken into account. |





OUR MISSION

TO ENCOURAGE MORE PEOPLE TO BE
MORE ACTIVE MORE OFTEN.

WE RECOGNISE THAT

Colac Otway Shire can positively contribute to the health and well-being of the community by making physical activity the easy choice. This can be done through careful and considered design of public spaces and the built environment, and by ensuring the needs of people are paramount when making decisions about the spaces in which they live, learn, work and play.



Supported by Be Active, a joint initiative of VicHealth and the Victorian Government (Sport and Recreation Victoria)

2.0 AIM OF THE PHYSICAL ACTIVITY STRATEGY

The aim of the Colac Otway Shire Physical Activity Strategy is to establish an evidence base to guide policy and decision making at a regional and municipal level. This will help to create an environment that supports physical activity and will generate recommendations that are linked into the Municipal Health and Wellbeing Plan. The strategy particularly focuses on identifying physical activity interventions such as facility

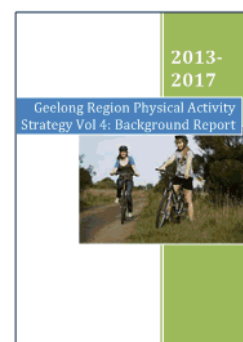
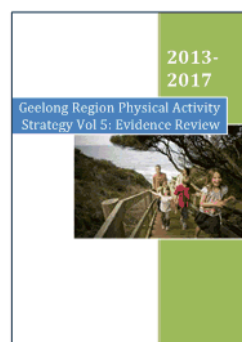
development, policies, programs and services that are cost effective and most likely to succeed in increasing people's ongoing participation in physical activity using available resources and through the development of strategic partnerships.

SPECIFIC OBJECTIVES OF THE STRATEGY ARE TO:

- provide the policy context that describes the role of Colac Otway Shire and other key stakeholders in planning, developing, managing and supporting opportunities that foster physical activity
- integrate planning for physical activity at a regional and municipal level
- foster partnerships that influence physical activity across the region
- identify levels of physical activity at a regional and local level
- identify key social and economic determinants of physical inactivity at a regional and local level
- identify enablers and barriers to physical activity at a local level
- provide evidence to develop guidelines and principles to inform policy and decision making that supports physical activity
- provide recommendations for resource allocation to support physical activity.



The main body of the report provides an overview of the importance of physical activity and the ways in which Colac Otway Shire can help to create environments that support physical activity in the community, based on specific interventions supported by national and / or international evidence. A glossary has been provided at the end of this strategy. An accompanying Background Report provides a summary of the research and consultation outputs which led to the development of the actions contained within the strategy. The Evidence Review summarises key points from documents and research papers assessed as part of the project.





3.0 WHY PHYSICAL ACTIVITY IS A HEALTH AND WELLBEING PRIORITY

Physical activity has many benefits for individuals and the broader community. According to VicHealth¹, these benefits include the prevention of injuries and the onset of non-communicable diseases such as:

- cardiovascular disease
- breast cancer
- colon cancer
- type 2 diabetes
- obesity
- osteoporosis.

It can also help:

- increase people's self-esteem and confidence
- improve sleep quality
- provide people with a greater sense of energy
- reduce depression, stress and anxiety
- improve mental health
- increase life expectancy.

Physical inactivity is estimated to cost Australia \$13.8 billion annually, and the health sector alone \$719 million². 16,178 premature deaths can be attributed to physical inactivity each year³.

From a workplace perspective, approximately 1.8 working days per employee per year are lost to physical inactivity, or the equivalent of \$458 per employee⁴.

\$13.8B

Estimated annual cost of physical inactivity to Australia

\$719M

Annual cost of physical inactivity to Australia's health care sector

16,178 deaths

Can be attributed to physical inactivity each year

Physical activity is defined by the World Health Organisation as "any bodily movement produced by skeletal muscles that requires energy expenditure." ⁵ It includes "sports, exercise and other activities such as playing, walking, doing household chores or gardening." ⁶

The following table shows the percentage of the population that met current recommended physical activity guidelines in 2008. Based on this data, males from Colac Otway were on average, slightly more active than Victorian males and females were slightly less active.

By 2012, 72.3% of Victorians and 73.0% of people living in Colac Otway met current physical activity guidelines in order to maintain health benefits⁸. However this figure is still far from ideal⁹.

Slightly less men living in Colac Otway Shire were overweight, compared with Victorian men in 2008, but slightly more were obese. A higher percentage of females living in Colac Otway Shire in 2008 were overweight or obese, compared with Victorian women.

TABLE 1

Percentage of males and females in Colac Otway Shire who met current physical activity guidelines in 2008⁷

| Gender | Victoria | Colac Otway Shire |
|---------|----------|-------------------|
| Males | 61.0% | 65.0% |
| Females | 59.7% | 57.2% |

TABLE 2

Percentage of males and females in Colac Otway Shire who were overweight or obese in 2008¹⁰

| Gender | Overweight | | Obese | |
|---------|------------|-------------------|----------|-------------------|
| | VICTORIA | COLAC OTWAY SHIRE | VICTORIA | COLAC OTWAY SHIRE |
| Males | 39.99% | 38.5% | 17.3% | 19.0% |
| Females | 24.2% | 29.5% | 16.1% | 16.6% |

By 2012, 50.8% of people in Colac Otway who were overweight or obese (compared with Victoria at 48.6%)¹¹. By 2025, if current trends continue, the Department of Health estimates that 83% of men and 75% of women aged 20 years or more will be either overweight or obese¹².

An increase in body mass is not the only concern in the region. According to Diabetes Australia, 1,062 people in Colac Otway Shire had diabetes in 2011, up from 540 people in 2001 (a change of 97% - noting that the population has grown by 6.5% in this time). This equates to one new case diagnosed each week in Colac Otway Shire¹³. Each of these

non-communicable diseases can have a profound effect on the health and wellbeing of individuals, families, communities and workplaces. In order to create a healthier community, a strategic approach needs to be adopted to encourage physical activity at every opportunity in people's daily lives. It is imperative, therefore, that Colac Otway Shire recognises that participation in physical activity is a cornerstone of good health and wellbeing and that such participation contributes to the building of successful, connected and active communities.

NB: Data supplied for the percentage of local residents' level of physical activity in 2008-2011 was based on the Department of Health's previous Physical Activity Guidelines. New physical activity guidelines were released by the Australian Government Department of Health in February 2014.



4.0 HOW MUCH PHYSICAL ACTIVITY DO WE NEED TO DO?

The Australian Government's Department of Health has published National Physical Activity Guidelines¹⁴ for Australians to provide an overview of the minimum amount of physical activity required to enhance health. Guidelines have been produced for a range of age groups.

| Age | Minimum Amount of Physical Activity Required to Enhance Health |
|-------|---|
| 0-5 | Babies should be encouraged to take part in physical activity from birth, particularly supervised floor-based play in safe environments. Toddlers and pre-schoolers should be physically active every day for at least three hours, spread throughout the day. |
| 5-12 | Primary school aged children should take part in a combination of moderate and vigorous activities for at least 60 minutes a day. Children should engage in activities that strengthen their muscles and bones on at least three days per week. |
| 13-17 | Young people of secondary school age should take part in at least 60 minutes of physical activity every day. This can be built up throughout the day with a variety of activities. They should also engage in activities that strengthen their muscles and bones on at least three days per week. |
| 18-64 | Adults 18-64 years of age should accumulate 150-300 minutes of moderate intensity physical activity each week or 75-150 minutes of vigorous intensity physical activity each week (or an equivalent combination of both). Muscle strengthening activities should also occur on at least two days each week. |
| 65+ | Older adults should accumulate at least 30 minutes of moderate intensity physical activity on most, preferably all, days of the week. |

5.0 FACTORS THAT IMPACT ON PEOPLE'S PARTICIPATION IN PHYSICAL ACTIVITY

There are a broad range of social and economic determinants that influence whether or not people participate in physical activity. Based on the VicHealth BE ACTIVE Framework¹⁵, other documents reviewed and the outcome of consultations, it is recognised that barriers exist at an individual, organisational, community and societal level as outlined below.

5.1 BARRIERS TO PHYSICAL ACTIVITY PARTICIPATION:

Individual level:

Key factors which limit participation in physical activity by individuals include:

- lack of time
- cost of activities
- poor health
- lack of motivation
- inability to access child care
- lack of confidence or self-esteem.

Organisational and club level:

Factors that may limit participation at an organisational or club level include:

- lack of inclusive policies and practices
- lack of information about opportunities available
- inadequate facilities
- clubs or organisations that do not respond to the cultural needs of certain groups.

Community level:

At a community level, the following factors can have a negative impact on physical activity participation:

- inadequate facilities and areas of open space as a result of poor planning and lack of activation
- communities that are based around cars as the major form of transport
- lack of public transportation
- communities where people do not feel connected to each other.

Societal level:

At a societal level, participation can be limited if:

- people don't feel that facilities and areas of open space are safe
- people feel that spectators will make it unpleasant to participate
- people feel that it is more enjoyable to spend leisure time using technology
- there is a concern that participation as a participant or support person may lead to litigation.

5.2 THOSE WHO ARE LESS LIKELY TO BE ACTIVE

Whilst physical inactivity is a whole of community issue and can affect anyone, those members of the community who are less likely to be active are women, older adults, people from culturally and linguistically diverse communities, people with a disability, Indigenous Australians, young people and people with a low socio-economic status.

These people are particularly impacted by the barriers described above and are consequently less likely to be active than other groups within the community. Research undertaken by VicHealth¹⁶ indicates:

- 76.1% of women are likely to be sedentary or have low levels of exercise compared with men (68%).
- 82% of indigenous women are likely to be sedentary or have low levels of exercise compared with indigenous men (67%).
- 46% of children who were born in non-English speaking countries do not participate in organised sport, compared with 25% of children who were born in Australia.
- 81.8% of people born in Southern and Eastern Europe, 79.5% of people born in North Africa and the Middle East, and 76.7% of people born in South East Asia report lower levels of participation in physical activity than those born in Australia (69.2%).
- 45.4% of people living in the most socio-economically disadvantaged areas of Australia are likely to be sedentary, compared with 24.9% of people who live in the least socio-economically disadvantaged areas.
- 30% of young women aged between 15 to 24 years of age participate in sufficient physical activity to achieve health benefits, compared with 46% of young men in the same age group.
- 50% of people with a disability and 28% of those with profound or severe core-activity limitation take part in physical activities or attend as spectators, compared with 64% of Australians without a disability.

Specific initiatives need to be implemented that take into consideration the needs of these communities and to address their barriers to participation.

76.1% of women

Are likely to be sedentary or have low levels of exercise

45.4% of people

In socio-economically disadvantaged areas of Australia are likely to be sedentary



6.0 HOW COLAC OTWAY SHIRE CURRENTLY INVESTS IN PHYSICAL ACTIVITY

Colac Otway Shire plays an important role in the provision and facilitation of physical activity opportunities. The quality of its planning, design and management of physical activity opportunities can either help to support physical activity, or in fact discourage it. Key roles of Colac Otway Shire in relation to physical activity are:

Strategic planning:

Developing frameworks and strategies to guide the implementation of physical activity policy, infrastructure, programs and initiatives, such as:

- Public Open Space Strategy
- Active Transport Strategy and Plan
- Recreation Strategy
- Barwon South West Region Trails Master Plan
- Township Structure Plans
- Recreation Reserve Master Plans
- Small Town Infrastructure Plans.

Programming:

Providing, facilitating or supporting a wide range of physical activity programs such as:

- learn to swim programs and group fitness classes at, or facilitated by, leisure centres
- sporting competitions through sports clubs
- walking groups and yoga classes at neighbourhood houses
- Active Service Model
- LLLB
- programs for Positive Ageing.

Infrastructure:

Providing environments and infrastructure where physical activity can take place, such as:

- leisure centres and swimming pools
- sports facilities
- open space, parks and playgrounds
- shared cycling / walking trails, footpaths and road networks.





6.1 HOW MUCH COLAC OTWAY SHIRE CURRENTLY INVESTS IN PHYSICAL ACTIVITY

Colac Otway Shire provides:

- 18 active recreation reserves, all include football/cricket ovals and netball courts
- 25 public tennis facilities
- 2 multi-purpose fields (soccer, hockey)
- 4 golf courses (not Council operated)
- 3 pony clubs (not Council operated)
- 6 bowling greens (not Council operated)
- 25 play spaces / skate parks
- 56km of cycling / walking trails (45km of this is the Old Beechy Rail Trail)
- Great Ocean Walk and Forrest Mountain Bike Park (not Council managed)
- Forrest Mountain Bike Park
- 2 fitness centres / leisure centres with swimming pools
- 38 parks / gardens
- footpaths.



Although not provided by Colac Otway Shire, the Otway National Park and the foreshore areas along the coastline are significant assets for physical activity in the region.

In addition, Colac Otway Shire provides a range of physical activity programs at Bluewater Fitness Centre. This centre features a 25 metre indoor heated pool, a toddler pool, spa, steam room, a two court stadium, gym, program rooms and office. Council's annual investment towards the operation of this facility is approximately \$450,000.

In 2012/13 Council invested almost \$1.5 million towards the maintenance of these facilities and almost \$1.5 million to new capital works (such as

oval upgrades, play space upgrades and trail redevelopment) to support physical activity participation. Note that the annual amount contributed to physical activity opportunities fluctuates annually according to the amount of external funding received. Additional funding is spent on marketing of physical activity opportunities.

Each of these investments not only provides opportunities for health improvements, but also contributed greatly to community capacity building and economic development opportunities for the municipality.

7.0 PRINCIPLES TO SUPPORT PHYSICAL ACTIVITY

In order to assist Colac Otway Shire to develop an environment that fully supports physical activity, the following principles have been adapted from the Toronto Charter for Physical Activity: A Global Call to Action (2010)¹⁷

- 1. Implement Evidence-based Strategies** – implement strategies and interventions that are based on research and evidence and which have been proven to be or are likely to be successful either in the local community or elsewhere.
- 2. Implement Cost-Effective Strategies** – implement strategies and interventions that are cost effective wherever possible.
- 3. Target Whole of Population and Specific Target Groups** – implement strategies and intervention that target the whole population in addition to specific target groups who traditionally are not as active as other members of the community, such as older adults, CALD communities, Indigenous people, people with disabilities, people from low-socio economic backgrounds and women.
- 4. Address the Determinants of Physical Inactivity** – ensure that environmental, social, and individual determinants of physical inactivity are addressed when implementing strategies or interventions.
- 5. Adopt an Equitable Approach to Physical Activity** – recognise and address the determinants that impact on participation in physical activity by specific groups in the community so that a more equitable approach to physical activity opportunities and resources can be implemented.
- 6. Develop Partnerships** – identify, promote and implement relevant local, municipal, regional, state and national partners including health based organisations, schools, workplaces and sports clubs, to help deliver effective, coordinated and sustainable physical activity interventions and strategies.
- 7. Build Organisational Capacity** – provide information and support to people who either work in or influence physical activity opportunities in the community by supporting training in research, practice, policy, evaluation and surveillance.
- 8. Utilise a Whole of Life Approach** – ensure that physical activity strategies and interventions adopted take into consideration the needs of people of all ages and abilities including children, families, adults, older adults and people with disabilities.
- 9. Utilise Appropriate Settings** – ensure that physical activity strategies and interventions take place in a range of appropriate and specific settings including, schools, workplaces, neighbourhoods to ensure maximum participation and the best outcomes.
- 10. Ensure Appropriate Local and Cultural Responses** – tailor physical activity interventions and strategies to accommodate cultural sensitivities and varying local realities, cultures, contexts, and resources.
- 11. Make Physical Activity Options Easy** – provide an environment where participation in physical activity within community and daily life is easy and in which people have the freedom to make healthy and informed personal choices about being physically active.
- 12. Advocate for Additional Resources and Commitments** – advocate to the general community, decision makers and various government agencies for more resources and an increase in political commitment to physical activity.

Based on building blocks identified by ICLEI¹⁸ (the international Local Governments for Sustainability organisation) and the World Health Organisation¹⁹, we have identified seven areas in which local governments can influence. These mechanisms for action include:

- leadership and governance
- information
- financing
- partnerships
- workforce developments
- land use and planning
- licensing and regulation.

In relation to physical activity, local government may have a controlling, influencing or monitoring role against each of these areas listed.



8.0 BEST INVESTMENTS TO INCREASE PHYSICAL ACTIVITY LEVELS

Various interventions have been investigated at a national and international level to determine which strategies have the most impact on physical activity participation. Overwhelmingly, research indicates that there is not one simple solution and that a whole of community approach is needed to increase physical activity levels.

Rather, the most effective approach is to implement several different strategies at once, in partnership with a broad range of organisations such as Local Government Authorities, schools, workplaces, sports clubs, primary health care settings, transport agencies, media, etc in a broad range of settings.

To be truly effective, the strategies implemented need to address “individual, social-cultural, environmental and policy determinants of physical inactivity.”²⁰ Specifically the documents reviewed highlighted the need for the development of policies that support physical activity

at a high level, through to implementing initiatives which increase social support for physical activity to occur in a range of different settings such as schools, workplaces and neighbourhoods at a grass roots level. Urban design that is conducive to physical activity and the provision of safe and supportive environments for physical activity were also identified as key priorities.

A number of the documents identified the need for agencies to work in partnership with each other and for the provision of training for employees so that they have a better understanding of the importance of physical activity. To increase people's awareness of the physical activity opportunities available, the documents identified the need for effective public communication initiatives and the provision of information.



Based on an evidence review of over 50 publications, the best investments for physical activity, as determined by the British Journal of Sports Medicine (2012)²¹ and Heath et al (2012)²² are (in no particular order):

1. Whole of school programs (e.g. provision of game equipment and painted markings in playgrounds to encourage physical activity).
2. Transport policies and systems that prioritise walking, cycling and public transport (e.g. active transport programs and tools to encourage active transport to school and work).
3. Urban design regulations and infrastructure that provides for equitable and safe access for recreational physical activity and recreational and transport-related walking and cycling across the life course.
4. Physical activity and non-communicable disease prevention integrated into primary health care systems.
5. Public education, including mass media to raise awareness and change social norms of physical activity.
6. Community-wide programs involving multiple settings and sectors that mobilise and integrate community engagement and resources.
7. Sports systems and programs that promote 'sport for all' and encourage participation across the lifespan.

Various interventions have been examined by national and international researchers to determine which interventions are most likely to be cost-effective and also cost-saving. Results differ according to the parameters of each study.

One Australian study²³ found that the most effective interventions are a pedometer challenge and a mass media campaign. This study found that the pedometer challenge and the mass media campaign, implemented concurrently with four other interventions – the TravelSmart program, an internet based program, general practitioner referral to an exercise physiologist and a prescription for physical activity from a general practitioner – would not only be cost effective, it would also avert 61,000 DALYs (Disability Adjusted Life Years) annually across Australia.

Another study by some of the same authors²⁴ suggested that this package of interventions would cost approximately \$850 million to deliver across Australia annually (noting that physical inactivity is estimated to cost Australia \$13.8 billion annually).





9.0 ACTION PLAN

The actions listed in the table below have been identified from consultations and the evidence review as the proposed actions most likely to have an impact on participation in physical activity. In order for some of these actions to occur, additional resources in the way of staff or budgets may be required.

Some of the actions will also require the development of effective partnerships with other agencies within the community. Certain actions will need to occur before others (predecessors) so that specific infrastructure, resources or policies are in place prior to instigation of new initiatives.

Although all actions identified are considered important within the suite of interventions and initiatives, they have been initially prioritised on the following basis:

- **Impact** – intervention or initiative is likely to have a positive impact on increasing levels of physical activity participation, based on the evidence review undertaken as part of the Strategy
- **Feasibility** – intervention or initiative can be achieved using existing networks and partners, or such networks and partners will be relatively easy to develop in the short term
- **Affordability** – intervention or initiative can be achieved using existing resource levels, or likelihood of obtaining sufficient resources within the short term is high
- **Acceptability** – intervention or initiative likely to be acceptable and relevant to Council, the target market and the broader communities
- **Sustainability** – intervention or initiative is likely to result in changed behaviours, practices and attitudes, and be sustainable from a cost and ongoing resourcing perspective

A scoring system has been developed to further assist with prioritisation, based on the following method:

- **3 points:** strongly agree with statement
- **2 points:** agree with the statement
- **1 point:** unsure / neutral
- **0 points:** disagree with the statement

Actions are then prioritised based on the following total score:

- **High priority** – score between 13 and 18
- **Medium priority** – score between 7 and 12
- **Low priority** – score between 0 and 6

The next lens used to prioritise actions is based on a typical action plan format, whereby actions are rated according to whether or not they are mandatory, critical, high, medium or low priorities, or an ongoing priority, as described below:

- **Mandatory** – Action that is required by legislation or regulation
- **Critical** – Action relating to risk mitigation or safety, or an item that has a serious impact on service delivery
- **High** – Action that is considered to be very important in helping to increase physical activity participation in Colac Otway Shire
- **Medium** – Action that contributes to meeting the overall objectives of the Physical Activity Strategy
- **Low** – Action that contributes to increasing physical activity levels in Colac Otway Shire
- **Ongoing** – Action that will require an ongoing commitment from stakeholders.

The Action Plan itself is divided into a number of columns, as described below:

- **No.** – This lists the number of each action, which can be cross-referenced to the Background Report
- **Action** – This outlines the specific task to be undertaken to deliver the objectives of the Physical Activity Strategy
- **Priority** – This identifies the level of importance of each action in delivering the objectives of the Physical Activity Strategy
- **Predecessor** – This identifies which actions need to occur prior to the action listed
- **Facilitator** – This identifies which unit or organisation is responsible for planning and coordinating actions and managing stakeholders.
- **Deliverer** – This identifies which unit or organisation delivers the action
- **Supporter** – This identifies which unit or organisation supports and assists in the delivery of the action
- **Resources** – This identifies the financial, human and material resource required to deliver the action
- **Funding Sources** – This identifies potential funding sources to deliver the action.



In order to increase physical activity levels by residents of Colac Otway Shire, and to particularly encourage those people who are currently inactive to become active, we must proactively promote the benefits of an active lifestyle and address the barriers to participation.

The most effective way to achieve many of the objectives and actions contained within this physical activity strategy and to ultimately increase physical activity participation within our community is to appoint a physical activity officer (possibly by reallocating existing resources).

The role of this officer would be to encourage the development of quality environments that support physical activity; facilitate and promote a range of physical activity programs; and encourage the development of appropriate policies.

Without such an appointment, Colac Otway Shire is in danger of limiting the opportunities to create an environment where physical activity is the easy choice, and thereby watching as the health of our local residents decreases and our expenditure on health related issues increases. The appointment of such an officer is therefore pivotal to the success of this Strategy.

9.0 ACTION PLAN

| No. | Action | Priority | Predecessor |
|------------------------------|---|----------|-------------|
| RESOURCING | | | |
| 1 | Expand the Active Transport Committee to include implementation and evaluation of the Physical Activity Strategy as a key role. | Critical | None |
| 2 | Appoint a part-time physical activity officer to support populations to engage in active travel – possibly through reallocation of existing staff resources. | Critical | None |
| 3 | Establish base-line data on physical activity levels in the community, including the number of young people who ride to school. | Critical | 1 and 2 |
| SCHOOLS | | | |
| 4 | Establish Joint Use Agreements with schools to promote access to school sites and recreational facilities for the broader community. | Medium | 2 |
| 5 | Establish partnerships to identify, develop and promote safe routes to school to increase participation in active travel. | Medium | 2 |
| 6 | Support active transport programs in partnership with schools and other relevant organisations to ensure an integrated accessible network of walking and cycling routes for safe and convenient travel to schools. | High | 2 |
| 7 | Continue to promote the Department of Health's Healthy Together Achievement Program in early childhood education, care services and schools. | High | 0 |
| TRANSPORT POLICIES & SYSTEMS | | | |
| 8 | Implement the recommendations contained within Council's Active Transport Strategy, e.g. end of trip facilities, way-finding and signage and specific works in each town to ensure that it continues to develop an integrated accessible network of walking and cycling routes for safe and convenient travel to local destinations such as schools, workplaces, retail areas and recreational areas. | High | 0 |
| 9 | Promote and improve public and community transport routes and timetables to encourage greater use of active and public transport as per the G21 Public Transport Strategy. | Medium | 2 |
| 10 | Investigate options to reduce speed limits in towns from 60km per hour to 50km per hour and to reduce the speed limit from 50km per hour to 40km per hour in central Colac and central Apollo Bay where there are high numbers of pedestrians. | Medium | 0 |
| 11 | Develop a Footpath Strategy to ensure that a connected network of accessible paths is available in each town. | Medium | |

| Stakeholder Roles | | | Resources | Funding Sources |
|----------------------------|--|--|---|-----------------|
| FACILITATOR | DELIVERER | SUPPORTER | | |
| COS (Sport and Recreation) | Active Transport Committee | | Within existing organisation resources. | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation) | COS (Engineering) | \$50,000 per year for an initial three years (includes on-costs) – if additional resources are required | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation) | Schools | Within existing organisation resources. | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation) | Schools | Within existing organisation resources. | COS |
| COS (Infrastructure) | COS (Infrastructure) | Schools, Victoria Police, VicRoads, Department of Transport, Planning and Local Infrastructure | Staff time – some additional hours likely to be required. Funds to upgrade crossings, install signage, develop shared paths and develop promotional materials | COS |
| COS (Infrastructure) | COS (Sport and Recreation) | Schools, VicHealth, Victoria Walks, Bicycle Network, Pedestrian Council of Australia | Staff time – Physical Activity position. Small amount of funding may need to be provided for promotional materials | COS |
| Colac Area Health | Colac Area Health, Otway Health & Community Services, COS (Health) | Department of Health, Early childhood centres, Care services, Schools | Within existing organisation resources | CAH |
| COS (Sport and Recreation) | COS (Sport and Recreation), COS (Infrastructure), COS (Health) | Department of Transport, Planning and Local Infrastructure, Otway Health & Community Services, Colac Area Health, Schools, Businesses, Community | Funds have already been identified in the Active Transport Strategy. | COS |
| G21, COS (Infrastructure) | Department of Transport, Planning and Local Infrastructure | Department of Transport, Planning and Local Infrastructure | Staff time – new Physical Activity position | COS |
| COS (Infrastructure) | COS (Infrastructure), VicRoads | Department of Transport, Planning and Local Infrastructure | Within existing organisation resources | COS |
| COS (Infrastructure) | COS (Infrastructure) | COS (Recreation), COS (Health), Schools, Community | Within existing organisation resources | COS |

| No. | Action | Priority | Predecessor |
|----------------------------|---|----------|-------------|
| URBAN DESIGN | | | |
| 12 | Improve environments that support physical activity by embedding physical activity, walkability, cyclability, universal design principles and Healthy By Design principles into all relevant plans and policies such as the Municipal Strategic Statement and by developing incentives for Council Departments and developers who can demonstrate increased participation in physical activity initiatives. | Medium | 0 |
| 13 | Incorporate the Public Open Space Strategy into the Colac Otway Shire Planning Scheme in recognition of the correlation between open space, physical activity and positive health outcomes. | Medium | 0 |
| 14 | Undertake an audit of infrastructure and safety needs as part of the open space audit. Perceived or actual infrastructure and safety issues that may impact on participation in physical activity to be identified and initiatives to rectify specific issues to be implemented. | Low | 0 |
| 15 | Review infrastructure maintenance budgets for settings in which physical activity occurs and submit a budget bid to increase maintenance levels for specific facilities as required. | Low | 0 |
| 16 | Incorporate physical activity components such as footpath markings, active play equipment, etc into urban spaces whenever new works are undertaken or when opportunities exist for such developments to occur. | Medium | 0 |
| PRIMARY HEALTH CARE | | | |
| 17 | Work in partnership with Barwon Medicare Local, Colac Area Health and Otway Health & Community Services to encourage GPs to initiate a referral program to relevant health professionals (in areas where such programs do not already exist). | Low | 0 |
| 18 | Work in partnership with Barwon Medicare Local, Colac Area Health and Otway Health & Community Services to encourage GPs to initiate an active scripts or green scripts program (in areas where they do not already exist), with a particular focus on linking to community based sport and recreation clubs and organisations in Colac Otway Shire as well as to Council owned leisure centres such as Bluewater Fitness Centre. | Low | 0 |
| PUBLIC EDUCATION | | | |
| 19 | Facilitate regular training opportunities (e.g. Healthy By Design) for Local Government staff across all units with the aim of developing environments locally that support physical activity. | Low | 0 |
| 20 | Increase the amount of information about physical activities provided by clubs, organisations and the private sector in Council's online directory and on a dedicated physical activity page on Council's website. | Medium | 0 |
| 21 | Develop a media strategy to promote the benefits of physical activity and to inform people of the minimum amount of physical activity required to maintain health benefits. | Low | 0 |
| 22 | Provide a link from Council's website to other relevant websites to enable local residents and visitors to the area to plan their journey utilising active transport and to seek out locally available physical activity opportunities. | Low | 0 |

| Stakeholder Roles | | | Resources | Funding Sources |
|--|--|---|--|--|
| FACILITATOR | DELIVERER | SUPPORTER | | |
| | | | | |
| COS (Planning) | COS (Planning) | COS (Recreation), COS (Health), COS (Environment), Developers | Within existing organisation resources | COS |
| COS (Planning) | COS (Planning), COS (Recreation) | | Within existing organisation resources | COS |
| COS (Recreation) | COS (Recreation), COS (Infrastructure) | Community members | Within existing organisation resources. Some funding may need to be sourced for works identified. | COS and external funding |
| COS (Infrastructure) | COS (Infrastructure), COS (Recreation) | | Budget bid may be required to increase maintenance for specific sites. | COS |
| COS (Planning) | COS (Infrastructure), COS (Recreation) | COS (Infrastructure), COS (Recreation) | Some additional funds may need to be sought to pay for initiatives, although most will be relatively inexpensive | COS and some external funding |
| | | | | |
| Barwon Medicare Local, Colac Area Health, Otway Health | General Practitioners, Relevant health professionals | COS (Recreation), COS (Health), Bluewater Fitness Centre | Within existing organisation resources | Barwon Medicare Local, Colac Area Health, Otway Health |
| Medicare Local, Colac Area Health, Otway Health | General Practitioners, Relevant health professionals | COS (Health), Bluewater Fitness Centre, Sport and Recreation Clubs, Active in Parks | Within existing organisation resources | Barwon Medicare Local, Colac Area Health, Otway Health |
| | | | | |
| COS (Planning) | COS (Planning) | COS (Sport and Recreation), COS (Health) | Within existing organisation resources | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation), COS (Public Relations) | Sport and recreation clubs and organisations | Within existing organisation resources | COS |
| COS (Health) | COS (Health) | COS (Sport and Recreation) | Funds for advertisements and initiatives \$20,000 | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation), COS (Health) | COS (Infrastructure) | Staff time – new Physical Activity position | COS |

| No. | Action | Priority | Predecessor |
|------------------------------------|---|----------|-------------|
| COMMUNITY WIDE PROGRAMS | | | |
| 23 | Seek funding to hold a Ciclovía Festival, Bark in the Park (or similar initiatives) to encourage the local community to take part in a range of free physical activity events and to be exposed to the physical activity message. | Low | 2 |
| 24 | Encourage local workplaces to embrace a pedometer challenge. | Low | 2 |
| 25 | Review Council's Health and Wellbeing Policy to ensure that staff incorporate a physical activity and healthy eating component into all municipal programs and initiatives wherever possible. | Low | 0 |
| 26 | Undertake regular media and promotional activities to encourage women, older adults, people from culturally and linguistically diverse communities, people with a disability, Indigenous Australians, young people and people with a low socio-economic status to utilise Bluewater Fitness Centre once re-opened. | Medium | 2 |
| 27 | Work collaboratively with Neighbourhood Houses, Leisure Centres, Health Centres and other relevant organisations to facilitate opportunities and address barriers to active living, particularly in vulnerable communities such as older adults, indigenous communities, CALD communities, people with disabilities, young people, people from low socio-economic backgrounds and women. Use an outreach model where appropriate. | High | 2 |
| 28 | Incorporate funding for physical activity initiatives by community groups into Council's existing Community Grants program. | Low | 0 |
| 29 | Instigate an internal municipal physical activity committee which is responsible for organising activities such as walks, swim, bike rides, yoga classes for staff before work, after work or at lunch time, and encourage other large organisations to do the same. | Low | 2 |
| SPORTS SYSTEMS AND PROGRAMS | | | |
| 30 | Encourage sport and recreation clubs / organisations and leisure centres to be more inclusive, to address barriers to participation by vulnerable groups within the community and to deliver specific physical activity outcomes by supporting the continued roll out of the VicHealth Healthy Sporting Environments Program by Leisure Networks. | Medium | 0 |
| 31 | Incorporate the achievement of VicHealth Healthy Sporting Environments Program criteria into sport and recreation club / organisation and leisure centre leases and fees and charges policies. | Medium | 0 |
| 32 | Continue to alter tenancy arrangements to ensure that all local and municipal level sport and recreation facilities remain open to the general public during daylight hours, seven days per week (unless there are exceptional circumstances such as maintenance tasks being carried out). | Medium | 0 |
| 33 | Ensure that all active sport and recreation settings such as recreation reserves, stadiums, tennis courts, etc are planned, designed, managed and maintained in such a way as to be accessible and appropriate to the needs of all user groups. | Ongoing | 0 |

| Stakeholder Roles | | | Resources | Funding Sources |
|----------------------------|--|--|--|--------------------------------------|
| FACILITATOR | DELIVERER | SUPPORTER | | |
| COS (Sport and Recreation) | COS (Sport and Recreation), COS (Health) | Other Council Units, e.g. Local Laws, Environment, Community organisations | External marketing and program funding of up to \$20,000 required. | COS and possibly some external funds |
| COS (Sport and Recreation) | COS (Sport and Recreation), COS (Health) | COS (Economic Development), Local industry | Self-funded by industry | Industry |
| COS (Health) | COS (Health) | COS (Organisational Support and Development) | Within existing organisation resources | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation) | COS (Health), Bluewater Fitness Centre | Within existing organisation resources | COS |
| COS (Sport and Recreation) | Neighbourhood Houses, Leisure Centres, Health Centres | Neighbourhood Houses, Leisure Centres, Health Centres, COS (Health) | Within existing organisation resources | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation) | | Within existing organisation resources | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation), COS (Health), COS (Organisational Support and Development) | Internal staff committee | Within existing organisation resources | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation) | Sports Clubs, VicHealth | Within existing organisation resources | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation) | Sports Clubs, Leisure Centres | Within existing organisation resources | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation) | Sports Clubs | Within existing organisation resources | COS |
| COS (Sport and Recreation) | COS (Sport and Recreation) | Sports Clubs | Within existing organisation resources. | COS |

10.0 GLOSSARY

- **Active transport** - travel between destinations by walking, cycling or other non-motorised modes.²⁵
- **Built environment** - aspects of our surroundings that are created or modified by people rather than occurring naturally. Includes our homes, neighbourhoods, schools and workplaces, parks, recreation areas and transport systems (including public transport, footpaths and roads).²⁶
- **Insufficient physical activity time and / or sessions** – less than 150 minutes or 150 or more minutes, but fewer than five sessions.²⁷
- **Life-course (life-span) approach to physical activity** - encouraging regular and adequate physical activity from youth to old age. Involves maternal health and pregnancy outcomes, child and adolescent health and various settings for physical activity.²⁸
- **Moderate physical activity** - activity at a level that causes your heart to beat faster and some shortness of breath, but so that you can still talk comfortably while doing the activity. Includes brisk walking, bike riding with friends, skateboarding and dancing.²⁹
- **Physical activity** - 'any bodily movement produced by the muscles that results in energy expenditure.'³⁰ May include sporting activities and exercise, as well as incidental activities such as walking, cycling, playing, gardening, housework, etc.
- **Physical activity officer** - a staff person responsible for promoting and facilitating opportunities for people to be physically active and to use active transport such as walking and cycling to schools, work and other places they want to go.
- **Sedentary behaviour** - activity characterised by a sitting or reclining posture and low energy expenditure such as watching television or sitting in the workplace.³¹
- **Sufficient physical activity time and sessions** – 150 minutes and five or more sessions.³²
- **Vigorous physical activity** - activity at a level that causes rapid heartbeat and shortness of breath that makes talking difficult between deep breaths so that you 'huff and puff'. This might include football, netball, soccer, running, swimming laps or training for sport.³³
- **DALY** - disability adjusted life years, or the number of years of perfect health lost through premature death or disability. The more DALYs saved, the longer a person's life and / or the less disabilities they may have.
- **QALY** - quality-adjusted life years or the number of years of life in perfect health saved. QALYs are primarily used to assess the value for money of a particular intervention, which then determines how many years of life would be saved by the intervention.
- **MET** – a unit that describes energy expenditure of a particular activity. One MET is the rate of energy expenditure at rest. An activity that expends five times as much energy as when the body is at rest is classified as a five MET. If a person takes part in this activity for 20 minutes, then they have achieved 100 MET minutes. In order to achieve health benefits, people need to expend a minimum of 500-1,000 MET minutes per week.³⁴



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COUNCIL POLICY

| | |
|---------------------------------|-----------------------------|
| Council Policy Title: | Procurement |
| Council Policy ref. no: | 3.2 |
| Responsible Department: | Infrastructure and Services |
| Date of adoption/review: | |

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1 PRINCIPLES

1.1 Background

Colac Otway Shire Council:

- Recognises that:
 - Developing a procurement strategy and adopting appropriate best practice tendering and procurement principles, policies, processes and procedures for all goods, services and works by Council, which will enhance achievement of council objectives.
 - The elements of best practice applicable to local government procurement incorporate:
 - broad principles covering ethics, value for money, responsibilities and accountabilities;
 - guidelines giving effect to those principles;
 - a system of delegations (i.e. the authorisation of officers to approve a range of functions in the procurement process);
 - procurement processes, with appropriate procedures covering minor simple procurement to high value complex procurement; and
 - a professional approach.
- Requires that Council's tendering, purchasing and contract management activities:
 - support the Council's corporate strategies, aims and objectives including, but not limited to those related to sustainability, protection of the environment, and corporate social responsibility;
 - achieve value for money and quality in the acquisition of goods, services and works by the Council;
 - can demonstrate that public money has been well spent;
 - are conducted, and are seen to be conducted, in an impartial, fair and ethical manner;
 - ensure that risk is identified, assessed and managed at all stages of the procurement process;
 - comply with legislation (including Risk Management, Occupational Health and Safety and Competition and Consumer Legislation), corporate policies or other requirements;; and
 - generate and support business in the local community where possible.

1.2 Legislative Compliance Provisions

The key legislative requirements including:

- Section 186 of the Act (Power to enter into Contracts)
- Section 186A of the Act (Procurement Policy)
- Section 3C of the Act (Objectives of a Council)
- Sections 208C of the Act (Applying Best Value Principles)
- Sections 77A, 77B, 78, 78A to 78E, 79, 79B to D, 80, 80A to C and 95 of the Act (Conflict of Interest)
- Section 98 of the Act (Delegations)
- Section 140 of the Act (Accounts and Records)
- The relevant provisions of the *Competition and Consumer Act 2010*

Council will adhere to all these provisions in all procurement matters consistent with the Victorian Local Government Best Practice Procurement Guidelines.

1.3 Scope and Application

This policy represents the principles, processes and procedures that will be applied to the purchase of all goods, services and works by Council. The scope of this policy commences from when Council has identified a need for procurement requirements. It continues through to the delivery of goods or completion of works or services.

This policy will apply to Councillors, Council staff and all persons undertaking procurement on Council's behalf and they are accountable for complying with all relevant procurement legislative and policy requirements.

1.4 Purpose

The purpose of this Policy is to:

- provide policy and guidance to Council to allow consistency and control over procurement activities;
- demonstrate accountability to rate payers;
- provide guidance on ethical behaviour in public sector purchasing;
- demonstrate the application of elements of best practice in purchasing; and
- increase the probability of obtaining the right outcome when purchasing goods and services.

1.5 Treatment of GST

All monetary values stated in this policy include GST, except where specifically stated otherwise.

Definitions and Abbreviations

| Term | Definition |
|------------------------------|--|
| Act | <i>Local Government Act 1989</i> |
| Commercial in Confidence | Information that, if released, may prejudice the business dealings of a party eg prices, discounts, rebates, profits, methodologies and process information, etc.
Disclosure may occur where applicable under the <i>Freedom of Information Act 1982</i> or as required by the Victorian Auditor-General's Office or the Victorian Ombudsman. |
| Contract | An agreement between two or more authorised persons on behalf of their organisations to perform or not perform a specific act/s that is enforceable in law. A contract may be verbal or written or inferred by conduct. |
| Contract Management | The process that ensures both parties to a contract fully meet their respective obligations as efficiently and effectively as possible, in order to deliver the business and operational objectives required from the contract and in particular, to provide value for money. |
| Council Staff | Includes full time and part-time council officers, and temporary employees, contractors and consultants while engaged by the Council. |
| Delegation | A power handed down by the Council or Chief Executive Officer in an instrument to enable a delegate to act on Council's behalf. |
| Evaluation Criteria | The criteria used to evaluate the compliance and/or relative ranking of tender responses. All evaluation criteria must be clearly stated in the request documentation. |
| Expression of Interest (EOI) | A request for Expression of Interest is generally sent to the supplier market, designed to capture commercial information and pricing. Allows Council to assess suitability and evaluate responses against a set of pre-defined requirements. This invitation is not an offer or a contract. |
| Probity | Within Local Government, the word "probity" is often used in a general sense to mean "good process." A Procurement process that conforms to the expected standards of probity is one in which clear procedures that are consistent with the Council's policies and legislation are established, understood and followed from the outset.
These procedures need to consider the legitimate interests of suppliers and ensure that all potential suppliers are treated equitably. |
| Procurement | Procurement is the whole process of acquisition of external goods, services and works. It can include planning, design, standards determination, specification writing, preparation of quotation and tender documentation, selection of suppliers, financing, contract administration, disposals and other related functions. It also includes the organisational and governance frameworks that underpin the procurement function. |
| Purchase Order | A form of contract, which is an official document used to authorise and record the purchase of goods or services by a buyer. It is the prime reference confirming the contractual situation between the buyer and supplier. |

| | |
|-----------------------------------|---|
| Request for Proposal | A request for proposal is generally sent to the supplier market, designed to capture commercial information and pricing. Allows Council to assess suitability and evaluate responses against a set of pre defined requirements. |
| Standing Offer Arrangements (SOA) | A contract that sets out rates for goods and services which are available for the term of the agreement. However, no commitment is made under the agreement to purchase a specified value or quantity of goods or services. |
| Sustainability | Activities that meet the needs of the present without compromising the ability of future generations to meet their needs. |
| Tender Process | The process of inviting parties to submit a quotation or tender by public advertisement or selective tendering, followed by evaluation of submissions and selection of a successful bidder or tenderer. |
| Thresholds | The value above which a procurement, unless exempt is subject to the mandatory procurement procedures. |
| Value for Money | Value for Money in Procurement is about selecting the supply of goods, services and works taking into account both cost and non-cost factors including: <ul style="list-style-type: none"> • contribution to the advancement of the Council's priorities; • non-cost factors such as fitness for purpose, quality, service and support; and • cost-related factors including whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of the goods, services or works. |

2 EFFECTIVE LEGISLATIVE AND POLICY COMPLIANCE AND CONTROL

2.1 Ethics and Probity

2.1.1 Requirement

Council's procurement activities shall be performed with integrity and in a manner able to withstand the closest possible scrutiny.

2.1.2 Conduct of Councillors and Council Staff

2.1.2.1 General

Councillors and Council Staff shall at all times conduct themselves in ways that are, and are seen to be, ethical and of the highest integrity and will:

- treat potential and existing suppliers with equality and fairness;
- not seek or receive personal gain;
- maintain confidentiality of Commercial in Confidence such as Tender prices and other sensitive information;
- present the highest standards of professionalism and probity;

- deal with suppliers in an honest and impartial manner that does not allow conflicts of interest;
- report to the Chief Executive Officer or relevant General Manager any attempt by a supplier/prospective supplier (or their agent) to compromise the procurement process or to seek an unfair advantage;
- provide all suppliers and tenderers with the same information and equal opportunity; and
- be able to account for all decisions and provide feedback on them.

Council Staff who are responsible for managing or supervising contracts are prohibited from performing any works under the contract they are supervising.

2.1.2.2 Members of Professional Bodies

Councillors and Council Staff belonging to professional organisations shall, in addition to the obligations detailed in this policy, ensure that they adhere to any code of ethics or professional standards required by that body.

2.1.3 Tender Processes

All tender processes shall be conducted in accordance with the requirements of this policy and any associated procedures, relevant legislation, relevant Australian Standards and the Act.

2.1.4 Probity Requirements

Councillors and members of staff (and all persons engaged in procurement on Council's behalf) must exercise the highest standards of integrity in a manner able to withstand the closest possible scrutiny.

All members of staff have an overriding responsibility to act impartially and with integrity, avoiding conflicts of interest (section 95 of the Act).

In procurement matters:

- Members of staff must disclose a direct or indirect interest (and the type of interest) before providing advice or reports (or any other matter) (section 80C of the Act).
- Council officers delegated Council powers or duties are prohibited from exercising those powers, duties or functions if they have conflicts of interest (section 80B of the Act).
- A Councillor must comply with the Primary Principle of Councillor Conduct and avoid conflicts between his or her public duties as a Councillor and his or her personal interests and obligations. (section 76BA, LGA). Councillors (and members of audit committees) must disclose a conflict of interest (section 79 of the Act).
- Members of staff must also comply with the Code of Conduct for Council Staff (section 95AA of the Act).
- All staff appointed to an Evaluation Panel for the purpose of assessing quotations or tenders must adhere to this policy and complete and lodge a Conflict of Interest Declaration and a Deed of Confidentiality.
- All Councillors and staff must adhere to Council's gifts and hospitality policy in matters of procurement.

2.1.5 Fair and Honest Dealing

All prospective contractors and suppliers must be afforded an equal opportunity to tender or quote.

Impartiality must be maintained in selecting contractors and suppliers so that no action is taken that could evoke reasonable criticism of the Council or disadvantage a potential supplier.

Confidentiality of information provided by existing and prospective suppliers must be maintained at all times, particularly commercially sensitive material such as, but not limited to prices, discounts, rebates, profit, manufacturing and product information.

2.1.6 Accountability and Transparency

Accountability in procurement means being able to explain and provide evidence on the process followed. The test of accountability is that an independent third party must be able to see clearly that a process has been followed and that the process is fair and reasonable.

Therefore the processes by which all procurement activities are conducted will be in accordance with this Procurement Policy and related Council policies and procedures.

Additionally:

- all Council Staff must be able to account for all procurement decisions made over the life cycle of all goods, services and works purchased by the Council and provide feedback on them; and
- all procurement activities are to provide an audit trail for monitoring and reporting purposes.

2.1.7 Gifts and Hospitality

No Councillor or member of Council staff shall, either directly or indirectly solicit or accept gifts or presents from any member of the public involved, with any matter that is connected with the duties of the officer, or in which the Council is interested.

Councillors and Council Staff must exercise the utmost discretion in accepting hospitality from contractors or their representatives, or from organisations, firms or individuals with whom they have official dealings.

Offers of bribes, commissions or other irregular approaches from organisations or individuals (no matter how flimsy the evidence available), must be promptly brought to the attention of the CEO and relevant General Manager.

2.1.8 Disclosure of Information

Commercial in-confidence information received by the Council must not be disclosed and is to be stored in a secure location.

Councillors and Council staff are to protect, by refusing to release or discuss the following:

- information disclosed by organisations in tenders, quotation or during tender negotiations;
- all information that is Commercial in Confidence information; and
- pre-contract information including but not limited to information provided in quotes and tenders or subsequently provided in pre-contract negotiations.

Councillors, Council Staff and independent panel members are to avoid references to current or proposed contracts in discussion with acquaintances or outside interests.

Discussion with potential suppliers during tender evaluations should not go beyond the extent necessary to resolve doubt on what is being offered by that supplier.

At no stage should any discussion be entered into which could have potential contractual implications prior to the Tender approval process being finalised other than authorised pre-contract negotiations.

Disclosure may occur where applicable under the *Freedom of Information Act* 1982 or as required by the Victorian Auditor-General's Office or the Victorian Ombudsman.

2.2 Governance

2.2.1 Structure

Council shall:

- establish a procurement management responsibility structure and delegations ensuring accountability, traceability and auditability of all procurement decisions;
- ensure that the Council's procurement structure:
 - is flexible enough to purchase in a timely manner the diverse range of materials, goods, works and services required by Council;
 - ensures that prospective contractors and suppliers are afforded an equal opportunity to tender/quote;
 - encourages competition; and
 - ensures that policies that impinge on the purchasing policies and practices are communicated and implemented.

2.2.2 Standards

Council's procurement activities shall be carried out to the professional standards required by best practice and in compliance with the:

- The Act;
- The Council's policies, guidelines and procedures;
- The Council's Code of Conduct and the Staff Code of Conduct;
- Local Government Procurement Best Practice Guidelines; and

- Other relevant legislative requirements such as but not limited to the *Competition and Consumer Act 2010*, *Charter of Human Rights and Responsibilities Act 1970* and the *Environmental Protection Act 1970*

2.2.3 Methods

Council's standard methods for purchasing goods, services and works shall be by some or all of the following methods:

- petty cash;
- credit card, including fuel card;
- purchase order following a quotation process from suppliers for goods or services that represent best value for money under direct quotation thresholds;
- under contract following a tender or quotation process; or
- using aggregated purchasing arrangements with other Councils, MAV Procurement, Victorian Government, or other bodies;

unless other arrangements are authorised by the delegated authority on a needs basis as required by abnormal circumstances such as emergencies.

2.2.4 Responsible Financial Management

The principle of responsible financial management shall be applied to all procurement activities.

Accordingly, to give effect to this principle: the availability of existing funds within an approved budget, or source of funds, shall be established prior to the commencement of any procurement action for the supply of goods, services or works.

Council staff must not authorise the expenditure of funds in excess of their financial delegations.

Council funds, must be used efficiently and effectively to procure goods, services and works and every attempt must be made to contain the costs of the procurement process without compromising any of the procurement principles set out in this Policy.

POLICY PROVISIONS

3. PROCUREMENT GUIDELINES

3.1 Minimum Spend Competition Thresholds

The value of all contracts for the purposes of compliance with section 186 of the Act includes:

- costs for the full term of the contract, including any options for either party to extend the contract.
- applicable goods and services tax (GST).
- anticipated contingency allowances or variations

- all other known, anticipated and reasonably foreseeable costs.

The thresholds do not apply to services which a Council elects to conduct using employed staff as these are not contracts for goods, services or works and are not subject to section 186 of the Act. The method for the delivery of all services and carrying out of works is reserved to the Council and the public tendering process only applies to those circumstances where external resources are sought and the thresholds are reached.

3.1.1 Tenders

Council's policy is that the value of all tenders estimated to be over the value of \$150,000 must be undertaken by public tender.

However, should the CEO, or their delegate consider that the nature of the requirement and the characteristics of the market are such that the public tender process would lead to a better result for the Council, public tenders may be called for purchase of goods, services and works for which the estimated expenditure is below the threshold.

3.1.2 Quotations

For purchase of goods, services and works having a total valuation of \$150,000 or less the following processes may be undertaken using the procurement by quotation method as described below.

To establish that the Council is receiving value for money, quotations should be obtained in accordance with the thresholds set in the Procurement, Quotations/Tendering and Purchasing Procedure.

3.2 Public Advertising

The public notice which Council is required to issue under the Act when calling tenders or expressions of interest for procurement, above the legislated threshold, must be in the prescribed form and contain any prescribed details.

The requirement under the Act to give public notice has two elements. The notice must:

- give the purpose of the contract
- invite tenders (or expressions of interest) from persons wishing to undertake the contract.

Public notice is defined as a notice published in a newspaper generally circulating in the municipal district of the Council chosen by the Council for that purpose.

Council must also ensure that any public notice is published on its website.

Contracts for procurement below the legislated threshold may be advertised at Council's discretion with appropriate direction from Council's Procurement, Quotations, Tendering and Purchasing Procedure.

3.3 Delegation of Authority

3.3.1 Requirement

Delegations define the limitations within which Council Staff are permitted to work. Delegation of procurement authority allows specified Council Staff to approve certain

purchases, quotation, tender and contractual processes without prior referral to the Council. This enables the Council to conduct procurement activities in an efficient and timely manner whilst maintaining transparency and integrity.

Procurement delegations ensure accountability and provide confidence to Council and the public that purchasing activities are dealt with at the appropriate level.

As such, the Council has delegated responsibilities as detailed below relating to the expenditure of funds for the purchase of goods, services and works, the acceptance of quotes and tenders and for Contract Management activities.

3.3.2 Delegations

3.3.2.1 Council Staff

Council shall maintain procurement delegations, identifying Council Staff authorised to make such procurement commitments in respect of goods, services and works on behalf of the Council, to include but not necessarily be limited to the following:

- Power to authorise and issue order forms for goods and services;
- Power to enter into contracts within approved budget; and
- Contract Variations.

The requisition and authorisation of purchases cannot be processed by the same officer.

3.3.2.2 Delegations Reserved for the Council

Commitments and processes which exceed the CEO's delegation and which must be approved by the Council are:

- Tender recommendations and contract approval for all expenditure over \$250,000 in value; and
- Signing and sealing of the subsequent contract documentation

3.4 Internal Controls

Council will establish, document and maintain a framework of internal controls over procurement processes in order to ensure:

- a framework for supplier engagement is in place
- more than one person is involved in, and responsible for, each transaction.
- transparency in the procurement process
- a clearly documented audit trail exists for procurement functions
- appropriate authorisations are obtained and documented
- systems are in place for appropriate monitoring and performance measurement

All persons engaged in procurement processes must diligently apply all internal controls.

3.5 Commercial Information

Procurement activities will be carried out in a way that supports Council staff in meeting their obligations - to ensure information of a commercially sensitive or confidential nature is obtained, stored, processed, published (where applicable) in an appropriate manner in accordance with the relevant Council guidelines.

3.6 Risk Management

3.6.1 General

Risk Management is to be appropriately applied at all stages of procurement activities which will be properly planned and carried out in a manner that will protect and enhance Council's capability to prevent, withstand and recover from interruption to the supply of goods, services and works.

Risk Management will be carried out in accordance with the stated requirements in the Risk Management Policy and the Guidelines for Occupational Health and Safety Management of Contractors and any Federal or State regulatory requirements.

3.6.2 Supply by Contract

The provision of goods, services and works by contract potentially exposes the Council to risk.

The Council will minimise its risk exposure by measures such as:

- standardising contracts to include current, relevant clauses;
- requiring security deposits where appropriate;
- referring specifications to relevant experts;
- requiring contractual agreement before allowing the commencement of work;
- use of or reference to relevant Australian Standards (or equivalent);
- effectively managing the contract including monitoring and enforcing performance;
- undertaking relevant financial checks of companies to ensure they are viable to undertake the contract;
- developing a Probity Plan for tenders in excess of \$3 million or where a proposed contract is particularly complex, a high risk or controversial and requiring a high level of public confidence; and
- obtaining copies of certificates of currency for relevant insurances.

3.6.3 Probity Plan

A Probity Plan should cover the following matters:

1. identification of the contract
2. objectives of the probity processes
3. statement on the proposed application of probity principles
4. roles and responsibilities of each participant in the evaluation process and probity auditing
5. specification of what probity auditing will occur
6. probity tasks, documents and timelines

7. measures for ensuring confidentiality and security
8. communication protocol with bidders (to ensure that no one bid obtains an unfair advantage over others)
9. record keeping requirements.

3.7 Contract Terms

All contractual relationships must be documented in writing based on standard terms and conditions.

Where this is not possible, approval must be obtained from the appropriate member of Council Staff. A request for such an approval should be supported with procurement and legal advice as relevant.

To protect the best interests of the Council, terms and conditions must be settled in advance of any commitment being made with a supplier. Any exceptions to doing this expose the Council to risk and thus must be authorised by the appropriate member of Council staff.

3.8 Endorsement

Council Staff must not endorse any products or services. Individual requests received for endorsement must be referred to the CEO or relevant General Manager.

3.9 Dispute Resolution

All Council contracts shall incorporate dispute management and alternative dispute resolution provisions to minimise the chance of disputes getting out of hand and leading to legal action.

3.10 Contract Management

The purpose of contract management is to ensure that the Council, and where applicable its clients, receive the goods, services or works provided to the required standards of quality and quantity as intended by the contract by:

- establishing a system monitoring and achieving the responsibilities and obligations of both parties under the contract;
- providing a means for the early recognition of issues and performance problems and the identification of solutions; and
- adhering to Council's Risk Management Framework and adhering to relevant Occupational Health and Safety Contractor Compliance Procedures.

All Council contracts are to include contract management requirements. Furthermore, contracts are to be proactively managed by the member of Council staff responsible for the delivery of the contracted goods, services or works to ensure the Council receives Value for Money.

3.11 e-Tendering

e-Tendering is integral to the overall development of procurement processes and involves the use of an electronic system/s to acquire goods services and works.

By utilising e-tendering the Council aims to:

- reduce transaction costs
- achieve greater leverage
- make processes more efficient;
- improve management information and visibility of spend;
- increasing control and consistency of processes, and
- improve spend compliance.

3.12 Charter of Human Rights

Council will ensure that all of its procurement operations are fully consistent with prescribed rights and responsibilities and that they respect the 20 fundamental rights within the *Victorian Charter of Human Rights and Responsibilities Act 2006*.

4. DEMONSTRATE SUSTAINED VALUE

4.1 Integration with Council Strategy

Council's procurement strategy shall support Council's corporate strategy, aims and objectives as outlined in the Council Plan 2013-2017 relating to the four key themes or pillars of:

- Good Governance
- A Planned Future
- A Place to Live and Grow
- A Healthy Community and Environment

4.2 Best Practice Principles

The fundamental best practice principles that should be applied to every procurement, irrespective of the value and complexity of that procurement are:

- value for money
- open and fair competition
- accountability
- risk management
- probity and transparency

4.2.1 Value for Money

Obtaining value for money does not mean Council is obliged to accept the lowest price. Section 186(4) of the Act specifically provides Council does not have to accept the lowest tender.

The concept of 'value for money' involves taking into account both costs and non-cost factors including;

- advancing the Council's priorities
- fitness for purpose
- quality
- service and support
- whole-of-life costs and transaction costs associated with acquiring, using, holding, maintaining and disposing of goods, services or works.

4.2.2 Approach

This will be facilitated by:

- developing, implementing and managing procurement strategies that support the co-ordination and streamlining of activities throughout;
- effective use of competition;
- using aggregated contracts and panel contract arrangements where appropriate;
- identifying and rectifying inefficiencies in procurement processes;
- developing a cost efficient tender process including appropriate use of e-solutions;
- Council staff responsible for providing procurement services or assistance within the Council providing competent advice in terms of available products and agreements; and
- working with suppliers to create relationships that are professional and productive, and are appropriate to the value and importance of the goods, services and works being acquired. Specifications used in quotations, tenders and contracts are to support and contribute to the Council's Value for Money objectives through being written in a manner that:
 - ensures impartiality and objectivity as reasonably practicable;
 - clearly defines the Council's requirements;
 - encourages the use of standard products;
 - encourages sustainability; and
 - eliminates unnecessarily stringent requirements.

4.3 Sustainability

4.3.1 General

Council is committed to achieving sustainability and ensuring it monitors and reports on Council activities and programs that have an impact on, or contribute to the environment including but not limited to the following:

- waste management;
- recycling;
- energy management;

- emission management;
- carbon footprint;
- water conservation;
- green building design; and
- procurement.

4.3.2 Sustainable Procurement

Council is committed to adopting a Green Procurement approach by supporting the principles of sustainable Procurement within the context of purchasing on a Value for Money basis.

Value for Money purchasing decisions made by the Council are made on the basis of cost and non cost factors including contribution to the Council's sustainability objectives.

Council prefers to purchase environmentally preferred products whenever they achieve the same function and value for money outcomes.

Council will therefore consider the following environmental sustainability criteria:

- Reduce, Reuse, and Recycle:

The Council is committed to reduce resources, consumption and minimise waste during the procurement life cycle including:

- Encouraging and preferring Eco-friendly products which are more power efficient;
- Selecting energy, fuel and water efficient products (ideally Energy and Water Star Rating of 4 and above);
- Preferring to purchase from a source which is less polluting or uses clean technology; and
- Always considering the provision of re-use and recycling as part of the project planning process, including the consideration of whole-life costs and disposal considerations.

- Buy Recycled:

Council is committed to buy recycled/part recycled products to optimise consumption and stimulate demand for recycled products, promoting the collection and reprocessing of waste and working towards zero discharge to the landfill.

- Green the Supply Chain:

The Council shall encourage Council suppliers to adopt good environmental

practices. Council will promote green procurement throughout its supply chain and ensure selection which has minimum environmental impact.

4.4 Diversity

Promoting equality through procurement can improve competition, value for money, the quality of public services, satisfaction among users, and community relations.

Diversity should be a consideration in every procurement project and reflect corporate commitment to diversity and equal opportunities wherever possible.

4.5 Support of Local Business

4.5.1 Support of Local Business

Council is committed to supporting local businesses in procuring works, goods and services where such purchases may be justified on Value for Money grounds.

Wherever practicable Council will fully examine the benefits available through purchasing works, goods or services from suppliers/contractors that offer an economic contribution to the Colac Otway Shire.

In all contracts a 5% weighting shall be included where there are more than 3 selection criteria. The weighting shall be given to suppliers who demonstrate how they intend to support local suppliers, contractors and services.

(See 4.6.2 for Light Fleet Vehicle Purchases.)

Local is defined as within the Colac Otway Shire.

Council will also seek from prospective suppliers/contractors where applicable what economic contribution they will make to the Colac Otway Shire.

Such examples may include:

- (1) Engaging and contracting with local suppliers.
- (2) Engaging local sub contractors.
- (3) Suppliers/contractors participation in any apprenticeship schemes or employment of apprentices.
- (4) Contributing to the financial, social and environmental well being of the Shire.
- (5) Enable the business expansion, growth and servicing of local business and contractors.
- (6) Existing local business.

4.5.2 Light Fleet Vehicle Purchases

All Council light vehicles purchased shall be subject to a competitive process managed by the Fleet Manager. This will involve obtaining competitive prices in writing in accordance with the Councils Procurement Policy. Prices shall be obtained from suppliers based on all suppliers quoting on specific vehicle details as advised in writing by Council.

When evaluating tenders a \$500 price allowance shall be applied to local suppliers in the municipality.

5. APPLY A CONSISTENT AND STANDARD APPROACH

5.1 Standard Processes

The Council will provide effective commercial arrangements covering standard products and standard service provisions across the Council to enable employees to source requirements in an efficient manner.

This will be achieved via a combination of the following areas:

- *pricing where relevant;*
- *processes, procedures and techniques;*
- *tools and business systems (e.g. implementing the e-tendering, e-evaluation, e-catalogue, or e-sourcing arrangements);*
- *reporting requirements; and*
- *application of standard contract terms and conditions.*

5.2 Management Information

5.2.1 Performance Measures and Continuous Improvement

Appropriate performance measures are to be established and reporting systems will be used to monitor performance and compliance with procurement policies, procedures and controls.

5.2.2 Audits of Organisational Purchasing

An internal audit will be undertaken at least twice a year of organisational purchasing. Reports will include information:

- all purchasing for the period by supplier
- dollar value by supplier
- all approved procedural exemptions; and
- suppliers/areas for further review

5.2.3 Record Keeping

Council will ensure that a thorough and sound record keeping/archiving process is undertaken for each contract for a number of reasons, including to:

- substantiate the practices adopted during the procurement
- support any post-contract matters or disputes
- demonstrate OHS compliance and address any subsequent claims.

The structure and extent of records kept will depend on the value and complexity of the procurement. Procurement records, including contract management records will be integrated with Council's recording management system - whether hardcopy or electronic.

Records will be kept in accordance with the *Public Records Act 1973* Public Record Standard PROS 09/05 (Retention and Disposal Authority for Records of Local Government Functions).

6. BUILD AND MAINTAIN SUPPLY RELATIONSHIPS

Council recognises that in order to achieve sustainable value, appropriate relationships must be developed and maintained with suppliers.

6.1 Developing and Managing Suppliers

Council recognises the importance of effective and open working relationships with its suppliers, and is committed to the following:

- managing existing suppliers, via the appropriate development programmes and performance measurements to ensure the benefits are delivered;
- maintaining approved supplier lists; and
- developing new suppliers and improving the capability of existing suppliers where appropriate.

6.2 Supply Market Development

A wide range of suppliers will be encouraged to compete for Council work.

6.3 Relationship Management

Council is committed to developing constructive long-term relationships with suppliers. It is important that the Council identifies its key suppliers so that its efforts are focused to best effect.

Such areas may include:

- size of spend across the Council;
- criticality of goods / services supplier, to the delivery of the Council's services;
- availability of substitutes; and
- market share and strategic share of suppliers.

6.4 Communication

External communication is very important in ensuring a healthy interest from potential suppliers and partners to the Council. Council will aim to ensure that the following information is available.

- information about Council and how to become an approved supplier;
- a list of existing and forthcoming Tender opportunities;
- guidelines for doing business with Council; and
- standard documentation used in the procurement process

7. CONTINUAL IMPROVEMENT

Council is committed to continuous improvement and will review the procurement policy on an annual basis, to ensure that it continues to meet its wider strategic objectives

8. REFERENCES

- Colac Otway Shire Operational Procedure – “Quotations/Tendering and Purchasing Procedure”
- Confidential Information Policy
- Council Plan 2013- 2017
- Councillor Code of Conduct
- Fraud Prevention Policy
- Gifts, Benefits and Hospitality Policy
- *Local Government Act 1989*
- Occupational Health and Safety Policy

- *Public Records Act 1973*
- Risk Management Policy
- Staff Code of Conduct;
- Tender Evaluation Panel Policy

ADOPTED/AMENDMENT OF POLICY

| Policy Review Date | Reason for Amendment |
|--------------------|----------------------|
| 23 June 2010 | Adopted by Council |
| 28 September 2011 | Review |
| 22 May 2013 | Review |

Colac Otway Shire Council

Apollo Bay

Commuter Footpath Strategy

February 2014

Apollo Bay

Commuter Footpath Strategy

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1. Introduction

Footpaths play a vital role within communities. They provide a means of access within urban areas to facilities and services, and promote greater health and wellbeing. The need for footpaths is very dependent upon the traffic and physical conditions on any street, road or other location and the nature of the pedestrian demand at that location. Having a well connected footpath network across the community provides a benefit to residents and visitors alike.

The Apollo Bay Commuter Footpath Strategy (The Strategy) addresses the issues of providing convenient and safe access to facilities and services, to the widest possible range of pedestrians within the Apollo Bay community. The Strategy is aimed at defining service levels for the footpaths and identifying priority ratings. It does not attempt to address the issues around recreational paths. Recreational path service levels are defined in the Open Space Strategy.

This strategy should be read in conjunction with the recommendations of the –

- Colac Otway Public Open Space Strategy (2011); and
- Active Transport Strategy (2013)

1.1. Definitions

- Commuter Footpath - primarily used by pedestrians to travel to a chosen destination.
- Shared/Recreational paths – primarily used for recreational purposes and which may be used by other than pedestrians e.g. shared with cyclists.
- Pedestrians – any legal user of a footpath including people using mobility aids but generally excluding cyclists.

2. Objectives

To ensure that the urban areas of Apollo Bay promote walkability as an attractive alternative form of transport for all people, Colac Otway Shire has adopted the following key objectives for the development of Strategic Footpath Network.

- To allow different construction standards for footpaths within Apollo Bay as appropriate to the expected usage and requirements;
- To provide safe, convenient and universally accessible footpath for all users; and

- To promote and facilitate walkability as an attractive alternative to private vehicle use for the health and wellbeing of all users.

Footpaths shall be constructed at the time of development in accordance with the guidelines provided in the Infrastructure Design Manual.

Along all shop frontages within the Central Business District (CBD) and at local shopping centres (where the shops have direct access onto the footpath), generally concrete footpath shall be provided extending from the property boundary to the back of the kerb and channel.

The above construction standard may also be warranted where pedestrian generators, such as retirement villages, significant bus stops and other generators, impact on footpath demand. The need to provide a logical and well connected footpath network may also affect the ultimate network shape.

2.1. Walkability

Clause 56 of the Victorian Planning Provisions requires planners to guide developments to ensure they create “liveable and sustainable communities”. The objective is to create compact and walkable neighbourhoods and allow easy movement through and between neighbourhoods for all people.

Walkability is a term that is used to describe how attractive the footpath is for pedestrians to use. A Walkability Toolkit (2011) has been developed to assess the walkability of footpaths. The toolkit can be used to assess proposed footpaths to provide an indication of how attractive the footpath will be to those most likely to use it.

Consideration should be given to assessing all the Primary Footpaths to help ensure that Colac Otway Shire’s most important pedestrian linkages are providing a safe and usable alternative form of transport.

3. Existing Footpath Network

The Apollo Bay urban area has a permanent population of approximately 1,000 people. Of this 11% are children attending school and 47% are over the age of 50 (2011 Census). People in these categories tend to use the footpath network as a method of regular transport for short journeys and to schools in the area. Apollo Bay has significant tourist visitation, which increases the population during the summer period to approximately 10,000.

3.1. Description

The existing footpath locations have been identified (shown on the plan attached – Appendix A). The plan shows the existing pathway network providing access between the centre of Apollo Bay and residential areas within the township.

The current Council asset database indicates that the Apollo Bay footpath network provide 11.3 kilometres of footpaths along street frontages.

Footpath condition is assessed annually and maintenance issues are addressed as prescribed in Council's Road Management Plan. The most recent assessment has found that 98% of the network is between excellent to average condition, 2% is in fair condition, and none of the network is assessed as being in poor condition. Where a section of footpath does not meet service standards, it is considered for upgrading to the appropriate service level condition.

The main users of the footpath network include;

- school aged children with their parents,
- youths;
- families;
- mature and elderly people; and
- tourists and holiday makers.

These categories of users utilise the local streets and existing network to access schools, local sporting facilities, playgrounds, travel between community areas, health facilities, and between residential areas and business centres.

3.2. Issues

In 2002 Council developed the Apollo Bay Footpath Network Plan, which identified a hierarchical network of footpaths consisting of Primary network and Secondary network. Since the development of the plan Council has constructed footpath along one side of Cawood Street, Costin Street, Moore Street, Pengilley Avenue and McLachlan Street. Network sections identified within the plan that are yet to be completed include Montrose Avenue and Pascoe Street.

Even with the significant lengths of footpath constructed as part of the 2002 Apollo Bay Footpath Network Plan, the current footpath network has many gaps making pedestrian movement around the township difficult.

3.2.1. Discontinuity

Due to the manner in which residential subdivision development has occurred in the last few years, there are some connectivity issues between the Apollo Bay CBD and the surrounding community nodes and other public areas.

The existing network is, in places, not fully continuous and lacks connectivity with;

- Main community facilities;
- Township precincts; and

- Areas with high volumes of pedestrian traffic.

This has left pedestrians with little alternative but to walk along the roads or alternatively on road verges and nature strips. The mix of pedestrians and vehicles utilising the same road space is not conducive to a safe road environment.



Two examples of lack of connection to the rest of the network

3.2.2. Difficulty of use by disabled users

There is a growing use of our footpaths by pedestrians of all abilities. This will continue with an ageing population, increased growth and a stronger disability support sector in Apollo Bay. Sight distances and mobility within the CBD and around the footpath network systems are two of the key issues that require universal solutions. Community members have expectations for footpath safety and usability and many parts of the existing network lack the elements which make footpath universally accessible.

3.2.2.1. Tactile Ground Surface Indicators

Tactile Ground Surface Indicators (TGSI's), which assist the visually impaired to safely negotiate hazards, have only been installed in relatively recent years. Much of the older network lacks Tactiles. Tactiles should be installed at road crossings.



No TGSIs installed



Recent TGSI Installation

3.2.2.2. Pram Crossings

Pedestrians of all abilities, whether using aids or not, often find crossing roads difficult. The existing “pram crossings” at intersections often have a lip or are not

square to the line of travel. A lack of mobility for some pedestrians for whatever reason can make negotiating these “pram crossings” very difficult and in some instances creates a barrier that cannot be overcome unless personal assistance is provided. Universally accessible “pram crossings” should be made as smooth as possible.

The lack of a “pram crossing” for some pedestrians can create a discontinuity in the footpath network. Where no “pram crossing” has been provided, particularly where there is barrier kerb and channel, it is often quite difficult for some pedestrians to proceed any further without using the road as a footpath. “Pram crossings” should be provided at road crossings.



Lips (bullnoses) at Kerb Ramps are difficult to negotiate with Mobility aids

3.2.2.3. Access from Disabled Parking Bays

At most of the disabled parking bays in Colac Otway Shire, the access between the parking area and the footpath is limited. Usually there is a standard 1.5m wide “pram crossing” provided somewhere within the vicinity of a disabled parking bay. However, with disabled users leaving the vehicle from the driver’s door, one of the passenger doors, or the rear of the vehicle, frequently the single “pram crossing” is not conveniently placed and users have to negotiate the kerb to get onto the footpath. Larger “pram crossing” should be provided at disabled parking bays and installed in line with the relevant Australian Standard.



No ramp access from the disabled car park to the footpath

3.2.3. Street lighting

Well lit pathways are essential for safe pedestrian use of footpaths at night.

In the established parts of the urban residential area, street lighting has generally been provided at each road intersection, and in the case for long blocks, at mid points. In these areas, streetlights are generally spaced at 80 to 120m. It has not been established whether this meets the standards nominated in AS1158 Lighting for Roads and Public Spaces.

There are areas where street lighting is spaced more widely than the 80-120m spacing nominated above.

3.2.4. Seating

There is a need to locate seating at specific gathering points (i.e. bus stop near a senior centre), near shops, near parks and at areas of interest that pedestrians may wish to stop and enjoy. Seating should be considered when developing primary footpath networks.

4. Proposed Footpath Network

It is proposed that the footpath network be categorised so that footpaths can be provided which are most appropriate for the expected use. It is appropriate that a minimum standard of footpath be provided at as many locations as possible. However, in locations where there is high use or special need, higher or alternative standards of footpaths may need to be provided. It is also important to consider the staging of a footpath network, which may take a number of years, to install it in a way that best supports community needs. In this way Council will, in time, be able to provide appropriate standards of footpaths within its available budget.

It is proposed that the footpath network be categorised into the following five (5) categories: Primary Commercial, Primary Non-Commercial, Secondary, Local and Minor footpaths. These footpaths provide for pedestrian traffic generally between residential areas and popular destinations such as shopping, recreation, sporting and other public facilities.

It should be noted that, while the footpath hierarchy shares similar name terminology as the road network, the road hierarchy is not necessarily reflected in the footpath hierarchy. It is likely that mismatches occur such as a secondary road having an access level footpath.

Shared paths are for recreational use (rather than commuter use) and are generally shared by pedestrians and cyclists. These are dealt with in the Colac Otway Public Open Space Strategy (2011). Presently the only shared path in Apollo Bay is the Coastal Path, running north to Skenes Creek. This path is under the control of the Otway Coast Committee.

4.1. Primary Footpaths

Primary footpaths are required in the main shopping areas, where the footpath is wide, generally extending from the property line to the back of the kerb. Such footpaths are categorised as “Primary: Commercial Areas”, and provide the highest standard of path as shown in Appendix C.

Primary footpaths may also be required in non-commercial areas, to provide access to community facilities, medical facilities, sporting facilities, transport hubs, facilities used by visitors and for less centralised shopping establishments. These footpaths, although providing the highest standard of path, are not as wide as those provided in “commercial areas”, and would have a width of at least 1.5m. Such footpaths are categorised as “Primary: Non-Commercial Areas”, as shown in Appendix C.

The key objective of a Primary footpath is to provide connectivity between the different communities to the most popular destinations. Primary footpaths provide broad benefit to the wider community through high quality, safe, convenient and comfortable pedestrian access. The Primary footpaths aim to cater for disabled users and for night use.

Typically, Primary footpaths provide a connection between the secondary footpaths and the popular destinations. The Primary Footpath Network must offer very high standards of comfort and safety to encourage use by all pedestrians during day or night, and as such road crossing points deserve special consideration.



Primary Commercial footpath in Apollo Bay

Much of the Primary Network is established, but as shown in the mapping provided in Appendix A, clearly deficiencies exist. There are some possible network extensions (see Appendix B1) that Council could consider for inclusion in the capital works budget.

An inspection of the existing network has shown that there are a range of minor works which should be addressed in order to bring the network up to the proposed standards. These works consist of the installation of tactiles, additional lighting and improvements to pram crossings. It is recommended that these issues, being of a higher priority, should be addressed as soon as practicable within budgetary constraints.

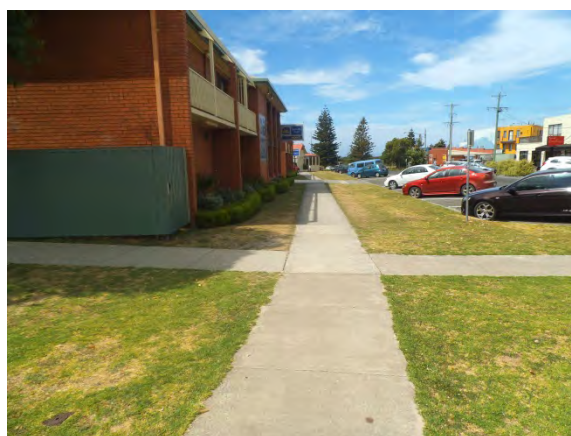
The establishment of the Primary Footpath Network to the recommended standard is generally viewed as having a higher priority, as it provides for a main network throughout the Apollo Bay township.

4.2. Secondary Footpaths

Secondary footpaths typically provide a connection between Primary Networks and Local footpaths. These should be constructed to a high standard and satisfy the various parameters as identified in Appendix C.

The existing concrete footpath network generally meets the proposed standard. However, there may be some instances where this is not the case and some work may be needed to improve existing footpaths.

The completion of the Secondary Footpath Network to the recommended standard is generally viewed as being of medium priority.



Secondary footpath example, Apollo Bay

4.3. Local Footpaths

Local footpaths provide linkages between property frontages in residential areas (defined as the Planning Zone - Residential 1) to the Secondary and Primary Footpath Networks. For further detail of a Local Footpath Network please refer to Appendix C.

The existing concrete footpath network generally meets the proposed standard.

There are a number of residential areas where there is no constructed footpath link to the Primary footpaths. It is estimated that there is approximately 8019m (See Appendix B3) of footpaths to be constructed to extend the Local network, in order to achieve one footpath on one side of most roads.

The extension of the Local footpath network to the recommended standard is viewed as having a medium to low priority.



An example of Local footpath network, Apollo Bay

4.4. Minor Footpaths

It is recognised that there are some footpaths that do not meet the above standards. There are some gravel paths and some unformed paths that exist. These are categorised to be “Minor footpaths”, with construction standards as detailed in Appendix C. Where Council has maintained these paths in the past, Council will continue to maintain these paths at the existing standard.

The improvement of Minor footpaths to Local standard is viewed as having a low priority. Generally, Council will not undertake improvements to Minor footpaths unless a specific need has been demonstrated, usually by adjoining landowners.

4.5. Shared Paths

There is one Shared Path within the Apollo Bay township along the foreshore, which is under the control of the Otway Coast Committee. Shared Paths are pathways that have been provided for recreational purposes and have been constructed to an appropriate standard for use by both pedestrians and cyclists. Shared Paths do not form part of this strategy other than to be included as a likely destination. Shared Paths will be dealt with within the Colac Otway Public Open Space Strategy.

In relation to this Strategy, Shared Paths should be considered as a destination and therefore the commuter footpath network should provide high quality access to the Shared Path Network.

Shared Paths are usually only constructed as a result of recommendations of a recreational strategy or a specific need that has been identified.

4.6. Footpath Classification Definition

A section of footpath which does or ought to fit into a certain classification should be constructed in accordance with the Hierarchy Standards table as shown in Appendix C.

4.7. Proposed Standards

A revised set of standards has been developed to address the varying requirements of the different types of footpaths. These standards are detailed in Appendix C.

Parts of the existing network do not meet the proposed standards. Certain aspects of these areas have been allocated a higher priority within the works program. The proposed works program shows the works required to bring the existing network up to the proposed standards including realistic timing and funding for those works.

Where new installations are planned, it is proposed that these be constructed to the proposed standard.

The table below summarises the construction standards to apply to different categories of the footpath network. This table is repeated and extended and provided as Appendix C.

Footpath Hierarchy Standards, Condensed Version

(Refer to Appendix C for the full version)

| Hierarchy | To be provided where the footpath is used for | Width | One or Both Sides of Road | Lighting | Pedestrian Crossings |
|-------------------------------|--|---|--|--|---|
| Primary: Commercial Areas | Primary access to the main shopping areas | Allow concrete from property line to Back of Kerb | Provided in front of commercial premises, within a shopping precinct | Lighting to AS – 1158 | Consideration given at all road crossing points |
| Primary: Non-Commercial Areas | Primary access to community facilities, shopping, major sports facilities. Areas of high pedestrian use and/or mobility impaired use | As per GTEP Part 13
Minimum width – 1.5m | Generally footpath provided on both sides of the street | Lighting to AS – 1158 | Consideration given at all road crossing points |
| Secondary | General public pedestrian access between residences, the Access footpath network and the Link network | 1.5m | Generally footpath provided on both sides of the street | Street lighting provided at maximum 150m spacing (typically mid block lighting on long blocks) | Generally not provided |
| Local | Local residential access only | 1.5m | Generally footpath provided on both sides of the street | Street lighting provided at maximum 150m spacing (typically mid block lighting on long blocks) | Not provided |
| Minor | Local residential access only or low use paths to public facilities | Minimum width – 1.0m | Varies | Street lighting generally not provided | Not provided |

GTEP – Guide to Traffic Engineering Practice – AUSTRROADS - Part 13 – Pedestrians.

Generally, all footpath types will be constructed in concrete or have a bituminous sealed surface, should provide smooth gutter crossings for mobility scooters, and should include tactile tiles (TGSIs) to aid the visually impaired. Funding arrangements will differ for the different categories.

Appendices B1, B2 and B3 provide summaries of the network extensions (where sections of footpath are missing), while Appendix B4 proposes a prioritised order of works in the Works Program.

4.7.1. Construction Standards

The general construction standards that apply to all concrete footpaths are detailed in the Infrastructure Design Manual (IDM) and the associated Standard Drawings. The standards proposed in this Strategy shall not be used to reduce or diminish the footpath construction standards defined in the IDM.

Longitudinal grades on footpaths are of concern in that, ideally, footpath grades should be restricted to the standards described in AS 1428 – Design for Access and Mobility. In practice however, it is common for road grades to be well in excess of the maximum grade of 1 in 14 as defined in AS1428 for walkways. The Infrastructure Design Manual recommends a preferred maximum road grade of 10% and allows an absolute maximum grade of 20%. In effect, these grades become the default standards for footpaths. While these gradients are well outside the standard of AS1428, it is, at times, practically impossible to achieve those standards.

5. Funding Mechanisms

The cost of providing the footpath network can be met from a variety of sources.

Council funding will generally be the only funding available for upgrading any of the existing networks. However, in addition to Council funds, new footpaths might be funded through Special Charge Schemes, included in the construction of new subdivisions or through external funding such as that available from either State or Federal Governments.

Any new development should consider the expected level of pedestrian access. The new development should include any required extension of the existing footpath network (at a standard consistent with the expected pedestrian use) as part of the works required for that development.

5.1. Primary Footpaths

Extensions and upgrades of the existing Primary Footpath Network shall be constructed within the context of Council's capital works program. Funding of network extensions will be on a shared basis between Council and the abutting property owners. An assessment of the benefit to the general community will be made to ascertain Council's share of the funding.

The range of works defined in Appendix B1 has been estimated to cost \$277,350. This should be wholly funded directly by Council and be undertaken as a matter of high priority. It is recommended that a provision of \$27,000 to \$30,000 annually be made to address these works over the next 10 year period.

Where a new public facility is to be constructed, extending the existing Primary Footpath Network to the facility should be considered as part of the works and be funded as part of the cost of those works.

5.2. Secondary footpaths

Any extension of the existing Secondary Footpath Network, to service existing residential areas, will usually be constructed by way of a Special Charge Scheme where benefitting ratepayers make a financial contribution to the works.

The cost of this construction has been estimated at \$321,900 (Appendix B2). It is proposed that these works:-

- Generally be funded using Special Charge Schemes; and
- Council provides funding on the basis of the assessed community benefit.

Where new subdivisions are being constructed, footpaths shall be provided, throughout the development, in accordance with the standards in Appendix C and as prescribed in Council's Infrastructure Design Manual.

5.3. Local footpaths

Similar to the funding of Secondary footpaths, extensions to the Local Footpath Network will generally be funded by way of Special Charge Schemes with Council's contribution being based on the assessed community benefit. Schemes will be developed based on community demand and Council's available budget.

The estimated cost of extending the Local Footpath Network to those well-developed residential areas that are currently without any footpath within the street has been estimated at \$1,375,375 (Appendix B3). It should be noted that this cost provides footpath on one side of the street only – footpaths on both side will cost double this.

Where new subdivisions are being constructed, footpaths shall be provided, throughout the development, in accordance with the standards in Appendix C and as prescribed in Council's Infrastructure Design Manual.

5.4. Minor footpaths

Minor footpaths shall not be constructed by Council. Where they currently exist and have been maintained by Council in the past, Council will continue to maintain Minor paths to a minimum standard.

5.5. Shared Paths

Shared Paths will usually be constructed within the context of Council capital works program. In general, however, external funding (e.g. from State or Federal Government) will be sourced to supplement Council funding.

6. Works Program

The program of works required to improve the existing footpath network to the proposed standards should be undertaken within Council's budgetary constraints. Works suggested for the Primary footpath network are proposed to be undertaken over a period of 10 years. On this basis an average annual expenditure of \$28,000 to \$30,000 will be required in order for the sections of Primary footpath identified in Appendix B1, with an estimated overall value of \$277,350, to be constructed within this time frame.

Typically the construction of the Secondary footpath network is funded through a shared arrangement involving Council and abutting owners. The percentage of the project funded by Council can vary, depending on the community benefit deemed to be provided by the project. For projects providing a large community benefit the funding percentage provided by Council might reach 75% or 80%. Projects in the Secondary footpath network are less likely to provide a large community benefit than say a project within the Primary network. For this reason, the basis of funding nominated in the below table has been taken as being 50% of the total network extension costs to be provided by Council, spread over 10 years.

