Unconfirmed Minutes
Council Meeting
Tuesday 16 September 2025 at 6.00 pm

Council Chambers (and by video conferencing)
East Gippsland Shire Council Corporate Centre
273 Main Street, Bairnsdale 3875

Councillors	John White (Mayor), Sonia Buckley (Deputy Mayor) (Online), Arthur Allen (Online), Jodie Ashworth, Tom Crook, Barry Davis, Joanne Eastman, Bernie Farquhar, and Ian Trevaskis

Attachments referenced in these minutes can be located in the meeting agenda on East Gippsland Shire Council's website.

Vision

To foster inclusive, connected, communities and places where all East Gippslanders prosper, and endeavour not to leave anyone behind.

Our Strategic Themes

1. Community Wellbeing and Social Responsibility
2. Prosperity
3. Making the Most of What We've Got
4. Managing Council Well

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1 Procedural

1.1 Recognition of Traditional Custodians

Mayor Cr John White welcomed all to the Council meeting and acknowledged the traditional custodians.

East Gippsland Shire Council acknowledges the Gunaikurnai, Monero and Bidawel people as the Traditional Custodians of this land that encompasses East Gippsland Shire, and their enduring relationship with country. The Traditional Custodians have cared and nurtured East Gippsland for tens of thousands of years.

Council values their living culture and practices and their right to self-determination. Council pays respect to all Aboriginal and Torres Strait Islander people living in East Gippsland, their Elders, past, present, and future.

1.2 Apologies

Nil

1.3 Declaration of Conflict of Interest

Cr Jodie Ashworth declared a conflict of interest in relation to item 5.1.1 *Raymond Island Ferry Pass Review* as a general interest due to being associated with an organisation who was engaged in the consultation process.

Cr Barry Davis declared a conflict of interest in relation to item 5.1.2 *Bairnsdale Airport Runway Upgrade*, as a general interest due to holding an executive committee position at a local sporting club adjacent to the proposed upgrade.

Fiona Weigall Chief Executive Officer declared a conflict of interest in relation to item 7.1 *Personnel Matter*, as a material interest due to the matter relating to her employment at Council.

Sarah Johnson General Manager Business Excellence declared a conflict of interest in relation to item 6.1 *Urgent Business - Contract Matter,* as a general interest due to family connection with one of the potential tenderers.

1.4 Confirmation of Minutes

Motion

That the minutes of the Council meeting held Tuesday 19 August 2025 be confirmed.

Moved: Cr Arthur Allen
Seconded: Cr Tom Crook

Spoke for the motion: Cr Tom Crook
Spoke against the motion: Nil
Closed the debate: Nil

CARRIED UNANIMOUSLY

For: Cr Arthur Allen, Cr Jodie Ashworth, Cr Sonia Buckley, Cr Tom Crook, Cr Barry Davis, Cr Joanne Eastman, Cr Bernie Farquhar, Cr Ian Trevaskis and Cr John White
Against: Nil
Abstained: Nil

1.5 Next Meeting

The next Council Meeting is an unscheduled meeting to be held on Tuesday 7 October 2025 at the Corporate Centre, 273 Main Street Bairnsdale commencing at 1.00 pm.

1.6 Requests for Leave of Absence

Nil

Procedural Note

At this point in proceedings, Mayor Cr John White acknowledged the following students who observed the meeting from the public gallery as part of their Rotary Junior Community Awards program:

- Hunter Jaensch Bairnsdale 754 Primary School;
- Evelyn Antonopoulos from St Mary's Primary School; and
- Riley Stephenson Swan Reach Primary School.

To acknowledge their participation in this community program, the Mayor presented the students each with a Council pin.

1.7 Condolences

Motion

That Council acknowledges the tragic loss of two dedicated members of Victoria Police, Senior Constable Vadim de Waart-Hottart and Leading Senior Constable Neal Thompson, who lost their lives in the line of duty on 26 August 2025.

Moved: ***Cr Bernie Farquhar***
Seconded: ***Cr Joanne Eastman***

Spoke for the motion: Cr Bernie Farquhar and Cr Joanne Eastman
Spoke against the motion: Nil
Closed the debate: Nil

CARRIED UNANIMOUSLY

For: Cr Arthur Allen, Cr Jodie Ashworth, Cr Sonia Buckley, Cr Tom Crook, Cr Barry Davis, Cr Joanne Eastman, Cr Bernie Farquhar, Cr Ian Trevaskis and Cr John White
Against: Nil
Abstained: Nil

1.8 Open Forum

1.8.1 Petitions

Nil

1.8.2 Questions of Council

1.8.2.1 Bairnsdale Airport

Mr Brenton Rule submitted the following questions which were read out on his behalf by Fiona Weigall Chief Executive Officer:

Question 1: *"With regard to my recent correspondence about the proposed massive expenditure on the Bairnsdale airport. What, if any, independent 'outside analysis' has been undertaken regarding the proposal / proposals and submissions by interested parties that are now before Council to ensure this project is actually needed*?*"*

Question 2: *"Has Council looked at other needs within the community eg: town centre (Mall) to see if this proposed money can be better spent for immediate benefit to all ratepayers?"*

Stuart McConnell General Manager Assets and Environment provided a response which is summarised below:

Response 1: The Bairnsdale Airport Master Plan was developed by specialist aviation consultants. Their work was informed by operational data, stakeholder engagement, and strategic assessment of aviation needs, including input from emergency service providers such as Department of Energy, Environment and Climate Action and Air Ambulance Victoria. The consultation process identified runway length, width, and low pavement strength as key constraints on emergency and essential service operations.

Currently, larger aircraft that exceed runway characteristics rely on pavement concessions, which are conditional approvals allowing them to operate on runways not designed for their weight or configuration. They place operational and maintenance risks on both the aircraft and the airport operator, and their continued use is not considered a sustainable long-term solution consistent with advisory circulars published by Civil Aviation Safety Authority.

Toll Aviation, which operates Air Ambulance Victoria services, has advised that the current runway is not suitable for larger aircraft and the continued use of concessions restricts their operations. Their submission supports the proposed upgrade to ensure safe and reliable access for newer aircraft types and to remove the need for annual concession approvals.

The correspondence attached to tonight's agenda item is consistent with input to the masterplan.

Response 2: Every year through the budget process, including capital budget development, Council considers its priorities in capital investment. This includes consideration of other projects.

The Bairnsdale Airport Runway Upgrade is intended to deliver benefits beyond the direct users of the airport. By supporting the best possible firefighting capability and medical patient transfer the project delivers benefits to a wide cross section of rate payers across East Gippsland.

I note that close to two-thirds of the project budget will be sourced from grants that are not available to reallocate to other projects.

1.8.2.2 Raymond Island Ferry

Ms Kathryn Foale submitted the following questions which were read out on her behalf by Fiona Weigall Chief Executive Officer:

Question 1: *"Why is the slipping of the Raymond Island ferry scheduled for spring summer and not during autumn winter? I asked this because business is in Paynesville, including my partners business Ferry Cafe, rely on the trade improving during spring summer and being at a time when people wish to be bringing their children on weekends and tourists wish to come and stay on weekends, this makes no sense!"*

Question 2: *"Why is the Raymond Island ferry often overstaffed? How is this monitored? And is it part of the official audit process? I'm concerned that the right payers are paying for extra staffing when it is not required."*

Stuart McConnell General Manager Assets and Environment provided a response which is summarised below:

Response 1: Over the past ten years, the ferry has been consistently slipped during Spring. This timing has proven to be practical and reliable. Spring typically offers more favourable weather conditions when compared to the winter months. These conditions are particularly important for tasks such as blasting and painting, and to minimise contractor disruption and delays due to weather.

Scheduling slipping in Spring ensures works are completed directly before the peak summer period, rather than delaying them until later in the season.

Response 2: The ferry staffing structure ensures that the vessel meets minimum safe manning requirements, which are determined by the vessel owner through a formal crewing evaluation process, as required by the Australian Maritime Safety Authority (AMSA). These requirements are documented and met within the ferry Safety Management System which is audited annually by AMSA.

Whilst it may appear at times that the ferry is overstaffed, staffing levels are carefully planned through a structured roster system that considers minimum safe manning requirements along with other obligations such as mandatory meal breaks, additional coverage during peak periods, and maintaining a two up policy wherever possible during high risk or high traffic periods.

1.8.2.3 Bairnsdale Outdoor Pool

Ms Genevieve Wilks submitted the following questions which were read out on her behalf by Fiona Weigall Chief Executive Officer:

Question 1: *"How does East Gippsland Shire Council weigh up these community infrastructure investments to decide what projects are worth investing in, above over other projects, for example is there a values matrix or policy that is used to guide these decisions?"*

Question 2: *"How does East Gippsland Shire Council ensure community is consulted on these decisions at a region scale level, rather than an ad hoc level? For example, community views about investing in the Yacht club could be informed and be different if it was understood that it was at the cost of no further investments in other projects."*

Stuart McConnell General Manager Assets and Environment provided a response which is summarised below:

Response 1: I will outline our approach to developing Council's capital program in a moment.

Firstly, though in relation to the Bairnsdale outdoor pool, Council resolved to not make any further significant investment in the pool some years ago and so it has not been considered further in the capital program development. Officers are bound to follow Council resolutions.

I would also note the advice previous provided by the General Place and Community was that the cost associated with renewal of the pool to enable it to continue to operation at the site was significantly greater than $500,000.

Each year a four-year rolling capital works program is developed and presented to Council for decision. This included the opportunity for public feedback through the budget process.

Projects are selected for inclusion based on:

- plans for renewal of existing assets that are reaching the end of their useful life; and
- strategic plans e.g. East Gippsland Sporting Facilities Plan.

The budget also needs to reflect the priorities of Council through the Council Plan.

A scoring process is used to help prioritise projects which includes consideration of alignment with strategic plans, readiness and other factors.

Where projects are reliant on grant funding there is also a need to consider what funding programs are available to support the project.

Response 2: Community is consulted at a range of points in the process. Community has the opportunity to have a say about Council's overall priorities through the Council Plan.

Each of the strategic plans I referred to above has a community and stakeholder engagement phase and adoption by Council. This might include Structure Plans (land use and towns), Sporting Facility Plans, Asset Plans, Foreshore Management Plans.

Each year the four-year capital program forms part of the budget and there is then the opportunity for community to have their say before Council considers and adopts the budget.

Community engagement is also embedded in the design of delivery projects also.

1.8.2.4 Bairnsdale Outdoor Pool

Ms Stephanie Buckland submitted the following questions which were read out on her behalf by Fiona Weigall Chief Executive Officer:

Question 1: *"The 2015 council decision did not explicitly consult the community on the decision/direction to close the Bairnsdale Outdoor Pool or cease infrastructure investment. What community consultation on the closure of the outdoor pool has occurred following the release of that strategy and prior to the relevant Council decision to cease investment in the outdoor pool, and in the years following?"*

Question 2: *"East Gippsland Shire Council meeting agendas, minutes and recordings from 2019 are freely available online. Can Council please release the agenda and minutes of the council meeting where the decision to stop investing in major upkeep of the Bairnsdale Outdoor Pool was made?"*

Chris Stephenson General Manager Place and Community took the questions on notice at the Council meeting, the responses have been provided to Ms Buckland and included below:

Response 1: While there was no engagement in the closure of the Outdoor Pool consultation in the creation of the strategy was extensive.

The consultation for the East Gippsland Aquatic Strategy 2015 engaged over 1,200 community members through surveys, interviews with 25 organisations and individuals, and regional workshops. Conducted in two phases (2011 and 2014), the process captured feedback from facility users, non-users, and key stakeholders including schools, health providers, and sporting clubs.

The community consultation for the Aquatic Strategy included extensive engagement in multiple phases, starting in 2011 and continuing with additional engagement and financial analysis in 2014. Input was gathered from residents, stakeholders, and facility users through surveys and targeted discussions.

Members and users primarily engaged in lap swimming, recreational swimming, and learn-to-swim programs. The main barriers to increased attendance were limited access during peak times and inadequate change room facilities, especially for people with disabilities. Improved facilities, redevelopment of pools, and enhanced programming and accessibility were identified as factors that would encourage more frequent use.

Non-users cited distance and transport limitations, lack of awareness of available services, and perceived lack of relevance or appeal as reasons for not attending. Better communication and promotion, more inclusive and targeted programs, and improved transport options were suggested as ways to encourage their use of the facilities.

The consultation highlighted that children aged 0–9 and adults aged 50+ were priority age groups for aquatic services. These groups made up 57.4% of the population in 2011 and were projected to rise to 58.9% by 2013. The focus was on learn-to-swim and water familiarisation for children and rehabilitation and warm water exercise for older adults.

The strategic community themes included strong support for the redevelopment of existing facilities rather than building new ones. There was an emphasis on transport strategy, concessional pricing, and community communication. The consultation also recognised the geographic challenges in East Gippsland and the need for inclusive, accessible aquatic services.

Response 2: A copy of the minutes from the Council meetings held 1 September 2015 and the agenda and minutes from the Council meeting held 2 February 2026 have been provided to Ms Buckland and attached to these minutes.

1.8.2.5 Bairnsdale Outdoor Pool

Ms Sophie Brown submitted the following questions which were read out on her behalf by Fiona Weigall Chief Executive Officer:

Question 1: *"The Bairnsdale Outdoor Pool Action Group has been established and will shortly be incorporated. As a group, we would like to work with council on implementing the East Gippsland Shire Council motion to undertake the independent OHS safety assessment on the Bairnsdale Outdoor Pool, and seek quotes for work needing to be done to open Bairnsdale Outdoor Pool for upcoming 2025-26 summer seasons, Where is East Gippsland Shire Council up to in implementing the motion relating to the outdoor pool passed last council meeting, including how council will ensure independence in the procurement, and undertaking, of the safety/risk assessment and what is the current indicative timeline for obtaining quotes?"*

Question 2: *"The outdoor pool requires emergency funding now to remain open to allow more than 3000 school children to have swim carnivals as well as community access to the pool. Can East Gippsland Shire Council prioritise including the outdoor pool, like the Bairnsdale Aquatic and Recreation Centre and Lakes Aquadome and Recreation Centre, in annual budgeted upgrades to return the facility to a safe, operational place?"*

Chris Stephenson General Manager Place and Community provided a response which is summarised below:

Response 1: Following last Council meeting the project scope is drafted, and Officers will soon be obtaining quotes from independent contractors to complete the work. This will be via a request for quote process.

Timelines will be established once feedback is received from contractors on their availability.

While we thank the Bairnsdale Outdoor Pool Action Group for your offer to work with Council on this project, this element of the project will be procured and managed by Council Officers, in line with their position requirements and responsibilities.

Officers will work within Council procurement guidelines and present all reports to councillors at completion for their consideration.

Response 2: This will be a budget decision for Council once any costs are better understood.

We are working with schools to ensure appropriate arrangements are in place in the interim.

1.8.2.6 Bairnsdale Outdoor Pool

Ms Anne Daffy asked the following questions:

Question 1: *"Can you please provide the details of the March 2024 assessment with particular reference to the areas that are going well and those that are hindering endorsement?"*

Question 2: *"Can you please explain what steps have been taken since March 2024 to address the areas that are hindering the endorsement of the Bairnsdale Outdoor Pool?"*

Chris Stephenson General Manager Place and Community took the questions on notice at the Council meeting, the responses have been provided to Ms Daffy and included below:

Response 1: The Public Pool Safety Assessment for the Bairnsdale Outdoor Pool (BOP) is conducted every three years. The next assessment is in 2027. Each section of the assessment process has two scores, compliance and safety.

Endorsement levels are based on these scores:

- Bronze: 80%+ compliance and safety score;
- Silver: 90%+ compliance and safety score; and
- Gold: 100% compliance and 95% safety score.

The assessment focuses on Life Saving Victoria (LSV) staff observations, our policies, procedures, and other facility administration. For example, Section 7 – Plant and Chemical Areas, addresses signage, storage, labelling, available documents (eg Safety Data Sheet, chemical registers, manifests), Personal Protective Equipment, and emergency measures. However, it does not cover major concerns like air quality, leak detection, plant accessibility, and equipment deterioration.

Here are the scores for each section:

- Work Health and Safety: 23.96% compliance, 39.06% safety
- Emergency Planning: 10.16% compliance, 4.18% safety
- Qualifications and Training: 18.18% compliance, 16.67% safety
- Aquatic Programs: Not applicable
- Supervision: 54.46% compliance, 56.75% safety
- First Aid: 37.74% compliance, 50.93% safety
- Plant and Chemical Areas: 45.63% compliance, 48.82% safety
- Changing Facilities: 75% compliance, 85.71% safety
- Lap and Lane Pools: 85.71% compliance, 80.33% safety
- Leisure Pools – Toddler Pool: 80% compliance, 74.17% safety
- Overall Score: 44.88% compliance, 50.77% safety

The main issues affecting the scores are outdated local documents and the frequency of staff rescue training at the outdoor pool. Training is conducted year-round at the Bairnsdale Aquatic and Recreation Centre, but the BOP is not up to standard for off-season training.

It's important to note that assessments have limitations. Completing an assessment or receiving an endorsement does not make a facility inherently safe from aquatic risks. Instead, assessments show that risk management principles have been applied, and systems developed, which, if maintained will contribute to safe facility operation.

Response 2: Since the 2024 assessment, several local documents have been developed to improve the site's overall score for the next assessment. Measures have been implemented to ensure standards are met annually. Priority areas were identified and addressed immediately, with some quick wins and others requiring more time to develop practical documentation for staff use.

A strong focus has been placed on 'Emergency Planning,' which had the lowest score due to missing or outdated documents. We have worked closely with the council health and safety team to update chemical registers, storage, and emergency plans. In 'Qualifications and Training,' we engaged LSV to address attendance issues, allowing us to offer more training sessions per year with highly skilled instructors. We also developed a training calendar and structured agendas to cover key competencies as per LSV requirements.

In the 'Work Health and Safety' section, we achieved quick wins by providing access to Guidelines for Safe Pools Operations, developing a water quality risk management plan for all recreation sites, and making microbiological testing results available at all sites.

1.8.2.7 Bairnsdale Outdoor Pool

Ms Andrea Savage asked the following questions:

Question 1: *“Will the East Gippsland Shire Council engage contractors who can provide a report and quotations of works required that allows the pool to be reopened in the quickest time frame, whilst the new Aquatic strategy is formulating? This is to be clear-several quotes as is transparent practise.?*

Question 2: *“Will these reports and quotes be accessible to Community?”*

Chris Stephenson General Manager Place and Community provided a response which is summarised below:

Response 1: Yes, Council will engage a third-party contractor to prepare a report.

Once this information is obtained it will be presented to Council for consideration.

This will be in line with the motion passed by Council last Council meeting, and any procurement will be in line with Council policy.

Response 2: We will be open with the community regarding the findings of the reports after briefing Council. However, we wouldn’t release any commercial in confidence information.

1.8.2.8 Bairnsdale Outdoor Pool

Ms Anne Cross asked the following questions:

Question 1: *"What was councils plan for these schools and other swimming groups usage over the summer if the outdoor pool closed?"*

Question 2: *"What was Council's strategy to address the overuse of the indoor pool once you closed the outdoor pool?"*

Chris Stephenson General Manager Place and Community provided a response which is summarised below:

Response 1: There was no clear plan identified in the 2015 East Gippsland Aquatic Strategy for relocating School swimming carnivals, once the pool was closed.

Given the time frame between that piece of consultation and now, we would expect any plan at the time would be revisited once a closure was confirmed.

Officers are currently in consultation with schools to support School Carnivals moving to other venues and remaining accessible for students. My understanding is that initial discussions have been well received, but more consultation is required.

There were no other formal swimming groups outside of schools actively using the facility last season. However, we will continue discussion with the likes of water dragons to support the club and local athletes with access to facilities as best we can.

Response 2: There was no Strategy for addressing over usage at the Bairnsdale Aquatic and Recreation Centre once the pool was closed.

Currently the indoor facility is having record attendances. They far exceed 2015 levels and while in some peak periods the pool hall has high usage, we are still a way off the facility being classed as being overused.

Officers continually review and adjust programming to manage lane space to get the best and most efficient use of the facility.

We also have a range of operational measures in place to manage the pool hall if attendance reaches capacity to avoid closure or significant impact to patrons.

Given the attendance witnessed at the outdoor pool, we are confident overuse won't be an issue at the indoor facility, while the outdoor facility is closed.

1.8.3 Public Submissions

1.8.3.1 Raymond Island Ferry Pass Review

Mr William Monfries addressed Council on the Raymond Island Ferry Pass Review and spoke at item 5.1.1.

1.9 Items for Noting

In accordance with section 54(5)(b) of the *Local Government Act 2020*, a copy of the Audit and Risk Committee Biannual Report is to be tabled and subsequently recorded in the minutes of the meeting.

Attachments

1. Audit and Risk Committee Biannual Report - January to June 2025 [**1.9.1.1** - 6 pages]

2 Notices of Motion

Nil

3 Deferred Business

Nil

4 Councillor Delegate Reports

4.1 Cr Arthur Allen

26/08/25 - I attended a special meeting of the Rail Freight Alliance to formally adopt the Rules of an Incorporated Association. Previously the Alliance had relied on host Councils to provide accounting services etc, this enables the Alliance to be self-sufficient in administration, etc.

05/09/25 - Marina Committee members and Officers toured the shires facilities at Paynesville, Metung and Chainman's Creek. Thank you to the Council Enterprise's team for an informative firsthand look at the Marina's and some of the issues and opportunities.

10/09/25 - I joined most other Councillors at a number of venues in Paynesville, starting with a forum for community groups at the Cruiser Club, an inspection of the Yacht Club, the Breeze way at the Community Hub and the squatters row project.

4.2 Cr Tom Crook

2025 Gippsland New Energy Conference - Traralgon, 9 - 11 September 2025

1. Summary

The 2025 Gippsland New Energy Conference, with over 700 attendees, solidified its status as Australia's premier renewable energy event. The theme, "Powering Progress: From Blueprint to Reality", was reflected in a palpable shift from theoretical planning to the practical challenges of implementation. The conference underscored that this transition represents the most significant generational change in the energy industry for our region in a century.

Key themes included the critical importance of community benefit sharing, coexistence with existing industries, like fishing, the urgent need for workforce and maritime skills development, and the active, partnership-based role of Traditional Owners. This report synthesises these insights from a local government perspective, highlighting both the immense opportunities and the significant pressures on council resources.

2. Detailed Session Notes and Analysis

- Mayoral welcome by Dale Harriman, Latrobe City Council

Cr. Harriman powerfully framed New Energy as the biggest change, challenge, and opportunity for our region since the establishment of the old energy industry over 100 years ago. He positioned Latrobe City Council as actively embracing this generational change as part of the global transition.

- Powering Country- Troy McDonald, Gunaikurnai Land and Waters Aboriginal Corporation Chair

Troy McDonald spoke to the eagerness of Traditional Owners to engage as partners in the new energy economy. He was determined to ensure benefits flow directly to local communities. Notably, he stated that many project proponents are already in discussions with Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC) regarding ambitions for land and sea country, signalling that these partnerships are now a prerequisite for development.

- Professor Ross Garnaut: Super-Power Institute

Professor Garnaut provided a critical macroeconomic perspective. Key takeaways:

  - Competitive Advantage: Australia has a unique renewables advantage. For example, the worst place for solar in Australia (Tasmania's west coast) is better than the best location in Germany.

  - Value-Adding is Key: Unlike fossil fuels, renewable energy is hard to transport. Therefore, we must use our cheap renewables to make things (e.g., green steel, hydrogen) and export value-added products, not just raw energy.

  - Global Pressure: A European Union’s embodied carbon tax on imports begins next year. China has a carbon price and subsidies for green steel. This makes Australia's transition an economic imperative, not just an environmental one.

  - Gippsland's Strength: Our existing workforce, skills, and infrastructure from the old energy sector are a compatible advantage, and our world-class offshore wind resource is a core asset.

- **What can coexistence of offshore wind and commercial fishing look like**

Chris Stephenson General Manager Place and Community, East Gippsland Shire Council

This session highlighted the vital need to ensure existing industries like fishing can co-exist with offshore wind. Chris Stephenson emphasised his council’s dual commitment to both the energy transition and the sustained viability of the fishing industry. This is a key issue we must navigate.

- Port to Project: Unlocking Maritime Infrastructure for Offshore Wind

Discussions confirmed the use of existing ports like Barry Beach. A critical insight came from the Maritime Union of Australia’s Tomas Mayo, who highlighted a severe skills shortage in seafarers and the need for a sovereign fleet. South Gippsland Shire spoke of potential growth but also significant uncertainty, with funding for councils to manage impacts being a primary issue.

- Navigating the Transition – Policy, Progress and the Path Ahead

This session framed the transition as a historic shift from a colonial fossil fuel past. A key quote from the Grattan Institute: 'Electricity is energy but not all energy is electricity'. We are building an electricity system almost twice as big as the current one. The challenge is immense – e.g., needing 200 households per day to switch off gas, while 500 per day already are! Big focus on benefits and gains, not costs and pain. A policy on community benefits, based on tiers, was discussed, with Moyne Shire's example of directing funds towards family violence prevention presented as a best-practice model.

- Wellington Shire Council Mayor:

Emphasised the scale of planning required, likely needing 7-10 Planning Scheme Amendments (PSAs) and two years of work for new rezones. The Victorian Government presented on the Gippsland Renewable Energy Zones (REZ), noting it covers 7% of Victoria's land area but only a portion will be developed. Formalisation of the REZ is still pending. The offshore wind timeline aims for first power by 2030.

- Enabling the transition: Regional roots with national reach / Powering Victoria with Purpose:

Australian Energy Market Operator's (AEMO) Integrated System Plan confirms a doubling of electricity demand by 2050. The State Electricity Commission (SEC) was highlighted as a 'profit for purpose' entity with a mandate to accelerate the transition. Key projects include the Melbourne Renewable Energy Hub battery and the 880MW renewables energy park. Notably, the SEC will become a retailer again and has already signed TAFE Gippsland and many other state entities to 100% renewable power. The SEC Morwell hub is about to open.

- Government Coordination and Regulation of Offshore Wind

A critical session for councils. A representative highlighted that the Environmental Effects Statement process for a single project is a significant burden on shire resources, with 15+ such processes to come. This is an unsustainable pressure that must be addressed by state and federal governments. Wellington Shire's presentation was noted to have totally neglected East Gippsland. The issue of "Payment in lieu of rates" for offshore infrastructure was also raised, a crucial future revenue stream that requires resolution to enhance local government financial sustainability.

- Powering Country: GLaWAC's Vision for Energy

This reinforced Troy McDonald's message with a powerful mandate: The new energy transition must not repeat the mistakes of the past. The aim is for a strong and healthy mob and country—an energy future that heals country and people.

- Commonwealth support of the offshore wind industry

It was announced that the Commonwealth has granted $4.6 million to South Gippsland and Wellington Shires to deliver a Wind Development Infrastructure Plan under the Regional Precincts and Partnerships Program.

- OFFSHORE Wind Councillor Session:

This closed session revealed the scale: 12 licences have been issued with over 35 applications submitted. Key points:
  - A committee for licence holders exists
  - Workforce development is a major focus, with GLaWAC engaging directly with industry.
  - TAFE Gippsland's Clean Energy Centre will provide essential training (Electric Vehicle service, wind technicians).

$5 billion is forecast to be spent on OSW in the next two years.

VicGrid announced that non-disclosure agreements will be banned to ensure transparent, neighbour-to-neighbour communication and "remove the own goals". Open questions remain on workforce coordination for the maritime sector and the role of organisations like South East Australia Maritime Education Centre (SEAMAC).

3. Key Themes and Implications for Gippsland

1. Community and First Nations Partnership is Non-Negotiable: Projects must deliver tangible, shared benefits. GLaWAC is a central partner, not a stakeholder. We must develop sophisticated models for community investment, akin to Moyne Shire's approach.

2. Pressure on Council Resources is Critical: The financial and staffing burden of planning and assessment is immense and requires urgent state and federal support and funding models.

3. Workforce and Skills is the Immediate Bottleneck: The shortage of maritime skills and trades is severe. We must aggressively partner with TAFE Gippsland's Clean Energy Centre and the SEC Morwell Hub to ensure our residents are first in line for this training, such as at SEAMEC in Lake Entrance to realise these jobs.

4. Coexistence is Essential: We must actively plan for the coexistence of new and existing industries (fishing) to avoid community division and ensure a just transition.

4. Recommendations for Council

1. Advocate for Resources: Immediately lobby the State and Federal governments for dedicated funding to cover the significant training and resource costs associated with projects.

2. Champion a Community Benefit Framework: Lead the development of a regional framework for community benefit sharing from new energy projects, based on tiers and aligned with our Council Plan priorities.

3. Establish a Clean Energy Skills Taskforce: Partner with TAFE Gippsland, the SEC, and industry to audit local workforce capability, identify gaps, and create clear pathways for local people to access training and jobs, particularly in the maritime sector.

4. Strengthen Engagement with GLaWAC: Proactively meet with GLaWAC leadership to understand their partnership principles and ensure Council’s approach to development is aligned with their vision for healing country.

5. Conclusion

This conference confirmed that the new energy era is here. The opportunities for investment, jobs, and community renewal are real and substantial. However, the challenges of managing this transition fairly and sustainably are equally real. Our role as a council is to ensure our community is not just a passive host but an active, primary beneficiary of this generational change. We must be strategic, proactive, and united in our approach. I am happy to discuss this report further in detail.

4.3 Cr Joanne Eastman

It's been a busy couple of months. A highlight was the open day to celebrate the 130th anniversary of the Bullumwaal Mechanics Hall. Organisers did a fantastic job with displays showing the history of the Hall and its importance to residents now. It is worth a trip to the Hall just to see their amazing 1897 Stage Curtain whose paintings depict the main businesses in Bullumwaal at the time. The Curtain is one of only a few remaining in Australia and has been beautifully restored thanks to the work of the Hall Committee, the East Gippsland Historical Society and a grant from Department of Energy, Environment and Climate Action. The Open Day was a reminder of the rich, but often little known or hidden, history of East Gippsland, and the importance of supporting our communities in preserving their community hubs.

The Caring for Community Roundtable in Paynesville brought together many community groups whose volunteer work does so much to improve the lives of people in need. The purpose of the event was to identify the level of need in the Paynesville, Raymond Island, Newlands Arm and Eagle Point communities, the work each group is doing, identify the gaps and work towards finding ways to improve collaboration between groups to increase their reach. I was absolutely astounded by the number of groups and the work they do to help out those who are (temporarily or permanently) less fortunate. It is deeply concerning that the need has increased so much over the past few years and that so many people are struggling to just get by due to housing shortages, high rent prices, job insecurity, the cost of living and mental health issues.

Councillor Ashworth, the Chief Executive Officer and I attended the Regions Rising Conference at Churchill which considered housing difficulties across the Region and the State and some of the approaches being taken to address those – including fast tracking planning approvals and the increasing use of offsite construction.

4.4 Cr John White

20/08/25 – Agriculture Sector Advisory Committee Meeting
20/08/25 – Gippsland Jobs and Careers Expo 2025
21/08/25 – Meeting with Beverley McArthur MP Shadow Local Government Minister
25/08/25 – Audit and Risk Committee Meeting
27/08/25 – Gippsland Agricultural Group Inc Annual General Meeting and Think Tank
29/08/25 – Victorian Local Government Grants Commission – Statewide Information Session
29/08/25 – 2025 Latrobe Health Services Gippsland Business Awards
01/09/25 – Chief Executive Officer Employment and Remuneration Committee Meeting
04/09/25 – Economic Development Advisory Committee – Thank you Dinner
06/09/25 – Swifts Creek Recreation Reserve Official Opening
06/09/25 – 60th Anniversary East Gippsland Hockey Association
11/09/25 – Caring for People Roundtable event
11/09/25 – Site Visit – Paynesville
12/09/25 – Atomic East Gippsland Bream Classic – Mallacoota
13/09/25 – East Gippsland Football Netball League Grand Final Luncheon
14/09/25 – Joyride Rookie Cup 2025 – Round 1

5 Officer Reports

5.1 Assets and Environment

5.1.1 Raymond Island Ferry Pass Review

Authorised by General Manager Assets and Environment

Conflict of Interest

Cr Jodie Ashworth, having declared a conflict of interest in relation to item 5.1.1, left the meeting at 6.41 pm and was absent during the discussion on this item.

Public Submission

Mr William Monfries

Motion

That Council:

1. ***notes the challenges presented by the current portable pass system for Raymond Island residents and the feedback received from selected stakeholders and representatives of Raymond Island residents;***

2. ***adopts a preferred resident pass system based on:***
   a. ***revocation of the current portable pass system;***
   b. ***issue annually two free fixed "sticker" passes to the owners of developed land on Raymond Island; and***
   c. ***issue one free fixed "sticker" pass to the lessee of a rental property on production of suitable evidence that they are renting a residential premises on Raymond Island (note that short-stay rentals are not eligible for a free pass);***

3. ***implements the new resident pass system for the 2026/27 year following further consultation with the residents of Raymond Island and other stakeholders and inclusion of any relevant refinements following consultation;***

4. ***issues a second pass (at no cost) to the owners of developed land on Raymond Island as an interim measure until the implementation of the new pass system in the 2026/27 financial year;***

5. ***issues one pass (at no cost) to the lessee of a rental property (on production of suitable evidence that they are renting a residential premises on Raymond Island, not including short-stay rental) as an interim measure until the implementation of the new pass system in the 2026/27 financial year;***

6. ***notes that officers will provide further advice to the Raymond Island community within the next two weeks about how and when the additional passes will be distributed;***

7. ***notes other elements of the Raymond Island Ferry Fees will remain unchanged from those adopted in the 2025/26 East Gippsland Shire Council budget;***

8. ***notes that where a person has purchased an annual pass for 2025/26 and no longer requires the pass due to any changes outlined in Recommendation 4 or 5 then a pro-rata refund will be offered;***

9. ***notes that officers will continue to investigate cost effective options to implement a walk-on fee for non-residents of Raymond Island and consult with relevant stakeholders with the intention to implement a walk on fee for non-residents of Raymond Island for 2026/27;***

10. ***determines that emergency services and not-for-profit entities providing regular services on Raymond Island are exempt from paying a fee to access the Raymond Island ferry; and***

11. ***notes that officers will continue to investigate more contemporary ways of managing access to the Raymond Island Ferry service.***

Moved: ***Cr Tom Crook***
Seconded: ***Cr Bernie Farquhar***

Spoke for the motion: Cr Tom Crook and Cr Bernie Farquhar
Spoke against the motion: Cr Sonia Buckley
Closed the debate: Cr Tom Crook

CARRIED

For: Cr Arthur Allen, Cr Tom Crook, Cr Barry Davis, Cr Joanne Eastman, Cr Bernie Farquhar and Cr John White
Against: Cr Sonia Buckley
Abstained: Cr Ian Trevaskis

Procedural Note

In accordance with section 61(5)(e) of the *Local Government Act 2020*, a Councillor who is present at a meeting and abstains from voting is to be counted as a vote against the motion.

Attendance

Cr Jodie Ashworth returned to the Council Chamber at 7.07 pm.

5.1.2 Bairnsdale Airport Runway Upgrade

Authorised by General Manager Assets and Environment

Conflict of Interest

Cr Barry Davis, having declared a conflict of interest in relation to item 5.1.2, left the meeting at 7.08 pm and was absent during the discussion on this item.

Motion

That Council:

1. ***endorses the proposed lengthening, strengthening and widening of the Bairnsdale airport runway as outlined in this report to future proof the airport for use by emergency services and support community health, wellbeing and safety; and***

2. ***notes that a revised masterplan will be developed for Council approval prior to further development of the Bairnsdale airport (except for renewal of Taxiway C).***

Moved: ***Cr Bernie Farquhar***
Seconded: ***Cr Sonia Buckley***

Spoke for the motion: Cr Sonia Buckley and Cr Bernie Farquhar
Spoke against the motion: Cr Joanne Eastman
Closed the debate: Cr Bernie Farquhar

CARRIED

For: Cr Arthur Allen, Cr Jodie Ashworth, Cr Sonia Buckley, Cr Tom Crook, Cr Bernie Farquhar, Cr Ian Trevaskis and Cr John White
Against: Cr Joanne Eastman
Abstained: Nil

Attendance

Cr Barry Davis returned to the Council Chamber at 7.38 pm.

5.1.3 Renewal East Gippsland Road Management Plan

Authorised by General Manager Assets and Environment

Motion

That Council adopt the draft Road Management Plan 2025 as presented at Attachment 1.

Moved: Cr Ian Trevaskis
Seconded: Cr Tom Crook

Spoke for the motion: Cr Sonia Buckley, Cr Tom Crook, Cr Ian Trevaskis
Spoke against the motion: Nil
Closed the debate: Nil

CARRIED UNANIMOUSLY

For: Cr Arthur Allen, Cr Jodie Ashworth, Cr Sonia Buckley, Cr Tom Crook, Cr Barry Davis, Cr Joanne Eastman, Cr Bernie Farquhar, Cr Ian Trevaskis and Cr John White
Against: Nil
Abstained: Nil

5.2 Business Excellence

5.2.1 Councillor Support and Expenses Policy

Authorised by General Manager Business Excellence

Motion

That Council:

1. ***adopts the draft Councillor Support and Expenses Policy as provided at Attachment 1; and***

2. ***notes that further benchmarking be undertaken, with information to be presented to Council within six months outlining options to recognise and potentially enhance support for remote councillors, in acknowledgement of the additional costs and time commitments associated with participating in Council activities from remote locations.***

Moved: ***Cr Bernie Farquhar***
Seconded: ***Cr Arthur Allen***

Spoke for the motion: Cr Bernie Farquhar
Spoke against the motion: Cr Sonia Buckley
Closed the debate: Nil

CARRIED

For: Cr Arthur Allen, Cr Jodie Ashworth, Cr Tom Crook, Cr Barry Davis, Cr Joanne Eastman, Cr Bernie Farquhar, Cr Ian Trevaskis and Cr John White
Against: Cr Sonia Buckley
Abstained: Nil

5.2.2 Summary of Councillor Briefing Sessions

Authorised by General Manager Business Excellence

Motion

That Council receives and notes this report and all attachments pertaining to this report.

Moved: Cr Sonia Buckley
Seconded: Cr Tom Crook

Spoke for the motion: Cr Sonia Buckley and Cr Tom Crook
Spoke against the motion: Nil
Closed the debate: Nil

CARRIED UNANIMOUSLY

For: Cr Arthur Allen, Cr Jodie Ashworth, Cr Sonia Buckley, Cr Tom Crook, Cr Barry Davis, Cr Joanne Eastman, Cr Bernie Farquhar, Cr Ian Trevaskis and Cr John White
Against: Nil
Abstained: Nil

5.3 Place and Community

5.3.1 Annual Allocation Policy Review

Authorised by General Manager Place and Community

Motion

That Council adopts the draft Annual Allocation Policy as presented at Attachment 1.

Moved: Cr Arthur Allen
Seconded: Cr Bernie Farquhar

Spoke for the motion: Cr Arthur Allen and Cr Bernie Farquhar
Spoke against the motion: Nil
Closed the debate: Nil

CARRIED UNANIMOUSLY

For: Cr Arthur Allen, Cr Jodie Ashworth, Cr Sonia Buckley, Cr Tom Crook, Cr Barry Davis, Cr Joanne Eastman, Cr Bernie Farquhar, Cr Ian Trevaskis and Cr John White
Against: Nil
Abstained: Nil

5.3.2 Confirmed Agriculture Sector Advisory Committee Minutes and Unconfirmed Economic Development Advisory Committee Minutes

Authorised by General Manager Place and Community

Motion

That Council receives and notes the:

1. ***confirmed minutes from the Agriculture Sector Advisory Committee (ASAC) meeting held on 8 May 2025; and***

2. ***unconfirmed minutes from the Economic Development Advisory Committee (EDAC) meeting held on 29 May 2025.***

Moved: Cr Barry Davis
Seconded: Cr Ian Trevaskis

Spoke for the motion: Nil
Spoke against the motion: Nil
Closed the debate: Nil

CARRIED UNANIMOUSLY

For: Cr Arthur Allen, Cr Jodie Ashworth, Cr Sonia Buckley, Cr Tom Crook, Cr Barry Davis, Cr Joanne Eastman, Cr Bernie Farquhar, Cr Ian Trevaskis and Cr John White
Against: Nil
Abstained: Nil

6 Urgent Business

Procedural Note

Fiona Weigall Chief Executive Officer advised of urgent business matter that had arisen which related to confidential business and consequently was considered in the Closed Meeting. Therefore, the meeting was closed to the public to consider the urgent business as well as item 7.1 Personnel Matter.

Motion

That Council resolves to move into confidential business pursuant to section 66(2) of the Local Government Act 2020.

Moved: ***Cr Tom Crook***
Seconded: ***Cr Bernie Farquhar***

Spoke for the motion: Cr Tom Crook
Spoke against the motion: Nil
Closed the debate: Nil

CARRIED UNANIMOUSLY

For: Cr Arthur Allen, Cr Jodie Ashworth, Cr Sonia Buckley, Cr Tom Crook, Cr Barry Davis, Cr Joanne Eastman, Cr Bernie Farquhar, Cr Ian Trevaskis and Cr John White
Against: Nil
Abstained: Nil

The meeting was closed to the public at 8.13 pm

7 Confidential Business

6.1 Contract Matter

The information contained in this report is confidential under section 3(1) of the *Local Government Act* 2020 because it relates to: (g) Private Commercial Information, being information provided by a business, commercial or financial undertaking that—(ii) if released, would unreasonably expose the business, commercial or financial undertaking to disadvantage.

Pursuant to section 66(5)(b) of the *Local Government Act* 2020, if released, the information discussed or considered in relation to this agenda item may result in disadvantage to the businesses involved and confidentiality is necessary to protect the legitimate commercial interests of the parties.

7.1 Personnel Matter

The information contained in this report is confidential under section 3(1) of the *Local Government Act 2020* because it relates to: (f) Personal Information, being information which if released would result in the unreasonable disclosure of information about any person or their personal affairs.

Pursuant to section 66(5)(b) of the *Local Government Act 2020,* if released, the information discussed or considered in relation to this agenda item would unreasonably disclose personal information about the Chief Executive Officer, including performance expectations and employment-related matters.

8 Close of Meeting

Mayor Cr John White declared the Council Meeting closed at 8.33 pm.

Audit and Risk Committee

Biannual Report

January to June 2025

Introduction

East Gippsland Shire Council (Council) is required to establish an Audit and Risk Committee (the Committee) under section 53(1) of the *Local Government Act 2020* (the Act).

Additionally, section 54(1) of the Act requires councils to prepare and approve a Committee Charter (the Charter) which specifies the Committee's objectives, authority, composition, tenure, roles and responsibilities along with reporting, administrative and governance arrangements.

A periodic review of the Charter was undertaken by the Committee at its February meeting which resulted in only one change being recommended. The proposed change was presented to Council and the revised Charter was adopted 16 April 2025. The amendment is further explained later in this report.

Section 54(5)(a) of the Act also requires the Committee to prepare a biannual audit and risk report that describes its activities, findings and recommendations. A copy of this report must also be provided to the Chief Executive Officer (CEO) for tabling at the next practicable Council meeting.

This Report outlines the activities of the Committee for the reporting period (January to June 2025).

Membership

The Committee is comprised of seven members: four independent members (one of whom is Chair), the Mayor of the day and two Councillors appointed by Council. The current membership of the Committee, including any changes that occurred during the reporting period, is set out below:

Council Representatives

Mayor, Councillor John White
Councillor Jodie Ashworth
Councillor Joanne Eastman

Independent Members

Ms Celeste Gregory (2025 Chair)
Ms Claudia Goldsmith
Mr Jason Hellyer
Ms Susan Lloyd

Meetings and Attendance

In accordance with the Charter, an ordinary meeting is held once each quarter and a joint meeting with Councillors is held annually in September to discuss:

- Council's audited draft financial report and performance statement; and
- the Committee's self-assessed performance evaluation for the previous financial year.

As detailed in the Charter, a quorum will exist if four (4) or more Committee Members are present, and the number of external Independent Members present is equal to or greater than the number of Councillor members. Meetings during the reporting period complied with quorum requirements.

The Committee met two times during the reporting period:

Meeting Date	Type
26 February 2025	Ordinary Committee Meeting
26 May 2025	Ordinary Committee Meeting

In accordance with the Charter, Councillors who are not members of the Committee may attend meetings of the Committee as observers. Through the Chair, non-member Councillors may ask questions in relation to matters listed on the agenda but may not participate in discussion.

The Chief Executive Officer, General Manager Business Excellence, Manager Governance and Regulatory Services and Committee Secretariat will, when practicable and appropriate, attend all meetings of the Committee. Other members of Council staff may be invited to attend meetings to present reports.

Attendance during the reporting period is shown in Table 1.

Table 1

Member	Role	26 Feb	26 May
Celeste Gregory	Independent Chair	✓	✓
Claudia Goldsmith	Independent Member	✓	✓
Susan Lloyd	Independent Member	✓	✓
Jason Hellyer	Independent Member	✓	✓
Cr John White	Mayor	✓	✓
Cr Jodie Ashworth	Councillor Representative	✓	✓
Cr Joanne Eastman	Councillor Representative	✓	✓

Attendance Key ✓ = In Attendance ✕ = Apology ⃠ = Not Required

Internal Audit

A key responsibility of the Committee is to monitor Council's internal audit program. The internal audit function of Council is supported by the engagement of independent Internal Audit professionals to provide analysis and recommendations aimed at improving Council's governance, risk, and management controls.

A three-year Strategic Internal Audit Plan was endorsed by the Committee in May 2023 and approved by Council in August 2023. The Committee monitors the delivery of the plan at each meeting.

A representative from Crowe Australasia attended each Committee meeting to provide an update on the progress of the Internal Audit Plan and to present results for each audit undertaken.

Implementation of Audit Recommendations

In accordance with the Committee's Charter, the Committee is also responsible for monitoring progress on actions required to achieve rectification of any issues identified following an Internal Audit. At the meeting held on 26 May 2025, the Committee noted the following progress:

	Number of Actions							
Internal Audit Area	In Quarterly Report	Completed	On Schedule	Behind Schedule	Not Commenced	On Hold	Not Updated	Withdrawn
Payroll	1	1						
Child Safety Standards	2	1	1					
Governance	5	2	3					
Procurement Tendering	3	2	1					

External Audit

The Victorian Auditor General's Office (VAGO) appointed RSD Audit to complete external audits of East Gippsland Shire Council, as required by the *Audit Act 1994*. A representative of RSD Audit attends meetings as required.

The 2024/25 Interim Management Letter was presented to the Committee at its meeting of 26 May 2025.

Annual Work Program

The meeting agenda is driven by the Committee's Annual Work Program, which was formally endorsed at the meeting held 26 February 2025. The matters from the Annual Work Program considered by the Committee at each meeting are provided in **Table 2**.

Key Highlights

The key highlights for the Committee during the current reporting period were:

- An amendment was made to the Audit and Risk Committee Charter to vary the term of the Chair. From a Committee perspective this was supported unanimously. It resulted in the current chair being voted in, uncontested for a third term. This has resulted in continuity of the chair and expertise as a presiding member remaining in an ongoing position.
- The Committee received a comprehensive budget and strategic view of financial sustainability for the current fiscal year and ten years respectively. It is evident a large amount of time has been taken to review the financial sustainability for Council and ensure ratepayers are being considered in delivery of services whilst maintaining compliance.
- The Committee provided input into the audit plan and recommended audits which would provide a level of assurance the Committee would like to have visibility of within the scope of the Audit and Risk Committee Charter.

- Cyber security is forefront of Council and the work being undertaken is commendable to ensure the safeguarding of privacy information and ensure council can continue providing services with limited to no disruption.
- As a Committee it was noted the Chief Finance Officer will be going into retirement and we thanked Ms Liz Collins for her contribution and wished her well for the future.

The Committee received and considered reports/information on the following key areas of interest:

- A comprehensive risk framework was received with recommendations however with compliments of the work completed by Officers.
- An expansive amount of work has been undertaken in Occupational Health and Safety and it was noted by the Committee. An area the Committee are looking to see more information on is psychosocial risks as these become more heightened in a local government context.
- At the February meeting, the Committee received the Artificial Intelligence Policy along with the proposed approach. Although an organisational policy, it was pleasing to see the proactive approach to an ever developing and fast pace change to technology.

The Committee also received and considered a number of reports that are confidential in accordance with section 3 of the *Local Government Act 2020*. Accordingly, these have not been included in the above key highlights or areas of interest.

TABLE 2

Audit and Risk Committee Annual Work Program 2025	February		May	
Reports	**Planned**	**Actual**	**Planned**	**Actual**
Officer Reports				
Organisational Performance Quarterly Report	✓	✓	✓	✓
Quarterly Councillors' Expenses Report	✓	✓	✓	✓
Quarterly Strategic Risk Management Report (Inc Risk Register)	✓	✓	✓	✓
Biannual Occupational Health and Safety Report			✓	✓
Quarterly Major Insurance and Legal Claims Report	✓	✓	✓	✓
ICT and Cyber Security Update	✓	✓	✓	✓
Local Government Performance Reporting Framework Report - 6 Month Report			✓	✓
Asset Valuations			✓	✓
Audit Matters				
Internal Audit Plan Progress Update	✓	✓	✓	✓
Internal Audit Recommendations - Actions Update Report	✓	✓	✓	✓
Internal Audit Plan Delivery - Annual Review	✓	✓	✗	✓
External Auditor - Financial Year Audit Strategy	✓	✓		
External Auditor - Interim Management Letter			✓	✓
Committee Matters				
Actions Arising Update	✓	✓	✓	✓
Annual Report - Completed Actions Arising	✓	✓		
Annual Work Program - Adoption	✓	✓		
Biannual Activity Report	✓	✓		
Annual Work Program - Progress Report	✓	✓	✓	✓
Charter Review	✓	✓	✓	✗
Annual Performance Assessment			✓	✓
Emerging Issues				
Quarterly Emerging Issues Report	✓	✓	✓	✓
Strategic Focus Areas - Presentations				
Strategic Risk Management	✓	✓		
Unplanned Reports				
Auditor-General's Report on the Results of 2023-24 Audits: Local Government				✓
Financial Sustainability				✓
Draft Council Plan 2025-29 - Themes and Outcomes				✓
Municipal Monitors Report - Moonee Valley Council				✓
Internal Audit Report - Workforce Planning				✓

MINUTES
COUNCIL MEETING

TUESDAY 1 SEPTEMBER 2015

IN THE COUNCIL CHAMBER, CORPORATE CENTRE
1ST FLOOR, 273 MAIN STREET, BAIRNSDALE

COMMENCING AT 6.00 PM

Councillors	Peter Neal (Mayor), Ben Buckley, Richard Ellis, Marianne Pelz, Jeff McNeill, Mark Reeves, Jane Rowe and John Wilkin.
Officers	Gary Gaffney (Chief Executive Officer), Kate Nelson (Director Community and Strategic Development), Maryanne Bennett (Director Corporate), Paul Holton (Director Development), Chris Waites (Director Operations), Brigitte Dew (Cr Support Officer) and Colleen Smith (Executive Assistant to CEO).

NOTICE

Public meetings convened by East Gippsland Shire Council are recorded (sound and vision) and may be published.

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ITEM 1 PROCEDURAL

Attendance:

The Mayor acknowledged the presence of –

- Junior Rotary Awards students who were in attendance as part of their civic duties -
  - Jesse Blackwood – St Mary's Primary School
  - Phillip Pendergast – Lucknow Primary School
  - Elvis Moser – Bairnsdale 754 Primary School; and

- Dale Fisher, former Councillor of the East Gippsland Shire Council

1. PROCEDURAL

1.1. APOLOGIES

Cr Michael Freshwater

Cr Marianne Pelz/Cr Jane Rowe

THAT AN APOLOGY BE ACCEPTED FROM CR MICHAEL FRESHWATER FOR THE ORDINARY COUNCIL MEETING OF 1 SEPTEMBER 2015.

CARRIED UNANIMOUSLY 01/09/2015

1.2. DECLARATION OF CONFLICT OF INTEREST

Cr Richard Ellis advised of a conflict of interest with respect of item 5.1.1 "*East Gippsland Shire Grants Program Funding Round One 2015/2016"* as an indirect interest due to his membership of the Lakes Entrance Surf Life Saving Club.

Cr Richard Ellis advised of a conflict of interest with respect of item 5.2.1 "*Adoption of the Lake Tyers Beach Foreshore Management Plan and Associated Business Plan"* as an indirect interest due to his membership of the Lakes Entrance Surf Life Saving Club.

Cr Richard Ellis advised of a conflict of interest with respect of item 5.3.1 "*Regional and District Events Sponsorship (RADES) Round One 2015/2016 Assessment"* as an indirect interest due to his membership of the Lakes Entrance Surf Life Saving Club.

Cr Mark Reeves advised of a conflict of interest with respect of item 5.1.1 "*East Gippsland Shire Grants Program Funding Round One 2015/2016"* as an indirect interest due to his daughter being employed by one of the organisations which applied for a grant.

1.3. CONFIRMATION OF MINUTES

That the minutes of the Ordinary Council Meeting held on Tuesday 4 August, 2015 be confirmed.

Cr John Wilkin/Cr Marianne Pelz

THAT THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY 4 AUGUST 2015 BE CONFIRMED.

CARRIED UNANIMOUSLY 01/09/2015

1.4. NEXT MEETING

- **Special Meeting**

Tuesday 22 September, 2015 commencing in the Corporate Centre at 6.00 pm, to approve the Draft Annual Financial Statements 2014/15 in principle.

- **Ordinary Meeting**

Tuesday 6 October, 2015 commencing in the Corporate Centre at 6.00 pm.

1.5. REQUESTS FOR LEAVE OF ABSENCE

Nil

1.6. PUBLIC QUESTION TIME

1.6.1 Paynesville Motor Cruiser Club Lease

Mr Craig Solly submitted the following question:

1. **Mr Mayor,**

   Preface:

a) Council will be aware that Council's CEO sought a meeting with Senior DELWP officers and the Paynesville Motor Cruiser Club on 1 July to arrive at an agreement to allow the clubs continued occupancy of its clubrooms on Crown Land, AND,

b) *Council would also be aware that a senior DELWP lands officer told this meeting that, as the Crown Lands (Reserves) Act 1978 provided for the issue of a 21 year lease and that given council was the committee of management over the crown land occupied by the club, there was no reason for council to not provide a 21 year lease, AND,*

c) *Given that an agreement was reached between all parties at the meeting to grant the club a 21 year lease under the Lands (Reserves) Act 1978 and subsequently confirmed by DELWP during their visit to Paynesville on 6 July 2015,*

"Can the council please explain why this agreement has not been implemented by council as agreed by all parties?"

Gary Gaffney, Chief Executive Officer advised that he will take Item 2 on notice due to legalities.

In response to Item 1 –

1. I would like to say that those meetings did take place.
2. Council Officers were not present at the meeting in Paynesville on 6 July 2015.
3. Information was brought back to Council and following discussion with Council the information that I was requested to send back to the Paynesville Motor Cruiser Club was sent and a response has not yet been provided to Council formally. I received information back from the Paynesville Motor Cruiser Club in relation to Council's letter and a report will be presented at the next Council meeting with regard to this item.

1.7. RECORD OF ASSEMBLIES OF COUNCILLORS

1.7.1. ASSEMBLIES OF COUNCILLORS – AUGUST 2015

DEPARTMENT Corporate

AUTHORED BY Amanda Rigoni/Graeme Hill, Governance Officer

ENDORSED BY Maryanne Bennett, Director Corporate

DOCUMENT NO. 6439629

1 OBJECTIVE

This report provides Council with a formal record of assemblies of Councillors conducted during the period 24 July 2015 to 21 August 2015, and three previously unreported meetings from November 2014, June and early July 2015.

2 BACKGROUND

In accordance with the *Local Government Act 1989* (the Act) a written record is to be kept of every assembly of Councillors and the record must be reported to the next practical ordinary Council meeting and recorded in the minutes of that meeting.

An assembly of Councillors is defined as a meeting at which matters are considered that are intended or likely to be subject of a Council decision or the exercise of a delegated authority which is either of the following:

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

The Act specifies requirements to be observed by an assembly of Councillors including the type of information to be provided in the written record.

3 CURRENT ISSUES

In accordance with section 80A (2) of the Act, this report presents the record of assemblies of Councillors conducted for the period 24 July 2015 to 21 August 2015, together with three meetings conducted prior to the period which have not previously been reported.

Assembly of Councillor meetings:	**Meeting date:**
Councillors / Chief Executive Officer Discussion	28/07/15, 04/08/15, 11/08/15, 18/08/15
East Gippsland Shire Council meeting with Senator Ricky Muir, Senator for Victoria	10/11/14
East Gippsland Shire Council meeting with Senator Ricky Muir, Senator for Victoria	05/06/15

Assembly of Councillor meetings:	Meeting date:
East Gippsland Shire Council meeting with Melina Bath MLC, Member for Eastern Victoria	09/07/15
East Gippsland Shire Council Disability Advisory Committee	17/08/15
Planning Consultation Meeting - Planning Permit No 335/2012/PA – 717 Wy Yung-Calulu Road, Calulu – Use and development of a winery	18/08/15

A copy of the formal record for each of these assemblies is provided at **Appendix 1.**

4 APPENDICES

1. Assemblies of Councillors meeting records – August 2015.

RECOMMENDATION

That Council notes the record of assemblies of Councillors that occurred during the period 24 July 2015 to 21 August 2015, along with three meetings held previously in November 2014, June and July 2015, as provided at Appendix 1.

Cr Jeff McNeill/Cr Jane Rowe

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

1.8. PETITIONS

Nil

ITEM 2
COUNCILLORS' REPORTS

2. COUNCILLORS' REPORTS

2.1. CR JANE ROWE

Cr Rowe focussed her report on attendance at:

- 09/08/15 - Swifts Creek Motor Neurone Disease Fundraiser event.

2.2. CR JOHN WILKIN

Cr Wilkin focussed his report on developing a solution in regard to the consolidation of activities in Forest Park, Orbost.

2.3. CR MARK REEVES

Cr Reeves spoke to his written report, a copy of which is included in these minutes (at Folio 3056)

- 05/08/15 – Bruthen Men's Shed
- 12/08/15 - Inspiring Young Men Business Working Lunch
- 28/08/15 – Meals on Wheels with Cr Pelz
- 28/08/15 – Roadwhyz, Lakes Entrance Secondary College

2.4. CR JEFF MCNEILL

Cr McNeill spoke to his written report, a copy of which is included in these minutes (at Folio 3057)

2.5. CR RICHARD ELLIS

Cr Ellis spoke to his written report, a copy of which is included in these minutes (at Folio 3058).

2.6. CR BEN BUCKLEY

Cr Buckley focussed his report on attendance at:

- 07/08/15 – Omeo and Benambra Football match in the snow to support Motor Neurone Disease

2.7. CR MARIANNE PELZ

Cr Pelz focussed her report on attendance at:

- 28/08/15 – Meals on Wheels with Cr Reeves

2.8. CR PETER NEAL

Cr Neal spoke to his written report, a copy of which is included in these minutes (at Folio 3059).

COUNCILLOR WRITTEN REPORT

Cr Mark Reeves (refer Folio 3054)

Four events deserve to be shared this month. At either end of age spectrum, two were youth focused and the other two were with residents in the autumn of their lives.

At the Inspiring Young Men's' mentor day at Nicholson, 60 of our brightest young men with a glint in their eye from Lakes Entrance, Swifts Creek, Orbost and Bairnsdale schools gathered for what was a business working lunch. The difference was the 10 or so men, elders and mentors in our community, who gave pro-bono their time, wisdom, experience and friendship.

It was an honour to be able to be Master of Ceremonies again, as this was our second year and it was better attended and sharper in its focus than 2014. The Hon Tim Bull MP and Greg Noonan, reporter at East Gippsland Media were paired key-note speakers. Shane Boland, Education Provider and David Talko Nicholas of Gippsland Ports were the other paired key note speakers. They were excellent, focussed and engaging; their speeches elicited some great exploratory questions from our young men.

May I take this moment to acknowledge the excellent work being undertaken in the youth leadership space by our excellent shire officers? This is a challenge in a dispersed shire and the model of engagement has to be age and place appropriate.

Lakes Entrance CFA hosted Roadwhyz, an excellent and graphic, hands on presentation aimed at mid-teens. Roadwhyz, honestly, and in a confronting way showed the effects of poor choices in driving, serving and volunteer members of our emergency services shared so much wisdom. Let's hope and plead that our young people stay safe on our roads by making good, informed and safe decisions.

The other events of note include my invite to the Bruthen Men's Shed for a BBQ and general blokes chat and to deliver Meals on Wheels with Cr Pelz.

On reflection, the events caused moments of reflection for me: our shire services encompass a community dispersed and stretched both geographically and demographically. Either way, it is an honour to serve and assist. I hope by my contribution a difference has been effected.

COUNCILLOR WRITTEN REPORT

Cr Jeff McNeill (refer Folio 3054)

- 14/08/15 – Attended the 2015/2016 Gippsland Regional Marketing Plan Launch in Bairnsdale.
- 15/08/15 – Launched the Face Book page “Blossoming Kindness” distribution of bouquets of flowers throughout the community.
- 17/08/15 – Attended the Disability Advisory Committee Meeting.

COUNCILLOR WRITTEN REPORT

Cr Richard Ellis (refer Folio 3055)

Yet another month that has flown by quickly. I have maintained a busy schedule of meetings and advocacy on behalf of the East Gippsland Community, interacting with members and officers of, the other two tiers of government, leading business figures and others. Of interest I mention the following matters -

- Attended the Bairnsdale Youth and Crashendo Concert at the Bairnsdale Primary School, another fine concert!

- Attended seminars conducted at the annual Waste and Recycling Expo Melbourne.

- Attended the opening of the "Aquanation" swimming complex, constructed by our sister council, Maroondah City Council. The facility was indeed inspiring.

- Attended the launch of the East Gippsland Regional Marketing Plan Launch.

- Attended the opening of some quite challenging art exhibitions at the East Gippsland Art Gallery.

In concluding this report it would be remiss of me not to acknowledge the success of the Bairnsdale Motorplex Committee whose event in partnership with a motor sports promoter attracted over 2,000 spectators and around 130 competitors to a national level burnout challenge offering around $15,000 in prize money. I am told that accommodation in Bairnsdale and surrounds were fully booked in many cases and that local businesses were well patronised. Let's hope that the club can continue this success.

COUNCILLOR WRITTEN REPORT

Cr Peter Neal (refer Folio 3055)

My report starts on 5 August where I attended the Annual GippsStar Awards, it is such an encouraging evening with all of the young stars from all over Gippsland who are recognised for the work they, and usually the parents, do towards their chosen sports. Fourteen of our own Gippslanders were recognised on the night six of those were for either Open or Junior awards for the months of August, September, October and November. Stephanie Barnett was "Gippsland Champion" 2014/2015. Stephanie's chosen sport is tennis and she is now attending college in the United States.

Then on 7 August I represented Council at the Bendigo Bank Gippsland Business Awards Breakfast. Following on from this, I attended the awards presentation in Traralgon last Friday. The exciting part of the evening was that East Gippsland was represented in six different categories and had a very successful evening with Ella Bache winning the Retail Franchise 2015 Award and Eastern Beach Holiday Park winning the Accommodation 2015 Award. Other finalists included:

- Wuk Wuk Beef - Food and Wine Category;
- Athletes Foot Bairnsdale – Retail;
- Rachel's of Bairnsdale - New Business;
- Snowy River Newsagency and JR's Mower and Motorcycles – Retail; and
- East Gippsland Building Surveyors and Spinks Timber and Carpentry - Trade and Construction.

Congratulations also go to all of those businesses that took the time to put in applications. I do hope our own East Gippsland Business Award is as well represented.

It was good to attend the Motor Neurone Disease Football and Netball match at Omeo on 7 August to support this terrible debilitating disease.

On 11 August I attended along with other Councillors the launch of the Australia Day Awards.

On 10 August I officially launched the East Gippsland Small Business Festival Breakfast at the Sporting and Convention Centre.

I attended the Municipal Association of Victoria, Mayors and CEO Conference on 13 August. The following day I attended with other Councillors the new Maroondah Aquanation Pool Centre opening.

I attended the Republica Bairnsdale Open Day in Pearson Street where Rebecca Judd was introduced and spoke to a full audience about health and beauty.

On Tuesday 18 August I laid a wreath on behalf of Council at Cockatoo Rise Veterans Retreat in recognition of Long Tan Day.

On 19 August along with representatives from the Specialist School and Newlands Arm Residents and Ratepayers Association, I inspected the new picnic table that was a joint effort of all in attendance. In the evening it was a pleasure to attend the East Gippsland Schools Network Awards Night.

It was also a privilege to attend the South East Australian Transport Strategy, 20 year celebration dinner at Lardner Park on 20 August 2015.

On 24 August I was at the Department of Environment, Land, Water and Planning Swifts Creek Work Centre official opening.

The Gunaikurnai 'Whole of Country' Plan was released which was attended by most levels of Government including the CEO and myself on Thursday 27 August. Following this event together with the Hon Tim Bull MP, CEO and myself, we delivered Meals on Wheels to the elderly in Bairnsdale. This was to recognise the national day of Meals on Wheels which was Wednesday 26 August.

It was also a pleasure along with the CEO to attend the board meeting of Gunaikurnai Land and Waters Aboriginal Corporation on Friday 28 August.

On Saturday morning 29 August it was a pleasure to present awards for the Library Writing Competition at the Bairnsdale Library where the school children participated from right across the Shire.

Thank You.

ITEM 3 NOTICES OF MOTION AND/OR RESCISSION

3. NOTICES OF MOTION AND/OR RESCISSION

Nil

ITEM 4 DEFERRED BUSINESS

4. DEFERRED BUSINESS

Nil

ITEM 5 OFFICERS' REPORTS

5. OFFICERS' REPORTS

5.1. PEOPLE

Conflict of Interest:

Cr Richard Ellis and Cr Mark Reeves having declared a conflict of interest in Item 5.1.1 vacated the Chamber at 6.22 pm and were absent during discussion and voting on this item.

5.1.1. EAST GIPPSLAND SHIRE GRANTS PROGRAM FUNDING ROUND ONE 2015/2016

DEPARTMENT Community and Strategic Development

AUTHORED BY Ruth Fitzclarence, Community Support Planner

ENDORSED BY Kate Nelson, Director Community and Strategic Development

DOCUMENT NO. 6426607

In Attendance:
Fiona Weigall, Manager Strategic Planning

1 OBJECTIVE

This report seeks Council's adoption of recommendations for funding under the East Gippsland Shire Grants Program Funding Round One 2015/2016, as assessed by the Grants Program Assessment Panel. The report also recommends funding of two projects through the Council's Capital Discretionary Funding (CDF).

2 BACKGROUND

The objective of the East Gippsland Shire Grants Program is to provide local community-based groups the opportunity to access funding for a variety of needs. In essence, the program assists with funding projects that are often unable to obtain funding from other grant sources.

The community value-adding aspect of the program (funding on a 1:1 basis) means that Council achieves more for each dollar it expends than would be the case for projects carried out without these partnerships.

There are seven funding streams under the East Gippsland Shire Grants Program, they are as follows:

Community Projects

Funding up to $5,000 on a 1:1 basis to assist non-profit incorporated community groups/organisations within the Shire to purchase equipment, develop new programs or projects or further the development of community based activities.

Community Facilities

Funding up to $5,000 on a 1:1 basis to assist non-profit incorporated community groups/organisations within the Shire to develop or upgrade existing community sport and recreation facilities in order to support and maintain sport and recreation participation.

Community Festivals and Events

Funding on a 1:1 basis to support the development of local festivals and events in the East Gippsland Shire that celebrate cultural achievement, provide opportunity for community growth, local identity and a range of celebrations:

- Regional up to $5,000;
- District up to $2,000; and
- Local up to $500.

Environment and Sustainability

Funding up to $5,000 on a 1:1 basis to assist non-profit incorporated community groups/organisations within the Shire to develop and support projects and developments which focus on the environment and sustainability.

Arts Projects

Funding up to $5,000 on a 1:1 basis to assist and support small to medium based one off cultural development and arts initiatives for incorporated groups and auspice individuals.

Major Arts Projects

Funding is up to $10,000 on a 1:1 basis. Support is for arts and/or cultural projects that enhance community participation, creativity and well-being. Mediums include; film, visual arts, writing, music, performance and other art forms for both incorporated groups and auspice individuals.

Heritage Projects

Funding is up to $10,000 on a 1:1 basis for heritage places, structures, objects or projects.

Use of new Application and Assessment Tool

Round One 2015/2016 saw the East Gippsland Shire Grants program transition fully to an on-line grants management system using *Smartygrants* software.

The grant officers attended Smartygrants training sessions and have created the new online grant administration forms.

A series of grant support workshops were held in Buchan, Bonang, Mallacoota and Omeo. The workshops were conducted to assist community members with the transition to the online application system and also to assist with writing a grant application.

3 CURRENT STATUS AND/OR ISSUES

The first funding round for 2015/2016 attracted 52 applications requesting $196,866 (refer Table 1 for a category breakdown). All submissions received are summarised in **Attachment 1.**

Table 1 – Funding Applications Lodged for the East Gippsland Shire Grants Program Funding Round One 2015/2016

Funding Stream	Funding Requested	No. of Applicants
Community Projects	$19,553.00	6
Facilities	$70,493.20	19
Festivals and Events	$47,770.00	11
Environment Sustainability	$20,000.60	6
Arts Projects	$25,300.00	6
Major Art Projects	$6,000.00	1
Heritage Projects	$7,750.00	3
TOTAL	**$196,866.80**	**52**

The Grants Program Assessment Panel considered each of the 52 applications based on the East Gippsland Shire Grants Guidelines and Eligibility Criteria (refer to **Attachment 2** of this report).

The Council Grants Program Assessment Panel is a cross-functional group comprised of officers from a range of disciplines across the organisation linked to the Grant Streams. The purpose of the assessment panel is:

- to review, assess and provide objective, independent recommendations to Council in relation to funding for grants; and
- to ensure that guidelines and assessment criteria have been applied consistently and equitably for all applications.

The Grants Program Assessment Panel's recommendations for funding allocations are detailed at **Appendix 1**. A breakdown of allocations proposed by funding stream is provided at Table 2. Table 3 also identifies projects more appropriately funded through the Capital Discretionary Fund as an alternative funding source.

Table 2 – Funding Recommended for the East Gippsland Shire Grants Program Funding Round One 2015/2016

Funding Stream	Funding Recommended	No. Recommended
Community Projects	$5,410.95	2
Facilities	$32,900.00	9
Festivals and Events	$7,570.00	3
Environment Sustainability	$8,000.60	3
Arts Projects	$19,120.00	6
Major Arts Projects	$6,000.00	1
Heritage Projects	$2,750.00	2
TOTAL	**$81,751.55**	**26**

Table 3 – Funding Recommended for the East Gippsland Shire Capital Discretionary Funds 2015/2016

Project title and applicant	Funding Recommended	No. Recommended
Lakes Entrance Childcare Centre- Kitchen Renovation- Gippsland Lakes Community Health	$5,000.00	1
Hall Security- Picnic Point Hall Committee of Management	$5,633.53	1
TOTAL	**$10,633.53**	**2**

Community groups or organisations who lodged applications that were either unsuccessful or ineligible will be referred, wherever possible, to other potential sources of funding.

Round Two 2015/16:

The opening and closing dates for Funding Round Two 2015/2016 will be brought forward to earlier in the year to reflect feedback received from community members about the difficulty of submitting applications over the busy summer period.

The amended dates will mean that the funding round will open in mid-September and close in late October 2015. The change of dates will allow community groups to apply for funding for events or projects that occur over the new year period. The new dates will be advertised by direct email to community groups, local newspapers, radio and via the East Gippsland Shire website.

4 IMPLICATIONS

Financial

Council makes an annual allocation of $108,119 for implementation of the four following streams; Community Projects, Facilities, Festival and Events and Environment and Sustainability. Recommendations for funding round one 2015/2016 are $53,881.55 which leaves $54,237.45 remaining in the Community Grants budget for round two 2015/2016.

In addition to the Community Grants budget, an allocation of $50,000 for the Arts and Heritage Grants streams is made annually. Recommendations for funding in round one 2015/2016 are $27,870.00 which leaves $22,130 remaining in the Arts and Heritage budget for round two 2015/2016.

There is an annual allocation from the capital budget for Capital Discretionary Fund projects (CDF). These funds can only be used to improve or create new East Gippsland Shire assets. Allocation per project can be up to $25,000. Two projects are recommended for funding through the CDF for a total of $10,633.53. There is capacity within the CDF for such an allocation. The projects meet the necessary expected guidelines for the CDF program.

Council Policy

The recommendations included in this report are consistent with the Council Plan 2013-2017 Year 2 Action Plan:

People: We contribute to and support healthy, resilient and connected communities.
1.1 Our communities are connected and inclusive
- Social inclusion for all abilities and ages builds respect for diversity
- Arts projects, programming and activities are diverse, stimulating and entertaining

1.2 Our communities are resilient and adaptable
- Place-based services support all age groups within their communities

Human Resources

Council Officers are not involved in the implementation or project management of any funded project, this remains the sole responsibility of each applicant.

5 CONSULTATION WITH STAKEHOLDERS

Press releases and advertisements were published in local newspapers, community newsletters and also on Council's website to inform the community of the dates for the funding rounds. The local community radio station REGFM was also used to promote the grants program. All applications and funding criteria are available from Council's website.

Applicants were invited to contact the Community Grants Officer, the Arts and Culture Coordinator and the Senior Economic Development Officer for information in regards to:

- Completing applications correctly;
- Understanding timelines and processes involved;
- Need for supporting documentation; and
- Importance of acquitting grant.

This provides the potential applicants with an opportunity to seek advice and become competent in completing funding applications. In turn they may then be confident in applying for alternative grants or other funding submissions.

The four grant workshops were attended by representatives from 34 different community groups and the feedback was positive. 11 applications received this funding round were a direct result of community members attending these workshops.

6 CONCLUSIONS

The first funding round of 2015/2016 highlights that a wide variety of community groups and artists access the East Gippsland Shire Grants Program. Small community groups often find it difficult to obtain funding from programs provided by the State and Federal Governments funding programs.

It is recommended that the Council supports the proposed funding allocations presented by the Assessment Panel for funding under the East Gippsland Shire Grants Program Funding Round One 2015/2016 and also Council's CDF.

7 APPENDICES

1. East Gippsland Shire Grants Program Funding Round One 2015/2016 and Council's Capital Discretionary Funding Recommendations 2015/2016.

8 ATTACHMENTS

1. East Gippsland Shire Grants Program Funding Round One 2015/2016 – Applications.

2. East Gippsland Shire Grants Funding Criteria and Eligibility Guidelines.

RECOMMENDATIONS

That Council:

1. adopts the recommendations for funding under the East Gippsland Shire Grants Program Funding Round One 2015/2016 as documented in Appendix 1 and as set out below

Funding Stream	*Funding Recommended*	*No. Recommended*
Community Projects	*$5,410.95*	*2*
Facilities	*$32,900.00*	*9*
Festivals and Events	*$7,570.00*	*3*
Environment Sustainability	*$8,000.60*	*3*
Arts Projects	*$19,120.00*	*6*
Major Arts Projects	*$6,000.00*	*1*
Heritage Projects	*$2,750.00*	*2*
TOTAL	*$81,751.55*	*26*

2. adopts the recommendation to fund two grant applications as documented in Appendix 1 through the 2015/16 Capital Discretionary Fund as follows

Project title and applicant	*Funding Recommended*	*No. Recommended*
Lakes Entrance Childcare Centre- Kitchen Renovation- Gippsland Lakes Community Health	*$5,000.00*	*1*
Hall Security- Picnic Point Hall Committee of Management	*$5,633.53*	*1*
TOTAL	*$10,633.53*	*2*

Cr Jane Rowe/Cr Marianne Pelz

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

Cr Richard Ellis and **Cr Mark Reeves** returned to the Chamber at 6.32 pm

5.1.2. ENDORSEMENT OF A COMMUNITY PLAN FOR BEMM RIVER 2015 - 2020

DEPARTMENT Community and Strategic Development

AUTHORED BY Megan Dennett, Sustainability and Capacity Building Coordinator

ENDORSED BY Kate Nelson, Director Community and Strategic Development

DOCUMENT NO. 6421417

In Attendance:
Fiona Weigall, Manager Strategic Planning

1 OBJECTIVE

To seek Council endorsement of the Bemm River Community Plan 2015 – 2020.

2 BACKGROUND

In 2009 East Gippsland Shire Council entered into an agreement with the (then) Department of Planning and Community Development to undertake community planning throughout the Shire.

Council's Community Planning Program aims to respond to the mandate provided by the *Local Government Act* requiring Councils to engage with communities to establish a plan that will assist communities to develop in a productive, sustainable, and liveable manner.

Since 2009 East Gippsland Shire staff have worked with communities to develop Community Plans for nine communities (Omeo and District; Buchan, Nowa Nowa, Metung Nungurner District; Mountain Rivers District; Nowa Nowa; Paynesville and District; Twin Rivers; and Bruthen). All have been adopted by Council and are in the process of being implemented.

The Orbost district and the Lindenow area already had existing Community Plans that have been reviewed in partnership with East Gippsland Shire staff and have also been formally endorsed by Council.

Collectively these plans cover most of the smaller communities within East Gippsland, with only the Mallacoota District, Cann River District and the Bemm River area now being without a community Plan, besides the large townships of Lakes Entrance and Bairnsdale.

Late last year, East Gippsland Shire officers met with the Bemm River Community via the Bemm River Action Group (BRAG). At this meeting it was agreed that we would work collectively develop a Community Plan for Bemm River to assist the community to articulate its vision for the future of its area. The plan is now in final draft form and is presented as **Appendix 1** to this report.

Preparation of the Plan

The ideas that inform this plan have come from the residents of Bemm River through a consultation process that has been coordinated by the BRAG in partnership with other Bemm River community groups and the East Gippsland Shire community planning staff.

Three community workshops have been undertaken with feedback sought from other members of the community. Bemm River Action Group also undertook further community and visitor/tourist consultation during the 2015 Easter period.

The plan contains the following sections:

- Community Vision;
- Background;
- Recent Achievements;
- Three Priority Areas of Focus to Achieve the Vision. The three key priority areas identified and documented in the Plan are:
    - Improving our communities safety for all;
    - Enhancing our environment both built and natural;
    - Including safe access for all; and
- Bemm River Community Priorities.

3 CURRENT STATUS AND/OR ISSUES

Comments received over the consultation phase have been analysed and where appropriate, incorporated into the final community plan in consultation with the BRAG.

Council endorsement is sought for this plan so that it may be used as an ordered, coherent and representative way forward for the Bemm River and East Gippsland Shire Council partnership. Endorsement by Council would also recognise this as a document that can be used to influence external agencies and the allocation of resources over the next five years.

4 IMPLICATIONS

Financial

Council has allocated funds on an annual basis to support projects that assist in implementation of community plans. More detailed project planning for Bemm River will be undertaken which will inform business unit plans and will be subject to future budget processes. External funding will be sought to maximise leverage from Council's resources.

Council Policy

The outcomes being sought by community planning align with the key strategic activities that have been endorsed by Council and described in the Council Plan 2013-2017, specifically the following goals:

1.1 Our communities are connected and inclusive;
1.2 Our communities are resilient and adaptable;
2.3 Our infrastructure meets current and future community needs; and
2.4 Our natural assets are maintained and enhanced.

Related 2015/16 Council Annual Action Plan Initiatives include:

1.1.2.2 Work with communities to review community plan actions and implement priority projects that encourage social and physical connection;

1.2.2.2 Continue to work with communities to introduce, review and implement Community Plans;

1.2.3.1 Implement priority actions in Community Plans to build community capacity (Major Initiative); and
2.3.2.3 Plan and design priority infrastructure projects nominated in Community Plans, foreshore management plans and place based plans.

Council has an adopted Community Engagement Policy. The overall purpose of the policy is to articulate the Council's commitment to community engagement and the principles and processes that Council will follow to encourage active participation by the community in Council decision-making.

Moving into implementation

The Bemm River Community Plan is now ready to progress to implementation phase. Council officers will assist with the preparation of implementation plans which will further define priority projects that will be undertaken over the next five years.

5 CONSULTATION WITH STAKEHOLDERS

The consultation process used in the development of the plan included:

- Initial community meeting hosted by BRAG and facilitated by Council staff, held on 21 January 2015, 10 attendees;
- Second meeting to set priorities and engage with the wider community was held on 4 March 2015, 14 attendees. Meeting notices were sent out to all community groups in Bemm River. Community organisations represented were; Bemm River Angling Club, Bemm River Progress Association, Recreation Reserve Committee, CFA, Bemm River Community Centre, and BRAG members;
- Final prioritisation meeting was held on 18 March 2015, all community organisations were represented, 15 people attended, all present were fully supportive of the plan and its content and a second draft was completed;
- BRAG developed a letter for residents and attached a copy of the draft plan, this was then posted out to 90 rate payers, and both those living in the town and surrounds as well as those that have land there but do not reside there permanently. Following the mail out feedback was received from 5 residents, all comments related to access, either within the town or to special areas around town, especially the ocean beach areas. Those comments have been incorporated where practical;
- The draft plan was displayed around the town, as well as handed to some of the Easter visitors to ensure as wide a range of people have had a chance to comment and have input; and
- Further refinement of the draft plan has occurred in consultation with BRAG.

Given that the Bemm River Community Plan is intended to be a dynamic and living document, it will be possible to annually review and update actions as projects are achieved and new issues and opportunities are identified.

6 CONCLUSIONS

The Bemm River Community Plan provided as **Appendix 1** has been developed in partnership with the local community.

The plan is based on developing strong cooperative partnerships with East Gippsland Shire and other key agencies; this is a cornerstone of the plan. The expectation of the community is that East Gippsland Shire will embrace this approach and work with the community to ensure practical outcomes and economic growth can be achieved for the benefit of Council and the community.

Council endorsement will enable groups to move into implementation and continue to build a strong and beneficial partnership. It is expected that Council will be briefed in respect to priority projects at Bemm River as they are developed.

7 APPENDICES

1. Bemm River Community Plan 2015 – 2020.

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council:

1. Endorses the Bemm River Community Plan 2015 - 2020 provided as Appendix 1;

2. Acknowledge that in moving to the implementation phase of this Community Plan, further development of detailed project plans will be undertaken in partnership with the community to guide implementation, allocate resources and actions for community and Council;

3. Notes that Council officers will seek to ensure that Shire activities in Bemm River be focused to reflect community priorities and to take into consideration community views in relation to service planning and provision; and

4. Notes that officers will assist in progressing development work on some of the common issues, themes and opportunities that have been identified by the community planning process.

Cr Marianne Pelz/Cr Mark Reeves

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.2. PLACE

Conflict of Interest:

Cr Richard Ellis having declared a conflict of interest in Item 5.2.1 vacated the Chamber at 6.43 pm and was absent during discussion and voting on this item.

5.2.1. ADOPTION OF THE LAKE TYERS BEACH FORESHORE MANAGEMENT PLAN AND ASSOCIATED BUSINESS PLAN

DEPARTMENT Community and Strategic Development

AUTHORED BY Anthony Nelson, Strategic Projects Planner

ENDORSED BY Fiona Weigall, Acting Director Community and Strategic Development

DOCUMENT NO. 6426590

In Attendance:
Fiona Weigall, Manager Strategic Planning

1 OBJECTIVE

To present the finalised Lake Tyers Beach Foreshore Management Plan (FMP) and associated Business Plan to Council for consideration and proposed adoption as provided at **Appendix 1** and **2** of this report.

2 BACKGROUND

The preparation of a FMP for the Lake Tyers Beach area was identified as a planning project to undertaken in the 2014/15 financial year.

This project has been managed by the Strategic Planning Unit with the assistance of representatives from agencies including; Gippsland Ports, Parks Victoria, the Department of Environment, Land, Water and Planning and the Gunaikurnai Land and Waters Aboriginal Corporation.

FMPs are public documents that set out the day to day local land management requirements for foreshore areas managed by East Gippsland Shire and other land managers. These requirements cover management activities that are achievable within the timeframe of the plan (15 years), and are appropriate for the foreshore area and environment.

East Gippsland Shire has been appointed Committee of Management responsible for the foreshore areas in the Lake Tyers Beach Township, Fisherman's Landing and Mill Point areas.

The primary aim of a FMP is to guide the planning, delivery, management and maintenance of land, assets and infrastructure.

In particular the FMP is a useful tool to assist the Shire to understand and appropriately respond to community expectations of new uses, access, asset replacement, upgrades, and environmental management.

The Lake Tyers Beach FMP has been developed in accordance with the *Coastal Management Act 1995* and aligns with other state policies and documents including the guiding principles of the *Victorian Coastal Strategy (2014)*, the *Urban Design Framework for Lake Tyers Beach (2007)* and the *Gippsland Boating Coastal Action Plan (2013).*

The Lake Tyers Beach FMP will add to existing plans that have been completed by the Shire for Bemm River, Marlo, Mallacoota, Metung, Newlands Arm and Lakes Entrance (foreshore plans are currently being prepared for the Paynesville and Eagle Point areas).

3 CURRENT STATUS AND/OR ISSUES

Development of the FMP for the Lake Tyers Beach and surrounding areas was been initiated by several key issues, these include:

- Lack of a sense of arrival;
- Increasing pressure from recreational angling and boating;
- Need to review swimmer safety, particularly on the ocean beach;
- Need to review maintenance of existing facilities;
- Lack of pedestrian connectivity;
- The need to protect ecological values; and
- The need to determine the future of Council owned land including the Oneonta site and 38 Lakeside Drive.

Objectives and strategies for this board range of issues have been extensively explored, discussed and developed during the preparation of the FMP. For most of the identified issues the views of the Project Control Group and the wider community were used to develop the objectives and this has led to strategies (actions) being formulated to address or resolve the identified issues.

The FMP has now been finalised for consideration by Council.

4 IMPLICATIONS

Financial

An important part of developing and implementing a management plan is understanding the level of priority associated with each component and the likely costs involved. A Business Plan has been developed in conjunction with the Foreshore Plan. The Business Plan identifies:

- Priority levels;
- Management agency responsible for implementation (or multiple); and
- Indicative costs.

The overall cost associated with implementing the majority of the identified actions is approximately $1.05m (these estimates includes a contingency).

MANAGEMENT ZONE	RESPONSIBLE AUTHORITY	COST ($)
Lake Tyers Beach Foreshore: Western Ocean Beach	EGSC	127,200
Lake Tyers Beach Foreshore: Central Foreshore Node	EGSC	346,800
Lake Tyers Beach Foreshore: Township Estuary	EGSC	100,800
No. 2 Boat Ramp	EGSC	170,400
Lake Tyers Beach: Oneonta	EGSC	36,000
Whadcoats Road Foreshore Reserve	DELWP/EGSC	12,000
Fisherman's Landing	EGSC	134,400
Mill Point	EGSC/GP	124,800
TOTAL		**$1,052,400**

One noteworthy omission in the above table is the cost of any works that will be generated from the master planning work that is recommended for the Central Foreshore Node as identified in strategy 2.1.1 (refer to Page 11 of the FMP). The probable cost of future works in the Central Foreshore Node is estimated at $500k. For future budget planning purposes the likely cost of implementing all strategies including the works generated from the recommended master planning work is approximately $2m.

Land fronting the foreshore in Lakes Tyers Beach has been identified through the Urban Design Framework to accommodate substantial future urban growth. This is a large parcel of land located to the north west of the existing township and provides the opportunity for a link between the foreshore and the Council owned land known as Oneonta. Costs associated with any related works have not been attributed to the Urban Growth Area zone (refer to page 12 of the FMP). These will be determined as part of any future structure planning associated with this area and are largely expected to fall to the developer to implement.

