

# **Environment Action Plan**

2013-2015



### 2013-2015 Environment Action Plan

Colac Otway Shire Council has a demonstrated commitment to environmental sustainability. Council has adopted the Environment Strategy 2010-2018 which is the guiding document to achieve positive and long term improvements in environmental management and sustainability outcomes.

The 2013-2015 Environment Action Plan will not only guide Council's decision making but form the basis of integrated action across all areas of the Shire's operations, its planning responsibility and the way it engages with the community and other stakeholders in a positive way.

The second two year Action Plan re-establishes Council's priorities by continuing relevant actions from the first Action Plan, and detailing new actions designed to further refine Council's targets. Progress for all actions will continue to be monitored through the corporate reporting processes and overseen by the Sustainability Working Group.

The Actions are a further refinement of the Targets as set out in the Environment Strategy and correspond to the major identified priorities.

### The Environment Action Plan sets out how Council will:

### Council Managed Land

Better manage our own land, our resources and provide effective land stewardship.

### Planning & Regulations

Plan & Influence by establishing the forward plans and regulations needed to guide our sustainability pathway.

### Physical Works & General Services

Demonstrate best practice approaches in our operations, capital works and delivery of services.

### **Education & Awareness Raising**

Demonstrate leadership, share knowledge, provide training, inform and harness community support.

### Advocacy & Facilitation

Influence the actions of other agencies and organisations to achieve sustainability outcomes.

### **How to read the Action Plan**

Target: Taken from the Environment Strategy 2010-2018

Action: Description of the task to be undertaken

Responsibility: Lead Council Department Timing: When the task will be completed

Deliverables: What will be the completed outcome

Code: How each action was developed

### **Legend for Code**

C: Condensed multiple actions from previous Action Plan

U: Updated the old (completed) action based on the logical next step

G: Generalised the old action to make it less exclusive

E: Expanded the old action into several new actions to delineate significant project milestones

SP: New action created from Shuttle Plan comments

N: New based on new idea

Blank cell: Brought forward from 2010-12 Environment Action Plan

### **Council Managed Land**

# Council Managed Land

	Target addressed		Action	Responsibility	Timing	Deliverables	Code
CMLT1	Undertake assessments of environmental assets and threats on Council Managed Roadsides .	CMLA 1	Investigate and secure funding opportunities for Roadside weed mapping and weed control across the shire.	Environment	Ongoing	Receive funding, complete works and present report to Executive.	С
		CLMA 2	Allocate Council funds towards roadside weed mapping and control.	Environment	Ongoing	Deliver Annual Weed Management Program and present report to Executive.	N
CMLT 2	Develop a policy to ensure that when acquiring land as part of a sub-division it will be assessed against a selection criteria and priority given to areas with more environmental value.		Implement and then review the Open Space Strategy.	Recreation	Ongoing	Present report to Executive.	U
CMLT 3	Develop a policy to ensure that when acquiring any land consideration will be given to environmental management requirements.	CMLA 4	Implement and then review the Open Space Strategy.	Recreation	Ongoing	Present report to Executive.	U
		CMLA 5	Investigate process for allocating new land to a council department following subdivisions.	Recreation	Dec 2014	Process endorsed by Executive.	N
CMLT 4	Review and update the current roadside vegetation management plan and the environmental weed strategy.	CMLA 6	Develop a Roadside Vegetation Management Plan.	Environment	Dec 2014	Progress report on the status of the plans completed.	i
		CMLA 7	Develop an Environmental Management Strategy for Council Managed Land.	Environment	Dec 2014	Present report to Executive.	N
CMLT 5	Continue to implement Council's existing management plans for Council owned and managed land and review progress. (e.g. Lake Colac Revegetation and Weed Control Plan).	CMLA 8	Implement and review the actions within the Land Management Plans that have been developed for Council's environmental assets.	Environment	Ongoing	Present report to Executive.	С
CMLT 6	Undertake detailed assessments of environmental assets and threats on all Council managed land of high value and moderate value . (e.g. Marengo Flora Reserve).	CMLA 9	Undertake detailed assessments of environmental assets and threats on Council managed land of high and moderate value, (e.g. Separation Creek Drainage Reserve, Meredith Park, Pirron Yallock Reserve, Old Ocean Road, Beech Forest Block).	Environment	Dec 2014	Present report to Executive.	С
CMLT 7	Develop and begin implementation of site specific management plans for all Council managed land of high value and moderate value. (e.g. Barham River Confluence).	CMLA 10	Implement and review the actions within the Land Management Plans that have been developed for Council's environmental assets.	Environment	Ongoing	Present report to Executive.	G
CMLT 8	Continue to implement Council's existing management plans for Council owned and managed roads and review progress. (e.g. Poorneet Lane Management Plan).	CMLA 11	Implement and then review existing Road Management Plans.	Environment	Ongoing	Present report to Executive.	G
CMLT 9	Develop and begin implementation of site specific management plans for all high value roadsides. (e.g. Beeac-Dreeite Roadside).	CMLA 12	Develop an approach for managing threats on our high conservation roadsides.	Environment	Dec 2014	Present report to Executive.	G
CMLT 10	Develop and begin implementation of site specific management plans for all medium value roadsides. (e.g. Dewings Bridge Road Gerangamete).	CMLA 13	Develop an approach for managing threats on our medium conservation roadsides.	Environment	Dec 2014	Present report to Executive.	G
CMLT 11	Ensure that all management plans for high value Council managed land and roadsides consider issues associated with adapting to climate change.	CMLA 14	Implement climate adaptation management protocols for Council owned and managed land.	Environment	Ongoing	Present report to Executive.	
		CMLA 15		Environment	June 2015	Present report to Executive.	U