The Local footpath network, although maintained by Council once it exists, is usually created wholly by funding provided by abutting owners, through a special charge scheme.

Table of Expected Costs for Council:

| New Footpath | New & Up-Grade | Basis of Funding | Per Year Cost to Council |
|------------------------------|-----------------------|--|--------------------------|
| | \$ Cost | | \$ Cost |
| Primary Network Extension | \$277,350 | Amortized over 10 yrs | \$27,735 |
| Secondary Network Extensions | \$321,900 | Say 50%, over 10 yrs, shared cost with abutting owners | \$16,095 |
| Local Network | \$1,375,375 | Not usually funded by Council | \$ nil |
| Sub Total | \$1,974,625.00 | | \$43,830.00 |

Extension of the Secondary footpath network to areas of residential areas without concrete footpaths is expected to proceed based on requests from property owners.

6.1. Prioritisation of Works

The value of the proposed works is well in excess of the likely available budget and therefore any proposed works need to be prioritised. The proposed works are prioritised by a weighted criteria that considers hierarchical level, current functionality, expected levels of usage and safety issues. For details of the criteria, please refer to Appendix D.

For the purpose of the Strategy, Council has taken the liberty of assessing the identified works against the priority criteria to provide an indication of the likely prioritisation. It is important to note that this is not a comprehensive assessment and is likely to change as more detailed assessments are completed.

For the generated priority list please refer to Appendix B4.

7. Footpath Renewal and Maintenance

Renewal and maintenance includes all the work required to ensure the ongoing performance of the footpaths to the service levels required.

Renewal and maintenance of the whole of the footpath network will be managed and funded by Council. It is unlikely that Council will be able to source external funding for renewal and maintenance.

Where renewal of footpaths is required, the renewal should include any works required to provide the appropriate footpath to the standards shown in Appendix C.

Table of Costs:

| Renewal of Existing Footpath (Council Wide) | |
|---|---------------------|
| Exist Length (m) | 132 |
| Exist Width (m) | 1.5 |
| Exist Area (Sq m) | 198,000 |
| Replacement cost per sq m | \$100 |
| Average lifecycle - Years | 50 |
| | |
| Total Replacement Cost | \$19,800,000 |
| | |
| Renewal \$/Year | \$396,000 |

7.1. Footpath Renewal

Renewal is generally regarded as the replacement of larger sections of footpath that have reached the end of their useful life. Typically, footpath due for renewal is characterised by multiple previous repair works, excessive loss of the concrete surface, undulating surface of the footpath (e.g. from multiple root intrusions) and the like.

The table in Section 7 above shows the calculated replacement cost of the present footpath network at \$19.8 mil. (in present day dollars). Assuming a useful lifecycle (design life) of 50 years, in simple terms means that 1/50th of the network needs to be replaced each year. Performing the arithmetic then reveals that a figure of \$396,000 (in present day dollars) will require to be allocated year on year in order to achieve this end.

7.2. Footpath Maintenance

Footpath maintenance is generally regarded as the smaller works required ensuring that the footpaths continue to meet the minimum safety standards. Typically, maintenance work is removal of trip hazards (caused by severe cracking, differential

settlement of adjoining slabs, subsidence or tree root intrusion) or vegetation management (such as weed removal or trimming back of trees and shrubs).

Footpath maintenance works are identified through routine inspections of the network. Faults found in footpaths are assessed according to intervention levels, in line with Council's Road Management Plan. Presently Council's footpath maintenance budget allows for identified maintenance needs to be adequately addressed within current intervention levels. If changes to service levels or intervention levels were adopted, the budget allocation for these works would also need to be reviewed.

8. Budget Summary

Works proposed for footpaths fall into various categories, as shown in Appendices B1 to B3, and a prioritised works list is provided in Appendix B4.

Council's current annual budget for footpath construction, up-grading and renewal amounts to:-

| | |
|--------------------------------|------------------|
| • New and Up-grade, Shire wide | \$ 0 |
| • Renewal | <u>\$396,000</u> |
| TOTAL | \$396,000 |

The required annual budget for footpath construction, up-grading and renewal consists of the following:-

| | |
|---------------------------------|------------------|
| • New and up-grade, Apollo Bay | \$ 43,830 |
| • New and up-grade, other towns | \$210,000 |
| • Renewal | <u>\$396,000</u> |
| TOTAL | \$649,830 |

The shortfall in the existing budget compared to the proposed budget is:-

| | | |
|--------------------|----------------------------|-------------------|
| • New and Up-grade | \$43,830 + \$210,000 - \$0 | = \$ 253,830 |
| • Renewal | \$396,000 - \$396,000 | = <u>\$ 0</u> |
| TOTAL | | <u>\$ 253,830</u> |

* Note: calculations above do not include the budget required for Maintenance.

9. Recommendations

To facilitate the implementation of the proposed footpath network, as described in this plan for Apollo Bay, it is recommended that -

1. Council adopts the Apollo Bay Commuter Footpath Strategy.
2. Council adopts the standards shown the Hierarchy Standard.
3. Council refers the works shown in the Works Program (Appendix B4) to its long term Capital Works program, for prioritisation and funding.
4. Council provides funding for New and Up-Grade footpath works to the value of \$43,830, enabling construction to the Primary footpath network (as shown in Appendix B1) to be completed over a 10 year period.
5. Council make provision for extension of the Secondary and Local footpath networks through Special Charge Schemes.
6. Council maintains the Renewal expenditure on footpaths at \$396,000 annually.
7. Council reviews the intervention standards for footpath trip hazards.
8. Council maintains its commitment to current maintenance expenditure.

10. Appendices

- 10.1. Appendix A - Plans
- 10.2. Appendix B - Cost Estimates and Works Program
- 10.3. Appendix C - Proposed Standards
- 10.4. Appendix D - Criteria Definition

11. References

An Australian vision for active transport, alga, 2011
Blueprint for an active Australia, Heart Foundation, 2009
A Walkability Toolkit (2011).
AS 1428 – Design for Access and Mobility
Colac Otway Public Open Space Strategy (2011).
Infrastructure Design Manual (2011).

Appendix A - Plans

APPENDIX A



Apollo Bay – hierarchy of proposed footpath network

Appendix B - Cost Estimates & Works Plan

Apollo Bay Proposed Primary Network

Appendix B1

| Street | Footpath Side | Start | Finish | Length (m) | Driveways | Pram Ramps | Amount |
|------------------|---------------|--------------------|------------------|-------------|-----------|------------|-------------|
| Pascoe Street | East | Hardy Street - 56m | Thomson Street | 194 | 4 | 2 | \$31,550.00 |
| Martin Street | South | McLachlan Street | Pascoe Street | 240 | 12 | 3 | \$40,350.00 |
| Whelan Street | North | McLachlan Street | Pascoe Street | 245 | 9 | 3 | \$40,762.50 |
| Pengilley Avenue | South | Gallipoli Parade | McLachlan Street | 187 | 5 | 3 | \$31,612.50 |
| Pengilley Avenue | South | Costin Street | Gallipoli Parade | 205 | 9 | 2 | \$33,762.50 |
| Pascoe Street | West | Montrose Avenue | Whelan Street | 84 | 2 | 3 | \$15,825.00 |
| Pascoe Street | West | Moore Street | Montrose Avenue | 156 | 4 | 2 | \$25,850.00 |
| Pascoe Street | West | Whelan Street | Martin Street | 94 | 5 | 4 | \$18,662.50 |
| Martin Street | North | McLachlan Street | Pascoe Street | 230 | 13 | 3 | \$38,962.50 |
| | | | | 1635 | | | |

TOTAL \$277,337.50

Apollo Bay Proposed Secondary Network

Appendix B2

| Street | Footpath Side | Start | Finish | Length (m) | Driveways | Pram Ramps | Amount |
|-------------------|---------------|-------------------|------------------------|------------|-----------|------------|-------------|
| Pascoe Street | East | Thomson Street | Murray Street | 150 | 7 | 4 | \$27,287.50 |
| Pascoe Street | West | Nelson Street | Moore Street | 201 | 6 | 2 | \$32,825.00 |
| Pascoe Street | West | Martin Street | Thomson Street | 147 | 7 | 4 | \$26,837.50 |
| Pascoe Street | West | Thomson Street | Murray Street | 153 | 6 | 4 | \$27,625.00 |
| Murray Street | North | Pascoe Street | McLachlan Street - 90m | 130 | 6 | 0 | \$20,175.00 |
| Murray Street | South | Pascoe Street | McLachlan Street - 90m | 115 | 4 | 2 | \$19,700.00 |
| Nelson Street | South | Cartwright Street | Sylvester Street | 123 | 5 | 2 | \$21,012.50 |
| Nelson Street | South | Cartwright Street | Diana Street | 215 | 10 | 2 | \$35,375.00 |
| Nelson Street | South | Diana Street | McLachlan Street | 223 | 9 | 3 | \$37,462.50 |
| Cartwright Street | West | Noel Street | Nelson Street | 90 | 3 | 3 | \$16,837.50 |
| Cartwright Street | West | Gambier Street | Noel Street | 118 | 4 | 2 | \$20,150.00 |
| Gambier Street | North | Cartwright Street | Sylvester Street | 224 | 9 | 2 | \$36,612.50 |
| | | | | | | | |
| | | | | | | | |
| | | | | 1889 | | | |
| | | | | | | | |

TOTAL \$321,900.00

Apollo Bay Proposed Local Network

Appendix B3

| STREET | SIDE | START | FINISH | LENGTH
(m) | DRIVEWAYS | PRAM
RAMPS | AMOUNT |
|------------------|-------|------------------------|------------------|---------------|-----------|---------------|-------------|
| Nelson Street | South | Sylvester Street - 80m | Trafalgar Street | 122 | 6 | 2 | \$20,975.00 |
| Nelson Street | North | Golf Club | Harbour | 250 | 0 | 5 | \$42,500.00 |
| Seymour Crescent | North | McLachlan Street | Barrand Street | 270 | 10 | 3 | \$44,625.00 |
| Seymour Crescent | North | Barrand Street | Hobson Street | 50 | 1 | 2 | \$9,612.50 |
| Seymour Crescent | North | Hobson Street | Costin Street | 147 | 3 | 3 | \$25,387.50 |
| Costin Street | East | McLennan Street | Montrose Avenue | 90 | 3 | 3 | \$16,837.50 |
| Costin Street | East | Seymour Crescent | McLennan Street | 55 | 0 | 3 | \$11,250.00 |
| Montrose Avenue | South | McLachlan Street | Pascoe Street | 283 | 16 | 3 | \$47,250.00 |
| Montrose Avenue | South | Costin Street | Oak Avenue | 180 | 2 | 3 | \$30,225.00 |
| McLennan Street | North | Hobson Street | McLachlan Street | 253 | 13 | 4 | \$43,412.50 |
| McLennan Street | North | Costin Street | Hobson Street | 153 | 7 | 4 | \$27,737.50 |
| Noel Street | North | Cartwright Street | Sylvester Street | 220 | 8 | 4 | \$37,900.00 |

| Proposed Local Network | | | | | | | Appendix B3 |
|------------------------|-------|------------------|------------------------|---------------|-----------|---------------|-------------|
| STREET | SIDE | START | FINISH | LENGTH
(m) | DRIVEWAYS | PRAM
RAMPS | AMOUNT |
| Noel Street | North | Diana Street | Cartwright Street | 220 | 11 | 4 | \$38,237.50 |
| Noel Street | North | McLachlan Street | Diana Street | 217 | 9 | 4 | \$37,562.50 |
| Noel Street | South | Sylvester Street | Trafalgar St - 70m | 155 | 6 | 3 | \$26,925.00 |
| Diana Street | East | Gambier Street | Noel Street | 118 | 2 | 2 | \$19,925.00 |
| Diana Street | West | Noel Street | Nelson Street | 120 | 4 | 2 | \$20,450.00 |
| Diana Street | West | Nelson Street | Moore Street | 174 | 7 | 3 | \$29,887.50 |
| Barrand Street | South | McLachlan Street | Seymour Crescent | 212 | 7 | 2 | \$34,587.50 |
| Thomson Street | North | Pascoe Street | Collingwood Street | 82 | 1 | 3 | \$15,412.50 |
| Thomson Street | North | Jacks Place | McLachlan Street | 195 | 10 | 2 | \$32,375.00 |
| Thomson Street | North | McLachlan Street | Pascoe Street | 210 | 10 | 2 | \$34,625.00 |
| Murray Street | North | Murray Square | Evans Court | 58 | 1 | 4 | \$12,812.50 |
| Murray Street | North | Evans Court | McLachlan Street | 108 | 5 | 3 | \$19,762.50 |
| Murray Street | North | McLachlan Street | McLachlan Street + 90m | 90 | 2 | 1 | \$14,725.00 |
| Murray Street | North | Pascoe Street | Collingwood Street | 147 | 7 | 1 | \$23,837.50 |
| Casino Avenue | East | Cawood Street | Joyce Street | 380 | 19 | 2 | \$61,137.50 |

| Proposed Local Network | | | | | | | Appendix B3 |
|------------------------|-------|---------------------|------------------------|---------------|-----------|--------|-------------|
| STREET | SIDE | START | FINISH | LENGTH
(m) | DRIVEWAYS | STREET | SIDE |
| Casino Avenue | East | Joyce Street | Milford Street | 280 | 16 | 4 | \$47,800.00 |
| Casino Avenue | East | Milford Street | Marriners Lookout Road | 187 | 10 | 4 | \$33,175.00 |
| Joyce Street | South | Casino Avenue | Great Ocean Road | 80 | 1 | 2 | \$14,112.50 |
| Gambier Street | North | Diana Street | Cartwright Street | 220 | 9 | 2 | \$36,012.50 |
| Gambier Street | North | Sylvester Street | Trafalgar St - 100m | 110 | 7 | 1 | \$18,287.50 |
| Gambier Street | North | Diana Street | 95m west | 95 | 2 | 2 | \$16,475.00 |
| Holzer Drive | East | Cawood Street | Gum Court | 100 | 2 | 4 | \$19,225.00 |
| Holzer Drive | East | Gum Court | Wattle Court | 78 | 2 | 4 | \$15,925.00 |
| Holzer Drive | East | Wattle Court | Scenic Drive | 83 | 3 | 3 | \$15,787.50 |
| Great Ocean Road | West | Cawood Street | Joyce Street | 352 | 16 | 4 | \$58,600.00 |
| Great Ocean Road | West | Joyce Street | Milford Street | 280 | 8 | 4 | \$46,900.00 |
| Great Ocean Road | West | Milford Street | Marriners Lookout Road | 234 | 8 | 4 | \$40,000.00 |
| Marriners Lookout Road | South | Seaview Drive - 60m | Campbell Court | 46 | 1 | 2 | \$9,012.50 |
| Marriners Lookout Road | South | Campbell Court | Casino Avenue | 88 | 1 | 4 | \$17,312.50 |
| Marriners Lookout Road | South | Casino Avenue | Great Ocean Road | 90 | 1 | 2 | \$15,612.50 |

| Proposed Local Network | | | | | | | Appendix B3 |
|------------------------|---------|------------------|------------------------|---------------|-----------|--------|-------------|
| STREET | SIDE | START | FINISH | LENGTH
(m) | DRIVEWAYS | STREET | SIDE |
| Milford Street | South | Casino Avenue | Great Ocean Road | 82 | 2 | 2 | \$14,525.00 |
| Murray Square | Outside | Murray Street | Murray Street | 468 | 25 | 2 | \$75,012.50 |
| Ramsden Avenue | South | Gallipoli Parade | McLachlan Street - 88m | 103 | 4 | 2 | \$17,900.00 |
| Gallipoli Parade | East | Montrose Avenue | Pengilley Avenue | 125 | 4 | 2 | \$21,200.00 |
| Gallipoli Parade | East | Pengilley Avenue | Ramsden Avenue | 80 | 2 | 2 | \$14,225.00 |
| Hobson Street | East | McLennan Street | Montrose Avenue | 98 | 2 | 2 | \$16,925.00 |
| Hobson Street | East | Seymour Crescent | McLennan Street | 67 | 1 | 2 | \$12,162.50 |
| Trafalgar Street | West | Noel Street | Nelson Street | 114 | 1 | 2 | \$19,212.50 |
| | | | | | | | |
| | | | | | | | |
| | | | | 8019 | | | |
| | | | | | | | |

TOTAL \$1,375,375.00

Apollo Bay Commuter Footpath Strategy Works Program

Appendix B4

| | Primary Network | Secondary Network | Local Network | | |
|----------|------------------|-------------------|--------------------|--|-------------|
| Priority | Street | Start | Finish | Works | Amount |
| 1 | Pascoe Street | Hardy Street | Thomson Street | Primary footpath construction - east side - install 2 kerb ramps with TGSi's | \$31,550.00 |
| 2 | Martin Street | McLachlan Street | Pascoe Street | Primary footpath construction - south side - install 3 kerb ramps with TGSi's | \$40,350.00 |
| 3 | Pascoe Street | Montrose Avenue | Whelan Street | Primary footpath construction - west side - install 3 kerb ramps with TGSi's | \$15,825.00 |
| 4 | Pascoe Street | Whelan Street | Martin Street | Primary footpath construction - west side - install 4 kerb ramps with TGSi's | \$18,662.50 |
| 5 | Whelan Street | McLachlan Street | Pascoe Street | Primary footpath construction - north side - install 3 kerb ramps with TGSi's | \$40,762.50 |
| 6 | Pengilley Avenue | Gallipoli Parade | McLachlan Street | Primary footpath construction - south side - install 3 kerb ramps with TGSi's | \$31,612.50 |
| 7 | Pascoe Street | Moore Street | Montrose Avenue | Primary footpath construction - west side - install 2 kerb ramps with TGSi's | \$25,850.00 |
| 8 | Martin Street | McLachlan Street | Pascoe Street | Primary footpath construction - north side - install 3 kerb ramps with TGSi's | \$38,962.50 |
| 9 | Pengilley Avenue | Costin Street | Gallipoli Parade | Primary footpath construction - south side - install 2 kerb ramps with TGSi's | \$33,762.50 |
| 10 | Pascoe Street | Thomson Street | Murray Street | Secondary footpath construction - east side - install 4 kerb ramps with TGSi's | \$27,287.50 |
| 11 | Murray Street | Pascoe Street | McLachlan St - 90m | Secondary footpath construction - north side - install 0 kerb ramps | \$20,175.00 |

| Works Program | | | | | Appendix B4 |
|---------------|-------------------|-------------------|--------------------|---|-------------|
| Priority | Street | Start | Finish | Works | Amount |
| 12 | Nelson Street | Cartwright Street | Sylvester Street | Secondary footpath construction - south side - install 2 kerb ramps with TGSi's | \$21,012.50 |
| 13 | Cartwright Street | Noel Street | Nelson Street | Secondary footpath construction - west side - install 3 kerb ramps with TGSi's | \$16,837.50 |
| 14 | Nelson Street | Cartwright Street | Diana Street | Secondary footpath construction - south side - install 2 kerb ramps with TGSi's | \$35,375.00 |
| 15 | Nelson Street | Diana Street | McLachlan Street | Secondary footpath construction - south side - install 3 kerb ramps with TGSi's | \$37,462.50 |
| 16 | Pascoe Street | Martin Street | Thomson Street | Secondary footpath construction - west side - install 4 kerb ramps with TGSi's | \$26,837.50 |
| 17 | Pascoe Street | Nelson Street | Moore Street | Secondary footpath construction - west side - install 2 kerb ramps with TGSi's | \$32,825.00 |
| 18 | Cartwright Street | Gambier Street | Noel Street | Secondary footpath construction - west side - install 2 kerb ramps with TGSi's | \$20,150.00 |
| 19 | Gambier Street | Cartwright Street | Sylvester Street | Secondary footpath construction - north side - install 2 kerb ramps with TGSi's | \$36,612.50 |
| 20 | Pascoe Street | Thomson Street | Murray Street | Secondary footpath construction - west side - install 4 kerb ramps with TGSi's | \$27,625.00 |
| 21 | Murray Street | Pascoe Street | McLachlan St - 90m | Secondary footpath construction - south side - install 2 kerb ramps with TGSi's | \$19,700.00 |
| 22 | Montrose Avenue | McLachlan Street | Pascoe Street | Local footpath construction - south side - install 3 kerb ramps with TGSi's | \$47,250.00 |
| 23 | Thomson Street | McLachlan Street | Pascoe Street | Local footpath construction - north side - install 2 kerb ramps with TGSi's | \$34,625.00 |
| 24 | Thomson Street | Pascoe Street | Collingwood Street | Local footpath construction - north side - install 3 kerb ramps with TGSi's | \$15,412.50 |
| 25 | Murray Street | Pascoe Street | Collingwood Street | Local footpath construction - north side - install 1 kerb ramp with TGSi's | \$23,837.50 |

| Works Program | | | | | Appendix B4 |
|---------------|------------------|-------------------|--------------------|---|-------------|
| Priority | Street | Start | Finish | Priority | Street |
| 26 | Murray Street | McLachlan Street | McLachlan St + 90m | Local footpath construction - north side - install 1 kerb ramp with TGSi's | \$14,725.00 |
| 27 | Noel Street | Cartwright Street | Sylvester Street | Local footpath construction - north side - install 4 kerb ramps with TGSi's | \$37,900.00 |
| 28 | Noel Street | Diana Street | Cartwright Street | Local footpath construction - north side - install 4 kerb ramps with TGSi's | \$38,237.50 |
| 29 | Gallipoli Parade | Montrose Avenue | Pengilley Avenue | Local footpath construction - east side - install 2 kerb ramps with TGSi's | \$21,200.00 |
| 30 | Ramsden Avenue | Gallipoli Parade | McLachlan St - 88m | Local footpath construction - south side - install 2 kerb ramps with TGSi's | \$17,900.00 |
| 31 | Gallipoli Parade | Pengilley Avenue | Ramsden Avenue | Local footpath construction - east side - install 2 kerb ramps with TGSi's | \$14,225.00 |
| 32 | Great Ocean Road | Cawood Street | Joyce Street | Local footpath construction - west side - install 4 kerb ramps with TGSi's | \$58,600.00 |
| 33 | Murray Street | Evans Court | McLachlan Street | Local footpath construction - north side - install 3 kerb ramps with TGSi's | \$19,762.50 |
| 34 | Murray Street | Murray Square | Evans Court | Local footpath construction - north side - install 4 kerb ramps with TGSi's | \$12,812.50 |
| 35 | Costin Street | McLennan Street | Montrose Avenue | Local footpath construction - east side - install 3 kerb ramps with TGSi's | \$16,837.50 |
| 36 | McLennan Street | Hobson Street | McLachlan Street | Local footpath construction - north side - install 4 kerb ramps with TGSi's | \$43,412.50 |
| 37 | Hobson Street | McLennan Street | Montrose Avenue | Local footpath construction - east side - install 2 kerb ramps with TGSi's | \$16,925.00 |
| 38 | Hobson Street | Seymour Crescent | McLennan Street | Local footpath construction - east side - install 2 kerb ramps with TGSi's | \$12,162.50 |
| 39 | Joyce Street | Casino Avenue | Great Ocean Road | Local footpath construction - south side - install 2 kerb ramps with TGSi's | \$14,112.50 |

| Works Program | | | | | Appendix B4 |
|---------------|----------------------|------------------------|------------------------|---|-------------|
| Priority | Street | Start | Finish | Priority | Street |
| 40 | Great Ocean Road | Joyce Street | Milford Street | Local footpath construction - west side - install 4 kerb ramps with TGSi's | \$46,900.00 |
| 41 | Holzer Drive | Cawood Street | Gum Court | Local footpath construction - east side - install 4 kerb ramps with TGSi's | \$19,225.00 |
| 42 | Diana Street | Nelson Street | Moore Street | Local footpath construction - west side - install 3 kerb ramps with TGSi's | \$29,887.50 |
| 43 | Nelson Street | Sylvester Street - 80m | Trafalgar Street | Local footpath construction - south side - install 2 kerb ramps with TGSi's | \$20,975.00 |
| 44 | Noel Street | Sylvester Street | Trafalgar St - 70m | Local footpath construction - south side - install 3 kerb ramps with TGSi's | \$26,925.00 |
| 45 | Seymour Crescent | McLachlan Street | Barrand Street | Local footpath construction - north side - install 3 kerb ramps with TGSi's | \$44,625.00 |
| 46 | Seymour Crescent | Barrand Street | Hobson Street | Local footpath construction - north side - install 2 kerb ramps with TGSi's | \$9,612.50 |
| 47 | Murray Square | Murray Street | Murray Street | Local footpath construction - outside - install 2 kerb ramps with TGSi's | \$75,012.50 |
| 48 | Thomson Street | Jacks Place | McLachlan Street | Local footpath construction - north side - install 2 kerb ramps with TGSi's | \$32,375.00 |
| 49 | Holzer Drive | Gum Court | Wattle Court | Local footpath construction - east side - install 4 kerb ramps with TGSi's | \$15,925.00 |
| 50 | Great Ocean Road | Milford Street | Marriners Lookout Road | Local footpath construction - west side - install 4 kerb ramps with TGSi's | \$40,000.00 |
| 51 | Marriners Lookout Rd | Casino Avenue | Great Ocean Road | Local footpath construction - south side - install 2 kerb ramps with TGSi's | \$15,612.50 |
| 52 | Gambier Street | Sylvester Street | Trafalgar St - 100m | Local footpath construction - north side - install 1 kerb ramp with TGSi's | \$18,287.50 |
| 53 | Trafalgar Street | Noel Street | Nelson Street | Local footpath construction - west side - install 2 kerb ramps with TGSi's | \$19,212.50 |

| Works Program | | | | | Appendix B4 |
|---------------|----------------------|---------------------|-------------------|---|-------------|
| Priority | Street | Start | Finish | Priority | Street |
| 54 | Diana Street | Noel Street | Nelson Street | Local footpath construction - west side - install 2 kerb ramps with TGSi's | \$20,450.00 |
| 55 | Noel Street | McLachlan Street | Diana Street | Local footpath construction - north side - install 4 kerb ramps with TGSi's | \$37,562.50 |
| 56 | Gambier Street | Diana Street | Cartwright Street | Local footpath construction - north side - install 2 kerb ramps with TGSi's | \$36,012.50 |
| 57 | Marriners Lookout Rd | Campbell Court | Casino Avenue | Local footpath construction - south side - install 4 kerb ramps with TGSi's | \$17,312.50 |
| 58 | Marriners Lookout Rd | Seaview Drive - 60m | Campbell Court | Local footpath construction - south side - install 2 kerb ramps with TGSi's | \$9,012.50 |
| 59 | Seymour Crescent | Hobson Street | Costin Street | Local footpath construction - north side - install 3 kerb ramps with TGSi's | \$25,387.50 |
| 60 | Costin Street | Seymour Crescent | McLennan Street | Local footpath construction - east side - install 3 kerb ramps with TGSi's | \$11,250.00 |
| 61 | Casino Avenue | Cawood Street | Joyce Street | Local footpath construction - east side - install 2 kerb ramps with TGSi's | \$61,137.50 |
| 62 | Diana Street | Gambier Street | Noel Street | Local footpath construction - east side - install 2 kerb ramps with TGSi's | \$19,925.00 |
| 63 | Gambier Street | Diana Street | 95m west | Local footpath construction - north side - install 2 kerb ramps with TGSi's | \$16,475.00 |
| 64 | Holzer Drive | Wattle Court | Scenic Drive | Local footpath construction - east side - install 3 kerb ramps with TGSi's | \$15,787.50 |
| 65 | McLennan Street | Costin Street | Hobson Street | Local footpath construction - north side - install 4 kerb ramps with TGSi's | \$27,737.50 |
| 66 | Barrand Street | McLachlan Street | Seymour Crescent | Local footpath construction - south side - install 2 kerb ramps with TGSi's | \$34,587.50 |
| 67 | Nelson Street | Yatch Club | Harbour | Local footpath construction - north side - install 5 kerb ramps with TGSi's | \$42,500.00 |

| Works Program | | | | | Appendix B4 |
|---------------|-----------------|----------------|------------------------|---|-------------|
| Street | Start | Finish | Priority | Street | Start |
| 68 | Casino Avenue | Milford Street | Marriners Lookout Road | Local footpath construction - east side - install 4 kerb ramps with TGSi's | \$33,175.00 |
| 69 | Milford Street | Casino Avenue | Great Ocean Road | Local footpath construction - south side - install 2 kerb ramps with TGSi's | \$14,525.00 |
| 70 | Casino Avenue | Joyce Street | Milford Street | Local footpath construction - east side - install 4 kerb ramps with TGSi's | \$47,800.00 |
| 71 | Montrose Avenue | Costin Street | Oak Avenue | Local footpath construction - south side - install 3 kerb ramps with TGSi's | \$30,225.00 |

Appendix C - Hierarchy Standards

APPENDIX C - Footpath Hierarchy Standards

| Hierarchy | To be provided where the footpath is used for | Construction Type (Note 3) | Width | One or Both Sides of Road (Note 4) | Lighting | Pram Crossings (Note 2) | Pedestrian Crossings (Note 1) | Tactiles | Funding |
|-------------------------------|--|---|---|--|--|---|---|--|---|
| Primary: Commercial Areas | Primary access to the main shopping areas | Concrete
Or other approved equivalent sealed surface | Allow concrete from property line to Back of Kerb | Provided in front of commercial premises, within a shopping precinct | Lighting to AS – 1158 | “Gopher friendly” pram crossings provided at all road crossings | Consideration given at all road crossing points | Install Tactiles to AS 1428.4 – 2009 at all road crossings | Funding shared by Council and abutting property owners.

Council contribution based on community benefit. |
| Primary: Non-Commercial Areas | Primary access to community facilities, shopping, major sports facilities

Areas of high pedestrian use and/or mobility impaired use | Concrete
Or other approved equivalent sealed surface | As per GTEP Part 13

Minimum width – 1.5m | Generally footpath provided on both sides of the street | Lighting to AS – 1158 | “Gopher friendly” pram crossings provided at all road crossings | Consideration given at all road crossing points | Install Tactiles to AS 1428.4 – 2009 at all road crossings | Funding shared by Council and abutting property owners.

Council contribution based on community benefit. |
| Secondary | General public pedestrian access between residences, the Access footpath network and the Link network | Concrete
Or other approved equivalent sealed surface | 1.5m | Generally footpath provided on both sides of the street | Street lighting provided at maximum 150m spacing (typically mid block lighting on long blocks) | “Gopher friendly” provided at all new road crossings | Generally not provided | Install Tactiles to AS 1428.4 – 2009 at all new road crossings | Funding shared by Council and abutting property owners.

Council contribution based on community benefit. |
| Local | Local residential access only | Concrete
Or other approved equivalent sealed surface | 1.5m | Generally footpath provided on both sides of the street | Street lighting provided at maximum 150m spacing (typically mid block lighting on long blocks) | “Gopher friendly” provided at all new road crossings | Not provided | Install Tactiles to AS 1428.4 – 2009 at all new road crossings | Usually wholly funded by abutting property owners |
| Minor | Local residential access only or low use paths to public facilities | Unconstructed – gravel or other | Minimum width – 1.0m | Varies | Street lighting generally not provided | Not provided | Not provided | Not provided | Maintained by Council to a minimum standard |

GTEP – Guide to Traffic Engineering Practice – Austroads - Part 13 – Pedestrians,

Note 1 – “Pedestrian Crossings” includes pedestrian refuges, islands, zebra crossings, pedestrian light and the like. May be provided at road crossings as appropriate e.g.

- a) where AADT > 2000 VPD and/or
- b) Traffic lane width >10m and/or
- c) high pedestrian count and/or
- d) high volume of mobility impaired pedestrian users

Note 2 – A “Gopher Friendly” crossing is where a footpath passes through the kerb and channel smoothly and evenly so as to be comfortable for users with mobility aids – i.e. where bullnoses are present, they should be removed.

Note 3 – Concrete footpaths are the preferred construction type. Other construction types may be considered where they are appropriately designed.

Note 4 – Footpaths are generally not provided where there are no abutting residential properties

Note 5 – All footpath construction shall be generally in accordance with the Infrastructure Design Manual and the Standard Drawings

Appendix D - Criteria Definition

2 - Roads, Carparks Traffic (Improvement)

Appendix D - Criteria Definition

Corporate Priority @ 50% Weighting

| Utilisation Type @ 15% Weighting | Score 5 - 1 |
|-----------------------------------|-------------|
| Asset hierarchy based on function | |

High Use Area - Footpath will be located in the vicinity of shopping precincts, aged care centres, senior citizen centres, schools, kindergartens, hospitals and/or other community facilities. 5

Shared Path - Track or path will provide for access for a range of recreational activities such as walking, bike riding or horse riding. 4

Standard Use Area - Footpath will provide pedestrian access in local residential streets. 3

Low Use Area - These are seldom-used areas where there exist paths known by Council to be used by the public. Inspections on areas of this type are to identify specific defects. No additional maintenance is undertaken. 1

| Strategic Relevance @ 25% Weighting | Score 5 - 1 |
|---|-------------|
| Link to Council Plan objectives and service delivery outcomes | |

Corporate Planning with specific plan and/or supporting strategy or legal requirement. 5

Approved by Council as a key requirement to delivering Council outcomes.

Master Plan, Strategy, or an identified priority within Council Plan and requires more detailed planning 4

Strategic importance known, and has been identified as a service delivery priority. Minimal or no planning undertaken. 3

Project of some strategic importance, but not identified as a priority. No Planning undertaken. 2

Not previously identified, not significant. Does not exist in any of the Councils current planning programs. 1

| Functional Suitability @ 10% Weighting | Score 5 - 1 |
|--|-------------|
| Effectiveness of the asset to meet current and future customer expectations and requirements | |

Asset standards do not contribute to required levels of service and/or community outcomes 5

Minimum levels of service provided by asset. Additional upgrades required to address functional suitability issues (e.g. compliance issues, increased demand, etc) 3

Present asset standards meet required levels of service 1

Community Outcome @ 10% Weighting

| Existing Traffic Count (Vehicles per day) @ 5% Weighting | Score 5 - 1 |
|--|-------------|
| Existing level of usage of road | |

Greater than 500 5

250 - 500 4

50 - 250 3

25 - 50 2

0 - 25 1

| Monthly Project Status Report - BWFC Redevelopment | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|---|-------------|--------------------|--------|--------------------|-------------------|--------|-----|-----|--------|-----|-----|--------|-----|-----|--------|-----|-----|--------|-----|-----|--------|-----|-----|--------|------|------|--------|------|------|--------|------|------|--------|------|------|--------|------|------|--------|-----|-----|--------|-----|-----|--------|-----|-----|-----------------------------|--|----------------------|--------------|-------------------------------|-------------|-------------------------|-------|
| For Period | 1 April - 30 April 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Prepared By | Graeme Collins | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Date Prepared | 13-May-14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Project Description | Redevelopment of aquatic and sports facility to incorporate warm water pool, additional basketball court and compliant run off areas and general facility upgrades and renewal. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Project Status | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Status Item | Current Status | Prior Status | Reason for Deviation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Overall Project Status | Caution | Caution | Potential delays likely to affect forecast completion date | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Schedule | Caution | Caution | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Scope | Controlled | Controlled | Project presently within budget tolerances | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Budget | Caution | Caution | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Project Risk | Caution | Caution | Potential for further delays and associated costs aligned latent conditions | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Overall Summary/Comments | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| The project is currently behind programme due to delays to critical path items and discrepancies within the project documentation and proposed scope of works. Progress on site has been made since decommissioning of the gas service. Excavation for the new warm water pool has been completed along with preparation of the construction shell. Preparatory works have been completed for the alterations to the former squash court walls to allow expansion of the proposed gym area. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Budget Performance | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>Building Contract</u>
<u>Expenditure Summary</u>
Contract Sum

\$10,955,860

Contract Works Complete
\$1,120,806

Approved Variations Completed
\$38,398

Total Approved Works Completed
\$1,159,204 | | | <table border="1"><caption>Expenditure Forecast vs. Actual Data</caption><thead><tr><th>Period</th><th>Forecast (\$'000s)</th><th>Actuals (\$'000s)</th></tr></thead><tbody><tr><td>Jan-14</td><td>280</td><td>250</td></tr><tr><td>Feb-14</td><td>380</td><td>350</td></tr><tr><td>Mar-14</td><td>400</td><td>220</td></tr><tr><td>Apr-14</td><td>380</td><td>350</td></tr><tr><td>May-14</td><td>550</td><td>500</td></tr><tr><td>Jun-14</td><td>900</td><td>900</td></tr><tr><td>Jul-14</td><td>1100</td><td>1100</td></tr><tr><td>Aug-14</td><td>1300</td><td>1300</td></tr><tr><td>Sep-14</td><td>1300</td><td>1300</td></tr><tr><td>Oct-14</td><td>1400</td><td>1400</td></tr><tr><td>Nov-14</td><td>1200</td><td>1200</td></tr><tr><td>Dec-14</td><td>900</td><td>900</td></tr><tr><td>Jan-15</td><td>300</td><td>300</td></tr><tr><td>Feb-15</td><td>500</td><td>500</td></tr></tbody></table> <table border="1"><caption>Project Expenditure Summary</caption><thead><tr><th colspan="2">Project Expenditure Summary</th></tr></thead><tbody><tr><td>Total Project Budget</td><td>\$11,855,860</td></tr><tr><td>Total YTD Project Expenditure</td><td>\$1,778,180</td></tr><tr><td>Percentage Budget Spent</td><td>15.0%</td></tr></tbody></table> | | | Period | Forecast (\$'000s) | Actuals (\$'000s) | Jan-14 | 280 | 250 | Feb-14 | 380 | 350 | Mar-14 | 400 | 220 | Apr-14 | 380 | 350 | May-14 | 550 | 500 | Jun-14 | 900 | 900 | Jul-14 | 1100 | 1100 | Aug-14 | 1300 | 1300 | Sep-14 | 1300 | 1300 | Oct-14 | 1400 | 1400 | Nov-14 | 1200 | 1200 | Dec-14 | 900 | 900 | Jan-15 | 300 | 300 | Feb-15 | 500 | 500 | Project Expenditure Summary | | Total Project Budget | \$11,855,860 | Total YTD Project Expenditure | \$1,778,180 | Percentage Budget Spent | 15.0% |
| Period | Forecast (\$'000s) | Actuals (\$'000s) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jan-14 | 280 | 250 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Feb-14 | 380 | 350 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mar-14 | 400 | 220 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Apr-14 | 380 | 350 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| May-14 | 550 | 500 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jun-14 | 900 | 900 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jul-14 | 1100 | 1100 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Aug-14 | 1300 | 1300 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sep-14 | 1300 | 1300 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Oct-14 | 1400 | 1400 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nov-14 | 1200 | 1200 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dec-14 | 900 | 900 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jan-15 | 300 | 300 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Feb-15 | 500 | 500 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Project Expenditure Summary | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Project Budget | \$11,855,860 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total YTD Project Expenditure | \$1,778,180 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Percentage Budget Spent | 15.0% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Comments
Construction expenditure behind forecast due to limited progress on site as a result of current on-site issues although progress has been made onsite during the month of April. This is in spite of the extended Easter break shutdown within the construction industry. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Schedule Performance | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Project Element | Relocation of Dry Programmes | Construction | Equipment Purchases for Redeveloped Facility | Landscaping | Project Management | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Design (including Contract Administration) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Percentage Complete | 86.3% | 100.0% | 10.6% | 0.0% | 29.4% | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Construction Correspondence | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| No. of Requests For Information (RFI) to Date | 137 | No. Variation Quotations (VQ) Submitted | 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| No. Unresolved RFIs | 29 | No. VQs Approved | 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| No. Site Instructions Issued (SI) | 157 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Accomplishments Since Last Report | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Decommissioning of gas services
Excavation for warm water pool, including civil preparation for concrete pool shell
Preparation for new concrete slab in the dry change amenities
Pouring of foundations for proposed gym extension and squash court alterations | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | | | | | | | | |
|---|--|------------|--|-------------------|---|----------------|--|-----------------|--|
| Upcoming / Next Steps | | | | | | | | | |
| Construction of formwork and steel reinforcement in preparation of the warm water pool concrete shell
Demolition of masonry walls to accommodate new gym layout
Pouring of concrete slab to dry change amenities
Demolition of existing stadium flooring | | | | | | | | | |
| Key Risks that May Affect the Project | | | | | | | | | |
| RFI response times | Current Status
Caution | | | | | | | | |
| Latent conditions within existing building | Caution | | | | | | | | |
| Possible delays due to seasonal change and extent of works exposed to weather | Caution | | | | | | | | |
| Integrity of existing pool structure and associated services | Caution | | | | | | | | |
| Key Issues that Currently Affect the Project: | | | | | | | | | |
| RFI pending response and current timeframes for finalisation | Current Status
Caution | | | | | | | | |
| Resolution to inherent design issues for roof to dry programme area | Caution | | | | | | | | |
| Discrepancies within project documentation | Caution | | | | | | | | |
| Condition of existing pool tiling | Caution | | | | | | | | |
| Key Upcoming Milestones | | | | | | | | | |
| | Target Completion Date | | | | | | | | |
| Continuation of warm water pool construction | 31-May-14 | | | | | | | | |
| Erection and alteration of stadium structure | 31-May-14 | | | | | | | | |
| Completion of balance of demolition works | 31-May-14 | | | | | | | | |
| Site Photos | | | | | | | | | |
|  | | | | | | | | | |
| Excavation for new warm water pool | | | | | | | | | |
|  | | | | | | | | | |
| Civil works preparation for warm water pool | | | | | | | | | |
|  | | | | | | | | | |
| Preparation for new slabs in the dry change rooms | | | | | | | | | |
|  | | | | | | | | | |
| Preparation for demolition of masonry walls to former squash courts | | | | | | | | | |
| <table border="1"> <tr> <td colspan="2">Key</td></tr> <tr> <td>Controlled</td><td>Project or issue is within established milestones, scope, budget and is on schedule</td></tr> <tr> <td>Caution</td><td>Project has slightly deviated from the plan. Issue/risk has the potential to deviate project from defined time, cost, quality objectives</td></tr> <tr> <td>Critical</td><td>Project is not tracking to established milestones, or has taken on tasks out of scope or budget. Issue or risk likely to significantly impact on schedule and project costs.</td></tr> </table> | | Key | | Controlled | Project or issue is within established milestones, scope, budget and is on schedule | Caution | Project has slightly deviated from the plan. Issue/risk has the potential to deviate project from defined time, cost, quality objectives | Critical | Project is not tracking to established milestones, or has taken on tasks out of scope or budget. Issue or risk likely to significantly impact on schedule and project costs. |
| Key | | | | | | | | | |
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Colac Otway Shire Council

Colac Municipal Aerodrome Business Plan

February 2014

WATER | ENERGY & RESOURCES | ENVIRONMENT | PROPERTY & BUILDINGS | TRANSPORTATION

Executive summary

The purpose of this report is to provide Colac Otway Shire Council, hereon referred to as Council, with a Business Plan for the Colac Aerodrome that will inform Council of the investment required for the aerodrome to maximise aerodrome utilisation and provide the best economic return for the local community. The Business Plan presents the future development options for the aerodrome through the establishment of a Facilities Master Plan (FMP) based on the Council's vision for the aerodrome, taking into account regulatory planning requirements, existing constraints and forecast growth in aviation activity. In developing the Business Plan consultation was undertaken with Council officers, the Aerodrome Committee of Management (COM) and representatives from the tourism and business sectors.

Colac Aerodrome has been selected by the Victorian Department of Environment and Primary Industries (DEPI) to be a forward fire base for aircraft fire fighting operations in the region. To support this function the Department needs to build aircraft movement areas, storage and other facilities at the aerodrome. The DEPI has gone through a master planning process for its facilities at Colac Aerodrome and the Draft Master Plan has been incorporated in this Business Plan. Two development scenarios, incorporating the DEPI facilities, have been produced. Currently there is no information on the timing and/or prioritisation of the DEPI development, both of which may influence Council's development plan for the aerodrome.

This Business Plan envisages a 20 year planning horizon, that is, to 2033. This Plan will need to be reviewed regularly for applicability, and updated to reflect future developments and planning requirements. It is envisaged that the interval for review would be a minimum of 5 years or when trigger points, such as the introduction of new legislation or development opportunities occur.

The Business Plan also provides a financial assessment of the proposed development options through the establishment of an infrastructure cost plan and cost modelling of likely revenue and administration and maintenance costs.

The Business Plan considers aerodrome ownership management and marketing options to assist Council in establishing a framework for the aerodrome's sustainable long term development.

Council believes that the aerodrome can play a larger part in the development of the region, but only if the facilities can be developed to cater for a wider variety of aviation needs than is currently the case.

Council has determined that the aerodrome should provide a net positive cash flow, and to this end a Colac Aerodrome Facilities Master Plan has been developed which will guide the aerodrome's development while protecting its future operations and maximize the return to Council of this asset.

Colac aerodrome

The aerodrome's airside physical infrastructure includes one gravel runway orientated in the East-West direction (09/27), one grassed runway orientated in the North-south direction (18/36), a helipad, partially sealed taxiway / taxilanes and a sealed aircraft parking apron. Buildings include the aero club administration building, an amenities block and 19 aircraft hangars. Colac Aerodrome is an unregulated aerodrome and is classified as an 'Authorised Landing Area' (ALA).

Planning Considerations

The planning criteria for aerodrome development may be categorised into a three-tiered structure as follows:

- International standards and recommended practices promulgated by the International Civil Aviation Organisation (ICAO)
- National regulatory standards and advisory publications prepared by the Civil Aviation Safety Authority (CASA), and
- Local standards and practices

Constraints

There are a number of operational, physical and legislative constraints which impact on how the Colac Aerodrome can be developed to provide facilities which meet the future demand. These include:

- Runway useability which describes the ability for an aircraft to use the runway under certain wind conditions; cross wind is critical in this analysis
 - the preferred runway direction is the 27 orientation, providing approx. 52% usability for the smallest aircraft for all hours
 - the 09/27 Runway is the preferred runway with a usability of over 65%.
- Runway width and length
- Runway pavement strength
- Obstacle limitation surfaces (OLS) - a series of surfaces that set the height limits of objects around an aerodrome
- Aircraft noise
- Existing infrastructure
- Capacity of services such as power, water and telecommunications may also impose a constraint on the aerodrome's development
- Colac Otway Planning Scheme

Aircraft movements

As there is no airline Regular Passenger Transport (RPT) service to Colac Aerodrome, the largest aircraft to regularly use the aerodrome are those operated by the Victorian government emergency services, such as the Victorian Air Ambulance (VAA) Beechcraft 350.

With no likelihood of an RPT service being established at the Colac Aerodrome in the near future, aircraft activity will be restricted to General Aviation (GA) operations by private, commercial (business, training, charter) and emergency services aircraft.

Demand

With the assumption that the aerodrome will continue to operate with a similar aircraft fleet, including the Victoria Air Ambulance (VAA) and other emergency services, the applicable Aerodrome Reference Code (ARC) for these aircraft types would be Code 2B. The King Air B-350's, which are used by the VAA, is the design (critical) aircraft for this study.

Growth in recent years in the number of hangars suggests that when additional hangar sites become available they will be taken up.

Facilities Master Plan outcomes

The Facilities Master Plan is based on aircraft not exceeding 5,700 kilograms (kg) and unrestricted night time operations. This enables the integration of the DEPI requirements into the Colac Aerodrome Facilities Master Plan.

The aerodrome development planning recognises that the design aircraft is the Beechcraft 350 with a maximum take-off weight (MTOW) of 6,804 kg (greater than 5,700 kg) but assumes that as it is replacing the Beechcraft 200 that its runway requirements will be the same as the Beechcraft 200.

The Facilities Master Plan provides for the staged development of facilities at the Aerodrome and includes two scenarios for the location of the proposed DEPI facilities.

The Facilities Master Plan provides for:

- Runways 09/27 and 18/36 to be lengthened to 1,140 m and widened to 18 m
- Runway 09/27 to be a Code 2B runway and 18/36 a Code 1A runway
- Runway 09/27 to become an instrument runway which has navigational aids which assist in directional guidance for landing aircraft
- parallel Code B and A taxiways for Runways 09/27 and 18/36 respectively
- a new sealed apron to be built clear of the 09/27 Runway obstacle limitation surfaces
- the fuel storage and dispensing equipment to be relocated when the new main apron is built
- the illuminated wind direction indicator (IWDI) to be relocated west of the DEPI and GA developments clear of the 09/27 Runway obstacle limitation surfaces
- an extension to the existing hangar precinct to the south towards McKays Road and a new hangar precinct west of the existing hangar site
- an agricultural flying precinct located east of Runway 18/36 and south of Runway 09/27
- a new access road, public car park, aero club and amenities building

The Facilities Master Plan adopts a staged development in the short term 1-5 years, the medium term 6-10 years and the long term 11-20 years. This timing assumes that the DEPI development will occur within the 1-5 year time period and will include common user facilities such as runways, taxiways, access roads etc. Should the DEPI development not occur the Facilities Master Plan assumes that Council will provide these facilities from year 6 onwards.

The total land area required to be acquired from adjoining property owners for the development of the Colac Aerodrome based on either of the two potential aerodrome development scenarios is approximately 24 to 25 hectares. Any land proposed to be purchased for the expansion of the aerodrome will need to be rezoned from Farming Zone (FZ) to Public Use Zone (PUZ).

Cost plan

The capital cost incurred by Council to develop the aerodrome to the requirements of the FMP will be impacted by the DEPI development plans for the Colac Aerodrome. Should DEPI proceed with its plans, a number of issues related to the existing aerodrome infrastructure may be addressed.

Council has available 2013 grant funds from the Victorian government for the application of a maintenance seal coating to the main 885 m long by 10 m wide 09/27 Runway.

If Council require the runway to be used by aircraft no greater than 5,700 kg, the runway must be widened to 15 m. The estimated cost to widen and bitumen seal the existing runway (885 m length) from 10 metres to 15 metres, including an allowance for rehabilitation of the runway surface and re-profiling as necessary, is \$600,000.

If Council require the runway to be used by aircraft not exceeding 2,000 kg then the runway can remain at 10 m wide. Subject to availability of funds it may be feasible for Council to widen the runway to 12 m in the interim although this would not achieve code compliance for aircraft above 2,000 kg to operate.

The Business Plan provides a preliminary cost plan for the staged development of the infrastructure. The overall development total cost is \$9.25 M.

Commercial considerations

Current aerodrome finances are managed by the Aerodrome Committee of Management (COM). The COM receives the aerodrome income and uses this to pay for any expenses associated with maintaining the aerodrome. While expenses currently nearly match the revenue, the Council investment in the asset is currently not making a commercial return for Council.

Financial modelling carried out shows that with the inclusion of the projected capital works costs to implement the FMP the aerodrome will not generate positive revenue over the life of the Business Plan.

The ability to increase revenue to make up the short fall is limited given the cost pressures on the private aviation market sector and the number of aerodromes in the region providing competitive services.

This leaves the option of Council obtaining additional grants from government, perhaps related to the future presence of the DEPI facilities on the aerodrome, or private funds which may necessitate the sale of the aerodrome.

Ownership/management structure options

There are three ownership models available to Council; full Council ownership or full private ownership or joint ownership) The advantages of Council ownership include direct control of a valuable community economic and social asset and a reduction of operating costs through operating efficiencies obtained by the use of general Council staff.

The disadvantage of Council ownership is that Council's often do not have sufficient industry knowledge to develop the full potential of the Aerodrome's assets or the resources to develop a sustainable and reliable in-house airport skill base.

With Council ownership the Council can manage and operate the aerodrome as a separate Council department or within an existing department or as a corporatised business with its own board, management and staff and responsible for its own funding and income generation.

The private (full or partial) model is not common as it reduces or removes the Council's direct control of the aerodrome. However, this model also reduces or removes the commercial risk to Council and can increase opportunities to obtain funding for the Aerodrome's future development.

The key to determining the most appropriate ownership and management model for the aerodrome is its income base and financial viability.

Marketing options for the aerodrome

To successfully market the Colac Aerodrome the Council will need to focus on a vision for its future.

Due to its location and infrastructure the Colac Aerodrome is well placed to service the general aviation (GA) industry. By broadening its appeal to the GA community the aerodrome could attract more itinerate GA traffic. Greater itinerate traffic would potentially encourage the development of the Aerodromes' GA facilities. The marketing should be aimed at encouraging more itinerate aircraft to the Colac Aerodrome, increased flying training activity and the establishment of an aircraft maintenance and agricultural businesses.

To position the Colac Aerodrome to take advantage of opportunities available from the GA industry, Council needs to identify its target audience and then develop a strategy which uses means of communication which are appropriate to this audience. The methods to market the Aerodrome could be broadly or industry based or specifically targeted.

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1. Introduction

1.1 Purpose of this report

The purpose of this report is to provide Colac Otway Shire Council (Council) with a Business Plan for the Colac Aerodrome that will inform Council of the investment required for the aerodrome to maximise aerodrome utilisation and provide the best economic return for the local community. The Plan presents the future development options for the aerodrome through the establishment of a Facilities Master Plan (FMP) based on the Council's vision for the aerodrome, taking into account regulatory planning requirements, existing constraints and forecast growth in aviation activity.

The Business Plan also provides a financial assessment of the proposed development options through the establishment of an infrastructure cost plan and cost modelling of likely revenue and administration and maintenance costs.

The Plan will also consider aerodrome ownership management and marketing options to assist Council in establishing a framework for the aerodrome's sustainable long term development.

1.2 Scope and limitations

The scope of the study is to produce a Business Plan for the Colac aerodrome which assists Council in planning the aerodrome's future development. The Plan incorporates:

1. Facilities Master plan
2. Financial analysis considering revenue and expenditure
3. Ownership/Management options and
4. Marketing options

1.3 Disclaimers

This report has been prepared by GHD for Colac Otway Shire Council and may only be used and relied on by Colac Otway Shire Council for the purpose agreed between GHD and the Colac Otway Shire Council as set out in section 1.1 of this report.

GHD otherwise disclaims responsibility to any person other than Colac Otway Shire Council arising in connection with this report. GHD also excludes implied warranties and conditions, to the extent legally permissible.

The services undertaken by GHD in connection with preparing this report were limited to those specifically detailed in the report and are subject to the scope limitations set out in the report.

The opinions, conclusions and any recommendations in this report are based on conditions encountered and information reviewed at the date of preparation of the report. GHD has no responsibility or obligation to update this report to account for events or changes occurring subsequent to the date that the report was prepared.

The opinions, conclusions and any recommendations in this report are based on assumptions made by GHD described in this report (refer section 1.4. of this report). GHD disclaims liability arising from any of the assumptions being incorrect.

GHD has prepared this report on the basis of information provided by Colac Otway Shire Council and others who provided information to GHD (including Government authorities), which GHD has not independently verified or checked beyond the agreed scope of work. GHD does not accept liability in connection with such unverified information, including errors and omissions in the report which were caused by errors or omissions in that information.

GHD has prepared the preliminary cost estimate set out in section 9 of this report ("Cost Plan") using information reasonably available to the GHD employee(s) who prepared this report; and based on assumptions and judgments made by GHD detailed in section 9.

The Cost Plan has been prepared for the purpose of providing background for the development of the Aerodrome and must not be used for any other purpose.

The Cost Plan is a preliminary estimate only. Actual prices, costs and other variables may be different to those used to prepare the Cost Plan and may change. Unless as otherwise specified in this report, no detailed quotation has been obtained for actions identified in this report. GHD does not represent, warrant or guarantee that the works can or will be undertaken at a cost which is the same or less than the Cost Plan.

Where estimates of potential costs are provided with an indicated level of confidence, notwithstanding the conservatism of the level of confidence selected as the planning level, there remains a chance that the cost will be greater than the planning estimate, and any funding would not be adequate. The confidence level considered to be most appropriate for planning purposes will vary depending on the conservatism of the user and the nature of the project. The user should therefore select appropriate confidence levels to suit their particular risk profile.

Site conditions (including the presence of hazardous substances and/or site contamination) may change after the date of this Report. GHD does not accept responsibility arising from, or in connection with, any change to the site conditions. GHD is also not responsible for updating this report if the site conditions change.

1.4 Assumptions

The assumptions included in this report are:

- that data supplied by Council is accurate
- that aerodrome survey data supplied by the DEPI is accurate.
- forecast growth for general aviation (GA) activity at Colac Aerodrome

1.5 Facilities master plan vision and objectives

Although Council owns the Colac Aerodrome, it currently provides little economic or social benefit to the wider community, the exception being its role as a local base for the Victorian Air Ambulance (VAA) and firefighting aircraft operations.

Council's vision for the Colac Aerodrome is to have it play a larger part in the economic development of the region by:

- Encouraging an active and dynamic private flying market, and
- Supporting the commercial needs of charter and business flying as well as the community's social needs provided by Victorian Government emergency services.

This will only occur however, if the facilities can be developed to cater for a wider variety of aviation needs than is currently the case.

The current Colac Aerodrome's facilities occupy all the usable aerodrome land and to realise its vision for the Aerodrome Council will need to purchase additional land and provide upgraded infrastructure.

Council has determined that the Aerodrome should provide a net positive cash flow, and to this end an aerodrome Facilities Master Plan (FMP) has been developed which will guide the Aerodrome's development while protecting its future operations and maximize the return to Council of this asset.

The Plan is intended to:

- Identify the Aerodrome's existing conditions and development constraints
- Identify opportunities for future development of the Aerodrome
- Provide an analysis of aviation and industry trends, and
- Provide guidance for future development of the Aerodrome

Colac Aerodrome has been selected by the Victorian Department of Environment and Primary Industries (DEPI) to be a forward fire base for aircraft fire fighting operations in the region. To support this function the Department needs to build aircraft movement areas, storage and other facilities at the Aerodrome. The Department has gone through a master planning process for its facilities at Colac Aerodrome and the outcome of that process has been incorporated in this Plan.

This Plan has been developed in consultation with Council, key aerodrome users and other interested parties. Information gained from stakeholders was of a general rather than specific nature.

This Business Plan envisages a 20 year planning horizon, that is, to 2033. This Plan will need to be reviewed regularly for applicability, and updated to reflect future developments and planning requirements. It is envisaged that the interval for review would be a minimum of 5 years or when trigger points, such as the introduction of new legislation or development opportunities occur.

1.6 Consultation

Stakeholder consultation was held with eight individuals, six representing the Council, one representing the Colac Aerodrome Committee of Management (COM) and one representative each from the tourism and business sectors.

- Neill Allen - General Manager Infrastructure and Service, Colac Otway Shire Council
- Doug McNeil – Manager Planning, Colac Otway Shire Council

- Mike Barrow – Manager Economic Development, Colac Otway Shire Council
- Adam Lehmann – Manager Asset Management, Colac Otway Shire Council
- Norm Tann – Secretary, Colac Aerodrome Committee of Management
- Adrian Healey – Otways Tourism (Colac Otway Shire Council)
- Geoff Iles – Manager, Colac Area Health and
- Jan Brown - Chamber of Commerce, Colac Otway Business Inc.

2. Colac Region Characteristics

2.1 Region

The Colac Otway Shire is located west of Melbourne and has an area of approximately 3,500 square kilometres. It covers a diverse range of topography from volcanic lakes, craters and plains in the north, through the hinterland forests of the Otway Ranges to the Great Ocean Road coastline. The Shire population in 2011 was approximately 22,000. The projected population in 2031 is 26,755¹. This represents a population growth of approximately 1% per year.

Colac is the region's largest population centre with 12,000 persons. It is the key industrial, commercial and service centre for the Shire. Shire economic activity includes agriculture and food processing, forestry and timber processing, tourism, business services, retailing, health and public sector. Commercial fishing activities are focused on the Apollo Bay Harbour. Tourism is a key employment generator and is likely to remain so for the foreseeable future.

Figure 01 shows the relationship of the Colac Aerodrome to the region.

2.2 Transport

2.2.1 Road

Road distances from Colac to Melbourne and nearby large population centres are:

- Melbourne - 150 km
- Geelong - 75 km
- Ballarat - 102 km
- Hamilton - 170 km
- Ararat - 173 km
- Warrnambool - 112 km

2.2.2 Rail

Colac is located on the Melbourne-Warrnambool railway line. Travel times are approximately 2 hours to Melbourne and one to Geelong. There are three passenger rail services daily with a bus service to Geelong on the weekends. The section of railway line, north of the Princes Highway, comes as close as 2 km south of the Colac Aerodrome.

2.2.3 Air

Colac Aerodrome is one of many aerodromes in the western region of Victoria. A list of nearby aerodromes and their runway infrastructure is given in Table 1 below. They all provide a level of amenity similar to Colac Aerodrome.

¹ *Victoria in the future 2012- Population and Household Projections 2011-2031 for Victoria and its Region*, Department of Planning and Community Development April 2012

Table 1 Regional airport runway data

| Aerodrome Name | CASA
Aerodrome
Category | Number of
runways | Runway/s length
(m) | As-the-crow-
flies distance
to/from Colac
Aerodrome
(km) |
|--------------------|-------------------------------|----------------------|------------------------|--|
| Cobden | Other | 1 | 1100 | 40 |
| Apollo Bay | Other | 1 | 690 | 70 |
| Port Campbell | Heliport | | N/A | 77 |
| Torquay | Other | 3 | 1,250/650/500 | 81 |
| Port Fairy | Other | 1 | 900 | 141 |
| Barwon Heads | Other | 2 | 750/450 | 85 |
| Ballarat | Registered | 2 | 1,265/1,245 | 90 |
| Warrnambool | Registered | 2 | 1,372/1,069 | 95 |
| Bacchus Marsh | Other | 2 | 1,554/1,524 | 133 |
| Ararat | Registered | 2 | 1,240/660 | 135 |
| Hamilton | Registered | 2 | 1,404/1,233 | 150 |
| Stawell | Registered | 2 | 1,403/854 | 206 |
| Portland | Certified | 2 | 1,616/1,180 | 210 |
| Ceres | Other | 2 | 700 | 68 |
| Lethbridge Airpark | Other | 2 | | 85 |

Figure 1 - Colac Otway Shire Area and Locality Plan



3. Colac Aerodrome

3.1 Aerodrome history

Colac Aero Club was formed in 1963 and initially operated at a privately owned airfield at Yeo located southeast of the Colac Town Centre.

The airfield at Yeo was affected by a number of issues including a high risk of collisions with livestock on the runways, as well as aircraft restrictions due to short runway length, and adverse weather limitations.

In 1972 it was decided that a municipal aerodrome should be established. The Colac Shire Council was willing to provide funding to acquire land and assist with the capital and operational costs for the establishment of such an aerodrome. The search for a suitable site for the new aerodrome commenced in 1972 and land was purchased for the aerodrome by the Council in 1975.

Colac Municipal Aerodrome was officially opened on 21 November 1976.

The Colac Aero Club had its 50th anniversary in 2013 which was celebrated with an open day in May 2013.

3.2 Aerodrome overview

The aerodrome's airside physical infrastructure includes one gravel runway (orientated in the 09/27 direction), one grassed runway (orientated in the 18/36 direction), a helipad, partially sealed taxiway/taxilanes and a sealed aircraft parking apron. Buildings include the aero club administration building, an amenities block and 19 aircraft hangars. The aerodrome is accessed via an unsealed road from McKays Road.

Colac Aerodrome is an unregulated aerodrome and is classified as an 'Authorised Landing Area' (ALA). The aerodrome is not permanently staffed and there is no Notice to Airmen (NOTAM) facility in operation.

The aerodrome is currently used by:

- Emergency services including firefighting, police and air ambulances
- Tourism and chartered flights
- General aviation (local and itinerant) aircraft and
- Agricultural aircraft for fertiliser spreading

3.3 Location

The aerodrome is located approximately 13 km north-east of the Colac Town Centre, approximately 2.5 km north of the Princes Highway and 4 km east of the Colac Ballarat Road. It is accessed via an unsealed road from McKays Road. Figure 01 shows the relationship of the aerodrome to Colac's Town Centre.

3.4 Geography

The area around the aerodrome is generally flat and is used for farming purposes. A number of lakes in the Colac Aerodrome's environ include:

- Lake Burn, located approximately 4 km east

- Lake Thurrumbong, located approximately one km north-east
- Lower Lough Calvert, located approximately 2 km north-west and
- Lake Colac, located approximately 4 km west

3.5 Aerodrome description

The aerodrome site has a total area of 16.9 hectares (ha) and is at an elevation of 137 metres (m) (450 feet) above mean sea level (AMSL). The aerodrome is bounded by stock grazing properties. The site generally drains towards the north-east. Figure 02 shows the existing aerodrome layout.

3.6 Aircraft movement area

3.6.1 Runway 09/27

Runway 09/27 is the main runway. This is a non-instrument runway. It has a gravel surface and is 885 metres (m) long and 12 m wide. The pavement is unrated. It has grassed shoulders and turning nodes are provided at both runway ends.

The runway is contained within an approximately 1,005 m long by 45 m wide graded runway strip delineated by white runway cone markers. The runway is equipped with above ground runway edge lighting. These are located along the edge of the runway strip adjacent to the runway cone markers. The location and spacing of the edge lights do not comply with the requirements of the CASA Manual of Standards (MOS) Part 139. The edge lights can be activated manually and/or remotely via a Pilot Activated Lighting (PAL) system. The PAL system is activated on frequency 123.0 Megahertz (MHz).

3.6.2 Runway 18/36

Runway 18/36 is a grass runway located to the east of the main 09/27 Runway. This is a non-instrument runway and is 624 m long and 10 m wide. The runway is contained within an approximately 660 m long by 45 m wide graded runway strip also delineated by white runway cone markers. The runway is unlit.

3.7 Taxiways

A short narrow (approximately 5.5 m wide) sealed taxiway leads from the 09/27 Runway towards the aircraft parking apron and then continues onto a partially sealed taxilane which leads into and continues within the hangar precinct and the aircraft refuelling facility. The taxilane is approximately 200 m long and varies between 4.5 m and 6.5 m wide. The taxiway and taxilane are both unmarked and unlit.

3.8 Apron Area

A sealed aircraft parking apron of approximately 1,730 square metres (m²) is located to the east of the taxiway/taxilane. It is sized to accommodate up to three Code A aircraft. The apron area is unlit.

Figure 2 - Existing Aerodrome Layout



3.9 Operational facilities

3.9.1 Navigational aids

The Colac Aerodrome provides Common Traffic Advisory Frequency (CTAF). The CTAF operates on frequency 126.7 MHz

There are two Wind Direction Indicators (WDI) located at the aerodrome. The primary illuminated wind direction indicator (IWDI) and is located to the west of the aero club building adjacent to the hangar precinct. The secondary WDI is located west of the 18/36 Runway and north of the 27 Runway End.

3.10 Security

The aerodrome boundaries are secured with a 1.2 m high stock proof fence. A colour bond fence 1.2 m high is located around the car park, aero club building and amenities block. There is a 1.8 m high 3-strand barb wire mesh fence around the fuel storage compound. A vehicle access gate is located at the car park between the hangars and the aero club building compound.

3.11 Building area

Buildings are located to the south of the main 09/27 Runway. These include the Aero Club and the amenities block, 19 hangars (one currently under construction) as well as a shed for the backup generator set. A layout of the building area is included in Figure 03.

3.12 Fuel storage

Avgas fuel is stored in a 6,000 litre tank which is contained in a bunded and fenced enclosure to the west of the apron. Adjacent to the tank's enclosure is a shed comprising the fuel bowser.

3.13 Access roads and car park area

3.13.1 Access road

Vehicular access to and from the aerodrome is via an unsealed road from McKays Road.

3.13.2 Car park

There is an unsealed car park of approximately 900 m² to the east of the aero club administration building. The car park has no designated parking spaces and can accommodate approximately 20 cars.

3.14 Services

3.14.1 Water supply

Water is supplied to the aerodrome via a 100 millimetre (mm) diameter water main. The water main runs along the eastern side of the access road and along a portion of the hangar precinct's southern boundary.

3.14.2 Sewerage system

A septic system services the existing amenities block.

3.14.3 Electrical reticulation

Currently the aerodrome is serviced by a single phase overhead power line (Single Wire Earth Return) from the south-west boundary of the hangar precinct. All hangars, the aero club building and refuelling facility are serviced by underground electricity supply.

3.14.4 Communication reticulation

Telstra communications are available at the site. The underground Telstra conduits/cables also run along the eastern side of the access road until it reaches the hangar precinct after which it runs diagonally toward the aero club building.

3.14.5 Stormwater drainage

The aerodrome site generally drains towards the north-east. There is underground pipe drainage servicing the aero club building and car park area which outfalls into an unlined swale located near the fence line at the 18/36 Runway. There are also swales located along the western and southern boundaries of the hangar precinct.

3.15 Airspace

Colac Aerodrome operates as an un-controlled airport as there is no Air Traffic Control (ATC) presence.

Uncontrolled airspace is classified as Class G airspace. Instrument Flight Rules (IFR) and Visual Flight Rules (VFR) operations are permitted and do not require an airways clearance.

Pilots are expected to make positional broadcasts using a common traffic advisory frequency (CTAF) assigned for the purpose. All flying at Colac Aerodrome is conducted in accordance with the VFR, which requires pilots to navigate by reference to prominent features of the landscape and the built environment, and to assume responsibility for their separation from other aircraft.

Civil pilots are required to observe arrival and departure procedures recommended by the CASA for aerodromes where there is no ATC presence.

[illegible]

4. Planning Considerations

4.1 General

This section of the report defines the legislative basis for the aerodrome planning and how this would be applied to Colac Aerodrome.

4.2 Basis for aerodrome planning

4.2.1 Planning criteria

The planning criteria for aerodrome development may be categorised into a three-tiered structure as follows:

- International standards and recommended practices promulgated by the International Civil Aviation Organisation (ICAO)
- National regulatory standards and advisory publications prepared by the Civil Aviation Safety Authority (CASA) and
- Local standards and practices

4.2.2 International Civil Aviation Organisation

The international standards and recommended practices are formalised in Annex 14 to the Convention of International Civil Aviation adopted by ICAO under the provisions of the Convention, to which Australia is a signatory State. In addition, ICAO publishes a number of Aerodrome Design and Services Manuals, which set out further detail and background behind the standards and recommended practices.

4.2.3 Civil Aviation Safety Authority

CASA administers the Civil Aviation Act (1998) through the accompanying Civil Aviation Regulations (CARs) and Civil Aviation Orders (CAOs).

The Manual of Standards Part 139 – Aerodromes (MOS 139) is a CASA policy manual, made pursuant to Civil Aviation Safety Regulations (CASR) Part 139. CASR Part 139 sets out the regulatory regime of aerodromes used by aeroplanes conducting air transport operations (either Regular Public Transport or Charter Operations) under CASR Part 121 (currently 121A) for large aeroplanes and Part 121B for small aeroplanes.

"Small aeroplanes" in Part 121B means an aeroplane:

- with a maximum take-off weight (MTOW) not exceeding 5,700 kg (this definition will be increased to 8,618 kg under CASR 135), and
- fitted with a passenger seat configuration of not more than 9

The regulatory regime identifies three categories of aerodrome; certified, registered or other. MOS 139 sets out the standards and operating procedures for certified and registered aerodromes, as well as for other aerodromes used for air transport.

An aerodrome operator may apply to CASA for the aerodrome to be certified or registered.

Pursuant to CASR Part 139, aerodromes intended to accommodate aircraft with more than 30 passengers conducting air transport operations must be certified. Similarly, any aerodrome that wishes to publish an instrument approach procedure relating to the aerodrome must be registered under CASR Part 139.

Registered aerodromes must meet a number of conditions including the relevant standards set out in MOS 139.

Aircraft with not more than 30 passenger seats can conduct air transport operations from “other” aerodromes; however the aerodrome operator retains the responsibility of providing a safe facility for aircraft operations. Air Operating Certificates (AOC) holders also have an obligation to ensure the safety of uncertified or unregistered aerodromes at which they operate.

The MOS specifically addresses standards for “other” aerodromes used by aircraft operating under CASR Part 121B.

CASA also publishes a number of Civil Aviation Advisory Publications (CAAPs) to provide guidelines and information in a designated subject area, or show a method acceptable to an authorised person or CASA for complying with the relevant Civil Aviation Regulation. CAAPs should always be read in conjunction with the referenced regulations. CAAPs provide recommendations and guidance to illustrate a method, or several methods, not necessarily being the only method by which legislative requirements may be met. They also provide a means of illustrating the meaning of certain requirements by offering interpretive and explanatory guidance. CAAPs are advisory only. While there is no legal requirement to observe the details in the CAAPs, it is prudent for safety and potential insurance reasons for pilots and aerodrome/airstrip operators to adopt the CAAPs for determining a suitable place to conduct aircraft operations at “other” aerodromes including Aircraft Landing Areas (ALA).

4.2.4 Local standards and practices

Local standards and practices may include those implanted by various organisations such as:

- DEPI Standard Operating Procedures (SOPs); and
- CFA SOPs

4.3 Aerodrome planning standards

4.3.1 Fixed wing aircraft operations

Manual of Standards (MOS) - Part 139 Aerodromes

MOS 139, Chapter 13 sets out the minimum aerodrome standards for fixed wing aircraft with a MTOW up to and including 5,700 kg.

MOS 139, Chapter 6 outlines the minimum aerodrome standards for fixed wing aircraft with a MTOW above 5,700 kg.

Australia has adopted the ICAO methodology of using a code system, known as the Aerodrome Reference Code (ARC), to specify the standards for individual aerodrome facilities that are suitable for use by fixed wing aircraft with a range of performances and sizes. The intent of the ARC is to provide a simple method of inter-relating the numerous specifications concerning the characteristics of aerodromes so as to provide a series of aerodrome facilities that are suitable for the aircraft that are intended to operate at the aerodrome. The ARC (commonly referred to as simply the “code”) comprises of two elements that are related to the aircraft’s performance characteristics and dimensions. Element 1 is a number based on the Aircraft’s Referenced Field Length (ARFL), while element 2 is a letter based on the aircraft’s wing span and outer main gear wheel span. Table 2 sets out the various criteria for different ARCs.

Table 2 Aerodrome reference codes

| Aerodrome Reference Codes | | | | |
|---------------------------|--------------------------------------|----------------|----------------------------------|-----------------------------------|
| Code Element 1 | | Code Element 2 | | |
| Code Number | Aeroplane Reference Field Length | Code Letter | Wing Span | Outer Main Gear Wheel Span |
| 1 | Less than 800 m | A | Less than 15 m | Up to but not including 4.5 m |
| 2 | At least 800 m but less than 1200 m | B | At least 15 m but less than 36 m | 4.5 m up to but not including 6 m |
| 3 | At least 1200 m but less than 1800 m | C | At least 36 m but less than 52 m | At least 6 m but less than 9 m |
| 4 | 1800 m and over | D | At least 52 m but less than 65 m | At least 9 m but less than 14 m |
| | | E | At least 52 m but less than 65 m | At least 9 m but less than 14 m |
| | | F | At least 65 m but less than 80 m | At least 14 m but less than 16 m |

Source: CASA MOS Part 139

For taxiway and apron clearances, the Code Element 2 controls the various geometric standards by selecting the code letter that corresponds to the greatest wing span or the greatest outer main gear wheel span, whichever gives the more demanding code letter of the aircraft for which the facility is intended.

For runways, the standards are dependent on a combination of both code elements. The number of Code Element 1 is dependent on the ARFL of the most demanding aircraft the aerodrome is intended to accommodate. ARFL relates only approximately to physical runway length as adjustments need to be made for factors including runway slope, runway elevation, wind speed and air temperature.

CAAP 92-1 (1) Guidelines for aeroplane landing areas

The CAAP 92.1 (1) guidelines are used to determine the suitability of a place for the landing and taking-off of aircraft. It notes that the use of landing areas other than aerodromes is not recommended for aircraft with a MTOW greater than 5,700 kg.

The aircraft engaged in the following operations may use a landing area:

- private
- aerial work—excluding student solo flying and student dual flying prior to successful completion of the General Flying Progress Test and
- charter

It is noted a number of aircraft operated by the DEPI and CFA have MTOWs greater than 5,700 kg. The responsibility to ensure that these aircraft operate safely at Colac Aerodrome rests with the holder of the Air Operator Certificate (AOC).

4.3.2 Helicopters

CAAP 92-2 (1) Guidelines for the establishment and use of Helicopter Landing Sites (HLS)

The CAAP 92-2 (1) guidelines provide for two types of HLS: a basic and a standard. The former can only be used for day operations while the latter can be used for both day and night operations.

A basic HLS has minimal planning requirements. These are:

- It should be large enough to accommodate the helicopter safely
- It should have a surface capable of withstanding the static and dynamic loads imposed by the helicopter and
- It should only be used for day operations under helicopter Visual Meteorological Conditions (VMC).

A basic helipad assumes that the operations will be limited to infrequent, opportunistic and short term operations. Given the rate of effort required during a severe fire season such a definition may not be considered to be appropriate for Colac Aerodrome.

A standard helipad has a defined Final Approach and Take Off (FATO) area and an approach and departure path.

ICAO Heliport Manual

This document provides specifications for the planning and design for three types of helipad: surface level, elevated and helidecks located off shore. It describes requirements in relation to three helicopter performance classes.

4.4 Application of standards

4.4.1 General

This section will describe how the aerodrome planning standards listed above will be applied to the facilities at Colac Aerodrome.

4.4.2 Runways

The current runway dimensions are as follows:

- 09/27 Runway - 885 m long by 10 m wide with a delineated (with cones) graded strip approximately 45 m wide
- 18/36 Runway - 624 m long by 10 m wide with a delineated (with cones) graded strip approximately 45 m wide

CAAP 92-1(1)

Runway 09/27 for aircraft not exceeding 5,700 kg

For night operations the runway needs to be 15 m wide with an Obstacle Limitation Surface (OLS) inner edge width of 90 m (includes a 45 m graded strip and flies over area).

As a large portion of the current apron is located within the 90 m inner edge it cannot be occupied after dusk and still comply with the CAAP.

While there is sufficient space within the 09/27 Runway boundary fence lines to accommodate the required 90 m inner edge it is likely that the stock proof fence would penetrate the transitional surface of the OLS, which is based on a 90 m inner edge.

For day time operations, the runway would also need to be 15 m wide but the OLS inner edge width is only required to be 60 m (includes a 45 m graded runway strip and fly over area). This would enable the use of the existing apron during daylight hours although constraints by the OLS would place some restrictions as to where aircraft could be parked.

Runway 09/27 for aircraft not exceeding 2,000 kg

For day time operations only would not require a runway widening (10 m required) but due to the OLS there would still be restrictions on the use of the apron.

Runway, 18/36 for aircraft not exceeding 5,700 kg

For day time operations the runway would need to be 15 m wide with an OLS inner edge width of 60 m. The inner edge can be contained within the existing fence lines and without the OLS impacting on any existing infrastructure.

For night operations (currently there are no runway lights) the runway would need to be displaced to the east requiring acquisition of an additional aerodrome land to the east to retain the buildings and access road.

Agricultural aircraft operations

A 10 metre wide runway is the recommended minimum with an OLS inner width of 45 m.

- The current Runway 09/27 would be suitable for both day and night agricultural operations
- The current Runway 18/36 would be suitable for day agricultural operations only

MOS 139

Restricting the 09/27 Runway to day operations or use by aircraft under 2,000 kg would result in the same spatial requirements listed in the CAAP however the area impacted by the OLS would be greater than recommended by the CAAP.

Applying the planning requirements for aircraft not greater than 5,700 kg (MOS 139 Chapter 13) would require the 09/27 Runway width (for night operations) to be increased to 18 m with an OLS inner edge width of 80 m (including 45 m wide graded strip and fly over area). This is less restrictive than for the equivalent CAAP provision, although there is a requirement for a larger OLS which extends to 2,500 m from the end of the runway strip compared to 900 m for the CAAP. This larger OLS is not considered to be a significant issue for the Colac Aerodrome as it is unlikely there will be either current or future infrastructure to be impacted, other than trees which may need to be cleared.

MOS 139 Chapter 6 specifies that code 2 runways for Code A and B aircraft (aircraft greater than 5,700 kg) require a width of 23 m. MOS 139 Chapter 6 requires a non-instrument runway to have an OLS inner edge width of 80 m. The runway width requirements specified above can differ for particular aircraft subject to instruction issued by CASA under sub regulation 235A (1).

Should the 09/27 Runway be upgraded to a non-precision instrument runway then the requirements of MOS 139 Chapter 7 will apply whereby the OLS inner edge width will need to be 90 m and the approach surface divergence will increase to 15% from 10% (Chapter 13) and the approach slope will reduce to 3.33% from 4% (Chapter 13).

5. Constraints

5.1 General

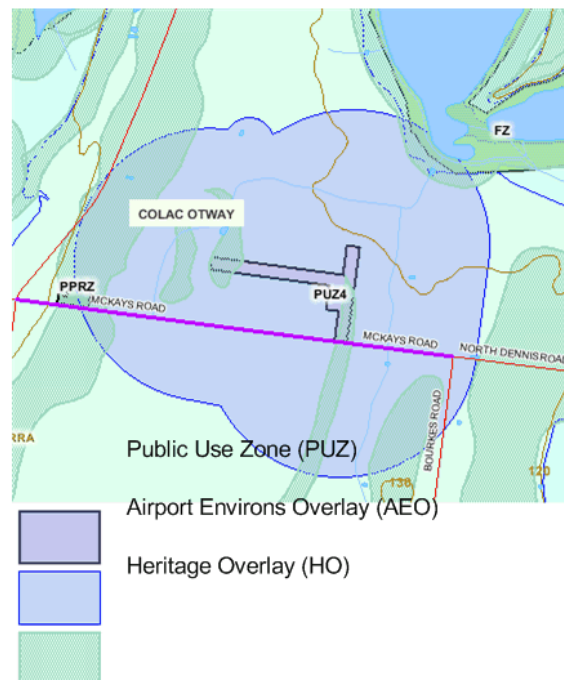
There are a number of operational, physical and legislative constraints which impact on how the Colac Aerodrome can be developed to provide facilities which meet the future demand. This section of the report identifies these constraints.

5.2 Colac Otway Planning Scheme

5.2.1 General

Figure 04 is an extract of the Colac Otway Planning Scheme map showing the Colac Aerodrome and surrounding area. The zoning and overlay requirements are discussed the following sections.

Figure 4 - Extract of the Colac Otway Planning Scheme Map



5.2.2 Zoning

Colac Aerodrome is incorporated in the Colac Otway Planning Scheme. The Aerodrome is designated as a transport Public Use Zone (PUZ4). Land around the aerodrome is designated Farming Zone (FZ) and Public Park Recreational Zone

5.2.3 Airport environs overlay

The Council has an Airport Environs Overlay (AEO) extending approximately 1,000 m from the aerodrome boundary. This overlay produces a number of planning controls related to aircraft noise including:

- Restricting the use of land for uses sensitive to aircraft noise
- Introducing the requirement for appropriate noise attenuation measures in new dwellings and other noise sensitive buildings to comply with Section 3 of Australian Standard AS 2021-2000, Acoustics - Aircraft Noise Intrusion - Building Siting and Construction, issued by Standards Australia International Ltd
- Limits on the number of people who will be subjected to significant levels of aircraft noise

This planning control also ensures the authority assessing the development proposal considers *'whether the proposal is compatible with the present and future operation of the airport in accordance with the appropriate airport strategy or master plan' and 'the views of the airport owner'*.

5.2.4 Heritage overlay

A Heritage Overlay (HO) for Areas of Aboriginal Cultural Heritage Sensitivity has been identified as being located at the western end of the 09/27 Runway and southern end of 18/36 Runway. It is anticipated that a Cultural Heritage Management Plan will not be required for this development as the areas have previously been subjected to significant ground disturbance.

5.2.5 Ramsar

The Western District Lakes Ramsar² Sites are located in the Colac region. Lake Thurrumbong, Lower Lough Calvert and Lake Colac which are located in the vicinity of the aerodrome have not been identified as Ramsar Sites, however they are significant and protected under the current planning controls (Environmental Significance Overlay 2).

The lakes in the Colac region are a habitat for a number of migratory birds. Some of the endangered and vulnerable bird species identified in the region include:

- Brolga (vulnerable)
- Australasian Shoveler (vulnerable)
- Hardhead (vulnerable)
- Whiskered Tern (near threatened)
- Grey Goshawk (vulnerable)
- Musk Duck (vulnerable)
- Freckled Duck (endangered)
- Eastern Great Egret (vulnerable)

The yellow-bellied sheath-tail bat has also been recorded in the area.

5.2.6 Development height controls

Development heights on and around the aerodrome are controlled by the aerodrome's OLS.

The OLS for Runway 09/27 prevents aircraft from being parked on the apron if this runway is to be used after dusk.

² Ramsar Convention: Convention on Wetlands of International Importance, especially as Waterfowl Habitat

5.3 Meteorology Conditions

The useability of any aerodrome is affected by prevailing weather conditions. The biggest constraint to useability is related to wind direction, critically cross-winds.

An aircraft's susceptibility to cross winds is determined by its size; the larger the aircraft the greater its cross-wind tolerance. For planning purposes the limiting cross-wind component recommended for use as per the International Civil Aviation Organisation (ICAO) Annex 14 for aircraft grouped by Aeroplane Reference Field Length (ARFL) is

- 20 knots (kts) for aircraft with an ARFL of 1,500 m or more;
- 15 kts for aircraft with an ARFL of 1,200 m up to but not including 1,500 m; and
- 10 kts for aircraft with an ARFL of less than 1,200 m.

Where runways are provided essentially for light aircraft operations with ab-initio flying the design cross wind component should be 10 kts. Given Colac Aerodrome will be primarily used by light aircraft and flying training will occur, a 10 kts cross wind has been used as the criteria for establishing practicable runway usability.

Runway useability charts based on Bureau of Meteorology (BOM) wind data for Colac Aerodrome for all hours are shown in Figures 05, 06 and 07. Figure 05 shows that the preferred runway direction is the 27 orientation, providing approximately 52% usability for the smallest aircraft for all hours. Combining single runway usabilities from Figure 06 indicates that the 09/27 Runway is the preferred runway with a usability of over 65% for the smallest aircraft engaged in flying training. This relatively low useability however confirms the need for a second runway if regular training is to occur. These usabilities differ little for night and day time hours. The complete range of charts produced and the methodology used to produce them are included in Appendix B.

