



SPECIAL COUNCIL MEETING

AGENDA

Wednesday 2 February 2022

at 4:00 PM

by videoconference



COLAC OTWAY SHIRE SPECIAL COUNCIL MEETING

Wednesday 2 February 2022

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COLAC OTWAY SHIRE SPECIAL COUNCIL MEETING

NOTICE is hereby given that the next **SPECIAL COUNCIL MEETING OF THE COLAC OTWAY SHIRE COUNCIL** will be held by videoconference on Wednesday 2 February 2022 at 4:00 PM.

AGENDA

1 DECLARATION OF OPENING

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 AND LEAVE OF ABSENCE

4 WELCOME AND ACKNOWLEDGEMENT OF COUNTRY

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

The purpose of the Special Council Meeting is to consider:

- Environment Strategy Review Report
- Local Sports Infrastructure Fund 2022 grant proposals
- Forrest Mountain Bike Trail Construction Contract Award
- Contract 2202 - Design and Construct - Sportsground Lighting at four locations
- Maternal and Child Health Policy Review

Note: Both the Forrest Caravan Park Lease and the Lavers Hill Pool Funding Agreement will be considered at a future Council meeting.

RECORDING AND PUBLICATION OF MEETINGS

Please note: All Council and Committee meetings will be live streamed and recorded (where it is practicably possible to do so), and the meeting location has the required equipment and internet capability. This includes the public participation sections of the meetings. However, matters identified as confidential items in the Agenda will not be live streamed or recorded.

By participating in open Council meetings, individuals consent to the use and disclosure of the information they share at the meeting (including any personal and/or sensitive information).

As soon as practicable following each open Council meeting, the live stream recording will be accessible on Council's website. Audio recordings are also taken to facilitate the preparation of the minutes of open Council and Committee meetings and to ensure their accuracy. Live stream and audio recordings will be retained by Council for a period of four years.

As stated in the Governance Rules, other than an official Council recording, no video or audio recording of proceedings of Council Meetings will be permitted without specific approval by resolution of the relevant Council Meeting.

5 QUESTION TIME

A maximum of 30 minutes is allowed for question time. Any person wishing to participate in public question time by videoconference will need to register their intention to do so by contacting the Shire prior to 5pm on Monday 31 January 2022. Question time is not a forum for public debate or statements.

Please note that as this is a Special Council meeting, only questions pertaining to this agenda will be responded to.

1. Questions received in writing prior to the meeting.
2. Questions by videoconference (by prior arrangement).

6 TABLING OF RESPONSES TO QUESTIONS TAKEN ON NOTICE AT PREVIOUS MEETING

Nil.

7 DECLARATIONS OF INTEREST

A Councillor who has declared a conflict of interest, must leave the meeting and remain outside the room while the matter is being considered, or any vote is taken.

Item: 8.1

Environment Strategy Review Report

OFFICER	Dora Novak
GENERAL MANAGER	Tony McGann
DIVISION	Environment and Infrastructure
ATTACHMENTS	1. COS Environment Strategy 2010-2018 Review Report - January 2022 [8.1.1 - 27 pages]

1. PURPOSE

To present to Council the Colac Otway Shire Environment Strategy 2010-2018 Review Report.

2. EXECUTIVE SUMMARY

Council's Environment Unit has undertaken a detailed review of Council's Environment Strategy 2010-2018. The review involved an examination of the 41 targets set in the Strategy and Council's progress toward them (Appendix within Attachment 1). The team also collated relevant achievements and highlights that are presented in the attached draft Colac Otway Shire Environment Strategy 2010-2018 Review Report. It is intended that the Review Report will be made publicly available to promote the environmental achievements of Council since 2010.

The Colac Otway Shire Environment Strategy 2010-2018 Review Report will help guide and shape Council's new Environment Strategy due to be developed and completed in 2022. It will form part of the resources developed to inform the development of the new strategy, and will be especially useful for Council, staff, stakeholders and the community during the community consultation that will be a critical component of developing Council's new Environment Strategy.

3. RECOMMENDATION

That Council:

- 1. Notes the Colac Otway Shire Environment Strategy 2010-2018 Review (report as at Attachment 1).***
- 2. Notes that the Report will be made publicly available via Council's website and its content used to promote the environmental achievements of Council since 2010.***

4. KEY INFORMATION

The aim of the Colac Otway Shire Environment Strategy 2010-2018 was to protect and enhance the environment, promote sustainable use of natural resources, strengthen partnerships with key stakeholders and build community capacity through environmental education and awareness raising programs.

The Strategy set 41 targets under four areas:

- Council Managed Land
- Planning and Regulations
- Physical Works and General Services; and
- Education and Awareness Raising Programs.

The Environment Team has been undertaking a detailed review of Council's Environment Strategy 2010-2018. The review involved an examination of the 41 targets set in the Strategy and Council's progress toward them (Appendix within Attachment 1). The team also collated relevant achievements and highlights that is presented in the attached draft Colac Otway Shire Environment Strategy 2010-2018 Review Report. It is intended that the Review Report will be made publicly available to promote the environmental achievements of Council since 2010.

In the 11 years since the Plan was adopted, Colac Otway Shire has become a leader in environmental management and have made significant sustainability improvements to our day-to-day business activity and reducing our environmental footprint on our planet. Many high priority projects have been delivered, but some of the targets have not been completely achieved or are no longer appropriate.

The Colac Otway Shire Environment Strategy 2010-2018 Review Report will help guide and shape Council's new Environment Strategy due to be developed and completed in 2022. It will form part of the resources developed to inform the development of the new strategy, and will be especially useful for Council, staff, stakeholders and the community during the community consultation that will be a critical component of developing Council's new Environment Strategy.

The 2022-2030 Environment Strategy will be the Council's roadmap for delivering a sustainable natural and built environment for our community. It will guide our actions for the next ten years to ensure that as an organisation we protect and enhance our environment and make the best possible use of our natural resources for the benefit of current and future generations and will also provide a strategic framework for Council's actions to mitigate and adapt to a changing climate and create resilient and sustainable communities and will build on the relevant priorities identified in the recently finalised Council Plan 2021-2025.

5. CONSIDERATIONS

Overarching Governance Principles (s(9)(2) LGA 2020)

The Colac Otway Shire Environment Strategy 2010-2018 Review Report has been prepared in accordance with governance principles outlined in section 9 of the Local Government Act 2020, specifically:

- a) Council decisions are to be made and actions taken in accordance with the relevant law;
- b) priority is to be given to achieving the best outcomes for the municipal community, including future generations;

- c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted;
- d) the municipal community is to be engaged in strategic planning and strategic decision making;
- e) innovation and continuous improvement is to be pursued;
- f) collaboration with other Councils and Governments and statutory bodies is to be sought;
- h) regional, state and national plans and policies are to be taken into account in strategic planning and decision making; and
- i) the transparency of Council decisions, actions and information is to be ensured.

Policies and Relevant Law (s(9)(2)(a) LGA 2020)

41 Acts are responsible for the management and protection of environmental assets in Victoria. Federal legislation such as the Environmental Protection and Biodiversity Conservation Act (1999) also applies to the environment. Council is required to work within all of these legislative requirements that extend from weed and native vegetation management through to energy and resource use.

Those that Council has a role in implementing and or have significant implications for Council's services and operations are:

- *Victorian Local Government Act (2020)*
- *Victorian Planning and Environment Act (1987)*
- *Victorian Catchment and Land Protection Act (1994)*
- *Victorian Flora and Fauna Guarantee Act (1988)*
- *Victorian Environment Protection Act (2017)*
- *Australian Environmental Protection and Biodiversity Conservation Act (1999)*

Environmental and Sustainability Implications (s(9)(2)(c) LGA 2020)

The Colac Otway Shire Environment Strategy 2010-2018 Review Report demonstrates Council's commitment to continuous improvement of its environmental protection, management and environmental sustainability of the municipality and promotes the environmental achievements of Council since 2010.

Community Engagement (s56 LGA 2020 and Council's Community Engagement Policy)

The Colac Otway Shire Environment Strategy 2010-2018 Review Report will help guide and shape Council's new Environment Strategy due to be developed and completed in 2022. It will form part of the resources developed to inform the development of the new strategy, and will be especially useful for Council, staff, stakeholders and the community during the community consultation that will be a critical component of developing Council's new Environment Strategy.

Public Transparency (s58 LGA 2020)

The Colac Otway Shire Environment Strategy 2010-2018 Review Report provides information about Council's performance against past Council Plans, initiatives and key strategic activities during the period of 2010-2021 and is closely aligned with the public transparency principles of the *Local Government Act 2020*.

Alignment to Plans and Strategies

Alignment to Council Plan 2021-2025:

Theme 2 - Valuing the Natural and Built Environment

Objective 1: We mitigate impacts to people and property arising from climate change

Objective 2: We operate sustainably with a reduced carbon footprint

Objective 3: Protect and enhance the natural environment

Objective 5: Provide and maintain an attractive and safe built environment

Theme 4 – Strong Leadership and Management

Objective 1: We commit to a program of best practice and continuous improvement

Financial Management (s101 *Local Government Act 2020*)

Not applicable.

Service Performance (s106 *Local Government Act 2020*)

The Colac Otway Shire Environment Strategy 2010-2018 Review process and report have, and will continue to assist Council officers to ensure that the development of Council's next Environment Strategy (2022-2030) is informed by service performance evaluation, continuous improvement and ensure that Council's environmental programs, projects and services are guided by best practice environmental management principles, remain responsive to community need and meet all environmental and climate change related regulatory and legislative requirements and obligations.

Risk Assessment

Without an Environment Strategy that guides continuous improvement of Council's environmental management practices and compliance with the relevant environmental legislation and regulations, Council's operations could cause significant harm to the environment or fail to undertake its legislative and regulatory responsibilities.

There are significant reputational and financial risks to Council if it does not comply with its environmental legislative obligations.

Communication/Implementation

It is intended that the Review Report will be made publicly available on Council's website and its contents used to promote the environmental achievements of Council since 2010.

Human Rights Charter

Not applicable.

Officer General or Material Interest

No officer declared an interest under the *Local Government Act 2020* in the preparation of this report.

Options

Not applicable. The Colac Otway Shire Environment Strategy 2010-2018 Review Report is presented to Council for information/noting.



COLAC OTWAY SHIRE

Environment Strategy 2010-2018 Review

ACHIEVEMENTS & HIGHLIGHTS



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Acknowledgement of Traditional Custodians

The Colac Otway Shire proudly acknowledges the Gulidjan and Gadubanud peoples as the traditional custodians of the Colac Otway Region. We acknowledge that the Colac Otway Shire is located and conducts business upon lands of the Gulidjan and Gadubanud people.

We pay our respects to their Ancestors and Elders, past, present and emerging. We recognise and respect their unique cultural heritage, beliefs and relationship to their traditional lands, which continue to be important to them today and into the future.



Executive Summary & Focus Areas

The aim of the Colac Otway Shire Environment Strategy 2010-2018 was to protect and enhance the environment, promote sustainable use of natural resources, strengthen partnerships with key stakeholders and build community capacity through environmental education and awareness raising programs.

The Strategy set 41 targets under four areas:

- Council Managed Land



- Planning and Regulation



- Physical Works and General Services



- Education and Awareness Raising Programs



The Plan focused on targets that Council could control and influence, however we have been proactive in the area of advocacy and facilitation and this review will also highlight achievements in this area. The implementation of these targets was achieved through the development of biannual Action Plans.





The Strategy has the sunset year of 2018, however we continue to operate under the guidance of the Strategy until a new strategy has been prepared and within this document we have included all actions and achievements up until September 2021.

In the 11 years since the Plan was adopted, Colac Otway Shire has become a leader in Environmental Management and has made significant sustainable improvements to our day-to-day business activity to reduce our environmental footprint on our planet. Many high priority projects have been fully delivered, some projects have made progress towards the completion of targets, and several more are no longer relevant. Of the 41 targets within the Strategy 34 have been progressed under the term of the Strategy. Appendix 1 outlines each Target and its status.

This highlights, challenges and opportunities report will shape how we deliver the new Environment Strategy along with guidance from the new Council Plan, new Council Strategy and community consultation.

Status Summary of 41 Targets

Complete: 12 Targets

Target has been fully achieved

In progress: 17 Targets

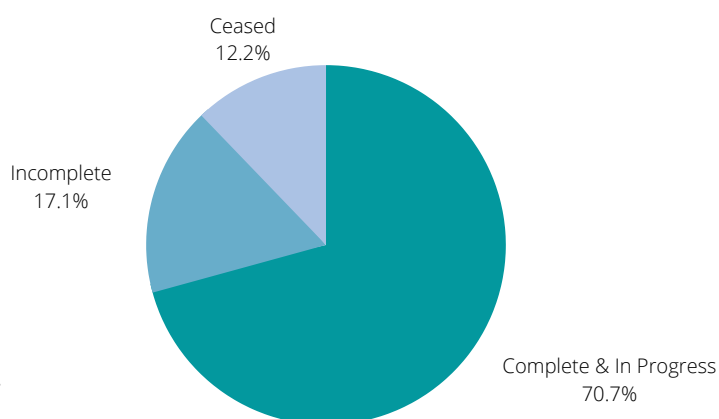
Significant progress has been made towards achieving the desired outcomes of the target and COS will continue to work towards its completion

Incomplete: 7 Targets

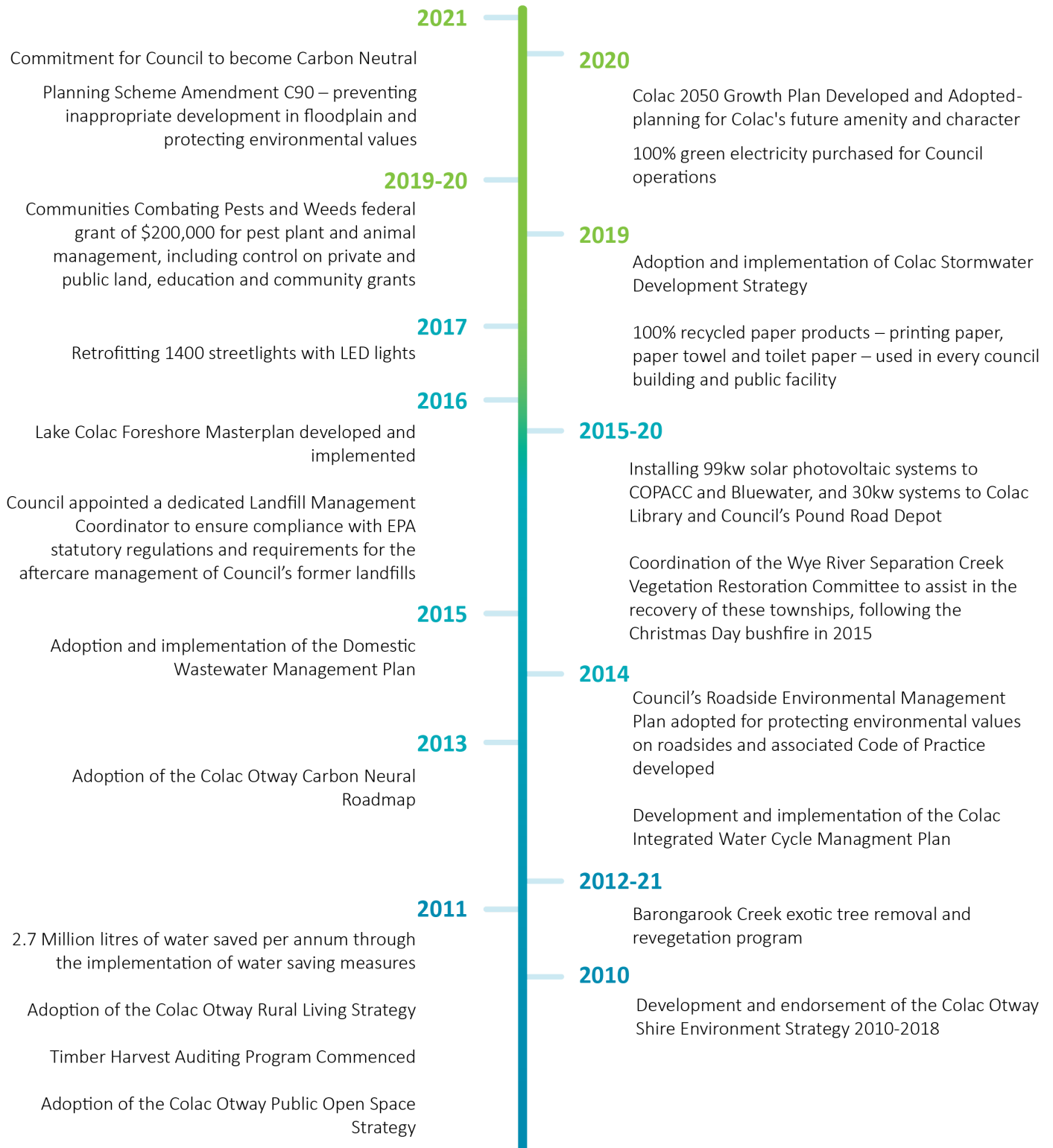
Work was not undertaken towards achievement of the target