Adoption of the FMP doesn't formally commit or bind Council to funding and implementing all nominated actions. However, adopted plans do generate an expectation that Council and partner management agencies will work towards implementing the recommended priority actions over time.

Funding of the high priority items identified by the plan is subject to consideration through Council's normal budgeting and business planning processes. Council has in the current 15/16 budget allocated $80,000 to undertake priority projects identified within the foreshore plan.

Many of the identified actions can also be implemented as part of our existing day to day management and maintenance activities. The cost of this work is essentially already accommodated in our existing operating budget.

It is also likely that if adopted, the plan will provide the necessary strategic support to secure external funding from a wide range of external funding providers.

Beach Risk Assessment

The issue of swimmer safety has been reviewed independently of the foreshore planning process given the specialist skills required to determine the level of risk and to formulate appropriate risk treatments. Life Saving Victoria (LSV) was formally engaged to carry out a risk assessment and provide risk treatments options suitable for the Lake Tyers ocean beach.

The LSV risk assessment was completed in March 2015 and is provided as **Attachment 1** of this report. Below is a summary of the LSV findings:

- By commissioning LSV to undertake a risk assessment, the Shire has taken a proactive approach in determining appropriate risk mitigation actions to help prevent any foreseeable loss of life and injury to visitors and residents;
- The National Coronial Information System indicates that two fatal drowning incidents have occurred at the site since July 2000;
- One incident was in summer (January) and one in autumn (March);
- One occurred on a weekend (Sunday) and one on a weekday (Tuesday);
- One incident was approximately at 1:45 pm and the other at 5:00 pm;
- Both incidents involved males in the 25-34 year age bracket;
- One case was confirmed as a drowning incident. The second case remains open and a preliminary contributory cause of death is drowning. The Coroner may still potentially determine a different cause of death for this case;
- One incident was connected to a scenario where two others known to the deceased were rescued at the time of the drowning incident; and
- Of the two rescued one required hospitalisation. It is understood that this individual is in a permanently disabled state following this incident.

Life Saving Victoria also examined the typical everyday characteristics of the Lake Tyers ocean beach. This examination highlighted the following hazards:

- Topological;
- Variable water depth (deep troughs, shallow bars, drop offs, distant bars);
- Breaking waves >1.5metres;
- Currents (rips);
- Uncontrolled and undefined access points; and
- Sandbars and submerged objects.

Note - All of the highlighted hazards are identified as potentially extreme.

In terms of risk treatment options, LSV identified a wide range of highly suitable and suitable risk treatments to mitigate an event. The table below includes the risk treatments deemed suitable by LSV:

No#	Treatment Options	Suitability of Treatment Option	Priority Implementation Order
1	***Access Signage*** – modify, replace or install new signs at all access points to the beach.	Highly Suitable	1
2	***Safe Beach Access*** – modify, maintain or re-route access points to the beach to maximise safety. This would be done in conjunction with ***Signage***.	Highly Suitable	1
3	***Parental/Carer Supervision*** – insert parental supervision symbol on all ***Access Signage***. This would be done in conjunction with installation of ***Signage***.	Highly Suitable	1
4	***Arrival Information*** – provide succinct and specific arrival information. This would be achieved via a mail drop to residents abutting the coastline, caravan parks pamphlets and appended to ***Access Signage.***	Highly Suitable	1
5	***Regulations*** – Update local regulations and append to the updated ***Access Signage.***	Highly Suitable	1
6	***Emergency Communication System*** – Liaise with the Emergency services Telecommunications Authority (ESTA) in order to get assign Emergency Marker codes and append codes to ***Access Signage***.	Highly Suitable	1
7	***Monitor and Review Programs*** – Undertake systematic evaluation of all Implemented Treatment Options.	Highly Suitable	1/2
8	***Community Education*** – Onsite education programs or via delivery of community beach awareness programs at schools and/or local community groups.	Suitable	2
9	***Supervision Services*** – Provision of lifeguarding and/or lifesaving services.	Suitable	2

Note – The priority implementation order nominated in the table above relates to year one and year two of an implementation program.

The outcome of the LSV risk assessment indicates that the provision of a surf lifesaving service is a suitable risk treatment option. However it is considered a lower priority risk treatment option behind options such as improved signage, access, emergency communication, and monitoring.

It is important to highlight that LSV have not recommended a surf lifesaving service as the most appropriate or highest priority risk treatment option for Lake Tyers Beach. The primary reasons for this finding is that treatments that are continuous (in terms of exposure time) and wide-spread (across the length of the beach) are likely to be more effective than a risk treatment option that is limited in time and coverage.

Detailed recommendations relating to treatment options numbers one to six in the previous table have been collated into treatment plans for signage and access and are included in this report as **Attachment 2** and **Attachment 3** for the information of Councillors. Specific recommendations relating to treatment options numbers one to six (above) have also been included as specific strategies within the draft Lake Tyers Beach FMP as they form a logical response for Council to act on as the foreshore land manager. The process of sourcing external funding to implement these actions has been commenced.

It is not recommended that Council take specific action in respect to the balance of potential treatments if required into the future as these may be best actioned by or in partnership with other organisations and would require substantial additional external funding to be realised.

Amenity/Environment

One of the key reasons for developing a FMP is to identify and document the amenity and environmental values within a study area. Preparation of the Lake Tyers Beach FMP has identified that the Lake Tyers Beach area includes a diverse range of high amenity and high quality environmental assets.

The Lake Tyers Beach FMP provides a broad range of strategies and actions that are aimed at protecting and/or enhancing the identified values and where possible improving areas of degradation.

Council Policy

The development of FMPs is broadly supported by the Council Plan 2013 – 2017. The following strategic objectives provide direction and support for the preparation of the Lake Tyers Beach FMP:

- 1.2 Our communities are resilient and adaptable;
- 1.3 Our communities are safe and active, healthy lifestyles are supported;
- 2.3 Our infrastructure meets current and future community needs; and
- 2.4 Our natural assets are maintained and enhanced.

Human Resources

It is intended that if adopted, the Lake Tyers Beach FMP will not require any additional staff resources to implement the identified actions and recommendations.

As mentioned earlier in this report, many of the recommended actions will form part of the day to day maintenance and management actions undertaken by existing operational staff.

The larger and more capital works oriented actions, will involve our existing Strategic Planning and Capital Projects Officer resources.

Legislative

This FMP has been developed in accordance with the requirements of the *Coastal Management Act 1995* and aligns with other state policies and documents including the guiding principles of the *Victorian Coastal Strategy (2014),* the *Urban Design Framework for Lake Tyers Beach (2007)*, and the *Gippsland Boating Coastal Action Plan (2013).*

Council adoption and Victorian Government approval of the plan is a two-step process. The *Coastal Management Act 1995* legislative process requires that once the plan is formally adopted by Council it must be referred to the Minister for Environment, Climate Change and Water, for approval.

Planning Scheme and Strategies

The Lake Tyers Beach FMP aims to provide strategic guidance for the future urban growth area north of the Oneonta site.

The future urban area has the potential to generate in excess of 300 additional residential properties. These new properties could generate a significant population increase and this increase will place substantial pressure on the natural environment and recreation infrastructure.

Specific consultation in relation to the future growth area has occurred with the land owner/developer during the development of the draft plan. The Lake Tyers Beach FMP provides strategic guidance for the future growth area in the form of design and development objectives.

As mentioned in the Legislative section of the report, the *Lake Tyers Beach Urban Design Framework (2007)* has also help guide the development of the FMP.

5 CONSULTATION WITH STAKEHOLDERS

A project control group was formed at the commencement of the project and consisted of representation from Parks Victoria, Gippsland Ports, Department of Environment, Land, Water and Planning, Gunaikurnai Land and Waters Aboriginal Corporation, and Officers representing the Shire.

The role of the project control group was to provide technical input to the project, review external feedback, and ultimately make recommendations that form the draft Foreshore Management and Business plans. The project control group met on a regular basis throughout the development of the plans.

Consultation and engagement included several approaches during the preparation of the draft plan. Initially newspaper media releases, the website and local flyers were used to create general awareness that planning project was underway. This was followed by wide circulation of an Issues and Opportunities Paper.

Once the Issues and Opportunities Paper was circulated a drop-in session was held (during the day and evening). All meetings and drop-in sessions were held in the Lake Tyers Beach Community Hall.

The overall methodology used to develop the FMP is very similar to methods that have proved to be successful elsewhere.

In summary, the development of the FMP included (in chronological order):

- Media releases to create awareness of the planning process;
- Preparation and circulation of an Issues and Opportunities Paper;
- Preparation and circulation of Draft FMPs; and
- Consultation as part of the development of final draft FMPs that are inclusive of a detailed Business Plan.

The consultation process used has received positive feedback throughout development of the Issues and Opportunities Paper and the FMP.

6 CONCLUSIONS

Foreshore areas throughout East Gippsland are highly valued by our residents and visitors alike. Many of our foreshores form the iconic natural attractions that East Gippsland is well known for. The Lake Tyers Beach area is well known and valued for its iconic natural, scenic and recreation values.

The Lake Tyers Beach foreshore areas like most urban foreshore areas throughout the Shire are the management responsibility of the East Gippsland Shire. Therefore it is very important that as a management authority we can balance community expectation with legislative requirements, and our ability to fund and implement the identified actions.

The Lake Tyers FMP has been developed with broad local community and stakeholder involvement. The plan provides strong and realistic guidance on the future requirements, management and maintenance of the foreshore into the future.

Adoption of the FMP will provide a high level of certainty to how the foreshore areas around Lake Tyers Beach are managed, maintained and further developed into the future.

7 APPENDICES

1. Draft Lake Tyers Beach Foreshore Management Plan
2. Draft Lake Tyers Beach Foreshore Management Plan Business Plan

8 ATTACHMENTS

1. Life Saving Victoria - Lake Tyers Coastal Risk Assessment
2. Life Saving Victoria - Lake Tyers Treatment Plan (Signage)
3. Life Saving Victoria - Lake Tyers Treatment Plan (Access)

RECOMMENDATION

That Council:

1. Adopts the Lake Tyers Beach Foreshore Management Plan and associated Business Plan provided as Appendix 1 and Appendix 2;

2. refers the Lake Tyers Beach Foreshore Management Plan and associated Business Plan provided as Appendix 1 and Appendix 2 to the Minister for Environment, Climate Change and Water for approval; and

3. notes that the priority items contained within the Lake Tyers Beach Foreshore Management Plan and associated Business Plan will be subject to future budget consideration as part of Council's normal budget and business planning processes.

Cr Mark Reeves/Cr Marianne Pelz

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

Cr Richard Ellis returned to the Chamber at 6.52 pm

5.2.2. SUBMISSION ON REVISED DRAFT VICTORIAN FLOODPLAIN MANAGEMENT STRATEGY

DEPARTMENT Community and Strategic Development

AUTHORED BY Nicole Reynolds, Strategic Planning Coordinator

ENDORSED BY Kate Nelson, Director Community and Strategic Development

DOCUMENT NO. 6428658

In Attendance:
Fiona Weigall, Manager Strategic Planning

1 OBJECTIVE

This report seeks Council's endorsement of a submission prepared as an organisational response to the Victorian Government's Revised Draft Victorian Floodplain Management Strategy.

2 BACKGROUND

The Department of Environment Land Water and Planning (DELWP) recently released a revised draft of the Victorian Floodplain Management Strategy (the Strategy) for public comment. This replaces an earlier draft of the same Strategy released under the previous State Government by the Department of Environment and Primary Industry. East Gippsland Shire provided officer level comment on the previous draft of the Strategy.

The revised draft Strategy has been prepared under the guidance of an interdepartmental stakeholder reference group and comprises of four key sections:

1. Assessing flood risk and sharing information;
2. Avoiding or minimising future risk;
3. Reducing existing risk; and
4. Managing residual risk.

Given the size and geographic features of East Gippsland, the Strategy could have far reaching implications for the region; our communities and the organisation itself. It has implications across the organisation including on long term planning; assessment and referral of planning applications; emergency management and planning; and the management and responsibility for infrastructure either impacted by or used to mitigate flood and flood risks.

Whilst much of the Strategy reflects the direction of the former draft, there are also a number of significant changes that warrant East Gippsland Shire making an additional submission.

3 CURRENT STATUS AND/OR ISSUES

The Strategy had a public submission closing date of 8 August 2015. This timeframe did not allow Council to formally consider the East Gippsland Shire response before the closing date. A submission extension was sought but not granted.

However officers were advised that so long as East Gippsland Shire provided a draft submission by the due date, the organisation would have the opportunity to revise and modify the draft once it had been considered by Council.

A draft submission was therefore prepared and lodged by the due date. This submission provided as **Appendix 1** is now presented to Council for consideration and formal endorsement.

Given the state wide nature of the Strategy the Municipal Association of Victoria (MAV) also prepared a detailed submission on the draft Strategy. This is provided for Councillors information as **Attachment 1**.

4 IMPLICATIONS

Financial

If adopted by Government the Strategy could have significant implications for East Gippsland Shire in terms of:

- The costs associated with developing and managing some of the recommended planning controls;
- The mitigation costs that Council could be expected to incur to avoid or minimise future risk; and
- The costs associated with managing residual risk through the provision and maintenance of infrastructure, and emergency management controls.

Many of these costs and the cost sharing arrangements are not well described in the Strategy, which could expose Council to future unanticipated costs. Other costs appear to be costs that were formerly borne by the State and Australian Governments that are now proposed as 'shared costs' with local communities and Local Government.

As well as the direct costs that Council could find itself facing, there are also a range of community costs that need considering, including the costs of lost development and investment opportunities where planning controls are not developed to reflect local need or conditions.

Amenity/Environment

The Strategy proposes a range of mitigation and management measures which could impact on the natural and built environment. Given the high level nature of the draft Strategy it is difficult to describe intended and unintended impacts on local amenity that the draft Strategy could generate.

Council Policy

Council has gone to considerable length to develop flood mitigation, inundation and flooding management policies that suit the local conditions of this shire. The Strategy appears to be proposing that these strategies and plans will need revising and aligning to *Regional Floodplain Management Strategies.* It further suggests that until these strategies are in place, the controls and strategies would revert to state-wide standards.

This could effectively 'undo' much of the inundation policy development work that has been undertaken by East Gippsland Shire to suit local conditions – policy work that has seen renewed investment interest in our coastal areas and the ability to approve development that may well have been prohibited if reliance was made on state-wide standards and policies.

Legislative

The Strategy would be managed under a range of State legislation that East Gippsland Shire would be expected to comply with.

Planning Scheme and Strategies

The Strategy has implications for the East Gippsland Planning Scheme and would require some quite significant updating of sections of the planning scheme. Whilst the Strategy recommends that DELWP assist to 'fast track' these modifications to planning schemes to ensure they reflect current mapping and known understanding of flood risk, our recent experience is that the Minister for Planning expected such amendments to proceed through the usual planning scheme amendment process, including exhibition. Given that Local Government does not have the authority to change the mapping; this appears a time and resource intensive process for local Government, for no obvious benefit.

The Strategy also recommends retaining Catchment Management Authorities as 'referral authorities' under clause 66.03 of the Victorian Planning Provisions. This is agreed with as this provides East Gippsland Shire with the ability to consider the planning advice without needing to always act on the advice. This point brings the East Gippsland Shire submission into contrast with the MAV submission which calls for the Catchment Management Authorities to be reinstated as 'determining authorities'

5 CONSULTATION WITH STAKEHOLDERS

The submission provided as **Appendix 1** has been developed as a cross departmental/whole of organisation response that involved internal consultation. Emergency management officers also attended a briefing on the Strategy and heard the views of other organisations in the region.

Officers have also reviewed the Draft MAV submission and understand the views of other local Governments, especially metropolitan local Governments, through this representation.

6 CONCLUSIONS

In summary, the position presented in the East Gippsland Shire submission is that a full cost benefit analysis is required as part of the Strategy to enable a better understanding of the resource implications; obligations and responsibilities that the Strategy, if adopted, may transfer to Local Government. The scope and complexity of the Strategy means that it is not at present fully transparent on the many potential implications for Local Government and in particular the implications of new or revised responsibilities and financial implications.

While the data and information gaps that the Strategy seeks to address are very real for East Gippsland, the question of priority, resourcing implications and responsibilities also needs detailed consideration.

In many ways the Strategy raises more questions than it answers. Given the potential impact of the Strategy on East Gippsland and on Council's resources it is felt that a strong submission and a close watching brief and appropriate advocacy on this important issue is required. It is also considered appropriate to seek a more comprehensive program of engagement with Council and the Local Government Sector generally given the potentially very technical and wide ranging implications for Council's and their communities should the Strategy be endorsed as currently presented.

7 APPENDICES

1. East Gippsland Shire Council submission on the Revised Draft Victorian Floodplain Management Strategy.

8 ATTACHMENTS

1. Revised Draft Victorian Floodplain Management Strategy – draft MAV submission July 2015.

RECOMMENDATION

That Council:

1. endorses the submission on the Revised Draft Victorian Floodplain Management Strategy (2015) as provided at Appendix 1; and

2. writes to the Minister for Environment, Climate Change and Water expressing East Gippsland Shire Council's disappointment at the lack of detailed engagement the Victorian Government has undertaken on the Revised Draft Victorian Floodplain Management Strategy (2015) with the Local Government sector to date, and requesting further detailed engagement with Local Government on this important document before it is formally considered by the State.

Cr Jane Rowe/Cr John Wilkin

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.2.3. EAST GIPPSLAND PLANNING SCHEME AMENDMENT C126 – IMPLEMENTATION OF THE PAYNESVILLE MARITIME PRECINCT MASTER PLAN

DEPARTMENT Community and Strategic Development

AUTHORED BY Nicole Reynolds, Strategic Planning Coordinator

ENDORSED BY Kate Nelson, Director Community and Strategic Development

DOCUMENT NO. 6428522

In Attendance:
Fiona Weigall, Manager Strategic Planning

1 OBJECTIVE

This report seeks Council's approval to obtain authorisation from the Minister for Planning to prepare and exhibit a planning scheme amendment to incorporate the outcomes of the Paynesville Maritime Precinct Master Plan in to the East Gippsland Planning Scheme.

2 BACKGROUND

Council adopted the *Paynesville Maritime Precinct Master Plan (Master Plan) October 2009* at the Ordinary Council Meeting on 1 December 2009 (refer item 6.2.2). The Master Plan endorsed a community vision for maritime land uses and economic growth based on its role as the Gippsland Lakes' primary boat servicing precinct.

The report seeks authorisation to prepare and exhibit planning scheme amendment C126, which aims to translate the Master Plan into the East Gippsland Planning Scheme.

The Paynesville Maritime Precinct is defined as the eastern portion of Burrabogie Island on Slip Road. It contains most of the local boat building and marine servicing functions of Paynesville, including the Gippsland Ports boatyard and other light industrial and commercial activities. Given its' waterfront location on McMillan Strait and the important function of the maritime industry it is an especially important precinct for the Paynesville community and the Gippsland Lakes boating industry.

Land within the precinct includes private and public; Industrial 3 Zone, Public Park and Recreation Zone and Mixed Use Zone land. The Master Plan made a range of recommendations for the use and development of the precinct for maritime purposes, but stopped short of preparing the necessary tools to support any rezoning or planning scheme amendments.

Research has therefore been undertaken on the best zones, overlays and policies to apply to the precinct to ensure that the planning scheme supports and guides the development of the area in keeping with the Master Plan vision.

Planning Scheme Amendment C126 is an important step in the overall implementation of the Master Plan adopted by Council in 2009.

3 CURRENT STATUS AND/OR ISSUES

Using the Queenscliff waterfront as the best practice model for ensuring that the local planning scheme supports and facilitates strong, vibrant and appropriate maritime development, a range of planning scheme triggers have been proposed to translate the Master Plan into planning scheme controls. These controls remain true to the vision and land use patterns described in the Master Plan. They have been tested with both the state planning authority and a range of local land owners within the precinct, before being presented to Council.

The controls primarily focus on the creation of a Special Use Zone with specific schedules for differing areas and uses within the precinct; and modification of some of the Municipal Strategic Statements (MSS) that relate to the precinct.

The four schedules have been drafted to carry forward the recommendations contained within the Master Plan:

- Schedule 5 - Marine Tourism Precinct;
- Schedule 6 - Marine Services Precinct;
- Schedule 7 - Gippsland Ports Maritime Workshops; and
- Schedule 8 - Marine Recreation Precinct.

Specifically the Amendment will:

- Amend the MSS by updating Clause 21.09 (Economic Development), inserting an additional strategy at 21.09-2 (Industry) and, altering clause 21.09-3 (Tourism) to refer to marine tourism operated uses;
- Amend the MSS by updating clause 21.10 (Transport), inserting an additional strategy at 21.10-2 (Ports) to provide for the expansion of Gippsland Ports maritime workshops at Slip Road Paynesville;
- Amend the MSS by updating Clause 21.12 (Strategies for Sub-Regions, Towns and Localities) at 21.12-1 (Paynesville) to:
    - Amend a strategy to recognise the economic and social importance of Paynesville marine industry;
    - Insert a strategy to ensure that the development of Slip Road Paynesville occurs generally in accordance with the Paynesville Maritime Precinct Master Plan;
    - Amend strategies to refer to a Special Use Zone schedules and remove reference to Industrial Zone with regard to Slip Road Paynesville;
    - Delete reference to Paynesville Maritime Precinct Master Plan as further strategic work; and
    - Insert reference to Paynesville Maritime Precinct Master Plan as a reference document;
- Introduces four new schedules to the Special Use Zone (SUZ);
- Rezone land in Slip Road Paynesville to SUZ Schedule 5;
- Rezone land is Slip Road Paynesville to SUZ Schedule 6;
- Rezone land in Slip Road Paynesville to SUZ Schedule 7;
- Rezone land in Slip road Paynesville to SUZ Schedule 8;
- Rezone land in Slip Road Paynesville to General Residential Zone; and
- Amend the Schedule to Clause 81.01 to include reference to the *Paynesville Maritime Precinct Master Plan October 2009.*

The detailed content of the planning scheme amendment C126 and the companion explanatory document are provided as **Appendix 1** to this report.

Given the research and consultation that has been involved in preparation of these planning scheme tools, coupled with the endorsed Master Plan for the area, it is felt that there is strong strategic justification to proceed with the planning scheme amendment proposed by this report.

4 IMPLICATIONS

Financial

The preparation and exhibition of a planning scheme amendment brings with it a range of State fees that must be paid. These will be absorbed within existing budgets. Should objections be received on the proposed amendment, a Planning Panels Victoria hearing that will be conducted at Council's cost.

There are no ongoing financial implications associated with processing planning scheme applications within the precinct, beyond the normal human resource implications associated with all planning applications. Similarly the amendment is not intended to create additional costs for developers or applicants.

Whilst the planning scheme amendment itself does not bring with it any development or infrastructure upgrade commitments for Council, it may raise community and land owner expectations about the implementation of other aspects of the Master Plan which are the responsibility of East Gippsland Shire. Implementation of the Master Plan is subject to Council's normal annual planning and budgeting processes.

Amenity/Environment

The proposed planning scheme amendment provides clear direction to land owners on the type of development that can be undertaken and sets some guidelines for the expected standard of such development. As such it is expected to facilitate improvements to the overall amenity of the area as land parcels are developed and redeveloped. Importantly the amendment will also preclude some uses and types of development that could negatively impact on the overall amenity of the area.

The amendment will also create an economic environment that will foster growth associated with the servicing of the Gippsland Lakes' boating industry

Council Policy

The East Gippsland Shire Council Plan 2013 – 2017 identifies that in its capacity as a Responsible Authority, Council will: '*Process and assess planning applications in accordance with the Planning and Environment Act 1987, the East Gippsland Planning Scheme, and Council policies aimed at ensuring our cities, towns and settlements develop in an orderly sustainable way'.*

Additionally the Council Plan will *"Deliver a planning system which is efficient and reflects community aspirations and provides for a built environment which adapts to changing needs and conditions"*

Legislative

The proposed amendment will be processed in accordance with the requirements of the *Planning and Environment Act (1987)* and will be subject to normal statutory approval and public consultation processes.

The proposed planning scheme amendment C126 will give statutory effect to the key recommendations contained within the Master Plan.

5 CONSULTATION WITH STAKEHOLDERS

Initial consultation to the preparation of the Master Plan included extensive community consultation including meetings with key landowners, marine services operators, stakeholder workshops, key agencies, circulation of a draft Issues and opportunities Paper and detailed workshop on the draft Master Plan. These activities occurred during 2009.

Given some changes in land ownership within the precinct since the initial consultation was undertaken, a further drop in session for land owners/occupiers was recently held, with a direct mail out to all the previous stakeholders and participants and an advertisement in the local papers.

The Victorian planning authority and Gippsland Ports have been separately consulted with during the research and drafting phase of the planning scheme amendment.

Formal public exhibition and public notification will be undertaken as part of the processing of the planning scheme amendment.

6 CONCLUSIONS

The planning scheme amendment C126 will introduce elements of the adopted Master Plan into the East Gippsland Planning Scheme. In doing so it will give statutory effect to a Master Plan adopted by Council and developed with strong community and land owner input.

The Master Plan and the proposed planning scheme amendment will create a maritime precinct to support the Gippsland Lakes' $160 million boating industry. It will provide land owners with certainty and clarity around permitted uses of their land and ensure that the land remains available to retain and support the growth of one of the districts traditional industries.

Considerable research and thought has gone into the development of the planning scheme mechanisms and triggers that are appropriate to deliver the Master Plan vision. This will see the introduction of a special use zone for the area with differing schedules that will support differing uses within subsections of the precinct.

Planning scheme amendment C126 is an important step in the overall implementation of the Master Plan adopted by Council in 2009.

7 APPENDICES

1. Planning Scheme Amendment C126 documentation.

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council, having considered all planning matters:

1. seeks authorisation from the Minister for Planning to prepare a Planning Scheme Amendment (Amendment C126) to implement the outcomes of the Paynesville Maritime Precinct Master Plan in to the East Gippsland Planning Scheme as detailed in Appendix 1; and

2. authorises the exhibition of Planning Scheme Amendment C126 as described above, upon receiving authorisation from the Minister for Planning for the Amendment.

In presenting the above report, Fiona Weigall, Manager Strategic Planning stated that the amended recommendation allows for some minor amendments/modification following land owner meetings and future ongoing discussions with the Department of Environment, Land, Water and Planning.

AMENDED OFFICER RECOMMENDATION

THAT COUNCIL, HAVING CONSIDERED ALL PLANNING MATTERS:

1. SEEKS AUTHORISATION FROM THE MINISTER FOR PLANNING TO PREPARE A PLANNING SCHEME AMENDMENT (AMENDMENT C126) TO UPDATE THE EAST GIPPSLAND PLANNING SCHEME GENERALLY IN ACCORDANCE WITH THE DRAFT DOCUMENTATION AS DETAILED IN APPENDIX 1; AND

2. AUTHORISES EXHIBITION OF THE PLANNING SCHEME AMENDMENT C126 UPON RECEIVING AUTHORISATION FROM THE MINISTER FOR PLANNING FOR THE AMENDMENT.

Cr Richard Ellis/Cr Jane Rowe

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

Procedural Matter

The meeting adjourned for a short recess at 7.30 pm and resumed at 7.47 pm.

Council then resumed the order of business as published, commencing at Item 5.2.4 – Adoption of East Gippsland Planning Scheme Amendment C127 – Bairnsdale Growth Strategy.

5.2.4. ADOPTION OF EAST GIPPSLAND PLANNING SCHEME AMENDMENT C127 - BAIRNSDALE GROWTH STRATEGY

DEPARTMENT Community and Strategic Development

AUTHORED BY Bianca Wilkin, Strategic Planner

ENDORSED BY Kate Nelson, Director Community and Strategic Development

DOCUMENT NO. 6421322

In Attendance:
Fiona Weigall, Manager Strategic Planning

1 OBJECTIVE

This report seeks Council approval to adopt Planning Scheme Amendment C127 to incorporate elements of strategic plans for Bairnsdale into the East Gippsland Planning Scheme, as exhibited and request the Minister for Planning to approve Planning Scheme Amendment C127.

2 BACKGROUND

The Council Plan indicates that Council will continue to plan for Bairnsdale and include the Bairnsdale Growth Strategy into East Gippsland Planning Scheme in 2014-15. Since the adoption of the Strategy in 2010, East Gippsland Shire has actively been implementing the key strategic vision for Bairnsdale Central Business District (CBD), outlined within the *Bairnsdale Growth Strategy 2009, Re-Imagining Bairnsdale Master Plan 2011* and *Wayfinding and Walkability Report 2011.*

This amendment implements a number of changes to the Municipal Strategic Statement (MSS) of the East Gippsland Planning Scheme in relation to the sustainable growth of Bairnsdale over the next 20 years. It also proposes to introduce the *Bairnsdale Growth Strategy, 2009*, *Re-Imagining Bairnsdale Master Plan May 2013*, and *Improving Walking and Wayfinding* in the Bairnsdale CBD Report, May 2011 into the East Gippsland Planning Scheme as reference documents, strengthening Council's position in relation to development proposals in Bairnsdale, with particular emphasis on the CBD and public realm areas.

Inclusion of the strategies as reference documents in addition to series of updates in the MSS has beneficial outcomes for accuracy and transparency in decision making. These changes will be a significant improvement to the East Gippsland Planning Scheme.

Adoption of these important guiding documents for Bairnsdale into the planning scheme will draw to a conclusion the planning work for Bairnsdale commenced in 2009.

3 CURRENT STATUS AND/OR ISSUES

Amendment C127 was placed on exhibition from 3 June, 2015 to 5 July, 2015. One submission was received. The submission has been formally withdrawn after discussions with the submitter clarified the concerns.

A copy of the exhibited documentation is provided at **Appendix 1**.

This amendment was originally considered by Council at its meeting of 5 May, 2015 (item 5.2.1) before authorisation was sought from the Minister for Planning to exhibit the amendment. This report therefore seeks final adoption of the amendment by Council so it can be referred to the Minister for Planning in accordance with state processes.

4 IMPLICATIONS

Financial

The amendment will not provide any additional permit triggers and therefore it is not anticipated that there will be any additional resource or administrative costs to Council.

Implementation of some of the public realm recommendations of the planning scheme amendment will come at a cost to Council and will be considered within the normal annual planning and budgeting process undertaken by Council.

Amenity/Environment

The objectives of planning in Victoria at Section 4 of the *Planning and Environment Act 1987* include:

> *To provide for the fair, orderly, economic and sustainable use, and development of land;*
>
> *To secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;*
>
> *To conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value; and*
>
> *To balance the present and future interests of all Victorians.*

Section 6 (2) (d) of the *Act* subsequently identifies what a planning scheme may provide for, including the capacity to "*include strategic plans, policy statements, codes or guidelines relating to the use or development of land".*

Therefore in its role as a Planning/Responsible Authority, Council has the ability to regulate use and development of the urban areas in Bairnsdale including Bairnsdale CBD consistently with strategic plans and statements which have been developed through extensive public consultation and adopted by Council.

The Planning Scheme Amendment proposed by this report has the ability to significantly and positively improve the built form and amenity of Bairnsdale.

Council Policy

The Council Plan 2013-2017 identifies that in its capacity as a Responsible Authority Council will "Process and assess planning applications in accordance with the Planning and Environment Act 1987 the Planning Scheme and Council policies aimed at ensuring that our cities, towns and settlements develop in an orderly and sustainable way".

Section 2.2.1.6 of the Council Plan indicates that "Council will continue to plan for Bairnsdale including incorporation of the Bairnsdale Growth Strategy into East Gippsland Planning Scheme" in 2014-15 and that is what this report recommends.

The community consultation process was carried out in accordance with the Community Engagement Policy November 2013 and Community Engagement Guidelines February 2014.

Legislative

The Planning Scheme Amendment will be processed in accordance with the requirements of the *Planning and Environment Act 1987.*

5 CONSULTATION WITH STAKEHOLDERS

The amendment has been exhibited in accordance with the *Planning and Environment Act 1987* from 4 June, 2015 to 5 July, 2015 by:

- Placing notice in the Victorian Government Gazette;
- Placing notices in the Bairnsdale Advertiser, East Gippsland News, Lakes Post and Snowy River Mail;
- Giving direct notice to the Ministers prescribed under the *Planning and Environment Act 1987;*
- Making the exhibition documents available online at the Department of Environment, Land, Water and Planning website; and
- Making the exhibition documents available at all of Council's service centres and Corporate Centre.

In addition to these formal requirements, East Gippsland Shire also issued media releases about the proposed amendment; placed adverts in the weekly Shire Advertisement and directly contacted planning consultants known to work with Bairnsdale developers to alert them to the amendment process.

6 CONCLUSIONS

The proposed amendment was exhibited in accordance with the requirements of the *Planning and Environment Act 1987.*

The amendment will facilitate development in Bairnsdale in accordance with the Bairnsdale Growth Strategy; the Re-Imagining Bairnsdale Master plan; and the Bairnsdale Wayfinding plan. These are significant and far reaching plans for Bairnsdale.

As the only submission has been withdrawn, it is considered appropriate to adopt amendment C127 and forward it to the Minister for Planning for approval.

7 APPENDICES

1. Planning Scheme Amendment C127 documentation.

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council as the Planning Authority for the East Gippsland Planning Scheme and having considered all relevant planning matters:

1. adopts Planning Scheme Amendment C127 and updates the East Gippsland Planning Scheme to incorporate the Bairnsdale Growth Strategy in accordance with documentation provided at Appendix 1; and

2. refers Planning Scheme Amendment C127, Bairnsdale Growth Strategy to the Minister for Planning for approval.

Cr John Wilkin/Cr Marianne Pelz

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.2.5. ADOPTION OF EAST GIPPSLAND PLANNING SCHEME AMENDMENT C124 TO REZONE 5 ROADKNIGHT STREET LAKES ENTRANCE

DEPARTMENT Community and Strategic Development

AUTHORED BY Geoff Alexander, Strategic Planner

ENDORSED BY Kate Nelson, Director Community and Strategic Development

DOCUMENT NO. 6426555

In Attendance:
Fiona Weigall, Manager Strategic Planning

1 OBJECTIVE

This report seeks Council adoption of Planning Scheme Amendment C124 to rezone land in Roadknight Street Lakes Entrance to Residential, as exhibited; and request the Minister for Planning to approve Planning Scheme Amendment C124.

2 BACKGROUND

The Department of Treasury and Finance (DTF) lodged a planning scheme amendment request in mid 2014 for the rezoning of a disused former caretakers residence adjoining the existing Lakes Entrance Police Station in Roadknight Street, Lakes Entrance on a 666 square metre site. The site is depicted in the image below.



The Department of Justice has declared the former caretakers residence surplus to operating requirements and requires the land to be rezoned from the Public Use Zone 7 to the General Residential Zone to enable the disposal of the land.

Amendment C124 was placed on exhibition from 28 January, 2015 to 28 February, 2015 and no submissions were received. A copy of the exhibited documentation is provided at **Appendix 1.**

This amendment was originally considered by Council at its meeting of 2 September 2014 (Item 5.2.5) seeking approval to proceed with the amendment and seek the necessary approvals. At that meeting, Council committed to approve the amendment if there were no opposing submissions in accordance with Recommendation 7 of the report.

As no opposing submissions were received, the amendment was initially submitted to the Department of Environment, Land, Water and Planning (DEWLP) on 27 April, 2015 requesting Ministerial approval of the amendment.

3 CURRENT STATUS AND/OR ISSUES

DEWLP have since returned the amendment to East Gippsland Shire requesting that the amendment be put to Council for final adoption, now that it has been exhibited. This report therefore seeks final adoption of the amendment by Council so it can be referred to the Minister for Planning in accordance with the *Planning and Environment Act 1987.*

4 IMPLICATIONS

Community

The rezoning of the land will facilitate the public disposal of the property and enable the future use of the existing residence, which has been vacant for a number of years.

Financial

The amendment facilitates the sale of the subject land. The property, when rezoned and privately sold, will be subject to Council property rating system. The Department of Treasury and Finance have paid the statutory fees associated with this amendment.

Council Policy

The Council Plan 2013-2017 identifies that in its capacity as Responsible Authority Council will *"Process and assess planning applications in accordance with the Planning and Environment Act 1987 the Planning Scheme and Council policies aimed at ensuring our cities, towns and settlements develop in an orderly sustainable way"*.

Amendment C124 facilitates the delivery of this policy by ensuring the land is zoned consistently with adjoining land.

Legislative

The Planning Scheme Amendment will continue to be processed in accordance with the requirements of the *Planning and Environment Act 1987*.

5 CONSULTATION WITH STAKEHOLDERS

The amendment has been exhibited in accordance with the *Planning and Environment Act 1987* from 28 January, 2015 to 28 February, 2015 by:

- Placing notice in the Victorian Government Gazette;
- Placing notice in the Lakes Post;
- Giving direct notice to adjoining and adjacent land owners and occupier;
- Giving direct notice to the Ministers prescribed under the *Planning and Environment Act 1987;*
- Making the exhibition documents available online at the Department of Environment, Land, Water and Planning website; and
- Making the exhibition documents available at all of Council's service centres.

No submissions were received.

6 CONCLUSIONS

Amendment C124 will rezone a 666 square metre area of land in Lakes Entrance containing a disused former caretaker's residence to a residential zoning, assisting the Department of Treasury and Finance to sell the land for a practical purpose.

Whilst Council has already adopted the amendment, the DEWLP have raised an issue about the timing of the initial adoption and have requested that Council consider it for adoption a second time, now that the exhibition has been completed.

No submissions were received and it is considered appropriate to adopt amendment C124 and forward it to the Minister for Planning for approval.

7 APPENDICES

1. Proposed Planning Scheme Amendment C124 documentation.

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council as the Planning Authority for the East Gippsland Planning Scheme and having considered all relevant planning matters:

1. adopts Planning Scheme Amendment C124 to rezone 5 Roadknight Street, Lakes Entrance from Public Use Zone 7 – Other Public Use to the General Residential Zone as exhibited in accordance with Appendix 1; and

2. refers Planning Scheme Amendment C124 as detailed above to the Minister for Planning for approval.

Cr Richard Ellis/Cr Ben Buckley

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.2.6. STATUTORY PLANNING MONTHLY REPORT – JULY 2015; AND BUILDING STATISTICS MONTHLY REPORT- JUNE 2015

DEPARTMENT Development

AUTHOR Trudi Stubbs, Statutory Services Administration Team Leader

ENDORSED BY: Paul Holton, Director Development

DOCUMENT NO. 6414931

In attendance
Sarah McLaughlin, Senior Statutory Planner

1 OBJECTIVE

The purpose of this report is to provide a summary of strategic indicators relevant to the Council's statutory planning function and the building industry.

2 BACKGROUND

Council, as part of its Council Plan, requires regular reporting on strategic indicators relevant to certain functions. This report provides an update to Council in regard to processing of applications for planning permits on a monthly basis and provides statistics relevant to building activity within the Shire.

Additionally this report provides a summary of planning activity over the 2015 calendar year.

3 CURRENT STATUS AND/OR ISSUES

Current Application Status

The table below provides a summary of the status of applications being lodged, determined and pending finalisation by East Gippsland Shire Council.

The number of new applications and applications to amend existing permits that have been lodged are recorded to indicate the level of activity by month for the current year and for previous years.

All decisions that conclude the Shire's dealing with an application are listed in the Decision section of the table.

The number of applications pending includes all applications that remain unresolved at the end of the reported month.

	Lodged		Decisions							
	New Apps	Am'ded Apps	Permits App'ved	Permits Am'ded	Permits C'celled	W'dn/ NPR	Apps Refused	Apps Lapsed	Appeals Lodged	Pending
2014	434	59	293	50	0	27	5	6	6	
2015	278	34	259	25	0	18	1	7	2	
Jan	26	3	25	4	0	2	0	0	0	128
Feb	29	5	35	2	0	1	0	2	0	122

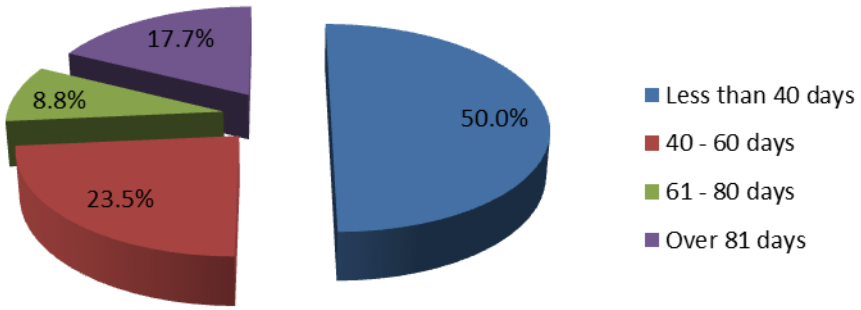
	Lodged		Decisions							
	New Apps	Am'ded Apps	Permits App'ved	Permits Am'ded	Permits C'celled	W'dn/ NPR	Apps Refused	Apps Lapsed	Appeals Lodged	Pending
Mar	53	5	37	3	0	4	0	1	1	136
Apr	34	5	34	2	0	2	0	3	1	134
May	53	10	47	5	0	2	0	0	0	143
Jun	41	4	46	2	0	3	0	0	1	137
Jul	42	2	35	7	0	4	1	1	0	133

Decisions under Delegated Authority

Thirty-four applications were determined under delegated authority for July 2015, a list of which is provided at **Appendix 1**. This figure does not include amended planning permit applications.

The average statutory time for delegated decisions determined was 48 days. The nominal statutory period is 60 days. A graph showing the average statutory days to process applications since November 2013 is shown at **Attachment 1**.

The thirty-four applications determined under delegation for July, consisted of 9 subdivisions, 13 dwellings and sheds, 1 multi-dwelling, 2 vegetation removal, 1 fill on land, 1 bridge, 2 jetties, 1 sign, 1 host farm, 1 camping/caravan park, 1 works at a caravan park and 1 telecommunication facility 73.53% of applications were decided within the nominal statutory period of 60 days as follows:



- 17 applications (50% of the determined applications) were decided within 40 days;
- 8 applications (23.53% of determined applications) were decided between 41 and 60 days;
- 3 applications (8.82% of determined applications) were decided between 61 days and 80 days; and
- 6 applications (17.65% of determined applications) were decided over 81 days.

Total Estimated Cost of Works

For July 2015 the total estimated cost of works was $12,076,801. This figure includes delegated and Council approvals, but does not include amended permits. A graph showing the estimated cost of works since September 2013 is shown at **Attachment 2.**

Building Activity

In order to understand building activity taking place within the Shire it is appropriate to review building permits issued. In June 2015 the estimated cost of works associated with building permits issued was $9,952,858 as shown at **Appendix 2**.

4 IMPLICATIONS

Financial

Nil

Legislative

The *Local Government Act 1989* and the *Planning and Environment Act 1987* enable Council to delegate certain duties and functions to Council Officers.

Council Plan

The Council Plan 2013-17 nominates at 2.2 *"Land use planning delivers vibrant, connected and productive places"*. To support this key strategic activity, the following performance measure has been adopted:

"Work with users to enhance understanding of planning approvals processes and facilitate ease of use."

5 CONSULTATION WITH STAKEHOLDERS

Not applicable.

6 CONCLUSIONS

This report is provided for information only.

7 APPENDICES

1. List of decisions under delegated authority July 2015.
2. List of building permits and values June 2015.

8 ATTACHMENTS

1. Graph showing average statutory times for delegated decisions.
2. Graph showing estimated cost of works for delegated decisions.

RECOMMENDATION

That Council notes:

1. planning permits issued in July 2015 in accordance with authority delegated to Development Unit Staff, as provided at Appendix 1; and

2. building activity in June 2015 as detailed at Appendix 2.

Cr Mark Reeves/Cr Jeff McNeill

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.2.7. PROPOSED CLOSURE OF THE NEWMERELLA WASTE TRANSFER STATION

DEPARTMENT Operations

AUTHORED BY Kartik Venkatraman, Manager Waste

ENDORSED BY Chris Waites, Director Operations

DOCUMENT NO. 6381545

In Attendance:
Kartik Venkatraman, Manager Waste

1 OBJECTIVE

This report provides details on the community consultation meeting held at Council's Orbost Service Centre on 3 July 2015 regarding the proposed closure of the existing Newmerella Waste Transfer Station. Officers now seek Council endorsement of the changes that are proposed, having taken into account feedback received at the community meeting.

2 BACKGROUND

A comprehensive review of the existing waste facility at Newmerella identified potential environmental, financial and legislative risks to Council. The East Gippsland Shire Waste Facilities and Disposal Strategy 2014 (Strategy) was developed in 2014 and identified potential changes/improvements to waste management practices across the municipality. The draft Strategy was made available for public viewing and feedback during the latter half of 2014. In regard to Newmerella, the Strategy nominated closure of this site that currently opens to the public for 4hrs per day on both Saturdays and Sundays.

Having taken into account the feedback received, the Strategy was adopted by Council at its ordinary meeting on 16 December 2014 (refer item 5.2.4). The following resolution from that meeting makes clear Council's commitment to undertake further consultation with individual communities, and to consider feedback from that process before endorsing individual elements of the Action Plan that forms part of the Strategy.

"That Council, based on the overall strategic actions outlined in the Waste Facilities and Disposal Strategy 2014 and the feedback received:

1. *adopts the Waste Facilities and Disposal Strategy 2014 (final October 2014) as provided at Appendix 1;*

2. *requests officers to undertake community consultation prior to implementation of the Strategy Action Plans as provided at Appendix 1; and*

3. *takes account of feedback from the consultation sessions proposed for early 2015 when determining potential modifications to the Action Plan provided at Appendix 1. The outcomes of the community consultation be presented to Council, together with a draft modified Action Plan for formal endorsement.*

CARRIED UNANIMOUSLY 16/12/2014"

3 CURRENT STATUS AND/OR ISSUES

Director Operations Chris Waites, Waste Management Coordinator Elizabeth Modrich, Waste Education Officer Michelle Kearns and Manager Waste Kartik Venkatraman, attended a community consultation meeting at the Orbost Service Centre on 3 July 2015. The meeting was attended by only two individuals from the community. Councillors Peter Neal, Mark Reeves and Marianne Pelz were also present at the meeting.

At the meeting, Council officers provided details about the proposed changes to waste services in Newmerella, and the rationale behind those changes. It was proposed that the waste facility at Newmerella be closed and that the community be re-directed to the Orbost waste facility for future disposal of hard waste and bulky items.

It was noted that the majority of Newmerella residents currently receive a two bin kerbside collection service that caters for general household waste and recyclables. Given the proposal to close the Newmerella site, it was requested that a third kerbside bin be introduced to enable residents to dispose of green waste.

At the meeting, the manager of a caravan park requested Council to provide bins for recyclables. Officers explained that Council does not provide this service to commercial operators and that he should contact a private waste contractor to provide the service he requires.

As a result of discussions held at the 3 July 2015 meeting, the following principles were generally agreed that: -

- Newmerella waste transfer station will be closed.
- Residents who currently receive a two bin kerbside service will be provided with a third bin for green waste disposal, once the Newmerella Waste Transfer Station is closed.
- Three bin kerbside charges to be imposed once the green waste collection service commences in this area.
- Residents to self-haul their hard waste and bulky waste to the Orbost waste facility.

4 IMPLICATIONS

Financial

Minor operational savings will occur as a result of not needing to man the site for 8 hours per week. Site maintenance will also not be required. Annual operational savings would be in the order of $20K per annum.

Council Policy

Council Plan: Goal 3 – Our infrastructure meets current and future community needs.

Strategic objective – Reduce the amount of waste going to landfill.

This report is consistent with Council's adopted 'Waste Facilities and Disposal Strategy'.

Human Resources

Council will no longer provide a staff member at the Newmerella Waste Transfer Station.

5 CONSULTATION WITH STAKEHOLDERS

Council officers have provided the Newmerella community with a number of opportunities to provide feedback regarding the proposed waste service changes in their region. This included public advertising of the Waste Facilities and Disposal Strategy in 2014 and the community consultation session held on 3 July 2015.

6 CONCLUSIONS

Given the limited feedback received, it appears that the Newmerella community are generally accepting of the proposed closure of the Newmerella Waste Transfer Station. To enable green waste to be disposed of without having to travel to the Orbost Waste facility, it was requested that a third bin for green waste be introduced as part of the existing kerbside collection service.

7 APPENDICES

Nil

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council:

1. ***acknowledges the feedback received from the community regarding proposed changes to waste disposal options in Newmerella;***

2. ***endorses the following actions and resultant amendment to the 'Waste Facilities and Disposal Strategy – Action Plan' in relation to the future management of waste in Newmerella: –***

    - ***Newmerella Waste Transfer Station to be closed;***
    - ***residents who currently receive a two bin kerbside service will be provided with a third bin for green waste disposal, once the Newmerella Waste Transfer Station has been closed;***
    - ***three bin kerbside charges to be imposed once the green waste collection service commences in this area; and***
    - ***residents to self-haul their hard waste and bulky waste to the Orbost waste facility; and***

3. ***provides a commitment to the Newmerella community that Council officers will continue to liaise and work closely with affected community members throughout the implementation of waste service changes in the region.***

Cr John Wilkin/Cr Jeff McNeill

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.2.8. GIPSY POINT COMMUNITY CONSULTATION – PROPOSED CHANGES TO WASTE SERVICES

DEPARTMENT Operations

AUTHORED BY Kartik Venkatraman, Manager Waste

ENDORSED BY Chris Waites, Director Operations

DOCUMENT NO. 6381429

In Attendance:
Kartik Venkatraman, Manager Waste

1 OBJECTIVE

This report provides details on the community consultation meeting held at Gipsy Point on 25 July 2015 regarding proposed changes to waste services in the area. Officers now seek Council endorsement of the changes that are proposed, having taken into account feedback received at the community meeting.

2 BACKGROUND

The Gipsy Point community was initially provided with a $3m^3$ trailer service for comingled waste. Due to operational constraints this system was converted to two $3m^3$ skip bins (one for recycling and one for general waste). These skip bins were serviced by Cleanaway from Bega NSW as part of their contract to service Council's Mallacoota Foreshore Caravan Park. The service was again impacted when the caravan park decided to manage its own waste rather than using an external contractor. The cost for an external contractor to service the skip bins at Gipsy Point only would therefore have increased substantially.

It was decided that Council would provide 28x240L bins (14 for general waste and 14 for recycling). These standard sized kerbside bins are service by Tambo Waste Pty Ltd when they undertake the kerbside town collection in Mallacoota.

Green waste has been accepted at Gipsy Point to date with this material being burnt on site when weather conditions permit. Clearly there are risk issues associated with burning any form of waste in close proximity to surrounding bush. The EPA has advised Council that it is unacceptable to continue this practice.

A comprehensive review of the existing Gipsy Point waste facility identified potential environmental, financial and legislative risks to Council. The East Gippsland Shire Waste Facilities and Disposal Strategy 2014 (Strategy) was developed in 2014 and identified potential changes/improvements to waste management practices across the municipality. The draft Strategy was made available for public viewing and feedback during the latter half of 2014.

Having taken into account the feedback received, the Strategy was adopted by Council at its Ordinary meeting on 16 December 2014 (refer item 5.2.4). The following resolution from that meeting makes clear Council's commitment to undertake further consultation with individual communities, and to consider feedback from that process before endorsing individual elements of the Action Plan that forms part of the Strategy.

"That Council, based on the overall strategic actions outlined in the Waste Facilities and Disposal Strategy 2014 and the feedback received:

1. *adopts the Waste Facilities and Disposal Strategy 2014 (final October 2014) as provided at Appendix 1;*
2. *requests officers to undertake community consultation prior to implementation of the Strategy Action Plans as provided at Appendix 1; and*
3. *takes account of feedback from the consultation sessions proposed for early 2015 when determining potential modifications to the Action Plan provided at Appendix 1. The outcomes of the community consultation be presented to Council, together with a draft modified Action Plan for formal endorsement.*

CARRIED UNANIMOUSLY 16/12/2014"

3 CURRENT STATUS AND/OR ISSUES

Director Operations Chris Waites, Waste Management Coordinator Elizabeth Modrich, and Manager Waste Kartik Venkatraman, attended a community consultation meeting at Gipsy Point on 25 July 2015. The meeting was attended by approximately 20 people.

At the meeting, Council officers provided details about the proposed changes to waste services and the rationale behind those changes.

The proposed service outlined in the Strategy for the Gipsy Point community included a two bin kerbside collection service with disposal of green waste to be ceased. Green waste is to be managed on site by individual landowners or can be accepted at the Mallacoota Transfer Station free of charge.

Some residents raised concerns about the viability of a kerbside collection service due to limited accessibility for large vehicles to a number of properties. An alternative option was discussed, to use the existing waste site as a rural kerbside collection point, excluding a green waste collection. The community were much more supportive of this option but remained displeased with the proposal to cease green-waste collection.

Attendees at the community meeting proposed that a 30cu.m bin be provided at the site to accept green waste. Council officers explained the operational constraints and the cost behind such an operation. Many questions were asked about the Environmental Protection Authority regulation. The community requested Council to assist in initiating discussions with State agencies to support the burning of green waste on their designated land or private property i.e. anon-Council owned site.

As a result of discussions held at the 25 July 2015 meeting, the following principles were generally agreed to: -

- rural kerbside collection to be established at the existing location;
- the service to include both 240 litre garbage bins and 240 litre recycling bins;
- Council to provide additional bins during peak demand periods as required, e.g. summer holidays;
- the collection point to be locked and keys to be provided to residents;
- no service for hard/bulky waste and green waste to be provided (these materials would need to be self-hauled to the Mallacoota Transfer Station);
- the new service to be introduced within the 2015/16 financial year;
- "Tip" sign to be removed to discourage illegal dumping;
- additional street litter bins to be provided near the lake;

- a $200 Rural Waste Charge to be introduced; and
- assistance from Council in facilitating a first discussion between DELWP and the community regarding burning of green waste

It was made clear that the new Rural Waste Charge is being applied to other rural communities within East Gippsland Shire that do not have a kerbside collection service or access to a manned transfer station. The charge helps to offset the cost of providing a waste collection service to these areas. It was also stated that the charge is for the provision of a waste collection service and was not a result of the proposed change of service.

4 IMPLICATIONS

Financial

A cost of approximately $10,000 will be required to establish the collection point and will be sourced from the 2015/2016 Capital Works budget for waste projects. Although the Gipsy Point project is not currently listed, savings have been identified on other nominated 2015/16 waste projects that can be directed towards the Gipsy Point works. No change in annual operating cost is expected.

Council Policy

Council Plan: Goal 3 – Our infrastructure meets current and future community needs.

Strategic objective – Reduce the amount of waste going to landfill.

This report is consistent with Council's adopted 'Waste Facilities and Disposal Strategy'.

Human Resources

Nil

Legislative

With the introduction of the new system, Council will be compliant with OH&S regulations and guidelines.

5 CONSULTATION WITH STAKEHOLDERS

Council officers have provided the Gipsy Point community with a number of opportunities to provide feedback regarding the proposed waste service changes in their region. This included public advertising of the Waste Facilities and Disposal Strategy in 2014 and the community consultation session held on 25 July 2015. Officers have also made a commitment to work closely with the community throughout the implementation phase of the changes.

6 CONCLUSIONS

Overall, the community consultation held in Gipsy Point on 25 July 2015 resulted in a balance between community expectation and Council obligation in providing a safe and improved waste service. Council officers, with general support from community members, agreed to recommend for Council consideration, changes to waste management in the Gipsy Point area that will result in improved waste management.

7 APPENDICES

Nil

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council:

1. ***acknowledges the feedback received from the community regarding proposed changes to waste management in Gipsy Point;***

2. ***endorses the following actions and resultant amendment to the 'Waste Facilities and Disposal Strategy – Action Plan' in relation to the future management of waste in the Gipsy Point area: -***

    - **rural kerbside collection to be established at the existing waste disposal site;**
    - **the new service to include both 240 litre garbage bins and 240 litre recycling bins;**
    - **Council to provide additional bins during peak demand periods as required, e.g. summer holidays;**
    - **the collection point to be locked and keys to be provided to residents;**
    - **no service for hard waste and green waste to be provided;**
    - **the new service to be introduced within the 2015/16 financial year;**
    - **residents to self-haul any bulk waste and green waste to the Mallacoota waste transfer station or deal with green waste on their own property;**
    - **"Tip" sign to be removed to discourage illegal dumping;**
    - **additional street litter bins to be provided near the lake;**
    - **a $200 rural waste charge to be introduced; and**
    - **assistance from Council officers in facilitating discussions between the Department of Land Water and Planning (DELWP) and the community regarding options to burn green waste at Gipsy Point.**

3. ***endorses the introduction of the 'rural waste charge' to residents and commercial operators in Gipsy Point that do not currently receive a kerbside collection service; and***

4. ***provides a commitment to the Gipsy Point community that Council officers will continue to liaise and work closely with affected community members throughout the implementation of waste service changes in the region.***

Cr Mark Reeves/Cr Jeff McNeill

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.2.9. BRODRIBB RIVER COMMUNITY CONSULTATION OUTCOME – PROPOSED CHANGE TO WASTE SERVICE

DEPARTMENT Operations

AUTHORED BY Kartik Venkatraman, Manager Waste and Assets

ENDORSED BY Chris Waites, Director Operations

DOCUMENT NO. 6381386

1 OBJECTIVE

This report provides details on the community consultation meeting held at Council's Orbost Business Centre on 3 July 2015 regarding proposed changes to the waste collection service at Brodribb River. Officers now seek Council endorsement of the proposed waste service changes, having taken into account feedback received at the community meeting.

2 BACKGROUND

A comprehensive review of the existing waste trailer facility at Brodribb River identified potential environmental, financial and legislative risks to Council. The East Gippsland Shire *'Waste Facilities and Disposal Strategy 2014'* (Strategy) was developed in 2014 and identified potential changes/improvements to waste management practices across the municipality. The draft Strategy was made available for public viewing and feedback during the latter half of 2014.

Having taken into account the feedback received, the Strategy was adopted by Council at its Ordinary meeting on 16 December 2014 (refer item 5.2.4). The following resolution from that meeting makes clear Council's commitment to undertake further consultation with individual communities, and to consider feedback from that process before endorsing individual elements of the Action Plan that forms part of the Strategy.

"That Council, based on the overall strategic actions outlined in the Waste Facilities and Disposal Strategy 2014 and the feedback received:

1. *adopts the Waste Facilities and Disposal Strategy 2014 (final October 2014) as provided at Appendix 1;*

2. *requests officers to undertake community consultation prior to implementation of the Strategy Action Plans as provided at Appendix 1; and*

3. *takes account of feedback from the consultation sessions proposed for early 2015 when determining potential modifications to the Action Plan provided at Appendix 1. The outcomes of the community consultation be presented to Council, together with a draft modified Action Plan for formal endorsement.*

CARRIED UNANIMOUSLY 16/12/2014"

3 CURRENT STATUS AND/OR ISSUES

Director Operations Chris Waites, Waste Management Coordinator Elizabeth Modrich, Waste Education Officer Michelle Kearns and Manager Waste Kartik Venkatraman, attended a community consultation meeting at the Orbost Business Centre on 3 July 2015. The meeting was attended by only three individuals from the community. Councillors Peter Neal, Mark Reeves, John Wilkin and Marianne Pelz were also present at the meeting.

Officers provided details about the proposed changes to waste services for Brodribb River and the rationale behind those changes. Although no final solution was reached at the meeting due to the limited attendance, the following options were agreed as worthy of further discussion with Brodribb River residents:

- **Option 1:** Residents to individually engage a waste contractor to service their properties in the Brodribb River area. Council to remove the $200 rural waste charge, currently being charged for use of the existing trailer.

- **Option 2:** Residents to self-haul their waste to the Orbost Waste Transfer Station and pay a gate fee for waste disposal. Recyclables accepted at Orbost at no cost to residents. Council to remove the $200 rural waste charge, currently being charged for use of the existing trailer.

- **Option 3:** Council to provide a rural kerbside collection service at a nominated location. 240L recycling and general waste bins to be placed in a locked enclosure. Keys to be provided to residents and the $200 rural waste charge to remain.

Council officers will be forwarding letters to the residents outlining the three options. The most widely supported option will then be implemented.

4 IMPLICATIONS

Financial

Council currently provides a waste trailer service at Brodribb River. None of the three options above would significantly increase the annual operating cost to Council. A small capital cost would be incurred if Option 3 is implemented. This cost can be accommodated within exiting budget allocations for implementation of the Waste Collection and Disposal Strategy-Action Plan.

Council Policy

Council Plan: Goal 3 – Our infrastructure meets current and future community needs.

Strategic objective – Reduce the amount of waste going to landfill.

This report is consistent with Council's adopted 'Waste Facilities and Disposal Strategy'.

Human Resources

Nil

Legislative

With the introduction of the new system, Council will be compliant with OH&S regulations and guidelines.

5 CONSULTATION WITH STAKEHOLDERS

Council made the Waste Facilities and Disposal Strategy available for public consideration in the latter half of 2014. Consultation sessions have since been held with a number of communities most directly affected by implementation of the strategy. A letter will now be sent to all Brodribb River residents outlining three options for waste disposal/collection in their area. Council Officers will implement the option most broadly supported by residents.

6 CONCLUSIONS

Council has undertaken a comprehensive process in developing the Waste Facilities and Disposal Strategy 2014 and consulting with directly affected communities. Following the consultation session held with Brodribb River residents, three options will be provided to the community for consideration. The option to be finally adopted will be the one that receives majority support from residents.

7 APPENDICES

Nil

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council:

1. ***acknowledges the feedback received from the community regarding proposed changes to waste disposal options at Brodribb River;***

2. ***distributes a letter to all Brodribb River residents outlining outcomes from the 3 July 2015 consultation session held in Orbost and offering the following three options for further consideration and feedback: -***

    - ***Option 1: Residents to individually engage a waste contractor to service their properties in the Brodribb River area. Council to remove the $200 rural waste charge, currently being charged for use of the existing trailer;***

    - ***Option 2: Residents to self-haul their waste to the Orbost Waste Transfer Station and pay a gate fee for waste disposal. Recyclables accepted at Orbost at no cost to residents. Council to remove the $200 rural waste charge, currently being charged for use of the existing trailer;***

    - ***Option 3: Council to provide a rural kerbside collection service at a nominated location. 240L recycling and general waste bins to be placed in a locked enclosure. Keys to be provided to residents and the $200 rural waste charge to remain;***

3. ***proceeds with implementation of the option that receives the highest percentage support from Brodribb River residents, and endorses that option as an amendment to the 'Waste Facilities and Disposal Strategy – Action Plan' in relation to the future management of waste at Brodribb River; and***

4. ***provides a commitment to the Brodribb River community that Council officers will continue to liaise and work closely with affected community members throughout the implementation of waste service changes in the region.***

Cr Marianne Pelz/CrJane Rowe

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.2.10. WAIREWA – PROPOSED CHANGE TO WASTE SERVICE

DEPARTMENT Operations

AUTHORED BY Kartik Venkatraman, Manager Waste

ENDORSED BY Chris Waites, Director Operations

DOCUMENT NO. 6382414

1 OBJECTIVE

This report provides details on the community consultation meeting held at the Wairewa Community Hall on 3 July 2015 at 3.00 pm regarding the review of services at the existing waste transfer station. Officers now seek Council endorsement of the changes that are proposed, having taken into account feedback received at the community meeting.

2 BACKGROUND

A comprehensive review of the existing waste facility at Wairewa waste transfer station identified modifications to the service to make it operationally and financially viable. The East Gippsland Shire Waste Facilities and Disposal Strategy 2014 (Strategy) was developed in 2014 and identified potential changes/improvements to waste management practices across the municipality. The draft Strategy was made available for public viewing and feedback during the latter half of 2014.

Having taken into account the feedback received, the Strategy was adopted by Council at its Ordinary meeting on 16 December 2014 (refer item 5.2.4). The following resolution from that meeting makes clear Council's commitment to undertake further consultation with individual communities, and to consider feedback from that process before endorsing individual elements of the Action Plan that forms part of the Strategy.

"That Council, based on the overall strategic actions outlined in the Waste Facilities and Disposal Strategy 2014 and the feedback received:

1. *adopts the Waste Facilities and Disposal Strategy 2014 (final October 2014) as provided at Appendix 1;*

2. *requests officers to undertake community consultation prior to implementation of the Strategy Action Plans as provided at Appendix 1; and*

3. *takes account of feedback from the consultation sessions proposed for early 2015 when determining potential modifications to the Action Plan provided at Appendix 1. The outcomes of the community consultation be presented to Council, together with a draft modified Action Plan for formal endorsement.*

CARRIED UNANIMOUSLY 16/12/2014"

3 CURRENT STATUS AND/OR ISSUES

Director Operations Chris Waites, Waste Management Coordinator Elizabeth Modrich, Waste Education Officer Michelle Kearns and Manager Waste Kartik Venkatraman, attended a community consultation meeting at the Wairewa Community Hall on 3 July 2015. Approximately 20 residents from the community attended the meeting.

At the meeting, Council officers provided details about the proposed changes to waste services in Wairewa, and the rationale behind those changes. The Strategy proposed that the existing site remain but split bins (both general household waste and recyclables accepted in separate compartments) be introduced. Under the proposal the site would not be manned and gate fees would not be collected. Instead a $200 rural waste charge was proposed to be applied to all properties in the area. Residents would each be provided a key whereby they could access the site as they wished. Under the new system, it was also proposed to cease accepting green waste at the transfer station.

Community members raised strong objection against the key system and expressed their concerns around the introduction of a $200 fee. A number of residents advised that they produced very little waste and would much prefer to pay gate fees as they have in the past. Further discussion ensued with support gained from the community for significantly reduced opening hours whilst retaining a manned site. This was seen by the community as a better way to ensure a properly managed and controlled site.

With general consensus of the community members who attended the public meeting, the following principles were agreed to: -

- the existing site/location of the Wairewa Waste Transfer Station to remain;
- green waste will not be accepted with residents needing to self-manage this material;
- two 30 cu.m bins will be provided (one for general waste and another for metals);
- the manning of the site will reduce from 12 hrs per week to six hours per week on a single day. Those at the meeting agreed on Saturday as the preferred opening day;
- residents will manage their own green waste at their properties or self-haul their green waste to the Orbost or Lakes Entrance waste facility.

4 IMPLICATIONS

Financial

Staffing will be reduced from 12 hours per week to six hours per week, providing a small operating saving.

Council Policy

Council Plan: Goal 3 – Our infrastructure meets current and future community needs.

Strategic objective – Reduce the amount of waste going to landfill.

This report is consistent with Council's adopted 'Waste Facilities and Disposal Strategy'.

Human Resources

This will impact one employee who is currently employed at the site, resulting in a reduction in their hours from 12 hours per week to 6. The current employee was at this community meeting and is aware of the proposed changes and what the community has sought. This impact will be managed through Council's Human Resources department.

Legislative

With the introduction of the new system, Council will be compliant with OH&S regulations and guidelines.

5 CONSULTATION WITH STAKEHOLDERS

As above.

6 CONCLUSIONS

Following consultation with the Wairewa community, proposed changes to waste management in the area were supported by Council officers. These changes differ to what was proposed in the Waste Facilities and Disposal Strategy however provide an outcome that is more acceptable to residents. The proposed waste service is as follows:

- The existing Wairewa Waste Transfer Station to remain as the location for waste disposal for Wairewa residents.
- Green waste will no longer be accepted at the site.
- Two 30 cu.m bins to be provided (one for general waste and another for metals).
- Site to be staffed for six hours per day each Saturday.
- Residents to manage green waste on their own properties or self-haul their green waste to the Orbost or Lakes Entrance waste facilities.

7 APPENDICES

Nil

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council:

1. ***acknowledges the feedback received from the Wairewa community regarding proposed changes to waste disposal options in Wairewa and surrounds;***

2. ***endorses the following actions and resultant amendment to the 'Waste Facilities and Disposal Strategy – Action Plan' in relation to the future management of waste in Wairewa: -***

    - **The existing Wairewa Waste Transfer Station to remain as the location for waste disposal for Wairewa residents.**
    - **Green waste will no longer be accepted at the site.**
    - **Residents to manage green waste on their own properties or self-haul their green waste to the Orbost or Lakes Entrance waste facilities; and Two 30 cu.m bins to be provided (one for general waste and another for metals).**
    - **Site to be staffed/manned for six hours per day each Saturday; and**

3. ***provides a commitment to the Wairewa community that Council officers will continue to liaise and work closely with affected community members throughout the implementation of waste service changes in the region.***

Cr Richard Ellis/Cr Marianne Pelz

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.2.11. FEDERAL GOVERNMENT FUNDING OPPORTUNITIES FOR ROAD AND BRIDGE PROJECTS

DEPARTMENT Operations

AUTHORED BY Chris Waites, Director Operations

ENDORSED BY N/A

DOCUMENT NO. 6409039

1 OBJECTIVE

This report outlines Federal Government funding streams that may be accessed to support road and bridge projects within the Shire.

2 BACKGROUND

Council officers continually pursue any available external grant opportunities to support internal funding allocations towards capital infrastructure projects. In regard to road and bridge projects, external funding has historically come from the Federal 'Roads to Recovery' (R2R) program and the recently discontinued State-funded 'Country Roads and Bridges' programme.

In 2014, the federal Government announced a new funding stream known as the 'Bridges Renewal Programme'. Council officers submitted an application under the first round of the program and were successful in attracting $342K to match equivalent Council cash to rebuild the un-trafficable timber bridge on Saleyards Road (also referred to as Bosworth Road Bridge).

Unfortunately the announcement of funding for the bridge replacement attracted unexpected opposition from a small number of residents, predominantly business owners in the adjacent Giles Street industrial area. Those opposing the bridge replacement sought to have the funding re-allocated from Bosworth Road to Giles Street. Unfortunately the funding criteria for 'Bridges Renewal' did not allow for construction of a new road and bridge on a green-field site.

As a result of the above opposition, Council made a commitment to review the project and to consider funding of the Giles Street extension through alternative avenues. A commitment was also made to provide a pedestrian link/bridge at the location of the old Bosworth Road Bridge.

Council's Chief Executive officer and Director Operations met with representatives from the Department of Industry and Regional Development in May 2015 to discuss the approved funding for Bosworth Road and options to re-allocate the funds to another project. It was made clear at this meeting that the funding could not be transferred to the Giles Street project and that Council would need to withdraw its current successful application for Bosworth Road.

3 CURRENT STATUS AND/OR ISSUES

Council has recently received encouraging news from the Deputy Prime Minister, The Hon Warren Truss in relation to infrastructure funding. The letter received from Mr Truss on 7 July 2015 outlined the following opportunities for Councils:

- Additional $300M of R2R funding in 2015-16
- Additional $805M of R2R funding in 2016-17
- Round 2 of the Bridges Renewal Programme will provide $100M to Local Government
- Additional $200M of Black Spot Funding over the next two years 2015/16-2016/17
- $200M of funding over five years under the Heavy Vehicle Safety and Productivity Programme.

Given the additional funding available to Councils for R2R projects, it is likely that Council cash will be freed up to allocate to new projects.

Acknowledging the community feedback in relation to the Bosworth Road Bridge upgrade and Giles Street extension and the recent announcement of increased funding opportunities, Council officers have undertaken actions 1 and 2 below and will work through actions 3 and 4:

1. Withdrawal of the successful application for Bosworth Road Bridge under Round 1 of the Bridges Renewal Programme. (There is no ability to merely transfer this allocation to another project).

2. Submission of an application under Round 2 of the Bridges Renewal Programme for an alternative project that complies with the grant guidelines. (A submission has been made for replacement of the Glenaladale Bridge over the Mitchell River).

3. Review the preliminary design and cost estimate for the extension of Giles Street and if a compelling case can be made in accordance with the funding criteria, submit an application for funding under the Heavy Vehicle Safety and Productivity programme. If the project does not meet the criteria for this funding program, consider other options to fund the Giles Street extension, acknowledging that the project will be prioritised against other competing infrastructure projects across the municipality.

4. Investigate the cost to provide a pedestrian bridge at the site of the Bosworth Road Bridge and determine how this may be funded within the 5 year Capital Works Program.

4 IMPLICATIONS

Financial

The withdrawal of the funding application for the Bosworth Road Bridge will free up $330K of Council cash from the 2015/16 financial year to put towards other projects, should Council wish to do so.

The construction of the Giles Street extension is estimated to be in the order of $1.0M-$1.5M. External funding, if successful, would contribute up to 50% of the total project cost.

Council Officers have submitted a funding application under Round 2 of the Bridges Renewal Programme for reconstruction of the Glenaladale Bridge over the Mitchell River. Should this application be successful, it will require $1.0M of Council contribution.

Council Policy

The provision of new bridge and road infrastructure meets the following goal within the Council Plan 2013-2017:

Goal 2.3 – Our Infrastructure meets current and future community needs

2.3.1 Our built environment managed by Council is well designed and accessible.

2.3.2 Our infrastructure is efficiently delivered and maintained.

Human Resources

Council's Operations department will continue to pursue all funding opportunities for bridge renewal and new bridge projects across the Shire.

5 CONSULTATION WITH STAKEHOLDERS

Following unexpected opposition to replacement of the Bosworth Road Bridge, Council met with opponents of the project and acknowledged a desire by Giles Street business owners and local environmentalists to extend Giles Street in lieu of reconstructing the existing bridge. This feedback resulted in a review of the bridge replacement proposal and subsequent withdrawal of the successful funding application.

6 CONCLUSIONS

The replacement of the Bosworth Road Bridge was originally proposed to be undertaken across the 2014/15 and 2015/16 financial years. Public opposition to the bridge replacement resulted in a review of the proposal and subsequent withdrawal of the funding application. The cost of a pedestrian bridge at this location will be determined and the project considered for inclusion on future Capital Works programs.

Council Officers will submit an application for funding of replacement of the Glenaladale Bridge over the Mitchell River under Round 2 of the Bridges Renewal Programme. Investigation will also continue in regard to possible funding opportunities to extend Giles Street in Bairnsdale, through to Saleyards Road.

7 APPENDICES

Nil

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council:

1. ***acknowledges public feedback received in relation to the proposed replacement of the Bosworth Road Bridge in Bairnsdale and notes withdrawal of the successful funding application under Round 1 of the federally funded Bridges Renewal Programme;***

2. ***submits an application under Round 2 of the Bridges Renewal Programme for the replacement of the Glenaladale bridge over the Mitchell River west of Lindenow;***

3. ***investigates potential funding opportunities for the extension of Giles Street in Bairnsdale through to Saleyards Road and considers the project for inclusion in a future Capital Works program; and***

4. ***investigates the cost to provide a pedestrian bridge at the site of the Bosworth Road Bridge and considers the project for inclusion in a future Capital Works program.***

Cr Ben Buckley/Cr Jane Rowe

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.3. ECONOMY

Conflict of Interest:

Cr Richard Ellis having declared a conflict of interest in item 5.3.1 vacated the Chamber at 8.26 pm and was absent during discussion and voting on this item.

5.3.1. REGIONAL AND DISTRICT EVENTS SPONSORSHIP (RADES) ROUND ONE 2015/16 ASSESSMENT

DEPARTMENT Development

AUTHORED BY Stephen Kleinitz, Senior Economic Development Officer

ENDORSED BY Paul Holton, Director Development

DOCUMENT NO. 6417019

In Attendance:
Tim Ellis, Manager Economic Development
Stephen Kleinitz, Senior Economic Development Officer

1 OBJECTIVE

This report seeks Council's adoption of recommendations for funding under the East Gippsland Shire Regional and Districts Events Sponsorship (RADES) Program - Round One 2015/2016, as assessed by the RADES Program Assessment Panel and outlined in **Appendix 1** to this report.

2 BACKGROUND

East Gippsland Shire Council has been running the Regional and District Events Sponsorship (RADES) program since 2009. Over that time the process has changed little, with minor updates implemented as we continue to support a wide range of events in our region.

This report makes recommendations on events sponsorship for events that have a focus on supporting the economic growth of our region, having criteria and an assessment process that supports this aim. Applications for events deemed as 'local', or community, fall under Council's Community Small Grants Program and are referred for Council consideration in a separate report.

The RADES program provides 'sponsorship' as distinct from 'grant' funding. As such the East Gippsland Shire Council must be recognised in all advertising and media releases, as well as promotional and marketing material. Council's and the East Gippsland Naturally Magic logos must also be used on all advertising and promotional material relating to the event. Additionally, further recognition of Councils sponsorship can be negotiated on a case by case basis and commensurate with the level of sponsorship provided.

There is a well-defined process to receive and consider RADES proposals, and identify support for those events that offer the greatest benefit to the region.

The RADES Program aligns with other Council endorsed funding programs and timeframes detailed in the *East Gippsland Shire Grants Guidelines and Eligibility Criteria 2015/2016* as provided in previous reports to Council.

In 2011 Council amended the RADES application process to allow applicants to apply for up to three years of funding. This modification has been introduced to provide organisers of regular, recurring events with a strong track record the opportunity to seek a longer funding commitment from Council. The modification has been introduced based on feedback from event organisers indicating that known funding commitments for multiple years would assist with ongoing event planning and management and reduce some of the uncertainty associated with Council's annual assessment process.

As an outcome, there have been far less grant applications, as a number of events have secured funding for three years and are, therefore, not applying annually. Applicants for Round One 2015/2016, were again given the opportunity to apply for funding for either one or up to three years.

At the previous round (Round Two 2014/15) the process was changed with all applicants completing their application using the new online tool called Smarty Grants. The change to Smarty Grants has been widely applauded by applicants and assessors. Previously the application process was carried out over two assessment Panel meetings with Panel members making independent scoring between meetings. However, with the introduction of Smarty Grants all assessors could preview and assess applications independently before meeting. At the meeting the decisions could be made.

The meeting was a round table discussion on each grant which took into consideration many factors, these included such things as: the averaged weighted scores, the dollars requested, funding conditions, spread of event types and timing, other grants, the past funding history and other information from the application. All of this information was amalgamated into the final recommendations of the Panel.

3 CURRENT STATUS AND/OR ISSUES

The RADES Program Assessment Panel (the Panel) met to assess each of the applications against the East Gippsland Shire Grants Guidelines and Eligibility Criteria. The Assessment Panel is comprised of:

- Director Development, East Gippsland Shire Council (EGSC);
- Manager Major Economic Development EGSC;
- Executive Officer, Business and Tourism East Gippsland;
- Marketing Manager, East Gippsland Marketing Inc (EGMi);
- Senior Economic Development Officer, EGSC, and;
- Commercial Business Support Officer, EGSC (non-scoring, providing administration support only).

Prior to the assessment of the applications received, conflicts of interest are declared. As per usual process, Panel members with a conflict of interest were excluded from the discussion, evaluation and recommendation about the applications they have a relationship with. There were no conflicts of interest recorded for this round of applications.

A total of eleven applications were made to RADES (refer **Table One** for a category breakdown). There was one application transferred to RADES from the Community Grants Program. The application did not fit the funding criteria for the Community Grants Program and was more likely to get funding from RADES. This event was the Classic Boat Rally in Paynesville.

Table One – Funding Applications received Round one 2015/16

Organisation	Event Name	Years	Requested
East Gippsland Historical Automobile Club Inc.	East Gippsland Gallop Hub Rally 2015	1	$5,000
Lakes Entrance Action & Development Association	Lakes Entrance New Year's Eve Fireworks	3	$10,000
Historic Rally Association Inc.	Alpine Rally of East Gippsland	1	$5,000
Bruthen Arts & Events Council Inc	Walking the Blues	1	$10,000
Swan Reach Primary School	Swan Reach Primary School Twilight Fete	1	$5,000
Mallacoota And District Business and Tourism Association	Mallacoota Annual Ocean Fishing Tournament	1	$5,000
Four Mates From Lakes Pty Ltd	Groundswell Music Festival	1	$10,000
Paynesville Business & Tourism Association	Paynesville Music Festival	3	$10,000
AJ Events	X-Marathon adventure race	3	$30,000
Bairnsdale Car Club	Bairnsdale Motor expo	3	$5,000
Netball Victoria	Victorian Beach Netball Summer Festival	1	$10,000
Paynesville Classic Boat Rally Inc.	Paynesville Classic Boat Rally	1	$5,000

Several events applied for multi-year funding and the panel looked at each event individually. The panel are keen to ensure well established existing events become more financially independent as well as attracting new events to the region.

The RADES program has proven quite successful and we are attracting new events to East Gippsland that will provide significant short term benefits in the form of bed nights and longer term benefits as they align with our regional marketing and promotion strategies. Unfortunately, this means that we need to spread the money further and in some instances we have not given events the full amount requested, but chosen certain items from their budget to sponsor.

Council officers encourage event organisers to apply for funding so that the event organisers have enough time to proceed with the delivery of their event based on the agreed funds allocated by Council through the RADES process. Event organisers are required to provide a financial plan detailing all sources of income and costs, and highlighting the profit or loss of the event. This data is considered by the panel along with the funding amounts requested and informs the funding allocation recommendations by the panel.

There were several events (Bairnsdale Motor Expo and Paynesville Classic Boat Rally) that were unsuccessful in this round. The Panel felt their application either did not meet the criteria well or the application needed further work. The event organisers of these events have been encouraged to apply for the next round of funding and Council officers will work with them to through the process.

One event (Swan Reach Twilight Fair) was deemed ineligible as the application demonstrated the event to be a fundraising event – the Funding Criteria clearly define the fundraising event as ineligible.

Details of the applications received, and the Assessment Panel's recommendation on each is included at **Appendix 1.**

4 IMPLICATIONS

Financial

2014/15 budget

Annual Funding Pool 2015/16	$100,000
Less:	
Multi-year commitments from previous years	$38,000
Recommendation in this report	**$37,500**
Balance of funding pool remaining for Round 2 15/16	**$24,500**

Calculations for future years: 2016/17 and 2017/18

- **2016/17**: Assuming the same total funding pool of $100,000, minus:
  - $21,000 which was forward committed from previous Rounds
  - $10,000 which is recommended for commitment from the current Round.
- Leaves $69,000 available for new applicants in future rounds.
- **2017/18:** Assuming the same total funding pool of $100,000, minus:
  - $10,000 which is recommended for commitment from the current Round.
- Leaves $90,000 available for new applicants in future rounds.

Council Policy

The Regional and District Events Sponsorship Program is consistent with the Council Plan 2013-2017 and in particular, the Council Plan key focus area: ***Economy****: We contribute to a prosperous and sustainable region that takes advantage of economic opportunities.*

Human Resources

Council officers in the Economic Development Unit will be responsible for administering the RADES Program.

5 CONSULTATION WITH STAKEHOLDERS

The Marketing Manager of East Gippsland Marketing Inc. and Executive Officer of Business and Tourism East Gippsland Inc. participated as members of the RADES Program Assessment Panel, thus providing external stakeholder input.

Media releases and advertisements were published in local newspapers to inform the community about the program and of the closing dates for the funding rounds.

Detailed information about Council's Annual Grants and Funding programs including the RADES program was also included on Council's website. This includes a comprehensive Grants Programs Guidelines booklet and application forms. Council staff also promoted the grants program via their networks and databases.

Due to the introduction of Smarty Grants, community workshops were held in Omeo, Bonang, Mallacoota and Buchan.

Application forms and funding criteria are available from Council libraries, business and outreach centres and from Council's website.

Applicants were invited to contact the Senior Economic Development Officer for advice on the eligibility of their event and how to complete their applications.

Successful grant applicants are notified by letter and asked to sign a "Funding Agreement" outlining various items including acknowledging Councils support before during and following the event.

Following their event, they are required to submit to Council a "Grant Acquittal', outlining and providing evidence how they acknowledged Councils support.

6 CONCLUSIONS

The East Gippsland Shire Regional and District Events Sponsorship Program Round One 2015/16, is consistent with the objectives of the Council Plan.

Council's consideration of the Assessment Panel's recommendations is now sought.

7 APPENDICES

1. Assessment Panel recommendations for the RADES Program Round One for projects in the 2015/16, 2016/17 and the 2017/18 financial years.

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council:

1. allocates $37,500 from Round one of the 2015/16 Regional and District Events Sponsorship (RADES) Program for 2015/16 financial year in accordance with the RADES Program Assessment Panel recommendations as listed below and provided at Appendix 1:

a)	***$2,500***	***East Gippsland Historical Automobile Club to host the East Gippsland Gallop Hub Tri Club Rally 2015***
b)	***$5,000***	***Lakes Entrance Action & Development Association to deliver the Lakes Entrance New Year's Eve Festival and Fireworks***
c)	***$5,000***	***Historic Rally Association to deliver the Alpine Rally of East Gippsland***
d)	***$4,000***	***Bruthen Arts & Events Council to deliver the Walking the Blues at the Bruthen Blues Festival***
e)	***$4,000***	***Mallacoota And District Business and Tourism Association to run the inaugural Mallacoota Annual Ocean Fishing Tournament***
f)	***$5,000***	***Groundswell Music Festival***
g)	***$2,000***	***Paynesville Business & Tourism Association to deliver the Paynesville Music Festival***
h)	***$5,000***	***X-Marathon adventure race***
i)	***$5,000***	***Victorian Beach Netball Summer Festival***

2. allocates $10,000 from Round One of the 2015/16 Regional and District Events Sponsorship (RADES) Program for 2016/17 financial year in accordance with the RADES Program Assessment Panel recommendations as listed below and provided at Appendix 1:

a)	***$5,000***	***Lakes Entrance Action & Development Association - Lakes Entrance New Year's Eve Festival and Fireworks***
b)	***$5,000***	***X-Marathon adventure race***

3. allocates $10,000 from Round One of the 2015/16 Regional and District Events Sponsorship (RADES) Program for 2017/18 financial year in accordance with the RADES Program Assessment Panel recommendations as listed below and provided at Appendix 1:

a)	***$5,000***	***Lakes Entrance Action & Development Association - Lakes Entrance New Year's Eve Festival and Fireworks***
b)	***$5,000***	***X-Marathon adventure race***

Cr Marianne Pelz/Cr Jane Rowe

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

Cr Richard Ellis returned to the Chamber at 8.29 pm.

5.3.2. EAST GIPPSLAND DRAFT DIGITAL ACTION PLAN

DEPARTMENT Development

AUTHORED BY Tim Ellis, Manager Economic Development

ENDORSED BY Paul Holton, Director Development

DOCUMENT NO. 6419329

In Attendance:
Tim Ellis, Manager Economic Development

1 OBJECTIVE

This report provides Council with a Draft Digital Action Plan, as shown at **Appendix 1**, for review and recommends Council's endorsement for the draft plan to be released to the public for comment.

2 BACKGROUND

The East Gippsland Shire Economic Development Strategy 2014-18 identifies an action to develop a digital action plan for East Gippsland. Council's Economic Development Unit, following a competitive tender process, contracted the KPMG to support the development of such a plan for East Gippsland.

A steering committee was formed to oversee the selection of the preferred consultant and to oversee the project. The steering committee consisted of the following, and was selected on the basis of their experience, knowledge and day to day engagement in the digital industry:

- Janine Hayes — Destination Gippsland
- Sharon Jankowiak — East Gippsland Shire Council
- Nick Fordham — Federation Training
- Nick Sharp — Y Media
- Jane McKay — Jane McKay Communications
- Charlotte King — Scholars, Shop East Gippsland

The purpose of developing a Digital Plan is to support business productivity and competiveness. A thriving digital economy and a culture of technology can provide East Gippsland businesses with the opportunity to be more productive and more competitive. The focus of the plan is to identify and make recommendations, supported by an action plan, on how businesses can be more productive and competitive by being aware of and utilising current digital broadband and digital technologies.

The focus of this work is non-technical, nevertheless Council will continue to advocate for the broadband infrastructure to support business requirements.

The draft plan is focused on the business community and not the broader aspects that a digital strategy could encompass, for example community connectedness, access to Council services, or Council's internal information technology infrastructure and services.

The goal is to strengthen local businesses by increasing their digital maturity, awareness and usage of digital technologies.

The growth of high speed broadband is very patchy across Gippsland in general. Many regions have had no appreciable improvement in services over the past few years, and as such, are falling further behind those that have received access to a high speed solution. There are still residents and businesses in Gippsland using dial up to access the internet.