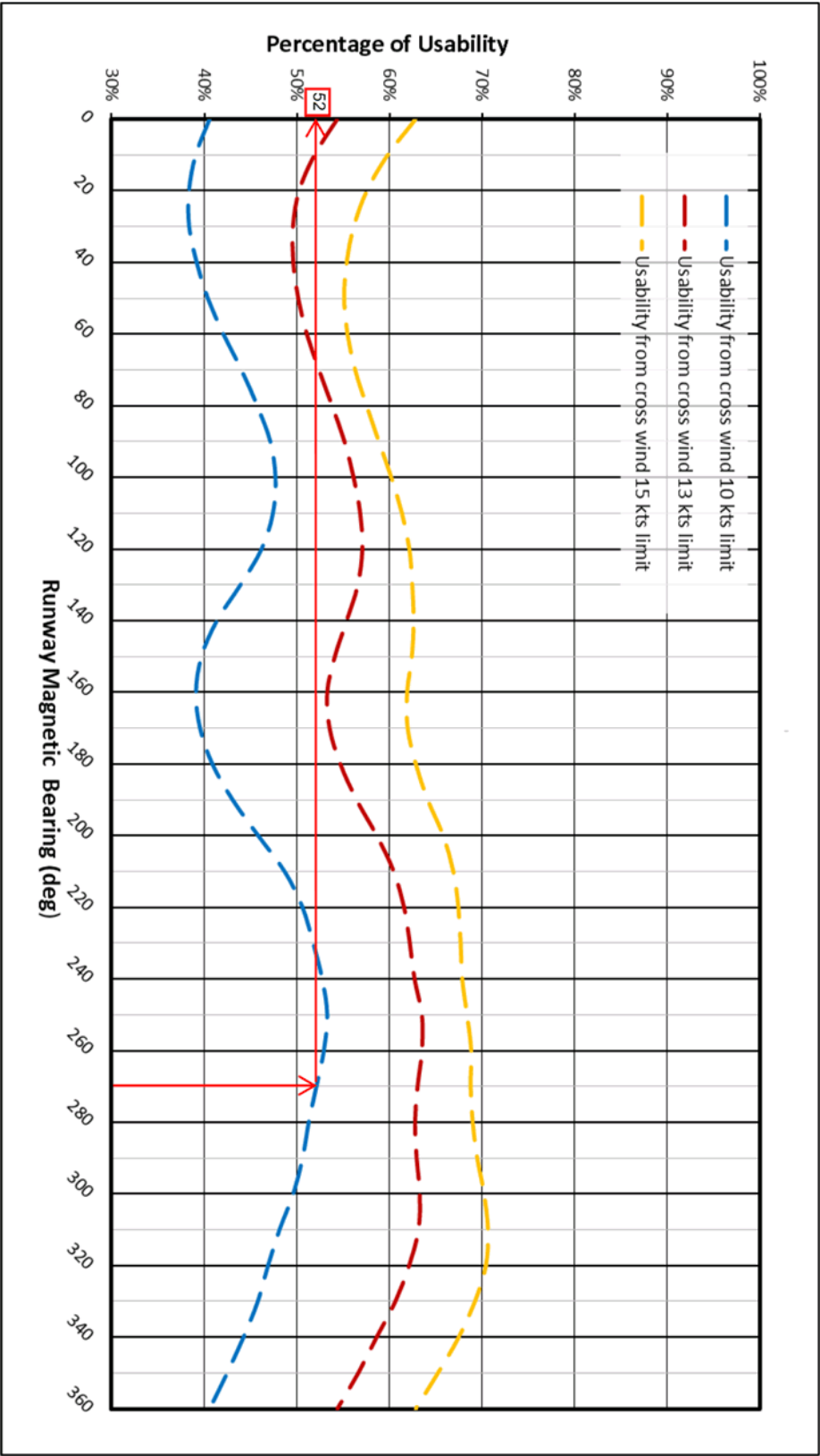
The optimum runway direction for a second runway is the existing 18/36 orientation (Figure 07). Combined, the existing runways provide an optimum aerodrome useability of 85% for the smallest aircraft.

The usability for the existing runways derived from these charts is summarised in Table 3.

Table 3 Runway usability % for aircraft cross wind speed tolerance (kts) for all hours

| Limiting cross wind
(kts) | Runway | | | | | |
|------------------------------|--------|----|----|----|-------|--------------------|
| | 09 | 18 | 27 | 36 | 09/27 | 09/27 and
18/36 |
| 10 | 39 | 41 | 52 | 41 | 63 | 85 |
| 13 | 52 | 55 | 63 | 55 | 76 | 93 |
| 15 | 60 | 62 | 69 | 63 | 82 | 96 |

Figure 5 - Single Runway Usability-Single End (All Hours)(All Cond)(Tailwind 10 Kts Limit) (11deg east magnetic)



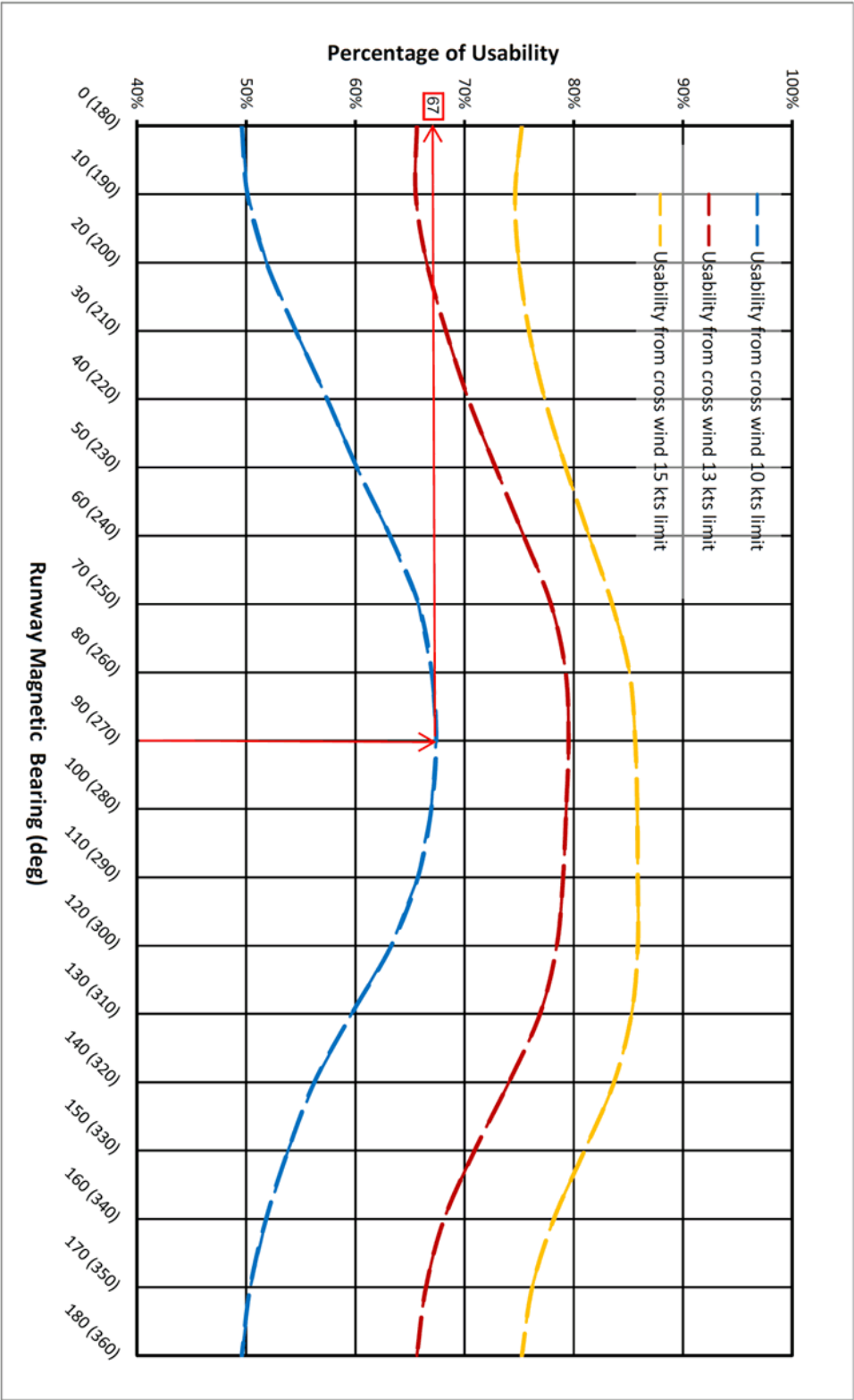
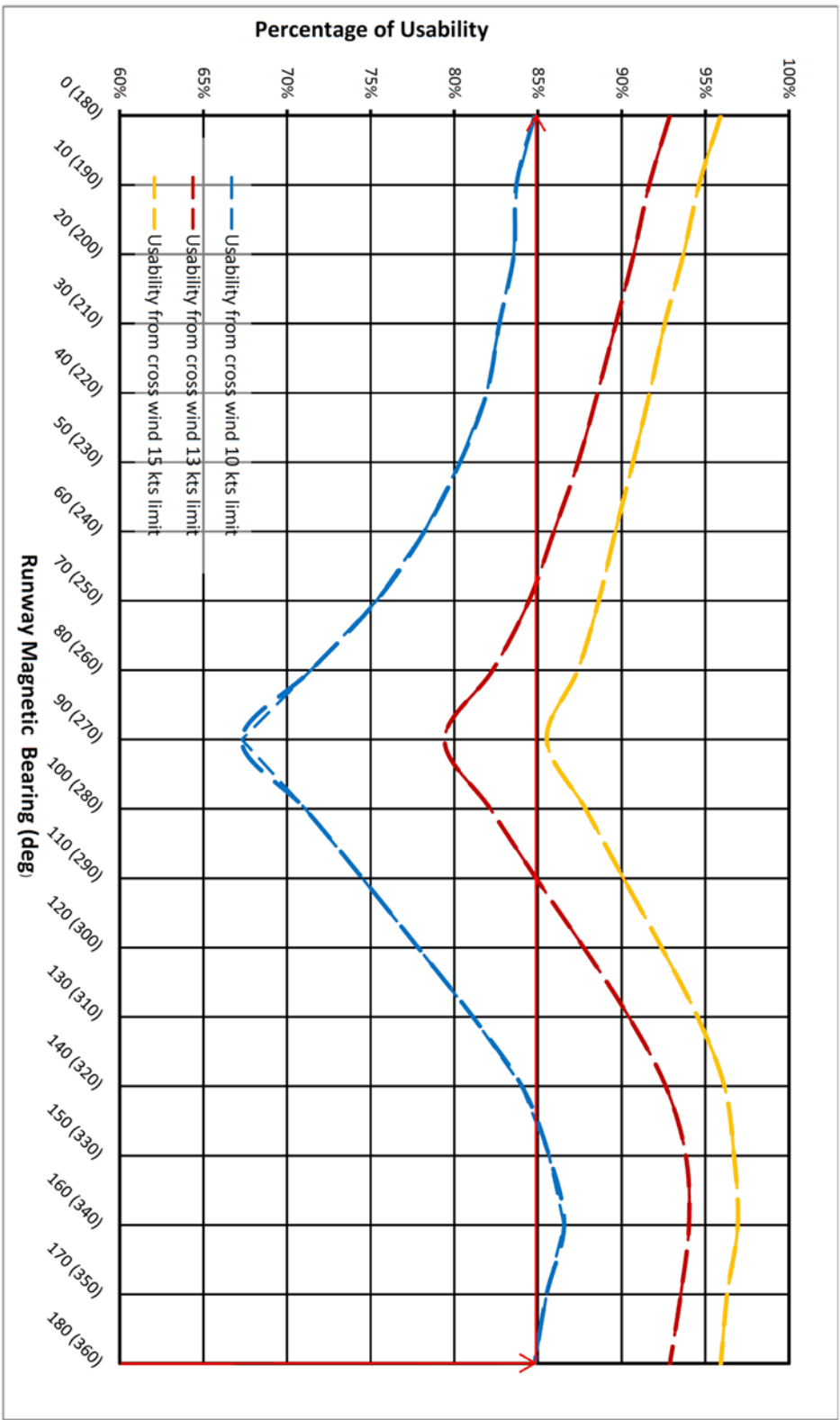


Figure 7 - Two Runway Usability-Both Ends (All Hours)(All Cond) (Combined with 09/27M runway) (Tailwind 10 Kts Limit) (11 deg east magnetic)



5.4 Service Facilities

The capacity of services such as power, water and telecommunications may also impose a constraint on the aerodrome's development.

This study has not carried out a capacity analysis of the power supply. The current single phase power supply may need to be upgraded to cope with the increased load generated by any significant aerodrome development. A section of the supply power line may also need to be buried as it may obstruct proposed helicopter flight paths.

There is no information available to assess whether the existing Telstra cable servicing the site is suitable for high -speed downloads. Telstra's 4G & Next G network are shown as having coverage across the aerodrome and mobile broadband download speeds are reported to be between 550 kbps to 20 Mbps which are likely to be sufficient for most purposes in the short term.

5.5 Infrastructure

5.5.1 External

McKays Road sets the limit to which the aerodrome can be developed to the south.

5.5.2 Buildings hangar precinct

Within the aerodrome, the building's location restricts and limits the size of aircraft which can move through the hangar precinct. Along the main north south taxiway there is only sufficient space between the hangar facades to accommodate only Code A aircraft. Similarly Code A aircraft can operate along the taxiway which accesses the designated helipad. For the hangars facing east towards the access road, the separation distance between the hangar facades and fence line restrict the wing span for aircraft using this taxiway to 11 m (less than full Code A).

5.5.3 Runways

The existing runway pavements are unrated.

Runway 09/27 has a gravel surface and is likely to be unsuitable for aircraft heavier than 5,700 kg. The apron and taxiway will have similar weight restrictions. Runway 18/36 is grassed and is only likely to be able to accommodate light aircraft (in the region of 2,000 kg). It is often closed after a rain event due to inadequate drainage.

The length of take-off runway required is affected by air temperature, wind speed and runway elevation and slope. The higher the air temperature and runway elevation and slope the greater the take-off distance required. The adjusted runway distances which take into account aerodrome elevation and temperatures limit the use of Runway 09/27 to Code 1 aircraft, operating at MTOW with an ARFL of 770 m and for Runway 18/36 to those aircraft with a 550 m ARFL.

The only aircraft movement area on the aerodrome that is lit is Runway 09/27. Therefore aircraft arriving at Colac Aerodrome after dusk should remain on the runway, although it is ultimately the pilot's responsibility if the aircraft exits the runway.

5.5.1 Fuel storage and dispensing

The location of the aircraft fuel dispensing and storage fill point restricts the use of the taxiway when these are in operation.

5.5.2 Illuminated wind direction indicator

The Runway 09/27 primary illuminated WDI is located too close to the hangars to provide either suitable visibility for the pilot or an accurate indication of wind direction or speed.

5.5.3 Stormwater drainage

The aerodrome drainage system does not adequately service the whole site. As a consequence the grassed 18/36 Runway tends to be closed during winter as aircraft get bogged if they stray off the runway.

6. Aviation Activity

6.1 Current activity

As there is no airline Regular Passenger Transport (RPT) service to Colac Aerodrome, the largest aircraft to regularly use the aerodrome are those operated by the Victorian government emergency services, such as the Victorian Air Ambulance (VAA) Beechcraft 350.

The majority of fixed wing aircraft operating at the Colac Aerodrome are single engine, with the occasional twin engine, all of which would be sized under or near 5,700 kg Maximum Take Off Weight (MTOW). There is some helicopter activity by private flyers and the Victorian government emergency services.

Currently there are five fixed wing aircraft, six RA-Aus light sport aircraft and two helicopters registered in the Colac post code region (including Irrewarra and Warncoort). This suggests that a number of aircraft parked in the hangars are owned by persons or companies located outside the Colac area. The fixed wing aircraft are all small, single engine amateur-built Code A aircraft.

Colac has a well-established and active aero club. It carries out flying training and recently ran a well-attended public flying day which it proposes to restage every two years.

The Aerodrome Committee of Management (COM) has estimated there were approximately 1,825 movements (arrivals and departures) in the financial year 2012/13.

It is estimated that this activity consisted of:

- Private (local and itinerant) aircraft - 1,095 movements (60% of total aircraft movements).
- Tourism and charter flights - 456 movements (25% of total aircraft movements) and
- Emergency services including firefighting flights by the Country Fire Authority (CFA) or DEPI and medical evacuations by the VAA - 274 movements (15% of total aircraft movements).

Data from landing enquiries received by Council provides an indication of the size and type of activity generated by visiting aircraft which would make up some of the private, tourism and charter movements. Between October 2009 and August 2012, 158 enquiries were recorded; relating to approximately 360 arrivals; an average of approximately 120 arrivals (240 movements) per year. While not all visiting flights were recorded, even allowing for a doubling of the number of visiting aircraft suggests that the majority of non-emergency services movements (1,551) at Colac in 2012/13 were by locally based aircraft.

While Colac Aerodrome is currently used by agricultural aircraft there are no statistics available to indicate the extent of this flying activity. Furthermore, there are no specific agricultural facilities at Colac Aerodrome to support these operations.

Visiting organisations using Colac Aerodrome included a mix of freight, charter and flying schools. The largest proportion of visiting flights was from training schools based in Melbourne at Moorabbin and Essendon Airports, with some from regional airports including Bacchus Marsh, Point Cook and Ballarat. These visits would primarily have been made to carry out practice touch-and-go's (TGO) and these would not have been recorded in the Council data base or the COM's movement estimates for 2012/13 resulting in a likely underestimation of aircraft using the Colac Aerodrome. If for every training flight there were six TGO's and there were 100 flights per year then this activity would have generated an additional 600 circuit movements (one circuit movement comprises of one arrival and one departure).

In addition to fixed wing aircraft, helicopters also used Colac Aerodrome. The majority of these would have been associated with firefighting activities as the VAA uses sporting ovals located

close to Colac Hospital rather than the aerodrome. No specific record of helicopter movements exists.

6.2 Future activity

6.2.1 General

With no likelihood of an RPT service being established at the Colac Aerodrome, aircraft activity will be restricted to general aviation (GA) operations by private, commercial (business, training, charter) and emergency services aircraft.

6.2.2 Private

This section of the market is highly cost sensitive. BITRE survey data indicates³ that there have been reductions in private flying activity during periods of economic stress caused by circumstances such as drought; resulting in an overall reduction in the hours flown by private flyers from year 2000 to 2010. This cost pressure has resulted in many private flyers “downsizing” to recreational aircraft. Recreational aircraft include various types such as microlight and ultralight and are limited to 2 seats and a MTOW of 600 kg. Their relatively low cost to purchase and maintain make these aircraft the fastest growing sector of the GA market. Another consequence of this cost pressure is that recreational flyers are migrating from the well-established CASA regulated aerodromes to those which have a lower cost structure and therefore lower fees and charges. Lethbridge Airpark, a privately owned aerodrome located 30 km north of Geelong, is one such facility, which is designed to attract the recreational flyers.

It is likely that the majority of the future private flying activity at Colac Aerodrome will be by recreational aircraft, provided the cost of usage is commensurate with other similarly sized aerodromes in the region. The benefits associated with the good flying environment provided by Colac Aerodrome, namely the uncontrolled airspace, no urban encroachment and little to no operational constraints, may allow Council to charge a premium to the aerodrome fees.

Any growth in private flying activity at Colac will not be driven by an increase in local population but rather by the aerodrome’s proximity to the markets located in Melbourne, Geelong and even Ballarat.

Starting at an estimated base level of activity of 1,100 movements per annum assuming nominal growth rate of 5% per annum (noting the average annual growth from 2000 to 2010 was -0.26% this provides an optimistic view of GA aircraft in the region) would over 20 years result in a doubling of movements; approximately 2,200 per year. This growth would be achieved by having more aircraft based at the Colac Aerodrome through the release of additional hangar sites.

6.2.3 Flying training

There is generally considered to be a shortage of commercial pilots in Australia and consequently, over recent years, there has been an increase in the amount of flying training carried out. BITRE estimated that from 2000 to 2010 there was an increase of approximately 5% in the number of training hours flown in Australia. It is noted that the Recreational Aviation Australia Incorporated (RA-Aus.), which is the peak body in Australia responsible for administering ultralight, recreational and LSA (Light Sport Aircraft) operations, currently list 41 recreational flying schools in Victoria. The majority of these are based in regional Victoria.

There is the potential for an increase in the amount of flying training being carried out at the Colac Aerodrome as noise and airspace issues in Melbourne and at the larger regional centres

3 BITRE Statistical Report General Aviation Activity 2010

could in the future entice more flying schools to use the Colac Aerodrome. This increased activity could be generated by the local aero club and visiting flying schools or those which would base themselves at Colac Aerodrome. While the Colac Aerodrome's proximity to Melbourne makes it ideally suited for Melbourne based flying schools to use, such "visits" would provide little or no economic benefit to the Aerodrome or the region.

While the amount of future flying training is not possible to accurately estimate, assuming two training sessions for one hour per day (with six TGO circuits per hour and two landings and two take offs) will result for a 350 day year in 4,200 circuit movements and 1,400 arrivals/departures movements per year.

6.2.4 Charter / tourism

The proximity of Colac to major airports, such as Melbourne and Avalon, will likely restrict any growth in charter activity to businesses with points of origin or destination in country Victoria, New South Wales or South Australia. There are no reliable estimates about future demand, but it is unlikely that this activity will significantly increase without a substantial driver such as major commercial development in the area. Aircraft typically operated for charter are the Beechcraft Baron with three passengers, Cessna 441 with eight passengers and the Piper Chieftain with nine passengers.

The primary driver for tourism activity at the aerodrome is scenic flights along the Victorian coast line. There are a number of firms based at aerodromes and heliports at well-established tourist locations along the coast which currently provide this service. Scenic flights along the coast line also originate from other locations such as Moorabbin Airport. While the good road access to Colac from Melbourne provides a potential benefit for any tourism business based at the aerodrome it is unlikely that this activity will significantly increase without a substantial driver such as major tourism development in the area. It has been assumed that a scenic flying business located at Colac Aerodrome will use fixed wing aircraft. An aircraft type typically involved in this activity is the five-passenger Cessna 206.

This study assumes that charter and tourism activity will within the planning horizon of this study double to 900 movements per year. This equates to an average annual growth rate of 3.5%. This is well above the annual average increase in charter activity (0.63%) recorded from 2000 to 2010 and so provides for any potential development which may impact upon activity.

6.2.5 Agricultural

Council and the COM believe that there is an opportunity to develop an agricultural flying base at Colac Aerodrome because of its location within the western district and its proximity to transport infrastructure such as the railway and the duplicated Princes Highway. They believe agricultural operations are a key growth industry for the Colac Aerodrome.

Between 2000 and 2010⁴ agricultural flying made up between 4 to 7% of total GA flying activity in Australia. Aerial agricultural activity is highly variable (as shown in the statistical data) and is reflected by the broader agricultural economy. The number of hours flown in 2010 recovered from a dip in activity recorded in 2006 and closely matches that recorded in 2000.

With no information concerning current agricultural activity at Colac Aerodrome it is difficult to estimate a future growth forecast. The FMP assumes that any future agricultural flying activity generated at Colac Aerodrome is incorporated in the forecast for private flying.

Aircraft typically used in agricultural operations are listed in Table 4. All these are either code 1A or 2A aircraft.

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Table 4 Agricultural aircraft dimensions

| Aircraft Characteristic | Fixed Wing | | | |
|-------------------------------|---|------------------|---|---|
| | Piper PA-36 Pawnee Brave | Airtractor AT502 | PAC Fletcher FU24 | PAC Cresco |
| Wingspan / Rotor Diameter | 11.82 m | 14.63 m | 12.80 m | 12.81 m |
| Length | 8.38 m | 10.21 m | 9.70 m | 11.07 m |
| Empty weight | 1,118 kg | 2,109 kg | 1,188 kg | 1,270 kg |
| Maximum Take of weight (MTOW) | 2,177 kg | 4,754 kg | 2,204 kg | 3,175 kg |
| Storage Capacity | 1,041 L liquids or 998 kg dry chemicals | 1,900 L liquids | 1,211 L liquids or 1,066 kg dry chemicals | 1,779 L liquids or 1,860 kg dry chemicals |

6.2.6 Emergency services

Police

The Victorian Police operate four helicopters used for a range of services including air ambulance and traffic control. For operational reasons these are more likely to operate from facilities located in the Colac town centre rather than the aerodrome and so little or no use by these aircraft is expected at Colac Aerodrome.

Firefighting aircraft

The Victorian fire season (when most of the aircraft activity occurs) can commence in early November and carry on through to late February and early March. In addition to this activity aircraft also are used for fuel reduction activities. This primarily occurs in winter, but depending on weather conditions can still be carried out in spring.

Colac Aerodrome is a Victorian Government designated fire base and so firefighting aerial activity can occur all year round, with a peak expected in the summer months. The nature of this activity is such that no reliable forecast of aircraft movements can be made.

Aircraft which may be used for this activity include those shown in Table 5.

Table 5 Firefighting aircraft

| Fixed Wing | | Helicopter | | |
|--|---|--|------------------|---------------------------------------|
| Observation and spotting | Bombers | Light | Medium | Heavy |
| Piper 28/34
Cessna
182/210/310/404 | Turbine Air Tractor - AT802
PZL M18 Dromader | Bell 206B Jetranger
AS350 Aerospatiale Squirrel | Bell 205/212/412 | Air-Crane Helitanker (Erickson S-64F) |

Assuming 60 flights (120 movements) per day, 50% by fixed wing and 50% by helicopters and a fire event lasting 20 days, 2,400 movements will be generated. Coupled with possible fixed wing activity during the remainder of the year the study assumes a forecast of 3,000 movements per year.

Air ambulance

There is little use by the VAA's fixed wing aircraft of Colac Aerodrome, with only one recorded flight in the previous 18 months. This is largely because of operating efficiencies associated with the use of road ambulances and helicopters for the carriage of patients, although there is a role

for fixed wing aircraft to transfer patients needing intensive care or those regularly commuting to Melbourne for treatment.

With no significant forecast increase in regional population (a key driver for ambulance demand) the number of future air ambulance movements is expected to be similar to those of recent years. For planning purposes however, one VAA fixed wing flight per week (104 movements per year) has been assumed. While in recent year the VAA has been operating the Beechcraft 200s, this aircraft is in the process of being replaced with Beechcraft 350s. The relative dimensions and performance characteristics of these aircraft are provided in Table 6.

Table 6 Air ambulance aircraft dimensions and performance characteristics

| Aircraft Characteristic | Beechcraft 350 | Beechcraft 200 |
|--|-----------------------|-----------------------|
| Wingspan | 17.65 m | 16.6 m |
| Length | 14.22 m | 13.3 m |
| Maximum Take of weight (MTOW) | 6,804 kg | 5,670 kg |
| Aircraft Reference Field Length (ARFL) at MTOW | 1,006 m | 592 m |

6.2.7 Aircraft movement forecast

The study has adopted as the forecast for the 20 year planning horizon the movements shown in Table 7.

Table 7 2033 forecast movements

| Activity | Fixed Wing | | Helicopters |
|---------------------|---------------------|--------------|---------------------|
| | Arrival / Departure | Circuit | Arrival / Departure |
| Private/Agriculture | 2,200 | | |
| Training | 1,400 | 4,200 | |
| Charter / Tourism | 900 | | |
| Fire fighting | 1,800 | | 1,200 |
| Ambulance | 104 | | |
| Total | 6,404 | 4,200 | 1,200 |

7. Demand

7.1 General

This section of the report will discuss the design aircraft which will determine the size of facilities that need to be provided at Colac Aerodrome to accommodate future aviation activities and demand.

7.2 Design aircraft

The design aircraft type(s) determines the aerodrome facility planning criteria that is applied to the Colac Aerodrome.

With the assumption that the aerodrome will continue to operate with a similar aircraft fleet, including the VAA and other emergency services, the applicable ARC for these aircraft types would be Code 2B. The King Air B-350's, which are used by the VAA, will be the design (critical) aircraft for this study. This size aircraft is also widely used as a charter aircraft. It is also larger than the typical agricultural aircraft listed in Table 4.

7.3 Runway

Accelerate-stop, take-off and landing performance is demonstrated by the aircraft manufacturer during trials, which lead to the certification of the aircraft. These are established on a level runway, at sea level, and at 15°C – conditions referred to as ISA, (the International Standard Atmosphere) and are recorded as the ARFL.

This performance data has to be adjusted to allow for the specific aerodrome site conditions, namely the runway slope and elevation and the ambient air temperature. This is because the ARFL increases by:

- 1% per 1°C by which the Aerodrome Reference Temperature (ART) exceeds the temperature in the standard atmosphere at the runway elevation. The temperature at standard atmosphere at sea level is 15°C and it decreases approximately 1.981°C for each 1,000 feet increase in elevation.
- 7% per 1,000 feet elevation above mean sea level
- 10% per 1% increase of effective runway slope

The Beechcraft 350 has an ARFL of 1,006 m. To accommodate the take-off of a fully loaded Beechcraft 350 at 25.7° C (Colac ART)⁵ would require a runway length of 1,157 m (assumes a level runway). With a runway light spacing of 60 m (required for instrument runways), the runway length could be adjusted to either 1,140 m or 1,200 m.

While a 1,140 m runway length would generally not be required for the VAA Beechcraft 350 travelling to Melbourne because it would not need to operate at MTOW, this length could still be insufficient for MTOW operations at high temperatures (above 25.7° C).

7.4 Apron

With no regular or scheduled aircraft activity the apron parking facilities that are needed to meet a peak demand cannot be calculated. This FMP will provide apron parking for three fixed aircraft one of which will be the VAA and at least one helicopter.

⁵ Bureau of Meteorology

7.5 Hangarage

There is considerable anecdotal evidence that there is an unsatisfied demand for additional hangarage at Colac Aerodrome. Growth in recent years in the number of hangars suggests that when additional hangar sites become available they will be taken up. It should be noted that no market analysis was carried out to determine the number of additional hangar sites needed or the rate of take up.

7.6 Agricultural Operations

With no current agricultural operations information for Colac Aerodrome available it is impracticable to identify the size of the facilities required to support a sustainable agricultural flying business. The FMP provides only a broad indication of the size of an agricultural operations precinct which may be provided at Colac Aerodrome.

7.7 Car parking

The FMP assumes that at least one landside vehicle parking space will be required for each proposed hangar site.

8. Facilities Master Plan Outcomes

8.1 General

This section of the report considers planning options for the future development of the Colac Aerodrome and provides a preferred outcome for the Council. The FMP incorporates planning inputs from the DEPI.

8.2 Planning options

The Council has four development planning options for the continued operation of the aerodrome:

1. Limit the size of the aircraft to 2,000 kg for day time operation only. With this limitation the aerodrome can continue to operate with the existing facilities (ie. Maintain 10 m wide runway, provide OLS inner edge width of 60 m and with no runway length extension required). Table 8 identifies some benefits and limitations for this option.

Table 8 Option 1 – 2,000 kg limit and day time operations only

| Characteristics | Benefits | Limitations |
|-----------------|--|--|
| Operations | <ul style="list-style-type: none"> • Caters to fastest growing section of the GA market – recreational flying | <ul style="list-style-type: none"> • 2,000 kg limit • Restricted use of existing apron when Runway 09/27 open due to Runway 09/27 OLS • Day time operations only • No VAA aircraft can operate |
| Facilities | <ul style="list-style-type: none"> • Nil capital cost • Nil changes to maintenance costs | |

2. Limit the size of the aircraft to not greater than 5,700 kg to Runway 09/27 for day time use only. This development would retain the existing 18/36 Runway (for 2,000 kg use) and would require Runway 09/27 to be widened to 15 m and provide an OLS inner edge width of 60 m. To optimise use, the 09/27 Runway length should be extended. Table 9 identifies some benefits and limitations for this option.

Table 9 Option 2 – 5,700 kg limit and day time operations only

| Characteristics | Benefits | Limitations |
|-----------------|--|---|
| Operations | <ul style="list-style-type: none"> • Caters to fastest growing section of the GA market – recreational flying • Provides the opportunity for charter aircraft to operate • VAA aircraft can operate | <ul style="list-style-type: none"> • 5,700 kg limit • Day time operations only • Restricted use of existing apron when Runway 09/27 open due to Runway 09/27 OLS |
| Facilities | <ul style="list-style-type: none"> • Minimal increase in maintenance costs | <ul style="list-style-type: none"> • Purchase of land • Widen Runway 09/27 • Extend Runway 09/27 |

3. Limit the size of the aircraft to not greater than 5,700 kg on Runway 09/27 and provide lighting to Runway 09/27 only (excludes taxiway/taxilane and apron) for night operations. This development would retain the existing 18/36 Runway (for 2,000 kg use) and would require Runway 09/27 to have an increased 18 m wide runway and with an OLS inner edge width of 80 m. To optimise use, the 09/27 Runway length should be extended. Table 10 identifies some benefits and limitations for this option.

Table 10 Option 3 - 5,700 kg limit and restricted night time operations

| Characteristics | Benefits | Limitations |
|-----------------|---|---|
| Operations | <ul style="list-style-type: none"> • Caters to fastest growing section of the GA market – Recreational flying • Provides the opportunity for charter aircraft and VAA aircraft to operate • 24 hour operations on Runway 09/27 | <ul style="list-style-type: none"> • 5,700 kg limit • Restricted night time operations (ie. Aircraft would need to remain on Runway 09/27 after dusk) • Restricted use of existing apron when Runway 09/27 open due to Runway 09/27 OLS |
| Facilities | | <ul style="list-style-type: none"> • Purchase of land • Widen Runway 09/27 • Extend Runway 09/27 • Upgrade Runway 09/27 lights • Increased maintenance costs due to increased runway length, wider runway strip and additional runway lights |

4. Limit the size of the aircraft to no greater than 5,700 kg and provide lighting to taxiway/taxilanes and apron. This development would retain the existing 18/36 Runway (for 2,000 kg use) but would require Runway 09/27 to have an increased 18 m wide runway and an OLS inner width of 80 m. To optimise use, the 09/27 Runway length should be extended. Table 11 identifies some benefits and limitations for this option.

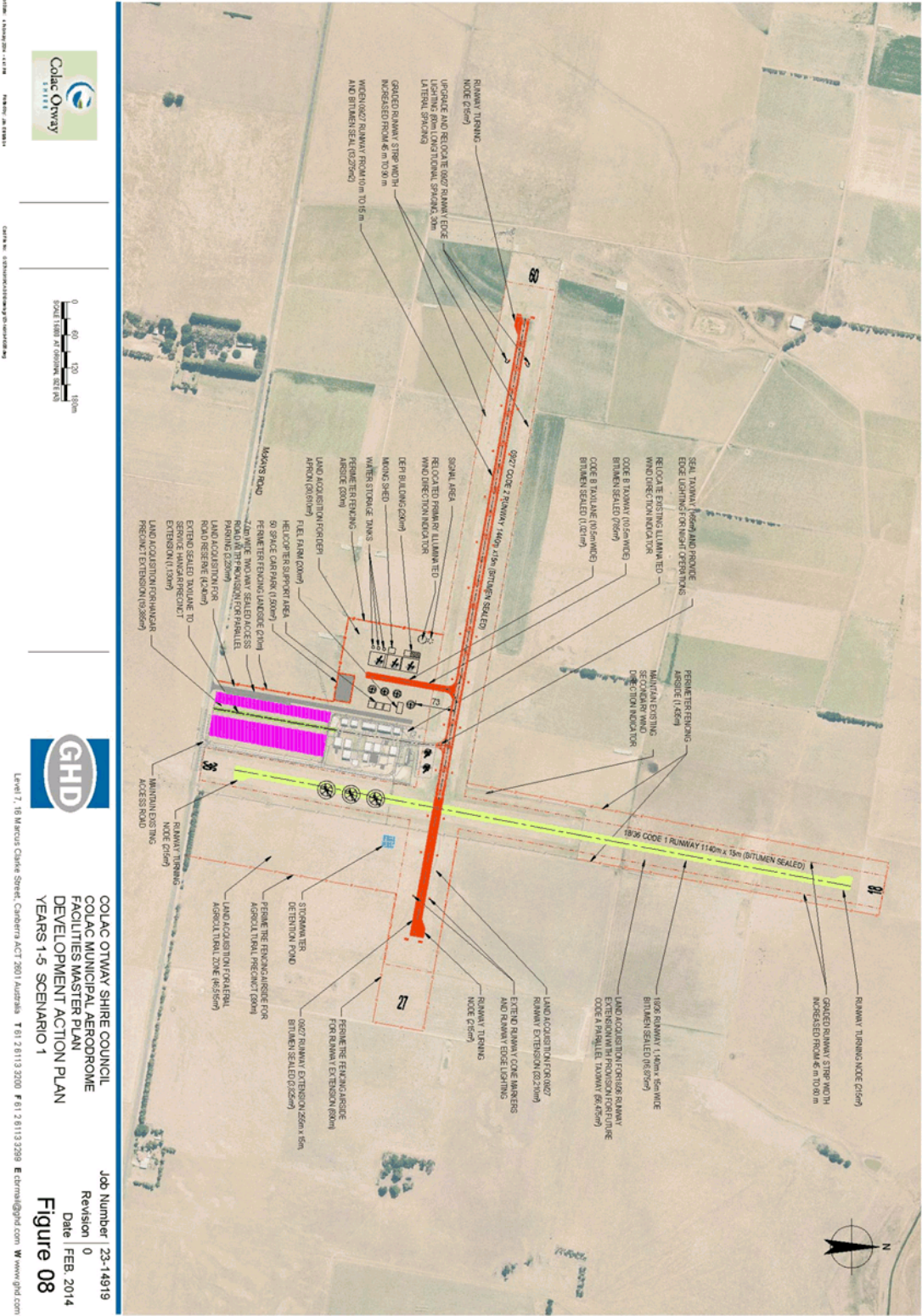
Table 11 Option 4 - 5,700 kg limit and unrestricted night time operations

| Characteristics | Benefits | Limitations |
|-----------------|--|---|
| Operations | <ul style="list-style-type: none"> • Caters to fastest growing section of the GA market – recreational flying • Aircraft can utilise taxiways/taxilanes after dusk • Provides the opportunity for charter and VAA aircraft to operate • 24 hour operations on Runway 09/27 | <ul style="list-style-type: none"> • 5,700 kg limit • Restricted use of existing apron when Runway 09/27 open due to Runway 09/27 OLS |
| Facilities | | <ul style="list-style-type: none"> • Purchase of land • Widen Runway 09/27 • Extend Runway 09/27 • Upgrade Runway 09/27 lights and provide for extended runway length • Provide lights to taxiway/taxilanes • Relocate existing apron and provide lights • Increased maintenance costs due to increased runway length, wider runway strip and additional runway, taxiway/taxilane and apron lighting |

In considering these options Council needs to take into account opportunities presented by the decision of the DEPI to develop a forward fire base at Colac Aerodrome. DEPI has produced a Draft Master Plan for its facilities at Colac Aerodrome. This provides for aircraft parking aprons for up to six Code 2B aircraft, car parking for approximately 50 vehicles and support facilities for the storage and handling of fuel, water and fire retardant. In addition at least one runway (preferably the 09/27) would need to be lengthened, widened and strengthened. Implementing the DEPI plan will require additional aerodrome land.

The planning recognises that the design aircraft is the Beechcraft 350 with a MTOW of 6,804 kg (greater than 5,700 kg) but assumes that as it is replacing the Beechcraft 200 its runway requirements will be the same as the Beechcraft 200. Given Colac Aerodrome proximity to Melbourne it is unlikely that the Beechcraft 350 will need to operate at Colac at its MTOW.

Figure 8 - Development Action Plan Years 1-5 - DEPI Precinct Scenario 1



1806 CODE 1 RUNWAY 1140m x 18m (BITUMEN SEALED)

1807 CODE 2 RUNWAY 1140m x 18m (BITUMEN SEALED)

WIDEN 1807 RUNWAY FROM 15 m TO 18 m (0.3550)

PRASLETTE CODE 8 TAXIWAY (16.5m WIDE) BITUMEN SEALED CONNECTING AIRPORT TO RUNWAY AND CODE 8 TAXIWAY (14.00m) PROVIDE TAXIWAY EDGE LIGHTING

WIDEN 1808 RUNWAY FROM 15 m TO 18 m (0.3550)

MAINTAIN EXISTING SECONDARY WIND DIRECTION INDICATOR

RELOCATE EXISTING FUEL TANK AND BOWSER

RELOCATE EXISTING AERO CLUB ADMINISTRATION BUILDING

RELOCATE PRIMARY WIND DIRECTION INDICATOR AND SIGNAL AREA TO THE WEST

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Figure 10 - Development Action Plan Years 11-20 - DEPI Precinct Scenario 1

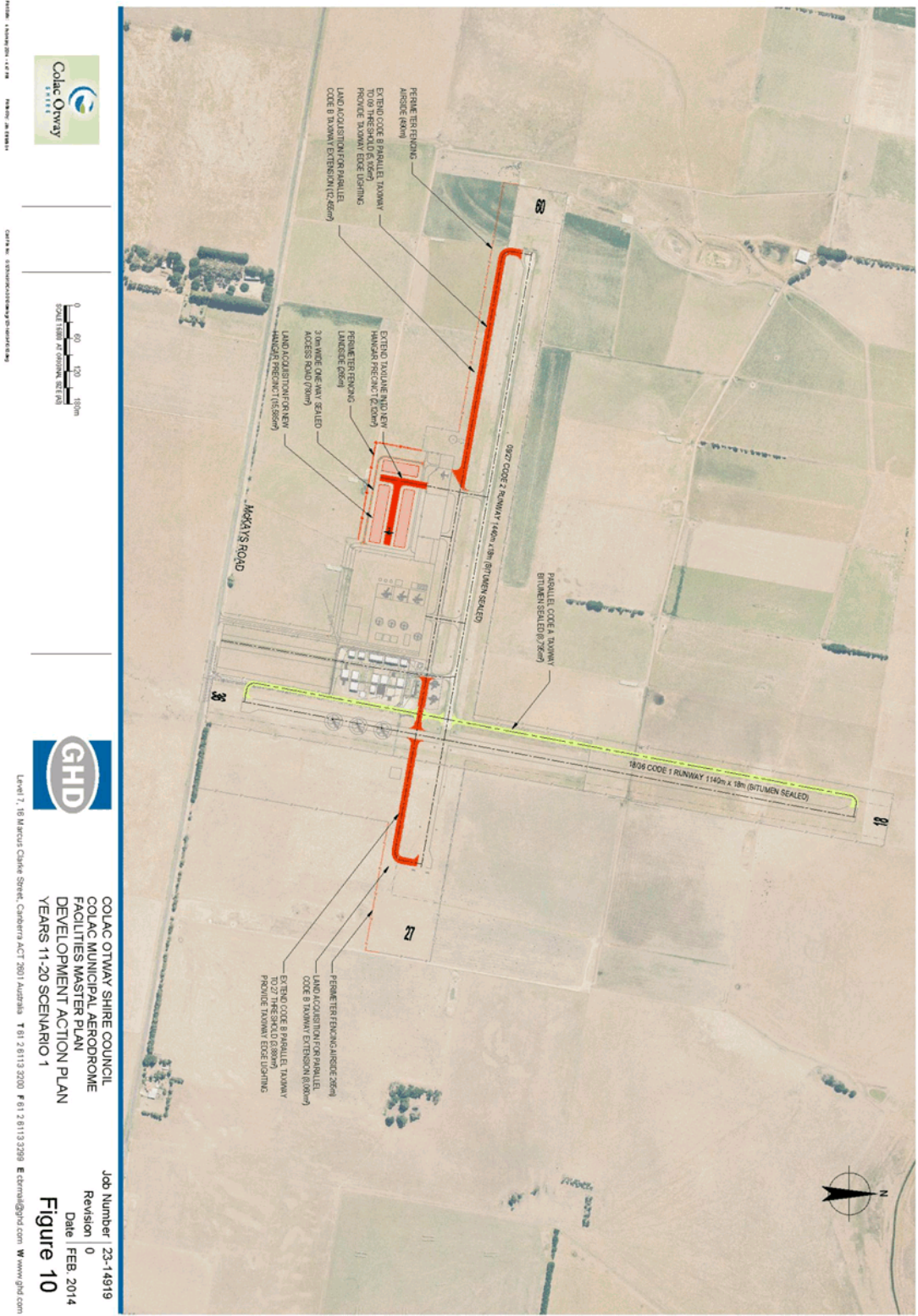
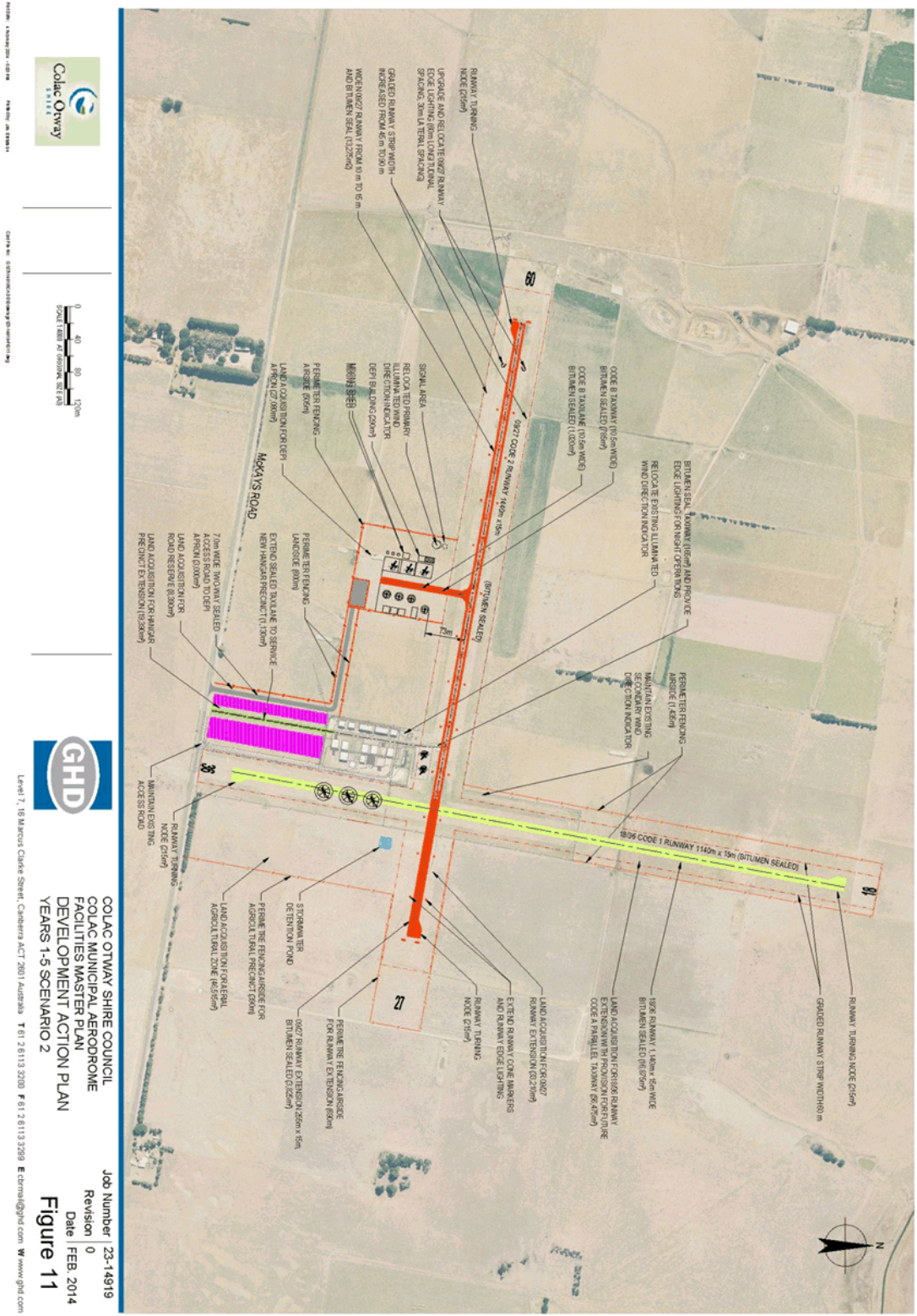


Figure 11 - Development Action Plan Years 1-5 - DEPI Precinct Scenario 2



[illegible]

Figure 13 - Development Action Plan Years 11-20 - DEPI Precinct Scenario 2



8.3 Recommendation

To be able to integrate the DEPI requirements into the Colac Aerodrome development and provide for night operations Option 4 has been chosen as the basis for the Colac Aerodrome FMP.

With the likelihood that new technology will enable both runways to become instrument runways, the FMP allows for Runway 09/27 to be upgraded to an instrument runway.

Planning for the current runway facilities appear to have been largely carried out using the requirements of CAAP 92-1(1). While this CAAP is considered suitable for short term development planning it is considered more appropriate to apply MOS 139 for the long term planning of the Colac Aerodrome.

8.4 Details

8.4.1 General

The FMP provides for the staged development of facilities at the Aerodrome and includes two scenarios for the location of the proposed DEPI facilities. Key aspects of the FMP development and the timing are discussed in the following sections and are presented in Figures 08 to 13.

A cost plan has been developed in conjunction with the FMP and is included in Section 10.

8.4.2 DEPI scenarios

Scenario 1 includes the DEPI Draft Plan. This locates the DEPI facilities immediately west of the existing hangar precinct and will result in future GA development being segregated from the existing with the potential for DEPI operations to impact on GA activity and vice-versa.

Scenario 2 is preferred by Council and the Colac Aerodrome COM. This locates the DEPI facilities further to the west and allows the GA precinct to be concentrated, allowing both areas to operate independently with minimum disruption to the other.

8.4.3 Aerodrome precincts

The Colac Aerodrome FMP incorporates three distinct precincts:

- Airside - including the runways, taxiways, aprons
- Hangar - including the hangars and taxilanes; and
- Landside - including roads, car park, the aero club and public amenities

The agricultural zone will include aprons, hangars and landside facilities, but the extent of each of these facilities has not been established in the FMP.

8.4.4 Airside

Runway 09/27

The 09/27 Runway is the preferred runway based on wind analysis. It is to be extended to achieve a final length of 1,140 m (255 m extension) and widened to 18 m. This will make it a Code 2B runway suitable for the Beechcraft 350 operating at a MTOW. It will also be suitable for the larger DEPI aircraft. Widening the runway to 18 m will also make it suitable for night operations. While DEPI will not have a direct operational need for night flying, providing runway 18 m wide will enable DEPI activities to be supported by flights after dusk.

While the 09/27 Runway is a non-instrument runway the FMP acknowledges that it may become an instrument runway within the 20 year planning horizon and so allows for an OLS inner edge width of 90 m.

Runway 18/36

Runway 18/36 has also been planned to be extended to 1,140 m and widened to 18 m. This will make it suitable for the VAA Beechcraft 350 operating at a MTOW and also the larger DEPI aircraft. This upgrade is primarily for the use of DEPI aircraft because for normal GA activity it is unlikely that this upgrade would ever be required as Runway 09/27 and the existing Runway 18/36 will provide close to 80% usability for light aircraft.

The 18/36 Runway will be planned as a Code 1 runway retaining the OLS inner edge width of 60 m, and limiting its use for day time operations only. This is because of spatial constraints imposed by the existing hangars. Should the 18/36 Runway be planned as a fully compliant Code 2B runway with a parallel Code B taxiway then the runway would need to be relocated approximately 15 m to the east, requiring the purchase of additional land.

Taxiways/taxilanes

A parallel taxiway is planned for Runway 09/27 and 18/36. The Runway 09/27 taxiway allows for Code B aircraft while the Runway 18/36 parallel taxiway provides for Code A aircraft. The Runway 18/36 taxiway would provide aircraft access to hangars located on the eastern side of the existing hangar precinct.

Taxilanes within the existing / extended hangar precinct allow for Code A aircraft. The taxilanes in the new hangar precinct (to the west of the existing) allow for Code B aircraft with a maximum specified wing span of 17.65 m (Beechcraft 350).

Fixed Wing Apron

The existing apron needs to be relocated because it is impacted by the existing and future 09/27 Runway OLS. The FMP provides for a new sealed apron to be built outside the 09/27 Runway OLS inner edge.

The layout of the main sealed apron has been planned to the requirements of MOS 139 to accommodate three (3) free moving aircraft. It is assumed that one of these aircraft will be the VAA Beechcraft 350.

Agricultural operations

The FMP provides for an agricultural operations zone in the south-east sector of the two runways which is isolated from the proposed DEPI and other GA operations. As previously stated the FMP provides only a broad indication of the size of an agricultural operations zone which may be provided at Colac Aerodrome.

Fuel storage and dispensing

It is anticipated that the fuel storage and dispensing equipment will be relocated when the new main apron is built. However as it is currently not well situated, if the opportunity arises consideration should be given to moving this structure as soon as practicable.

Wind direction indicator

The IWDI will be relocated west of the proposed DEPI and GA developments clear of the 09/27 Runway OLS. As it is anticipated that these developments may occur over a number of years it is preferable that when the IWI is moved it should be moved to its final position rather than an

interim one. Given its current poor position it is recommended that it be moved as soon as practical.

The secondary WDI will need to be moved should the taxiway to the northern end of Runway 18/36 be built.

8.4.5 Hangar

The FMP allows for an extension to the existing hangar precinct to the south towards McKays Road and a new hangar precinct west of the existing.

8.4.6 Landside

The FMP allows for a new access road, public car park, aero club and amenities building.

To prevent the need for cars being parked airside within the hangar precinct, this Plan provides for at least one landside vehicle parking space for each proposed hangar site.

8.4.7 Ground Based Radio Navigation Aids

It has been assumed that non-precision instrument approaches will be adopted by using on board aircraft based GPS approach procedures; therefore there is no requirement to establish ground based navigational aids.

8.4.8 Timing

The FMP adopts a staged development in the short term 1-5 years, the medium term 6-10 years and the long term 11-20 years. Notwithstanding this timing the development will only be triggered when a demand threshold is met. This timing assumes that the DEPI development will occur within the 1-5 year time period and will include common user facilities such as runways, taxiways, access roads etc. Should the DEPI development not occur the FMP assumes that Council will provide these facilities from year 6 onwards. Table 12, Table 13 and Table 14 provide a development action plan for the aerodrome development for the three planning precincts.

| Year 1 – 5 | ARSLIDE | | | | HANGARS | LANDSIDE |
|------------|--|---|--|---|--|----------|
| Runway | | Taxiway | Apron | | | |
| 09/27 | <p>Works to be carried out by Council prior and subject to DEPI development to CAAP 92-1 (1)</p> <ul style="list-style-type: none"> • Maintain 885 m length • Increase gravel runway width from 10 m to 12 m • Upgrade and bitumen seal (885 m x 12 m) • Upgrade and relocate runway edge lights (60 m longitudinal spacing and 30 m lateral spacing) • Maintain 45 m graded runway strip width • Increase aerodrome land to accommodate relocated primary illuminated wind direction indicator • Relocate primary illuminated wind direction indicator • Implement new OLS with inner edge to commence at 45 m either side of runway centre line and extend 900 m from runway end at 5% splay • Increase aerodrome land to the south-east for stormwater detention pond | <p>Works to be carried out by Council</p> <ul style="list-style-type: none"> • Widen taxiway from 5.0 m to 7.5 m for full Code A compliance • Increase taxiway strip width to 32.5 m • Provide taxiway edge lights for night operations | <p>Works to be carried out by Council</p> <ul style="list-style-type: none"> • Existing apron to be closed for use after dusk • Provide floodlighting for night operations • Relocate fuel tank and bowser to new fuel station and install new Carnet card fuel system | <p>Works to be carried out by Council</p> <ul style="list-style-type: none"> • Increase aerodrome land south from existing hangar precinct toward McKays Road • Extend sealed taxiway to service new hangar precinct • Provide taxiway lighting for night operations • Extend power and water services • Extend lighting into new hangar precinct | <p>Works to be carried out by Council prior and subject to DEPI development to CAAP 92-1 (1)</p> <ul style="list-style-type: none"> • Increase aerodrome land west of the hangar precinct for road reservation • Construct gravel vehicular access road with provision for parallel parking | |
| 18/36 | <p>Works to be carried out by Council prior and subject to DEPI development to CAAP 92-1 (1)</p> <ul style="list-style-type: none"> • Increase aerodrome land east of Runway 09/27 for runway extension • Extend runway by 255 m to achieve a final runway length of 1,140 m • Widen runway to 15 m • Upgrade and bitumen seal (1,140 m x 15 m) • Implement new OLS with inner edge to commence at 45 m either side of runway centre line and extend 900 m from runway end at 5% splay • Increase aerodrome land to the south-east for stormwater detention pond | <p>Works to be carried out by DEPI</p> <ul style="list-style-type: none"> • Provide new Code B taxiway connecting runway to DEPI apron precinct | <p>Works to be carried out by DEPI</p> <ul style="list-style-type: none"> • Increase aerodrome land south of Runway 09/27 for new DEPI apron precinct • Implement new DEPI apron precinct | | | |
| | <p>Works to be carried out by Council prior and subject to DEPI development to CAAP 92-1 (1)</p> <ul style="list-style-type: none"> • Maintain 624 m length • Maintain grassed surface • Runway to remain unlit • Maintain 45 m graded runway strip width • Implement new OLS with inner edge to commence at 30 m either side of runway centre line and extend 900 m from runway end at 5% splay <p>Works to be carried out by DEPI to MOS 139</p> <ul style="list-style-type: none"> • Increase aerodrome land north of Runway 18/36 for runway extension • Extend runway by 516 m to achieve a final runway length of 1,140 m • Upgrade runway from grassed to 1,140 m x 15 m bitumen sealed • Increase graded runway strip width from 45 m to 60 m • Implement new OLS inner edge to commence at 30 m either side of runway centre line and extend 1,600 m from runway end at 10% splay | | | | | |

Table 13 Development Action Plan – Year 6-10

| Year 6 – 10 | AIRSIDE | Taxiway | Apron | HANGARS | LANDSIDE |
|-------------|---|--|--|---------|--|
| Runway | | | | | |
| 09/27 | <ul style="list-style-type: none"> Increase aerodrome land east of 09/27 Runway for runway extension Extend runway by 255 m to achieve a final runway length of 1,140 m Increase runway width from 15 m to 18 m Increase graded runway strip width from 45 m to 80 m Implement new OLS inner edge to commence at 40 m either side of runway centre line and extend 2500 m from runway end at 10% splay Relocate primary illuminated wind direction indicator (DEPI precinct scenario 1) | <ul style="list-style-type: none"> Increase aerodrome land south of runway 09/27 for new parallel Code B taxiway Construct 10.5 m wide bitumen sealed taxiway connecting new apron to runway and existing taxiways Provide taxiway edge lights for night operations | <ul style="list-style-type: none"> Increase aerodrome land west of DEPI apron for new apron Construct bitumen sealed apron to accommodate up to three aircraft (two of which are to be the Beechcraft 350) Provide floodlights to apron | | <ul style="list-style-type: none"> Increase aerodrome land south of DEPI apron for road reservation Construct bitumen sealed access road to new apron Construct bitumen sealed car park Relocate / build aero club administration building Upgrade aerodrome power supply and lighting control system |
| 18/36 | <ul style="list-style-type: none"> Increase aerodrome land north of Runway 18/36 for runway extension Extend runway by 516 m to achieve a final runway length of 1,140 m Increase runway width from 15 m to 18 m Upgrade runway surface from grassed to bitumen sealed (1,140 m x 18 m) Increase graded runway strip width from 45 m to 60 m Implement new OLS inner edge to commence at 30 m either side of runway centre line and extend 1,600 m from runway end at 10% splay | | | | |

Table 14 Development Action Plan – Year 11-20

| Year 11 – 20 | AIRSIDE | Taxiway | Apron | HANGARS | LANDSIDE |
|--------------|---------|--|-------|--|----------|
| Runway | | | | | |
| 09/27 | | <ul style="list-style-type: none"> Increase aerodrome land south of Runway 09/27 for parallel Code B taxiway extension Extend parallel Code B taxiway to Runway 09/27 threshold ends | | <ul style="list-style-type: none"> Increase aerodrome land south of runway 09/27 for new hangar precinct Extend taxiway to service new hangar precinct Extend sealed access road Extend and upgrade power and water services Extend lighting into new hangar precinct | |

8.5 Obstacle Limitation Surfaces

The aerodrome's OLS diagram, based on one Code 2 (09/27) and one Code 1 (18/36) runway with lengths of 1,140 m, is shown in Figure 14.

8.6 Australian noise exposure forecast

The 2033 ANEF based on the aircraft forecast movements included in Section 6.2.7 is shown in Figure 15.

8.7 Proposed land use guidelines

8.7.1 Proposed strategic objectives

The proposed objectives of land use planning for the Colac Aerodrome are:

- to support the use of the Aerodrome by the DEPI and the VAA;
- to maintain the safety and efficiency of the Aerodrome; and
- to ensure that all development in the vicinity of the Aerodrome is compatible with its present and future operations as detailed in this FMP, particularly in relation to the impacts of aircraft noise and the contour height shown in the Obstacle Limitation Surfaces Plan.

8.7.2 Land ownership considerations

The total land area required to be acquired from adjoining property owners for the Colac Aerodrome development under Scenario 1 is approximately 25 hectares as depicted in Figure 16.

The total land area required to be acquired from abutting property owners for the Colac Aerodrome development under Scenario 2 is approximately 24 hectares as shown in Figure 17.

Consultation with the DEPI would be required to ascertain how land required for the DEPI precinct development would be incorporated in the overall land purchase.

8.7.3 Proposed planning controls

Zoning

The Colac Aerodrome site is currently located within the Public Use Zone (PUZ) which allows use of the land as an aerodrome. The adjoining land is zoned Farming, under which use of land as an aerodrome is prohibited. It is therefore recommended that any land proposed for its expansion is zoned as a PUZ.

Overlays

In addition to rezoning as outlined above, it is recommended that Council seek to apply the following overlays:

Airport Environs Overlay (AEO)

In order to prevent uses which may be sensitive to aircraft noise from encroaching upon the aerodrome, Council will need to modify the Airport Environs Overlay (AEO) to land within the Colac Aerodrome's 20 ANEF contour, as shown in Figure 15.

This would involve the addition of a Schedule to the AEO that would trigger a planning permit for sensitive land uses, including:

- Accommodation (including dwellings and residential buildings).
- School
- Hotel
- Hospital., nursing home
- Public building
- Commercial building
- Light Industry

Furthermore, application of an AEO to the land shown in Figure 15 would require that any new buildings must be constructed in compliance with noise attenuation measures required by Section 3 of Australian Standard AS 2021-2000, Acoustics - Aircraft Noise Intrusion - Building Siting and Construction.

Design and Development Overlay (DDO)

In order to prevent development which may interfere with or cause a safety hazard to aircraft operations at Colac Aerodrome, Council should consider applying the Design and Development Overlay (DDO) to the land subject to the proposed future Obstacle Limitation Surfaces (OLS) as per Figure 14.

This would involve creating a Schedule to the DDO that requires a planning permit to construct a building or carry out works (including landscaping) that would exceed in height the contours on the OLS shown on Figure 14.

It is further recommended that a planning permit application triggered by the Schedule to the DDO should be referred to the Civil Aviation Safety Authority (CASA).

Figure 14 - Obstacle Limitation Surfaces (OLS) - Critical Surfaces Years 11-20

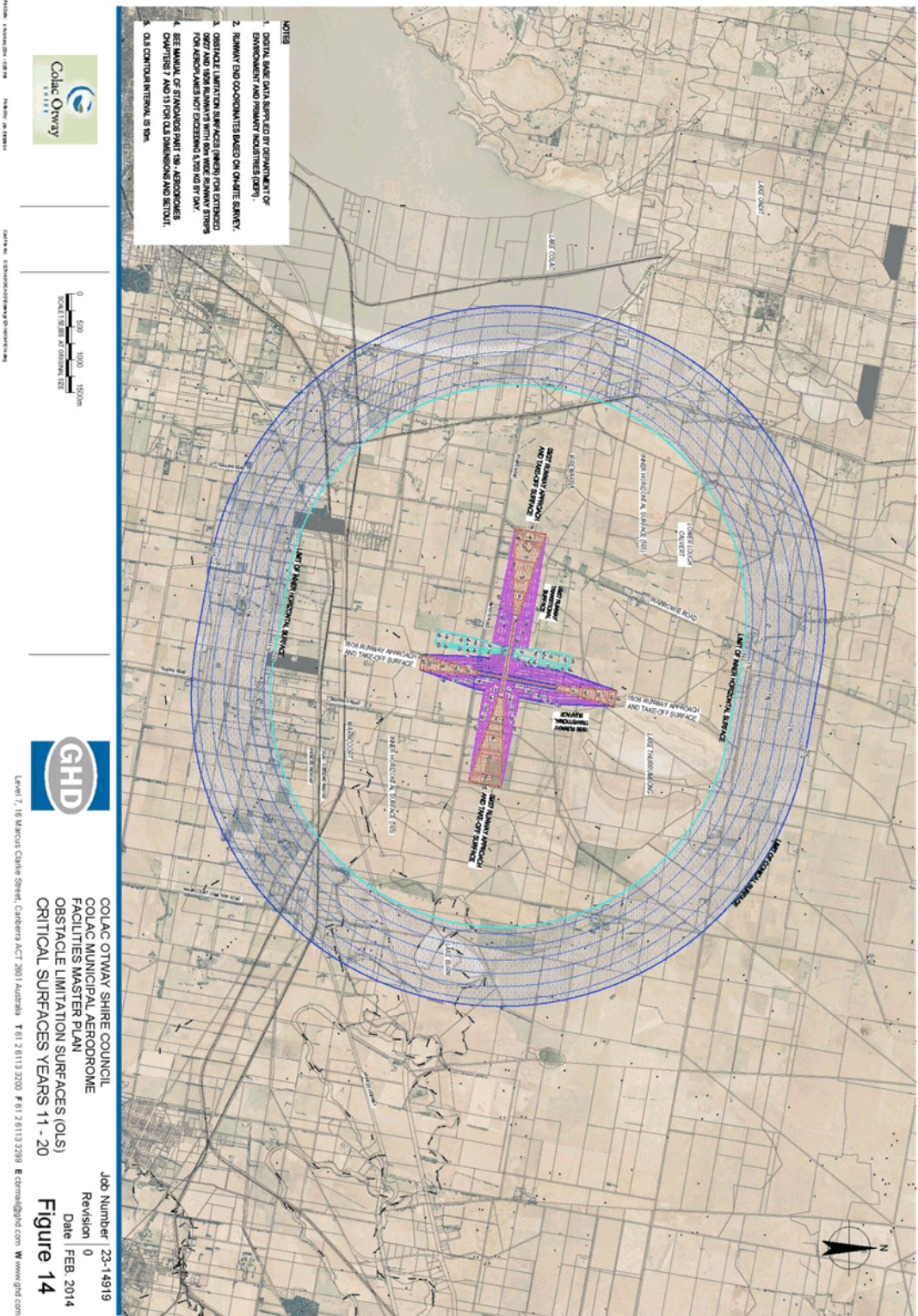


Figure 15 -2033 Australian Noise Exposure Forecast (ANEF)

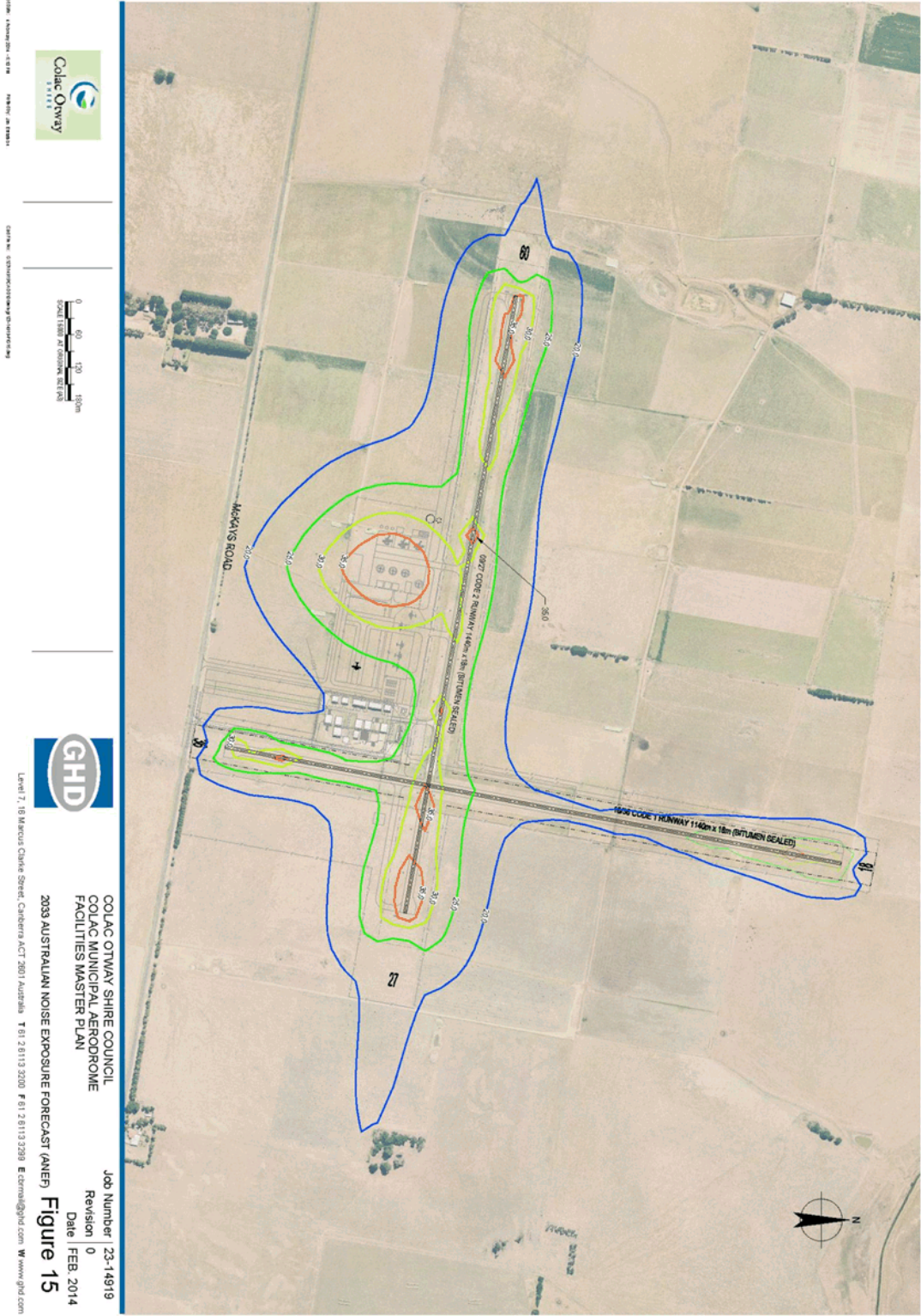


Figure 16 - Land Acquisition Plan Year 11-20 - DEPI Scenario 1

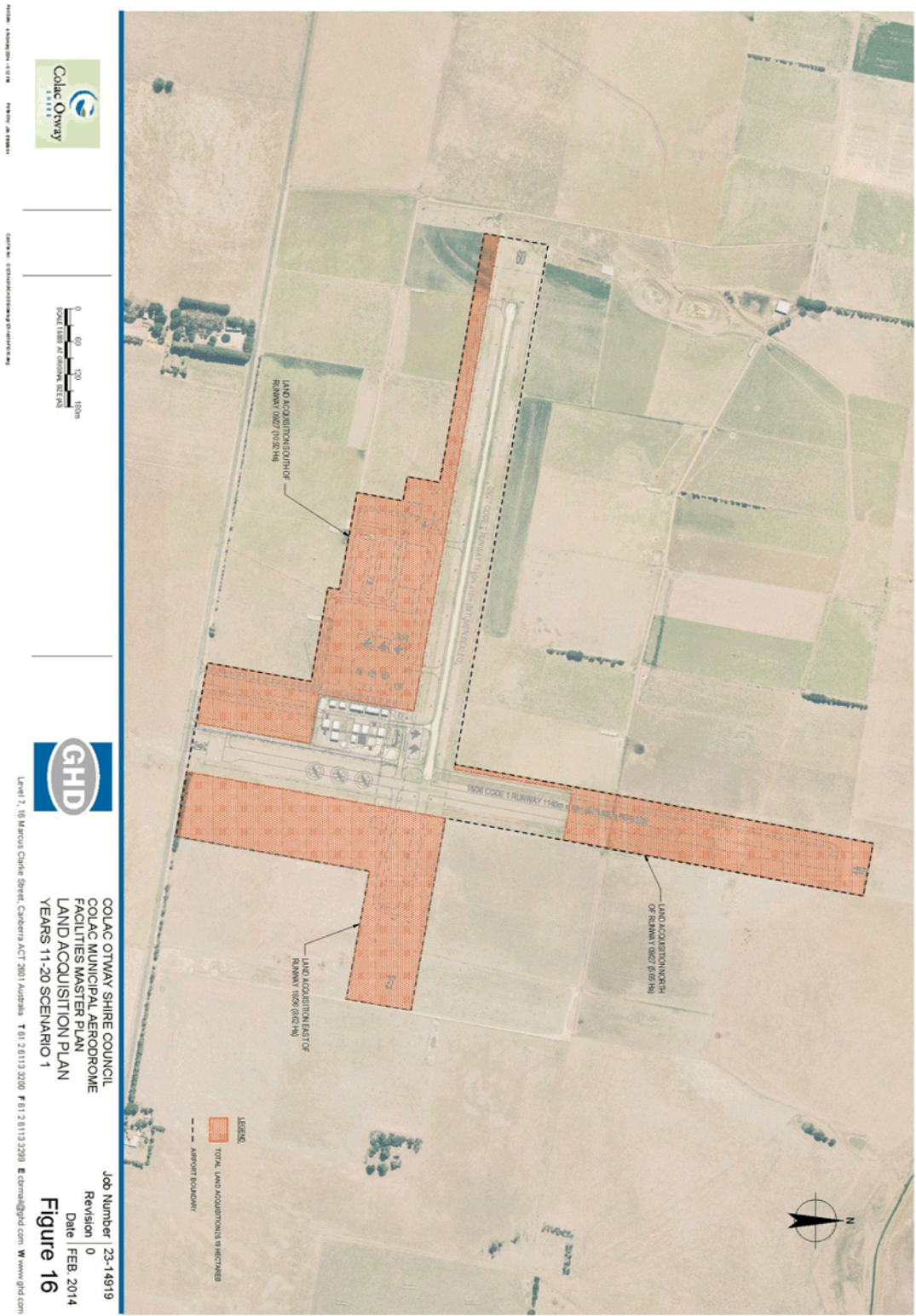
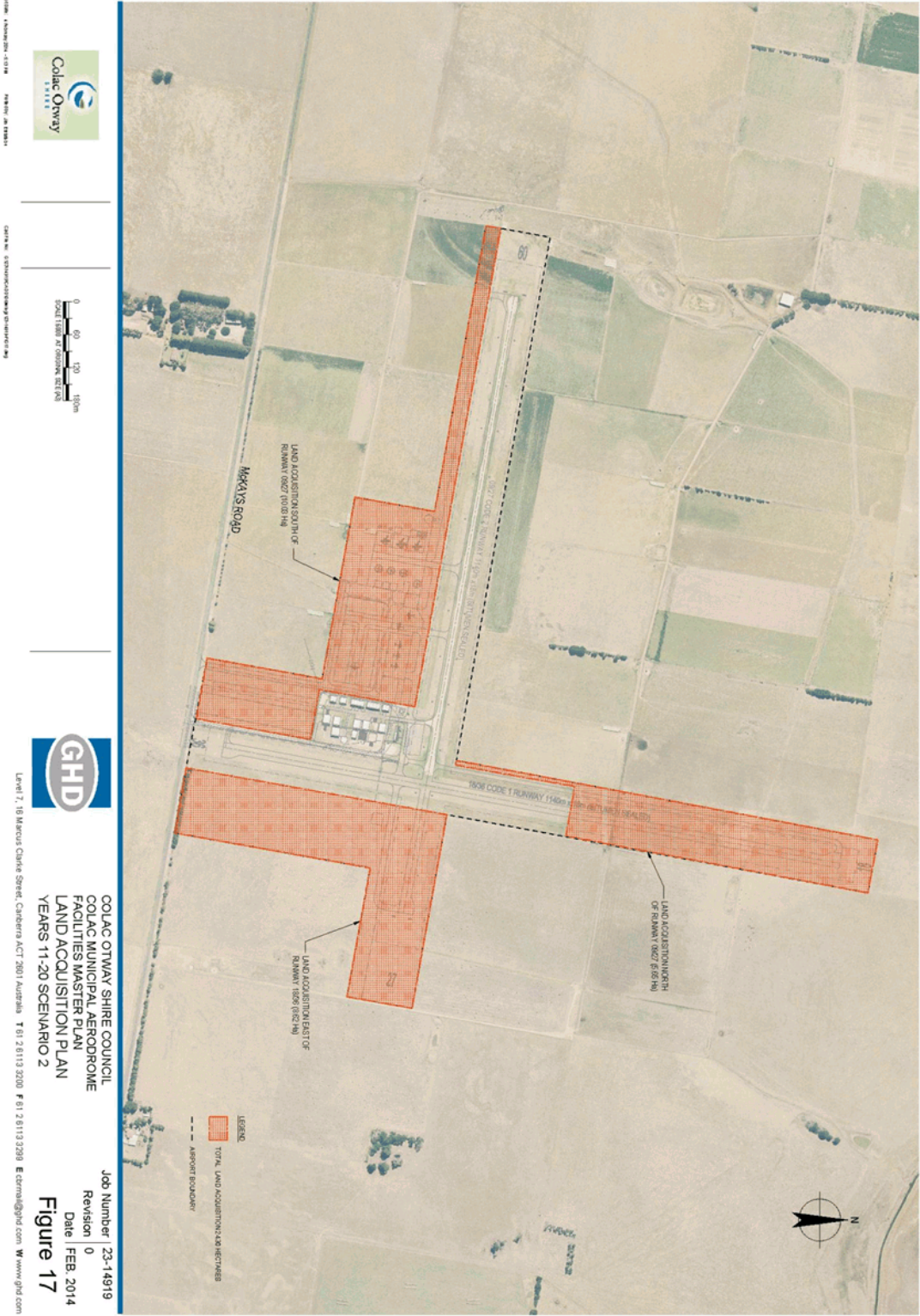


Figure 17 - Land Acquisition Plan Years 11-20 - DEPI Scenario 2



9. Cost Plan

9.1 Background

The cost plan provides an opinion of cost for the development of the aerodrome for the 20 year life of the Colac Aerodrome Business Plan.

It is based on the development action plan and considers aerodrome costs for the short, medium and long term option.

The capital cost incurred by Council to develop the aerodrome will be impacted by the DEPI development plans for the Colac Aerodrome. DEPI has recently completed a Draft Master Plan for the aerodrome which envisages the use of the aerodrome by Code 2B fixed-wing aircraft and various types of helicopter and the consequent development of a DEPI precinct which includes new aircraft parking aprons. Should DEPI proceed with its Plan, a number of issues related to the existing aerodrome infrastructure may be addressed. These include:

- Upgrading of one and potentially both runways to cater for Code 2B aircraft (i.e. lengthening, widening and strengthening)
- Provision of a second access road
- Upgrading of the aerodrome stormwater drainage system
- Upgrading of utilities capacity
- Relocation of IWDI

The existing runway edge lights on the 09/27 Runway are non-compliant and for an instrument runway would need to be spaced longitudinally at 60 m and laterally at 30 m. It is presumed that the lights were installed for the use of emergency services and that the aircraft was not intended to leave the runway as there are no lights on the taxiway or apron. The provision of runway lights is a major capital cost item. As DEPI aircraft do not operate after dusk it will not have an operational need to provide runway lights for these aircraft and as such any cost associated with upgrading the runway lights may be borne by Council. It should be noted that runway lights would enable 24 hour use by the VAA.

To optimise the investment involved with upgrading the runway lights, taxiway/taxilane lights would also need to be installed. This will enable aircraft to operate in other areas on the aerodrome. Any lights at the existing apron would only be used for the emergency services as this apron cannot be occupied after dusk whilst Runway 09/27 is operating.

Council has available 2013 grant funds from the Victorian government to widen and bitumen seal the main 10 m wide 09/27 Runway. If Council require the runway to be used by aircraft no greater than 5,700 kg, the runway must be widened to 15 m. If Council require the runway to be used by aircraft not exceeding 2,000 kg then the runway can remain at 10 m wide. There is a significant cost differential between these two options as the former would require considerable earthworks (ie. pavement area increase of 50%) with a resultant impact on the runway's operation during construction while the latter is primarily a maintenance overlay with minimum impact on operation. The grant funding (\$163,000) provided to Council is to be used to widen the runway to 12 m in the interim although this would not achieve code compliance for aircraft above 2,000 kg to operate. Council has since applied for additional funds from the Victorian government for the following capital works:

- upgrading of the existing 09/27 Runway lights including the Pilot Activated Lighting (PAL) system,
- relocation of the existing illuminated wind direction indicator (WDI), and
- installation of an aviation card fuel system

9.2 Capital cost

Table 15 provides a detailed preliminary cost plan for infrastructure included in the Development Action Plan outlined in Table 12, Table 13 and Table 14 in Section 9 above. The costs provided have not been escalated for inflation as market forces are considered to be the main driver of these costs.