Ceased due to a Change in Circumstances: 5 Targets

Target was initiated but not completed due to an external program or organisation ceasing, resourcing and/or funding constraints, or the target was no longer considered relevant



Timeline of Achievements & Highlights





Council Managed Land

Colac Otway Shire Council is responsible for managing 1,600 kilometres of road reserves, 485 freehold parcels of land and 59 Crown land parcels. Colac Otway Shire has significant responsibilities to protect, enhance and properly manage these land parcels and roadsides for their conservation and landscape values while maintaining their functional roles.

Over the last 11 years, Colac Otway Shire has worked successfully with staff, external contractors, other government agencies and landowners to achieve a balance between conservation of biodiversity values and the maintenance of road function and community safety.

Major Achievements

- Communities Combating Pests and Weeds federal grant of \$200,000 for pest plant and weed management, including control, education and community grants
- Over 75,000 native plants planted on Council-managed land
- Weed control undertaken on 1000kms of roads and 220ha of Council managed land
- Control of noxious, environmental and emerging weeds
- Implementation of the Colac Otway Shire Operational Weed Management Policy 2020, which includes a treatment exemption register and a public notification process
- Lake Colac Foreshore Masterplan Developed and implemented
- Barongarook Creek exotic tree removal and revegetation program (2012-2021)
- Weed management works in 2018 at four legacy landfill sites to protect high conservation value vegetation on site as part of ongoing rehabilitation works
- 53 tonnes of Carp removed from Lake Colac, Barongarook Creek and Deans Creek and carp barrier installation at the mouths of Barongarook and Deans Creeks in 2016 when Lake Colac dried out, to improve the water quality





Council Managed Land



- Coordination by Council of the Wye River/Separation Creek Vegetation Restoration Committee to assist in the recovery of these townships following the Christmas Day bushfire in 2015
- Development of the Draft Colac Urban Forest Strategy in 2015 aiming to reduce the heat island effect by increasing street tree plantings
- Coordination of Council's Weed Consultative Committee as a collaborative forum for Council, agency staff and Landcare representatives to set strategic priorities for weed management across the region
- Council's Roadside Environmental Management Plan 2014 (CREMP) adopted for protecting environmental values on roadsides, in alignment with the roadside conservation status mapping. The CREMP provides guidelines for contract documents and outlines work methods and responsibilities required of all staff and contractors undertaking work on roadsides. A Code of Practice was then developed from this document
- Management Prescriptions developed for all Council managed roadsides to ensure environmental values are protected from threats such as weed invasion, herbicide spraying and road maintenance activities.
- 271kms of very high, 229kms of high conservation, 362kms of medium conservation, 769kms of low conservation mapped and integrated into a GIS layer for use by all Council staff for planning and development of programs.



Council Managed Land

- Education signage designed and installed on both roadsides with significant roadside vegetation and weed hotspots
- Detailed Environmental Management Plans developed for Very High Conservation Roadsides including Poornet Station Road and Cressy Shelford Road
- Detailed Land Management Plans developed for eight high conservation reserves including Beeac Grassland, Barongarook Conservation Reserve and Heathfield Estate, Apollo Bay
- Development of a Roadside Weed and Rabbit Control Plan 2013. This Plan facilitated funding of over \$100,000 to map and treat priority weeds and undertake rabbit control
- Adoption of Council's Public Open Space Strategy in 2011.
- Noxious weed control of the seaweed species Undaria in the Apollo Bay Harbour in partnership with DELWP.

Highlights



over 75,000 native plants
planted as part of revegetation programs

\$200,000 grant administered
for pest plant and weed management



1600 kms of road reserve
treated in annual weed control programs



Council's Public Open Space Strategy 2011 adopted



Lake Colac Foreshore Masterplan
developed, adopted & implemented



53,000 kg of Carp removed from Lake Colac

Significant roadside vegetation and weed signage installed

Council's Roadside Environmental Management Plan (CREMP) adopted

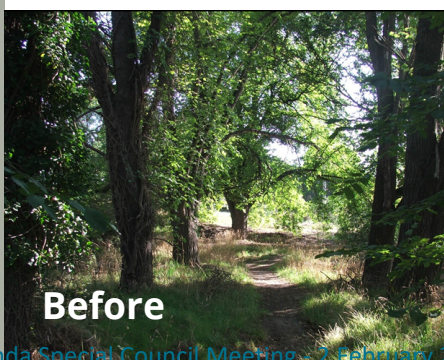
Barongarook Creek Exotic Tree Removal & Revegetation

CASE STUDY



Barongarook Creek feeds into Lake Colac and is a unique natural asset. Since 2012 the lower reaches of the creek have been completely transformed. This work was done to improve the health of the creek and the riparian corridor, as well as to enhance the amenity of this popular area, close to the Botanic Gardens, Lake Foreshore and the Bird Reserve. The multi-staged project involved the removal of over 120 large exotic trees, such as Willow, Poplar and Elm, which were causing significant erosion and waterway health issues, and preventing the establishment of native plants. These weeds were then replaced with over 8000 native trees, shrubs, groundcovers and grasses. The restoration has connected the main street of Colac to Lake Colac, through pathways, bridges and interpretive signage. These works have led to a greater volume and quality of water reaching Lake Colac, as well as improvements in habitat and amenity values.

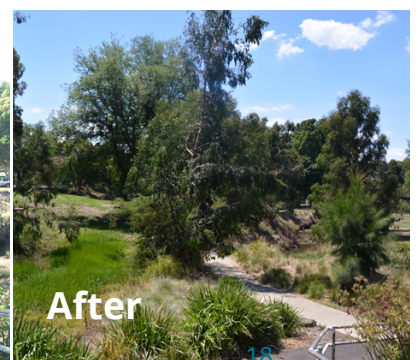
In September 2016, significant floods occurred in Colac, destroying some of the plantings and braking the banks of Barongarook Creek. The affected areas have now been revegetated with an appropriate mix of native plants, which have been thriving, and which will ultimately create a lesser maintenance burden along the creek corridor. In 2019 the pathways from the township of Colac to the Barongarook Creek mouth were widened so the area can be accessed by a wider range of users, including people with disabilities and bike riders. Revegetation works have been undertaken incorporating engagement with local schools, community groups and partnership organisations.



Before



During



After

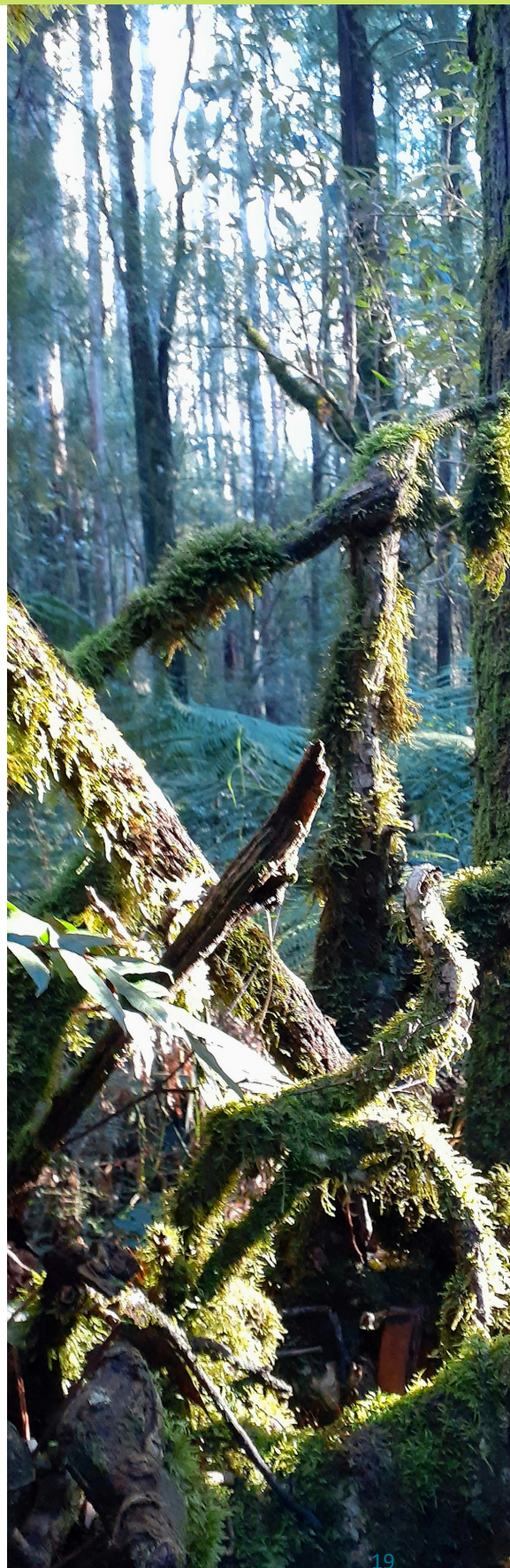


Planning & Regulation

The *Planning and Environment Act 1987* gives Local Governments the statutory responsibility to enforce, regulate and influence environmental management on private land. We are always striving to improve planning and assessment processes to support long-term responses to climate change and the protection and enhancement of biodiversity.

Major Achievements

- Development of the Birregurra Flood and Drainage Strategy 2021, which is currently being adopted through Amendment C116 Colac and which seeks to introduce new, and amend existing, planning controls that will improve the management of flood events in Birregurra
- In 2021 Council, with the Barwon South West Waste & Resource Recovery Group, completed risk assessments for seven of its smaller, former landfills that will guide the development of aftercare management plans and provide a uniform, post closure landfill management approach across the Shire.
- Planning Scheme Amendment C90 adopted in 2020 introduced tighter planning controls over the land in the Deans Creek and Barongarook Creek catchments in Colac. The new controls will prevent inappropriate development from occurring in the floodways and also facilitate the continued use of the floodways as stream habitats and wildlife corridors.
- Incorporation of projected climate change inundation mapping into Colac Stormwater Development Strategy 2019 and the 2050 Growth Plan.
- Adoption of the Colac 2050 Growth Plan via Amendment C97 which revises Colac's urban boundaries, seeks to improve overall urban structure and connectivity, and to create green corridors.
- Council's Municipal Strategic Statement reviewed to include additional requirements to protect environmental values in the Shire.
- In 2019 Council obtained a state government grant to complete a Functional Design for the upgrade of the Irrewillipe Road Retarding Basin.





Planning & Regulation

- In 2016 Council appointed a dedicated Landfill Management Coordinator to ensure that Council complies with EPA statutory regulations and requirements for the aftercare management of Council's former landfill sites.
- Roadside Conservation Status, Ecological Vegetation Communities (both current and modelled 1750) and aerial photographs captured utilising new digital technologies and referred to in Council planning and operations - e.g. land use planning assessments, road maintenance, road upgrades and grazing permits.
- Land Management Plans endorsed as 173 Agreements (on title) with mandatory 5 year reporting for all developments in Rural Conservation Zones.
- Biodiversity offset sites provided within our Shire to compensate for native vegetation removal.
- Adoption and implementation of the Domestic Wastewater Management Plan (DWMP) in 2015 to assist with the management of off-site disposal of effluent where land is not connected to a reticulated sewerage system.
- 419 onsite wastewater treatment systems audited in accordance with the DWMP
- 86 Timber Harvesting Plans independently audited in accordance with the Code of Practice for Timber Production 2014.
- Development and implementation of the Integrated Water Cycle Management Plan for Colac aimed at reducing the risk of urban flooding and facilitating approximately 300 residential lots in Colac/Elliminyt through the provision of functioning stormwater treatment systems.
- 610 Timber Harvesting Plans on private land reviewed.





Planning & Regulation

- Adoption of a new Vegetation Protection Overlay (VPO3) in the township of Birregurra to protect existing large trees within the township in 2014.
- All roadside burns have ecological checks undertaken in partnership with the CFA and DELWP.
- Development of the Environmental Sustainability Policy 2012, which aims to provide clear direction for Council to incorporate environmental sustainability into all elements of its business.
- Adoption of the Colac Otway Rural Living Strategy 2011 and implementation of recommendations into the Planning Scheme through Amendment C69. The Strategy aims to protect productive agricultural land from urban encroachment.
- Implementation of the recommendations of the Colac Otway Public Open Space Strategy (2011) through Amendment C75.
- Council developed a regular environmental auditing program for its two largest, former landfills at Alvie and Bruce Street Colac.

Highlights



**86 Timber Harvesting Plans
independently audited**

**419 on-site wastewater
treatment systems audited**



**Colac Otway Public Open Space
Strategy 2011 adopted**

**Colac Stormwater Development
Strategy 2019 adopted**



**All roadside burns have
ecological checks**

**Environmental Sustainability
Policy adopted 2012**

CASE STUDY

Climate Resilient Communities of the Barwon South West



The Climate Resilient Communities of the Barwon South West project was a collaboration between 10 Councils in the Barwon South West region and a range of agency partners, including Catchment Management Authorities and water authorities.

The project began in 2012 with the aim of helping communities throughout the region to understand what risks and opportunities might be presented by future extreme weather events and a changing climate. Another significant aim was to build municipal preparedness to extreme climate events through a wide range of adaptation planning and embedding projects, and mitigation initiatives.