The planned roll out of broadband wireless services across some parts of East Gippsland will increase the availability of high speed broadband.

Many businesses will be able to increase their productivity, efficiency, market reach, customer service and presentation by making more effective use of technology. In order to do this there needs to be a culture of use of technology rather than a focus on the delivery of the infrastructure to support the technology itself. This can be achieved in a number of ways and the plan details actions which include education and training programs, alternative delivery methods, and awareness programs.

New businesses that already operate in the creative / innovative digital space are more likely to be attracted to East Gippsland if there is a prevailing culture of technological adoption by businesses and consumers.

A study published by University of Queensland Business School, Ref Verreynne, M 2012 July, Queensland Innovation Report 2012, showed a clear cause and effect relationship between digital business and economic performance. The research indicated that firms using the web to engage customers were in the following;

- 2 times more profitable;
- 4.5 times more likely to innovate and;
- 4.8 times more likely to export.

This study indicates that lifting the digital maturity of business will result in an increase in economic growth.

3 CURRENT STATUS AND/OR ISSUES

The draft digital plan identifies four key pillars and 12 recommendations on how to increase the productivity and competiveness of businesses through digital technology.

The recommendations and actions in the draft plan will provide the direction for the Economic Development unit, and Councils partners e.g. East Gippsland Marketing Inc, Business & Tourism East Gippsland Inc, East Gippsland Food Cluster Inc, and education providers, to support outcomes identified in the plan.

The draft strategy has been reviewed and approved by the steering committee and if endorsed by Councillors the next stage in the process is to release the draft strategy to the public for comment for a period of 4 weeks. Feedback will be considered by the steering committee and built into the strategy as appropriate. On completion of the public review period the final digital plan will be presented to Councillors for their endorsement.

4 IMPLICATIONS

Financial

The Economic Development Unit operational budget has allocated some funds to support the delivery of the priority actions in the draft digital plan.

Council Policy

The East Gippsland Shire Council Plan 2013 – 2017, 3.1.2 Business and Industries within the region grow and diversify – "ensure businesses are ready for the National Broadband Network (NBN) and can maximise the benefit from this."

The East Gippsland Shire Economic Development Strategy Action #63 Develop a Digital Plan.

Human Resources

The Economic Development Unit is responsible for managing and reporting on the progress of the actions identified in the draft digital plan.

5 CONSULTATION WITH STAKEHOLDERS

The development of the draft plan included extensive consultation with business and industry and Councils partner organisation including the East Gippsland Marketing Inc, Business and Tourism East Gippsland, the East Gippsland Food Cluster, and Federation Training.

As part of the development of the draft plan the first step in the process was to gain an understanding of the current digital maturity of businesses in East Gippsland. This was achieved during the consultation process and through the completion of a survey with the results highlighted in the draft plan. KMPG also delivered two workshops, "Top 10 tips for businesses in a Digital Age" in Bairnsdale and Lakes Entrance, which was attended by over 40 businesses.

The steering committee overseeing the draft plan have approved the draft plan to be presented to Councillors for endorsement.

6 CONCLUSIONS

The development of the draft plan is in line with the Council plan 2013-17 and the East Gippsland Shire Economic Development Strategy 2014-18. The plan identifies recommendations and actions to be delivered over the next three years to support the increased productivity and competiveness of businesses through the use of digital technology. The draft plan is presented to Councillors for their endorsement to be released to the public for their comment.

7 APPENDICES

1. Draft Digital Action Plan

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council note the East Gippsland Draft Digital Action plan as detailed in Appendix 1 and release it for public comment for a period of four weeks.

Cr Jane Rowe/Cr Jeff McNeill

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.4. STEWARDSHIP

5.4.1. REVIEW INSTRUMENT OF DELEGATION - COUNCIL TO MEMBERS OF COUNCIL STAFF

DEPARTMENT Corporate

AUTHORED BY Amanda Rigoni / Graeme Hill, Governance Officer

ENDORSED BY Maryanne Bennett, Director Corporate

DOCUMENT NO. 6419448

In Attendance:
Andrew Fearn-Wannan, Manager Governance

1 OBJECTIVE

This report presents an updated Instrument of Delegation - Council to Members of Council Staff (Instrument) for Council's consideration and adoption.

2 BACKGROUND

Section 98(1) of the *Local Government Act* 1989, as well as other legislation, makes express provision for the appointment of delegates to act on behalf of Council. Specifically, Council may delegate to a member of staff any power, duty or function under the *Local Government Act* 1989 or any other Act conferred upon Council, other than certain specified powers.

The Instrument applies to those Acts where there is no ability for sub-delegation by the Chief Executive Officer.

3 CURRENT STATUS AND/OR ISSUES

The revised Instrument of Delegation at **Appendix 1** enables Council staff to fulfil their legal and administrative functions in a way that ensures the ongoing administrative efficiency of Council.

It has been prepared using templates provided by Maddocks Lawyers and includes relevant legislation amendments and staff position title alterations that have occurred since Council last adopted the Instrument at its meeting on 5 August 2014 (refer Item 5.3.4).

Some of the delegations are subject to conditions or limitations and these are clearly articulated in the Instrument.

As a matter of administrative expediency, the recommendation to this report also authorises the Chief Executive Officer to amend the delegations schedule without formal Council consideration where amendment is rendered necessary simply as a result of changes to officer titles or other minor administrative alterations.

Maddocks Lawyers provided the following comments to highlight some of the legislative amendments to the Instrument;

Changes to the S6 Instrument of Delegation from Council to Staff:

- The *Planning and Environment Regulations 2005* have been replaced by the *Planning and Environment Regulation 2015*;
- The *Planning and Environment (Fees) Further Interim Regulations 2013* have been replaced with the *Planning and Environment (Fees) Further Interim Regulations 2014*. Council powers and duties under the Regulations remain unchanged;
- A new duty has been inserted to keep a copy of levy certificates, contained in section 96Z of the *Planning and Environment Act 1987*.
- For clarity, the power to refuse to renew a registration, under regulation 13(2) of the *Residential Tenancies (Caravan Parks and Moveable Dwellings Registration and Standard) Regulation 2010* has been added. The narrative for regulation 13 (2) previously only referred to the duty to renew a registration if satisfied of certain things. Implicit in this provision is the power to refuse to renew a registration if not satisfied.
- The *Rail Safety Act 2006* has been renamed the *Rail Safety (Local Operations) Act 2006*, all relevant powers, duties and function remain the same.

4 IMPLICATIONS

Financial

There are no financial implications associated with the adoption of this recommendation.

Council Policy

Regular and timely amendment of the Instrument of Delegation supports the Council Plan 2013-2017 goal of, “Making decisions through transparent processes and executing plans prudently and effectively”, and the strategic objective of, ”Our internal processes support good outcomes.”.

Instruments of Delegation provide an effective tool for the efficient administration of legislated responsibilities placed on Council.

Human Resources

Council’s Governance Officer is responsible for the ongoing management of the Instruments of Delegation.

Legislative

Section 98(1) of the *Local Government Act* 1989 provides that Council may, by instrument of delegation, delegate to a member of staff any power, duty or function under the *Local Government Ac*t 1989 or any other Act, other than certain specified powers.

The *Local Government Act* 1989 provides that Council must review all delegations that have been made by Council under section 98(1) and are in force, within the period of 12 months after a general election. A register of delegations must be maintained and available for public inspection.

5 CONSULTATION WITH STAKEHOLDERS

No external consultation is required or has been undertaken.

6 CONCLUSIONS

The revised Instrument of Delegation presented for adoption by Council has been updated to reflect changes to relevant legislation and staff position titles that have occurred since Council adopted the previous Instrument of Delegation on 5 August 2014.

7 APPENDIX

1. Revised Instrument of Delegation - Council to Members of Council Staff.

8 ATTACHMENT

Nil

RECOMMENDATION

That Council, in the exercise of the powers conferred by section 98(1) of the Local Government Act 1989 and other legislation referred to in the Instrument of Delegation provided in Appendix 1, resolves that:

1. the powers, duties and functions set out in the Instrument of Delegation to Members of Council Staff at Appendix 1, be delegated to the members of Council staff holding, acting in, or performing the duties of the office or position referred to in that instrument, subject to the conditions and limitations specified in the Instrument;

2. the Instrument of Delegation as provided at Appendix 1 be signed and the common seal of Council affixed;

3. the Instrument of Delegation comes into force immediately the seal is affixed to the instrument;

4. on the coming into force of the Instrument of Delegation all previous delegations from Council to members of Council staff (other than the Chief Executive Officer) are revoked;

5. the duties and functions set out in the Instrument of Delegation must be performed, and the powers set out in the instruments must be executed, in accordance with any guidelines or policies of Council that it may adopt from time to time; and

6. the Chief Executive Officer be authorised to amend the delegations schedule without formal Council consideration if amendment is rendered necessary simply as a result of changes to officer titles or other minor administrative changes which may occur from time to time.

Cr Mark Reeves/Cr Marianne Pelz

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.4.2. PROPOSED LEASE OF LAND – 64 GREAT ALPINE ROAD, LUCKNOW TO TELSTRA CORPORATION LTD

DEPARTMENT Corporate

AUTHORED BY Andrew Fearn-Wannan, Manager Governance

ENDORSED BY Maryanne Bennett, Director Corporate

DOCUMENT NO. 6378275

In Attendance:
Andrew Fearn–Wannan, Manager Governance

1 OBJECTIVE

This report seeks Council approval to give public notice of a proposal to lease part of the Lucknow Recreation Reserve to Telstra Corporation Ltd for a period of 21 years.

2 BACKGROUND

East Gippsland Shire Council was approached by Service Stream Pty Ltd (on behalf of Telstra Corporation Ltd) which was investigating the potential availability of a site at the Lucknow Recreation Reserve for the establishment of a telecommunications tower, to provide for improved telecommunications in the Lucknow area. Under normal circumstances, such a facility would include a tower and an equipment shelter and would require an area of approximately 100m^2 of land.

At the time of the approach, Council officers were investigating the upgrading of the lighting and lighting towers that service the recreation oval within the reserve.

Following extensive discussions with Telstra's representatives, it was agreed that rather than construct an additional, separate tower within the reserve, Telstra would contribute the projected cost of a stand-alone Telstra tower to the overall cost of the lighting project.

Council would then upgrade one of the four proposed lighting towers to meet Telstra's specifications, which would then enable the tower to accommodate both the sports lighting and any subsequent Telstra telecommunications facilities.

As a result of this proposed arrangement, Council's contribution to the overall cost of the lighting project would be significantly reduced.

Because of the requirement to have the lighting upgraded before the current winter sports season, Telstra agreed to make this money available well prior to its need to provide for the upgraded communications facilities and the sum of $29,735.20 was paid to Council in November 2014. The lighting towers (including the upgraded tower) were then installed under a contract managed by Council officers.

At the time of these discussions, a smaller, discrete lease site adjacent to the agreed pole site was identified for a Telstra equipment shelter and the terms and conditions of the proposed lease were generally agreed by relevant officers at that time.

3 CURRENT STATUS AND/OR ISSUES

Telstra is now seeking to finalise the lease of the equipment shelter site and proceed with the installation of facilities on the tower.

The lease is proposed to be for 21 years and will include specific conditions relating to the installation, management and maintenance of telecommunications facilities on the tower.

As the joint use tower has already been installed, the area required for the equipment shelter has been substantially reduced to an area of $35m^2$. A locality and site plan is provided at **Appendix 1**. An aerial view of the proposed location of Telstra lease area is provided at **Attachment 1**.

4 IMPLICATIONS

Financial

The occupation of the leased areas as proposed is considered to be 'commercial' under the provisions of Council's *Rental Policy for Council-owned and Council-managed Land.* The policy provides that rental for commercial leases be established by valuation, be subject to market review each three years and be subject to annual CPI increases.

As part of the discussions regarding the installation of the tower, Telstra proposed a rental figure of $8,500 per annum for the equipment shelter and in accordance with their preferred rental model, suggested a 3% annual increase for the life of the lease.

Servicestream, on behalf of Telstra, has notified Council that this "set and forget" rental model is Telstra's preferred model, given the vast numbers of towers they control across the country.

Advice has been sought on the rental proposal from Gippsland Property Valuers, which has recently provided Council valuations for two proposed leases to NBN Ltd for Council controlled sites.

The valuers have noted that the rental figure proposed is reasonable in terms of setting a benchmark rental for the $35m^2$ of land that is the subject to this lease proposal, taking into account the benefits that accrue to Council, including cost savings associated with the lighting project. They further noted that although a three year market-based rental review is the most appropriate method of determining rent, the proposed automatic annual increase is considered reasonable.

Council Policy

The proposed lease is consistent with and supports the objectives of the Council Plan 2013-2017 to, "Manage Council's property portfolio, including purchases, sales, leases and licenses to ensure land under Council's ownership or management is used effectively and in the best interests of current and future generations."

The proposed lease is broadly consistent with the commercial rental provisions of Council's *Rental Policy for Council-owned and Council-managed Land* and the rental offer has been confirmed as "reasonable" by independent valuers.

Legislative

Section 190 of the Local Government Act 1989 requires that Council publicly advertise all details of its intention to lease land to another party for a period of 10 years or longer, and provides for written submissions on the proposal to be made.

Any submissions received must be considered under the provisions of section 223 of the Act.

A planning permit is not required, as the works proposed by Telstra are defined as a "low-impact" facility in accordance with Telecommunications (Low-impact Facilities) Determination 1997 *Telecommunications Act*.

5 CONSULTATION WITH STAKEHOLDERS

The proposed lease and establishment of both equipment shelter and the telecommunications facilities has been discussed with the Lucknow Recreation Reserve Committee of Management (the Committee), which has raised no objections.

The advertising of the intention to lease will give the broader community an opportunity to comment on the lease proposal.

6 CONCLUSION

The proposal to lease an equipment shelter site at the Lucknow Recreation Reserve to Telstra has the support of the Committee and in the view of Council officers, represents a positive outcome for the community.

7 APPENDICES

1. Locality plan and site plan

8 ATTACHMENTS

1. Aerial view - proposed location of Telstra lease area

RECOMMENDATION

That Council:

1. ***determines that the proposed lease of part of the Lucknow Recreation Reserve at 56 Great Alpine Road, Lucknow as detailed in Appendix 1, for the purpose of providing communications facilities, is consistent with the Local Government Act 1989 and Council's Rental Policy for Council-owned and Council-managed Land*;**

2. ***authorises officers to give public notice of Council's intention to enter into a lease with Telstra Corporation Ltd over 35m^2 of the Reserve for a period of 21 years with annual rental commencing at $8,500 per annum (incl. GST);***

3. ***appoints a committee comprising the whole of Council, with a quorum being five Councillors, to hear and consider any written submissions received in response to the proposed lease agreements, pursuant to section 223 of the Local Government Act 1989*;**

4. ***nominates 1.30 pm on 27 October 2015 as the time and date on which the Committee of Council will consider submissions received in relation to the proposed lease; and***

5 ***should no submissions be received in relation to the proposed lease as a result of the public notification process, authorises officers to enter into formal lease agreements with Telstra Corporation Ltd as detailed in clauses 1 and 2 above.***

Cr Marianne Pelz/Cr Mark Reeves

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.4.3. REVIEW OF COUNCIL POLICIES – FRAUD AND CORRUPTION CONTROL, RISK MANAGEMENT AND WORKPLACE HEALTH AND SAFETY

DEPARTMENT Corporate

AUTHORED BY Graeme Hill / Amanda Rigoni, Governance Officer

ENDORSED BY Maryanne Bennett, Director Corporate

DOCUMENT NO. 6418417

In Attendance:
Andrew Fearn-Wannan, Manager Governance

1 OBJECTIVE

A program for the review of all Council policies has been progressively presented to Council.

2 BACKGROUND

Council adopts policies to provide an ongoing guide to decision-making which is consistent with the Council Plan and other strategy plans endorsed by Council.

A rolling program of Council policy reviews has been in place since the October 2012 Council election. The only policies not yet reviewed are:

- Carnival Operations Policy;
- Civic Recognition and Functions Policy;
- Private Jetty Construction within Riviera Harbours Policy; and Toonalook Harbours Canal Development Policy.

3 CURRENT STATUS AND/OR ISSUES

The Fraud and Corruption Control (refer **Appendix 1**), Risk Management (refer **Appendix 2**) and Workplace Health and Safety Policies (refer **Appendix 3**) together with the Risk Management Framework (refer **Attachment 1**) and Workplace Health and Safety Strategy (refer **Attachment 2**) have been reviewed by Council's Audit Committee, with all refinements suggested by the Committee incorporated into the presented documents. The revised policies have also been reformatted to reflect the current policy document template.

Council officers have also reviewed the three policies listed below to reflect any relevant legislative or administrative changes, and to ensure that the content of each is up to date.

Following is a summary of the proposed changes to existing policies, and the rationale behind those changes.

Fraud and Corruption Control Policy

This policy has been reviewed with reference to the findings of the June 2012 Victorian Auditor-General's report titled, *Fraud Prevention Strategies in Local Government*, along with information released in November 2014 by the Independent Broad-based Anti-corruption Commission on controlling fraud and corruption.

The policy forms part of the broad framework for fraud prevention that is currently under review incorporating; Fraud Control Plan, fraud risk assessments, fraud awareness training and the monitoring and reporting on fraud control strategies.

The key changes proposed in this policy include:

- Clear definition of the measures in place to prevent fraud;
- Details of the roles and responsibilities for compliance monitoring and investigation where fraud is reported or suspected;
- Identifying the roles of Councillors, Audit Committee, Chief Executive Officer and other staff;
- Referencing the resources available to assist the prevention, reporting and handling of suspected fraud;
- Introducing the requirements of the *Protected Disclosures Act 2012*; and
- Greater emphasis on the protections afforded by the *Protected Disclosure Act* 2012 for persons responsible for exposing fraud or corruption in the workplace.

Risk Management Policy

The revised Risk Management Policy

- Outlines Council's commitment to effective and responsible risk management;
- Includes the identification and treatment of potential risks; and
- Identifies roles and responsibilities for implementation and compliance monitoring.

Risk Management Framework 2015/16

The Risk Management Framework details the elements that collectively form the basis for managing Council's risk in accordance with the Australian Standard.

Specific objectives and actions for the year are listed by way of an ancillary document.

The 2015/16 Framework replaces the 2011 Risk Management Strategy and provides a more comprehensive explanation of the risk management process.

It is noted that in accordance with a recommendation from Council's Audit Committee, the standard risk culture clause contained in staff position descriptions will be reviewed to more accurately reflect Council's conservative approach to risk management and reinforce risk management as a corporate priority.

Workplace Health and Safety Policy

The Workplace Health and Safety Policy:

- Outlines the principles underpinning Council's commitment to ensuring a safe and healthy workplace for all employees, contractors and members of the public; and
- Identifies roles and responsibilities for implementation and compliance monitoring.

Key changes to this policy include:

- implementing strategies to not only minimise the risk related to workplace accidents, but also employee mental health; and
- clearly articulating the role and responsibility of the Chief Executive Officer.

2015/16 Workplace Health and Safety Strategy

- Details the implementation of the workplace health and safety program within the organisation. The strategy also identifies specific objectives and actions for the year; and
- Includes a new objective to increase the emphasis on incident reporting and investigation, and the development of uniform procedures for these actions across the organisation.

Arts and Culture, Arts and Acquisition and Public Art Policies

Processes for reviewing three policies relevant to the Arts and Culture activities undertaken by Council have also been considered. These policies relate to Arts and Acquisition, Arts and Culture, and Public Art.

The Arts and Culture Policy was originally created when Council first re-engaged in the provision of arts and cultural services. It is considered that this policy is no longer required, as it has been superseded by the current Arts, Culture and Heritage Strategic Plan 2011-2015.

As Council is currently undertaking a major review of the delivery of arts and cultural services across the Shire, it is considered most appropriate for that review to provide guidance in respect to future strategy and policy approaches applicable to Council as part of that process. It is noted that Council has tasked the Creative Communities Advisory Board with responsibility for investigating the most effective future models for service delivery with a report to Council scheduled for March 2016. This review will include refining the strategic direction for East Gippsland, clarifying the role of Council in these delivery arrangements and will encompass Council's role in delivering Public Art.

Officers believe it would be inappropriate to review the Arts and Acquisition Policy (refer **Attachment 3**) and Public Art Policy (refer **Attachment 4**) in isolation of the overarching review process being undertaken.

In light of the above, it is recommended that all three of these arts related policies be rescinded.

4 IMPLICATIONS

Financial

There are no additional financial implications associated with the recommendations of this report.

Council Policy

The development and review of Council policies is consistent with the Council Plan 2013-2017 'Stewardship' Goal: "We make decisions through transparent processes and execute our plans prudently and effectively", and the strategic objective to "Our internal processes support good outcomes."

Legislative

The Workplace Health and Safety Policy should be reviewed annually. There is no legislative obligation on Council to review any of the other policies presented with this report. However, it is widely recognised as good governance practice for Council to review all existing policies on a regular basis.

All policies presented have been assessed to ensure compliance with the obligations and objectives of the Victorian *Charter of Human Rights and Responsibilities Act* 2006.

5 CONSULTATION WITH STAKEHOLDERS

The three policies presented for adoption have been reviewed by Council's Audit Committee.

6 CONCLUSIONS

Council policies provide a basis for good decision-making and a collective and consistent set of principles for Council action.

The policy review recommended only minor changes in Council's existing policy position in respect of the policies presented for adoption, which have been revised to reflect the new policy framework template. New procedures and guidelines statements have been established where applicable to assist in the application of these policies.

Three arts related policies are recommended for rescinding, pending Council's confirmation of its future direction in this area through the major review of the delivery of arts and cultural services currently being undertaken.

7 APPENDICES

1. Revised Fraud and Corruption Control Policy
2. Revised Risk Management Policy
3. Revised Workplace Health and Safety Policy

8 ATTACHMENTS

1. Risk Management Framework
2. Draft Workplace Health and Safety Strategy
3. Arts and Acquisition Policy recommended for rescinding
4. Public Art Policy recommended for rescinding

RECOMMENDATION

That Council:

1. adopts the Fraud and Corruption Control Policy provided at Appendix 1;

2. adopts the Risk Management Policy provided at Appendix 2;

3. adopts the Workplace Health and Safety Policy provided at Appendix 3;

4. notes the 2015/16 Risk Management Framework provided at Attachment 1;

5. notes the 2015/16 Workplace Health and Safety Strategy provided at Attachment 2;

6. authorises the Chief Executive Officer to amend the adopted policies without formal Council consideration if amendment is required as a result of changes to officer titles or administrative changes that occur from time to time;

7. rescinds the Arts and Culture Policy and notes that it has been superseded by the Arts, Culture and Heritage Strategic Plan 2011-2015; and

8. rescinds the Arts and Acquisition Policy and the Public Art Policy, in light of the current review of Arts and Cultural Service Delivery being undertaken by the Creative Communities Advisory Board and subsequent to that review, confirmation of an appropriate new policy direction by Council.

Cr Jane Rowe/Cr Ben Buckley

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

5.4.4. PROPOSED LEASE OF BAIRNSDALE DRAGWAY

DEPARTMENT Corporate

AUTHORED BY Simon Alleaume, (former) Property and Risk Coordinator

ENDORSED BY Maryanne Bennett, Director Corporate

DOCUMENT NO. 6422625

In Attendance:
Andrew Fearn-Wannan, Manager Governance

1 OBJECTIVE

This report seeks Council approval to give public notice of a proposal to lease part of the land at 345 Bengworden Road, Bairnsdale to Bairnsdale Dragway Incorporated for a total period of 19 years. A plan identifying the land in question is provided at **Appendix 1**.

2 BACKGROUND

In October 2012 Bairnsdale Dragway Inc (BDI), also referred to as Bairnsdale Drag Racing Affiliation (BDRA) entered into a lease with Council to occupy a section of the Bairnsdale aerodrome for drag racing purposes.

The lease was based on an initial three year term, with an option for two further terms of three years each. The following clause within the lease provided BDI with an option to resubmit for a new lease:

Schedule 2, Section 5: *Resubmit lease after November 2012 for Council consideration of a 5 by 5 by 5 with an option to resubmit for new lease.*

3 CURRENT STATUS AND/OR ISSUES

In July 2014 BDI gave notice that it wished to exercise the provision within Schedule 2 and seek a new lease with Council of up to 15 years. That advice was subsequently revised to indicate that BDI was now seeking an initial nine year term with the option of two further terms of five years, a total of 19 years.

The new lease that is the subject of this report would be based on the lease term most recently sought by BDI, with similar conditions to BDI's existing occupation applying.

4 IMPLICATIONS

Financial

The occupation of the leased area as proposed is considered to be combination of both 'commercial' and 'community' uses.

Rental for BDI under its existing lease is $1,305.12 (incl GST) per annum. As BDI is now established on the site and has held several events at both local and national levels, it is proposed that the rental for the new lease be set at a point somewhere between the rental under its existing lease and an independent valuation for the occupation of the site on a commercial basis, which indicated a rental of value of $5,280 (incl GST) per annum.

Following negotiations with BDI a starting rental of $1,400.00 (incl. GST) per annum is proposed – comprising $114.40 for the community use component and $1,285.60 for commercial use. Officers consider that this would appropriately recognise the two different aspects of BDI's use of the site.

Council Policy

The proposed lease is consistent with and supports the Council Plan 2013-2017 strategic economic goal that, "Our business environment is adaptable and prosperous" and the Plan's stated objective to, "Manage Council's property portfolio, including purchases, sales, leases and licenses to ensure land under Council's ownership or management is used effectively and in the best interests of current and future generations".

The proposed lease is also consistent with the provisions of Council's Rental Policy for Council-Owned and Council-Managed Land, which stipulates *inter alia* that any lease with a term of 10 years or longer is subject to the requirements of section 190 of the *Local Government Act* 1989 (the Act), approval by a resolution of Council and a formal public submissions process.

Legislative

Section 190 of the Act requires that Council publicly advertise all details of its intention to lease land to another party for a period of 10 years or longer, and provides for written submissions on the proposal to be made.

Council must at least four weeks before the lease is made, publish a public notice of the proposed lease and invite submissions in accordance with section 223 of the Act. Any submissions received must be considered under the provisions of section 223 of the Act.

5 CONSULTATION WITH STAKEHOLDERS

Detailed discussions have been conducted between representatives of BDI and Council officers in respect of the terms and conditions of the proposed new lease.

The advertising of the intention to enter a new lease will give the broader community an opportunity to comment on the proposal.

6 CONCLUSIONS

Officers consider that providing a new, longer lease tenure to BDI of 19 years will benefit both the club and the community, in the further establishment of the drag racing facility in East Gippsland.

Although the proposed initial rental for the new lease is less than the commercial market rental valuation, it takes into account the combination of commercial and community based operations undertaken on the site by Bairnsdale Dragway Incorporated.

7 APPENDICES

1. Site Plan showing the lease area.

8 ATTACHMENTS

1. Nil

RECOMMENDATION

That Council:

1. ***determines that the proposed lease of part of 345 Bengworden Road, Bairnsdale, detailed in Appendix 1, to Bairnsdale Dragway Incorporated is consistent with the intent of section 190 of the*** **Local Government Act 1989** ***and Council's Rental Policy for Council-Owned and Council-Managed Land*****;**

2. ***instructs officers to give public notice of Council's intention to enter into a lease with Bairnsdale Dragway Incorporated over the land at 345 Bengworden Road, Bairnsdale for an initial period of nine years, and two further options of five years each, with an initial rental of $1,400.00 per annum (including GST) to be applied;***

3. ***appoints a committee comprising the whole of Council, with a quorum being five Councillors, to hear and consider any written submissions received in response to the proposed lease agreement, pursuant to section 223 of the Local Government Act 1989;***

4. ***nominates 2.00 pm on Tuesday 27 October 2015 as the time and date on which the Committee of Council will consider submissions received in relation to the proposed lease; and***

5. ***should no submissions be received in relation to the proposed lease as a result of the public notification process, authorises officers to terminate the existing lease and enter into a formal lease agreement with Bairnsdale Dragway Incorporated as detailed in clauses 1 and 2 above.***

Cr Marianne Pelz/Cr Richard Ellis

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 01/09/2015

ITEM 6
URGENT AND OTHER BUSINESS

6. URGENT AND OTHER BUSINESS

Cr Jane Rowe/Cr Richard Ellis

THAT PAUL HOLTON, DIRECTOR DEVELOPMENT BE GIVEN PERMISSION TO RAISE AN URGENT REPORT FOR COUNCIL CONSIDERATION.

CARRIED UNANIMOUSLY 01/09/2015

6.1. EAST GIPPSLAND SHIRE AQUATIC STRATEGY

DEPARTMENT Development

AUTHORED BY Tony Brett, Manager Recreation Facilities

ENDORSED BY Paul Holton, Director Development

DOCUMENT NO. 6393460

In Attendance:
Tony Brett, Manager Recreation Facilities

1 OBJECTIVE

The objective of this report is to present to Councillors for their consideration the draft East Gippsland Aquatic Strategy.

2 BACKGROUND

In 2006-2007 Council allocated $40,000 for a master plan to develop pool facilities at the Bairnsdale Outdoor Pool. As a result of that report Council allocated $1,500,000 for the development of pool facilities in the capital works program 2007-2011.

Council has continued to carry forward and increase capital fund allocations to develop pool facilities in subsequent capital works programs. In each of these allocations, Council has anticipated external grant funding to reduce the cost of such a project to residents of East Gippsland Shire.

In August 2011 Council engaged InSynch Consultancy Group to prepare an Aquatic Strategy to understand the aquatic needs of East Gippsland Shire residents in line with existing facility provision and to identify the facilities and services that would best meet the needs of the community going forward. The first draft strategy document was received in June 2012.

Since that time Council officers have undertaken additional works in response to the findings in the draft strategy report as follows:

- Preparation of a Geotechnical study of the Bairnsdale outdoor pool in 2013 which determined it unable to sustain a future development.
- The installation of Solar Heating to the Orbost pool. Utilising $100,000 from Sport and Recreation Victoria's "Better Pools" Grant Program.
- Consulted with the Bairnsdale Secondary College and Department of Education on pool development options.
- Fresh community consultation in 2014 to verify the community expectations expressed in the 2012 draft East Gippsland Aquatic Strategy.
- Held a peer review of the draft Aquatic Strategy in 2014,

Following these actions the draft 2012 East Gippsland Aquatic Strategy was updated. The 2015 draft East Gippsland Aquatic Strategy document was received in July 2015 and can be found at **Appendix 1**.

Broad community consultation findings in the draft strategy are summarised as follows;

- Strong demand for access to aquatic facilities across the Shire.
- Funds should be allocated to existing facilities rather than creating new centres.
- A need to have a warm water pool for residents and visitors in East Gippsland.
- A need for hydrotherapy and warm water programs in East Gippsland.
- Improve all abilities access for residents and visitors at East Gippsland Council Recreation Centres
- Develop transport strategies to improve connectivity to aquatic facilities.
- Council to continue to support concessional pricing and opportunities for low income earners to access services.
- Improve communication with local communities to advertise aquatic services options, both within and outside of the Shire.
- Improvements in change facilities and the addition of more family/all ability change rooms at East Gippsland Council Recreation Centres.
- Additional family space and interactive water play in East Gippsland Council Recreation Centres.
- Reduce overcrowding in water space at the BARC.

3 CURRENT STATUS AND/OR ISSUES

In particular the draft strategy identifies a short term need to provide an additional warm water pool for;

- Water based exercise (aimed at older adults)
- Swimming Lessons (to meet current and future needs)
- Hydrotherapy and rehabilitation (no such facility exists in East Gippsland)

The draft strategy also recommended that transport strategies be developed to facilitate access to aquatic services, and further local community consultation to access water based recreation throughout the Shire.

In assessing a location for a proposed aquatic facility that could meet the needs of the community, the BARC was identified as the site that could best maximise use in the shire. To this end a Feasibility Study into the development of the BARC to assess the feasibility of a future redevelopment was done. This is found in the draft Aquatic Strategy document.

Implementation and Staging Plan

The draft Aquatic Strategy recommends the following actions across the Shire to meet the identified needs above;

1. Undertake a feasibility study to provide key Aquatic strategy needs by December 2014 – completed.

2. Develop a master plan for the chosen site including concept designs and indicative construction costs by July 2015 – BARC was chosen - completed.

3. Apply for external grant funding from Sport and Recreation Better pools funding in 2015 for funding in 2016-17 and 2017-18.

4. Have schematic drawings prepared by end of October 2016 for funding application.

5. Develop transport strategies based on further community consultation for Orbost and outlying communities by June 2016

6. Develop transport strategies based on further community consultation for Lindenow to Bruthen and Bairnsdale to Lakes Entrance and Nowa Nowa by December 2016.

7. Develop water based recreation strategies based on further community consultation for outlying communities by June 2017.

8. Create a site master plan based on further community consultation for Lakes Entrance Aquadome by December 2017.

9. Create a site master plan based on further community consultation for Orbost Outdoor Pool by December 2018.

10. Continue to identify ESD and other efficiency improvements in managing the operations of the East Gippsland Shire Council.

11. Develop an updated East Gippsland Shire Aquatic Strategy by December 2019.

12. Operate and keep open the Bairnsdale Outdoor pool for as long as possible. There is a future outdoor pool development plan in place when the pool is no longer useable.

This study identifies that change facilities, all abilities access and provision of children's interactive water play at the BARC, no longer meet contemporary standards and the expectations of patrons.

To address these short term issues identified in the draft strategy, a Feasibility Study has been undertaken and included in the draft strategy document. The study proposes the development of a 12 X 8 metre warm water pool and extensive refurbishment of the change facilities at the BARC. Concept drawings illustrating short, medium and long term development proposals have also been prepared and are attached to this report.

The cost of the project has been estimated at $6.0 million.

Details of the proposed development are described in detail in the following documents.

- The "East Gippsland Aquatic Strategy" provided at **Appendix 1.**
- Concept drawings for proposed stage one BARC development and drawings for medium and long term developments provided at **Attachment 1.**
- Indicative costing's for proposed BARC development provided at **Attachment 2.**

In brief the development will include;

- A children's interactive water play pool.
- Changing the existing stadium elevated seating area and small storage areas, into new change rooms and increased storage capacity. This is achieved by lifting the current seating area and introducing new seating on top of the raised structure.
- Upgrade reception, café, change room and aquatic spaces to be all abilities accessible.
- Create a family BBQ space with all abilities playground and access.
- No change to the existing 25 metre pool,
- Build a 12 m X 8 m warm water program pool with ramp entry and increased water temperature.
- Four additional family/all abilities change rooms
- Change the pool entry so that access is via the change rooms.
- Build a bookable community meeting and staff training room.
- Create storage space for major sporting club users of the BARC

4 IMPLICATIONS

Financial

Council currently has allocated $9.634 million for a pool development in the 2015-2019 Capital Works Program. This figure includes a $3.0 million dollar for dollar grant funding from Sport and Recreation Victoria's "Better Pools" Program. The indicative cost for the proposed development is $6.0 million. This will see $3.634 million become available for other capital projects.

The draft strategy recommends that Recreation Centre management develop strategies to improve transport connectivity to aquatic facilities. The development of the strategies will be done in-house with current resources and will not have a financial impact. However, the cost implications of implementing these strategies are not known.

It is envisaged that Council continues to support concessional pricing and opportunities for low income earners to access services. There is no cost implication here as this pricing strategy is already in place. And net operating costs at the BARC are not anticipated to increase as a result of the development.

Amenity/Environment

Addressing the provision and upgrading of aquatic facilities found in the draft Aquatic Strategy, will positively impact resident lifestyle, health and wellbeing across the shire. Key recommendations include;

- Creating a warm water program pool for hydrotherapy, rehabilitation and warm water programs.
- Continuing to support concessional pricing and opportunities for low income earners to access services.
- Improving communications with communities regarding the availability for aquatic services, both within and outside of the Shire.
- Improving transport connectivity to aquatic facilities.

The proposed stage one development option in this strategy will improve the usability of the BARC for all users in particular;

- The youngest and oldest of our patrons through accessing a warm water pool.
- Families accessing family/all abilities change rooms, interactive water play and outdoor areas
- Upgrading all change facilities, reception and café areas
- All user groups and community members have access to a bookable meeting room

Council Policy

The "East Gippsland Aquatic Strategy and Feasibility Study for the development of the Bairnsdale Aquatic and Recreation Centre" supports the following goals and objective from the East Gippsland Shire Council Plan 2013 – 2017:

- People – “We contribute to and support healthy, resilient and connected communities”
- Goal 1.3 – “Safe and active, healthy lifestyles are supported”
- Objective 1.3.2 – “Our communities are more physically and socially active”

Human Resources

Staffing costs at the BARC are not anticipated to increase as a result of this development.

5 CONSULTATION WITH STAKEHOLDERS

A comprehensive community consultation process was undertaken during the development of the draft Aquatic Strategy. Key themes to emerge from the consultation include;

- Additional warm water space for older adults, rehabilitation, infant swim lessons.
- Council to focus on improving existing facilities rather than building new facilities.
- Council to work with communities to provide access to aquatic services, both within and outside of the Shire.
- Council to continue to support concessional pricing and opportunities for low income earners to access services

The key themes are further detailed in the consultation section of the draft strategy report in pages 37 to 48 provided at **Appendix 1**.

An Aquatic reference group was established so that community and sporting groups, as well as industry bodies and funding organisations could provide their input into the draft strategy. There was strong support for the proposed design concepts and provision of future works. Members of this group included:

- East Gippsland Waterdragons Swim Club
- Riviera Triathlon Club
- East Gippsland Water
- Sport and Recreation Victoria (funding)
- Aquatics and Recreation Victoria (representing all aquatic sporting organisations)
- Primary Care Partnership (Allied Health)
- Council officers

Peer Review

A peer review of the draft East Gippsland Aquatic Strategy and Feasibility Study for the development of the Bairnsdale Aquatic and Recreation Centre was undertaken. Two external experts, one from Sport and Recreation Victoria and the other a former Manager of Recreation Facilities in a neighbouring municipality, provided feedback on the Aquatic Strategy.

Both provided strong support regarding the level of detail and analysis undertaken which was based upon broad community consultation.

6 CONCLUSIONS

Since 2006-07 Council has been seeking options to improve aquatic facilities in East Gippsland. There is a strong and increasing demand for access to aquatic facilities across the Shire.

A draft Aquatic Strategy was developed for East Gippsland Shire to understand the aquatic needs of East Gippsland residents in line with existing facility provision and to identify the facilities and services that would best meet the needs of the community going forward.

An implementation and Staging Plan was developed in the draft strategy to address the broader needs of the East Gippsland community.

Broad community consultation was undertaken during the preparation of this draft Aquatic Strategy. It identifies aquatic development recommendations which include; additional water space for lap swimmers and sporting groups, the addition of warm water space for learn to swim and older adults, warm water and hydrotherapy programs, interactive children's water play, additional changing rooms and greater all abilities access and family space.

The draft strategy also recommends that recreation centre management develop strategies to improve transport connectivity to aquatic facilities and Council continue to support concessional pricing and opportunities for low income earners to access services.

The draft strategy also proposes this development to be done at the BARC. Concept drawings illustrating short, medium and long term development proposals have also been developed.

Grant funding is available through Sport and Recreation "Better Pools" Program. Council adopting this draft Aquatic Strategy will be critical in supporting a grant funding application.

The draft Aquatic Strategy is now ready to be released for comment.

7 APPENDICES

1. 2015 Draft East Gippsland Aquatic Strategy.

8 ATTACHMENTS

1. Concept drawings for proposed stage one BARC development and drawings for medium and long term developments.
2. Indicative costing's for proposed BARC development.

RECOMMENDATION

That Council releases the 2015 Draft East Gippsland Aquatic Strategy, as provided at Appendix 1, for public comment for a period of four weeks regarding the proposed development in this Aquatic Strategy.

Cr Jeff McNeill/Cr Jane Rowe

THAT COUNCIL RELEASES THE 2015 DRAFT EAST GIPPSLAND AQUATIC STRATEGY, AS PROVIDED AT APPENDIX 1, FOR PUBLIC COMMENT FOR A PERIOD OF FIVE WEEKS REGARDING THE PROPOSED DEVELOPMENT IN THIS AQUATIC STRATEGY AND PRESENTS THE REPORT TO COUNCIL AT THE SPECIAL COUNCIL MEETING TUESDAY 13 OCTOBER 2015 FOR FORMAL ADOPTION.

CARRIED UNANIMOUSLY 01/09/2015

Cr Jane Rowe/Cr Jeff McNeill

THAT CR JANE ROWE BE GIVEN PERMISSION TO RAISE AN ITEM OF URGENT BUSINESS RELATING TO THE PAYNESVILLE MOTOR CRUISER CLUB LEASE.

CARRIED UNANIMOUSLY 01/09/15

Cr Jane Rowe/Cr Mark Reeves

THAT COUNCIL OFFER THE MANAGEMENT AND USE OF THE SLIP BIGHT MARINA BUILDING IN A PUBLIC EXPRESSION OF INTEREST PROCESS TO ENSURE A BEST VALUE RETURN FOR THE PAYNESVILLE AND WIDER EAST GIPPSLAND COMMUNITY.

CARRIED 01/09/2015

For: *Cr Peter Neal, Cr Jane Rowe, Cr John Wilkin, Cr Jeff McNeill, Cr Mark Reeves*
Against: *Cr Richard Ellis, Cr Marianne Pelz, Cr Ben Buckley,*

Cr Ben Buckley/Cr Jeff McNeill

THAT COUNCIL MOVE INTO 'IN CAMERA' PURSUANT TO SECTION 89 (2) (D) OF THE *LOCAL GOVERNMENT ACT 1989*, TO CONSIDER ITEM 7.1 AS THIS ITEM RELATES TO A CONTRACTUAL MATTER.

CARRIED UNANIMOUSLY 01/09/2015

ITEM 7
FOR CONSIDERATION IN CAMERA

Consideration of confidential matters under Section 89(2) of the Local Government Act 1989

7. FOR CONSIDERATION *IN CAMERA*

COMMERCIAL IN CONFIDENCE

Deliberations of Council while in closed session are recorded in Council's Confidential Minute Book. The following resolutions were passed by Council during the closed session of the Council Meeting and determined to be made publicly available.

Reports and Attachments are located in Council's Confidential Minute Book.

7.1. EXTENSION OF CONTRACTS NO. 1117/1314, 1118/1314 AND 1119/1314: FIRE AND ROADSIDE SLASHING SERVICES

THAT COUNCIL:

1. ***APPROVES A TWELVE MONTH EXTENSION TO CURRENT FIRE HAZARD CLEARING AND ROADSIDE SLASHING CONTRACTS 1117/1314, 1118/1314 AND 1119/1314 AWARDED TO MELWOOD INVESTMENTS PTY LTD IN ACCORDANCE WITH CLAUSE 28 AND SUB-CLAUSE 28.1 OF THOSE CONTRACTS;***

2. ***APPROVES A TWELVE MONTH EXTENSION TO THE FOLLOWING CONTRACTORS FOR THE SCHEDULE OF RATES COMPONENT OF THE PROVISION OF FIRE HAZARD CLEARING AND ROADSIDE SLASHING SERVICES CONTRACTS NUMBERS 1117/1314, 1118/1314, 1119/1314 AND***

1120/1314, IN ACCORDANCE WITH CLAUSE 28 AND SUB-CLAUSE 28.1 OF THOSE CONTRACTS:

- ***SEE CHANGE LANDSCAPING PTY LTD;***
- ***PAUL VOLK CONTRACTING;***
- ***GLAWAC;***
- ***LANCASTER CONTRACTING PTY LTD;***
- ***BATT BROTHERS LTD;***
- ***TMCO PTY LTD;***
- ***R & M CONTRACTING (GIPPSLAND) PTY LTD;***
- ***WHELANS EARTHMOVING PTY LTD;***
- ***MELWOOD INVESTMENTS PTY LTD; AND***
- ***ORBOST CIVIL & CIVIC PTY LTD.***

3. SIGNS AND SEALS THE CONTRACT EXTENSIONS IN THE PROPOSED FORM; AND

4. RESOLVES THAT THIS REPORT AND ALL DISCUSSIONS IN RELATION TO THE MATTER REMAIN CONFIDENTIAL, BUT THAT THE RESOLUTION BE MADE PUBLIC IMMEDIATELY.

8. MEETING CLOSED

The meeting closed at 9.28 pm

Confirmed _____

Cr Peter Neal, Mayor

Date: 6 October 2015

APPENDICES

COUNCIL MEETING –1 SEPTEMBER 2015

Item 1.7.1 ASSEMBLIES OF COUNCILLORS – August 2015

1. Assemblies of Councillors meeting records – August 2015.

Item 5.1.1 EAST GIPPSLAND SHIRE GRANTS PROGRAM FUNDING ROUND ONE 2015/2016

1. East Gippsland Shire Grants Program Funding Round One 2015/2016 and Council's Capital Discretionary Funding Recommendations 2015/2016.

Item 5.1.2 ENDORSEMENT OF A COMMUNITY PLAN FOR BEMM RIVER 2015 – 2020

1. Bemm River Community Plan 2015 – 2020.

Item 5.2.1 ADOPTION OF THE LAKE TYERS BEACH FORESHORE MANAGEMENT PLAN AND ASSOCIATED BUSINESS PLAN

1. Draft Lake Tyers Beach Foreshore Management Plan
2. Draft Lake Tyers Beach Foreshore Management Plan Business Plan

Item 5.2.2 SUBMISSION ON REVISED DRAFT VICTORIAN FLOODPLAIN MANAGEMENT STRATEGY

1. East Gippsland Shire Council submission on the Revised Draft Victorian Floodplain Management Strategy.

Item 5.2.3 EAST GIPPSLAND PLANNING SCHEME AMENDMENT C126 – IMPLEMENTATION OF THE PAYNESVILLE MARITIME PRECINCT MASTER PLAN

1. Planning Scheme Amendment C126 documentation.

Item 5.2.4 ADOPTION OF EAST GIPPSLAND PLANNING SCHEME AMENDMENT C127 - BAIRNSDALE GROWTH STRATEGY

1. Planning Scheme Amendment C127 documentation.

Item 5.2.5 ADOPTION OF EAST GIPPSLAND PLANNING SCHEME AMENDMENT C124 TO REZONE 5 ROADKNIGHT STREET LAKES ENTRANCE

1. Proposed Planning Scheme Amendment C124 documentation.

Item 5.2.6 STATUTORY PLANNING MONTHLY REPORT – JULY 2015; AND BUILDING STATISTICS MONTHLY REPORT- JUNE 2015

1. List of decisions under delegated authority July 2015.
2. List of building permits and values June 2015.

Item 5.3.1 REGIONAL AND DISTRICT EVENTS SPONSORSHIP (RADES) ROUND ONE 2015/16 ASSESSMENT

1. Assessment Panel recommendations for the RADES Program Round One for projects in the 2015/16, 2016/17 and the 2017/18 financial years.

Item 5.3.2 EAST GIPPSLAND DRAFT DIGITAL ACTION PLAN

1. Draft Digital Action Plan

Item 5.4.1 REVIEW INSTRUMENT OF DELEGATION - COUNCIL TO MEMBERS OF COUNCIL STAFF

1. Revised Instrument of Delegation - Council to Members of Council Staff.

Item 5.4.2 PROPOSED LEASE OF LAND – 64 GREAT ALPINE ROAD, LUCKNOW TO TELSTRA CORPORATION LTD

1. Locality plan and site plan

Item 5.4.3 REVIEW OF COUNCIL POLICIES – FRAUD AND CORRUPTION CONTROL, RISK MANAGEMENT AND WORKPLACE HEALTH AND SAFETY

1. Revised Fraud and Corruption Control Policy
2. Revised Risk Management Policy
3. Revised Workplace Health and Safety Policy

Item 5.4.4 PROPOSED LEASE OF BAIRNSDALE DRAGWAY

1. Site Plan showing the lease area.

Assembly of Councillors
Councillors/Chief Executive Officer Discussion
Record of Meeting

Tuesday 28 July 2015
Council Chamber, Bairnsdale Corporate Centre

Attendance:

- All Councillors (except Cr Pelz)
- Chief Executive Officer
- Staff members as indicated for individual items

Declarations of Conflict of Interest:

Important Note:

In accordance with the Local Government Act 1989 the matters discussed at this meeting and any conflicts of interest that may arise will be recorded, the notes retained and made available for public inspection as required by the Act. In accordance with s77 of the Local Government Act 1989 the discussions at this meeting are considered to be of a confidential nature unless otherwise agreed upon by Councillors and the Chief Executive Officer, as the matters at this time come under Section 89 (2) (h) of the Act.

1. Community and Strategic Development

In attendance: Kate Nelson, Director Community and Strategic Development

1.1 Council Report – East Gippsland Creative Communities Advisory Board Quarterly Report

Documentation: Docs 6396354, 6396412 and 6396410

Council plan reference: People Goal One – Our communities are connected and inclusive.

1.2 Council Report – Draft Bullock Island Master Plan

In attendance: Fiona Weigall, Manager, Strategic Planning
Documentation: Docs 6395828 and 6395827

Council plan reference: Place Goal Two – Land use planning delivers vibrant, connected and productive places.

1.3 Memorandum – Swifts Creek Memorial Swimming Pool – Feasibility Study

In attendance: Fiona Weigall
Documentation: Docs 6395755 and 6395754

Council plan reference: Place Goal Three – Our Infrastructure meets current and future community needs.

1.4 Memorandum – Review of Community Facilities Orbost

In attendance: Fiona Weigall
Documentation: Doc 6400016, 6385147, 6385149 and 6386494

Council plan reference: People Goal Three – Safe and active, healthy lifestyles are supported.

2. Corporate

In attendance: Maryanne Bennett, Director Corporate

2.1 Verbal Update – Audit Committee Meeting 28 July 2015

Council plan reference: Stewardship Goal Two – We make decisions through transparent processes and execute our plans prudently and effectively.

2.2 Memorandum – Council Memberships 2014/15

In attendance: Andrew Fearn-Wannan, Manager Governance
Documentation: Doc 6400969

Council plan reference: Stewardship Goal One – Shire services meet the needs of our communities and stakeholders at an acceptable cost.

3. Development

In attendance: Paul Holton, Director Development

3.1 Council Report – 285/2014/P – 1875 Bengworden Road, Bengworden- Use and Development of a Dwelling

Documentation: Docs 6386744 and 6380809

Council plan reference: Place Goal Two – Land use planning delivers vibrant, connected and productive places.

3.2 Council Report – Statutory Planning Monthly Report – June 2015 and Building Statistics Monthly Report – May 2015

Documentation: Docs 6382445, 6381590 and 6381591

Council plan reference: Place Goal Two – Land use planning delivers vibrant, connected and productive places.

3.3 Council Report – Funding to Support the East Gippsland Food Cluster to Implement Agribusiness Actions Identified in the East Gippsland Shire Economic Development Strategy, 2014-2018 "Growing East Gippsland"

In attendance: Tim Ellis, Manager Economic Development
Documentation: Docs 6395335, 6395972, 6395986 and 6396900

Council plan reference: Economy Goal Two – Our economy provides opportunities for employment, learning and training.

4. Other Business

Nil

5. Councillors General Business

In attendance: Executive Group

5.1 Memorandum – Council Owned Social Housing (Cr Richard Ellis)

5.2 Signage Vandalism (Cr Ben Buckley)

5.3 Correspondence received from Mr RW Carrison (Cr Ben Buckley)

5.4 Councillor Expenditure (Cr Mark Reeves)

5.5 Drag Club Lease (CEO)

5.6 Paynesville Motor Cruiser Club Lease (CEO)

Assembly of Councillors
Councillors/Chief Executive Officer Discussion
Record of Meeting

Tuesday 4 August 2015
Council Chamber, Bairnsdale Corporate Centre
commencing at 3.00 pm

Attendance:

- All Councillors
- Chief Executive Officer
- Staff members as indicated for individual items

Declarations of Conflict of Interest:

Important Note:

In accordance with the Local Government Act 1989 the matters discussed at this meeting and any conflicts of interest that may arise will be recorded, the notes retained and made available for public inspection as required by the Act. In accordance with s77 of the Local Government Act 1989 the discussions at this meeting are considered to be of a confidential nature unless otherwise agreed upon by Councillors and the Chief Executive Officer, as the matters at this time come under Section 89 (2) (h) of the Act.

3.00 pm Councillors/CEO Discussion

1. Development

In attendance: Paul Holton, Director Development

1.1 Memorandum – Submission – Inquiry into the Legislative and Regulatory Framework Relating to Restricted Breed Dogs

In attendance: Aaron Hollow, Manager Statutory Services
Darren Lang, Acting Community Laws Coordinator
Documentation: Docs 6402945, 6392631 and 6357453

Council plan reference: Stewardship Goal Two – We make decisions through transparent processes and execute our plans prudently and effectively.

1.2 Verbal Update – Basketball Courts issue at the Bairnsdale Aquatic and Recreation Centre/BARC Joint Use Agreement (Bairnsdale Secondary College/East Gippsland Shire Council)

In attendance: Tony Brett, Manager Recreation Facilities

Council plan reference: People Goal Three – Safe and active, healthy lifestyles are supported.

2. Office of the Chief Executive Officer

In attendance: David Radford, Manager Communications and Corporate Strategy

2.1 Memorandum Results of the Local Government Community Satisfaction Survey 2015

In attendance: David Radford
Documentation: Docs 6413075 and 6407863

Council plan reference: Stewardship Goal One – Shire services meet the needs of our communities and stakeholders at an acceptable cost.

2.2 Memorandum - Formal Opening of Aquanation – Maroondah City Council

In attendance: Gary Gaffney, Chief Executive Officer
Documentation: Doc 6413668

Council plan reference: Place Goal Three – Our infrastructure meets current and future community needs.

2.3 Memorandum - 21 Years Since Amalgamation – Celebration and Historical Display

In attendance: David Radford
Documentation: Doc 6408816

Council plan reference: Stewardship Goal Three – East Gippsland Shire Council is an exciting, fulfilling and inclusive organisation.

3. Other Business

3.1 Verbal Discussion – Contract CON2016 61 – Design, Supply and Install Feature Lighting at the Historical Bairnsdale Water Tower

In attendance: David Radford
Fiona Weigall, Acting Director Community and Strategic Development

Council plan reference: Stewardship Goal One – Shire services meet the needs of our communities and stakeholders at an acceptable cost.

3.2 Verbal Debrief - Mitchell River Poplar Removal Program Works

In attendance: David Radford

Council plan reference: People Goal Three – Safe and active, healthy lifestyles are supported.

4. Councillors General Business

4.1 Essential Services Commission – 'A Blueprint for Change' Local Government Rates Capping and Variation Framework Review (CEO)

The CEO provided an update on the report. It was noted that this item would be listed at a future Crs/CEO Discussion.

4.2 Revised Draft Floodplain Management Strategy (Cr Jane Rowe)

5. Council Meeting Agenda Items

Assembly of Councillors
Councillors/Chief Executive Officer Discussion
Record of Meeting

Tuesday 11 August 2015
Council Chamber, Bairnsdale Corporate Centre

Attendance:

- All Councillors
- Chief Executive Officer
- Staff members as indicated for individual items

Declarations of Conflict of Interest:

Important Note:

In accordance with the Local Government Act 1989 the matters discussed at this meeting and any conflicts of interest that may arise will be recorded, the notes retained and made available for public inspection as required by the Act. In accordance with s77 of the Local Government Act 1989 the discussions at this meeting are considered to be of a confidential nature unless otherwise agreed upon by Councillors and the Chief Executive Officer, as the matters at this time come under Section 89 (2) (h) of the Act.

10.30 am Launch: Australia Day Awards – Morning Tea

Event to raise profile of awards, encourage nominations and thank outgoing awardees. Opportunity to meet inspiring East Gippslanders who have received Order of Australia honours and Citizen of the Year awards.

11.30 am Councillors/CEO Discussion

1. Community and Strategic Development

In attendance: Fiona Weigall, Acting Director Community and Strategic Development

1.1 Submission to the Revised Draft Victorian Floodplain Management Strategy

In attendance: Fiona Weigall
Documentation: To be distributed separately by COB Friday 7 August 2015

Council plan reference: Place Goal Four – Our natural assets are maintained and enhanced.

2. Office of the Chief Executive Officer

In attendance: Gary Gaffney

2.1 Notice of Annual General Meeting – Australian Coastal Councils Association

In attendance: Fiona Weigall
Documentation: Doc 6415140

Council plan reference: Stewardship Goal Two – We make decisions through transparent processes and execute our plans prudently and effectively.

3. Operations

In attendance: Chris Waites, Director Operations

3.1 Council Report – Gipsy Point Community Consultation – Proposed Changes to Waste Services

In attendance: Kartik Venkatraman, Manager Waste
Documentation: Doc 6415690

Council plan reference: Place Goal Three – Our infrastructure meets current and future community needs.

3.2 Council Report – Brodribb River Community Consultation Outcome – Proposed Changes to Waste Services

In attendance: Kartik Venkatraman
Documentation: Doc 6415664

Assemblies of Council – East Gippsland Shire Council
Councillors/CEO Discussion Notes – Tuesday 11 August 2015

Council plan reference: Place Goal Three – Our infrastructure meets current and future community needs.

4. Other Business

4.1 Review of Local Government Act to Put Communities First – Media Release (CEO)

Councillors were advised that a review of the *Local Government Act 1989* will be undertaken to improve accountability and create a more contemporary, accessible Act to meet the current and future needs of Victorian communities.

4.2 East Gippsland Catchment Management Authority – Expressions of interest for five local community positions on the Gippsland Lakes Coordinating Committee (CEO)

The CEO advised that applications are currently open. Concern was expressed for lack of representation. CEO to raise at the next Gippsland Local Government Network (GLGN) meeting (21/08/15) and relist at a future Crs/CEO Discussion.

5. Councillors General Business

Nil

1.00 Introduction and overview Re-imagining Bairnsdale Plan

Introduction and overview of Re-imagining Bairnsdale, including the urban design principles, the Arts precinct concept and the proposed next stages of implementation.

Facilitated by Tim Biles – Message Consultants and Shire Officers

1.45 – 2.30 pm Walk and talk through Bairnsdale CBD
Departs from Bairnsdale Library (meet in foyer)
Concludes at East Gippsland Art Gallery

CBD and Arts Precinct Walk through – including discussion of proposed upgrade Nicholson Street; proposed reconfiguration of Safeway carpark; potential uses for new land on Riverine Street, and proposed Arts Precinct (Post Office, Court House and Art Gallery).

2.45 – 3.30 pm Arts Precinct Creative Session
Council Chamber

Return to Council Chamber for Enquiry by Design session – hands on design exercise with Councillors drafting components of the CBD including the Arts Precinct.

Facilitated by Tim Biles

Gary Gaffney
Chief Executive Officer

Assemblies of Council – East Gippsland Shire Council
Councillors/CEO Discussion Notes – Tuesday 11 August 2015

Assembly of Councillors
Councillors/Chief Executive Officer Discussion
Record of Meeting

Tuesday 18 August 2015
Council Chamber, Bairnsdale Corporate Centre
commencing at 1.30 pm

Attendance:

- All Councillors (except for Cr Pelz)
- Chief Executive Officer
- Staff members as indicated for individual items

Declarations of Conflict of Interest:

Important Note:

In accordance with the Local Government Act 1989 the matters discussed at this meeting and any conflicts of interest that may arise will be recorded, the notes retained and made available for public inspection as required by the Act. In accordance with s77 of the Local Government Act 1989 the discussions at this meeting are considered to be of a confidential nature unless otherwise agreed upon by Councillors and the Chief Executive Officer, as the matters at this time come under Section 89 (2) (h) of the Act.

1. Community and Strategic Development

In attendance: Kate Nelson, Director Community and Strategic Development

1.1 Memorandum - Newlands Arm Ratepayers & Residents Association Inc. Simpsons Park and Trust for Nature Covenant

In attendance: Fiona Weigall, Manager Strategic Planning
Documentation: Doc 6426746

Council Plan reference: Place Goal One – Our resources are used in a sustainable way.

2. Corporate

In attendance: Maryanne Bennett, Director Corporate

2.1 Memorandum - Draft Motions – Municipal Association of Victoria State Council Meeting

In attendance: Executive Group
Documentation: Doc 6426601

Council Plan reference: Stewardship Goal Two – We make decisions through transparent processes and execute our plans prudently and effectively.

3. Development

In attendance: Paul Holton, Director Development

3.1 Council Report – East Gippsland Shire Aquatic Strategy

In attendance: Tony Brett, Manager Recreation Facilities
Documentation: Docs 6428312, 6428307 and 6428512

Council Plan reference: People Goal Three – Safe and active, healthy lifestyles are supported.

3.2 Council Report – Statutory Planning Monthly Report – July 2015 and Building Statistics Monthly Report – June 2015

In attendance: Aaron Hollow, Manager Statutory Services
Documentation: Docs 6418645, 6414933 and 6414932

Council Plan reference: Place Goal Two – Land use planning delivers vibrant, connected and productive places.

4. Operations

In attendance: Chris Waites, Director Operations

4.1 Council Report - Proposed closure of the Newmerella Waste Transfer Station

In attendance: Chris Waites
Documentation: Doc 6425277

Council Plan reference: Place Goal Three – Our infrastructure meets current and future community needs.

4.2 Council Report – Wairewa – Proposed Change to Waste Service

In attendance: Chris Waites
Documentation: Doc 6418503

Council Plan reference: Place Goal Three – Our infrastructure meets current and future community needs.

4.3 Council Report – Federal Government Funding opportunities for Road and Bridge Projects

In attendance: Chris Waites
Documentation: Doc 6409530

Council Plan reference: *Place Goal Three – Our infrastructure meets current and future community needs.*

4.4 Memorandum - Increase in Opening Hours at Orbost Waste Transfer Station

In attendance: Chris Waites
Documentation: Doc 6401116

Council Plan reference: *Place Goal Three – Our infrastructure meets current and future community needs.*

4.5 Memorandum - Proposed Design for Benambra Waste Facility

In attendance: Chris Waites
Documentation: Doc 6418721

Council Plan reference: *Place Goal Three – Our infrastructure meets current and future community needs.*

5. Other Business

Nil

6. Councillors General Business

6.1 Bairnsdale Aerodrome (Cr Buckley)

Planning Consultation Meeting

Planning Permit No 335/2012/PA – 717 Wy Yung-Calulu Road, Calulu – Use and development of a winery, roadworks and removal of vegetation – nine objectors

In attendance: Paul Holton
Aaron Hollow, Manager Statutory Services
Ben Marchbank, Planning Officer
Documentation: Docs 6420998, 6425890 and 6419260

Council Plan reference: Place Goal Two – Land use planning delivers vibrant, connected and productive places.

Separate notes were taken.

ASSEMBLY OF COUNCILLORS
Record of Meeting
East Gippsland Shire Council
and
Senator Ricky Muir, Senator for Victoria

Monday 10 November 2014
East Gippsland Shire Council
273 Main Street, Bairnsdale
2.00 pm

1. IN ATTENDANCE

East Gippsland Shire Council
Cr Mark Reeves, Mayor
Cr Peter Neal, Deputy Mayor
Cr Ben Buckley
Cr Michael Freshwater
Cr Marianne Pelz
Cr Jane Rowe
Kate Nelson, Acting Chief Executive Officer
Paul Holton, Director Development
Chris Waites, Director Operations
Fiona Weigall, Acting Director Planning and Community

Senator Ricky Muir, Senator for Victoria
Dwayne Morrison, Victoria Police
Clive Williams, Victoria Police
Tony Harvey
Shane Harvey
Ian Goldie

2. APOLOGIES

East Gippsland Shire Council
Cr Dick Ellis
Cr Jeff McNeill
Cr John Wilkin
Maryanne Bennett, Director Corporate

3. DECLARATIONS OF CONFLICTS OF INTEREST

Nil

4. NEXT MEETING

TBC – 2015

5. REPORTS

5.1 BAIRNSDALE DRAG STRIP

A GENERAL DISCUSSION ENSUED ABOUT THE BAIRNSDALE DRAG STRIP AND POTENTIAL FUTURE USES, INCLUDING A DRIVER EDUCATION TRAINING FACILITY THAT WAS ENDORSED BY VICTORIA POLICE. SENATOR MUIR TO PURSUE POSSIBLE FEDERAL FUNDING STREAMS AND ADVISE ACCORDINGLY.

6. OTHER BUSINESS

A meeting to discuss a broader range of issues will be scheduled in 2015.

7. CLOSE OF MEETING

Meeting closed at 2.58 pm.

ASSEMBLY OF COUNCILLORS

Record of Meeting
East Gippsland Shire Council
and
Senator Ricky Muir, Senator for Victoria

Friday 5 June 2015
East Gippsland Shire Council
273 Main Street, Bairnsdale
2.00 pm

1. IN ATTENDANCE

East Gippsland Shire Council
Cr Peter Neal, Mayor
Cr Michael Freshwater, Deputy Mayor
Cr Dick Ellis
Cr Jeff McNeill
Gary Gaffney, Chief Executive Officer

Senator Ricky Muir, Senator for Victoria
Kerry Muir, Secretary

2. APOLOGIES

East Gippsland Shire Council
Cr Ben Buckley
Cr Marianne Pelz
Cr Mark Reeves
Cr Jane Rowe
Cr John Wilkin
Paul Holton, Director Development
Kate Nelson, Director Planning and Community
Chris Waites, Director Operations
Maryanne Bennett, Director Corporate

3. DECLARATIONS OF CONFLICTS OF INTEREST

Nil

4. NEXT MEETING

As requested

5. DISCUSSION ITEMS

5.1 PRINCES HIGHWAY (EAST OF SALE) RECOGNITION

5.2 FINANCIAL ASSISTANCE GRANTS INDEXATION FREEZE

5.3 BAIRNSDALE DRAG STRIP (FUTURE USE, FUNDING OPTIONS AND SUPPORT)

6. OTHER BUSINESS

6.1 AVALON 4WD VENUE

6.2 HEAVY VEHICLE POLICY

7. CLOSE OF MEETING

ASSEMBLY OF COUNCILLORS
Record of Meeting
East Gippsland Shire Council

and

Ms Melina Bath MLC, Member for Eastern Victoria Region

Thursday 9 July 2015

Nicholson Room
East Gippsland Shire Council
273 Main Street, Bairnsdale

12.30 pm

1. IN ATTENDANCE

East Gippsland Shire Council
Cr Peter Neal, Mayor
Cr Michael Freshwater, Deputy Mayor
Cr Jeff McNeill
Cr Dick Ellis
Cr Ben Buckley
Cr Mark Reeves
Gary Gaffney, Chief Executive Officer
Paul Holton, Director Development
Kate Nelson, Director Community and Strategic Development
Chris Waites, Director Operations
David Radford, Manager Communications and Corporate Strategy

Melina Bath MLC, Member for Eastern Victoria Region

2. APOLOGIES

East Gippsland Shire Council
Cr Jane Rowe
Cr John Wilkin
Cr Marianne Pelz
Maryanne Bennett, Director Corporate

3. DECLARATIONS OF CONFLICTS OF INTEREST

Nil

4. NEXT MEETING

As required

5. REPORTS

5.1 LOCAL GOVERNMENT RATE CAPPING

5.2 EAST GIPPSLAND EDUCATION VISION

5.3 RAIL TRANSPORT IMPROVEMENTS

6. DISCUSSION ITEMS

6.1 ORBOST 20/20 PLAN

6.2 LAKES ENTRANCE INUNDATION

6.3 ADVANCING COUNTRY TOWNS PROJECT

6.4 AGING DEMOGRAPHIC

6.5 JUSTICE PRECINCT

6.6 RE-IMAGINING BAIRNSDALE CBD

6.7 REGIONAL GROWTH PLAN – REGIONAL CITY

6.8 SPORTING PRECINCT (BAIRNSDALE SECONDARY COLLEGE)

6.9 COUNTRY ROADS AND BRIDGES FUNDING

7. OTHER BUSINESS

Nil

8. CLOSE OF MEETING

EAST GIPPSLAND SHIRE COUNCIL

East Gippsland Shire Council
Disability Advisory Committee

RECORD OF MEETING

MONDAY, 17 AUGUST 2015
COUNCIL CHAMBERS
BAIRNSDALE CORPORATE CENTRE

COMMENCING AT 12.30PM

1. PROCEDURAL

1.1 IN ATTENDANCE

Councillors: Cr Jeff McNeill

Officers: Jo Cannon, Rural Access Project Officer and

Others: Brenda Murray, Glenda McPhee, Laura Owen, Ben Gritt

1.2 APOLOGIES

Officers: Susan Scarr, Sascha Johns
Others: Noel Scott

1.3 DECLARATIONS OF CONFLICT OF INTERESTS

Nil.

1.4 CONFIRMATION OF MINUTES

Moved: Cr McNeill
Seconded: Laura Owens

That the minutes of the Disability Advisory Committee Meeting held on 15 June 2015 be adopted.

Carried Unanimously

1.1 BUSINESS ARISING

1.5.1 RECRUITMENT OF NEW DAC MEMBERS

1.5.2 TERMS OF REFERENCE (TOR)

1.5.3 DISABILITY ACTION PLAN

1.5.4 PREPARATION OF AN ACCESS, MOBILITY AND CROSSING POINTS EVALUATION TOOL/S AND FRAMEWORK

2. REPORTS

2.1 COMMUNICATION ACCESS SYMBOL

2.2 DIVERSITY, ACCESS AND SOCIAL INCLUSION PLAN – UPDATE

2.3 PAYNESVILLE BENDIGO BANK

2.4 ADAPTIVE TECHNOLOGY – BAIRNSDALE LIBRARY

3 URGENT AND OTHER ITEMS

Next meeting is 19 October 2015.

4. MEETING CLOSE

EAST GIPPSLAND SHIRE COUNCIL
PLANNING CONSULTATION MEETING
FOR 335/2012/P/A
Use and Development of a Winery, Roadworks and Removal of Vegetation
717 Wy Yung Calulu Road, Calulu

Record of Meeting
(Assembly of Councillors)

TUESDAY, 18 August 2015

COUNCIL CHAMBERS
BAIRNSDALE CORPORATE CENTRE

COMMENCING AT 6 P.M.

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1. PROCEDURAL

1.1 APOLOGIES

Cr Pelz

1.2 IN ATTENDANCE

Councillors:	Mayor Cr P Neal, Cr R Ellis, Cr M Reeves, Cr J Rowe, Cr. J McNeill, Cr B Buckley, Cr J Wilkin, Cr M Freshwater.
Applicant:	Richard Hoxley, Crowther and Sadler, Brian Lightfoot
Objectors:	Mike Cooper, Gwenda Clancy, John Clancy, Bob Wilson, Diane Tice
Officers:	Paul Holton, Director Development, Sarah McLaughlin, Senior Statutory Planner.

1.3 DECLARATIONS OF CONFLICT OF INTERESTS

Nil

2. REPORTS/PRESENTATIONS

2.1 PLANNERS REPORT

In attendance: Sarah McLaughlin, Senior Statutory Planner

2.2 APPLICANT PRESENTATION

Richard Hoxley, Crowther and Sadler, Brian Lightfoot

2.3 OBJECTOR PRESENTATIONS

Mike Cooper, Gwenda Clancy, John Clancy,

3. MEETING CLOSE

The meeting closed at 7 PM

APPENDIX 1

EAST GIPPSLAND SHIRE GRANTS PROGRAM FUNDING ROUND ONE 2015/2016

RECOMMENDATIONS

RECOMMENDATIONS – COMMUNITY PROJECTS				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Ensay Yoga group	Equipment for Ensay Yoga Group	To purchase yoga equipment and props to be used at a weekly evening group session held at the Ensay CFA.	$410.95	$410.95
Friends of the Ruston Hornsby 12H Restoration Group	Restoration and preservation of rare Ruston Hornsby 12H Engine	The overall plan is to fully restore the engine over two stages and then commence public demonstrations over public holiday periods and for groups. The engine is the only one of its type in Australia and will increase tourism as well as being a community project.	$5,000.00	$5,000.00
TOTAL FUNDING RECOMMENDED				**$5,410.95**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**2**

RECOMMENDATIONS – FACILITIES				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Bruthen Bowls Club Inc	Upgrade existing ramp from the clubhouse to the bowling green	To replace the current ramp with one that complies with the 2012 Disability Building Standards.	$5,000.00	$5,000.00
Sarsfield Recreation Reserve Committee of Management Inc	Replacement of Tennis Court surface	Complete re-seal of the Sarsfield Recreation Reserve Tennis Court using Class A 5mm sealing stone.	$2,700.00	$2,700.00
Lake Tyers Beach Recreational Reserve Committee of Management	Playground Equipment Upgrade	Purchase and installation of an additional piece of playground equipment at the existing playground.	$3,000.00	$3,000.00
Dragons Abreast Gippsland Waratahs	Shed to house the Dragon Boats	To build a shed to house the dragon boats at a location close to where they are launched. I.e. The Backwater and Mitchell River.	$5,000.00	$5,000.00
Mittagundi Outdoor Education Centre	Mittagundi Youth Festival equipment purchase	To purchase 2 charcoal spit rotisseries. The spits are currently hired and purchasing the spits would make the festival more sustainable.	$2,800.00	$2,800.00
Bairnsdale Rowing Club	Boatshed Extension	Extension to the existing shed will allow the storage of extra boats and also the use of the dry-land training equipment.	$5,000.00	$5,000.00
Bruthen District Citizen's Association Inc.	Tambo Rambler Printer Purchase	The existing printer is old and can no longer function to produce the Bruthen	$2,000.00	$2,000.00

RECOMMENDATIONS – FACILITIES				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
		community newsletter, the Tambo Rambler. A new printer will ensure that the newsletter continues to be produced.		
Paynesville RSL Sub-Branch	Disability Access to Paynesville RSL	Creating a footpath and ramp that will allow access for all.	$2,400.00	$2,400.00
Buchan Neighbourhood House	Refurbish kitchen at the Buchan Neighbourhood House	Renovation of the kitchen to a class 2 standard. This will enable the Neighbourhood House to hold cooking programs and add value to the community garden asset.	$5,000.00	$5,000.00
TOTAL FUNDING RECOMMENDED				**$32,900.00**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**9**

RECOMMENDATIONS – FESTIVALS & EVENTS				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Lions Club of Orbost Inc.	Orbost Christmas Eve Festival	A community event that features fireworks and Santa.	$2,500.00	$2,500.00
Omeo Primary School	Omeo Primary School 150 Year Anniversary	A market/fete to be held in the morning and then activities during the day with a formal dinner. The following day a BBQ breakfast will be held at the school.	$5,000.00	$2,000.00
Mallacoota Lions Club	Mallacoota Lions Club Christmas Carols	Singing, story-telling, BBQ and face painting.	$3,070.00	$3,070.00
TOTAL FUNDING RECOMMENDED				**$7,570.00**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**3**

RECOMMENDATIONS – COMMUNITY ENVIRONMENT AND SUSTAINABILITY				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Nungurner Landcare	Naturally Nungurner- a pocket guide to local flora and fauna	Research and consultation with residents/Landcare members on priority species to include in brochure. 2000 printed copies and a PDF version. Brochure to be distributed to local households and schools.	$1,473.60	$1,473.60
Surf Life Saving Lakes Entrance	Reduction of energy usage from conversion to efficient lighting	Replacement of all internal and external fluorescent and halogen lights to LED lights.	$3,425.00	$3,425.00
Friends of Mallacoota	Mallacoota Plastic Bag Free	To reduce the amount of plastic bags used the project will involve a website, free	$3,102.00	$3,102.00

RECOMMENDATIONS – COMMUNITY ENVIRONMENT AND SUSTAINABILITY				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
		calico bags and publicity and education campaign.		
TOTAL FUNDING RECOMMENDED				**$8,000.60**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**3**

RECOMMENDATIONS –ARTS PROJECTS				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Cann River Community Centre	Art, Craft and Photography Expo	To encourage local children and adults to explore doing different crafts and display them. To aid this craft training classes will be run for anyone to attend.	$2,500.00	$820.00
East Gippsland Brass (Bairnsdale Citizens Band)	Halleluja! Massed Choir and Brass	A massed choir consisting of 12 choirs from East Gippsland accompanied by East Gippsland Brass presenting classic large choral items. The program will feature local young artists as soloists.	$4,500.00	$4,500.00
Gippsland Lakes Community Health	Showing the Way	Facilitate interactive reconciliation approaches to help build community connections within Nowa Nowa and the outlying region. In partnership with the small and isolated primary school, DEPI and community members work with a local visual artist to design and construct artwork that will be place on both entries to the under pass walkway in Nowa	$5,000.00	$5,000.00

RECOMMENDATIONS –ARTS PROJECTS				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
		Nowa.		
Lakes Entrance Rotary Club	Gippsland Lakes Art on Show 16	Gippsland Lakes Art on Show 2016 is built upon the successful Gippsland Lakes Art on Show held in 2015. The intention is for this Art on Show to become an annual event held at Forestech on the long weekend in March (11th to 14th 2016) that showcases the best art work of East Gippsland artists.	$4,700.00	$1,700.00
Buchan Neighbourhood House	Bolder Bush Beats	Music workshops to engage community members.	$3,600.00	$3,600.00
Deddick Valley Isolated Community Group	Engaging fire-affected community through arts and crafts	Aim of the project is to bring people together through the medium of arts and crafts. Workshop facilitators will conduct workshops including needle felting, jewellery making, basket weaving and fire sculpture.	$5,000.00	$3,500.00
TOTAL FUNDING RECOMMENDED				**$19,120.00**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**6**

RECOMMENDATIONS – MAJOR ARTS PROJECTS				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Nowa Nowa Community Development Group	Nowa Nowa Nudes "Unravelled"	Nowa Nowa Nudes "Unravelled" 2015 is an Art Show inspired by the nude form. This year artists are requested to submit work using the medium of fibre, however, up to 20 percent of	$6,000.00	$6,000.00

RECOMMENDATIONS – MAJOR ARTS PROJECTS				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
		an alternate medium may be incorporated.		
TOTAL FUNDING RECOMMENDED				**$6,000.00**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**1**

RECOMMENDATIONS – HERITAGE PROJECTS				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
East Gippsland Family History Centre	Lecture series- Bridging the Generations	A series of lectures targeting subjects of special interest to family historians under the umbrella 'Bridging the Generations' Topics include Conservation- how to preserve your records, photos, documents, mementos, and memorabilia.	$3,000.00	$2,000.00
Mallacoota Historical society incorporated.	Interpretive Signage for SS Riverina Lifeboat Preservation Project	The design, purchase and installation of an external interpretive sign to be located at the Mallacoota WWII Bunker Museum to provide information to visitors to the facility and the adjacent Lifeboat Restoration building explaining by photographs and written word the cultural and historic significance of the area of the Mallacoota	$750.00	$750.00

RECOMMENDATIONS – HERITAGE PROJECTS				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
		Bunker		
TOTAL FUNDING RECOMMENDED				**$2,750.00**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**2**

RECOMMENDATIONS – COUNCIL CAPITAL DISCRETIONARY FUNDING				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Gippsland Lakes Community Health	Childcare Centre Kitchen Renovation	Replacement of the cupboards and benches at the Long Day Childcare Centre Lakes Entrance.	$5,000.00	$5,000.00
Picnic Point Hall Management Committee	Hall Security	Provision of security screens on rear of hall to prevent break-ins, theft and damage.	$2,817.00	$5,633.53
TOTAL FUNDING RECOMMENDED				**$10,633.53**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**2**

APPENDIX 1

Bemm River Community Plan 2015 -2020



Sydenham Inlet



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What are the issues that are important to us now? 5
What do we need to plan for in the future? 5
Bemm River community priorities are: 7
What do we do next to develop this plan? 8

Community vision

Bemm River is a safe, friendly community for residents and visitors in a pristine environment.

Background

With a community of approximately 70 people Bemm River is located on the Sydenham Inlet at the termination of the Bemm River, with the town being nestled between the river, the inlet and the sea.

Bemm River is situated approximately 450km east of Melbourne and around 45 minutes east of Orbost. The community is considered to be “out of the way” in the context of Victoria with minimal services and only one road in and out of the town. The town has a hotel, general store, caravan park, accommodation facilities and community centre.

Much of the area to the north of the town is state park while Cape Conran Coastal Park adjoins the western shores of the inlet and Croajingolong National Park adjoins the eastern shores. Bemm River winds its way down from the mountains to the north and is fed by the Errinundra River, McKenzie River and Combienbar River as well as many creeks and streams.

The town is surrounded by natural beauty and is renowned for its tranquillity, friendly community and as a great holiday destination. Fishing in Sydenham Inlet has been the focus of many fishing shows and feature articles over a long period of time. Other nature based activities such as bird watching, eco-tourism, canoeing and walking also attract holiday makers to the area.

What’s in the plan for our community

The Bemm River Action Group is a key community group that has taken the initiative to develop this community plan with the assistance of East Gippsland Shire Council. This plan has been developed through a community engagement process consisting of three community planning workshops, key stakeholder input and numerous individual discussions with many of the town’s residents. Community groups represented included Bemm River Action Group, Bemm River Angling Club, Bemm River Community Centre, Bemm River Country Fire Authority Brigade, Bemm River Progress Association, and Bemm River Recreation Reserve Committee. The Bemm River Action Group also undertook further community and visitor/tourist consultation during the 2015 Easter period.

The Bemm River community is committed to developing lasting partnerships with support agencies, and key businesses to further build our community as a safe, and friendly community and remain one of Eastern Victoria’s key holiday destinations

Recent achievements

Over the past 5 years there have been a number of significant improvements within the Bemm River community, these improvements have included:

- Town sewage connected, facilitating further land development and residential area expansion.
- New Country Fire Authority station and associated facilities constructed providing an upgraded building with more space for the brigade members, a new diesel tank and pump, new water storage tank with quick fill and improved car parking.
- Hotel has been designated as a safer place in the event of bushfires providing the community with a safe environment as the Hotel has a large backup generator, water misters around the outside of the building to fend off ember attacks, power points for charging electronic devices, cooking / tea and coffee facilities.
- Access to satellite television, Bemm River was previously serviced by a central analogue TV tower that required each house to pay a maintenance fee. With the arrival of digital TV every house has digital satellite that included a one off installation fee.
- Car park at the main jetty sealed, line marked and new entry signage installed. This has avoided the continual repairing of the old surface. Pergola's were built to make the area more inviting for visitors to sit and take in the views of the lake. Beacon lights were also placed on both of the boat ramps as a reference point for Anglers returning at night.
- The initial expansion of fire breaks around town to 40 metres enhancing the barrier to fire risk.
- Significant improvements to mobile phone reception via the installation of a Telstra 3G tower, this has improved phone and internet services.
- Development of Bemm River Foreshore Management Plan.
- Upgrade to Fingerling Jetty.
- Caravan Park upgrade.
- Street lighting has been partially upgraded and has improved community access and safety.
- Gravel Roads have been re sheeted with crushed rock.
- Upgrade to Morgan's Creek timber bridge with new cross deck and running deck.

Future progress underway

A number of plans and projects have been identified as having significant influence towards future progress for the Bemm River community including:

Foreshore Management Plan
The East Gippsland Shire Council in partnership with Department of Environment, Land, Water and Planning (DELWP) prepared and adopted a Foreshore Management Plan for Bemm River in June 2014, including Luderick Point, Fingerling Jetty, Dolly's Garden, and the access walkway to the Bemm River from Sydenham Parade. The Foreshore Management Plan was developed with a high level of input from community groups as well as other government bodies, and aims to give all parties a clear expectation of management roles, responsibilities, and proposed activities over a 15 year period, with a structured review carried out every 5 years. The Plan prioritises infrastructure and maintenance needs and provides costing's for priority actions.

Local Destination Action Plan
A Local Destination Action Plan has been developed for Bemm River. The Plan prioritises actions for Bemm River that are supported by the local community and are

achievable in the short-medium term. The successful development of regional tourism can make a significant contribution to the economic, social and environmental wellbeing of regional communities.

Capital Works
The following projects have been identified within East Gippsland Shire Council capital works program:

2015/16

- Prepare the design for the new Luderick Point Boat Ramp and Jetty to improve public safety and increased tourism opportunities.
- Bemm River Caravan Park - Camp kitchen refurbishment, construction of a cover over the BBQ area to enhance useability.
- Bemm River Caravan Park - Repair caravan park drainage to address issues.
- Replace the public toilet near Luderick Point Memorial Park, existing toilet is outdated, replacement is most cost effective option.

2016/17

- Bemm River Caravan Park - Toilet Block Replacement
- Bemm River Transfer Station Upgrade
- Replace the Luderick Point Boat Ramp and Jetty

What are the issues that are important to us now?

Three priority areas of focus to achieve the community's vision have been identified including:

1. Improving our community's safety for all
2. Improving safe access for all (including vehicle based tourists)
3. Enhancing our environment, both natural and built

What do we need to plan for in the future?

In addition to the priorities identified in the adopted Foreshore Management Plan and Local Destination Action Plan the community has identified ways to achieve the three priority areas including:

1. **Improved Fire mitigation and preparedness:**
    - Work with DELWP to investigate increasing the fire break from current 40 metres to 100 metres
    - Ensure annual meeting between relevant government agencies, Country Fire Authority and East Gippsland Shire is undertaken to maintain open communications with the community prior to each fire season

2. **Improving safe access by foot and vehicle around our community:**
    - Pedestrian access
        - During development of the Bemm River Urban Design Framework in 2007 and more recently the Bemm River Foreshore Management Plan 2014 the need for improved pedestrian access has been identified as a key issue. In response East Gippsland Shire have developed a Draft

Footpath Master Plan. This plan will direct the future footpath priorities for the Bemm River Township. Finalisation of the plan will consider the following:

- Construction of a suitable footpath from Boronia Street to Luderick Point Memorial Park
- Construction of a suitable footpath from Sydenham Inlet Road to Morgans Road
- Creation of a suitable walkway from Sydenham Inlet Road, along Sydenham Parade that adjoins the walkway to the fishing platform on the River near "the farm" (ideally with disabled access)
- Creation of a walkway from Sydenham Inlet Road to the Community Centre
- Improved maintenance of the access track into Dolly's Garden
- Improve and maintain access tracks to points of interest such as Elephant Rock

- Vehicle access
  - Work with Vic Roads on reducing speed limits to 50 km within town boundary
  - Reduce the safety threat of trees falling on people & vehicles

3. Improving our environment, both natural and built:

- Improving township maintenance;
- Reducing waste and increase recycling;
- In partnership with East Gippsland Shire develop solutions for Green waste;
- Improve the mowing of open areas around town;
- Improve town walkways / footpaths;
- Improve drainage around town; and
- Investigate ways to minimise bank erosion when the inlet is full (when the inlet to the sea is closed).



Luderick Park Facilities on the shores of Sydenham Inlet

Bemm River community priorities are:

The community has taken the combined work of the Foreshore Management Plan, Urban Design Framework, and Local Destination Action Plan and identified the following priorities. These will be reviewed on an annual basis.

High:

- Work with DELWP to investigate increasing the strategic fire break around town from 40 metres to 100 metres.
- Implement the priorities of the Bemm River Foreshore Management Plan.
- In partnership with East Gippsland Shire, assist in the finalistaion of the Bemm River Footpath Master Plan and the development of a priority list of footpaths that require immediate improvement for safety of walkers including an audit of street lighting needs.
- In partnership with East Gippsland Shire, develop a priority list of drainage issues.
- In conjunction with East Gippsland Marketing and Destination Gippsland, promote Bemm River as destination for outdoor focused tourism (canoeing, walking, fishing, bird watching) including;
    - Large welcome sign upon entering the town
    - Undertake an audit of and improve tourist signs at Luderick Park to ensure visitors obtain the best information possible.
- Ensure an annual inspection of trees within the town is undertaken in partnership and onsite with East Gippsland Shire arborist and community members. This will include an inspection of roadways and footpaths that are affected by tree roots.
- Work with Parks Vic to undertake an audit of car parking and access to key sites with beach access.
- Develop a satisfactory transfer station operation strategy with East Gippsland Shire.