Table 15 Preliminary cost plan

| Item | Unit | Quantity | Rate | Cost (\$) | Year 1-5
(Refer Fig. 08
and 11) | Year 6-10
(Refer Fig. 09 and 12) | Year 11-20
(Refer Fig. 10 and
13) |
|-----------------|--|-----------|--------|-----------|---------------------------------------|-------------------------------------|---|
| Capital | | | | | | | |
| Year 1-5 | | | | | | | |
| A1 | Preliminaries | | | | | | |
| A1.1 | Site Establishment (site preparation, mobilisation of plant, materials and equipment, establishment of site offices, amenities, and stockpile sites, site services and facilities) | Item 1 | 50,000 | 50,000 | 50,000 | 0 | 0 |
| A1.2 | Site Disestablishment (removal of plant and equipment, site offices, amenities, site services and facilities and site clean-up) | Item 1 | 5,000 | 5,000 | 5,000 | 0 | 0 |
| A2 | Airside Precinct | | | | | | |
| A2.1 | 09/27 Runway | | | | | | |
| A2.1.1 | Widen gravel runway pavement by 5.0 m (885 m length) including runway turning node at 09 threshold - comprising 200 mm gravel base course @ CBR Type C, including excavation and compaction | m2 4,640 | 30 | 139,200 | 139,200 | 0 | 0 |
| A2.1.2 | Apply 10/7 mm two coat sprayed bitumen seal to gravel runway pavement (885 m x 15 m wide) including runway turning node (09 threshold) | m2 13,490 | 15 | 202,350 | 202,350 | 0 | 0 |
| A2.1.3 | Land purchase for runway extension | ha 3.32 | 10,000 | 33,200 | 33,200 | 0 | 0 |
| A2.1.4 | Stock proof fencing for runway extension | m 690 | 30 | 20,700 | 20,700 | 0 | 0 |
| A2.1.5 | Construct 225 m long x 15 m wide runway extension including runway turning node at 27 threshold - comprising 200 mm gravel base course @ CBR Type C with 10/7 mm two coat sprayed bitumen seal including excavation and compaction | m2 4,040 | 45 | 181,800 | 181,800 | 0 | 0 |
| A2.1.6 | Upgrade and relocate runway edge lights full length of runway (60 m longitudinal spacing, 30 m lateral spacing) including runway threshold lights | ea. 54 | 4,000 | 216,000 | 216,000 | 0 | 0 |
| A2.1.7 | New runway cone markers and runway strip gable markers | Item 1 | 50,000 | 50,000 | 50,000 | 0 | 0 |
| A2.1.8 | Relocate illuminated wind direction indicator | Item 1 | 15,000 | 15,000 | 15,000 | 0 | 0 |
| A2.1.9 | Graded runway strip formation (width increased from 45 m to 90 m) | m2 60,000 | 3 | 180,000 | 180,000 | 0 | 0 |
| A2.1.10 | Formation of grassed swales along both sides of runway | m3 2,500 | 25 | 62,500 | 62,500 | 0 | 0 |
| A2.1.11 | Collection of swale surface drainage and outfall drainage to detention pond | m 350 | 350 | 122,500 | 122,500 | 0 | 0 |
| A2.1.12 | Formation of stormwater detention pond | m3 320 | 25 | 8,000 | 8,000 | 0 | 0 |
| A2.1.13 | Stock proof fencing for stormwater detention pond | m 120 | 30 | 3,600 | 3,600 | 0 | 0 |
| A2.2 | 18/36 Runway | | | | | | |
| A2.2.1 | Land purchase for runway extension | ha 5.65 | 10,000 | 56,500 | 56,500 | 0 | 0 |
| A2.2.2 | Stock proof fencing for runway extension | m 1,435 | 30 | 43,050 | 43,050 | 0 | 0 |
| A2.2.3 | Construct 1 140 m long x 15 m wide runway pavement including runway turning nodes - comprising 200 mm gravel base course @ CBR Type C with 10/7 mm two coat sprayed bitumen seal including excavation and compaction | m2 17,305 | 45 | 778,725 | 778,725 | 0 | 0 |
| A2.2.4 | New runway cone markers and runway strip gable markers | Item 1 | 50,000 | 50,000 | 50,000 | 0 | 0 |
| A2.2.5 | Graded runway strip formation (width increased from 45 m to 60 m) | m2 20,000 | 3 | 60,000 | 60,000 | 0 | 0 |
| A2.2.6 | Formation of grassed swales along both sides of runway | m3 2,500 | 25 | 62,500 | 62,500 | 0 | 0 |
| A2.3 | Taxiway | | | | | | |
| A2.3.1 | Apply 10/7 mm two coat sprayed bitumen seal to gravel taxiway pavement | m2 165 | 15 | 2,475 | 2,475 | 0 | 0 |
| A2.3.2 | Taxiway edge lights for night operations | ea. 6 | 4,000 | 24,000 | 24,000 | 0 | 0 |
| A2.3.3 | Box culvert under existing code A taxiway | m 35 | 350 | 12,250 | 12,250 | 0 | 0 |

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| Item | Unit | Quantity | Rate | Cost (\$) | Year 1-5
(Refer Fig. 08
and 11) | Year 6-10
(Refer Fig. 09 and 12) | Year 11-20
(Refer Fig. 10 and
13) |
|---|------|----------|---------|-----------|---------------------------------------|-------------------------------------|---|
| Capital
Year 6-10 | | | | | | | |
| B1 Preliminaries | | | | | | | |
| B1.1 Site Establishment (site preparation, mobilisation of plant, materials and equipment, establishment of site offices, amenities, and stockpile sites, site services and facilities) | Item | 1 | 50,000 | 50,000 | 0 | 50,000 | 0 |
| B1.2 Site Disestablishment (removal of plant and equipment, site offices, amenities, site services and facilities and site clean-up) | Item | 1 | 5,000 | 5,000 | 0 | 5,000 | 0 |
| B2 Airside Precinct | | | | | | | |
| B2.1 Runway 09/27 | | | | | | | |
| B2.1.1 Widen runway by 3 m (1,140 m length) - comprising 200 mm gravel base course @ CBR Type C, with 10/7 mm two coat sprayed bitumen seal including excavation and compaction | m2 | 3,365 | 45 | 151,425 | 0 | 151,425 | 0 |
| B2.1.2 Relocate illuminated wind direction indicator | Item | 1 | 15,000 | 15,000 | 0 | 15,000 | 0 |
| B2.2 Runway 18/36 | | | | | | | |
| B2.2.1 Widen runway by 3 m (1,140 m length) - comprising 200 mm gravel base course @ CBR Type C, with 10/7 mm two coat sprayed bitumen seal including excavation and compaction | m2 | 3,365 | 45 | 151,425 | 0 | 151,425 | 0 |
| B2.3 Taxiway | | | | | | | |
| B2.3.1 Construct 10.5 m wide parallel code B taxiway - 200 mm gravel base course @ CBR Type C with 10/7 mm two coat sprayed bitumen seal including excavation and compaction | m2 | 4,920 | 45 | 221,400 | 0 | 221,400 | 0 |
| B2.3.2 Parallel taxiway edge lights | ea. | 30 | 4,000 | 120,000 | 0 | 120,000 | 0 |
| B2.3.3 Box culvert under code B taxiway | m | 43 | 350 | 15,050 | 0 | 15,050 | 0 |
| B2.4 Apron | | | | | | | |
| B2.4.1 Land purchase for new airside precinct including parallel code B taxiway, apron and refuelling area | ha | 1.45 | 10,000 | 14,500 | 0 | 14,500 | 0 |
| B2.4.2 Stock proof fencing for airside precinct | m | 370 | 30 | 11,100 | 0 | 11,100 | 0 |
| B2.4.3 Construct new apron and aircraft refuelling area - 200 mm gravel base course @ CBR Type C with 10/7 mm two coat sprayed bitumen seal including excavation and compaction | m2 | 5,065 | 45 | 227,925 | 0 | 227,925 | 0 |
| B2.4.4 Fuel resistant membrane to aircraft refuelling area (12 m x 12 m) | m2 | 144 | 25 | 3,600 | 0 | 3,600 | 0 |
| B2.4.5 Main apron and refuelling area stormwater drainage | m | 260 | 350 | 91,000 | 0 | 91,000 | 0 |
| B2.4.6 Floodlights to new apron and refuelling area | No. | 4 | 20,000 | 80,000 | 0 | 80,000 | 0 |
| B3 Landside Precinct | | | | | | | |
| B3.1 Land purchase for landside precinct including road reservation, fuel station, car park, and relocated aero club building | ha | 1.22 | 10,000 | 12,200 | 0 | 12,200 | 0 |
| B3.2 Stock proof fencing for landside precinct | m | 460 | 30 | 13,800 | 0 | 13,800 | 0 |
| B3.3 Construct gravel access roads 3 m and 7 m wide - 150 mm deep gravel base course @ CBR Type C including excavation and compaction | m2 | 2,730 | 25 | 68,250 | 0 | 68,250 | 0 |
| B3.4 Construct sealed car park - 150 mm gravel base course @ CBR Type C with 10/7 mm two coat sprayed bitumen seal including excavation and compaction | m2 | 1,350 | 40 | 54,000 | 0 | 54,000 | 0 |
| B3.5 Aero club building and car park drainage | m | 40 | 250 | 10,000 | 0 | 10,000 | 0 |
| B3.6 Bunded fuel station including relocating fuel tank, bowser and Carnet card fuel system | Item | 1 | 50,000 | 50,000 | 0 | 50,000 | 0 |
| B3.7 Relocate / build aero club administration building (allowance only depends on quality of facility provided) | Item | 1 | 100,000 | 100,000 | 0 | 100,000 | 0 |

| Item | Unit | Quantity | Rate | Cost (\$) | Year 1-5
(Refer Fig. 08
and 11) | Year 6-10
(Refer Fig. 09 and 12) | Year 11-20
(Refer Fig. 10 and
13) |
|---|----------------|----------|---------|-----------|---------------------------------------|-------------------------------------|---|
| Capital
Year 11-20 | | | | | | | |
| C1 Preliminaries | | | | | | | |
| C1.1 Site Establishment (site preparation, mobilisation of plant, materials and equipment, establishment of site offices, amenities, and stockpile sites, site services and facilities) | Item | 1 | 50,000 | 50,000 | 0 | 50,000 | 0 |
| C1.2 Site Disestablishment (removal of plant and equipment, site offices, amenities, site services and facilities and site clean-up) | Item | 1 | 5,000 | 5,000 | 0 | 5,000 | 0 |
| C2 Airside Precinct | | | | | | | |
| C2.1 Taxiway | | | | | | | |
| C2.1.1 Land purchase for 09/27 parallel Code B taxiway extension | ha | 2.05 | 10,000 | 20,500 | 0 | 0 | 20,500 |
| C2.1.2 Stock proof fencing for parallel Code B taxiway extension | m | 815 | 30 | 24,450 | 0 | 0 | 24,450 |
| C2.1.3 Construct 09/27 parallel Code B taxiway (10.5 m wide) to extend to 09 and 27 thresholds - 200 mm gravel base course @ CBR Type C with 10/7 mm two coat sprayed bitumen seal | m ² | 8,985 | 45 | 404,325 | 0 | 0 | 404,325 |
| C2.1.4 Parallel taxiway edge lights | ea. | 70 | 4,000 | 280,000 | 0 | 0 | 280,000 |
| C2.1.5 Construct 18/36 parallel Code A taxiway (7.5 m wide) to extend the full length of Runway 18/36 - 200 mm gravel base course @ CBR Type C with 10/7 mm two coat sprayed bitumen seal | m ² | 8,795 | 45 | 395,775 | 0 | 0 | 395,775 |
| C2.1.6 Graded taxiway strip formation | m ² | 26,000 | 3 | 78,000 | 0 | 0 | 78,000 |
| C3 Hangar Precinct | | | | | | | |
| C3.1 Land purchase for new hangar precinct | ha | 1.56 | 10,000 | 15,600 | 0 | 0 | 15,600 |
| C3.2 Stock proof fencing for new hangar precinct | m | 265 | 30 | 7,950 | 0 | 0 | 7,950 |
| C3.3 Construct taxiway to service new hangar precinct - 200 mm gravel base course @ CBR Type C with 10/7 mm two coat sprayed bitumen seal | m ² | 2,120 | 45 | 95,400 | 0 | 0 | 95,400 |
| C3.4 Stormwater drainage | m | 240 | 250 | 60,000 | 0 | 0 | 60,000 |
| C3.5 Extend power and water services | Item | 1 | 250,000 | 250,000 | 0 | 0 | 250,000 |
| C3.6 Floodlighting along taxiway leading into and within new hangar precinct | ea. | 18 | 5,000 | 90,000 | 0 | 0 | 90,000 |
| C3.7 Construct access road, 3 m wide - 150 mm deep gravel base course @ CBR Type C including excavation and compaction | m ² | 780 | 25 | 19,500 | 0 | 0 | 19,500 |
| Sub-total | | | | | 3,046,150 | 1,520,675 | 1,741,500 |
| Construction Contingency | 30% | | | | 913,845 | 456,203 | 522,450 |
| Construction Total | | | | | 3,959,995 | 1,976,878 | 2,263,950 |
| D1 Project Fees | | | | | | | |
| D1.1 Planning application fee | Item | 1 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| D1.2 Planning Scheme amendment fee | Item | 1 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 |
| D1.3 Planning and Engineering fee | 7% | | | | 268,336 | 138,381 | 156,702 |
| D1.4 Contract and Construction Management fee | 6% | | | | 230,003 | 118,613 | 134,316 |
| Overall Project Total | | | | | 4,460,834 | 2,236,372 | 2,557,468 |
| Overall Project Total (Rounded) | | | | | 4,450,000 | 2,250,000 | 2,550,000 |

10. Commercial considerations

10.1 Background

Current aerodrome finances are managed by the Aerodrome Committee of Management (COM). The COM receives the aerodrome income and uses this to pay for any expenses associated with maintaining the aerodrome. While expenses currently nearly match the revenue, the Council investment in the asset is currently not making a commercial return for Council (i.e. the aerodrome is currently a net cost to Council).

Recurring expenses associated with the aerodrome include maintenance (e.g. mowing and general repairs) and operating costs (administration, insurance and compliance).

Revenue sources for Colac Aerodrome currently include aircraft landing and parking charges, sale of avgas fuel and leasing of land for hangars.

This section will consider what future aerodrome expenses and revenue will be generated by the implementation of the FMP.

10.2 Current finances

10.2.1 Recurring expenses

The cost associated with maintaining the aerodrome is minimal as the COM undertakes a significant proportion of the maintenance tasks with volunteer labour using Council supplied equipment and materials. Maintenance primarily involves mowing of the 18/36 Runway and the runway strips. Table 16 includes current maintenance and administration expenses for the Colac Aerodrome.

Table 16 Estimated current expenses (based on 2012/13)

| Item | Cost (\$) |
|---|------------------|
| COM expenses incurred (maintenance, mowing etc) | \$ 11,520 |
| Professional consultancy services | \$ 1,500 |
| Insurance | \$ 2,800 |
| Utilities | \$ 1,000 |
| General Maintenance | \$ 4,340 |
| Grounds Maintenance | \$ 1,600 |
| Total Estimated Expenses | \$ 22,760 |

The electrical supply is reticulated to the hangars and the aero club building. The majority of the electrical costs are paid for pro rata by the lease holders. The insurance costs are similarly covered. This cost recovery reduces the overall annual expense to Council to approximately \$19,000.

10.2.1 Revenue

Hangar Sites

There are currently 18 hangar sites on the aerodrome. The annual hangar lease fee charged by Council is \$750 per site, generating annual revenue of \$11,985.

Fuel Sales – Colac Aero Club

Fuel sales in 2012/13 were estimated to produce profit of approximately \$7,000 based on 10c/litre margin.

Landing fees

The current landing fee charging system only applies to visiting aircraft. The collection system is based on the honesty of visiting fliers to pay when using the aerodrome. This unmonitored system provides neither a definitive record of the number of visiting aircraft movements nor is the basis of a reliable revenue source. The current fee is \$5.00 per landing for single engine and \$10.00 for twin engine and agricultural aircraft. In 2012/13 these fees generated a revenue of \$885.00.

10.3 Future finances

10.3.1 Recurring expenses

As the current and likely continued long-term use of Colac Aerodrome will be by GA aircraft not greater than 5,700 kg it is considered that for this duration of this Business Plan the Colac Aerodrome will remain uncertified or unregistered. As a consequence no additional administration expenses (e.g. for inspections or employment of reporting officers) will be incurred above those in 2012/13.

Assuming an inflation rate of 2.7%⁶ the annual recurring aerodrome expenses are shown in Section 11.2.1. The FMP assumes that both runways and the taxiway and aprons will be sealed and so within the 20 year life of the Business Plan it is expected that major maintenance will need to be carried out on the aircraft movement pavements (e.g. a Surface Enrichment Spray Treatment or a reseal). These expenses are also included in Table 17. For the major maintenance items the costs provided have not been escalated for inflation as market forces are considered to be the main driver of these costs.

⁶ Inflation figures calculated using Deloitte Access Economics Business Outlook underlying CPI trend

Table 17 Estimated future expenses (based on 2012/13)

| Year | Recurring expenses (\$) | Major maintenance | |
|------|-------------------------|-------------------|--|
| | | (\$) | Details |
| 2013 | 19,000 | | |
| 2014 | 19,513 | | |
| 2015 | 20,040 | | |
| 2016 | 20,581 | | |
| 2017 | 21,137 | | |
| 2018 | 21,707 | 145,000 | SEST to both runways and part 09/27 parallel taxiway |
| 2019 | 22,293 | | |
| 2020 | 22,895 | | |
| 2021 | 23,513 | | |
| 2022 | 24,148 | | |
| 2023 | 24,800 | 790,000 | Reseal both runways, part 09/27 parallel taxiway and main apron |
| 2024 | 25,470 | | |
| 2025 | 26,158 | | |
| 2026 | 26,864 | | |
| 2027 | 27,589 | | |
| 2028 | 28,334 | 210,000 | SEST to both runways, 09/27 and 18/36 parallel taxiways and main apron |
| 2029 | 29,099 | | |
| 2030 | 29,885 | | |
| 2031 | 30,692 | | |
| 2032 | 31,520 | | |
| 2033 | 32,371 | 1,050,000 | Reseal both runways, 09/27 and 18/36 parallel taxiways and main apron |

10.3.2 Revenue

Council needs to consider the most appropriate means of maximizing the aerodrome's revenue.

As the Colac Aerodrome will be limited to GA flying activity the sources of revenue available to Council will likely to remain the same as those currently available. There is however the potential to grow aerodrome revenue from its current base with the development of additional hangar sites for lease and increased GA activity.

Revenue can also be increased by increasing the hangar lease rates and aircraft landing fees. The level to which charges are increased is determined by competitive pressures. Colac Aerodrome is in a market which comprises primarily of recreational flyers. Its main potential for growth will be from the Melbourne metropolitan area. It is therefore competing against similarly sized aerodromes which have similar operational advantages and cost pressures. Below is listed some of these aerodromes and their road distance from the Melbourne CBD:

- Tyabb 68 km
- Bacchus Marsh 57 km
- Tooradin 66 km

- Leathbridge 96 km

As a comparison Table 18 provides the current user charges for Colac and Tyabb aerodromes. Tyabb Aero Club, a privately owned airfield on Victoria's Mornington Peninsula, and while not in direct competition with Colac provides an indication of the fees charged by an aerodrome serving the recreational flying market. This indicates that Colac Aerodrome has some capacity to raise its charges and/or restructure its charging regime without significantly diminishing its growth potential. For example charges may be imposed on both visiting and local flyers (currently not the case) via landing fees or apron parking fees.

Table 18 Comparison of Colac and Tyabb aerodromes (based on 2012/13)

| Fees and charges | Colac Aerodrome | Tyabb Aerodrome |
|-----------------------------|--|---|
| Landing fees | \$ 5 for single engine aircraft
\$ 10 for twin engine and agricultural aircraft | \$ 5 for single engine aircraft |
| Parking fees (per aircraft) | N/A | \$ 475 parked on grass
\$ 2,000 parked on concrete
Capped at two aircraft |
| Hangar lease (annual) | \$ 750 | \$ 5,200 |
| Other | | \$ 275 annual member fee
(to have an aircraft at the airfield the aircraft owner must be a member of the Club) |

Hangar sites

The FMP proposes to increase the number of hangar sites for lease. The FMP envisages two additional areas for hangar development; one to the south and the other west of the existing hangar precinct. These are referenced in Figures 08 to 13. This will require the purchase of land as well as the provision of necessary infrastructure for the development. Estimated costs for these are included in Table 19.

Table 19 Capital cost – hangar precinct development

| Southern hangar precinct | | Western hangar precinct | |
|--|---------------------|--|---------------------|
| Item | Estimated cost (\$) | Item | Estimated cost (\$) |
| Land purchase | 19,400 | Land purchase including fencing | 23,550 |
| Construction of taxilanes | 50,850 | Construction of taxilanes and access roads | 114,900 |
| Power and water services | 67,500 | Power and water services | 250,000 |
| Floodlighting | 70,000 | Floodlighting | 90,000 |
| Extension and upgrade of existing stormwater drainage system | 175,000 | New stormwater drainage system | 60,000 |
| Totals | 312,500 | | 538,450 |

There are a number of funding models the Council could use to develop these facilities:

- Council purchases the land in its entirety and progressively develops the hangar precinct infrastructure as demand dictates
- Council purchases the land in its entirety and obtains a contribution from the lessees toward the works necessary to develop the hangar site i.e. provision of utilities and taxilanes
- Developer(s) purchase the land and develop the hangar precinct infrastructure

This latter option provides nil cost to Council and while the developer generates revenue from the lease of the hangar sites, Council could also generate revenue from increased GA activity (i.e., increased landing fees and fuel sales).

It is estimated that 27 hangar sites could be accommodated within the (extended) southern hangar precinct and 18 in the western hangar precinct.

The forecast for construction of the new hangars to the south planned for Year 1-5 is assumed to be five per year over the first four years with seven being added in the fifth year. At the end of the fifth year there would be a total of 45 hangar sites available for lease.

While the availability of hangars sites in the western precinct will depend on demand this modelling assumes that leasing will occur in Years 11-20 and that the sites will be leased at a rate of two per year, resulting a total of 63 hangar sites available for lease in 2033.

The annual and cumulative forecast revenue earned from the existing and additional hangars is included in Table 20. The modelling has provided two revenue scenarios:

- the current annual lease fee remains constant within the Business plans 20 year horizon, and
- the current annual lease fee is doubled over the next five years and capped thereafter.

No allowance for inflation has been modelled as commercial considerations are the main driver for setting fees.

Table 20 Forecast revenue – based on two lease fee scenarios

| Year | No. of hangar sites | Constant annual lease fee | | | Staggered annual lease fee doubling of rate capped after 5 years | | |
|------|---------------------|---------------------------|--------------------|------------------------|--|--------------------|------------------------|
| | | Rate per hangar site (\$) | Annual income (\$) | Cumulative income (\$) | Rate per hangar site (\$) | Annual income (\$) | Cumulative income (\$) |
| 2013 | 23 | 750 | 17,250 | 17,250 | 750 | 17,250 | 17,250 |
| 2014 | 28 | 750 | 21,000 | 38,250 | 937.5 | 26,250 | 43,500 |
| 2015 | 33 | 750 | 24,750 | 63,000 | 1125 | 37,125 | 80,625 |
| 2016 | 38 | 750 | 28,500 | 91,500 | 1312.5 | 49,875 | 130,500 |
| 2017 | 45 | 750 | 33,750 | 125,250 | 1500 | 67,500 | 198,000 |
| 2018 | 45 | 750 | 33,750 | 159,000 | 1500 | 67,500 | 265,500 |
| 2019 | 45 | 750 | 33,750 | 192,750 | 1500 | 67,500 | 333,000 |
| 2020 | 45 | 750 | 33,750 | 226,500 | 1500 | 67,500 | 400,500 |
| 2021 | 45 | 750 | 33,750 | 260,250 | 1500 | 67,500 | 468,000 |
| 2022 | 45 | 750 | 33,750 | 294,000 | 1500 | 67,500 | 535,500 |
| 2023 | 45 | 750 | 33,750 | 327,750 | 1500 | 67,500 | 603,000 |

| | | | | | | | |
|------|----|-----|--------|---------|------|--------|-----------|
| 2024 | 45 | 750 | 33,750 | 361,500 | 1500 | 67,500 | 670,500 |
| 2025 | 47 | 750 | 35,250 | 396,750 | 1500 | 70,500 | 741,000 |
| 2026 | 49 | 750 | 36,750 | 433,500 | 1500 | 73,500 | 814,500 |
| 2027 | 51 | 750 | 38,250 | 471,750 | 1500 | 76,500 | 891,000 |
| 2028 | 53 | 750 | 39,750 | 511,500 | 1500 | 79,500 | 970,500 |
| 2029 | 55 | 750 | 41,250 | 552,750 | 1500 | 82,500 | 1,053,000 |
| 2030 | 57 | 750 | 42,750 | 595,500 | 1500 | 85,500 | 1,138,500 |
| 2031 | 59 | 750 | 44,250 | 639,750 | 1500 | 88,500 | 1,227,000 |
| 2032 | 61 | 750 | 45,750 | 685,500 | 1500 | 91,500 | 1,318,500 |
| 2033 | 63 | 750 | 47,250 | 732,750 | 1500 | 94,500 | 1,413,000 |

This modelling indicates that at the current lease charge rate it would take Council approximately 10 years (i.e. to 2033) to recover the cost of fully developing the southern hangar precinct. With a doubling of the lease charge rate over the next five years, the time to recover the cost of fully developing the southern hangar will approximately be halved (i.e. 6 years; to 2019). To fully recover the cost to develop the western hangar precinct, it would take approximately a further 12 years (i.e. to 2027). It should be noted this modelling does not take into account the additional time taken to repay the cost of any borrowings.

Fuel sales

The forecast revenue to be derived from the sale of Avgas is included in Table 21 below.

The modelling assumes:

- a linear growth in aircraft activity to 2033
- that the increase in fuel consumption is proportional to the growth in aircraft activity, and
- the profit margin remains constant at \$0.10 per litre.

No allowance for inflation has been modelled as commercial considerations are the main driver for setting fees.

Table 21 Forecast revenue – avgas fuel sales Colac aero club

| Year | Annual profit - avgas fuel sales (\$) | Year | Annual profit - avgas fuel sales (\$) |
|------|---------------------------------------|------|---------------------------------------|
| 2013 | 7,000 | 2024 | 10,926 |
| 2014 | 7,357 | 2025 | 11,282 |
| 2015 | 7,714 | 2026 | 11,639 |
| 2016 | 8,071 | 2027 | 11,996 |
| 2017 | 8,428 | 2028 | 12,353 |
| 2018 | 8,784 | 2029 | 12,710 |
| 2019 | 9,141 | 2030 | 13,067 |
| 2020 | 9,498 | 2031 | 13,424 |
| 2021 | 9,855 | 2032 | 13,781 |
| 2022 | 10,212 | 2033 | 14,137 |
| 2023 | 10,569 | | |

Landing fees

The current system only charges landing fees to a very narrow aerodrome user base: visiting flyers and allows for voluntary payment.

While visiting aircraft numbers are likely to increase, this segment of the market will not in future generate any significant revenues and so Council will need to consider broadening the charging base to include local flyers.

Charging for individual landing fees may not be the most efficient means of generating revenue. Aerodromes across Australia employ a number of different charging regimes to suit their local markets. These include:

- Charging owners for each individual landings
- Charging owners a lump sum for annual usage (landings)
- Charging owners by aircraft passenger capacity weight
- Charging owners by aircraft weight
- Incorporating landing fees in hangar or apron rental/leases

Council should consider how these charging options can be applied to Colac Aerodrome.

To provide certainty about this revenue stream, Council may need to put in place a different charge mechanism, such as charging annually for regular users or put in place a means of monitoring movements.

Monitoring of aircraft movements can be achieved by Council locating staff at the Aerodrome to record aircraft movements or by engaging a firm, such as Avdata, which records flights and provides Council a means of identifying aerodromes users. This service will incur a direct cost to Council. However, even though Council has the aerodrome user details, it may not be economic to invoice those owners which only infrequently use the aerodrome.

The forecast revenue to be derived from landing fees is included in Table 22. The modelling assumes:

- a linear growth in aircraft activity to 2,250 landings by 2033 by private/agricultural, training and charter/tourism.
- 25% of the 2,250 landing are by twin engine and agricultural aircraft
- The landing fees will remain constant at the 2013 rates;
 - \$5.00 per landing for single engine aircraft;
 - \$10.00 per landing for twin engine and agricultural aircraft
 (No allowance for inflation has been modelled as commercial considerations are the main driver for setting fees)
- The fee will be charged for all private and commercial flyers both local and visiting.
- 100% charging efficiency is obtained.

It is of note that in 2012/13 revenue from landing fees was only \$885.00. This could have been a result of a low number of visiting aircraft or poor collection efficiency.

Table 22 Forecast revenue – landing fees

| Year | Annual income from landing fees | Year | Annual income from landing fees (\$) |
|------|---------------------------------|------|--------------------------------------|
| 2013 | 885 | 2024 | 7,462 |
| 2014 | 3,688 | 2025 | 8,006 |
| 2015 | 3,958 | 2026 | 8,591 |
| 2016 | 4,247 | 2027 | 9,218 |
| 2017 | 4,557 | 2028 | 9,891 |

| | | | |
|------|-------|------|--------|
| 2018 | 4,889 | 2029 | 10,613 |
| 2019 | 5,246 | 2030 | 11,388 |
| 2020 | 5,629 | 2031 | 12,219 |
| 2021 | 6,040 | 2032 | 13,111 |
| 2022 | 6,481 | 2033 | 14,063 |
| 2023 | 6,954 | | |

Overview

The forecast expenses and revenues for each year to 2033 are included in Table 23. The hangar lease revenue uses the increased lease rate scenario. The modelling shows with the inclusion of the capital works costs the aerodrome will not generate positive revenue over the life of the Business Plan.

The capital cost excludes the sealing and widening of runway 09/27 as this funding has been provided by an approved Victorian Government grant.

Table 23 Financial overview by year

| Year | Annual Expenses (\$)
(from Table 17) | Capital cost (\$)
(from Table 15) | Annual Total Revenue (\$)
(from Table 20, Table 21 & Table 22) | Annual Net Revenue (\$) | Cumulative Net Revenue (\$) |
|------|---|--------------------------------------|---|-------------------------|-----------------------------|
| 2013 | 19,000 | | 25,135 | 6,135 | 6,135 |
| 2014 | 19,513 | 500,000 | 37,295 | -482,218 | -476,083 |
| 2015 | 20,040 | 1,893,500 | 48,797 | -1,864,743 | -2,340,826 |
| 2016 | 20,581 | 1,893,500 | 62,193 | -1,851,888 | -4,192,714 |
| 2017 | 21,137 | | 80,485 | 59,348 | -4,133,366 |
| 2018 | 21,707 | | 81,173 | 59,466 | -4,073,900 |
| 2019 | 22,293 | 1,125,000 | 81,887 | -1,065,406 | -5,139,306 |
| 2020 | 22,895 | 1,125,000 | 82,627 | -1,065,268 | -6,204,574 |
| 2021 | 23,513 | | 83,395 | 59,882 | -6,144,692 |
| 2022 | 24,148 | | 84,193 | 60,045 | -6,084,647 |
| 2023 | 24,800 | | 85,023 | 60,223 | -6,024,424 |
| 2024 | 25,470 | | 85,888 | 60,418 | -5,964,006 |
| 2025 | 26,158 | 1,275,000 | 89,788 | -1,211,370 | -7,175,376 |
| 2026 | 26,864 | 1,275,000 | 93,730 | -1,208,134 | -8,383,510 |
| 2027 | 27,589 | | 97,714 | 70,125 | -8,313,385 |
| 2028 | 28,334 | | 101,744 | 73,410 | -8,239,975 |
| 2029 | 29,099 | | 105,823 | 76,724 | -8,163,251 |
| 2030 | 29,885 | | 109,955 | 80,070 | -8,083,181 |
| 2031 | 30,692 | | 114,143 | 83,451 | -7,999,730 |
| 2032 | 31,520 | | 118,392 | 86,872 | -7,912,858 |
| 2033 | 32,371 | | 122,700 | 90,329 | -7,822,529 |

The review of projected costs and revenues indicates that the cost of fully developing the FMP will not be recouped over the life of the Business Plan without a considerable increase in fees, which given the cost pressures on the private aviation sector and the number of aerodromes in the region providing competitive services, may not be commercially viable.

This leaves the option of Council obtaining, additional grants from government, perhaps related to the future presence of the DEPI facilities on the Aerodrome, or private funds using a variety of funding models, one of which may require the sale of the Colac Aerodrome.

11. Marketing Options for the Aerodrome

11.1 Vision

To successfully market the aerodrome, the Council will need to focus on a vision for its future. This vision will be determined by:

- Defining the aerodrome's target market; and
- Identifying what makes the aerodrome unique and thus its benefits to its potential market.

The aerodrome could be marketed as part of a larger Council regional marketing plan.

The aerodrome is well placed to service the GA industry because it:

- Is located along key aviation routes in western Victoria;
- Is located close to major population of Geelong, Ballarat and Melbourne
- Is close to Colac town centre; a regional population centre which provides good amenities;
- Is in an area within which extensive recreational flying activities are carried out.
- Is in uncontrolled airspace;
- Has an Avgas fuel dispenser;
- Is not restricted by adjacent incompatible land uses; and
- Has a good supply of land for airside and landside development

By marketing the aerodrome's appeal to the GA community the aerodrome could attract more resident and itinerate GA traffic.

The marketing is intended to encourage:

- More resident aircraft; activity
- More itinerate aircraft activity
- Additional hangar site leasing
- The establishment of aircraft maintenance businesses
- Encourage increased flying training activity with perhaps the establishment of additional flying training schools

11.2 Marketing methods

To position the aerodrome to take advantage of GA industry and recreational flying opportunities, the Council needs to identify its target audience and then develop a communication strategy which is appropriate for this audience. A key aspect of marketing the aerodrome is the type of development opportunities the Council can offer. For example, will development sites be offered for lease or as freehold and at what cost.

The methods of marketing the aerodrome; available to Council are:

- Broadly based marketing;
- Industry based through contact with various industry associations; or

- Specifically targeting groups or individuals of interest.

A broadly based marketing campaign could be carried by means of:

- The internet;
- Brochures;
- Advertisements in various industry web sites and trade magazines.

The aero club can provide an avenue to focus this communication. The flying day organised by the Aero club in 2013 and intended to be held every two years provides an excellent opportunity for Council to raise awareness of the aerodrome throughout the GA flying community.

Council could also actively pursue opportunities through contact (advertising) with flying industry organisations such as:

- Aircraft Owners & Pilots Association of Australia;
- Gliding Federation of Australia;
- Australian Parachute Federation; and
- Recreational Aviation Australia.

11.3 Local community recognition

One easy means of raising the profile of the aerodrome with the Colac Otway Shire residents and visitors would be to provide suitable directional signage along the roads leading to the aerodrome. The current signpost on the Princes Highway is inadequate as it is difficult to see from a vehicle travelling at speed.

It is recommended that a large aerodrome direction signpost be located on the Princes Highway and that smaller signs be located along route from the highway to the aerodrome.

For a major highway with a design speed of 100 km the signpost would need to be designed and approved by VicRoads.

12. Ownership/Management Structure Options

12.1 Background

The aerodrome is wholly owned by the Colac Otway Shire Council. It is currently operated under *Section 86 Special Committee of Council*. This is a special committee of Council set up under the Victorian Local Government Act 1989 to which the Council delegates functions, duties and powers to manage the aerodrome.

This section of the report will discuss additional options available for aerodrome ownership and management structure.

12.2 Options

There are three ownership models which may be considered:

- Fully Council owned, or
- Fully private owned, or
- Joint Council / Private owned.

12.2.1 Fully Council owned

Councils often wish to own the local aerodrome because it is considered to be a critical community asset. The advantages of ownership include:

- Direct control of a valuable community economic and social asset;
- Reduction of operating costs through operating efficiencies obtained by the use of general Council staff. (This was one of the prime drivers for the local ownership scheme introduced by the Commonwealth in the 1980s).

The disadvantage of Council ownership is that Council's often do not have sufficient industry knowledge or resources to develop the full potential of the aerodromes' assets or a sustainable and reliable in-house resource skill base.

With Council ownership the Council can manage and operate the aerodrome:

- As a separate Council department or within an existing department
 - With budgets and resources considered in the context to the Councils' normal business activities; for most regional aerodrome's this is the preferred model. This is the current management arrangement using the provisions under Section 86, or
 - As a corporatised entity with the principles of full cost pricing applied; or
- As a corporatised business with its own board, management and staff and responsible for its own funding and income generation. There are higher costs of corporate and statutory reporting, but these are usually offset by greater efficiencies.

A Council can manage and operate the aerodrome with directly employed Council staff or with contract staff. The number of roles and responsibilities that can be contracted out can vary significantly from single staff member or specialist services to whole aerodrome management teams. As the level of contracting increases, Council control will tend to reduce unless it imposes and enforces detailed level of service KPIs on the contractor/s. The cost of monitoring

contract KPIs is a cost borne by the Council. The Colac Aerodrome is currently managed and maintained by volunteer staff associated with the aero club / Committee of Management.

Examples of the different Council ownership models in place are described below

Contracting of services

East Gippsland Shire in eastern Victoria has contracted out a range of reporting officer duties at Bairnsdale Airport, including bird control, serviceability inspections, grass cutting, and identifying and monitoring maintenance works.

Contracting of management

Longreach Shire (which retains ownership through a Deed of Trust) has contracted the management of the Longreach Airport to Queensland Airports Limited (QAL). As a consequence QAL has the carriage to develop infrastructure in accordance with the approved master plan. The financial arrangements between Council and QAL are not known. The advantages of this arrangement is that it potentially reduces Council commercial risk by utilising QAL's greater industry knowledge to provide a core of appropriately skilled aerodrome operational staff, finance development works and improve airport marketing by integrating the airport within the larger QAL network of airports.

Cessnock City Council has contracted out the management of the Cessnock Airport to a company which operates parachuting and flying training schools.

Corporatized business

Gladstone Airport, although located within the Gladstone council area, was owned jointly by the Gladstone and Calliope Councils and was managed through a board with members drawn from both Councils. With the recent merging of the two Councils the airport was incorporated into a greater Council business unit. More recently (July 2011), the Gladstone Regional Council determined that the airport was a significant business activity which warranted the re-establishment of a corporate entity business model.

12.2.2 Fully privately owned

The sale of Council aerodromes to private entities is not a common practice as often these aerodromes have an intrinsic social rather than a commercial value. For commercially viable aerodromes Council's often wish to retain full ownership as they provide a valuable source of revenue to the Council. Recently Goulburn Council tried unsuccessfully to sell its aerodrome to private interests.

12.2.3 Joint Council / privately owned

The joint Council / private ownership model is not a common option with few examples in Australia. One is Wynyard Airport which Burnie Council purchased in partnership with a group of private investors from the Tasmanian Government in 2002. The Council owns 51% of the airport. The Airport runs as a separate business managed by a board of directors nominated by the shareholders. This model reduced the commercial risk to the Council by reducing the cost of the purchase as well as the direct costs associated with developing and operating the airport. An added benefit was that the private shareholders could increase opportunities to obtain funding for the airport's future development.

There is an option for Council to allow private development for aviation purposes on land adjoining the aerodrome. This situation currently exists in Moree where crop dusting businesses occupy private land and use the aerodrome's runways and taxiways.

12.2.4 Summary

A summary of the key advantages and disadvantages of the ownership and management models discussed above are provided in Table 24 below.

Table 24 Aerodrome ownership and management models

| Model | Advantages | Disadvantages |
|--|--|---|
| Fully Council owned | | |
| Council operated | Retains full control | Carries full commercial risk
Difficulty in maintaining suitable staff resource |
| Contracting key roles | Retains full control
Reduces operating costs | Reduces commercial risk
Requires development of contract KPIs |
| Contracting aerodrome management | Increases ability to maintain suitable staff resource
Reduces commercial risk | Reduces direct control
Requires development of contract KPIs |
| Contracting aerodrome management and development | No commercial risk
Increases ability to maintain suitable staff resource
Provides new sources of funding | Minimizes direct control
Requires development of contract KPIs |
| Fully privately owned | | |
| | No commercial risk | No control |
| Joint Council / privately owned | | |
| | Minimizes commercial risk
Provides new sources of funding | Reduces direct control |

Appendices

Appendix A - Acronyms and Glossary

Acronyms and Glossary

| | |
|----------------------------|--|
| AEO | Aiport Environs Overlay |
| ALA | Authorised Landing Area |
| ANEF | Australian Noise Exposure Forecast - The ANEF contour numbers are not related to any value of the single event noise parameters and cannot be directly measured. The ANEF is produced using the USA's Federal Aviation Administration's Integrated Noise Model which calculates the future noise exposure over a 24 hour period based on the averaged aircraft movements over the annual operational period of the aerodrome, i.e. the total number of aircraft movements divided by the number of operational days in a year. |
| AOC | Air Operator's Certificate |
| Airspace Class G | Uncontrolled Airspace |
| AMSL | Above Mean Sea Level |
| ARC | Aerodrome Reference Code - A code used to specify the standards for individual aerodrome facilities which are suitable for use by aeroplanes within a range of performances and sizes. The code is composed of two elements: the first is a number (from 1 to 4) related to the aeroplane reference field length and the second is a letter (from A to F) related to the aeroplane wingspan and outer main gear wheel span |
| ARFL | Aircraft Reference Field length – The minimum field length required for take-off at maximum certificated take-off mass, <i>sea level, standard atmospheric conditions, still air and zero runway slope</i> , as shown in the appropriate aeroplane flight manual prescribed by the certificating authority or equivalent data from the aeroplane manufacturer. Field length means balanced field length for aeroplanes, if applicable, or take-off distance in other cases |
| ART | Airport Reference Temperature - the mean of the daily maximum temperatures for the hottest month of a year |
| ATC | Air Traffic Control |
| Basic HLS | A place that may be used as an aerodrome for infrequent, opportunity and short term basis for all types of operations, other than RPT, by day under helicopter VMC |
| BMO | Bushfire Management Overlay |
| BOM | Bureau of Meteorology |
| CAAP | Civil Aviation Advisory Publication |
| CASA | Civil Aviation Safety Authority |
| CASR | Civil Aviation Safety Regulations |
| COM | Committee of Management |
| Certified Aerodrome | Intended to accommodate aeroplanes with more than 30 passenger seats conducting air transport operations |
| CTAF | Common Traffic Advisory Frequency |
| COSC | Colac Otway Shire Council |
| DEPI | Department of Environment and Primary Industries |
| FATO | Final Approach And Take Off Area |
| FMP | Facilities Master Plan |
| Ft | feet |
| FZ | Farming Zone |
| GA | General Aviation |

| | |
|------------------------------|---|
| GHD | GHD Pty Ltd |
| Ha | Hectares |
| HLS | Helicopter Landing Site - a place that may be used as an aerodrome for the purposes of landing or taking off of helicopters |
| HO | Heritage Overlay |
| ICAO | International Civil Aviation Organisation |
| IFR | Instrument Flight Rules |
| ISA | International Standard Atmosphere |
| kg | kilograms |
| km | kilometres |
| kt | knots |
| m | metres |
| m² | square metres |
| m³ | cubic metres |
| Mhz | Megahertz |
| MOS139 | CASA Manual of Standards Part 139 |
| MTOW | Maximum Take-off Weight |
| nm | nautical miles |
| Non-instrument runway | a runway intended for the operation of aircraft using visual approach procedures |
| NOTAM | Notice to Airmen |
| OLS | Obstacle Limitation Surfaces - a series of surfaces that set the height limits of objects around an aerodrome |
| PAL | Pilot Activated Lighting system |
| PUZ | Public Use Zone |
| Registered aerodrome | Aerodrome information published in ERSA, and changes to aerodrome information or conditions affecting aircraft operations can be notified through the NOTAM system. |
| RPT | Regular Passenger Transport |
| Standard HLS | A place that may be used as an aerodrome for helicopter operations by day or night |
| VAA | Victorian Air Ambulance |
| VFR | Visual Flight Rules |
| WDI | Wind Direction Indicator |

Appendix B — Runway usability

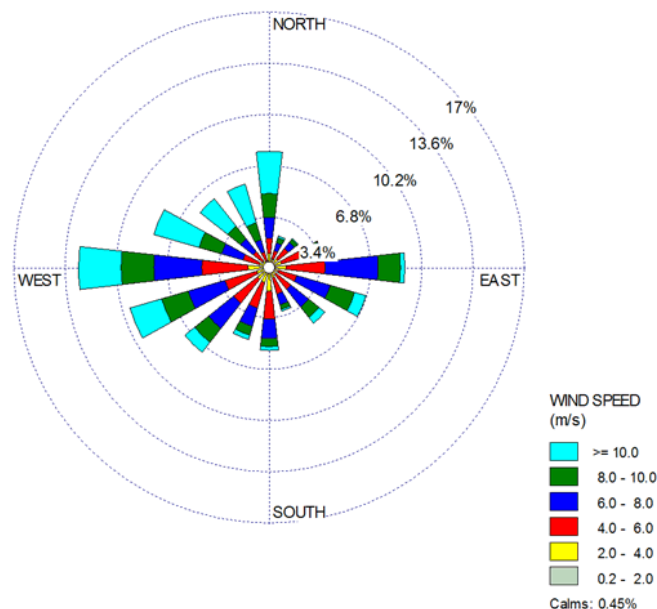
Runway Usability

Data source and details

Meteorological data was obtained from the nearest Bureau of Meteorology (BoM) Automatic Weather Station (AWS) at Mount Gellibrand, Victoria, Station Number 0090035 (Latitude 38.2333°S, Longitude 143.7925°E). The data contains hourly precipitation (mm), wind speed (knots) and wind direction (degrees true) data along with numerous other weather parameters. A total of 111,945 sets of data were obtained from the BoM AWS site, measured during the time period of 24th of July, 2000 until the 23rd of May 2013. This is the total record to date since the installation of the AWS.

A wind rose for the Colac Aerodrome is given in Figure 18.

Figure 18 - Wind Rose for BoM Weather Station 0090035 (Mt Gellibrand)



Sunrise and sunset times were also factored into the analysis to distinguish between day and night-time conditions. The median sunrise and sunset times were used for each month over the 13 year period from Geoscience Australia (Commonwealth of Australia, 2012).

The BoM AWS is located 11.8 kilometres north east of Colac Aerodrome. The station would have similar meteorological conditions to that of the aerodrome despite being at an elevation of 261 m above sea level compared with the aerodrome's 137 m above sea level.

Methodology Used

Sunrise and sunset times were factored in to the meteorological data obtained from the BoM site and hourly precipitation was calculated to sort the data into the categories defined in Table 25.

Table 25 Categories of aerodrome usability used in analysis

| All Hours; All Conditions | Day; All Conditions | Night; All Conditions |
|---------------------------|---------------------|-----------------------|
| All hours; Dry | Day; Dry | Day; Wet |
| All hours; Wet | Day; Wet | Night; Wet |

For the purposes of this analysis, a runway is regarded as wet if any given wind measurement coincides with an upward increment in the measured rainfall data (BoM Automatic Weather Stations have a tipping bucket rain gauge which is reset to zero at 9:00am each day).

These data are then input to a runway usability worksheet. Normally, a correction factor is applied to the routine wind speed measurements, which are recorded at a standard height of 10 metres, to make them representative at an 'operational height' of 15.24 metres. This is the height from which a landing field length is calculated. The correction is done by assuming a neutrally stable atmosphere (which is usual for conditions associated with winds of at least 10 knots) and a logarithmic profile in the wind speed with altitude. However, in this instance the aerodrome's location is on a plain which is lower than the elevated ground that has the AWS at Mt Gellibrand. The exposure for all azimuths at the AWS site is uninhibited and so the speed-up correction to a height above the runway is not required in this instance.

Another correction is applied to the wind direction data. As direction is measured relative to 'True North', a site specific magnetic deviation of 11 degrees east was applied to correct the data to the magnetic azimuth, as used by the aviation industry. This is a standard step in the analysis.

The magnitude of the head/tail and crosswind components for all wind measurements can be calculated for each theoretical runway bearing in 10 degree increments to create 36 magnetic bearings. Each theoretical runway is then assessed for suitability by segmenting the data into those that meet conditions that allow for landing and/or take-off operations and those that do not. The binary analysis is based on two limitations:

- A tailwind limited to a velocity of 10 knots ; and
- The crosswind limitations for aircraft of varying size.

The critical crosswind conditions are assessed at 10, 13, and 15 knots for this purpose.

The combination of this analysis allows the usability of each runway bearing to be calculated, expressed as a percentage of all events from the time period examined. This is then used to produce charts that communicate the suitability at each runway orientation for each identified crosswind limitation for the conditions specified in Table 25.

These charts are found below:

- A1 shows the analysis when a single runway is used from one direction only.
- A2 shows the analysis when a single runway is used from both ends, (for example the existing main Colac Aerodrome Runway is 09/27 while the smaller cross-runway is 18/36; both are indicated).
- A3 shows the analysis when an extra runway is constructed at given alignments to the existing main runway 09/27 and both runways can be used from both ends.

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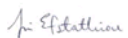
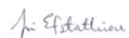
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Planning and Environment Act 1987

Panel Report pursuant to Section 25 of the Act

Colac Otway Planning Scheme Amendment C75

A handwritten signature in black ink, appearing to read 'Alison Glynn', with a long horizontal stroke extending to the right.

Alison Glynn, Chair

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Amendment Summary

| The Amendment | Colac Otway Planning Scheme Amendment C75 | | | | | | | | | | | | |
|--|--|---------------------------------|--|--|--|--------------------------------|---------|------------------------------|-----------------------------------|--|--|------------------------------|----|
| Purpose of Amendment | <p>To implement the recommendations of the Colac Otway Public Open Space Strategy 2011 by introducing references to the strategy in the Municipal Strategic Statement (at clause 21.03, 21.06 and 21.07) and to introduce provisions into the schedule to Clause 52.01 as follows:</p> <table> <tr> <th>Type or location of subdivision</th><th>Amount of contribution for public open space</th></tr> <tr> <td>Urban Colac/Elminyot, Apollo Bay, Marengo and Birregurra</td><td></td></tr> <tr> <td>Subdivision – 3 to 5 lots, and</td><td>5%; and</td></tr> <tr> <td>Subdivision – 6 lots or more</td><td>1% per lot up to a maximum of 10%</td></tr> <tr> <td>All other areas excluding FZ, RAZ and RCZ land</td><td></td></tr> <tr> <td>Subdivision – 3 lots or more</td><td>5%</td></tr> </table> | Type or location of subdivision | Amount of contribution for public open space | Urban Colac/Elminyot, Apollo Bay, Marengo and Birregurra | | Subdivision – 3 to 5 lots, and | 5%; and | Subdivision – 6 lots or more | 1% per lot up to a maximum of 10% | All other areas excluding FZ, RAZ and RCZ land | | Subdivision – 3 lots or more | 5% |
| Type or location of subdivision | Amount of contribution for public open space | | | | | | | | | | | | |
| Urban Colac/Elminyot, Apollo Bay, Marengo and Birregurra | | | | | | | | | | | | | |
| Subdivision – 3 to 5 lots, and | 5%; and | | | | | | | | | | | | |
| Subdivision – 6 lots or more | 1% per lot up to a maximum of 10% | | | | | | | | | | | | |
| All other areas excluding FZ, RAZ and RCZ land | | | | | | | | | | | | | |
| Subdivision – 3 lots or more | 5% | | | | | | | | | | | | |
| The Proponent | Colac Otway Shire | | | | | | | | | | | | |
| Planning Authority | Colac Otway Shire | | | | | | | | | | | | |
| Exhibition | 19 September to 30 October 2013 | | | | | | | | | | | | |

Panel Process

| | |
|----------------------------|--|
| The Panel | Alison Glynn |
| Directions Hearing | Not held |
| Panel Hearing | 12 February 2014 |
| Appearances | <ul style="list-style-type: none"> Mr David Merrett, consultant town planner for Colac Otway Shire Council calling evidence from Ms Sharon Sykes of Sykes Consulting. Mr John McCaffrey, town planner on behalf of Frontline Pty Ltd with Mr Sam Mondous, director of Frontline Pty Ltd. |
| Submissions | <ul style="list-style-type: none"> Corangamite CMA, Country Fire Authority (CFA), Barwon Water, - Environment Protection Authority (EPA) – No objection Mr John McCaffrey on behalf of Frontlink Pty Ltd - Objection Rod Bright & Associates Pty Ltd - Objection Fadgyas Planning Associates Pty Ltd on behalf of Legana Ridge Pty Ltd & Teejaylee Pty Ltd - Objection |
| Date of this Report | 18 March 2014 |

1 Introduction

1.1 The Amendment

Amendment C75 to the Colac Otway Planning Scheme was prepared by the Colac Otway Shire Council in response to the adoption of the *Colac Otway Public Open Space Strategy* (COPOS) in 2011. The Amendment proposes to amend the following clauses of the Municipal Strategic Statement (MSS):

- Clause 21.03 (Settlement) – inserts new general and town specific content to overviews, objective and strategy statements for public open space.
- Clause 21.06 (General implementation) – deletes the redundant requirement for an open space strategy and inserts other implementation measures recommended in the Colac Otway Public Open Space Strategy 2011.
- Clause 21.07 (Reference documents) – inserts the Colac Otway Public Open Space Strategy 2011 as a reference document for the planning scheme.
- Clause 52.01 (Public Open Space Contribution and Subdivision) – introduces new public open space contribution requirements of up to 10 percent within the growth towns of Colac/Elliminyt, Apollo Bay/Marengo and Birregurra, and up to 5 percent elsewhere in the municipality.

1.2 Changes supported as a result of exhibition

As a result of submissions received to the exhibited Amendment, Council determined at its meeting of 27 November 2013 to make some changes to the Amendment as a result of exhibition. These mostly relate to wording changes proposed in the MSS. The Council also resolved to add an exemption into Clause 52.01, that the open space requirement does not apply to a subdivision that does not create additional lots. The Panel discusses this change as part of its consideration of issues raised by submitters, in Chapter 4.

1.3 Issues dealt with in this report

Three submissions oppose the Amendment. These all raise concern about the strategic justification for the universal imposition of a 10% open space requirement on subdivision of land for more than 10 lots for all land within Colac/Elliminyt, Apollo Bay/Marengo and Birregurra.

Within this, the submissions raise questions that the Panel addresses as follows:

- Is the basis of the general 10% open space contribution strategically justified for any land in the townships of Colac/Elliminyt, Apollo Bay/Marengo and Birregurra? Specifically:
 - Does the COPOS provide strategic justification to impose an open space requirement?
 - Is the requirement of up to 10% justified and reasonable?
 - Is the proposed sliding scale for the requirement justified and reasonable?
 - Does the strategic justification apply to Birregurra?
- Are there any other reasons why the Amendment should be altered? Specifically:

- Will the Amendment lead to imposition of an open space requirement unnecessarily on subdivisions currently exempt under Section 18 of the Subdivision Act 1988?
- Does the Amendment need to better address water sensitive urban design?

A reading of the opposing submissions indicates that none question the inclusion of a requirement for 5% open space in other areas of the municipality, other than the written submission of Mr Bright who questions the mandatory application of clause 52.01 for some types of subdivision. The Panel addresses these questions of mandatory application as part of an assessment of "other issues" in Chapter 4.

The only submission that questions the changes to the MSS is from Barwon Water. This issue is also addressed in Chapter 4. Other changes to the MSS are not reviewed by the Panel as they are not the subject of submissions.

In reaching its conclusions and recommendations, the Panel has read and considered the submissions and a range of other material referred to it, at and before the Panel hearing. This includes written submissions, evidence and verbal presentations. The following chapters of this report discuss the issues raised in the submissions in further detail, with the Panel's conclusions and recommendation provided in Chapter 5.

1.3.1 Further information sought by the Panel

In preparing its report to this Amendment the Panel identified two issues emerging from submissions that were not discussed at the hearing. Before finalising its report the Panel wrote to Colac Otway, by letter dated 27 February 2014, inviting comments on the following issues:

1. Whether the rationale relied upon by Council for imposing a 10% open space contribution in Colac/Elliminyt and Apollo Bay/Marengo correlated to a rationale for a similar requirement in Birregurra. This was firstly because the *Birregurra Structure Plan*, as referred to by Council in Amendment C76, acknowledged there is some capacity for growth but that the population is relatively stable. Secondly the Panel questioned if there was an error or inconsistency between Sections 8 and 9 of the Colac Otway Open Space Strategy as it related to the Rural South Area that includes Birregurra.
2. In reviewing Mr Bright's specific concerns about wording of Clause 52.01 the Panel identified that:
 - a. The reference to "*urban*" *Colac/Elliminyt and Apollo Bay/Marengo* may be ambiguous in its statutory interpretation. The Panel invited Council to comment on whether the reference should be similar to that used in the SurfCoast Planning Scheme so as to read:

"Land within the urban settlement boundary of Colac/Elliminyt and Apollo Bay/Marengo".
 - b. The reference to "*excluding FZ, RAZ and RCZ land*" is potentially unnecessary. This is because Clause 52.01 states a contribution is required for a subdivision of land to be used for "*residential, industrial or commercial purposes*". The Panel questioned whether this would, by default, limit the application of the open space

contribution to zones in which these uses are permitted. It was also noted that other comparable schedules for other municipalities do not specify this exemption. Advice as to whether this matter was discussed with the Department of Transport, Planning and Local Infrastructure through authorisation of the Amendment material was invited.

Council responded to these issues by letter dated 14 March 2014. A copy of the letter is attached as Appendix A.

1.3.2 Submissions of Mr Bright

Mr Bright provided written submission about the Amendment to Council in October 2013. His firm then sought to be heard by the Panel at its hearing on 12 February 2014, however, did not attend the hearing. Mr Bright subsequently made further written submission, dated 13 February 2014, addressed to the Panel and submitted to Planning Panels Victoria after the hearing. A copy of this further submission was also sent to Colac Otway Shire.

Council then advised Planning Panels Victoria by email dated 14 February 2014, that:

Colac Otway Shire Council received a copy of a written submission from Anthony Bright (representing Rod Bright & Associates Pty Ltd) on Friday 14th February, following the formal Panel hearing for Amendment C75. Council is concerned with the approach taken by this submitter, particularly in light of their non appearance at the hearing. Council does not wish to respond formally to it and considers no weight should be given to this submission.

Notwithstanding the late submission, Council believes that the issues were thoroughly addressed in Council's submission as presented to the Panel on Wednesday 12th February.

The Panel is unaware of why the submitter did not attend the hearing, but notes that no forewarning of the non attendance was given. As part of a fair hearing process, further submissions made after a hearing are not normally addressed by a Panel. As such the Panel does not specifically respond to further information raised in the letter dated 14 February 2014. The Panel however agrees with comments of Council, the letter does not raise any new issues, only elaborates on the submitters concerns that the Amendment lacks strategic justification. These issues are addressed in this report.

2 Strategic Planning Context

Council provided a response to the Strategic Assessment Guidelines as part of the Explanatory Report to the Amendment.

The Panel has reviewed the policy context of the Amendment and makes a brief appraisal of the relevant zone and overlay controls and other relevant planning strategies.

2.1 Policy framework

A range of State and local planning policies must be considered in the evaluation of proposed planning provisions. Provisions of particular relevance to the Amendment include:

i) State Planning Policy Framework (SPPF)

Clause 11 Settlement, including 11.03 Open Space – assisting in the creation of a diverse and integrated network of public open space.

Clause 12 Environment including 12.04 Landscapes and 12.02 Coastal areas.

Clause 15 Urban environment including 15.01-1 Urban Design.

ii) Local Planning Policy Framework (LPPF)

Clause 21.03–2 Colac/Elminynt identifies the need to increase the amount of public open space and policy direction supporting future open space provision for residential development, as well as increasing links to Lake Colac.

Mr Merrett acknowledged that the existing LPPF lacked much specific direction for the provision of open space in the municipality.

2.2 Planning scheme provisions

2.2.1 Clause 52.01

Clause 52.01 establishes a requirement that a person who proposes to subdivide land must make a contribution to the council for public open space, as a percentage of the land intended to be used for residential, industrial or commercial purposes, or as a percentage of the site value of such land, or a combination of both. The provision then requires this contribution to be that identified in the schedule to the provision, or, if no amount is specified a contribution may still be required under Section 18 of the *Subdivision Act 1988*.

Currently the Colac Otway Planning Scheme does not specify a requirement in the schedule to the provision. As such Section 18 of the *Subdivision Act 1988* applies.

Section 18 of the *Subdivision Act 1988* states that a responsible authority “may require the applicant who proposes to create any additional separately disposable parcel of land by a plan of subdivision to¹” provide either as land or cash a percentage of all the land in the subdivision intended to be used for residential, industrial or commercial purposes, “*not exceeding 5 per cent*”.

¹ Emphasis added by the Panel.

If an amount is specified in the Schedule to 52.01, then Section 18 of the *Subdivision Act 1988* does not apply. Instead the amount in the Schedule must be provided unless:

- The subdivision is one of the following two classes:
 - Class 1 - a building used for residential purposes provided each lot contains part of the building. The building must have been constructed or used for residential purposes immediately before 30 October 1989 or a planning permit must have been issued for the building to be constructed or used for residential purposes immediately before that date.
- or
- Class 2 - the subdivision of a commercial or industrial building provided each lot contains part of the building.
- For the purpose of excising land to be transferred to a public authority, council or a Minister for a utility installation.
- To subdivide land into two lots and the council considers it unlikely that each lot will be further subdivided.

2.2.2 Clause 56 – Residential Subdivision

Clause 56 provides a state-wide planning framework to assess and manage residential subdivision. This clause provides objectives, standards and decision guidelines. The guidelines provide specific direction for the provision of open space in clause 56.05–2 that new subdivision should provide for local and regional open space for both the passive and active recreation needs of the community. This provision sets benchmarks for the location and provision of open space.

2.3 Ministerial Directions and Practice Notes

Relevant Ministerial Directions include:

- Ministerial Direction No 11 – Strategic Assessment of Amendments.
- Ministerial Direction on the Form and Content of Planning Schemes under section 7(5) of the Act.
- Practice Note 70 – July 2013, Open Space Strategies.

3 Is a 10% open space contribution justified?

3.1 The Issues

The three submissions opposing the Amendment state that the schedule to Clause 52.01 is not sufficiently justified. Specifically:

- Mr McCaffrey's submission on behalf of Frontlink is that the proposed increase rate of provision for open space is excessive, unjustified and will unreasonably add to the cost of development, and that in turn is ultimately borne by the end purchaser of land. Further, the *Colac Otway Public Open Space Strategy 2011* (COPOS) acknowledges the amount of open space throughout the municipality is "satisfactory". He submits that the COPOS does not identify the extent of further land required or costings for improvements. Therefore there is no assessment of the apportionment of responsibility for future provision and enhancement of open space.
- Mr Bright's submission is that the COPOS does not conform with the edict of Section 18 of the *Subdivision Act 1988* to only require a contribution toward open space when Council considers that as a result of subdivision there is a need for more open space. With this he notes that the COPOS acknowledges that in Colac/Elliminyt the amount of open space provided exceeds standards for the quantity of both active and passive space.
- Mr Fadgyas, on behalf of Legana Ridge Pty Ltd and Teejaylee Pty Ltd submits the application of a universal (and simplistic) model for open space contribution as proposed in Amendment C75 is not site responsive to Apollo Bay. He contends the Amendment is premature and not strategically justified until Amendment C74 for the zoning of additional land in Apollo Bay has been resolved. As such Amendment C75 should be put on hold pending the outcome of Amendment C74.

3.2 Discussion

i) Is there a need for new or better open space resulting from subdivision?

Mr Merrett explained that Amendment C75 was derived from the COPOS, that in turn was prepared by Council in response to a previous amendment (C55) to introduce at flat 10% open space requirement for Apollo Bay/Marengo and Colac/Elliminyt.

The Panel for Amendment C55 stated:

We do not think that there is sufficient strategic justification for the proposed requirement. We simply do not know whether this amount of open space is needed or not. Further in the absence of any open space strategy we do not even know what open space facilities are required.

In the absence of an open space or recreation plan that identifies the need for additional district open space, and possible locations for this space, we do not think the 10 per cent requirement can be justified (Page 135).

Mr Merrett highlighted that the Amendment C55 Panel supported text in the MSS that highlighted deficiencies in the open space network for Colac/Elliminyt and the need for an open space strategy as further strategic work in clause 21.06.

The Panel notes that a contribution for open space made via Clause 52.01 is to provide for open space for new population, not rectifying existing problems for existing residents. Having said this, the Panel considers that it is evident that if the existing provision of open space is poor, there is a poor basis for new residents to draw upon. Hence, they are more reliant on the provision of new or better open space established through new contributions.

Contributions may be provided as land or cash. Cash may be taken to improve an existing park so as to address its increased use as a result of additional population, or its changed use as a result of additional population. This has been addressed by previous panels notably the Panel to Amendment C99 of the Whitehorse Planning Scheme which commented:

In dealing with public open space contributions under the Whitehorse Planning Scheme, it is important to distinguish that the contribution rates contained in the schedule to Clause 52.01 relate to the needs of the new population as distinct from the needs of the existing population. Any shortfall in supply needs to be met by Council using other funding sources. The use of funds collected from Clause 52.01 are to be used to provide new open space or upgrade existing open space to cater for the additional growth arising from the approval of subdivisions. This reflects the need to assess whether the approval of a subdivision will result in an additional need for public open space either from additional population growth or further intensification of use of existing open space. These principles are reflected in the provisions of the Subdivision Act 1988 (Page 28 and 29).

All three opposing submitters contend that the COPOS does not identify there is a lack of open space in Colac/Elliminyt or Apollo Bay/Marengo. They comment that the amount of open space in Colac/Elliminyt and Apollo/Marengo is identified as “satisfactory”. Ms Sykes’s evidence acknowledged that the quantity of open space in both Apollo Bay/Marengo and Colac/Elliminyt is reasonably well catered for some types of open space, such as sports reserves. However, some types of open space, including neighbourhood parks and (connected) linear open space are deficient in their distribution, land quality and dimensions and also the quality of park development.

Ms Sykes’ evidence to the Panel was that the COPOS identified that the new population growth was expected to be in young families and older persons who had changing open space needs to that currently provided in the towns. As such, the COPOS identified a greater need toward linear spaces and better connected networks of local spaces in walking distance to households.

She submitted that whilst there were some spaces in the towns, many were not fit for purpose and could not be relied upon for the expected new population. For example, Council referred to land previously contributed as open space in the northern section of Apollo Bay that in effect was a drainage retardation basin, not usable open space. As such it could not be relied upon by new subdivision as space that could be upgraded or supplemented. In effect new subdivision in the north of Apollo Bay will be starting ‘from scratch’. Likewise Council submitted that whilst Apollo Bay had access to the foreshore, much of this, particularly the northern parts of Apollo Bay, did not contain areas of

recreation space. Rather, the foreshore in these places has a conservation or environmental focus.

The Panel concurs from its review of the COPOS and associated mapping that in Colac/Elliminyt, the quantum of open space is inflated by specific parks, such as the large area south of Elliminyt. This space is primarily a golf club and racecourse that serves a specific regional focus. As such it is not necessarily fit for purpose to the needs of new population in Colac/Elliminyt and is physically separated from much of the area identified for future growth. Hence, whilst the quantum may meet standards, its accessibility and usability to meet the needs of new population is limited.

Mr Bright's submission questioned if there really was growth expected in Colac/Elliminyt. Mr Merrett referred the Panel to growth projects of both Council (in the COPOS) and the G21 Regional Growth Plan. Mr Merrett commented that Council *"expects that Colac/Elliminyt, Apollo Bay/Marengo and Birregurra will continue to grow and accommodate the majority of the Shires expected population increase."*

He commented that the work of the G21 Strategy, based on the *Residential Supply Land Monitoring Project G21 (Colac Otway) October 2013* was consistent with growth figures. This identified the need for 3388 dwellings across the Shire to 2031 to accommodate an expected population increase of 4,647 persons to 2031 (to 26,755 persons). In particular, Colac/Elliminyt is one of the few places where the Residential Growth Plan encourages significant growth with a target population increase to 20,000 (up from 11,800 currently). This growth will be supported mainly by larger residential subdivisions at the periphery of Colac/Elliminyt and Apollo Bay/Marengo, and some infill development.

Mr Merrett further submitted that the *Victorian Coastal Strategy 2008* identifies Colac/Elliminyt as a centre with high growth capacity and Apollo Bay/Marengo with moderate growth capacity. This is entirely consistent with the G21 vision set for these towns.

The Panel accepts that in both Colac/Elliminyt and Apollo Bay/Marengo significant population growth is expected. The Panel questions whether this growth extends to Birregurra, as discussed further in Chapter 3.3. As growth occurs, there will be a need to upgrade existing spaces and provide new spaces for this population growth. The Panel is satisfied that whilst the COPOS acknowledges there is an existing sufficient quantum of open space in Apollo Bay/Marengo and Colac/Elliminyt, the accessibility and quality of space will not meet the needs of new population. This new population will need to rely on new space that is appropriately located, of sufficient size and/or improved quality to meet their needs. The Panel therefore does not agree with submissions that quantity alone is the determinant to reject the Amendment.

Overall, the Panel is satisfied that the *Open Space Strategy*, that has been prepared in accordance with Practice Note 70 for Open Space Strategies, identified gaps in supply and the demand for better open space provision for new population growth that is forecast to occur in both Apollo Bay/Marengo and Colac/Elliminyt. As such it accepts the COPOS provides a generally sufficient basis for Amendment C75.

ii) Is a contribution of up to 10% contribution for open space justified?

Mr Bright's submission questioned how a 10% contribution was derived. He contends the benchmark is arbitrary and is not strategically justified against the COPOS. Mr McCaffrey contends the COPOS does not identify what new space is needed, how much it will cost and therefore how this determines the 10% contribution rate.

He submitted that the basis of a 10% contribution, as articulated in the COPOS and clarified in Council's submission to the Panel derives from benchmarks set by the Growth Area Authority (now Melbourne Planning Authority) for open space provision in greenfield areas. This establishes a provision of 4% for passive open space and 6% for active open space.

Mr McCaffrey submitted that whilst this was an accepted benchmark for greenfield development, it was not fully utilised by the Growth Area Authority. He tabled a number of schedules to Clause 52.01 in growth areas, including Hume, Mitchell and Cardinia, noting that in these areas the actual requirement for open space is much lower at 3.5 – 5.5%.

As acknowledged at the Hearing, this Panel was also part of the Panel to Amendments C120, C121 and C122 to the Hume Planning Schemes that introduced the precinct structure plans for areas R1, R2 and R3 in the Hume growth corridor. The approach of these precinct structure plans, is understood to be the approach of other precinct structure plans, is to require a contribution of 10% open space, but the active open space contribution is factored into the associated development contribution plan and imposed through the development contribution plan overlay. This leaves a lesser amount sought for passive open space that is then translated into Clause 52.01. A review of the Precinct Structure Plans and associated Development Contribution Plans for these areas confirms this. The Panel therefore does not agree that in these growth areas a smaller contribution is made to open space. It is simply the mechanism used to attain the contribution.

The Panel accepts that 10% is the common benchmark sought for open space in greenfield areas. In this scenario, the Panel does not see the Council needs to identify a specific list of projects and their costings to verify this contribution as suggested by Mr McCaffrey. The 10% contribution is to address both a local need and broader regional need, based on the provision of both passive and active open space based on general principles accepted in growth area planning. This is considered warranted in Colac/Elliminyt and Apollo Bay/Marengo where the quality and access to open space do not meet the needs of new residents.

This is also consistent with the findings of the Panel to Amendment C129 to the Greater Geelong Planning Scheme which noted:

.....in our experience a 10 percent contribution is not unreasonable if it includes regional open space requirements (such as sporting ovals) and is broadly consistent with current practice.(page 81).

The Panel is satisfied that, in principle, the open space strategy provides sufficient strategic justification to impose a 10% contribution to open space in Colac/Elliminyt and Apollo Bay/Marengo to accommodate the recreation needs of new population associated with this population.

iii) Is a sliding scale appropriate?

Mr McCaffrey and Mr Bright questioned the use of a sliding scale for open space contribution. Both suggested the sliding scale proposed in the Amendment was not sufficiently justified and was ultimately arbitrary. Mr McCaffrey, with his client Mr Mondous, submitted that it was unfair to impose a larger open space requirement on a subdivision of 10 or more lots, when the costs and needs of users of this subdivision were the same for a smaller subdivision.

The Amendment proposes a requirement that subdivision of land into 3 to 5 lots will incur a contribution of 5% open space. Subdivision of land for more lots incurs an open space contribution equal to the number of lots, up to 10%. Hence, a seven lot subdivision incurs a 7% open space contribution and a subdivision of 10 or more lots requires a contribution of 10%.

Council submitted that part of the rationale to the sliding scale is that it is consistent with the clause 52.01 provisions in other Geelong region Councils. The Greater Geelong Planning Scheme requires a contribution for 2 to 9 additional lots at a rate of 1 per cent per additional lot, up to a maximum of 5 per cent. Development of 10 or more lots then requires a contribution of 10% (for land zoned after 2007) and 5 per cent for land zoned before 2007. These provisions were introduced by Amendment C129 in 2010 with the general support of the Panel to that amendment. The Panel did oppose the reference to when land was zoned, suggesting that smaller subdivisions, regardless of when the land was zoned should require the sliding scale of contribution, with larger subdivisions consistently requiring 10% contribution.

The Surf Coast Planning Scheme requires that in urban Torquay and Jan Juc a contribution of 1% per additional lot for subdivision of 2 to 9 additional lots. It then requires 10% for 10 or more additional lots. Land outside of Torquay / Jan Juc a maximum of 5% is required. These provisions were introduced into the Surf Coast Planning Scheme, unopposed through Amendment C57 in 2013.

The Panel accepts there is some consistency in the sliding scale with other municipalities in the region, but that there is also some element of variation and arbitrariness in the way the sliding scale is applied between the municipalities. However, the provisions proposed in Colac Otway are not substantially dissimilar. Nor is there any apparent reason to deviate from the exhibited Amendment provisions of Amendment C75 to adopt the exact approach of Surf Coast or Greater Geelong simply for consistency when Greater Geelong and Surf Coast already have subtle differences. Any overriding regional need for consistency is perhaps a matter to be considered by the regional grouping of G21 or the Councils collectively with the Department of Transport, Planning and Local Infrastructure. Why the subtle variations exist, and whether this results in any inequity in development between municipalities, is not a matter the Panel considers it can directly question.

Mr Mondous submitted he was concerned that more than 10% may ultimately be sought by Council. The Panel notes that the provisions of Clause 52.01 are such that this is not possible. With an amount specified in Clause 52.01, the responsible authority cannot impose any additional requirement on the developer for open space. The only way more than 10% could be contributed would be through a voluntary agreement to do so by the

developer, outside of the provisions of the planning scheme. Mr Mondous and Mr McCaffrey made verbal submission that application of 10% open space contribution would lead to less development occurring in the townships due to the cost of developing. The Panel has no evidence to determine if the open space contribution will lead to any significant loss of economic activity in the growth areas of the municipality.

Mr Merrett and Ms Sykes stated Council was aware of the cost imposition to developers and was satisfied that the potential financial risk may reduce development, was acceptable to Council. With this the Panel questioned the Council representatives as to whether Council was clear that the requirement would be imposed to all subdivision of three or more lots, including subdivision of industrial and commercial land (not existing buildings) and that the provisions of Clause 52.01 removed any capacity to negotiate a varied amount. Mr Merrett and Ms Browning confirmed that Council had considered and determined it was satisfied the fixed 10% rate for development of 10 or more lots, with a reduced rate for fewer lots, was what it sought to achieve.

Ms Skyes' evidence was that the benefit of introducing a sliding scale is that it provides flexibility so that that small developers are not disadvantaged, while larger developers creating larger (growth area) subdivisions are required to contribute to the development of liveable communities with sufficient and high quality open space provision. Ms Skyes clarified that Council did not want to over burden the smaller 'mum and dad' subdivisions, that are generally infill development. Conversely, Council was of the view that a larger subdivision had a greater economy of scale to absorb additional costs. Mr Merrett submitted smaller, infill subdivision was more likely to require a cash contribution that was a direct cost to the developer. He submitted that a larger subdivision may take the contribution as land, the real cost of which may be less than 10% of the cost of the land at the time of subdivision. Likewise the land taken may often be directly adjoining encumbered land and as such be less valuable as developable land. As such he submitted there was a reduced burden on a developer when land is taken.

The Panel notes that the use of a sliding scale was supported in Geelong where the Panel to Amendment C129 commented:

If there are small rezoning's within the established urban area then we do not think that the 10 per cent should apply, as these infill developments should contribute to local open space needs on the roughly the same basis as their neighbouring properties (Page 84).

The opposing view, as espoused by Deputy President Gibson in *Stupak v Hobsons Bay CC*,² is that regardless of the number of lots:

I see no reason why a different proportion should be paid by small subdivisions compared to large subdivisions. The amount will be different, with small subdivisions paying less than large subdivisions by virtue of the difference in their site value, but the amount paid should not be confused with the proportion paid. I regard the provision of public open space contributions to be a benefit to the public good (Paragraph 27).

² *Stupak v Hobsons Bay CC* (includes Summary) (Red Dot) [2011] VCAT 618

In that case, the Council considered (and the tribunal agreed) there was little difference between large and small subdivisions as most contributions, large or small, would be taken as cash given the existing nature of the City of Hobsons Bay³.

The Tribunal further stated that:

.....I am wary of suggestions that the percentage should be varied depending on the number of lots or new dwellings unless the council has resolved to adopt such an approach on a consistent and transparent basis. If a council did decide to adopt a sliding scale, the best means of implementing this would be by way of inclusion in the schedule to clause 52.01, but it could be adopted as a policy or form part of an open space plan (Paragraph 23).

On balance, the Panel accepts that a sliding scale in the Colac Otway Planning Scheme is a fair and equitable provision, rather than simply requiring 10% for all subdivision of more than two lots. This is because:

- It will provide a clear and transparent mechanism for all subdivision within the two main areas of growth in Colac and Apollo Bay.
- In Colac and Apollo Bay, it is evident from the COPOS that a larger subdivision is more likely to require a contribution as land, than cash. The real cost of land contribution is a different burden on a developer to that of a cash contribution, as acknowledged by Council and in the *Stupak* VCAT decision.
- It addresses the contention that smaller, infill development already relies more greatly on the existing open space provision, as also suggested in the Amendment C129 Panel Report to the Greater Geelong Planning Scheme.
- It provides some consistency with other municipalities in the Geelong Region, which is the competing development market.
- It is considered there is some benefit to encouraging urban consolidation of both Colac and Apollo Bay through infill development by not overly burdening small subdivisions with direct cash contributions.

iv) Should the Amendment be delayed pending Amendment C74?

Mr Fadgyas submitted the Amendment should be postponed, pending the outcome of Amendment C74 that seeks to review a Development Plan Overlay – Schedule 4 (DPO4) and apply a new Design and Development Overlay – Schedule 10 (DDO10) in common with land to the north. Council does not support the deferment of Amendment C75 pending the outcome of Amendment C74. Amendment C74 had not commenced exhibition at the time of the Panel writing this report.

The Panel agrees with the comments of Mr Merrett that the development plan and its overlay will seek to determine the design and location of open space. Amendment C75 simply acknowledges that strategically, a need has been identified to address deficiencies in

³ See paragraphs 18 - 21

the open space provision for Apollo Bay and the basis on which future contributions for open space should be made.

The Panel agrees with Council that Amendment C75 is not dependent upon C74 or a development plan for the northern part of Apollo Bay being finalized. Rather Amendment C75 and the principles for providing new open space can inform the preparation of a development plan and potentially any required provisions of the development plan overlay proposed in Amendment C74.

3.3 Birregurra

In reviewing the open space provisions proposed in Schedule 52.01 the Panel raised concern with the imposition of up to 10% open space for subdivision in Birregurra. In particular, the Panel questioned if the rationale relied upon by Council for imposing a 10% open space contribution in Colac/Elliminyt and Apollo Bay/Marengo correlated to a rationale for a similar requirement in Birregurra. The COPOS states:

With the emerging growth evident in Birregurra, either new open space areas will be required or improvements to existing parks will be appropriate depending on extent and location of residential growth (Page 43).

However, the Panel noted that there is no significant residential growth forecast for Birregurra. This is confirmed in review of population forecasts undertaken for the G21 Regional Growth Plan, referred to by Mr Merrett in Council's submission. The 2013 population report identifies a number of other small towns (including Cressy, Wye River, Skenes Creek and Beeac) as having a more likely greater population increase than Birregurra in coming years. The Birregurra Structure Plan, as referred to in Amendment C76, acknowledges there is some capacity for growth but that the population is relatively stable.

The opposing submissions to Amendment C75 did not expressly raise concern about the imposition of open space on development in Birregurra and therefore the Panel acknowledged it is not a matter that Council expressly addressed in its submissions to the Panel. The Panel therefore invited Council to respond to issues of the Panel, as outlined in Section 1.3 of this report. A copy of Council's response is detailed in Appendix A.

Council's written response was that growth may increase in Birregurra due to reticulated sewerage being introduced, leading to a take up of 9 dwellings per year, that may in turn require additional land being zoned and subdivided.

The Panel also questioned if there was an error or inconsistency between Sections 8 and 9 of the COPOS as it relates to the Rural South Area that includes Birregurra. In Section 8 (as articulated on page 66) the access and amount of open space are considered to be of excellent provision or exceed standards. The quality of the open space is identified as satisfactory or meeting standards. However, this analysis is then translated in the recommendations of Section 9 to state that the quantity, access and quality are all only satisfactory with some opportunity for improvement. Council has responded that the COPOS is correct in its determination that open space is only satisfactory, not excellent.

The Panel accepts Council's interpretation of the COPOS that open space is satisfactory, not excellent in Birregurra, but the Panel still considers the COPOS indicates Birregurra is better served comparatively to Colac/Elliminyt and Apollo Bay/Marengo.

Based on the dwelling development rates of the Birregurra Structure Plan, it appears to the Panel that it is simply not possible for a subdivision to occur within the existing urban boundary of the town that creates four or more additional lots. This is based on the current and foreseeable take up rates for new dwellings, even with sewerage and the zoned land available. As such the sliding scale of up to 10% will not be triggered, and could be argued as being unnecessary. Council's submission, and the structure plan, suggests that for substantive subdivision of more than 10 lots to occur, new land will need to be zoned as a separate planning scheme amendment. The Panel therefore considers it is somewhat of a moot point as to whether Clause 52.01 should provide for 10% open space for such a subdivision now, or at the time of such an amendment. The Panel accepts that if substantive subdivision does occur in Birregurra it would be beneficial that the principle to contribute open space commensurate with its imposition as a substantive new user of open space in the town should be in place. Therefore a greenfield provision of up to 10% is considered acceptable by the Panel for Birregurra to establish this principle.

The Panel therefore accepts the sliding scale for open space, as exhibited for Birregurra is acceptable as it will not unduly burden small scale development that is likely to occur in the foreseeable future, but can address the needs of any substantive large scale subdivision if one is proposed.

3.4 Conclusions

The Panel accepts the general strategic justification of Amendment C75 to support a contribution for open space in Colac/Elliminyt, Apollo Bay/Marengo and Birregurra, based on a sliding scale, increasing from 5% for 5 lots, up to 10% for 10 or more lots, as exhibited.

4 Other Issues

4.1 Addressing subdivision that does not create new lots

i) Submissions

Mr Bright's submission raises concern that the Clause 52.01 schedule as exhibited does not exempt a subdivision of land that does not create any new lots. His concern is that, such a subdivision, or title realignment will be subject to 5% open space contribution as a result of the schedule to Clause 52.01.

Council agrees that the intention of the Amendment is not to require a title realignment to be subject of an open space contribution. It is only a subdivision that creates at least two additional lots, or a total of at least 3 lots that is to be subject of a contribution. It therefore has supported a change to the table in the proposed schedule to Clause 52.01 to include the statement:

This does not apply to a subdivision that does not create additional lots.

"Subdivision" is defined under the *Subdivision Act 1988* as "the division of land into two or more parts which can be disposed of separately". A title realignment, or subdivision that does not create any additional lots, is more correctly defined as a consolidation of lots and then subdivision of the land back into new lots, of no greater than previously existed.

ii) Discussion

The Panel accepts the intent of the change proposed by Council as a safeguard, but considers it unnecessary based on the definition of subdivision under the *Subdivision Act* and the provisions of Clause 52.01. As articulated in Chapter 2.3.1 the subdivision into two lots is exempt from a requirement of the schedule. Likewise the provisions of Clause 52.01 exempt a subdivision of a building constructed or used for residential purposes immediately before 30 October 1989. It is only the division of land into at least three lots, of land (including a building constructed after 30 October 1989) that enacts the provisions of the schedule.

Other schedules referred to at the Hearing and reviewed by the Panel do not include such an exemption. The legality of needing the proposed word changing is a matter the Panel considers Council can confirm with the Department of Transport Planning and Local Infrastructure through the adoption and approval process of the Amendment.

iii) Conclusion and Finding

The Panel finds it is unnecessary, based on the general provisions of Clause 52.01, to include an exemption from the open space requirement for subdivision that does not create additional lots. No change to the amendment, as proposed by Mr Bright and Council is supported. The Panel is not opposed to Council making the further alteration to Clause 52.01 if it confirms with the Department of Transport, Planning and Local Infrastructure that it is necessary to ensure such subdivisions are exempt from Clause 52.01.

4.2 Barwon Water

i) Submissions

Mr Merrett explained that whilst Barwon Water submitted it had no objection from a servicing viewpoint it did indicate that it would be beneficial if the Amendment were expanded to encourage greater consideration of the accessibility, connectivity and quality of public open space. Council considers that the MSS edits exhibited as a part of this Amendment, and including the strategy as a reference document, adequately addresses both the quality and extent issues associated with the provision of open space.

The Barwon Water submission states that it is particularly interested in better integration of urban and water planning to allow for water sensitive urban design.

ii) Discussion

The Panel has reviewed both the words proposed in the local planning policy framework and the existing words of the State planning policy framework in relation to water sensitive urban design. The State and local policy frameworks, along with Clause 56, direct the design of subdivision to consider the integration of water sensitive urban design and encumbered land, such as drainage lines and drainage retardation basins with usable open space.

The Panel therefore agrees with Council that it does not see any need to repeat such measures in additional specific directions as suggested by Barwon Water.

iii) Conclusion and Finding

The Panel considers the issue of water sensitive urban design is sufficiently addressed without any need to further amend the local planning policy framework in relation to this matter. The Panel finds no need to further alter the MSS as suggested by Barwon Water.

4.3 Wording of Clause 52.01

iv) Submissions

In reviewing the submissions of Mr Bright and other similar schedules to Clause 52.01 as referred to by Council and other submitters, the Panel identified two issues with the wording of the proposed schedule.

Firstly, the reference to '*urban*' Colac/Elliminyt and Apollo Bay/Marengo may be ambiguous in its statutory interpretation. The Panel invited Council by its letter dated 27 February 2014 to comment on whether the reference should be similar to that used in the Surf Coast Planning Scheme. This would lead to a change to the first part of the schedule to read:

Land within the urban settlement boundary of Colac/Elliminyt and Apollo Bay/Marengo.

The Panel also questioned the need for the reference to '*excluding FZ, RAZ and RCZ land*'. Clause 52.01 states a contribution is required for a subdivision of land to be used for '*residential, industrial or commercial purposes*'. The Panel questioned whether this would, by default, limit the application of the open space contribution to zones in which these uses are permitted. It is also noted that other comparable schedules to the clause do not specify

this exemption. Advice as to whether this matter was discussed with the Department of Transport, Planning and Local Infrastructure through authorisation of the Amendment material was sought.

In response, Council advised by letter dated 14 March 2014, that:

- *Council supports the revised wording that refers to the land within the settlement boundary in lieu of 'urban land'.*
- *Council would prefer to retain the reference to the zones where the schedule does not apply as the creation of small lots within the rural zones could be considered as a residential use more so than a dwelling to support agriculture. The exhibited wording would seem to avoid this ambiguity.*

v) Discussion

Given Council's agreed response to the first issue, the Panel considers the schedule should be amended to refer to the urban settlement boundary, rather than 'urban land'.

The Panel further accepts that identifying land that is exempt from the open space requirement removes any ambiguity, and therefore it is not opposed to the reference to zones being retained.

vi) Conclusion

The Panel finds it is unnecessary, based on the general provisions of Clause 52.01, to include an exemption from the open space requirement for subdivision that does not create additional lots. The Panel is not opposed to Council making the further alteration to Clause 52.01 if it confirms it is necessary to ensure such subdivisions are exempt from Clause 52.01.

vii) Recommendations

The Panel recommends:

1. The exhibited schedule to Clause 52.01 be amended to read as follows:

| Type or location of subdivision | Amount of contribution for public open space |
|--|--|
| <u>Urban Land within the urban settlement boundary of Colac/Elliminyt, Apollo Bay/Marengo and Birregurra</u> | |
| Subdivision – 3 to 5 lots, and | 5%; and |
| Subdivision - 6 lots or more | 1% per lot up to a maximum of 10% |
| <u>All other areas excluding FZ, RAZ and RCZ land</u> | |
| Subdivision - 3 lots or more | 5% |

5 Conclusions and Recommendations

For the reasons outlined in this report, the Panel recommends that Colac Otway Planning Scheme Amendment C75 should be adopted as exhibited subject to the following modifications:

1. The exhibited schedule to Clause 52.01 be amended to read as follows:

| Type or location of subdivision | Amount of contribution for public open space |
|--|--|
| Urban Land within the urban settlement boundary of Colac/Elliminyt, Apollo Bay/Marengo and Birregurra | |
| Subdivision – 3 to 5 lots, and | 5%; and |
| Subdivision - 6 lots or more | 1% per lot up to a maximum of 10% |
| All other areas excluding FZ, RAZ and RCZ land | |
| Subdivision - 3 lots or more | 5% |

Appendix A Copy of Council response to issues raised by Panel after the hearing



Our Ref: F13/4501 GB
Your Ref:

Ms Alison Glynn
Panel Chair – Amendment C75
Planning Panels Victoria
Via Email: planning.panels@dtpli.vic.gov.au

14 March 2014

Dear Ms Glynn

RESPONSE TO AMENDMENT C75 PANEL ENQUIRY

I refer to your letter dated 27 February 2014 that seeks a response to two post panel issues that have been identified.

1. Open space in Birregurra

The COPOSS recognises that further residential (subdivision) growth in Birregurra will require quality provision of well distributed, dimensioned and developed neighbourhood open space to provide for the future needs of new residents who may be living on possibly smaller allotment sizes with smaller backyards (than previous subdivision development). The existing open space in the township will not fulfil (in most cases) the requirements for good quality neighbourhood open space to be located within 400m of households in these new areas.

The assessment of open space provision in the Rural South Area in Section 8 on page 66 assesses the various elements of the criteria that are important for a quality open space system. So:

- for Access, distribution is rated 3 ticks, but location and connections to open space is rated 2 ticks
- for Amount, number of ha is rated 3 ticks, but sizes of open space compared to the hierarchy is rated 2 ticks
- for Quality, all aspects of useability, quality and presentation and consistency with standards are rated 2 ticks each

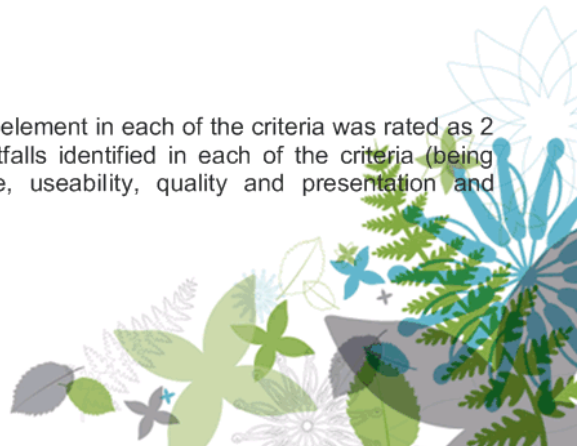
When this assessment has been summarised in Section 9 on page 85, each of the criteria has been summarised across the various aspects of the criteria to have the results of:

- 2 ticks for Access
- 2 ticks for Amount
- 2 ticks for Quality

This subsequent summary took in account that at least one element in each of the criteria was rated as 2 ticks, resulting in satisfactory (overall) provision with shortfalls identified in each of the criteria (being location and connections, sizes of existing open space, useability, quality and presentation and consistency with standards).