CASE STUDY

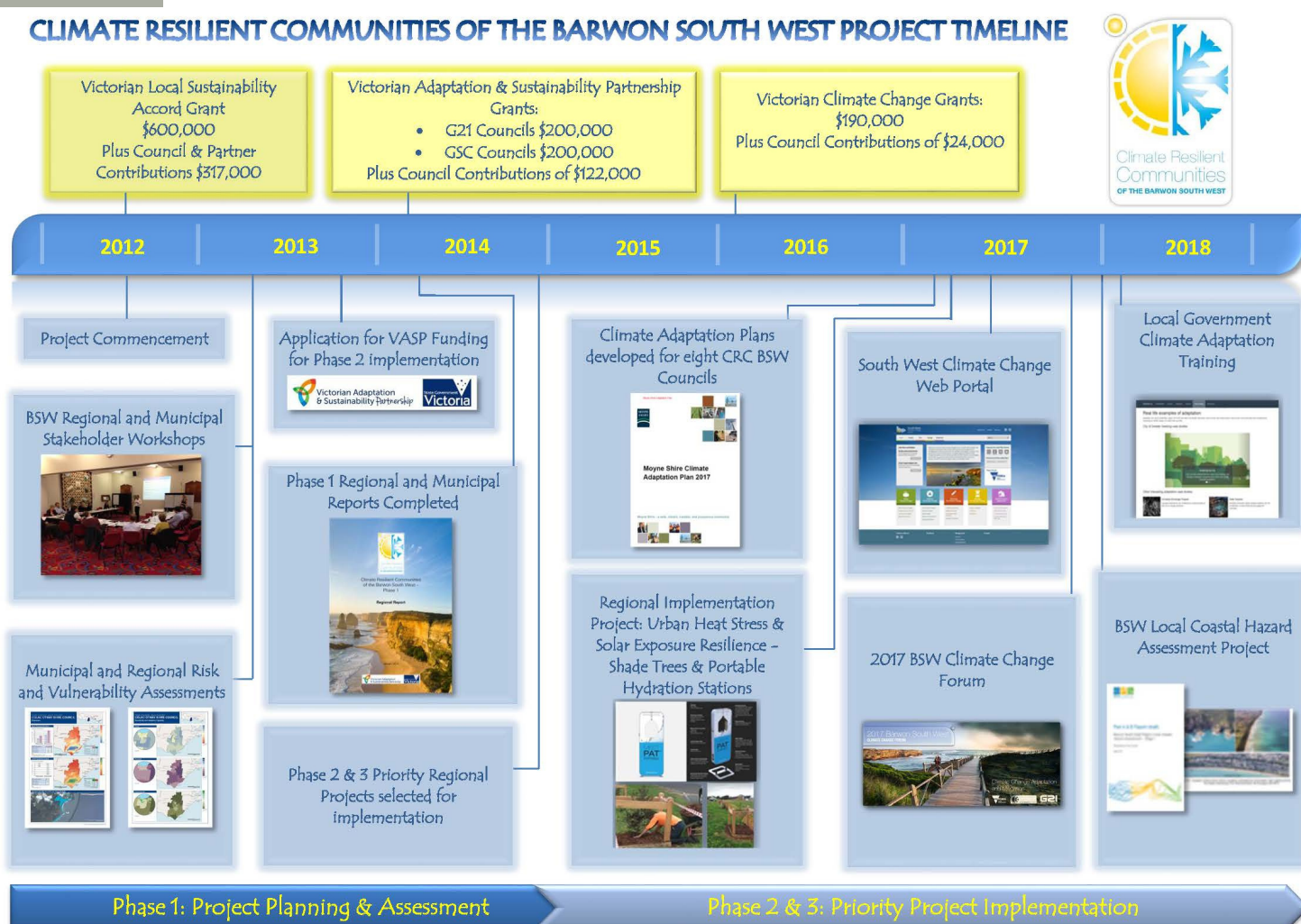
Climate Resilient Communities of the Barwon South West

The project was funded by the state government Department of Environment, Land, Water and Planning, with further contributions from each Council and partner. The collaborative and cross-organisational approach adopted through the project enabled the development of an extremely robust network across the region focussing on climate adaptive projects, and was able to leverage over \$2 million in government funding.

An extremely wide range of projects was undertaken through the project, focusing on the dual objectives of enhancing organisational planning and embedding, and encouraging community awareness and resilience (please see the project timeline below for an outline of the substantive projects). Particular project highlights included:

- The development of a locally focussed Climate Adaptation Plan for each participating Council to provide strategic direction to address the challenges of a changing climate, and organisational embedding training of the principles in each plan
- The development of a South West Climate Change Web Portal for agency and network knowledge sharing, as well as a community awareness raising resource
- Facilitation of a large-scale regional climate change forum with a wide range of specialist speakers and activities

CLIMATE RESILIENT COMMUNITIES OF THE BARWON SOUTH WEST PROJECT TIMELINE





Physical Works & General Services

This section of the Plan incorporated a wide range of services, including waste management, water usage, purchasing, contracts, storm water management, minimising waste at Council events, Council energy usage/carbon emissions, fleet management and street lighting. It is focused on activities that Council has direct control over.

Major Achievements

- Commitment by Council to become Carbon Neutral in 2020-2021 to honour Council's carbon neutral target set by the Environment Strategy.
- \$1.46 million invested in energy efficiency and renewable energy for all Council operations
- 370,000kwh of clean, emission free electricity generated annually from solar PV systems
- 100% Green Electricity for Council Operations
- Improved Water Sensitive Urban Design outcomes from new industrial and residential developments
- Energy efficiency audits undertaken, followed by \$200,000 of energy efficiency upgrades implemented through the Local Government Energy Saver Program, including LED lights and 30kW solar PV system to Council's Pound Road Depot and 30kw solar PV system to the Colac Library and the replacement of two large 96kW Heating, Ventilation & Air Conditioning (HVAC) systems at COPACC with more efficient models
- 5% weighting to environmentally sustainable practices and content when engaging and contracting with suppliers over \$150,000
- All printer/copiers used in council offices use 100% recycled printing paper products. All print cartridges are recyclable
- 100% post-consumer recycled toilet paper and paper towel in every council facility including public facilities such as public toilets
- Queen Street shared path solar light installation in 2020
- Adoption and implementation of the Colac Stormwater Development Strategy 2019
- Implementation of the recommendations of the Kennett River/Skenes Creek Stormwater Concept Plan





Physical Works & General Services

- Plug-In Hybrid Electric Vehicle (PHEV) included in Council's pool fleet in 2019
- Light Fleet Vehicle Policy developed and adopted in 2019
- Solar compaction bins installed at Apollo Bay, Lavers Hill, Gellibrand, Beech Forest and Colac's Memorial Square to monitor waste levels and avoid waste overflowing at peak holiday times
- Significant increase in the use of recovered or reusable materials, including using wood chips from tree maintenance for mulching; road materials recovered from asphalt renewal projects repurposed in high maintenance areas on gravel roads; and recovered bitumen material from Regional Roads Victoria used on maintenance of local roads.
- 48 Public Place Recycling Bins serviced in the municipality on a weekly basis.
- Installation of nine Gross Pollutant Traps (GPT's) including 7 in Colac and 2 in Apollo Bay removing over 30 tonnes of gross pollutants annually.
- Replacement of cool season grass to warm season grass at Central Reserve, Western Reserve, the Lake Cricket Ground and the Colac Hockey fields
- Demonstration rain garden established in Colac's Memorial Square
- Victorian electric vehicle trial from 2013-2014
- Separation of waste streams to minimise waste and maximise recycling in all Council buildings
- Adoption of the Colac Otway Carbon Neural Roadmap 2013
- In 2013 Marengo landfill was rehabilitated with a clay cap and topsoil at a cost of \$250,000.
- Retrofitting 1540 streetlights with LED lights reducing 70% of the streetlight operating costs by \$85,000 per year.
- Installation of five solar photovoltaic systems to generate electricity: at the Colac and Apollo Bay Visitor Information Centres, Colac Saleyards, COPACC/Council's Rae Street offices and Bluewater between 2010-2018 .
- De-lamping and LED lighting retrofits at Council offices and in public open space areas.
- Establishment of a kitchen garden in the Colac Rae Street building courtyard.





Physical Works & General Services



- An Instantaneous gas boosted solar hot water installed at nine council facilities, including Central Reserve, Lake Oval, the Youth Centre and the Pound
- Implementation of the recommendations of the Apollo Bay Drainage Strategy 2012
- Climate Change Adaption Plans developed for eight Council buildings
- Conversion of Gellibrand St old library to new Council and community facility to include sustainability features, including 6kw solar PV system and energy efficient LED lighting with occupancy sensors
- Implementation of the Colac Otway Stormwater Management Plan 2002
- A bike fleet was introduced in 2010 to service staff at Colac's main offices, depot and leisure centre to promote health and wellbeing, and boost active transport options.
- 2.7 Million litres of water saved annually through the installation of water tanks installed at Central Reserve and Bluewater Fitness Centre
- Hard waste collection

Highlights

Becoming Carbon Neutral



2.7million litres of water saved
from water saving measures



4.6 ha of sports oval turf
changed to water saving turf

9 Gross Pollutant Traps installed, collecting
an average of 30 tonnes of waste per year



1540 streetlights with LED
lights



275kW solar PV generation
capacity installed on buildings

\$1.46 million invested in energy
efficiency and renewable energy



9 former landfills assessed or audited to
ensure appropriate aftercare management

CASE STUDY

Lake Colac Foreshore Masterplan

The Lake Colac Foreshore Masterplan sets out a practical and achievable 10-year action plan for improvements to the foreshore areas under Council's management, which run between Rifle Butts Road and Clark Street and along Barongarook Creek to Murray Street. Meredith Park, on the north-eastern shore of the lake, is also included in the plan.

The master plan divides the lake foreshore into 10 zones, and identifies and prioritises works to improve human amenity, preserve and enhance environmental values, and recognise the role of the lake as a focal point and valued community asset in Colac.

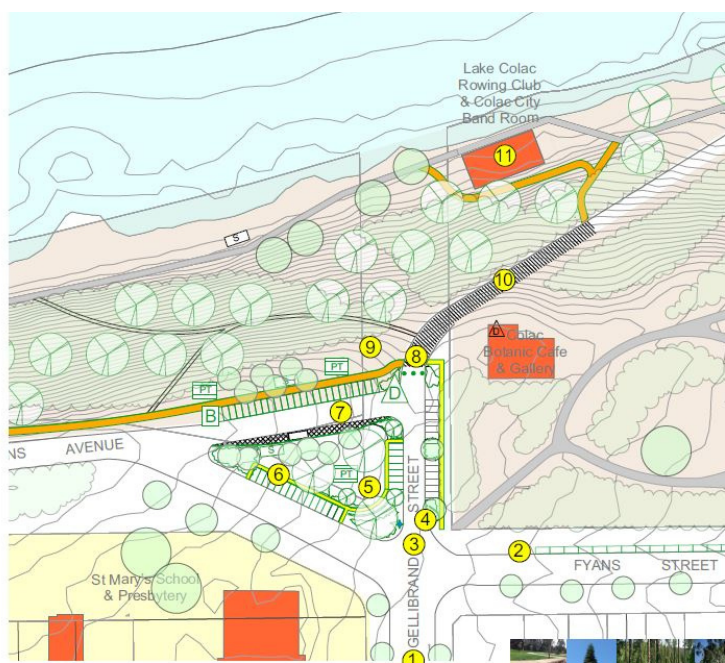
Implementation of actions identified in the plan have incrementally been undertaken since the plan was endorsed in 2016, and have included significant resourcing by Council as well as attracting investment from state government. These works include:

- Installation of new park furniture, including picnic tables, seating and shelters
- Installation of safety lighting in the carpark near the boat ramp and along the foreshore pathway near the Botanical Gardens
- Installation of a new shared pathway along Queens Avenue
- Replacement of the existing gravel carpark near the Rowing Club with a sealed carpark
- Replacement of the existing pine footbridge over Barongarook Creek near the Chapel Street bridge
- Installation of drinking fountains
- Foreshore beach reclamation

LAKE COLAC FORESHORE MASTER PLAN



2016–2026



Zone 4: Gellibrand St carpark precinct

LEGEND - Existing	LEGEND - Proposed
Zoned Public Park & Recreation	Vegetation
Zoned Public Use Building	Tree
Zoned General Residential	Shared pathway
Vegetation	Secondary pathway
Tree	Bus parking
Building for Public Use	Seat
Shared pathway	Bin
Seat	Picnic table
Bin	Signage - Informative
Picnic table	Signage - Directional
Signage - Directional	Signage - Informative
Signage - Informative	Sculptural installation

MASTERPLAN RECOMMENDATIONS

- 1 Street tree plantings between Pollack and Calvert Street to strengthen visual link along Gellibrand Street between Colac town centre and the lake environs. Match proposed Murray Street plantings of Ulmus procera (English Elm) to strengthen the connection
- 2 Utilise gravel verge in Fyans Street as overflow parking. Upgrade as required
- 3 Enhancing the impact of the Gellibrand St / Queens Ave intersection (as a main entry to the lake & Botanic Gardens precinct and as a key link with Colac township. This area needs to communicate a strong sense of arrival to a major destination. Investigate options for improving street and path connectivity, and traffic flow and management)
- 4 A formal rock wall and sculptural / public art installation or similar (e.g. Dorothy's anchor) to help define the entrance to the lake environs. Detailed design to determine features / elements
- 5 Planting of 3 advanced Cook Pines (Araucaria columnaris). When mature the pines will act as a visual marker from the town centre and signal a main entry to the lake / Botanic Gardens environs
- 6 Formalising / sealing car and bus parking
- 7 Sealing of the end of Gellibrand St
- 8 Removable bollards to control traffic during festivals or events
- 9 New picnic tables / seating (universal access design)
- 10 Road markings to denote shared pedestrian / car roadway
- 11 Short term - Painting and clean up / screen plant around buildings
Longer term - if water-based activities are considered viable, renovate in line with Council





Education and Awareness Raising Programs

There is now a global trend of people lacking connection, understanding and awareness of how they impact on the earth. Environmental education and leadership are critical components in reconnecting people with the natural environment, including being proactive with environmental protection and living sustainably.

Council plays a pivotal role in developing, delivering and facilitating environmental education programs, which provide the knowledge, skill, value, capacity and motivation to encourage Colac Otway Shire staff, residents, community groups, young people and businesses to deliver environmentally sustainable outcomes to benefit us all.

Major Achievements

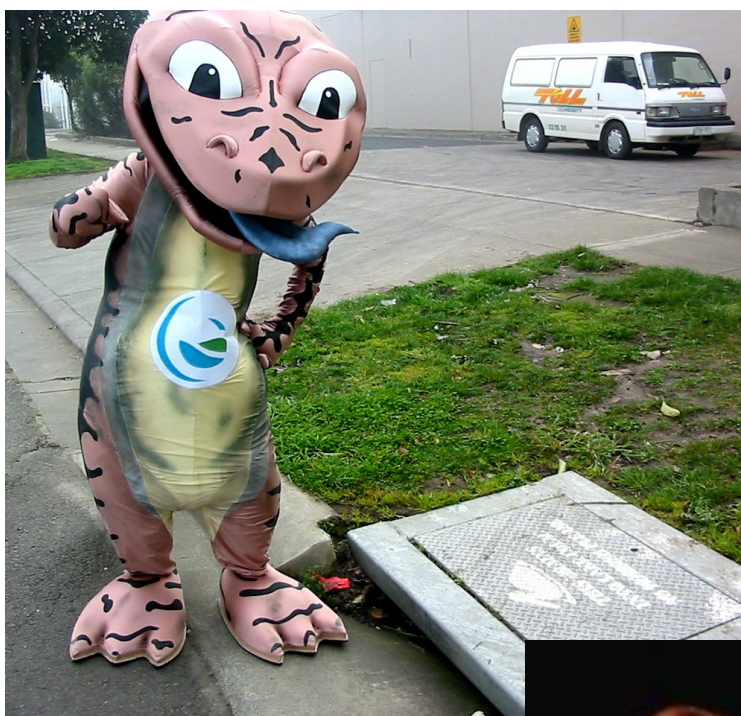
- Over 11,500 school students involved in National Tree Day, Fishing Workshops and World Environment Day since the adoption of the strategy
- Other community and school events have included Earth Hour, Clean Up Australia Day, Threatened Species Day and Fishing Workshops
- Education and training for Council staff on relevant legislation, sites of biodiversity and cultural training
- Regular updates on environmental initiatives undertaken by Council through community engagement, including media releases, editorial articles, Council's website and social media platforms.