### Planning & Regulations



	Target addressed		Action	Responsibility	Timing	Deliverables	Code
PRT 1	Incorporate most current environmental mapping into Councils planning scheme and review as required.	PRA 1	Undertake a review of the State Governments new vegetation mapping to determine the feasibility and value of developing local planning controls (e.g. VPO2)	Environment	June 2014	The most up-to-date information is used for planning decisions.	SP
PRT 2	Develop and implement response strategies to environmental pollution events .	PRA 2	Establish pollutant types and develop pollution response protocols for specific events.	Environment	June 2014	Protocols and process, operation flow chart and staff training undertaken. Approach endorsed by Executive.	
PRT 3	Develop and commence implementation of an offset management procedure to manage native vegetation off-sets established across the Shire.	PRA 3	Investigate feasibility of vegetation offset management procedure and tracking tool.	Environment	June 2014	Report endorsed by Executive and submitted to DEPI.	U
PRT 4	Develop a Council Environmental Sustainability policy for the organisation that addresses opportunities for improving sustainability of new developments.	PRA 4	Develop Environmental Sustainability Policy for new subdivisions and include in planning scheme.	Planning	June 2015	Policy presented to Council for endorsal, and incoporated as reference in Planning scheme and MSS.	
PRT 5	Implement a Council Environmental Sustainability policy for the organisation that addresses opportunities for improving sustainability of new developments .	PRA 5	Review opportunities for improved environmental outcomes for new subdivision and development.	Planning	Ongoing	Environment Policy implementation strategy (Education and Awareness) endorsed by Executive.	
PRT 6	Review the municipal strategic statement and ensure climate change, salinity, sustainable land use and acid sulphate soils are recognised appropriately and are managed through statutory controls.	PRA 6	Review the MSS as part of the 4 yearly Planning Scheme review and identify gaps and recommend further work .	Planning	June 2014	Planning Scheme review report endorsed.	
		PRA 7	Investigate funding opportunities to undertake an assessment of vulnerability along the south-west coast, to inform local planning and potential future planning controls for areas likely to be affected by sea level rise.	Planning	June 2014	Planning controls & 3rd pass settlement wide assessment of risk completed.	SP
		PRA 8	Introduction of planning controls to areas likely to be affected by sea level rise .	Planning	Dec 2015	Amendment to Planning scheme undertaken by DEPI and presented to Executive.	
PRT 7	Implement recommendations in the Colac Otway Shire Domestic Wastewater Management Plan, review the Plan's performance and renew.	PRA 9	Implement an Education Program. Ensure Monitoring & Maintenance of Township wastewater systems.	Health	Dec 2014	Education and Awareness plan endorsed by Executive.	
PRT 8	Develop and implement standards for domestic wastewater treatment systems near waterways and in water supply and ground water recharge areas.	PRA 10	Investigate funding opportunities to develop a local standard for domestic waste water systems near waterways, water supply and groundwater.	Health	June 2014	Progress report provided to Executive.	SP
		PRA 11	Develop domestic waste water systems standards for all areas near waterways, water supply and groundwater.	Health	Dec 2014	Progress report provided to Executive.	
PRT 9	Develop and commence implementation of an Integrated Fire Management Plan for safety and ecological outcomes.	PRA 12	Implement and then review the actions within the Municipal Fire Management Plan.	Environment	Dec 2014	Progress report provided to Executive.	U
PRT 10	Undertake audits of at least 20 properties with land management plans and 20 logging coupes every year with a target of 100% compliance.	PRA 13	Develop and implement a process for reviewing the implementation of land management plans.	Planning/ Environment	June 2014	Progress report provided to Executive.	
		PRA 14	Undertake Forestry Audits Compliance Reports for logging operations.	Environment	Ongoing	Progress report provided to Executive.	
		PRA 15	Update local forestry prescriptions based on <i>Timber</i> Production in Privately owned and Native Forests and  Plantations: Prescriptions for Environmental  Protection, Colac-Otway Region guidelines.	Environment	June 2014	Consultation process started and Progress report provided to Executive.	