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With regard to population projections the Birregurra Structure Plan indicates the increase in population over the next 20 years will vary from 208 people to 854 people based on a residential demand assessment that examined three possible scenarios. Scenario 1 assumes a doubling of the dwelling approvals (from a low 4 to 5 dwellings a year, to 9 dwellings a year) and this is considered the lowest level of population increase likely to occur. The Structure Plan identifies the significant infill development opportunities available given that the town has been recently sewered. The Structure Plan recommends that Council monitors infill development uptake over the next 3 to 5 years, to ascertain the impacts of the reticulated sewerage, and identifies future urban expansion areas to be considered if infill development is not occurring at the required pace to meet demand.

Council considers this supports the need to plan for more open space in Birregurra.

Wording of Schedule to Clause 52.01

- a. Council supports the revised wording that refers to the land within the settlement boundary in lieu of 'urban land'. We do note however given our response to the first issue this text should still include Birregurra.
- b. Council would prefer to retain the reference to the zones where the schedule does not apply as the creation of small lots within the rural zones could be considered as a residential use more so than a dwelling to support agriculture. The exhibited wording would seem to avoid this ambiguity.

If you have any inquiries concerning this matter please contact me on 5232 9513.

Yours Sincerely

A handwritten signature in black ink, appearing to read "Gemma Browning", with a stylized flourish at the end.

GEMMA BROWNING

Strategic Planner

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gemma.browning@colacotway.vic.gov.au



Planning and Environment Act 1987

COLAC OTWAY PLANNING SCHEME

AMENDMENT C75

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.

The amendment has been made at the request of the Colac Otway Shire Council.

Land affected by the amendment

The amendment applies to all land in the municipality, excluding land zoned for Farming, Rural Conservation and Rural Activity.

What the amendment does

The amendment changes the planning scheme to implement the recommendations of the *Colac Otway Public Open Space Strategy 2011*.

Specifically the amendment proposes to amend the following clauses of the Municipal Strategic Statement:

- Clause 21.03 (Settlement) – inserts new general and town specific content to overviews, objective and strategy statements for public open space.
- Clause 21.06 (General implementation) – deletes the redundant requirement for an open space strategy and inserts other implementation measures recommended in the Colac Otway Public Open Space Strategy 2011.
- Clause 21.07 (Reference documents) – inserts the Colac Otway Public Open Space Strategy 2011 as a reference document for the planning scheme.

The amendment also amends the Schedule to Clause 52.01 (Public Open Space Contribution and Subdivision) in the Particular Provisions of the Colac Otway Planning Scheme. The new schedule introduces new public open space contribution requirements of up to 10 percent within the growth towns of Colac/Elliminyt, Apollo Bay/Marengo and Birregurra, and up to 5 percent elsewhere in the municipality excluding Farming Zone, Rural Activity Zone and the Rural Conservation Zone land.

Strategic assessment of the amendment

• Why is the amendment required?

The amendment is required to introduce the recommendations of the *Colac Otway Public Open Space Strategy 2011* into the Colac Otway Planning Scheme.

The Strategy includes an analysis of existing open space; levels of use; gaps in the existing open space network; an analysis of projected future residential growth and an explanation on how this growth will influence future open space needs. The Strategy identifies areas where new public open space is required and where existing open space can be improved to meet the existing and future open space needs of the community.

In order for Council to meet its future open space needs, the Schedule to Clause 52.01 of the Colac Otway Planning Scheme needs to be amended to introduce a contribution rate for public open space. It does this by requiring contributions for all types of subdivisions of

up to 10% for Colac/Elliminyt, Apollo Bay/Marengo and Birregurra or 5% for all other land excluding Farming Zone, Rural Activity Zone and Rural Conservation Zone.

• How does the amendment implement the objectives of planning in Victoria?

The amendment implements the objectives of planning in Victoria as follows:

- . • 1a - *to provide for the fair, orderly, economic and sustainable use and development of land* - by providing a clear and concise policy framework for the management, use and development of the municipality's open space assets;
- . • 1b - *to provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity* - by providing a public open space framework which will help supply, support, protect and maintain the natural environment;
- . • 1c - *to secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria* - by aiding the provision of public open spaces and supply of a pleasant and efficient recreational environment to meet future need.
- . • 1e - *to protect public utilities and other public assets and enable the orderly provision and co-ordination of public utilities and other facilities* - by seeking to provide a well-balanced open space network which incorporates formal parkland, sporting reserves, recreation parkland, conservation areas, linear parklands such as waterways, lakes, streetscapes and urban spaces such as plazas and malls; and
- . • 1g - *to balance the present and future interests of all Victorians* - by assisting with the strategic management of funds to supply new and improve existing public open space to meet future needs.

• How does the amendment address the environmental effects and any relevant social and economic effects?

Environmental effects

The amendment will have a positive impact on the environment, through improvements to existing public open space and the provision of new areas. A priority for Council for the improvement of the open space system is the development of linkages and linear open spaces. Rivers, creeks and rail trail corridors currently provide good linkages and this is an area that Council will continue to improve as opportunities arise.

Social effects

The amendment encourages more equal provision of public open space throughout the community, through increasing the total open space network. This will be enabled through the establishment and improvement of open space from the public open space contributions scheme. In Colac, there are currently areas that do not provide neighborhood parks and this situation is similar in Apollo Bay where limited usable public open space exists away from the foreshore. Colac Otway's open space network plays an important role in contributing towards the health and wellbeing of individuals, particularly with the growth that is expected in Colac/Elliminyt, Apollo Bay/Marengo and Birregurra. With this growth it is important that communities are linked to each other and essential services. The open space network is important for these connections including, the pedestrian and bicycle paths and trails.

The amendment will address the shortfall of neighbourhood parks in areas of Colac and provide alternate open space in Apollo Bay than the foreshore reserve.

Economic effects

The implementation of the *Colac Otway Public Open Space Strategy 2011* will result in set percentages for public open space contributions that can be utilised by Council. Therefore the amendment will allow Council to more effectively plan for our present and future communities, through the availability of financial and land resources for the allocation and improvement of public open space. The amendment will also enable

developers to factor in the cost of public space contributions for future subdivision applications with more certainty than presently exists.

- **Does the amendment address relevant bushfire risk?**

The amendment has been assessed to determine whether the changes proposed will result in any increase to the risk to life, property, community infrastructure and the natural environment from bushfire.

It is not considered that the proposed amendment will result in an increase in bushfire risk, with public open space areas usually well maintained and not densely vegetated.

The view of the relevant fire authority will be sought and applied during the formal exhibition of the amendment.

- **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 Act.

The amendment is consistent with Ministerial Direction 11 – Strategic Assessment of Amendments under section 12(2) of the Act.

There are no other Ministerial Directions which are applicable to this amendment.

- **How does the amendment support or implement the State Planning Policy Framework and any adopted State policy?**

The amendment is consistent with the State Planning Policy Framework (SPPF) and supports its objectives as follows:

- The amendment supports the objective in clause 11.03 Open Space of the SPPF, which is - *to assist creation of a diverse and integrated network of public open space commensurate with the needs of the community*. This amendment implements the *Colac Otway Open Space Strategy 2011* which acknowledges that the municipality is faced with many issues relating to the provision of an open space network that meets the needs of the community.
- The amendment supports the objective in clause 12.04-2 Landscapes of the SPPF, which is - *to protect landscapes and significant open spaces that contribute to character, identity and sustainable environments*. The *Colac Otway Open Space Strategy 2011* vision is to provide a widely varied and sustainable network of open spaces which meets the needs of a diverse community for recreation, sporting and social opportunities as well as protecting and enhancing important flora, fauna and landscape values.
- The amendment supports clause 15.01-3 Neighbourhood and subdivision design, which is - *planning authorities should ensure the creation of a range of open spaces to meet a variety of needs with links to open space networks and regional parks where possible*. The amendment is supportive of this clause, as it provides key strategic directions which will guide Council in future development and provision of open space networks in new residential areas and in the development of existing areas.

- **How does the amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?**

The Local Planning Policy Framework (LPPF) and more specifically the Municipal Strategic Statement (MSS) currently does not identify open space management as a key issue in the municipality. There is also no current content in the schedule to clause 52.01.

The amendment addresses this by inserting general and town-specific statements in the MSS and provides local content in the schedule to clause 52.01. The *Colac Otway Open Space Strategy 2011* becomes a reference document in the planning scheme.

The changes proposed by this amendment will have a beneficial effect on the LPPF, as they will provide objectives and strategies for public open space management, which will better support implementation of the overall vision and long term directions of the MSS for land use and development.

- **Does the amendment make proper use of the Victoria Planning Provisions?**

The amendment makes proper use of the Victoria Planning Provisions by amending the Municipal Strategic Statement to address open space issues, along with completing the Schedule to Clause 52.01 to specify the contribution rates for public open space requirements for residential subdivision applications in the municipality.

These changes will result in a sound strategic basis in the Colac Otway Planning Scheme to guide the management and development of public open space and guide the day-to-day assessment of planning permit applications and the requirement for public open space contributions, in order to achieve better public open space outcomes for the community.

The proposed amendment does not introduce or alter any of the zones or overlays in the Colac Otway Planning Scheme and is consistent with the following Victoria Planning Provisions Practice Notes:

- VPP Practice Note 4 – Writing a Municipal Strategic Statement; and
- VPP Practice Note 13 – Incorporated and Reference Documents.

- **How does the amendment address the views of any relevant agency?**

The views of the Department of Transport, Planning and Local Infrastructure (DTPLI), as advisors on content and form of statutory document preparation were established through the use of the relevant practice notes and directions.

Relevant agencies were consulted during the development of the Colac Otway Shire Public Open Space Strategy and the views of these agencies and other servicing authorities will be sought during the exhibition period.

- **Does the amendment address relevant requirements of the Transport Integration Act 2010?**

The amendment is unlikely to have a significant impact on the transport system as defined by section 3 of the *Transport Integration Act 2010*, however, will assist to implement the integrated planning of transport systems by encouraging the development of linkages between open space areas, residential areas and destination points via existing and proposed pedestrian and bicycle paths and trails.

There are no applicable statements of policy principles prepared under section 22 of the *Transport Integration Act 2010* that apply to the amendment.

Resource and administrative costs

- **What impact will the new planning provisions have on the resource and administrative costs of the responsible authority?**

The new planning provisions will have a positive impact on the resource and administrative costs of Council. This will occur through the provision of a clear framework for the management and provision of public open space, which can be utilised when assessing subdivision proposals. This includes the removal of uncertainty around the level of contributions that should be collected. It is also anticipated that this will result in increased public open space contributions, whether through financial means or the availability of land, which will help to service community needs for public open space.

Where you may inspect this Amendment

The amendment is available for public inspection, free of charge, during office hours at the following places:

Colac Otway Shire Council

2-6 Rae Street,
COLAC VIC 3250

Colac Otway Shire Council

Sustainable Planning and Development
Service Centre
101-105 Gellibrand Street,
COLAC VIC 3250

Colac Otway Shire Council

Apollo Bay Customer Service Centre
69 Nelson Street,
APOLLO BAY VIC 3233

**Colac Community Library & Learning
Centre**

173 Queen Street,
COLAC 3250

The amendment can also be inspected free of charge at the Department of Transport,
Planning, and Local Infrastructure website at
<http://www.dpcd.vic.gov.au/planning/publicinspection>.

COLAC OTWAY PLANNING SCHEME

21.03 SETTLEMENT

27/02/2014
C72(Part 1)
Proposed C75
21.03-1
27/02/2014
C72(Part 1)
Proposed C75

General

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, Carlisle River, Coragulac, Cororooke, Cressy, Forrest, Gellibrand, 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.
- The Rural Living Strategy 2011 has identified and designated 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.
- The Rural Living Strategy highlights the role of small townships in accessing rural living land.
- A number of settlements have been identified with potentially suitable locations for additional rural living and township development subject to further investigation including Beech Forest, Gellibrand, Forrest, Alvie, Cororooke and Beeac.
- A number of de facto rural living areas have developed over a number of years on old subdivisions within the localities of Barongarook – Bushby's Road, Barongarook – Robinson Road, Barongarook – Everett Crescent, Barramunga, Bungador, Cororooke – Langdons Lane, Grey River, Irrewarra – Pyles Road, Johanna, Kawarren, Marengo – Alice Court, Petticoat Creek, Warncoort and Weeaprounah.
- A number of largely undeveloped, old and inappropriate subdivisions unsuitable for development are found within the Shire abutting the township boundaries of Cressy and Pirron Yallock and in the localities of Gerangamete and Irrewillipe – Swan Marsh-Irrewillipe Road.

COLAC OTWAY PLANNING SCHEME

- There is a need to encourage excellence in the design of new development, including the layout of subdivisions and the recognition of cultural heritage.
- [New urban development should be supported by the provision of or upgrade of public open space to meet the needs of the community it is to serve.](#)

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 direct rural residential and small town development to preferred locations.
- 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.
- To minimise ad hoc development of unserviced old and inappropriate subdivision in the Farming Zone.
- [To provide for and improve public open space to meet the needs of the community.](#)

Strategies

- Ensure that there is sufficient fully serviced residential land to meet the needs of the existing and future population.
- 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.
- Development within rural living areas should be contained within the existing Rural Living Zone land and further subdivision, other than in Elliminyt, should be discouraged.
- Restructure existing lots in old and inappropriate subdivisions in Cressy, Gerangamete, Pirron Yallock and Irrewillipe in order to minimise development, retain the land in agriculture, prevent further servicing problems and avoid ad hoc development outside designated settlement boundaries.
- 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.](#)
- [Ensure the provision of public open space meets the needs of the communities it is to serve by improving access, facilities and presentation.](#)

COLAC OTWAY PLANNING SCHEME

21.03-2 Colac

27/02/2014
C72(Part 1)
[Proposed C75](#)

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.

The *Colac CBD and Entrances Project (2012)* outlines proposals for the enhancement of Colac's CBD and its eastern and western entrances which focus on the design of buildings and spaces.

The Plan's key recommendations are to:

- Develop Colac as a 'Botanic Garden City' with thematic tree planting throughout the CBD, linking the Botanic Gardens, Beechy Precinct and Barongarook Creek corridor.
- Improve the eastern entrance to the CBD with enhanced landscaping and views to heritage buildings, widened pedestrian pathways over the Barongarook Creek bridge and improved visibility to the Visitor Information Centre.
- Enhance priority streetscapes: Improve Murray Street West's streetscape with tree planting and other works, continuing the design theme of the central part of Murray Street. Improve Bromfield Street's streetscape with new tree planting, improved pedestrian access, bicycle lanes and the redevelopment of underused land at the rear of Murray Street shops with improved pedestrian links through to Murray Street. Upgrade Memorial Square's western edge with refurbished amenities and a shared space where pedestrians have priority which could ultimately be extended around the park and south along Gellibrand Street to the Station. Improve Murray Street East's streetscape with road side tree planting, upgraded footpath pavement, pedestrian crossings and street furniture, and infill planting where gaps exist.

COLAC OTWAY PLANNING SCHEME

- Improve the outer approaches to Colac with new landscaping, framing views to the Lake and emphasis on reducing the visual clutter of advertising signage.
- Improve the laneway network.
- Provide new and improved bicycle lanes.
- Apply built form guidelines to the CBD with emphasis on the inner retail areas to maintain the 'fine grain' character of these areas and to ensure a high quality of new architecture and the protection of heritage buildings.

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.
- To develop a unifying design theme for 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.
- 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 manage the road network to optimise its safety, efficiency and amenity for all road users.

Strategies

- Ensure that the development of Colac occurs generally in accordance with the strategic directions outlined in the Colac Framework Plan and the Colac CBD Framework Plan attached to this Clause.
- 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 consistent with the Colac Commercial Centre Parking Precinct Plan 2011, recognising that opportunity exists to take advantage of underutilised street parking and shared off street parking.
- Ensure new development in the hospital precinct of the CBD provides on site parking to meet projected demand and does not contribute further to on street parking pressures.
- Retain heritage places and areas as significant components of Colac's character and attractiveness and encourage their adaptive re-use and restoration including by supporting innovative uses that attract visitors and customers into disused retail areas.
- 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.

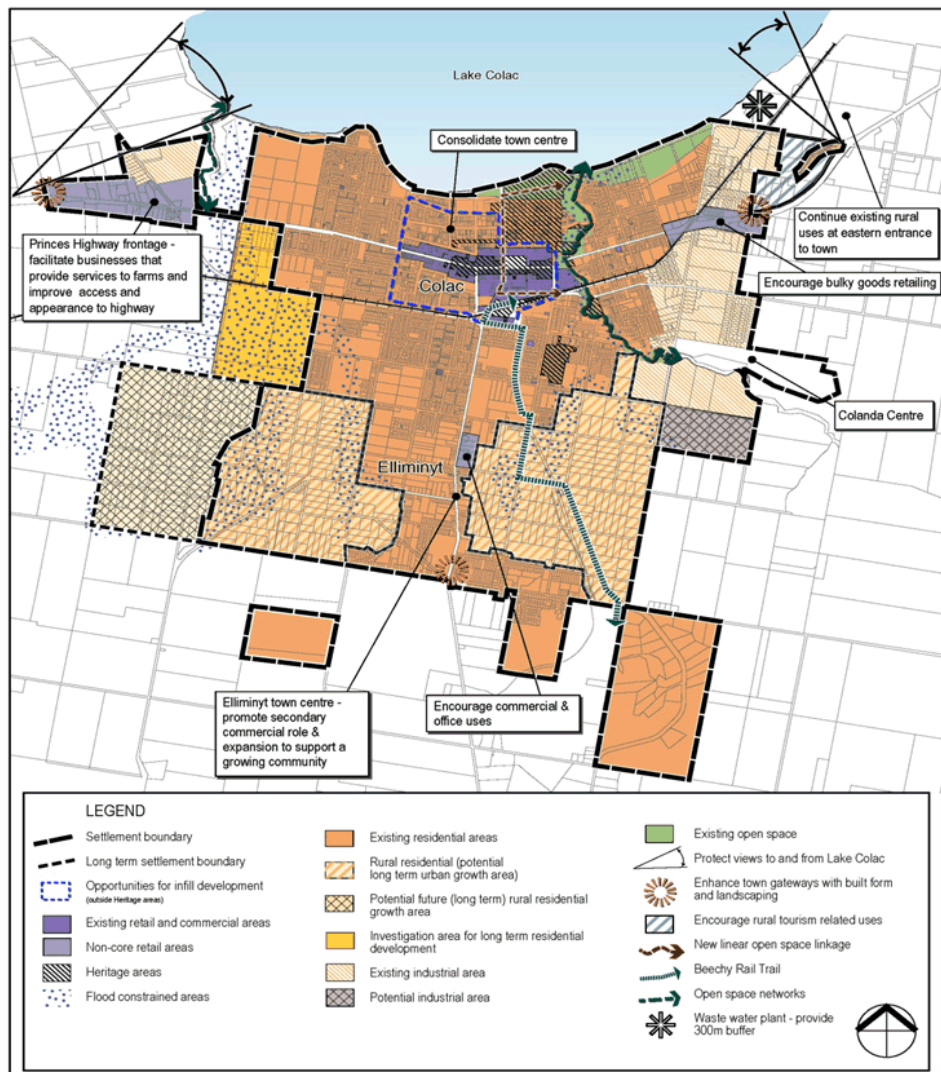
COLAC OTWAY PLANNING SCHEME

- 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 Commercial area.
- Ensure major retail and commercial developments locate within the Colac CBD (Commercial 1 Zoned land only) rather than outside the town centre
- 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.
- Encourage redevelopment of underused or vacant sites (e.g. surface car parks, vacant land at the rear of buildings, upper levels of single storey buildings) in the CBD.
- Encourage the upgrading of shopfronts and building facades in the CBD, particularly on Murray Street and around Memorial Square.
- Support innovative uses that attract visitors and customers in disused areas in the Colac CBD.
- Encourage the removal of excessive roof top, above verandah and free standing signs, and other visually dominant signs, as sites are redeveloped.
- Develop a permeable network of active laneways and arcades in the CBD, including
- improved pedestrian thoroughfares between Murray and Bromfield Streets.
- Encourage and facilitate a high quality of architecture within the CBD through the implementation of building design guidelines.
- Encourage new development to provide an active frontage to the streetscapes and car parks, including the provision of active frontages to Bromfield Street for buildings fronting Murray Street.
- Encourage the reinstatement of verandahs on older buildings and encourage verandahs on new buildings for weather protection.
- Encourage planting on properties along the eastern and western entrances to Colac, particularly where it has potential to screen industrial activities.
- Undertake and implement a strategy for the co-ordination and design of all signage along the eastern and western entrance corridors to Colac.
- Encourage new development within the CBD to incorporate Environmentally Sustainable Design (ESD) initiatives.
- Maintain the 'fine grain' character of inner retail areas.
- [Explore the potential of developing a neighbourhood park on the Irrewillipe Road Basin Reserve.](#)

COLAC OTWAY PLANNING SCHEME

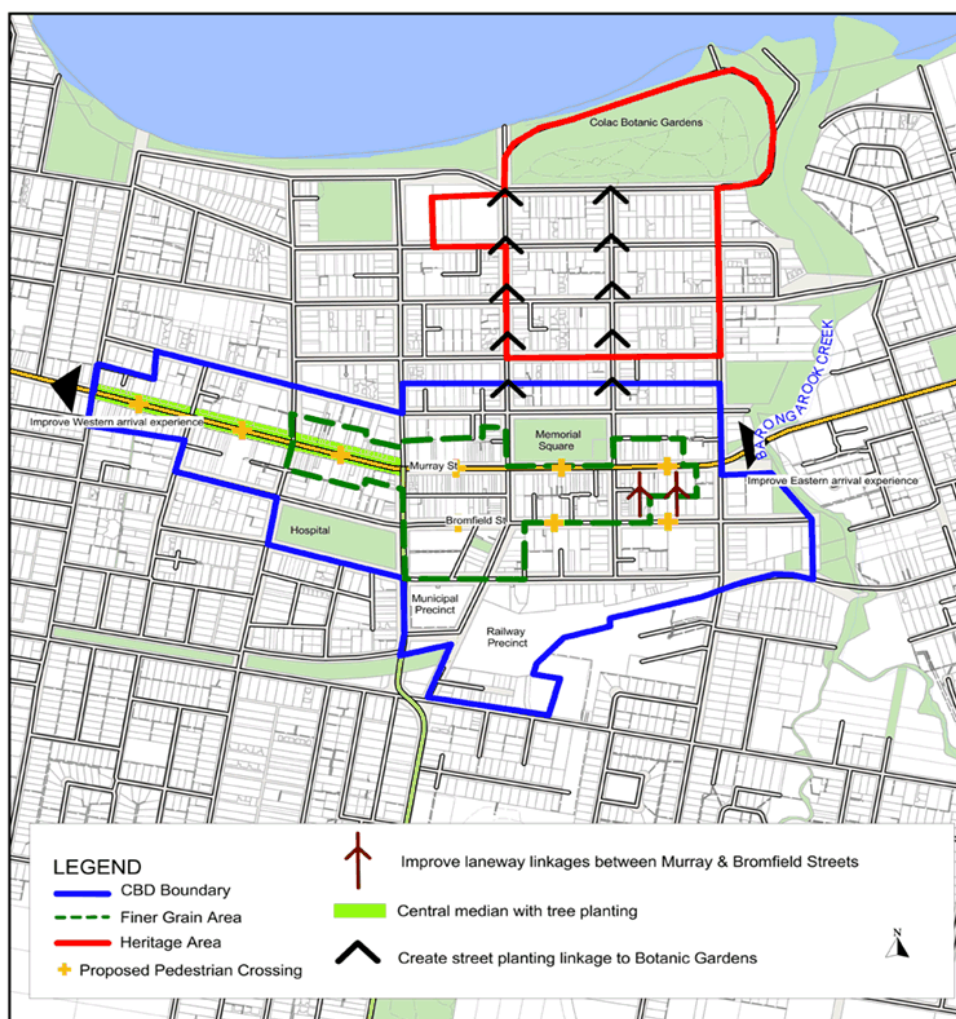
- [Improve and enhance the pathways along Barongarook Creek.](#)
- [Improve and expand organised sports facilities at the Golf Club/Turf Club site.](#)
- [Investigate opportunities for open space at the former High School site.](#)

Colac Framework Plan



COLAC OTWAY PLANNING SCHEME

Colac CBD Framework Plan



COLAC OTWAY PLANNING SCHEME

21.03-3 Apollo Bay and Marengo

10/10/2013
C72(Part 2)
Proposed C75

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.

COLAC OTWAY PLANNING SCHEME

- 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.
- 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.
- [Improve the provision and quality of neighbourhood parks in the urban residential areas.](#)
- [Establish a future use for the Heathland Estate Reserve.](#)

COLAC OTWAY PLANNING SCHEME

Landscape Setting and Environment

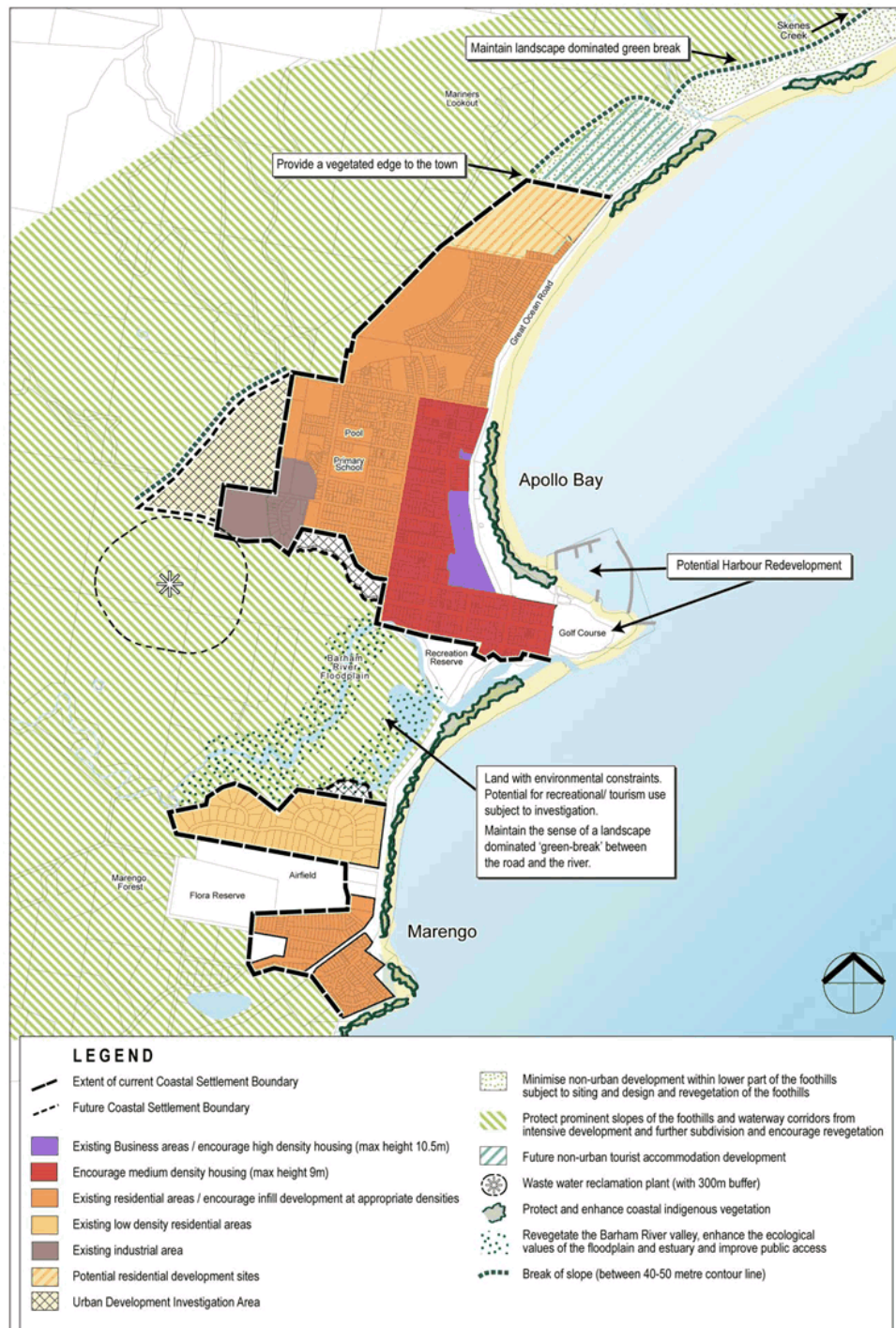
- Maintain the 'green-breaks' and landscape dominance between the settlements to ensure that each settlement remains distinct.
- Protect the Otway foothills as a scenic, undeveloped backdrop to Apollo Bay and Marengo.
- Recognise and protect ecological values and avoid development in areas at risk from 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.

Access and Parking

- 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, with car parking for commercial development in the CBD to comply with the Apollo Bay Parking Precinct Plan (2011)
- Support, promote and improve public transport.
- Ensure continued and improved air access to the Apollo Bay region.

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Apollo Bay, Marengo and Skenes Creek Framework Plan



COLAC OTWAY PLANNING SCHEME

21.03-4 Birregurra

18/07/2013
C69
[Proposed C75](#)

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.

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- 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.
- [Improve open space provision as the community expands and improve linkages between key destinations.](#)
- [Investigate development of the Tiger Rail Trail from Birregurra to Barwon Downs and Forrest.](#)

21.03-5 Skenes Creek

18/07/2013
C69

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.

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Kennett River, Wye River and Separation Creek

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.
- 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.

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- 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:

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.

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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.

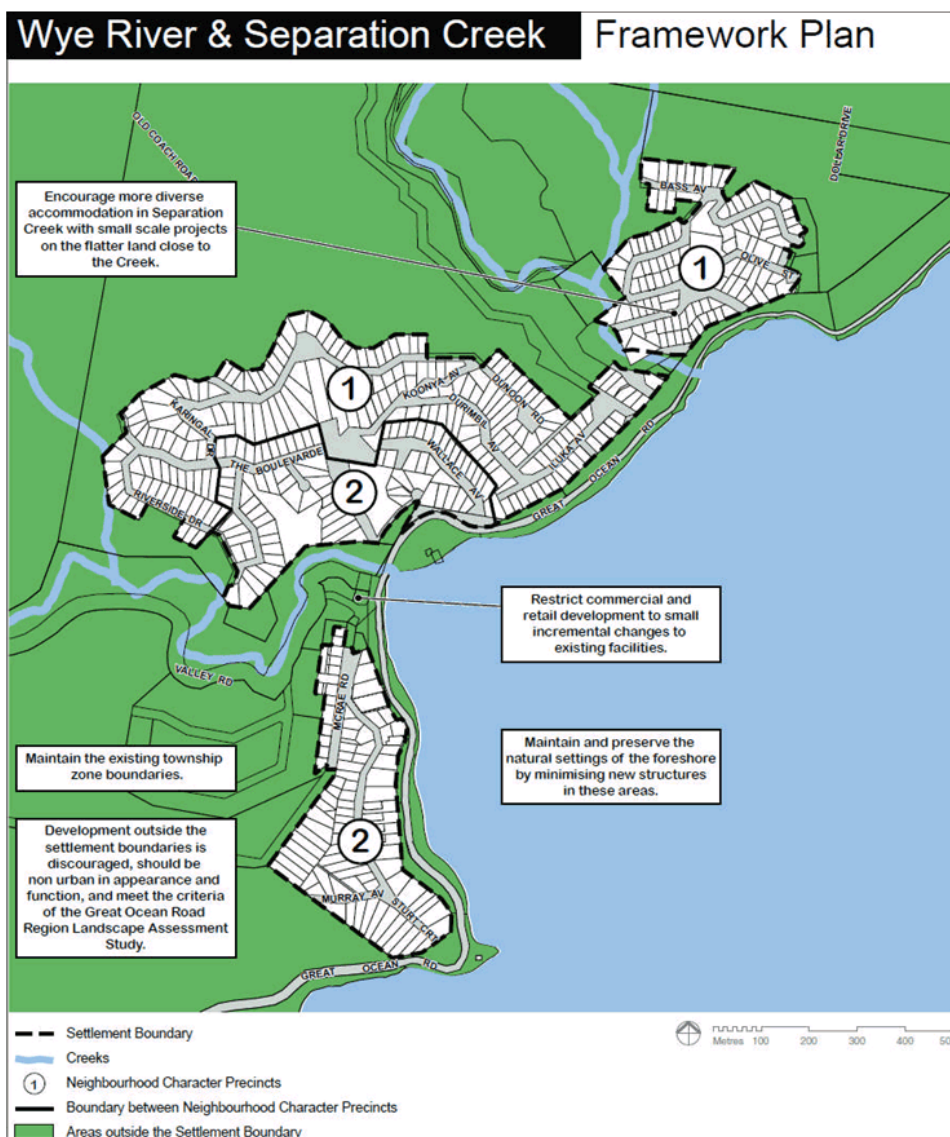
Separation Creek Precinct 1 – Preferred Character Statement

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.

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COLAC OTWAY PLANNING SCHEME



COLAC OTWAY PLANNING SCHEME

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Forrest

Overview

Forrest is located 32.6 kilometres from Colac and is placed at the foothills of the Otways approximately 161 kilometres from Melbourne and 76 kilometres from Geelong.

A Structure Plan for Forrest was adopted by Council (August 2011) and articulates the preferred development future for Forrest. Key issues to emerge from the Structure Plan were that:

- The role of Forrest as an outdoor recreation and tourism destination has been well established over recent years along with an emerging trend for rural lifestyle residential development.
- Forrest's tourism functions will continue to play a primary role in the town's growth and development into the future.
- There are significant environmental constraints within Forrest including bushfire, flooding and landslip risks that impact on future potential for expansion of the town.

Objectives

- To support Forrest's role within the Otways as a key destination for tourism and recreational pursuits and as a small town with limited potential for residential growth.

To limit residential development to the existing urban area contained within Forrest's settlement boundary, subject to the outcome of further investigation into the viability of development adjoining the north west edge of the town in accordance with the Forrest Framework Plan attached to this Clause.

- To encourage the development of accommodation facilities which contribute to the viability of tourism and recreation-based activities.
- To promote Grant Street as the primary location for future commercial activities within Forrest.
- To encourage development and activities which add commercial and recreational diversity to the Forrest Township.
- To ensure that the various cultural and environmental heritage assets of the township are protected, maintained and continue to be articulated within Forrest's private and public realm.
- To ensure new residential and commercial development is responsive to the environmental, biodiversity, conservation and landscape values of the local region.
- To ensure that development within Forrest responds to and mitigates any identified bushfire risks.
- To improve pedestrian access and movement along Grant Street.
- To facilitate the provision of community services and social infrastructure within Forrest which promote the town's liveability and increase social equity.

Strategies

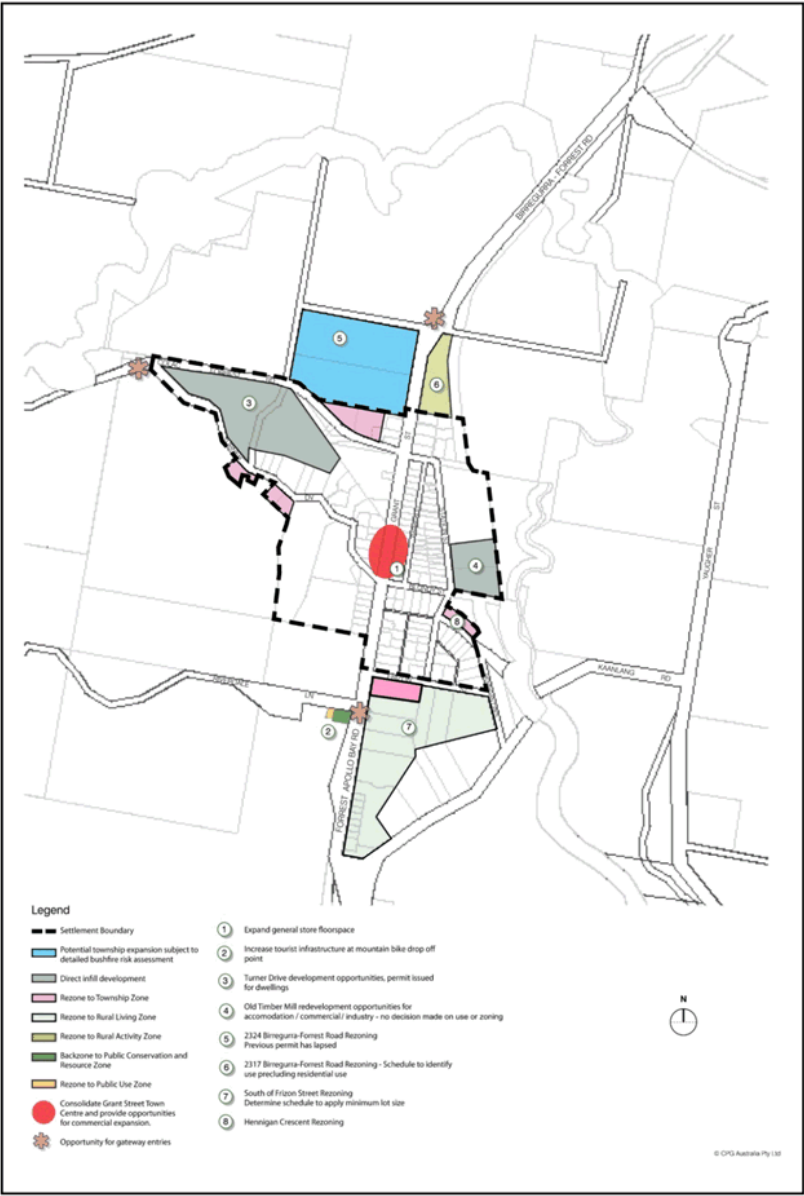
- Maintain settlement boundaries shown on the Framework Plan in this Clause pending detailed strategic assessment of bushfire risks and potential measures to manage bushfire risk for the town and broader area.
- Ensure that future growth of the township maximises infill development.

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- Concentrate small scale businesses and commercial uses (such as retail premises, shop, restaurant, industry and accommodation) along Grant Street between the Community Hall and Turner Drive/Blundy Street.
- Encourage some commercial development, particularly accommodation, to locate on Rural Activity Zoned land taking into account the need to respond to bushfire risks and the environmental values of the surrounding landscape.
- Encourage the re-development of the existing general store to provide additional floor space, an active street front and expanded provision of commercial services.
- Encourage and consolidate street based retailing in the form of cafes and outdoor seating on the eastern side of Grant Street.
- Upgrade existing pedestrian infrastructure including new footpaths along the eastern side of Grant Street to accommodate pedestrian access, seating and bicycle parking and ensure any new development is designed to activate the streetscape.
- Ensure land use and development does not detrimentally impact upon identified significant flora and fauna habitats, including areas of roadside vegetation.
- Support tourism related use and development within the town boundary taking into account the need to respond to bushfire risks and environmental values and to protect the amenity of nearby residential uses.

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Forrest Framework Plan



COLAC OTWAY PLANNING SCHEME

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Smaller Townships

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 (focussing on public infrastructure improvements) have been prepared for Carlisle River, Gellibrand, Forrest, Barwon Downs and Beech Forest. Urban Design Frameworks have been prepared for Beeac, 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.

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.

The Rural Living Strategy 2011 highlights the role of small towns and settlements in supporting tourism and rural lifestyle demand.

The Rural Living Strategy 2011 also provides a strategic basis for future land use studies to investigate opportunities for small scale expansion within some of the Shire's small towns, including Alvie, Beeac, Cororooke, Gellibrand and Beech Forest. Gellibrand and Beech Forest's growth potential will be subject to an investigation into fire risk and effluent management issues.

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, structure plans and other strategies.
- 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.
- Retain heritage places as significant components of the character and attractiveness of smaller townships.
- Encourage high quality design input to development in small communities.
- Maintain existing township zonings in Alvie, Cororooke and Beeac pending the preparation of town plans.

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- Maintain existing township zonings in Gellibrand and Beech Forest pending further strategic assessment of the potential for expansion having regard to bushfire risk and effluent management.
- Otherwise generally restrict the expansion of communities in potable water supply areas and areas subject to or at risk of landslide, high fire risk and flooding.
- 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 and Marengo) 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.

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.

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Rural Living

Overview

Council prepared and adopted a Rural Land Strategy (September 2007) which identified a range of issues affecting rural land use in the Shire, and has since adopted the Rural Living Strategy 2011. The Rural Living Strategy provides the basis for policy on the use and development of land for dwellings and subdivisions in rural areas. It identified the following in regards to rural living development within the Shire:

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- Rural land traditionally used for farming is being used for lifestyle purposes in the absence of land which can accommodate rural lifestyle demand. 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.
- The greatest opportunities to accommodate rural living development are around Colac where there is greatest supply and fewest constraints for development.
- There are sufficient levels of services and infrastructure to accommodate demand for rural lifestyle development in Coragulac.
- There is scope to conduct investigations into the potential development of some smaller towns in the Shire to accommodate some moderate township expansion, which may contribute to the overall supply of land desirable for rural living purposes.

Objectives – Rural living

- To provide opportunities for rural residential style development in appropriate locations that do not negatively impact on the ability to farm.
- To recognise the function of already-developed old and inappropriate rural subdivisions as 'de facto' rural living developments;
- To restrict the intensification of existing old and inappropriate subdivisions and prevent the further encroachment of rural living development on surrounding farming land.

Strategies – Rural living

- Direct future rural living development to nominated areas where there are fewer economic, environmental, social, land use and servicing constraints for settlement.
- Recognise the function of already-developed old and inappropriate rural subdivisions as 'de facto' rural living developments.
- Restrict the development of existing old and inappropriate subdivisions through the implementation of lot sizes which limit further subdivision and prevent the further encroachment of rural living development on surrounding farming land.

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21.06 GENERAL IMPLEMENTATION

27/02/2014 C72
(Part 1)
[Proposed C75](#)

The objectives and strategies identified in Clause 21 will be implemented by:

Using zones, overlays, local policy and the exercise of discretion

- Applying the Low Density Residential Zone to land within Coragulac to facilitate rural residential development of land between the two areas zoned Township.
- Rezoning areas of Farming Zoned land in north-east Colac to Rural Activity Zone.
- Applying minimum setbacks to identified main roads in the schedule to the Farming Zone.
- Rezoning the Industrial 1 Zone land in West Colac to the Farming Zone.
- Rezoning the Industrial 1 Zone land north of Treatment Works and Flaxmill Roads Colac to the Farming Zone.
- Applying the Industrial 1 Zone to land east of Forest Street, Colac to provide for an adequate and diverse supply of industrial land.
- Applying the Business 3 Zone to land in Main Road Colac to recognise existing commercial uses.
- Applying the Rural Living Zone to an area south of Colac with a minimum lot size of 1.2ha to reflect the existing settlement and development pattern.
- Applying the Rural Living Zone to areas in Kewar, Barongarook, Irrewarra, east of Birregurra, Cororooke, Warncoort and Forrest to reflect existing settlement and development patterns.
- Applying the Rural Activity Zone to an area of the Apollo Bay Hinterland with a 40ha minimum lot size.
- Applying the Rural Activity Zone to an area east of Colac with a minimum lot size to reflect the existing settlement pattern.
- Applying the Rural Activity Zone to land north of Forrest with a 40ha minimum lot size to support tourist development.
- Maintain the current minimum lot size provisions in the schedule to the Farming Zone for subdivision of 40ha (with 80ha in the north east).
- Maintain 40 hectares as the minimum area for which no permit is required for a dwelling in the Farming Zone (with 80ha in the north east).
- Applying the Development Plan Overlay (Schedule 2) to undeveloped land zoned Residential 1 in Colac.
- Applying the Development Plan Overlay (Schedule 3) to land proposed to be rezoned to Industrial 1 Zone east of Forest Street, Colac.
- Applying the Design and Development Overlay Schedule 1 to industrial land at the eastern entry to Colac.
- Applying the Design and Development Overlay Schedule 3 to highway commercial land at the western entrance to Colac.
- Applying the Design and Development Overlay Schedule 5 to land within the Apollo Bay town centre.
- Applying Design and Development Overlay Schedule 6 to land adjoining the town centre of Apollo Bay.

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- Applying Design and Development Overlay Schedule 7 to all other residentially zoned land within Apollo Bay and Marengo.
- Applying the Design and Development Overlay Schedule 8 to the Colac CBD.
- Applying the Design and Development Overlay Schedule 9 to undeveloped residential land at 413-479 Murray Street, Colac.
- Modifying the boundary of Airport Environs Overlay Schedule 2.
- Applying the Significant Landscape Overlay (Schedules 1-5) as identified in the Great Ocean Road Region Landscape Assessment Study and the Apollo Bay Framework Plan.
- Applying the Environmental Significance Overlay (Schedule 6) to an area buffering the Colac Water Reclamation Plant.
- Considering applications for all areas affected by the Heritage Overlay in accordance with Clause 22.01 (Heritage Places and Areas Policy).
- Apply the Restructure Overlay to “old and inappropriate” subdivisions at areas in Cressy, Gerangamete, Irrewillipe and Pirron Yallock.
- Applying the Parking Overlay Schedule 1 to the Colac CBD.
- Applying the Parking Overlay Schedule 2 to the Apollo Bay CBD.

Undertaking further strategic work

- Undertake local bushfire assessments for the towns of Beech Forest, Forrest, Gellibrand and Lavers Hill to further clarify their development potential.
- Prepare a Master plan for Beac. The work should include:
 - A Township Effluent Management Plan to determine capacity for infill development and future growth.
 - Evaluation of development options immediately to the east and north-west of the existing township zone.
- Prepare a Master plan for Gellibrand. The work should include:
 - A Township Effluent Management Plan to determine capacity for infill development and future growth.
 - Evaluation of development options in the vicinity of Gellibrand-Carlisle Road and along the northern approach to Gellibrand.
- Consider the appropriateness of rezoning the Low Density Residential Zoned land in Christies Road to Farming Zone through the review of the Colac Structure Plan.
- Prepare a precinct structure plan for Elliminyt.
- Prepare a precinct structure plan for the East Colac area north of the Princes Highway.
- Undertake a residential land supply analysis for all segments of the Colac market.
- Undertake an industrial land supply analysis for Colac.
- ~~Develop an open space strategy to guide future open space provision for residential development in new and established residential areas in Colac and Apollo Bay.~~
- Further investigate and consider the former Bruce Street landfill site for the purpose of a recreation area or other appropriate use linked to Lake Colac.
- Prepare an Apollo Bay Harbour Precinct Master Plan for the redevelopment of the port vicinity with a tourism, fishing, boating, commercial and recreational focus strengthening links to the town centre and providing net community benefits.

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- Prepare a structure plan for Birregurra to manage future growth in a manner responsive to environmental constraints and respectful of the unique qualities of this township. This should be prepared and implemented before the advent of sewerage to ensure development is properly controlled to ensure the preservation and enhancement of the local character and natural and built form of the town.
- Investigate the development of policy guidelines to guide development within the Birregurra township including materials, built form, height, setback and colours and the appropriateness of a Design and Development Overlay to protect its unique qualities.
- In conjunction with Barwon Region Water Corporation, assess the needs and opportunities for reticulated sewerage in Birregurra and impacts on future development.
- Update Overlays on completion of the Corangamite River Health Strategy.
- Update the Vegetation Protection and Environmental Significance Overlays to incorporate revisions to the Ecological Vegetation Class mapping.
- Update the Land Subject to Inundation Overlay and schedule to align with revised data and mapping when available from the Corangamite Catchment Management Authority.
- Revise the Erosion Management Overlay following completion of the Department of Primary Industries and Corangamite Catchment Management Authority review.
- Consider applying the Salinity Management Overlay to areas recommended by the Corangamite Catchment Management Authority.
- Review retail and office floor space needs in Colac and review zones accordingly.
- Investigate potential to accommodate additional township development on 2324 and 2330 Birregurra-Forrest Road, Forrest as part of a local bushfire risk assessment.
- Prepare township plans for Alvie, Cororooke and Beeac to determine a revised settlement boundary that supports growth of the towns in accordance with the Rural Living Strategy.
- Investigate potential for expansion of Gellibrand and Beech Forrest subject to further strategic assessment having regard to bushfire risk and effluent management.
- Prepare an advertising signs policy for Colac and Apollo Bay.
- [Develop a set of 'Standards for Open Space Development' that will be used to guide the provision of facilities in each open space area in line with the area's position in the open space hierarchy and nature or category.](#)

Undertaking other actions

- Develop strategies to identify and, if possible, mitigate bushfire risk within the Forrest Township.
- Maintain close linkages with the Corangamite Catchment Management Authority, the Western Coastal Board, VicRoads, Water Corporations, the Victorian Coastal Council, the Department of Sustainability and Environment and the Department of Planning and Community Development to ensure regional consistency is developed.
- Undertake urban design improvements for the enhancement of the Colac Town Centre through implementation of the Colac CBD and Entrances Project
- Undertake enhanced recreation and pathway connections particularly around Lake Colac and in relation to the proposed Education, Recreation and Community Precinct.
- Maintain and enhance the local road network, particularly links with Colac, to support viability of Birregurra and encourage tourism.
- Undertake urban design and pedestrian infrastructure improvements for the enhancement of the Grant Street core in Forrest.

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- Investigate the land use planning implications of sea level rise and storm surge associated with climate change and appropriate planning scheme responses.
- Identify and protect RAMSAR wetlands as important ecological and economic assets.
- Identify and promote activities which illustrate and are sensitive to local Koori history and culture.
- Prepare detailed designs for priority capital works projects (streetscape, parking, pedestrian and cycling projects) arising from the Colac CBD and Entrances Project Planisphere 2012.
- Developing an Urban Forest Strategy for Colac and Elliminyt to:
 - Set a vision for the long term botanic theme for planting in streets and public places;
 - Determine species selection;
 - Identify priority locations for planting (streets, public spaces and private land);
 - 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.

COLAC OTWAY PLANNING SCHEME

21.07 REFERENCE DOCUMENTS

27/02/2014 C72
(Part 4)
[Proposed C75](#)

The following strategic studies have informed the preparation of this planning scheme. All relevant material has been included in the Scheme and decisions makers should use these documents for background research only. Material in these documents that potentially provides guidance on decision making but is not specifically referenced by the Scheme should not be given any weight.

Settlement

- Apollo Bay Commercial Centre Parking Precinct Plan, AECOM (2011)
- Apollo Bay and Marengo Neighbourhood Character Review Background Report (2003)
- Apollo Bay Structure Plan (2007)
- Barwon Downs Township Masterplan (2006)
- Beeac Township Masterplan (2001)
- Beech Forest Township Masterplan (2003)
- Birregurra Township Masterplan (2003)
- Carlisle River Township Masterplan (2004)
- Colac CBD and Entrances Project, (2012)
- Colac Commercial Centre Parking Precinct Plan, AECOM (2011)
- [Colac Otway Public Open Space Strategy \(2011\)](#)
- Colac Otway Rural Living Strategy (2011)
- Colac Structure Plan (2007)
- Cressy Township Masterplan (2007)
- Forrest Structure Plan (2011)
- Forrest Township Masterplan (2007)
- Gellibrand Township Masterplan (2004)
- Kennett River, Wye River and Separation Creek Structure Plans (2008)
- Lavers Hill Township Masterplan (2006)
- Siting and Design Guidelines for Structures on the Victorian Coast, Victorian Coastal Council (1997)
- Skenes Creek, Kennett River, Wye River and Separation Creek Neighbourhood Character Study (2005)
- Swan Marsh Township Masterplan (2001)

Environment

- Biodiversity Action Planning – Otway Plain Bioregion, 2003
- Biodiversity Action Planning – Otway Ranges Bioregion, 2003
- Biodiversity Action Planning – Victorian Volcanic Plains Bioregion, 2003
- Biodiversity Action Planning – Warrnambool Plains Bioregion, 2003
- Central West Victoria Regional Coastal Action Plan (2002)

COLAC OTWAY PLANNING SCHEME

- Central West Victoria Estuaries Coastal Action Plan (2005)
- Coastal Spaces Recommendations Report (2006), Department of Sustainability and Environment
- Colac Otway Heritage Study (2003)
- Colac Otway Shire Three Towns Stormwater Management Strategy (2004)
- Colac Otway Stormwater Management Plan (2002)
- Corangamite Floodplain Management Strategy (2002), Corangamite Catchment Management Authority
- Corangamite Native Vegetation Strategy (2006), Corangamite Catchment Management Authority
- Corangamite Regional Catchment Strategy 2003 – 2008 (2003), Corangamite Catchment Management Authority
- Corangamite River Health Strategy (2007), Corangamite Catchment Management Authority
- Corangamite Wetland Strategy 2006 – 2011, (2006), Corangamite Catchment Management Authority
- Draft Corangamite Salinity Action Plan (2003), Corangamite Catchment Management Authority
- Great Ocean Road Region Landscape Assessment Study (2003)
- Municipal Fire Prevention Planning Guidelines (1997), Country Fire Authority
- Victorian Coastal Strategy (2002), Victorian Coastal Council
- Wastewater Management Issues Paper: Beeac (2005)
- Wastewater Management Issues Paper: Birregurra (2002)
- Wastewater Management Issues Paper: Forrest (2005)
- Wastewater Management Issues Paper: Kennett River (2002)
- Wastewater Management Issues Paper: Wye River and Separation Creek (2002)
- Domestic Wastewater Management Plan (2007), Colac Otway Shire Council

Economic Development

- Colac Otway Economic Development and Tourism Strategy (2004)
- Colac Otway Rural Land Strategy (2007)
- Colac West Industrial Area - Outline Development Plan for the Colac West Industrial Area (1996)

52.01

28/10/2013
VC102

PUBLIC OPEN SPACE CONTRIBUTION AND SUBDIVISION

A person who proposes to subdivide land must make a contribution to the council for public open space in an amount specified in the schedule to this clause (being a percentage of the land intended to be used for residential, industrial or commercial purposes, or a percentage of the site value of such land, or a combination of both). If no amount is specified, a contribution for public open space may still be required under section 18 of the Subdivision Act 1988.

52.01-1

28/10/2013
VC102

Exemption from public open space requirement specified in the scheme

A subdivision is exempt from a public open space requirement specified in this scheme if:

- It is one of the following classes of subdivision:
 - Class 1: The subdivision of a building used for residential purposes provided each lot contains part of the building. The building must have been constructed or used for residential purposes immediately before 30 October 1989 or a planning permit must have been issued for the building to be constructed or used for residential purposes immediately before that date.
 - Class 2: The subdivision of a commercial or industrial building provided each lot contains part of the building.
- It is for the purpose of excising land to be transferred to a public authority, council or a Minister for a utility installation.
- It subdivides land into two lots and the council considers it unlikely that each lot will be further subdivided.

52.01-2

28/10/2013
VC102

Exemption from public open space requirement under section 18(8)(a) of the Subdivision Act 1988

For the purposes of section 18(8)(a) of the Subdivision Act 1988, the following classes of subdivision are exempt from the public open space requirement:

- Class 1: The subdivision of a building used for residential purposes provided each lot contains part of the building. The building must have been constructed or used for residential purposes immediately before 30 October 1989 or a planning permit must have been issued for the building to be constructed or used for residential purposes immediately before that date.
- Class 2: The subdivision of a commercial or industrial building provided each lot contains part of the building.

Note:

Check section 18A of the Subdivision Act 1988 for other requirements that apply to a public open space requirement specified in the planning scheme.

COLAC OTWAY PLANNING SCHEME

--/--/2014
C75
Proposed

SCHEDULE TO CLAUSE 52.01

| Type or location of subdivision | Amount of contribution for public open space |
|---|--|
| <u>Land within the urban settlement boundary of Colac/Elliminyt, Apollo Bay, Marengo and Birregurra</u> | 5%; and |
| <ul style="list-style-type: none">• Subdivision – 3 to 5 lots, and• Subdivision - 6 lots or more | 1% per lot up to a maximum of 10% |
| This does not apply to a subdivision that does not create additional lots | |
| <u>All other areas excluding FZ, RAZ and RCZ land</u> | |
| <ul style="list-style-type: none">• Subdivision - 3 lots or more | 5% |
| This does not apply to a subdivision that does not create additional lots | |



Memo

| | |
|-----------------|--|
| To: | Don Lewis - Senior Strategic Planner
Gemma Browning – Strategic Planner |
| From: | Leah Wittingslow, Mesh Planning |
| Date: | 14 May 2014 |
| Subject: | Colac Development Plans Summary |

1. Context

The Development Plan Overlay applies to three sites in Elliminyt that are characterised by a high degree of land fragmentation. This land fragmentation, and pressure from landholders to further subdivide their landholdings in the absence of an approved Development Plan, has caused difficulty for Council in the past, forcing the need for ad hoc decision making.

Mesh has been engaged to develop a series of development plan options for the three DPO sites in order to establish a future plan for the area, and to enable Council to make coordinated and holistic decisions about subdivision and development in the DPO areas. The three areas are referred to as DPO Sites 3 4 and 5.

The DPO Sites are located on generally flat land, which falls gently to the north. The sites are all zoned Residential 1 Zone, and are unaffected by overlays that would constrain development. While the Elliminyt area is well serviced by schools, the northern part of the neighbourhood lacks access to open space. It is understood from Council's internal departments that the area is able to serviced (drainage, sewer and water).

DPO Site 3

DPO Site 3 is located between Pound Road and Aireys Street and Hart Street and Main Street, and is the largest of the three DPO sites. It comprises twenty-six individual land holdings, with most containing an existing dwelling and some outbuildings/sheds. Access opportunities to the internal parts of DPO Site 3 are significantly limited due to the existing dwellings on site, and an existing subdivision pattern external to the DPO (particularly along Pound Road and Main Street).

DPO Site 4

DPO Site 4 is located between Aireys Street, Irrewillipe Road, Main Street and Hart Street, and contains fifteen individual land holdings. As per Site 3, access opportunities are limited due to the presence of existing dwellings fronting the surrounding street network. However, an opportunity for access is present on Aireys Street, in accordance with a Section 173 Agreement applied to the title of a lot that had previously applied for subdivision.

DPO Site 5

DPO Site 5 is located between Irrewillipe Road, Ballagh Street, Main Street and Hart Street, and contains fifteen individual land holdings. Access opportunities are available from Irrewillipe Road and an existing court located off Hart Street; Ricstan Court.

Vegetation on all three DPO sites consists mainly of plantings within gardens around houses and windrows along fencelines. However, it will be necessary for applications for subdivision or development to investigate possible planning implication if native vegetation is considered to be present.

2. Development Plans

Objectives

When preparing the draft Development Plans for each site, Mesh has had regard for the following key objectives:

- To provide for development of each property independently (i.e. assume that consolidation of ownership is unlikely to occur in the foreseeable future).
- To respond to community desire to retain existing houses on site.
- In general, most shed/outbuildings and vegetation are assumed to be able to be removed to facilitate development.
- To distribute burden of road construction as much as possible.
- To maximise use of potential partnerships between neighbours where possible
- To utilise access opportunities where possible to provide connectivity within and between the DPO sites.
- Where vehicle connections aren't possible, explore options for pedestrian connectivity.
- To identify a sequential pattern for development, commencing with landholders showing greater interest in development (i.e. it won't be possible for all landholders to develop independently immediately, they may need to wait for other connections).
- To avoid aligning roads at the rear of existing properties (creating double fronted lots).
- To avoid excessively long court bowls, however, to also acknowledge that limited access may require a flexible approach to adoption of court bowls and alternative access options e.g. extended driveways.
- Adopt a flexible approach with regard to lot types and shapes (e.g. utilise battle-axe and other non-standard lot configurations where appropriate to maximise development potential and minimise road construction)
- Acknowledge that different development scenarios may be applicable to each DPO site.
- Incorporate an area of open space to service the three DPO sites.

mesh Level 1, 6 Riverside Quay Southbank Vic 3006 t 03 9695 3025 f 03 9695 3001 meshplanning.com.au

DPO Site 3

The plan for DPO Site 3 has been prepared to maximise connectivity with the access points available through the area. The DPO identifies access via Martin Street, and two preferred access points on Main Street. However, the draft DP also identifies a third potential access point onto Main Street to be considered if the more northern point is unable to be delivered.

The draft DP features provision for a neighbourhood park catering for the open space requirements of the three DPO sites. A pedestrian link (approximately 4-5m wide) provides connectivity through to the south of the site in order to strengthen future connections to the open space located within the site. A range of lot sizes has been provided, along with retention of existing dwellings within the property boundaries.

DPO Site 4

DPO Site 4 is a contained area. The draft DP comprises one main access point, via a 22m road reserve on an existing s173 agreement at 178 Aireys Street. DPO Site 4 also strengthens the connection to open space in DPO Site 3 by providing a pedestrian link through to Irrewillipe Road/DPO Site 5, and a road to the pedestrian link at the south of DPO Site 3. Existing residential parcels are retained in generous lots and a variety of smaller and larger developable lots have been provided for.

This development layout requires co-ordination between a number of properties in order to progress given the limited access opportunities. In order to provide a secondary access point, the pedestrian connection to Hart Street may be utilised as an alternative road connection.

DPO Site 5

This site is perhaps the most complex of the three given the shape of the land parcels and the access constraints. The plan provides access opportunities via Irrewillipe Road, connecting through pedestrian links in DPO Sites 4 and 3 to the open space. There is also extra connectivity through to Hart Street via an extension of Ricstan Court into the site. This plan generates the highest number of lots between the three DPO sites, even though it is the smallest DPO Site in area.

It is noted that the second access point to Irrewillipe Road comes from outside the DPO Site 5 boundary, however the lot in question is owned by the landholder of an adjoining property in the DP area who noted that the lot was purchased to provide access to future development. The plan has also been prepared having regard to the intended cooperation of landholders in the eastern part of the DP area.

Conclusion

The draft Development Plans have been prepared to provide a basis for coordinated and holistic decision making by Council. Preliminary community feedback has been factored into preparation of the plans (from the two community consultation sessions), where considered appropriate and feasible. While some landholders have identified that they do not intend to develop, it is emphasised that a DP does not compel them to do so. Instead, the DP provides clarity to landholders and the community about intended development outcomes, should they chose to develop in the future.

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Planning and Environment Act 1987

Panel Report pursuant to Section 25 of the Act

Colac Otway Planning Scheme Amendment C76

Birregurra Structure Plan

A handwritten signature in blue ink, appearing to read 'Cathie McRobert'.

Cathie McRobert, Chair

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List of Abbreviations

| | |
|--------------------------------------|--|
| C1Z | Commercial 1 Zone |
| DDO | Design and Development Overlay |
| DTPLI | Department of Transport, Planning and Local Infrastructure |
| FZ | Farming Zone |
| IN1Z | Industrial 1 Zone |
| LDRZ | Low Density Residential Zone |
| LPPF | Local Planning Policy Framework |
| LSIO | Land Subject to Inundation Overlay |
| MSS | Municipal Strategic Statement |
| PPRZ | Public Park and Recreation Zone |
| PUZ | Public Use Zone |
| RLZ | Rural Living Zone |
| The Neighbourhood
Character Study | <i>Birregurra Neighbourhood Character Study 2012</i> |
| The Structure Plan | <i>Birregurra Structure Plan 2013</i> |
| TZ | Township Zone |
| VPO | Vegetation Protection Overlay |

Amendment Summary

| | |
|-----------------------------|---|
| The Amendment | Colac Otway Planning Scheme Amendment C76 |
| Purpose of Amendment | <p>To implement the Birregurra Structure Plan 2013 (the Structure Plan) and the Birregurra Neighbourhood Character Study 2012 (the Neighbourhood Character Study) by:</p> <ul style="list-style-type: none"> Amending Clause 21.03-4 (Birregurra) of the Municipal Strategic Statement (MSS) to refer to the recommendations of these documents Rezoning the following land in Birregurra: <ul style="list-style-type: none"> The commercial core of the town centre on Main Street from Township Zone (TZ) to the Commercial 1 Zone (C1Z) 28-36 Main Street from TZ to Public Park and Recreation Zone (PPRZ) Non-railway land at 450 Birregurra Road from the Public Use Zone (PUZ) to Farming Zone (FZ) Non-railway land at 454 Birregurra Road from PUZ to Industrial 1 Zone (IN1Z) 445 Birregurra Road, in the northern industrial node, from FZ to IN1Z 462 Birregurra Road from PUZ4 to PUZ 1 40 Birregurra-Yeodene Road from FZ to Low Density Residential Zone (LDRZ) Inserting new Schedules 11, 12, 13, 14, 15 and 16 to the Design and Development Overlay (DDO) Inserting a new Schedule 3 to the Vegetation Protection Overlay (VPO) Updating Clause 21.07 (Reference Documents) to delete the Birregurra Township Masterplan 2003 and insert the Neighbourhood Character Study, the Structure Plan and the 'Birregurra and Forrest Community Infrastructure Plans 2012' Setting out further strategic work to implement the Structure Plan in Clause 21.06 |
| The Proponent | Colac Otway Shire |
| Planning Authority | Colac Otway Shire |
| Exhibition | 23 October to 13 December 2013 |
| Submissions | <p>Seven submissions were received. They comprised:</p> <ul style="list-style-type: none"> Three submissions, which raised no objection to the Amendment from, Barwon Water, the Environment Protection Authority and the Corangamite Catchment Management Authority Four submissions which sought changes to the amendment from: <ul style="list-style-type: none"> Ron Bishop and Melanie Hall Emilie Davine Peter and Jill Falkiner Anne Albiston and Ken Leehane |

Panel Process

| | |
|----------------------------|---|
| The Panel | Cathie McRobert, Chair |
| Directions Hearing | 24 February 2014 at Colac |
| Panel Hearing | Thursday 3 April 2014 at Colac |
| Site Inspections | 24 February and 1 April 2014 |
| Appearances | <ul style="list-style-type: none">• Colac Otway Shire Council represented by Gemma Browning of Colac Otway Shire who called planning evidence from David Barnes of Hansen Partnership• Ron Bishop and Melanie Hall• Peter and Jill Falkiner represented by Tufan Chakir• Emilie Davine |
| Date of this Report | 23 April 2014 |

Overall Conclusions and Recommendations

Overall Conclusions

The Panel's review of the Neighbourhood Character Study, the Structure Plan and the associated background reports confirms that a rigorous approach was adopted to the analysis undertaken. The Amendment is also underpinned by an extensive community engagement process that contributes to the credibility of the Amendment provisions.

The Structure Plan aims to accommodate growth through infill development of the substantial supply of zoned land within the town, while the proposed neighbourhood character provisions aim to ensure that the character of Birregurra is protected. The Panel considers these strategic directions are sound. Monitoring of development has been foreshadowed and the planning framework for the town can be revisited if planning objectives are not being realised. The Panel considers the identification in the planning scheme of investigation areas for future growth would inappropriately raise expectations that and pressure for expansion of the town. There was a consensus view that land in the north west of the town provides the most logical direction for growth if expansion of the town is supported in the future and retention of this land in Farm Zone for preserves that option.

The Bowden Street - Lumeah Road land is clearly inappropriate for rezoning to facilitate subdivision for residential development. However, the Panel agrees with submissions and evidence that a proposal to develop a house on the existing lot (and perhaps the lot to the south) could have merit. A proposal to rezone the land would require notice to those who may be affected. Rather than delay Amendment C76, the landowner could initiate a separate Amendment. Alternatively, the merits of a particular proposal could be evaluated under the existing Farm Zone through the planning permit process.

The Panel has some reservations about the south western end of the future linear open space corridor and considers its status should be qualified as a 'potential' link on the Framework Plan.

The Panel has also recommended a number of revisions to the proposed schedules to the Design and Development Overlay. These changes are not intended to change the purpose of the overlays but recognise that some large exotic trees contribute to the character in the south of the town and provide an additional level of flexibility regarding lot sizes through an averaging option that maintains the overall density of development.

Consolidated Recommendations

Based on the reasons set out in this Report, the Panel recommends that Colac Otway Planning Scheme Amendment C76 should be adopted, as exhibited, subject to the following recommendations:

- 1. Revise the schedules to the DDO as shown in the documents circulated by Council on 4 April 2014, with the additional changes identified in the subsequent recommendations.**
- 2. Revise Schedule 3 to the VPO Clause 3.0 Permit requirement as follows:**

A permit is required to remove, destroy or lop any native vegetation.

3. In Clause 21.03-4:
 - a) Refer to the south-west to north-east open space corridor as a '*potential future opens space link*' on the Framework Plan.
 - b) Revise the related strategy relating to the linear public open space corridor as follows:

~~As infill development/subdivision occurs require~~ *Investigate the potential public open space corridor to be provided along the unnamed waterway running south-west to north-east through the middle of the town and the development of a linear shared pedestrian /cycle path connecting to parkland adjoining the Barwon River.*
4. Revise the subdivision provisions in DDO11, DDO13 and DDO14, to the following effect:

The minimum lot size for residential lots:

 - *Is 1,000 square metres, with an allowance for a maximum of 10% discretion if warranted by specific site circumstances.*
5. In DDO11 and DDO13 include the following additional points:
 - *May be reduced to 500 (600 for DDO13) square metres where:*
 - *A multi-dwelling development application has been permitted;*
 - *A combined subdivision and development proposal on the land is approved; or*
 - *The average size of lots in the subdivision is 1000 square metres.*

In the event a permit allows the creation of lots of less than 1000square metres, conditions will be imposed to prevent further subdivision of the lots and to ensure that the development is carried out solely in accordance with the endorsed plans unless otherwise approved by the Responsible Authority.
6. Revise the subdivision provisions in DDO12 to the following effect:

The minimum lot size for residential lots:

 - *Is 700 square metres, with an allowance for a maximum of 10% discretion if warranted by specific site circumstances.*
 - *May be reduced to 500 square metres where:*
 - *a multi-dwelling development application has been permitted*
 - *a combined subdivision and development proposal on the land is approved*

In the event a permit allows the creation of lots of less than 700 square metres, conditions will be imposed to prevent further subdivision of the lots and to ensure that the development is carried out solely in accordance with the endorsed plans unless otherwise approved by the Responsible Authority.
7. Delete the following design objective from DDO12:

To discourage multi-dwelling development on corner allotments that, are not of suitable dimension to accommodate multiple dwellings, whilst also providing appropriate setbacks and driveway access.

1 Introduction

The introduction of the Birregurra Structure Plan and neighbourhood character provisions in the planning scheme through Amendment C76 is the outcome of an extended period of analysis and consultation with the Birregurra community. This extended gestation period has resulted in no objecting submissions to the proposed rezonings, built form provisions in DDOs or the introduction of a VPO. The focus of this report is on the issues raised in the three objecting submissions which:

- Expressed concern about the effect of according priority to infill development on the character of the Birregurra
- Sought identification of a potential area for urban expansion
- Sought rezoning for residential purposes of land on the corner of Bowden Street and Lumeah Road, which is outside the town boundary
- Questioned the effect of the open space corridor shown on the Structure plan.

The Panel also queried a number of specific provisions of the proposed schedules to the DDO.

1.1 The Amendment

Amendment C76 proposes changes to the MSS, rezonings and the introduction of DDOs and a VPO to implement the Structure Plan and Neighbourhood Character Study. The various components of the Amendment are briefly described below.

Proposed rezonings

Rezoning of the town centre on Main Street from TZ to C1Z is proposed to secure longer term options for retail and commercial uses in the town's commercial core.

Rezoning of the following land is proposed to recognise existing uses:

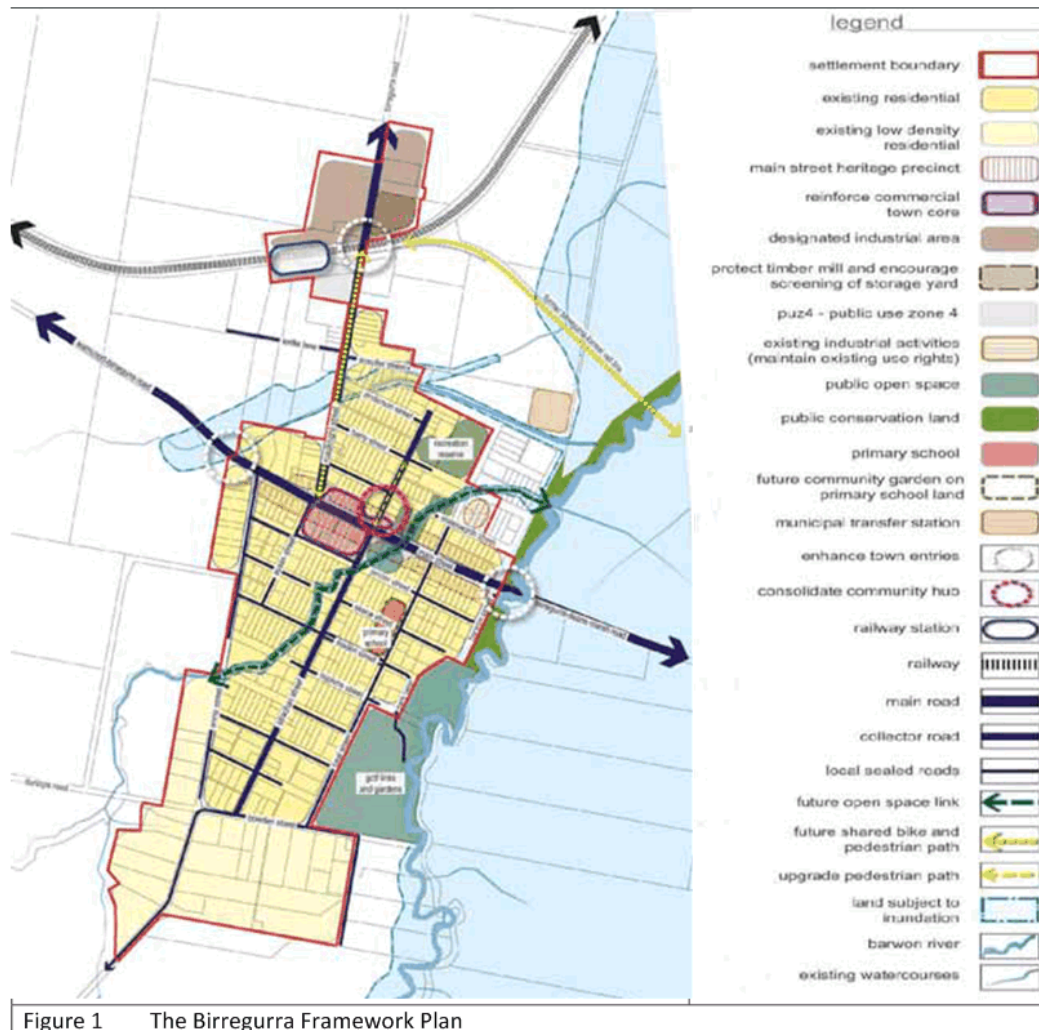
- 28-36 Main Street from TZ to PPRZ
- non-railway land at 450 and 454 Birregurra Road from PUZ to FZ and IN1Z respectively
- 445 Birregurra Road, in the northern industrial node, from FZ to IN1Z
- 462 Birregurra Road from PUZ4 to PUZ 1
- 40 Birregurra-Yeodene Road from FZ to LDRZ

These rezoning were not contentious and are not addressed further in this report.

Changes to the MSS

Clause 21.03-4 of the MSS is substantially updated to articulate the key elements of the Structure Plan and Neighbourhood Character Study and includes the Framework Plan (Figure 1 below). These provisions are directed at managing modest growth and development to retain Birregurra's rural township character; protecting its heritage values; and encouraging consolidation of commercial uses in the Main Street core of the town centre and tourism opportunities in the township. Growth is to be accommodated through sensitive infill development without the extension of the existing township boundary.

Clause 21.07 updates the reference documents and Clause 21.06 (General Implementation) identifies the zones and overlays to be applied. Clause 21.06 also indicates under 'Undertaking further strategic work': 'Monitor the rate of infill development in Birregurra to make sure that the substantial infill development opportunities that exist are being realised.'



The proposed VPO

The proposed VPO3 requires a permit to remove, destroy or lop native vegetation in the hilly southern half of the town. The controls focus on larger native canopy trees on private property which the Neighbourhood Character Study found contribute to the rural township character of this area and Birregurra. In addition to the generic exemptions from permit requirements under the VPO, schedule 3 also limits the permit requirement to native vegetation and provides exemptions from permit requirements for:

- Vegetation which is less than 5m high and has a single trunk circumference of less than 0.5m at a height of 1m above ground level
- Pruning to maintain or improve its health or appearance
- Prevention of damage to works when damage to a pipeline, electricity or telephone transmission line, cable or other service has occurred or is likely to occur.

Although there were no objections to the introduction of VPO3, the Panel queried why the VPO only related to native vegetation, as the loss of large exotic trees could also have an adverse effect on the character of Birregurra.

Mr Barnes and Council responded that the Neighbourhood Character Study identified the native canopy trees on private property as the vegetation that contributes significantly to the rural township character of the hilly southern half of the town.

Whilst the Panel agrees that native vegetation is the predominant component of the treed canopy that VPO3 seeks to protect and enhance, inspections of Birregurra indicated there are large exotic trees that also make a contribution to the treed character of the area and there should be the opportunity to evaluate the implications of their removal. The Panel considers VPO3 controls, with the exhibited exemptions, should extend to large trees generally and should not be restricted to native vegetation.

Panel recommendation

1. **Revise Schedule 3 to the VPO Clause 3.0 Permit requirement as follows:**

A permit is required to remove, destroy or lop any ~~native~~ vegetation.

The proposed DDOs

Amendment C76 proposes to introduce six DDOs over town precincts to encourage development that reinforces the preferred character. The DDOs introduce a greater level of control in relation to neighbourhood character considerations such as building setbacks, site coverage and building height. A permit is not required under the DDOs where the specified design standards are met.

The following table from Mr Barnes evidence presents the design standards in DDOs 11-15.

| | DD011 | DD015 | DD012 | DD013 | DD014 |
|------------------------------|---|---------------------------------------|--|--|---|
| | Character Area A | | Character Area B | | Character Area D |
| | Single dwelling, multi-dwelling development etc | Commercial buildings | Single dwelling, outbuildings etc | Multi-dwelling development | Single dwelling, outbuildings etc |
| Street setback | Standard A3 B6 or 3m, whichever the greater | 0m | Standard A3 or 6m, whichever the greater | Standard B6 or 6m, whichever the greater | Standard A3 or 9m, whichever the greater |
| Side setbacks | 1.5m (garages to boundary permitted) | 0m | 1.5m (garages to boundary permitted) | 1.5m (garages to boundary permitted) | 3m (can be reduced to 1.5m one side only) |
| Rear boundary setback (min.) | 15m (varied to 5m for multi-dwellings) | 2m (refer to report for note) | 10m | 5m (also to internal boundaries) | 5m |
| Site coverage (max.) | 30% (varied to 40% for multi-dwellings) | 80% | 40% | 50% | 40% |
| Permeability (min.) | 50% (varied to 40% for multi-dwellings) | 10% | 40% | 30% | 40% |
| Building height (max.) | 5.5m (single storey) | 5.5m (single storey) | 7.5m | 7.5m | 7.5m |
| Front fencing | Max. 1.2m high and visually permeable | Max. 1.2m high and visually permeable | Max. 1.2m high and visually permeable | Max. 1.2m high and visually permeable | Max. 1.2m high and visually permeable |
| Side / rear fencing | Max. 1.8m high with tapered side fence | If any, maximum 1.8m high | Max. 1.8m high with tapered side fence | Maximum 1.8m high | Max. 1.8m high (fencing toward of dwelling must be permeable) |
| Minimum lot size | 1,000m ² (varied to 500m ² for multi-dwellings) | 500m ² (discretionary) | 700m ² | 500m ² (refer to report for note) | 1,000m ² |

Table 1 Summary of DDO's 11-15 Design Standards
(Source: Barnes Evidence statement)

These DDOs provide for a gradation in the intensity of development, with larger lots and more space around buildings as distance increases from the Main Street. To the north of the Main Street the density and built form provisions provide greater scope for development than to the south where a lower density character with more canopy trees is established. Maximum building heights are 7.5 metres (except for single storey/5.5 metre height along the Main Street). Lot sizes in the commercial area and for multi-unit development to the north are 500sqm and 600sqm in the precincts to the south of the Main Street. In the southern most precinct a 1000sqm minimum subdivision size is prescribed without provision for multi-unit development.

DDO16 relates to the industrial area. It aims to achieve development that complements the town through performance standards relating to matters such as low scale buildings, generous building setbacks and landscaping, attractive public façades, fence treatments, screening of service areas, car park design and discreet signage.

1.2 Background

The recent sewerage of Birregurra provides the opportunity for considerable subdivision and development of large existing lots (in the order of 2,000 to 3,000 sqm) within the TZ that applies throughout the town. The appeal of Birregurra as a residential location is also expected to be enhanced by the duplication of the Princes Highway; improved rail services; and coastal development pressures spreading inland to small rural towns.

Council and the community were concerned that in the absence of appropriate planning policies and controls, the character of the town could change considerably.

A draft structure plan prepared by CPG in 2010 (the 2010 Plan) promoted infill development but also identified an area for potential expansion to the north-west side of town, which was to be assessed against set criteria prior to consideration for development. Council responded to the high level of community concern about the prospect of the expansion of the town's urban boundary foreshadowed in the 2010 Plan by:

- Establishing a community reference group
- Preparing a neighbourhood character study to, among other things, identify the degree to which existing lots within Birregurra could be further subdivided and developed, whilst retaining the character of the town
- Preparing a structure plan that would use the information derived from the Neighbourhood Character Study to determine, amongst other things, whether or not the urban boundary of Birregurra should be expanded.

The Colac Otway Rural Living Strategy (adopted by Council in December 2011) provided a framework to guide the management of rural living land and rural settlements throughout the Shire. It stated that, given the level of existing infrastructure and lack of environmental constraints, Birregurra is one of the few settlements in the Shire which has the ability to accommodate future growth. The Rural Living Strategy earmarked the Structure Plan that was underway to provide detailed planning recommendations for Birregurra.

2 The Issues

This report deals with the following key issues raised by submitters:

- Does the Amendment have a sound strategic Basis?
- Will prioritising infill development have a detrimental impact on township character?
- Should areas for urban expansion be identified?
- Should 1 Bowden Street be rezoned for residential purposes?
- Is the Structure Plan identification of the linear open space corridor appropriate?

It also addresses other matters raised by the Panel relating to provisions of the DDOs and VPO3.

While the Corangamite Catchment Management System did not object to the Amendment, it noted that:

- current information pertaining to the extent of flooding along both the Barwon River and its tributaries at this location is considered to be of low-moderate reliability
- A hydraulic assessment determining the nature of flooding should be completed prior to any further residential rezoning.

As rezoning of land is not proposed or foreshadowed by Amendment C76, this issue is noted for consideration in relevant future strategic planning work or planning decisions but is not addressed further in this report.

The Panel considered all written submissions, as well as submissions presented to it during the Hearing. In addressing the issues raised in submissions, the Panel has been assisted by the comprehensive information provided to it, as well as its observations from inspections of Birregurra and the sites referred to in submissions.

2.1 Does the Amendment have a sound strategic basis?

In addition to existing State and local planning policy in the Colac Otway Planning Scheme, the two key documents providing strategic justification for the Amendment are:

- The Neighbourhood Character Study
- The Structure Plan.

2.1.1 The issues

Submissions by Mr Chakir on behalf of the Falkiners did not take issue with the residential character analysis and outcomes, or the more general aspects of the Structure Plan. However, the submission expressed concern about the strategic basis for the Amendment, its treatment of land outside the existing settlement boundary and the 'wait and see' approach to forward planning of the township:

- 1.7. Despite telling us that a purpose (of the Structure Plan) is to guide land-use and development over the next twenty years and provide long-term vision and the guide major changes, the structure plan focuses only on existing settlement boundaries and is limited to land within the Township and Low Density Residential Zones.*

- 1.8. *How then can a forward planning document which does not contemplate the edges to existing zone boundaries, or anticipate changes over the next twenty years to those edges or to non-urban land use beyond existing boundaries, be taken seriously as an important strategic planning document?*

The difficulty in using historic trends and the uncertainty of the rate of infill development that will occur in the future were acknowledged but the submission challenged the Structure Plan working paper reliance on significantly low sales of vacant land in the recent past (back to 2008) to establish a development pattern and anticipate growth. It argued historic trends (average annual demand for around 4 to 5 new dwellings per year) does not necessarily provide a reliable measure of standard residential lot demand. Mr Chakir pointed to the median house price outstripping the median house price in Colac as indicating the demand for property in Birregurra is strong and property has been tightly held. He submitted:

The authors of the structure plan assume that because land may be further subdivided this will occur. Then, based on historical data for an unsewered township and low development rates and assumption is made about the nature and intensity of infill development that will occur over the foreseeable future.

- 1.20. *There are a number of difficulties with this approach*
- 1.21. *The pre-existing rate of infill development may be low due to a number of factors and not necessarily be a consequence of a lack of sewer.*
- 1.22. *Such factors could well include lifestyle considerations and the attraction of residents enjoying a semi rural setting with larger allotments over a suburban density alternative.*
- 1.23. *The structure plan suggests a more suburban development profile (albeit on larger allotments than in a conventional suburban area)*
- 1.24. *The so-called lifestyle factor could well be one of the significant reasons for some local opposition to the expansion of the township.*

Mr Barnes' evidence and Council's submission emphasised the extensive analysis underpinning the Amendment and the strategic decision to focus on providing for growth in the town thorough infill development, with monitoring to determine the effectiveness of this strategy.

Council also emphasised the very extensive community engagement process that underpinned these studies. In addition to the establishment of a community reference group, the process included:

- Initial community consultation at the commencement of the Neighbourhood Character Study which utilised a community bulletin and mail out with 'feedback forms', an on-line survey and a Saturday drop-in session at Main Street, Birregurra
- A public workshop in November 2011 following the release of the Birregurra Neighbourhood Character Study Issues Analysis Paper and another opportunity was given for the community to submit written feedback

- A six week public consultation with another Saturday drop-in session and opportunities for written submissions before adoption of the Neighbourhood Character Study in June 2012.
- A public meeting in October 2012 at which Hansen Partnership and Council officers explained aspects of the document to be rewritten and methodologies used to update previous data.
- A six week public consultation during March/April 2013 which included a mail out and a drop-in session on a Saturday morning.
- Formal public exhibition of Amendment C76 for seven weeks from October to December 2013. An additional public meeting was held to explain how the recommendations from the two studies were integrated into the Amendment.

2.1.2 Discussion

The Panel's evaluation of the strategic justification for the Amendment considers the Amendment's consistency with planning policy. It then turns to whether the Neighbourhood Character Study and the Structure Plan establish a sound basis for the Amendment.