Education and Awareness Raising Programs

- Implementation of the Festivals and Events Strategic Plan 2007-2011 which aims to increase sustainable waste management at all festivals and events.
- Waste Wise Festivals and Events, including the Forrest Soup Festival, where patrons bring and wash their own cups, and with reusable mugs for sale; The Great Ocean Road Running Festival, which deploys water stations with compostable cups, and; The Apollo Bay Seafood Festival, which is single-use plastic bag free, with all traders using reusable or eco-friendly compostable packaging.



Over 11,500 school students involved in environmental activities facilitated by Council, including -
National Tree Day, Clean Up Australia Day, Fishing Workshops and World Environment Day



World Environment Day 2019

CASE STUDY



Colac Otway Shire Council's Environment Unit has a long tradition of hosting a range of shows, activities and celebrations for World Environment Day, targeted at community and schools engagement. In 2019 the unit undertook a particularly large-scale event, teaming up with COPACC to host more than 500 students in honour of the day.

The World Environment Day theme for that year focussed on air pollution, and the ways governments, industry, communities, and individuals can come together to improve air quality, minimise individual personal impacts on the environment, and enhance and protect our local areas, for collective impacts on a global scale.

The event began with a presentation of Dreamer in the Deep - a puppetry show that explores the complexity of the ocean environment and encourages young people to think about the changes they can make to help protect our oceans and planet. A 'round robin' of activities followed the show, enabling students to participate in two each of a selection of highly engaging, hands-on activities. These were:



- Making mini-planter, terrarium-style take home gardens - run by COS Environment Unit
- Origami animal activity and installation in natural diorama - run by COS Environment Unit
- Felt fish activity - run by Irene Pagram and Jane Bear, Colac Makers Space
- Oversized puzzle game - by Yuulong artist Brian Worsley
- Wind turbine activity - run by Acciona
- Exploration of underwater river environment - run by CCMA.



Advocacy & Facilitation

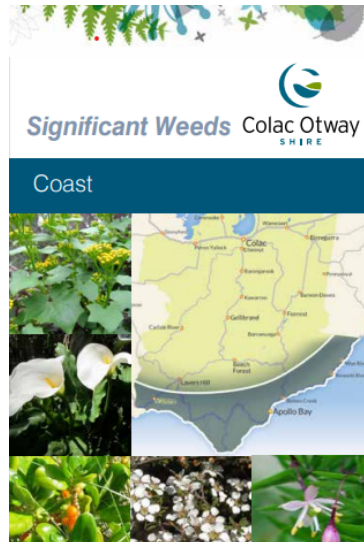
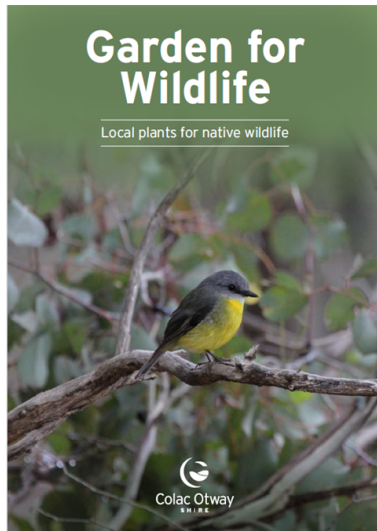
Although the Strategy limited its Targets to areas of Council that we had direct control over, we understand the importance of advocacy on behalf of the community and facilitating community action. Council has provided support to and advocated for the following programs:

- Advocacy for the establishment of the Great Ocean Road Coast and Parks Authority
- Workshops on sustainable living and energy and water conservation
- Supporting Landcare in revegetation of private land, which has resulted in a large number of trees being planted in a wide range of locations
- Support of the Eco living Project
- Supporting the Apollo Bay Sustainability Group to establish a renewable roadmap through our community grants program. This enabled the group to set strategic direction for sustainable projects for the community for the next 20 years.
- Supporting Solar Hot Water Bulk Buy initiatives
- Solar panels and batteries bulk buy
- Sustainable homes tour
- Support for plastic bag free townships, including Birregurra and Apollo Bay
- Assistance facilitating Mobile Muster, Drum Muster, E-Waste Disposal, Silage wrap, Detox Your Home, battery recycling and printer cartridges disposal.
- Participation in regional and local environment and sustainability forums and groups
- Active help to the community to advocate against coal seam gas and fracking
- Advocacy against unconventional gas exploration and extraction
- Advocacy for greater environmental oversight of seismic testing and its impacts on fisheries operations



Publications

Educational & Community Information Publications



1. Garden for Wildlife: Local plants for native wildlife
2. Significant Weeds of Colac Otway Shire - Three separate booklets for different geographical areas: 'Plains and Stoney Rises', 'Foothills and Ranges' and 'Coast'.
3. Landscaping your Coastal Garden for Bushfire

Strategies & Plans

- Birregurra Flood and Drainage Strategy (2021)
- Colac Otway Shire Operational Weed Management Policy (2020)
- Colac 2050 Growth Plan via Amendment C97 (2019)
- Colac Stormwater Development Strategy (2019)
- COS Climate Change Adaption Plan (2017-2027)
- Lake Colac Foreshore Masterplan (2016-2026)
- Domestic Wastewater Management Plan (DWMP) (2015)
- Draft Colac Urban Forest Strategy (2015)
- Colac Integrated Water Cycle Management Plan (2014)
- Council's Roadside Environmental Management Plan (CREMP) (2014)
- Colac Otway Carbon Neural Roadmap (2013)
- Roadside Weed and Rabbit Control Plan (2013)
- Environmental Sustainability Policy (2012)
- Colac Otway Stormwater Management Plan Volume 1 and Volume 2 (2012)
- Rural Living Strategy (2011)
- Public Open Space Strategy (2011)
- Festivals and Events Strategic Plan (2007-2011)
- Detailed Environmental Management Plans developed Very High Conservation Roadsides, including Poorneet Station Road and Cressy Shelford Road
- Detailed Land Management Plans developed for 8 high conservation reserves including Beeac Grassland, Barongarook Conservation Reserve and Heathfield Estate, Apollo Bay

Appendix

Complete - Target has been fully achieved

In progress – Significant progress has been made towards achieving the desired outcomes of the target and COS will continue to work towards its completion

Incomplete – Work was not undertaken towards achievement of the target

Ceased due to Changed Circumstances - Target was initiated but not completed due to an external program or organisation ceasing, resourcing and/or funding constraints, or the target was no longer considered relevant

Target Reference	Target	Target Status
	Council Managed Land	
CMLT1	Undertake assessments of environmental assets and threats on Council Managed roadsides by 2010.	Complete
CMLT2	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 by 2011.	Complete
CMLT3	Develop a policy to ensure that when acquiring any land consideration will be given to environmental management requirements by 2011.	Complete
CMLT4	Review and update the current roadside vegetation management plan and the environmental weed strategy by 2011	Complete
CMLT5	Continue to implement Councils existing management plans for Council owned and managed land and review progress by 2014. (e.g. Lake Colac Revegetation and Weed Control Plan).	In progress
CMLT6	Undertake detailed assessments of environmental assets and threats on all Council managed land of highvalue and moderate value by 2014. (e.g. Marengo Flora Reserve).	In progress
CMLT7	Develop and begin implementation of site specific management plans for all Council managed land of high value and moderate value by 2014. (e.g. Barham River Confluence).	In progress
CMLT8	Continue to implement Councils existing management plans for Council owned and managed roads and review progress in 2014. (e.g. Poorneet Lane Management Plan).	In progress
CMLT9	Develop and begin implementation of site specific management plans for all high value roadsides by 2014. (e.g. Beeac-Dreeite Roadside).	In progress
CMLT10	Develop and begin implementation of site specific management plans for all medium value roadsides by 2018 (e.g. Dewing's Bridge Road Gerangamete).	Incomplete
CMLT11	Ensure that all management plans for high value Council managed land and roadsides consider issues associated with adapting to climate change.	In progress

	Planning and Regulations	
PRT1	Incorporate most current environmental mapping into Councils planning scheme and review as required.	In progress
PRT2	Develop and implement response strategies to environmental pollution events by 2011.	In progress
PRT3	Develop and commence implementation of an offset management procedure to manage native vegetation off-sets established across the Shire by 2011.	Incomplete
PRT4	Develop a Council Environmental Sustainability policy for the organisation that addresses opportunities for improving sustainability of new developments by 2012.	Complete
PRT5	Implement a Council Environmental Sustainability Policy for the organisation that addresses opportunities for improving sustainability of new developments by 2012.	In progress
PRT6	Review the Municipal Strategic Statement by 2014 and ensure climate change, salinity, sustainable land use and acid sulphate soils are recognised appropriately and are managed through statutory controls.	Complete
PRT7	Implement recommendations in the Colac Otway Shire Domestic Wastewater Management Plan, review the Plan's performance and renew by 2014.	In progress
PRT8	Develop and implement standards for domestic wastewater treatment systems near waterways and in water supply and ground water recharge areas by 2014.	In progress
PRT9	Develop and commence implementation of an Integrated Fire Management Plan by 2014 for safety and ecological outcomes.	In progress
PRT10	Undertake audits of at least 20 properties with land management plans and 20 logging coupes every year with a target of 100% compliance by 2018.	In progress

	Physical works and general services	
PWGST1	Maintain regular water quality monitoring at nine waterway sites across the region and place results on the Council website every three months.	Ceased due to changed circumstances.
PWGST2	Develop a Memorandum of Understanding with local aboriginal groups, to ensure protection of cultural heritage and to engage them in environmental management initiatives by 2011.	Incomplete
PWGST3	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 by 2011.	In progress
PWGST4	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.	Complete
PWGST5	A total of 65% recovery rate (by weight) of waste produced through Council operations for re-use, recycling or energy generation by 2013.	Complete
PWGST6	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 ISO14001 accredited by 2016.	Ceased due to changed circumstances.

PWGST7	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 by 2014.	Ceased due to changed circumstances.
PWGST8	Obtain Waste Wise certification for 11 major Council facilities by 2014.	Complete
PWGST9	Implement the recommendations of the Colac Otway Stormwater Management Plan and review progress in 2014	In progress
PWGST10	Waste Wise certification requirement for all Council approved community events and festivals held within the Shire by 2014.	Ceased due to changed circumstances.
PWGST11	Council to increase green purchasing to 2.5% of total operating budget by 2014 and to 5% by 2018. (Note: Total operating budget includes human resource expenditure).	Ceased due to changed circumstances.
PWGST12	Council to become Carbon neutral (zero net emissions) by 2016. In 2013 this target was reset to be carbon neutral by 2020.	Complete
PWGST13	Council to satisfy 15% of its water consumption requirements through rainwater harvesting or treated water by 2016.	In progress

	Education and awareness raising programs	
EAT1	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.	Complete
EAT2	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 by 2011.	In progress
EAT3	An environmental/cultural heritage induction process for new Council staff and Councillors to be developed and initiated by 2011.	Incomplete
EAT4	Develop and promote a web-based information package targeted at local businesses and industry and identify any specific training needs by 2011.	Incomplete
EAT5	Develop and promote a web based information package targeted at the general community and identify any specific training needs by 2011.	Incomplete
EAT6	Develop and implement an ongoing training programme for local business', industry and community by 2014.	Incomplete
EAT7	Provide a minimum of two environmental community days each year and support Landcare Groups to carry out ongoing works where community interest is sufficient	Complete

Item: 8.2

Local Sports Infrastructure Fund 2022 grant proposals

OFFICER	Tamzin McLennan
GENERAL MANAGER	Ian Seuren
DIVISION	Development and Community Services
ATTACHMENTS	Nil

1. PURPOSE

To seek Council's endorsement to apply for funding under the Victorian Government's annual Local Sports Infrastructure Program (LSIF) 2021-22 round. It is proposed that two applications are made, being:

- An upgrade of the Eastern Reserve netball courts playing surface.
- A lighting upgrade at Elliminyt Recreation Reserve.

2. EXECUTIVE SUMMARY

The purpose of this report is to seek Council's endorsement to apply for funding under the Victorian Government's annual Local Sports Infrastructure Program (LSIF) 2021-22 round. This annual competitive grants program funds the development of high-quality, accessible sport and active recreation infrastructure.

Officers have reviewed current pipeline projects against program guidelines and recommend that two applications are lodged, subject to Council's agreement and ability to make available the required amount of matching funding. The proposed projects are:

- Eastern Reserve netball courts surface upgrades and installation of spectator grandstand seating – requiring a minimum \$50,000 contribution from Council.
- Elliminyt Recreation Reserve oval lighting upgrades, including a power upgrade – requiring a minimum \$200,000 contribution from Council.

Applications to the 2021-22 LSIF close on 7 February 2022. Officers have already scoped the projects in anticipation of this funding round, and begun grant applications so that they can be lodged in a timely fashion if Council approves the projects and commits to providing matching funding. Discussions with regional Sport and Recreation Victoria (SRV) representatives have also occurred flagging the possible applications to be submitted.

3. RECOMMENDATION

That Council:

- 1. Endorses the following projects to be submitted under the 2021-22 Local Sports Infrastructure Fund:***
 - 1.1. Eastern Reserve netball courts surface upgrades and installation of spectator grandstand seating, to be submitted under the Local Sports Infrastructure Fund Community Facilities Stream, seeking a State Government grant of \$117,068 and including a Council contribution of up to \$50,000.***
 - 1.2. Elliminyt Recreation Reserve oval lighting upgrades, including a power upgrade, to be submitted under the Local Sports Infrastructure Fund Community Sports Lighting Stream, seeking a State Government grant of \$250,000 and including a Council contribution of up to \$200,000.***
- 2. Authorises the Chief Executive Officer to submit applications for the endorsed projects to the 2021-22 Local Sports Infrastructure Fund.***
- 3. Subject to the application(s) being successful, pre-allocates funds to meet its contributions to the successful projects in the 2022-23 Budget.***

4. KEY INFORMATION

Local Sports Infrastructure Fund background

The Local Sports Infrastructure Fund (LSIF) is a long-running Victorian Government grants program focussed on the development of high-quality, accessible sport and active recreation infrastructure. Colac Otway has had many projects successfully funded via LSIF including, most recently, the Memorial Square Playspace redevelopment (complete); Cororooke Open Space path network and playspace (which is about to go out to tender); and the City Reserves Planning Project (currently underway).