## Physical Works & General Services

# Physical Works & General Services

	Target addressed		Action	Responsibility	Timing	Deliverables	Code
PWGST 1	Maintain regular water quality monitoring at nine waterway sites across the region and place results on the Council website every three months.	PWGSA 1	Implement water quality monitoring program.	Environment	Ongoing	Water quality data available on Council website.	U
PWGST 2	Develop a Memorandum of Understanding with local aboriginal groups, to ensure protection of cultural heritage and to engage them in environmental management initiatives.	PWGSA 2	Develop Draft MOU for protection of cultural heritage. Establish engagement plan for environmental initiatives.	Environment /Economic Development	Dec 2014	MOU adopted by stakeholders and Executive and Engagement plan developed.	
PWGST 3	Develop and implement a criteria for assessing the environmental credentials and plans of contractors, in a manner appropriate for the nature and scope of the works.	PWGSA 3	Develop and implement assessment criteria.	Infrastructure	June 2014	Guidelines endorsed by Executive.	U
PWGST 4	Develop and implement a Council Environmental Sustainability policy to direct Council's programs, projects, processes and services by 2012 and undertake audits to ensure compliance.	PWGSA 4	Develop and implement an Environmental Sustainability Procedure/s (including a toolkit if required).	Environment	June 2014	Procedure endorsed by Executive.	U
PWGST 5	A total of 65% recovery rate (by weight) of waste produced through Council operations for re-use, recycling or energy generation.	PWGSA 5	Establish the base line data for Council's waste products.	Infrastructure	June 2014	Report on base line data generated.	N
		PWGSA 6	Investigate opportunities to increase recovery rates of Council's waste products.	Infrastructure	Dec 2014	Options presented to Executive.	U
PWGST 6	Develop an Environmental Management System that encourages best management practices for all Council programmes, projects, services, plans and policies by 2014 and investigate having it ISO 14001 accredited.	PWGSA 7	Investigate the development of an Environmental Management System (EMS) across all areas of Council operation.	Environment	June 2014	Briefing provided to Executive.	U
		PWGSA 8	Write a business case to develop an organisation wide Environmental Management System.	Environment	Dec 2014	Business case developed and submitted.	SP
PWGST 7	Council to improve water use efficiency by implementing Water Management Action Plans for Council facilities that consume more than 10ML per year and review progress.	PWGSA 9	Investigate opportunities to develop an overarching Water Use Strategy.	Environment/ Infrastructure	Dec 2013	Opportunities identified and present to Executive.	U
PWGST 8	Obtain Waste Wise certification for 11 major Council facilities.	PWGSA 10	Waste Wise has been discontinued by the state government.	N/A	N/A	N/A	
		PWGSA 11	Separation of Waste Streams to minimize waste and maximize recycling in Council buildings.	Infrastructure	Dec 2014	Waste Streams separated.	
PWGST 9	Implement the recommendations of the Colac Otway Stormwater Management Plan and review progress.	PWGSA 12	Review actions in Stormwater Management Plan and update plan as appropriate.	Infrastructure	Dec 2014	Relevant actions identified and prioritised.	SP
		PWGSA 13	Implement actions in Stormwater Management Plan .	Infrastructure	June 2015	Provide annual review to executive.	
PWGST 10	Waste Wise certification requirement for all Council approved community events and festivals held within the Shire.	PWGSA 14	Waste Wise has been discontinued by the state government.	N/A	N/A	N/A	
		PWGSA 15	Introduce requirement for Council approved community events and festivals to separate waste streams to minimize waste.	Infrastructure	Ongoing	Requirement introduced and communicated to organisers of Council approved community events.	
PWGST 11	Council to increase green purchasing to 2.5% of total operating budget by 2014 and to 5% by 2018.	PWGSA 16	Develop operational procedures relating to Green Purchasing guided by Council's Sustainability Policy.	Environment	Dec 2014	Operational procedures endorsed by Executive.	U
PWGST 12	Council to become Carbon neutral (zero net emissions) by 2016.	PWGSA 17	Develop Carbon neutral approach to identify actions to reduce energy consumption and to offset emissions.	1	Dec 2013	Council adopts Carbon Neutral plan.	
PWGST 13	Council to satisfy 15% of its water consumption requirements through rainwater harvesting or treated water by 2016.	PWGSA 18	Implement the SWUP and WaterMap plan to reduce potable water consumption.	Environment	Ongoing	Progress report submitted to Council.	