Medium:

- Further develop trails and footpaths:
    - As detailed in the final Bemm River Footpath Master Plan.
    - Improve the entrance to the caravan park to ensure safe entry and exit for visitors.
- Work with Vic Roads on reducing speed limits to 50 km within town boundary (as in other towns).
- Work with Vic Roads to reduce speed limits coming into town or relocate the existing speed limits further out.
- Construction of a footpath from Boronia Street to Luderick Park. Development of canoe access point into the river between the Inlet and rapids.



Bemm River rapids

What do we do next to develop this plan?

The next stage of the plan will be finalising and prioritisation of the key priorities and to allocate resources by considering:

- Level of importance – support expressed in numbers and urgency,
- Economic, social and environmental benefits to our district,
- Achievability – who will progress the priority and identify oppurtunities for agency support,
- Timing, and
- Costs involved.

Bemm River Action Group will work with local groups and indiviuals in conjunction with East Gippsland Shire Council and other agencies towards implementing prioriities conatined within the plan.

This plan is to be reviewed on an annual basis to measure the success of our partnership with Council and other partnership agencies.

Getting Involved:

The Bemm River Community Plan is a living document that will continue to grow. Projects will be further developed to fulfil the aspirations of our Community Plan. If you feel inspired by the idea of making things even better and want to participate, you can contact the Bemm River Action Group and/or Community Planning East Gippsland Shire Council.

EAST GIPPSLAND SHIRE COUNCIL

Lake Tyers Beach Foreshore Management Plan

July 2015

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COPIES AND FURTHER INFORMATION

This plan may be downloaded from the East Gippsland Shire website (www.eastgippsland.vic.gov.au) or copies are available from the Shire's Lakes Entrance and Bairnsdale Business Centres.

Additional information (including copies of this plan) can be obtained by contacting Anthony Nelson by email at feedback@egipps.vic.gov.au or by phone on (03) 5153 9500.
This project is overseen by representatives from agencies including; East Gippsland Shire Council, Gippsland Ports, Parks Victoria, the Department of Environment, Land, Water and Planning and the Gunaikurnai Land and Waters Aboriginal Corporation.

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1 INTRODUCTION

The East Gippsland Shire Council has prepared a Foreshore Management Plan for the area adjoining Lake Tyers Beach township, including Fisherman's Landing and Mill Point.

This Foreshore Management Plan has been developed with a high level of input from community groups as well as other government bodies, and aims to give all parties a clear expectation of management roles, responsibilities, and proposed activities over a 15 year period, with a structured review carried out every 5 years.

1.1 Lake Tyers Beach – A Coastal Township

Much of the recreational activity in and around Lake Tyers Beach, both during peak visitor periods and other times of the year, is centred around the Lake Tyers estuary, its foreshores and adjoining beaches. Use of the foreshore and beaches, and access to them, are an integral part of this coastal township.

The foreshore and beaches are a critical asset for the town, providing both a location to enjoy recreational pursuits or appreciate the scenic natural landscape, as well as providing the location for many of the town's public facilities. Picnic areas and barbecues, boat ramps, public amenities, walking tracks, important locations for recreational fishers, as well as local tourism operators are all located within the foreshore area.

There is a very strong relationship between the commercial area of Lake Tyers Beach township and the foreshore. Businesses benefit from their exposure to tourist traffic, both vehicular and pedestrian.

1.2 What is a Foreshore Management Plan & what will it do?

Foreshore Management Plans are developed in accordance with the *Coastal Management Act 1995* and align with other State policies and documents including the guiding principles of the Victorian Coastal Strategy (2014), the Urban Design Framework for Lake Tyers Beach (2007), and relevant Coastal Action Plans.

Foreshore Management Plans are public documents that set out the day to day local land management requirements for foreshore areas managed by East Gippsland Shire Council and other land managers. These requirements cover management activities that are achievable within the timeframe of the plan, and are appropriate for the particular foreshore area and environment.

The Lake Tyers Beach Foreshore Management Plan provides clear and agreed directions for management of foreshore areas adjoining Lake Tyers Beach township, including Fisherman's Landing and Mill Point.

The overarching management **objective** is to **identify and plan for recreational pursuits and opportunities** along the Lake Tyers Beach foreshore, and at Fisherman's Landing and Mill Point, whilst **maintaining important environmental and cultural values**.

Preparation of the Lake Tyers Foreshore Management Plan has sought to:

- consult with management agencies, stakeholder groups and the community;
- identify the current condition, values and management issues surrounding the foreshore;
- identify management strategies to protect and enhance foreshore values;
- clarify boundaries for on-ground management responsibility; and
- establish an agreed position with all management agencies on the future use and development of foreshore areas.

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A Business Plan has also been prepared for use as a tool in management of the Lake Tyers Beach Foreshore and other areas covered by this Management Plan. The Business Plan provides an indicative works program including costings, responsibilities and priorities, compiled from the recommendations and strategies contained within this Management Plan. It will assist East Gippsland Shire Council and other responsible authorities in budget planning processes, and also serve as valuable input and justification for any external funding applications.

2 PUBLIC CONSULTATION AND SUBMISSIONS

This Foreshore Management Plan has been developed with a high level of valuable input from community groups as well as other government bodies, and aims to give all parties a clear expectation of management roles, responsibilities and proposed activities.

Development of the Lake Tyers Beach Foreshore Management Plan has involved three important stages:

- Preparation and release of an Issues and Opportunities paper;
- Preparation, release and integration of public comment on a Draft Foreshore Management Plan; and
- Preparation and release of the final Lake Tyers Beach Foreshore Management Plan.

2.1 Public Consultation

An Issues and Opportunities Paper was prepared to identify key stakeholders and areas of management responsibility, identify important values and issues within the foreshore area, and engage with the community to explore their thoughts, views and opinions of the foreshore.

The Lake Tyers Beach Foreshore Management Plan Issues and Opportunities Paper was released in February 2015 for public comment, and a 'Come and Talk to Us' session was held with the Lake Tyers Beach community in March 2015. Sixteen (16) written submissions were received by East Gippsland Shire Council.

Following the public consultation period of the Issues and Opportunities Paper, a Draft Foreshore Management Plan was prepared. This plan considered:

- Comments recorded during the 'Come and Talk to Us' session (20 attendees); and
- Written submissions on the Issues and Opportunities Paper.

The Draft Lake Tyers Beach Foreshore Management Plan was launched at a public meeting on 25th May 2015, and released for public comment. Nine (9) written submissions were received by East Gippsland Shire Council.

Following public consultation on the Draft Foreshore Management Plan, the final Lake Tyers Beach Foreshore Management Plan was prepared. This plan considers:

- Comments recorded during the Public Meeting and Launch of the Draft Plan;
- Written submissions received by East Gippsland Shire Council.

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2.2 Submissions

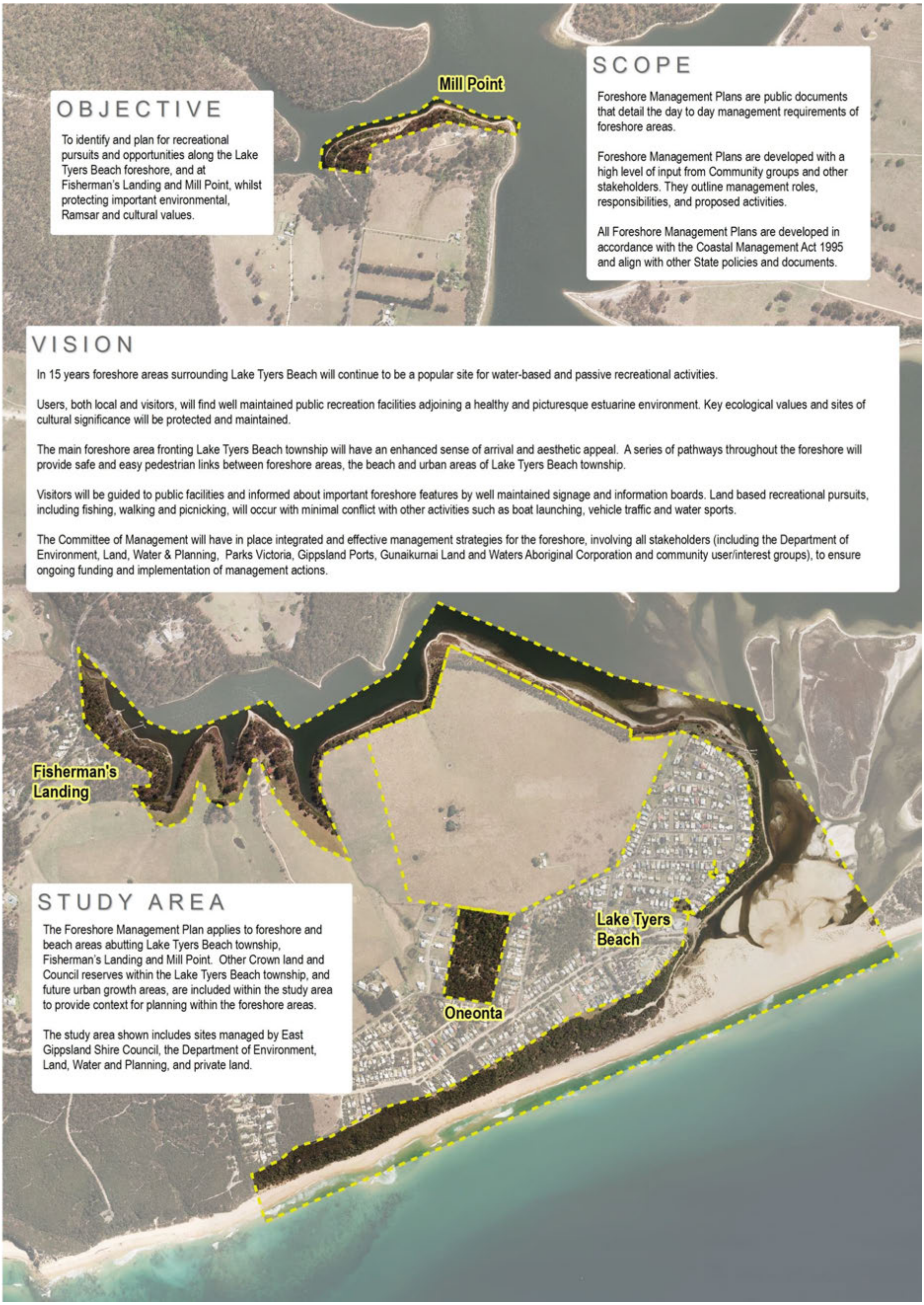
General themes that were recurrent throughout the Community Consultation process include:

- The need to improve the 'sense of arrival' at the main road entry to Lake Tyers Beach foreshore;
- The need to improve or redevelop areas of high public usage to meet levels of use;
- Opportunities to improve connectivity between different foreshore areas;
- Facility upgrades, additions and maintenance, e.g. bins, picnic tables, BBQ's, road and car park surfaces, line markings, signage;
- Increased recreational fishing facilities;
- The need for clearer definition of private-public land boundaries, and more active management of public land foreshore areas, including enforcement of environmental laws, and management of perceived fire risk;
- Consideration of the impacts of upgrades and development on the character and natural environment of Lake Tyers Beach, including Ramsar wetland values;
- Consideration of inundation levels on future upgrades and development along the foreshore;
- A desire for Council to more actively engage with community groups; and
- The opportunity for future development of land at Lake Tyers Beach to enhance public access to Lake Tyers for recreation, while considering the protection and improvement of foreshore values.

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3 VISION AND MANAGEMENT OBJECTIVE



4 STUDY AREA

Lake Tyers Beach township is located on the highly scenic East Gippsland coastline at the mouth of Lake Tyers estuary, immediately east of the iconic Gippsland Lakes.

The Lake Tyers Beach Foreshore Management Plan covers all the public shoreline and adjoining coastal Crown land bordering Lake Tyers estuary at Lake Tyers Beach township, at Fisherman's Landing and at Mill Point, as well as the ocean beach adjacent to Lake Tyers Beach township as far west as Mullett Road (see Vision and Management Objective map).

The main study area includes:

- Ocean beach and dunes from Lake Tyers Beach township to the western township boundary near Mullett Road;
- Lake Tyers estuary foreshore from the entrance at Lake Tyers Beach, around to No. 2 Boat Ramp area;
- Lake Tyers Beach Township area and associated facilities;
- No. 2 Boat Ramp and jetty, including the adjoining foreshore and recreational facilities;
- Foreshore and ocean beach access tracks and parking areas;
- Fisherman's Landing jetty and associated facilities; and
- Mill Point boat launching area, and associated facilities.

Other areas of land with links to the foreshore have also been included to provide a holistic overview of the current and potential future use of public open space within the study area. These additional areas include:

- Oneonta Reserve (Council reserve within the township boundary);
- Three Council reserves on Skidale Close and Lakeside Drive; and
- Estuary foreshores abutting private land west of No. 2 boat ramp to Fisherman's Landing, including land at the end of Whadcoats Road.

Management objectives have been prepared for the entire study area, and detailed management strategies have been developed for the main foreshore areas.

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5 FORESHORE FEATURES AND VALUES

Foreshore areas at Lake Tyers Beach and surrounding the estuary, together with the ocean beach, are diverse in the values and opportunities they provide. There are large areas offering open space for passive recreation, which also provide the location for important community and public facilities. Extensive sections of the study area are relatively undeveloped and contain significant natural and ecological values.

Lake Tyers Beach and its surrounds, located near the iconic Gippsland Lakes, attract an increasing tourist market through their natural beauty and coastal town appeal. The Foreshore Management Plan will seek to balance competing demands by ensuring important natural and cultural values are maintained whilst facilitating appropriate use of the foreshore.

5.1 Natural Values

Lake Tyers Beach is located at the mouth of the Lake Tyers estuary, and is part of the Gippsland Lakes Ramsar site, which provides important estuarine habitat for a broad range of flora and fauna species. Lake Tyers is listed on the Directory of Important Wetlands in Australia, and is home to numerous rare species and internationally significant migratory birds. Seagrass beds are important nursery habitat for estuarine fish species. Nationally listed Littoral Rainforest communities, shoreline vegetation, fringing wetlands and the coastal barrier dunes between the estuary and Bass Strait are of particular ecological and geomorphological significance.

Panoramic coastal and water views, as well as views of Lake Tyers are an important value that contributes to the overall appeal of the foreshores around Lake Tyers Beach township.

5.2 Recreation Values

Foreshore areas surrounding Lake Tyers Beach, including both estuary shorelines and ocean beaches, are vitally important in offering a range of recreational opportunities that are popular with both local residents and tourists. Swimming, recreational fishing, boating, kayaking/canoeing, jet-skiing, water-skiing, windsurfing, kite surfing, skate boarding, cycling, walking, nature observation and other passive activities are all undertaken within the study area.

Numerous pedestrian paths provide an opportunity to access and explore a range of diverse activities and experience the coastal environments surrounding Lake Tyers estuary.

5.3 Cultural and Historical Values

Lake Tyers estuary is of particular significance as a site of Aboriginal cultural significance. The estuary has long been used by the Gunaikurnai people, who have an ongoing strong relationship with the area through the Lakes Tyers Aboriginal Trust and the Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC).

Shorelines surrounding Lake Tyers estuary are defined as areas of Aboriginal Cultural Sensitivity by Aboriginal Affairs Victoria, and several known cultural heritage sites within the study area are listed on the Aboriginal Cultural Heritage Register.

A number of historic features exist throughout the study area that are representative of the early European settlement of Lake Tyers Beach.

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6 CURRENT MANAGEMENT ISSUES

A brief summary of the broad range of management issues identified for the Lake Tyers Beach area, Fisherman's Landing, and Mill Point is provided below.

6.1 Recreation and Facilities Management

Management issues relating to the use of the foreshore for recreational activities, and the management of tourism related to the foreshore include:

- Maintenance, safety and appropriateness of existing foreshore tracks, paths and steps, and opportunities to link or extend foreshore access paths for pedestrians and cyclists;
- Adequacy of directional signage along paths and to foreshore destinations;
- Issues related to traffic flow and vehicle parking requirements, particularly around estuary access points; and issues related to trailer parking and boat launching;
- Lack of sense of arrival and aesthetic appeal of main foreshore car park at Lake Tyers Beach;
- Areas of conflict between pedestrians, vehicles, boat launching, boating activities and waterway users;
- Future appropriate use of Oneonta;
- Maintenance of existing recreation facilities (e.g. picnic tables, seats, BBQs, fish cleaning tables, and shelters);
- Requirement for additional (or replacement) recreational facilities, including those supporting and enhancing recreational fishing;
- Management of on-water activities that influence foreshore facilities (swimming, sailing, water skiing, sailboarding, kite surfing and fishing);
- Upgrade of boat launching and jetty facilities at a number of locations; and
- Swimmer safety, especially on ocean beach.

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6.2 Natural Resource and Cultural Heritage Management

Management issues relating to the protection, maintenance and enhancement of environmental, ecological, and cultural values related to the foreshore include:

- Protection of important foreshore ecological values, including significant vegetation types and bird habitat, particularly at high use sites;
- Protection of known aboriginal cultural heritage sites, and consideration of these values in any future foreshore development;
- Protection of early European historic sites;
- Protection of natural and cultural values at Oneonta;
- Need for improved interpretive signage for environmental and cultural sites of significance, particularly to capitalise on existing networks of pathways, tracks, and facilities;
- 'Creeping backyards', delineation of private property boundaries and illegal vegetation clearing;
- Management of weed plant species, including garden escapees;
- Stormwater management including discharge onto the foreshore and into the estuary;
- Planning for, consideration and management of shoreline and coastal erosion, in particular foreshore escarpment stability;
- Flooding, inundation and estuary opening protocols; and
- Fire management requirements.

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7 PROPOSED MANAGEMENT STRATEGIES

A range of proposed management objectives and strategies have been developed for the study area based on an assessment of the issues and opportunities identified through public consultation. These proposed objectives and strategies are illustrated on the following maps.

7.1 Management Objectives

Areas covered by this Foreshore Management Plan have been divided into different zones to assist development of Management Objectives. Maps within Sections 7.3 – 7.7 illustrate the extent of each zone and describe its proposed Management Objective. These zones are:

Lake Tyers Beach

- Western Ocean Beach (escarpment and dunes between Camp Street and Mullett Road);
- Central Foreshore Node (areas adjoining the No.1 boat ramp and ocean beach access to the west, including existing car parking areas);
- Township Estuary Foreshore (areas adjoining the estuary between No.1 and No. 2 boat ramps); and
- Boat Access Point (areas adjoining the No.2 boat ramp).

Other Foreshore areas and reserves

- The Oneonta site;
- Foreshore adjacent to the future urban growth area; and
- Whadcoats Road foreshore reserve.

Fisherman's Landing

- Boat ramp, car parking, picnic facilities, jetty and adjoining foreshore areas.

Mill Point

- Access, car parking and boat launching facilities, and adjoining foreshore areas.

7.2 Management Strategies

Specific Management Strategies have been proposed to address the management objective for each zone, as illustrated in Sections 7.8 – 7.18. The management strategies are colour coded to represent the type of activity proposed, and the indicative area for implementation is shaded with the corresponding colour.

The proposed management strategies cover the following general themes:

- maintenance, upgrade or provision of recreational facilities;
- car and trailer parking, and roads;
- improving or providing linkages for better pedestrian access;
- maintenance, upgrade or improvement of boating facilities;
- erosion management;
- management of native vegetation;
- management of natural and cultural values; and
- delineation of Crown land boundaries.

In addition, broader strategic management of the study area is directed by policy provisions in the East Gippsland Planning Scheme and associated planning documents.

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7.3 Detailed Zones and Management Objectives - Western Ocean Beach and Lake Tyers Beach Central Foreshore Node

CENTRAL FORESHORE NODE

Transform the existing car parks, vehicle access and adjacent Council reserves to create an engaging and safe activity node for visitors to Lake Tyers Beach foreshore. Emphasis should be on visitor facilities and enabling visitors to easily move onto surrounding recreational areas.





The Central Foreshore Node should include:

- Improved landscape aesthetics;
- Upgraded and easily accessible public facilities;
- Reduced conflict between pedestrians and vehicles;
- Increased emphasis on safe pedestrian traffic;
- Improved pedestrian connections to the adjoining foreshore, ocean beach, public facilities, and adjoining residential areas;
- Improved traffic flow, car parking and road surfaces;
- Enhanced opportunities for recreational pursuits;
- Upgraded and consolidated public information;
- Improved stormwater Management.



WESTERN OCEAN BEACH

Important cultural, natural and landscape values along the western foreshore and ocean beach areas will be protected and maintained.

Access along the (cliff top) foreshore and to ocean beach areas will be provided by an appropriately located, safe, well-maintained and connected network of pedestrian tracks and access points.

7.4 Detailed Zones and Management Objectives - Township Estuary Foreshore and Lake Tyers Beach boat access point

ACCESS AND FACILITIES FOR BOATING



Recognise Boat Ramp No. 2 as the primary boat launching site for Lake Tyers Beach.

Create an efficiently functioning boat launching and retrieval facility, within existing site limitations and constraints, combined with safe pedestrian access to the jetty, surrounding foreshore areas and to Lake Tyers Beach township.

Increase car and trailer parking, and improve traffic flows to complement the planned upgrade of the boat ramp.

FORESHORE RECREATION AREAS



Enhance current opportunities for non-powered water craft, land-based fishing and passive recreation, and reduce conflict with other recreational pursuits.

TOWNSHIP ESTUARY FORESHORE

Important cultural, natural and landscape values along the estuary, particularly native vegetation, shoreline habitat and Ramsar values, will be maintained and protected.

Pedestrian access along the estuary foreshore will be well-maintained and provide links to recreational facilities and residential areas.



7.5 Detailed Zones and Management Objectives - Oneonta and Future Growth Area

FUTURE URBAN GROWTH AREA



Design and development of future urban areas north of Lake Tyers Beach township should take into account:

> Protection and enhancement of natural and cultural foreshore values on Crown land;
> Recognise adjacent Ramsar site values;
> Re-creation of a continuous public foreshore reserve, with regard to coastal inundation levels;
> Creation of public land buffers to protect ecological and cultural values along the foreshore;
> Provision of public access to and along the foreshore for residents and visitors;
> Opportunities to create a foreshore link between No. 2 Boat Ramp and Fisherman's Landing;
> Provision of public pathways through urban areas to facilitate pedestrian access to the foreshore;
> Provision of improved vehicle access to No. 2 Boat Ramp, which caters for boat trailer traffic and reduces impact of traffic flows on residential areas;
> Future demand for increased access to the foreshore and provision of new recreation facilities (e.g. boat ramps, passive recreation, car parking, jetties and boat moorings); and
> Location of facilities and infrastructure to minimise impacts on natural and cultural values.

ONEONTA

Oneonta will provide opportunities for the local community by supporting activities that are consistent with conservation of the site's natural and cultural values. Oneonta offers a unique environment catering for alternative, more passive pursuits than other activity nodes at Lake Tyers Beach.

Development of additional facilities at Oneonta should be carried out in accordance with an approved Management Plan and take into account the need for pedestrian links to adjoining future urban areas. Hazards should be managed in a manner that recognises important natural and cultural values of the site.



7.6 Detailed Zones and Management Objectives - Fisherman's Landing and Whadcoats Road Foreshore

FISHERMAN'S LANDING



Fisherman's Landing will continue to provide for both land and water-based recreation opportunities.

Use of the site will be better promoted by improved road-side directional signage.

The site will be enhanced through better definition of parking and traffic flows, and improved access to Lake Tyers for non-powered water craft.

WHADCOATS ROAD FORESHORE



Public foreshore land at the end of Whadcoats Road will be actively managed as a low-key recreation destination, recognising important natural and cultural values.

Public foreshore values will be protected by controlling vehicle access, allowing passive recreational pursuits, minimising impacts from erosion and vegetation loss, and limiting visitation by minimising location signposting.

The public – private land boundary will be better defined.

7.7 Detailed Zones and Management Objectives - Mill Point

MILL POINT



Opportunities for future development at Mill Point are constrained by topography, native vegetation values and Crown land boundaries.

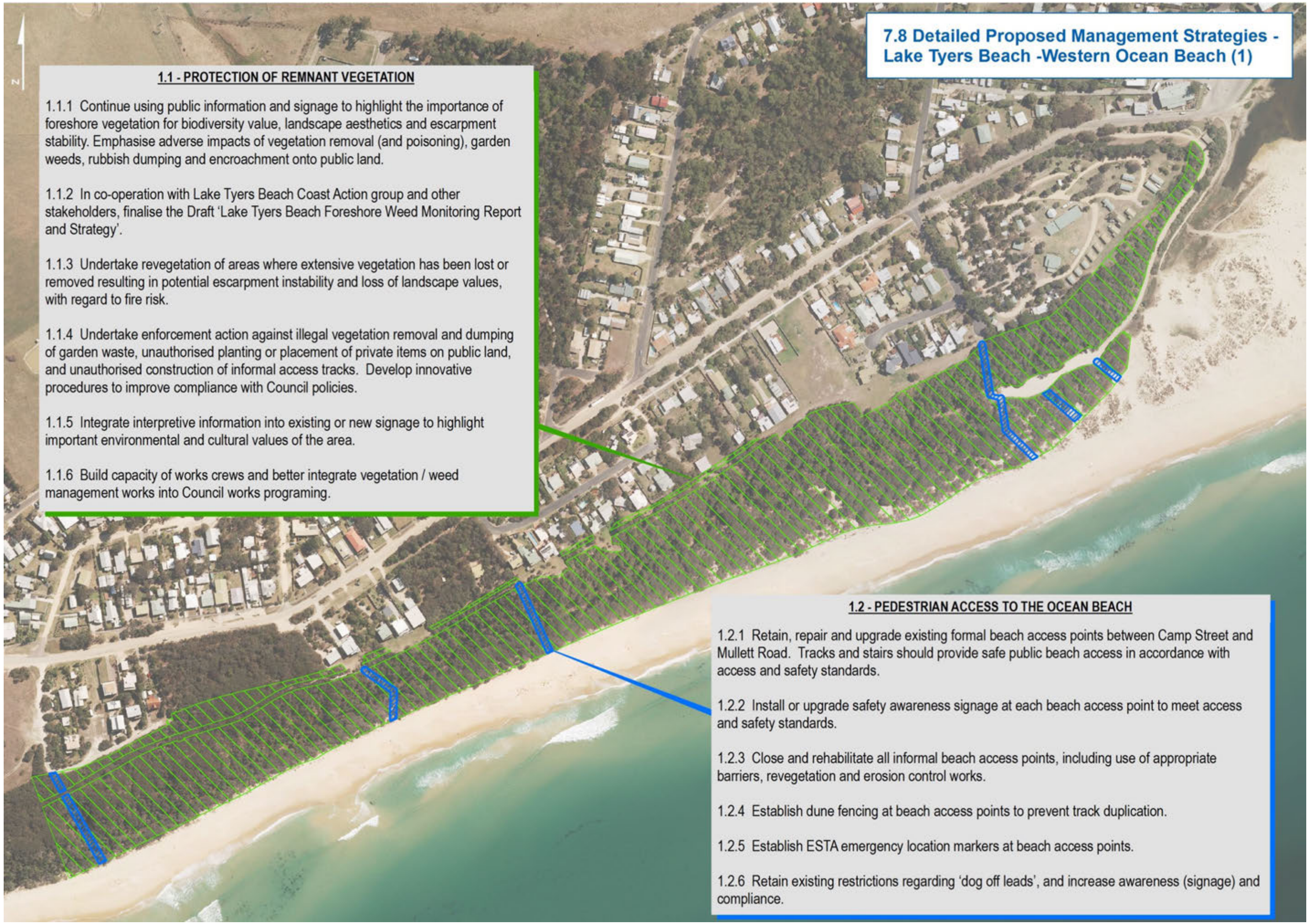
Risks to users will be reduced and impacts on vegetation minimised through better definition of vehicle access, boat launching, car parking and traffic flow.

Potential conflict between different user groups will be reduced, and improved information will guide safer use of the site.

Facilities will be provided to reduce impacts on natural and cultural values.

Land management arrangements, future use and provision of facilities at Mill Point will be reviewed.

7.8 Detailed Proposed Management Strategies - Lake Tyers Beach -Western Ocean Beach (1)



1.1 - PROTECTION OF REMNANT VEGETATION

1.1.1 Continue using public information and signage to highlight the importance of foreshore vegetation for biodiversity value, landscape aesthetics and escarpment stability. Emphasise adverse impacts of vegetation removal (and poisoning), garden weeds, rubbish dumping and encroachment onto public land.

1.1.2 In co-operation with Lake Tyers Beach Coast Action group and other stakeholders, finalise the Draft 'Lake Tyers Beach Foreshore Weed Monitoring Report and Strategy'.

1.1.3 Undertake revegetation of areas where extensive vegetation has been lost or removed resulting in potential escarpment instability and loss of landscape values, with regard to fire risk.

1.1.4 Undertake enforcement action against illegal vegetation removal and dumping of garden waste, unauthorised planting or placement of private items on public land, and unauthorised construction of informal access tracks. Develop innovative procedures to improve compliance with Council policies.

1.1.5 Integrate interpretive information into existing or new signage to highlight important environmental and cultural values of the area.

1.1.6 Build capacity of works crews and better integrate vegetation / weed management works into Council works programing.

1.2 - PEDESTRIAN ACCESS TO THE OCEAN BEACH

1.2.1 Retain, repair and upgrade existing formal beach access points between Camp Street and Mullett Road. Tracks and stairs should provide safe public beach access in accordance with access and safety standards.

1.2.2 Install or upgrade safety awareness signage at each beach access point to meet access and safety standards.

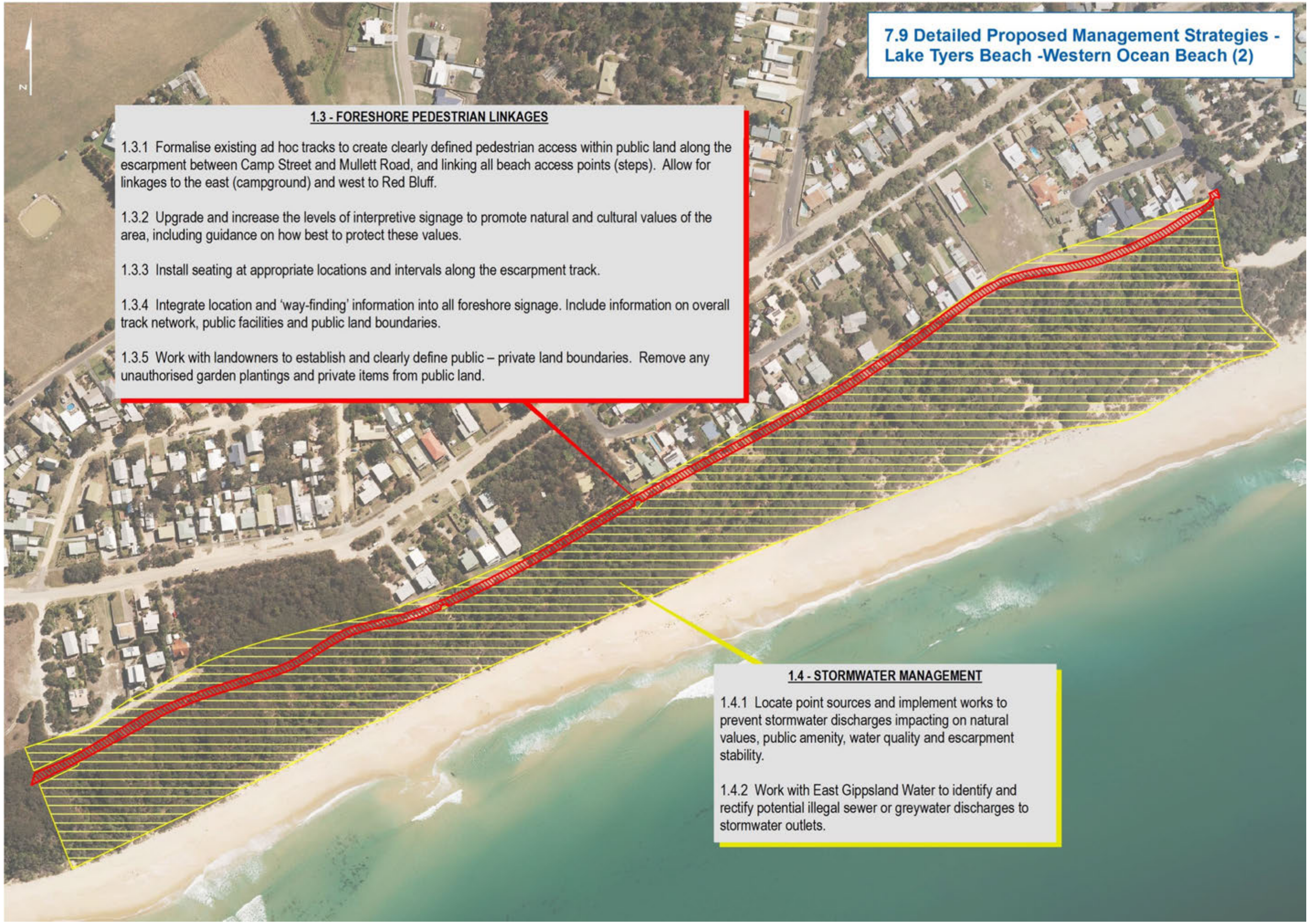
1.2.3 Close and rehabilitate all informal beach access points, including use of appropriate barriers, revegetation and erosion control works.

1.2.4 Establish dune fencing at beach access points to prevent track duplication.

1.2.5 Establish ESTA emergency location markers at beach access points.

1.2.6 Retain existing restrictions regarding 'dog off leads', and increase awareness (signage) and compliance.

7.9 Detailed Proposed Management Strategies - Lake Tyers Beach -Western Ocean Beach (2)



7.10 Detailed Proposed Management Strategies - Lake Tyers Beach - Central Foreshore Node

2.2 - OCEAN BEACH ACCESS AND PARKING

2.2.1 The detailed Master Plan for the 'Central Foreshore Node' should incorporate strategies for the ocean beach access road and parking area, as listed below.

2.2.2 Realign and/or widen ocean beach access road to allow passing vehicles, and seal road surface.

2.2.3 Formalise car park at the end of beach access road to maximise parking capacity and allow vehicles to turn-around. Include dedicated parking for emergency services.

2.2.4 Encourage use of car park at the end of beach access road as the primary car park for visitors accessing the beach.

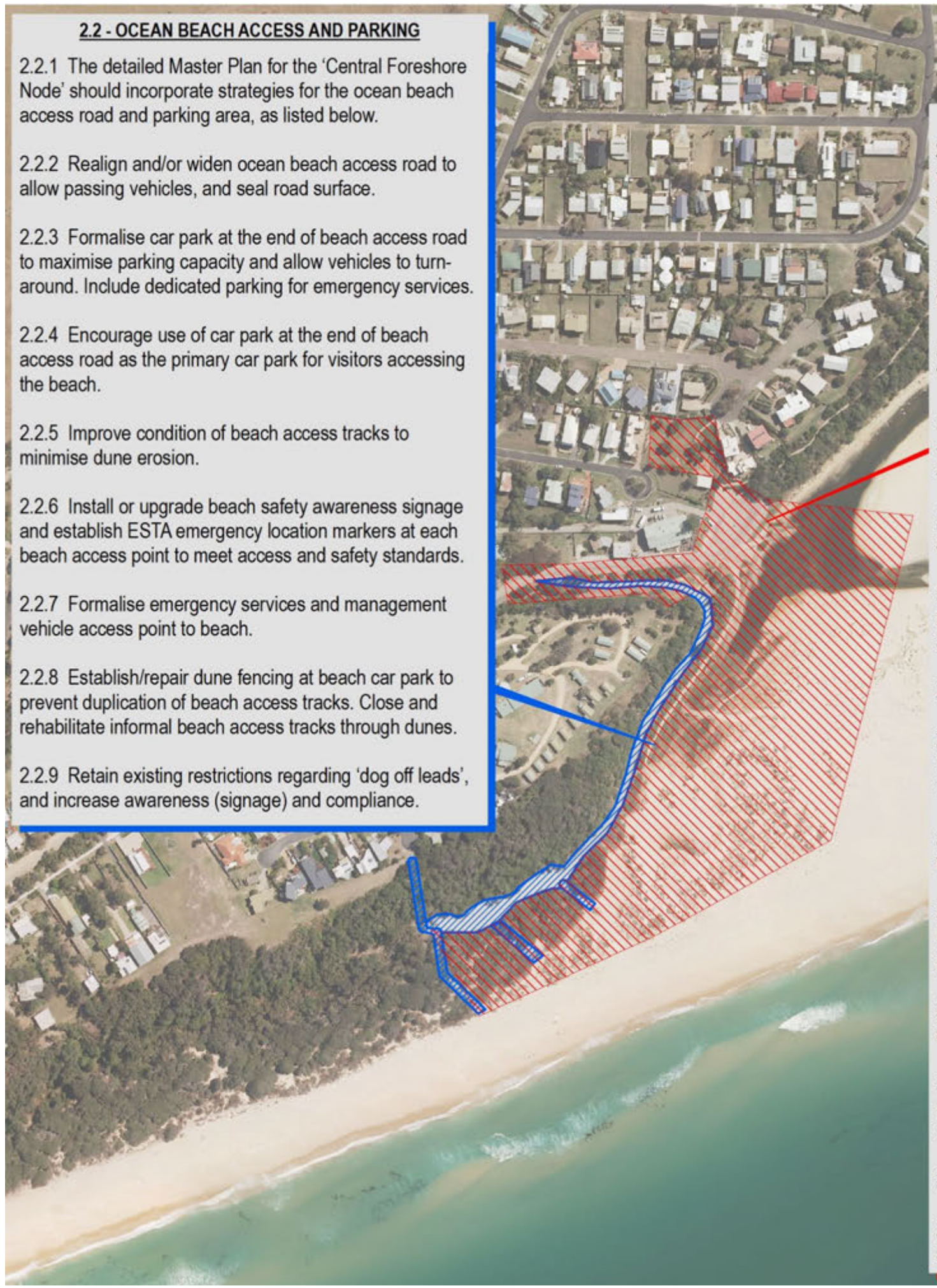
2.2.5 Improve condition of beach access tracks to minimise dune erosion.

2.2.6 Install or upgrade beach safety awareness signage and establish ESTA emergency location markers at each beach access point to meet access and safety standards.

2.2.7 Formalise emergency services and management vehicle access point to beach.

2.2.8 Establish/repair dune fencing at beach car park to prevent duplication of beach access tracks. Close and rehabilitate informal beach access tracks through dunes.

2.2.9 Retain existing restrictions regarding 'dog off leads', and increase awareness (signage) and compliance.



2.1 - CENTRAL FORESHORE NODE

2.1.1 Prepare a detailed Master Plan for the 'Central Foreshore Node', which encompasses the main (tavern) car park area, adjacent picnic site, roadway and ocean beach parking area, and nearby council-owned reserves on Skidale Close.
The Master Plan should incorporate the strategies listed below.

2.1.2 Improve aesthetic appeal and create an enhanced 'sense of arrival' based on a consistent design theme for all infrastructure and facilities. Design should include landscaping, paving, boardwalks and lighting.

2.1.3 Increase the emphasis on open space along the foreshore edge, potentially incorporating a boardwalk with seats and lookout points.

2.1.4 Improve pedestrian linkages for visitors to safely move between the foreshore, car park, existing picnic area, proposed new toilet, beach access points and surrounding recreational sites and adjoining residential areas.

2.1.5 Upgrade surface of pedestrian path along estuary shoreline leading to beach. Formalise steps to access beach during low water.

2.1.6 Upgrade and expand existing picnic, BBQ and playground facilities, including construction of a new public toilet, beach showers and improved lighting. Where possible, facilities to provide access for all ages and abilities, in particular the toilet.

2.1.7 Incorporate a launch area for non-powered water craft into shoreline boardwalk.

2.1.8 Redesign car park and traffic flows to increase public open space, maximise car park capacity and increase separation between vehicles and pedestrians. Identify options for additional car parking within reasonable walking distance of foreshore. Include dedicated access and parking for emergency services.

2.1.9 Redesign the ocean beach access road intersection off Lake Tyers Beach Road to improve safety and traffic flows (once toilet is relocated).

2.1.10 Upgrade and consolidate signage, incorporating a consistent theme for 'way-finding' information and location maps that clearly indicate all nearby recreation facilities, car parking, boat ramps, beach access points, pedestrian and cycling tracks/routes and important environmental and cultural values of the area.

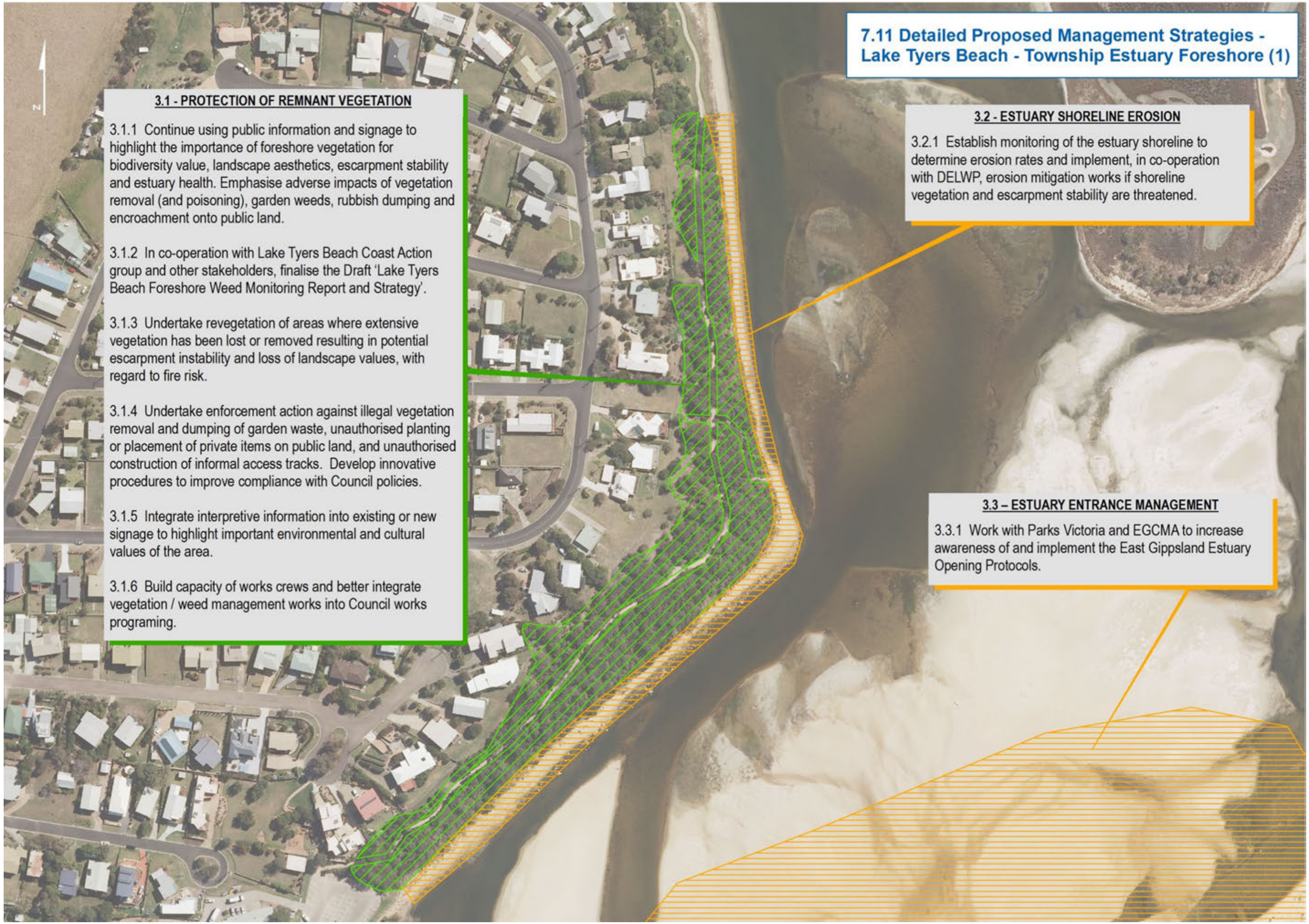
2.1.11 Install or upgrade safety awareness signage at each beach access point to meet access and safety standards. Establish ESTA emergency location markers at beach access points.

2.1.12 Upgrade capacity of stormwater infrastructure to prevent discharges impacting on natural values, public amenity, water quality and shoreline stability. Work with East Gippsland Water to identify and rectify potential illegal sewer or greywater discharges to stormwater network.

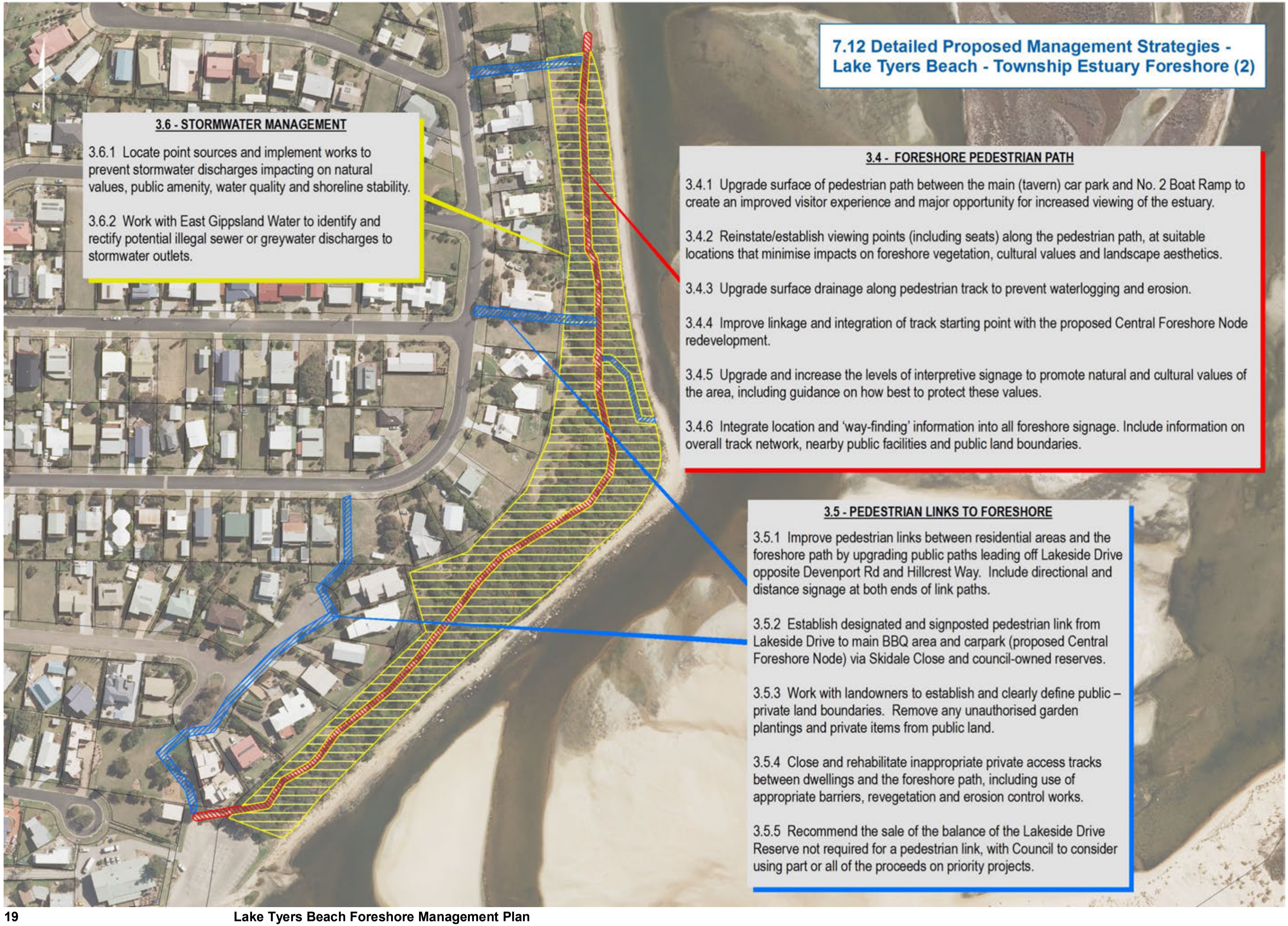
2.1.13 Increase the capacity or cleaning frequency of existing bins.

2.1.14 Consider inundation levels in the planning and development of the site, based on water levels specified in the Estuary Opening Protocols for Lake Tyers.

7.11 Detailed Proposed Management Strategies - Lake Tyers Beach - Township Estuary Foreshore (1)



7.12 Detailed Proposed Management Strategies - Lake Tyers Beach - Township Estuary Foreshore (2)



3.6 - STORMWATER MANAGEMENT

3.6.1 Locate point sources and implement works to prevent stormwater discharges impacting on natural values, public amenity, water quality and shoreline stability.

3.6.2 Work with East Gippsland Water to identify and rectify potential illegal sewer or greywater discharges to stormwater outlets.

3.4 - FORESHORE PEDESTRIAN PATH

3.4.1 Upgrade surface of pedestrian path between the main (tavern) car park and No. 2 Boat Ramp to create an improved visitor experience and major opportunity for increased viewing of the estuary.

3.4.2 Reinstate/establish viewing points (including seats) along the pedestrian path, at suitable locations that minimise impacts on foreshore vegetation, cultural values and landscape aesthetics.

3.4.3 Upgrade surface drainage along pedestrian track to prevent waterlogging and erosion.

3.4.4 Improve linkage and integration of track starting point with the proposed Central Foreshore Node redevelopment.

3.4.5 Upgrade and increase the levels of interpretive signage to promote natural and cultural values of the area, including guidance on how best to protect these values.

3.4.6 Integrate location and 'way-finding' information into all foreshore signage. Include information on overall track network, nearby public facilities and public land boundaries.

3.5 - PEDESTRIAN LINKS TO FORESHORE

3.5.1 Improve pedestrian links between residential areas and the foreshore path by upgrading public paths leading off Lakeside Drive opposite Devenport Rd and Hillcrest Way. Include directional and distance signage at both ends of link paths.

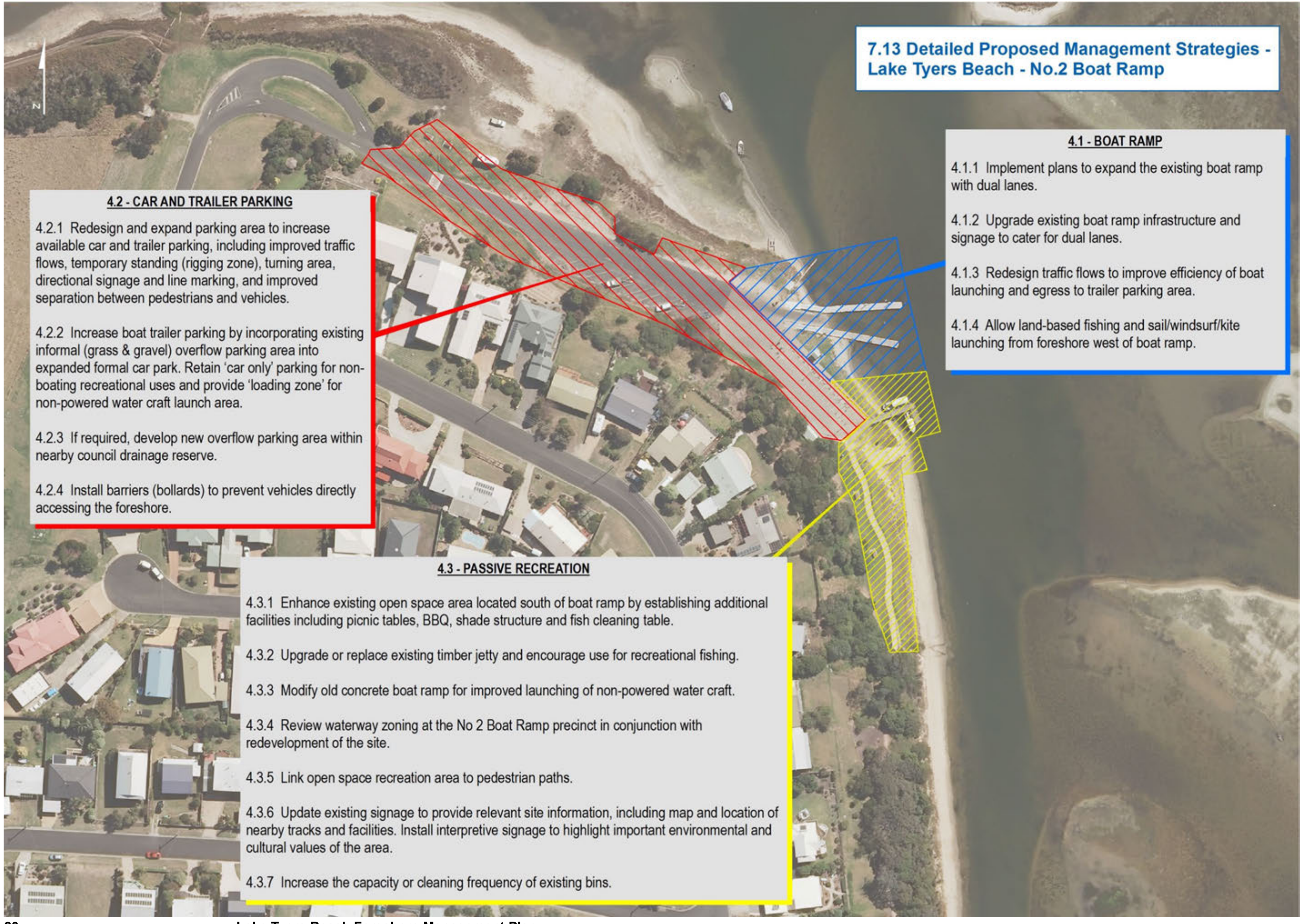
3.5.2 Establish designated and signposted pedestrian link from Lakeside Drive to main BBQ area and carpark (proposed Central Foreshore Node) via Skidale Close and council-owned reserves.

3.5.3 Work with landowners to establish and clearly define public – private land boundaries. Remove any unauthorised garden plantings and private items from public land.

3.5.4 Close and rehabilitate inappropriate private access tracks between dwellings and the foreshore path, including use of appropriate barriers, revegetation and erosion control works.

3.5.5 Recommend the sale of the balance of the Lakeside Drive Reserve not required for a pedestrian link, with Council to consider using part or all of the proceeds on priority projects.

7.13 Detailed Proposed Management Strategies - Lake Tyers Beach - No.2 Boat Ramp



4.1 - BOAT RAMP

4.1.1 Implement plans to expand the existing boat ramp with dual lanes.

4.1.2 Upgrade existing boat ramp infrastructure and signage to cater for dual lanes.

4.1.3 Redesign traffic flows to improve efficiency of boat launching and egress to trailer parking area.

4.1.4 Allow land-based fishing and sail/windsurf/kite launching from foreshore west of boat ramp.

4.2 - CAR AND TRAILER PARKING

4.2.1 Redesign and expand parking area to increase available car and trailer parking, including improved traffic flows, temporary standing (rigging zone), turning area, directional signage and line marking, and improved separation between pedestrians and vehicles.

4.2.2 Increase boat trailer parking by incorporating existing informal (grass & gravel) overflow parking area into expanded formal car park. Retain 'car only' parking for non-boating recreational uses and provide 'loading zone' for non-powered water craft launch area.

4.2.3 If required, develop new overflow parking area within nearby council drainage reserve.

4.2.4 Install barriers (bollards) to prevent vehicles directly accessing the foreshore.

4.3 - PASSIVE RECREATION

4.3.1 Enhance existing open space area located south of boat ramp by establishing additional facilities including picnic tables, BBQ, shade structure and fish cleaning table.

4.3.2 Upgrade or replace existing timber jetty and encourage use for recreational fishing.

4.3.3 Modify old concrete boat ramp for improved launching of non-powered water craft.

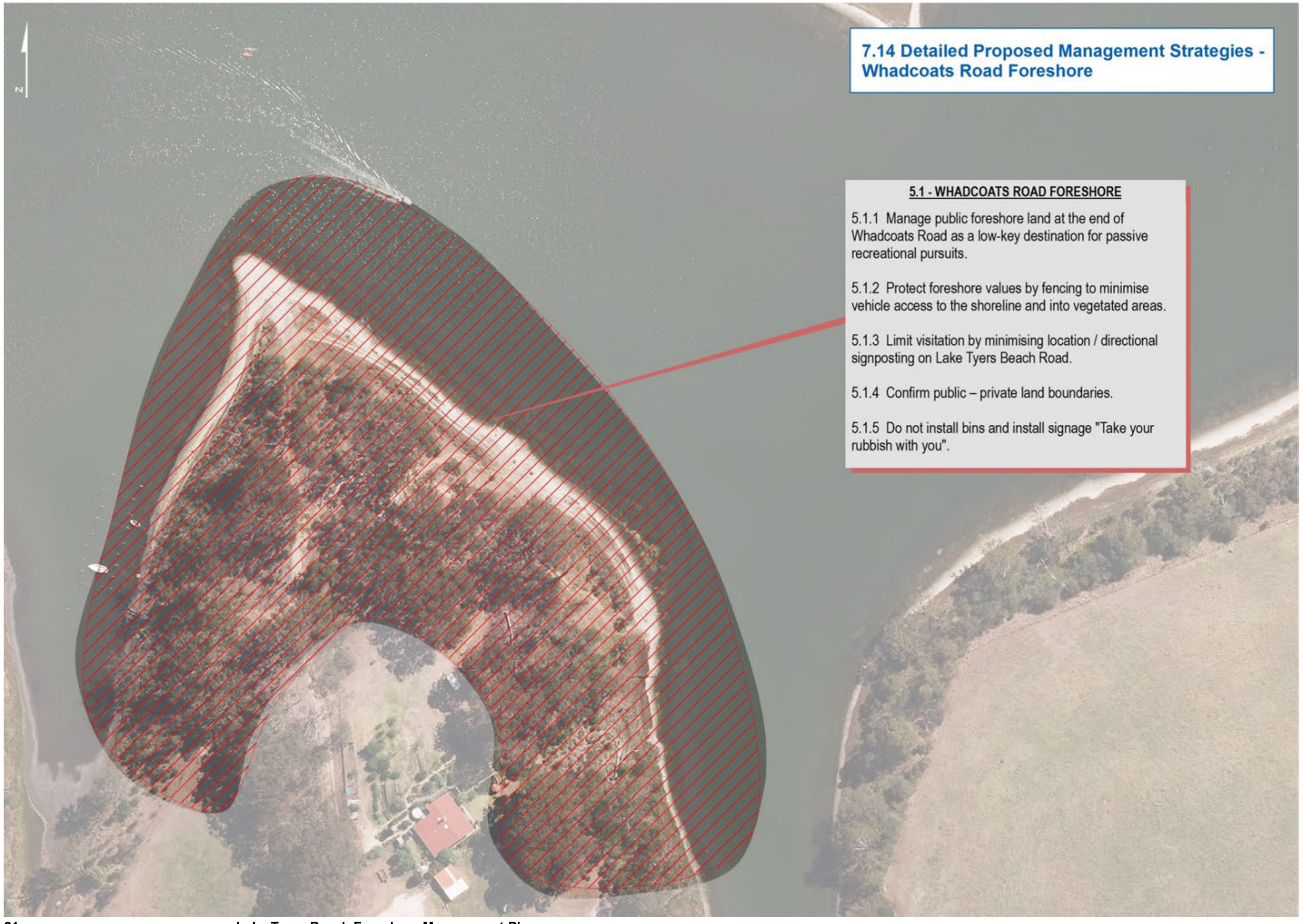
4.3.4 Review waterway zoning at the No 2 Boat Ramp precinct in conjunction with redevelopment of the site.

4.3.5 Link open space recreation area to pedestrian paths.

4.3.6 Update existing signage to provide relevant site information, including map and location of nearby tracks and facilities. Install interpretive signage to highlight important environmental and cultural values of the area.

4.3.7 Increase the capacity or cleaning frequency of existing bins.

7.14 Detailed Proposed Management Strategies - Whadcoats Road Foreshore



5.1 - WHADCOATS ROAD FORESHORE

5.1.1 Manage public foreshore land at the end of Whadcoats Road as a low-key destination for passive recreational pursuits.

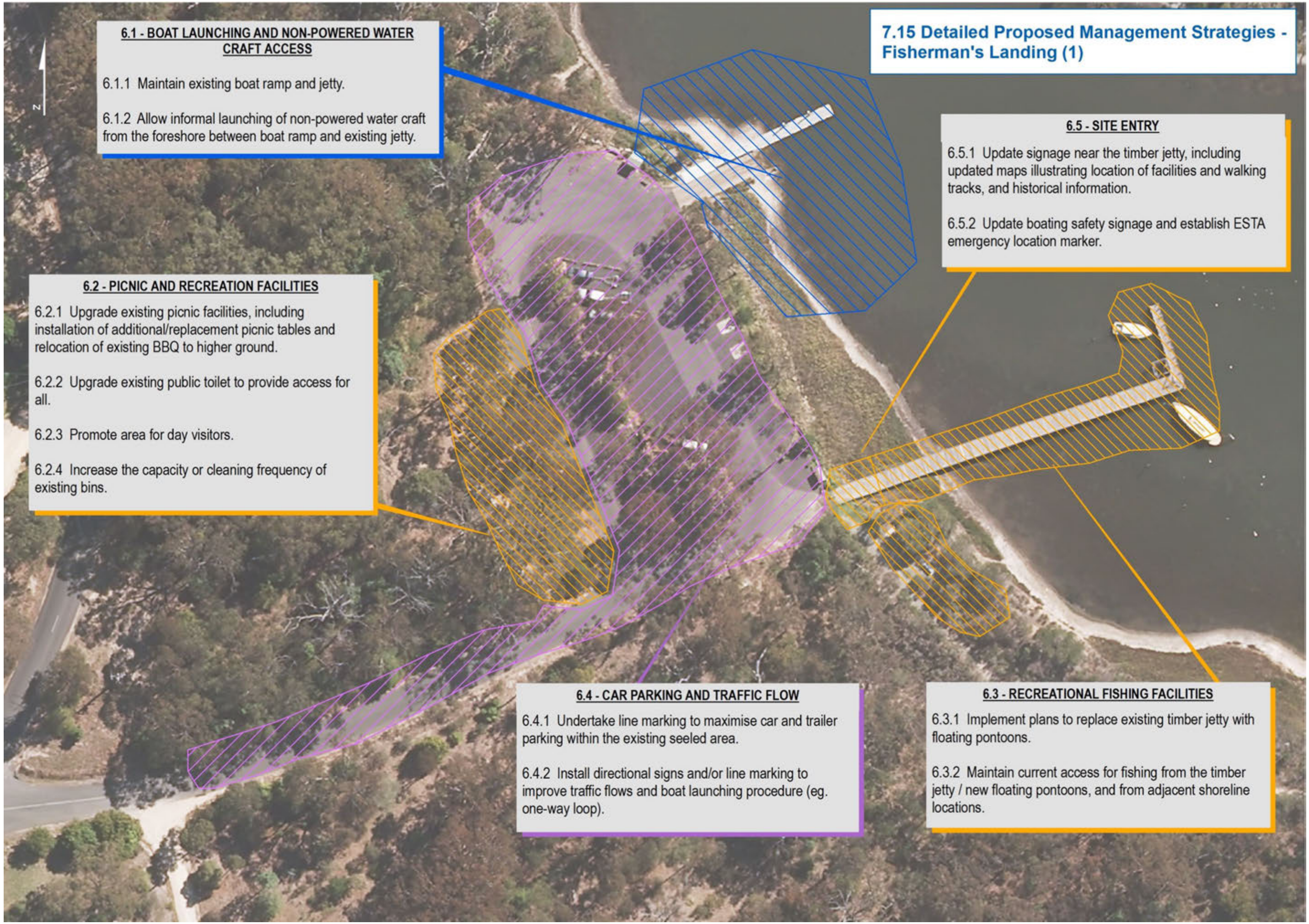
5.1.2 Protect foreshore values by fencing to minimise vehicle access to the shoreline and into vegetated areas.

5.1.3 Limit visitation by minimising location / directional signposting on Lake Tyers Beach Road.

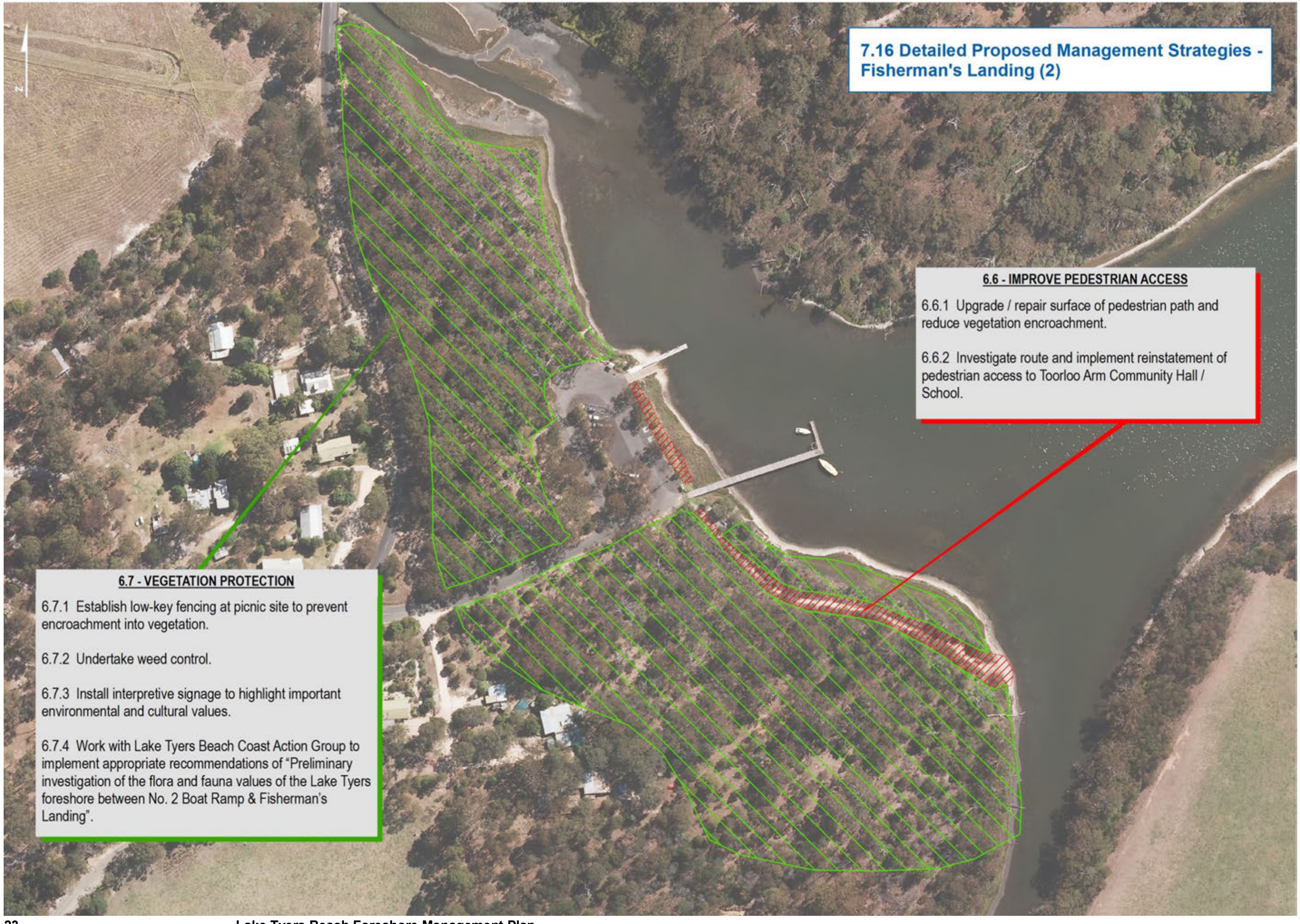
5.1.4 Confirm public – private land boundaries.

5.1.5 Do not install bins and install signage "Take your rubbish with you".

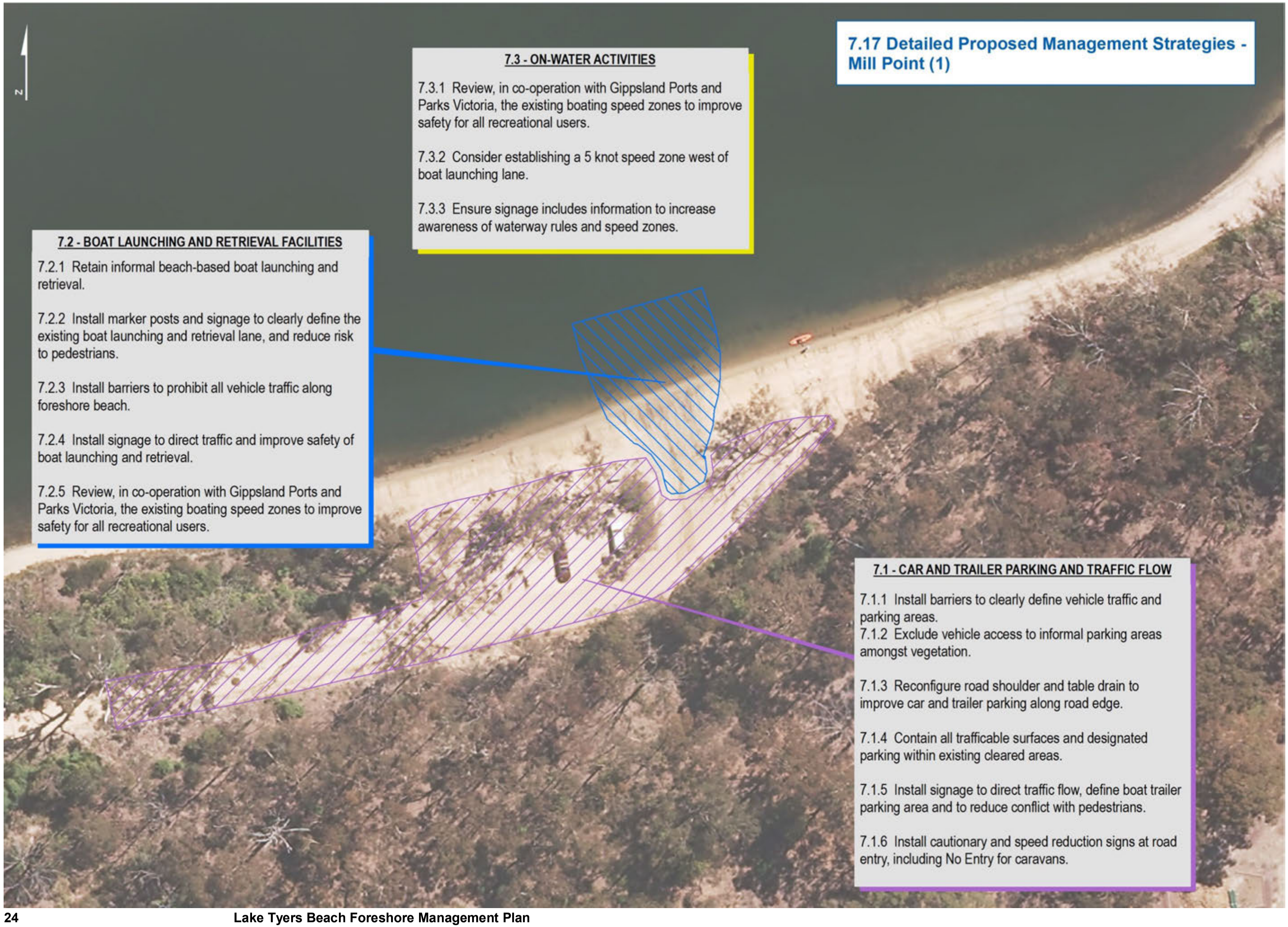
7.15 Detailed Proposed Management Strategies - Fisherman's Landing (1)



7.16 Detailed Proposed Management Strategies - Fisherman's Landing (2)



7.17 Detailed Proposed Management Strategies - Mill Point (1)



7.3 - ON-WATER ACTIVITIES

7.3.1 Review, in co-operation with Gippsland Ports and Parks Victoria, the existing boating speed zones to improve safety for all recreational users.

7.3.2 Consider establishing a 5 knot speed zone west of boat launching lane.

7.3.3 Ensure signage includes information to increase awareness of waterway rules and speed zones.

7.2 - BOAT LAUNCHING AND RETRIEVAL FACILITIES

7.2.1 Retain informal beach-based boat launching and retrieval.

7.2.2 Install marker posts and signage to clearly define the existing boat launching and retrieval lane, and reduce risk to pedestrians.

7.2.3 Install barriers to prohibit all vehicle traffic along foreshore beach.

7.2.4 Install signage to direct traffic and improve safety of boat launching and retrieval.

7.2.5 Review, in co-operation with Gippsland Ports and Parks Victoria, the existing boating speed zones to improve safety for all recreational users.

7.1 - CAR AND TRAILER PARKING AND TRAFFIC FLOW

7.1.1 Install barriers to clearly define vehicle traffic and parking areas.
7.1.2 Exclude vehicle access to informal parking areas amongst vegetation.

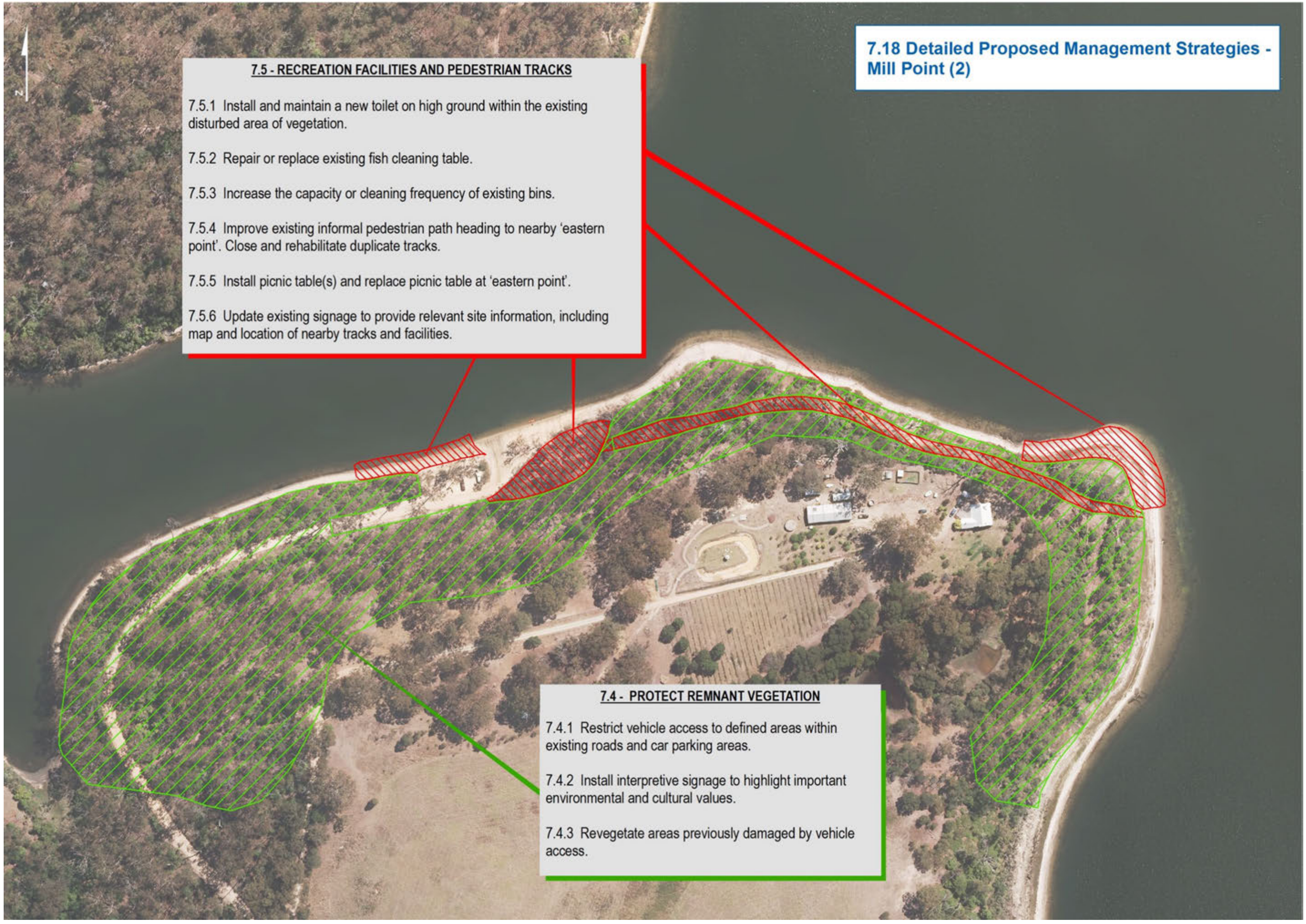
7.1.3 Reconfigure road shoulder and table drain to improve car and trailer parking along road edge.

7.1.4 Contain all trafficable surfaces and designated parking within existing cleared areas.

7.1.5 Install signage to direct traffic flow, define boat trailer parking area and to reduce conflict with pedestrians.

7.1.6 Install cautionary and speed reduction signs at road entry, including No Entry for caravans.

7.18 Detailed Proposed Management Strategies - Mill Point (2)



8 LAND STATUS AND MANAGEMENT RESPONSIBILITY

8.1 Land Status and Management Responsibilities

All foreshore areas within the study area are public Crown land reserved under the *Crown Land (Reserves) Act 1978* for which the Department of Environment, Land, Water and Planning is the 'underlying Crown land manager'. Day to day management for the majority of the foreshore is delegated to Committees of Management.

East Gippsland Shire Council is the responsible land manager for the majority of land covered by this Foreshore Management Plan, either as Committee of Management or land owner. Other areas adjoining and influencing the foreshore including waterways, State Parks and Reserves, and public roads, are also relevant to the preparation of this Foreshore Management Plan and the ongoing management of the foreshore zone. Various land managers, waterway managers, and management authorities are responsible for different areas of the foreshore adjoining the study area.

The table below outlines the relevant management agencies and a brief description of the areas within or adjoining the foreshore that they are responsible for.

Agency	Management Area
East Gippsland Shire Council (EGSC)	The majority of foreshores within the limits of Lake Tyers Beach township, including part of the Lake Tyers Coastal Reserve, (Mullett Road to Lakeside Drive); areas of Fisherman's Landing and Mill Point; the dunes and beach fronting Lake Tyers Beach township; reserves on Skidale Close; and the Oneonta Reserve (CoM).
Department of Environmental, Land, Water and Planning (DELWP)	Areas to the north and west of the Lake Tyers Beach township continuing to Fisherman's Landing. DELWP is also responsible for the management of the bed of the entire Lake Tyers estuary waterbody adjoining the study area.
Parks Victoria (PV)	Areas of the Lake Tyers Coastal Reserve to the west of Mullett Road continuing westwards past The Bluff to Lakes Entrance. PV also manage the Lake Tyers State Park which is beyond the study area, and located to the east of the Lake Tyers entrance and to the north of Mill Point.
Gippsland Ports (GP)	Gippsland Ports are the designated waterway manager for Lake Tyers Estuary.
East Gippsland Catchment Management Authority (EGCMA)	EGCMA are the 'Caretaker of River Health' and manage the health of the Lake Tyers estuary. EGCMA are also the coordinating authority for the artificial opening of the estuary entrance at Lake Tyers Beach.
Gunaikurnai Land and Waters Aboriginal Corporation (GLaWAC)	Crown land parcels within the study area are subject to Native Title claim by the Gunaikurnai People. Lake Tyers State Park will be jointly managed by the Gunaikurnai people and Parks Victoria, through Joint Management Plans (in preparation).

The following maps outline the spatial extent of each management authority's area of responsibility and provide a more detailed description of their roles and responsibilities.

8.2 Proposed changes to Management Responsibilities

Development of land for urban growth to the north of the current Lake Tyers Beach township should coincide with the transfer of management responsibility of the adjacent public foreshore to EGSC as Committee of Management.

The change in management responsibility to EGSC should also incorporate the foreshore reserve extending to Fisherman's Landing, including the area at the end of Whadcoats Road, thereby avoiding a small, isolated section of foreshore being under the direct management of DELWP.

8.3 Roles and Responsibilities of Community Groups

Several volunteer-based community groups are active in the Lake Tyers Beach area, and undertake a variety of work to protect foreshore areas and enhance recreational opportunities for locals and visitors. These groups play an important role in ensuring the community is engaged in Crown land projects, and in on-ground works.

Community groups with current active roles in the management of public land along the foreshores and other reserves in and around Lake Tyers Beach include:

- Lake Tyers Beach Coast Action
- Lake Tyers Beach Angling Club
- Oneonta Committee of Management

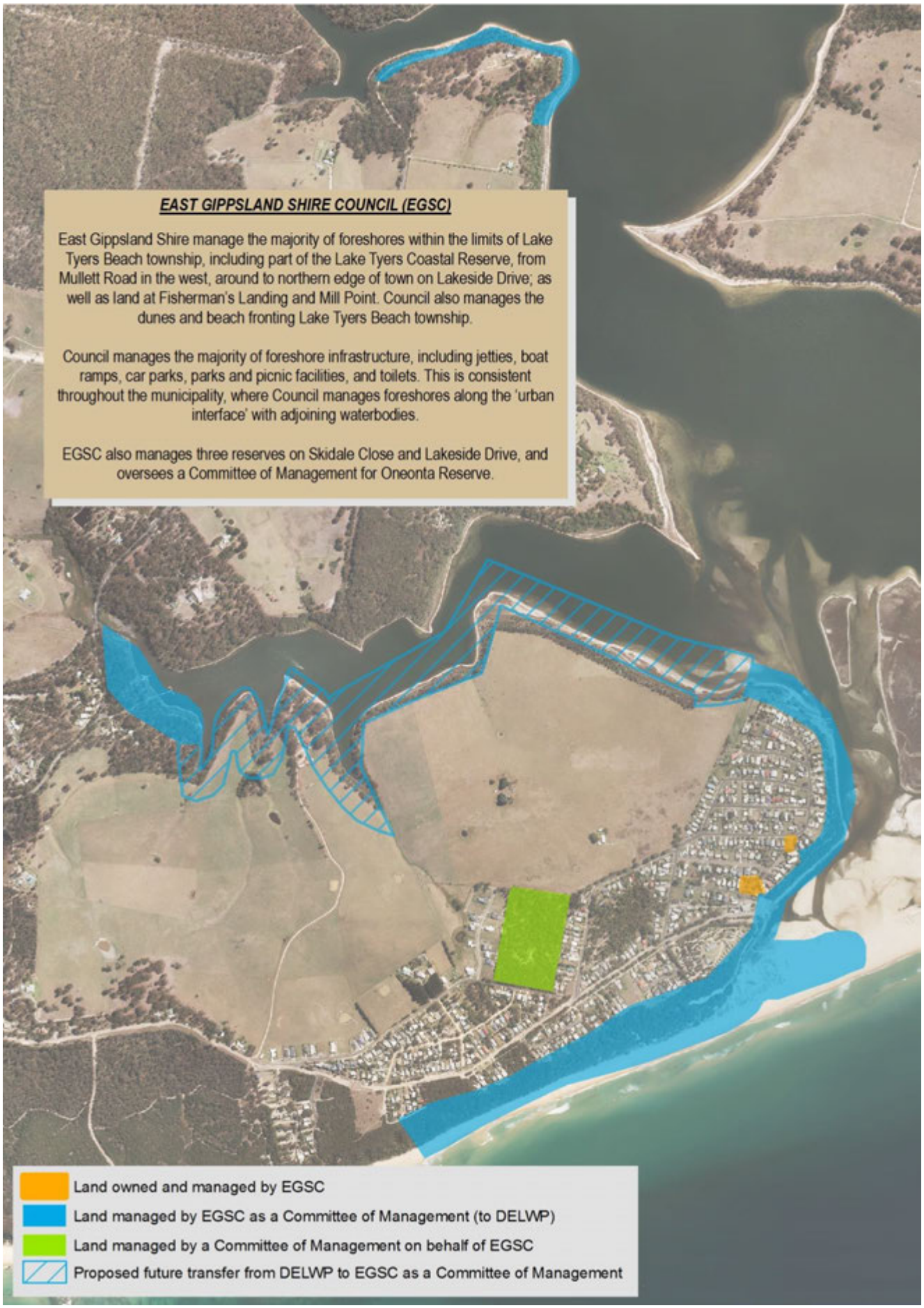
Other groups and organisations with an interest in managing the Lake Tyers Beach foreshore include:

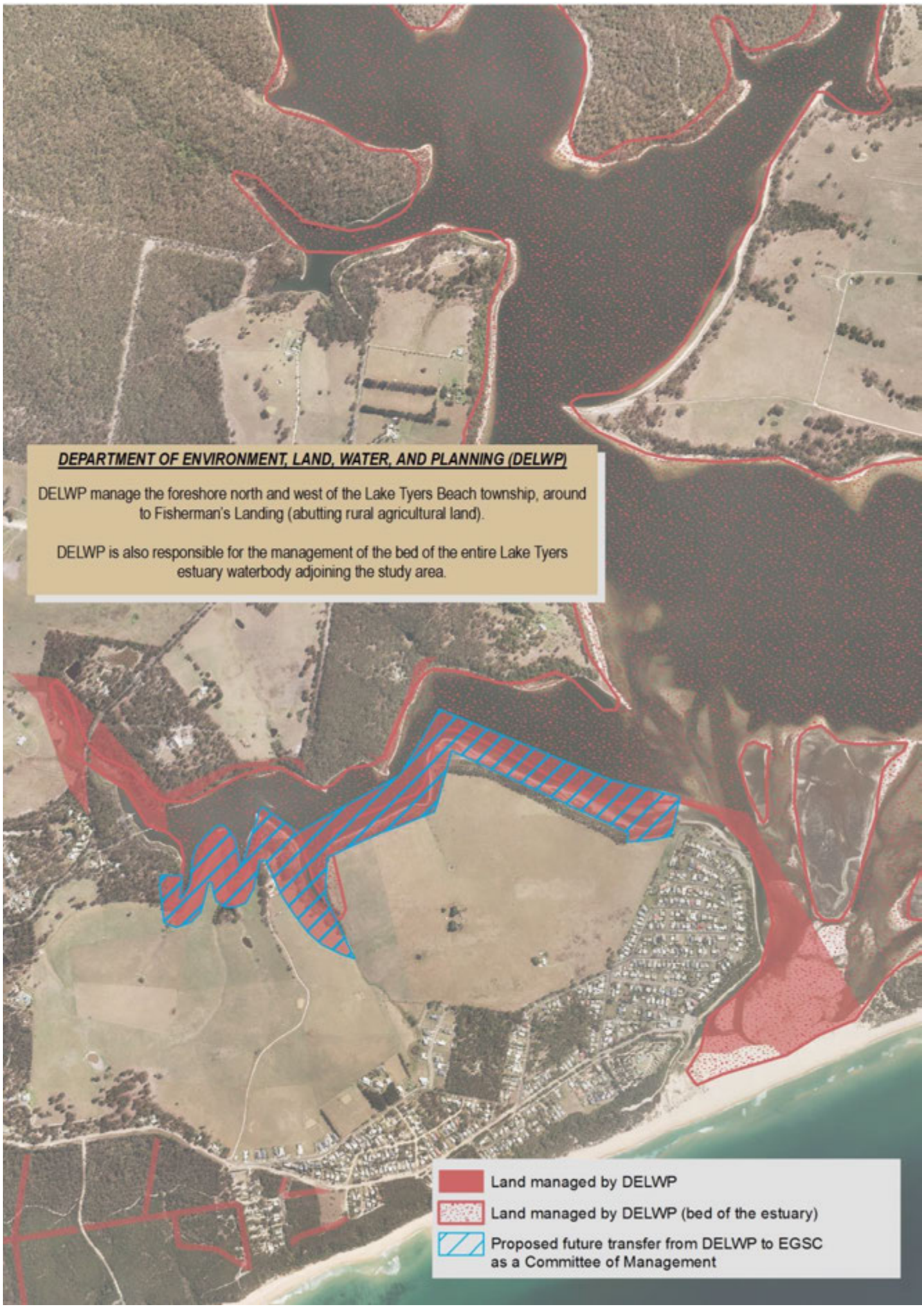
- Lakes Entrance Community Landcare Group
- East Gippsland Rainforest Conservation Management Network

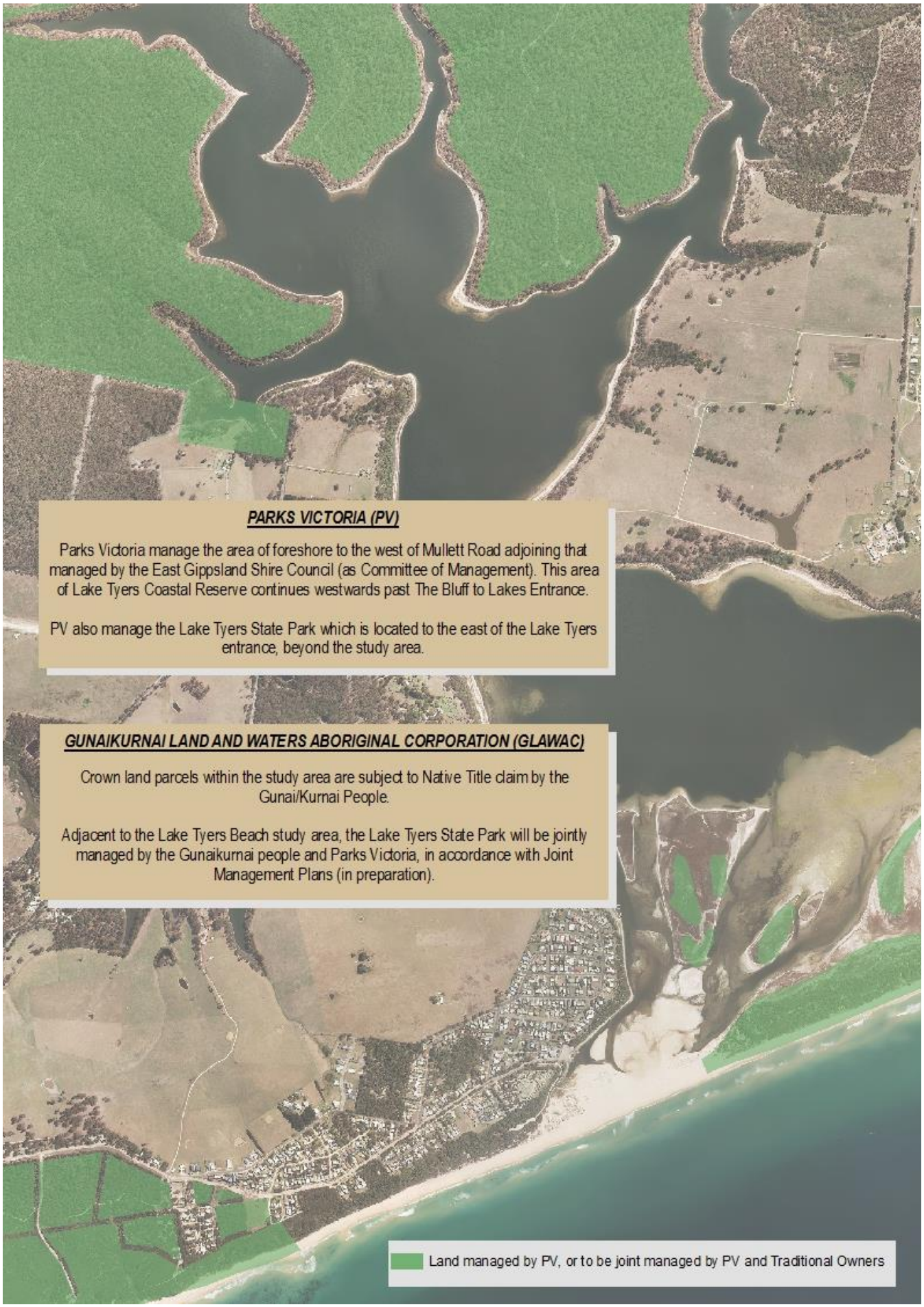
East Gippsland Shire Council will continue to work with community groups throughout the development and implementation of projects on foreshore and Council reserves in the Lake Tyers Beach area.