The 2021-22 LSIF program offers five funding streams, being:

- Indoor Stadiums/Aquatic Facilities
- Female Friendly Facilities
- Community Sports Lighting
- Community Facilities
- Planning

LSIF requires regional Victorian councils to provide matching funding at a ratio of SRV \$2:\$1 local contribution in all categories except the Stadiums/Aquatic Facilities category, which requires a SRV \$1:\$1 local contribution match.

LSIF will invest in proposals that can demonstrate commitment to the following outcomes:

- Increase participation opportunities in sport and active recreation through the development of new or existing infrastructure.
- Improve participation of under-represented groups and improve physical and mental health and wellbeing in communities experiencing long-term socio-economic disadvantage, growth areas and areas affected by natural disaster.

- Support gender equality and inclusive participation of women and girls in local sport by investing in well-designed and high-quality facilities.
- Support strategic planning to ensure infrastructure investment is sustainable and builds a road to recovery.
- Develop local economic activity through the planning, building, management, and activation of redeveloped or new infrastructure.
- Develop local economic activity through the planning, building, management and activation of new or redeveloped infrastructure.

Proposed projects

It is a requirement that Local Government Authorities discuss potential project/s with their Sport and Recreation Victoria (SRV) regional office to receive feedback on eligible projects before submitting their application/s. Council currently has numerous projects it has been working on for LSIF, two of which are adequately scoped and have been through the requisite round of feedback with SRV. We also have two pipeline projects which are not yet funding ready, but have been earmarked to SRV as future potential LSIF applications.

LSIF 2021-22			
Project	Description	Cost	LSIF Funding Stream
Eastern Reserve Netball Courts surface upgrades and the installation of spectator grandstand seating.	<p>Upgrade the existing 6 courts surface to a plexipave surface to address player safety concerns with slippery court surface, and other works to improve and enhance player and spectator experiences.</p> <p>Scope of Works:</p> <ul style="list-style-type: none"> • Plexipave and linemark of 6 netball courts • Supply and install of 3 x tiered spectator grandstands • Supply and install of accessible drinking fountain, • Project contingency, procurement and PM costs 	<p>Total Project Cost \$175,601</p> <p><u>Proposed funding model:</u> Requested amount from SRV - \$117,068</p> <p>Council contribution – up to \$50,000</p> <p>Local/club contribution (2 x netball associations) - minimum \$10,601 (exact amount to be finalised).</p>	Community Facilities
Elliminyt Recreation Reserve Oval Lighting Upgrade including power upgrade.	To install compliant sports lighting for the velodrome and oval surface.	<p>Total Project Cost \$450,000</p> <p><u>Proposed funding model:</u></p>	Community Sports Lighting

LSIF 2021-22			
Project	Description	Cost	LSIF Funding Stream
	Scope of works: <ul style="list-style-type: none"> Remove existing oval sports lighting infrastructure. Installation of new sports lighting for velodrome (100 lux) and oval surface (150 lux). Power upgrade. Application previously unsuccessful under 2020-21 LSIF Female Friendly Facilities category.	SRV request - \$250,000 Council contribution – up to \$200,000 <i>Note: the maximum grant from SRV in this category is \$250,000, so Council needs to contribute at a higher rate than 2:1 for this project.</i> Local/club contribution (South Colac Sports Club and Colac Cycling Club): \$15,000 (contributions still being finalised)	
Pipeline projects/2022-23			
Eastern Reserve Baseball Batting Cage	Subject to completion of master plan, and site investigations and designs being completed.	To be confirmed, not yet funding ready.	Community facilities
Soccer Facility Feasibility Study	Subject to finalisation of what facilities will go at the Colac High School site.	To be confirmed, not yet funding ready.	Planning

5. CONSIDERATIONS

Overarching Governance Principles (s(9)(2) LGA 2020)

The projects outlined in this report align with Governance Principles b and c relating to their focus on achieving positive outcomes for users of the respective facilities, as well as ongoing sustainable management of the facilities.

Policies and Relevant Law (s(9)(2)(a) LGA 2020)

These projects have been identified in Council's Asset Management Plan. The lighting project has been identified in the masterplan for the Elliminyt Recreation Reserve as well as the G21 and AFL Barwon Regional Strategy – Towards 2030, and the netball court resurfacing is identified in the City Reserves Planning Project – Eastern Reserve Master Plan, which is currently in development.

Environmental and Sustainability Implications (s(9)(2)(c) LGA 2020

Refer to the Service Performance section, where the environmental and sustainability implications are outlined in more detail.

Community Engagement (s56 LGA 2020 and Council's Community Engagement Policy)

The Elliminyt Recreation Reserve project is consistent with the master plan endorsed in 2018 that included significant community engagement. Council officers have worked with user groups at the Eastern Reserve and Elliminyt Recreation Reserve to understand their needs in scoping both projects.

Public Transparency (s58 LGA 2020)

Not applicable.

Alignment to Plans and Strategies

Alignment to Council Plan 2021-2025:

Theme 3 – Healthy and Inclusive Community

Objective 1: All people have the opportunity to achieve and thrive in our shire

Objective 2: People are active and socially connected through engaging quality spaces and places

Objective 3: We are a safe, equitable and inclusive community

The sports oval lighting upgrade has been identified as a priority action in the Council-endorsed 2018 Elliminyt Recreation Reserve Master Plan. This project is also supported by the recently developed and endorsed G21 and AFL Barwon Strategy – Towards 2030, a G21 regional strategy which identifies facility upgrades for local football and netball facilities.

The netball court resurfacing for Eastern Reserve has been identified as a high priority during the development of the Eastern Reserve Master Plan which is part of the City Reserves Planning Project currently being completed. Upgrading the netball courts surface will ensure the continued participation of netball at the reserve.

Financial Management (s101 Local Government Act 2020)

LSIF requires matching funding from Council at a minimum rate of SRV \$2:\$1 local contribution. Therefore, Council would need to support in-principle to providing the matching funding as part of its 2022-23 budget preparations in order for officers to lodge the grant applications. A Council resolution is required confirming Council's support for the project and application being submitted, which would be included as supporting documentation when submitting the funding application. The Council resolution must also confirm the funding amount requested from SRV and Council's funding commitment to the project, subject to the application being successful.

The draft Recreation and Open Space Asset Management Plan (AMP) identifies expenditure of \$519,000 annually, which aligns to the Long Term Financial Plan. This consists of:

- Renewal = \$405k
- Capital/New = \$114k (the plan recommends using this money to leverage external funding)

Both projects have elements of asset renewal as the assets are existing and need to be renewed to extend their life or meet current standards. Due to the quality of the data for recreation and open space assets, the Draft AMP does not identify priorities, only quantum at this point in time.

Asset lifecycle costs

- **Eastern Reserve**

Assuming the grandstand seating would need to be replaced at Year 10; Council's Long Term Financial Plan (LTFP) would have to set aside \$2,821.50 annually.

Assuming it was possible to replace the plexipave surface with another plexipave surface at Year 10; Council's LTFP would have to set aside \$19,900 annually which is inclusive of renewal (\$14,690) and annual maintenance costs (\$5,300). Whether it will be possible to re-plexipave will have to be determined at that point in time. A full court reconstruction would cost significantly more. It should be noted that by undertaking the acrylic surface application, this will extend the current lifespan of the courts which are nearing the end of their useful life.

- **Elliminyt Recreation Reserve**

The lighting assets to be installed last for an estimated 20 years. Under this scenario, Council would have to set aside approximately \$25,000 annually inclusive of renewal and maintenance in its LTFP.

All calculations are based on today's dollars.

Service Performance (s106 Local Government Act 2020)

Eastern Reserve Netball Courts

Outside the Colac and District Football Netball League (CDFNL) and the Colac Tigers Football Netball Club, where netball is played at club home bases across the shire, the Eastern Reserve is our shire's primary netball facility. During winter the Eastern Reserve hosts a primary school aged competition on Friday afternoons/nights after school and is organised by the Colac and District Netball Association (CDNA). During summer the facilities host a junior and senior summer netball competition on Monday evenings run by the Colac Summer Netball Association. Both competitions are well subscribed. The associations based at the Eastern Reserve also have active and successful netball umpiring programs to support up-and-coming netballers to enhance their skills in umpiring.

The Eastern Reserve's last surface upgrade was completed in 2010 and involved both resurfacing and extension of the complex's six courts to meet Netball Australia facility standards. As part of this resurfacing, the Colac Summer Netball Association provided \$225,000 towards the project, which is a significant contribution for a volunteer-based club. Due to the netball courts being situated on a former landfill site, the project was reasonably complex and involved a range of re-work to rectify subsidence issues and uneven surfaces. The six courts are coming due for resurfacing; however, any projects of this type will carry risks due to the sub-surface conditions, particularly when putting heavy machinery on the former landfill.

Since the 2010 resurfacing, technology for acrylic resurfacing has improved significantly and is a more suitable option if sub-surface works are not required. The existing courts are not currently showing signs of unsuitable sub-surface conditions. Plexipave is far less expensive than a traditional asphalt resurfacing if the existing asphalt surface is in a suitable condition, and can also extend the life of courts up to 10-12 years if well maintained so that the frequency of full resurfacing works can be pushed out. Further, plexipave offers an added advantage in that the application only requires light machinery to apply the new surface.

Plexipave has recently been successfully applied to the tennis/netball courts at Apollo Bay (funded by the Apollo Bay Netball Club and LRCI round one), and the netball associations based at the Eastern Reserve are now receptive to this option as a way of extending the life of the courts whilst also improving the surface and as a result, player safety and experience.

Elliminyt Recreation Reserve Oval Lighting Upgrades including power upgrade

This project aims to support the maintenance of existing participation numbers, facility capacity and training flexibility, and ensure that lighting at the Elliminyt Recreation Reserve meets Australian Standards for football training and matches. With works for the new velodrome surface being completed, an upgrade to the oval lighting would also provide the Colac Cycling Club with the opportunity to extend the current cycling season and allow cycling training use of the new surface over winter.

The Elliminyt Recreation Reserve oval lighting upgrade is fully scoped and was previously the subject of an unsuccessful application under the 2020-2021 Female Friendly Facilities Funding (FFFF) program. Officers sought feedback from the State Government following the unsuccessful application, and whilst the project was worthy, it was not a strong case for supporting under the FFFF category. Feedback received will be incorporated into any future funding applications for this project.

Works that will be completed as part of this project include:

- Site investigations including soil testing at the four pole locations. Service location testing, site/feature survey and site power/load capacity testing have previously been completed.
- Development of tender specifications and documentation. Whilst this has previously been completed the documentation will require updating.
- Project construction including the supply and installation of new oval sports lighting including towers, luminaires and control system.
- Power upgrade to mains power.
- Removal and disposal of existing lights and poles.
- Elliminyt Recreation Reserve is the final ground in the Colac Otway Shire that is yet to have the oval sports lighting upgraded to meet current Australian Standards for football training/match simulation to 100 lux. Lighting upgrade projects are currently underway at Alvie, Warrowie (Irrewarra Beeac FNC), Irrewillipe (Western Eagles FNC), Gellibrand (Otway FNC) and Birregurra recreation reserves. Apollo Bay's lights were upgraded by the tenant club with funding from the Federal Government.

Providing lux levels to Australian Standards also improves ground and turf management, as inadequate lighting leads to premature wearing of the ground. Players are unable to utilise the whole surface during training when lighting is poor, which means higher wear and tear under lit areas. Upgrading the oval sports lighting will also benefit the Colac Cycling Club and provide options for community/club training use of the recently upgraded velodrome surface from March to September.

Sport and Recreation Victoria (SRV) requires lighting projects to demonstrate Environmentally Sustainable Design where applicable. The proposed lighting system for Elliminyt Recreation Reserve will use LED lighting technology and reduce Council's carbon footprint, cutting energy consumption. This project will result in a reduction of energy and maintenance costs by up to 50 per cent over typical 2000W metal halide equipment. Over the course of its life (typically 20-25 years) greenhouse gas emissions will be reduced which would have been required to run the lighting at this facility by 40 per cent. Extensive maintenance costs for the lighting system are saved, as this is fully covered for 10 years (materials and onsite labour warranty). Other benefits to an LED lighting system include:

- Power savings over the life of the lamp and the lifecycle of the whole lighting system when compared to conventional lighting systems
- Constant guaranteed light output of 10,000 hours
- Less spill light than conventional systems.

Pipeline projects

Officers regularly speak to staff at SRV to keep them apprised of upcoming projects for future LSIF rounds and other funding opportunities which may be available. Both the baseball batting cage replacement, and potential planning project for soccer have been discussed with SRV as potential future LSIF applications once they are adequately scoped.

Risk Assessment

Risk assessments for both projects will be completed as part of project implementation. Risks associated with not proceeding with the project are outlined in the above section, which explains the justification for both projects.

Communication/Implementation

Council officers have worked with user groups at the Eastern Reserve and Elliminyt Recreation Reserve to understand their needs and scope both projects. During the implementation phase, officers will work with user groups to minimise the impact of works on active and passive sporting activities at both venues.

Human Rights Charter

Not applicable.

Officer General or Material Interest

Manager Healthy Active Communities Tamzin McLennan declared a general conflict of interest pursuant to section 127 of the *Local Government Act 2020* as her Aunt is the Treasurer of the Colac Summer Night Netball Association.

Options

Option 1 – Authorises the Chief Executive Officer to submit applications for the endorsed projects to the 2021-22 round of the Local Sports Infrastructure Fund (LSIF).

This is the recommended option and would involve Council committing \$250,000 in the 2022-23 budget to provide matching funding. This matching funding could potentially come from the open space asset renewal allocation, which is recommended under the Asset Management Plan and Long Term Financial Plan.

Option 2 – Do not authorise the Chief Executive Officer to submit applications for the endorsed projects to the 2021-22 round of the Local Sports Infrastructure Fund (LSIF).

Council could opt not to provide delegation for the grant applications. This is not the recommended option because it would mean that Council would miss an opportunity to obtain external grant funding to renew assets it currently owns that are nearing the end of their useful lives.

Item: 8.3

Forrest Mountain Bike Trail Construction Contract Award

OFFICER	James Myatt
GENERAL MANAGER	Ian Seuren
DIVISION	Development and Community Services
ATTACHMENTS	Nil

1. PURPOSE

To recommend tenderers for Contract 2213 - Construct and Upgrade of Forrest Mountain Bike Trails.

2. EXECUTIVE SUMMARY

Tenders were called for the Construction and Upgrade of Forrest Mountain Bike Trails. This is a key project within the Forrest Mountain Bike Revitalisation Project, which has been funded by Council, Regional Development Victoria and the Department of Environment, Land, Water and Planning (DELWP).

The redevelopment project has been driven through a coordinated effort of Council, Forrest Mountain Bike Club, the Forrest Community and State Government to seek implementation of the Forrest Mounting Bike Trail Detailed Design project to revitalise Forrest as a leading mountain bike destination and stimulate the local tourism economy.

Due to the combined resourcing of the project by Council and DELWP, a joint-tender process was undertaken.