### **Education & Awareness Raising**

	Target addressed		Action	Responsibility	Timing	Deliverables	Code
EAT 1	Maintain regular updates on environmental initiatives undertaken by Council through monthly media releases and highlight significant achievements in a detailed advertorial placed in local papers every two years.	EAA 1	Develop and Submit articles for Monthly Environment Column.	Environment	Monthly	Twelve articles published in Colac Herald/other media per annum.	
EAT 2	Develop ongoing 'general' and 'issue specific' training programmes for Council staff and Councillors addressing major issues in the Shire and relevant environmental/cultural heritage legislation and regulation.	EAA 2	Identify need for training programs for specific issues like greenhouse, water, sustainability or Grassland Awareness.	Environment	June 2014	Need for specific training programs identified and prioritised for development.	E
		EAA 3	Develop training programs for identified specific issues.	Environment	Dec 2014	Specific training programs developed.	E
		EAA 4	Implement developed training programs for specific issues like greenhouse, water, sustainability or Grassland Awareness.	Environment	Dec 2015	Training programs delivered.	E
		EAA 5	Monitor and review the effectiveness of training programs developed for specific issues like greenhouse, water, sustainability or Grassland Awareness.	Environment	Dec 2016	Effectiveness of training programs analysed and programs reviewed for future implementation.	E
EAT 3	An environmental/cultural heritage induction process for new Council staff and Councillors to be developed and initiated.	EAA 6	Develop an induction program for new staff and councillors on environmental and cultural heritage issues.	Environment	Dec 2014	Awareness and training program developed, and induction manual produced.	
EAT 4	Develop and promote a web based information package targeted at local businesses and industry and identify any specific training needs.	EAA 7	Implement and then review the information and communications strategy.	Economic Development	Dec 2014	Communications Strategy implemented and reviewed, and report provided to Executive.	U
EAT 5	Develop and promote a web based information package targeted at the general community and identify any specific training needs.	EAA 8	Develop an information and communications approach based on the Sustainability Living Guide or similar web resources.	Environment	June 2014	Adopt website and promote to local community.	
EAT 6	Develop and implement an ongoing training programme for local business', industry and community.	EAA 9	Seek feedback on local training workshops (that highlighted environmental issues and opportunities) to inform the next round of training.	Economic Development	June 2014	Feedback collated and ideas for improvement documented.	U
		EAA 10	Investigate opportunities to fund and set up a network for businesses who want to become more environmentally sustainable.	Economic Development	Dec 2014	Report provided to Executive.	N
		EAA 11	Investigate opportunities to engage and educate the community about environmental issues through the council webpage and social media.	Environment	Ongoing	Progress report provided to Executive.	N
EAT 7	Provide a minimum of two environmental community days each year and support Landcare Groups to carry out ongoing works where community interest is sufficient.	EAA 12	Participate in National Tree Day annually.	Environment	Annually	Select a number of sites and groups for National Tree Day.	
		EAA 13	Participate in Earth Hour annually.	Environment	Annually	Plan activity for Earth Hour and promote to community.	
		EAA 14	Participate in World Environment Day.	Environment	Annually	Select activities for World Environment Day and promote.	