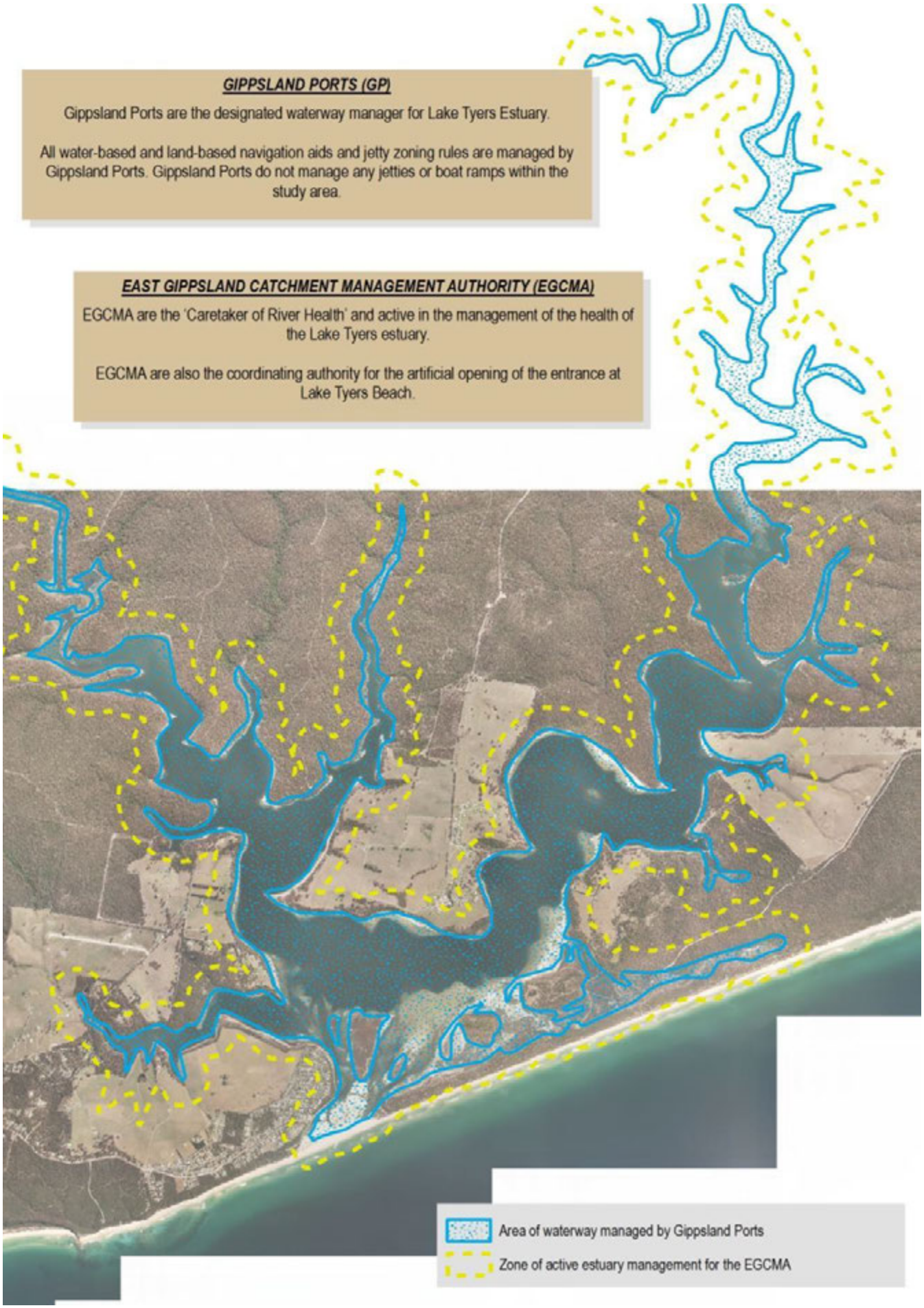
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EAST GIPPSLAND SHIRE COUNCIL (EGSC)
East Gippsland Shire manage the majority of foreshores within the limits of Lake Tyers Beach township, including part of the Lake Tyers Coastal Reserve, from Mullett Road in the west, around to northern edge of town on Lakeside Drive; as well as land at Fisherman's Landing and Mill Point. Council also manages the dunes and beach fronting Lake Tyers Beach township.
Council manages the majority of foreshore infrastructure, including jetties, boat ramps, car parks, parks and picnic facilities, and toilets. This is consistent throughout the municipality, where Council manages foreshores along the 'urban interface' with adjoining waterbodies.
EGSC also manages three reserves on Skidale Close and Lakeside Drive, and oversees a Committee of Management for Oneonta Reserve.
Land owned and managed by EGSC
Land managed by EGSC as a Committee of Management (to DELWP)
Land managed by a Committee of Management on behalf of EGSC
Proposed future transfer from DELWP to EGSC as a Committee of Management


DEPARTMENT OF ENVIRONMENT, LAND, WATER, AND PLANNING (DELWP)
DELWP manage the foreshore north and west of the Lake Tyers Beach township, around to Fisherman's Landing (abutting rural agricultural land).
DELWP is also responsible for the management of the bed of the entire Lake Tyers estuary waterbody adjoining the study area.
Land managed by DELWP
Land managed by DELWP (bed of the estuary)
Proposed future transfer from DELWP to EGSC as a Committee of Management


PARKS VICTORIA (PV)
Parks Victoria manage the area of foreshore to the west of Mullett Road adjoining that managed by the East Gippsland Shire Council (as Committee of Management). This area of Lake Tyers Coastal Reserve continues westwards past The Bluff to Lakes Entrance.
PV also manage the Lake Tyers State Park which is located to the east of the Lake Tyers entrance, beyond the study area.
GUNAIKURNAI LAND AND WATERS ABORIGINAL CORPORATION (GLAWAC)
Crown land parcels within the study area are subject to Native Title claim by the Gunai/Kurnai People.
Adjacent to the Lake Tyers Beach study area, the Lake Tyers State Park will be jointly managed by the Gunaikurnai people and Parks Victoria, in accordance with Joint Management Plans (in preparation).
Land managed by PV, or to be joint managed by PV and Traditional Owners


GIPPSLAND PORTS (GP)
Gippsland Ports are the designated waterway manager for Lake Tyers Estuary.
All water-based and land-based navigation aids and jetty zoning rules are managed by Gippsland Ports. Gippsland Ports do not manage any jetties or boat ramps within the study area.
EAST GIPPSLAND CATCHMENT MANAGEMENT AUTHORITY (EGCMA)
EGCMA are the 'Caretaker of River Health' and active in the management of the health of the Lake Tyers estuary.
EGCMA are also the coordinating authority for the artificial opening of the entrance at Lake Tyers Beach.
Area of waterway managed by Gippsland Ports
Zone of active estuary management for the EGCMA

9 LEGISLATION, POLICIES AND PLANS

Preparation of the Lake Tyers Beach Foreshore Management Plan has been in accordance with the requirements of the *Coastal Management Act 1995* and guided by a number of central policy documents, including:

- Victorian Coastal Strategy (2014)
- Gippsland Boating Coastal Action Plan (2013)
- Integrated Coastal Planning for Gippsland Coastal Action Plan (2002)

Secondary guiding documents include:

- East Gippsland Waterway Strategy (2014-2022)
- East Gippsland Planning Scheme
- Lake Tyers Beach Urban Design Framework (2007)
- Coastal Inundation and Erosion Planning Policy (2014)

In addition, key documents relevant to the implementation and review of this Foreshore Management Plan, and future planning and development of Lake Tyers Beach foreshore areas include;

- Gippsland Lakes Ramsar Site Management Plan (Currently in preparation by East Gippsland Catchment Management Authority, due for completion in 2015)
- Estuary Entrance Opening Protocols (Currently in preparation by East Gippsland Catchment Management Authority, due for completion in 2015)
- Victorian Climate Change Adaptation Plan (2013)

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Contact us

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Citizen Service Centre: (03) 5153 9500 (business hours)
National Relay Service: 133 677

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Email feedback@egipps.vic.gov.au

In person
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Lakes Entrance: 18 Mechanics Street
Mallacoota: 70 Maurice Avenue
Omeo: 179 Day Avenue
Orbost: 1 Ruskin Street
Paynesville: 55 The Esplanade

Outreach Centres
Bendoc Outreach Centre -
18 Dowling Street
Buchan Resource Centre -
6 Centre Road
Cann River Community Centre -
Princes Highway

EAST GIPPSLAND
SHIRE COUNCIL

Lake Tyers Beach Foreshore Management Plan: BUSINESS PLAN

July 2015







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1 INTRODUCTION

1.1 Objective and Scope of Business Plan

This Business Plan has been created as a management tool for the various agencies who are involved in management of Lake Tyers Beach Foreshore. The plan is an indicative works agenda compiled from the recommendations and strategies contained within the Lake Tyers Beach Foreshore Management Plan, and will provide assistance in budget planning processes and any external funding applications.

The Lake Tyers Beach Foreshore, Fisherman's Landing and Mill Point are currently managed by East Gippsland Shire as Committee of Management, several Council Reserves within the Lake Tyers Beach township also directly managed by East Gippsland Shire. A number of other agencies and groups also have active roles in the management of the foreshore.

The final Foreshore Management Plan has been adopted by all relevant management agencies as the principal tool to guide future management of the foreshore. After a period of 5 years the management plan will be reviewed.

1.2 Lake Tyers Beach Foreshore Management Plan Vision

In 15 years foreshore areas surrounding Lake Tyers Beach will continue to be a popular site for water-based and passive recreational activities.

Users, both local and visitors, will find well maintained public recreation facilities adjoining a healthy and picturesque estuarine environment. Key ecological values and sites of cultural significance will be protected and maintained.

The main foreshore area fronting Lake Tyers Beach township will have an enhanced sense of arrival and aesthetic appeal. A series of pathways throughout the foreshore will provide safe and easy pedestrian links between foreshore areas, the beach and urban areas of Lake Tyers Beach township.

Visitors will be guided to public facilities and informed about important foreshore features by well-maintained signage and information boards. Land based recreational pursuits, including fishing, walking and picnicking, will occur with minimal conflict with other activities such as boat launching, vehicle traffic and water sports.

The Committee of Management will have in place integrated and effective management strategies for the foreshore, involving all stakeholders (including the Department of Environment, Land, Water & Planning, Parks Victoria, Gippsland Ports, Gunaikurnai Land and Waters Aboriginal Corporation and community user/interest groups), to ensure ongoing funding and implementation of management actions.



2 STUDY AREA

Lake Tyers Beach township is located on the highly scenic East Gippsland coastline at the mouth of Lake Tyers estuary, immediately east of the iconic Gippsland Lakes.

The Lake Tyers Beach Foreshore Management Plan covers all the public shoreline and adjoining coastal Crown land bordering Lake Tyers estuary at Lake Tyers Beach township, at Fisherman's Landing and at Mill Point, as well as the ocean beach adjacent to Lake Tyers Beach township as far west as Mullett Road.

The main study area includes:

- Ocean beach and dunes from Lake Tyers Beach township to the western township boundary near Mullett Road;
- Lake Tyers estuary foreshore from the entrance at Lake Tyers Beach, around to No. 2 Boat Ramp area;
- Lake Tyers Beach Township area and associated facilities;
- No. 2 Boat Ramp and jetty, including the adjoining foreshore and recreational facilities;
- Foreshore and ocean beach access tracks and parking areas;
- Fisherman's Landing jetty and associated facilities; and
- Mill Point boat launching area, and associated facilities.

Other areas of land with links to the foreshore have also been included to provide a holistic overview of the current and potential future use of public open space within the study area. These additional areas include:

- Oneonta Reserve (Council reserve within the township boundary);
- Three Council reserves on Skidale Close and Lakeside Drive; and
- Estuary foreshores abutting private land west of No. 2 boat ramp to Fisherman's Landing, including land at the end of Whadcoats Road.

Management objectives have been prepared for the entire study area, and detailed management strategies have been developed for the main foreshore areas.

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3 MANAGEMENT STRATEGIES – INDICATIVE COSTS

A range of proposed management objectives and strategies have been developed for the study area based on an assessment of the issues and opportunities identified through public consultation. The management objectives and proposed strategies are listed in the following tables. Each table contains the objectives, proposed management strategies, responsibilities, indicative costs, and priorities for a defined area of the foreshore.

3.1 Management Objectives

Areas covered by this Foreshore Management Plan have been divided into different zones to assist development of Management Objectives. The listed management objectives provide an outcome that, over the life of the plan, proposed management strategies will aim to contribute towards.

The management objectives for each zone are described at the start of each table. Maps within the Foreshore Management Plan illustrate the extent of each zone. These zones are:

Lake Tyers Beach

- Western Ocean Beach (escarpment and dunes between Camp St and Mullet Rd);
- Central Foreshore Node (areas adjoining the No.1 boat ramp and ocean beach access to the west, including existing car parking areas);
- Township Estuary Foreshore (areas adjoining the estuary between No.1 and No. 2 boat ramps); and
- Boat Access Point (areas adjoining the No.2 boat ramp).

Other Foreshore areas and reserves

- The Oneonta site;
- Foreshore adjacent to the future urban growth area; and
- Whadcoats Road foreshore reserve.

Fisherman's Landing

- Boat ramp, car parking, picnic facilities, jetty and adjoining foreshore areas.

Mill Point

- Access, car parking and boat launching facilities, and adjoining foreshore areas.

3.2 Management Strategies and Themes

Specific Management Strategies have been proposed to address the management objective for each zone. Each of the management strategies has been costed and appears as a line within the following tables.

The proposed management strategies cover the following general themes:

- **RF -** maintenance, upgrade or provision of recreational facilities;
- **PR -** car and trailer parking, and roads;
- **PL -** improving or providing linkages for better pedestrian access;
- **BF -** maintenance, upgrade or improvement of boating facilities;
- **EM -** erosion management;
- **VM -** management of native vegetation;
- **NV -** management of natural values; and
- **CL -** delineation of Crown land boundaries.

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3.3 Lake Tyers Beach Foreshore: Western Ocean Beach

MANAGEMENT OBJECTIVE

Important cultural, natural and landscape values along the western foreshore and ocean beach areas will be protected and maintained. Access along the (cliff top) foreshore and to ocean beach areas will be provided by an appropriately located, safe, well-maintained and connected network of pedestrian tracks and access points.

AIMS

- Protect and manage threats to remnant native vegetation;
- Improve pedestrian linkages along the foreshore;
- Formalise access to the ocean beach;
- Increase awareness of beach safety;
- Limit the impacts of stormwater and shoreline erosion on foreshore values.

FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
1.1.1	Continue using public information and signage to highlight the importance of foreshore vegetation for biodiversity value, landscape aesthetics and escarpment stability. Emphasise adverse impacts of vegetation removal (and poisoning), garden weeds, rubbish dumping and encroachment onto public land.	VM	EGSC	5,000	M
1.1.2	In co-operation with Lake Tyers Beach Coast Action group and other stakeholders, finalise the Draft 'Lake Tyers Beach Foreshore Weed Monitoring Report and Strategy'.	VM	EGSC	Staff	H
1.1.3	Undertake revegetation of areas where extensive vegetation has been lost or removed resulting in potential escarpment instability and loss of landscape values, with regard to fire risk.	VM	EGSC	7,000	M
1.1.4	Undertake enforcement action against illegal vegetation removal and dumping of garden waste, unauthorised planting or placement of private items on public land, and unauthorised construction of informal access tracks. Develop innovative procedures to improve compliance with Council policies.	VM/CL	EGSC	Staff + 5,000	H
1.1.5	Integrate interpretive information into existing or new signage to highlight important environmental and cultural values of the area.	NV	EGSC	5,000	M

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FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
1.1.6	Build capacity of works crews and better integrate vegetation / weed management works into Council works programing.	NV	EGSC	Staff	M
1.2.1	Retain, repair and upgrade existing formal beach access points between Camp Street and Mullett Road. Tracks and stairs should provide safe public beach access in accordance with access and safety standards.	PL	EGSC	25,000	H
1.2.2	Install or upgrade safety awareness signage at each beach access point to meet access and safety standards.	PL	EGSC	5,000	H
1.2.3	Close and rehabilitate all informal beach access points, including use of appropriate barriers, revegetation and erosion control works.	PL	EGSC	5,000	H
1.2.4	Establish dune fencing at beach access points to prevent track duplication.	PL	EGSC	7,000	M
1.2.5	Establish ESTA emergency location markers at beach access points.	PL/RF	EGSC	5,000	M
1.2.6	Retain existing restrictions regarding 'dog off leads', and increase awareness (signage) and compliance.	NV	EGSC	5,000	OG
1.3.1	Formalise existing ad hoc tracks to create clearly defined pedestrian access within public land along the escarpment between Camp Street and Mullett Road, and linking all beach access points (steps). Allow for linkages to the east (campground) and west to Red Bluff.	PL	EGSC	25,000	M
1.3.2	Upgrade and increase the levels of interpretive signage to promote natural and cultural values of the area, including guidance on how best to protect these values.	PL	EGSC	1.1.1 1.1.5	M
1.3.3	Install seating at appropriate locations and intervals along the escarpment track.	RF	EGSC	2,000	M
1.3.4	Integrate location and 'way-finding' information into all foreshore signage. Include information on overall track network, public facilities and public land boundaries.	RF	EGSC	1.1.1 1.1.5	H
1.3.5	Work with landowners to establish and clearly define public – private land boundaries. Remove any unauthorised garden plantings and private items from public land.	CL	EGSC	Staff	H

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FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
1.4.1	Locate point sources and implement works to prevent stormwater discharges impacting on natural values, public amenity, water quality and escarpment stability.	NV/PR	EGSC	5,000	M
1.4.2	Work with East Gippsland Water to identify and rectify potential illegal sewer or greywater discharges to stormwater outlets.	Other	EGSC	Staff	H

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3.4 Lake Tyers Beach Foreshore: Central Foreshore Node

MANAGEMENT OBJECTIVE

Transform the existing car parks, vehicle access and adjacent Council reserves to create an engaging and safe activity node for visitors to Lake Tyers Beach foreshore. Emphasis should be on visitor facilities and enabling visitors to easily move onto surrounding recreational areas.

AIMS

- Develop a Master Plan for the Central Foreshore Node that includes:
  - > Improved landscape aesthetics;
  - > Upgraded and easily accessible public facilities;
  - > Reduced conflict between pedestrians and vehicles;
  - > Increased emphasis on safe pedestrian traffic;
  - > Improved pedestrian connections to the adjoining foreshore, ocean beach, public facilities, and adjoining residential areas;
  - > Improved traffic flow, car parking and road surfaces;
  - > Enhanced opportunities for recreational pursuits;
  - > Upgraded and consolidated public information; and
  - > Improved stormwater management and outflow aesthetics.

FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
2.1.1	Prepare a detailed Master Plan for the 'Central Foreshore Node', encompassing the main (Tavern) car park area, adjacent picnic site, roadway and ocean beach parking area, and nearby Council-owned reserves on Skidale Close. The Master Plan should incorporate the strategies listed below.	RF/PR	EGSC	30,000	H
2.1.2	Improve aesthetic appeal and create an enhanced 'sense of arrival' based on a consistent design theme for all infrastructure and facilities. Design should include landscaping, paving, boardwalks and lighting.	RF	EGSC	-	H

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FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
2.1.3	Increase the emphasis on open space along the foreshore edge, potentially incorporating a boardwalk with seats and lookout points.	RF	EGSC	DD + 40,000	H
2.1.4	Improve pedestrian linkages for visitors to safely move between the foreshore, car park, existing picnic area, proposed new toilet, beach access points and surrounding recreational sites and adjoining residential areas.	PL	EGSC	-	H
2.1.5	Upgrade surface of pedestrian path along estuary shoreline leading to beach. Formalise steps to access beach during low water.	PL	EGSC	20,000	M
2.1.6	Upgrade and expand existing picnic, BBQ and playground facilities, including construction of a new public toilet, beach showers and improved lighting. Where possible, facilities to provide access for all ages and abilities, in particular the toilet.	RF	EGSC	75,000	H
2.1.7	Incorporate a launch area for non-powered water craft into shoreline boardwalk.	BF	EGSC	-	M
2.1.8	Redesign car park and traffic flows to increase public open space, maximise car park capacity and increase separation between vehicles and pedestrians. Identify options for additional car parking within reasonable walking distance of foreshore. Include dedicated access and parking for emergency services.	PR	EGSC	7,000	H
2.1.9	Redesign the ocean beach access road intersection off Lake Tyers Beach Road to improve safety and traffic flows (once toilet is relocated).	PR	EGSC	DD	H
2.1.10	Upgrade and consolidate signage, incorporating a consistent theme for 'way-finding' information and location maps that clearly indicate all nearby recreation facilities, car parking, boat ramps, beach access points, and pedestrian and cycling tracks/routes and important environmental and cultural values of the area.	RF	EGSC	15,000	H
2.1.11	Install or upgrade safety awareness signage at each beach access point to meet access and safety standards. Establish ESTA emergency location markers at beach access points.	RF	EGSC	5,000	H
2.1.12	Upgrade capacity of stormwater infrastructure to prevent discharges impacting on natural values, public amenity, water quality and shoreline stability. Work with East Gippsland Water to identify and rectify potential illegal sewer or greywater discharges to stormwater network.	Other	EGSC	DD	H
2.1.13	Increase the capacity or cleaning frequency of existing bins.	RF	EGSC	-	OG

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FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
2.1.14	Consider inundation levels in the planning and development of the site, based on water levels specified in the Estuary Opening Protocols for Lake Tyers.	RF/PR	EGSC	-	H
2.2.1	The detailed Master Plan for the 'Central Foreshore Node' should incorporate strategies for the ocean beach access road and parking area, as listed below.	-	EGSC	-	-
2.2.2	Realign and/or widen ocean beach access road to allow passing vehicles, and seal road surface.	PR	EGSC	70,000	H
2.2.3	Formalise car park at the end of beach access road to maximise parking capacity and allow vehicles to turn-around. Include dedicated parking for emergency services.	PR	EGSC	20,000	H
2.2.4	Encourage use of car park at the end of beach access road as the primary car park for visitors accessing the beach.	PR	EGSC	-	H
2.2.5	Improve condition of beach access tracks to minimise dune erosion.	PL/EM	EGSC	2.2.8	H
2.2.6	Install or upgrade beach safety awareness signage and establish ESTA emergency location markers at each beach access point to meet Life Saving Victoria standards.	RF	EGSC	2.1.1	H
2.2.7	Formalise emergency services and management vehicle access point to beach.	PR	EGSC	-	H
2.2.8	Establish/repair dune fencing at beach car park to prevent duplication of beach access tracks. Close and rehabilitate informal beach access tracks through dunes.	VM	EGSC	7,000	H
2.2.9	Retain existing restrictions regarding 'dog off leads', and increase awareness (signage) and compliance.	Other	EGSC	-	OG

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3.5 Lake Tyers Beach Foreshore: Township Estuary Foreshore

MANAGEMENT OBJECTIVE

Important cultural, natural and landscape values along the estuary, particularly native vegetation, shoreline habitat and Ramsar values, will be maintained and protected.
Pedestrian access along the estuary foreshore will be well-maintained and provide links to recreational facilities and residential areas.

AIMS

- Protect and maintain remnant native vegetation, shoreline habitat and Ramsar values;
- Protect important cultural values;
- Improve pedestrian linkages to the foreshore;
- Improve awareness of estuary opening protocols;
- Increase awareness of beach safety;
- Limit the impacts of stormwater and shoreline erosion on foreshore values.

FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
3.1.1	Continue using public information and signage to highlight the importance of foreshore vegetation for biodiversity value, landscape aesthetics, escarpment stability and estuary health. Emphasise adverse impacts of vegetation removal (and poisoning), garden weeds, rubbish dumping and encroachment onto public land.	NV/RF	EGSC	5,000	M
3.1.2	In co-operation with Lake Tyers Beach Coast Action group and other stakeholders, finalise the Draft 'Lake Tyers Beach Foreshore Weed Monitoring Report and Strategy'.	VM	EGSC	1.1.2	H
3.1.3	Undertake revegetation of areas where extensive vegetation has been lost or removed resulting in potential escarpment instability and loss of landscape values, with regard to fire risk.	VM	EGSC	7,000	M
3.1.4	Undertake enforcement action against illegal vegetation removal and dumping of garden waste, unauthorised planting or placement of private items on public land, and unauthorised construction of informal access tracks. Develop innovative procedures to improve compliance with Council policies.	CL/VM	EGSC	Staff + 5,000	H
3.1.5	Integrate interpretive information into existing or new signage to highlight important environmental and cultural values of the area.	NV	EGSC	5,000	M

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FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
3.1.6	Build capacity of works crews and better integrate vegetation / weed management works into Council works programing.	VM	EGSC	Staff	M
3.2.1	Establish monitoring of the estuary shoreline to determine erosion rates and implement, in co-operation with DELWP, erosion mitigation works if shoreline vegetation and escarpment stability are threatened.	EM	EGSC	7,000	M
3.3.1	Work with Parks Victoria and EGCMA to increase awareness of and implement the East Gippsland Estuary Opening Protocols.	Other	EGSC	Staff	M
3.4.1	Upgrade surface of pedestrian path between the main (Tavern) car park and No. 2 Boat Ramp to create an improved visitor experience and major opportunity for increased viewing of the estuary.	PL	EGSC	25,000	M
3.4.2	Reinstate/establish viewing points (including seats) along the pedestrian path, at suitable locations that minimise impacts on foreshore vegetation, cultural values and landscape aesthetics.	PL	EGSC	3.4.1	M
3.4.3	Upgrade surface drainage along pedestrian track to prevent waterlogging and erosion.	EM	EGSC	3.4.1	M
3.4.4	Improve linkage and integration of track starting point with the proposed Central Foreshore Node redevelopment.	PL	EGSC	2.1.1	M
3.4.5	Upgrade and increase the levels of interpretive signage to promote natural and cultural values of the area, including guidance on how best to protect these values.	NV	EGSC	3.1.1 3.1.5	M
3.4.6	Integrate location and 'way-finding' information into all foreshore signage. Include information on overall track network, nearby public facilities and public land boundaries.	RF	EGSC	3.1.1 3.1.5	M
3.5.1	Improve pedestrian links between residential areas and the foreshore path by upgrading public paths leading off Lakeside Drive opposite Devenport Rd and Hillcrest Way. Include directional and distance signage at both ends of link paths.	PL	EGSC	10,000	M
3.5.2	Establish designated and signposted pedestrian link from Lakeside Drive to main BBQ area and carpark (proposed Central Foreshore Node) via Skidale Close and Council-owned reserves.	PL	EGSC	10,000	M
3.5.3	Work with landowners to establish and clearly define public – private land boundaries. Remove any unauthorised garden plantings and private items from public land.	CL/VM	EGSC	Staff	H

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FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
3.5.4	Close and rehabilitate inappropriate private access tracks between dwellings and the foreshore path, including use of appropriate barriers, revegetation and erosion control works.	PL	EGSC	5,000	M
3.5.5	Recommend the sale of the balance of the Lakeside Drive Reserve not required for a pedestrian link, with Council to consider using part or all of the proceeds on priority projects.	Other	EGSC	Staff	H
3.6.1	Locate point sources and implement works to prevent stormwater discharges impacting on natural values, public amenity, water quality and shoreline stability.	NV/PR	EGSC	5,000	M
3.6.2	Work with East Gippsland Water to identify and rectify potential illegal sewer or greywater discharges to stormwater outlets.	Other	EGSC	Staff	H

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3.6 Lake Tyers Beach Foreshore: No. 2 Boat Ramp

MANAGEMENT OBJECTIVE

Recognise Boat Ramp No. 2 as the primary boat launching site for Lake Tyers Beach.

Create an efficiently functioning boat launching and retrieval facility, within existing site limitations and constraints, combined with safe pedestrian access to the jetty, surrounding foreshore areas and to Lake Tyers Beach township.

Increase car and trailer parking, and improve traffic flows to complement the planned upgrade of the boat ramp.

Enhance current opportunities for non-powered water craft, land-based fishing and passive recreation, and reduce conflict with other recreational pursuits.

AIMS

- Improve traffic flows and parking to cater for upgrade to boat ramp;
- Increase boat trailer parking;
- Improve separation between pedestrians and vehicles;
- Enhance existing open space areas for passive recreation activities.

FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
4.1.1	Implement plans to expand the existing boat ramp with dual lanes.	BF	EGSC	Existing	-
4.1.2	Upgrade existing boat ramp infrastructure and signage to cater for dual lanes.	BF	EGSC	Existing	-
4.1.3	Redesign traffic flows to improve efficiency of boat launching and egress to trailer parking area.	BF	EGSC	15,000	H
4.1.4	Allow land-based fishing and sail/windsurf/kite launching from foreshore west of boat ramp.	BF	EGSC	-	OG
4.2.1	Redesign and expand parking area to increase available car and trailer parking, including improved traffic flows, temporary standing (rigging zone), turning area, directional signage and line marking, and improved separation between pedestrians and vehicles.	BF	EGSC	50,000	H

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FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
4.2.2	Increase boat trailer parking by incorporating existing informal (grass & gravel) overflow parking area into expanded formal car park. Retain 'car only' parking for non-boating recreational uses and provide 'loading zone' for non-powered water craft launch area.	BF	EGSC	4.2.1	H
4.2.3	If required, develop new overflow parking area within nearby Council drainage reserve.	BF/PR	EGSC	DD	L
4.2.4	Install barriers (bollards) to prevent vehicles directly accessing the foreshore.	PR	EGSC	2,000	H
4.3.1	Enhance existing open space area located south of boat ramp by establishing additional facilities including picnic tables, BBQ, shade structure and fish cleaning table.	RF	EGSC	30,000	M
4.3.2	Upgrade or replace existing timber jetty and encourage use for recreational fishing.	RF	EGSC	35,000	M
4.3.3	Modify old concrete boat ramp for improved launching of non-powered water craft.	BF	EGSC	5,000	L
4.3.4	Review waterway zoning at No 2 Boat Ramp precinct in conjunction with redevelopment of the site.	BF	EGSC	Staff	H
4.3.5	Link open space recreation area to pedestrian paths.	PL	EGSC	4.3.1	M
4.3.6	Update existing signage to provide relevant site information, including map and location of nearby tracks and facilities. Install interpretive signage to highlight important environmental and cultural values of the area.	RF/NV	EGSC	5,000	M
4.3.7	Increase the capacity or cleaning frequency of existing bins.	RF	EGSC	-	OG

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3.7 Lake Tyers Beach: Oneonta

MANAGEMENT OBJECTIVE

Oneonta will provide opportunities for the local community by supporting activities that are consistent with conservation of the site's natural and cultural values. Oneonta offers a unique environment catering for alternative, more passive pursuits than other activity nodes at Lake Tyers Beach.

Development of additional facilities at Oneonta should be carried out in accordance with an approved Management Plan and take into account the need for pedestrian links to adjoining future urban areas. Hazards should be managed in a manner that recognises important natural and cultural values of the site.

AIMS

- Develop a site specific Management Plan to identify appropriate development and facilities to be provided at the site, and management of hazards (including fire).

FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
7.5	Develop a site specific Management Plan to identify appropriate development and facilities to be provided at the site, and management of hazards (including fire).	Other	EGSC	30,000	H

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3.8 Whadcoats Road Foreshore

MANAGEMENT OBJECTIVE

Public foreshore land at the end of Whadcoats Road will be actively managed as a low-key recreation destination, recognising important natural and cultural values of the site.

The public – private land boundary will be better defined.

Public foreshore values will be protected by controlling vehicle access, allowing passive recreational pursuits, minimising impacts from erosion and vegetation loss, and limiting visitation by minimising location signposting.

AIMS

- Maintain existing level of access to the site;
- Improve definition of public land boundaries;
- Limit the impacts of vehicles on foreshore values.

FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
5.1.1	Manage public foreshore land at the end of Whadcoats Road as a low-key destination for passive recreational pursuits.	RF	EGSC DELWP	-	OG
5.1.2	Protect foreshore values by fencing to minimise vehicle access to the shoreline and into vegetated areas.	NV	DELWP	3,000	M
5.1.3	Limit visitation by minimising location / directional signposting on Lake Tyers Beach Road.	PR	EGSC DELWP	-	L
5.1.4	Confirm public – private land boundaries.	CL	DELWP	5,000	L
5.1.5	Do not install bins and install signage "Take your rubbish with you".	RF	DELWP	2,000	L

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3.9 Fisherman's Landing

MANAGEMENT OBJECTIVE

Fisherman's Landing will continue to provide for both land and water-based recreation opportunities.

Use of the site will be better promoted by improved road-side directional signage.

The site will be enhanced through better definition of parking and traffic flows, and improved access to Lake Tyers for non-powered water craft.

AIMS

- Manage threats to protect remnant native vegetation;
- Improve pedestrian linkages along the foreshore;
- Improve traffic flow;
- Increase awareness of boating safety;
- Upgrade existing facilities.

FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
6.1.1	Maintain existing boat ramp and jetty.	BF	EGSC	-	-
6.1.2	Allow informal launching of non-powered water craft from the foreshore between boat ramp and existing jetty.	PF	EGSC	-	-
6.2.1	Upgrade existing picnic facilities, including installation of additional/replacement picnic tables and relocation of existing BBQ to higher ground.	RF	EGSC	15,000	M
6.2.2	Upgrade existing public toilet to provide access for all.	RF	EGSC	6.2.1	M
6.2.3	Promote area for day visitors.	RF	EGSC	-	OG
6.2.4	Increase the capacity or cleaning frequency of existing bins.	RF	EGSC	-	OG

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FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
6.3.1	Implement plans to replace existing timber jetty with floating pontoons.	RF	EGSC	50,000	H
6.3.2	Maintain current access for fishing from the timber jetty / new floating pontoons, and from adjacent shoreline locations.	PR	EGSC	-	OG
6.4.1	Undertake line marking to maximise car and trailer parking within the existing sealed area.	PR	EGSC	7,000	L
6.4.2	Install directional signs and/or line marking to improve traffic flows and boat launching procedure (eg. one-way loop).	PR	EGSC	2,000	L
6.5.1	Update signage near the timber jetty, including updated maps illustrating location of facilities and walking tracks, and historical information.	RF	EGSC	5,000	M
6.5.2	Update boating safety signage and establish ESTA emergency location marker.	BF/RF	EGSC	2,000	M
6.6.1	Upgrade / repair surface of pedestrian path and reduce vegetation encroachment.	PL	EGSC	7,000	M
6.6.2	Investigate route and implement reinstatement of pedestrian access to Toorloo Arm Community Hall / School.	PL	EGSC	DD	L
6.7.1	Establish low-key fencing at picnic site to prevent encroachment into vegetation.	VM	EGSC	5,000	L
6.7.2	Undertake weed control.	VM	EGSC	7,000	H
6.7.3	Install interpretive signage to highlight important environmental and cultural values.	NV	EGSC	2,000	M
6.7.4	Work with Lake Tyers Beach Coast Action Group to implement appropriate recommendations of "*Preliminary investigation of the flora and fauna values of the Lake Tyers foreshore between No. 2 Boat Ramp & Fisherman's Landing*".	NV	EGSC	Staff + 10,000	M

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3.10 Mill Point

MANAGEMENT OBJECTIVE

Opportunities for future development at Mill Point are constrained by topography, native vegetation values and Crown land boundaries.

Risks to users will be reduced and impacts on vegetation minimised through better definition of vehicle access, boat launching, car parking and traffic flow.

Potential conflict between different user groups will be reduced, and improved information will guide safer use of the site.

Facilities will be provided to reduce impacts on natural and cultural values.

Land management arrangements, future use and provision of facilities at Mill Point will be reviewed.

AIMS

- Improve traffic flow, car parking and separation between vehicles and pedestrians;
- Delineate boat launching area;
- Improve facilities to limit environmental impacts of site use;
- Manage threats to protect remnant native vegetation;
- Increase awareness of boat safety;
- Limit the impacts of shoreline erosion on foreshore values.

FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
7.1.1	Install barriers to clearly define vehicle traffic and parking areas.	PR	EGSC	15,000	H
7.1.2	Exclude vehicle access to informal parking areas amongst vegetation.	PR/VM	EGSC	7.1.2	H
7.1.3	Reconfigure road shoulder and table drain to improve car and trailer parking along road edge.	PR	EGSC	7,000	H

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FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
7.1.4	Contain all trafficable surfaces and designated parking within existing cleared areas.	PR	EGSC	-	H
7.1.5	Install signage to direct traffic flow, define boat trailer parking area and to reduce conflict with pedestrians.	PR	EGSC	5,000	H
7.1.6	Install cautionary and speed reduction signs at road entry, including No Entry for caravans.	PR	EGSC	5,000	H
7.2.1	Retain informal beach-based boat launching and retrieval.	BF	EGSC	-	OG
7.2.2	Install marker posts and signage to clearly define the existing boat launching and retrieval lane, and reduce risk to pedestrians.	BF	EGSC	3,000	M
7.2.3	Install barriers to prohibit all vehicle traffic along foreshore beach.	PR	EGSC	2,000	H
7.2.4	Install signage to direct traffic and improve safety of boat launching and retrieval.	BF/PR	EGSC	7.1.5	H
7.2.5	Review, in co-operation with Gippsland Ports and Parks Victoria, the existing boating speed zones to improve safety for all recreational users.	BF	EGSC	Staff	M
7.3.1	Review, in co-operation with Gippsland Ports and Parks Victoria, the existing boating speed zones to improve safety for all recreational users.	BF	EGSC	7.2.5	M
7.3.2	Consider establishing a 5 knot speed zone west of boat launching lane.	BF	EGSC	-	-
7.3.3	Ensure signage includes information to increase awareness of waterway rules and speed zones.	RF/BF	GP	-	H
7.4.1	Restrict vehicle access to defined areas within existing roads and car parking areas.	PR	EGSC	7.1.1	H
7.4.2	Install interpretive signage to highlight important environmental and cultural values.	NV	EGSC	5,000	M

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FMP REFERENCE	MANAGEMENT STRATEGIES	THEME	RESPONSIBILITY	ESTIMATED COST $	PRIORITY
7.4.3	Revegetate areas previously damaged by vehicle access.	VM	EGSC	5,000	M
7.5.1	Install and maintain a new toilet on high ground within the existing disturbed area of vegetation.	RF	EGSC	35,000	H
7.5.2	Repair or replace existing fish cleaning table.	RF	EGSC	2,000	M
7.5.3	Increase the capacity or cleaning frequency of existing bins.	RF	EGSC	-	OG
7.5.4	Improve existing informal pedestrian path heading to nearby 'eastern point'. Close and rehabilitate duplicate tracks.	PL	EGSC	10,000	M
7.5.5	Install picnic table(s) and replace picnic table at 'eastern point'.	RF	EGSC	5,000	M
7.5.6	Update existing signage to provide relevant site information, including map and location of nearby tracks and facilities.	RF	EGSC	5,000	H

Key: EGSC – East Gippsland Shire Council as Committee of Management, **DELWP** – Department of Environment, Land, Water and Planning, **GP** – Gippsland Ports, **BF** – boating facilities, **CL** – Crown land, **DD** – detailed design, **EM** – erosion management, **NV** – natural values, **OG** – ongoing, **PL** – pedestrian linkages, **PR** – parking and roads, **RF** – recreational facilities, **VM** – vegetation management.

DRAFT

3.11 Summary of Indicative Costs

A summary of total indicative costs for each Management Zone of the Lake Tyers Beach Foreshore Management Plan is provided in the table below.

All actions are the responsibility of East Gippsland Shire Council, as Committee of Management for the foreshore. Gippsland Ports, the Department of Environment, Land, Water and Planning, and Parks Victoria are identified as minor contributors to a limited number of actions.

Cost estimates do not include costs relating to: 1) future actions resulting from Master Plans (Oneonta and Urban Growth Area) and detailed design work; and 2) additional expense associated with Council staff time.

MANAGEMENT ZONE	RESPONSIBLE AUTHORITY	COST ($)	CONTINGENCY (+20%)
Lake Tyers Beach Foreshore: Western Ocean Beach	EGSC	106,000	21,200
Lake Tyers Beach Foreshore: Central Foreshore Node	EGSC	289,000	57,800
Lake Tyers Beach Foreshore: Township Estuary	EGSC	84,000	16,800
No. 2 Boat Ramp	EGSC	142,000	28,400
Lake Tyers Beach: Oneonta	EGSC	30,000	6,000
Urban Growth Area		-	
Whadcoats Road Foreshore Reserve	DELWP/EGSC	10,000	2,000
Fisherman's Landing	EGSC	112,000	22,400
Mill Point	EGSC/GP	104,000	20,800
Total		**$877,000**	**$175,400**



Contact us

Telephone
Residents' Information Line: 1300 555 886 (business hours)
Citizen Service Centre: (03) 5153 9500 (business hours)
National Relay Service: 133 677

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Bairnsdale 3875 Australia
Fax (03) 5153 9576
Web www.eastgippsland.vic.gov.au
Email feedback@egipps.vic.gov.au

In person
Bairnsdale: 273 Main Street
Lakes Entrance: 18 Mechanics Street
Mallacoota: 70 Maurice Avenue
Omeo: 179 Day Avenue
Orbost: 1 Ruskin Street
Paynesville: 55 The Esplanade

Outreach Centres
Bendoc Outreach Centre -
18 Dowling Street
Buchan Resource Centre -
6 Centre Road
Cann River Community Centre -
Princes Highway

Contact: Nicole Reynolds
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Email: feedback@egipps.vic.gov.au

2 September 2015

Victorian Floodplain Management Strategy
PO Box 500,
EAST MELBOURNE VIC 3001

Email: vfms.inqiury@delwp.vic.gov.au

Dear Sir or Madam,

Submission to Revised Draft Victorian Floodplain Management Strategy

We refer to the release of the Revised Draft Victorian Floodplain Management Strategy (the revised Draft) and wish to provide a written Submission that documents a range of concerns and issues identified by East Gippsland Shire.

This submission is provided as a Council endorsed submission and replaces the draft officer level submission lodged on the 8 August 2015. Given the size of East Gippsland and the potential impact of the strategy on East Gippsland and our organisation, East Gippsland Shire Council requests the opportunity to be heard at any discussions or review proceedings associated with the review of submissions.

We aware of and advise of our agreement generally with the majority of statements provided in the Municipal Association of Victoria Submission dated August 2015 and consider it appropriate given our municipalities' attributes and qualities that further specific comment be provided.

Covering approximately 10% of regional Victoria, having numerous river systems within its bounds and being well experienced dealing with flood and inundation events, East Gippsland Shire considers itself well-credentialed to provide considered and experienced comment on the draft Strategy and its impact on a local government authority. As such Council is disappointed with the lack of targeted consultation that has been undertaken with Local Government on this most important matter.

The scope of the proposed changed that the revised Draft addresses are viewed as being too extensive to consider in one high level document. It would have been preferred if the Department had broken these changes down into the seven areas that align with the supporting information sheets. Each of these areas impacts on a different part of local governments' business and needs careful and individual consideration.

The document could be considered to be too focused on minimising and mitigating the Victorian Government's exposure to flood related risks, with much of this risk being transferred to Local Government. Local Government has not been adequately consulted during the drafting of strategy itself and has not been given adequate time to thoroughly consider the draft strategy once released.

In summary East Gippsland Shire Council is very concerned that:

1. The financial implications of the changes proposed in the document have not been adequately considered, investigated and discussed with individual local governments most impacted by them;

2. The draft Strategy does not give enough flexibility for local government (and others) to respond to local circumstances and conditions with a state-wide 'one size fits all' policy proposed that will disadvantage some areas and gives little regard for existing local policies and response mechanisms; and

3. The draft Strategy appears to be expanding the scope of responsibility and accountability for Local Government into an area that will generally be beyond the skills and resources of regional municipalities, while failing to appropriately capture the value that Local Government can contribute to Floodplain planning and management for local communities

As part of Council's consideration of the Draft strategy Council also resolved to: "*write to the Minister for Environment, Climate Change and Water expressing East Gippsland Shire Council's disappointment at the lack of detailed engagement the Victorian Government has undertaken on the Revised Draft Victorian Floodplain Management Strategy (2015) with the Local Government sector to date, and requesting further detailed engagement with Local Government on this important document before it is formally considered by the State."*

This Submission provides direct response to the proposed Policy areas outlined in the Draft strategy and is organised numerically to reflect these

Flood Risk Metrics - Proposed Policy 10a

Council supports policy that aims to apply standard mapping and a Victorian flood database. The concept of preparation of maps that serve multiple purposes is supported. Maps are dependent upon the preparation of Flood Studies and collection of data, which in turn quantify the data to flood risk. Flood Studies are technical and complex in nature.

The Policy identifies that priorities for new and revised flood mapping will be identified through regional floodplain management strategies

East Gippsland Shire does not have the technical capacity or resources to gather and prepare such information. We agree that the traditional role in collecting and collating data should remain with the Catchment Management Authority's (CMA) and Department of Environment Land Water and Planning (DELWP).

It is agreed that standardisation of mapping and criteria is appropriate. However we consider that it should not then be the responsibility of the local authority to incorporate this mapping into the local planning scheme through the normal planning scheme amendment process. As the mapping is undertaken at a state level, the incorporation of the mapping into planning schemes should also occur at a state level. Local Governments are not resourced and do not have the statutory authority to amend the mapping should objections be received as part of the Planning Scheme Amendment exhibition process.

If the Victorian Government is genuine about its willingness to assist with and fast track incorporation of the mapping into local planning schemes, as documented in the practice notes, a different and streamlined process should be introduced as part of the Strategy's implementation.

Sharing Flood Risk Information - Proposed Accountability and Action 11a

It is considered that the action of collection, collation and protocols remain with DEWLP and the CMA.

Consistent with our comments in relation to 10a above, we agree that the preparation of flood mapping should be the mechanism to incorporate the community consultation process rather than the Planning Scheme Amendment exhibition process. The duplication of a community process within the Planning Scheme Amendment process is an unnecessary complication given that the flood mapping will have been previously determined and ratified by other legislative requirements and processes.

Council's position is that 'the testing' of the flood data information and mapping at community level should be undertaken only once and by the agency with the authority to modify the mapping based on comments received. Local Government is not the agency and does not have the necessary authority to modify flood mapping.

Victorian Flood Databases - Proposed Action 11b

Council supports the position that Government funded flood studies and maps preparation be developed in consultation with local communities to make best use of local knowledge, with the outputs prepared in a suitable format to be included as updates to the Local Planning Policy Framework. This position is premised upon our strong view that there should be one community consultation and engagement processes without need for duplication as part of compliance with planning legislation.

The support for a consistency and standardisation of data and flood maps will enable improved clarity in land use planning and building approval mechanisms in that the baseline information and data is uniform.

Victoria's Flood Intelligence Platform - Proposed Accountability 11d

It is agreed that it is appropriate that DELWP are responsible for the management of Victoria's flood databases. We also believe it is DELWPs responsibility to ensure the currency of this information and is the organization that is adequately resourced to update and provide this information in a timely manner.

Proposed Action 11c

The proposed integration of multiple data sets and information into a central entity, which aims for continuous improvement and update, is sound.

It is agreed that it is appropriate to require that information in Victoria's flood intelligence platform remains current and accessible and see this as the role of DELWP to ensure the currency of the information.

Regional Floodplain Management Strategies - Proposed Policy 12a

It is agreed that it is appropriate to develop regional floodplain management strategies to determine priority for floodplain management. It is suggested however that these could be developed as a subsection of the Regional catchment Strategies already developed and periodically reviewed by the CMAs'.

Proposed Accountability 12a & 12b

Proposed accountability for the preparation of Floodplain Management Strategies should rest with the CMA's. It is agreed with the word *partnership* being included in the model with Local Government and local communities being key stakeholders. The financial and resourcing implications of the word *partnership* and the lack of a specific implementation plans renders a lack of clarity in determining accurate direct actions and consequences for East Gippsland Shire.

East Gippsland Shire does not see itself having any financial responsibility for or ultimate accountability for the development of Regional Floodplain Management Strategies. This should clearly be stated as a CMA responsibility.

The proposal to have an agreed methodology for the preparation of Regional Floodplain Management Strategies is sound. It is unclear how Local Government will be able to participate and influence this process. The action refers to establishing the parameters, what is not explained is the direct consequential responsibilities and actions the East Gippsland Shire will be ultimately expected to undertake as a result of this process.

There is uncertainty in the financial and resourcing implications in the nominated partnership arrangements. Therefore more clarity is required in this section of the strategy, with the Strategy clearly indicating that accountability for the preparation or Regional Floodplain Management Strategies rests with CMAs'.

Mitigating flood risks through planning and building - Proposed Policy 13b, Accountability 13a and Actions 13a

The obligation to implement the 1% Annual Exceedance Probability flood into Planning Scheme is acknowledged. Council advocates that the process of implementation requires recognition that the use of the standardised and centralised agreed mapping, inherently includes a community and engagement milestone as part of the compilation. Therefore a second planning exhibition process is duplication and should not be required as part of the *Planning & Environment Act 1987* requirements.

It is considered that this amendment process needs to be specifically recognised as part of Regulation 9 to the Regulations to the *Planning and Environment Act* to facilitate approval of necessary amendments as efficiently as possible. The requirement for a community and landholder consultation process to be undertaken gives false expectations to the community that in some way the 'consultation' may result in a change to the maps and provisions, which cannot be realised. The replication of a previous process within the planning scheme amendment process is costly in terms of Council Officer and financial resources and emotional energy. The need for a Planning Panel, expert witnesses to ratify previously 'agreed' and technical position is not sound.

The changes to the Municipal Strategic Statement (MSS) and Local Planning Framework need to be processed concurrently and part of the flood study and mapping verification process. In order to execute the requirements of implementing appropriate objectives and strategies into that land use controls there needs to be regional baseline and similar position reached by the CMA, DELWP and Local Government.

It is agreed that Local Government should continue to consider CMA's as 'Recommending Authority' status rather than as a 'Determining Authority'. We therefore disagree with the position put forward by the Municipal Association Victoria (MAV) that the CMAs return to Determining Referral authorities. We do not consider this necessary. By having the CMAs as referral authorities Local Government has the option of following the CMA advice but is not bound by it.

East Gippsland Shire agrees with Action 13a in that DELWP be responsible for the updating and incorporation of the 1% Annual Exceedance probability flood to replace the 1 in 100 year flood terminology, this provides technical terminology which has an agreed definition.

We agree that regular interval led 'check' of flooding protocols and Practice Notes is warranted. The need for Local Government to work in partnership with CMA's to ensure that the planning controls align with the actual flood risks is sound.

Local Planning - Proposed Policy 13c, Accountability 13b and Action 13b

The issue relating to access and egress is a very difficult and complex element to address for existing settlements, particularly small coastal settlements. This is one element in which we register significant concern in relation to the development of a '*one size fits all*' Policy response.

It is agreed that the East Gippsland Planning Scheme MSS should include statements providing objectives and strategies on a township basis that accurately reflect flood risk. Regional flood mapping and flood studies should include as part of the process, community engagement which discusses the question of thresholds, tolerance and adaptability. The issue of roads needs to be understood and implemented at a precinct level as part of forward planning for these townships and discussion of flood mitigation physical structures that may or may not be warranted.

The issue of access ways which may be 'cut' during an event need to be addressed and existing settlements duly recognised. Distinction between *infill* and *Greenfield* development and growth of settlements is pivotal to the answer to these issues. The question of retention of rural land zones or the raising of roads to improve is solutions which need consideration at an individual level and often at sub-precinct level.

We are reticent to 'give up' the ability to consider these matters on a 'case by case' basis, however agree that consistency in decision making is critical. The preferred option is to consider on a 'precinct by precinct' or 'place by place' basis. East Gippsland Shire has already developed some of these place based protocols with the local CMA and would be aggrieved to see them removed.

We agree that the preparation of guidelines on the assessment of the flood risks associated with access ways to better inform local land use decisions is warranted. Assistance and guidance at the state level to provide a cohesive and coordinated position is welcomed. We stress that the onus should not be solely on Local Government to prepare the plans necessary strategic plans to address flood risk, as currently proposed.

<u>Proposed Policy 13d, Action 13c and Action 13d</u>

Our Municipality is an example where flood risk is present that is not currently accurately reflected in the planning scheme controls. We agree with the premise that the role of regional floodplain management is to identify these townships and settlements and prioritise the updating of information accordingly.

Council acknowledges ongoing assistance by the CMA to assist with the conversion of flood data and mapping into the planning scheme at our local level. It is agreed that the proposition that flood studies actually incorporate draft planning scheme controls to include the policy changes at objectives and strategies that are need to accompany the mapping for the translation into the settlement statements. This will assist greatly in achieving the timely update of the information and the engagement process contained therein.

The action that describes the 'streamlining' of flood study outputs to planning scheme controls is very positive. This will assist in the translation of the technical data into the narrative and future position of the townships in question. The one process allows for the discussions and conversations at a local level to occur with the benefit of regional strategies guiding the outcomes.

There are significant financial and resourcing constraints emanating from the translation of the flood data into the planning scheme. The process is reliant up meaningful engagement, which balances the technical information with the policy implications. Our model has been to do so in partnership with the CMA. The financial resourcing of each project is significant. We therefore recommend that the amendments are undertaken by the State as Section 20(4) amendments.

We agree that these planning scheme changes need to be done together with any necessary modifications and update to building control legislation and system.

Storm Water - Proposed Policy 14a, Actions 14a and Accountability 14a

The use of the best practice tools and engineering solutions that form part of the Victorian Infrastructure Design Manual assist with the improvement of storm water management as part of emerging urban development of our settlements. It is our position that in conjunction with clause 56, the Infrastructure Design Manual provides officers with appropriate tools and solutions which embrace best practice and innovative design.

It is agreed that there is a need to identify and prioritise areas subject to intolerable flooding as part of the drafting and development of regional floodplain strategies.

Planning around Coastal Flooding - Proposed Action 15a, Policy 15a, Accountability 15a and Action 15b

It is considered sound for flood studies and associated modelling to consider the convergence of flood events with coastal flooding events. The consideration of catchment issues and convergence with coastal environment to understand the interaction is sound.

Accordingly, it is also agreed that there is a need to clarify the funding arrangements for flood mitigation infrastructure on the coast. This coincides with the need for land use decisions which balance short and longer term needs.

Council acknowledges the proposed Policy which will support and assist with Local Government to strengthen the community's capacity to adapt to the effects of coastal flooding. This is the model that East Gippsland is actively pursuing. We strongly advocate that the community embedded process assists with the sharing of knowledge and information which assists with the translation of the technical to a community embraced response.

We strongly agree that at the state level it is critical that DEWLP take a lead role in the question of sea level rise and how the science is best translated into Local Planning Policy Advice. The notion of a default position applying with the exception of 'a local' adaptation plan makes specific alternative arrangements is a sound philosophy. However we also stress that development of such plans is complex and resource consuming. Therefore more flexible interim arrangements could be considered that reflect local knowledge and existing researching policies, whilst a local adaptation plan is being developed.

The distinction between 'infill' and 'Greenfield' settlement development is the model which East Gippsland Shire is developing. It is our position is that the threshold criteria are different for each category. Furthermore, this definition may be different for the township or settlement in question. We consider it appropriate for Local Government to continue to influence the 'viability criteria' for development and land use decision criteria.

Flood Warnings - Proposed Policy 16a, Accountability 16a & Action 16a

Council agrees with the position that the Victoria's Total Flood Warning Systems must depend on a coordinated and collaborative process between all Agencies. The accountability table nominates the key players as DELWP, CMA and VICSES, with DELWP as the coordinating body. This position is sound.

As a pilot Local Government for the development of local 'early warning' systems, we believe that these is a need for both the CMA and DELWP to be involved in the development of such systems from both a resource and technical knowledge perspective.

Proposed policy 16b & Accountability16b

The concept of debrief and review after an event is important. There are also process improvement opportunities that should be identified and implemented as part of the debrief process.

Flood Mitigation Infrastructure - Proposed Policies 17a & Accountability 17a

East Gippsland Shire is concerned that within the proposed policy that the cost of designing and building future large scale flood mitigation infrastructure for regional urban areas will be equally shared between the Victorian and Australia Governments and the relevant local Governments.

The Policy that the costs for restoring or upgrading large scale mitigation infrastructure to bring it into formal management arrangements be equally shared across the same three tiers of Government causes similar concern. There will be circumstances and local conditions that are beyond the capacity of Local Government to cost share (especially in an era of rate capping).

The exact implementation and financial implications are potentially significant for our Local Government and we register our concern with the term 'equally shared'. East Gippsland Shire does not have the financial resources to take on this responsibility and obligation and sees it as a state responsibility.

The operational responsibilities and obligations of a 'Water Management Scheme' are not fully understood. The definition of Water Management Scheme refers specifically to *Water Act 1989* flood mitigation infrastructure. The definition allows for the details contained therein being determined as part of and parallel with a flood management study.

Inferred reliance on Local Government to fund or implement funding arrangements such as private street and drainage schemes is unrealistic and problematic.

Formalising Management of Infrastructure - Proposed Policies 17b & Accountability 17b

East Gippsland Shire is concerned with the wording of the draft accountability section of the strategy that proposes an action to develop processes to identify cost effective options for maintenance and management of infrastructure in keeping with the community's *willingness to pay*. This is seen to pass responsibility and associated costs for maintenance and management directly to the local community and Local Government and is unclear whether this is intended as cost shifting. There will be times where it is appropriate for the local community to fund management and maintenance, however there will also be situations where the impact on local resources is too great and the state will have an obligation to fund the management and maintenance due to the significance of the infrastructure. This needs reflecting as such in the Strategy.

The proposal to delegate Local Government with responsibility for facilitating and managing jointly managed levee schemes is not supported. This has not been a past role of Local Government and is not an area where Local Government has experience or capacity to administer.

Flood Insurance - Proposed Policy 20a & Action 20a

The issue of the sharing of flood data and information with the insurance industry is paramount to the community process. The concept of a National Flood information Database is considered to be efficient and practical response to the collection and dissemination of information.

Disclosure of information Proposed policy 21a

The principle of full disclosure of the flood risks utilising agreed protocols is supported. The concept of a due diligence checklist is a sensible and practical way to provide information flood risk information.

Integrated Flood emergency Management - Proposed Accountability 22a, Accountability 22b and action 22b

East Gippsland Shire agrees with the nomination of VICSES as the leading body as managers and technical expertise in Flood Emergency Planning. This is relevant and appropriate with the important acknowledgement of the need for continued collaboration and coordination of all relevant Agencies.

We agree that the preparation of the flood mapping must be underpinned by the needs and roles of all agencies working within the field.

Incident Control - Proposed Accountability 23a, Policy 23a and actions 23a

The issues of integrated decisions in times of emergency are supported; the construction of temporary measures only with the support of incident control is supported in principle.

Residual Floodwater - Proposed Accountability 24a

We agree with the role of ongoing residual water control to vest with DEWLP.

CONCLUSION

In summary, East Gippsland Shire's position is that the Revised Draft Victorian Floodplain Management Strategy needs considerably more discussion and consultation with Local Government and local communities before it is adopted.

A full cost benefit analysis is required to gain a better informed understanding of the financial costs and resources allocation required to fulfil the proposed obligations and responsibilities to be transferred to local Government, this should be done in true partnership with Local Government rather than being written into a draft strategy.

The issue of current information and data gaps in the flooding database for East Gippsland is a very real issue. The question of priorities and allocation of appropriate funds to resource the relevant flood studies are vitally important.

We agree with the MAV Submission that a rolling fund be established to facilitate the preparation of relevant flood studies.

We agree with the MAV submission which seeks to include in the Strategy a clear policy for cost sharing capital works for mitigation infrastructure.

We agree with the MAV Submission that the issue relating to Local Government hardship be drafted to assist with the future financing of any identified future flood mitigation measures. This should include the ongoing issue of maintenance of new and older structures.

We reiterate that as the draft Strategy has significant and far reaching implications for Local Government and as a result more and genuine consultation is required with Local Government. Our Council is disappointed that such a significant and far-reaching strategy has been developed with little input from a significant tier of government and that there has not been sufficient time provided for genuine consultation.

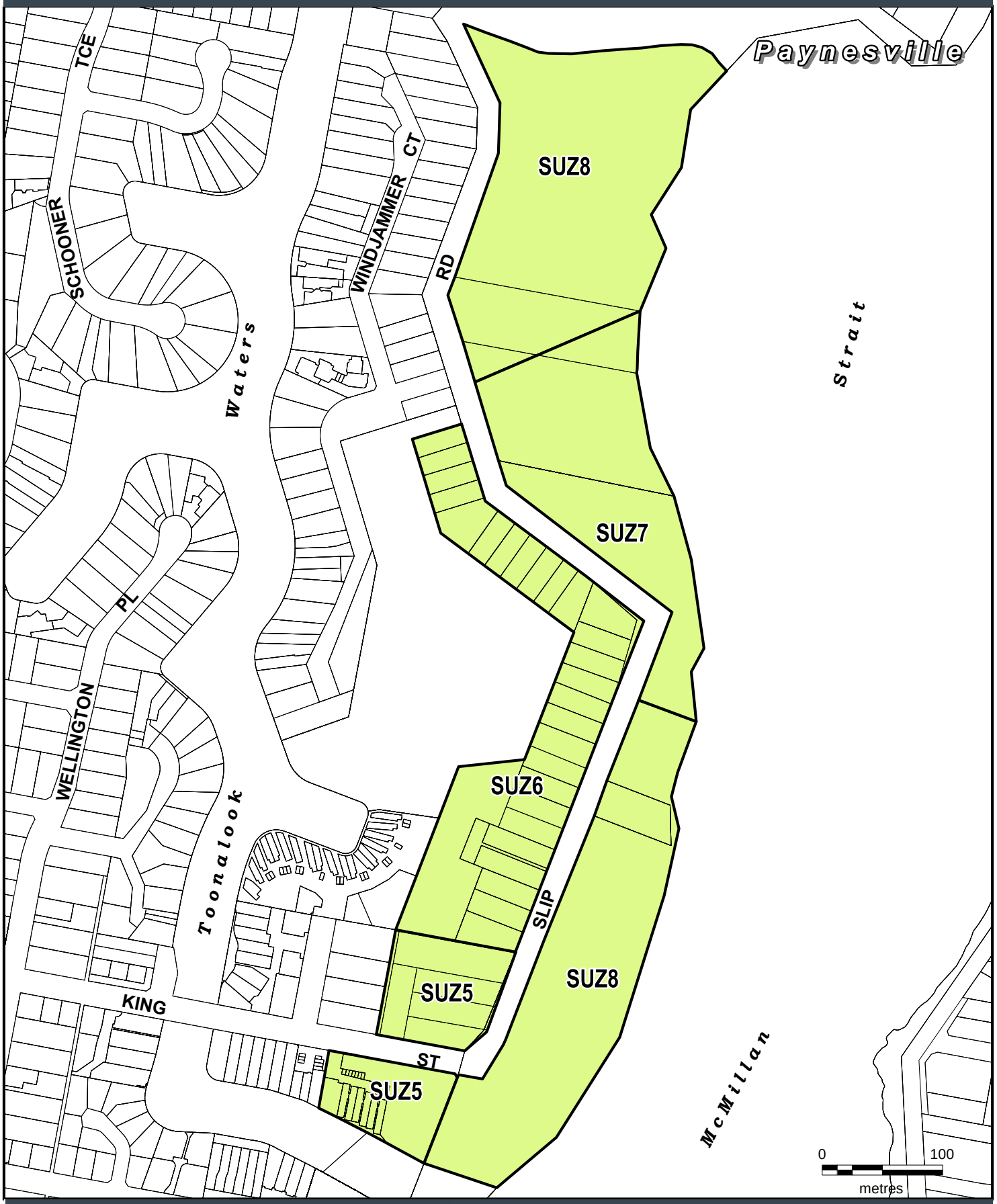
We look forward to further engagement on the draft before it is formally considered by the Victorian Government.

Please do not hesitate to contact Kate Nelson, Director Community and Strategic Development on 03 5153 9500 should you require any clarification or further discussion in relation to any element contained within this submission.

Yours sincerely

GARY GAFFNEY
CHIEF EXECUTIVE OFFICER

EAST GIPPSLAND PLANNING SCHEME



LEGEND

SUZ SPECIAL USE ZONE

Part of Planning Scheme Map 51

AMENDMENT C126

Department of Environment, Land, Water & Planning

State Government Victoria

<001>

Planning and Environment Act 1987

EAST GIPPSLAND PLANNING SCHEME

AMENDMENT C126

EXPLANATORY REPORT

Who is the planning authority?

This amendment has been prepared by the East Gippsland Shire Council, which is the planning authority for this amendment.

Land affected by the amendment

The amendment applies to private and public land at Slip Road, Paynesville. See attached map.

What the amendment does

The amendment implements the findings of the *Paynesville Maritime Precinct Master Plan October 2009* and also implements some of the findings of the *Comparative Study of Planning Instruments, Paynesville Maritime Precinct Slip Road Paynesville February 2014*.

The amendment:

- Amends the Municipal Strategic Statement by updating Clause 21.09 (Economic Development) by inserting an additional strategy at 21.09-2 (Industry) and by altering a strategy at 21.09-3 (Tourism) to refer to marine tourist operated uses;
- Amends the Municipal Strategic Statement by updating Clause 21.10 (Transport) by inserting an additional strategy at 21.10-2 (Ports) to provide for the expansion of Gippsland Ports maritime workshops at Slip Road Paynesville;
- Amends the Municipal Strategic Statement by updating Clause 21.12 (Strategies for Sub-Regions, Towns & Localities) at 21.12-1 (Paynesville) to;
    - amend an objective to recognise the economic and social importance of Paynesville's marine industry
    - insert a strategy to ensure that the development of Slip Road Paynesville occurs generally in accordance with the Paynesville Maritime Precinct Master Plan
    - amend strategies to refer to the Special Use Zone schedules and remove reference to the Industrial Zone with regard to Slip Road Paynesville
    - delete reference to Paynesville Maritime Precinct Master Plan as future strategic work
    - insert reference to the Paynesville Maritime Precinct Master Plan as a reference document.
- Introduces a four new schedules to the Special Use Zone (SUZ).
- Rezones land in Slip Road Paynesville to SUZ Schedule 5.
- Rezones land in Slip Road Paynesville to SUZ Schedule 6.
- Rezones land in Slip Road Paynesville to SUZ Schedule 7.
- Rezones land in Slip Road Paynesville to SUZ Schedule 8.
- Amends the Schedule to Clause 81.01 to include reference to the *Paynesville Maritime Precinct Master Plan October 2009*.

Strategic assessment of the amendment

Why is the amendment required?

The amendment is required to implement the strategic intent of the *Paynesville Maritime Precinct Master Plan October 2009* which sets out a detailed framework for the development of private and public land at Slip Road Paynesville.

The Master Plan notes the importance of maritime service industries to Paynesville's economy and the significant growth in demand for recreational boating and associated services within East Gippsland.

The Slip Road precinct is regarded as a focal location for commercial boating activity and the strategic intention is to ensure that appropriate development:

- Maintains the village like maritime character;
- Improves links along the foreshore;
- Provides for dry boat storage and maintenance; and
- Encourages marine services industry to the Slip Road area while discouraging non-maritime related uses.

How does the amendment implement the objectives of planning in Victoria?

The amendment assists in the implementation of the following objectives set out at Section 4 (1) of the *Planning and Environment Act 1987*:

- *to provide for the fair, orderly, economic and sustainable use, and development of land;*
- *to provide for the protection of natural and man-made resources and the maintenance of ecological processes and genetic diversity;*
- *to secure a pleasant, efficient and safe working, living and recreational environment for all Victorians and visitors to Victoria;*
- *to conserve and enhance those buildings, areas or other places which are of scientific, aesthetic, architectural or historical interest, or otherwise of special cultural value;*
- *to protect public utilities and other assets and enable the orderly provision and co-ordination of public utilities and other facilities for the benefit of the community;*
- *to facilitate development in accordance with the objectives set out in Victorians.*

The amendment will provide clear and consistent direction for the Paynesville Maritime Precinct.

How does the amendment address any environmental, social and economic effects?

The amendment will have a number of positive environmental effects. It encourages sustainable development by maximising maritime tourist and service industry development at Slip Road with access to established infrastructure, services, employment and the Gippsland Lakes.

The amendment provides clear direction for the recognition of the economic and social importance of Paynesville's marine industry, and responds to the significant increases in recreation boating at the Gippsland Lakes. The agglomeration of maritime service industries will ensure that the benefits of the complimentary tourist and service industry can be captured within the Paynesville economy.

The amendment provides a framework for improved amenity and urban design at Slip Road.

Does the amendment address relevant bushfire risk?

The amendment does not propose any new development in areas identified as subject to bushfire risk.

Does the amendment comply with the requirements of any Minister's Direction applicable to the amendment?

The amendment complies with the following relevant Ministerial Directions:

- Ministerial Direction – The Form and Content of Planning Schemes. The amendment is consistent with the Ministerial Direction on the Form and Content of Planning Schemes under section 7(5) of the *Planning and Environment Act 1*987;
- Ministerial Direction 11 – Strategic Assessment of Amendments. The requirements of Ministerial Direction 11 have been followed in the course of preparing this amendment, and are reflected in the relevant documentation; and
- Ministerial Direction 13 – Managing Coastal Hazards and the Coastal Impacts of Climate Change.

How does the amendment support or implement the State Planning Policy Framework and any adopted State policy?

The proposed amendment will support the relevant objectives of the State Planning Policy Framework (SPPF). The amendment will assist in achieving objectives in relation to:

Clause 12.02-1 Protection of coastal areas

This clause aims to recognise and enhance the value of coastal areas to the community and ensure sustainable use of natural coastal resources. The clause seeks to provide clear direction for the future sustainable use of the coast, including the marine environment, for recreation, conservation, tourism, commerce and similar uses in appropriate areas.

The amendment supports this clause by providing a clear direction for the development of the Slip Road Maritime Precinct. Slip Road is highly modified and the amendment will not facilitate development that will impact on areas of environmental significance. Rather it will provide opportunities for facilities to be improved to meet demand.

Clause 12.02-2 Appropriate development of coastal areas

This clause aims to ensure that development conserves, protects and seeks to enhance coastal biodiversity and ecological values and to ensure that development is sensitively sited and designed and respects the character of coastal settlements. The amendment gives effect to this clause by facilitating development in a highly modified environment rather than undeveloped coastline. The amendment specifically proposes planning scheme changes that encourage sympathetic built form that is and complementary to the marine environment. The use of colours, shapes, forms and materials that complement the development of the public foreshore at Paynesville are encouraged by the amendment.

Clause 12.02-3 Coastal Crown land

This clause aims to balance environmental, social and economic concerns. The clause encourages use and development on or adjacent to coastal foreshore Crown land that maintains safe, equitable public access and improves public benefit. The amendment supports this by incorporating strategic documents into the scheme which support improved public access and enjoyment of the Slip Road Maritime Precinct which is a clearly defined boating activity node.

Clause 12.02-4 Coastal tourism

This clause encourages suitably located and designed coastal and marine tourism opportunities. The amendment gives effect to this clause through the proposed SUZ5 which

provides for tourist uses to act as a gateway to the Slip Road Maritime Precinct. The SUZ8 aims to facilitate maritime tourist, educational and recreational facilities as identified in the Paynesville Maritime Precinct Master Plan, such as the mooted 'Centre for Wooden Boats' and improved public boating facilities.

Clause 13.01-1 Coastal inundation and erosion and clause 13.02-1 Floodplain management.

These provisions aim to ensure that planning assists the protection of life, property and community infrastructure from flood hazard and to ensure planning considers the expected coastal impacts of climate change. This includes the predicted sea level rise, an increase of 0.2 metres over current 1 in 100 year flood levels by 2040 and a possible sea level rise of 0.8 metres by 2100. The proposed SUZ ensures that such impacts will be considered. The schedules require planning applications to contain existing site and finished floor levels of proposed buildings measured in Australian Height Datum.

Clause 17.02-1 Industrial land development

This clause aims to ensure that land is available for industry. The amendment gives effect to this clause by protecting and encouraging the agglomeration of the existing maritime service industries of Slip Road. The encroachment of unplanned commercial, residential and other sensitive uses which would adversely affect industry viability which is important for Paynesville's economic growth.

Clause 17.03-1 Facilitating tourism

This clause aims to encourage tourism development to maximise the employment and long-term economic, social and cultural benefits of developing the State as a competitive domestic and international tourist destination. The amendment gives effect to the clause as it encourages tourist opportunities in accordance with the Master Plan that are compatible and consistent with the maritime uses and which build upon the assets and qualities of surrounding activities and attractions.

How does the amendment support or implement the Local Planning Policy Framework, and specifically the Municipal Strategic Statement?

The amendment supports the Local Planning Policy Framework by amending the Local Planning Policy Framework to implement the Paynesville Maritime Precinct Master Plan.

Specifically the amendment gives effect to:

- 21.09-2 Industry – by encouraging the development of maritime service industries in an appropriate location;
- 21.09-3 Tourism – by encouraging the provision of tourism facilities in an appropriate locations;
- 21.12 Paynesville: The amendment
    - builds on Paynesville's strengths as a recreational boating destination
    - provides opportunities for businesses centres around boating and tourism to expand
    - maintains a coastal maritime character expressed through materials, colours and detail;
    - is consistent with the Paynesville Strategy Plan
    - provides for increase maritime services
    - completes the additional strategic work referred to.

Does the amendment make proper use of the Victoria Planning Provisions?

The amendment makes proper use of the Victoria Planning Provisions by utilising appropriate tools to implement the Paynesville Maritime Precinct Master Plan.

The amendment facilitates appropriate rezoning. The amendment appropriately uses schedules to the Special Use Zone to give effect to the desired objectives or requirements of the Paynesville Maritime Precinct Master Plan in a unique area.

How does the amendment address the views of any relevant agency?

The views of relevant agencies, in particular: XXXX…. were sought before and during exhibition.

Does the amendment address relevant requirements of the Transport Integration Act 2010?

The amendment is consistent with the vision, objectives and principles of the *Transport Integration Act 2010*

Resource and administrative costs

- **What impact will the new planning provisions have on t he resource and administrative costs of the responsible authority?**

The amendment will not result in any significant impact on the resources and administrative costs of the Responsible Authority. It will provide greater certainty to assist in effective decision making. The amendment completes the strategic work that was highlighted in the MSS. Schedules to the SUZ seek to minimise administrative costs by exempting use and development from notice and appeal requirements when the use is generally in accordance with the Paynesville Maritime Precinct Master Plan exempt notice.

Where you may inspect this Amendment

The amendment is available for public inspection, free of charge, during office hours at the following places:

[Insert Council's details]

The amendment can also be inspected free of charge at the Department of Transport, Planning, and Local Infrastructure website at www.dtpli.vic.gov.au/publicinspection .

[The following sections of the Explanatory Report are only applicable to exhibited amendments and should be removed at the adoption stage

Submissions

Any person who may be affected by the amendment may make a submission to the planning authority. Submissions about the amendment must be received by [insert submissions due date].

A submission must be sent to: [insert Council's address]

Panel hearing dates

In accordance with clause 4(2) of Ministerial Direction No.15 the following panel hearing dates have been set for this amendment:

- directions hearing: [insert directions hearing date]
- panel hearing: [insert panel hearing date] **]**

C126

SCHEDULE 5 TO THE SPECIAL USE ZONE

Shown on the planning scheme map as **SUZ5**

MARINE TOURISM PRECINCT, PAYNESVILLE

Purpose

To encourage quality marine tourist-oriented uses which take full advantage of the unique characteristics of the site.

To encourage development and use which recognises the economic and social importance of Paynesville's marine industry.

To encourage built form which is sympathetic and complementary to the marine environment and which uses colours, shapes, forms and materials that compliment the development of the public foreshore at Paynesville.

To discourage non-maritime related use from the Paynesville Maritime Precinct.

To ensure use and development recognises and takes into account the Paynesville Maritime Precinct Master Plan.

1.0 Table of uses

00/00/2015
C126

Section 1 - Permit not required

Use	Condition
Caretaker's house	Must be associated with a marine based tourism activity or marine based activity
Office	Must be associated with a marine based tourism activity or marine based activity
Primary produce sales	Produce must be derived from the sea.
Retail premises (other than Motor vehicle, boat, or caravan sales, Primary produce sales, Manufacturing sales, and Trade supplies)	Must be directly related to a harbour or marine based activity. Produce must be derived from the sea.
Tavern (not including Accommodation, Amusement machines and Gambling)	Must be generally in accordance with the Paynesville Maritime Precinct Master Plan.

Section 2 - Permit required

Use	Condition
Any use in Section 1 if the condition is not met	

Use	Condition
Any use not in Section 1 or 3	

Section 3 - Prohibited

Use
Abattoir
Camping and caravan park
Corrective institution
Dependent person's unit
Host farm
Retirement village
Adult sex bookshop
Agriculture
Amusement parlour
Animal keeping
Agriculture
Gambling premises
Store
Intensive animal husbandry
Transport Terminal
Nightclub
Place of assembly
Service industry
Cemetery
Child care centre
Place of assembly
Warehouse
Market
Convenience restaurant
Convenience shop
Crematorium
Indoor recreation facility
Department store
Dependent person's unit
Display home
Dry cleaner
Dry cleaning agent
Education centre
Electoral office
Restricted retail premises

Take away food premises

Funeral parlour

Landscape gardening supplies

Outdoor recreation facility

Hairdresser

Helicopter landing site

Industry

Minor sports and recreation facility

Laundromat

Fuel depot

Leisure and recreation

Manufacturing sales

Residential aged care facility

Medical centre

Real estate agency

Travel agency

Outdoor recreation facility

Motor repairs

Residential village

Saleyard

Rural industry

Service station

Supermarket

Trade supplies

Veterinary centre

2.0 Use of land

00/00/2015
C126

Land in the zone may be used for a range of tourist, residential, commercial and recreational facilities as identified in the Paynesville Maritime Precinct Master Plan.

3.0 Application requirements

An application for buildings and works must include the following information:

- The location of any proposed buildings clearly dimensioned on its allotment.
- Information that describes how the proposal achieves the design outcomes for the settlement as outlined in the decision guidelines of this schedule, in the form of a neighbourhood and site description, and design response.
- Existing site and finished floor levels of proposed buildings measured in Australian Height Datum (AHD).
- The location, dimensions and depth of any proposed excavations or fill.
- The colour, finishes and materials to be used on all external surfaces, including the roof.
- Proposed new planting or site landscaping works.

4.0 Decision guidelines

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- Whether the proposed use is generally in accordance with the Paynesville Maritime Precinct Master Plan.
- The need for an integrated tourist complex to function as a gateway to the precinct.
- The need for the use and development to provide for an active ground floor frontage treatment to Slip Road and King Street.
- Whether the use proposed for the site improves the range of facilities and services available in Paynesville and widens the appeal of the Gippsland Lakes within the Tourism market.
- The degree to which the development takes account of the physical attributes of the site and it setting, including:
  - The strategic 'gateway' location for the Paynesville Marine Precinct.
  - Proximity to and views to and from public areas.
  - Declared flood levels for the precinct and the need for emergency access.
- The compatibility of the proposed development with adjacent existing uses.
- The treatment of the interface between the zone and existing residential uses.

5.0 Exemption from notice and appeal

An application for use and development, which is generally in accordance with the Paynesville Maritime Precinct Master Plan is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (30 and the appeal rights of Section 82(1) of the Act.

6.0 Advertising signs

Advertising sign requirement are at Clause 52.05. This zone is in Category 1.

C126

SCHEDULE 6 TO THE SPECIAL USE ZONE

Shown on the planning scheme map as **SUZ6**

MARINE SERVICES PRECINCT, PAYNESVILLE

Purpose

To encourage the agglomeration of maritime service industries.

To encourage development and use which recognises the economic and social importance of Paynesville's marine industry.

To encourage built form which is sympathetic and complementary to the marine environment and which uses colours, shapes, forms and materials that compliment the development of the public foreshore at Paynesville.

To discourage non-maritime related use from the Paynesville Maritime Precinct.

To ensure use and development recognises and takes into account the Paynesville Maritime Precinct Master Plan

1.0 Table of uses

Section 1 - Permit not required

Use	Condition
Industry (other than Materials recycling, Refuse disposal, Transfer station, Rural industry)	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Motor vehicle, boat, or caravan sales (other than Motor vehicle or caravan sales)	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Boat and caravan storage (other than caravan storage)	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Caretaker's house	Must be associated with a marine based tourism activity or marine based activity.
Office	Must be associated with a marine based tourism activity or marine based activity.
Retail premises (other than Motor vehicle, boat, or caravan sales, Primary produce sales, Manufacturing sales, and Trade supplies)	Must be directly related to a harbour or marine based activity

Section 2 - Permit required

Use	Condition
Any use in Section 1 if the condition is not met	
Any use not in Section 1 or 3	

Section 3 - Prohibited

Use
Abattoir
Camping and caravan park
Corrective institution
Dependent person's unit
Group accommodation
Host farm
Retirement village
Adult sex bookshop
Agriculture
Amusement parlour
Animal keeping
Agriculture
Gambling premises
Store
Intensive animal husbandry
Nightclub
Place of assembly
Cemetery
Child care centre
Place of assembly
Warehouse
Market
Convenience restaurant
Convenience shop
Crematorium
Indoor recreation facility
Department store
Dependent person's unit
Display home
Dry cleaner
Dry cleaning agent
Education centre

Electoral office

Restricted retail premises

Take away food premises

Funeral parlour

Landscape gardening supplies

Outdoor recreation facility

Hairdresser

Helicopter landing site

Minor sports and recreation facility

Laundromat

Fuel depot

Leisure and recreation

Residential aged care facility

Medical centre

Real estate agency

Travel agency

Outdoor recreation facility

Residential village

Saleyard

Rural industry

Service station

Supermarket

Trade supplies

Veterinary centre

2.0 Use of land

Land in the zone may be used for a range of maritime service industries as identified in the Paynesville Maritime Precinct Master Plan.

3.0 Application requirements

An application for buildings and works must include the following information:

- The location of any proposed buildings clearly dimensioned on its allotment.
- Information that describes how the proposal achieves the design outcomes for the settlement as outlined in the decision guidelines of this schedule, in the form of a neighbourhood and site description, and design response.
- Existing site and finished floor levels of proposed buildings measured in Australian Height Datum (AHD).
- The location, dimensions and depth of any proposed excavations or fill.
- The colour, finishes and materials to be used on all external surfaces, including the roof.
- Proposed new planting or site landscaping works.
- The location and storage of hazardous goods and material.

4.0 Decision guidelines

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- Whether the proposed use is generally in accordance with the Paynesville Maritime Precinct Master Plan.
- Whether the use proposed for the site improves the range of facilities and services available in Paynesville to cater for current and projected increases in marine activity.
- The degree to which the development takes account of the physical attributes of the site and it setting, including:
  - Site accessibility and location near other maritime facilities.
  - Views to the site from public areas.
- The treatment of the interface between the zone and the existing residential uses.

5.0 Exemption from notice and appeal

An application for use and development, which is generally in accordance with the Paynesville Maritime Precinct Master Plan is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (30 and the appeal rights of Section 82(1) of the Act.

6.0 Advertising signs

Advertising sign requirement are at Clause 52.05. This zone is in Category 2.

C126

SCHEDULE 7 TO THE SPECIAL USE ZONE

Shown on the planning scheme map as **SUZ7**

GIPPSLAND PORTS MARITIME WORKSHOPS, PAYNESVILLE

Purpose

To encourage the operation and expansion of the Gippsland Ports maritime workshops to cater for current and future maritime operations.