3. RECOMMENDATION

That Council:

- 1. Notes the joint-tender process undertaken by Council and the Department of Environment, Land, Water and Planning to establish a joint contract between the Department of Environment, Land, Water and Planning, Council (as Co-Principals) and a preferred contractor.***
- 2. Notes that each Co-Principal is responsible for their relative scope components.***

- 3. Subject to the Department of Environment, Land, Water and Planning determining to award the contracts as per point 3.1 and 3.2 of this resolution, Council approves the awarding of the following contracts:**
- 3.1 Lot 1, Lot 2 and Lot 3B for CON 2213 Construct and Upgrade of Forrest Mountain Bike Trails to Dirt Art Pty Ltd for the lump sum price of \$1,085,691.20 (exclusive of GST).**
- 3.2 Lot 3A for CON 2213 Construct and Upgrade of Forrest Mountain Bike Trails to Travis Williams (ABN 29907200771) for Distinctive Trail Developments for the lump sum price of \$279,217.40 (exclusive of GST).**
- 4 Notes that Council has funds already allocated to meet its commitment of \$930,000 (exclusive of GST) to CON 2213 Construct and Upgrade of Forrest Mountain Bike Trails with the remainder to be funded by the Department of Environment, Land, Water and Planning.**
- 5 Authorises the Chief Executive Officer to execute documents on behalf of Council.**
- 6 Authorises the Chief Executive Officer to perform all roles of the Co-Principal on behalf of Council.**
- 7 Notes that unsuccessful tenderers will be advised of the outcome of the tender process and the successful tenderers and contract price will be listed on Council's website.**

4. KEY INFORMATION

The Forrest Mountain Bike network is a strategically important nature and adventure-based tourism asset that attracts thousands of high spend demographic visitors to our region each year and enabled the transformation of Forrest from a logging to tourism town. The network was one of the first purpose-built mountain bike trail networks in Australia when opened in 2005, however in recent years new networks across the country have been built with modern construction techniques.

Council undertook a detailed design project to revitalise the network and re-position it as a market leader in the family friendly market, which concluded in 2020. Based on the detailed design project, the estimated budget for revitalisation of the whole network was \$4.5 million. Council allocated \$250,000 to the revitalisation project and was successful in leveraging \$500,000 from Regional Development Victoria (RDV) through the Regional Infrastructure Fund. DELWP, who manage the network, also committed \$1.57 million giving a total budget for Stage 1 of \$2.32 million. A nominal allocation of \$1,282,465 of the budget was made to the Construction and Upgrade of Forrest Mountain Bike Trails. In 2021, DELWP provided \$180,000 to Council meaning Council currently holds funds of \$930,000 for project delivery, with the remainder held by DELWP. Conditions of the funding agreements mean all funds need to be expended by 20 June 2022.

To oversee project delivery a Project Control Group (PCG) was established with representatives from Council, RDV and DELWP. The PCG agreed that DELWP would project manage all construction due to being the land manager, and project management being in-kind therefore not impacting on delivery budget availability. Considering that the trail works component was to be funded by both Council and DELWP, the two organisations undertook a joint-tender process. A Memorandum of Understanding (MOU) between Council and DELWP is being entered into which outlines funding contributions, project management arrangements and authority to approve contract milestones.

The joint tender includes the following elements:

1. Upgrade to 8.75km of existing trails

2. Re-alignment of 2.27km of trails
3. Construct 7.0km of new trails
4. Offered in 3 lots being:
 - a. Lot 1 – Barwon Flow
 - b. Lot 2 – Red Carpet Extension, Forrest Loop
 - c. Lot 3 – Follow the Dog, Rollercoaster and Third Time Lucky

Following the closing of tenders, the PCG agreed to split Lot 3 into two portions for reasons identified in the confidentially distributed document pertaining to this contract. The two portions are:

1. Lot 3 A – Follow the Dog, Third Time Lucky
2. Lot 3 B – Rollercoaster

Tender Advertisement

A Request for Tender for Contract 2213 - Construct and Upgrade of Forrest Mountain Bike Trails was advertised via www.tenders.vic.gov.au (buying for Victoria website) and direct notification to all major trail building companies in Australia in October 2021.

Tenders closed on 8 October 2021. Tender submissions were received from four applicants.

Evaluation of Tenders

Tenders are evaluated in accordance with Council's Procurement Policy and Tenders/Quotations and Purchasing Procedure as well as DELWP's procurement procedures considering the following weighted selection criteria:

Evaluation Criteria	Weighting
Compliance with specifications including timeframes and local procurement	15.0%
Capability and experience of proposed team	15.0%
Past performance and current work	15.0%
Environmental management and sustainability	15.0%
Technical – knowledge and latest trail building techniques	15.0%
Financial	25.0%
Grand Total	100.0%

The submissions provided by Dirt Art and Distinctive Trail Developments were of a high quality and offered good value for money with extensive experience in similar projects.

Details of the tender evaluation are documented in the confidentially distributed document pertaining to this contract.

5. CONSIDERATIONS

Overarching Governance Principles (s(9)(2) LGA 2020)

The overarching governance principles are:

- (a) Council decisions are to be made and actions taken in accordance with the relevant law
- (b) priority is to be given to achieving the best outcomes for the municipal community, including future generations
- (c) the economic, social and environmental sustainability of the municipal district, including mitigation and planning for climate change risks, is to be promoted
- (d) innovation and continuous improvement is to be pursued
- (e) collaboration with other Councils and Governments and statutory bodies is to be sought
- (f) the ongoing financial viability of the Council is to be ensured
- (g) the transparency of Council decisions, actions and information is to be ensured

Policies and Relevant Law (s(9)(2)(a) LGA 2020)

Alignment to Council's Procurement Policy.

Environmental and Sustainability Implications (s(9)(2)(c) LGA 2020)

Prior to this contract being advertised a Fauna and Flora study was undertaken on all sites where new trails were to be constructed. The study made recommendations for the mitigation and off-set of environmental impacts during the construction which are included in the construction contract.

Community Engagement (s56 LGA 2020 and Council's Community Engagement Policy)

Council has undertaken significant community consultation during the Forrest Mountain Bike Detailed Design Project and the Forrest Mountain Bike Revitalisation Project. This has informed the final alignment, style etc. of trail to be constructed.

Public Transparency (s58 LGA 2020)

Not applicable.

Alignment to Plans and Strategies

Alignment to Council Plan 2021-2025:

Theme 1 - Strong and Resilient Community

Objective 3: Key infrastructure investment supports our economy and liveability

Objective 4: Colac Otway Shire is a destination to visit

Financial Management (s101 Local Government Act 2020)

The Forrest Mountain Bike Trails are not a Council asset and as such Council will have no ongoing maintenance obligations. The project is funded with \$250,000 from Council's 2021/2022 budget, \$500,000 from RDV, \$180,000 from DELWP funds transferred to Council, and the remainder of the project will be funded directly by DELWP. The budget is a nominal allocation of a larger budget for the Forrest MTB Revitalisations Project and the shortfall for this contract will be paid for by DELWP from the nominal allocation to trail head developments as agreed to by the PCG.

Service Performance (s106 Local Government Act 2020)

Not applicable.

Risk Assessment

Risks have been addressed as part of the Tender process.

Communication/Implementation

If the contract is awarded, successful contracts will be notified and contracts will be entered into. Additionally, Council will work with DELWP and RDV to issue a media release.

Human Rights Charter

Not applicable.

Officer General or Material Interest

No officer declared an interest under the *Local Government Act 2020* in the preparation of this report.

OptionsOption 1 – Award the contract as recommended.

This option is recommended by officers. The project is a funded Council priority project that has undergone a thorough tender process in collaboration with DELWP.

Option 2 – Do not award the contract.

This option is not recommended by officers. Not awarding the contract may cause the loss of funding due to grant agreements requiring fund to be spent by 30 June 2021.

Item: 8.4

Contract 2202 - Design and Construct - Sportsground Lighting at four locations

OFFICER	Kristy Cochrane
GENERAL MANAGER	Tony McGann
DIVISION	Environment and Infrastructure
ATTACHMENTS	Nil

1. PURPOSE

To approve and award Contract 2202 – Sportsground Lighting at four locations (Design and Construct).

2. EXECUTIVE SUMMARY

State Government funding was received by Council through the 2021 Community Sports Infrastructure Stimulus Program to provide to improve sportsground lighting at four ovals within the Colac Otway Shire.

An Expression of Interest was released for companies with experience in high mast lighting in September 2021. The Expression of interest closed in October 2021 and shortlisted companies were asked to price the works in November 2021.

The contract is a lump sum AS4300 Design and Construct contract. Works are scheduled to commence in February 2022 and practical completion is required by end of August 2022.

The preferred contractor is highly experienced in sportsground lighting works and has demonstrated the capability and availability to undertake the works within the available budget.

3. RECOMMENDATION

That Council:

- 1. Awards Contract 2202 - Sportsground Lighting at four locations (Design and Construct) to P and V Newell Electrical Contractors Pty Ltd for the lump sum price of \$1,352,127.55 (exclusive of GST), subject to approval from Sport and Recreation Victoria for a variation to the agreed project scope.***
- 2. Authorises the Chief Executive Officer to award contract 2202 – Sportsground Lighting at four locations (Design and Construct) to P and V Newell Electrical Contractors Pty Ltd for the lesser amount of \$1,268,953 (exclusive of GST) if Sport and Recreation Victoria do not approve the project scope variation.***
- 3. Authorises the Chief Executive Officer to execute the contract documents on behalf of Council.***
- 4. Authorises the Chief Executive Officer to perform all roles of the Principal.***
- 5. Authorises the Manager Assets and Project Delivery as the Superintendent for Contract 2202, including managing variations in accordance with the contract conditions.***
- 6. Notes that unsuccessful tenderers will be advised of the outcome of the tender process and the successful tenderer and contract price will be listed on Council's website.***

4. KEY INFORMATION

Council was successful in receiving funding under Round 2 of the State Government's 2021 Community Sports Infrastructure Stimulus Program (CSISP) to upgrade sports lighting at four of the Shire's recreation reserves. These reserves are:

- Irrewillipe Recreation Reserve
- Alvie Recreation Reserve
- Warrowie Recreation Reserve
- Gellibrand Recreation Reserve.

The funding application also included Colac Lawn Tennis Courts and the Lake Colac Oval (Colac Cricket Ground); however, these sites were unsuccessful in receiving funding.

Oval lighting upgrades to football training standard (minimum 100 lux) is proposed for all four sites. Lighting to this level would meet Australian Standards for training purposes including match simulation and will improve ground management. Players are currently unable to utilise the whole playing surface, which means higher wear and tear under the poorly lit areas. Consistent lighting across the playing surface will improve training options and allow areas to be rested if needed. 100 lux lighting is also suitable for amateur level club competition and match practice (ie. minimum requirement suitable for competition at local club level).

The need to upgrade the oval sports lighting was first identified in the G21 and AFL Barwon Regional Strategy (2015) and further highlighted in the G21 and AFL Barwon Towards 2030 Strategy. These key strategic documents have been endorsed by Council, and the recommendations of the strategy have been implemented as funding became available. The priority justification behind this combined lighting project is based on ensuring lighting is provided at key sporting venues across the Shire and ensuring lighting levels meet either training or competition standard, and meeting player safety expectations.

Tender Advertisement (Expression of Interest)

An Expression of Interest for Contract 2202 – Design and Construction of Sportsground Lighting at four locations was advertised in the Colac Herald, the Geelong Advertiser and via eProcure Panel (MAV website) on 18 September 2021.

Expression of Interests closed on 8 October 2021. Expression of Interest submissions were received from five applicants.

Evaluation of Expression of Interests

Tenders are evaluated in accordance with Council's Procurement Policy and Tenders/Quotations and Purchasing Procedure, considering the following weighted selection criteria:

Experience of key personnel and sub-contractors	25.0%
Capacity to deliver	25.0%
Previous experience in completing similar contracts	30.0%
Quality Systems	10.0%
Contribution to the financial, social and environmental wellbeing of the region	10.0%

After the Expression of Interest evaluation, three companies were shortlisted and provided with further information to price the project.

Submissions closed on 1 December 2021 with submissions received from two companies.

These submissions were then assessed against the following criteria:

Evaluation Criteria	Weighting
(a) Capacity	
Results from Expression of Interest evaluation	15.0%
(b) Capability	
Understanding of project requirements and outcomes to be delivered, including staging and technical requirements, and/or challenges and opportunities to be addressed	15.0%
(c) Local Jobs First Policy (see Item 9 below)	
Industry development	10.0%
Job outcomes	10.0%
(d) Financial	
Value for money, including Tendered Price and / or Schedule of Rates (if applicable)	50.0%
Grand Total	100.0%

The submission provided by P and V Newell Electrical Contractors Pty Ltd was of a high quality and offered good value for money with extensive experience delivering similar projects.

Details of the tender evaluation are documented in the confidentially distributed document pertaining to this contract.

5. CONSIDERATIONS

Overarching Governance Principles (s(9)(2) LGA 2020)

This report's recommendations focus on delivering best value outcomes for the community.

Policies and Relevant Law (s(9)(2)(a) LGA 2020)

This report complies with the Local Government Act 2020 and Local Government (Planning and Reporting) Regulations 2020.

Environmental and Sustainability Implications (s(9)(2)(c) LGA 2020)

The design of the lighting includes a range of Environmentally Sustainable Design elements. The lighting proposed will be LED lighting which is far more environmentally friendly than current lighting at each of the sites.

The successful tenderer is required to provide a Construction Environmental Management Plan (CEMP) that addresses environmental and social considerations. The CEMP will be actively managed by Council staff throughout the contract term.

Community Engagement (s56 LGA 2020 and Council's Community Engagement Policy)

Council Officers engaged with community members of the four clubs throughout the design process, providing advice and information.

Public Transparency (s58 LGA 2020)

Not Applicable

Alignment to Plans and Strategies

Alignment to Council Plan 2021-2025:

Theme 1 - Strong and Resilient Community

Objective 3: Key infrastructure investment supports our economy and liveability

Theme 3 – Healthy and Inclusive Community

Objective 2: People are active and socially connected through engaging quality spaces and places

The G21 and AFL Barwon Towards 2030: Strategy (regional strategy) highlighted a number of facility upgrades required to ensure player safety at a number of reserves. This project implements these actions if completing facility upgrades where existing oval sports lighting does not meet facility and sporting standards.

Financial Management (s101 Local Government Act 2020)

The total budget for the Sportsground lighting improvements is \$1,728,660. Of this amount, Council is contributing \$231,240, with the remaining \$1,497,420 being funded by the State Government through the Community Sports Infrastructure Stimulus Program Round 2.

Other works to be completed as part of this project but outside of this contract are site power upgrades for Alvie, Irrewillipe and Gellibrand recreation reserves. These works will be completed by Powercor.

Service Performance (s106 Local Government Act 2020)

This project will significantly enhance the service standards delivered at the four locations. It will allow for greater scope for training and lower-level games to be played in the evening. It will also allow more even wear and tear on the ovals through a quality lighting system allowing the full extent of the ovals to be utilised in the evenings.

Risk Assessment

There are no identified significant Workplace Health and Safety implications associated with this report.

The financial risks associated with this contract are discussed in the confidential attachment in the agenda.

The successful tenderer is required to provide adequate documentation for occupational health and safety requirements including site specific potential hazard assessment and Safe Work Method Statements (SWMs). This documentation will be thoroughly checked by Council staff prior to commencement and measures put in place to ensure it is adhered to throughout the work.