Consistency with State, regional and local planning policy

The Panel agrees with Council that the following clauses in the State and local planning policy frameworks establish broad support for the Amendment:

- **Clause 11 Settlement:** It is State policy (Clause 11.02-1) to ensure an ongoing supply of land for the range of urban purposes. The State Planning Policy Framework directs planning to ensure that sufficient residential land, on a municipal rather than a town-by-town basis, is available to meet forecast demand based on projected population growth over at least a 15 year period; and to provide clear direction on locations where growth should occur. Factors identified for consideration when planning for urban growth include:

Opportunities for the consolidation, redevelopment and intensification of existing urban areas.

Neighbourhood character and landscape considerations.

The limits of land capability and natural hazards and environmental quality.

Service limitations and the costs of providing infrastructure.

Planning principles and strategies in Clause 11.05-4 indicates that urban growth is to be directed into the major regional cities¹ and growth is supported in 15 regional centres², including Colac.

The Panel agrees with Council that Amendment C76 anticipates and responds to the needs of existing and future communities by providing orderly planning in accordance with the Birregurra Structure Plan 2013.

¹ Geelong, Ballarat, Bendigo and the Moe, Morwell and Traralgon cluster.

² Ararat, Bairnsdale, Benalla, Colac, Echuca, Hamilton, Horsham, Mildura, Portland, Sale, Shepparton, Swan Hill, Wangaratta, Warrnambool and Wodonga.

- **Clause 12.04-2 Landscapes:** The Amendment recognises the natural landscape for its aesthetic value and applies controls to ensure the landscape value is considered in future development proposals.
- **Clause 15 Built Environment and Heritage:** The proposed changes to the MSS and the new schedules to the DDO identify and respect Birregurra's sense of place, cultural identity and historic built form.
- **Clause 16 Housing:** The amendment enables the delivery of a range of housing choice, lot sizes and densities at a level appropriate to a rural town. The amendment encourages infill housing development that is supported by existing infrastructure and will provide for the needs of the diverse community, including aged care.
- **Clauses 21.03-7 (Smaller Townships), 21.03-4 (Birregurra), 21.04-8 (Landscape Character) and 21.05-4 (Tourism):** The Amendment is consistent with local policy to:
 - Encourage infill development that directs growth 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
 - Facilitate development in Birregurra whilst strengthening the quality of Birregurra as an attractive residential and commercial environment
 - Protect the rural character of views and outlooks, particularly from main entrances to Birregurra
 - Encourage growth in tourism and protect key environmental and visual features that contribute to the visitor appeal of the area.

In addition, the Panel notes that the G21 Regional Growth Plan (approved in 2013) reaffirms expectations that Colac will grow to fulfil its role as a regional centre and reinforces the expectation of modest growth in Birregurra. It also identifies important housing lifestyle options and niche tourism activity provided in Birregurra.

2.1.3 The Neighbourhood Character Study and the Structure Plan

The Panel was provided with the extensive background documentation underpinning these studies. It included the *Birregurra Neighbourhood Character Study Issues Analysis Paper September 2011* and the *Birregurra Structure Plan Background Report May 2013* which were prepared by Hansen Partnership Pty Ltd.

The Neighbourhood Character Study

The Council submission highlighted that the Amendment is consistent with the former Practice Note 28 '*Using the Neighbourhood Character Provisions in Planning Schemes*' and Practice Note 43 '*Understanding Neighbourhood Character*'.

Mr Barnes described the main purpose of the Neighbourhood Character Study as identifying what size existing residential lots in the TZ³ should be subdivided into, and what form of residential development should occur, to retain the character of Birregurra.

³ LDRZ land to the south of town was identified as a fifth precinct. However, as the LDRZ contains its own development restrictions, the main emphasis of the Neighbourhood Character Study was on TZ land.

The analysis in the *Birregurra Neighbourhood Character Study Issues Analysis Paper* September 2011 provided the basis for the Neighbourhood Character Study. It addressed the planning framework; relevant background strategic work⁴; physical characteristics that included the geographic landscape, lot size, development potential, housing styles, site dwelling layouts, street characteristics, visual assessment of town entries.

Four relatively distinct existing character areas in the TZ⁵ were identified (shown in Figure 2), which generally translated to future character areas⁶ (shown in Figure 3).



The character areas within the TZ comprised:

- **Area 1: Main Street**, which is the central hub and spine of Birregurra, has commercial as well as residential properties, and has strong heritage qualities.
- **Area 2: Residential areas to the north of Main Street**. This area is generally flatter and has a higher concentration of smaller allotments compared to other parts of the town, a

⁴ Such as the *Draft Birregurra Structure Plan*, *The Draft Colac Otway Public Open Space Strategy 2011*, *Infrastructure Design Manual 2010*, *Birregurra Township Master Plan 2003*, *Colac Otway Heritage Study 2003*, *Great Ocean Road Region Landscape Assessment Study 2003*, *Draft Community Infrastructure Plan 2011*.

⁵ Area 5/E relates to land zoned Low Density Residential, which is not affected by specific Amendment provisions such as DDOs.

⁶ Preferred character areas 'A', 'B' and 'C' have slightly different boundaries than the corresponding existing character areas. The revisions responded to township entries as they are some of the most visible areas of the town and provide the first impression to visitors. For example, it was considered that if these were applied to the properties fronting Birregurra Road in particular, there is greater likelihood of visual impact from new inappropriate development on the northern entry into town.

greater mix of dwelling types, dwellings that are more closely spaced and more prominent in the streetscape, and has a lesser presence of native vegetation.

- **Area 3: Residential areas to the south of the Main Street**, which has a distinctly different character to the north side of Main Street as the more informal streets and larger lot sizes result in a more traditional rural township feel. The vegetation cover noticeably contributes to the character of the area, along with a generally greater separation between buildings compared to the northern side of town.
- **Area 4: Southern rise**, which is characterised by an undulating landscape rising towards Bowden Street. The hilly landscape provides the opportunity for panoramic views across the distant farmland and hills to the north, east and west. The area is similar in character to the area immediately to the south of Main Street, but with some larger allotments on the hill and several unmade or incomplete roads. There is more sporadic development and a greater sense of informality.

For each character area the study provided:

- a description of the existing and preferred character of the area
- objectives
- design guidelines, and
- a series of possible site layout diagrams.

These provisions were designed to achieve a progressively less intense subdivision and built form as the distance increases from the Main Street.

Mr Barnes noted that:

- Preferred Character Area 'A', which relates to Main Street, was designed to provide guidelines for commercial buildings in the strip, roughly between Austin and Strachan Street, where:
 - existing commercial buildings (many of them heritage listed) are in most cases built directly to the street edge and have a high site coverage.
 - the opportunity exists for new housing, particularly to the eastern and western ends. The eastern and western ends of Main Street were identified as 'transitional precincts' as commercial development was considered unlikely in the immediate future. The Structure Plan and the Amendment advance this proposition and propose rezoning of the commercial core of Main Street to C1Z while maintaining the balance of the street in TZ.
- Preferred Character Area 'B' contains some of the least restrictive controls (i.e. minimum lot size, setbacks).
- Multi dwelling development is not supported in Preferred Character Area 'D' and a lesser intensity of built form is encouraged in recognition of the area's distance from the town centre; undulating topography; informal semi-rural impression; landscape cover; and larger lot sizes.

2.1.4 The Structure Plan

The Structure Plan built on the recommendations of the Neighbourhood Character Study and drew on the further analysis in the *Birregurra Structure Plan Background Report May 2013* prepared by Hansen Partnership Pty Ltd. This document addressed: planning policies, zones and overlays; the existing demographic profile; residential land supply and demand,

the economic profile; character and heritage; landscape & natural environment; transport and access; community infrastructure; physical infrastructure and services; and feedback from community engagement. The appendices to this report identified each lot that was vacant, developed, or excluded due to attributes such as constraints or ownership. Mr Barnes commented:

The Structure Plan included a detailed assessment of how many lots and new dwellings could potentially be created within the existing urban area of Birregurra, if the guidelines provided in the Neighbourhood Character Study were implemented. It balanced that information with estimates of the demand for new housing in Birregurra, to form a view about whether or not it was necessary or appropriate to expand the urban boundaries of the town.

The Structure Plan adopted a clear strategic direction to retain the existing urban boundary of Birregurra and to encourage infill development and re-subdivision of existing lots within the existing Township Zone (See Figure 1).

2.1.5 Discussion

The Panel's review of the Neighbourhood Character Study, the Structure Plan and the associated background reports confirms that a rigorous approach was adopted to the analysis undertaken.

Demand/supply assessments always rely on assumptions and the transparency of the analysis enabled the questioning of the analysis by Mr Chakir and its evaluation by the Panel.

The Panel is satisfied that the land supply assessment used the best available mapping and the detailed assessment was on a lot by lot basis. The Panel acknowledges submissions that land in Birregurra is tightly held and people who have chosen to live or holiday in Birregurra to enjoy its rural character may be less likely to pursue development of potential infill opportunities. In recognition of the reality that development will not occur on all lots that present theoretical opportunities, the assumptions applied only identified further development potential for 20% of lots with dwellings and only 75% of vacant lots. The analysis quite appropriately drew on historic rates of development and also reviewed the experience after sewerage elsewhere to gain insights about the possible effect on rates of development. Alternative scenarios explicitly addressed very substantially higher rates of development than indicated by development trends in the past.

The Panel considers the assumptions adopted in relation to the identification of land that has development potential were conservative. If the proposed monitoring of development in Birregurra indicates that the anticipated level of infill development is not occurring, review of the Structure Plan can revisit the issues of, firstly, whether demand should be accommodated and, secondly, whether development should be contained within the existing town boundary.

There is no doubt that the Council has exceeded the usual level of community consultation and provided many opportunities for those in the community to express their views. This scrutiny adds credibility to both the inputs to the studies and the provisions proposed in the Amendment. The exhibition process has not resulted in any objections relating to the implementation of the Neighbourhood Character Study recommendations or the associated

VPO3 and DDOs. Given Council's significant efforts to engage this quite small community, the Panel sees this absence of objections more indicative of a higher level of endorsement of the objectives to be pursued in Birregurra than may otherwise be inferred from an absence of objection.

2.2 Will prioritising infill development have a detrimental impact on township character?

2.2.1 The issue

One written submission expressed concern that infill development may undermine the character of Birregurra but did not indicate specific concerns or whether concerns related to potential threats to particular areas or attributes. It stated:

Although we understand Birregurra has great potential for infill development, we believe encouragement of or an emphasis on subdividing existing lots will have a detrimental effect on the character of the township. Although this may make sense for elderly people, creating a vibrant community comes from attracting young families to the area. Their requirements are space for children to play, gardens, livestock and/or privacy. Attracting people to Birregurra will come from maintaining its informality and space and high density housing has the potential to increase tensions, such as noise issues, etc. which seems unnecessary in the current environment.

We do not see the character of town being 'urban' apart from the Main Street shopping strip. We applaud the report encouraging walking and cycling, discouraging concrete footpaths, and we would like to see gravel roads maintained rather than a rush to bitumen. These are part of the town heritage and appeal.

2.2.2 Discussion

The Panel considers the much more comprehensive planning framework provided by Amendment C76, provides a greater assurance that appropriate development would result than under the current framework. In particular, the DDOs limit the scale of development, require generous sized lots and ensure space is maintained for gardens and canopy trees. In addition, VPO3 introduces a permit requirement to remove large native trees and this will enable consideration of the impact of the loss of trees on the character of that part of Birregurra.

2.3 Should areas for urban expansion be identified?

2.3.1 The issue

The Falkiner and Davine submissions oppose the retention of the existing town boundary and the absence of any new residential rezoning or identification of land for growth. As land is tightly held in Birregurra, it was submitted that the likely uptake of infill is overstated and the absence of any provision for expansion of the town in the Structure Plan fails to adequately forward plan for the next 15 years. The submissions argued that review after monitoring of development rates is a 'wait and see' or 'do nothing' position that represents

'a virtual quarantining of the township for the next 10 to 20 years, despite the other factors mentioned, simply because historically development rates have been low.' Mr Chakir highlighted the time taken to get to the current stage of Amendment C76 and the protracted process that would apply to achieve a rezoning of land if monitoring of the rate of infill development over the next 3 to 5 years indicates rates are not as anticipated, or there is further demand:

1.15. If we contemplate such a review being likely and then after being funded, and then undertaken, we are looking at perhaps an 8 to 10 year period of no further action, or change to the township and urban boundaries.

The submissions relate to an area of FZ land to the immediate north west of the existing township (see Figure 4). The land is partially within, and adjacent to, an area earmarked in the Structure Plan (but not the Amendment) as a future long term investigation area. It was emphasised that the land was identified as the preferred potential growth area in the 2010 draft Structure Plan and the current Structure Plan working paper (dated December 2012).

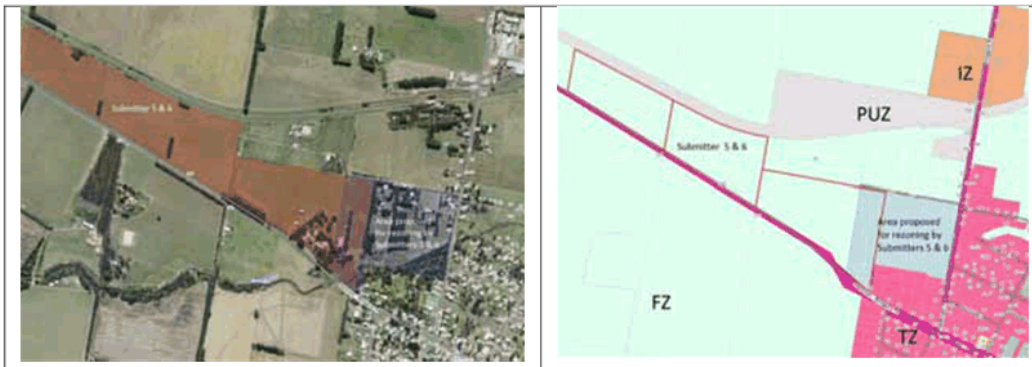


Figure 4 Submitters 5 and 6 site and zoning

While rezoning is not sought now, the submitters did not want the door to be closed on the opportunity for appropriate greenfield development, after proper investigations. Mr Chakir submitted that the planning framework should establish a reasonable expectation that, should investigations reveal that further expansion or development to the north west is warranted, there would be serious consideration given to such an option. This would provide the confidence to invest in investigations.

Mr Chakir highlighted that the *Review of Urban Expansion Investigation Area - December 2012* identified the north-west as the preferred first area for expansion of the town due to positive characteristics, which included:

- *This area was contained to avoid extension into the existing olive operation to the west.*
- *Located within walking distance of Main Street, train station and existing residential areas.*
- *Land represents a logical urban extension to Birregurra.*
- *Land is generally cleared apart from perimeter planting (particularly in the south).*
- *Land is not constrained by any overlays.*

Mr Chakir added that the land in question: is outside the 500 metre Clause 52.10 separation distances for the sawmill; is not viable farming areas and will not impact on farming in any meaningful way; is already largely developed and is in small blocks (around 2ha) and the part on the western end is part of a holding of less than 30ha; and is a convenient walking distance to the township centre.

Mr Barnes commented:

22. *The issue of expansion of the urban boundary was always the key issue in the preparation of the Structure Plan, particularly to the community. Accordingly, possible future urban expansion areas were identified and investigated as part of that study. However, given the very significant number of new lots that could potentially be created within the existing urban boundary, and the strong desire of the community of Birregurra to avoid urban expansion, the key policy outcome of the 2013 Structure Plan was to utilise the opportunity provided by sewerage the town, to contain and consolidate development within the existing urban boundary.*

Mr Barnes acknowledged that, if expansion of the town occurs in the future, the land to the west of Roadnight Street would be the preferred direction for growth. However, he did not support new urban development along the rural approach from the west as the character of that approach should be maintained.

With regard to concerns expressed by Mr Chakir regarding the retention of the subject land in the FZ, Mr Barnes and Council considered that this is the appropriate mechanism to preserve the option of future urban expansion.

2.3.2 Discussion

The Panel agrees with Council and Mr Barnes that a strategy based on infill development is a legitimate strategic choice for Birregurra. Inspections confirmed that the extensive supply of vacant land and the scope for a level of intensification on the very large lots (commonly 2,000-3000 sqm) in Birregurra present significant opportunities for infill development.

The Panel notes the low historic rates of development in Birregurra (4-5 dwellings per year), the uncertainty surrounding the level of demand that will be expressed as a result of sewerage of the town and duplication of the highway; and the absence of a policy or strategic imperative to accommodate significant growth in Birregurra. In these circumstances, it is reasonable to 'wait and see' whether the Structure Plan objectives are realised by the framework proposed in Amendment C87, while preserving options for urban expansion by retaining the land in the FZ. If monitoring and review indicate the focus on infill development is ineffective in achieving planning objectives for the town, the strategy can be revisited. The Panel does not consider that delay in a rezoning for urban expansion would be critical to the future of Birregurra or the wider region.

The Panel does not support the identification of areas for investigation in the planning scheme. Submissions from Mr Chakir confirmed that this would raise expectations and pressure to advance rezoning proposals which do not align with the strategies for Birregurra.

2.4 Should 1 Bowden Street be rezoned for residential purposes?

2.4.1 The issue

The Bishop/Hall sought rezoning of their land at 1 Bowden Street (corner of Lumeah Road) for residential purposes. The land has a steep gradient to the east down to the floodplain, comprises two separate lots and there is currently only one existing dwelling. The submission emphasised that the land has no practical agricultural capability, which was confirmed by a land capability assessment, and highlighted the potential benefit to the environment through replanting and management associated with residential use of the land.

It was Council's view that this rezoning request conflicts with the recommendations of the Structure Plan, noting that this area was not part of the Structure Plan future investigation areas for residential development because most of the land is susceptible to flooding and landslip. In addition, the low density residential development with rural views on the west side of Lumeah Road indicates that further subdivision would not be appropriate in this area.



Figure 5 Submitter 4 Aerial Map



Figure 6 Submitter 4 Existing Zoning Map

Council also noted that:

- The FZ also allows an application for a dwelling on the second lot.
- Preferred uses listed in the submission, including group accommodation, can now be considered under the FZ as Amendment VC103 (2013) removed requirements under the FZ for some uses to be in conjunction with an agricultural use.

Although both Council and Mr Barnes preferred retaining the existing FZ, both acknowledged that the land may have the potential to accommodate a dwelling on the elevated western part of the vacant lot as this would be fronting Lumeah Road. Council stated:

Given the proximity of the site to the existing township, the housing pattern in the direct vicinity and the challenges faced pursuing agricultural on the small block, whilst it is noted that application under the current zone would have to be considered on its merits, such an application may be considered favourably.

..... the submitter's objective could still be achieved without a rezoning which, if undertaken, could set an undesirable precedent for the adjoining Farming Zone lots.

2.4.2 Discussion

A number of factors are relevant to the determination of the appropriate zoning of the land:

- The land's location adjoining the town boundary and land in the LDRZ mean that access to urban services and facilities would be available and the impact of an additional house could be minimal
- Land capability assessment confirmed that this steep land has virtually no agricultural capability and options for consolidation with a productive farm are not apparent
- The separation of the potential building envelope limits any potential adverse impact on agricultural uses
- Development approvals could be subject to conditions requiring positive environmental outcomes
- Properties owners in the immediate area have not had any opportunity to express their view on such a rezoning proposal, as it was not investigated through the Structure Plan process and any change to the zoning has not been subject to exhibition through the Amendment C76 process.

Whilst the Bowden Street - Lumeah Road land is clearly inappropriate for rezoning to facilitate subdivision for residential development, the Panel agrees with submissions and evidence that a proposal to develop a house on the existing lot (and perhaps the lot to the south) could have merit.

An application for a house or group house or a range of other uses could be considered, however, the Panel considers a Rural Living Zone (RLZ) would provide a decision making framework – zone purposes, land use provisions and decision guidelines - that addresses the issues that would be more relevant to the evaluation of proposals for the land than the framework provided by the FZ.

There appears to be some logic in rezoning this land the RLZ, with a minimum lot size that precludes further subdivision. Given the particular circumstances of this land, the Panel does not see any greater risk that an inappropriate precedent would be established than is associated with the consideration of a permit for a house under the FZ.

The Panel does not consider rezoning of the land can be advanced without notice to those who may be affected. Rather than delay Amendment C76, the landowner could initiate a separate Amendment. Alternatively, the merits of a particular proposal could be evaluated under the existing FZ through the planning permit process.

2.5 Is the Structure Plan identification of the linear open space corridor appropriate?

2.5.1 The issue

The Structure Plan includes the following objective and strategy:

To establish a connected network of accessible public open space and recreation facilities.

Establish linear open space corridors along waterways running through the town.

These provisions were amplified in the exhibited Clause 21.03-4 as follows:

To establish a connected network of accessible public open space and recreation facilities that provides a range of passive and active recreation opportunities.

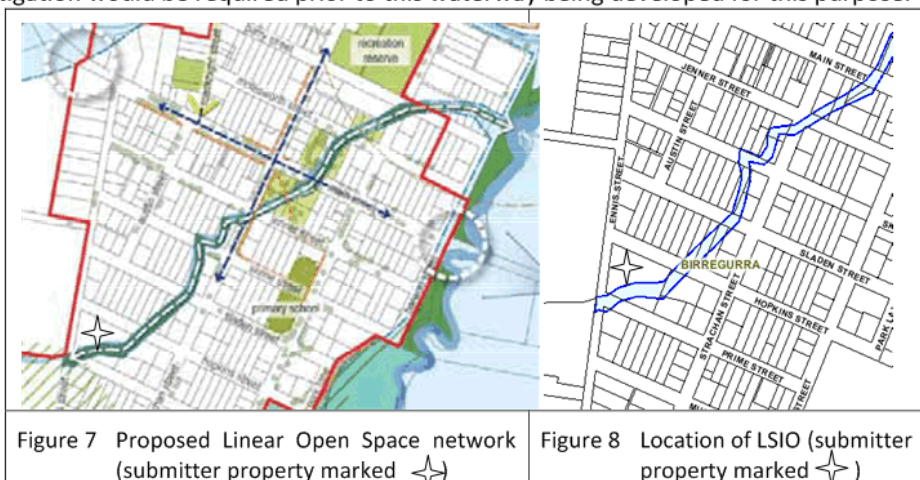
To provide safe and improved opportunities for walking and cycling throughout the town and encourage walkable neighbourhood design in new developments.

As infill development/subdivision occurs require public open space to be provided along the unnamed waterway running south-west to north-east through the middle of the town and develop a linear shared pedestrian /cycle path connecting to parkland adjoining the Barwon River.

The written submission relating to the property marked with a star in the figures below stated:

We note the suggestion of 'linear open corridors along waterways' and would like to know if there is more detail to this proposal. It seems to us that some of these waterways are fragile environments that could not sustain much development.

Council responded to this broad concern that the future linear open space corridor is identified to ensure planning has regard to this in the future. Feasibility studies and further investigation would be required prior to this waterway being developed for this purpose.



2.5.2 Discussion

The Panel notes that:

- The open space corridor is directly aligned with the land identified as being subject to flooding by the Land Subject to Inundation Overlay (LSIO) shown in Figure 8.
- Flooding would constrain development irrespective of whether a linear open space network is pursued.

Given the low intensity of development and traffic volumes, the Panel queries the need for an off road shared pedestrian-cycle link in the south west of the town and whether the associated acquisition and/or transfer to public ownership is warranted. However, identification of a potential open space link is accepted on the basis that it does not appear to be controversial and Council advised that the merits of the link would be subject to

further investigation. This qualification should be reflected in the wording adopted in the Amendment.

2.5.3 Panel recommendation

2. In Clause 21/03-4:

- a) Refer to the south-west to north-east open space corridor as a 'potential future opens space link' on the Framework Plan.
- b) Revise the related strategy relating to the linear public open space corridor as follows:

~~As infill development/subdivision occurs require~~ Investigate the potential public open space corridor to be provided along the unnamed waterway running south-west to north-east through the middle of the town and the development of a linear shared pedestrian / cycle path connecting to parkland adjoining the Barwon River.

2.6 Other Matters

2.6.1 The issues

At the Directions Hearing the Panel raised a number of queries regarding the MSS, DDOs and VPO3. In some cases, Council supported post-exhibition clarification of the provision concerned and these were circulated in advance of the Hearing. The response from Mr Barnes and Council to these matters is discussed below:

- **Protection of the heritage quality of the streetscape in non-residential development:** Council proposes to revise this DD011 objective to clarify that it applies to all development, not just non-residential development. The Panel endorses this change.
- **Exemption of small outbuildings within the front setback:** Council proposes to revise the DDO schedules to ensure small outbuildings within the front setback trigger a planning permit. The Panel endorses this change.
- **Achieving DDO16 objectives if a permit is not required:** Council's explanation of the scope of permit triggers established that the scope enables evaluation against the DDO16 provisions. In recognition of the industrial area location at the entry to the town, Council also proposed a change to require a permit for fencing that is less than 50% permeable or greater than 1.8 metres in height. As the visibility of fencing in this area extends beyond the frontage, the Panel endorses this change. It is noted that, in addition to aesthetic considerations, business security and operational requirements would be taken into account in the evaluation of fencing applications.
- Reference to '**design features that complement the heritage place**': Council supported alternate wording which refers to the historic character of the streetscape, including the building stock and removes the reference to the heritage place. The Panel had been concerned that the reference to design features in DDO13 could be interpreted as promoting mimicry. The Panel endorses the proposed changes.
- **Multi-dwelling development on corner lots (DDO12):** Council submitted that:
 - the Neighbourhood Character Study indicated the size of the lots in Area B (DDO12) mean it would be difficult to achieve multi dwelling development on corner allotments whilst still meeting neighbourhood character objectives.

- Whilst multi dwelling developments on corner allotments are discouraged in DDO12, discretion may be exercised through a planning permit process where an acceptable streetscape outcome can be achieved.
- **Clarification of subdivision provisions:** The exhibited DDO subdivision clauses translated mandatory minimum lot sizes from the Neighbourhood Character Study. The minimum lot size specified within DDO11, DDO12 and DDO13 may be reduced where a multi-dwelling development is approved⁷. The exhibited subdivision clause did not enable consideration of combined subdivision and development applications and post exhibition changes to the subdivision clause address this issue. In addition, the revised wording introduces 10% discretion on lot sizes and removes the battle axe driveway and common property from the lot area calculation. This is to enable some flexibility when considering subdivision applications as recommended in the Neighbourhood Character Study.
- **Garage and carport side boundary setbacks under DDO13 and DDO14:** Council and Mr Barnes responded to questions from the Panel regarding the value of requiring carports and garages to be setback from side/rear boundaries, that these setbacks contribute to the existing and desired character of free standing houses in a generous garden setting.

2.6.2 Discussion

Clarification of subdivision provisions

The Panel considers the changes to provide for multi-unit development and subdivision applications are generally appropriate and the Panel also endorses the introduction of some flexibility in minimum lot size requirements.

At the Hearing there was some discussion of the merits of providing flexibility through an average lot size.

It was noted that there are multiple examples of lots with subdivision potential running the full length of the block between streets (i.e. having two street frontages). If the number of lots and garden area are maintained, the Panel queried the effect of the depth of each lot on the presentation to the street and the character of the neighbourhood. The Panel considers the addition of a lot size average option, in addition to the minimum lot size provisions, would provide flexibility without undermining the intended planning objectives. However, with a minimum lot size of 700m² (with flexibility for a 10% reduction to 630m²) and the further potential to reduce the lot size to 500m² for multi-unit development, an averaging provision is not warranted in DDO12.

Garages on boundaries

The Panel accepts that maintenance of separate dwellings set in gardens is a fundamental feature of the character to be protected. However, the utility of side setbacks for landscaping is often limited and these spaces can become 'no man's land'. Further, existing car ports and garages on boundaries in Birregurra have had no adverse impacts on

⁷ DDO11 and DDO12 allows a reduction in minimum lot size to 500sqm and DDO13 allow a reduction to 600sqm.

character. The Panel accepts that these factors would be taken into account in the consideration of an application for a permit to build a garage or car port to one boundary.

Discouraging multi-unit development on corner sites (DDO12)

Many of the corner sites in the area affected by DDO12 are wider than other lots and the dimensions should be sufficient to accommodate development without compromising the preferred character. The Panel considers the following design objective to discourage multi-unit development on corner sites that do not have suitable dimensions does not clarify the planning expectations and it is reasonable to rely on other provisions in the planning scheme and the DDO relating to residential development and the protection of the character of the precinct.

2.6.3 Panel recommendations

3. Revise the subdivision provisions in DDO11, DDO13 and DDO14, to the following effect:

The minimum lot size for residential lots:

- *Is 1,000 square metres, with an allowance for a maximum of 10% discretion if warranted by specific site circumstances.*

(In DDO11 and DDO13 only include the following additional points)

- *May be reduced to 500 (600 for DDO13) square metres where:*
 - *a multi-dwelling development application has been permitted*
 - *a combined subdivision and development proposal on the land is approved*
 - *the average size of lots in the subdivision is 1000 square metres*

In the event a permit allows the creation of lots of less than 1000 square metres, conditions will be imposed to prevent further subdivision of the lots and to ensure that the development is carried out solely in accordance with the endorsed plans unless otherwise approved by the Responsible Authority.

4. Revise the subdivision provisions in DDO12 to the following effect:

The minimum lot size for residential lots:

- *Is 700 square metres, with an allowance for a maximum of 10% discretion if warranted by specific site circumstances.*
- *May be reduced to 500 square metres where:*
 - *a multi-dwelling development application has been permitted*
 - *a combined subdivision and development proposal on the land is approved*

In the event a permit allows the creation of lots of less than 700 square metres, conditions will be imposed to prevent further subdivision of the lots

and to ensure that the development is carried out solely in accordance with the endorsed plans unless otherwise approved by the Responsible Authority.

5. Delete the following design objective from DDO12:

To discourage multi-dwelling development on corner allotments that, are not of suitable dimension to accommodate multiple dwellings, whilst also providing appropriate setbacks and driveway access.

Planning and Environment Act 1987

COLAC OTWAY SHIRE PLANNING SCHEME

AMENDMENT C76

EXPLANATORY REPORT

Who is the planning authority?

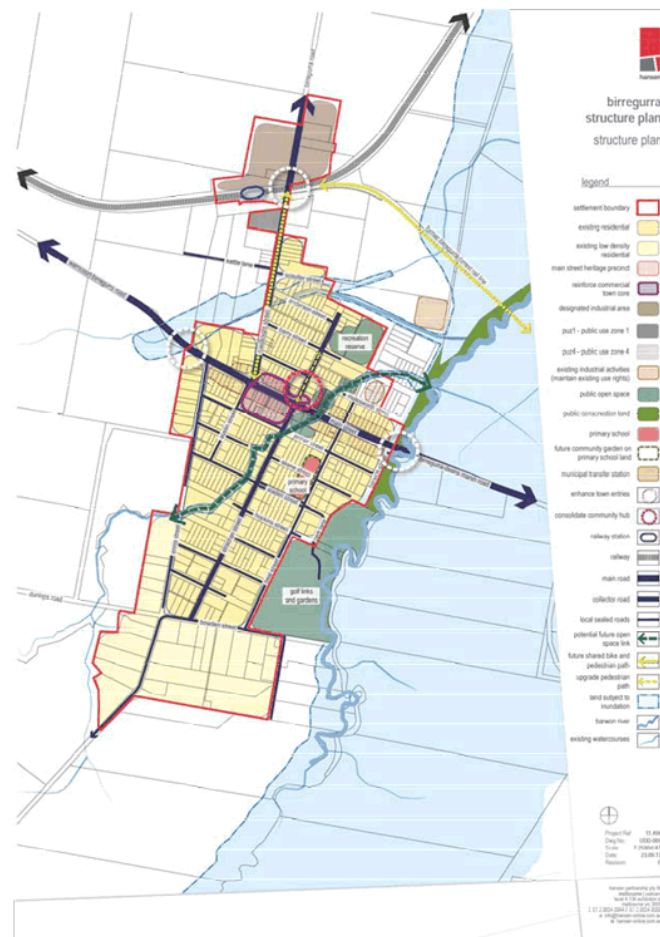
This amendment has been prepared by the Colac Otway Shire, which is the planning authority for this amendment.

The amendment has been made at the request of Colac Otway Shire.

Land affected by the amendment

The amendment applies to land within the township of Birregurra, as identified in the Birregurra Structure Plan (Plan 1).

Plan 1: Amendment area



What the amendment does

The amendment implements the recommendations of the *Birregurra Structure Plan 2013* and the *Birregurra Neighbourhood Character Study 2012* by:

- Amending Clause 21.03-4 (Birregurra) of the Municipal Strategic Statement to include reference to the recommendations of the *Birregurra Neighbourhood Character Study 2012* and the *Birregurra Structure Plan 2013*.
- Rezoning the commercial core of the town centre on Main Street from Township Zone to the Commercial 1 Zone, to clearly define the town centre and ensure longer term options for retail and commercial uses.
- Rezoning 28-36 Main Street, Birregurra from Township Zone to Public Park and Recreation Zone, to reflect the current use of the land as a skate park.
- Rezoning the non-railway land at 450 Birregurra Road from the Public Use Zone to the Farming Zone.
- Rezoning the non-railway land at 454 Birregurra Road from Public Use Zone to the Industrial 1 Zone, to reflect the existing use of the land and to facilitate a logical extension to the existing industrial zoning in the north of Birregurra.
- Rezoning 445 Birregurra Road, in the northern industrial node, from Farming Zone to Industrial 1 Zone, to align with property boundaries.
- Rezoning 462 Birregurra Road, from Public Use Zone 4 to Public Use Zone 1, to reflect the current use of the land.
- Rezoning 40 Birregurra-Yeodene Road from Farming Zone to Low Density Residential Zone, to reflect current land use and align with the existing property boundary.
- Inserting new Schedules 11, 12, 13 and 14 to Clause 43.02 (Design and Development Overlay) to implement the recommendations of the *Birregurra Neighbourhood Character Study 2012* for four distinct precincts in the Birregurra Township.
- Inserting a new Schedule 15 to Clause 43.02 (Design and Development Overlay), relating to the proposed Commercial 1 Zone, to ensure commercial development responds to the recommendations of the *Birregurra Neighbourhood Character Study 2012* and has regard to sensitive residential interfaces.
- Inserting a new Schedule 16 to Clause 43.02 (Design and Development Overlay), relating to the land in the Industrial 1 Zone on the north side of the railway line, to manage the interface with the Birregurra Road/Roadknight Road and the Railway Station.
- Inserting a new Schedule 3 to Clause 42.02 (Vegetation Protection Overlay), relating to an area generally south of Main Street and land on the Roadknight Street entryway within the township boundary, to recognise the contribution of vegetation to the character of Birregurra.
- Amending the Schedule to Clause 21.07 (Reference Documents) to delete the out-dated Birregurra Township Masterplan (2003) and insert three new reference documents entitled 'Birregurra Neighbourhood Character Study 2012', 'Birregurra Structure Plan 2013' and the 'Birregurra and Forrest Community Infrastructure Plans 2012'.
- Amending the Schedule to Clause 61.03 (Maps comprising part of this scheme) to include new planning scheme maps in the Colac Otway Shire Planning Scheme.
- Amending Clause 21.06 (General Implementation) to set out further strategic work required to enable the implementation of the *Birregurra Structure Plan 2013*.

Strategic assessment of the amendment

- **Why is the amendment required?**

The proposed amendment is required to introduce changes to the Colac Otway Planning Scheme arising from the adoption of the *Birregurra Neighbourhood Character Study 2012* and the *Birregurra Structure Plan 2013*.

The *Birregurra Neighbourhood Character Study 2012* seeks to establish a planning framework to appropriately manage the impact of new development on the existing neighbourhood character following the introduction of reticulated sewage to the town, and to assist in determining the design, form and quality of housing to be developed. The introduction of the Design and Development Overlay (DDO) over various precincts will protect and encourage the preferred character and introduce a greater level of control in relation to fundamental neighbourhood character considerations such as building setbacks, site coverage and building height. The Vegetation Protection Overlay (VPO) will be introduced to areas specifically recognised as having vegetation which contributes to a strong landscape presence and the character of Birregurra.

The *Birregurra Structure Plan 2013* acknowledges that the current town boundary is to be maintained and seeks to encourage infill development within Birregurra whilst conserving the village lifestyle and attractive rural setting. Rezoning is required to ensure existing land use is acknowledged and to ensure the commercial core of the township is secured to provide longer term options for retail and commercial uses as recommended by the Structure Plan. Two additional schedules to the DDO are required to implement the recommendations of the Structure Plan within the proposed commercial and current industrial zones to address the residential interfaces and guide siting of future industrial development.

- **How does the amendment implement the objectives of planning in Victoria?**

The proposed amendment implements the following objectives of planning in Victoria under Section 4 of the Planning and Environment Act 1987:

- Objective 4(1)(a), "to provide for the fair, orderly, economic and sustainable use, and development of land."
- Objective 4(1)(b), "to provide the protection of natural and manmade resources and the maintenance of ecological processes and genetic diversity."
- Objective 4(1)(c), "to secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria."
- Objective 4(1)(g), "to balance the present and future interests of all Victorians."

The amendment will facilitate development in accordance with the objectives set out above.

- **How does the amendment address the environmental effects and any relevant social and economic effects?**

Environmental Effects

The proposed amendment is expected to have positive environment effects by protecting the existing character of the town and applying the DDO to ensure this character is retained as the town expands. The application of the VPO will enable protection of significant vegetation that contributes to the landscape character of the area.

Social & Economic Effects

The proposed amendment is expected to have positive social effects by ensuring development responds to the preferred character for specific precincts within the township. Imposing development controls in order to achieve the preferred character for

these precincts will meet community expectations and conserve the unique Birregurra identity which makes it an attractive place for both residents and visitors. Also encouraging appropriately designed infill development in the existing town boundary will take advantage of existing infrastructure and avoid expansion of the town. This will encourage diverse housing types and result in more affordable housing.

Commercial rezoning is expected to have positive economic effects by clearly defining a core town centre and retaining longer term options for retail and commercial uses fronting Main Street.

- **Does the amendment address relevant bushfire risk?**

The amendment is not anticipated to affect bushfire risk. The area to which this amendment applies is not within the Bushfire Management Overlay or the Bushfire Prone Area. In addition there is no greenfield land being rezoned.

- **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 Act and with Direction 11 (Strategic Assessment of Amendments) and is not affected by any other of the Minister's Directions under s12(2)(a) of the Planning and Environment Act 1987.

- **How does the amendment support or implement the State Planning Policy Framework and any adopted State policy?**

The amendment is consistent with, and has been prepared in accordance with, the State Planning Policy Framework as detailed below:

11 Settlement

- This amendment anticipates and responds to the needs of existing and future communities by providing orderly planning in accordance with the Birregurra Structure Plan 2013.

12.04-2 Landscapes

- The amendment recognises the natural landscape for its aesthetic value and applies controls to ensure the landscape value is considered in future development proposals.

15 Built Environment and Heritage

- The amendment supports this clause by amending the MSS and introducing new schedules to the DDO which identify and respect Birregurra's sense of place, cultural identity and historic built form.

16 Housing

- The amendment supports this clause by providing different housing market segments in Birregurra through the delivery of a range of housing choice, lot sizes and densities.
- The amendment encourages infill housing development that is supported by existing infrastructure and will provide for the needs of the diverse community, including aged care.

- **How does the amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?**

The proposed amendment primarily supports Clauses 21.03-7 (Smaller Townships), 21.03-4 (Birregurra), 21.04-8 (Landscape Character) and 21.05-4 (Tourism) by:

- Encouraging infill development that directs growth into existing zoned and serviced areas to avoid an oversupply of residential zoned land and to make the most effective use of infrastructure services.
- Providing opportunities for the provision of a wide range of housing choices for residents, short-term holiday residents and tourists.
- Facilitating development in Birregurra whilst strengthening the quality of Birregurra as an attractive residential and commercial environment.
- Protecting the rural character of views and outlooks, particularly from main entrances to Birregurra.
- Encouraging growth in tourism and protecting key environmental and visual features that contribute to the visitor appeal of the area.

- **Does the amendment make proper use of the Victoria Planning Provisions?**

The proposed amendment makes proper use of the Victoria Planning Provisions by incorporating the *Birregurra Structure Plan 2013* and the *Birregurra Neighbourhood Character Study 2012* into the Planning Scheme.

The Township Zone is to remain in place as it provides flexibility to consider a limited range of other non-residential uses to serve local community needs in appropriate locations. A schedule to the Township Zone is not recommended because it cannot provide the density control, or buildings and works permit triggers, necessary to implement the intent of the *Birregurra Neighbourhood Character Study 2012*.

The Commercial Zone 1 is most appropriate to clearly define the town centre and provide additional control over residential uses, to ensure longer term options for retail and commercial uses fronting Main Street are retained within the town centre.

Due to the specific nature of the planning permit triggers it is considered that the DDO and the VPO are the most appropriate planning tools and they were specifically chosen in preference to the Neighbourhood Character Overlay (NCO). In particular the DDO can be written in such a way to provide certain exemptions, whilst a NCO requires all development to be subject to planning approval, extending to both single dwellings and multi-dwelling developments.

The VPO specifically targets planning permit requirements for vegetation removal and is appropriate for use in certain locations where trees contribute to the landscape character.

- **How does the amendment address the views of any relevant agency?**

It is considered that the amendment will not have an adverse impact on any other agency. The *Birregurra Structure Plan 2013* has the support of Barwon Water, as indicated in a submission received during exhibition of the draft document in early 2013.

- **Does the amendment address relevant requirements of the Transport Integration Act 2010?**

The amendment will not have any significant impact on the transport system.

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 proposed amendment will have limited impacts on the resource and administrative costs of the Responsible Authority. Additional permit applications are expected for residential development triggered by the DDOs and VPO; however, it is not anticipated that these resource costs will be high.

Where you may inspect this Amendment

The amendment is available for public inspection, free of charge, during office hours at the following places:

Colac Otway Shire Council

2-6 Rae Street,
COLAC VIC 3250

Colac Otway Shire Council

Apollo Bay Customer Service Centre
69-71 Nelson Street,
APOLLO BAY VIC 3233

Colac Otway Shire Council

Sustainable Planning and Development
Service Centre
101-105 Gellibrand Street,
COLAC VIC 3250

**Colac Community Library & Learning
Centre**

173 Queen Street,
COLAC 3250

The amendment can also be inspected free of charge at the Department of Transport, Planning, and Local Infrastructure website at
<http://www.dpcd.vic.gov.au/planning/publicinspection>.

COLAC OTWAY PLANNING SCHEME

21.03 SETTLEMENT

27/02/2014
C72(Part 1)
Proposed C76
21.03-1
27/02/2014
C72(Part 1)

General

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, Carlisle River, Coragulac, Cororooke, Cressy, Forrest, Gellibrand, 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.
- The Rural Living Strategy 2011 has identified and designated 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.
- The Rural Living Strategy highlights the role of small townships in accessing rural living land.
- A number of settlements have been identified with potentially suitable locations for additional rural living and township development subject to further investigation including Beech Forest, Gellibrand, Forrest, Alvie, Cororooke and Beeac.
- A number of de facto rural living areas have developed over a number of years on old subdivisions within the localities of Barongarook – Bushby's Road, Barongarook – Robinson Road, Barongarook – Everett Crescent, Barramunga, Bungador, Cororooke – Langdons Lane, Grey River, Irrewarra – Pyles Road, Johanna, Kawarren, Marengo – Alice Court, Petticoat Creek, Warncoort and Weeaprounah.

COLAC OTWAY PLANNING SCHEME

- A number of largely undeveloped, old and inappropriate subdivisions unsuitable for development are found within the Shire abutting the township boundaries of Cressy and Pirron Yallock and in the localities of Gerangamete and Irrewillipe – Swan Marsh-Irrewillipe Road.
- 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 direct rural residential and small town development to preferred locations.
- 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.
- To minimise ad hoc development of unserviced old and inappropriate subdivision in the Farming Zone.

Strategies

- Ensure that there is sufficient fully serviced residential land to meet the needs of the existing and future population.
- 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.
- Development within rural living areas should be contained within the existing Rural Living Zone land and further subdivision, other than in Elliminyt, should be discouraged.
- Restructure existing lots in old and inappropriate subdivisions in Cressy, Gerangamete, Pirron Yallock and Irrewillipe in order to minimise development, retain the land in agriculture, prevent further servicing problems and avoid ad hoc development outside designated settlement boundaries.
- 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.

COLAC OTWAY PLANNING SCHEME

21.03-2 Colac

27/02/2014
C72(Part 1)

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.

The *Colac CBD and Entrances Project (2012)* outlines proposals for the enhancement of Colac's CBD and its eastern and western entrances which focus on the design of buildings and spaces.

The Plan's key recommendations are to:

- Develop Colac as a 'Botanic Garden City' with thematic tree planting throughout the CBD, linking the Botanic Gardens, Beechy Precinct and Barongarook Creek corridor.
- Improve the eastern entrance to the CBD with enhanced landscaping and views to heritage buildings, widened pedestrian pathways over the Barongarook Creek bridge and improved visibility to the Visitor Information Centre.
- Enhance priority streetscapes: Improve Murray Street West's streetscape with tree planting and other works, continuing the design theme of the central part of Murray Street. Improve Bromfield Street's streetscape with new tree planting, improved pedestrian access, bicycle lanes and the redevelopment of underused land at the rear of Murray Street shops with improved pedestrian links through to Murray Street. Upgrade Memorial Square's western edge with refurbished amenities and a shared space where pedestrians have priority which could ultimately be extended around the park and south along Gellibrand Street to the Station. Improve Murray Street East's streetscape with road side tree planting, upgraded footpath pavement, pedestrian crossings and street furniture, and infill planting where gaps exist.

COLAC OTWAY PLANNING SCHEME

- Improve the outer approaches to Colac with new landscaping, framing views to the Lake and emphasis on reducing the visual clutter of advertising signage.
- Improve the laneway network.
- Provide new and improved bicycle lanes.
- Apply built form guidelines to the CBD with emphasis on the inner retail areas to maintain the 'fine grain' character of these areas and to ensure a high quality of new architecture and the protection of heritage buildings.

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.
- To develop a unifying design theme for 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.
- 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 manage the road network to optimise its safety, efficiency and amenity for all road users.

Strategies

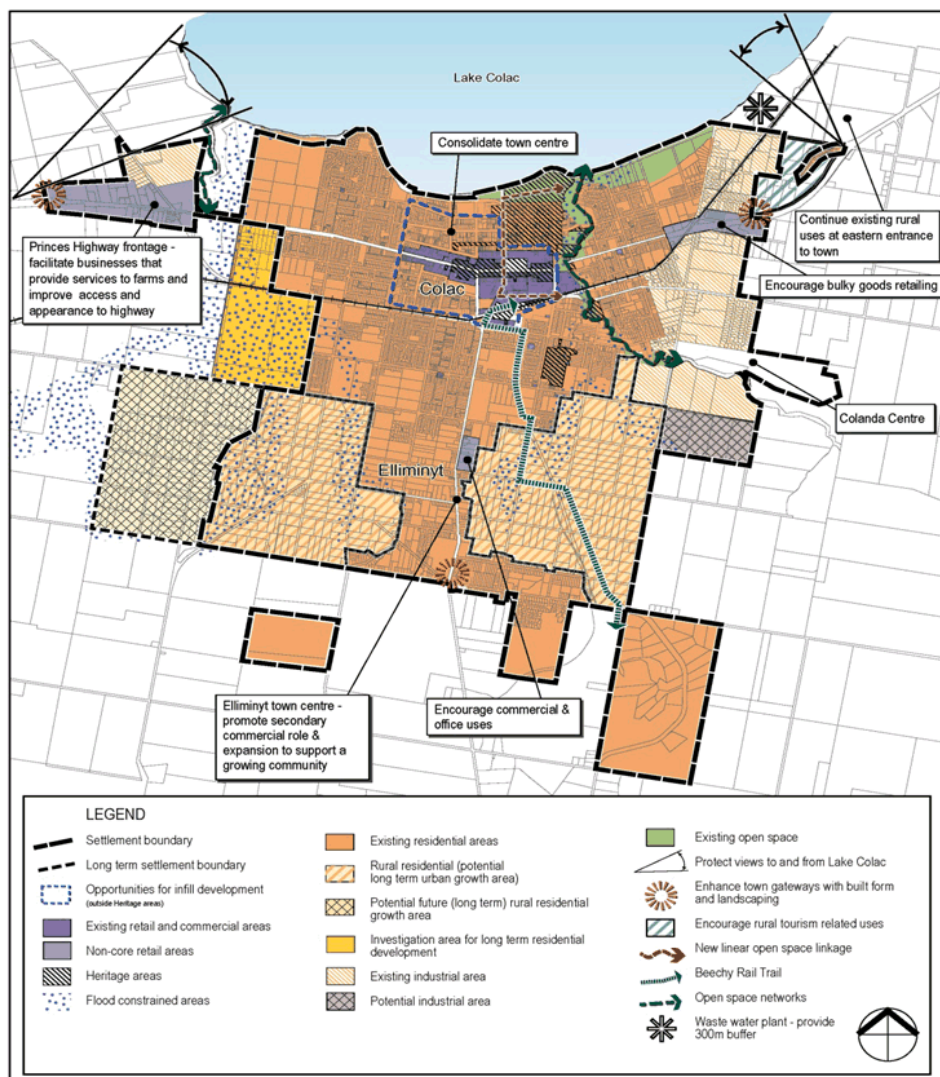
- Ensure that the development of Colac occurs generally in accordance with the strategic directions outlined in the Colac Framework Plan and the Colac CBD Framework Plan attached to this Clause.
- Encourage medium density development in the existing Colac town centre and ensure that infill housing proposals 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 consistent with the Colac Commercial Centre Parking Precinct Plan 2011, recognising that opportunity exists to take advantage of underutilised street parking and shared off street parking.
- Ensure new development in the hospital precinct of the CBD provides on site parking to meet projected demand and does not contribute further to on street parking pressures.
- Retain heritage places and areas as significant components of Colac's character and attractiveness and encourage their adaptive re-use and restoration including by supporting innovative uses that attract visitors and customers into disused retail areas.
- 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.

COLAC OTWAY PLANNING SCHEME

- 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 Commercial area.
- Ensure major retail and commercial developments locate within the Colac CBD (Commercial 1 Zoned land only) rather than outside the town centre
- 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.
- Encourage redevelopment of underused or vacant sites (e.g. surface car parks, vacant land at the rear of buildings, upper levels of single storey buildings) in the CBD.
- Encourage the upgrading of shopfronts and building facades in the CBD, particularly on Murray Street and around Memorial Square.
- Support innovative uses that attract visitors and customers in disused areas in the Colac CBD.
- Encourage the removal of excessive roof top, above verandah and free standing signs, and other visually dominant signs, as sites are redeveloped.
- Develop a permeable network of active laneways and arcades in the CBD, including
- improved pedestrian thoroughfares between Murray and Bromfield Streets.
- Encourage and facilitate a high quality of architecture within the CBD through the implementation of building design guidelines.
- Encourage new development to provide an active frontage to the streetscapes and car parks, including the provision of active frontages to Bromfield Street for buildings fronting Murray Street.
- Encourage the reinstatement of verandahs on older buildings and encourage verandahs on new buildings for weather protection.
- Encourage planting on properties along the eastern and western entrances to Colac, particularly where it has potential to screen industrial activities.
- Undertake and implement a strategy for the co-ordination and design of all signage along the eastern and western entrance corridors to Colac.
- Encourage new development within the CBD to incorporate Environmentally Sustainable Design (ESD) initiatives.
- Maintain the 'fine grain' character of inner retail areas.

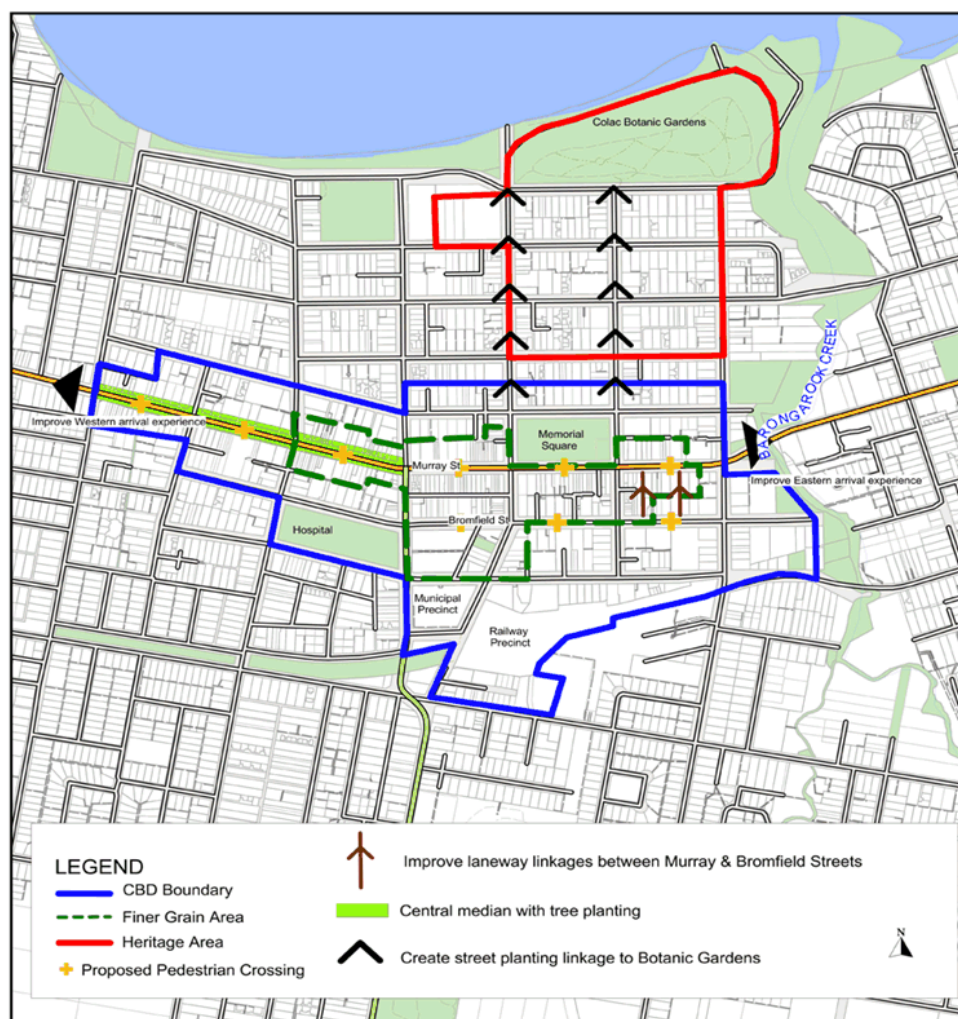
COLAC OTWAY PLANNING SCHEME

Colac Framework Plan



COLAC OTWAY PLANNING SCHEME

Colac CBD Framework Plan



COLAC OTWAY PLANNING SCHEME

21.03-3 Apollo Bay and Marengo

10/10/2013
C72(Part 2)

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.

COLAC OTWAY PLANNING SCHEME

- 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.
- 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.

COLAC OTWAY PLANNING SCHEME

Landscape Setting and Environment

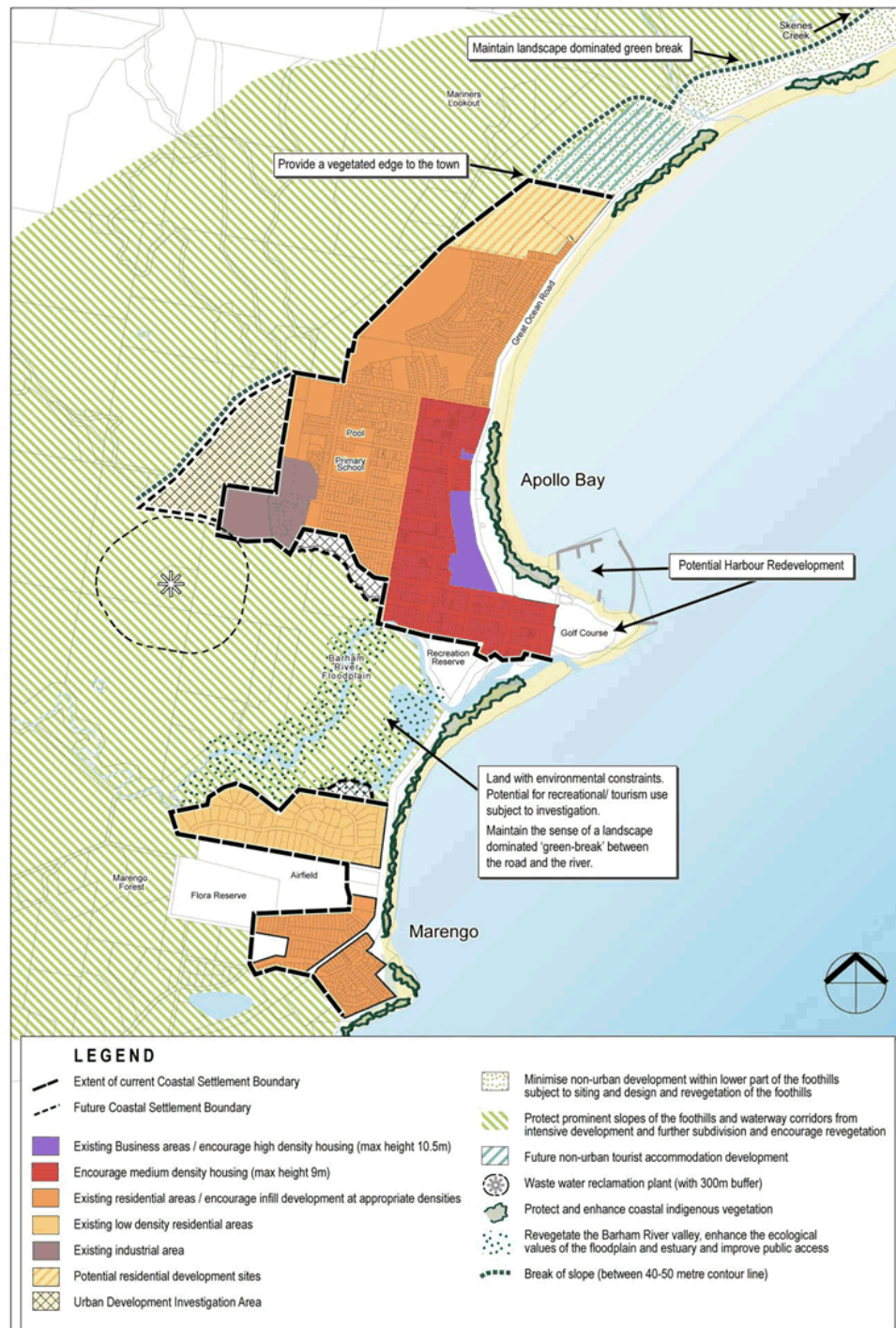
- Maintain the 'green-breaks' and landscape dominance between the settlements to ensure that each settlement remains distinct.
- Protect the Otway foothills as a scenic, undeveloped backdrop to Apollo Bay and Marengo.
- Recognise and protect ecological values and avoid development in areas at risk from 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.

Access and Parking

- 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, with car parking for commercial development in the CBD to comply with the Apollo Bay Parking Precinct Plan (2011)
- 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 Birregurra

18/07/2013
C69
Proposed C76

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, is a small town offering a village lifestyle in an attractive rural setting to its diverse and active community.~~ 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. The town has a relatively compact urban form based on an attractive and connected network of grid streets and open space links, and sits discretely within its rural surrounds.

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 permanent living, holiday 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 heritage 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 consolidated commercial town core and community node that provides retail, community and health services that cater for residents' local needs and provides support for surrounding farming areas.
- 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 Structure Plan 2013 and Birregurra Neighbourhood Character Study 2012 ~~The Birregurra Township Master Plan Report was adopted by Council (January 2003) and identifies~~ urban design and built form opportunities to preserve and improve the presentation of this important centre in the municipality. The Birregurra Structure Plan 2013 encourages infill development to accommodate growth within Birregurra without the need to expand the existing defined township boundary.

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.~~

COLAC OTWAY PLANNING SCHEME

- ~~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.~~

Settlement and Housing

Objectives

- To manage modest growth and development in Birregurra in a coordinated and sustainable manner that ensures Birregurra retains its rural township character.
- To retain and protect the township's significant and contributory heritage places and articulate Birregurra's history in the public realm.
- To encourage consolidation of commercial uses in the core town centre of Birregurra on Main Street and broaden the commercial, retail and tourism opportunities in the township.

Strategies

- Contain urban development within the existing defined township boundary.
- Encourage sensitive infill development on vacant lots and support further subdivision of larger developed lots within the existing township boundary.
- Control the density of development and apply development standards as recommended by the Neighbourhood Character Study 2012 to preserve character.
- To encourage a mix of housing types and styles that provide diversity, affordability and respond to the community's lifecycle needs.
- Support new commercial uses and re-development of existing premises on both sides of Main Street between Roadknight Street / Austin Street to the west and the unnamed watercourse / Strachan Street to the east and encourage active street frontages.
- Ensure any new commercial development to the rear of properties on Main Street has regard to sensitive residential interfaces.
- Support an increase and diversification of tourist based activities and accommodation in Birregurra.
- Encourage adaption and re-use of heritage buildings, especially in Main Street, and ensure new development provides a sympathetic design response to existing heritage buildings.
- Retain low building heights throughout the township and the single storey built form of Main Street.

COLAC OTWAY PLANNING SCHEME

- Consolidate civic, community and health facilities in a community node on the north-east edge of the town centre.
- Support retirement/aged care living in proximity to the community and health node, and Main Street.
- Direct any potential petrol station to locate in or close to the town centre, away from the heritage core and identified township gateways.
- Protect the ongoing integrity of industrial activities in the Industrial 1 zoned land and encourage consolidation of industrial uses in this area.
- Ensure any new development in the Industrial 1 Zone reflects the rural township character of Birregurra and has regard to visual amenity.
- New subdivisions should include a grid-based road network that easily integrates with the existing surrounding road network. Avoid cul-de-sacs and battleaxe driveways as a means of providing access to new residential lots.
- Ensure roads provide safe access for all users and that road upgrades retain and enhance the character of Birregurra and the informal nature of road reserves.
- Ensure an efficient and cost effective provision of physical infrastructure that addresses the ongoing needs of the community, whilst protecting the landscape and township character values of Birregurra

Landscape, Environment and Open Space

Objectives

- Protect and extend areas of native vegetation, including endangered EVCs along waterways.
- Protect and enhance the landscape character and view lines of township entrances as defining elements of the north, east and west gateways.
- To preserve and enhance the Barwon River corridor and connected waterways.
- To establish a connected network of accessible public open space and recreation facilities that provide a range of passive and active recreation opportunities.
- To provide safe and improved opportunities for walking and cycling throughout the town and encourage walkable neighbourhood design in new developments.

Strategies

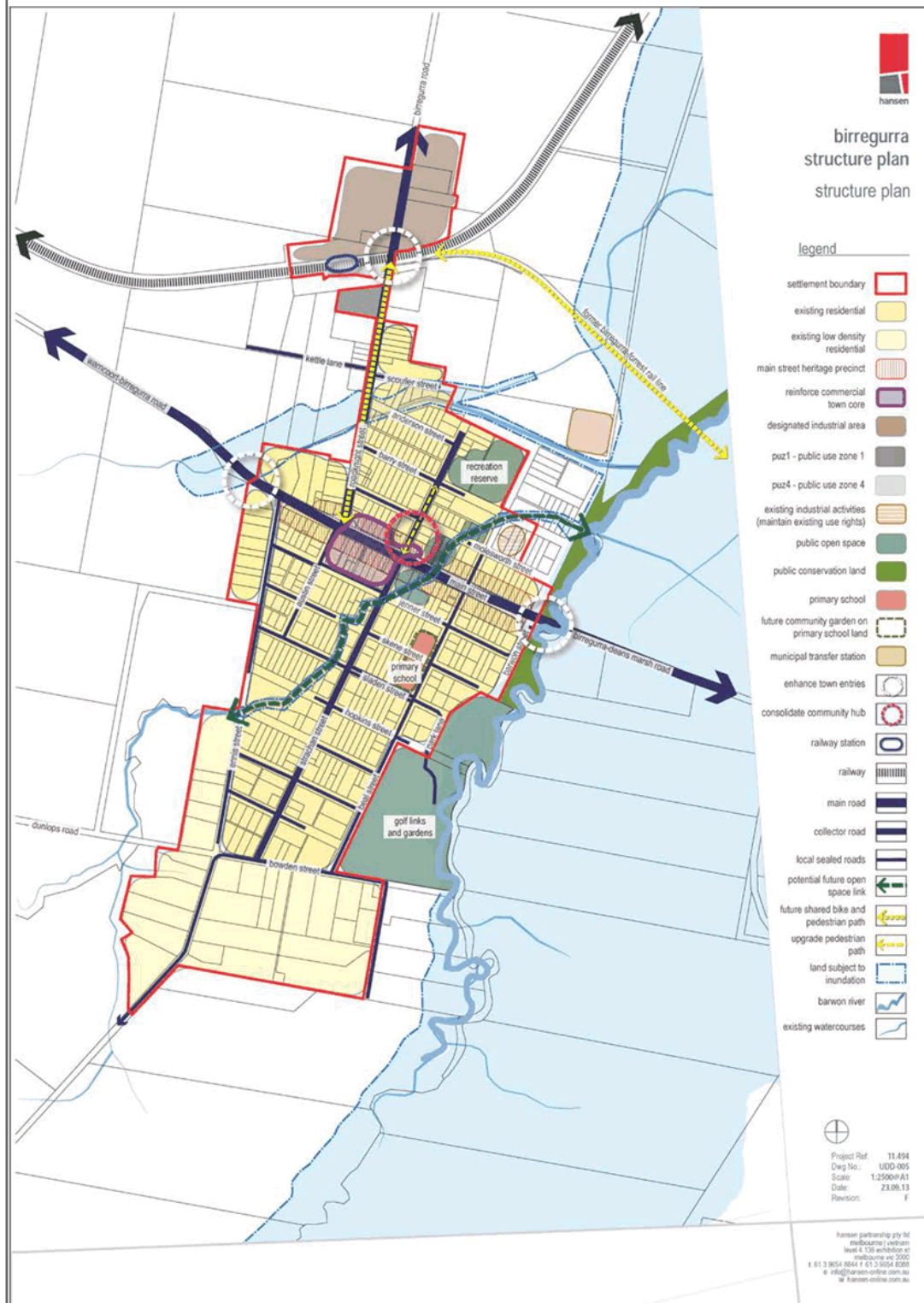
- Investigate the potential public open space corridor along the unnamed waterway running south-west to north-east through the middle of the town and the development of a linear shared pedestrian /cycle path connecting to parkland adjoining the Barwon River.
- Encourage built form along this open space corridor to:
 - Be appropriately set back from the waterway in accordance with Corangamite CMA requirements.
 - Provide an active interface through the avoidance of solid fencing to this boundary.
 - Provide pedestrian access to the corridor where possible.
- To encourage the retention of trees where possible and the planting of new canopy trees and understorey vegetation.

COLAC OTWAY PLANNING SCHEME

- [Require the use of building envelopes or tree protection zones to protect vegetation on lots that contain significant trees.](#)
- [Encourage the dominance of landscape over built form in residential areas.](#)

COLAC OTWAY PLANNING SCHEME

Birregurra Framework Plan



COLAC OTWAY PLANNING SCHEME

21.03-5 Skenes Creek

18/07/2013
C69

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.

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C69

Kennett River, Wye River and Separation Creek

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.

COLAC OTWAY PLANNING SCHEME

- 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.
- 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.

COLAC OTWAY PLANNING SCHEME

- 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:

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.

COLAC OTWAY PLANNING SCHEME

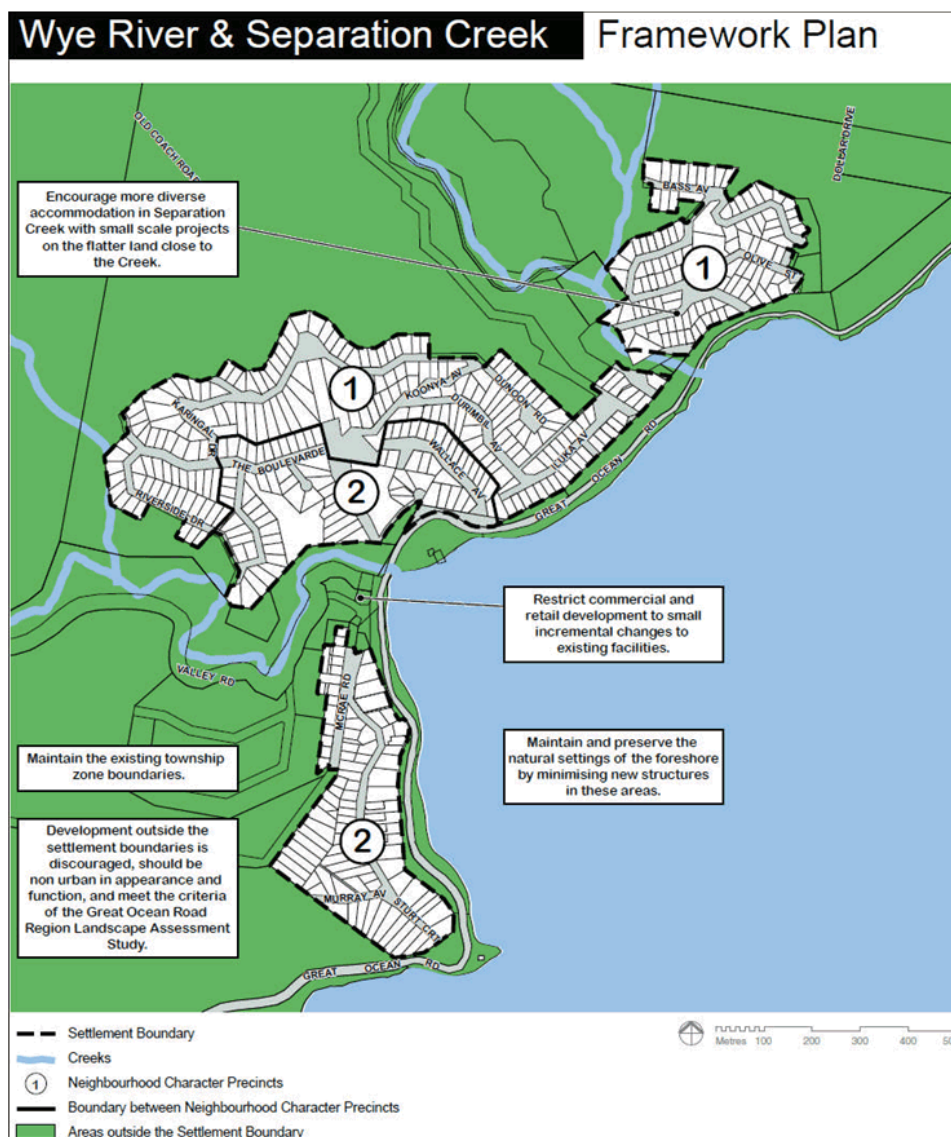
Separation Creek Precinct 1 – Preferred Character Statement

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.

Kennett River Framework Plan



COLAC OTWAY PLANNING SCHEME



COLAC OTWAY PLANNING SCHEME

21.03-7
18/07/2013
C69

Forrest

Overview

Forrest is located 32.6 kilometres from Colac and is placed at the foothills of the Otways approximately 161 kilometres from Melbourne and 76 kilometres from Geelong.

A Structure Plan for Forrest was adopted by Council (August 2011) and articulates the preferred development future for Forrest. Key issues to emerge from the Structure Plan were that:

- The role of Forrest as an outdoor recreation and tourism destination has been well established over recent years along with an emerging trend for rural lifestyle residential development.
- Forrest's tourism functions will continue to play a primary role in the town's growth and development into the future.
- There are significant environmental constraints within Forrest including bushfire, flooding and landslip risks that impact on future potential for expansion of the town.

Objectives

- To support Forrest's role within the Otways as a key destination for tourism and recreational pursuits and as a small town with limited potential for residential growth.

To limit residential development to the existing urban area contained within Forrest's settlement boundary, subject to the outcome of further investigation into the viability of development adjoining the north west edge of the town in accordance with the Forrest Framework Plan attached to this Clause.

- To encourage the development of accommodation facilities which contribute to the viability of tourism and recreation-based activities.
- To promote Grant Street as the primary location for future commercial activities within Forrest.
- To encourage development and activities which add commercial and recreational diversity to the Forrest Township.
- To ensure that the various cultural and environmental heritage assets of the township are protected, maintained and continue to be articulated within Forrest's private and public realm.
- To ensure new residential and commercial development is responsive to the environmental, biodiversity, conservation and landscape values of the local region.
- To ensure that development within Forrest responds to and mitigates any identified bushfire risks.
- To improve pedestrian access and movement along Grant Street.
- To facilitate the provision of community services and social infrastructure within Forrest which promote the town's liveability and increase social equity.

Strategies

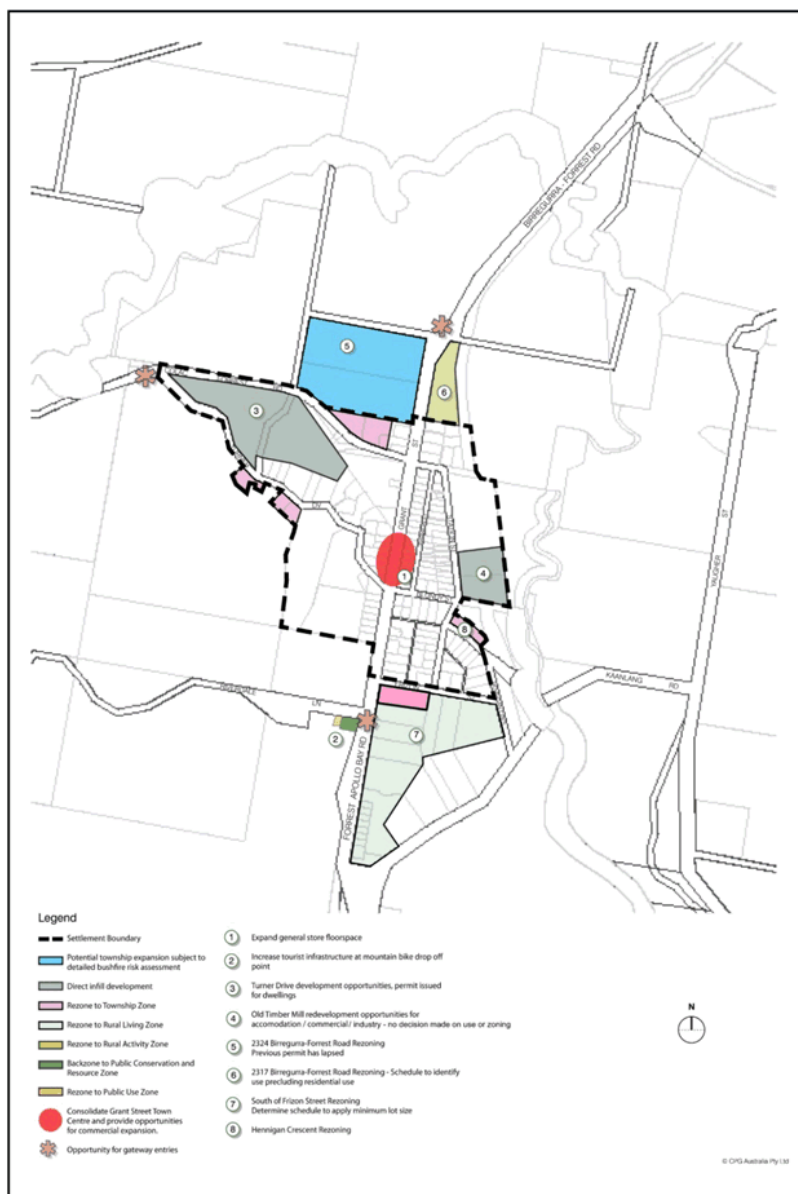
- Maintain settlement boundaries shown on the Framework Plan in this Clause pending detailed strategic assessment of bushfire risks and potential measures to manage bushfire risk for the town and broader area.
- Ensure that future growth of the township maximises infill development.

COLAC OTWAY PLANNING SCHEME

- Concentrate small scale businesses and commercial uses (such as retail premises, shop, restaurant, industry and accommodation) along Grant Street between the Community Hall and Turner Drive/Blundy Street.
- Encourage some commercial development, particularly accommodation, to locate on Rural Activity Zoned land taking into account the need to respond to bushfire risks and the environmental values of the surrounding landscape.
- Encourage the re-development of the existing general store to provide additional floor space, an active street front and expanded provision of commercial services.
- Encourage and consolidate street based retailing in the form of cafes and outdoor seating on the eastern side of Grant Street.
- Upgrade existing pedestrian infrastructure including new footpaths along the eastern side of Grant Street to accommodate pedestrian access, seating and bicycle parking and ensure any new development is designed to activate the streetscape.
- Ensure land use and development does not detrimentally impact upon identified significant flora and fauna habitats, including areas of roadside vegetation.
- Support tourism related use and development within the town boundary taking into account the need to respond to bushfire risks and environmental values and to protect the amenity of nearby residential uses.

COLAC OTWAY PLANNING SCHEME

Forrest Framework Plan



COLAC OTWAY PLANNING SCHEME

21.03-8
18/07/2013
C69

Smaller Townships

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 (focussing on public infrastructure improvements) have been prepared for Carlisle River, Gellibrand, Forrest, Barwon Downs and Beech Forest. Urban Design Frameworks have been prepared for Beeac, 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.

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.

The Rural Living Strategy 2011 highlights the role of small towns and settlements in supporting tourism and rural lifestyle demand.

The Rural Living Strategy 2011 also provides a strategic basis for future land use studies to investigate opportunities for small scale expansion within some of the Shire's small towns, including Alvie, Beeac, Cororooke, Gellibrand and Beech Forest. Gellibrand and Beech Forest's growth potential will be subject to an investigation into fire risk and effluent management issues.

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, structure plans and other strategies.
- 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.
- Retain heritage places as significant components of the character and attractiveness of smaller townships.
- Encourage high quality design input to development in small communities.
- Maintain existing township zonings in Alvie, Cororooke and Beeac pending the preparation of town plans.

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- Maintain existing township zonings in Gellibrand and Beech Forest pending further strategic assessment of the potential for expansion having regard to bushfire risk and effluent management.
- Otherwise generally restrict the expansion of communities in potable water supply areas and areas subject to or at risk of landslip, high fire risk and flooding.
- 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 and Marengo) 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.

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.

21.03-9

18/07/2013
C69

Rural Living

Overview

Council prepared and adopted a Rural Land Strategy (September 2007) which identified a range of issues affecting rural land use in the Shire, and has since adopted the Rural Living Strategy 2011. The Rural Living Strategy provides the basis for policy on the use and development of land for dwellings and subdivisions in rural areas. It identified the following in regards to rural living development within the Shire:

COLAC OTWAY PLANNING SCHEME

- Rural land traditionally used for farming is being used for lifestyle purposes in the absence of land which can accommodate rural lifestyle demand. 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.
- The greatest opportunities to accommodate rural living development are around Colac where there is greatest supply and fewest constraints for development.
- There are sufficient levels of services and infrastructure to accommodate demand for rural lifestyle development in Coragulac.
- There is scope to conduct investigations into the potential development of some smaller towns in the Shire to accommodate some moderate township expansion, which may contribute to the overall supply of land desirable for rural living purposes.

Objectives – Rural living

- To provide opportunities for rural residential style development in appropriate locations that do not negatively impact on the ability to farm.
- To recognise the function of already-developed old and inappropriate rural subdivisions as 'de facto' rural living developments;
- To restrict the intensification of existing old and inappropriate subdivisions and prevent the further encroachment of rural living development on surrounding farming land.

Strategies – Rural living

- Direct future rural living development to nominated areas where there are fewer economic, environmental, social, land use and servicing constraints for settlement.
- Recognise the function of already-developed old and inappropriate rural subdivisions as 'de facto' rural living developments.
- Restrict the development of existing old and inappropriate subdivisions through the implementation of lot sizes which limit further subdivision and prevent the further encroachment of rural living development on surrounding farming land.

COLAC OTWAY PLANNING SCHEME

21.06 GENERAL IMPLEMENTATION

27/02/2014 C72
(Part 1)
Proposed C76

The objectives and strategies identified in Clause 21 will be implemented by:

Using zones, overlays, local policy and the exercise of discretion

- Applying the Low Density Residential Zone to land within Coragulac to facilitate rural residential development of land between the two areas zoned Township.
- Rezoning areas of Farming Zoned land in north-east Colac to Rural Activity Zone.
- Applying minimum setbacks to identified main roads in the schedule to the Farming Zone.
- Rezoning the Industrial 1 Zone land in West Colac to the Farming Zone.
- Rezoning the Industrial 1 Zone land north of Treatment Works and Flaxmill Roads Colac to the Farming Zone.
- Applying the Industrial 1 Zone to land east of Forest Street, Colac to provide for an adequate and diverse supply of industrial land.
- Applying the Business 3 Zone to land in Main Road Colac to recognise existing commercial uses.
- Applying the Rural Living Zone to an area south of Colac with a minimum lot size of 1.2ha to reflect the existing settlement and development pattern.
- Applying the Rural Living Zone to areas in Kewar, Barongaroo, Irrewarra, east of Birregurra, Cororooke, Warncoort and Forrest to reflect existing settlement and development patterns.
- Applying the Rural Activity Zone to an area of the Apollo Bay Hinterland with a 40ha minimum lot size.
- Applying the Rural Activity Zone to an area east of Colac with a minimum lot size to reflect the existing settlement pattern.
- Applying the Rural Activity Zone to land north of Forrest with a 40ha minimum lot size to support tourist development.
- Maintain the current minimum lot size provisions in the schedule to the Farming Zone for subdivision of 40ha (with 80ha in the north east).
- Maintain 40 hectares as the minimum area for which no permit is required for a dwelling in the Farming Zone (with 80ha in the north east).
- Applying the Development Plan Overlay (Schedule 2) to undeveloped land zoned Residential 1 in Colac.
- Applying the Development Plan Overlay (Schedule 3) to land proposed to be rezoned to Industrial 1 Zone east of Forest Street, Colac.
- Applying the Design and Development Overlay Schedule 1 to industrial land at the eastern entry to Colac.
- Applying the Design and Development Overlay Schedule 3 to highway commercial land at the western entrance to Colac.
- Applying the Design and Development Overlay Schedule 5 to land within the Apollo Bay town centre.
- Applying Design and Development Overlay Schedule 6 to land adjoining the town centre of Apollo Bay.

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- Applying Design and Development Overlay Schedule 7 to all other residentially zoned land within Apollo Bay and Marengo.
- Applying the Design and Development Overlay Schedule 8 to the Colac CBD.
- Applying the Design and Development Overlay Schedule 9 to undeveloped residential land at 413-479 Murray Street, Colac.
- Modifying the boundary of Airport Environs Overlay Schedule 2.
- Applying the Significant Landscape Overlay (Schedules 1-5) as identified in the Great Ocean Road Region Landscape Assessment Study and the Apollo Bay Framework Plan.
- Applying the Environmental Significance Overlay (Schedule 6) to an area buffering the Colac Water Reclamation Plant.
- Considering applications for all areas affected by the Heritage Overlay in accordance with Clause 22.01 (Heritage Places and Areas Policy).
- Apply the Restructure Overlay to “old and inappropriate” subdivisions at areas in Cressy, Gerangamete, Irrewillipe and Pirron Yallock.
- Applying the Parking Overlay Schedule 1 to the Colac CBD.
- Applying the Parking Overlay Schedule 2 to the Apollo Bay CBD.
- [Applying the Commercial 1 Zone to the commercial core of Main Street, Birregurra to encourage a consolidated town centre.](#)
- [Applying the Design and Development Overlay \(Schedule 11, 12, 13, 14, 15 & 16\) to land within Birregurra.](#)
- [Applying the Vegetation Protection Overlay \(Schedule 3\) to the Roadknight Street entryway and an area south of the Main Street in Birregurra.](#)

Undertaking further strategic work

- [Monitor the rate of infill development in Birregurra to make sure that the substantial infill development opportunities that exist are being realised.](#)
- Undertake local bushfire assessments for the towns of Beech Forest, Forrest, Gellibrand and Lavers Hill to further clarify their development potential.
- Prepare a Master plan for Beeac. The work should include:
 - A Township Effluent Management Plan to determine capacity for infill development and future growth.
 - Evaluation of development options immediately to the east and north-west of the existing township zone.
- Prepare a Master plan for Gellibrand. The work should include:
 - A Township Effluent Management Plan to determine capacity for infill development and future growth.
 - Evaluation of development options in the vicinity of Gellibrand-Carlisle Road and along the northern approach to Gellibrand.
- Consider the appropriateness of rezoning the Low Density Residential Zoned land in Christies Road to Farming Zone through the review of the Colac Structure Plan.
- Prepare a precinct structure plan for Elliminyt.
- Prepare a precinct structure plan for the East Colac area north of the Princes Highway.
- Undertake a residential land supply analysis for all segments of the Colac market.

COLAC OTWAY PLANNING SCHEME

- Undertake an industrial land supply analysis for Colac.
- Develop an open space strategy to guide future open space provision for residential development in new and established residential areas in Colac and Apollo Bay.
- Further investigate and consider the former Bruce Street landfill site for the purpose of a recreation area or other appropriate use linked to Lake Colac.
- Prepare an Apollo Bay Harbour Precinct Master Plan for the redevelopment of the port vicinity with a tourism, fishing, boating, commercial and recreational focus strengthening links to the town centre and providing net community benefits.
- ~~▪ Prepare a structure plan for Birregurra to manage future growth in a manner responsive to environmental constraints and respectful of the unique qualities of this township. This should be prepared and implemented before the advent of sewerage to ensure development is properly controlled to ensure the preservation and enhancement of the local character and natural and built form of the town.~~
- ~~▪ Investigate the development of policy guidelines to guide development within the Birregurra township including materials, built form, height, setback and colours and the appropriateness of a Design and Development Overlay to protect its unique qualities.~~
- ~~▪ In conjunction with Barwon Region Water Corporation, assess the needs and opportunities for reticulated sewerage in Birregurra and impacts on future development.~~
- Update Overlays on completion of the Corangamite River Health Strategy.
- Update the Vegetation Protection and Environmental Significance Overlays to incorporate revisions to the Ecological Vegetation Class mapping.
- Update the Land Subject to Inundation Overlay and schedule to align with revised data and mapping when available from the Corangamite Catchment Management Authority.
- Revise the Erosion Management Overlay following completion of the Department of Primary Industries and Corangamite Catchment Management Authority review.
- Consider applying the Salinity Management Overlay to areas recommended by the Corangamite Catchment Management Authority.
- Review retail and office floor space needs in Colac and review zones accordingly.
- Investigate potential to accommodate additional township development on 2324 and 2330 Birregurra-Forrest Road, Forrest as part of a local bushfire risk assessment.
- Prepare township plans for Alvie, Cororooke and Beac to determine a revised settlement boundary that supports growth of the towns in accordance with the Rural Living Strategy.
- Investigate potential for expansion of Gellibrand and Beech Forrest subject to further strategic assessment having regard to bushfire risk and effluent management.
- Prepare an advertising signs policy for Colac and Apollo Bay.