To encourage development and use which recognises the economic and social importance of Paynesville's marine industry.

To encourage built form which is sympathetic and complementary to the marine environment and which uses colours, shapes, forms and materials that compliment the development of the public foreshore at Paynesville.

To discourage non-maritime related use from the Paynesville Maritime Precinct.

To ensure use and development recognises and takes into account the Paynesville Maritime Precinct Master Plan.

1.0 Table of uses

Section 1 - Permit not required

Use	Condition
Boat and caravan storage (other than caravan storage)	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Office	Must be used by Gippsland Ports, Victoria Police or associated with marine based activity accordance with the Paynesville Maritime Precinct Master Plan.
Boat launching facility	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Marina	Must be in accordance with the Paynesville Maritime Precinct Master Plan.

Section 2 - Permit required

Use	Condition
Any use in Section 1 if the condition is not met	
Any use not in Section 1 or 3	

Section 3 - Prohibited

Use
Abattoir
Camping and caravan park
Corrective institution
Dependent person's unit
Group accommodation
Host farm
Retirement village
Adult sex bookshop
Agriculture
Amusement parlour
Animal keeping
Agriculture
Gambling premises
Intensive animal husbandry
Nightclub
Place of assembly
Cemetery
Child care centre
Place of assembly
Market
Convenience restaurant
Convenience shop
Crematorium
Indoor recreation facility
Department store
Dependent person's unit
Display home
Dry cleaner
Dry cleaning agent
Education centre
Electoral office
Restricted retail premises
Take away food premises
Funeral parlour
Landscape gardening supplies
Outdoor recreation facility
Hairdresser
Helicopter landing site
Minor sports and recreation facility

Laundromat

Leisure and recreation

Manufacturing sales

Residential aged care facility

Medical centre

Real estate agency

Travel agency

Outdoor recreation facility

Motor repairs

Residential village

Saleyard

Rural industry

Service station

Supermarket

Trade supplies

Veterinary centre

2.0 Use of land

Land in the zone may be used for a range of use associated with the Gippsland Ports and Victoria Police (Water Police) as identified in the Paynesville Maritime Precinct Master Plan.

3.0 Application requirements

An application for buildings and works must include the following information:

- Existing site and finished floor levels of proposed buildings measured in Australian Height Datum (AHD).
- The location, dimensions and depth of any proposed excavations or fill.
- The colour, finishes and materials to be used on all external surfaces, including the roof.
- The location and storage of hazardous goods and materials.

4.0 Decision guidelines

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- Whether the proposed use is generally in accordance with the Paynesville Maritime Precinct Master Plan.
- Whether the use proposed for the site improves the range of maritime facilities and services available in Paynesville.
- The compatibility of the proposed development with adjacent existing uses.
- The treatment of the interface between the zone and the current uses.

5.0 Exemption from notice and appeal

An application for use and development, which is generally in accordance with the Paynesville Maritime Precinct Master Plan is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (30 and the appeal rights of Section 82(1) of the Act.

6.0 Advertising signs

Advertising sign requirement are at Clause 52.05. This zone is in Category 2.

C126

SCHEDULE 8 TO THE SPECIAL USE ZONE

Shown on the planning scheme map as **SUZ8**

MARINE RECREATION, PAYNESVILLE

Purpose

To encourage quality maritime tourist, educational and recreational facilities as identified in the Paynesville Maritime Precinct Master Plan.

To encourage development and use which recognises the economic and social importance of Paynesville's marine industry.

To encourage built form which is sympathetic and complementary to the marine environment and which uses colours, shapes, forms and materials that compliment the development of the public foreshore at Paynesville.

To discourage non-maritime related use from the Paynesville Maritime Precinct.

To ensure use and development recognises and takes into account the Paynesville Maritime Precinct Master Plan.

1.0 Table of uses

Section 1 - Permit not required

Use	Condition
Car park	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Research and development centre	Must be directly related to a harbour or marine based activity
Road	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Boat launching facility	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Marina	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Informal outdoor recreation	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Food and drink premises	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Exhibition centre	Must be in accordance with the Paynesville Maritime Precinct Master Plan.
Education Centre	Must be in accordance with the Paynesville Maritime Precinct Master Plan.

Section 2 - Permit required

Use	Condition
Any use in Section 1 if the condition is not met	
Any use not in Section 1 or 3	

Section 3 - Prohibited

Use
Abattoir
Camping and caravan park
Corrective institution
Dependent person's unit
Group accommodation
Host farm
Retirement village
Adult sex bookshop
Agriculture
Amusement parlour
Animal keeping
Agriculture
Gambling premises
Store
Intensive animal husbandry
Nightclub
Place of assembly
Service industry
Cemetery
Child care centre
Warehouse
Convenience restaurant
Convenience shop
Crematorium
Department store
Dependent person's unit
Display home
Dry cleaner
Dry cleaning agent
Electoral office
Restricted retail premises
Funeral parlour
Landscape gardening supplies
Hairdresser
Helicopter landing site
Industry

Laundromat

Fuel depot

Manufacturing sales

Residential aged care facility

Medical centre

Real estate agency

Travel agency

Motor repairs

Residential village

Saleyard

Rural industry

Service station

Supermarket

Trade supplies

Veterinary centre

2.0 Use of land

Land in the zone may be used for a range of tourist, education and recreational facilities as identified in the Paynesville Maritime Precinct Master Plan.

3.0 Application requirements

An application for buildings and works must include the following information:

- The location of any proposed buildings and activities clearly dimensioned on the site.
- Information that describes how the proposal achieves the design outcomes for the settlement as outlined in the decision guidelines of this schedule, in the form of a neighbourhood and site description, and design response.
- The location, type and size of any vegetation to be removed.
- Existing site and finished floor levels of proposed buildings measured in Australian Height Datum (AHD).
- The location, dimensions and depth of any proposed excavations or fill.
- The colour, finishes and materials to be used on all external surfaces, including the roof.
- Proposed new planting or site landscaping works.

4.0 Decision guidelines

Before deciding on an application, in addition to the decision guidelines in Clause 65, the responsible authority must consider, as appropriate:

- Whether the proposed use is generally in accordance with the Paynesville Maritime Precinct Master Plan.
- Whether the use proposed for the site improves the range of facilities and services available in the Paynesville and widens the appeal of the Gippsland Lakes within the Tourism market.
- The degree to which the development takes account of the physical attributes of the site and it setting, including:

- Site accessibility and visibility to Paynesville.

- The design and siting of buildings having regard to the surrounding waterways.
- The compatibility of the proposed development with adjacent existing uses.
- The treatment of the interface between the zone and current uses.
- The opportunities for passive recreation.

5.0 Exemption from notice and appeal

An application for use and development, which is generally in accordance with the Paynesville Maritime Precinct Master Plan is exempt from the notice requirements of Section 52(1)(a), (b) and (d), the decision requirements of Section 64(1), (2) and (30 and the appeal rights of Section 82(1) of the Act.

6.0 Advertising signs

Advertising sign requirement are at Clause 52.05. This zone is in Category 4.

21.09 ECONOMIC DEVELOPMENT

04/04/2013
C113

The Council will continue to play an important role in developing the region's economy. We will encourage businesses to invest in niche commercial markets and will encourage industry to locate (or relocate) to strategic locations close to major towns. We will encourage our traditional industries to remain competitive and to source new markets thereby expanding the number and range of jobs on offer. A major part of our work will be building on our claim to be a 'clean, green and beautiful' region by developing and promoting East Gippsland as a major tourist destination.

This Clause provides local content to support Clause 17 of the State Planning Policy Framework.

21.09-1 Commercial

04/04/2013
C113

Objective 1

To ensure that future development contributes to and enhances East Gippsland's identity, aesthetic quality, and economic diversity.

Strategy 1.1

Encourage development of recreational and personal services, 'lifestyle' industries and other niche market opportunities targeting active retirees.

21.09-2 Industry

04/04/2013
C113

Objective 1

To encourage the development of a range of industries, including service industries, in appropriate locations or adjacent to all major towns.

Strategy 1.1

Encourage industry to locate in areas zoned for industrial use and identify new sites that are accessible, readily serviceable and adjacent to major towns.

Strategy 1.2

Facilitate the expansion of the industrial estate at Mallacoota.

Strategy 1.3

Encourage development of an area to the west of Bairnsdale for major industrial enterprises.

Strategy 1.4

Encourage development of an area in the vicinity of the Shire landfill site in Rosherville Road, Metung for development for marine-related and other local service industries.

Strategy 1.5

Require sewerage connections to be provided at the developer's cost, in areas where industrial zones have been applied to land that is not currently sewered.

Strategy 1.6

Minimise the effects of residual air and noise emissions from industry on more sensitive land use areas by separating industrial operations from residential zones, hospitals and schools by a buffer of appropriate width.

Strategy 1.7

Ensure that land developed for industrial uses provides an attractive and efficient location for businesses and does not detract from the appearance and amenity of the surrounding area.

Strategy 1.8

Facilitate the development of a gas-fired power station at Bairnsdale and encourage biomass power generation projects in appropriate locations.

Strategy 1.9

Facilitate the development of an industrial estate on the Old Rifle Range site at Orbost and investigate incentives to encourage businesses currently on inappropriate township sites to relocate.

Strategy 2.0

Encourage the agglomeration of maritime service industries at Slip Road Paynesville and encourage development and use which recognises the economic and social importance of Paynesville's marine industry.

Objective 2

To expand the number and range of employment opportunities in rural industries.

Strategy 2.1

Ensure that high quality agricultural land (identified through land capability mapping and other studies) is protected from inappropriate subdivision or development.

Strategy 2.2

Support the development of alternative agricultural and horticultural crops and pastoral industries to include organic farming.

Strategy 2.3

Support value-adding and primary produce/ resource processing industries.

Strategy 2.4

Support the existing offshore fishing industry and encourage its expansion on an ecologically sustainable basis.

Support 2.5

Support the abalone fishery off Mallacoota and encourage development of an ecologically sustainable sea urchin industry based in the area.

Strategy 2.6

Support new investment in timber processing and value adding.

Strategy 2.7

Support furniture manufacturers locating in East Gippsland.

Strategy 2.8

Encourage exploration for and development of mineral resources.

Strategy 2.9

Identify areas of importance as resources for future extractive industries and ensure they are not sterilised by inappropriate development, including of adjoining land.

Strategy 2.10

Encourage development of tourist-oriented facilities or small scale retail outlets in association with horticultural or pastoral activities, such as vineyards.

21.09-3 Tourism

04/04/2013
C113

Objective 1

To develop and promote East Gippsland as a major tourist destination.

Strategy 1.1

Encourage development of new accommodation and camping facilities on appropriate sites adjacent to Errinundra and Snowy River National Parks.

Strategy 1.2

Encourage nature based tourism.

Strategy 1.3

Encourage the tourism potential of public land - including National Parks and reserves - in the region and facilitate appropriate access to a wide range of natural attractions for visitors.

Strategy 1.4

Support the upgrade management of visitor impact on river frontages used extensively for recreation, particularly fishing and boating.

Strategy 1.5

Encourage marine tourist-oriented uses and the provision of tourism facilities, such as toilets, picnic facilities and barbecues, jetties and launching ramps, interpretive signage, and public art in appropriate locations.

Strategy 1.6

Encourage development of a range of types and scales of tourist accommodation options in the region, including 'bed and breakfast', self-contained units or cottages, farm stay accommodation.

Strategy 1.7

Encourage development of year-round attractions.

Strategy 1.8

Encourage the tourist operators to design facilities and services to meet the needs of people with a disability.

Strategy 1.9

Encourage tourist facilities to be designed in keeping with the quality of the landscape and environment and the character the particular locality.

Strategy 1.10

Support new 'freestanding' tourist resorts or developments, at a variety of scales, on undeveloped land that is environmentally and aesthetically capable of supporting development and able to be serviced appropriately.

Strategy 1.11

Avoid a major component of private residential (especially where this involves subdivision of land for detached dwellings) in tourist developments outside existing urban areas.

Strategy 1.12

Support staged development of some sites currently or formerly proposed as resorts, for primarily residential use - where these adjoin existing urban areas, are capable of being serviced appropriately at an acceptable cost, and form a logical extension of a town.

Implementation

The strategies in relation to economic development will be implemented through the planning scheme by:

Other Actions

Work with the State Government and regional agencies to investigate the feasibility and environmental sustainability of commercial proposals for utilisation of marine/estuarine resources.

Work with the State Government and regional agencies to identify opportunities for aquaculture and mariculture, in accordance with Government policy and which minimise impacts on estuarine and marine ecosystems.

Identify progressively any potentially contaminated land in the Shire (land used previously for industry, mining, abattoirs, or the storage of chemicals, gas, wastes or liquid fuel) and apply an Environmental Audit Overlay, requiring an environmental audit before such land can be rezoned for residential, education, childcare or other sensitive purposes.

Further Strategic Work

Implement the Cycle Tourism Action Plan.

Implement the Trails Strategy.

Complete and implement the Industrial Land Study.

Update the Economic and Tourism Strategy.

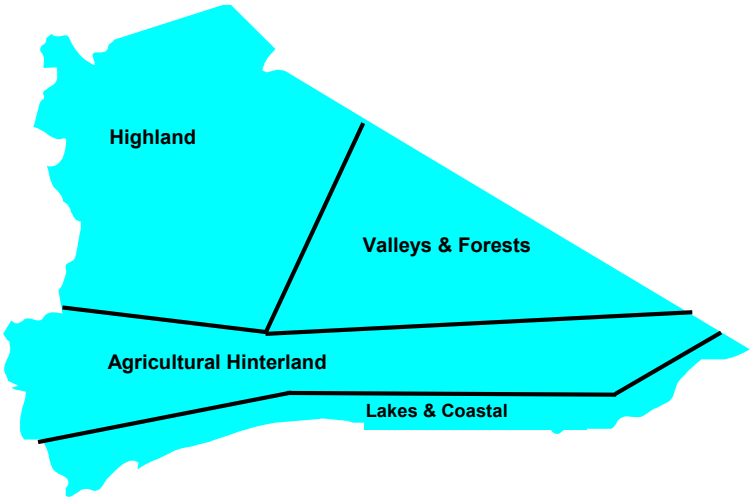
21.12 STRATEGIES FOR SUB-REGIONS, TOWNS & LOCALITIES

07/08/2014
C112(Part 1)

21.12-1 Sub-regions

04/04/2013
C113

East Gippsland, for planning purposes, can be divided into four relatively homogeneous economic and geographic areas, as shown in the following diagram.



The strengths, weaknesses, opportunities and threats for each sub-region are summarised below, together with broad strategies to address these.

Each section summarises the current roles and functions of urban areas and rural localities in the sub-region, identifies appropriate new or enhanced roles and sets out the policies and strategies that will be applied to these areas. The listing of towns/localities is generally from west to east within each sub-region.

21.12-2 Lakes & Coastal

07/08/2014
C112(Part 1)

From a social and economic perspective, the Lakes & Coastal sub-region (described in Clause 21.02-3 above) has the highest population density of the Shire, with the main commercial, retail and tourist centres located along this coastal fringe.

Bairnsdale is the largest town in the sub-region providing major commercial, retail, educational and public sector services.

Paynesville, located approximately 16 kilometres south of Bairnsdale, has grown rapidly in recent times, as a 'dormitory' and a retirement area.

Lakes Entrance is a major tourist destination, which also has a strong commercial fishing industry.

The coastal resort town of Mallacoota, in the far east of the Shire, is a very popular holiday location and a retirement area. It is also recognised as being a base for eco-tourism and centre of the abalone industry in eastern Victoria.

The following Coastal Settlement Framework that identifies the role of specific coastal settlements and capacity for growth and expansion was an outcome of the Coastal Towns Design Framework (2007) and additional analysis undertaken for Tambo Bluff and Newlands Art. It provides a strategic approach to managing development in the 11 coastal settlements over the next 15-20 years and is based on the protection of high value environmental resources within or adjoining settlements, the nature of local character and its protection and the capacity of infrastructure and services and future provision.

Coastal Settlement Framework

Settlement Type	Population	Services and facilities	Infrastructure
District Town	2,000-10,000	Wide range of commercial and community services, numerous accommodation stocks Local Government sub-branches, police stations, medical facilities, secondary school	Reticulated Water, sewerage and electricity
Town	500-2,000	Range of commercial and community services, community hall, school	Reticulated Water, sewerage and electricity
Village	200-500	Very limited commercial and community services, community hall	Reticulated Water and electricity No reticulated sewer
Small Village	<200	General store or no facilities	Reticulated water or on site water collection. On site waste disposal Reticulated electricity

Overview of Settlement Futures.

	District Town	Town	Village	Small Village
Significant Expansion of Existing Area	Paynesville	Lake Tyers Beach Eagle Point		
Minor Expansion of Existing Area	Lakes Entrance	Mallacoota	Marlo	Nungurner
Expansion within Existing Area		Metung Tambo Bluff	Raymond Island Newlands Arm	Gipsy Point Bemm River

Opportunities for the sub-region include:

- large areas of vacant land for future growth
- high landscape and natural values
- quality lifestyle
- strong tourism industry
- commercial fishing industry
- boating activities and recreational fishing
- attractive retirement area
- high quality beaches
- a variety of services including retail and commercial, education, health, social welfare, government agencies
- easy access to the sub-region via Princes Highway.

Constraints include:

- impacts of climate induced sea level rise and storm surge on vulnerable coastal areas

- need to protect lakes system from the undesirable effects of development, including siltation and nutrient input
- lack of employment opportunities for young people
- lack of service industrial sites in Lakes Entrance, Paynesville and Metung
- lack of reticulated sewerage system in some existing towns and future development areas
- mosquito problems
- lack of fully serviced land for future urban expansion in some centres
- demand for rural residential subdivision in areas outside current or proposed zonings
- conflicts over use of resources, such as commercial versus recreational fishing, shooting versus wildlife conservation.

Strategies for Lakes & Coastal sub-region include:

- assessing and prioritising the response to climate change impacts to ensure that the risks associated with sea level rise and storm surge are properly considered in future strategic planning and the assessment of development proposals in vulnerable areas
- protecting landscapes and natural values, particularly in coastal/lakes areas
- encouraging population growth and development in fully serviced residential land in the major towns
- supporting provision of reticulated sewerage in unserviced towns
- ensuring land availability for further development of tourism and service industry
- reinforcing the role of Bairnsdale as the main commercial, retail and service centre for East Gippsland, while upgrading and revitalising business centres in other towns to serve local and district level needs
- upgrading the townscapes of Lakes Entrance and Paynesville, to improve their appeal for residents and visitors
- recognising the need to provide for an aging population, including encouragement of new services and seeking resources to improve provision and maintenance of relevant Shire infrastructure (e.g. footpaths).

Bairnsdale City

Bairnsdale is located on the edge of a broad coastal plain adjacent to the Mitchell River, at the "gateway" to the Gippsland Lakes.

It has a population of 11,000, increasing at the rate of 1.3% per annum, and covers an area of approximately 30 square kilometres.

On the basis of building permits issued, the housing stock grew in Bairnsdale grew at approximately 110 new dwellings per year throughout the 1990s. Bairnsdale was also the major location in the Shire for commercial building during this period.

Bairnsdale will continue to be the principal commercial and retail centre in the East Gippsland region, supplying a diverse range of goods and services to the rural and urban communities.

It will also strengthen its role as regional centre for public sector administration and a retirement location, given its mild climate and proximity to the lakes and snow fields.

The Council will support the existing roles and functions that Bairnsdale fulfils and encourage development of new and enhanced roles as follows:

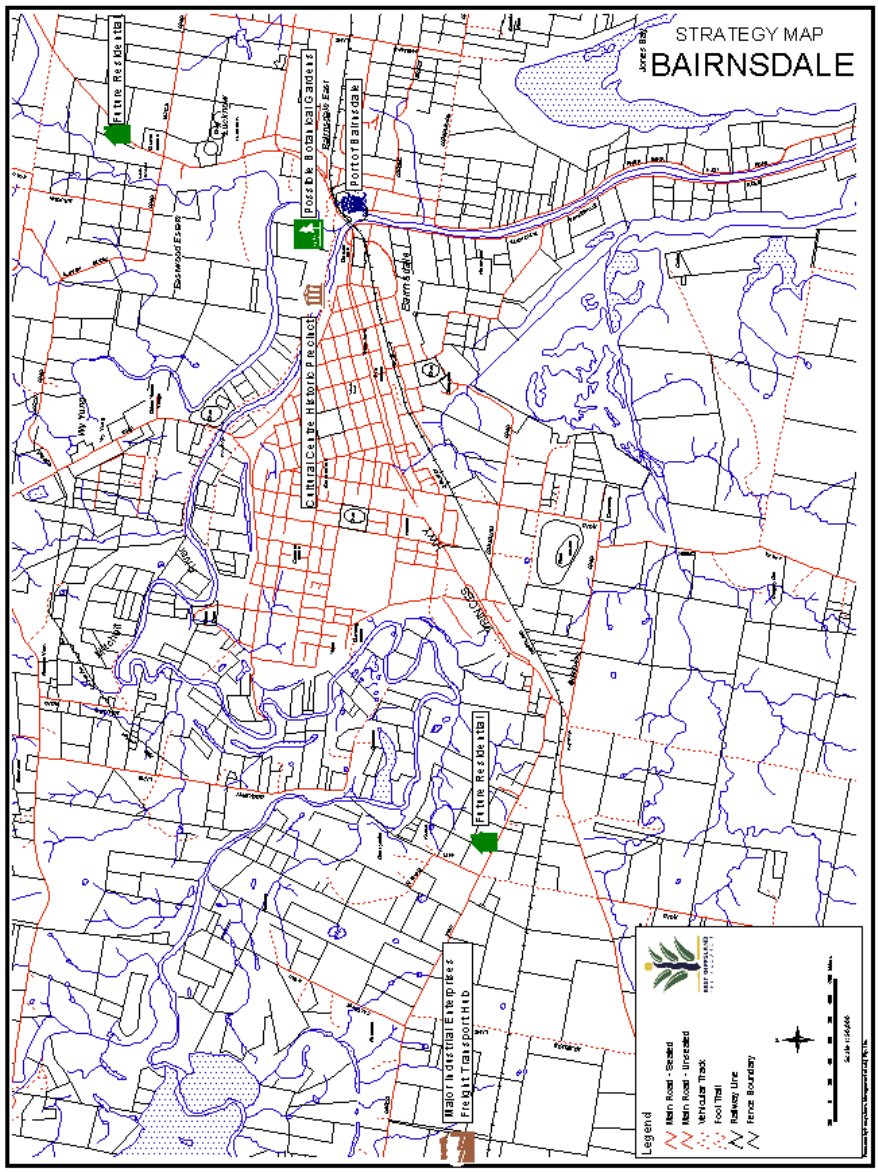
Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles

BAIRNSDALE including Lucknow, Wy Yung Population 1996 and 2011 (forecast) (10,890 - 12,800)	Main centre for East Gippsland sub-region Full range of retail & commercial facilities Full range of health & community services Full range of sporting & recreational facilities Major centre for tertiary education in region (TAFE, Monash) Main Shire Business Centre Preferred location for main offices of Commonwealth & State agencies present in Shire Range of service industries & food processing plants Public transport hub for region	Centre for sub-regional cultural facilities Centre for tourism & major events Increased range of tertiary education services Broader industrial base Major public transport interchange (road-rail) for both passenger & freight Restore historical port function for tourist purposes

To achieve this, Council will apply the following strategies and policies:

- Continue to encourage residential development within the urban areas already zoned residential. Future development should continue in Eastwood estate and north along the Omeo Highway (though without direct frontage to the Highway), together with the Wy Yung area along Bullumwaal Road (see Bairnsdale Strategy map)
- Given the existing large amount of serviced industrial land still available for development, industrial activity should be encouraged to infill these sites and in the longer term, expansion should occur around the Bosworth Rd-Holloway-Kyle Street area.
- The core retail centre from Wood Street to Pyke Street (between Macleod and Riverine Streets) is confirmed as the major regional commercial centre. This centre features safe and convenient pedestrian access, with reasonable parking and a diverse range of retail activities. Any major retail development will be expected to locate within this core retail area; fragmentation will be actively discouraged. Council will explore ways to revitalise the shopping centre and further improve its appearance and image.
- Opportunities exist to link the centre with the river frontage and development in this area will be encouraged to focus in this direction. Council will encourage enhancement of the Mitchell River corridor, restoration of the Port of Bairnsdale and development of a Botanical Gardens in the area between Clifton Creek backwater and the Mitchell River.

BAIRNSDALE STRATEGY MAP



- To reinforce Bairnsdale's position as one of the two preferred locations in the Shire for heavy industry, Council will support requests for rezoning of land for major industrial initiatives which have particular locational or size requirements. The area between the Princes Highway and the railway in the vicinity of Hillside railway siding has been identified as a potential site for large manufacturing industries, such as timber processing.
- Bairnsdale is the gateway to East Gippsland and its townscape plays a vital role in determining visitor impressions of not only the town but also the whole region. Both the western and eastern approaches along the Princes Highway require landscaping treatment to enhance their visual amenity. The actions recommended in the Bairnsdale Strategy Plan 1991 relating to townscape improvements continue to be implemented. A Design & Development overlay has been applied to land between the Princes Highway and Harnham Drive at the western entrance to Bairnsdale. A more comprehensive overlay will be developed as resources allow.
- Uses to be encouraged in the Mixed Use Zone north of the Princes Highway include light industry, motels, take-away food premises and service stations.
- Uses to be encouraged in the Mixed Use Zone south of the Princes Highway include transport businesses or light industry.
- Uses to be encouraged in the Mixed Use Zone at Main Street / Gould Street include medical related uses and offices.
- Uses to be encouraged in the Mixed Use Zone at Main Street / Macleod Street include motels, medical centres and small offices.
- Uses to be encouraged in the Mixed Use Zone at Macleod Street (east of Wood Street) include residential development fronting Wood Street and a mix of residential and service industrial type uses fronting Macleod Street.
- Council will support EastCoast Power's proposal to build a gas-fired power station to the west of Bairnsdale, adjacent to the route of the proposed Eastern Gas Pipeline. Opportunities for co-location of industries which could benefit from a supply of waste heat (e.g. vegetable growing in a temperature-controlled environment) will be investigated.
- Council will undertake further studies of long-term parking needs in the central business area of Bairnsdale and encourage Vic Roads to consider the need for and feasibility of a heavy vehicle bypass around the town centre.
- Macleods Morass will be protected from adverse impacts of urban uses and facility operations.

Rural/coastal localities, Lake Victoria area

Goon Nure is an old Crown Township close to Lake Victoria.

Wattle Point is a low-key tourist destination providing access to Lake Victoria. There are no commercial services in the vicinity.

The Banksia Peninsula is an area of high environmental values, used principally for by schools and youth groups for environment education and outdoor recreation.

Council will support the existing roles and functions that Goon Nure, Wattle Point and Banksia Peninsula fulfil and encourage development of enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
GOON NURE	Low-key rural residential locality	
WATTLE POINT	Tourist accommodation Residential community Facilities for water-based recreation	Develop nature-based tourism potential
BANKSIA PENINSULA	Group accommodation	

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
	Environmental / outdoor education	

To achieve this, Council will apply the following policies and strategies:

- The tourist development potential of the area around Wattle Point will be reviewed to provide additional opportunities for low-key development, whilst protecting the character and environment of the area and safeguarding against vulnerability to wildfire.
- Limited development of existing lots at Goon Nure will continue to be permitted in accordance with policies established by the Shire of Bairnsdale. Further small lot subdivision will be discouraged.

Eagle Point

Vision

Eagle Point will develop as a small consolidated town distinct from Paynesville, serving as both a permanent resident settlement and a holiday recreation destination.

A community focal point will be developed in the vicinity of the school and linked to Eagle Point Reserve. The Reserve and foreshore areas will provide high quality recreation opportunities with pathways connecting to the Mitchell River and other recreation destinations.

The Camping Ground will be maintained as a high quality destination for visitors.

Streets will be well landscaped and signposted. Buildings will remain low in scale and will not be visually intrusive.

Objectives

- To enhance the character and setting of Eagle Point.
- To create a community focal point and reinforce the town's identity.
- To protect and enhance the natural environment of the area, including the Lakes system.
- To improve accessibility, circulation and safety for pedestrians and vehicle movement.

Strategies

- Ensure that the development of Eagle Point occurs generally in accordance with the Eagle Point Strategy Plan.
- Retain the low intensity character of development and contain building height.
- Protect views from the Lakes through landscaping, building siting and building height controls.
- Maintain significant view corridors to the Lakes and northern ranges.
- Encourage the retention of the Gippsland Redgum throughout the township.
- Contain low density residential development within existing zoned areas.
- Establish a community and local commercial centre near the school and caravan park and ensure good accessibility to the centre for pedestrians and vehicles.
- Encourage development that caters for retirement housing and associated facilities.
- Ensure that all new subdivisions and development incorporate satisfactory waste disposal and storm water management with the utilisation of water sensitive urban design techniques.

- Ensure the retention of indigenous vegetation in all new development areas and extend wildlife corridors with additional planting.
- Provide a comprehensive pathway network within the town and linking key open space areas and focal points.
- Residential development in Eagle Point should concentrate initially on the existing serviced residential land, to better utilise these services and reinforce the role of the township.
- Ensure that the residential development of land along the Paynesville-Bairnsdale Road includes a vegetated buffer adjacent to the road.

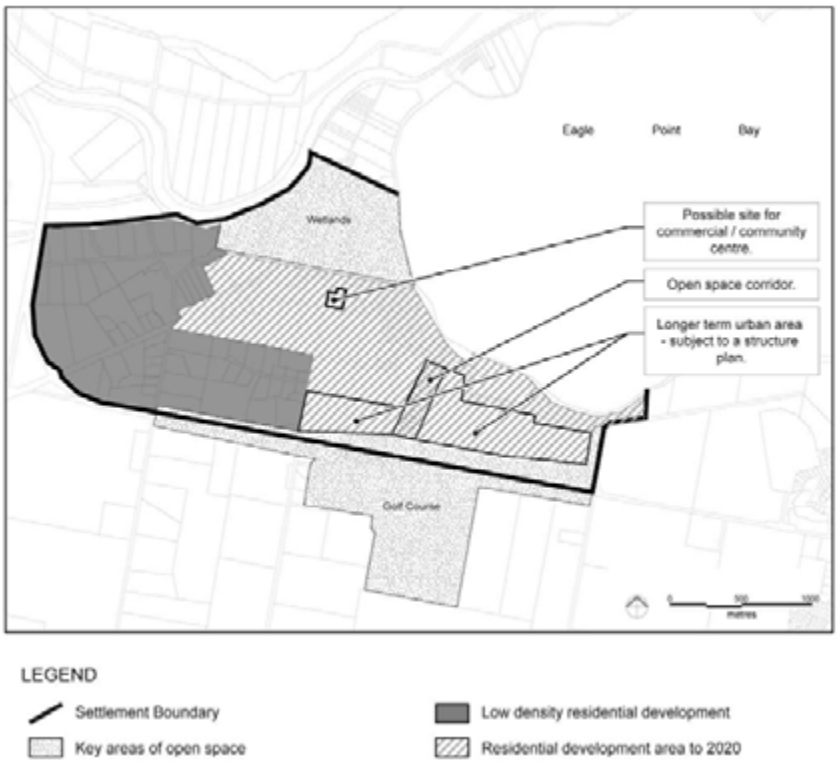
Further Strategic Work – Eagle Point

- Investigate the potential of land north of the Bairnsdale-Paynesville Road between Eagle Point and Paynesville for future residential uses with the requirement that it must be developed in a manner that maintains the physical east-west separation of the two settlements and provides extensive open space areas.
- Review the Master Plan in the Eagle Point Urban Design Framework.

Reference Documents

- Coastal Towns Design Framework
- Eagle Point Urban Design Framework.

EAGLE POINT STRATEGY PLAN



Paynesville

Vision

Paynesville will build on its strengths as the best recreational boating destination to access the Gippsland Lakes to become a vibrant maritime town that reflects the international standard of the lakes for boating, the natural environment and cultural heritage. The preservation and enhancement of the natural environment will have high priority.

It will expand as a residential and business centre focused around boating, tourism and healthy living, with access to walking and riding trails, passive and active recreation.

The buildings will develop with a coastal maritime character that will be expressed through materials, colours and detail. The scale will be village like with a feeling of relating well to human scale.

Its town centre will develop as an attractive and active centre for both residents and visitors developing an active relationship with the foreshore and waterfront.

It will have a strong relationship with Bairnsdale, contributing to its character and relying on it for major services. Paynesville will develop as a service centre supporting a network of neighbouring towns and attractive small communities including Eagle Point and Raymond Island. It will benefit from this inter-relationship with improved connections so that a broader range of recreation, tourism and environmental resources will be available through the network.

Objectives

- To enhance the town centre.
- To build on the strengths of Paynesville as the best boating destination on the Gippsland Lakes and ~~,~~encourage development and use which recognises the economic and social importance of Paynesville's marine industry
- To improve access, safety, circulation and legibility of roads and pedestrian links along the foreshore, throughout the town and into the hinterland.
- To manage the expansion of the town boundary and new residential development to ensure a variety of housing types and styles and add to the special character of Paynesville.
- To maximise tourism opportunities.

Strategies

- Ensure that the development of Paynesville occurs generally in accordance with the Paynesville Strategy Plan.
- Ensure that the development of Slip Road Paynesville occurs generally in accordance with the Paynesville Maritime Precinct Master Plan.
- Facilitate infill of vacant and redevelopment sites in the town centre with mixed use developments that will bring residential apartments above retail to help add to the town centre's population.
- Support the development of appropriate land uses including retail premises, tourist accommodation, hotels and motels, holiday flats, restaurants and a supermarket. The detailed development plan as shown in the Urban Design Guidelines, Paynesville Central Area 1985 will be used to guide the future development of the area.
- Continue to consolidate future commercial and mixed use development within existing business zoned areas.
- Plan for the location of dry storage facilities for small to medium size boats.

- Provision for Maritime industry (including marinas and workshop facilities) and service industry is crucial to meet the needs of the growing population and tourism industry. This type of industry is to be encouraged in ~~the Industrial 3~~Special Use Zone 6 and Special Use Zone 7 at Slip Road.
- Industry not reliant on access to water will be discouraged in the ~~Industrial 3~~Special Use Zones on Slip Road.
- Plan for expansion of the town westwards generally between Waratah Avenue and Grandview Road.
- Contain urban development within the area to the east of Grandview Road during the plan period.
- Encourage a variety of lot sizes in new subdivisions on greenfield sites, with an average gross lot yield of 8-10 lots per hectare.
- Promote higher densities in relation to the redevelopment of existing areas, in particular within proximity of the town centre.
- Ensure there is a distinct separation of Eagle Point and Paynesville urban areas with appropriate forms of development that incorporate extensive open space areas.
- Require expansive green edges to abut entry roads to maintain the sense of country atmosphere to the arrival experience.
- Investigate opportunities to supplement existing or create new vegetated areas within the town boundary.
- Encourage development of a variety of tourist accommodation options within Paynesville, particularly in the town centre or close to the canals.
- Encourage the use of the site adjoining the coast north-west of Paynesville, identified as suitable for resort development to be developed either for this purpose or for urban/residential use. Any resort development should be planned as an integrated development and should not include land uses that would be prejudicial to the primacy of the Paynesville activity centre.

Further Strategic Work – Paynesville

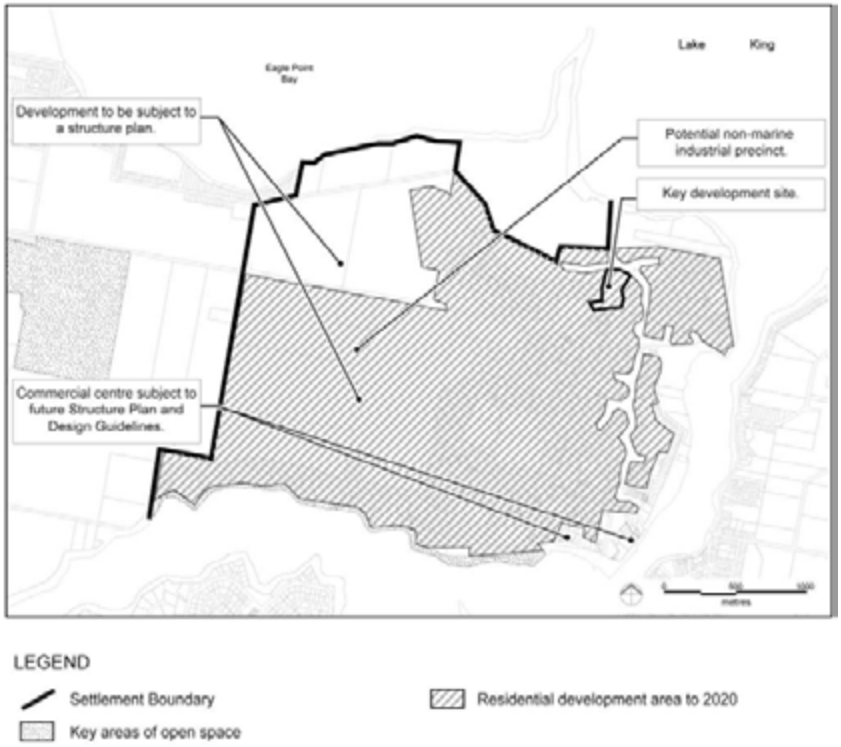
- Prepare a Structure Plan for the town centre that addresses built form, access and parking, and integration with the foreshore.
- ~~Review the Master Plan for the maritime precinct in Slip Road.~~
- Investigate the possibility of allocating land to the south of the Paynesville cemetery, or in that vicinity, for clean, non-marine industrial uses and commercial uses servicing the local community.
- ~~Investigate opportunities for more effective use of land for maritime industry at Slip Road in an attractive setting.~~
- Work closely with landowners to develop Structure Plans for the extension of Paynesville within the Settlement Boundary, ensuring that the east-west separation between Paynesville and Eagle Point is appropriately managed to maintain the separate physical identity of the towns.
- Ensure that measures are put in place to prevent adverse impacts of development on the native vegetation between Point Fullarton and Eagle Point.

Reference Documents

- Coastal Towns Design Framework
- Paynesville Urban Design Framework.
- Paynesville Maritime Precinct Master Plan.

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PAYNESVILLE STRATEGY PLAN



Newlands Arm

Vision

Newlands Arm will develop as a small consolidated town distinct from, and dependant on Paynesville for most local services and, serving as both a permanent resident settlement and a holiday recreation destination.

The attractive foreshore will remain a community focal point that will provide high quality recreation opportunities with pathways connecting destination points in the town.

The well laid out streets will be well landscaped and signposted. Buildings will remain low in scale and will not be visually intrusive.

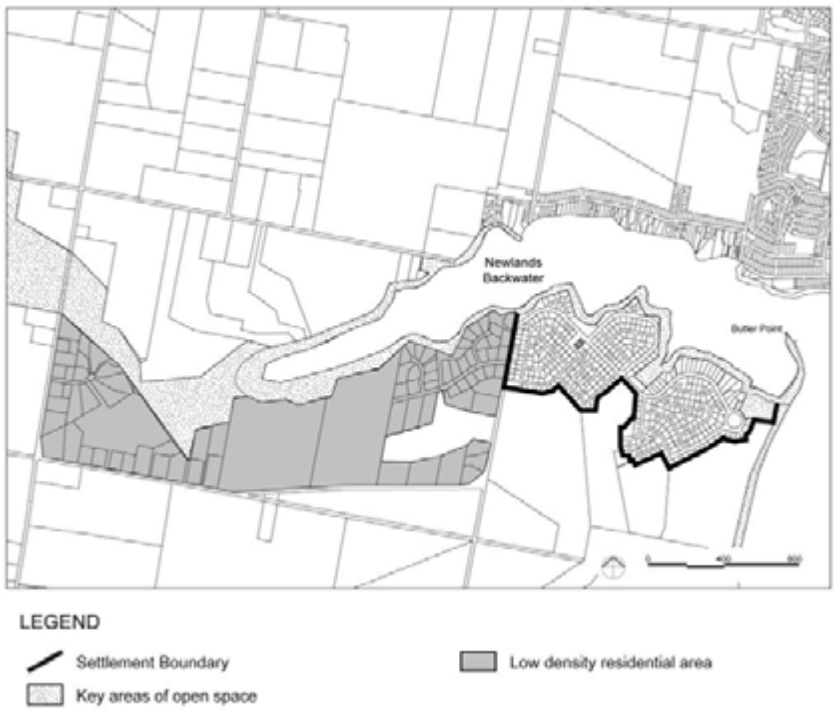
Objectives

- To maintain the character and setting of Newlands Arm.
- To ensure the built form is sympathetic to Newlands Arm's lakeshore location in terms of visibility to and from the water's edge.
- To enhance the character of the town by landscaping the streets and reserves.
- To continue developing the foreshore as a key recreation space.
- To protect and enhance the natural environment of the area, including the Newlands backwater and Lake Victoria edge.

Strategies

- Ensure that the development of Newlands Arm occurs generally in accordance with the Newlands Arm Strategy Plan.
- Retain the low intensity character of development and contain building height.
- Protect views from the Newlands backwater and Lake Victoria through landscaping, building siting and building height controls.
- Maintain significant view corridors to the Newlands backwater and Lake Victoria.
- Encourage development that caters for retirement housing and associated facilities.
- Encourage low key tourist accommodation on appropriate sites.
- Provide a comprehensive pathway network within the town, linking key open space areas and focal points.
- To maintain equity between all owners on the estate, lot consolidations identified on the restructure plan must be completed. No permits will be issued for development on unconsolidated lots.

NEWLANDS ARM STRATEGY PLAN



Raymond Island

Vision

Raymond Island will be acknowledged as a unique village and rural residential locality set within the heart of the Gippsland Lakes. Its bushland setting, natural values and quiet lifestyle will be maintained and it will be recognised as a destination where sustainability is a key element in all activities conducted on the Island.

Limited new low intensity development, consistent with this vision will be provided for and the Island will be seen as an attractive visitor destination for nature based tourism experiences. Non-car based circulation on the Island will be well provided for and promoted.

Raymond Island will be conveniently accessed from adjacent Paynesville, which will also provide most essential goods and services for Raymond Island residents and visitors.

Objectives

- To protect and maintain the well vegetated coastal settlement and low intensity character of Raymond Island.
- To promote a sustainability focus and encourage development that supports low key tourism activities and enjoyment of the natural environment.

Strategies

- Ensure that the development of Raymond Island occurs generally in accordance with the Raymond Island Strategy Plan.
- Contain residential and low density residential development to currently zoned areas.
- Develop and implement a sustainability plan for Raymond Island and encourage the community to develop a code of conduct for sustainable living.
- Promote Raymond Island as a key nature based tourism destination in the Gippsland Lakes region.
- Encourage the use of indigenous planting on private land.
- Utilise and support Paynesville's commercial and community services to meet local needs.
- Encourage the incorporation of low resource consumption and energy efficient design and development approaches.
- Ensure that provision is made for convenient and safe pedestrian access around foreshore parking and activity areas and enhanced opportunities are provided for convenient and safe pedestrian and cyclist movement throughout the Island..
- Manage the foreshore to ensure environmental protection, preservation of landscape quality and facilitation of community access.
- Consider the development of low impact, small scale and environmentally friendly tourist accommodation in appropriate locations.

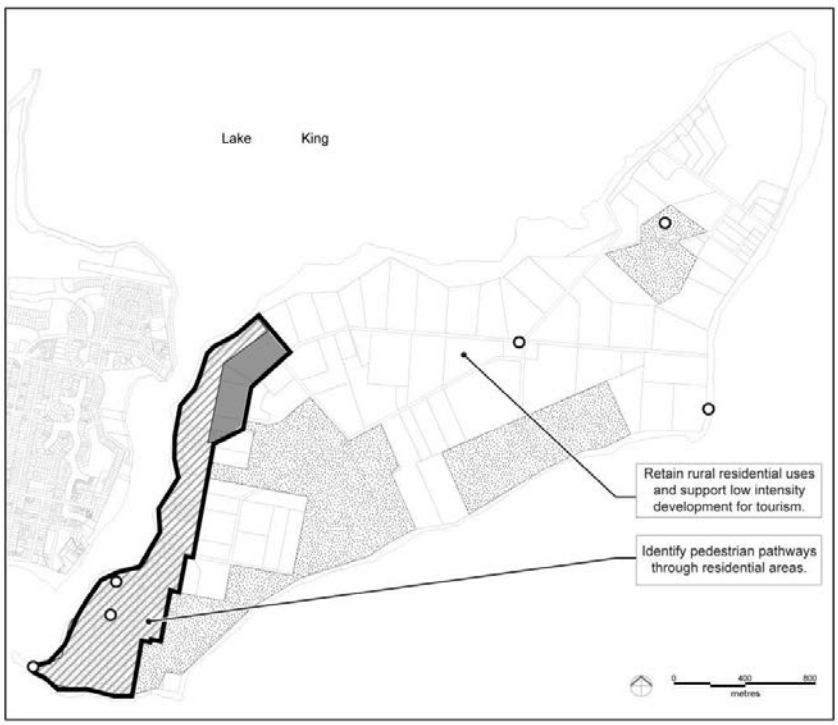
Further Strategic Work – Raymond Island

- Investigate the need for additional commercial/retail development and, if such development is required, investigate the rezoning of a preferred site in the area bounded by Fourth Avenue, Fifth Parade, Sixth Avenue/Ninth Parade (to Tenth Avenue) and Eleventh Parade to encourage such business to locate in that area.
- Undertake a comprehensive review of the status of native vegetation on the Island and review the Planning Scheme provisions which relate to protection of native vegetation with a view to inter alia addressing any spatial gaps in controls, and reducing duplication and inconsistency of requirements.
- Review the Master Plan in the Raymond Island Urban Design Framework,

Reference Documents

- Coastal Towns Design Framework
- Raymond Island Urban Design Framework.

RAYMOND ISLAND STRATEGY PLAN



Ocean Grange & Barrier

Ocean Grange is a small settlement on the Barrier south of Paynesville. There are also several other small clusters of dwellings along the Barrier between Ocean Grange and the Entrance.

Council will support the existing roles and functions that Ocean Grange fulfils:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
OCEAN GRANGE	Retreat style accommodation at Ocean Grange homestead Holiday residential community	

The following policies will apply:

- Freehold land on the Barrier has been zoned Rural Conservation in recognition of its high environmental values and unsuitability for normal rural use. A Significant Vegetation overlay also applies to the area.
- Further development will be strictly limited, in order to protect the environmental qualities of the area and will be subject to the ability of the land to absorb wastes.

Nicholson River

Nicholson River is small riverside village on the Princes Highway, surrounded by 'rural residential' style development.

The characteristic landscape setting of Nicholson and its proximity to a premier fishing river creates an attractive area in which people can live. Considerable rural residential development has been occurring in this area (extending to Johnsonville & Swan Reach) compared to rest of the region. New dwelling approvals averaged around 12 per year in throughout the 1990s.

East Gippsland Water has recently installed a reticulated sewerage scheme to service Nicholson, Johnsonville and Swan Reach.

A major tourist development - the Nerana resort - is proposed for the east side of the Nicholson River, south of the Princes Highway.

Council will support the existing roles and functions that Nicholson fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
NICHOLSON	Local retail & highway service centre Residential community Primary education centre Sporting and recreation facilities, including river access	Increased potential for residential and tourist development when sewerage available

To achieve this, Council will apply the following policies and strategies:

- Land capable of being serviced by the new sewerage scheme has been zoned to allow closer settlement than areas that still rely on on-site waste disposal. However, it is envisaged that the area around Nicholson will retain a relatively low-density character rather than being widely developed at standard urban densities.
- The land proposed for the Nerana resort is zoned Comprehensive Development Zone in and the plan is incorporated in this Scheme.
- The traffic carrying capacity of the Princes Highway will be maintained by ensuring that new traffic-generating developments do not have direct access onto the highway.
- The river corridor will be protected from development that might impact adversely on its environmental values.
- Developers will be encouraged to adopt high design standards for new developments, particularly those adjacent to the river.

Johnsonville and Swan Reach

Johnsonville and Swan Reach are villages on the Princes Highway, adjacent to the Tambo River. Growth rates in the 1990s ranged between five and 10 new dwellings per year.

The attractive setting of these villages and their proximity to a major fishing river creates an increasing demand for permanent residential development, particularly low density development on the fringes of the settlements.

East Gippsland Water has recently installed a reticulated sewerage scheme to service Nicholson, Johnsonville and Swan Reach.

Council will support the existing roles and functions that Johnsonville and Swan Reach fulfil and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
JOHNSONVILLE	Local retail & highway service centre Residential & rural-residential community Sporting and recreation facilities, including river access	Increased potential for residential and tourist development when sewerage available
SWAN REACH	Local retail & highway service centre Residential community Primary education centre Sporting and recreation facilities, including river access.	Increased potential for residential and tourist development when sewerage available

To achieve this, Council will apply the following policies and strategies:

- Some growth potential is recognised in and around these towns, particularly in view of the installation of reticulated sewerage and (potentially) natural gas, and this is reflected in the zonings applied in this Planning Scheme.
- Development should preserve the separation between the settlements and the amenity of the highway corridor.
- The river corridor will be protected from development which might impact adversely on its environmental and landscape values
- The proposed Tamhaven resort at Swan Reach has been zoned Township, since the 'resort' elements of the original proposal can all be accommodated in the new zone. A permit with a limited lifespan will be issued for this development.
- The Gippsland Lakes Strategy's prohibition on residential development of Johnsonville north of the Princes Highway is considered to be no longer appropriate, provided development does not have a direct frontage to the Highway.
- The old Crown township of Johnsonville, now sewerage is available, is capable of being restructured to meet current residential development standards, subject to resolution of drainage issues.

Metung

Vision

Metung will be a key destination for visitors to the Gippsland Lakes system and a significant boating hub.

It will continue to have a strong residential community. Preservation of environmental and landscape values will be a key priority.

It will have an attractive village centre that promotes community interaction, with extensive pathways linking the village centre to other attractions. The village will be contained and meet the day to day needs of residents and visitors, but there will remain a reliance on external sources for higher order goods and services.

The buildings in Metung will remain modest in scale – generally two to three levels. Materials and colours will complement the natural environment.

Objectives

- To retain the landscape setting, environmental qualities and lifestyle that contribute to the 'village' character of Metung.
- To ensure that development does not adversely affect landscape and environmental values.
- To support Metung's boating centre role and improve water access.
- To create a cohesive and attractive village centre.
- To improve pedestrian circulation and safety.

Strategies

- Ensure that the development of Metung occurs generally in accordance with the Metung Strategy Plan.
- Limit urban development to areas south of Metung – Nungurner Road and Hardys Road.
- Retain the north-east area of Metung as low density residential development, reflecting the physical constraints and existing character of the area.
- Ensure new development does not adversely affect landscape and environmental values and incorporates measures to protect those values including by protecting visually and environmentally significant native vegetation, the vegetated escarpment of Lake King and vegetated wildlife corridors; protecting wetlands; provision for on-site storm water management and erosion protection; minimisation of building footprints; and encouraging additional planting of indigenous plant species.
- Contain commercial development to suitably zoned areas or approved sites.
- Provide better visual connections to the water and increase water edge activities.
- Limit building height to retain the human and village scale of the area.
- Provide additional parking opportunities on the fringe of the village centre.
- Ensure consistent signage that communicates an appropriate village theme.
- Improve pedestrian connections along both sides of the peninsula, providing waterfront links between the village centre and the rest of Metung.
- Ensure that development adjoining the Village Green and Patterson Park preserves the village atmosphere.
- If the resort proposal on the Storth Ryes site between Metung and Tambo Bluff does not go ahead, encourage the progressive development of this site for low density residential uses, subject to the preparation of an Incorporated Plan.
- Ensure that land use and development adjoining Metung Road, Nungurner Road and Kalimna West Road do not detract from the scenic landscape values of the road corridors and the views from them.

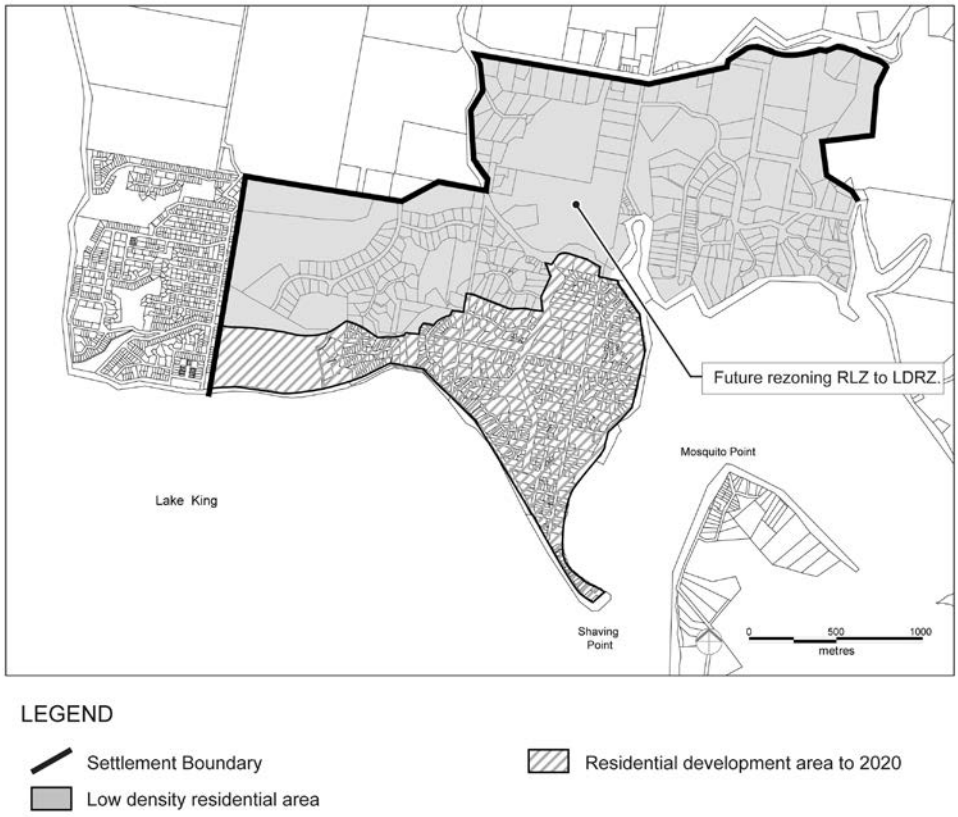
Further Strategic Work – Metung

- Investigate and facilitate the rezoning from Rural Living to Low Density residential of land between Metung Road and Rosherville Road as shown on the Strategy Plan.
- Review the Master Plan in the Metung Urban Design Framework.

Reference Documents

- Coastal Towns Design Framework
- Metung Urban Design Framework.

METUNG STRATEGY PLAN



Nungurner

Vision

Nungurner will remain as a small residential lakeside hamlet that is closely related to Metung but is distinctly separate from it.

It will build on its present character of high environmental values and the retention of natural habitat. The buildings and development in Nungurner will be environmentally responsive, using materials and finishes that are reflective of the bush environment.

The settlement will have a focus on an attractive Lake foreshore, with some limited facilities for fishing, boating and picnics. There will be opportunities for walking along the foreshore and / or around the town.

Objectives

- To maintain the low density bushland character of Nungurner.
- To create an attractive foreshore area catering to the needs of both residents and visitors.
- To improve pedestrian circulation and safety.
- To improve stormwater management in Nungurner.

Strategies

- Ensure that the development of Nungurner occurs generally in accordance with the Nungurner Strategy Plan.
- Ensure any future subdivision is within the existing Low Density Residential Zone or zoned for this purpose, or is consistent with current policy for the Farming zone.
- Consider walking trail opportunities and linkages as part of subdivision and development proposals.
- Promote on-site storm water management mechanisms for new and existing development within the settlement.

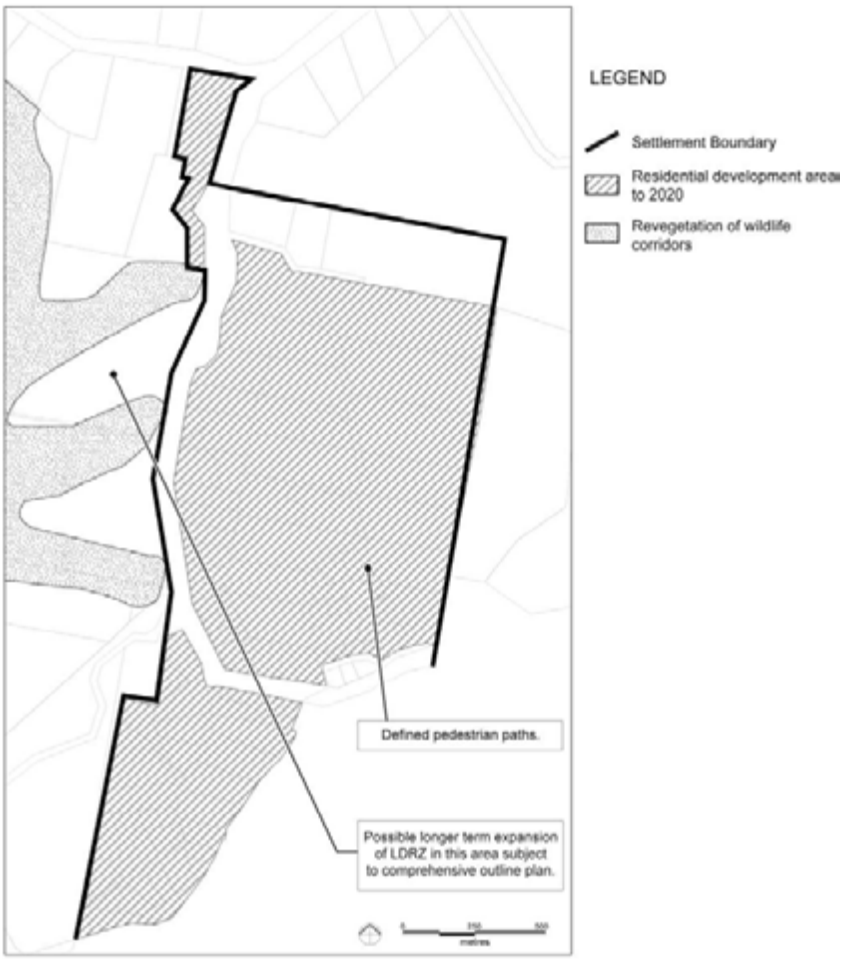
Further Strategic Work – Nungurner

- Review the Master Plan in the Nungurner Urban Design Framework.

Reference Documents

- Coastal Towns Design Framework
- Nungurner Urban Design Framework.

NUNGURNER STRATEGY PLAN



Tambo Bluff

Vision

Tambo Bluff will be an attractive, safe and generally low density residential area in 2020 where future development will be respectful of the attractive natural setting of vegetated hill slopes, gullies and natural wetlands.

The environment of Tambo Bluff will be a main element of the character of the settlement and will be respected in future development.

The extensive network of public open space containing gully slopes, wetlands and marshes will be a feature of the settlement.

Objectives

- To achieve low density residential development that is respectful of the environment of Tambo Bluff.

- To continue to develop the proposed network of public open spaces to protect the environmental features of the settlement.
- To ensure safe and attractive public access to the lake's edge.

Strategies

- A Restructure Overlay applies to Tambo Bluff in this Scheme. Lot consolidations identified in the restructure plan must be completed. Development will not be approved on lots that are not consolidated in accordance with the approved Tambo Bluff Estate Restructure and Public Acquisition Overlays Structure Plan 2012.
- Infrastructure to support development in accordance with the Tambo Bluff Estate Restructure and Public Acquisition Overlays Structure Plan 2012, including provision of reticulated water, sewerage, road construction and stormwater drainage, will be provided to service restructured lots in a sustainable and efficient manner (based on the recommendations of the Tambo Bluff Review Final Report, July 2005and subsequent variations adopted by Council)
- Prior to the provision of service infrastructure, the suitability of each restructured lot for development will be assessed having regard to the capacity of each lot to contain and dispose of waste water on site, the provision of appropriate all weather access, the slope of the land and impacts on and to existing vegetation and the impact of stormwater generated on site.
- Public open space will be developed to provide a network required to service the anticipated development at Tambo Bluff. Council will acquire land that is required for development for the purpose of enhancing the open space network through the application of a Public Acquisition Overlay.
- Further tree planting and revegetation will be encouraged to improve the visual amenity of the area and the impact of development on views from the lakes to Tambo Bluff will remain a significant planning consideration.
- Reticulated water will not be provided to the estate until it is also feasible to provide reticulated sewerage (or an equivalent communal system for effluent treatment and disposal).
- Ensure new development incorporates measures to protect the natural environment including protection of significant native vegetation, wet land protection, on-site storm water management, minimisation of building footprints, erosion protection and encourage additional planting of local native plant species.
- Limit building height to retain the landscape setting of the area.

TAMBO BLUFF STRATEGY PLAN



Tambo Bay

Tambo Bay is a small residential community situated at the mouth of the Tambo River. Full reticulated services area available.

Council will support the existing roles and functions that Tambo Bay fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
TAMBO BAY	Small residential/ retirement community	Enhance river and lake frontages & protect quality of natural environment

Mosquito Point

Mosquito Point is a small holiday settlement on the Boole Poole Peninsula (on the eastern and southern shores of Bancroft Bay). There is no road access or reticulated services available and most allotments are accessed directly across the Crown foreshore reserves.

Council will support the existing roles and functions that Mosquito Point fulfils:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
MOSQUITO POINT	Small holiday residential community, limited access	

To achieve this, Council will apply the following policies and strategies:

- The definition of the boundaries of the township has been reviewed and the substantially developed area zoned Low Density Residential.
- The 'rural-residential' style development east of the main settlement is zoned Rural Conservation, in recognition of its high environmental values and lack of suitability for normal rural uses.
- Further development will be strictly limited. Development of more than one dwelling on any lot will be actively discouraged unless it can be demonstrated that the environmental qualities of the area will not be affected adversely. Any further subdivision will be subject to the ability of the land to absorb wastes, protection of native vegetation, and minimal impact on adjoining public land.

Lakes Entrance

Vision	Enhance Lakes Entrance role as the largest coastal town in the Gippsland area, with a strong focus on tourism, commercial fishing and recreational boating activities; by way of protecting and improving environmental and landscape values as a key priority.
Function	Tourist and retirement town with a strong commercial fishing base.
Attributes	· Significant land for future development. · Fully serviced, accessible town. · Tourist destination. · Commercial fishing. · Range of retail and commercial services. · Appealing retirement destination. · Education to year 12. · Forest Technology Centre for specialised education. · Valued flora such as Limestone Box and Plains Grassy Forest. · Existence of threatened waterbird species. · Gippsland Lakes RAMSAR site. · Aboriginal heritage values.

Objectives and Strategies

The Esplanade

Objective 1

To enhance The Esplanade / foreshore precinct.

Strategy 1.1

Protect and maximise foreshore views along The Esplanade through appropriate design of buildings.

Commercial Development

Objective 2

To provide for an appropriate development profile within the town centre and along The Esplanade.

Strategy 2.1

Ensure that all buildings have active ground floor uses (preferably retail tenancies) in the main commercial streets to contribute to the street frontage/vibrancy.

Strategy 2.2

Encourage residential use on floors located above a commercial ground floor.

Strategy 2.3

Allow development to the property line along The Esplanade to encourage street level activity.

Strategy 2.4

Contain development of the central business area between Church Street and the Esplanade west of Myer Street.

Strategy 2.5

Encourage the location of service businesses and large floor space retail uses in the new Business 3 zone in the commercial area of Lakes Entrance west of Mechanics Street.

Settlement

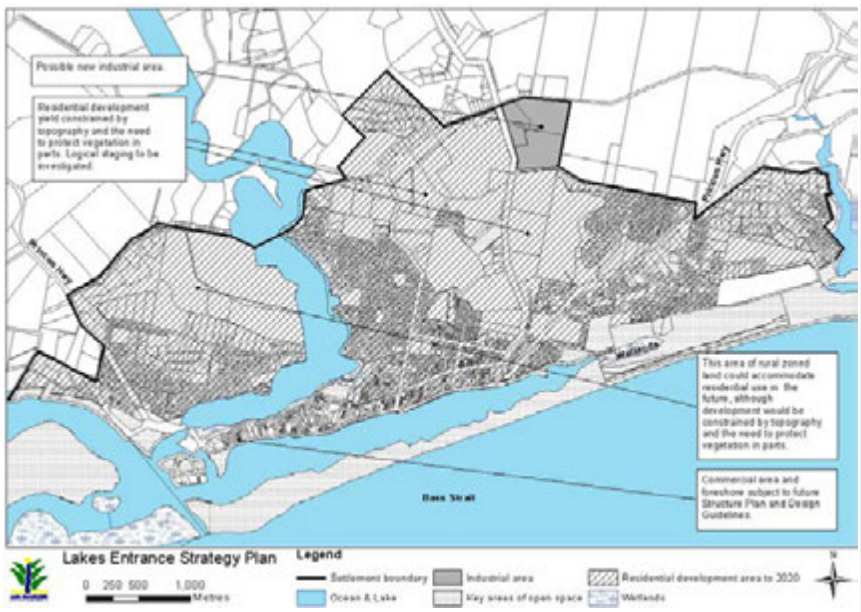
Objective 3

To manage urban growth to achieve coordinated expansion and quality residential development according to regional demands.

Strategy 3.1

Ensure that the development of Lakes Entrance occurs in accordance with the Lakes Entrance Strategy Plan and that development does not proceed outside the settlement boundary.

LAKES ENTRANCE STRATEGY PLAN



Strategy 3.2

Investigate and protect vegetated areas of significance, particularly in vulnerable undeveloped areas within the town boundary. This should be undertaken prior to, or as part of the approval of a subdivision.

Strategy 3.3

Ensure that a development plan is provided as a prerequisite before any development occurs in the large rural holding north of Kalimna adjoining North Arm.

Strategy 3.4

Provide additional industrial land in Lakes Entrance, on land identified as being suitable in the Industrial Land Study.

Strategy 3.5

Support the development of the land north of Lakes Entrance for rural living purposes in line with the policy provisions contained in the Colquhoun Development Policy at Clause 22.15.

Strategy 3.6

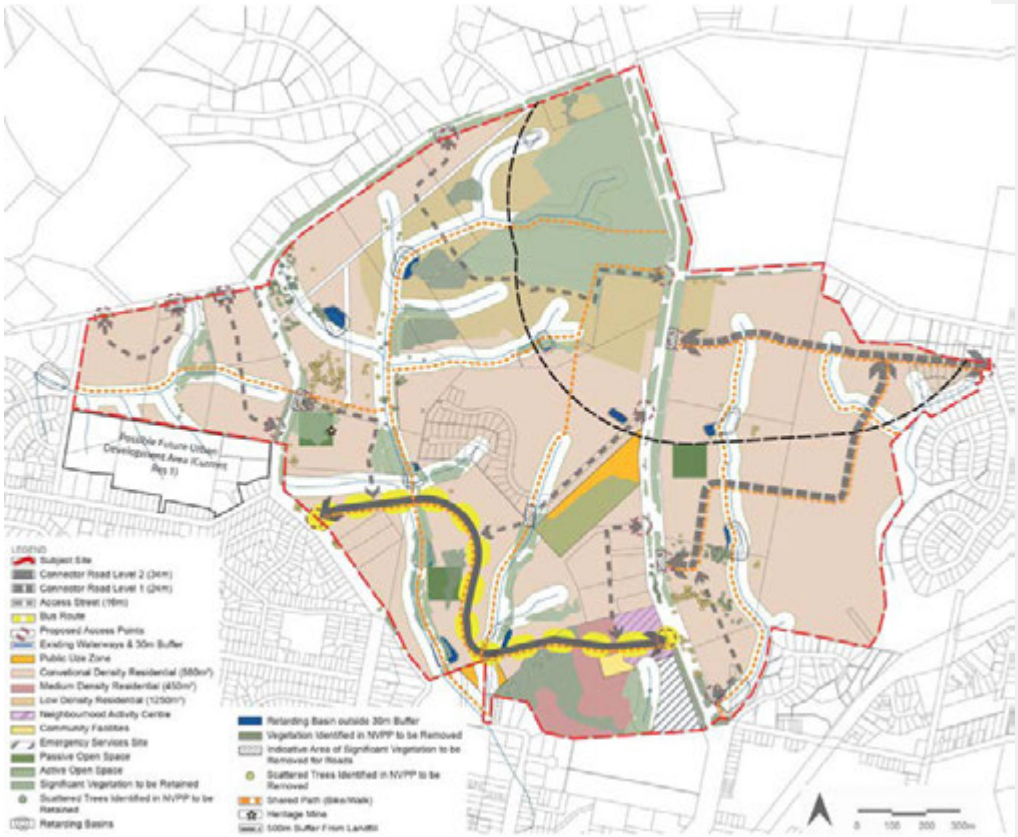
Prepare a Development Plan for the landholdings within the Lakes Entrance Northern Growth Area which is generally in accordance with outcomes sought by:

- *Lakes Entrance Northern Growth Area Outline Development Plan (October 2013)*
- *Lakes Entrance Northern Growth Area Native Vegetation Precinct Plan(October, 2013);*
- *Lakes Entrance Northern Growth Area Social Impact Assessment (August, 2012).*

Strategy 3.7

Ensure that urban infrastructure, open space and community facilities required for development of the Lakes Entrance Northern Growth Area is funded and delivered in accordance with the *Lakes Entrance Northern Growth Area Development Contributions Plan (August, 2012)* when subdividing any land included in the Outline Development Plan.

OUTLINE DEVELOPMENT PLAN



Urban Design

Objective 4

To improve pedestrian circulation and safety.

Strategy 4.1

Improve the town entry via the creation of a new gateway landscape, which will encourage visitors to safely stop and view the Entrance and surrounding lakes and towns.

Strategy 4.2

Improve connections between the town centre and Kalimna residential area and within the Kalimna area itself.

Strategy 4.3

Improve pedestrian connections across Princes Highway/The Esplanade between the commercial edge and foreshore in particular adjacent to the Tourist Precinct and the Civic/Village Precinct.

Strategy 4.4

Improve pedestrian access and way finding throughout the retail centre, particularly to the rear of The Esplanade in the vicinity of Church Street, and along the foreshore.

Strategy 4.5

Develop the connections between Lakes Entrance tourist precinct and Bullock Island.

Tourism

Objective 5

To promote recreational and tourism-focused uses within the town.

Strategy 5.1

Focus recreational and tourism uses within the Tourist Precinct and along the foreshore, in particular opposite the Tourist Precinct and the Civic/Village Precinct

Strategy 5.2

Consider the use and development of the large rural holding north of Kalimna, adjoining North Arm, either for a resort-style development or an integrated residential development with recreational/tourist components.

Bullock Island

Objective 6

To redevelop Bullock Island to provide recreation and tourist facilities.

Strategy 6.1

Locate recreational and tourist opportunities in the western portion of Bullock Island.

Strategy 6.2

Encourage integration of Bullock Island into the town's recreation/tourism attractions, in particular those located within the Tourist Precinct, by providing improved connections between the two nodes.

Strategy 6.3

Integrate Bullock Island into the town's recreation/tourism attractions, in particular those located within the Tourist Precinct, by providing improved connections between the two nodes.

Implementation

The strategies in relation to Lakes Entrance will be implemented through the planning scheme by:

Further Strategic Work - Lakes Entrance

- If required, prepare a Schedule to the Bushfire Management Overlay where the Bushfire Management Overlay applies to land within the *Lakes Entrance Northern Growth Area Outline Development Plan (October 2013)*

Reference Document

- *Lakes Entrance Northern Growth Area Social Impact Assessment (August, 2012);*
- *Northern Growth Area Lakes Entrance Development Concept Plan Hydrology, Water Technology October 2013)*

- *Lakes Entrance Northern Growth Area Outline Development Plan (October 2013)*
- *Coastal Towns Design Framework*
- Lakes Entrance Urban Design Framework

Application of zones and overlays

Applying the Design and Development Overlay to residential land to ensure new development is in keeping with the existing character of Lakes Entrance.

Applying the Development Contributions Plan Overlay to land in the Lakes Entrance Northern Growth Area to recoup infrastructure cost contributions.

Applying the Development Plan Overlay to land in the Lakes Entrance Northern Growth Area to ensure that the area is developed in a well co-ordinated manner.

Applying the Vegetation Protection Overlay to roadsides in Lakes Entrance that have significant vegetation but that have not been incorporated in the Native Vegetation Precinct Plan.

Applying the Environmental Audit Overlay as a buffer around the Lakes Entrance Landfill.

Applying the Bushfire Management Overlay mapping and associated Schedule as required to land contained with the Lakes Entrance Northern Growth Area".

Lakes Tyers Beach

Vision

Lake Tyers Beach will develop as an attractive coastal community with high environmental values. The township will provide for permanent residents linked to the services available in Lakes Entrance, but also retain its attraction for holiday makers.

The recreation focus of the township will remain on the lake and beach edge with improved public facilities, better signage, effective stormwater management and enhanced car parking and pedestrian circulation.

New development to the north of the township will be high quality, incorporate measures to ensure water quality protection of Lake Tyers and reflect the lake edge/seaside character. A neighbourhood service area in this locality will provide for residents daily needs.

A safe network of pedestrian trails will be available throughout the township and around the foreshore perimeter.

Development will ensure the protection and conservation of the highly valued natural resources of this area. Comprehensive revegetation of new development areas will be undertaken to provide public pathways and wildlife corridors.

Objectives

- To provide for additional residential development and accommodate population growth in a coordinated and environmentally sustainable manner.
- To improve the water quality of Lake Tyers.
- To expand opportunities for pedestrian movement and improve safety.
- To protect and enhance the natural resource values of the town.

Strategies

- Ensure that the development of Lake Tyers Beach occurs generally in accordance with the Lake Tyers Strategy Plan.
- Ensure that new development is of a high standard, complementary in character to the existing town and environmentally sustainable through comprehensive design, siting and development requirements.
- Introduce stormwater management measures in existing and new development areas to control sedimentation and nutrient inflow to Lake Tyers.
- Ensure all new development is connected to reticulated sewerage and makes provision for on-site stormwater management.
- Improve access to the northern boat ramp with reduced impact on residential areas.
- Incorporate expanded foreshore vegetation buffers and revegetation corridors in new development areas.
- Encourage consolidation within existing boundaries through infill development, prior to allowing further expansion of the town.
- Consider future tourist developments in residential zones, where appropriate. Residential zones could also cater for local retail needs, for example, a neighbourhood convenience goods store and/or take away food store, subject to demand and the need for re-zoning.
- Discourage further ribbon development along Lake Tyers Beach Road and other access roads to the Lake.

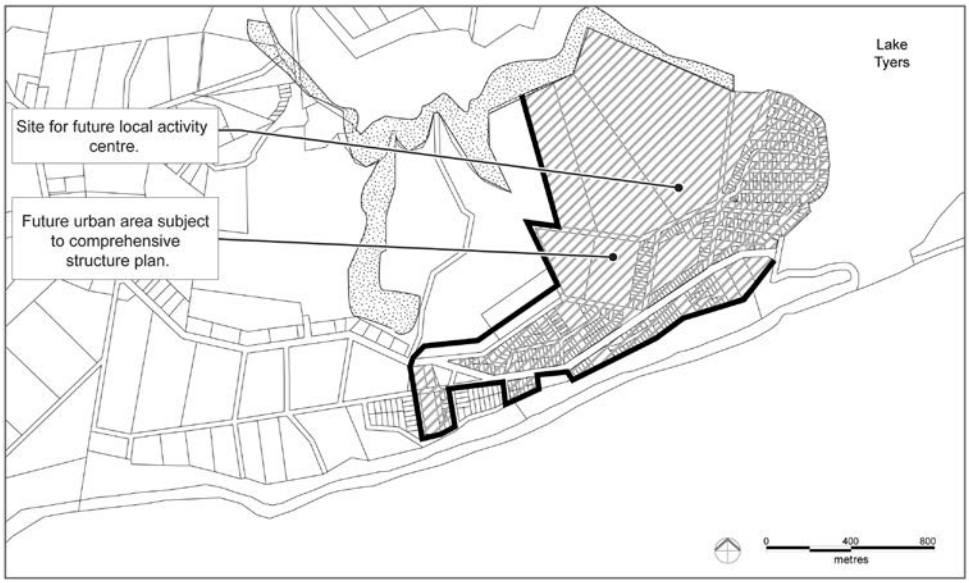
Further Strategic Work – Lakes Tyers Beach

- Investigate the potential for Farming Zone land to the north-west of the town to be rezoned to allow future residential use incorporating extensive areas of public open space.
- Review the Master Plan in the Lake Tyers Beach Urban Design Framework.

Reference Documents

- Coastal Towns Design Framework
- Lake Tyers Urban Design Framework.

LAKE TYERS BEACH STRATEGY PLAN



Lake Tyers Aboriginal Trust

Lake Tyers Aboriginal Trust occupies a peninsula in Lake Tyers and is managed on a co-operative basis by the Aboriginal community.

Major issues include the need to improve housing standards and the living environment for the community. There are opportunities to extend reticulated urban services to the community and improve the range of support services.

The settlement has features of great historic interest, including the church, and the potential to become a major focus for indigenous cultural tourism, linked to the development of the Bataluk Cultural Trail and other initiatives.

Council will support the existing roles and functions that the Lakes Tyers Aboriginal Trust settlement fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
LAKE TYERS ABORIGINAL TRUST	Residential community Cultural & recreational facilities Historical significance	Opportunities for cultural and nature-based tourism

To achieve this, Council has prepared a Special Use zone for the Lake Tyers Aboriginal Trust land.

Nowa Nowa

Nowa Nowa has a population of approximately 200 and is a timber town and highway service centre, with a growing focus on art and craft. It is located on the Princes Highway between Lakes Entrance and Orbost.

Vic Roads is in the process of upgrading the route between Bairnsdale and Nowa Nowa via Bruthen for a heavy vehicle alternative to the Princes Highway. This will involve significant changes to the intersection between the Highway and the Buchan road in central Nowa Nowa.

Council will support the existing roles and functions that Nowa Nowa fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
NOWA NOWA Population 1996 and 2011 (forecast) (172 -200)	Local retail & highway service centre Significant timber industry location Residential community Community, and education facilities and services Sporting and recreation facilities Significant location for arts/ crafts NRE office	Encourage value-adding in timber industry Encourage streetscape improvements in township Encourage role in arts-related and nature-based tourism Encourage development and sign-posting of walking trails

To achieve this, Council will apply the following policies and strategies:

- Nowa Nowa has been zoned Township, to retain flexibility in the distribution of uses. However, retail and commercial activities will be encouraged to locate on the Princes Highway and the Nowa Nowa-Bruthen Road, unless specific needs make another site more appropriate.
- Encourage value-adding in timber industry, on or adjacent to sites occupied by existing timber enterprises.
- Encourage development of tourist facilities, subject to appropriate servicing being provided by the developer.
- Encourage development and signage of a network of walking tracks linking the township with natural and heritage attractions nearby.
- Encourage streetscape improvements along the Princes Highway in the town.

Marlo

Vision

Marlo will develop as a village with excellent facilities and a lively community hub, while retaining its character as a seaside holiday town looking out towards the river and ocean.

Marlo's development will be contained to south of Healy's Road and the town will look to Orbost for higher order services.

Residential streets will be lined with trees and established gardens that reflect the coastal character of the town.

Facilities and shops will be easily reached by walking or cycling and opportunities for high quality holiday accommodation will have been maximised in a way that is sensitive to the environment, and brings benefits to the permanent residential community.

Objectives

- To create an attractive town centre.
- To improve pedestrian circulation and safety.
- To enhance the town character.
- To maintain the existing scale of residential development.

Strategies

- Ensure that the development of Marlo occurs generally in accordance with the Marlo Strategy Plan.
- Contain low density residential to those areas proposed for that purpose on the Strategy Plan.
- Encourage new commercial uses to locate on Argyle Parade to consolidate commercial enterprise.
- Increase visual connections to the Snowy River and Bass Strait.
- Provide natural environment and cultural heritage interpretation opportunities.
- Establish connections to the foreshore south of Marine Parade.
- Ensure the retention of significant trees in new development areas and require street tree planting schemes as part of subdivision development approvals.
- Protect the scale and character of the residential areas in the 'old town' area.
- Ensure that the scale and character of development in Marine Parade is consistent with the prevailing development form and height.

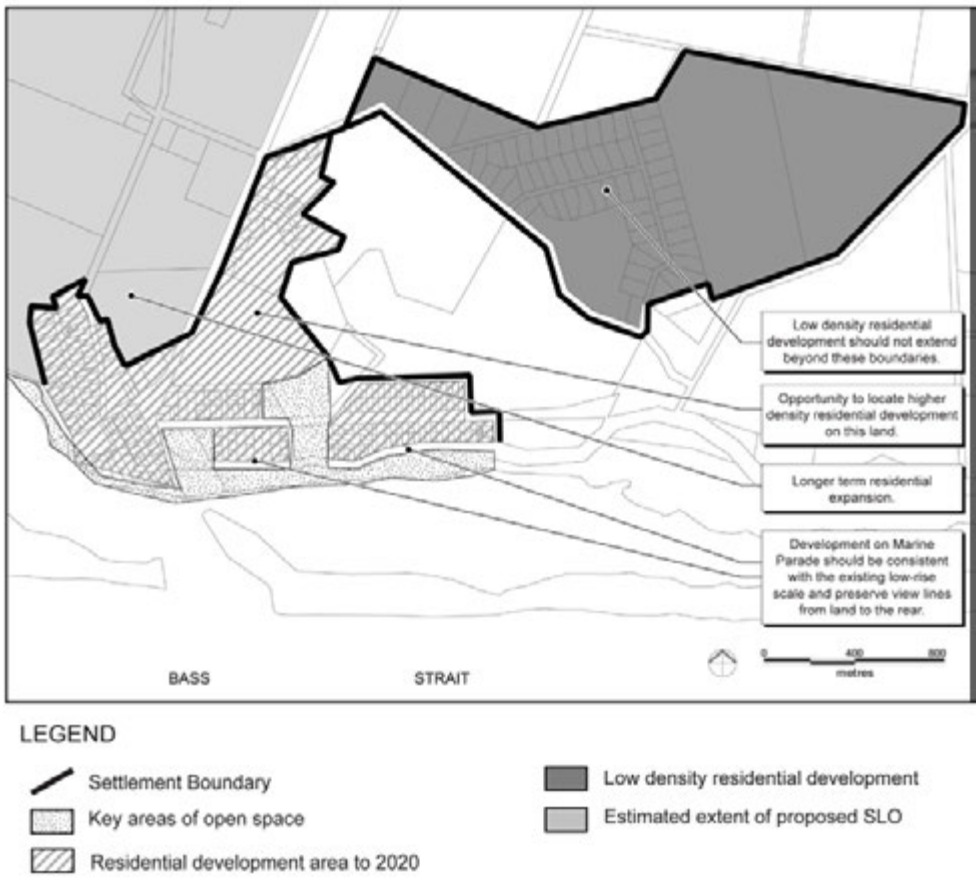
Further Strategic Work – Marlo

- Investigate the potential for Farming Zone land to the east of Marlo Road and north of Ward Street to allow for future residential use at slightly higher than existing densities in order to contain the development of the town.
- Consider Farming Zone areas to the west of Marlo Road for residential development only when subdivision and development of the existing town and short term expansion areas warrants further land supply.
- Review the Master Plan in the Marlo Urban Design Framework.

Reference Documents

- Coastal Towns Design Framework
- Marlo Urban Design Framework.

MARLO STRATEGY PLAN



Bemm River

Vision

Bemm River will retain its character as a remote fishing hamlet, bordered by public Parks and with excellent access to Sydenham Inlet.

It will have a range of recreational boating facilities and provide picnic areas and facilities for holidaymakers.

Buildings will improve in quality over time, while still reflecting the 'fishing village' character of the hamlet.

The heart of the settlement, the foreshore, will be easily accessed on foot and will be enhanced as a community hub.

Objectives

- To protect the well-vegetated coastal hamlet character of Bemm River.
- To ensure that fire protection is a key consideration in any further development.

- To improve pedestrian access, circulation and safety.
- To improve the foreshore area and water access to both the coast and river.

Strategies

- Ensure that the development of Bemm River occurs generally in accordance with the Bemm River Strategy Plan.
- Assess the suitability of land to the north of Kathleen Drive for limited residential development incorporating appropriate on-site waste disposal arrangements.
- Facilitate opportunities for improved pedestrian access to both the coast and river.

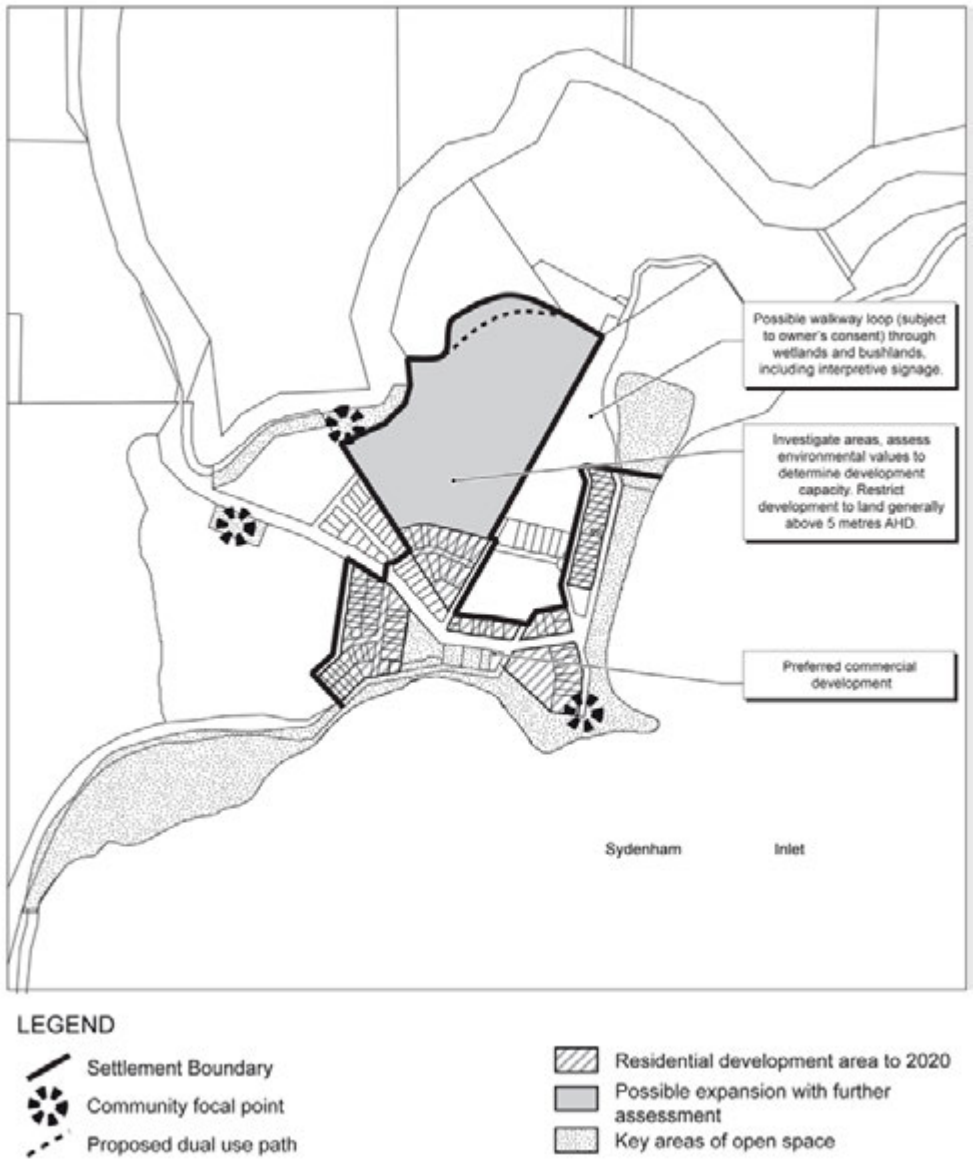
Further Strategic Work – Bemm River

- Review the Master Plan in the Bemm River Urban Design Framework.