Communication/Implementation

A letter of acceptance and contracts will be issued to the successful tenderer. The contracts shall be signed by both the Contractor and Council prior to the commencement of works.

Signage relating to the works will be placed at each location when a commencement date has been agreed.

Contract Award: 2 February 2022

Contract Execution: 28 February 2022

Design and Works Commence: March 2022

Practical Completion: 31 August 2022

Human Rights Charter

Not Applicable

Officer General or Material Interest

No officer declared an interest under the Local Government Act 2020 in the evaluation process and in the preparation of this report

Options

Option 1 – Award the contract in accordance with the recommendation

This option is recommended by officers as the tender submitted by the preferred tenderer is within the available budget, has been procured in accordance with Council's Procurement Policy and enhances the services available at the four recreation reserves being proposed.

Option 2 – Do not award the contract

This option is not recommended by officers as failing to award the contract at this meeting will jeopardise the ability for the project to be delivered in accordance with the funding agreement Council has signed with Sport and Recreation Victoria.

Item: 8.5

Maternal and Child Health Policy Review

OFFICER	Tamzin McLennan
GENERAL MANAGER	Ian Seuren
DIVISION	Development and Community Services
ATTACHMENTS	<ol style="list-style-type: none">1. Attachment 1: Maternal and Child Health Services policy - 2013 clean copy - for revocation [8.5.1 - 4 pages]2. Attachment 2: Updated operational Maternal and Child Health Services Policy - clean copy - 2022 [8.5.2 - 8 pages]

1. PURPOSE

This report requests that Council approves the revocation of the 2013 Maternal and Child Health Policy, and supports the adoption of an updated version as an operational policy.

2. EXECUTIVE SUMMARY

The Maternal and Child Health (MCH) Services Policy has been identified for review as part of a rolling program of policy reviews across the organisation. The current policy adopted in 2013 has been reviewed, and this report recommends that the policy be revoked as a Council policy, and an updated version adopted as an operational policy.

A review of Councils in south-west Victoria has revealed that very few still have a Council MCH policy, and have either operationalised their policies or revoked them entirely. This is because MCH is a highly regulated space, with MCH activities primarily governed by the Victorian Government's Maternal and Child Health Service Guidelines (2019) and Standards (2011). There is an additional suite of underpinning documents guiding practice such as the Clinical Practice Guidelines, Enhanced MCH Program Guidelines and MCH Health Line guidelines.

An operational MCH Services Policy will provide a high-level but localised framework for the delivery of MCH services in the Colac Otway Shire, whilst referring to the State Government's higher-level Standards and Guidelines for more detailed guidance on MCH practice and approaches.

Attached to this report is a copy of Council's 2013 policy, which is recommended for revocation. Also attached to this report is a draft updated operational policy for Council's information. Key changes to the policy are outlined in the next section of this report.

3. RECOMMENDATION

That Council:

- 1. *Revokes the Maternal and Child Health Services (MCH) Council Policy (2013) (as at Attachment 1).***
- 2. *Notes that MCH services are primarily governed by the State Government's MCH Service Guidelines and MCH Program Standards, as well as a suite of additional supporting documents.***
- 3. *Notes that an updated Maternal and Child Health Services Policy, which has been reviewed in reference to the State Government's Guidelines and Standards (as at Attachment 2), will be established as an operational policy.***

4. KEY INFORMATION

About the Maternal and Child Health Service

The Victorian Maternal and Child Health (MCH) Service is a free universal primary health service available for all Victorian families with children from birth to school age. The MCH Service consists of three components: the Universal MCH program, the Enhanced MCH program and the 24-hour MCH Line.

The service is provided in partnership with Local Government, represented by the Municipal Association of Victoria (MAV), health services and the Department of Health (DHS) with the aim to promote and optimise health, wellbeing, safety, development and learning outcomes for children and their families. The service is underpinned by a Memorandum of Understanding (MOU) which articulates a collaborative and cooperative approach to the planning and delivery of early childhood services. The parties to the MOU are MAV, Local Government and the Department of Education and Training, however this MOU will in the near future transfer to the Department of Health to represent updated reporting lines for the MCH service.

Council's Universal MCH service is 50% funded by the Victorian Government, with Council's 50% contribution coming as a combination of cash and in-kind (e.g. overheads, building, vehicles, IT etc.). Enhanced MCH services (targeted at vulnerable families) are 100% funded by the Victorian Government.

Policy review

Officers have reviewed the 2013 MCH Services Policy, with reference to the suite of overarching documents provided by the State Government ([available at this link](#)), specifically:

- MCH Service Guidelines (2019)
- MCH Program Standards (2011 reissued 2019)

Key proposed changes to the 2013 policy include:

- The inclusion of a 'principles' diagram from the MCH Service Guidelines 2019 to demonstrate Colac Otway's policy links to the overarching guidelines.
- Additional definitions added, particularly in reference to Child Safe Standards to bring the MCH operational policy in line with Council's Child Safe Policy. Reference to Child Safe Policy added to reference section of MCH policy.

- Reference to the Multi-Agency Risk Assessment and Management Framework (MARAM) to reflect the government's newly-implemented approach to information sharing in response to family violence risk.
- Reference to Orange Door as a referral service for vulnerable women and children.

Officers reviewed the approaches of other Councils in south-west Victoria and found that the following Councils no longer have a Council-level MCH policy:

- City of Greater Geelong
- Warrnambool Shire Council
- Corangamite Shire Council
- Ballarat City Council
- Surf Coast Shire
- Moyne Shire Council
- Wyndham Shire Council

Officers understand that many Councils have either operationalised or revoked their Council policy in favour of being guided by the State-provided guidelines and standards. It is therefore recommended that Colac Otway revokes its 2013 policy in favour of adopting an updated version as an operational policy.

Attached to this report for Councillors' review is:

- Council's original 2013 policy, which is recommended for revocation.
- An updated operational policy, which is recommended for adoption by Council's Executive Management Team.

5. CONSIDERATIONS

Overarching Governance Principles (s(9)(2) LGA 2020)

This report aligns with overarching governance principles in that it follows relevant Council processes (principle a); simplifies our policy structure for the MCH service (principle e); and is being undertaken as part of Council's open agenda (principle i).

Policies and Relevant Law (s(9)(2)(a) LGA 2020)

As outlined in this report, the recommended revocation as a Council policy, and subsequent adoption as an operational policy, reflects the fact that the MCH service already has appropriate policy and regulatory frameworks provided by the State Government.

Environmental and Sustainability Implications (s(9)(2)(c) LGA 2020)

Not applicable.

Community Engagement (s56 LGA 2020 and Council's Community Engagement Policy)

The revocation of the MCH Services Policy (2013) will result in no changes to the delivery of MCH services, which are primarily governed by frameworks issued by the Victorian Government. Therefore, no community engagement is required.

Public Transparency (s58 LGA 2020)

Not applicable.

Alignment to Plans and Strategies

Alignment to Council Plan 2021-2025:

Theme 3 – Healthy and Inclusive Community

Objective 1: All people have the opportunity to achieve and thrive in our shire

Objective 3: We are a safe, equitable and inclusive community

Theme 4 – Strong Leadership and Management

Objective 1: We commit to a program of best practice and continuous improvement

Financial Management (*s101 Local Government Act 2020*)

Not applicable.

Service Performance (*s106 Local Government Act 2020*)

The recommended changes to the MCH Policy will not change the delivery of the service.

Risk Assessment

Not applicable.

Communication/Implementation

If Council approves the revocation of the MCH Services Policy 2013, an updated version of the policy will be presented to Council's Executive Management Team recommending its adoption as an operational policy.

Human Rights Charter

The MCH Service provides a comprehensive and focused approach for the promotion, prevention and early identification of the physical, emotional and social factors affecting young children and their families. The MCH Service supports child and family health, wellbeing and safety, focusing on maternal health and father-inclusive practice as a key enabler to optimise child learning and development.

Investing in high-quality programs that support optimal child, maternal and family health, wellbeing, safety, development and learning has lifelong benefits to children's health, educational and social outcomes. This is particularly so for children with additional needs.

The Socio-Economic Indexes for Areas (SEIFA) measures the relative level of socio-economic disadvantage of our community. This index contains indicators of disadvantage as well as additional indicators of advantage (e.g. professional occupations, high income, higher education levels, and larger houses).

Colac Otway's SEIFA score is 961, putting our shire in the lowest 25th percentile in Victoria. Our levels of disadvantage are most pronounced in Colac, where SEIFA scores drop as low as 894, putting some areas of Colac in the lowest 9th percentile in the state. It's important to recognise that health status varies markedly across our community, and that socio-economic disadvantage is *the* greatest cause of health inequalities.

The MCH service aims to engage with children and their families from birth, in order to provide timely contact and ongoing primary health care in order to improve their lifelong health, wellbeing, safety, learning and development.

Table 1: SEIFA indexes for Colac Otway

Select index:
Disadvantage
reset

Index of Relative Socio-economic Disadvantage
export
reset

Colac Otway Shire's small areas and benchmark areas

Area	2016 index	Percentile
Elliminyt	1,029.8	63
Greater Melbourne	1,021.0	57
Victoria	1,010.0	51
Rural South	1,004.1	48
G21 Region	1,003.3	47
Australia	1,001.9	46
Great Ocean Road - Otways	1,001.9	46
Rural North	1,000.9	45
Regional VIC	977.0	32
Colac Otway Shire	961.0	25
Colac - Elliminyt	931.3	16
Colac - West	912.2	12
Colac - East	895.8	9
Colac - Central	894.0	9

Source: Australian Bureau of Statistics, [Census of Population and Housing 2016](#). Compiled and presented in profile.id by [.id](#) (informed decisions).
Please refer to specific data notes for more information

Officer General or Material Interest

No officer declared an interest under the *Local Government Act 2020* in the preparation of this report.

Options

Option 1 – Revoke the MCH policy noting that an updated version will be adopted as an operational policy

This option is in line with the recommendation and would involve the updated policy being adopted by Council's Executive Management Team as an operational policy following the Council revocation.

Option 2 – Retain the MCH policy as a Council policy and adopt the updated version as attached

Whilst not recommended, Council could choose to retain the MCH policy as a Council policy, and adopt the updated version as presented. There would be few implications of choosing this option aside from retaining an unnecessary administrative burden in that any further policy updates would need to be endorsed by Council ongoing. Because the policy update has no material effect on the MCH service, a round of community consultation is not required.

Option 3 – Revoke the MCH policy entirely

Under this option, Council could revoke the policy without noting or requiring that the amended policy will be adopted as an operational policy. Whilst this option is not recommended, if adopted it would

not result in any change to the MCH service, because as previously noted in this report the MCH service is already highly governed via State Government structures, and many Councils have opted not to have an MCH policy because of this reason. There would be no material effect to the service as a result of this option, and as such a round of community consultation is not required.



MATERNAL AND CHILD HEALTH SERVICES POLICY

Policy No: 10.1

Date Adopted: 24/5/06

File No: GEN01688

D12/55736

Revised: August 2012, 25/11/09, 30/06/12, 19/02/2013

1. INTRODUCTION

Policy Statement

The Colac Otway Maternal & Child Health Service is a universal service available for all families with children from birth to school age through a schedule of consultations at key ages and stages, and other activities including parent groups. Additional support is also available through the Enhanced MCH Service, which responds to vulnerable children and families. Both the Universal MCH Service and the Enhanced MCH Service are supported by the 24-hour MCH Line.

2. POLICY PRINCIPLES

The principles of the Maternal and Child Health Service are:

- Provide a free, equitable, flexible and accessible service to users.
- Be based on the principles of the Business Excellence Framework.
- Employ registered maternal and child health nurses.
- Be accessible through a number of strategically located service provision Centres.
- Network with allied support services.
- Respect the rights of service users including their rights to confidentiality.
- Recognise and respond to the diversity of communities.
- Be receptive and responsive to changing community and individual needs.
- Promote safe and friendly approaches to service provision.
- Provide for the special needs of clients.
- Research, monitor and evaluate our local early years developmental issues/data to better understand and provide for local needs.

3. RELATIONSHIP WITH COUNCIL PLAN

Under the Key Result Area – Community Health and Wellbeing is the following objective:

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

4. OBJECTIVES

- Provide a schedule of contacts and activities for all families, with an emphasis on health promotion, early detection, and intervention where necessary.
- Help to identify children and families who require further assessment, intervention, referral and/or support.
- Bring families together, foster social networks, support playgroups and strengthen local community connections.
- Link in other services and supports, such as family support services, First Time Parents Groups and immunisation programs.
- Work in partnership with childhood development and learning educators; family support service providers, referral agencies and allied early years health professionals.

5. SERVICE DELIVERY

The majority of sessions are by **appointment**. These are arranged for critical stages of the infant or child's development. They provide the opportunity for longer consultations and privacy for mothers/families.

There are also a limited number of **open sessions** which allow for contact with families with specific needs between Key Ages and Stages visits and for others that may have difficulty in attending scheduled consultations

A new baby is considered **enrolled** in the MCH service once the MCH nurse has made contact with the family. **Home visits** are provided for parents of newborn babies. The initial home visit is to be completed before the child is 2 weeks of age.

Home visits will be conducted at other times when there is a special need for the mother or infant.

An **Enhanced Maternal and Child Health Service** is provided which assertively responds to children and families at risk of poor outcomes, particularly children for whom there are multiple risk factors or indications of a significant level of risk. This Service is provided in addition to the suite of services offered through the universal Maternal and Child Health Service, by providing a more intensive level of support, including short-term case management in some circumstances. This may be provided in a variety of settings such as the family's home, the maternal and child health centre or other location within the community.

For Occupational Health and Safety requirements **home visits** will not be conducted outside standard home visiting arrangements without approved procedures from Council's Occupational Health & Safety Committee.

A Maternal and Child Health telephone line is available 24 hours a day to provide support when the local Maternal and Child Health nurse is unavailable. The telephone number is 132229. Critical **after hour's** support can be obtained from the local hospital and doctor service.

6. SERVICE LOCATION

There are 9 service centres provided strategically throughout the shire. These are provided in both purpose built facilities as well as in partnership with other allied health service providers.

The Centres are located in the following townships.

Apollo Bay
Beeac
Birregurra
Carlisle River
Colac
Cororooke
Forrest
Lavers Hill
Swan Marsh

7. NETWORKING WITH OTHER AGENCIES

The Maternal and Child Health Service will work in a collaborative manner with other agencies to ensure that the best and most appropriate support services and structures available are provided when needed. The Maternal and Child Health Nurses are core service providers. Their role is pivotal for ensuring and monitoring all referrals.

There are a number of services and groups that Council's Maternal and Child Health Service networks with. These include:

- **Child First Program** (Colac Area Health) - to reduce the number of children that are notified or re-notified to Child Protection.

- **Colac KEYS¹ and Southern Otways KEYS Networks** - meets to provide increased interaction between local services, shared learning, support, professional development and to develop and implement agreed actions for the group and Early Years community.
- **Post Natal Depression** (Raphael Centre, and Perinatal Emotional Health Nurses) – to work with professionals and community members to support the needs of women through group courses and by other support mechanisms.
- **Perinatal Support** - to provide/facilitate with Colac Area Health an Ante Natal Program for young, pregnant, vulnerable women which to assist with their transition to Parenthood, by enhancing parenting skills and encouraging access to community services.
- **Colac Area Health & Otway Health** – to facilitate an early transition to Maternal & Child Health Services.