# Advocacy & Facilitation



Topic	Issue		Action	Responsibility	Timing	Outcomes
Climate change	Formulate a response to the increased risk of extreme weather events that are arising from climate change.	AFCC 1	Coordinate the Climate Resilient Communities of the Barwon South West Project, which aims to address this issue.	Environment	Ongoing	Briefing report provided to Executive.
	Increase the knowledge and understanding of the impacts of climate change on the environmental values of inland waters; including risks posed by soil acidification and issues associated with dry lakes.	;	Facilitate research into inland acid sulphate soils.	Environment	Ongoing	Briefing report provided to Executive.
	Update the Victorian Coastal Strategy as outcomes of the Future Coasts project become known.	AFCC 3	Stay informed on the outcomes of the Future Coasts project and make	Planning	Ongoing	Submission to State Government
	Ensure mechanisms are established to provide information to local governments to assist in planning decisions that may be impacted by climate change.		Participate in Federal and State consultation on Climate issues and participate in MAV initiatives.	Planning	Ongoing	Annual briefing report provided to General Manager SP&D.
	Establish processes/mechanisms to ensure the inflow of information from State Government to Local Government and the community.		Circulate information to key stakeholders in an ongoing manner.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
	Advocate to State and Federal Governments on Climate Change and reducing Victoria's and Australia's carbon emissions.	AFCC 6	Participate in Federal and State consultation on Climate Change issues.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
Sustainable resource use and waste management	Establishment of a set of national, mandatory minimum standards for water and energy use efficiency in new appliances, homes, commercial and government premises and subdivision design.		Advocate to State Government at relevant forums.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
	Increased water efficiency performance thresholds expected from the 5 star building standards that include stormwater quality objectives and energy use objectives.		Promote the need for better standards to Building Commission, Green Building and State Government.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
	Increased numbers of local businesses in the region certified through environmental programmes.	AFSW 3	Promote EcoBuy programs to Chambers of Commerce and industry groups.	EcoDev	Ongoing	Provide relevant contacts to EcoBuy.
Soil health	Update the soil surface pH map layer to indicate the current soil pH status.	AFSH 1	Facilitate research into inland acid sulphate soils.	Environment	Ongoing	Briefing report provided to Executive.
	Review the municipal strategic statement and ensure climate change, salinity, sustainable land use and acid sulphate soils are recognised appropriately and are managed through statutory controls.		Advocate for improved mapping of areas with potential coastal acid sulfate soils & for introduction of planning controls to affected areas.	Planning	Ongoing	Mapping of Potential Acid Sulphate areas completed by state government and planning controls developed.
	Develop and implement an Acid Sulphate Soil strategy, which identifies risk areas and extend it to inland areas and also develop statutory controls for local government.		Facilitate development of management recommendations for inland acid sulphate soils.	Environment	Ongoing	Briefing report provided to Executive.
Native plant, animal and habitat protection and	Identify where vegetation removal is being undertaken and ensure off-sets are being tracked across the State by DEPI.	AFB 1	Facilitate development of vegetation tracking programs.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
enhancement	Ensure that DEPI has adequate resources to assess the additional vegetation clearing permit applications being referred by local governments.		Support DEPI regional role in relevant forums.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
	Work with rellevant agencies to try to minimse the impact of vegetation removal around powerlines.	AFB 3	Work with key stakeholders to minimise impacts on native vegetation.	Environment.	Ongoing	Briefing report provided to Executive.