Undertaking other actions

- [▪ Develop guidelines for public realm and streetscape works to ensure the character of Birregurra is a key consideration in decision-making relating to physical infrastructure.](#)
- [▪ Introduce heritage themed public art and interactive displays through key streets in Birregurra as part of a 'way finding' strategy.](#)
- [▪ Prepare a detailed master plan for the Birregurra community node to manage and direct expansion as community and associated service requirements grow.](#)
- Develop strategies to identify and, if possible, mitigate bushfire risk within the Forrest Township.

COLAC OTWAY PLANNING SCHEME

- Maintain close linkages with the Corangamite Catchment Management Authority, the Western Coastal Board, VicRoads, Water Corporations, the Victorian Coastal Council, the Department of Sustainability and Environment and the Department of Planning and Community Development to ensure regional consistency is developed.
- Undertake urban design improvements for the enhancement of the Colac Town Centre through implementation of the Colac CBD and Entrances Project
- Undertake enhanced recreation and pathway connections particularly around Lake Colac and in relation to the proposed Education, Recreation and Community Precinct.
- Maintain and enhance the local road network, particularly links with Colac, to support viability of Birregurra and encourage tourism.
- Undertake urban design and pedestrian infrastructure improvements for the enhancement of the Grant Street core in Forrest.
- Investigate the land use planning implications of sea level rise and storm surge associated with climate change and appropriate planning scheme responses.
- Identify and protect RAMSAR wetlands as important ecological and economic assets.
- Identify and promote activities which illustrate and are sensitive to local Koori history and culture.
- Prepare detailed designs for priority capital works projects (streetscape, parking, pedestrian and cycling projects) arising from the Colac CBD and Entrances Project Planisphere 2012.
- Developing an Urban Forest Strategy for Colac and Elliminyt to:
 - Set a vision for the long term botanic theme for planting in streets and public places;
 - Determine species selection;
 - Identify priority locations for planting (streets, public spaces and private land);
 - 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.

COLAC OTWAY PLANNING SCHEME

21.07 REFERENCE DOCUMENTS

27/02/2014 C72
(Part 4)
[Proposed C76](#)

The following strategic studies have informed the preparation of this planning scheme. All relevant material has been included in the Scheme and decisions makers should use these documents for background research only. Material in these documents that potentially provides guidance on decision making but is not specifically referenced by the Scheme should not be given any weight.

Settlement

- Apollo Bay Commercial Centre Parking Precinct Plan, AECOM (2011)
- Apollo Bay Structure Plan (2007)
- Apollo Bay and Marengo Neighbourhood Character Review Background Report (2003)
- Barwon Downs Township Masterplan (2006)
- Beeac Township Masterplan (2001)
- Beech Forest Township Masterplan (2003)
- ~~Birregurra Township Masterplan (2003)~~
- [Birregurra and Forrest Community Infrastructure Plans \(2012\)](#)
- [Birregurra Neighbourhood Character Study \(2012\)](#)
- [Birregurra Structure Plan \(2013\)](#)
- Carlisle River Township Masterplan (2004)
- Colac CBD and Entrances Project, (2012)
- Colac Commercial Centre Parking Precinct Plan, AECOM (2011)
- Colac Otway Rural Living Strategy (2011)
- Colac Structure Plan (2007)
- Cressy Township Masterplan (2007)
- Forrest Structure Plan (2011)
- Forrest Township Masterplan (2007)
- Gellibrand Township Masterplan (2004)
- Kennett River, Wye River and Separation Creek Structure Plans (2008)
- Lavers Hill Township Masterplan (2006)
- Siting and Design Guidelines for Structures on the Victorian Coast, Victorian Coastal Council (1997)
- Skenes Creek, Kennett River, Wye River and Separation Creek Neighbourhood Character Study (2005)
- Swan Marsh Township Masterplan (2001)

Environment

- Biodiversity Action Planning – Otway Plain Bioregion, 2003
- Biodiversity Action Planning – Otway Ranges Bioregion, 2003
- Biodiversity Action Planning – Victorian Volcanic Plains Bioregion, 2003

COLAC OTWAY PLANNING SCHEME

- Biodiversity Action Planning – Warrnambool Plains Bioregion, 2003
- Central West Victoria Regional Coastal Action Plan (2002)
- Central West Victoria Estuaries Coastal Action Plan (2005)
- Coastal Spaces Recommendations Report (2006), Department of Sustainability and Environment
- Colac Otway Heritage Study (2003)
- Colac Otway Shire Three Towns Stormwater Management Strategy (2004)
- Colac Otway Stormwater Management Plan (2002)
- Corangamite Floodplain Management Strategy (2002), Corangamite Catchment Management Authority
- Corangamite Native Vegetation Strategy (2006), Corangamite Catchment Management Authority
- Corangamite Regional Catchment Strategy 2003 – 2008 (2003), Corangamite Catchment Management Authority
- Corangamite River Health Strategy (2007), Corangamite Catchment Management Authority
- Corangamite Wetland Strategy 2006 – 2011, (2006), Corangamite Catchment Management Authority
- Draft Corangamite Salinity Action Plan (2003), Corangamite Catchment Management Authority
- Great Ocean Road Region Landscape Assessment Study (2003)
- Municipal Fire Prevention Planning Guidelines (1997), Country Fire Authority
- Victorian Coastal Strategy (2002), Victorian Coastal Council
- Wastewater Management Issues Paper: Beeac (2005)
- Wastewater Management Issues Paper: Birregurra (2002)
- Wastewater Management Issues Paper: Forrest (2005)
- Wastewater Management Issues Paper: Kennett River (2002)
- Wastewater Management Issues Paper: Wye River and Separation Creek (2002)
- Domestic Wastewater Management Plan (2007), Colac Otway Shire Council

Economic Development

- Colac Otway Economic Development and Tourism Strategy (2004)
- Colac Otway Rural Land Strategy (2007)
- Colac West Industrial Area - Outline Development Plan for the Colac West Industrial Area (1996)

42.02 VEGETATION PROTECTION OVERLAY

18/11/2011
VC83

Shown on the planning scheme map as **VPO** with a number.

Purpose

To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.

To protect areas of significant vegetation.

To ensure that development minimises loss of vegetation.

To preserve existing trees and other vegetation.

To recognise vegetation protection areas as locations of special significance, natural beauty, interest and importance.

To maintain and enhance habitat and habitat corridors for indigenous fauna.

To encourage the regeneration of native vegetation.

42.02-1 Vegetation significance and objective

19/01/2006
VC37

A schedule to this overlay must contain:

- A statement of the nature and significance of the vegetation to be protected.
- The vegetation protection objective to be achieved.

42.02-2 Permit requirement

15/09/2008
VC49

A permit is required to remove, destroy or lop any vegetation specified in a schedule to this overlay.

This does not apply:

- If the table to Clause 42.02-3 specifically states that a permit is not required.
- To the removal, destruction or lopping of native vegetation in accordance with a native vegetation precinct plan specified in the schedule to Clause 52.16.

42.02-3 Table of exemptions

18/11/2011
VC83

No permit is required to remove, destroy or lop vegetation to the minimum extent necessary if any of the following apply:

Regrowth

- The vegetation is regrowth which has naturally established or regenerated on land lawfully cleared of naturally established vegetation and is within the boundary of a timber production plantation, as indicated on a Plantation Development Notice or other documented record, and has established after the plantation.

This exemption does not apply to land on which vegetation has been cleared or otherwise destroyed or damaged as a result of flood, fire or other natural disaster.

Bracken

- The vegetation is bracken (*Pteridium esculentum*) which has naturally established or regenerated on land lawfully cleared of naturally established vegetation.

No permit is required to remove, destroy or lop vegetation to the minimum extent necessary if any of the following apply:

| | |
|--------------------------------|---|
| | <p>This exemption does not apply to land on which vegetation has been cleared or otherwise destroyed or damaged as a result of flood, fire or other natural disaster.</p> |
| Noxious weeds | <ul style="list-style-type: none"> The vegetation is a noxious weed the subject of a declaration under section 58 or section 58A of the Catchment and Land Protection Act 1994. This exemption does not apply to Australian Dodder (<i>Cuscuta australis</i>). |
| Pest animal burrows | <ul style="list-style-type: none"> The vegetation is to be removed, destroyed or lopped to enable the removal of pest animal burrows. <p>In the case of native vegetation the written agreement of an officer of the Department responsible for administering the Flora and Fauna Guarantee Act 1988 is required before the vegetation can be removed, destroyed or lopped.</p> |
| Land use conditions | <ul style="list-style-type: none"> The vegetation is to be removed, destroyed or lopped to comply with a land use condition served under the Catchment and Land Protection Act 1994. |
| Land management notices | <ul style="list-style-type: none"> The vegetation is to be removed, destroyed or lopped to comply with land management notice issued under the Catchment and Land Protection Act 1994. |
| Planted vegetation | <ul style="list-style-type: none"> The vegetation has been planted or grown as a result of direct seeding for Crop raising or Extensive animal husbandry. |
| Emergency works | <ul style="list-style-type: none"> The vegetation presents an immediate risk of personal injury or damage to property and only that part of vegetation which presents the immediate risk is removed, destroyed or lopped. The vegetation is to be removed, destroyed or lopped by a public authority or municipal council to create an emergency access or to enable emergency works. |
| Fire protection | <ul style="list-style-type: none"> The vegetation is to be removed, destroyed or lopped for the making of a fuelbreak by or on behalf of a public authority in accordance with a strategic fuelbreak plan approved by the Secretary to the Department of Sustainability and Environment (as constituted under Part 2 of the Conservation, Forest and Lands Act 1987). The maximum width of a fuelbreak must not exceed 40 metres. The vegetation is to be removed, destroyed or lopped for fire fighting measures, fuel reduction burning, or the making of a fuel break up to 6 metres wide. The vegetation is ground fuel within 30 metres of a building. The vegetation is to be removed, destroyed or lopped in accordance with a fire prevention notice under: <ul style="list-style-type: none"> Section 65 of the Forests Act 1958. Section 41 of the Country Fire Authority Act 1958. Section 8 of the Local Government Act 1989. The vegetation is to be removed, destroyed or lopped to keep the whole or any part of any vegetation clear of an electric line |

No permit is required to remove, destroy or lop vegetation to the minimum extent necessary if any of the following apply:

in accordance with a code of practice prepared under Part 8 of the Electricity Safety Act 1998.

- The vegetation is to be removed, destroyed or lopped in accordance with any code of practice prepared in accordance with Part 8 of the Electricity Safety Act 1998 in order to minimise the risk of bushfire ignition in the proximity of electricity lines.
- The vegetation is to be removed, destroyed or lopped to reduce fuel loads on roadsides to minimise the risk to life and property from bushfire of an existing public road managed by the relevant responsible road authority (as defined by the Road Management Act 2004) in accordance with the written agreement of the Secretary to the Department of Sustainability and Environment (as constituted under Part 2 of the Conservation, Forest and Lands Act 1987).

Surveying

- The vegetation is to be removed, destroyed or lopped for establishing sight-lines for the measurement of land by surveyors in the exercise of their profession, and if using hand-held tools.

Road safety

- The vegetation is to be removed, destroyed or lopped to maintain the safe and efficient function of an existing public road managed by the relevant responsible road authority (as defined by the Road Management Act 2004) in accordance with the written agreement of the Secretary of the Department of Sustainability and Environment (as constituted under Part 2 of the Conservation, Forest and Lands Act 1987).

Railways

- The vegetation is to be removed, destroyed or lopped to maintain the safe and efficient function of an existing railway or railway access road, in accordance with the written agreement of the Secretary to the Department of Sustainability and Environment (as constituted under Part 2 of the Conservation, Forest and Lands Act 1987).

Stone extraction

- The vegetation is to be removed, destroyed or lopped to enable the carrying out of Stone extraction in accordance with a work plan approved under the Mineral Resources (Sustainable Development) Act 1990 and authorised by a work authority granted under that Act.

Stone exploration

- The vegetation is to be removed, destroyed or lopped to enable the carrying out of Stone exploration.

The maximum extent of vegetation removed, destroyed or lopped under this exemption on contiguous land in the same ownership in a five year period must not exceed any of the following:

- 1 hectare of vegetation which does not include a tree.
- 15 trees if each tree has a trunk diameter of less than 40 centimetres at a height of 1.3 metres above ground level.
- 5 trees if each tree has a trunk diameter of 40 centimetres or more at a height of 1.3 metres above ground level.

No permit is required to remove, destroy or lop vegetation to the minimum extent necessary if any of the following apply:

This exemption does not apply to vegetation to be removed, destroyed or lopped to enable costeaning and bulk sampling activities.

| | |
|---|---|
| Mineral extraction | <ul style="list-style-type: none"> The vegetation is to be removed, destroyed or lopped to enable the carrying out of Mineral extraction in accordance with a work plan approved under the Mineral Resources (Sustainable Development) Act 1990 and authorised by a work authority granted under that Act. |
| Mineral Exploration | <ul style="list-style-type: none"> The vegetation is to be removed, destroyed or lopped to enable the carrying out of Mineral exploration. |
| Geothermal energy exploration and extraction | <ul style="list-style-type: none"> The vegetation is to be removed, destroyed or lopped to enable the carrying out of geothermal energy exploration or extraction in accordance with the Geothermal Energy Resources Act 2005. |
| Greenhouse gas sequestration exploration | <ul style="list-style-type: none"> The vegetation is to be removed, destroyed or lopped to enable the carrying out of geothermal energy exploration or extraction in accordance with the Greenhouse Gas Geological Sequestration Act 2008. |
| Greenhouse gas sequestration | <ul style="list-style-type: none"> The vegetation is to be removed, destroyed or lopped to enable the carrying out of geothermal energy exploration or extraction in accordance with the Greenhouse Gas Geological Sequestration Act 2008. |

42.02-4

18/11/2011
VC83

Decision guidelines

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The statement of the nature and significance of the vegetation to be protected and the vegetation protection objective contained in a schedule to this overlay.
- The effect of the proposed use, building, works or subdivision on the nature and type of vegetation to be protected.
- The role of native vegetation in conserving flora and fauna.
- The need to retain native or other vegetation if it is rare, supports rare species of flora or fauna or forms part of a wildlife corridor.
- The need to retain vegetation which prevents or limits adverse effects on ground water recharge.
- The need to retain vegetation:
 - Where ground slopes exceed 20 percent.
 - Within 30 metres of a waterway or wetland.
 - On land where the soil or subsoil may become unstable if cleared.
 - On land subject to or which may contribute to soil erosion, slippage or salinisation.

- In areas where the removal, destruction or lopping of vegetation could adversely affect the integrity or long term preservation of an identified site of scientific, nature conservation or cultural significance.
- Which is of heritage or cultural significance.
- The need to remove, destroy or lop vegetation to create a defensible space to reduce the risk of bushfire to life and property.
- Any relevant permit to remove, destroy or lop vegetation in accordance with a land management plan or works program.
- Whether the application includes a land management plan or works program.
- Whether provision is made or is to be made to establish and maintain vegetation elsewhere on the land.
- Any other matters specified in a schedule to this overlay.

Note: *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 the 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--
Proposed
C76

SCHEDULE 3 TO THE VEGETATION PROTECTION OVERLAY

Shown on the planning scheme map as **VPO3**

BIRREGURRA TREE PROTECTION AREA

1.0

Statement of nature and significance of vegetation to be protected

--/20--
Proposed
C76

The native vegetation is significant as it contributes to a strong landscape presence that is integral to the rural character of the area.

The scattered native vegetation contributes to significant canopy cover and provides a visual impact upon entry to Birregurra and within the township.

2.0

Vegetation protection objectives to be achieved

--/20--
Proposed
C76

- To protect vegetation for its aesthetic value and its contribution to the character of Birregurra.
- To encourage the retention of trees where possible and the planting of new canopy trees and understorey vegetation.

3.0

Permit requirement

--/20--
Proposed
C76

A permit is required to remove, destroy or lop any vegetation. This does not apply to the:

- Removal, destruction or lopping of native vegetation which is less than 5m high and has a single trunk circumference of less than 0.5m at a height of 1m above ground level.
- Pruning of vegetation to maintain or improve its health or appearance.
- Pruning, or removal of vegetation to prevent damage to works when damage to a pipeline, electricity or telephone transmission line, cable or other service has occurred or is likely to occur.

4.0

Application requirements

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Proposed
C76

An application to remove vegetation must include the following information:

- The total extent of native vegetation on the property and the extent of native vegetation proposed to be removed.
- The purpose of the proposed vegetation removal.
- Demonstration that the removal, destruction or lopping has been reduced to the minimum extent that is reasonable and practicable.
- Details of any proposed revegetation, including the proposed species to be planted and any proposals for ground stabilisation.
- The anticipated impact the vegetation removal will have on the character of Birregurra and the vistas from the entryways to Birregurra.

5.0

Decision guidelines

--/20--
Proposed
C76

Before deciding on an application the responsible authority must consider:

COLAC OTWAY PLANNING SCHEME

- The effect of the proposed removal of native vegetation on the landscape and the overall character of the area.
- The reason for removing the vegetation and the practicality of alternative options which do not require removal of native vegetation.
- Whether a Section 173 Agreement, building envelopes or tree protection zones are appropriate in providing for vegetation protection and/or management of the land.

43.02 DESIGN AND DEVELOPMENT OVERLAY

19/01/2006
VC37

Shown on the planning scheme map as **DDO** with a number.

Purpose

To implement the State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.

To identify areas which are affected by specific requirements relating to the design and built form of new development.

43.02-1 Design objectives

19/01/2006
VC37

A schedule to this overlay must contain a statement of the design objectives to be achieved for the area affected by the schedule.

43.02-2 Buildings and works

19/01/2006
VC37

Permit requirement

A permit is required to:

- Construct a building or construct or carry out works. This does not apply:
 - If a schedule to this overlay specifically states that a permit is not required.
 - To the construction of an outdoor swimming pool associated with a dwelling unless a specific requirement for this matter is specified in a schedule to this overlay.
- Construct a fence if specified in a schedule to this overlay.

Buildings and works must be constructed in accordance with any requirements in a schedule to this overlay. A schedule may include requirements relating to:

- Building setbacks.
- Building height.
- Plot ratio.
- Landscaping.
- Any other requirements relating to the design or built form of new development.

A permit may be granted to construct a building or construct or carry out works which are not in accordance with any requirement in a schedule to this overlay, unless the schedule specifies otherwise.

Exemption from notice and review

A schedule to this overlay may specify that an application is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

43.02-3 Subdivision

19/01/2006
VC37

Permit requirement

A permit is required to subdivide land.

This does not apply if a schedule to this overlay specifically states that a permit is not required.

Subdivision must occur in accordance with any lot size or other requirement specified in a schedule to this overlay.

A permit may be granted to subdivide land which is not in accordance with any lot size or other requirement in a schedule to this overlay, unless the schedule specifies otherwise.

Exemption from notice and review

A schedule to this overlay may specify that an application is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (3) and the review rights of Section 82(1) of the Act.

43.02-4 Advertising signs

19/01/2006
VC37

Advertising sign controls are at Clause 52.05 unless otherwise specified in a schedule to this overlay.

43.02-5 Decision guidelines

19/01/2006
VC37

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- The State Planning Policy Framework and the Local Planning Policy Framework, including the Municipal Strategic Statement and local planning policies.
- The design objectives of the relevant schedule to this overlay.
- The provisions of any relevant policies and urban design guidelines.
- Whether the bulk, location and appearance of any proposed buildings and works will be in keeping with the character and appearance of adjacent buildings, the streetscape or the area.
- Whether the design, form, layout, proportion and scale of any proposed buildings and works is compatible with the period, style, form, proportion, and scale of any identified heritage places surrounding the site.
- Whether any proposed landscaping or removal of vegetation will be in keeping with the character and appearance of adjacent buildings, the streetscape or the area.
- The layout and appearance of areas set aside for car parking, access and egress, loading and unloading and the location of any proposed off street car parking
- Whether subdivision will result in development which is not in keeping with the character and appearance of adjacent buildings, the streetscape or the area.
- Any other matters specified in a schedule to this overlay.

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 SHIRE PLANNING SCHEME

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Proposed
C76

SCHEDULE 11 TO THE DESIGN AND DEVELOPMENT OVERLAY

Shown on the planning scheme map as **DDO11**.

BIRREGURRA PREFERRED CHARACTER AREA A (MAIN STREET)

1.0

Design objectives

--/20--
Proposed
C76

- To encourage development that is respectful of the scale, form, siting and setbacks of nearby buildings and that responds to the historic character of the streetscape.
- To restrict multi-dwelling development to circumstances where the existing dwelling fronting Main Street is retained and any new dwellings are concealed to the rear (except vacant lots).
- To encourage low-rise single-storey buildings.
- To encourage the retention of trees where possible and the planting of new canopy trees and understorey vegetation to the front, side and rear of dwellings.

2.0

Buildings and works

--/20--
Proposed
C76

A permit is required for buildings and works, including the construction of a fence, if any of the design standards specified in Table 1 to this Schedule are not met.

Applications for more than one dwelling on a lot should demonstrate that they would be at a density that would enable future subdivision in accordance with the subdivision requirements of this clause.

A permit is not required to construct or extend an outbuilding (other than a garage or carport) on a lot provided the gross floor area of the outbuilding does not exceed 10 square metres, the maximum building height is not more than 3 metres above ground level and the outbuilding is located no closer to the street frontage than the existing dwelling.

3.0

Subdivision

--/20--
Proposed
C76

The minimum lot size for residential lots:

- Is 1,000 square metres, with an allowance for a maximum of 10% discretion if warranted by specific site circumstances.
- May be reduced to 500 square metres where:
 - A multi-dwelling development application has been permitted; or
 - A combined subdivision and development proposal on the land is approved.

In the event a permit allows the creation of such sized lots, conditions will be imposed to prevent further subdivision of the lots and to ensure that the development is carried out solely in accordance with the endorsed plans unless otherwise approved by the Responsible Authority.

4.0

Application Requirements

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Proposed
C76

An application must include a report that demonstrates how the proposal meets the objectives and provisions of this schedule.

COLAC OTWAY SHIRE PLANNING SCHEME

5.0
 --/--/20--
 Proposed
 C76

Decision Guidelines

Before deciding on an application the responsible authority must consider, as appropriate:

- Whether the development achieves the design objectives listed in this schedule.
- The interface with adjoining zones.
- The impact of the development and/or works on identified heritage buildings.
- Whether the development achieves the recommendations in the *Birregurra Neighbourhood Character Study 2012*.

Table 1 to Schedule 11 Design Standards

| Design Element | Design Standards | |
|----------------------------------|--|--|
| | Single dwellings, outbuildings etc. | Multi-dwelling development |
| STREET SETBACK (MINIMUM) | Standard A3 or 3m, whichever is the greater | Standard B6 or 3m, whichever is the greater |
| SIDE SETBACK (MINIMUM) | 1.5m (garages to boundary permitted on one side) | 1.5m (garages to boundary permitted on one side only) |
| REAR SETBACK (MINIMUM) | 15m | 5m |
| SITE COVERAGE (MAXIMUM) | 30% | 40% |
| PERMEABILITY (MINIMUM) | 50% | 40% |
| BUILDING HEIGHT (MAXIMUM) | 5.5m and single storey | 5.5m and single storey |
| FRONT FENCE | Maximum 1.2m high and minimum 50% permeability | Maximum 1.2m high and minimum 50% permeability |
| SIDE/REAR FENCING | Maximum 1.8m high with a tapered side fence towards the street | Maximum 1.8m high with a tapered side fence towards the street |

COLAC OTWAY SHIRE PLANNING SCHEME

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Proposed
C76

SCHEDULE 12 TO THE DESIGN AND DEVELOPMENT OVERLAY

Shown on the planning scheme map as **DDO12**.

BIRREGURRA PREFERRED CHARACTER AREA B (NORTH EAST)

1.0

Design objectives

--/20--
Proposed
C76

- To encourage sensitively designed and sited responsive medium density residential development within walking distance of Main Street (i.e. 400 metres).
- To require the first floor of double storey dwellings to be recessed from the ground floor on all sides, or incorporated into the roof space where possible, to reduce building bulk and the visual impact on the streetscape.
- To promote flexibility in material use, whilst also encouraging the use of lightweight materials such as timber cladding.
- To discourage straight driveways and reduce driveway length to increase the permeable areas available for landscaping.
- To encourage the retention of trees where possible and the planting of new canopy trees and understorey vegetation to the front, side and rear of dwellings.
- To encourage a more open streetscape presentation with mid-rise canopy trees interspersed with low-rise shrubs and ground cover.

2.0

Buildings and works

--/20--
Proposed
C76

A permit is required for buildings and works, including to construct a fence, if any of the design standards specified in Table 1 to this Schedule are not met.

Applications for more than one dwelling on a lot should demonstrate that they would be at a density that would enable future subdivision in accordance with the subdivision requirements of this clause.

A permit is not required to construct or extend an outbuilding (other than a garage or carport) on a lot provided the gross floor area of the outbuilding does not exceed 10 square metres, the maximum building height is not more than 3 metres above ground level and the outbuilding is located no closer to the street frontage than the existing dwelling.

2.0

Subdivision

--/20--
Proposed
C76

The minimum lot size for residential lots:

- Is 700 square metres, with an allowance for a maximum of 10% discretion if warranted by specific site circumstances.
- May be reduced to 500 square metres where:
 - A multi-dwelling development application has been permitted; or
 - A combined subdivision and development proposal on the land is approved.

In the event a permit allows the creation of such sized lots, conditions will be imposed to prevent further subdivision of the lots and to ensure that the development is carried out solely in accordance with the endorsed plans unless otherwise approved by the Responsible Authority.

COLAC OTWAY SHIRE PLANNING SCHEME

4.0 Application Requirements

--/20--
Proposed
C76

An application must include a report that demonstrates how the proposal meets the objectives and provisions of this schedule.

5.0 Decision guidelines

--/20--
Proposed
C76

Before deciding on an application the responsible authority must consider, as appropriate:

- Whether the development achieves the design objectives listed in this schedule.
- The impact of the development and/or works on identified heritage buildings.
- Whether the development achieves the recommendations in the *Birregurra Neighbourhood Character Study 2012*.

Table 1 to Schedule 12 Design Standards

| Design Element | Design Standards | |
|----------------------------------|--|---|
| | Single dwellings, outbuildings etc. | Multi-dwelling development |
| STREET SETBACK (MINIMUM) | Standard A3 or 6m, whichever is the greater | Standard B6 or 6m, whichever is the greater |
| SIDE SETBACK (MINIMUM) | 1.5m (garages to boundary permitted on one side) | 1.5m (garages to boundary permitted on one side only) |
| REAR SETBACK (MINIMUM) | 10m | 5m (also to internal boundaries) |
| SITE COVERAGE (MAXIMUM) | 40% | 50% |
| PERMEABILITY (MINIMUM) | 40% | 30% |
| BUILDING HEIGHT (MAXIMUM) | 5.5m and single storey | 5.5m and single storey |
| FRONT FENCE | Maximum 1.2m high and minimum 50% permeability | Maximum 1.2m high and minimum 50% permeability |
| SIDE/REAR FENCING | Maximum 1.8m high with a tapered side fence towards the street | Maximum 1.8m high |

COLAC OTWAY SHIRE PLANNING SCHEME

--/20--
Proposed
C76

SCHEDULE 13 TO THE DESIGN AND DEVELOPMENT OVERLAY

Shown on the planning scheme map as **DDO13**.

BIRREGURRA PREFERRED CHARACTER AREA C (ROADKNIGHT STREET ENTRY & SOUTH OF MAIN STREET)

1.0

Design objectives

--/20--
Proposed
C76

- To encourage sensitively designed and sited responsive medium density residential development within walking distance of Main Street (i.e. 400 metres).
- To ensure new development surrounding the church buildings responds to its context and the historic character of the streetscape, including the building stock.
- To encourage the use of robust but lightweight materials such as timber that will endure over time, whilst discouraging more urban materials.
- To require the first floor of double storey dwellings to be recessed from the ground floor on all sides, or incorporated into the roof space where possible, to reduce building bulk and the visual impact on the streetscape.
- To encourage single garages fronting the street, located no closer to the street frontage than the existing building, with a tandem car space if required, for multi-dwelling proposals to reduce hard surfacing and maximise landscaping opportunities.
- To encourage dwellings to be set back sufficient distance from all boundaries to provide the opportunity for native canopy trees.
- To encourage the retention of trees where possible and the planting of new canopy trees and understorey vegetation to the front, side and rear of dwellings.

2.0

Buildings and works

--/20--
Proposed
C76

A permit is required for buildings and works, including to construct a fence, if any of the design standards specified in Table 1 to this Schedule are not met.

Applications for more than one dwelling on a lot should demonstrate that they would be at a density that would enable future subdivision in accordance with the subdivision requirements of this clause.

A permit is not required to construct or extend an outbuilding (other than a garage or carport) on a lot provided the gross floor area of the outbuilding does not exceed 10 square metres, the maximum building height is not more than 3 metres above ground level and the outbuilding is located no closer to the street frontage than the existing dwelling.

3.0

Subdivision

--/20--
Proposed
C76

The minimum lot size for residential lots:

- Is 1,000 square metres, with an allowance for a maximum of 10% discretion if warranted by specific site circumstances.
- May be reduced to 600 square metres where:
 - A multi-dwelling development application has been permitted; or
 - A combined subdivision and development proposal on the land is approved.

COLAC OTWAY SHIRE PLANNING SCHEME

In the event a permit allows the creation of such sized lots, conditions will be imposed to prevent further subdivision of the lots and to ensure that the development is carried out solely in accordance with the endorsed plans unless otherwise approved by the Responsible Authority.

4.0 Application Requirements

--/~/20--
Proposed
C76

An application must include a report that demonstrates how the proposal meets the objectives and provisions of this schedule.

5.0 Decision guidelines

--/~/20--
Proposed
C76

Before deciding on an application the responsible authority must consider, as appropriate:

- Whether the development achieves the design objectives listed in this schedule.
- The impact of the development and/or works on identified heritage buildings.
- The visual impact of the development and/or works on the entries into Birregurra.
- Whether the development achieves the recommendations in the *Birregurra Neighbourhood Character Study 2012*.

Table 1 to Schedule 13 Design Standards

| Design Element | Design Standards | |
|----------------------------------|--|--|
| | Single dwellings, outbuildings etc. | Multi-dwelling development |
| STREET SETBACK (MINIMUM) | Standard A3 or 9m, whichever is the greater | Standard B6 or 9m, whichever is the greater |
| SIDE SETBACK (MINIMUM) | 3m (can be reduced to 1.5m to one side only) | 2m (can be reduced to 1.5m to one side only) |
| REAR SETBACK (MINIMUM) | 15m | 5m (also to internal boundaries) |
| SITE COVERAGE (MAXIMUM) | 30% | 40% |
| PERMEABILITY (MINIMUM) | 50% | 40% |
| BUILDING HEIGHT (MAXIMUM) | 5.5m and single storey | 5.5m and single storey |
| FRONT FENCE | Maximum 1.2m high and minimum 50% permeability | Maximum 1.2m high and minimum 50% permeability |
| SIDE/REAR FENCING | Maximum 1.8m high with a tapered side fence towards the street | Maximum 1.8m high |

COLAC OTWAY SHIRE PLANNING SCHEME

--/20--
Proposed
C76

SCHEDULE 14 TO THE DESIGN AND DEVELOPMENT OVERLAY

Shown on the planning scheme map as **DDO14**.

BIRREGURRA PREFERRED CHARACTER AREA D (SOUTH)

1.0

--/20--
Proposed
C76

Design objectives

- To encourage sensitively designed subdivisions that provide larger allotments and retain a low density character.
- To discourage multi-dwelling development proposals.
- To encourage subdivision of land that allows for detached dwellings on an allotment with street frontage.
- To require dwellings to address site slope with stepped building forms.
- To require the first floor of double storey dwellings to be recessed from the ground floor on all sides, or incorporated into the roof space where possible, to reduce building bulk and the visual impact on the streetscape.
- To encourage the use of robust but lightweight materials such as timber that will endure over time, whilst discouraging more urban materials.
- To encourage dwellings to be set back sufficient distance from all boundaries to provide the opportunity for native canopy trees.
- To encourage the retention of trees where possible and the planting of new canopy trees and understorey vegetation to the front, side and rear of dwellings.
- To discourage front fencing, particularly high, solid front fences which 'harden' the streetscape and lead to a reduction in residential and visual amenity.

2.0

--/20--
Proposed
C76

Buildings and works

A permit is required for buildings and works if any of the design standards specified in Table 1 to this Schedule are not met.

Applications for more than one dwelling on a lot should demonstrate that they would be at a density that would enable future subdivision in accordance with the subdivision requirements of this clause.

A permit is required to construct a fence if the fence is facing a street, exceeds 1.8m in height, or is constructed of materials other than post and wire. Where there is an existing building, a permit is not required for a side boundary fence located behind the front building line and that does not exceed 1.8 metres in height.

A permit is not required to construct or extend an outbuilding (other than a garage or carport) on a lot provided the gross floor area of the outbuilding does not exceed 10 square metres, the maximum building height is not more than 3 metres above ground level and the outbuilding is located no closer to the street frontage than the existing dwelling.

3.0

--/20--
Proposed
C76

Subdivision

The minimum lot size for residential lots is 1,000 square metres, with an allowance for a maximum of 10% discretion if warranted by specific site circumstances.

COLAC OTWAY SHIRE PLANNING SCHEME

4.0 Application Requirements

--/20--
Proposed
C76

An application must include a report that demonstrates how the proposal meets the objectives and provisions of this schedule.

--/20--
Proposed
C76

Decision guidelines

Before deciding on an application the responsible authority must consider, as appropriate:

- Whether the development achieves the design objectives listed in this schedule.
- The interface with adjoining zones.
- Whether the development achieves the recommendations in the *Birregurra Neighbourhood Character Study 2012*.

Table 1 to Schedule 14 Design Standards

| Design Element | Design Standards |
|----------------------------------|--|
| STREET SETBACK (MINIMUM) | Standard A3/B6 or 9m, whichever is the greater |
| SIDE SETBACK (MINIMUM) | 3m |
| REAR SETBACK (MINIMUM) | 15m |
| SITE COVERAGE (MAXIMUM) | 30% |
| PERMEABILITY (MINIMUM) | 50% |
| BUILDING HEIGHT (MAXIMUM) | 5.5m and single storey |

COLAC OTWAY SHIRE PLANNING SCHEME

--/~/20--
Proposed
C76

SCHEDULE 15 TO THE DESIGN AND DEVELOPMENT OVERLAY

Shown on the planning scheme map as **DDO15**.

BIRREGURRA COMMERCIAL AREA

1.0

Design objectives

--/~/20--
Proposed
C76

- To encourage new development that responds to the historic character of building stock, in particular through the use of appropriate materials.
- To ensure new buildings and/or extensions and alterations between Austin Street and Strachan Street employ a contextual design approach that integrates with surrounding buildings.
- To ensure any new commercial development to the rear of properties on Main Street has regard to sensitive residential interfaces.
- To encourage low-rise single storey buildings.
- To encourage active street frontages to develop within the commercial core (between Roadknight Street/Austin Street to the west and Strachan Street to the east) over time.
- To restrict multi-dwelling development to circumstances where the purpose of the Commercial 1 Zone is not hindered, the existing dwelling fronting Main Street is retained and a new dwelling is concealed to the rear (except vacant lots).
- To encourage the retention of trees where possible and the planting of new canopy trees and understorey vegetation.
- To minimise the visual impact of signage, particularly free standing or above verandah signs.

2.0

Buildings and works

--/~/20--
Proposed
C76

Applications should incorporate the design standards specified in Table 1 to this Schedule.

3.0

Application Requirements

--/~/20--
Proposed
C76

An application must include a report that demonstrates how the proposal meets the objectives and provisions of this schedule.

4.0

Decision guidelines

--/~/20--
Proposed
C76

Before deciding on an application, the responsible authority must consider, as appropriate:

- Whether the development achieves the design objectives listed in this schedule.
- The interface with adjoining zones.
- The impact of the development and/or works on identified heritage buildings.
- Whether the development achieves the recommendations in the *Birregurra Neighbourhood Character Study 2012* and the *Birregurra Structure Plan 2013*.

COLAC OTWAY SHIRE PLANNING SCHEME

Table 1 to Schedule 15 Design Standards

| Design Element | Design Requirements |
|----------------------------------|--|
| STREET SETBACK | Zero setback |
| SIDE SETBACK | Zero setback |
| REAR SETBACK (MINIMUM) | 2m* |
| SITE COVERAGE (MAXIMUM) | 80% |
| PERMEABILITY (MINIMUM) | 10% |
| BUILDING HEIGHT (MAXIMUM) | 5.5m and single storey |
| FRONT FENCE HEIGHT | Maximum 1.2m high and minimum 50% permeability |
| SIDE/REAR FENCING | Maximum 1.8m high with a tapered side fence towards the street |

*commercial buildings fronting Main Street may provide a residential component fronting the street to the rear, with design guidelines corresponding from the adjoining precinct for that portion of the site.

COLAC OTWAY SHIRE PLANNING SCHEME

--/20--
Proposed
C76

SCHEDULE 16 TO THE DESIGN AND DEVELOPMENT OVERLAY

Shown on the planning scheme map as **DDO16**.

BIRREGURRA INDUSTRIAL AREA

1.0

Design objectives

--/20--
Proposed
C76

To ensure that the industrial area at the northern end of Birregurra is sensitively developed to reflect the adjoining rural township character and to protect the landscape amenity of this main entry to Birregurra.

2.0

Buildings and works

--/20--
Proposed
C76

Permit Requirement

A permit is required for a fence unless the fence is greater than 50% permeable (for example plastic coated chain mesh) and is a maximum of 1.8 metres in height.

Performance Standards

Applications should incorporate the following matters in respect to design:

- All buildings are to demonstrate low scale building heights and utilise articulation, window and door treatments, materials and colours to create attractive public façades which avoid unrelieved and/or blank façades facing street frontages and reflect the rural township character of Birregurra, especially along those walls of a building that are visible from Roadknight Street, Birregurra Road or the railway line.
- All buildings and works are to provide generous building setbacks from front and side boundaries to provide the opportunity for substantial landscaping within the front boundary and along any side boundaries visible from Roadknight Street, Birregurra Road or the railway line. The minimum width for a landscape strip should generally be 3 metres at the front of a building and 2 metres at the side of a building.
- All buildings and works are to provide landscaping and visual screening of any open storage yards associated with development that is visible from Roadknight Street, Birregurra Road or the railway line.
- The use of landscaping to screen and soften open air car parks, soften buildings (particularly their interface with parking areas), shade buildings, define entrances and buffer adjoining sites.
- The use of hardy indigenous plantings with sufficient allowance for water delivery and quality ground conditions for healthy growth.
- Car parking is to be located to the side or rear of buildings where possible.
- The location of office or showroom components on the elevation(s) of the building facing a street or open space area, or the incorporation of windows or articulation of the façade to avoid blank façades facing the public realm.
- The avoidance of highly reflective roof and wall materials and exposed plain concrete block walls.
- The integration of service equipment within the design of the building or its screening from view.

COLAC OTWAY SHIRE PLANNING SCHEME

- All future subdivisions are to be grid based and ensure connectivity with Birregurra Road and continuation of the grid-based urban structure of the township.
- All buildings and works are to demonstrate appropriate interfaces with the railway line and the historic Birregurra Railway Station.
- All buildings and works are to demonstrate the use of sustainability measures such as water reuse and water sensitive urban design treatments.

Fences

- Fencing should be constructed of materials that integrate with and complement the building and surrounding area and be of a muted colour.
- Wherever possible, fencing should be softened and screened by vegetation planting.
- Fencing should provide a reasonable degree of visual transparency and plastic coated chain mesh is encouraged.

3.0

--/~/20--
Proposed
C76

Advertising signs

- On sites which have more than one tenant, signage should be co-located so as to avoid sign clutter.
- Signage should be discrete, have limited visual impact and be co-ordinated and compatible with the building design.

4.0

--/~/20--
Proposed
C76

Application Requirements

An application must include a report that demonstrates how the proposal meets the objectives and provisions of this schedule.

5.0

--/~/20--
Proposed
C76

Decision guidelines

Before deciding on an application, the responsible authority must consider, as appropriate:

- Whether the development meets the design requirements listed in this schedule.
- The interface with adjoining zones to avoid detrimental impacts on sensitive uses.
- The impact of the development and/or works on identified heritage buildings.
- Whether the development achieves the recommendations as identified in the *Birregurra Structure Plan 2013*.

COLAC OTWAY PLANNING SCHEME

10/10/2013
C72(Part-2)
Proposed C76

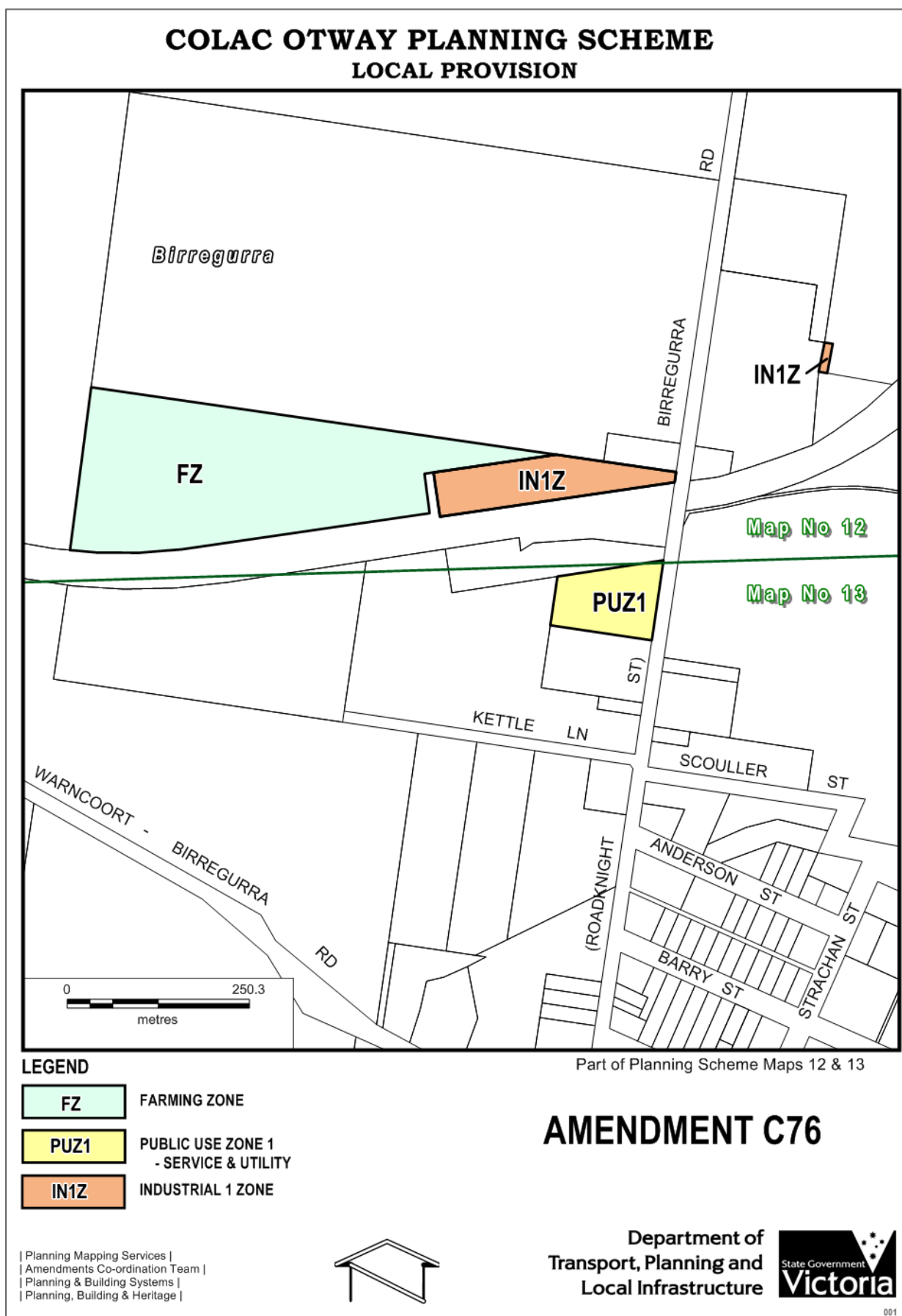
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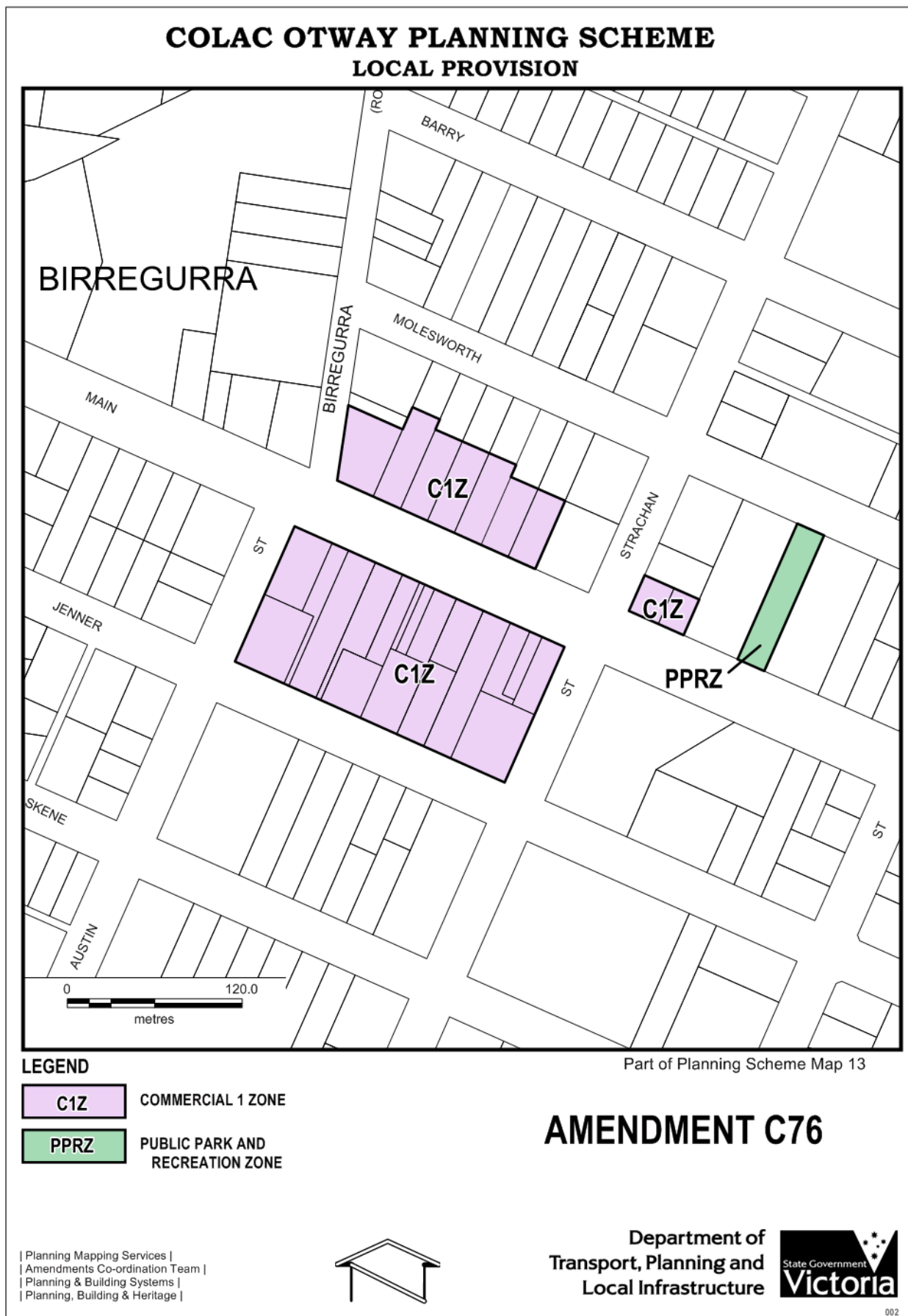
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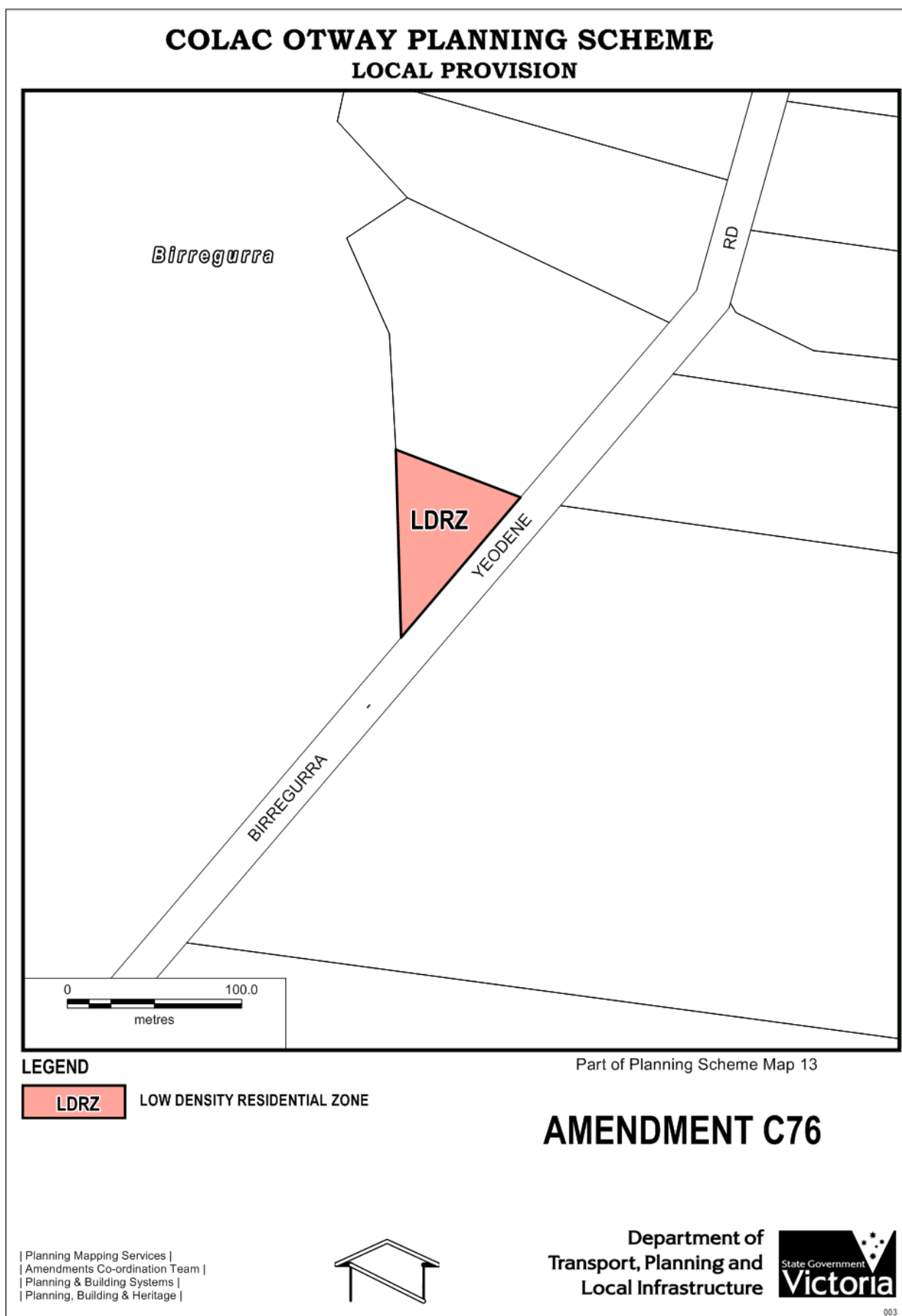
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COLAC OTWAY PLANNING SCHEME

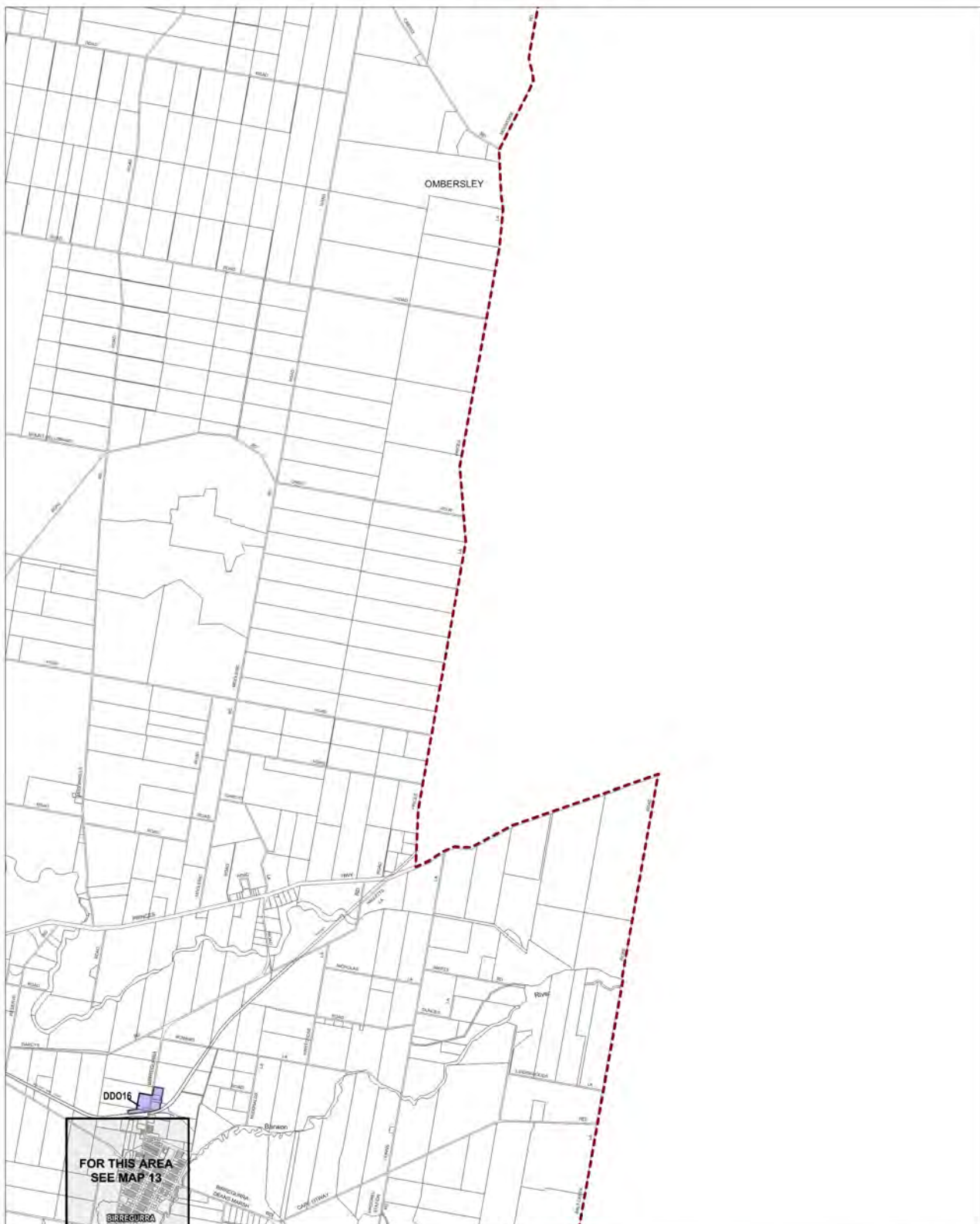
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COLAC OTWAY PLANNING SCHEME - LOCAL PROVISION



DESIGN AND DEVELOPMENT OVERLAY



Printed: 14/02/2017

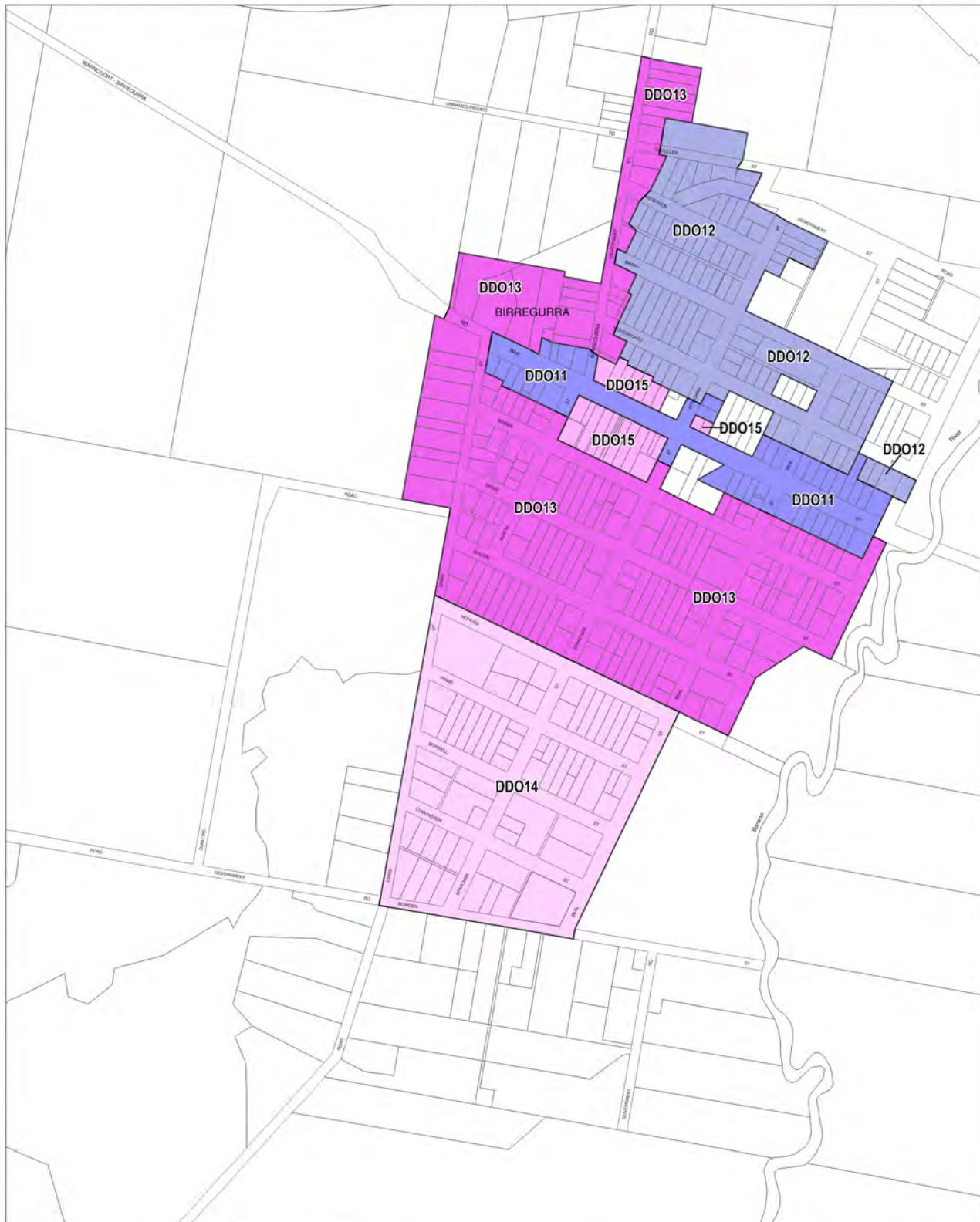
AMENDMENT C76

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MAP No 12DDO

COLAC OTWAY PLANNING SCHEME - LOCAL PROVISION



The map displays the Birregurra Urban Growth Boundary (UGB) in green. The boundary is irregular, following the layout of the town and its surrounding areas. Key features include:

- Streets:** Numerous streets are shown, including Birregurra Road, Birregurra Street, Birregurra Avenue, Birregurra Lane, Birregurra Way, Birregurra Drive, Birregurra Place, Birregurra Court, Birregurra Circle, Birregurra Crescent, Birregurra Terrace, Birregurra Promenade, Birregurra Boulevard, Birregurra Parkway, Birregurra Expressway, Birregurra Motorway, Birregurra Freeway, Birregurra Tunnel, Birregurra Bridge, Birregurra Viaduct, Birregurra Overpass, Birregurra Underpass, Birregurra Flyover, Birregurra Interchange, Birregurra Roundabout, Birregurra Junction, Birregurra Intersection, Birregurra Crossroad, Birregurra T-junction, Birregurra Y-junction, Birregurra X-junction, Birregurra Roundabout, Birregurra Junction, Birregurra Intersection, Birregurra Crossroad, Birregurra T-junction, Birregurra Y-junction, Birregurra X-junction.
- Landmarks:** The Birregurra River is shown flowing through the area. Other landmarks include the Birregurra School, Birregurra Church, Birregurra Library, Birregurra Post Office, Birregurra Police Station, Birregurra Fire Station, Birregurra Hospital, Birregurra Shopping Centre, Birregurra Industrial Estate, Birregurra Residential Estate, Birregurra Commercial Estate, Birregurra Government Estate, Birregurra Private Estate, Birregurra Public Estate, Birregurra Community Estate, Birregurra Cultural Estate, Birregurra Sports Estate, Birregurra Recreation Estate, Birregurra Entertainment Estate, Birregurra Leisure Estate, Birregurra Health Estate, Birregurra Education Estate, Birregurra Research Estate, Birregurra Development Estate, Birregurra Innovation Estate, Birregurra Technology Estate, Birregurra Creative Estate, Birregurra Arts Estate, Birregurra Media Estate, Birregurra Publishing Estate, Birregurra Broadcasting Estate, Birregurra Telecommunications Estate, Birregurra Information Estate, Birregurra Knowledge Estate, Birregurra Science Estate, Birregurra Engineering Estate, Birregurra Manufacturing Estate, Birregurra Construction Estate, Birregurra Services Estate, Birregurra Retail Estate, Birregurra Wholesale Estate, Birregurra Distribution Estate, Birregurra Logistics Estate, Birregurra Transportation Estate, Birregurra Infrastructure Estate, Birregurra Utilities Estate, Birregurra Energy Estate, Birregurra Water Estate, Birregurra Waste Estate, Birregurra Environment Estate, Birregurra Nature Estate, Birregurra Parks Estate, Birregurra Gardens Estate, Birregurra Forest Estate, Birregurra Wetlands Estate, Birregurra Wetland Estate, Birregurra Wetland Reserve, Birregurra Wetland Park, Birregurra Wetland Sanctuary, Birregurra Wetland Reserve, Birregurra Wetland Park, Birregurra Wetland Sanctuary.
- Labels:** The text 'VP03' is repeated multiple times within the green boundary. The word 'BIRREGURRA' is also present.

This map should be read in conjunction with additional Planning County Maps, if available, as indicated on the index to maps.

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METRIC-SERIES MAP

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AMENDMENT C76

MAP No 13VPO

Lake Corangamite Nature Reserve Management Plan



Prepared for Colac Otway Shire

April 2014



Lake Corangamite Nature Reserve Management Plan – Colac Otway Shire

Lake Corangamite Nature Reserve Management Plan

Prepared by James Kidman

Acknowledgments:

| | |
|----------------|---|
| Tony Mahoney | Alvie Tree Planters |
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| | CCMA |
| | Red Rock District Progress association |
| | Lake Corangamite Committee of Management |
| | Woody Yallock Diversion Scheme Management Committee |
| | Kuuyang Maar |
| | Greening Australia |
| | Alvie School |
| | Local Landowners |

| Version | Date | Reviewer: | Review |
|---------|------------|---------------------------------|--------------|
| 0.1 | 07/04/2014 | Tony Mahoney and Anneke Segrave | Draft review |
| 1.0 | 13/04/2014 | James Kidman | Final review |
| 1.1 | 30/04/2014 | James Kidman | Final review |

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Lake Corangamite Nature Reserve Management Plan – Colac Otway Shire

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MAPS

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1. INTRODUCTION

Lake Corangamite is the largest permanent salt-water lake in Australia covering over 23,000 hectares in area. It is listed as a RAMSAR site and serves as a permanent and seasonal habitat for a number of local and international rare and threatened flora and fauna species.

Lake Corangamite is located within the Colac Otway Shire with its margins bordering a number of towns including; Corunnun, Alvie, Wool Wool, Dreeite, Cundare, Foxhow, Pomborneit, Pirron Yalloak and Nalangil.

Historically, the establishment of infrastructure has been minimal within and around Lake Corangamite. Fencing, including; Wooden, Metal stakes and Dry Stone Walls comprise the majority of the existing infrastructure surrounding the Lake. A toilet block and kiosk was erected (which has since been removed in 2002) at the subject site in the 1950's. Historically, this area was used by the local community as a swimming beach, and hence the site is often referred to as the bathing boxes (Figure 1). Currently, there is little known infrastructure that promotes and integrates the values of the Lake for tourism or education.



Figure 1. Photo from lake Corangamite bathing boxes site in 1954.

There is a high level of cultural significance of the lake to Aboriginal peoples. Aboriginals used the lake to catch eels and houses were built from the basalt boulders amongst the stony rises around the edge of the lake (Pascoe 2007).

A recent survey culminating in a Community Infrastructure Plan (CIP) for the Red Rock Region (Stafford 2013) has recommended the establishment of a Lake Corangamite Nature Reserve near the location of the historical toilet block along Baynes Road, Corunnun (Figure 1). This management plan has been prepared in response to these recommendations.

This Management Plan intends to;

- document the existing conditions of the site;
- incorporate recommendations from the CIP and interested parties on the development and management of the site;
- clearly state the aims and objectives of the Reserve and subsequently the Management Plan;
- provide direction and guidance for initial infrastructure and rehabilitation works; and,
- provide a schedule of works for management of the site over the next five years.

1.1. Study Site

The Study site is located at 75 Baynes Road, Corunnun and consists of a parcel of land approximately 5 Ha that is zoned Public Park and Recreation Zone (PPRZ). The Site includes a road reserve which runs adjacent the parcel, beginning at Baynes Road and extending out toward the Lake. The site contains the following overlays:

- Environmental Significance Overlay – Shedule 1 (ESO1);
- Land Subject to inundation overlay (LSIO); and,
- Contains Areas of Aboriginal Cultural Heritage Sensitivity.

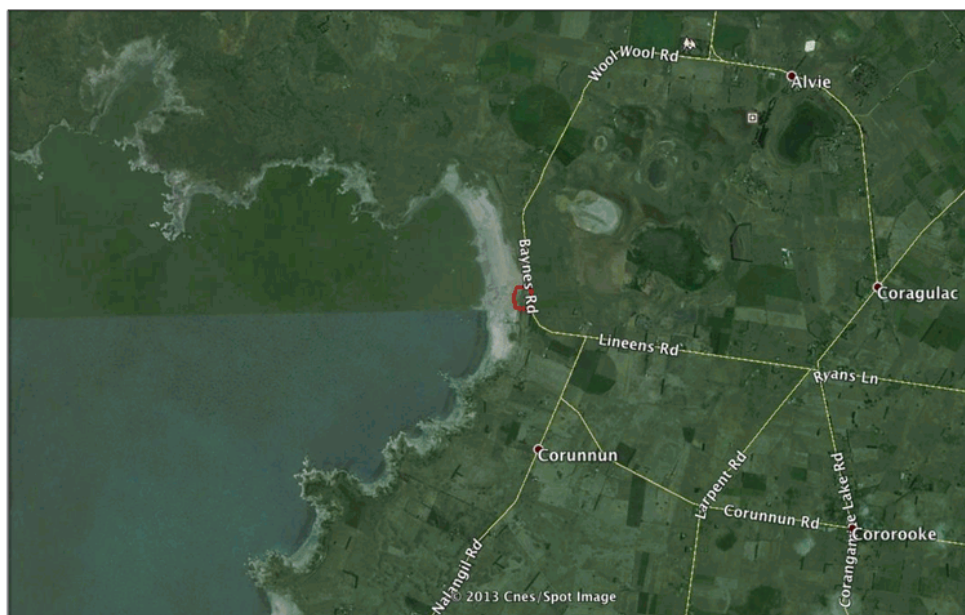


Figure 2. Study Site

1.2. Aims

The Lake Corangamite Nature Reserve Management Plan aims to:

- promote, enhance and manage the scenic beauty and amenity of the area;
- increase the recreational capacity of the site whilst minimising adverse impacts on the environment;
- increase habitat values for flora and fauna;
- maintain the indigenous landscape character of the area;
- provide an information display to educate students, tourists and the general public on the cultural history and natural values of the area; and,
- facilitate school and general community planting and information days

Guiding Recommendations

Some of the recommendations from within the Community Infrastructure Plan are to:

- Develop picnic grounds and built shelter on upper foreshore. Commence with a small hub and depending on use and demand, develop further discreet settings and link them with pathways.
- Mark the site with attractive signage on the roadside.
- Enhance the recreational use via scenic cycling/walking tracks or boardwalks. Boardwalks could include launching or tie-up points for canoes or small boats should lake levels return to suitable levels.
- Protect the landscape from random vehicular movements via formal track construction and the discreet placement of bollards.
- Phase out Cypress trees as soon as possible and replace with *Eucalyptus*, *Acacia* and *Allocasuarina* species.
- Remove woody weeds along the roadside including *Lycium* (Boxthorn), *Coprosma repens* (Mirror Bush) and *Leptospermum laevigatum* (Coast Tea-tree) and revegetate with indigenous shrub species such as *Banksia marginata* (Silver Banksia).
- Reinforce Lake planting with *Ficinia nodosa* (Knobby Club-rush).
- Explore the viability of enviro-toilets such as those along the Great Ocean Walk.
- Consider indigenous cultural significance of Lake to Kuuyang Maar (and other Aboriginal groups) people and use of interpretive information to illustrate history (Appendix 1. CIP).

And interpreted from the 'Bathing Boxes – Lake Corangamite plan for on ground works 2008' plan of works from 2008 – 2009 (2008):

- Collect seeds and propagate plants with primary school students from Alvie Consolidated School.
 - Undertake student learning/activity days.
- Design interpretive signage for the site to increase community awareness of local values.
- Remove woody weeds with follow-up weed control.
 - Explore the possibility of settling up a "Friends Of" group to take ownership of the site and hold regular community days.

2. METHODS

A site assessment was undertaken on 10th January 2014 and involved the collection of flora information, such as species and location, as well as mapping zones that would be subject to different weed management, revegetation and infrastructure objectives. Existing flora and fauna information was accessed from Viridans Biological Databases (Viridans Biological Databases 2013, Viridans Biological Databases 2013) and the Victorian Biodiversity Atlas (VBA)(DEPI 2014).

Plant taxonomy used in this report is generally in accordance with Walsh & Stajsic (Walsh and Stajsic 2007) and/or Flora Information System (Viridans Biological Databases 2013). Limitations to the survey include the following: it was undertaken in mid-summer which is not the optimal time for plant identification; it is expected that some other species, particularly orchid, lily and other herbaceous species that can only be observed for a limited period of time may not have been recorded during the present assessment; flora surveys were undertaken over a short period of time and were undertaken by randomly traversing the site. Therefore, some areas may have been under sampled.

Geographical positioning data collection in the field for the purposes of map display was carried out using a combination of a handheld GPS device, aerial photography and existing site survey plans. Determination of vegetation boundaries was undertaken using a combination of GPS data and ground-truthing with aerial photography. Due to inaccuracy with GPS data the mapping should be considered approximate only.

3. EXISTING CONDITIONS

3.1. Vegetation Assessment

3.1.1. Vegetation Overview

Vegetation on site consisted of predominantly exotic trees shrubs and grassy understorey vegetation to the east of the site along Baynes Road and indigenous saltmarsh type vegetation toward the lake margins in the west (Map 1). The vegetation was classified into three zones; Degraded Treeless Vegetation (DTV), Degraded Saltmarsh (DS) and Coastal Saltmarsh (CS; EVC 9) to reflect the vegetation condition and level of disturbance within each area.

3.1.2. Degraded Treeless Vegetation (DTV)

This zone is categorised by exotic and planted vegetation on the former upper banks of Lake Corangamite (Map 1). On the ground, the western boundary of this zone lies between the sandy areas to the west, and where annual weed cover increases and loamier soils are present to the east. An area near the southern entrance to this zone contains high nutrient levels and is likely to be the location of the previous 'bathing boxes'. With the exception of the recent revegetation, this higher nutrient zone is dominated by exotic weeds (Figure 3). This zone is likely to have once consisted of Grassy Woodland (EVC 175)(DEPI 2013). Areas above the shoreline margins that contained stony outcrops may have once included species consistent with Stony Rises Woodland (EVC 203). However, there was no remaining evidence of any remnant vegetation that was consistent with this EVC nor was there evidence of a past presence of stony outcrops across this zone.

The DTV consists of planted native and exotic species of varying ages that is dominated by a row of Monterey Cypress **Cupressus macrocarpa* (Map 1). Revegetation of Australian native and indigenous species as occurred to the north of this zone and are now well established. Species within this area include; Buloke *Allocasuarina luehmannii*, Silver Banksia *Banksia marginata* and Kurrajong *#Brachychiton populneus subsp. Populneusi*. Recent revegetation has occurred near the southern entrance of this zone on behalf of Greening Australia and includes; River Red-gum *Eucalyptus camaldulensis*, Large Kangaroo Apple *Solanum laciniatum* Seaberry Saltbush *Rhagodia candolleana subsp. candolleana*, Drooping Sheoak *Allocasuarina verticillata*, Blackwood *Acacia melanoxylon*, Black Wattle *Acacia mearnsii* and Golden Wattle *Acacia pycnantha*.

The few remnant species within this zone include; Knobby Club-sedge *Ficinia nodosa*, Small-leaved Clematis *Clematis microphylla s.l.*, and Rough Crane's-bill *Geranium gardneri*.

Understorey vegetation within this zone is dominated by woody and annual weeds including; Mirror Bush **Coprosma repens*, Coast Tea-tree *#Leptospermum laevigatum*, Cocksfoot **Dactylis glomerata*, Great Brome **Bromus diandrus*, Kikuyu **Cenchrus clandestinus* and Squirrel-tail Fescue **Vulpia bromoides*.



Figure 3. Looking north at high nutrient area within the Degraded Treeless Vegetation.

3.1.3. Degraded Saltmarsh

The Degraded Saltmarsh consists of an area of sandy soil between the DTV and the Coastal Saltmarsh (Figure 4). This area was dominated by Knobby Club-sedge and contained large areas of bare sand. There were few weeds within this zone, which also lacked in indigenous species diversity. This area was once the stretch of sandy beach along which visitors used to come and swim at the 'Bathing Boxes'.



Figure 4. Photo looking north along the Degraded Saltmarsh.

3.1.4. Coastal Saltmarsh (EVC 9)

Within the western portion of the site, and surrounding the lake margins, are areas of Coastal Saltmarsh Aggregate (EVC 9). This EVC is considered to be composed of a number of other EVC's (Boon, Allan et al. 2010, Sinclair 2010). The ephemeral nature of this EVC is reflected in the various vegetation patterns on site (Figure 5), which appeared to be influenced by water depth, substrate composition and salinity levels. The Bioregional Conservation Status for this EVC is Vulnerable (DEPI 2013). Typical species within this zone include; Salt Club-sedge *Bolboschoenus caldwellii*, Common Blown-grass *Lachnagrostis filiformis* s.l., Creeping Myoporum *Myoporum parvifolium*, Beaded Glasswort *Sarcocornia quinqueflora*, Shiny Swamp-mat *Selliera radicans* and Austral Seablite *Suaeda australis*.

Weed cover was minimal within this zone although some annual grassy weeds were present closer to the Degraded Saltmarsh.



Figure 5. Coastal Saltmarsh Aggregate (EVC 9).

3.2. Flora

A total of 73 plant taxa were recorded in the study area (including planted species) during this survey of which 33 were indigenous (45%) and 40 (55%) were introduced or naturalised outside their natural range. APPENDIX 1 lists all flora recorded within the study site. Table 1 below summarises plant taxa recorded in the study area during this survey.

Table 1. Summary of plant species recorded

| Flora Status | Number of Taxa |
|---|----------------|
| Indigenous vascular species | 33 |
| Exotic species | 38 |
| Native species outside of natural range | 2 |
| TOTAL | 73 |

3.2.1. State or Nationally Significant Flora

No species of state or national significance were recorded on site. Buloke was recorded on site and is listed under the Flora and Fauna Guarantee Act (FFG). This species was located within the established revegetation in the DTV and is likely to have been planted.

A search for state or nationally significant flora species recorded within 5km of the site area in FIS (Viridans Biological Databases 2013) and VBA (DEPI 2014) revealed one species; Brackish Plains Buttercup *Ranunculus diminitus*. Appendix 2 lists this species and its likelihood of occurrence in the study site. The likelihood of Brackish Plains Buttercup occurring on site would be considered low despite the recent record because there is no suitable habitat on site. The soils are very sandy and acidic across most of the site and areas that could support the clay type soils that this species occurs on would be highly degraded.

3.2.2. Weed Species

Across the entire site 40 weed species were recorded. The majority of weed species were recorded within the DTV with higher covers within the high nutrient area. Three weeds are listed as noxious under the Catchment and Land Protection Act 1994; Spiny Rush **Juncus acuta*, African Boxthorn **Lycium ferocissimum* and Soursob **Oxalis pes-caprae*. Only one single Spiny Rush plant was recorded, occurring just to the north of the site (Map 1). Isolated African Boxthorn plants were scattered though the DTV with one also occurring within the Degraded Saltmarsh. Soursob patches were located near the higher nutrient area within the DTV.

A weed calendar is provided in Table 1 that presents the preferred method of control and the appropriate timing of the year to undertake the control works (see the schedule of works for the timing and management zone in which weed control works are to be undertaken).

The CaLP Act listed weeds are listed in Table 1 below including their classification in the Corangamite CMA (Melville 2008). These species should be targeted and eradicated, if possible, prior to eradication of other high-threat species.

Table 1. Declared Noxious Weeds

| Scientific Name | Common Name | Classification |
|--|-------------------|-----------------------|
| <i>*Juncus acuta</i> | Spiny Rush | Restricted |
| <i>*Lycium ferocissimum</i> | African Box-thorn | Regionally controlled |
| <i>*Oxalis pes-caprae</i> | Soursob | Restricted |
| Regionally controlled – weeds are usually widespread and established in a region. To prevent their spread continuing control measures are required. Land holders have the responsibility to take all reasonable steps to control and prevent the spread of these weeds on their land and roadsides that adjoin their land. | | |
| Restricted – plants that pose an unacceptable risk of spreading in this State or to other parts of Australia if they were to be sold or traded in Victoria, and are a serious threat to another State or Territory of Australia. Trade in these weeds and their propagules, either as plants, seeds or contaminants in other materials is prohibited. | | |

3.2.3. Fauna

The main focus with regards to fauna during the assessment was the consideration of the site's potential to provide fauna habitat. The habitat observed within the site included:

- tree canopies;
- dense understorey vegetation;
- grassy understorey vegetation; and,
- wet depressions.

Vegetation on site provides good habitat for fauna, mainly due to the existing trees and shrubs and also the shallow lake margins. The Monterey Cypress provide good nesting habitat for bird species however no nests were recorded during the site inspection. The mid-storey is relatively thick where dominated by Coast Tea-tree, Mirror Bush and established revegetation, providing good nesting habitat for smaller birds.

3.2.4. State or Nationally Significant Fauna

A total of seven state or nationally significant fauna species are recorded within a five-kilometre radius of the study area in the VFD (Viridans Biological Databases 2013) and also in the VBA (DEPI 2014). Details of these species are given in APPENDIX 2. One species, the Corangamite Water Skink, is considered to have a 'high' likelihood of using the site in the medium to long term. This species has a significant number of records in the local area and populations are known to occur less than 5km south of the site (Mousley pers. Comm.). However, it's preferred habitat includes rocks and logs, which are absent from the site. Therefore the primary use of the site by the Corangamite Water Skink would be for foraging.

3.3. Current visitor facilities, infrastructure and built assets

Currently, visitor facilities and assets across the site are minimal. Visitors frequently visit the site to walk along the lake margins, using the Baynes Road entrance and track for parking.

3.3.1. Assets and interpretation

Current assets and interpretation on site is limited to an information sign at the southern entrance of the site (Figure 6). The sign promotes the natural values of the lake by showing some of the flora and fauna that can be seen along the lake margins. A map of the lake and the surrounding area is also displayed on the sign.



Figure 6. Existing signage at southern entrance to site.

3.3.2. Fencing

There is currently fencing along the northern and southern boundaries of the site in varying degrees of condition. This fencing has deteriorated towards the lake margins.

3.3.3. Tracks

Existing tracks run through the DTV section of the site and from the southern entrance out towards the lake edge (Map 1). The tracks contain a light layer of crushed rock in some areas but are mostly comprised of natural surface material. Some of the track that runs towards the lake contains ruts from vehicular traffic in wet conditions and have degraded some areas of the Coastal Saltmarsh.



Figure 7. Sections of existing tracks; at the southern entrance, towards the lake margins and within the DTV.

3.3.4. Disturbance

The site has been subject to a number of disturbance activities since the 1950's. A number of these have been observed by current land managers of the site and were also observed during the site inspection. Disturbance activities that have occurred on site include:

- Use as a public swimming beach in the 1950's.
- Erection of a public toilet block that has since been demolished. Elements of this no doubt remain on site.
- Farmers often plough through the sandy stretch to clean the steel ploughs of rust.
- People appear to have removed quantities of sand; apparently it serves as good sand for brick laying.
- The current carpark/access way beside the cypresses is used for camping and rubbish dumping.
- The access track to the foreshore is used by visitors but also horses and hoon drivers.

4. PROPOSED WORKS ON SITE

The works proposed for the site include:

- removal of large planted Monterey Cypress
- removal of naturalised exotic understorey species
- removal of the planted and naturalised Victorian native Coast Tea-tree
- revegetation of native vegetation
- fumigation and infilling of rabbit warrens and fox dens
- levelling of soil to provide for car parking with a surface layer of crushed rock
- installation of signage, bollards, a walking path (crushed rock or existing substrate) and a shelter

The following section explores the proposed works under relevant policy and legislation.

5. RELEVANT POLICY AND LEGISLATION

The following section explores relevant policy and legislation pertaining to the existing ecology and the proposed works, as mentioned in the previous section, from the national level through to the local level.

5.1. Environment Protection and Biodiversity Conservation Act

The *EPBC Act 1999* applies to sites where proposed developments or projects may have a significant impact on matters of national environmental significance.

The proposed infrastructure and management actions within the study site is not likely to have a significant impact on species, nor any other matters of environmental significance protected under this Act.

5.2. Flora and Fauna Guarantee Act 1988

The *Flora and Fauna Guarantee Act 1988* (FFG Act) was legislated to ensure the continued survival of all Victorian species of flora and fauna and all Victorian communities of plants and animals. The FFG Act provides a number of ways to help achieve its objectives including:

- listing of threatened taxa, communities of flora or fauna and potentially threatening processes, and creation of Action Statements and Management Plans for all listed taxa communities of flora or fauna and processes
- declaration of a Critical Habitat if the habitat is critical for the survival of a species or a community of flora or fauna, if listed as Critical Habitat, the Minister for Environment may then make an Interim Conservation Order (ICO) to conserve the Critical Habitat
- protection of flora and fauna through listing offences such as penalties relating to not following an ICO and taking, trading in, keeping, moving or processing protected flora without a licence. Although this does not apply to taking listed flora species from private land.

The Department of Environment and Primary Industries (DEPI) is the referral authority for matters under the FFG Act.

5.2.1. Threatened Species

There are three species of fauna listed under the FFG Act 1988 recorded within a 5 km radius study area; the single species that is likely to occur on site, the Corangamite Water Skink, does not have suitable habitat within the area proposed for the shelter. The works are unlikely to have a significant impact on this species.

Relevance to proposal

It is considered unlikely the proposal will have a significant impact on species or communities listed under this Act. A permit application to DEPI to remove, destroy or harm species and communities listed under this act is considered unnecessary.

5.2.2. Potentially Threatening Processes

Schedule three of the *FFG Act 1988* lists numerous Potentially Threatening Processes. These processes have been identified as a threat to the survival of one or more species of flora or fauna or a community. A number of threatening processes operate across Victoria and across all land tenures while some are specific to a defined locality.

Some of the Potentially Threatening Processes listed under the FFG Act are operating throughout the area. Within the study area Potentially Threatening Processes that are occurring or could potentially occur include:

- invasion of native vegetation by 'environmental weeds'
- predation of native wildlife by the cat, *Felis catus*
- predation of native wildlife by the introduced red fox *Vulpes vulpes*
- reduction in biomass and biodiversity of native vegetation through grazing by the rabbit *Oryctolagus cuniculus*

Relevance to proposal

This management plan aims to address and manage the potentially threatening processes that have been determined to be occurring to a significant extent on site.

5.3. Planning Policy

The *Planning and Environment Act 1997* establishes the framework for planning the use, development and protection of land in Victoria in the present and long-term interests of all Victorians. This includes providing the structure for and administering the implementation of Planning Schemes. The following section considers relevant sections of the Planning Scheme that may need to be satisfied

5.3.1. State Planning Policy Framework

Clause 12 Environmental and Landscape Values

Clause 12 of the planning scheme recognises that planning:

- should help to protect the health of ecological systems and the biodiversity they support (including ecosystems, habitats, species and genetic diversity) and conserve areas with identified environmental and landscape values.
- must implement environmental principles for ecologically sustainable development that have been established by international and national agreements.
- should protect sites and features of nature conservation, biodiversity, geological or landscape value.
- bushfire

5.3.2. Zoning

The site is zoned Public Park and Recreation Zone. The purpose of this zone is:

- To recognise areas for public recreation and open space.
- To protect and conserve areas of significance where appropriate.
- To provide for commercial uses where appropriate.

Under this zone, the subject site does not require a permit to construct a building or construct or carry out works associated with:

- Pathways, trails, seating, picnic tables, drinking taps, shelters, barbeques, rubbish bins, security lighting, irrigation, drainage or underground infrastructure.
- Planting or landscaping.
- Fencing that is 1 metre or less in height above ground level
- A building or works carried out by or on behalf of a public land manager or Parks Victoria under the Local Government Act 1989, the Reference Areas Act 1978, the National Parks Act 1975, the Fisheries Act 1995, the Wildlife Act 1975, the Forest Act 1958, the Water Industry Act 1994, the Water Act 1989, the Marine Act 1988, the Port of Melbourne Authority Act 1958 or the Crown Land (Reserves) Act 1978.