8. SERVICE STANDARDS

Principles and objectives of the Maternal and Child Health Service will be achieved and maintained through Business Excellence, our Health & Community Services Business Plan, Service Improvements Plans (as required by the Department Education and Early Childhood Development); the Victorian Maternal and Child Health Guidelines; our Maternal & Child Health Policies/Procedures and Processes and individual Performance Management processes.

9. FUNDING

The Universal Maternal and Child Health Program and Enhanced Maternal and Child Health Service are funded by the Department of Education and Early Childhood Development. And is supported by a Council contribution to these state-wide initiatives and other early years opportunities such as networking, partnerships and strengthening local community connections of parents.

10. IMPLEMENTATION AND REVIEW

This policy will be implemented by all Maternal and Child Health Services staff and will be subject to a review every three years or earlier, if required.

¹ KEYS – Kids Early Years Services



DRAFT Operational Policy

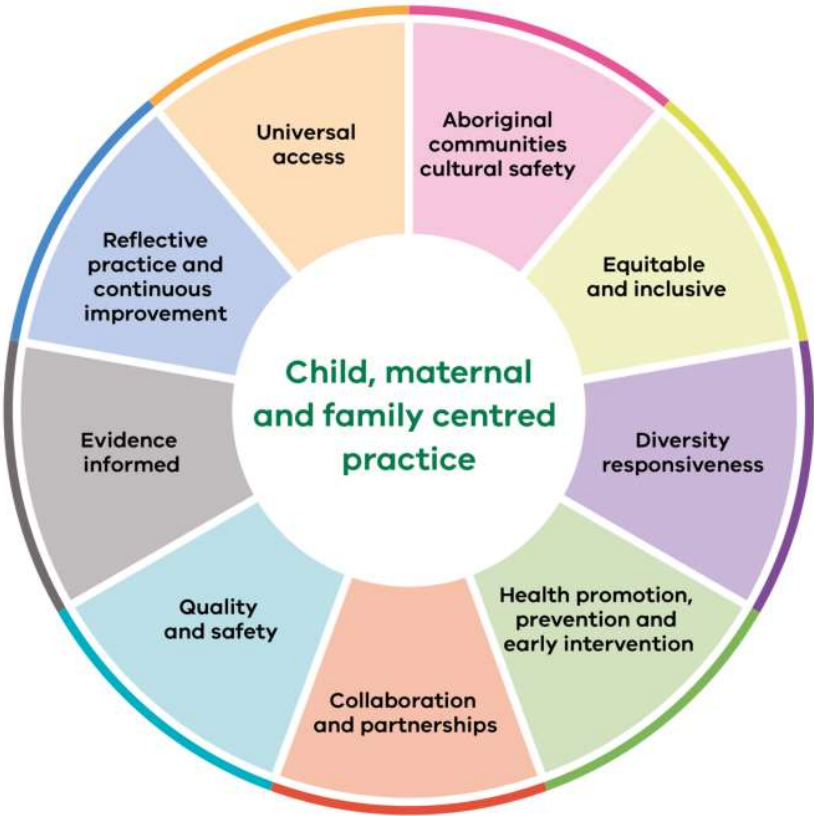
POLICY NUMBER MATERNAL AND CHILD HEALTH SERVICES POLICY

PURPOSE

The Colac Otway Maternal and Child Health (MCH) Service is a free Universal Service available for all families with children from birth to school age, through a schedule of consultations at key ages and stages, and other activities including parent groups. Additional support is also available through the Enhanced MCH Service, which responds to vulnerable children and families. Both the Universal MCH Service and the Enhanced MCH Service are supported by the 24-hour MCH telephone line.

The principles of Colac Otway’s MCH service are to:

- Align with the MCH Service [Guidelines](#) and [Standards](#) as outlined in the diagram below (drawn from the MCH Service Guidelines 2019).



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In addition, these localised principles also apply to the MCH service:

- Provide a free, equitable, flexible and accessible service to users (Universal access).
- Employ registered maternal and child health nurses.
- Be accessible through a number of strategically-located service provision centres or via pre-arranged home visits.
- Network with allied support services.
- Respect the rights of service users including their rights to confidentiality.
- Recognise and respond to the diversity of communities including Aboriginal and Culturally and Linguistically Diverse (CALD) communities.
- Be receptive and responsive to changing community and individual needs.
- Promote safe and friendly approaches to service provision.
- Provide for the special needs of clients.
- Research, monitor and evaluate our local early years developmental issues/data to better understand and provide for local needs.

SCOPE

This policy applies to Council officers, contractors and consultants to the extent that they are involved in the administration or delivery of Maternal and Child Health Services.

DEFINITIONS

Universal: The Universal program delivers a free universally accessible statewide service for all families with children from birth to school aged.

Enhanced: The Enhanced program responds assertively to the needs of children and families at risk of poor outcomes in particular where there are multiple risk factors.

Vulnerable family: A family that may be at risk of adverse health and wellbeing outcomes due to individual parental or family experience or circumstances.

MCH: Refers to the overarching statewide Maternal and Child Health Service. MCH centres refers to individual centres located within each Local Government council area that provides MCH programs.

Family: Is inclusive of carers as well as parents. It may include those people who consider themselves a family whether or not they are related by blood or marriage. Aboriginal children are born into a broad community of care that consists of immediate family, extended family and the local community.

Council: Means Colac Otway Shire Council, being a body corporate constituted as a municipal Council under the Local Government Act 2020

Councillors: Means the individuals holding the office of a member of Colac Otway Shire Council

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Key ages and stages: The Universal program consists of 10 key age and stage consultations with a Maternal and Child Health Nurse. The KAS consultations are a schedule of contacts for all children and their families from birth to school age.

Out of home care: Out of home care occurs when children are removed through Child Protection and court orders from their primary care giver. The MCH has an Early Childhood Agreement for children in Out of Home Care.

Aboriginal Child: A person under the age of 18 who is of Aboriginal or Torres Strait Islander descent, identifies as Aboriginal or Torres Strait Islander, and is accepted as Aboriginal or Torres Strait Islander by an Aboriginal or Torres Strait Islander community.

Child: A person under 18 years of age

Child Safe Standards: The Child Safe Standards provide direction to the processes Maternal and Child Health providers and other services must implement in order to create and maintain a Child Safe organisation.

Child abuse: Any act committed against a child involving: physical violence, sexual offences, serious emotional or psychological abuse and serious neglect.

Children from culturally and/or linguistically diverse backgrounds (CALD): - A child or young person who identifies as having particular cultural or linguistic affiliations by virtue of their place of birth, ancestry or ethnic origin, religion, preferred language or language spoken at home or because of their parents' identification on a similar basis.

Child-related work: Work within one or more of the occupational fields defined in the Act where the contact with children is direct, unsupervised, and part of a person's duties, not incidental to their work.

Child safe organisation: In the context of the child safe standards, a child safe organisation is one that meets the child safe standards by proactively taking measures to protect children from abuse.

Children with a disability: A disability can be any physical, sensory, neurological disability, acquired brain injury or intellectual disability or developmental delay that affects a child's ability to undertake everyday activities. A disability can occur at any time in life. Children can be born with a disability or acquire a disability suddenly through an injury or illness. Some disabilities may be obvious while others are hidden.

Cultural safety for children from culturally and/or linguistically diverse backgrounds: An environment which is spiritually, socially and emotionally safe, as well as physically safe for children; where there is no assault, challenge or denial of their cultural or linguistic identity, of who they are and what they need. Efforts need to be made to ensure the culturally and/or linguistically diverse children and their families receive information in a culturally sensitive, relevant and accessible manner, including in relevant community languages.

Cultural safety of Aboriginal children: Cultural safety encompasses the child being provided with a safe, nurturing and positive environment where they are comfortable with being themselves, expressing their culture, their spiritual and belief systems, and they are supported by the carer and family.

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REFERENCES

Local Government Act 2020
Marrung: Aboriginal education plan 2016-2026
Early Childhood Agreement for Children in Out Of Home Care
Child Wellbeing and Safety Act 2005
Family Violence Protection Act 2008
Council Plan and Municipal Health and Wellbeing Plan
[Maternal and Child Health Program Standards 2019](#)
[Maternal and Child Health Practice Guidelines 2019](#)
[Child Information Sharing and Family Violence Information Sharing Toolkit – Maternal and Child Health Enhanced Maternal and Child Health Program Guidelines 2019](#)
[Universal Maternal and Child Health Program Guidelines](#)
Privacy and Data Protection Act 2014
Key Ages and Stages Service Activity Framework 2009
Multi-Agency Risk Assessment and Management Framework (MARAM)
Health Records Act 2001
[Colac Otway Shire Council’s Child Safe Policy](#)
[Commission for Children and Young People website – Child Safe Standards](#)

STATEMENT OF POLICY

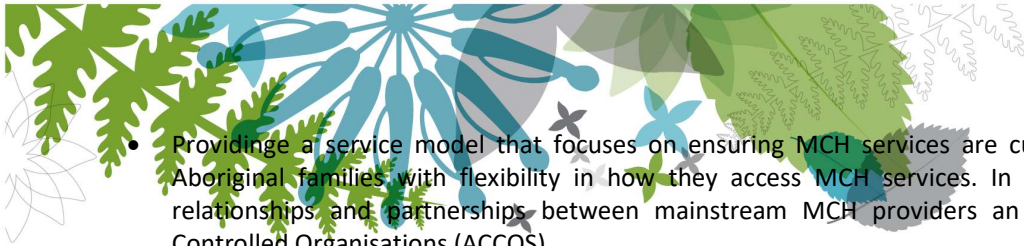
Objectives

To engage with all families within Colac Otway Shire with children from birth to school age to take into account their strengths and vulnerabilities and to provide timely contact and ongoing primary health care in order to improve their health, wellbeing, safety, learning and development by:

- Providing a schedule of contacts and activities for all families, with an emphasis on health promotion, early detection, and intervention where necessary.
- Helping to identify children and families who require further assessment, intervention, referral and/or support.
- Bringing families together, fostering social networks, supporting playgroups and strengthening local community connections.
- Linking in other services and supports, such as family support services, First Time Parents Groups and immunisation programs.
- Working in partnership with childhood development and learning educators; family support service providers, referral agencies and allied early years health professionals.
- Monitoring and referring children for childhood immunisation programs, and to provide opportunistic immunisations to children as required.

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- Providing a service model that focuses on ensuring MCH services are culturally safe, providing Aboriginal families with flexibility in how they access MCH services. In addition, strengthening relationships and partnerships between mainstream MCH providers and Aboriginal Community Controlled Organisations (ACCOS).

Service delivery

The majority of sessions are by appointment. These are arranged for critical stages of the infant or child’s development. They provide the opportunity for longer consultations and privacy for mothers/families.

A new baby is considered enrolled in the MCH service once the MCH nurse has made contact with the family. Home visits are provided for parents of newborn babies. The initial home visit is to be completed before the child is two weeks of age.

Additional Home visits will be conducted at other times when there is a special need for the mother or infant.

If an Enhanced Maternal and Child Health Service is provided, it assertively responds to children and families at risk of poor outcomes, particularly children for whom there are multiple risk factors or indications of a significant level of risk. This Service is provided in addition to the suite of services offered through the Universal MCH, by providing a more intensive level of support, including short-term case management in some circumstances. This may be provided in a variety of settings such as the family’s home, the maternal and child health centre or other location within the community.

For Occupational Health and Safety requirements home visits will not be conducted outside standard home visiting arrangements without approved procedures from Council’s Occupational Health & Safety Committee.

A Maternal and Child Health telephone line is available 24 hours a day to provide support when the local Maternal and Child Health nurse is unavailable. The telephone number is 132229. Critical after hours support can be obtained from the local hospital and doctor service.

Service location

Service centres are provided strategically throughout the shire, and are supplemented by home visits in smaller or remote townships. These are provided in both purpose-built facilities as well as in partnership with other allied health service providers. The Centres are located in the following townships:

- **Apollo Bay**
- **Beeac**
- **Birregurra**
- **Colac**
- **Cororooke**

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Networking with other agencies

The Maternal and Child Health Service will work in a collaborative manner with other agencies to ensure that the best and most appropriate support services and structures available are provided when needed. The MCH nurses are primary and essential service providers. Their role is pivotal for ensuring and monitoring referrals.

There are a number of services and groups that Council’s Maternal and Child Health Service networks with. These include:

- **Barwon Orange Door** - is the Colac Otway Access Point to access services for women and vulnerable children.
- **Colac KEYS¹** - meets to provide increased interaction between local services, shared learning, support, professional development and to develop and implement agreed actions for the group and Early Years community.
- **Vulnerable Families Professionals Meeting** - MCH representation at the scheduled meeting which identifies and plans for the care of vulnerable perinatal families
- **Colac Area Health Great Ocean Road Health** - to facilitate discharge planning and and an early transition to Maternal and Child Health Services.
- **Colac Otway and Corangamite Shire Family Alliance Operational and Strategic groups** - MCH and Council represented at meetings

Service standards

Principles and objectives of the MCH service will be achieved and maintained through the Council Plan and Municipal Health and Wellbeing Plan, and those strategies and plans that cascade from that. Council’s individual performance management processes also drive service provision.

Specific standards for the MCH are defined in the Victorian Maternal and Child Health Service Guidelines and Program Standards.

Child safety

The Colac Otway Shire is committed to creating and maintaining a child safe organisation where protecting children and preventing and responding to child abuse is embedded in the everyday thinking and practice of all Councillors, employees, contractors and volunteers.

Policies and practices of Council’s Maternal and Child Health service prioritise child safety and promote shared responsibility for child safety across all MCH staff as well as other Council staff supporting the administration and management of the MCH service.

¹ KEYS – Kids Early Years Services

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Council’s MCH service takes all reasonable steps to protect children and young people from harm, including complying with Council’s obligations under State and Federal child protection legislation and the Victorian Child Safe Standards.

The MCH service is committed to supporting the cultural safety of Aboriginal children, the cultural safety for culturally and/or linguistically diverse children and the safety of children with a disability.

Child Safety practices at Council’s MCH services are governed and underpinned by Council’s operational Child Safe Policy, as well as Council’s Staff Code of Conduct, which is signed by all staff.

Family violence

MCH service providers are in a unique position to identify and respond to family violence risk. Maternal and Child Health nurses currently use a Multi-Agency Risk Assessment and Management Framework (MARAM) to guide their work in this area.

Funding

The Universal Maternal and Child Health Program is 50 per cent funded by the State Government, with the remaining 50 per cent required from local government via both cash and in-kind contributions (e.g. via building provision and maintenance, vehicles, administration and overheads). The Enhanced Maternal and Child Health Service is 100 per cent State funded.

The program is underpinned by a Memorandum of Understanding between the Department of Education and Training and the Municipal Association of Victoria (MAV). In addition, from time to time Council accesses other state-wide funding initiatives and other early years opportunities for things such as training, networking, partnerships and strengthening local community connections of parents.

RELATED DOCUMENTS

Operational Child Safe policy

Information Privacy Policy

DOCUMENT CONTROL

Policy owner	Maternal and Child Health Coordinator	Division	Healthy Active Communities
Adopted by executive		Policy Number	
File Number	D21/159669	Review date	

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