Reference Documents

- Coastal Towns Design Framework
- Bemm River Urban Design Framework.

BEMM RIVER STRATEGY PLAN



Tamboon

The small settlements of Tamboon and Tamboon South are low-key holiday and fishing retreats adjacent to Tamboon Inlet. There are also a few dwellings at Furnells Landing on the Cann River. Tamboon South is surrounded by Croajingolong National Park and has no road access.

Council will recognise the existing roles and functions that Tamboon and Tamboon South fulfil.

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
TAMBOON, TAMBOON SOUTH	Small holiday residential communities, limited access	

The following policies and strategies will apply:

- These settlements have been zoned Farming or Rural Conservation in the Planning Scheme, to indicate that there is to be no intensification of development. New dwellings within the settlements will be approved only if lots are capable of retaining all wastes on site and development of more than one dwelling per lot will be strongly discouraged.
- No extension of settlements will be approved.

Mallacoota

Vision

Mallacoota will remain a peaceful town connected to the surrounding natural environment, including the Inlet and National Parks.

It will have a lively, walkable commercial centre, linking activity to the foreshore and wharf area. There will be sufficient community facilities for resident and visitor needs and pedestrian and bicycle links will enhance access throughout the town.

Building design, materials and appropriate planting will reflect the coastal character of the town's setting. Mallacoota's setting within a wilderness area will be recognised and the town's environmental tourism role will further develop in a sustainable manner.

Coastal related industries will be encouraged to support the town's economy.

Objectives

- To enhance Mallacoota's role and character within a wilderness setting.
- To create a cohesive and active town centre.
- To improve pedestrian circulation and safety.
- To improve the design and siting of buildings.
- To protect and reinforce Mallacoota's aboriginal cultural heritage.

Strategies

- Ensure that the development of Mallacoota occurs generally in accordance with the Mallacoota Strategy Plan.
- Increase visual connections to Mallacoota Inlet.
- Provide natural environment and cultural heritage interpretation opportunities.
- Enhance the town entry to incorporate an emphasis on environmental tourism.
- Reinforce / establish activity nodes such as those outlined in the Foreshore Management Plan (Wharf, Karbeethong, Bastion Point etc).
- Encourage indigenous vegetation plantings in association with public and private development.
- Contain Mallacoota's development within existing zoned boundaries.
- Encourage infill development of vacant sites along Maurice Avenue and Allan Drive, while retaining links to the public open space precinct.

- Preserve and enhance the village atmosphere of the town centre.
- Encourage development of high quality tourist accommodation.
- Consider the Mixed Use zoned area in Bastion Point Road (which contains several depots/storage areas) for a wider range of uses, subject to their impact on residential uses.

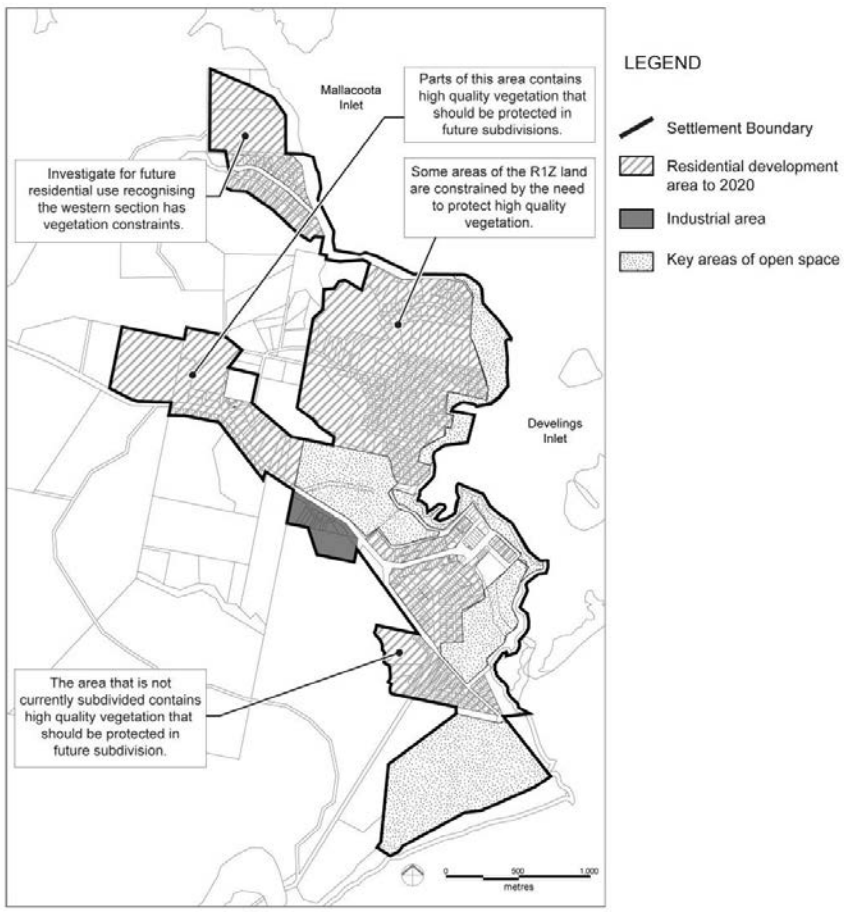
Further Strategic Work - Mallacoota

- In the longer term, investigate the potential of the Farming Zone area north of Karbeethong for longer term development subject to environmental evaluation.
- Review the Master Plan in the Mallacoota Urban Design Framework.

Reference Documents

- Coastal Towns Design Framework
- Mallacoota Urban Design Framework.

MALLACOOTA STRATEGY PLAN



Gipsy Point

Vision

Gipsy Point will remain a small bushland retreat with a residential community as well as some visitor accommodation.

The settlement will continue to be in harmony with the attractive natural setting of the Croajingolong National Park and the tranquil waters of the Genoa River.

It will provide opportunities for both residents and visitors to enjoy the river and foreshore and appropriate facilities are to be provided.

Little growth is anticipated, however any new development will respect the bushland setting of the area.

Objectives

- To improve the foreshore area and focal point of Gipsy Point.
- To improve pedestrian circulation and safety.
- To ensure sound environmental management.

Strategies

- Ensure that the development of Gipsy Point occurs generally in accordance with the Gipsy Point Strategy Plan.
- Rationalise the car park and improve access, while reducing the opportunity for pedestrian / vehicle conflicts.
- Ensure that all new development or redevelopment incorporates satisfactory on-site waste disposal and water sensitive urban design techniques for storm water management.
- Ensure that new development or redevelopment provides for the retention of existing native vegetation and incorporates replanting programs as appropriate.

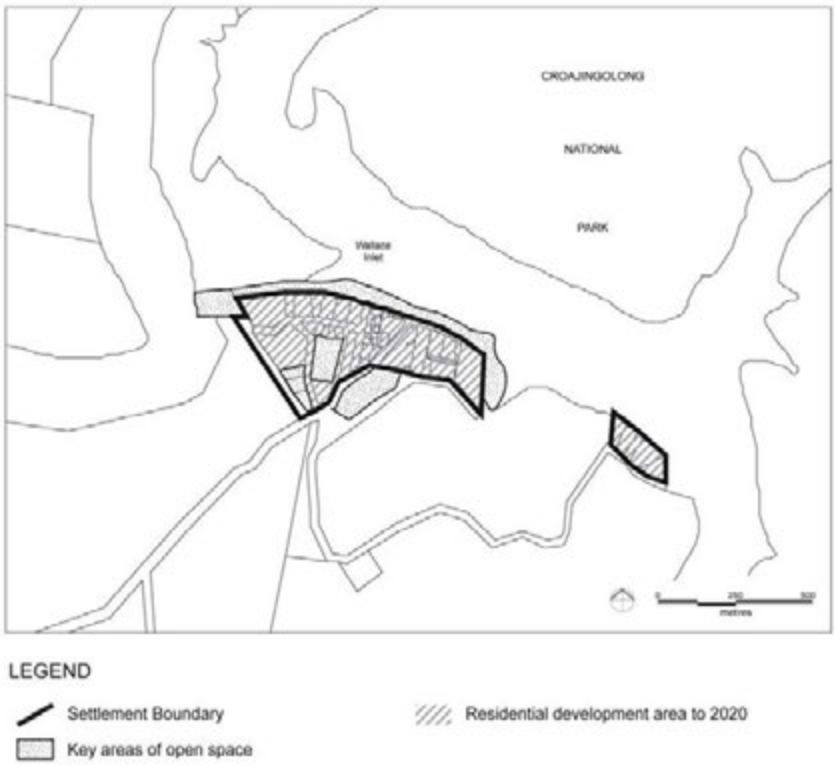
Further Strategic Work – Gipsy Point

- Review the Master Plan in the Gipsy Point Urban Design Framework.

Reference Documents

- Coastal Towns Design Framework
- Gipsy Point Urban Design Framework.

GIPSY POINT STRATEGY PLAN



Genoa

Genoa is a small service centre on the Princes Highway, and serves as the eastern gateway to East Gippsland Shire.

Council will support the existing roles and functions that Genoa and Gipsy Point fulfil and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
GENOA	Highway service centre and local retail Focus for rural community Community, recreation & sporting facilities	Develop potential as Eastern 'Gateway' to East Gippsland

To achieve this, Council will apply the following policies and strategies:

- Genoa has been zoned Township zone, to provide a range of opportunities for appropriate new enterprises.
- Development of an Eastern Gateway information centre at Genoa will be encouraged.
- In the rural area, retention of large lot sizes will be encouraged, but opportunities exist for appropriate small scale tourist or commercial uses in association with rural activities.

21.12-3 Agricultural Hinterland

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The Agricultural Hinterland sub-region is described in Clause 21.02-3.

Opportunities for the Agricultural Hinterland sub-region include:

- high value of agriculture land
- vegetable growing
- dairy farming
- timber industry
- tourism.

Constraints include:

- flooding problems
- high unemployment
- long distance from main markets
- declining population in some localities
- decreasing industrial base such as timber industry
- need to reduce fire risk
- insufficient power supply (East of Orbost)
- demand for rural residential development outside zoned areas.

Strategies for the Agricultural Hinterland sub-region are:

- protecting high quality agricultural land
- protecting water quality and quantity, particularly in water catchments used for domestic supply
- preparing or upgrading flood and fire management strategies
- providing opportunities to add value to both agricultural land and produce and timber products
- in the longer term, extending land capability studies in order to identify areas where demand for rural residential style living can be met in a way that supports the local economy and community, but reduces impacts on the environment and minimises fragmentation of agricultural and pastoral land
- providing assistance to regional towns to maintain their sustainability.

Rural localities in Bairnsdale district

The small rural settlements/localities of Fernbank, Clifton Creek, Woodglen, Flaggy Creek and Bullumwaal each contain community or recreational facilities and provide a focus for community activities.

Fernbank, an old Crown township, requires restructuring to reduce the potential development density.

The Council will support the existing roles and functions that these places fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
FERNBANK	Former railway towns Sporting facilities Focus for rural community.	

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
BENGWORDEN	Focus for rural community Recreation & sporting facilities	Potential location for major sporting facility Potential for agricultural intensification.
CLIFTON CK, WOODGLEN	Primary education centres for districts Focus for rural communities Recreation & sporting facilities	Encourage small scale tourist developments in rural areas.
FLAGGY CREEK	Focus for rural community Recreation & sporting facilities	
BULLUMWAAL	Focus for rural community Recreation & sporting facilities	

Fernbank has been zoned Low Density Residential and included under a Restructure overlay.

Bullumwaal has been zoned Low Density Residential to reflect the current pattern of development and ensure that lots are not subdivided below a size which is environmentally capable of sustaining development.

Lindenow & district

Lindenow is a rural township located west of Bairnsdale, with an urban population of around 300 and a district population of approximately 3000.

The Lindenow district covers some of the most productive agricultural land in East Gippsland and sustains a very diverse agricultural industry. Lindenow is recognised for producing top quality vegetables for the local and national market as well as high grade fine wool and dairy products.

Council will support the existing roles and functions that Lindenow fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
LINDENOW/LINDENOW SOUTH Population 1996 and 2011 (forecast) (236-275)	Local retail centre Centre of vegetable industry in East Gippsland Important dairying area Significant residential community Range of community & education facilities and services Range of sporting and recreation facilities Service industry to meet local needs	Appropriate location for vegetable processing industry and/or dairy products.

To achieve this, Council will apply the following policies and strategies:

- High value agricultural land will be protected from inappropriate development. The Mitchell River flats are zoned Farming, with a small minimum lot size for subdivision, in order to facilitate restructuring of holdings for agricultural purposes. Development of dwellings will generally require

a permit, to minimise the impact of non-agricultural uses on valuable land and the operations being carried out on it.

- The floodplain of the Mitchell is covered by a Land Subject to Inundation overlay and an Environmental Significance overlay recognising its value as high quality agricultural land.
- Consolidation of the town of Lindenow within existing boundaries will be encouraged, using infill development. The current vacant sites should accommodate the anticipated population growth for the next 15 years.

Bruthen

Bruthen township provides a basic level of services and facilities and is ideally located for rural-residential living, being approximately 25 kilometres north-east of Bairnsdale and 30 kilometres north west of Lakes Entrance. The population of the Bruthen district is around 600 people.

The housing supply in the district has been increasing at approximately 10 dwellings per year during the 1990s.

Bruthen was formerly the administrative centre of the Tambo Shire and a significant centre for the timber industry. In the past ten years it has become a dormitory settlement for Bairnsdale, as well as a focus for community services and recreation facilities for the district. The highway service centre role of the town is likely to increase significantly with the construction of the heavy vehicle alternative to the Princes Highway.

Mossiface and Sarsfield are small settlements near Bruthen, which contain a range of facilities and points of interest, including the historic Mossiface Hop kilns.

Council will support the existing roles and functions that Bruthen fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
BRUTHEN including Mossiface, Sarsfield Population 1996 and 2011 (forecast) (601-875)	Local commercial centre Significant residential community, increasing rural residential development Range of community facilities and services Range of sporting and recreation facilities	Increasing tourism role, particularly crafts & small-scale tourist accommodation Highway service role becoming more significant since Great Alpine Road completed and heavy vehicle alternative to Princes Highway being developed.

To achieve this, Council will apply the following strategies and policies:

- The built-up area of Bruthen has been zoned Township, to retain flexibility in distribution of non-residential uses. However, retail and commercial activities will be encouraged to locate on the Princes Highway or the Great Alpine Road (former Omeo Highway), unless they have specific needs which make another site more appropriate.
- Land adjoining the township has been zoned Rural Living to provide opportunities for 'rural residential' style development.
- Bruthen is a priority for provision of a sewerage system, since the lack of this infrastructure is constraining its potential and leading to adverse impacts on water quality in the Tambo River.
- The Tambo River frontages and linkages between the river and the township will be improved as resources permit.
- Bruthen and its surrounds are of high cultural landscape significance - the area is currently being assessed by the National Trust of Australia (Victoria) and these values will be taken into account in planning. There are also a number of buildings and places of potential heritage significance in and around Bruthen.

Tambo Upper

Tambo Upper is a small rural locality between Swan Reach and Bruthen, with a primary school and popular riverside fishing spots.

Council will support the existing roles and functions that Tambo Upper fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
TAMBO UPPER	Primary education centre for district Focus for rural community	Encourage small scale tourist developments in rural areas.

Buchan, W-Tree

Buchan is a small town located approximately 30 kilometres north of Nowa Nowa. Its economy depends on timber mills, the tourist industry, limestone quarrying and pastoral activities.

Buchan is strategically located for access to the Snowy River National Park and the alpine areas of both Victoria and New South Wales. Buchan Caves near the town is a popular tourist destination and is attracting a growing backpacker market.

The limestone, or 'marble' quarries near Buchan, which have supplied the stone for many Melbourne landmarks, could be reopened to generate new employment and play a role in tourist development.

Council will support the existing roles and functions that Buchan fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
BUCHAN Population 1996 (district) and 2011 (forecast) (400)	Local retail centre Significant location for tourism, especially related to Buchan Caves & other 'adventure' activities Significant timber industry location and centre for mining & quarrying Significant residential community Range of community, education & recreation facilities and services Shire outreach centre NRE/Parks Victoria office	Enhance tourism role in keeping with character of township & district Enhance role as base for nature-based tourism Encourage value-adding in timber industry

To achieve this, Council will apply the following policies and strategies:

- The potential for retreat-style and nature-based tourism in the areas surrounding Buchan will be recognised, together with opportunities for complementary commercial development within the existing town boundaries.
- Nature-based and adventure tourism will be encouraged, combined with increased information highlighting the natural attributes of the area.
- The visual amenity of the town will be preserved and upgraded.
- Scenic roads and areas of high landscape significance will be protected.

- Areas at W-Tree and Gelantipy were formerly zoned 'Rural C' under the Tambo Planning to facilitate the development of co-operatives. No similar zone exists in the Victoria Planning Provisions, so these areas have been zoned Farming. However, subdivision of these properties will only be permitted if an appropriate standard of road access and other services - including retention of treated sewage on-site - can be provided to all new lots to be created.

Orbost

Orbost is a large rural service centre, with a population of 2,150, located on the Snowy River. It provides a service, retail and administrative function for the surrounding rural area.

In the last 15 years, population numbers in Orbost have declined, reflecting a downturn in the timber industry and the effects of public sector restructuring. Nevertheless, approximately 20 new dwellings per year were approved for Orbost in the first half of the 1990s.

Given the importance of Orbost as a service town for the vast rural area in the east, stabilising the population size and revitalising the town centre is of strategic importance for the eastern area. Orbost's outlook is dependent on the future of value-adding to the agricultural and timber industries, and on tourism. Great potential exists to promote the Snowy River as a major tourism icon and develop Orbost's role ("the heart of Snowy River Country") as a centre for car touring and a gateway to the rivers and forests.

Council will support the existing roles and functions that Orbost fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
ORBOST/ NEWMERELLA Population 1996 and 2011 (forecast) (2,150)	Key 'district' centre for far East Gippsland Centre of timber industry in far East Gippsland Significant dairying & vegetable growing centre Wide range of retail & commercial facilities Shire business centre/ library Very wide range of health & community services, reflecting isolation of areas served Wide range of sporting & recreation facilities Appropriate location for offices of Commonwealth & State agencies represented in Shire Service industry to meet community needs	Promote Snowy River as a major tourist icon for East Gippsland Appropriate location for major natural resource processing industry Appropriate location for industries value-adding industries to primary produce of region Hub for nature based tourism - coast, rivers, forests

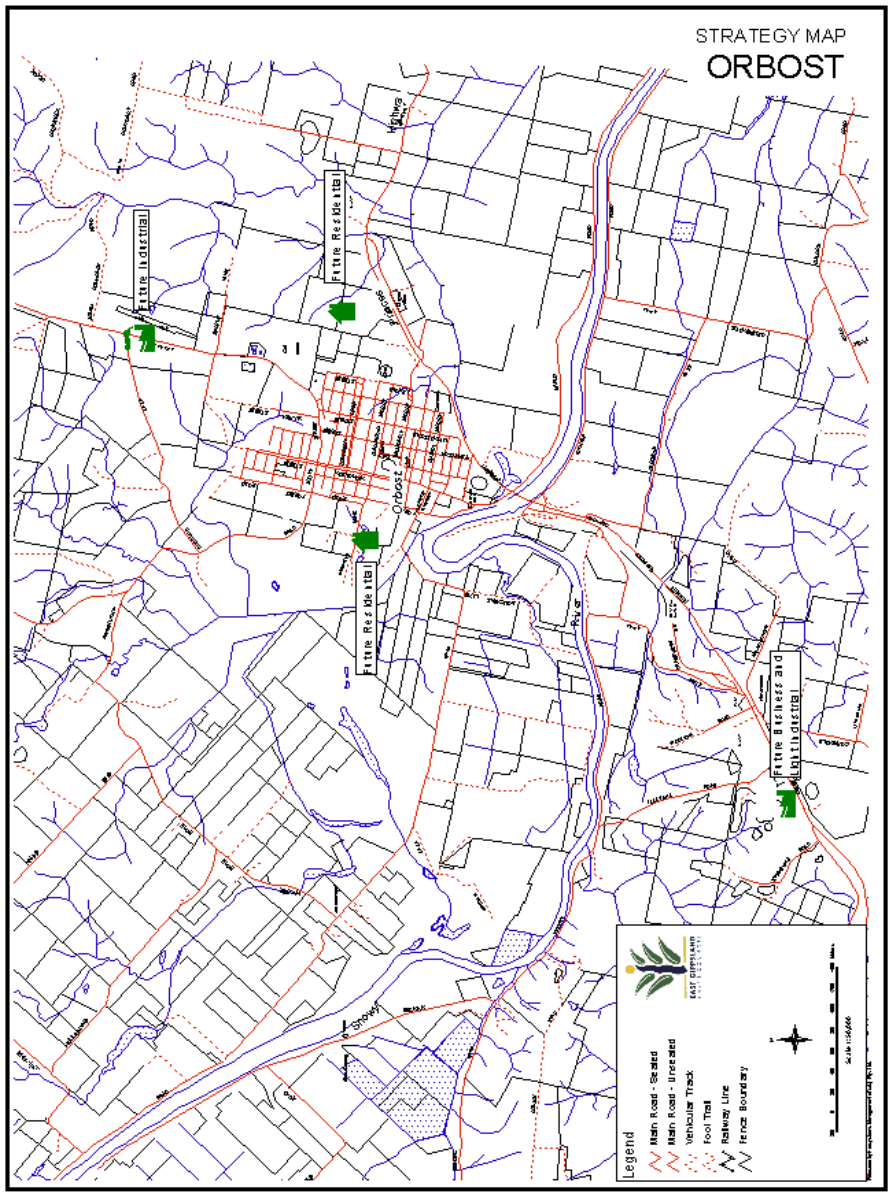
To achieve this, Council will apply the following strategies and policies:

- Consolidation of the town of Orbost within existing boundaries will be encouraged, using infill development, prior to allowing further expansion of the town. The current vacant sites should accommodate the anticipated population growth for the next 15 years.
- In the longer term, if the demand for housing increases – particularly through employment generated by value-adding in the timber industry or tourism – then residential growth can be achieved by expansion of the town's eastern boundary into the currently vacant land located east of Arnold Street (see Orbost Strategy map). However, development should not proceed on the land, until existing

infill opportunities are substantially taken up and reticulated sewerage and drainage services are able to be connected the land.

- Council will assist in identifying suitable sites for large scale industrial developments, such as timber processing. Smaller industrial activities will be accommodated on existing industrial zoned land, including the Rifle Range. Part of the area between Martin Street and Bonang Highway, previously zoned industrial, has been changed to Farming, since the slope and drainage are not suitable for industrial use.
- For the retail/commercial area, a broad range of commercial and community facilities and services will be encouraged in a pleasant, attractive environment that is compact and accessible for residents.

ORBOST STRATEGY MAP



Cabbage Tree Creek

Cabbage Tree Creek is a small settlement on the Princes Highway east of Orbost. It forms one end of the tourist loop from Orbost to Marlo to Cape Conran and back to the Princes Highway.

Council will support the existing roles and functions that Cabbage Tree Creek fulfils and encourage the development of new roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
CABBAGE TREE CREEK	Convenience retail for rural area Highway service centre	Potential highway tourist location

Cabbage Tree Creek has been zoned Township in the Scheme.

Club Terrace

Club Terrace, off the Princes Highway between Orbost and Cann River, was formerly a mill town, and is now a small residential community. There has recently been activity in establishment of hardwood plantations on private land in the vicinity of Club Terrace.

Council will support the existing roles and functions that Club Terrace fulfils as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
CLUB TERRACE	Residential locality	

Club Terrace has been zoned Township in the Scheme

Cann River

Cann River is a timber and highway service town located at the intersection of the Princes and Monaro (formerly Cann Valley) Highways, with a population of around 250.

Cann River provides for the convenience needs of the town's residents as well tourist and other highway users. The future development of the town will rely heavily on value adding in the timber industry, but there is also potential to develop its role as an access gateway to Croajingolong National Park.

The development potential of the township is limited by inadequate drainage and the absence of reticulated sewerage.

Council will support the existing roles and functions that Cann River fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
CANN RIVER Population 1996 (est.) and 2011 (forecast) (246-300)	Local retail & highway service centre Significant timber industry location Access point for National Parks Significant residential community Range of community &	Appropriate location for new value-adding timber processing industry. Enhance role as base for nature-based tourism. Potential for small-scale value-adding to dairy produce.

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
	recreation facilities and services Secondary & TAFE education opportunities NRE/Parks Victoria information centre/office	

To achieve this, Council will apply the following policies and strategies:

- Cann River has been zoned Township in the Planning Scheme to maintain flexibility in the distribution of land uses. However, retail/ commercial development will be encouraged to concentrate along the Princes and Monaro Highways, unless specific needs make another site more appropriate.
- Intensification of value-adding activities will be encouraged on the sawmill sites to the east of the town, in preference to the low-lying area near the river (formerly zoned Industrial). Land suitable for either residential or industrial expansion also exists to north of the town, on the eastern side of the Monaro Highway. Demand does not require this land to be given an urban zoning at this time.
- Streetscape improvements will be encouraged in the main township area, in conjunction with Vic Roads.

Noorinbee

Noorinbee is a small rural community north of Cann River, based around the primary school and the recreation reserve.

Council will support the existing roles and functions that Noorinbee fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
NOORINBEE	Primary education centre for district Focus for rural community Recreation & sporting facilities	Encourage small scale tourist developments in rural areas. Potential for small-scale value-adding to dairy produce

21.12-4 Highland

04/04/2013
C113

The Highland sub-region is described in Clause 21.02-3.

Opportunities include:

- high environmental values offering a range of tourism opportunities
- chance to capitalise additional tourist use of the Great Alpine Road and the Horsehair Plain airport
- good grazing lands
- good highway access to the region
- historically rich
- proximity to forests for timber industry
- valuable mineral deposits
- lifestyle.

Constraints include:

- isolation
- lack of infrastructure
- low employment base
- adverse impacts of low commodity prices for livestock, wool and minerals
- need to reduce fire risk
- steep terrain and soil characteristics can lead to erosion.

Strategies for the Highland sub-region:

- protecting the unique natural and cultural environment of the sub-region
- protecting water quality and quantity, particularly in water catchments used for domestic supply
- enhancing the tourism opportunities of the sub-region through nature-based tourism, its rich cultural heritage and proximity to the snow field
- exploring agricultural opportunities that may lead to improved economic viability
- in the longer term, identifying areas where demand for rural residential style living can be met in a way that supports the local economy and community, but reduces environmental impacts and minimises fragmentation of agricultural land.

Freehold rural land in this region is the subject of a (1999) study investigating land capability and environmental constraints, as well as identifying new land use options that could provide a sustainable future for the area and its communities. Amendments to the Planning Scheme may be necessary in future to reflect the outcomes of this study.

Glen Wills & Glen Valley

Glen Wills and Glen Valley are small rural localities to the north of Omeo. Glen Wills is a former mining town, which requires restructuring of small allotments to allow development for rural residential or holiday purposes.

Council will support the existing roles and functions that Glen Wills/Glen Valley fulfil as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
GLEN WILLS, GLEN VALLEY	Historic mining centre Residential locality Small scale 'retreat' style tourist facilities	Crown Township to be restructured for low-density development.

Omeo

Omeo is service town in the Highland sub-region, with a population of 250. It provides retail, administration, tourist services for a large rural area. The township has recently been sewered and had its water supply upgraded. Rates of subdivision and development have increased slightly in recent years.

Omeo is the only sub-alpine town in the Shire and, with the full sealing of the Great Alpine Road over Mt Hotham, is in a position to benefit significantly from increased tourism opportunities.

Traditionally, agriculture has been the main employment base of the district with high quality cattle and sheep being produced. During the gold rush era of the 1850s the area experienced a dramatic increase in activity that has left a colourful history, assisting in developing today's tourist industry.

Council will support the existing roles and functions that Omeo fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
OMEO Population 1996 and 2011 (forecast) (298)	Significant 'district' centre for north-west part of East Gippsland ('Omeo District') Centre for pastoral industry Range of retail & commercial facilities & Government offices Relatively wide range of health & community services, reflecting isolation of areas served Shire Business Centre Range of sporting & recreational facilities	Tourism, based on Great Alpine Rd, mining history, heritage character, and landscape and natural values of the area Art/craft centre Mining industry service centre

To achieve this, Council will apply the following strategies and policies:

- Consolidation of the town of Omeo within existing boundaries will be encouraged, using infill development, prior to allowing further expansion of the town.
- Planning will attempt to capitalise on Omeo's position as the "gateway" to the eastern Victorian Alps and the Great Alpine Road.
- Demands for development along the Great Alpine Road between Omeo and Dinner Plain will be managed to provide a range of attractive environments for tourism or permanent living, whilst preventing ribbon development and adverse effects on the environment or landscape of the area.
- Preservation and enhancement of the significant cultural heritage of the Omeo and its environs will be encouraged through identification and documentation of heritage places and application of appropriate planning controls.
- Opportunities will be sought to improve linkages between the town and Livingstone Creek.
- Land use and development in the catchments of Lake Hume and Lake Dartmouth will be managed to protect the quality of water flowing into these storages.

Benambra

Benambra is a small settlement north east of Omeo. It is a service centre for the area's main industries, grazing and mining.

Although the Benambra copper mine is not operational at present, it may open again if world terms of trade for copper improve.

Council will support the existing roles and functions that Benambra fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
BENAMBRA	Local retail centre Pastoral industry service role Residential community Range of community, education and recreation facilities	Could have enhanced tourism/ regional gateway role if road to Tom Groggin improved Mining industry service role Investigate potential for Lake Omeo to provide a water sports focus.

Cassilis Valley

The Cassilis Valley is approximately 30 square kilometres in size and located north-west of Swifts Creek. The area contains the remains of a number of former gold mining settlements, and one mine is still operating.

Recent subdivision within the area has increased pressure on the environment of the valley.

Council will support the existing roles and functions that the Cassilis Valley fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
CASSILIS	Historic mining centre Rural-residential locality Limited local retail/ tourism role	Some potential for small-scale tourist development Former Crown township to be restructured for low-density development Potential for more intensive agricultural/ horticultural enterprises in appropriate areas

The following policies and strategies will apply:

- Further investigation is required to determine the environmental/ land use capability of the Cassilis Valley, but the area will generally be planned for relatively low density rural development, including nature-based or rural-related tourism.
- The old Crown townships of Cassilis and Tongio West will be restructured to substantially reduce the potential development density.
- Rural land in the remainder of the valley will be planned to ensure that potential dwelling densities are substantially reduced from those that would exist if all Crown allotments were allowed to be developed.

Swifts Creek

Swifts Creek is a rural town on the Omeo Highway just south of the Divide. It is the location of a major timber mill (not operational in 1999) and of the district Secondary College.

The Swifts Creek district population is estimated at 360. The numbers in the township have declined slightly since 1981, but the surrounding rural population has increased.

Council will support the existing roles and functions that Swifts Creek fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
SWIFTS CREEK Population 1996 (est.) and 2011 (forecast) (250)	Local retail & commercial service centre Historic mining industry centre Significant timber industry location Centre for pastoral industry Range of retail & commercial facilities Range of community, sporting & recreational facilities	Tourism, based on Great Alpine Rd, mining history and opportunities for 'farm stay' and similar accommodation Potential for value-adding to timber resources

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
	Secondary & TAFE education opportunities for 'Omeo District' Department of Sustainability and Environment office	

To achieve this, Council will apply the following policies and strategies:

- Swifts Creek has been zoned Township in this Scheme, although the boundaries of the zone will require review when details of the areas affected by the June 1998 floods are available.
- Rural land will generally be planned to retain large parcels of land for pastoral uses, but a range of small-scale tourist enterprises may be permitted in appropriate locations.
- Reopening of the mill and development of further value-adding to timber products will be encouraged, subject to maintenance of appropriate buffer distances for air and noise emissions between the mill site and sensitive uses such as the schools and residences.

Ensay/Ensay South

Ensay and Ensay South are located south of Swifts Creek, providing services to the surrounding district and to travellers. There is also a concentration of community service facilities such as fire brigade and bush nursing centre.

Council will support the existing roles and functions which Ensay/Ensay South fulfil and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
ENSAY/ENSAY SOUTH	Local retail/service centre Residential community Community & emergency facilities and services Sporting and recreation facilities	Enhance tourism role, based on Great Alpine Rd and opportunities for 'farm stay' and similar accommodation.

21.12-5 Valleys & Forests

04/04/2013
C113

The Valleys & Forests sub-region is described in Clause 21.02-3.

Opportunities include:

- increased tourism in particular that related to natural areas
- development of plantations in appropriate locations
- lifestyle
- river fishing
- out door activities.

Constraints include:

- isolation and restricted access in some areas
- poor communications
- problems with maintaining a sustainable population.

Strategies for the Valleys & Forests sub-region include:

- ensuring a balanced approach to the protection of the natural environment and the utilisation of timber resources
- ensuring appropriate sites are available for nature-based tourism development to complement opportunities in the parks
- upgrading fire prevention and management strategies
- exploring agricultural opportunities that may lead to improved economic viability.

Gelantipy/Suggan Buggan/Wulgulmerang

Gelantipy, Suggan Buggan and Wulgulmerang are rural localities located north of Buchan. The area contains several large accommodation developments targeted at group or special interest tourism.

The road linking these communities with Jindabyne in New South Wales is growing in importance as a tourist route, particularly for back-packer tours, and provides access to the middle reaches of the Snowy River.

Council will support the existing roles and functions that the localities north of Buchan fulfil and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
GELANTIPY	Primary education centre for district Focus for rural communities Tourist accommodation and convenience retail facilities Recreation & sporting facilities	Encourage further nature-based tourist developments in rural areas.
SUGGAN BUGGAN	Focus for rural community Recreation & sporting facilities	Potential for tourist development if "Snowy River Road" upgraded.
WULGULMERANG (SELDOM SEEN)	Convenience retail for rural area and tourists	

To achieve this the 'Snowy River Road' and the Gelantipy-McKillops Bridge-Bonang Road will both be recognised as routes of major scenic, tourist and historic value. Improved maintenance and safety upgrades are required, but should be done sensitively, so as not to detract from the values of these routes or to impact adversely on the environment.

Goongerah

Goongerah is a small settlement on the Bonang Road north of Orbost, which is serves the surrounding rural community.

Council will support the existing roles and functions that Goongerah fulfils and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
GOONGERAH	Primary education centre for district Focus for rural community Recreation & sporting facilities	Encourage small scale tourist developments in rural areas.

Tubbut, Bonang and Bendoc & surrounds

Deddick, Tubbut, Bonang, Delegate River and Bendoc are isolated small communities in the far north-east of the Shire, reliant on the surrounding farming areas and, in the case of Bendoc, on significant timber industries.

Department of Sustainability and Environment/Parks Victoria offices are located at Bendoc and Tubbut. Large areas of State forest and National Park are readily accessed from this area.

Council will support the existing roles and functions that these settlements fulfil and encourage development of new and enhanced roles as follows:

Town/Locality	Support Existing Role(s)	Encourage New/ Enhanced Roles
TUBBUT	Primary education centre for district Focus for rural community Recreation & sporting facilities	Encourage small scale tourist developments in rural areas.
DEDDICK	Focus for rural community Recreation & sporting facilities Parks Victoria ranger station	
BONANG	Convenience retail for rural area Community & recreation facilities	Develop potential as a base for nature-based tourism Develop agricultural potential
DELEGATE RIVER	Commercial/ entertainment facility for district Tourist accommodation Residential and rural community	Develop nature-based tourism potential
BENDOC	Convenience retail Significant timber industry location Community & recreation facilities TAFE/ community education opportunities Department of Sustainability and Environment / Parks Vic office	Encourage value-adding in timber industry Develop potential as a base for nature-based tourism

To achieve this, Council will apply the following policies and strategies:

- To stabilise population, these localities will be encouraged to develop their potential for nature-based tourism.
- Encourage value-adding in timber industry, particularly at Bendoc.
- Plantation development will be encouraged on appropriate sites which are consistent with State policy and the Regional Vegetation Plan (when approved) where these do not impact adversely on the community or adjoining owners and where appropriate road and bridge infrastructure can be guaranteed.
- Potential for development of specialised pastoral or agricultural enterprises.

21.12-6 Old Crown townships (not listed above), including Bengworden, Hinnomunjie, Tongio Munjie, Waygara, Manorina, Tabbara

04/04/2013
C113

The following policies and strategies will apply:

- These settlements have been zoned Farming or Rural Conservation in the Planning Scheme, to indicate that they should continue to be used for broad area rural purposes.
- No residential or other urban development will be approved unless specific studies find the area to be suitable. Consolidation of lots may be required as a condition of any permits granted.

00/00/2015
C126

SCHEDULE TO CLAUSE 81.01

Name of document	Introduced by:
220 Baades Road Subdivision of Approved Development, June 1999	**NPS1**
Bullock Island - Lakes Entrance Concept Plan, November 2011	**C88**
Ellasville Road, Nicholson, Subdivision Process	**C1**
Extract from Lake Tyers Beach and Surrounding Strategy Plan (1991) being Plan 4 Residential Opportunities	**C32**
Extract from Lakes Entrance Strategy Plan (1987) Figure 4.3 Outline Development Plan	**C33**
Fernbank Restructure Plan	**NPS1**
Glen Wills Restructure Plan 1995 – Updated 2013	**C116**
Healeys Road Overall Development Plan	**C63**
Lakes Entrance Business District Interim Use and Development Control, Incorporated Document, December 2011	**C102**
Lakes Entrance Northern Growth Area Development Contributions Plan (February 2014 version 2.1)	**C112(Part 1)**
Lakes Entrance Northern Growth Area Native Vegetation Precinct Plan (October, 2013)	**C112(Part 1)**
Newlands Arm Estate Restructure Plan, Version 6 – 13/08/2013	**C116**
Newspaper Printing and Production Facility March 2011	**C71**
Patricia Baleen Gas Plant, June 2014	**C120**
Paynesville Maritime Precinct Master, Plan October 2009	**C126**
Resort Hotel/Motel and Convention Facility Development, May 1999	**NPS1**
Site Specific control – 26 Phillips Lane, Lucknow – May 2012	**C109**
Specific control for land at 1015 Bairnsdale-Dargo Road, Hillside (October 2010)	**C86**
Storth Ryes Boat Harbour and Marina Development, May 1999	**NPS1**
Storth Ryes Incorporated Plan, June 2000	**C2**
Storth Ryes Service Commercial Centre, May 1999	**NPS1**
Tambo Bluff Restructure Plan 2009	**C79**
Township of Sunnyside Restructure Plan	**NPS1**

Planning and Environment Act 1987

EAST GIPPSLAND PLANNING SCHEME PLANNING SCHEME

AMENDMENT C126

INSTRUCTION SHEET

The planning authority for this amendment is the East Gippsland Shire Council.

The East Gippsland Planning Scheme is amended as follows:

Planning Scheme Maps

The Planning Scheme Maps are amended by a total of 1 attached map sheet.

Zoning Maps

1. Amend Planning Scheme Map No 51 in the manner shown on the attached map marked "East Gippsland Planning Scheme, Amendment C126".

Planning Scheme Ordinance

The Planning Scheme Ordinance is amended as follows:

2. In Local Planning Policy Framework – replace Clause 21.09, 21.10 and 21.12 with a new Clause 21.09, 21.10 and 21.12 in the form of the attached document.

3. In Zones –Clause 37.01, insert a new Schedule 5, Schedule 6, Schedule 7, and Schedule 8 in the form of the attached document.

4. In Incorporated Documents – Clause 81.01, replace the Schedule with a new Schedule in the form of the attached document.

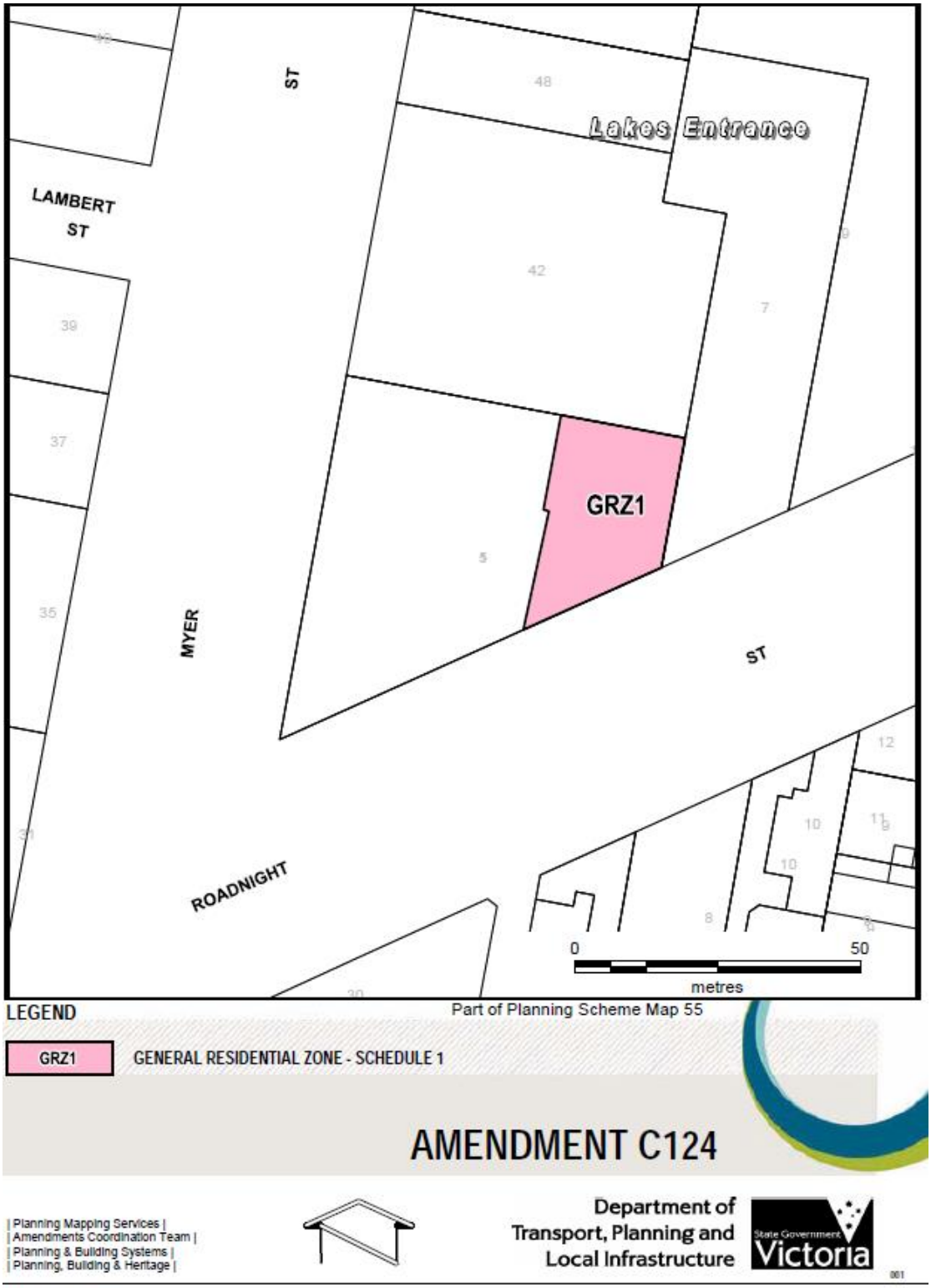
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APPENDIX

Item 5.2.4 – Adoption of East Gippsland Planning Scheme Amendment C127 – Bairnsdale Growth Strategy

(refer following pages)

Appendix 1: Proposed C124 Planning Scheme Amendment mapping.



Lodged	App No	Decision	Address	Description
28/07/2015	272/2015/P	Permit Approved	156 Healeys Road MARLO	Buildings and works (dwelling extension)
24/06/2015	3/2015/VIC	Permit Approved	209-213 Main Street BAIRNSDALE	Display of advertising signage
7/05/2015	159/2015/P	Permit Approved	23 Tarra Drive LAKES ENTRANCE	Removal of native vegetation
24/03/2015	105/2015/P	Permit Approved	1-9 Creighton Street KALIMNA	Subdivision of land into 2 lots
3/07/2015	247/2015/P	Permit Approved	6 Landfall Avenue NEWLANDS ARM	Buildings and works (dwelling)
19/03/2015	73/2014/P	Notice of Decision	27 Windermere Terrace PAYNESVILLE	Subdivision of land into 2 lots and development of land for a second dwelling
15/07/2015	255/2015/P	Permit Approved	20 Victoria Street BAIRNSDALE	Buildings & works (carport)
8/05/2015	165/2015/P	Permit Approved	70 Bosworth Road BAIRNSDALE	Works (placement of fill)
23/04/2015	142/2015/P	Permit Approved	33 Church Street LAKES ENTRANCE	Buildings and works (new building) ancillary to a Section 2 use and removal of vegetation
24/06/2015	231/2015/P	Permit Approved	325 Nungurner Road NUNGURNER	Buildings and works (outbuilding)
18/03/2014	80/2014/P	Permit Approved	26 Phillips Road LUCKNOW	Subdivision of land into two lots, use and development of land as a camping and caravan park, display of business identification signage and create access to a RDZ1
15/05/2015	181/2015/P	Permit Approved	15 Chandlers Road LAKE BUNGA	Buildings and works (shed)
5/06/2015	209/2015/P	Permit Approved	305A Lake Victoria Road NEWLANDS ARM	Development of a shed
7/05/2015	160/2015/P	Permit Approved	15 Kennedy Court BRUTHEN	Buildings and works (agricultural machinery shed)
8/05/2015	162/2015/P	Permit Approved	250 Great Alpine Road LUCKNOW	Use and development (accommodation and dwelling)
27/05/2015	202/2015/P	Permit Approved	25 Goold Street BAIRNSDALE	Development of a dwelling
29/05/2015	204/2015/P	Permit Approved	110 Ravdells Road WOODGLEN	Development of an outbuilding
15/06/2015	218/2015/P	Permit Approved	36B Broadlands Road METUNG	Development of dwelling
21/05/2015	186/2015/P	Permit Approved	Johnsonville Jetty Landing JOHNSONVILLE	Buildings and works (refurbishment and extension of jetty)
16/07/2010	417/2010/P	Permit Approved	18 Mitchell Street PAYNESVILLE	Subdivision of land into two lots
14/05/2015	173/2015/P	Permit Approved	86 Main Road PAYNESVILLE	Subdivision of land into two lots and creation of access to RDZ1
5/05/2015	153/2015/P	Permit Approved	14 The Terrace METUNG	Removal of vegetation
5/06/2015	210/2015/P	Permit Approved	125 Metung Road SWAN REACH	Buildings and Works (bridge)
4/05/2015	151/2015/P	Permit Approved	9-11 Pyke Street BAIRNSDALE	Building and work (extension and alteration)
26/05/2015	193/2015/P	Permit Approved	923 Paynesville Road EAGLE POINT	Development of a dwelling and shed
12/05/2015	168/2015/P	Permit Approved	1710 Cassilis Road OMEO	Subdivision of land into 2 lots
12/05/2015	166/2015/P	Permit Approved	85 Kleinitz Road NUNGURNER	Subdivision of land into 2 lots

Lodged	App No	Decision	Address	Description
15/04/2015	129/2015/P	Permit Approved	942 Tambo Upper Road TAMBO UPPER	Subdivision of land into 2 lots (restructure) use and development of a dwelling
7/04/2015	135/2015/P	Permit Approved	Adjacent to Foreshore MOSQUITO POINT	Buildings and works (jetty extension)
31/03/2015	115/2015/P	Permit Approved	630 Lake Victoria Road FORGE CREEK	Subdivision of land into two lots (Re-subdivision of existing lots)
13/04/2015	130/2015/P	Permit Approved	5 Leighton Bay Drive METUNG	Subdivision of land into 2 lots
16/02/2015	48/2015/P	Permit Approved	95 Boggy Creek Road CALULU	Use and development of Host Farm
24/03/2015	107/2015/P	Notice of Decision	154A Bullumwaal Road WY YUNG	Development of ten dwellings
20/05/2015	369/2014/P	Permit Approved	170 Deptford Road GRANITE ROCK	Use and development of telecommunication facility and removal of native vegetation

App No	Issued Date	Description	Suburb	Post Code	Value	Sub Total
1	12/06/2015	Construction of offices (5) Stage 1 - construction of frame in the factory	LINDENOW	3865	$38,812	$38,812
2	9/06/2015	Storage units x 2	BAIRNSDALE	3875	$109,200	
3	23/06/2015	Construct dwelling	BAIRNSDALE	3875	$205,757	
4	23/06/2015	Construct dwelling and garage	BAIRNSDALE	3875	$318,905	
5	30/06/2015	Dwelling	BAIRNSDALE	3875	$286,755	
6	3/06/2015	Storage units	BAIRNSDALE	3875	$91,600	
7	4/06/2015	Garage & carport	BAIRNSDALE	3875	$12,400	
8	25/06/2015	Construct shed	BAIRNSDALE	3875	$15,550	
9	22/06/2015	Garage	BAIRNSDALE	3875	$11,600	
10	1/06/2015	Dwelling and garage	BAIRNSDALE	3875	$190,937	
11	9/06/2015	Alfresco addition to dwelling	BAIRNSDALE	3875	$14,700	
12	11/06/2015	Dwelling	BAIRNSDALE	3875	$211,896	
13	11/06/2015	Dwelling	BAIRNSDALE	3875	$221,422	
14	19/06/2015	Construct garage	BAIRNSDALE	3875	$7,500	
15	4/06/2015	Construction of dwelling and garage	BAIRNSDALE	3875	$135,565	
16	4/06/2015	Garage	BAIRNSDALE	3875	$22,850	
17	15/06/2015	Reblocking	BAIRNSDALE	3875	$12,500	
18	19/06/2015	Garage	BAIRNSDALE	3875	$7,500	
19	5/06/2015	Construct new dwelling and garage	EAST BAIRNSDALE	3875	$171,279	
20	11/06/2015	Dwelling and garage Lot 2 PS 734385H	EASTWOOD	3875	$167,597	
21	2/06/2015	Garage	EASTWOOD	3875	$27,500	
22	10/06/2015	Dwelling and garage Lot 1 PS 734385H	EASTWOOD	3875	$157,553	
23	9/06/2015	Carport	EASTWOOD	3875	$4,850	
24	15/06/2015	Fence	EASTWOOD	3875	$703	
25	18/06/2015	Shed	EASTWOOD	3875	$15,935	
26	26/06/2015	Garage	EASTWOOD	3875	$11,134	
27	24/06/2015	Construct shed	ELLASWOOD	3875	$31,700	
28	19/06/2015	Hay shed	FLAGGY CREEK	3875	$14,000	
29	2/06/2015	Construction of a shed	HILLSIDE	3875	$15,000	
30	1/07/2015	Shed	LINDENOW SOUTH	3875	$14,000	
31	1/06/2015	Dwelling and garage	LUCKNOW	3875	$171,001	
32	4/06/2015	Construct dwelling and garage on Lot 2	LUCKNOW	3875	$174,467	
33	10/06/2015	Dwelling and garage	LUCKNOW	3875	$172,884	
34	2/06/2015	Garage	LUCKNOW	3875	$8,150	
35	23/06/2015	Carport	NEWLANDS ARM	3875	$6,179	
36	23/06/2015	Dwelling	NEWLANDS ARM	3875	$324,328	
37	10/06/2015	Shed	SARSFIELD	3875	$46,780	
38	4/06/2015	Dwelling and garage	WY YUNG	3875	$334,632	
39	23/06/2015	Shed	WY YUNG	3875	$12,100	$3,758,409
40	9/06/2015	Garage	EAGLE POINT	3878	$6,650	
41	29/06/2015	Dwelling extension - pergola	EAGLE POINT	3878	$5,000	
42	30/06/2015	Storage shed	EAGLE POINT	3878	$7,900	$19,550
43	1/07/2015	Completion of fence	PAYNESVILLE	3880	$10,000	
44	9/06/2015	Dwelling and garage	PAYNESVILLE	3880	$263,781	
45	12/06/2015	Dwelling alterations & additions	PAYNESVILLE	3880	$380,000	
46	22/06/2015	Carport	PAYNESVILLE	3880	$8,000	
47	22/06/2015	Garage	PAYNESVILLE	3880	$53,895	
48	10/06/2015	Garage	PAYNESVILLE	3880	$9,350	
49	16/06/2015	Dwelling and garage	PAYNESVILLE	3880	$396,657	

App No	Issued Date	Description	Suburb	Post Code	Value	Sub Total
50	25/06/2015	Construct carport	PAYNESVILLE	3880	$4,850	
51	30/06/2015	Alterations & extensions to dwelling	PAYNESVILLE	3880	$376,970	
52	2/06/2015	Alteration to dwelling	RAYMOND ISLAND	3880	$11,900	
53	23/06/2015	Construct garage	RAYMOND ISLAND	3880	$18,300	$1,533,703
54	10/06/2015	Shed	NICHOLSON	3882	$24,800	
55	23/06/2015	Swimming pool & barrier	NICHOLSON	3882	$56,000	$80,800
56	23/06/2015	Farm shed	BRUTHEN	3885	$22,500	
57	1/06/2015	Restump dwelling	BRUTHEN	3885	$10,000	$32,500
58	26/06/2015	Completion of dwelling	BENDOC	3888	$5,000	
59	24/06/2015	Construct shed	MARLO	3888	$24,700	
60	18/06/2015	External additions & alterations	ORBOST	3888	$297,000	
61	25/06/2015	Construction of an outdoor entertainment area	ORBOST	3888	$6,500	
62	9/06/2015	Alteration and restumping of Church	ORBOST	3888	$125,000	$458,200
63	2/06/2015	Farm shed	GENOA	3891	$12,200	$12,200
64	26/06/2015	Construct dwelling and garage	MALLACOOTA	3892	$500,000	$500,000
65	30/06/2015	Completion of hay/farm machinery shed	OMEO	3898	$3,500	
66	16/06/2015	Shed	OMEO	3898	$15,000	
67	4/06/2015	Garage	OMEO VALLEY	3898	$12,200	$30,700
68	2/06/2015	Garage on Lot 2 PS 610050	METUNG	3904	$9,000	
69	2/06/2015	Garage	METUNG	3904	$11,900	
70	15/06/2015	Dwelling and carport & shed	METUNG	3904	$216,238	
71	22/06/2015	Construct dwelling	METUNG	3904	$374,949	
72	12/06/2015	Dwelling & garage	METUNG	3904	$1,259,033	
73	18/06/2015	Deck extension, new ramp & deck steps repair	METUNG	3904	$37,390	
74	9/06/2015	Construction of shed - Final only	METUNG	3904	$8,000	
75	12/06/2015	Dwelling alterations & additions	METUNG	3904	$169,660	$2,086,170
76	29/06/2015	Farm shed	KALIMNA WEST	3909	$31,500	
77	9/06/2015	Farm storage shed	LAKE BUNGA	3909	$48,000	
78	25/06/2015	Construct garage	LAKE TYERS BEACH	3909	$13,100	
79	2/06/2015	Dwelling	LAKES ENTRANCE	3909	$405,000	
80	18/06/2015	New dwelling	LAKES ENTRANCE	3909	$241,307	
81	29/06/2015	Completion of dwelling	LAKES ENTRANCE	3909	$180,000	
82	1/06/2015	Construct carport	LAKES ENTRANCE	3909	$14,000	
83	1/06/2015	Shed	LAKES ENTRANCE	3909	$26,000	
84	10/06/2015	Fence	LAKES ENTRANCE	3909	$3,000	
85	18/06/2015	Construct dwelling	LAKES ENTRANCE	3909	$370,657	
86	24/06/2015	Fence	LAKES ENTRANCE	3909	$10,000	
87	10/06/2015	Shed	NUNGURNER	3909	$15,750	
88	9/06/2015	Storage - non habitable	TOORLOO ARM	3909	$5,000	
89	3/06/2015	Re-stump dwelling	TOORLOO ARM	3909	$38,500	$1,401,814
					TOTAL	**$9,952,858**

2015/16 REGIONAL AND DISTRICT EVENTS SPONSORSHIP APPLICATIONS ROUND ONE
2015/16 Budget Period

No.	Organisation Name	Name of Event	Event Date	Description	Requested Funding	Recommended Funding
1	East Gippsland Historical Automobile Club Inc.	East Gippsland Gallop Hub Rally 2015	30/10 to 3/11/15	The Historical Automobile Club Inc. invite people and their vintage and classic cars from across Victoria and interstate to gather in Bairnsdale for the 3 yearly tri-club rally. There are more than 29 other clubs from across Victoria and Interstate who also participate with us in these get-togethers each year.	$5,000	$ 2,500
2	Lakes Entrance Action & Development Association	Lakes Entrance New Year's Eve Fireworks	31/12/15	Commencing mid-afternoon on New Year's Eve we have live entertainment on a stage on the foreshore. Food stalls located on the foreshore and market stalls and entertainment stalls located on the Esplanade roadway from 6 pm onwards. At 9.30 pm & 12 mn a fireworks display.	$10,000	$5,000
3	Historic Rally Association Inc.	Alpine Rally of East Gippsland	27 to 29/11/15	The Alpine Rally is an icon in Australian motorsport. The HRA has reinvigorated the event in its new home of East Gippsland as a rally for two wheel drive cars. The event has regularly attracted the cream of Australia's gravel rally competitors. The event covers 816 kms of forest roads, visiting Bairnsdale, Bruthen, Orbost and Cann River before finishing at Lakes Entrance.	$5,000	$5,000

No.	Organisation Name	Name of Event	Event Date	Description	Requested Funding	Recommended Funding
4	Bruthen Arts & Events Council Inc.	Walkin the Blues	19 to 21/2/16	To encourage those who attend the Blues Festival to take in and enjoy the natural magic of Bruthen's township and surrounding landscape, by creating a guided musical walk along the recently upgraded rail trail.	$10,000	$4,000
5	Swan Reach Primary School	Swan Reach Primary School Twilight Fete	2/1/15	The twilight fair will be held on Education Department land at the Swan Reach Primary School. The event will include stalls selling miscellaneous items (food, jewellery, books, candles, toys). There will be children's bouncing castles and games.	$5,000	0
6	Mallacoota And District Business and Tourism Association	Mallacoota Annual Ocean Fishing Tournament	March 2016	Ocean fishing competition, open to all registered recreational fishers within Australia. To be conducted off the easterly coastline located off the Mallacoota area. Access will be via the new ocean access facility.	$5,000	$4,000
	Four Mates From Lakes Pty Ltd	Groundswell Music Festival	2/1/16	Groundswell is a single day format LIVE Music Event, marketed toward a mature demographic via a classic rock format and paired with a food and beverage component. The event is staged in Lake Tyers Beach, in the car park adjacent to the Waterwheel Beach Tavern. The inaugural event was staged on 10 January 2015 and the follow up event is now in development for 9 January 2016.	$10,000	$5,000
	Paynesville Business &	Paynesville Music	26 to	To provide a weekend event for the community including musical	$10,000	$2,000

No.	Organisation Name	Name of Event	Event Date	Description	Requested Funding	Recommended Funding
	Tourism Association	Festival	28/2/16	performances on the floating barge stage on the foreshore of McMillan Strait, musical boat cruises around the Gippsland Lakes and canal waterways, children's activities, amusements, face painting, rides and music workshops and more.		
	AJ Events	X-Marathon adventure race	14 to 16/4/16	Sport outdoor event, open for public. Involves trekking, mountain biking, kayaking and additional adventure activities such as caving, climbing, etc. Course determined by control points marked on the map. Participants race in teams of four during 36 hours. Race course is designed to highlight natural attractions of the area.	$10,000	$5,000
	Bairnsdale Car Club	Bairnsdale Motor expo	14/2/16	The event is under new management and aims to showcase the region's top cars and attract car enthusiasts from across Victoria.	$5,000	$0
	Netball Victoria	Victorian Beach Netball Summer Festival	16 to 17/1/16	Netball Victoria aim to replicate a highly successful beach netball completion held on the gold in recent years in Lakes Entrance. It will be the only one in Victoria and aims to grow the sport by bringing high profile players to the region.	$10,000	$5,000
	Paynesville Classic Boat Rally Inc.	Paynesville Classic Boat Rally	5 to 6/3/16	To bring classic boats, boat owners, enthusiasts and the general public together to experience and share the heritage of boating on the Gippsland Lakes.	$5,000	$0

No.	Organisation Name	Name of Event	Event Date	Description	Requested Funding	Recommended Funding
				Total Funding recommended:		**$37,500**

2015/16 REGIONAL AND DISTRICT EVENTS SPONSORSHIP APPLICATIONS ROUND ONE
2016/17 Budget Period

No.	Organisation Name	Name of Event	Event Date		Requested Funding	Recommend Funding
1	Lakes Entrance Action & Development Association	Lakes Entrance New Year's Eve Fireworks		Commencing mid-afternoon on New Year's Eve we have live entertainment on a stage on the foreshore. Food stalls located on the foreshore and market stalls and entertainment stalls located on the Esplanade roadway from 6 pm onwards. At 9.30 pm and 12 mn a fireworks display.	$10,000	$5,000
2	AJ Events	X-Marathon adventure race		Sport outdoor event, open for public. Involves trekking, mountain biking, kayaking and additional adventure activities such as caving, climbing, etc. Course determined by control points marked on the map. Participants race in teams of four during 36 hours. Race course is designed to highlight natural attractions of the area.	$10,000	$5,000
				Total Funding Recommended:		**$10,000**

2015/16 REGIONAL AND DISTRICT EVENTS SPONSORSHIP APPLICATIONS ROUND ONE
2017/18 Budget Period

No.	Organisation Name	Name of Event	Event Date		Requested Funding	Recommend Funding
1	Lakes Entrance Action & Development Association	Lakes Entrance New Year's Eve Fireworks		Commencing mid-afternoon on New Year's Eve we have live entertainment on a stage on the foreshore. Food stalls located on the foreshore and market stalls and entertainment stalls located on the Esplanade roadway from 6 pm onwards. There is a fireworks display at 9.30 pm and 12 mn.	$10,000	$5,000
2	AJ Events	X-Marathon adventure race		Sport outdoor event, open for public. Involves trekking, mountain biking, kayaking and additional adventure activities such as caving, climbing, etc. Course determined by control points marked on the map. Participants race in teams of four during 36 hours. Race course is designed to highlight natural attractions of the area.	$10,000	$5,000
				Total Funding Recommended:		**$10,000**



East Gippsland Shire Council

Digital Action Plan

July 2015

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Executive Overview

This digital plan is presented to the East Gippsland Shire Council for its consideration as a means of supporting the productivity and competitiveness of the businesses and communities in the Shire over the next three years. The plan is the result of comprehensive face-to-face consultation in the region with representatives of all the stakeholders and research into best digital practice in government and business elsewhere in Australia.

The report consists of

- Why, what, and how the region should progress (summarised on page 10)
- Key recommendations (see page 6)
- Key challenges and opportunities (see page 11)
- The action plan moving forward (see page 23).

The strategy is guided of by the division of these issues into four key pillars:

- **Awareness**
- **Leadership**
- **Capacity**
- **Leverage**

Background

East Gippsland Shire Council is committed to economic development of the region. In its 2014 – 2018 strategic plan 'Growing East Gippsland' the vision is clear – a resilient, growing and diversified economy underpinned by innovation, imagination and strong partnerships. Contained in the plan are five subset categories:

1 East Gippsland Open for Business
2 Embracing Opportunities
3 Infrastructure Development
4 Innovation, Leadership and Partnerships
5 Marketing

When considering a 'fit for purpose and actionable' regional digital plan to support business productivity, competitiveness and ultimately sustainable economic growth, it is important to align the digital plan with the region's strategic plan. While digital technology and solutions are relevant to all five categories, the focus of this digital plan is on the business community, its digital maturity across varying market sectors and across large and small businesses.

Snapshot of what we found

Digital maturity – a two-speed digital environment

On one hand, in East Gippsland, there is a handful of large and mature businesses, and a few smaller ones, that have very effective strategies and approaches to using digital channels and digital solutions as business and marketing tools. On the other hand, there is a much larger group of organisations that are not using the digital channels and digital technologies to their advantage. The latter group are missing out on the benefits of a mature engagement with the digital world: productivity gains, cost-savings, more effective sales and marketing strategies, meeting customers' expectations and access to new customers and markets.

While there are some standout performers, the consultation process in the region suggested that the region generally is digitally immature compared with metropolitan regions in Australia. Of the 56 surveyed businesses, only 26% enable customers to select and pay for products and services online, whereas the national average is 57% (see page 13).

Level-playing field: fast, reliable broadband

This digital divide in East Gippsland is also mirrored in the two types of reactions we had to the obvious barrier: access to reliable broadband at speeds enjoyed in urban Australia. The responses was either, "we have no problem with access and speed" or "access and speed is a significant barrier". As with many other challenges of living and working in rural Australia, some people approach them as insurmountable problems while others find work-arounds. Inevitably, expressed some frustration about the lack of broadband used it as a reason not to change or embrace new technologies.

No matter which camp an East Gippsland business owner falls into, fast reliable broadband creates opportunities for all local businesses to overcome the tyranny of distance to compete nationally and internationally. Fast reliable broadband is key to engaging audiences with rich-media content via digital channels; using and benefiting from Cloud solutions; and improving customer service.

Local focus - a strength and weakness

There is strong patriotism within the region to 'buy and do business locally'. This can be viewed as a strength but also a weakness. Throughout the consultation process many business owners mentioned that wherever possible they support other local businesses. This as a positive culture and demonstrates a collective commitment to supporting the region's prosperity.

Business owners also mentioned that much of their customer base is within the region which suggests that they could be missing out on the markets outside the region (Victoria, National and International). It is quite common for local businesses to have developed and grown as a consequence of acquiring local customers by face-to-face contact and local relationships. However, regional growth occurs by expanding reach into new markets and reducing reliance on local trade.

Awareness and imagination required

The key to growing the local economy is to take a larger piece of the pie from other markets whether that be within Victoria, nationally or internationally. It appears that there is a lack of understanding, skills and perhaps courage to expand into new markets. Having a digital strategy and using digital channels to reach new customers is an essential enabler, but businesses need help with how best to proceed and be willing to embrace something new.

Local expertise and knowledge

Business and the community at large rely on the knowledge of specialists in the region. The survey conducted for this plan, revealed that the 'lack of local expertise' was rated by respondents as a minor barrier to the uptake of digital technologies (refer page 27). Despite this, there is considerable potential for improving local specialists' knowledge and experience in digital solutions through additional training and support. This could be achieved through train-the-trainer programs and 'fly in, fly out' digital thinkers in residence (refer page 19).

Leadership by local businesses

It was clear from the interviews we conducted with large organisations such as Bairnsdale Regional Health Service, East Gippsland Water, Patties Pies and Workways that there is a collective feeling of responsibility and passion to support the region more broadly with strategies to improve economic growth.

Leadership by Council

The Council's use of digital solutions, such as its website and use of social media, was out of scope for this digital plan. However, it is important to note that Council's leadership in executing this plan is crucial to its success and therefore, for credibility's sake, Council's own use of digital solutions in its own day-to-day operations needs to be consistent with a mature digital organisation.

Willingness to self-help and collaborate locally

Another positive outcome of our research was the notable absence of business owners and community stakeholders expecting others to solve the challenges they face embracing the Digital Age. It is quite common to hear business owners lament that local and state governments are not doing enough to support them but in East Gippsland, the mood was more one of self-help and working together locally to grow business and the region.

Key recommendations

The recommendations below are derived from the narrative in the body of this plan and reflect the key initiatives that the research and best practice suggest should be undertaken. The Council is named as the body to implement a recommendation where it is obvious for it to do so. Elsewhere, the organisation or group of organisations responsible for carriage of the recommendation has not been nominated.

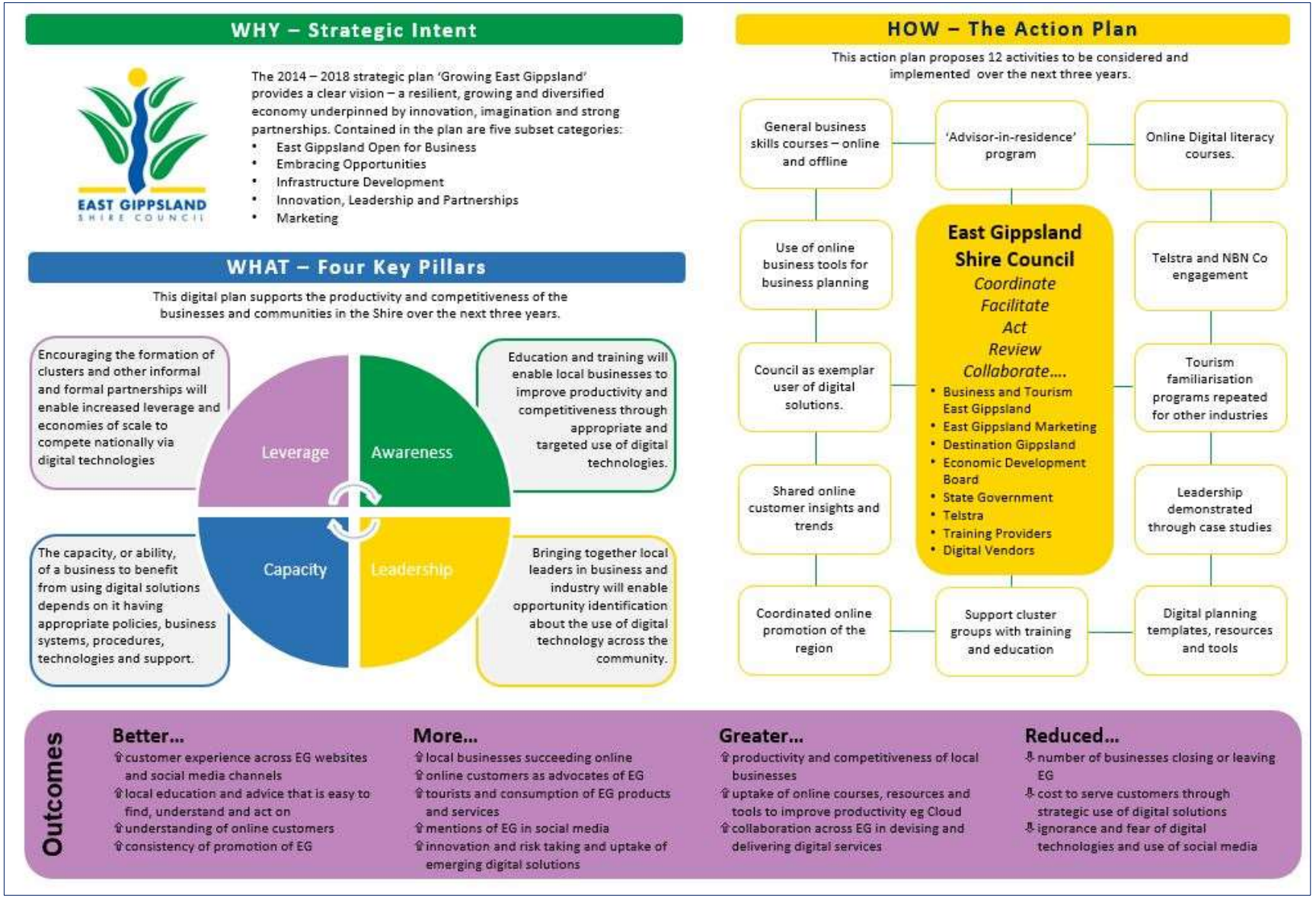
Recommendation	Description	Page No.
Awareness		
General business skills courses – online and offline	That business owners should have greater access to general business skills courses and to local business advisors that can address the key business skills including: governance, management, human resources, sales and marketing, financial and technology.	11

Recommendation	Description	Page No.
'Advisor-in-residence' program	That an "Advisor in Residence" program be established. It would see appropriately qualified advisors from outside the region are selected and invited to the region to stay for a short period (eg a week) to provide face-to-face advice and training to business owners and to provide train-the-trainer programs for business service providers – eg local web developers, sales and marketing advisors. The advisors should be experienced specialists in the business skills areas that this reports highlights as requiring capacity and awareness building in the region: general business planning and development; digital literacy and awareness, using social media and digital strategies and plans; and marketing and sales strategies.	13
Online Digital literacy courses	That an online digital literacy program for business owners, business advisors and government be sourced and promoted – eg see the UK's charity organisation Futurelab's digital literacy program by the National Foundation for Educational Research.	15
Shared online customer insights and trends	That on-going research should be undertaken, and benchmarks and measuring tools established, on behalf of all businesses in the region that will provide insights relevant to online customers' needs and expectations. Relevant online reports (eg Sensis e-Business reports), resources and tools (eg Google Analytics and Google's AdWords) should also be identified and their use explained and knowledge shared amongst all businesses.	15
Local sharing of insights and lessons learnt	That digital issues be added to the agenda of existing regular forums attended by local businesses and that bi-monthly or quarterly forums be established to deal specifically with the key issues raised in this Action Plan.	15
Leadership		

Recommendation	Description	Page No.
Leadership demonstrated through case studies	That Case studies in local leadership in use of digital be developed, promoted and shared with the local business community.	16
Council as exemplar user of digital solutions	That Council should take a leading role in its use of digital technologies to demonstrate to the region the benefits of embracing digital technologies and solutions. This requires Council to develop a digital strategy that is consistent with best practice and that with Council's strategic direction and its customer-driven culture.	17
Telstra and NBN Co engagement	That there should be on-going engagement with Telstra to develop joint initiatives in relation to broadband usage, awareness and education. Council should continue its dialogue with NBN Co and Telstra to advocate for the roll-out to stay on schedule and includes the main centres in the region.	17
Capacity		
Use of online business tools for business planning	That online tools be identified and promoted that can help businesses with the business planning, digital strategies and marketing process.	18
Digital planning templates, resources and tools	That best practice templates and examples of digital strategies and policies should be sourced so it is quicker and easier for businesses to develop their own and to ensure that they are consistent with best practice.	18
Support Business advisors	A train-the-trainer program provided by experienced business advisors would bring knowledge to business advisors within the region to properly advise in the areas of digital strategies, and digital solutions.	19
Leverage		

Recommendation	Description	Page No.
Support cluster groups with training and education	Council has a strong, supportive engagement with the established food cluster initiative. Consideration of new clusters and also what digital training and education requirements could be of value to the overall growth of businesses within the cluster. If websites and social media are key components of the way clusters connect with new markets, support is required to help ensure the digital channels are effective and enhance the region's marketing plan.	20
Coordinated online promotion of the region	That Council should oversee the Digital Action Plan but much of the implementation should be carried out by existing local groups (eg BTEG, EGMI, DGL, EGFC) - depending on their core capabilities and existing program of work. A well-coordinated approach to the region's online presence and physical presence could result in achieving something more significant than the sum of the parts.	20
The familiarisation programs be leveraged to include online familiarisation	That the familiarisation programs currently run by tourism should be adapted and run for the food and retail trade sectors and raise awareness of not just the physical presence of East Gippsland's businesses, but their online presence and offerings as well. All familiarisation programs should seek no just to establish face-to-face connections with experts and journalists from outside the region, but online connections as well – eg liking Facebook pages, LinkedIn connections. This leverages the traditional familiarisation programs by extending their benefits beyond the period of physical contact and beyond a single article appearing in a newspaper of magazine.	21

East Gippsland Shire Council Digital Plan



Key challenges and opportunities

This study sought to understand the potential for local businesses and stakeholders to benefit from digital solutions and technologies. It revealed a number of local challenges and barriers to that will impact on that potential. Having analysed these challenges, we have considered possible solutions that would help to address them collectively or where necessary we suggest specific solutions to solve specific challenges.

Awareness

Education and training will enable local businesses to improve productivity and competitiveness through appropriate and targeted use of digital technologies.

Improve business planning and business maturity

Among the most important prerequisites to the success of an organisation's digital strategy are the appropriateness of its overall business plan, the business skills of its managers, its culture and appetite for innovation. No matter how digitally savvy a business owner may be, if he or she is unaware of best practice business principles, or ignores them, the business will struggle to survive and any digital strategy will suffer accordingly.

The people in organisations making decisions about their digital strategy need to understand:

- the purpose of the business, its aspirations and best practice in all key aspects of business management
- their customer and the markets in which they operate
- external trends and issues that might affect their customers and business

When asked to rank eight barriers in order of greatest impact on their business (we removed fast, reliable broadband as it was an obvious number one) there were three other obstacles overwhelmingly cited as the number one challenge for businesses:

- Finding the time (25%)
- Cost (25%)
- Understanding what's possible (23%)



These challenges are not surprising as they are high on the list for businesses across Australia, both metropolitan and regional.

However, no matter where the business is located, citing these as significant barriers often indicates a lack of understanding of the benefits of digital solutions and of meeting customers' needs and expectations and what is required to compete and survive in the Digital Age.

A business ignores at its peril, finding the time and allocating appropriate budget to meeting its customers' needs and expectations online and of using digital technologies to improve productivity and reduce costs. Businesses require help in this regard which is more about general business management skills than digital-specific skills or knowledge.

The range of business maturity demonstrated by the East Gippsland business owners interviewed for this plan is very similar to that for most other regions in Australia. However, local business owners should have greater access to general business skills courses and to local business advisors covering the key business skills including: governance, management, human resources, sales and marketing, financial and technology. These are important underpinning skills and knowledge without which any digital strategy will fail.

Assist businesses on their digital maturity journey

To assist in gauging the region's digital maturity, we have compared the survey data collected with comparable data from the Sensis e-Business Report published in September 2014. The e-Business report is an annual survey that looks at 1,800 Australian small and medium business owners and 1000 consumers regarding their use of digital technologies.

In some areas the East Gippsland participants of our survey outperformed the national average – having a website and use of social media and LinkedIn. However, when it comes to the crucial aspects of mobile-friendly sites, e-commerce enable sites and the investment in their websites, the East Gippsland cohort performs worse than the national average.

Nevertheless, that many businesses have websites and are using LinkedIn provides a good platform for acceptance by the business community of the recommendations made in this report and for sustainable growth in their digital maturity.

Survey question	Comparative %		Comment
Have a Website	66% 81%	Australia East Gippsland	The region has a better than average proportion of businesses with websites. This is a good basis for moving to the next step - to transactional websites. Quality is more important than quantity so it is important that businesses understand what makes for a good website that meets their customers' needs.
Take orders for products and services online	57% 26%	Australia East Gippsland	The region is lagging in the use of of e-commerce, with a significantly lower proportion of businesses able to purchase or sell products online. The data collected indicated that the websites were predominantly brochure-style websites - 61% of local businesses surveyed saying that the main purpose of the website was for information, influence or brand awareness, not transacting online.
Have A Mobile Site	26% 15%	Australia East Gippsland	With the rise in the use of handheld devices it is becoming increasingly important for businesses to have mobile specific websites. This allows consumers to find them easily and browse their websites and it extends the potential customer base through ease of access. Having a mobile-friendly website is crucial with the new Google algorithm giving a higher ranking to mobile friendly sites when searches are made on a mobile device.

Survey question	Comparative %		Comment
Average spend on the website	$3600	Australia	In the last year SMEs spent on average above what most businesses in the region paid to build their website with 57% of the websites being over two years old. It is important businesses understand the investment potential in creating a good website.
	59% of East Gippsland businesses spent less than $2000		
Using Social Media	39% 80%	Australia East Gippsland	The high use of social media in the region is promising provided that businesses are using the correct tools and channel to connect with their customer base.
Using Facebook	91% 98%	Australia East Gippsland	The predominant social media platform used is Facebook. It is important businesses understand how to use Facebook correctly to connect with their customers.
Twitter	27% 28%	Australia East Gippsland	Twitter is used significantly less across the board as a tool to connect with customers. It appears that the region is on par with the national statics.
LinkedIn	27% 48%	Australia East Gippsland	The high presence of LinkedIn in the region allows businesses to connect with each other and broaden their potential customer base.

These comparative figures suggest that East Gippsland businesses require assistance understanding the importance of providing a mobile-friendly website, allowing customers to transact online and allocating a sufficient budget for developing a website that will be effective and meet customers' needs.

Local sharing of insights and lessons learnt

Local business owners and staff in organisations with responsibility for their organisation's digital channels would benefit from the creation of a regular engagement with each other to share their insights and lessons learnt. Topics might include: digital technology innovation, what's working and what is not, success stories, what resources they use and how to raise the digital maturity of the broader local community.

We understand that there are already a number of forums in place where local leaders discuss issues of importance to them and the region. It may be that components of the Digital Action Plan are already discussed in these forums but it may be advantageous to add digital topics to these forums and to establish bi-monthly or quarterly forums that deal specifically with the key issues raised in this Action Plan.

Help business understand their online customers

Many businesses view their online customers' needs through their own eyes and standards and are overly confident that they know what their online customers want. This often leads to poor alignment of the digital channels with customers' needs. Few businesses interviewed for this plan indicated that they had undertaken any formal and independent online customer research. Many relied on anecdotal evidence and their 'gut feeling'.

It is apparent that on-going research should be undertaken, and benchmarks and measuring tools established, on behalf of all businesses in the region that will provide insights relevant to online customers' needs and expectations. Relevant online reports (eg Sensis e-Business reports), resources and tools (eg Google Analytics and Google's AdWords) should also be identified and their use explained and knowledge shared amongst all businesses.

Leadership

Bringing together local leaders in business and industry will enable opportunity identification about the use of digital technology across the community.

There is a collective feeling of responsibility and passion for supporting the region more broadly with strategies to improve economic growth. This ambition was clear from the interviews conducted with large organisations such as Bairnsdale Regional Health Service, East Gippsland Water, Patties Pies. Importantly, we sensed a level of commitment to work towards a common goal which (in our opinion) isn't always there in other communities. To ensure ongoing engagement with the business leaders it will be important for Council to have a 'plan of engagement' with tangible outcomes that can be measured on a quarterly basis, otherwise there is the risk that the business leaders will lose interest.

One of the barriers to digital take-up is the perceived unavailability of suitable broadband in the region. Our discussions with local stakeholders including Telstra increased our understanding of what infrastructure is available now, including payphone hotspots and recent mobile coverage upgrades. The planned NBN fixed wireless network will be deployed within the next 10 months.

The Area General Manager for Telstra in Gippsland is keen to enter into more discussions with local leaders with a view to helping dispel broadly held myths about broadband coverage. We believe it is worth exploring joint partnerships in relation to community education about broadband access as well as how to use high speed broadband to advance business opportunities.

It is recommended that a representative from Telstra be part of the leadership group that meets on a regular basis.

Local leader case studies – to be shared with the Gippsland community

There are a number of examples where large organisations are leveraging available infrastructure and digital technology to improve customer experience and also support internal business operations. An example is East Gippsland Water that provides all field staff with mobile tablets containing all business applications. This offers 'real time' connectivity back to head office regardless of where staff are travelling. In circumstances where mobile coverage drops out, information is cached and automatically transfers when the device comes back into range. It is impressive to learn that field staff of all ages have made the transition to digital.

The environment to provide case study information needs to be defined. It may be that each month (or two) a session is held with an organisation such as East Gippsland Water shares their knowledge with the business community.

Provide access to in-situ infrastructure such as video-conferencing

Based on discussions it appears that larger organisations such as the TAFE, Hospital and Water Board have in-situ video-conferencing facilities and potentially other infrastructure that could be used more broadly under an agreed set of circumstances to support regional growth (this could be a group of businesses or an individual business). For example, it may be that a small business has an opportunity to speak with a new partner or strategic client interstate or overseas. If it were possible to leverage available video-conferencing infrastructure it would help the business represent a professional, capable and credible image rather than attempting to use 'consumer' technologies such as Skype.

Encourage local online business-to-business transacting

Some local businesses that do business with other local businesses could be encouraged to use digital technologies to improve the way they do business with each other. Large organisations that utilise digital technologies as an integrated component of their daily operation could encourage take-up of digital solutions by smaller but aligned businesses by requesting that these businesses also use digital technology. The efficiency, productivity and competitiveness benefits of a well-planned and executed online business-to-business (B2B) arrangements are driving B2B across Australia and internationally. Upsides to an effective online B2B arrangement include streamlining of communications, reduced management and transactions costs, better visibility and control over the supply chain and better end-user (the customer) service.

Engage with Telstra to develop joint initiatives in relation to broadband usage, awareness and education

It's possible that Telstra will consider co-funding initiatives that encourage the take-up of broadband technology. These could be in the form of workshops, local networking and social events. With the NBN pending, Telstra will be keen to maintain as many customers as possible. Also they want to be known as a leader and contributor to the community.

Capacity

The capacity, or ability, of a business to benefit from using digital solutions depends on it having appropriate policies, business systems, procedures, technologies and support.

Access to fast, reliable broadband

It was expected that access to fast broadband and reliable internet connection would be cited by all those consulted as a major barrier to local businesses' engagement with digital channels and technologies. A somewhat surprising finding was that not all business shared that view. Nevertheless, there is no doubt that access to fast, reliable broadband would facilitate local businesses moving to more sophisticated use of their digital channels – eg Skype to converse with customers and suppliers; high-definition images and video content on their websites.

The roll-out of the NBN in East Gippsland is scheduled to occur by the first quarter of 2016, however, it is unclear what the availability will be like in the main centres of Bairnsdale and Lakes Entrance. Council should continue its dialogue with NBN Co and Telstra to ensure the roll-out stays on schedule and includes the main centres.

Provide support for developing digital strategies, policies and guidelines

Successful use of digital solutions is underpinned by appropriate digital strategies, policies and guidelines that set the overall purpose of using digital solutions and what is expected of staff in their day-to-day use of the organisation's digital solutions and technologies.

Businesses require assistance in developing their digital strategies and policies which should articulate for staff the purpose of using digital solutions, how they are to be managed and how success is to be measured. Staff should also have easy access to day-to-day policies and guidelines addressing:

- the website and app development, maintenance and improvements
- social media – official use by staff at work and outside of work
- privacy – how customers' records are to be managed and protected
- security and backup – how the business systems are to be secured and backed up

Council should source best practice templates and examples of digital strategies and policies so it is quicker and easier for businesses to develop their own and to ensure that they are consistent with best practice.

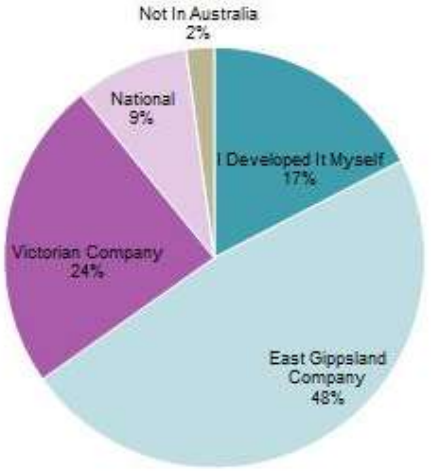
Encourage businesses to update their business systems so they are digital-enabled

Converting business processes and services that currently require dealing with customers in person, by mail or telephone to an online self-service model creates considerable cost-savings, meets customers' expectations and creates the possibility of serving customers 24x7 nationally and across the world. But achieving that transformation requires the backend business systems – stock and inventory, invoicing and payment, fulfilment – to be digitally-enabled.

Like many small to medium rural businesses, many in East Gippsland require encouragement and help to transform non-digital processes to digital-enabled processes.

Increase availability of local digital advisors and digital technology specialists

Currently, there are too few suitably experienced business advisors in the region capable of advising in areas such as digital strategies, digital channels and solutions, marketing and sales online. A train-the-trainer program provided by experienced advisors would assist in plugging this capability gap in the region.



Similarly, there are too few local website and app developers who are suitably experienced in more than providing brochure-ware websites. Of businesses surveyed nearly 50% use local professionals (see adjacent graph) to produce their website. It is important to make sure these local web developers are experienced and have resources to leverage in order to keep their knowledge up-to-date, and produce competitive products.