# Advocacy & Facilitation



Topic	Issue		Action	Responsibility	Timing	Outcomes
control	Adequate resources for a regular review of the Noxious Weeds list to ensure that the Catchment and Land Protection Act is informed by accurate and up-to-date listings of weed species threatening Victoria's environment and economic productivity.		Work with DEPI ,CCMA and MAV and make submissions regarding weed impacts.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
	Clarification on the roles and responsibilities for management of regionally controlled weeds along roadsides and develop strategies to adequately support implementation.		Work with MAV to establish roadside management responsibilities with DEPI.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
	An investigation of how to effectively develop partnerships with the broader community to achieve weed and pest animal control, since these problems occur across tenures.		Participate in integrated programs with State Government.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
enhancement	Scientific rigour of groundwater management and the practice of managing surface and groundwater as a single inter-connected system.		Participate in programs established by SRW and DEPI.	Environment	Ongoing	Briefing report provided to Executive.
	Improved management of Ramsar wetlands, to ensure the obligations of the Convention are met.	AFWP 2	Work with Parks Vic and CCMA to promote Ramsar Wetlands.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
	Updated and streamlined governance arrangements to facilitate protection and restoration of all water frontages, including Crown Land.		Participate in Crown land reviews when undertaken.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
	Integrated Catchment Management of Lake Colac.	AFWP 4	Work with EPA to develop a Fish Kill Plan for Lake Colac and with Parks and CMA to secure funding for further strategic planning for Lake Colac.	Environment	Ongoing	Briefing report provided to Executive.
		AFWP 5	Support the development and implementation of an Integrated Water Cycle Management (IWCM) Plan for Colac	Environment	Ongoing	IWCM Plan for Colac endorsed by Council.
Coastal and marine protection and	Examine the implications of population pressure, including the impact of tourism.	AFCM 1	Facilitate research into impacts on the coast of increased population.	Environment	Ongoing	Annual briefing report provided to General Manager SP&D.
	Update the Victorian Coastal Strategy as outcomes of the Future Coasts project become known.	AFCM 2	Stay informed on the outcomes of the Future Coasts project and make submission to Coastal Strategy	Planning	Ongoing	Submission to State Government
	Improve the health of estuaries, coastal dunes and marine environments.	AFCM 3	Notify EPA of any water quality issues identified.	Health	Ongoing	Annual briefing report provided to General Manager Community Services.
Community action	The need to provide support to local communities to develop local solutions and initiatives:	AFCA 1	Facilitate an Apollo Bay Community Forum to develop local solutions.	Environment	Ongoing	Briefing report provided to Executive.
	To address local food security and develop Peak Oil Action Plans.	AFCA 2	Facilitate an Apollo Bay Community Forum to develop local plans.	Environment	Ongoing	Briefing report provided to Executive.
	To identify targets for reducing community water and energy use (e.g. 20% reduction against 2009 levels by 2018).	AFCA 3	Facilitate an Apollo Bay Community Forum to develop local targets.	Environment	Ongoing	Briefing report provided to Executive.
	To explore various sustainability initiatives (e.g. plastic bag free).	AFCA 4	Facilitate an Apollo Bay Community Forum to identify potential sustainability intitiatives.	Environment	Ongoing	Briefing report provided to Executive.