Under Clause 52.05-4 of the Planning Scheme – A permit is not required to display a sign in a road reserve which gives direction or guidance about a tourist attraction, service or facility of interest to road users. The sign must be displayed to the satisfaction of the road authority.

Relevance to site

Under this zoning most of the proposed works do not require a permit. The establishment of a carpark is not listed under the exemptions for a permit within this zone, therefore a permit may be required. A permit is required to display information signs within the site under certain conditions. Depending on the size and location of the proposed signage a permit may not be required. Roadside signage that gives direction to a tourist attraction does not require a permit.

5.3.3. Overlays

There are four planning overlays that apply to the site, these are:

- Environmental Significance Overlay (ESO1);
- Land Subject to Inundation Overlay (LSIO); and,
- Contains areas of Aboriginal Cultural Heritage Sensitivity.

Environmental Significance Overlay

Under this overlay a permit is required to remove, destroy or lop any vegetation.

The objectives for this overlay are as follows:

- To identify areas where the development of land may be affected by environmental constraints.
- To ensure that development is compatible with identified environmental values.

The objective of the schedule to this overlay (ESO1) is:

- To protect and maintain the quality and quantity of groundwater recharge in the Warrion aquifer area.

Under this schedule a permit is not required:

- to remove, destroy or lop any non-native vegetation; or
- to remove, destroy or lop any dead vegetation; or
- to prune any native vegetation provided it does not exceed 20% of the bio-mass of the vegetation; or
- buildings and works associated with informal outdoor recreation, except involving any new effluent disposal system; or
- outbuildings less than 300m² in floor area; or
- works undertaken by a public authority relating to watercourse management, environmental improvements or infrastructure services.

Relevance to site

If works are to be undertaken by a public authority then a permit is not required. This is primarily because most of the on-ground works relate to the improvement of the environmental values on site. The shelter, car parking, and placement of bollards would be considered under building and works associated with informal outdoor recreation. Therefore, a permit is not required for the proposed works under this overlay. No removal of native vegetation is to occur, only removal on non-native vegetation. Therefore a permit is not required for the proposed removal of vegetation under this plan.

Land Subject to Inundation Overlay

A permit is not required to carry out any of the following:

- A non-habitable building (other than industrial and commercial) with a floor area less than 20 square metres.
- Earthworks that do not raise ground level topography by more than 200 millimetres.
- Footpath, bicycle path or elevated boardwalk, at a height no greater than 200 millimetres above the applicable flood level.

Relevance to site

The proposed shelter and surface levelling should not exceed the standards outlined above. If works are undertaken that do exceed these standards then a permit will be required under this overlay.

Area of Aboriginal Cultural Heritage Significance

This layer provides indicative information about the location and extent of areas of Aboriginal cultural heritage sensitivity and is provided to assist with the decisions about the potential need to prepare a Cultural Heritage Management Plan (CHMP) in relation to proposed activities on this property.

The following relevant activities are exempt from requiring a CHMP:

- Minor works (r.12 – The construction of the following structures is an exempt activity— (a) fences or freestanding walls; (b) temporary seating structures, stages or platforms).

The construction of a building or the construction or carrying out of works on land is a high impact activity if the construction of the building or the construction or carrying out of the works—

(a) would result in significant ground disturbance; and

(b) is for or associated with the use of the land for any one or more of the following purposes—

(iii) a car park; or,

(xv) a minor sports and recreation facility.

The construction of any one or more of the following is a high impact activity if the construction would result in significant ground disturbance—

(f) a walking track in a park.

Significant ground disturbance means disturbance of— (a) the topsoil or surface rock layer of the ground; or (b) a waterway— by machinery in the course of grading, excavating, digging, dredging or deep ripping, but does not include ploughing other than deep ripping

Relevance to site

Given that the proposed works includes a car park, minor sports and recreation facility and a walking track, preparation of a CHMP will be required only if significant ground disturbance is to occur on site. The proposed levelling of the carpark and disturbance involved in removing the Monterey Cypress and fox and rabbit warrens is likely to involve grading and digging. However, if the site has been subject to previous significant disturbance then a CHMP may not be required.

It is therefore a requirement that a CHMP be prepared for the site due to the proposed works involving significant ground disturbance unless the area proposed for works has been significantly disturbed in the past.

The benefits of preparing a CHMP include:

If you have a Plan, you have certainty that your project will go ahead. This certainty is provided during the planning phase, allowing the construction phase of projects to be unhindered. That has not been the case in the past where if something has turned up unexpectedly, it has caused delays and even ceased a project during the construction phase.

Doing a Plan also provides you with peace of mind. A Plan removes your development activity from the harm provisions of the Act, as long as you are acting in accordance with the Plan.

Lake Corangamite Nature Reserve Management Plan – Colac Otway Shire

A Plan is good risk management for your project, just as preparing a heritage assessment has been in the past.

Given that the site is part of a Declared Ramsar Wetland, is within the volcanic cones of western Victoria and contains areas of cultural heritage sensitivity, preparation of a CHMP is recommended to help avoid any adverse effects to the cultural heritage values of the site and to gain an understanding of the cultural heritage values that are present within the site.

The CHMP should also address the potential future establishment of a toilet facility in relation to effects on any cultural values of the site.

6. MANAGEMENT ZONING

Provided below is information on the 'Management Zones' identified at the study site. These 'Management Zones' represent defined locations across the site, as shown on Map 2, where the management actions/objectives and vegetation type and/or quality is similar. The Management Zones proposed are consistent with the three different vegetation types identified during the site assessment; Degraded Treeless Vegetation, Degraded Saltmarsh and Coastal Saltmarsh. The objectives and specific methods for each Management Zone are listed below. A discussion on the implementation of each of the objectives is given in the following section; Management Guidelines (Section 7).

6.1. Management Zones

6.1.1. Management Zone 1 – Degraded Treeless Vegetation

Management Zone 1 (MZ1) consists of the area of DTV at the eastern edge of the site (Map 2). This management zone will require the largest allocation of resources across the three management zones. Because it will be the focus of revegetation, weed control and the visitor experience.

The objectives of this zone are to;

- Remove woody weeds
- Remove old Monterey Cypress trees
- Revegetate specific areas to restore the vegetation to represent Plains Grassy Woodland (EVC 175)
- Create suitable areas for visitor parking
- Establish a suitable walking track
- Establish an information and barbeque shelter
- Establish seating and signage
- Manage weed levels and undertake supplementary revegetation where required
- Prevent the spread of pest animals
- Engage local schools and planting groups to get involved in revegetation and weed control

Zone Specific Methods

Vegetation

- Control all woody weeds on site ensuring large woody weeds (>4cm in diameter) are drilled and filled and left in situ until revegetation works are undertaken within that area. All smaller woody weeds can be removed once treated. Woody weed material should be removed off site or piled in a heap and burned.

- Revegetation can commence in the northern section of the site where removal of Monterey Cypress will not impact on revegetation works. Revegetation should use species selected from the Grassy Woodland revegetation list provided in APPENDIX 4. Encourage local school groups to be part of planting days.
- Remove Monterey Cypress from along roadside. Ensure appropriate traffic management and OH&S procedures are followed. Stumps should be cut at an appropriate height so that they can be turned into sculptures. Large logs can be used for Skink Habitat amongst revegetation beds or used to create bollards.



Figure 8. Example of sculpture and bollards from Cypress trees

- Control high threat grassy and herbaceous weeds across zone
- Spray-out or jute-mat (in high nutrient area) revegetation zones prior to revegetation
- Revegetate within revegetation zones using species from the Grassy Woodland planting list in APPENDIX 4. Encourage local school groups to be part of planting days.
- Follow-up revegetation with weed control to maintain plantings.
- Undertake supplementary planting where gaps in revegetation appear.

Fauna Habitat

- Fox and Rabbit warrens should be destroyed when undertaking carpark-levelling works.
- Woody weeds should be staged for removal so that large amounts of bird habitat are not removed during any one period. This should be done by drilling and filling larger specimens and leaving them in situ until revegetation has substituted this habitat.
- Logs from the removal of the Monterey Cypress should be carefully placed amongst revegetation areas to provide habitat for the Corangamite Water Skink. Rocks should also be placed within these zones where appropriate.

Assets, Interpretation and Signage

- Install rock bollards at primary bollard locations to prevent unwanted vehicular access. Delay the Baynes Road bollard installation until after the Monterey Cypress' are removed.
- Once removal of Cypress trees has been undertaken and appropriate landscaping to ensure a flat surface, place crushed rock in car parking area.
- Use timber from Cypress trees (or similar) as secondary bollards within and surrounding the site.
- Delineate northern walking track to guide revegetation on either side
- Research and install information/BBQ shelter
- Install seating around shelter and consider installation at other areas across the site
- Install signage near shelter looking out toward the lake and also within the shelter.
- Install traffic sign upon approach to the site along Baynes Road.

6.1.2. Management Zone 2 – Degraded Saltmarsh

Management Zone 2 requires minimal resources to meet the objectives of this management plan. Revegetation within this zone is considered a low priority due to the low level of weed cover and deep sandy soils that may inhibit revegetation efforts. Natural regeneration is the preferred method of establishing indigenous cover. Therefore, controlling any high threat weeds and encouraging Knobby Club-sedge to spread are the recommended management actions for this zone.

Zone Specific Methods

Vegetation

- Control high threat weeds within this zone ensuring appropriate techniques are used to minimise off-target damage.
- Encourage natural regeneration of Knobby Club-sedge by controlling weeds.

6.1.3. Management Zone 3 – Coastal Saltmarsh

The areas of coastal saltmarsh within MZ3 will require few resources to meet the objectives of this management plan. The primary management action within this zone is to control high threat weeds, which are limited to one Spiny Rush Plant just to the north of the site and one African Boxthorn.

Zone Specific Methods

Vegetation

- Control CaLP Act listed species including Spiny Rush and African Boxthorn. The Spiny Rush should be hand pulled and removed off site to ensure seeds do not spread across the site. The boxthorn should be controlled using the cut and paint method.

Assets, Interpretation and Signage

- No assets are proposed for this zone however the walking track to the lake should be monitored to ensure it is suitable to provide Lake access for pedestrians. If it becomes too muddy then consider placing sand down to maintain access.

7. MANAGEMENT GUIDELINES

Management of the Lake Corangamite Nature Reserve requires an approach that promotes and enhances the natural assets of the site as well as providing a pleasant, informative and functional visitor experience. This section discusses the general management issues and recommended management guidelines to be adopted for the entire site. The recommended management guidelines discussed in this section are also presented as a concise yearly schedule in Section 8: Schedule of Works.

7.1. Weed Management

Weeds are currently one of the main threats to biodiversity and revegetation efforts within the Site. If left unmanaged or managed inappropriately, weeds from within the Site will continue to affect adjoining areas and have adverse effects on habitat values.

General weed management should follow the principles and guidelines outlined below and refer to Table 1 for the timing of weed control works.

7.1.1. General Weed Management Principles

Weed management should be a well-planned process that combines ecological and horticultural theories and applies them to practical bushland restoration. Weed control should also be adaptive to site conditions and changes in response to the types of indigenous vegetation present around particular weed invasions, along with the responses of weeds to particular types of control implemented as observed by land managers.

Some guiding on-going principles regarding weed management are to:

- identify the highest quality areas and work out from these using a systematic approach;
- consider fauna habitat and in particular habitat for significant species, before undertaking works;
- protect and increase regeneration through sensitive bush regeneration principles;
- consider the presence of indigenous flora species, particularly those of National or State significance;
- ensure that weed control is done in a manner that facilitates follow-up management of weeds where work has been started;
- treat weeds at the appropriate time in their life cycle to maximise effectiveness and to minimise off-target damage to indigenous species;
- ensure all green waste that contains weed seed is removed off-site;
- use the most eco-sensitive approach to weed control to avoid negative effects of herbicide on the natural environment, particularly near waterways;
- where practical, weed control should be undertaken by alternative measures such as slashing, hand weeding, burning with a weed burner or other means, such as frill-and-fill, cut-and-paint or drill-and-fill, with minimal herbicide use;

Following-up on areas that have been subjected to weed control is of paramount importance. Weed management requires consistent work over the outlined five-year management period in order to interrupt the life cycles of the weeds and allow indigenous species to gain an ecological advantage. Any weed control should be done with minimal disturbance to soil and surrounding vegetation as soil disturbance can lead to further weed infestation and increase erosion. Weed control should aim to contain and control weeds first and then look at elimination. Elimination of some weed species requires a long-term approach due to soil seed banks and reinfestation from outside the management area such as adjacent land and roadsides.

7.1.2. Weed Management within the Site

Weed management within the site will require an ongoing effort that extends beyond the five-year duration of this plan. Eradication of all weeds is not a realistic outcome; the main focus should be on the removal and management of high-threat weeds, control weeds within higher quality areas of vegetation and within revegetation zones.

Removal of weeds has the potential to affect fauna species using these weeds for habitat. A staggered approach to woody weed control and revegetation of woody species should be adopted to maintain fauna habitat.

In general, weed management within the study area should avoid the extensive use of herbicides. This is not only to minimise off-target damage to indigenous flora, but also to minimise impacts on fauna. One group of fauna particularly susceptible to herbicides are amphibians. The use of 'frog-friendly' herbicides should be considered for use whenever possible.

The following management guidelines and techniques should be applied to weed control across the site:

- control all woody weeds on site including: Boxthorn, Mirror Bush and Coast Tea-tree. Ensure large woody weeds (>4cm in diameter) are drilled and filled and left in situ until revegetation works are undertaken within that area. All smaller woody weeds can be removed once treated. Woody weed material should be removed off site or piled in a heap and burned;
- woody weeds with a stem diameter of less than four (4) cm at the base should be cut-and-painted with 1:3 or half strength Glyphosate (360 g/L);
- larger specimens of woody weeds, with a stem diameter of greater than four (4) cm at the base should be drilled-and-filled with 1:3 or half strength Glyphosate (360 g/L) and left in-situ;
- When removing woody weeds, the stems should be cut low and roots left in the ground to minimise ground disturbance. Follow-up weed control should target any new shoots;
- Monterey Cypress trees should be removed using appropriate safety and traffic management standards;
- any Moonah found on site should not be controlled;
- intensive weed control should be undertaken in areas prior to revegetation;
- jute-matting should be installed to control the re-establishment of weeds within the higher nutrient area prior to any revegetation works;

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- works should be focussed on high threat weeds (Table 1) and other Declared Noxious weeds (Table 1);
- any works involving spraying of herbicide (e.g. spot spraying) should only be undertaken by skilled bushland contractors to avoid the risk of off-target damage; and
- brush-cut to remove seed heads of exotic annual grasses to reduce seed set.

Table 1 below presents a weed management calendar for the implementation of weed control works at the site. It lists high threat weed species identified at the site and the ideal months during which they should be the targeted for weed control works and the applicable treatment methods for each weed.

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Table 2. Weed Management Calendar

| Origin | Botanical Name | Common Name | J | F | M | A | M | J | J | A | S | O | N | D | Treatment Method* |
|--------|--|-------------------------|---|---|---|---|---|---|---|---|---|---|---|---|-------------------|
| * | <i>Avena barbata</i> | Bearded Oat | | | | | | | | | | | | | S, Br, B |
| * | <i>Bromus catharticus</i> | Prairie Grass | | | | | | | | | | | | | S, Br |
| * | <i>Bromus diandrus</i> | Great Brome | | | | | | | | | | | | | S, Br |
| * | <i>Cenchrus clandestinus</i> | Kikuyu | | | | | | | | | | | | | S |
| * | <i>Coprosmia repens</i> | New Zealand Mirror Bush | | | | | | | | | | | | | CP, DF |
| * | <i>Cynodon dactylon</i> var. <i>dactylon</i> | Couch | | | | | | | | | | | | | S |
| * | <i>Dactylis glomerata</i> | Cocksfoot | | | | | | | | | | | | | H, S, Br |
| * | <i>Holcus lanatus</i> | Yorkshire Fog | | | | | | | | | | | | | H, S, Br, B |
| * | <i>Lolium acutus</i> | Spiny Rush | | | | | | | | | | | | | H, D, S |
| # | <i>Leptospermum laevigatum</i> | Coast Tea-tree | | | | | | | | | | | | | CP, DF, H |
| * | <i>Lycium ferocissimum</i> | African Box-thorn | | | | | | | | | | | | | CP, S, H |
| * | <i>Oxalis pes-caprae</i> | Sour sob | | | | | | | | | | | | | B, S |
| * | <i>Phalaris aquatica</i> | Toowoomba Canary-grass | | | | | | | | | | | | | S |

*See below for Treatment Methods

| Treatment Method | Application | Description |
|--------------------|--|---|
| H: Hand weeding | Suitable for herbaceous plants and seedlings of woody weeds. | Ensure that the whole plant (including roots) is removed; knife, chisel, mattock are useful. |
| CP: Cut-and-paint | Small and mid-sized woody weeds | Cut the stem or trunk of the plant completely and as near to the ground as possible then immediately paint an appropriate herbicide on the freshly cut surface. Initial cut and paint 'sweep' should be followed annually on newly emergent individuals. |
| DF: Drill and Fill | mid-sized to large woody weeds | Drill holes into the stem of the tree, travelling down around the tree from approximately chest height and leaving a small space between drill holes. Fill drill holes with appropriate herbicide. Plants should remain alive to transport herbicide throughout the plant, increasing kill-rates. This will require a staged approach to avoid sudden losses to bird habitat. |
| D: Dig out | Plants with tubers, bulbs and large root systems | Use shovel or mattock or even remove mechanically depending on size of plant. Ensure whole of root system is removed and annually follow up on newly emergent individuals. |
| S: Spot Spray | Herbaceous plants | Spray target weed species with an appropriate herbicide avoiding damage to non-target species; this can be facilitated by use of a dye and a low pressure; don't spray when plants are stressed (i.e. too hot or cold). Should be undertaken every 3-4 months within first year then twice yearly in Autumn and Spring afterwards |
| Br: Brushcut | Cut seedling grasses to reduce seed set | Brushcut grasses just before seed maturation to prevent seed set. Cut grass low. |
| B: Burning | Grasses and other herbaceous plants without tubers | Use a hand-held torch connected to a LPG cylinder, or pressurised kerosene 'blow-torch' to scorch plants. Needs to be undertaken at appropriate time of year depending upon the plant's ecology. |

7.2. Revegetation

Revegetation of indigenous species is to occur within the three proposed Revegetation Zones across the site (Map 2). A list of suitable species for revegetation within all three areas is given in APPENDIX 4.

Ideally, all future plantings within the Reserve should use indigenous species of local provenance. These plants could be propagated from seed or cuttings collected from locations that are close geographically to the site, such as the Pomboineit North Nature Conservation Reserve (DSE 2005).

The following management guidelines should be considered with regard to revegetation;

- Revegetation should involve the installation of 50mm Hico tubes with three stakes and a guard. The primary reason for guarding the plants is to stabilise them in strong winds and to prevent herbivory from rabbits.
- Revegetation works should be undertaken post woody weed control and undertaken in stages across the site to ensure bird habitat is not completely removed in any one area.
- All woody weeds should be controlled on site and left in situ until revegetation works are scheduled to be undertaken in that area.
- Initial revegetation can commence within RZ3 once woody weeds are controlled and removed. Established revegetation will still remain to provide habitat for bird species.
- Revegetation can commence within the southern portion of RZ1 where any tree felling (Monterey Cypress trees) will not impact on the revegetation. Weeds should be controlled within this zone before revegetation is undertaken to limit competition by weeds.
- Jute-matting should be placed down in the higher nutrient areas before being revegetated.
- Once the Monterey Cypress trees are removed they should be mulched and spread over revegetation beds where appropriate. Revegetation can then commence within the remaining areas, RZ1-3
- Community groups, schools and other interested parties are encouraged to participate in all aspects of revegetation works, including site preparation, seed collection and propagation, revegetation and follow-up weed control.
- Revegetation should be staged and undertaken in a way that gives plants a competitive advantage. This includes:
 - Install trees and shrubs first to block out sunlight from weedy species
 - Plant competitive understorey species first then aim at increasing flora diversity
 - Plant grasses in clumps close together so that weed control is limited to the margins
 - Ensure adequate weed control has been undertaken prior to revegetation
 - Ensure plants are located in areas that are suitable for survivorship i.e. not too sandy

7.3. Visitor facilities, infrastructure and built assets

In line with the objectives of the site, the following built assets are proposed and discussed; interpretation and signage, seating, bins and rubbish removal, fencing and bollards, tracks and pathways, information and barbeque shelter.

The installation of scenic cycling/walking tracks and boardwalks including launching and tie-up points for canoes is not discussed in detail within this management plan due to a number of potential hurdles if this infrastructure was to be established;

- Removal of coastal saltmarsh vegetation to create additional tracks will require offsetting of native vegetation
- The ephemeral nature of the lake margins requires careful placement of boardwalks, canoe tie-up points etc. and should be considered in relation to any hydrological regimes of the lake.

The installation of enviro-toilets has not been fully explored in detail however, does seem feasible at this site. The ESO1 does give the objective to “protect and maintain the quality of groundwater recharge in the Warrion aquifer area” and has a decision guideline to “minimise effluent and waste disposal”. It may be an option to monitor the use of the site and then install an enviro-toilet at a later stage. The preferred location for an enviro-toilet would be within the existing high-nutrient area at the south of the site so as to prevent further degradation of the site due to high nutrient levels. It is envisaged that if visitors are using the site for cooking and eating then the need for toilet facilities may be essential.

An enviro-toilet similar to that which is depicted in Figure 9, would be suitable for the site.



Figure 9. Enviro-toilet example

7.3.1. Interpretation and signage

Interpretation of values of the site should be presented through signage; on approach to the site along Baynes Road, within the site near the information and barbeque shelter and within the shelter itself. The signage should present site values including;

- Ecological values of the site and Lake Corangamite
 - Flora present on site

- Fauna present on site
 - Cultural Heritage history and values of the site and surrounds of Lake Corangamite
 - Geological history of the site and surrounding areas

Flora and fauna information that should be included on the signage can be gathered in consultation with informed land managers. This report could be used for information on what flora and fauna species are, or are likely to be, present on site. The existing signage does contain adequate information on some of the flora and fauna of the site however this could be explored in more detail, such as life-cycles and interesting species traits, to engage the visitor. Promotion of some of the rare and threatened species that occur within Lake Corangamite is encouraged to generate awareness around threatened species survival.

The Cultural Heritage history and values of the site needs to be researched in order to present accurate information. One way this could be done is in conjunction with a Cultural Heritage Assessment that should incorporate any current, historical and archaeological cultural values. Relevant results of the assessment could then be used as information for the signage. Koori terms for different landmarks (e.g. Lake Corangamite is said to be the koori term for “bitter”), species, lifestyle elements etc. should be presented where possible. An acknowledgement of country should also be displayed on the signage as well as the Koori understanding of the geological formation of the area should also be presented on the signage.

‘The presence of the Curdie River drainage basin that flowed out to sea that was then filled in by volcanic eruptions from what we now call red rock’ is a relatively engaging geological story for visitors. The geological information of the site should be explored and included as part of the signage.

Signage should also be installed along Baynes Road to notify visitors of a rest area that provides information, shelter and barbeque facilities.

Community groups, schools and other interested parties are encouraged to participate in the creation and installation of signage at the site.



Figure 10. Signage designs for near the shelter and on the inside of the shelter.

7.3.2. Seating

In order to increase visitor experience, time spent within the site and functionality with the barbeque facilities seating should be installed at various locations. Primarily, seating should be installed next to the

barbeque facilities for food preparation and eating. Other areas identified for seat installation (Map 2) should be undertaken when funding becomes available.



Figure 11. Proposed seating

7.3.3. Bins and Rubbish Removal

Across some of the site there was evidence of rubbish dumping. This should be monitored to ensure that this activity does not increase. It may be the case that once the Monterey Cypress trees are removed rubbish dumping may be more conspicuous and offenders may be deterred.

After the installation of the information/BBQ shelter, rubbish bins will need to be installed to prevent littering. An option to place signage encouraging people to take their litter home may be more cost effective but may only lead to increased costs to remove litter if the sign is not adhered to. The preferred method would be to install bins and empty on regular occasions.

7.3.4. Fencing and bollards

Existing fencing at the northern and southern end of the site is in poor condition, however, is not a high priority for replacement. These fences should be monitored and replaced when required.

Bollards should be installed to prevent unwanted vehicular access onto the lake margins and into the site. Bollards should take the form of large rock boulders and placed to stop vehicles but allow pedestrian access. Primary bollards are bollards that should be installed first and are considered essential for management of the site. Secondary bollards should be installed after some of the initial management actions have been completed and are not necessarily essential for the site but should be strongly considered, particularly in regards to pedestrian safety. For example, all of the secondary bollards should be installed after removal of the Monterey Cypress trees and woody weeds. The primary bollards that are to be placed along Baynes Road should also be installed after the removal of this vegetation so as not to restrict management access.

After the removal of the Monterey Cypress along Baynes Road secondary bollards will need to be installed to mark the site boundary, aid in pedestrian and child safety and prevent access in inappropriate areas. Simple fencing or bollards in conjunction with revegetation using shrubs and trees should be installed along the edge of Baynes Road. The other internal 'secondary bollards' boundary (Map 2) should be installed to mark the boundary of Revegetation Zone 1 (RZ1).



Figure 12. Example of rock bollards

7.3.5. Tracks and Pathways

To prevent vehicular access to the lake margins bollards should be installed near the existing sign (Map 2). This track should then be used for pedestrian access only. The existing vehicular track that loops into and out from the site should be kept and upgraded with crushed rock if needed. The other existing track to the north of the site is not necessary and should have bollards installed to prevent vehicular access after woody weed removal has occurred.

7.3.6. Vehicular Parking

Parking for vehicles is to be provided for on the Baynes Road side of the internal track (Map 2). Parking should be suitable for at least one bus and a number of car spaces. The Monterey Cypress trees that are removed could be turned into sculptures and used to separate car spaces. Placement of crushed rock should be used to provide a suitable substrate for and to delineate the carparking area.

7.3.7. Information and Barbeque Shelter

In order to increase the visitor experience of the site an information and barbeque shelter is proposed. Information on signage is to be presented on the inside and outside walls of the shelter. A barbeque facility is to be installed within the centre of the shelter.

In line with the theme of promoting cultural values of the area, the information/barbeque shelter should be designed to incorporate an aboriginal stone hut design similar to those recorded across the stony rise formations of the Victorian Volcanic Plains, including the Corangamite region (Clarke 1994, Lane 2009). Some photos of similar infrastructure from Mt Eccles National Park, representations of stone hut arrangements from the Tyrendarra Aboriginal Walk and an artistic impression of a potential design are given below. These ideas would need to be discussed with the relevant Registered Aboriginal Party (RAP) and other interested parties.

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Figure 13. Ideas for the information/BBQ shelter to be established on site.

Photos; top left and top middle – Parks Victoria office at Mt Eccles National Park: Top right – BBQ shelter at Mt Eccles NP: Bottom left – Aboriginal hut design information sign at Tyrendarra Aboriginal Area: Bottom middle – Aboriginal hut re-construction at Tyrendarra Aboriginal Area: Bottom right – artistic illustration of proposed information/BBQ shelter.

7.4. Fauna Habitat

Within RZ1 and RZ3, the placement of rocks and logs for Skink habitat could be undertaken to encourage the use of the site by the Corangamite Water Skink. Some of the logs from the Monterey Cypress trees could be used to establish this habitat. Rocks may need to be sourced elsewhere but should be of basalt to fit in with the geology of the site.

7.5. Pest Animals

During the site inspection there was evidence of pest animals on site. One Fox den was found in MZ1. Management should aim to destroy fox and rabbit warrens where possible during the initial management works in conjunction with preparation of the carpark. An alternative to ripping the soil could be to fumigate, however the warrens will still need to be filled in or removed. Ongoing efforts to monitor population numbers should be considered a medium priority and any pest control should be undertaken in conjunction with adjacent landowners.

8. SCHEDULE OF WORKS

The purpose of this section is to provide a five-year Schedule of Works. The Schedule is designed for specific on-ground activities aimed at integrating the management of both natural and built assets (Table 3). The Zones outlined in Section 6.1 are to be used to guide the proposed management activities in the Schedule of Works. The Schedule of Works ranks proposed activities in terms of their 'Priority for Implementation'. Management activities have been ranked according to the following:

- High (Essential)
 - These activities are those that are considered essential for effectively managing the assets within the site.
 - This includes; weed management of high-threat weeds, revegetation, asset installation and other actions required to achieve the aims of the management plan.
- Moderate (subject to funding availability)
 - Activities included in this category should be considered for implementation in the year that they are presented but are not considered essential for management within that year.
 - If it is not possible to implement them within the year indicated on the 'Schedule of Works' they should be reconsidered for inclusion within the following year.
 - These activities should not be disregarded if not completed but reconsidered over time based on funding.
- Low (Optional)
 - These activities are those that are considered a low priority for implementation and are optional. They are considered 'extra' management activities.

Estimated costs for the majority of the management activities proposed within the Schedule of Works have been included. These costs however are *estimates* only and they are intended as only a *guide* to the funds required.

Any management activities should be adaptive to the conditions that are present on site and changed where necessary based on observed site conditions over time. Management is an iterative process and not a static one.

The Management Actions are arranged in the order in which they should be undertaken. However, changes to this timetable are likely and should be guided by the project/land manager.

Table 3. Schedule of Works

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| Management Actions | Category | Priority | Applicable Zone(s) | Annual Standard to be Achieved | Activity Description | Timing of activity | Personnel to undertake task | Units and Costs | QTY | Rate | Cost (ex GST) |
|---|-------------------|----------|--------------------|--|---|---|---|--|------|------------|---------------------------------------|
| STAGE 1 | | | | | | | | | | | |
| CHMP completion and incorporation into site design and management | Cultural Heritage | H | Entire Site | Ensure recommendations within CHMP are followed | Ensure completion of CHMP before any ground disturbance works are to occur. Integrate guidelines into the management of the site. Use background information to inform signage. | Before ground disturbance, e.g. removal of Cypress and creation of carpark. | RRDPA (sponsor) and COS | Per Hour | 2 | N/A | \$0.00 |
| Removal of Monterey Cypress | Weed control | H | MZ1 | N/A | Remove large senescent Monterey Cypress from along the roadside and keep stumps and branches for sculptures and habitat | After adoption of MP | Contractor | Lump Sum | 1 | \$2,550.00 | \$2,550.00 NAB grant for Alive School |
| Control all woody weeds on site | Weed control | H | Entire Site | Reduce woody weed cover to <1% | Control all woody weeds on site using appropriate techniques | ASAP after adoption of MP | Contractor | Lump Sum | 1 | \$2,550.00 | \$2,550.00 NAB grant for Alive School |
| Install primary bollards along Baynes Road | Infrastructure | M | MZ1 | Ensure bollards function appropriately and are maintained where necessary | Install bollards along Baynes road near the northern track to prevent vehicle access | After removal of Cypress trees | Contractor | Included in tree removal | N/A | N/A | \$0.00 |
| Install primary bollards at lake entrance | Infrastructure | H | MZ1 | Bollards should prevent vehicle access onto lake margins | Install primary bollards to prevent lake access by vehicles | After removal of Cypress trees | Contractor | Included in tree removal | N/A | N/A | \$0.00 |
| Destroy Fox and Rabbit warrens | Pest control | H | MZ1 | Ensure no fox or rabbit warrens are present on site | Fumigate and fill in fox and rabbit warrens | After removal of Cypress trees | Contractor | Included in tree removal | N/A | N/A | \$0.00 |
| Begin seed collection for revegetation | Revegetation | M | N/A | N/A | Collect seed for propagation for use as part of revegetation on site | ASAP after adoption of MP. Late Spring – Early Autumn | School groups, volunteers, ecological service provider | Volunteers per hour | 30 | In Kind | NAB grant for Alive School |
| Research signage and shelter information and ideas | Infrastructure | H | MZ1 | N/A | Commence research into design, layout, materials, personnel to prepare signage and information/BBQ shelter | ASAP after adoption of MP | RRDPA in consultation with stakeholders | Volunteers per hour | 40 | In Kind | \$0.00 |
| Prepare northern section of RZ3 for revegetation | Weed control | H | MZ1 | Ensure weeds are controlled to minimise competition to revegetation areas | Control weeds by spot spraying and removing dead woody material for revegetation | Autumn 2015 | Volunteers | Volunteers per hour | 40 | In Kind | \$0.00 |
| Define walking track | Infrastructure | M | MZ1 | Maintain access along walking track | Define the route of the walking track so that revegetation can commence on either side and will not block the track | Prior to or during revegetation | RRDPA | Volunteers per hour | 6 | In Kind | \$0.00 |
| Increase fauna habitat | Fauna Habitat | M | MZ1 and MZ2 | Ensure habitat for Corangamite Water Skink exists on site | Install logs from cypress tree removal and basalt boulders into suitable areas for skink habitat | Prior to or during revegetation | Volunteers | Volunteers per hour | 40 | N/A | In Kind |
| Commence revegetation in northern section of RZ3 | Revegetation | H | MZ1 | Ensure adequate survival rates of plants installed and undertake supplementary planting where required | Revegetate the northern section of RZ3 where removal of Cypress will not impact. Use stakes and guards and select appropriate species from the planting list in Appendix 4. | Autumn – early winter 2015 | School and community groups under supervision of land manager or planting group | Per plant (including plant, materials with stakes and guards). Excludes installation costs | 1000 | \$1.60 | \$1,600.00 NAB grant for Alive School |
| Prepare remaining areas for revegetation | Weed control | H | MZ1 | Ensure weeds are controlled to minimise competition to revegetation areas. | Control weeds by spot spraying and removing dead woody material for revegetation | Autumn 2015 | Volunteers | Volunteers per hour | 40 | In Kind | \$0.00 |
| Prepare remaining areas for revegetation | Weed control | H | MZ1 | Ensure weeds are controlled to minimise competition to revegetation areas. | Control Weeds by mulching | Autumn 2015 | RRDPA, Alive Tree Planters and volunteers | Per metre | 35 | \$55.00 | \$1,925.00 |
| Install jute matting in higher nutrient areas prior to revegetation | Weed control | H | MZ1 | Ensure jute-matting is suppressing weeds within high-nutrient areas | Install jute-matting to suppress weeds prior to revegetation | Autumn 2015 | Volunteers | Per meter | 100 | \$2.60 | \$260.00 |

Lake Corangamite Nature Reserve Management Plan – Colac Otway Shire

| Management Actions | Category | Priority | Applicable Zone(s) | Annual Standard to be Achieved | Activity Description | Timing of activity | Personnel to undertake task | Units and Costs | QTY | Rate | Cost (ex GST) |
|---|-------------------|----------|------------------------|--|--|-----------------------------------|---|--|------|---------------------|---------------------------------------|
| Commence Revegetation within remaining revegetation zones | Revegetation | H | MZ1 | Ensure adequate survival rates of plants installed and undertake supplementary planting where required | Revegetate remaining areas of RZ3 and also RZ1 & 2. Use stakes and guards and select appropriate species from the planting list in Appendix 4. | Autumn – early winter 2015 | School and community groups under supervision of land manager or planting group | Per plant (including plant, materials with stakes and guards). Excludes installation costs | 2250 | \$1.60 | \$3,600.00 NAB grant for Alive School |
| Install seating | Infrastructure | M | MZ1 | Ensure seating is maintained | Install seating around shelter and at the end of the walking track | Autumn – early winter 2015 | RRDPA | Construction and installation of seating | 3 | \$1,000.00 | \$3,000.00 NAB grant for Alive School |
| STAGE 1 Total | | | | | | | | | | | |
| \$15,485.00 | | | | | | | | | | | |
| STAGE 2 | | | | | | | | | | | |
| Establish car parking area | Infrastructure | H | MZ1 | Ensure surface remains suitable for parking | Once Cypress trees are removed and CHMP prepared, level area and place crushed rock to establish carpark | Spring 2015 | Cosworks and local quarry business | Job | 1 | \$3,500.00 | \$3,500.00 |
| Install secondary bollards | Infrastructure | H | MZ1 | Ensure bollards function appropriately and are maintained where necessary | Install secondary bollards to delineate carpark and revegetation areas and maintain public safety along the roadside | After establishment of carpark | Contractor | Per hour plus materials | 1 | \$2,200.00 | \$2,200.00 |
| Install sculptures | Infrastructure | M | MZ1 | Ensure sculptures are not deteriorating and maintain where appropriate | Install sculptures using cypress to delineate carparking and increase the aesthetics of the site. | Summer 2015-2016 | RRDPA employ sculptor | All sculptures | 1 | TBA | TBA |
| Signage installation | Infrastructure | M | MZ1 | Ensure signage is installed and maintained | Install signage near shelter and along Baynes Road | Summer 2015-2016 | Council worker or land manager | Construction and installation of sign | 1 | \$600.00 | \$600.00 |
| Follow-up control of high threat weeds on site | Weed control | H | Entire Site | Control all high threat weeds to <10% cover | Control all high threat weeds by spot spraying, brushcutting and cut and painting. Refer to weed calendar for target weeds. Undertake eight visits per year. | Ongoing – refer to weed calendar | Volunteers | Volunteers per hour | 40 | In kind | In kind |
| STAGE 2 Total (expected as part of DEM grant to Alive Tree Planters) | | | | | | | | | | | |
| \$6,300.00 | | | | | | | | | | | |
| STAGE 3 | | | | | | | | | | | |
| Commission preparation of CHMP | Cultural Heritage | H | Entire Site | N/A | Prepare a brief for the site and engage suitably qualified company to prepare a CHMP | ASAP after adoption of MP | Qualified Cultural Heritage Assessor, RRDPA (sponsor) and COS | For report | 1 | \$10,000.00 | \$10,000.00 |
| Install shelter and signage | Infrastructure | H | MZ1 | Ensure shelter and signage are maintained | Install the information/BBQ shelter including informative signage on the inside walls | Dependant on funding availability | RRDPA | Construction and installation of shelter and signage | 1 | TBA (est >\$30,000) | \$0.00 |
| STAGE 3 Total | | | | | | | | | | | |
| >\$10,000.00 | | | | | | | | | | | |
| STAGE 1-3 TOTAL (Excluding signage and shelter costs) | | | | | | | | | | | |
| \$31,785.00 | | | | | | | | | | | |
| FIRST YEAR Post Completion of STAGE 3 | | | | | | | | | | | |
| Follow-up control of high threat weeds on site | Weed control | H | Entire Site | Control all high threat weeds to <5% cover | Control all high threat weeds by spot spraying, brushcutting and cut and painting. Refer to weed calendar for target weeds. Undertake eight visits per year. | Refer to weed calendar | RRDPA | Volunteers per hour | 64 | In kind | In kind |
| Undertake supplementary planting | Revegetation | H | All revegetation zones | Undertake supplementary planting where required | Use stakes and guards and select appropriate species from the planting list in Appendix 4. | Autumn – early winter | School and community groups under supervision of land manager or planting group | Per plant (including plant, materials with stakes and guards). Excludes installation costs | 100 | \$4.00 | \$400.00 |

| Lake Corangamite Nature Reserve Management Plan – Colic Quay Shire | | | | | | | | | | | |
|---|----------------|----------|------------------------|---|--|---|---|--|-----|---------|---------------|
| Management Actions | Category | Priority | Applicable Zone(s) | Annual Standard to be Achieved | Activity Description | Timing of activity | Personnel to undertake task | Units and Costs | QTY | Rate | Cost (ex GST) |
| Maintain built assets and infrastructure including emptying bins, sign maintenance, refilling gas in BBQ etc. | Infrastructure | H | MZ1 | Ensure infrastructure is maintained and remains functioning | Conduct regular weekly site visits to empty bins and top-up gas in BBQ. Infrastructure should be monitored to ensure appropriate functionality | Weekly | Council worker, land manager or ecological service provider | Per Hour (includes 52 maintenance events @ 2hrs each) | 104 | \$55.00 | \$5,720.00 |
| Third Year Total | | | | | | | | | | | |
| \$6,120.00 | | | | | | | | | | | |
| SECOND YEAR Post Completion of STAGE 3 | | | | | | | | | | | |
| Follow-up control of high threat weeds on site | Weed control | H | Entire Site | Control all high threat weeds to <2% cover | Control all high threat weeds by spot spraying, brushcutting and cut and painting. Refer to weed calendar for target weeds. Undertake eight visits per year. | refer to weed calendar | RRDPA | Volunteers per hour | 64 | In kind | In kind |
| Undertake supplementary planting | Revegetation | H | All revegetation zones | Undertake supplementary planting where required | Use stakes and guards and select appropriate species from the planting list in Appendix 4. | Autumn – early winter | School and community groups under supervision of land manager or planting group | Per plant (including plant, materials with stakes and guards). Excludes installation costs | 100 | \$4.00 | \$400.00 |
| Maintain built assets and infrastructure including emptying bins, sign maintenance, refilling gas in BBQ etc. | Infrastructure | H | MZ1 | Ensure infrastructure is maintained and remains functioning | Conduct regular weekly site visits to empty bins and top-up gas in BBQ. Infrastructure should be monitored to ensure appropriate functionality | Weekly | Council worker, land manager or ecological service provider | Per Hour (includes 52 maintenance events @ 2hrs each) | 104 | \$55.00 | \$5,720.00 |
| Third Year Total | | | | | | | | | | | |
| \$6,120.00 | | | | | | | | | | | |
| THIRD YEAR Post Completion of STAGE 3 | | | | | | | | | | | |
| Follow-up control of high threat weeds on site | Weed control | H | Entire Site | Control all high threat weeds to <1% cover | Control all high threat weeds by spot spraying, brushcutting and cut and painting. Refer to weed calendar for target weeds. Undertake eight visits per year. | Refer to weed calendar | RRDPA | Volunteers per hour | 64 | In kind | In kind |
| Undertake supplementary planting | Revegetation | H | All revegetation zones | Undertake supplementary planting where required | Use stakes and guards and select appropriate species from the planting list in Appendix 4. | Autumn – early winter | School and community groups under supervision of land manager or planting group | Per plant (including plant, materials with stakes and guards). Excludes installation costs | 100 | \$4.00 | \$400.00 |
| Maintain built assets and infrastructure including emptying bins, sign maintenance, refilling gas in BBQ etc. | Infrastructure | H | MZ1 | Ensure infrastructure is maintained and remains functioning | Conduct regular weekly site visits to empty bins and top-up gas in BBQ. Infrastructure should be monitored to ensure appropriate functionality | Weekly | Council worker, land manager or ecological service provider | Per Hour (includes 52 maintenance events @ 2hrs each) | 104 | \$55.00 | \$5,720.00 |
| Review Works | Review | H | Entire Site | Review works and summarise | Review works completed for the year and summarise | Before the end of the financial year, June 30th | Council worker, land manager or ecological service provider | Brief report | 6 | \$80.00 | \$480.00 |
| Fifth Year Total | | | | | | | | | | | |
| \$6,600.00 | | | | | | | | | | | |
| THREE YEAR post completion TOTAL | | | | | | | | | | | |
| \$18,840.00 | | | | | | | | | | | |
| GRAND TOTAL | | | | | | | | | | | |
| \$50,625.00 | | | | | | | | | | | |

9. REFERENCES

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APPENDIX 1. Vascular plant taxa recorded on site

CONIFERS

Cupressaceae

* *Cupressus macrocarpa*

Monterey Cypress

MONOCOTYLEDONS

Cyperaceae

Bolboschoenus caldwellii

Salt Club-sedge

Ficinia nodosa

Knobby Club-sedge

Isolepis cernua var. *cernua*

Nodding Club-sedge

Isolepis spp.

Club Sedge

Juncaceae

* *Juncus acutus* subsp. *acutus*

Spiny Rush

Juncus bufonius

Toad Rush

Juncus spp.

Rush

Juncaginaceae

Triglochin striata

Streaked Arrowgrass

Poaceae

* *Avena barbata*

Bearded Oat

Austrofestuca sp.

Fescue

* *Bromus catharticus*

Prairie Grass

* *Bromus diandrus*

Great Brome

* *Cenchrus clandestinus*

Kikuyu

* *Dactylis glomerata*

Cocksfoot

Distichlis distichophylla

Australian Salt-grass

Hemarthria uncinata var. *uncinata*

Mat Grass

* *Hordeum leporinum*

Barley-grass

Lachnagrostis filiformis s.l.

Common Blown-grass

* *Lagurus ovatus*

Hare's-tail Grass

* *Phalaris aquatica*

Toowoomba Canary-grass

* *Poa annua*

Annual Meadow-grass

* *Rostraria* spp.

Cat's Tail

* *Sporobolus africanus*

Rat-tail Grass

* *Vulpia bromoides*

Squirrel-tail Fescue

DICOTYLEDONS

Apocynaceae

* *Vinca major*

Blue Periwinkle

Asteraceae

* *Arctotheca calendula*

Cape Weed

Cassinia aculeata

Common Cassinia

Helichrysum luteoalbum

Jersey Cudweed

* *Hypochaeris radicata*

Flatweed

Senecio pinnatifolius

Variable Groundsel

* *Sonchus oleraceus*

Common Sow-thistle

Brassicaceae

* *Brassica* spp.

Turnip

* *Lepidium africanum*

Common Peppergrass

Caryophyllaceae

* *Cerastium glomeratum* s.l.

Common Mouse-ear Chickweed

* *Polycarpon tetraphyllum*

Four-leaved Allseed

Casuarinaceae

f *Allocasuarina luehmannii*

Buloke

Allocasuarina verticillata

Drooping Sheoak

Chenopodiaceae

Rhagodia candolleana subsp. *candolleana*

Seaberry Saltbush

Sarcocornia quinqueflora

Beaded Glasswort

Lake Corangamite Nature Reserve Management Plan – Colac Otway Shire

| | |
|---|-----------------------|
| <i>Suaeda australis</i> | Austral Seablite |
| Crassulaceae | |
| <i>Crassula helmsii</i> | Swamp Crassula |
| Fabaceae | |
| * <i>Medicago polymorpha</i> | Burr Medic |
| * <i>Trifolium repens</i> var. <i>repens</i> | White Clover |
| * <i>Vicia sativa</i> subsp. <i>sativa</i> | Common Vetch |
| Fumariaceae | |
| * <i>Fumaria bastardii</i> | Bastard's Fumitory |
| Geraniaceae | |
| * <i>Erodium moschatum</i> | Musky Heron's-bill |
| <i>Geranium gardneri</i> | Rough Crane's-bill |
| * <i>Geranium molle</i> | Dove's Foot |
| Goodeniaceae | |
| <i>Selliera radicans</i> | Shiny Swamp-mat |
| Lamiaceae | |
| * <i>Salvia verbenaca</i> | Wild Sage |
| Malvaceae | |
| * <i>Malva parviflora</i> | Small-flower Mallow |
| Mimosaceae | |
| <i>Acacia mearnsii</i> | Black Wattle |
| <i>Acacia melanoxylon</i> | Blackwood |
| <i>Acacia pycnantha</i> | Golden Wattle |
| Myoporaceae | |
| <i>Myoporum parvifolium</i> | Creeping Myoporum |
| Myrtaceae | |
| * <i>Leptospermum laevigatum</i> | Coast Tea-tree |
| <i>Melaleuca lanceolata</i> | Moonah |
| Onagraceae | |
| <i>Epilobium billardierianum</i> subsp. <i>cinereum</i> | Grey Willow-herb |
| <i>Epilobium hirtigerum</i> | Hairy Willow-herb |
| Orobanchaceae | |
| * <i>Orobanche minor</i> | Lesser Broomrape |
| Oxalidaceae | |
| * <i>Oxalis pes-caprae</i> | Sour sob |
| Plantaginaceae | |
| * <i>Plantago coronopus</i> | Buck's-horn Plantain |
| Polygalaceae | |
| * <i>Polygala monspeliaca</i> | Annual Milkwort |
| Polygonaceae | |
| * <i>Rumex crispus</i> | Curled Dock |
| * <i>Rumex pulcher</i> subsp. <i>pulcher</i> | Fiddle Dock |
| <i>Rumex</i> spp. | Dock |
| Proteaceae | |
| <i>Banksia marginata</i> | Silver Banksia |
| Ranunculaceae | |
| <i>Clematis microphylla</i> s.l. | Small-leaved Clematis |
| Rubiaceae | |
| * <i>Coprosma repens</i> | Mirror Bush |
| Solanaceae | |
| * <i>Lycium ferocissimum</i> | African Box-thorn |
| <i>Solanum laciniatum</i> | Large Kangaroo Apple |
| Sterculiaceae | |
| * <i>Brachychiton populneus</i> subsp. <i>populneus</i> | Kurrajong |

APPENDIX 2. Significant fauna taxa recorded within 5km of the Site

| EPBC | FFG | VROT | Scientific name | Common name | Date of last record | No. of local records | Likelihood of occurrence | Habitat Notes |
|------|-----|------|---------------------------|-----------------------|---------------------|----------------------|--------------------------|--|
| | | VU | <i>Tringa stagnatilis</i> | Marsh Sandpiper | 29/10/72 | 1 | Low | Salt, brackish or freshwater wetlands (Pizzey and Knight 2007). |
| | | VU | <i>Anas rhynchos</i> | Australasian Shoveler | 20/05/97 | 3 | Moderate | Large well vegetated wetlands and lakes, occasionally including areas with saline waters. Populations are found in higher numbers on permanent, well-vegetated freshwater swamps with areas of open water. This species nests in grass nests on the ground, usually in dense cover and near water (Marchant and Higgins 1990, Pizzey and Knight 2007). |
| | | VU | <i>Aythya australis</i> | Hardhead | 17/01/87 | 4 | Low | Hardheads inhabit deep to shallow wetlands with open water and fringing emergent vegetation (Pizzey and Knight 2007). Nests are built in thick vegetation (e.g. reeds, lignum, cumbungi), usually over water (Rogers 1990, Halse, Pearson et al. 2005). These birds are most common in the wetland systems of inland Australia (Halse, Pearson et al. 2005). Birds do visit Victoria from these areas in spring and summer, returning as the northern wetlands is replenished by rain (Halse, Pearson et al. 2005). However, some birds are present in Victoria all year round depending on the suitability of the wetland (Pizzey and Knight 2007). |
| | | VU | <i>Biziura lobata</i> | Musk Duck | 18/02/90 | 7 | Moderate | Usually seen in small numbers on the deep waters of well vegetated fresh to saline lakes, swamps and occasionally shallow inlets and bays. Nests formed in low vegetation in areas sheltered by surrounding vegetation (Marchant and Higgins 1990, Pizzey and Knight 2007). |

Lake Corangamite Nature Reserve Management Plan – Colac Otway Shire

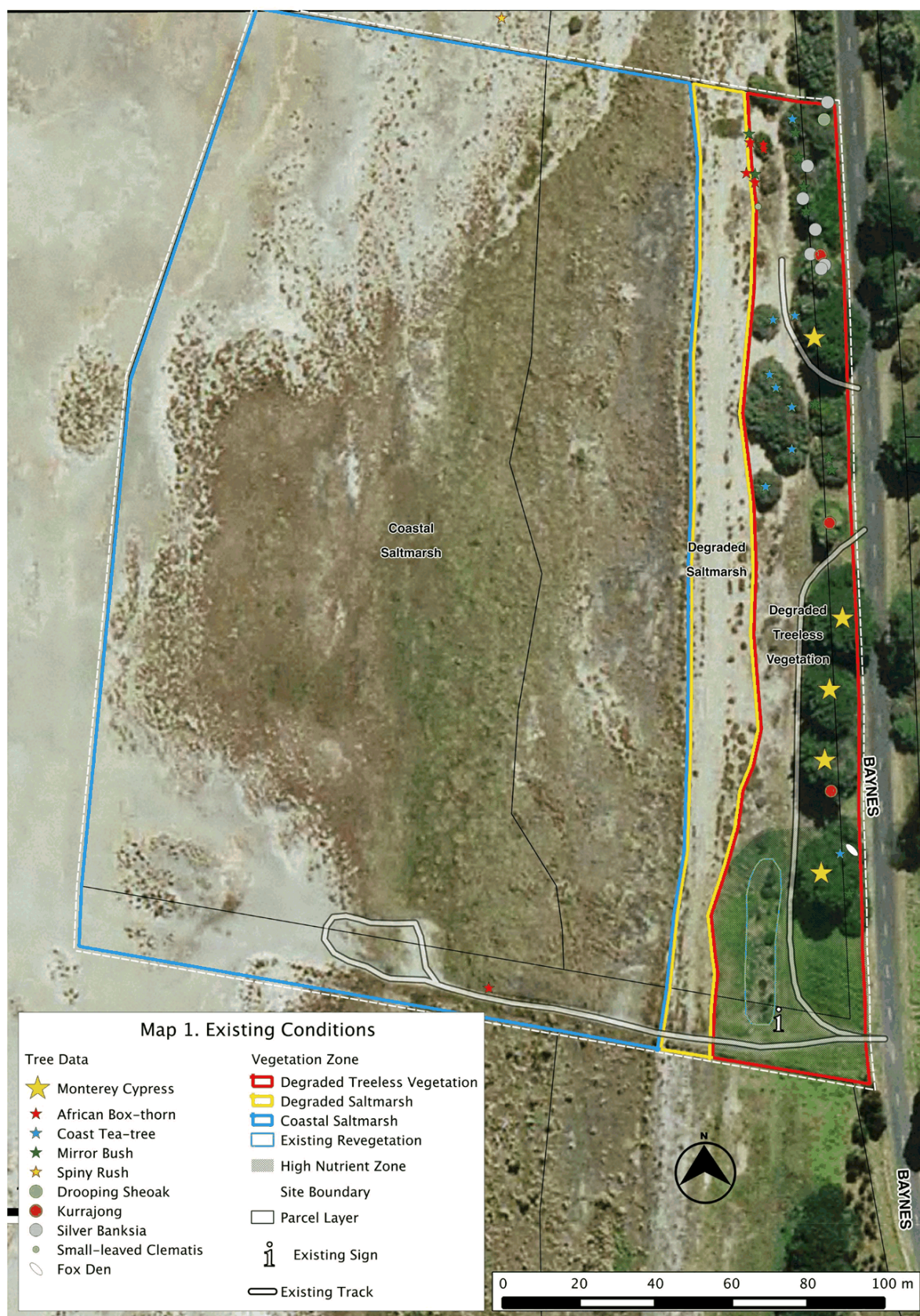
| EPBC | FFG | VROT | Scientific name | Common name | Date of last record | No. of local records | Likelihood of occurrence | Habitat Notes |
|------|-----|------|------------------------------------|-------------------------|---------------------|----------------------|--------------------------|--|
| VU | L | VU | <i>Pteropus poliocephalus</i> | Grey-headed Flying-fox | 15/02/98 | 1 | Low | Eastern coastal Australia from Gladstone in Qld to South Gippsland and Melbourne in Vic, rare influxes further west and south. Rarely more than 200km inland. In warmer months gathers in very large camps, usually in dense forest in gullies; population more dispersed in winter. Size of camps fluctuates in response to local food supplies; in south numbers fluctuate in regular pattern, being highest in late summer-autumn and lowest in winter (Menkhurst and Knight 2001). |
| | L | EN | <i>Oxyura australis</i> | Blue-billed Duck | 17/01/87 | 1 | Low | This species inhabits deep, permanent, well-vegetated swamps, but at times (especially in winter) may occur in large numbers on large open wetlands. The Blue-billed Duck catches food while diving or occasionally by feeding from the water surface. Their nests are built on trampled swamp vegetation around the base of established stands of reeds/rushes, often over water or on small islands (Marchant and Higgins 1990, Pizzey and Knight 2007). |
| EN | L | CR | <i>Eulamprus tympanum marnieae</i> | Corangamite Water Skink | 11/06/03 | 7 | High | Inhabits basalt outcrops and dry stone walls near Lakes Corangamite and Bolac, sw. Vic. |

APPENDIX 3. Significant flora taxa recorded within 5km of the Site

| EPBC | FFG | VROT | Origin | Scientific name | Common name | No. records | Date last record | Likelihood of occurrence | Habitat/species notes (with endnote) |
|------|-----|------|--------|------------------------------|---------------------------|-------------|------------------|--------------------------|---|
| | | r | | <i>Ranunculus dimidiatus</i> | Brackish Plains Buttercup | 1 | 4/05/11 | Moderate | Fringing seasonally wet areas, with clay soils (Walsh and Entwistle 1999, p. 60). |

APPENDIX 4. Revegetation List for Grassy Woodland

| LIFE-FORM and SPECIES | DENSITY/
Ha | TOTAL PLANTS IN Revegetation
Zone (0.5ha) |
|--|-------------------------|--|
| CANOPY SPECIES | 100 | 50 |
| Woody Dicots | 100 | 50 |
| <i>Allocasuarina verticillata</i> | Drooping Sheoak | |
| <i>Eucalyptus camaldulensis</i> | River Red-gum | |
| <i>Eucalyptus viminalis subsp. viminalis</i> | Manna Gum | |
| UNDERSTOREY SPECIES | 6400 | 3200 |
| Woody Dicots | 400 | 200 |
| <i>Acacia mearnsii</i> | Black Wattle | |
| <i>Acacia melanoxylon</i> | Blackwood | |
| <i>Acacia pycnantha</i> | Golden Wattle | |
| <i>Banksia marginata</i> | Silver Banksia | |
| <i>Cassinia aculeata</i> | Common Cassinia | |
| <i>Melicactus dentatus s.l.</i> | Tree Violet | |
| <i>Solanum laciniatum</i> | Large Kangaroo Apple | |
| Herbaceous Dicots | 1500 | 750 |
| <i>Acaena novae-zelandiae</i> | Bidgee-widgee | |
| <i>Atriplex semibaccata</i> | Berry Saltbush | |
| <i>Carpobrotus modestus</i> | Inland Pigface | |
| <i>Clematis microphylla s.l.</i> | Small-leaved Clematis | |
| <i>Einadia nutans</i> | Nodding Saltbush | |
| <i>Enchylaena tomentosa</i> | Ruby Saltbush | |
| Lilies | 500 | 250 |
| <i>Dianella revoluta</i> | Black-anther Flax-lily | |
| <i>Dianella brevicaulis</i> | Small-flower Flax-lily | |
| Grasses, rushes and other monocots | 4000 | 2000 |
| <i>Austrostipa bigeniculata</i> | Kneed Spear-grass | |
| <i>Austrostipa curtiscomae</i> | Short-crown Spear-grass | |
| <i>Austrostipa nodosa</i> | Knotty Spear-grass | |
| <i>Austrostipa scabra subsp. falcata</i> | Rough Spear-grass | |
| <i>Chloris truncata</i> | Windmill Grass | |
| <i>Ficinia nodosa</i> | Knobby Club-sedge | |
| <i>Lomandra filiformis subsp. coriacea</i> | Wattle Mat-rush | |
| <i>Lomandra longifolia subsp. longifolia</i> | Spiny-headed Mat-rush | |
| <i>Microlaena stipoides</i> | Weeping Grass | |
| <i>Poa labillardierei</i> | Common Tussock-grass | |
| <i>Rytidosperma caespitosum</i> | Common Wallaby-grass | |
| <i>Rytidosperma racemosum var. racemosum</i> | Slender Wallaby-grass | |
| <i>Rytidosperma setaceum</i> | Bristly Wallaby-grass | |
| <i>Themeda triandra</i> | Kangaroo Grass | |
| TOTAL | | 3250 |







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: 10 / 4 / 2014

Time: 7:30 pm

Assembly Location: 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: SMITH / /

WOODCROFT...../...../.....

Officer/s: LAURENCE TOWERS / /

Matter/s Discussed: SEE ATTACHED AGENDA

(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:/...../.....

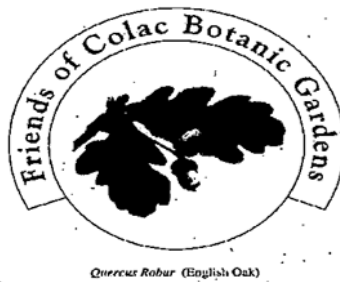
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Officer/s:/...../...../.....

...../...../...../.....

Left meeting at: 9.15 pm

Completed by: MAREE REDMOND



AGENDA for meeting Thurs 10th April 2014
TO BE HELD AT COLAC BOTANIC CAFÉ at 7:30pm

PRESENT:

APOLOGIES : Helen Paatsch,

MINUTES OF PREVIOUS MEETING

- | | |
|---|----------|
| • Business Arising: Cafe garden irrigation | AM, LT |
| • Rose arbour refurbishment | AM |
| • Successful plant sale | JMcM, CB |
| • Investigate funds from Australian Navy b/c cannon | RS |
| • Design of banner | Exec. |

CORRESPONDENCE

Out: Adam Lehmann – MOU amendments endorsed by committee
 Sue Mulder – accepting with regret her resignation
 Phil Corluka COS Gen Mngr Infrastructure and Services – welcome and invitation to meet with Friends committee or executive

In: Sue Mulder – acknowledgement
 Colac Herald- account for plant stall advert.

Business arising from correspondence :

TREASURER'S REPORT

GARDENER'S REPORT

POTTING REPORT

| | |
|--|----------|
| GENERAL BUSINESS: Celebrate Wattle Day this year (near Sept 1 st) | JT |
| 150 th sub-committees: Overall funding/ grants | CB |
| Calendar | PM |
| Botanical prints | CS, JMcM |
| Australia Day | RS |
| ??? St Valentine's Day guest to open rose arch | AM, CB |
| March 21 st Plant sale and picnic | ME, CB |
| May 23 rd Book launch / cocktail party | AM |

OTHER BUSINESS

RAFFLE: ME

NEXT MEETING: Thurs 8th May at 6pm



Colac Livestock Selling Centre Advisory Committee Meeting

Colac Livestock Selling Centre

Friday 11 April 2014

Time: 10.00am

Trim Ref: F12/915 (D14/21495)

MINUTES

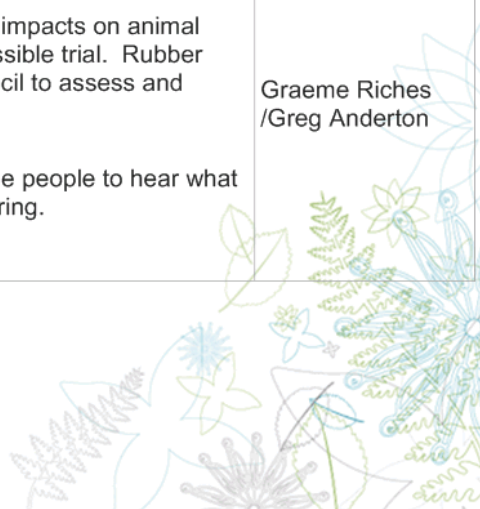
| | | |
|----|--|-----------------------------------|
| 1. | ATTENDEES
Phil Corluka (Chair), Adam Lehmann, Cr Frank Buchanan, Graeme Riches, Carl Fish, Jamie Dennis, Jamie McConachy, Phil Douglas, Terry Dove, Sergio Beani, Jeffrey Johnson, Peter Delahunty | |
| 2. | APOLOGIES
Greg Anderton, Rodney Boyle. | |
| 3. | CONFIRMATION OF MINUTES FROM PREVIOUS MEETING HELD
20 DECEMBER 2013 - Confirmed | |
| 4. | UPDATE ROOFING CONTRACT <ul style="list-style-type: none"> Roof finalised Lighting due to be completed by the end of April 2014 Pumps to be installed for water reclamation system Contractor has started to demobilise from the site. <p>Concerns that lighting may not be bright enough for operational purposes. Lighting to be reviewed against contract requirements including visualising stock. Final cost of project vs budget – Information to be provided to Committee.</p> | Phil Corluka |
| 5. | WORKING GROUP
Phil Corluka
Cr Frank Buchanan
Sergio Beani
Carl Fish
Jamie McConachy | |
| 6. | UPDATE REGIONAL SELLING CENTRE DISCUSSIONS <ul style="list-style-type: none"> Confirmation of membership and communication protocols associated with Business Plan Working Group. Working Group to communicate to Advisory Committee. Consensus that Phil Corluka leads the working group. Serge to provide briefing to Phil on the progress made to date in developing a business plan for the Saleyards. Meeting with Regional Infrastructure: <ul style="list-style-type: none"> Gary Edwards informed group that he had intentions of discussing operation of Camperdown Saleyards. Viability of the continued future of this. 5 year lease with Warrnambool City Council to operate Warrnambool Saleyards. Long term future of saleyards at current site not viable. Agreement to establish new facility within a radius of the city. | Working Group

Sergio Beani |





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| | <ul style="list-style-type: none"> ○ Ballarat Saleyards to focus on sheep and store cattle sales. ○ One regional selling centre in the South West ○ Council's delegation outlined the strength of Colac Saleyards as a regional facility and possible future development of the food processing industry to support the agricultural sector. ○ Concerns that effluent disposal may be an impediment to future expansion of the Colac site. <p>Strategy needs to be developed to provide a clear picture of the Colac Saleyards. Further meeting with Corangamite, Geelong and Colac.</p> <ul style="list-style-type: none"> • Regional Infrastructure have made an offer to Corangamite Shire Council to operate the Camperdown Saleyards and establish a regional facility within the shire. • Geelong City Council developing a business plan for the Geelong Saleyards within the next month. • Council needs to take control of Colac site through formulation of a business plan. Intentions of Regional Infrastructure need to be established. • GM Infrastructure & Services to meet with Barwon Water to discuss effluent issues at the Colac site. • This is a long term process. | <p>Adam
Lehmann/Phil
Corluka</p> <p>Phil Corluka</p> |
| 7. | <p>CONFIRMATION OF TERMS OF REFERENCE</p> <p>To be reviewed by the committee and discussed at the next meeting.</p> | All |
| 8. | <p>OPERATING REPORT</p> <p>February – Stock numbers down 3,000 on last year</p> <p>March – Stock numbers down 2,000 on last year</p> | |
| 9. | <p>OTHER BUSINESS</p> <p><u>Peter</u></p> <ul style="list-style-type: none"> • Percentage based fee for calves. Issue with cost to put calves through the facility. Opportunity to increase through put. Examine as part of the Business Plan development. <p><u>Serge</u></p> <ul style="list-style-type: none"> • Issue with the condition of flooring to the yards and impacts on animal welfare. Assessment of options to improve and possible trial. Rubber flooring has reached the end of its useful life. Council to assess and report back to the committee. <p><u>Terry</u></p> <ul style="list-style-type: none"> • Excessive noise during sale yards. Difficult for some people to hear what is going on. This may be resolved through soft flooring. | <p>All</p> <p>Graeme Riches
/Greg Anderton</p> |





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| | <p><u>Graeme</u></p> <ul style="list-style-type: none"> Fees and charges. Proposed fees distributed to the committee for comment to be discussed at the next meeting. <p><u>Phil Douglas</u></p> <ul style="list-style-type: none"> Official opening of the roof. Further details to come. <p><u>Jeff</u></p> <ul style="list-style-type: none"> Naming of Selling Centre. Advertising campaign to promote saleyards to counteract competition. Safety risks with public in cattle lanes. <p><u>Phil Corluka</u></p> <ul style="list-style-type: none"> Worksafe visit. 3 PINs issues. These have been addressed and signed off by Worksafe Inspector. Emphasised that there may be continued scrutiny particularly around working at heights. Committee needs to promote awareness of safety around facility. Truck wash future – coin operated vs. Avdata. Railing issues to be assessed. | <p>All</p> <p>Phil Corluka</p> <p>All</p> |
| 10. | <p>CLOSE OF MEETING – 11:00 am</p> <p>NEXT MEETING – Friday 9 May 2014 – 9:00 am.</p> | |



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| 
Colac Otway
SHIRE
Agenda | <h1>Councillor Workshop</h1> <p>Wednesday, 16 April 2014
COPACC Meeting Room
1.00 pm to 5.45 pm</p> | |
| | <p>ATTENDEES:
 Cr Lyn Russell (Mayor) (until 4.40pm), Cr Stephen Hart, Cr Chris Smith (3.00pm to 4.15pm), Cr Frank Buchanan (from 2.30pm), Cr Terry Woodcroft (from 2.20pm), Cr Michael Delahunty, Cr Brian Crook</p> <p>Rob Small (CEO)
 Colin Hayman (GM, Corporate & Community Services)
 Jack Green (GM, Sustainable Planning & Development)
 Phil Corluka (GM, Infrastructure & Services)</p> <p>Apology: Cr Buchanan (until 2.30pm)</p> | |
| | <h2>Agenda Topics</h2> | |
| 1.00 pm | Declaration of Interest | Nil |
| 1.00 pm – 2.00pm | Bluewater Fitness Centre Inspection (meet at bus stop in front of centre) | Phil Corluka, Adam Lehmann, Graeme Collins, Ian Seuren, Russell Whiteford, T McLennan, WIN TV, James Dean, Henry Bongers & Daniel Bliss (BDH Constructions) |
| 2.00 pm – 3.00 pm | Budget Briefing
Conflict of Interest
Cr Woodcroft declared a conflict of interest during discussions about the family day care service and left the meeting between 2.25pm and 2.28pm. | Colin Hayman, David Testa, Nick Welsh |
| 3.00 pm – 4.15pm | Special Council Meeting – Council Plan
(including SRP, Service Level Statements, Draft 2014-2015 Budget) | |
| 4.15 pm – 4.25pm | Afternoon Tea | |
| 4.25 pm – 4.40 pm | Confidential Briefing | |
| 4.40 pm – 5.45pm | Amendment C73 - Apollo Bay Masterplan | Don Lewis/Doug McNeill/Dave Merrett – Isis Planning |

Confidentiality Statement:

The discussion on advice received from the Local Government Inspectorate is deemed confidential under section 89(2) (h) of the Local Government Act 1989 as it refers to matters which would prejudice the Council or any person.

Rob Small

Chief Executive Officer

Councillor Briefing Session

Wednesday, 23 April 2014

2.00pm – 3.15pm

Venue – COPACC Meeting Rooms, Colac

Present:

Cr. Lyn Russell (Mayor)
Cr. Frank Buchanan
Cr. Brian Crook
Cr. Stephen Hart
Cr. Michael Delahunty
Cr. Woodcroft

Jack Green, Acting CEO
Colin Hayman, General Manager, Corporate & Community Services
Phil Corluka, General Manager, Infrastructure & Services
Doug McNeill, A/General Manager, Sustainable Planning & Development
Rhonda Deigan, Executive Officer

Apologies: Rob Small

Conflict of Interest: Nil

**2.00 pm – 3.15
pm**

Councillor Briefing Session



SCANNED

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: 14, 5, 14

Time: 1:00 am/pm

Assembly Location: COPACC Meeting Rooms 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: Lyn Russell, Stephen Hart, Brian Crook, Terry Woodcroft
Michael Delahunty

Officer/s: Tony White, Katrina Kehoe, Jack Green, Rob Small
Phil Corluke, Colin Hayman

Matter/s Discussed: STIP 2014/2015 Assessment of Applications
STIP Advisory Committee

(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: /

Completed by: Katrina Kehoe

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|--|--|---|
|  <p>Agenda</p> | <h1>Councillor Workshop</h1> <p>Wednesday, 14 May 2014
COPACC Meeting Room
9.00 am to 3.05 pm</p> | |
| | <p>ATTENDEES:
Cr Lyn Russell (Mayor), Cr Stephen Hart, Cr Chris Smith (10.30am – 11.45am), Cr Terry Woodcroft (from 9.15am), Cr Michael Delahunty, Cr Brian Crook</p> <p>Rob Small (CEO)
Colin Hayman (GM, Corporate & Community Services)
Jack Green (GM, Sustainable Planning & Development)
Phil Corluka (GM, Infrastructure & Services) – absent from 1.40pm to 2.05pm</p> <p>Apology: Cr Frank Buchanan</p> | |
| | <h2>Agenda Topics</h2> | |
| 9.00 am | <p>Declaration of Interest
Cr Delahunty – Item 2 of Planning Committee Agenda
Cr Woodcroft – Item 3 of Planning Committee Agenda</p> | |
| 9.00 am – 9.20 am | <p>Planning Committee Briefing Session
Conflict of Interest – Cr Delahunty left the meeting between 9.07am – 9.12am
Conflict of Interest – Cr Woodcroft left the meeting between 9.15am – 9.20am</p> | Jane Preston-Smith/Doug McNeill/Katrina Kehoe/Blaithin Butler |
| 9.20 am to 10.15am | <p>MCG Group – Business Proposal
Adam Green, Bill McDonald, Mark Williams, Darren Pollard, Shayne Mason, Kirsten Kilpatrick, Basil Natoli, Wayne Morgan</p> | Tony White/Blaithin Butler/Doug McNeill |
| 10.15am – 10.30 am | <p>Morning Tea</p> | |
| 10.30 am – 11.45 am | <p>Planning Committee Meeting</p> | |
| 11.50 am – 12.05pm | <p>Amendment C76 Panel Report</p> | Doug McNeill |
| 12.05 pm – 12.30pm | <p>Lunch</p> | |
| 12.30pm – 12.45pm | <p>Cemetery Trusts Meeting x 3</p> | Paul Carmichael/Ashley Roberts |
| 1.00pm – 1.40pm | <p>Small Town Improvement Program Advisory Committee – Review of Applications</p> | Tony White, Katrina Kehoe |
| 1.40 pm – 2.15 pm | <p>Local Government Amendment Bill</p> | Colin Hayman |
| 2.15pm – 3.05pm | <p>Bluewater Fitness Centre Redevelopment Project – Update</p> | Phil Corluka/Adam Lehmann/Graeme Collins/Ian Seuren |

Joint Committee

19 February 2014 Minutes



Colac Community Library
and Learning Centre


1. **Welcome.** Roslyn Cousins agreed to chair the meeting, and welcomed all.
2. **Present:** Russell Adams, Stephen Hart, Colin Hayman, Jackie Dullard, Simon Dewar, and Roslyn Cousins
3. **Apologies** Nil

| Agenda Item | Discussion | Action | | | | | | | | | | | | | | | | | | | | | |
|--|---|-------------------------------|----|-------|-------------------------|----|-------|-------------|----|-----|------------------|----|-----|------------------------|----|-----|---|----|-------|------------|----|-----|---------|
| 4. Minutes
13 November 2013 | Minutes were accepted.
<i>Moved by Stephen Hart and seconded by Jackie Dullard</i> | Carried | | | | | | | | | | | | | | | | | | | | | |
| 5. Business arising | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1 Transport
Connections
Funding for
improved access | Line marking and signage for family friendly parking now in place. | Complete | | | | | | | | | | | | | | | | | | | | | |
| 5.2 Equipment | The following equipment has been approved for purchase from meeting room fees until available funds have been exhausted.
<i>Moved by Simon Dewar and seconded by Jackie Dullard</i>

<table> <tr> <td>Stackable Chairs 20 (\$65 ea)</td><td>\$</td><td>1,295</td></tr> <tr> <td>Universal Chair Trolley</td><td>\$</td><td>1,100</td></tr> <tr> <td>Power point</td><td>\$</td><td>220</td></tr> <tr> <td>Kitchen supplies</td><td>\$</td><td>150</td></tr> <tr> <td>Rubbish bins with lids</td><td>\$</td><td>120</td></tr> <tr> <td>Connected TV (can be used with tablets)</td><td>\$</td><td>1,100</td></tr> <tr> <td>Wall mount</td><td>\$</td><td>169</td></tr> </table> | Stackable Chairs 20 (\$65 ea) | \$ | 1,295 | Universal Chair Trolley | \$ | 1,100 | Power point | \$ | 220 | Kitchen supplies | \$ | 150 | Rubbish bins with lids | \$ | 120 | Connected TV (can be used with tablets) | \$ | 1,100 | Wall mount | \$ | 169 | Carried |
| Stackable Chairs 20 (\$65 ea) | \$ | 1,295 | | | | | | | | | | | | | | | | | | | | | |
| Universal Chair Trolley | \$ | 1,100 | | | | | | | | | | | | | | | | | | | | | |
| Power point | \$ | 220 | | | | | | | | | | | | | | | | | | | | | |
| Kitchen supplies | \$ | 150 | | | | | | | | | | | | | | | | | | | | | |
| Rubbish bins with lids | \$ | 120 | | | | | | | | | | | | | | | | | | | | | |
| Connected TV (can be used with tablets) | \$ | 1,100 | | | | | | | | | | | | | | | | | | | | | |
| Wall mount | \$ | 169 | | | | | | | | | | | | | | | | | | | | | |
| 5.3 Recruitment | Three expressions of interest were received. The Apollo Bay applicant withdrew after a discussion about the scope of the Committee. Simon Dewar and Colin Hayman will be meeting the two remaining applicants on 27/2. | Colin Hayman & Simon Dewar | | | | | | | | | | | | | | | | | | | | | |
| 6. Correspondence | | | | | | | | | | | | | | | | | | | | | | | |
| B. Crook | The Iranian Asylum conversational English group be offered free use of two meeting rooms for two evenings per week until the end of April 2014. <i>Moved by Simon Dewar, seconded Stephen Hart.</i> | Carried | | | | | | | | | | | | | | | | | | | | | |
| 7. General Business | | | | | | | | | | | | | | | | | | | | | | | |
| 7.1 Booking meeting rooms in advance | Library staff members have requested that the committee review the limitation of permitting meeting room users to only book one school term in advance. It is often requested to book the rooms for a calendar year.

Meeting room bookings may be made up to one calendar year in advance.
<i>Moved by Simon Dewar, seconded Jackie Dullard.</i> | Carried. | | | | | | | | | | | | | | | | | | | | | |
| 7.2 Grounds | Simon reported that the library staff members are working with the VCAL coordinator to develop a garden suitable for children in the courtyard next to the Children's Activity Room. Roslyn reported that a grant application for this project has been submitted to Medicare Community Grants, the outcome will not be known until May. In the meantime, CRLC has committed | | | | | | | | | | | | | | | | | | | | | | |

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| | <p>\$1,000 to enable this project to get underway.</p> <p>Simon reported that the front lawns will be top dressed and re-sown to address aesthetic and occupational health and safety issues. Also noted that two of the trees will need to be replaced.</p> <p>Approval has been given to trim the Kangaroo Paws to reveal the Library sign.</p> <p>Russell noted that time had marked reduced the glare from the concrete.</p> | Roslyn |
| 7.3 ICT Hub | Simon informed the committee that the school is considering a redesign of the ICT hub into a digital learning centre less focussed on desk top PCs. To be an agenda item at the next meeting. | Roslyn - Agenda |
| 8. Next meeting | Wednesday, 7 May 2014, 5 pm | Roslyn - Agenda |
| Meeting closed: | 5.50 pm | |


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|  <p>Minutes</p> | <p>COLAC OTWAY
SHIRE YOUTH
COUNCIL</p> <p>31 March 2014
4.00PM TO 5.00PM
Councillors Office, COS Offices</p> | |
| | <p>ATTENDEES:
 Youth Councillors: Spencer Cochrane, Rachael Richardson, Emma McMaster, Nicholas Lenehan-Anderson, Laura Ladhams
 Mentors: Lyn Russell, Tabitha Morgan, Maree Redmond, Terry Woodcroft (until 4.15pm),
 Office Bearers – please sit with your Adult Mentor</p> | |
| 1. | <p>CALL MEETING TO ORDER : 4:05pm
 CALL FOR APOLOGIES: Rhonda Deigan</p> | Laura |
| 2.

2.2 | <p>Minutes of Previous Meeting:
 Moved by Spencer Cochrane and Seconded by Rachael Richardson that the minutes of the Youth Council meeting held on 24 March 2014 be accepted. Carried</p> | Laura |
| 3. | <p>CORRESPONDENCE:
 In: Nil
 Out: Nil</p> | |
| 4. | <p>PLANNING WORKSHOP
 Call for any additional ideas for the Melbourne Trip.
 Nick suggested Galactic Circus.
 Discussions held in relation to preference for trip – Melbourne or Old Beechy Trail.
 Vote called – Melbourne 4 : Beechy Trail 1.

 Laura advised there were concerns relating to an overnight stay in Melbourne. Mayor & Cr Woodcroft to arrange to speak with Laura's parents.

 Two options discussed for Melbourne Trip based on 2 days or 1 day.
 Decision for 2 days included:
 Day 1 – Homeless Shelter / Galactic Circus
 Day 2 – Victoria Market / Luna Park</p> | All |

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| | <p>Decision for 1 day:
Luna Park / Homeless Shelter.</p> <p>Dates for two days Monday 14th and Tuesday 15th April
Date for one day trip Monday 14th April.</p> <p>Cr Woodcroft has the times and will put together an agenda.
The Mayor mentioned that a homeless shelter would likely be better to visit later in the day when people are starting to come for a meal and a bed for the night.</p> | |
| 5. | <p>OTHER BUSINESS</p> <ul style="list-style-type: none"> • Spencer advised he was unsure if the additional student was interested in participating in Youth Council. • Youth Council discussed some additional ideas for the year ahead which included: <ul style="list-style-type: none"> ○ More Ambulances in Colac.
The Mayor explained the process of advocating and planning to address the issue.
Suggestions such as petitions, notices in school newsletter, churches, sporting organisations and the Colac Herald via the Youth Forum were raised.
Need to obtain more information and facts such as the statistics on times taken to respond to calls.
Spencer to research this issue and bring a report to the next meeting. ○ Youth Health Hub.
Tabitha advised that the Grand Opening would be in July 2014. A naming competition will be held so that the community can name the hub. Youth Council may be able to assist with both the opening day and also be involved.
Tabitha to advise if both Youth Council and the Young People Creating Group can get together to discuss the hub and the event. Possible fundraising opportunities. • Tamzin McLennan joined the meeting to discuss the arrangements around the Colac Herald meeting with Youth Councillors for interviews. After some discussion it was decided to delay the interviews until the meeting scheduled for May 12th to allow Youth Councillors time to consolidate their plans.
Tamzin to email Rhonda with the proposed questions to also allow Youth Councillors time to consider their responses. Colac Herald to attend the May 12th meeting at 4:30 pm. • Youth Charter – Youth Councillors to bring their copy of the charter to the Planning Day to advise of any changes they wish to make to the current revision. <p>Meeting closed at 4.55pm</p> | All |
| 6. | <p>NEXT MEETING – 28 April 2014 at 4.00pm
Please bring pen and paper</p> | |

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|  <h1>Minutes</h1> | <h1>COLAC OTWAY SHIRE YOUTH COUNCIL</h1> <p>28 April 2014
4.00PM TO 5.00PM
CEO's Office, COS Offices</p> | |
| | <p>ATTENDEES:
 Youth Councillors: Laura Ladhams(Chair), Spencer Cochrane, Rachael Richardson, Emma McMaster, Nicholas Lenehan-Anderson, Emily Beale, Georgia Cahill.
 Mentors: Lyn Russell, Terry Woodcroft, Tabitha Morgan, Maree Redmond.</p> | |
| 1. | <p>CALL MEETING TO ORDER : 4:05pm
 CALL FOR APOLOGIES: Rhonda Deigan</p> | |
| 2.

2.2 | <p>Minutes of Previous Meeting:
 Moved by Spencer Cochrane and Seconded by Emma McMaster that the minutes of the Youth Council meeting held on 31 March 2014 be accepted. Carried</p> | |
| 3. | <p>CORRESPONDENCE:
 In: Letter from McPherson Smith Rural Foundation in relation to fully funded places in the Rural Youth Leadership Program.
 Out: Nil
 Moved by Spencer Cochrane and Seconded by Emma McMaster that the correspondence be accepted. Carried.</p> | |
| 4. | <p>EVENTS / ACTIVITIES
 Renew Contact with Sister City – Walker Michigan USA.
 Program used to include student exchange program. Will require discussion with school principals.
 Laura to raise with Principal CSC
 Emma to raise with Principal Trinity
 Vote 7:0</p> | |
| | | <p>Laura
Emma</p> |

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| | <p>3. Bimbi Park
Tree planting project to replenish the native trees for the Koala population. Potentially good visible PR for this project as well as being an excellent cause. Preference for Sunday 15th June due to various prior commitments. Mayor mentioned the Community Bus would be available to transport Youth Councillors to and from the venue. Preferred times 8:30 am – 3:30 pm
<i>Vote 7:0</i></p> <p>4. Street Art
Discussion in relation to what Street Art is and the need to introduce it with a lower profile to ensure acceptance as some views may be quite conservative.
Can be a great way to promote causes through art.
Seek suggestions for the names of artists in the community, contact schools' art departments and seek expressions of interest. Preference expressed for school age artists. Possibly focus on younger age groups of school artists as year 12's will be busy with study.
Amezdroz Lane at the side of Woolworths a possible location. Would need to seek approval from the owners.
<i>Vote 7:0</i></p> <p>5. Awareness of the Homeless
Terry ran through the various definitions of "homeless".
Terry raised the question of whether local people would be aware of a homeless issue in Colac.
Require some statistics and further information.
Issue could be raised through newspapers, school assembly, presentations, a lunch at the school, a sleep out. Raise money for and with the Salvation Army. Neighbourhood house good to involve as well.
<i>Vote 7:0</i></p> <p>6. Interschool Event
Laura raised the issue of rivalry between schools and a way of bringing the schools together. Suggestion of a "Day On The Green" type event.
<i>Vote 7:0</i></p> <p>7. Youth Health Hub
Tabitha raised the opening of the Youth Health Hub in July and what role Youth Council could play. Preference for a support role. Tabitha to go back to the Hub Group and report to Youth Council what opportunities there are for involvement. Possibility for Youth Councillors to be invited to a future Hub meeting.
<i>Vote 7:0</i></p> | |
| <p>5.</p> | <p>COLAC OTWAY SHIRE YOUTH COUNCIL CHARTER
This item was deferred to the next meeting.</p> | |
| <p>6.</p> | <p>OTHER BUSINESS</p> <ul style="list-style-type: none"> The Mayor congratulated Youth Councillor's participation in the Way of the Cross and ANZAC day. Orientation event was a great success and everyone enjoyed it. A great mix of fun and business. | |

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| | <ul style="list-style-type: none"> The Group watched a Youtube video of the Indigenous group called "Chooky Dancers" who are appearing in Colac on Wednesday 7 May at 8:00pm. Terry extended an invitation to Youth Councillors / Mentors and a friend to attend the performance to raise awareness of the Shire's extensive Arts and Culture opportunities. <p>Rhonda will add an item to the Youth Council Facebook page and it is requested that all Youth Councillors respond to the page indicating whether they will be attending by the end of this week.</p> <p>Meeting closed at 5.10pm</p> | All |
| 7. | <p>NEXT MEETING – 12 May 2014 at 4.00pm</p> <p>**Please bring pen and paper**</p> | |