The tyranny of distance and economies of scale explain these gaps. Those few locals who can provide strategic and technical advice are hampered in their own professional development by a lack of digital projects to work on and peers with whom to exchange skills and knowledge.

The Council should consider facilitating an "Advisor in Residence" program. Appropriately qualified advisors from outside the region would be selected and invited to the region to stay for a short period (eg a week) to provide face-to-face advice and training to business owners and to provide train-the-trainer programs for business service providers – eg local web developers, sales and marketing advisors. The visiting advisors should be experienced specialists in the business skills areas: general business planning and development; digital literacy and awareness, using social media and digital strategies and plans; and marketing and sales strategies.

Encourage use of the Cloud and other digital productivity solutions

The Cloud offers numerous productivity gains for businesses, from hosting accounting software (eg Xero and MYOB) to backup of systems, from customer relationship management software to content management systems and website hosting. Cloud is particularly apt for regional businesses where there is often a lack of local technical skills and support for digital channels and solutions.

East Gippsland businesses should be encouraged to use the Cloud where appropriate and relevant. Awareness programs should be offered explaining the advantages of the Cloud and how to manage any risks and the Council should demonstrate leadership by adopting Cloud-based solutions where appropriate. Through the provision of online digital literacy courses businesses can be educated about the benefits and abilities of online cloud solutions.

Leverage

Encouraging the formation of clusters and other informal and formal partnerships will enable increased leverage and economies of scale to compete nationally via digital technologies

There is a commitment by local leaders to the concept and formation of industry clusters. Experience has shown that in larger and denser cities it can be very difficult to initiate and maintain successful cluster partnerships, however, it appears that in East Gippsland there is a stronger understanding about the importance of combining forces to represent a united 'front' to national and international markets.

Provenance was a key term was used by many in the food industry. Local businesses are proud of the organic, quality produce on offer. A food cluster with 28 members is already established. A key digital enabler for this cluster is the pending website 'Feast on East' whereby producers from the region can wholesale their product to consumers and other businesses online.

Other clusters of value for the region would be in tourism and manufacturing.

Council to create an improved engagement model with cluster groups to support their business objectives

Discussions in relation to the food cluster and the launch of 'Feast on East' identified some digital challenges, in particular the requirement for producers to provide relevant content for the website. Also it became apparent that many of the producers do not have their own website which will potentially hinder the uptake of sales from markets outside the region. Primary producers know a lot about the produce they grow but not so much about marketing and sales channels. It would be helpful to the Cluster leadership team to have some training and education made available to their members which would enhance the potential of cluster initiatives to deliver economic growth.

Coordinated online and off-line promotion activities

There are a number of organisations in the region with websites and social media accounts whose purpose is to support online and physical traffic to the East Gippsland region as well as to encourage regional economic growth. Among these organisations include:

- Business and Tourism East Gippsland (BTEG)
- East Gippsland Marketing (EGMI)
- Destination Gippsland
- Economic Development Board
- Training Providers
- Digital Vendors

When considering the Council's Digital Plan for the region it is important to consider what part these organisation can play in shaping the plan and in its implementation. A possible way forward is for Council to oversee the Digital Action Plan while various relevant organisations adopt and own a relevant recommendation or activity. It will be important to the successful

implementation of each recommendation or suite of activities, to ensure that the organisation that adopts it is the right cultural fit and has the requisite core capabilities and resources.

Without proper planning there is a risk of duplication and a fragmented array of projects that may not be executed as well as possible. A well-coordinated approach to the region's online presence and physical presence could result in achieving something more significant than the sum of the parts.

Familiarisation Programs

The East Gippsland area has a number of familiarisation programs run in the tourism industry. To maximise exposure of other industries this form of set up should be repeated in other industry sectors such as food and retail trade. This could be offered in much the same style as already in place in the tourism industry as well as the provision of further digital literacy courses.

Critical Success Factors

The success of the Digital Plan will be determined by how well the following factors are addressed before and during the implementation of the plan.

- The Digital Plan being clear, easy to understand and practical, with KPIs that are realistic and measurable.
- Council buy-in to the Plan and becoming an example of best practice in use of digital technologies and solutions
- Council being an effective leader and undertaking key responsibilities:
  - *coordinator*
  - *facilitator*
  - *reviewer*
- Local stakeholders understanding the Plan, embracing it and collaborating locally to compete nationally and internationally
- Local industry leaders embracing the Plan and championing it in their industry and in the region
- Identifying highly relevant, flexible and well delivered training courses and trainer-the-trainer individuals
- While roll out of the NBN is not a critical success factor in the short term, it will become so in the mid to long term – from the end of 2016
- Effective monitoring and review of progress with the action items and effective mitigating strategies if problems arise.

Action Plan

Awareness	**Recommendations** General Business Skills courses Advisor in residence program Online digital literacy courses				
Action	Description	Leader	Partner	Timeframe	Measure
1	Delivery of business planning programs to include specific digital planning	BTEG	EGSC	2015-2018	6 business planning programs delivered
2	An online digital literacy program be sourced and made available to businesses	EGSC		2017/18	online digital literacy program provided
3	Develop and share case studies of best practice within East Gippsland	EGSC	BTEG	2015-2018	6 case studies developed and communicated
4	Benchmarks and measuring tools established that provide insights to customers on line needs and expectations. Results to be shared with businesses	EGSC	Industry	2016/17	Benchmarks and measuring tools identified, and communicated
5	Identify the most appropriate channels to distribute digital information to the business community	EGSC	BTEG, EGMi	2015/16	Distribution channels identified and used
Leadership	**Recommendations** Leadership developed through case studies Council engagement with NBN Co., Telstra other and other providers Council as an exemplar user of digital technologies				
Action	**Description**	**Leader**	**Partner**	**Timeframe**	**Measure**
6	Regular engagement with Telstra regional manager to developed initiatives that support business	EGSC		2015-2018	Quarterly meetings with Telstra. 2 initiatives develop and delivered.
7	Ongoing engagement with the larger organisation in East Gippsland to in discuss, identify and implement shared digital services	EGSC	EGW, BRHS, Workways (not limited to the above)	2015-2018	Regular engagement established.
8	Promote the use of current video infrastructure across East Gippsland to support small business	EGSC, Infrastructure owners	Federation Training	2016/17	Increase awareness and usage of video infrastructure
9	Continue dialog with the NBN Co and determine the most appropriate channels to update the community of the NBN roll out	EGSC	NBN Co	2015-2018	Quarterly communications on NBN roll out to community
10	Council to take a leading role in the use of digital technologies solution to drive a customer driven culture	EGSC		2015-2018	Online customer service tool implemented
Capacity	**Recommendations** Online tools for business planning Digital planning templates and tools				
Action	**Description**	**Leader**	**Partner**	**Timeframe**	**Measure**
11	Source templates, policies, best practice and communicate to business	EGSC		2015/16	Templates sourced and distributed
12	Develop and deliver an East Gippsland in residence program	EGSC		2015-2018	2 in residence program delivered
13	Provide cloud training	EGSC	BTEG, Small Business Victoria, Training providers, Cloud service providers	2015/16	4 Cloud training programs provided over the length of the plan
14	Encourage business to update their systems to be digitally enabled.	EGSC		2015-2018	Increase in businesses utilising digital to manage their businesses
Leverage	**Recommendations** Support curernt cluster groups with training and education Support industry groups with training and education Coordinated approach to promotion of the region				
Action	**Description**	**Leader**	**Partner**	**Timeframe**	**Measure**
15	Provide digital training for the food sector	EGSC	EGFC	2015- 2018	4 Digital training programs delivered
16	Provide digital training in identified industries e.g. retail, tourism	EGSC	BTEG	2015-2018	6 digital training programs delivered
17	Coordinated online and off line promotional activities	EGM	EGM	2015-2018	
18	Business advisor support program e.g. Tourism Tribe	EGSC	DGL	2015 -2018	Digital champions identified, trained and operating

Case Studies

One important take-away from the interviews with stakeholders was the identification of businesses that were harnessing the use of websites and Facebook to maximise their business. By speaking to these businesses further and highlighting their achievements in the digital space it shows other businesses in the region that it is possible to run a business online, or use digital to improve the productivity and competitiveness of an existing business.

Goldsmiths in the Forest

The Goldsmiths in the forest offer a unique Australian experience – providing a secluded stay in the forest, walking, smelling, touching then around the accommodation and tasting the bush. A meal of local produce with information about the area.

They have used their website and social media to:

- ✓ Enable their customer to access information that is up to date, and provide assistance with planning activities to enhance their visit.
- ✓ Overcome issues of the disorganised and fractured state of tourism in this area, as well as coping with the change of visitors and expectations.

They credit the best aspect of digital is social media taking over from website which has taken over from other forms of promotion. The interactivity of the new media allows the build-up visitor expectation and continue the conversation after they leave.

East Gippsland Aboriginal Community Controlled Health Organisations & Consortium Partner

East Gippsland Aboriginal Community Controlled Health Organisations & Consortium Partner are a Local Aboriginal Community development organisation who work through physical recreation programs and projects.

They have used their website and social media to:

- ✓ Enable their customer to access relative and specific information enables our community to be informed, therefore equipped to make better choices and take advantage of opportunities otherwise missed.
- ✓ Overcome issues of tangible communication with teenagers. Bridging distance and logistics for more cost effective and timely links with our four defined community locations in East Gippsland.

They credit the use of their website and social media to reach the high percentage of Aboriginal community who use Facebook, which makes word of mouth is very successful. We can provide quality and timely information to our target audience. The website has provided program/brand recognition and credibility vital to working in partnerships and seeking funding.

Appendices

Appendix #1: Research Methodology

Consultation with local businesses was an integral step in order to gain an understanding of what support a digital plan could offer local businesses in the East Gippsland Shire Council region.

Steering Committee

The Council's Steering Committee aided in the identification of local issues faced and provided advice on people and businesses of interest, organising those of significance to be interviewed on a one-on-one basis. The Committee scheduled interviews with a range of local businesses, stakeholders and business intermediaries to give a broad cross section of the region. This selection of businesses ranged from a handful of large and mature businesses to smaller partnerships and sole traders and across a variety of industries and included business intermediaries who had an intimate understanding of the issues business face.

One-on-one Consultations

The one-on-one consultations allowed an insight to be gained into the individual and specific barriers faced by businesses as well as gaining understanding of the issues at a local level. This collection of knowledge is key in implementing a digital strategy to aid in the advancement of the region.

Workshops

Small workshops were also held in Bairnsdale and Lakes Entrance. This arranged a collaborative, community forum open to the general public, including business owners and people with a genuine interest in advancing the digital maturity of the region. The varied types of community consultation aids in local businesses and stakeholders to be strongly included as part of the process, and therefore more likely to take on responsibility and be accepting of recommendations made.

Phone calls

Phone calls were made to individuals who were unable to attend workshops or face-to-face consultations due to both time and travel issues. Where possible a similar structure of interview was undertaken to ensure comparable data was gathered and businesses felt equally engaged in the process.

Survey

In order to have consistency when interviewing this large cross section of businesses a survey was created with an assortment of probing questions. These questions were crafted to trigger conversation around the key issues in recommending a digital plan for the region. The survey supplied quantifiable data and in order to gauge the digital maturity of the region.

Appendix #2: Who we interviewed

We consulted with 61 businesses, stakeholders and business intermediaries in the East Gippsland Shire Council region. During the course of each interview or workshop, representatives were asked to fill out the KPMG prepared survey. This data can be viewed below.

We would like to thank the following businesses and organisations for their participation in the consultancy stage of the digital plan.

1. Jane McKay Communications	2. Abayda Day Spa
3. King & Heath	4. Friths Plumbing & Gas Fitting
5. East Gippsland Marketing	6. Protea Farm
7. Workways Offices	8. East Gippsland Farm
9. Right Track Tours	10. Bluewater Marine Centre
11. Y media	12. Project Support Services
13. SchoolWorks	14. Paynesville Maritime Museum
15. Goldsmiths In The Forest	16. R U Fit
17. Araluen Park Cottages	18. The Scarf wall
19. Allambi Holiday Apartments	20. Natural Health
21. Lakes Entrance Souvenirs	22. Gippsland East Local Employment
23. Lakes Explorer Sea Safari	24. Tom Ponting's Associates
25. Jetty Road Retreat	26. Virtual B Degrees
27. Kickback Cottages	28. Best Western Colonial Motor Inn
29. Djillay Ngalu	30. Paynesville Newsagency
31. Blay Builders	32. EG BAS Agents Plus
33. East Gippsland Field Days	34. Interior Philosophy
35. East Gippsland Catchment Management Authority	36. ClearTrack
37. Homestead House	38. Feast on East Direct
39. BTEG	40. Waverly House Cottages
41. Crossco	42. Lakes Entrance Realtors
43. Ann Waller Real Estate	44. Brooker Builders
45. Internet Secrets Made Easy	46. Jayco Caravans
47. All Aussie Opals	48. Crowe Horwarth Accountants
49. Cranes Asphalting & Bitumen Sealing	50. Lightfoot & Sons
51. Bairnsdale Air-Conditioning	52. Enhanced Clothing
53. Decorative Elements	53. Marlo Hotel
54. Destination Gippsland	55. Silverbeet Solutions
56. East Gippsland Water	57. Bairnsdale Regional Health
58. Fenning Bairnsdale	59. Wuk Wuk Beef
60. Patties Foods	61. Lakes Entrance Fishermen's Co-Op

Appendix #3: Survey Responses

This table indicates the range of industry types represented in the consultation process. The Australian New Zealand Industry Code has been used as the base for categorising the representatives.

ANZIC Industry Type	
agriculture, forestry and fishing	3
mining	0
manufacturing	0
electricity, gas, water and waste services	0
construction	4
wholesale trade	0
retail trade	9
accommodation and food services	1
transport, postal and warehousing	0
information media and telecommunications	1
financial and insurance services	2
rental, hiring and real estate services	2
professional, scientific and technical services	0
administrative and support services	2
public administration and safety	0
education and training	1
health care and social assistance	2
arts and recreation services	7
other services	4

The following pages provide aggregated data from the survey forms completed by the participants.

Organisation Type	Company	Government	Not-For-Profit	Other			
	27	1	7	21			
Employees	1-5	6-19	20-199	200+			
	38	8	6	2			
Location of Current Customer Base	% Local to East Gippsland	% Victoria	% National	% International			
	66.95	38.28	22.84	14.36			
What market(s) do you want to expand into	Don't Wish to Expand	% Local to East Gippsland	% Victoria	% National	% International		
	8	50.21	33.04	21.84	20.70		
Customer type	Other Business	General public	Tourists				
	28	36	24				
Have you got a written business plan or marketing plan?	Yes	No	Not Sure				
	33	21	1				
How would you rate your own personal level of comfort with using technology in your business?	Very High	High	Satisfactory	Low	Very Low		
	18	17	15	6	0		
How would you rate your own personal level of comfort with using technology in your personal life?	Very High	High	Satisfactory	Low	Very Low		
	19	18	16	3	0		
Has your organisation got a website? *If no – got to question 19*	Yes	Yes	No	Not Sure			
	45	45	10	0			
When was it developed – how old is it?	1 Year Old	2 Years Old	3 Years Old	3 Years+	Not Sure		
	14	9	10	13	0		
Who developed it? Where is their	I Develop	East Gippsland	Victorian	National	Not In Australia		

business located?	ed It Myself	d Company	Company				
	8	22	11	4	1		
How much did it cost to develop?	Less Than $2,000	Less Than $5,000	Less Than $15,000	Less Than $30,000	$30,000+		
	26	11	1	2	1		
What the main purpose of the website?	Information Only	Selling Products or Services	Influencing People	Brand Awareness			
	21	21	6	7			
Which of these actions can customers do on your website?	Pay Online for Products or Services	Complete Forms Online	Download Documents	View a Video	None of These		
	14	21	20	16	12		
About how many staff maintain the website day-to-day?	1	2-3	3-5	5+	Not Sure		
	38	6	0	1	1		
Is your current website mobile-friendly?	Yes	No	Not Sure				
	28	12	6				
Do you have a dedicated mobile version of your website?	Yes	No	Not Sure				
	9	28	9				
What social media platforms does the organisation use?	None	Facebook	Twitter	Instagram	YouTube	Not Sure	
	11	44	13	15	9	0	
If you have a personal LinkedIn account, when did you last use it?	I Don't Use LinkedIn	This Week	This Fortnight	This Month	Not Sure		
	29	14	2	8	6		
Do you have a personal Twitter account?	Yes	No	Not Sure				
	16	40	0				
If you have a personal Twitter account, when did you last use it?	I Don't Use Twitter	This Week	This Fortnight	This Month	Not Sure		
	38	4	2	4	6		
How do you rate the success of your current website?	Not Applicable	Very High	High	Satisfactory	Low	Very Low	Not Sure

	12	4	10	17	7	2	4
How do you rate the success of your use of social media?	Not Applicable	Very High	High	Satisfactory	Low	Very Low	Not Sure
	10	10	14	11	7	4	0
How do you rate your organisation's understanding of your customers' online expectations and needs	Not Applicable	Very High	High	Satisfactory	Low	Very Low	Not Sure
	0	7	18	12	19	0	0
How do you rate the potential of the Web (websites, mobile apps,to help your organisation achieve its goals?	Not Applicable	Very High	High	Satisfactory	Low	Very Low	Not Sure
	0	24	20	9	3	0	0
How do you rate the potential of social media (eg Facebook, Twitter) to help your organisation achieve its goals?	Not Applicable	Very High	High	Satisfactory	Low	Very Low	Not Sure
	0	20	18	10	6	2	0
Do you use any cloud-based solutions in your organisation – eg Xero	Yes	No	Not Sure				
	27	27	2				
What would you say is the greatest barrier to you in improving your use of the Web and digital technologies in general?	Understanding What's Possible	Cost	The Level of Complexity	Finding the Time	understanding and delivering What our customers want from us Online	Lack of Digital Expertise in our Organisation	Lack of Digital Experts Locally or to Employ for Advice
	11	13	3	12	4	6	2

What would you say is the greatest barrier to you in improving your use of the Web and digital technologies in general?								
	Rated 1	Rated 2	Rated 3	Rated 4	Rated 5	Rated 6	Rated 7	Rated 8
	1	2	3	4	5	6	7	8
Understanding What's Possible	11	8	5	7	5	2	6	7
Cost	11	10	6	6	6	5	3	5
The Level of Complexity	4	5	4	9	4	4	8	11
Finding the Time	10	13	14	1	4	1	3	5
Understanding and Delivering What our Customers Want from us Online	4	7	4	8	5	14	5	3
Lack of Digital Expertise in our Organisation	5	6	7	7	3	7	8	7
Lack of Digital Experts Locally or to Employ for Advice	3	3	2	4	10	12	10	7

APPENDIX 1

East Gippsland Shire Council
Instrument of Delegation

Council

to

Members of Council Staff

Approved by Council 1 September 2015
~~**Approved by Council 5 August 2014**~~
~~**(Administrative amendments approved by Acting CEO November 2014)**~~

~~**UPDATE FROM MADDOCKS JUNE 2014**~~

UPDATE JUNE 2015

SCHEDULE 2

Instrument of Delegation

In exercise of the power conferred by section 98(1) of the *Local Government Act* 1989 and the other legislation referred to in the attached Schedule, the Council:

1. delegates each duty and/or function and/or power described in column 1 of the Schedule (and summarised in column 2 of the Schedule) to the member of Council staff holding, acting in or performing the duties of the office or position described opposite each such duty and/or function and/or power in column 3 of the Schedule;

2. declares that:

   2.1 this Instrument of Delegation is authorised by a resolution of Council passed on ~~5 August 2014~~1 September 2015 and

   2.2 the delegation:

      2.2.1 comes into force immediately the common seal of Council is affixed to this Instrument of Delegation;

      2.2.2 is subject to any conditions and limitations set out in the Schedule; and

      2.2.3 must be exercised in accordance with any guidelines or policies, which Council from time to time adopts.

   2.3 the delegate must not determine the issue, take the action or do the act or function delegated:

      2.3.1 if the issue, action, act or function delegated is an issue, action or function delegated which Council has previously designated as an issue, action, act or function delegated which must be the subject of a Resolution of Council; or

      2.3.2 if the determining of the issue, taking of the action or doing of the act or function delegated would or would be likely to involve a decision which is inconsistent with a

      (a) policy; or

      (b) strategy adopted by Council; or

      2.3.3 if the determining of the issue, the taking of the action or the doing of the act or function delegated cannot be the subject of a lawful delegation, whether on account of section 98(1)(a)-(f) (inclusive) of the Act or otherwise; or

      2.3.4 the determining of the issue, the taking of the action or the doing of the act or Function Delegated is already the subject of an exclusive delegation to another member of Council staff.

The Common Seal of the East

Gippsland Shire Council was

hereunto affixed on the

day of

in the presence of :-

……Councillor

……Chief Executive

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SCHEDULE 4

CEMETERIES AND CREMATORIA ACT 2003

[##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii), as though they were a cemetery trust (see section 53) **NB: EGSC currently only acts as a Cemetery Trust over two unused cemeteries: 1) Glenaladale 2) Glen Wills**

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.12(1)	function to properly and efficiently manage and maintain each public cemetery for which responsible and carry out any other function conferred under this Act.	Director Corporate	where council is a Class B cemetery trust
s.12(2)	duty to have regard to the matters set out in paragraphs (a)-(c) in exercising its functions	Director Corporate	where council is a Class B cemetery trust
s.13	duty to do anything necessary or convenient to enable it to carry out its functions	Director Corporate	
s.15(1) and (2)	power to delegate powers or functions other than those listed	Director Corporate	
s.15(4)	duty to keep records of delegations	Governance Officer	
s.17(1)	power to employ any persons necessary	Chief Executive Officer	
s.17(2)	power to engage any professional, technical or other assistance considered necessary	Director Corporate	
s.18(3)	duty to comply with a direction from the Secretary	Director Corporate	
s.19	power to carry out or permit the carrying out of works	Assets Maintenance Engineer	
s.20(2)	power to set aside areas for the purposes of managing a public cemetery	Director Corporate	

SCHEDULE 5

CEMETERIES AND CREMATORIA ACT 2003

~~[##~~The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii), as though they were a cemetery trust (see section 53) **NB: EGSC currently only acts as a Cemetery Trust over two unused cemeteries: 1) Glenaladale 2) Glen Wills**

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.20(3)	power to set aside areas for those Functions Delegated in paragraphs (a)–(e)	Director Corporate	
s.26(1)	power to make rules for or with respect to the general care, protection and management of a public cemetery	Director Corporate	
s.36	power to grant licences to enter and use part of the land or building in a public cemetery in accordance with this section	~~Manager Property and Risk~~Manager Governance	subject to the approval of the Minister
s.37	power to grant leases over land in a public cemetery in accordance with this section	~~Manager Property and Risk~~Manager Governance	subject to the Minister approving the purpose
s.39(1)	power to fix fees and charges or a scale of fees and charges for its services in accordance with this section	~~Manager Finance and Treasury~~ Executive Manager Finance	subject to the approval of the Secretary under section 40 unless exempt under section 40A
s.39(3)	power to fix different fees and charges for different cases or classes of cases	~~Manager Finance and Treasury~~ Executive Manager Finance	
s.40	duty to notify Secretary of fees and charges fixed under section 39	~~Manager Finance and Treasury~~ Executive Manager Finance	
s.45	power to invest money	~~Manager Finance and Treasury~~Executive Manager	subject to any direction of the Minister This provision does not apply if the management of the public cemetery is a municipal council, not a cemetery trust. In this case, the borrowing &

CEMETERIES AND CREMATORIA ACT 2003

~~[~~##The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii), as though they were a cemetery trust (see section 53) **NB: EGSC currently only acts as a Cemetery Trust over two unused cemeteries: 1) Glenaladale 2) Glen Wills**

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		Finance	investment powers are governed by the Local Government Act 1989.
s.46	power to borrow money to enable it to perform its functions and exercise its powers	NO DELEGATION	subject to the approval and conditions of the Treasurer This provision does not apply if the management of the public cemetery is a municipal council, not a cemetery trust. In this case, the borrowing & investment powers are governed by the Local Government Act 1989.
s.47	power to pay a contribution toward the cost of the construction and maintenance of any private street adjoining or abutting a cemetery	~~Manager Finance and Treasury~~ Executive Manager Finance	provided the street was constructed pursuant to the Local Government Act 1989
s.57(1)	duty to submit a report to the Secretary every financial year in respect of powers and functions under the Act	~~Manager Finance and Treasur~~ y Executive Manager Finance	applies only to municipal councils, not cemetery trusts report must contain the particulars listed in s.57(2)
s.59	duty to keep records for each public cemetery	~~Manager Property and Risk~~Manager Governance	
s.60(1)	duty to make information in records available to the public for historical or research purposes	~~Manager Property and Risk~~Manager Governance	
s.60(2)	power to charge fees for providing information	~~Manager Property and Risk~~Manager Governance	

SCHEDULE 7

CEMETERIES AND CREMATORIA ACT 2003

~~[##~~The provisions of this Act apply to Councils appointed as a cemetery trust under section 5 of this Act, and also apply to Councils appointed to manage a public cemetery under section 8(1)(a)(ii), as though they were a cemetery trust (see section 53) **NB: EGSC currently only acts as a Cemetery Trust over two unused cemeteries: 1) Glenaladale 2) Glen Wills**

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.64(4)	duty to comply with a direction from the Secretary under section 64(3)	Director Corporate	
s.66(1)	power to apply to the Minister for approval to convert the cemetery, or part of it, to a historic cemetery park	Director Corporate	the application must include the requirements listed in s.66(2)(a)–(d)
s.69	duty to take reasonable steps to notify of conversion to historic cemetery park	Director Corporate	

SCHEDULE 8

DOMESTIC ANIMALS ACT 1994			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
s.41A(1)	power to declare a dog to be a menacing dog	~~Manager Amenity~~Manager Statutory Services, Community Laws Coordinator	Council may delegate this power to an authorised officer

ENVIRONMENT PROTECTION ACT 1970			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.53M(3)	power to require further information Septic Tanks	Environmental Health Officers	
s.53M(4)	duty to advise applicant that application is not to be dealt with	Environmental Health Officers	
s.53M(5)	duty to approve plans, issue permit or refuse permit	Environmental Health Officers	refusal must be ratified by Council or it is of no effect
s.53M(6)	power to refuse to issue septic tank permit	~~Manager Amenity~~Manager Statutory Services	refusal must be ratified by Council or it is of no effect
s.53M(7)	duty to refuse to issue a permit in circumstances in (a)-(c)	~~Manager Amenity~~Manager Statutory Services	refusal must be ratified by council or it is of no effect

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.19(2)(a)	power to direct by written order that the food premises be put into a clean and sanitary condition	Environmental Health Officers	If section 19(1) applies
s.19(2)(b)	power to direct by written order that specified steps be taken to ensure that food prepared, sold or handled is safe and suitable	Environmental Health Officers	If section 19(1) applies
s.19(4)(a)	power to direct that an order made under section 19(3) (a) or (b), (i) be affixed to a conspicuous part of the premises, and (ii) inform the public by notice in a published newspaper or otherwise	Environmental Health Officers	If section 19(1) applies
s.19(6)(a)	duty to revoke any order under s.19 if satisfied that an order has been complied with	Environmental Health Officers	If section 19(1) applies
s.19(6)(b)	duty to give written notice of revocation under section19(6)(a) if satisfied that an order has been complied with	Environmental Health Officers	If section 19(1) applies
s.19AA(2)	power to direct, by written order, that a person must take any of the actions described in (a)-(c)	~~Manager Amenity~~Manager Statutory Services	where council is the registration authority
s.19AA(4)(c)	power to direct, in an order made under s.19AA(2)or a subsequent written order, that a person must ensure that any food or class of food is not removed from the premises	~~Manager Amenity~~Manager Statutory Services	Note: the power to direct the matters under s.19AA(4)(a) and (b) not capable of delegation and so such directions must be made by a Council resolution
s.19AA(7)	duty to revoke order issued under s.19AA and give written notice of revocation, if satisfied that that order has been complied with	~~Manager Amenity~~Manager Statutory Services	where council is the registration authority
s.19CB(4)(b)	power to request copy of records	Environmental Health Officers	Where Council is the “registration authority”
s.19E(1)(d)	Power to request a copy of the food safety program	Environmental Health Officers	Where Council is the “registration authority”

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.19GB	power to request proprietor to provide written details of the name, qualification or experience of the current food safety supervisor	Environmental Health Officers	Where Council is the "registration authority"
s.19M(4)(a) & (5)	power to conduct a food safety audit and take actions where deficiencies are identified	Environmental Health Officers	where council is the registration authority
s.19NA(1)	power to request food safety audit reports	Environmental Health Officers	Where Council is the "registration authority"
s.19U(3)	power to waive and vary the costs of a food safety audit if there are special circumstances	~~Manager Amenity~~Manager Statutory Services	
s.19UA	power to charge fees for conducting a food safety assessment or inspection	Environmental Health Officers	except for an assessment required by a declaration under section 19C or an inspection under sections 38B(1)(c) or 39.
s.19W	power to direct a proprietor of a food premises to comply with any requirement under Part IIIB	Environmental Health Officers	where council is the registration authority
s.19W(3)(a)	power to direct a proprietor of a food premises to have staff at the premises undertake training or instruction	Environmental Health Officers	where council is the registration authority
s.19W(3)(b)	power to direct a proprietor of a food premises to have details of any staff training incorporated into the minimum records required to be kept or food safety program of the premises	Environmental Health Officers	where council is the registration authority
---	power to register, renew or transfer registration	Environmental Health Officers	Where Council is the "registration authority" refusal to grant/renew/transfer registration must be ratified by Council or the Chief Executive Officer (see section 58A(2)
s.38AA(5)	Power to (a) request further information; or (b) advise the proprietor that the premises must be	~~Manager Amenity~~Manager Statutory Services	Where Council is the "registration authority"

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	registered if the premises are not exempt		
s.38AB(4)	power to fix a fee for the receipt of a notification under section 38AA in accordance with a declaration under subsection (1)	NO DELEGATION	
s.38A(4)	power to request a copy of a completed food safety program template	Environmental Health Officers	Where Council is the "registration authority"
s.38B(1)(a)	duty to assess the application and determine which class of food premises under section 19C the food premises belongs	Environmental Health Officers	Where Council is the "registration authority"
s.38B(1)(b)	duty to ensure proprietor has complied with requirements of section 38A	Environmental Health Officers	Where Council is the "registration authority"
s.38B(2)	duty to be satisfied of the matter in section 38B(2)(a)-(b)	Environmental Health Officers	Where Council is the "registration authority"
s.38D(1)	duty to ensure compliance with the applicable provisions of section 38C and inspect the premises if required by section 39	Environmental Health Officers	Where Council is the "registration authority"
s.38D(2)	duty to be satisfied of the matters in section 38D(2)(a)-(d)	Environmental Health Officers	Where Council is the "registration authority"
s.38D(3)	power to request copies of any audit reports	Environmental Health Officers	Where Council is the "registration authority"
s.38E(2)	power to register the food premises on a conditional basis	Environmental Health Officers	Where Council is the "registration authority" Not exceeding the prescribed time limit defined under subsection (5)
s.38E(4)	duty to register the food premises when conditions are satisfied	Environmental Health Officers	Where Council is the "registration authority"

SCHEDULE 12

FOOD ACT 1984			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.38F(3)(b)	power to require proprietor to comply with requirements of this Act	Environmental Health Officers	Where Council is the "registration authority"
s.39A	power to register renew or transfer food premises despite minor defects	Environmental Health Officers	Where Council is the "registration authority" Only if satisfied of matters in subsections (2)(a)-(c)
s.40(2)	power to incorporate the certificate of registration in one document with any certificate of registration under Part 6 of the *Public Health and Wellbeing Act* 2008	Environmental Health Officers	
s.40C(2)	power to grant or renew the registration of food premises for a period less than 1 year	~~Manager Amenity~~Manager Statutory Services	Where Council is the "registration authority"
s.40D(1)	power to suspend or revoke the registration of food premises	~~Manager Amenity~~Manager Statutory Services	Where Council is the "registration authority"
s.43F(6)	duty to be satisfied that registration requirements under Division 3 have been met prior to registering, transferring or renewing registration of a component of a food business	~~Manager Amenity~~Manager Statutory Services	where council is the registration authority
s.43F(7)	power to register the components of the food business that meet requirements in Division 3 and power to refuse to register the components that do not meet the requirements	~~Manager Amenity~~Manager Statutory Services	where council is the registration authority
s.46(5)	power to institute proceedings against another person where the offence was due to an act or default by that other person and where the first person charged could successfully defend a prosecution, without proceedings first being instituted against the person first charged*	~~Manager Amenity~~Manager Statutory Services	Where Council is the "registration authority" Applies only to proceedings in the Magistrates Court

HERITAGE ACT 1995			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.84(2)	power to sub-delegate Executive Director's functions	NO DELEGATION	must obtain Executive Director's written consent first.

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.4B	power to prepare an amendment to the Victoria Planning Provisions	~~Manager Amenity~~Manager Statutory Services Manager Strategic Planning	if authorised by the Minister
s.4G	function of receiving prescribed documents and a copy of the Victoria Planning Provisions from the Minister	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning	
s.4H	duty to make amendment to Victoria Planning Provisions available	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.4I	duty to keep Victoria Planning Provisions and other documents available	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.8A(2)	power to prepare amendment to the planning scheme where the Minister has given consent under s.8A	Manager Statutory Services Manager Strategic Planning	
s8A (3)	power to apply to Minister to prepare an amendment to the planning scheme	~~Manager Amenity~~Manager Statutory Services,	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		Manager Strategic Planning	
s.8A(5)	function of receiving notice of the Minister's decision	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning	
s.8A(7)	power to prepare the amendment specified in the application without the Minister's authorisation if no response received after 10 business days	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning	
~~s.11(3)(b)~~	~~duty to submit amendment to planning scheme to Minister for approval if the Minister withdraws authorisation~~	~~Manager Amenity, Manager Strategic Planning~~	
s 12A (1)	duty to prepare a municipal strategic statement (including power to prepare a municipal strategic statement under s 19 of the Planning and Environment (Planning Schemes) Act 1996)	Manager Strategic Planning	
s.12B (1)	duty to review planning scheme	Manager Strategic Planning	
s.12B (2)	duty to review planning scheme at direction of Minister	Manager Strategic Planning	
s.12B (5)	duty to report findings of review of planning scheme to Minister	Manager Strategic Planning	
s.12(3)	power to carry out studies and do things to ensure proper use of land in which Council is the planning authority and consult with other persons to ensure co-ordination of planning scheme with these persons	Manager Strategic Planning	
s.14	duties of the Responsible Authority as set out in subsections(a) to (d)	Planning Officers Strategic Planning Officers Natural Resource Planner	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.17(1)	duty of giving copy amendment to the planning scheme	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.17(2)	duty of giving copy s.173 agreement	Planning Officers	
s.17(3)	duty of giving copy amendment, explanatory report and relevant documents to the Minister within 10 business days	Manager Strategic Planning	
s.18	duty to make amendment etc. available	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.19	power to give notice, to decide not to give notice, to publish notice of amendment to a planning scheme and to exercise any other power under s 19 to a planning scheme	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.19	function of receiving notice of preparation of an amendment to a planning scheme	Planning Officers Strategic Planning Officers Natural Resource Planner	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
s.20(1)	power to apply to Minister for exemption from the requirements of s 19	~~Director Planning and Community~~Director Community and Strategic Development Director Development	In accordance with approved operational guidelines.
s.21 (2)	duty to make submissions available	Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		Strategic Planning Officers Natural Resource Planner	
s.21A(4)	duty to publish notice in accordance with section	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.22	duty to consider all submissions	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.23(1)(b)	duty to refer submissions which request a change to the amendment to a panel	Manager Strategic Planning, ~~Senior Strategic Planner~~Strategic Planning Coordinator, ~~Manager Amenity~~Manager Statutory Services	
s.23(2)	power to refer to a panel submissions which do not require a change to the amendment	Manager Strategic Planning, ~~Senior Strategic Planner~~Strategic Planning Coordinator, ~~Manager Amenity~~Manager Statutory Services	In accordance with approved operational guidelines.
s.24	function to represent Council and present a submission at a panel hearing (including a hearing referred to in s 96D)	Manager Strategic Planning, ~~Senior Strategic Planner~~Strategic Planning Coordinator, ~~Manager Amenity~~Manager Statutory Services Manager Strategic Planning ~~Senior Strategic Planner~~Strategic Planning Coordinator	
s.26(1)	power to make report available for inspection	Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		Strategic Planning Officers Natural Resource Planner	
s.26(2)	duty to keep report of panel available for inspection	Manager Strategic Planning, ~~Senior Strategic Planner~~Strategic Planning Coordinator	
s.27 (2)	power to apply for exemption if panel's report not received	Manager Strategic Planning	
s.28	duty to notify the Minister if abandoning an amendment	Manager Strategic Planning	Note: the power to make a decision to abandon an amendment cannot be delegated
s.30(4)(a)	duty to say if amendment has lapsed	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.30(4)(b)	duty to provide information in writing upon request	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.31	duty to submit adopted amendment to Minister and, if applicable, details under s.19(1B)	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.32(2)	duty to give more notice if required	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.33(1)	duty to give more notice of changes to an	Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	amendment	Strategic Planning Officers Natural Resource Planner	
s.36(2)	duty to give notice of approval of amendment	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.38(5)	duty to give notice of revocation of an amendment	Manager Strategic Planning, Strategic Planners	
s.39	function of being a party to a proceeding commenced under s.39 and duty to comply with determination by VCAT	Manager Strategic Planning, Strategic Planning ~~ors~~ Offciers, ~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.40(1)	function of lodging copy of approved amendment	Manager Strategic Planning	
s.40 (1A)	duty to lodge prescribed documents and copy of approved amendment with the relevant authorities	Planning Officers	
s.41	duty to make approved amendment available	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.42	duty to make copy of planning scheme available	Planning Officers	
s.46AS(ac)	power to request the Growth Areas Authority to provide advice on any matter relating to land in Victoria or an objective of planning in Victoria	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner; ~~Senior Strategic Planner~~Strategic Planning Coordinator	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.46N(1)	duty to include condition in permit regarding payment of development infrastructure levy	Planning Officers Strategic Planning Officers Natural Resource Planner	
s.46N(2)(c)	function of determining time and manner for receipt of development contributions levy	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner, Manager Strategic Planning; ~~Senior Strategic Planner~~Strategic Planning Coordinator	
s.46N(2)(d)	power to enter into an agreement with the applicant regarding payment of development infrastructure levy	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner, Manager Strategic Planning; ~~Senior Strategic Planner~~Strategic Planning Coordinator	
s.46O(1)(a) & (2)(a)	power to ensure that community infrastructure levy is paid, or agreement is in place, prior to issuing building permit	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner, Manager Strategic Planning; ~~Senior Strategic Planner~~Strategic Planning Coordinator	
s.46O(1)(d) & (2)(d)	power to enter into agreement with the applicant regarding payment of community infrastructure levy	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner; ~~Senior Strategic Planner~~Strategic Planning Coordinator	
s.46P(1)	power to require payment of amount of levy under s.46N or s.46O to be satisfactorily secured	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner,	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		Manager Strategic Planning; ~~Senior Strategic Planner~~Strategic Planning Coordinator	
s.46P(2)	power to accept provision of land, works, services or facilities in part or full payment of levy payable	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner, Manager Strategic Planning; ~~Senior Strategic Planner~~Strategic Planning Coordinator	
s.46Q(1)	duty to keep proper accounts of levies paid	~~Manager Finance and Treasury~~Executive Manager Finance	
s.46Q(2)	duty to apply levy only for a purpose relating to the provision of the works, services and facilities in respect of which the levy was paid etc.	~~Manager Finance and Treasury~~Executive Manager Finance	
s.46Q(1A)	power to forward any part of the levy to Minister, referral authority or public authority	~~Manager Finance and Treasury~~Executive Manager Finance	On advice from ~~Manager Amenity~~Manager Statutory Services
s.46Q(3)	power to refund any amount of levy paid if it is satisfied the development is not to proceed	~~Manager Finance and Treasury~~Executive Manager Finance	On advice from ~~Manager Amenity~~Manager Statutory Services
s.46Q(4)(c)	duty to pay amount to current owners of land in the area	Not Applicable	must be done within six months of the end of the period required by the development contributions plan and with the consent of, and in the manner approved by, the Minister
s.46Q(4)(d)	duty to submit to the Minister an amendment to the approved development contributions plan	Not Applicable	must be done in accordance with Part 3
s46Q(4)(e)	duty to expend that amount on other works etc.	Not Applicable	with the consent of, and in the manner approved by, the Minister
s.46QC	power to recover any amount of levy payable under	~~Manager Finance and~~	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	Part 3B	~~Treasury~~Executive Manager Finance	
s.46V(3)	duty to make a copy of the approved strategy plan (being the Melbourne Airport Environs Strategy Plan) and any documents lodged with it available	Not Applicable	
s.46Y	duty to carry out works in conformity with the approved strategy plan	Not Applicable	
s.47	Power to decide that an application for a planning permit does not comply with that Act	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.49(1)	duty to keep a register of all applications for permits and determinations relating to permits	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.49(2)	duty to make register available for inspection	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.50(4)	duty to amend application	Planning Officers	Must consult with ~~Manager Amenity~~Manager Statutory Services or Senior Statutory Planner
s.50(5)	power to refuse to amend application	Planning Officers	Must consult with ~~Manager Amenity~~Manager Statutory Services or Senior Statutory Planner
s.50(6)	duty to make note of amendment to application in register	Planning Officers	
s.50A(1)	power to make amendment to application	Planning Officers	
s.50A(3)	power to require applicant to notify owner and make a declaration that notice has been given	Planning Officers	
s.50A(4)	duty to note amendment to application in register	Planning Officers, ~~Planning Administration~~Statutory Services Administration	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.51	duty to make copy of application available for inspection	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.52(1)(a)	duty to give notice of the application to owners/occupiers of adjoining allotments unless satisfied that the grant of permit would not cause material detriment to any person	Planning Officers	Must consult with ~~Manager Amenity~~Manager Statutory Services, or Senior Statutory Planner
s.52(1)(b)	duty to give notice of the application to other municipal councils where appropriate	Planning Officers	
s.52(1)(c)	duty to give notice of the application to all persons required by the planning scheme	Planning Officers	
s.52(1)(ca)	duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if may result in breach of covenant	Planning Officers	
s.52(1)(cb)	duty to give notice of the application to owners and occupiers of land benefited by a registered restrictive covenant if application is to remove or vary the covenant	Planning Officers	
s.52(1)(d)	duty to give notice of the application to other persons who may be detrimentally effected	Planning Officers	
s.52(1AA)	duty to give notice of an application to remove or vary a registered restrictive covenant	Planning Officers	
s.52(3)	power to give any further notice of an application where appropriate	Planning Officers	
s.53(1)	power to require the applicant to give notice under section 52(1) to persons specified by it	Planning Officers	
s.53(1A)	power to require the applicant to give the notice under section 52(1AA)	Planning Officers	
s.54(1)	power to require the applicant to provide more information	Planning Officers	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.54(1A)	duty to give notice in writing of information required under s.54(1)	Planning Officers	
s.54(1B)	duty to specify the lapse date for an application	Planning Officers	
s.54A(3)	power to decide to extend time or refuse to extend time to give required information	Planning Officers	Must consult with ~~Manager Amenity~~Manager Statutory Services or Senior Statutory Planner
s.54A(4)	duty to give written notice of decision to extend or refuse to extend time under s.54A(3)	Planning Officers	
s.55(1)	duty to give copy application to every referral authority specified in the planning scheme	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.57(2A)	power to reject objections considered made primarily for commercial advantage for the objector	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.57(3)	function of receiving name and address of persons to whom notice of decision is to go	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.57(5)	duty to make available for inspection copy of all objections	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.57A(4)	duty to amend application in accordance with applicant's request, subject to s.57A(5)	Planning Officers	
s.57A(5)	power to refuse to amend application	Planning Officers	Must consult with ~~Manager Amenity~~Manager Statutory Services, or Senior Statutory Planner
s.57A(6)	duty to note amendments to application in register	Planning Officers, ~~Planning Administration~~Statutory Services Administration	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.57B(1)	duty to determine whether and to whom notice should be given	Planning Officers	
s.57B(2)	duty to consider certain matters in determining whether notice should be given	Planning Officers	
s.57C(1)	duty to give copy of amended application to referral authority	Planning Officers	
s.58	duty to consider every application for a permit except for a development assessment committee application	Planning Officers	
s.60	duty to consider certain matters	Planning Officers	In accordance with approved operational guidelines.
s60(1A)	power to consider certain matters before deciding on application	Planning Officers	
s.61(1)	power to determine permit application, either to decide to grant a permit, to decide to grant a permit with conditions or to refuse a permit application	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	▪ In accordance with approved operational guidelines and ▪ the permit must not be inconsistent with a cultural heritage management plan under the *Aboriginal Heritage Act* 2006. and ▪ the permit must not be inconsistent with the Coastal Inundation and Erosion Planning Policy
s.61(2)	duty to decide to refuse to grant a permit if relevant determining referral authority objects to grant of permit	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.61(2A)	power to decide to refuse to grant a permit if a relevant recommending referral authority objects to the grant of permit	No delegation	
s.61(3)(a)	duty not to decide to grant a permit to use coastal	~~Manager Amenity~~Manager Statutory Services,	

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PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	Crown land without Minister's consent	Senior Statutory Planner	
s.61(3)(b)	duty to refuse to grant the permit when Minister's advises refusal	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.61(4)	duty to refuse to grant the permit if grant would authorise a breach of a registered restrictive covenant	Planning Officers	Must consult with ~~Manager Amenity~~Manager Statutory Services or Senior Statutory Planner
s.62(1)	duty to include certain conditions in deciding to grant a permit	Planning Officers	
s.62(2)	power to include other conditions	Planning Officers	
s.62(4)	duty to ensure conditions are consistent with subsections (a),(b) and (c)	Planning Officers	
s.62(5)(a)	power to include a permit condition to implement an approved development contributions plan	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.62(5)(b)	power to include a permit condition that specified works be provided on or to the land **or paid for in accordance with section 173 agreement**	Planning Officers	
s.62(5)(c)	power to include a permit condition that specified works be paid for by the applicant	Planning Officers	
s.62(6)(a)	duty not to include a permit condition requiring a person to pay an amount **(for or provide works except in accordance with section 62(5) or section 46N)**	Planning Officers	
s.62(6)(b)	duty not to include a permit condition requiring a person to pay for **(or provide works except a**	Planning Officers	

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PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	condition that a planning scheme requires to be included as referred to in section 62(1)(a))		
s.63	duty to issue the permit where made a decision in favour of the application (if no one has objected)	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.64(1)	duty to give notice of decision to grant a permit to applicant and objectors	Planning Officers, ~~Planning Administration~~Statutory Services Administration	this provision applies also to a decision to grant an amendment to a permit - see section 75
s.64(3)	duty not to issue a permit until after the specified period	Planning Officers	this provision applies also to a decision to grant an amendment to a permit - see section 75
s.64(5)	duty to give each objector a copy of an exempt decision	Planning Officers, ~~Planning Administration~~Statutory Services Administration	this provision applies also to a decision to grant an amendment to a permit - see section 75
s.64A	duty not to issue permit until the end of a period when an application for review may be lodged with VCAT or until VCAT has determined the application, if a relevant recommending referral authority has objected to the grant of a permit	Planning Officers, ~~Planning Administration~~Statutory Services Administration	this provision applies also to a decision to grant an amendment to a permit - see section 75A
s.65(1)	duty to give notice of refusal to grant permit to applicant and objector	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.66(1)	duty to give notice under section 64 or section 65 and copy permit to relevant determining referral authorities	Planning Officers, ~~Planning Administration~~Statutory Services Administration	

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PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.66(2)	duty to give a recommending referral authority notice of its decision to grant a permit	Planning Officers, ~~Planning Administration~~Statutory Services Administration	if the recommending referral authority objected to the grant of the permit or the responsible authority decided not to include a condition on the permit recommended by the recommending referral authority
s.66(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	Planning Officers, ~~Planning Administration~~Statutory Services Administration	if the recommending referral authority objected to the grant of the permit or the recommending referral authority recommended that a permit condition be included on the permit
s.66(6)	duty to give a recommending referral authority a copy of any permit which Council decides to grant and a copy of any notice given under section 64 or 65	Planning Officers, ~~Planning Administration~~Statutory Services Administration	if the recommending referral authority did not object to the grant of the permit or the recommending referral authority did not recommend a condition be included on the permit
s.69(1)	function of receiving application for extension of time of permit	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.69(1A)	function of receiving application for extension of time to complete development	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.69(2)	power to extend time	Planning Officers	Must consult with ~~Manager Amenity~~Manager Statutory Services or Senior Statutory Planner
s.70	duty to make copy permit available for inspection	Planning Officers, ~~Planning Administration~~Statutory Services Administration	

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PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.71(1)	power to correct certain mistakes	Planning Officers	Must consult with ~~Manager Amenity~~Manager Statutory Services or Senior Statutory Planner
s.71(2)	duty to note corrections in register	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.73	power to grant amendment subject to conditions	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.74	duty to issue amended permit to applicant if no objectors	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.76	duty to give applicant and objectors notice of decision to refuse to grant amendment to permit	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.76A(1)	duty to give relevant determining referral authorities copy of amended permit and copy of notice	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.76A(2)	duty to give a recommending referral authority notice of its decision to grant an amendment to a permit	Planning Officers, ~~Planning Administration~~Statutory Services Administration	if the recommending referral authority objected to the amendment of the permit or the responsible authority decided not to include a condition on the amended permit recommended by the recommending referral authority
s.76A(4)	duty to give a recommending referral authority notice of its decision to refuse a permit	Planning Officers, ~~Planning Administration~~Statutory Services Administration	if the recommending referral authority objected to the amendment of the permit or the recommending referral authority recommended that a permit condition be included on the amended permit

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PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.76A(6)	duty to give a recommending referral authority a copy of any amended permit which Council decides to grant and a copy of any notice given under section 64 or 76	Planning Officers, ~~Planning Administration~~Statutory Services Administration	if the recommending referral authority did not object to the amendment of the permit or the recommending referral authority did not recommend a condition be included on the amended permit
s.76D	duty to comply with direction of Minister to issue amended permit	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.83	function of being respondent to an appeal	Planning Officers	
s.83B	duty to give or publish notice of application for review	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.84(1)	power to decide on an application at any time after an appeal is lodged against failure to grant a permit	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	In accordance with approved operational guidelines.
s.84(2)	duty not to issue a permit or notice of decision or refusal after an application is made for review of a failure to grant a permit	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.84(3)	duty to tell principal registrar if decide to grant a permit after an application is made for review of its failure to grant a permit	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner, Planning Officers	
s.84(6)	duty to issue permit on receipt of advice within 3 working days	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner, Planning Officers	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.86	duty to issue a permit at order of Tribunal within 3 working days	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner, Planning Officers	
s.87(3)	power to apply to VCAT for the cancellation or amendment of a permit	Director Development, ~~Manager Amenity~~Manager Statutory Services	Council to be advised if the permit was determined by Council
s.90(1)	function of being heard at hearing of request for cancellation or amendment of a permit	Planning Officers	
s.91(2)	duty to comply with the directions of the VCAT	Planning Officers	
s.91(2A)	duty to issue amended permit to owner if Tribunal so directs	Planning Officers	
s.92	duty to give notice of cancellation/amendment of permit by VCAT to persons entitled to be heard under s.90	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.93(2)	duty to give notice of VCAT order to stop development	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.95(3)	function of referring certain applications to the Minister	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.95(4)	duty to comply with an order or direction	Planning Officers	
s.96(1)	duty to obtain a permit from the Minister to use and develop its land	Director Development, ~~Director Planning and Community~~Director Community and Strategic Development	
s.96(2)	function of giving consent to other persons to apply to the Minister for a permit to use and develop Council land	Director Development, ~~Director Planning and Community~~Director Community	

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PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		and Strategic Development ~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner	
s.96A(2)	power to agree to consider an application for permit concurrently with preparation of proposed amendment	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner, ~~Senior Strategic Planner~~Strategic Planning Coordinator	
s.96C	power to give notice, to decide not to give notice, to publish notice and to exercise any other power under s 96C	Manager Strategic Planning, Strategic Planners,	
s.96F	duty to consider the panel's report under section 96E	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning	
s.96G(1)	power to determine to recommend that a permit be granted or to refuse to recommend that a permit be granted and power to notify applicant of the determination (including power to give notice under s 23 of the Planning and Environment (Planning Schemes) Act 1996)	Director Development, ~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	In accordance with approved operational guidelines.
s.96H(3)	power to give notice in compliance with Minister's direction	Planning Officers	
s.96J	power to issue permit as directed by the Minister	Planning Officers	
s.96K	duty to comply with direction of the Minister to give notice of refusal	Planning Officers	
s. 96Z	duty to keep levy certificates given to it under ss. 47 or 96A for no less than 5 years from receipt of the	Planning Officers, Statutory Services Administration	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	certificate		
s.97C	power to request Minister to decide the application	NO DELEGATION	
s.97D(1)	duty to comply with directions of Minister to supply any document or assistance relating to application	Planning Officers	
s.97G(3)	function of receiving from Minister copy of notice of refusal to grant permit or copy of any permit granted by the Minister	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.97G(6)	duty to make a copy of permits issued under s.97F available for inspection	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.97L	duty to include Ministerial decisions in a register kept under s.49	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.97MH	duty to provide assistance to the development assessment committee	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.97MI	duty to contribute to the costs of the Planning Application Committee or subcommittee	~~Manager Amenity~~Manager Statutory Services	
s.97O	duty to consider application and issue or refuse to issue certificate of compliance	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.97P(3)	duty to comply with directions of VCAT following an application for review of a failure or refusal to issue a certificate	Planning Officers	Must consult with ~~Manager Amenity~~Manager Statutory Services or Senior Statutory Planner
s.97Q(2)	function of being heard by VCAT at hearing of request for amendment or cancellation of certificate	Planning Officers	
s.97Q(4)	duty to comply with directions of VCAT	Planning Officers	

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PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.97R	duty to keep register of all applications for certificate of compliance and related decisions	Planning Officers ~~Planning Administration~~Statutory Services Administration	
s.98(1)&(2)	function of receiving claim for compensation in certain circumstances	Director Development	
s.98(4)	duty to inform any person of the name of the person from whom compensation can be claimed	Director Development	
s.101	function of receiving claim for expenses in conjunction with claim	Director Development	
s.103	power to reject a claim for compensation in certain circumstances	Director Development	
s.107 (1)	function of receiving claim for compensation	Director Development	
s.107(3)	power to agree to extend time for making claim	Director Development	
s.114(1)	power to apply to the VCAT for an enforcement order	Director Development, ~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.117(1)(a)	function of making a submission to the VCAT where objections are received	Director Development, ~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner, Planning Officers, ~~Development Enforcement Officer~~Development Compliance Officer	
s.120(1)	power to apply for an interim enforcement order where s.114 application has been made	Director Development, ~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner,	

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		~~Development Enforcement Officer~~Development Compliance Officer	
s.123(1)	power to carry out work required by enforcement order and recover costs	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner, ~~Development Enforcement Officer~~Development Compliance Officer	
s.123(2)	power to sell buildings, materials, etc salvaged in carrying out work under s.123(1)	Director Development	Except Crown Land
s.125	power to apply for an injunction restraining a person form contravening an enforcement order or interim enforcement order	Director Development, ~~Director Planning and Community~~Director Community and Strategic Development ~~Manager Amenity~~Manager Statutory Services	
s.129	function of recovering penalties	Planning Officers, ~~Development Enforcement Officer~~Development Compliance Officer	
s.130(1)	Power to serve Planning Infringement Notice	Director Development, ~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner, ~~Development Enforcement Officer~~Development Compliance Officer	
S130(5)	Power to allow person served with an infringement notice further time	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner, ~~Development Enforcement Officer~~Development Compliance	

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PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		Officer	
s.149A(1)	power to refer a matter to the VCAT for determination	Director Development, ~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.149A(1A)	power to apply to VCAT for the determination of a matter relating to the interpretation of a s.173 agreement	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner; ~~Senior Strategic Planner~~Strategic Planning Coordinator	
s.156	duty to pay fees and allowances (including a payment to the Crown under subsection (2A) and payment or reimbursement for reasonable costs and expenses incurred by the panel in carrying out its functions unless the Minister directs otherwise under subsection (2B))), power to ask for contribution under subsection (3) and power to abandon amendment or part of it under subsection (4)	Director Development, ~~Director Planning and Community~~Director Community and Strategic Development ~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning	Where council is the relevant planning authority
s.162	Function of being heard at a panel	~~Director Planning and Community~~Director Community and Strategic Development Director Development, ~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Strategic Planners; Natural Resource Planner	
s.171(2)(f)	power to carry out studies and commission reports	~~Director Planning and Community~~Director Community and Strategic Development , Director Development, ~~Manager Amenity~~Manager Statutory Services,	

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PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		Manager Strategic Planning, Senior Statutory Planner, Strategic Planners; Natural Resource Planner	
s.171(2)(g)	power to grant and reserve easements	~~Manager Amenity~~Manager Statutory Services, Senior Statutory Planner	
s.171(2)(i)	carry out any other use or development necessary for the orderly and proper development of the area covered by the planning scheme for which it is the responsible authority.	~~Director Planning and Community~~Director Community and Strategic Development Director Development, ~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner, Strategic Planners; Natural Resource Planner	
s.173	power to enter into agreement covering matters set out in s.174	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner	In accordance with approved operational guidelines.
---	power to decide whether something is to the satisfaction of Council, where an agreement made under section 173 of the *Planning and Environment Act* 1987 requires something to be to the satisfaction of Council or Responsible Authority	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner	Must consult with ~~Manager Amenity~~Manager Statutory Services or Senior Statutory Planner, ~~Development Enforcement Officer~~Development Compliance Officer

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Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
---	power to give consent on behalf of Council, where an agreement made under section 173 of the *Planning and Environment Act* 1987 requires that something may not be done without the consent of Council or Responsible Authority	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner, Planning Officers, ~~Development Enforcement Officer~~Development Compliance Officer	
s.177(2)	power to end a Section 173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	Director Development, ~~Director Planning and Community~~Director Community and Strategic Development	
s.178	power to amend a s.173 agreement with the agreement of all those bound by any covenant in the agreement or otherwise in accordance with Division 2 of Part 9	NO DELEGATION	
s.178A(1)	function of receiving application to amend or end an agreement	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.178A(3)	function of notifying the owner as to whether it agrees in principle to the proposal under s.178A(1)	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.178A(4)	function of notifying the applicant and the owner as to whether it agrees in principle to the proposal	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.178A(5)	power to propose to amend or end an agreement	Director Development, Director Planning & Community	
s.178B(1)	duty to consider certain matters when considering proposal to amend an agreement	Planning Officers	
s.178B(2)	duty to consider certain matters when considering proposal to end an agreement	Planning Officers	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.178C(2)	duty to give notice of the proposal to all parties to the agreement and other persons who may be detrimentally affected by decision to amend or end	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.178C(4)	function of determining how to give notice under s.178C(2)	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.178E(1)	duty not to make decision until after 14 days after notice has been given	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.178E(2)(a)	power to amend or end the agreement in accordance with the proposal	No Delegation	If no objections are made under s.178D Must consider matters in s.178B
s.178E(2)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	No Delegation	If no objections are made under s.178D Must consider matters in s.178B
s.178E(2)(c)	power to refuse to amend or end the agreement	No Delegation	If no objections are made under s.178D Must consider matters in s.178B
s.178E(3)(a)	power to amend or end the agreement in accordance with the proposal	No Delegation	After considering objections, submissions and matters in s.~~148B~~178B
s.178E(3)(b)	power to amend or end the agreement in a manner that is not substantively different from the proposal	No Delegation	After considering objections, submissions and matters in s.~~148B~~178B
s.178E(3)(c)	power to amend or end the agreement in a manner that is substantively different from the proposal	No Delegation	After considering objections, submissions and matters in s.~~148B~~178B
s.178E(3)(d)	power to refuse to amend or end the agreement	No Delegation	After considering objections, submissions and matters in s.~~148B~~178B

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SCHEDULE 39

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.178F(1)	duty to give notice of its decision under s.178E(3)(a) or (b)	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.178F(2)	duty to give notice of its decision under s.178E(2)(c) or (3)(d)	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.178F(4)	duty not to proceed to amend or end an agreement under s.178E until at least 21 days after notice has been given or until an application for review to the Tribunal has been determined or withdrawn	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.178G	duty to sign amended agreement and give copy to each other party to the agreement	Chief Executive Officer	
s.178H	power to require a person who applies to amend or end an agreement to pay the costs of giving notices and preparing the amended agreement	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.178I(3)	duty to notify, in writing, each party to the agreement of the ending of the agreement relating to Crown land	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.179(2)	duty to make available for inspection copy agreement	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.181	power to apply to the Registrar of Titles for registration of the agreement and to deliver a memorial to Registrar-General	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.181(1A)(a)	power to apply to the Registrar of Titles to record the agreement	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.181(1A)(b)	duty to apply to the Registrar of Titles, without delay, to record the agreement	Planning Officers, ~~Planning Administration~~Statutory Services Administration	

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PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.182	power to enforce an agreement	Planning Officers	
s.183	duty to tell Registrar of Titles of ending/amendment of agreement	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.184F(1)	power to decide to amend or end an agreement at any time after an application for review of the failure of Council to make a decision	No Delegation	
s.184F(2)	duty not to amend or end the agreement or give notice of the decision after an application is made to VCAT for review of a failure to amend or end an agreement	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.184F(3)	duty to inform the principal registrar if the responsible authority decides to amend or end an agreement after an application is made for the review of its failure to end or amend the agreement	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.184F(5)	function of receiving advice from the principal registrar that the agreement may be amended or ended in accordance with Council's decision	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.184G(2)	duty to comply with a direction of the Tribunal	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.184G(3)	duty to give notice as directed by the Tribunal	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.198(1)	function to receive application for planning certificate	Not Applicable	Certificates now issued by Department
s.199(1)	duty to give planning certificate to applicant	Not Applicable	Certificates now issued by Department
s.201(1)	function of receiving application for declaration of underlying zoning	Planning Officers, ~~Planning Administration~~Statutory Services Administration	
s.201(3)	duty to make declaration	Planning Officers,	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		~~Planning Administration~~Statutory Services Administration	
	Power to represent Council at a mediation conference and approve mediated outcome	Planning Officers	In accordance with the approved operational guidelines
	Power to decide, in relation to any planning scheme or permit , that a specified Function Delegated has or has not been done to the satisfaction of Council	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner; ~~Senior Strategic Planner~~Strategic Planning Coordinator	
	Power, in relation to any planning scheme or permit , to consent or to refuse consent to any matter which requires consent or approval of Council	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner; ~~Senior Strategic Planner~~Strategic Planning Coordinator	
	Power to approve any plan or any amendment to a plan other document in accordance with a provision of a planning scheme or condition of a permit	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner; ~~Senior Strategic Planner~~Strategic Planning Coordinator	
	Power to give written authorisation in accordance with a provision of a planning scheme	~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning, Senior Statutory Planner; ~~Senior Strategic Planner~~Strategic Planning Coordinator	
s.201UAB(1)	function of providing the Growth Areas Authority with information relating to any land within municipal district	NO DELEGATION	

PLANNING AND ENVIRONMENT ACT 1987			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.201UAB(2)	duty to provide the Growth Areas Authority with information requested under subsection (1) as soon as possible	NO DELEGATION	

SCHEDULE 43

PLANNING AND ENVIRONMENT REGULATIONS ~~2005~~2015			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**~~COMMENTS~~CONDITIONS OR LIMITATIONS**
~~r.6~~	~~duty of responsible authority to provide copy of matter considered under section 60(1A)(g) for inspection free of charge~~	~~Planning Officers, Planning Administration~~	
~~r.7~~	~~duty of responsible authority to provide copy information or report requested by Minister~~	~~Planning Officers, Planning Administration~~	
r. ~~8~~6	function of receiving notice, under section 19(1)(c) of the Act, from a planning authority of its preparation of an amendment to a planning scheme	Manager Strategic Planning; ~~Senior Strategic Planner~~Strategic Planning Coordinator	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
r.21~~2~~	power of responsible authority to require ~~verification of~~ a permit applicant to verify information (by statutory declaration or other written confirmation satisfactory to the responsible authority) in an application for a permit or to amend a permit or any information provided under section 54 of the Act	Planning Officers, ~~Planning Administration~~ Statutory Services Administration	
r.25(a)	duty to make copy of matter considered under section 60(1A)(g) available for inspection free of charge	Planning Officers, Statutory Services Administration	where Council is the responsible authority
r.25(b))	function of receiving a copy of any document considered under section 60(1A)(g) by the responsible authority and duty to make the document available for inspection free of charge	Planning Officers, Statutory Services Administration	where Council is not the responsible authority but the relevant land is within Council's municipal district
r.4~~0~~2	function of receiving notice under section 96C(1)(c) of the Act from a planning authority of its preparation of a~~n~~ combined application for an amendment to a planning scheme and notice of a permit application	Manager Strategic Planning; ~~Senior Strategic Planner~~Strategic Planning Coordinator	where Council is not the planning authority and the amendment affects land within Council's municipal district; or where the amendment will amend the planning scheme to designate Council as an acquiring authority.
~~r.55~~	~~duty of responsible authority to tell Registrar of Titles~~	~~Planning Officers,~~	

SCHEDULE 44

PLANNING AND ENVIRONMENT REGULATIONS ~~2005~~2015			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**~~COMMENTS~~CONDITIONS OR LIMITATIONS**
	~~under s.183 of the Act or the cancellation or amendment of an agreement~~	~~Planning Administration~~	

PLANNING AND ENVIRONMENT (FEES) ~~FURTHER~~ INTERIM REGULATIONS 201~~2~~4 ~~* Note: these Regulations expire on 18 October 2014~~ Note: these Regulations expire on 16 October 2015			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**~~COMMENTS~~CONDITIONS OR LIMITATIONS**
r.16	power to waive or rebate fee in prescribed circumstances	Director Development, ~~Manager Amenity~~Manager Statutory Services , Senior Statutory Planner	where Council is the responsible authority
r.17	power to waive or rebate fee for amendment to a planning scheme in prescribed circumstances	~~Director Planning and Community~~Director Community and Strategic Development , Director Development, Manager Strategic Planning	where Council is the planning authority
r.18	duty if fee waived or rebated to record in writing the matters taken into account and which formed the basis of the decision	~~Director Planning and Community~~Director Community and Strategic Development , Director Development, ~~Manager Amenity~~Manager Statutory Services, Manager Strategic Planning , Senior Statutory Planner	where Council is the responsible authority or planning authority

SCHEDULE 45

RAIL (LOCAL OPERATIONS) SAFETY ACT 2006

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
s.33	duty to comply with a direction of the Safety Director under this section	~~Assets Maintenance Engineer~~ Manager Works	duty of council as a utility under s.3
s.33A	duty to comply with a direction of the Safety Director to give effect to arrangements under this section	~~Assets Maintenance Engineer~~ Manager Works	duty of council as a road authority under the *Road Management Act* 2004
s.34	duty to comply with a direction of the Safety Director to alter, demolish or take away works carried out contrary to a direction under s33(1)	~~Assets Maintenance Engineer~~ Manager Works	duty of council as a utility under s.3
s.34C(2)	function of entering into safety interface agreements with rail infrastructure manager	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34D(1)	function of working in conjunction with rail infrastructure manager in determining whether risks to safety need to be managed	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34D(2)	function of receiving written notice of opinion	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34D(4)	function of entering into safety interface agreement with infrastructure manager	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34E(1)(a)	duty to identify and assess risks to safety	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34E(1)(b)	duty to determine measures to manage any risks identified and assessed having regard to items set out in section 34E(2)(a)-(c)	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34E(3)	duty to seek to enter into a safety interface agreement with rail infrastructure manager	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager

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SCHEDULE 46

RAIL (LOCAL OPERATIONS) SAFETY ACT 2006

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS AND LIMITATIONS**
s.34F(1)(a)	duty to identify and assess risks to safety, if written notice has been received under section 34D(2)(a)	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34F(1)(b)	duty to determine measures to manage any risks identified and assessed, if written notice has been received under section 34D(2)(a)	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34F(2)	duty to seek to enter into a safety interface agreement with rail infrastructure manager	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34H	power to identify and assess risks to safety as required under sections 34B, 34C, 34D, 34E or 34F in accordance with subsections (a)-(c)	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34I	function of entering into safety interface agreements	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34J(2)	function of receiving notice from Safety Director	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34J(7)	duty to comply with a direction of the Safety Director given under section 34J(5)	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager
s.34K(2)	duty to maintain a register of items set out in subsections (a)- (b)	~~Assets Maintenance Engineer~~ Manager Works	where council is the relevant road manager

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RESIDENTIAL TENANCIES ACT 1997			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.142D	function of receiving notice regarding an unregistered rooming house	~~Manager Amenity~~Manager Statutory Services	
s.142G(1)	duty to enter required information in Rooming House Register for each rooming house in municipal district	Environmental Health Officers	
s. 142G(2)	power to enter certain information in the Rooming House Register	Environmental Health Officers	
s.142I(2)	power to amend or revoke an entry in the Rooming House Register if necessary to maintain the accuracy of the entry	Environmental Health Officers	
s.252	power to give tenant a notice to vacate rented premises if subsection (1) applies	~~Manager Property and Risk~~Manager Governance ~~Property and Risk Coordinator~~Senior Property Officer Manager Council Enterprises	where council is the landlord Managed Caravan Parks
s.262(1)	power to give tenant a notice to vacate rented premises	~~Manager Property and Risk~~Manager Governance ~~Property and Risk Coordinator~~Senior Property Officer	where council is the landlord
s.262(3)	power to publish its criteria for eligibility for the provision of housing by council	~~Manager Property and Risk~~Manager Governance ~~Property and Risk Coordinator~~Senior Property Officer	
s.518F	power to issue notice to caravan park regarding emergency management plan if determined that the plan does not comply with the requirements	Environmental Health Officers	

RESIDENTIAL TENANCIES ACT 1997

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.522(1)	power to give a compliance notice to a person	Environmental Health Officers	
s.525(2)	power to authorise an officer to exercise powers in s.526 (either generally or in a particular case)	Environmental Health Officers	
s.525(4)	duty to issue identity card to authorised officers	Chief Executive Officer	
s.526(5)	duty to keep record of entry by authorised officer under section 526	~~Manager Amenity~~Manager Statutory Services	
s.526A(3)	function of receiving report of inspection	~~Manager Amenity~~Manager Statutory Services	
s.527	power to authorise a person to institute proceedings (either generally or in a particular case)	~~Manager Amenity~~Manager Statutory Services	

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.11(1)	power to declare a road by publishing a notice in the Government Gazette	~~Assets Maintenance Engineer~~ Manager Works	obtain consent in circumstances specified in s11(2)
s.11(8)	power to name a road change the name of a road by publishing notice in Government Gazette	~~Revenue Coordinator~~Rates and Valuations Coordinator	The Council, in exercising a power under paragraph (a) of sub-clause (1) must act in accordance with the guidelines in force for the time being under the Geographic Place Names Act 1998 and must advise the Registrar under that Act of the action it has taken under that paragraph
s.11(9)(b)	duty to advise Registrar	~~Revenue Coordinator~~Rates and Valuations Coordinator	The Council, in exercising a power under paragraph (a) of sub-clause (1) must act in accordance with the guidelines in force for the time being under the Geographic Place Names Act 1998 and must advise the Registrar under that Act of the action it has taken under that paragraph
s.11(10)	duty to inform Secretary to Department of Sustainability and Environment of declaration etc.	~~Revenue Coordinator~~Rates and Valuations Coordinator	clause subject to s11(10A
s.11(10A)	duty to inform Secretary to Department of Sustainability and Environment or nominated person	~~Assets Maintenance Engineer~~ Manager Works	duty of coordinating road authority
s.12(2)	power to discontinue road or part of a road	Director Operations, ~~Assets Maintenance Engineer~~ Manager Works	power of coordinating road authority
s.12(4)	power to publish, and provide copy, notice of proposed discontinuance	~~Assets Maintenance Engineer~~ Manager Works	• power of coordinating road authority where it is the discontinuing body • unless subsection (11) applies

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SCHEDULE 50

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.12(5)	duty to consider written submissions received within 28 days of notice	Assets Maintenance Engineer, Infrastructure Engineer Works Engineer Manager Works Director Operations	• duty of coordinating road authority where it is the discontinuing body • unless subsection (11) applies
s.12(6)	function of hearing a person in support of their written submission	Assets Maintenance Engineer Infrastructure Engineer Works Engineer Manager Works , Director Operations	• function of coordinating road authority where it is the discontinuing body • unless subsection (11) applies
s.12(7)	duty to fix day, time and place of meeting under subsection (6) and to give notice	~~Assets Maintenance Engineer~~ Manager Works	• duty of coordinating road authority where it is the discontinuing body unless subsection (11) applies
s.12(10)	duty to notify of decision made	Assets Maintenance Engineer Infrastructure Engineer Works Engineer Manager Works	• power of coordinating road authority where it is the discontinuing body • does not apply where an exemption is specified by the regulations or given by the Minister
s.13(1)	power to fix a boundary of a road by publishing notice in Government Gazette	~~Assets Maintenance Engineer~~ Manager Works	power of coordinating road authority and obtain consent under s13(3) and s13(4) as appropriate
s.14(4)	function of receiving notice from VicRoads	~~Assets Maintenance Engineer~~ Infrastructure Engineer Works Engineer	

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ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		Manager Works	
s.14(7)	power to appeal against decision of VicRoads	Director Operations	
s.15(1)	power to enter into arrangement with another road authority or a utility or a provider of public transport to transfer a road management function of the road authority to the other road authority or to the utility or a provider of public transport	Director Operations	
s.15(1A)	Power to enter into arrangement to transfer a road management function of the utility to the road authority	Director Operations	
s.15(2)	duty to include details of arrangement in public roads register	Asset~~s~~ Management Coordinator	
s.16(7)	power to enter into an arrangement under s.15	Director Operations	
s.16(8)	duty to enter details of determination in public roads register	Asset~~s~~ Management Coordinator	
s.17(2)	duty to register public road in public roads register	Asset~~s~~ Management Coordinator	Where council is the coordinating road authority
s.17(3)	power to decide that a road is reasonably required for general public use	~~Assets Maintenance Engineer~~ Manager Works	Where council is the coordinating road authority
s.17(3)	duty to register a road reasonably required for general public use in public roads register	~~Assets Maintenance Engineer~~ Manager Works	Where council is the coordinating road authority
s.17(4)	power to decide that a road is no longer reasonably required for general public use	Chief Executive Officer	Where council is the coordinating road authority
s.17(4)	duty to remove road no longer reasonably required for general public use from public roads register	Asset~~s~~ Management Coordinator	Where council is the coordinating road authority

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ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.18(1)	power to designate ancillary area	~~Assets Maintenance Engineer~~ Manager Works	Where council is the coordinating road authority, and obtain consent in circumstances specified in s18(2)
s.18(3)	duty to record designation in public roads register	Asset~~s~~ Management Coordinator	Where council is the coordinating road authority
s.19(1)	duty to keep register of public roads in respect of which it is the coordinating road authority	Asset~~s~~ Management Coordinator	
s.19(4)	duty to specify details of discontinuance in public roads register	Asset~~s~~ Management Coordinator	
s.19(5)	duty to ensure public roads register is available for public inspection	Asset~~s~~ Management Coordinator	
s.21	function of replying to request for information or advice	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	obtain consent in circumstances specified in s11(2)
s.22(2)	power to comment on proposed direction	~~Assets Maintenance Engineer~~ Manager Works	
s.22(4)	duty to publish a copy or summary of any direction made under section 22 by the Minister in its annual report.	~~Assets Maintenance Engineer~~ Manager Works	
s.22(5)	duty to give effect to a direction under this section.	~~Assets Maintenance Engineer~~ Manager Works	
s.40(1)	Duty to inspect, maintain and repair a public road	Manager Works	

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SCHEDULE 53

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.40(5)	power to inspect, maintain and repair a road which is not a public road	~~Assets Maintenance Engineer~~ Manager Works	
s.41(1)	power to determine the standard of construction, inspection, maintenance and repair	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	
s.42(1)	power to declare a public road as a controlled access road	~~Assets Maintenance Engineer~~ Manager Works	power of coordinating road authority and Schedule 2 also applies
s.42(2)	power to amend or revoke declaration by notice published in Government Gazette	~~Assets Maintenance Engineer~~ Manager Works	power of coordinating road authority and Schedule 2 also applies
s.42A(3)	duty to consult with VicRoads before road is specified	Assets Maintenance Engineer Manager Works	Where council is the coordinating road authority if road is a municipal road or part thereof
s.42A(4)	power to approve Minister's decision to specify a road as a specified freight road	Assets Maintenance Engineer Manager Works	Where council is the coordinating road authority if road is a municipal road or part thereof and where road is to be specified a freight road
s.48EA	duty to notify the owner or occupier of land and provider of public transport on which rail infrastructure or rolling stock is located (and any relevant provider of public transport)	Assets Maintenance Engineer Manager Works	Where council is the responsible road authority, infrastructure manager or works manager
s.48M(3)	function of consulting with the Secretary for purposes of developing guidelines under section 48M	~~Assets Maintenance Engineer~~ Manager Works	
s.48N	duty to notify the Secretary of the location of the bus	Roads and Traffic Technical Officer	

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ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
	stopping point and the action taken by council		
s.49	power to develop and publish a road management plan	~~Assets Maintenance Engineer~~ Manager Works	
s.51	power to determine standards by incorporating the standards in a road management plan	~~Assets Maintenance Engineer~~ Manager Works	
s.53(2)	power to cause notice to be published in Government Gazette of amendment etc of document in road management plan	~~Assets Maintenance Engineer~~ Manager Works	
s.54(2)	duty to give notice of proposal to make a road management plan	Asset~~s~~ Management Coordinator	
s.54(5)	duty to conduct a review of road management plan at prescribed intervals	Assets Maintenance Engineer Manager Works	
s.54(6)	power to amend road management plan	~~Assets Maintenance Engineer~~ Manager Works	
s.54(7)	duty to incorporate the amendments into the road management plan	~~Assets Maintenance Engineer~~ Manager Works	
s.55(1)	duty to cause notice of road management plan to be published in Government Gazette and newspaper	Asset~~s~~ Management Coordinator	
s.63(1)	power to consent to conduct of works on road	Roads and Traffic Technical Officer	power of coordinating road authority
s.63(2)(e)	Power to conduct or authorize the conduct of works in, on, under or over a road in an emergency	Assets Maintenance Engineer Works Engineer Infrastructure Engineer	Where Council is the infrastructure manager

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ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		Manager Works	
s.64(1)	Duty to comply with clause 13 of Schedule 7	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	Where Council is the infrastructure manager or works manager
s.66(1)	power to consent to structure etc	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	where council is the coordinating road authority
s.67(2)	function of receiving the name & address of the person responsible for distributing the sign or bill	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	where council is the coordinating road authority
s.67(3)	power to request information	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	where council is the coordinating road authority
s.68(2)	power to request information	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	where council is the coordinating road authority
s.71(3)	power to appoint an authorised officer	Chief Executive Officer	
s.72	duty to issue an identity card to each authorised officer	~~Assets Maintenance Engineer~~ Manager Works	

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SCHEDULE 56

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.85	function of receiving report from authorised officer	~~Assets Maintenance Engineer~~, Manager Works Director Operations	
s.86	duty to keep register re s.85 matters	Asset~~s~~ Management Coordinator,	
s.87(1)	function of receiving complaints	Assets Maintenance Engineer, Manager Works Infrastructure Engineer Works Engineer	
s.87(2)	duty to investigate complaint and provide report	Director Operations, Manager Works Infrastructure Engineer Works Engineer, Assets Maintenance Engineer,	
s.112(2)	power to recover damages in court	~~Assets Maintenance Engineer,~~ Manager Works Director Operations	
s.116	power to cause or carry out inspection	Asset~~s~~ Management Coordinator, Manager Works, Area and Works Supervisors Assets Maintenance Engineer Infrastructure Engineer Works Engineer	

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SCHEDULE 57

ROAD MANAGEMENT ACT 2004			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
s.119(2)	function of consulting with VicRoads	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	
s.120(1)	power to exercise road management functions on an arterial road (with the consent of VicRoads)	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	
s.120(2)	duty to seek consent of VicRoads to exercise road management functions before exercising power in section 120(1)	Assets Maintenance Engineer, Asset~~s~~ Management Coordinator, Manager Works Infrastructure Engineer Works Engineer	
s.121(1)	power to enter into an agreement in respect of works	~~Assets Maintenance Engineer, Assets Management Coordinator,~~ Manager Works	
s.122(1)	power to charge and recover fees	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	
s.123(1)	power to charge for any service	Assets Maintenance Engineer Manager Works Infrastructure Engineer	

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ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
		Works Engineer	
Schedule 2 Clause 2(1)	power to make a decision in respect controlled access roads	Not Applicable	
Schedule 2 Clause 3(1)	duty to make policy about controlled access roads	Not Applicable	
Schedule 2 Clause 3(2)	power to amend, revoke or substitute policy about controlled access roads	Not Applicable	
Schedule 2 Clause 4	function of receiving details of proposal from VicRoads	~~Assets Maintenance Engineer,~~ Manager Works Director Operations	
Schedule 2 Clause 5	duty to publish notice of declaration	Not Applicable	
Schedule 7, Clause 7(1)	duty to give notice to relevant coordinating road authority of proposed installation of non-road infrastructure or related works on a road reserve	Asset~~s~~ Management Coordinator Roads and Traffic Technical Officer	where council is the infrastructure manager or works manager
Schedule 7, Clause 8(1)	duty to give notice to any other infrastructure manager or works manager responsible for any non-road infrastructure in the area, that could be affected by any proposed installation of infrastructure or related works on a road or road reserve of any road	Asset~~s~~ Management Coordinator, Roads and Traffic Technical Officer	duty of infrastructure manager or works manager
Schedule 7, Clause 9(1)	duty to comply with request for information from a coordinating road authority, an infrastructure manager or a works manager responsible for existing or proposed infrastructure in relation to the location of any non-road infrastructure and technical advice or assistance in conduct of works	Asset~~s~~ Management Coordinator, Roads and Traffic Technical Officer	Where Council is the infrastructure manager or works manager responsible for non-road infrastructure

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SCHEDULE 59

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
Schedule 7, Clause 9(2)	duty to give information to another infrastructure manager or works manager where becomes aware any infrastructure or works are not in the location shown on records, appear to be in an unsafe condition or appear to need maintenance	Manager Works	Where Council is the infrastructure manager or works manager
Schedule 7, Clause 10(2)	where Schedule 7 Clause 10(1) applies, duty to, where possible, conduct appropriate consultation with persons likely to be significantly affected	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	Where Council is the infrastructure manager or works manager
Schedule 7 Clause 12(2)	power to direct infrastructure manager or works manager to conduct reinstatement works	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	Where Council is the coordinating road authority
Schedule 7 Clause 12(3)	power to take measures to ensure reinstatement works are completed	Roads and Traffic Technical Officer Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	Where Council is the coordinating road authority
Schedule 7 Clause 12(4)	duty to ensure that works are conducted by an appropriately qualified person	Roads and Traffic Technical Officer Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	Where Council is the coordinating road authority

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
Schedule 7 Clause 12(5)	power to recover costs	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	Where Council is the coordinating road authority
Schedule 7, Clause 13(1)	duty to notify relevant coordinating road authority within 7 days that works have been completed, subject to Schedule 7, Clause 13(2)	Assets Maintenance Engineer, Roads and Traffic Technical Officer Manager Works Infrastructure Engineer Works Engineer	Where Council is the works manager
Schedule 7 Clause 13(2)	power to vary notice period	Assets Maintenance Engineer, Manager Works Infrastructure Engineer Works Engineer Asset~~s~~ Management Coordinator	Where Council is the coordinating road authority
Schedule 7, Clause 13(3)	duty to ensure works manager has complied with obligation to give notice under Schedule 7, Clause 13(1)	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	Where Council is the infrastructure manager
Schedule 7 Clause 16(1)	power to consent to proposed works	Assets Maintenance Engineer, Roads and Traffic Technical Officer	Where Council is the coordinating road authority
Schedule 7	duty to consult	Assets Maintenance Engineer	where council is the coordinating road authority, responsible authority or

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ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
Clause 16(4)		Manager Works Infrastructure Engineer Works Engineer	infrastructure manager
Schedule 7 Clause 16(5)	power to consent to proposed works	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	where council is the coordinating road authority
Schedule 7 Clause 16(6)	power to set reasonable conditions on consent	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	where council is the coordinating road authority
Schedule 7 Clause 16(8)	power to include consents and conditions	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	where council is the coordinating road authority
Schedule 7 Clause 17(2)	power to refuse to give consent and duty to give reasons for refusal	Assets Maintenance Engineer, Roads and Traffic Technical Officer Manager Works Infrastructure Engineer Works Engineer	where council is the coordinating road authority

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ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
Schedule 7 Clause 18(1)	power to enter into an agreement	Director Operations, Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	where council is the coordinating road authority
Schedule 7 Clause 19(1)	power to give notice requiring rectification of works	Assets Maintenance Engineer, Roads and Traffic Technical Officer Manager Works Infrastructure Engineer Works Engineer	where council is the coordinating road authority
Schedule 7 Clause 19(2) & (3)	power to conduct the rectification works or engage a person to conduct the rectification works and power to recover costs incurred	Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	where council is the coordinating road authority
Schedule 7 Clause 20(1)	power to require removal, relocation, replacement or upgrade of existing non-road infrastructure	Assets Maintenance Engineer, Roads and Traffic Technical Officer Manager Works Infrastructure Engineer Works Engineer	Where Council is the coordinating road authority
Schedule 7A	Power to cause street lights to be installed on roads	Assets Maintenance Engineer	power of responsible road authority where

SCHEDULE 63

ROAD MANAGEMENT ACT 2004

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
Clause 2		Manager works	it is the coordinating road authority or responsible road authority in respect of the road
Schedule 7A Clause 3(1)(d)	duty to pay installation and operation costs of street lighting-where the road is not an arterial road	Assets Maintenance Engineer Manager Works	where council is the responsible road authority for the road
Schedule 7A Clause 3(1)(e)	duty to pay installation and operation costs of street lighting-where road is a service road on an arterial road and adjacent areas	Assets Maintenance Engineer Manager Works	where council is the responsible road authority for the road
Schedule 7A Clause 3(1)(f)	duty to pay installation and percentage of operation costs of street lighting- for arterial roads in accordance with clauses 3(2) and 4	Assets Maintenance Engineer Manager Works	where council is the responsible road authority that installed the light (re installation costs) and where council is the relevant municipal council (re operating costs)

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r.7	function of entering into a written agreement with a caravan park owner	Environmental Health Officers	
r. 11~~(1)~~	function of receiving applications for registration	Environmental Health Officers	
r.13(1)	duty to grant registration received under regulation 11, if satisfied that the caravan park complies with these regulations	Environmental Health Officers	
r.13(2)	duty to renew the registration if satisfied that the caravan park complies with these regulations	Environmental Health Officers	
r.13(2)	power to refuse to renew the registration if not satisfied that the caravan park complies with these regulations	Environmental Health Officers	
r.13(4) and (5)	duty to issue a certificate of registration on granting registration	Environmental Health Officers	
r.15(1)	function of receiving notice of transfer of ownership	Environmental Health Officers	
r.15(3)	power to determine where notice of transfer is displayed	Environmental Health Officers	
r.16(1)	duty to transfer registration to new caravan park owner	Environmental Health Officers	
r.16(2)	duty to issue certificate of transfer of registration	Environmental Health Officers	
r.17(1)	power to determine the fee to accompany applications for registration or applications for renewal of registration	~~Manager Amenity~~Manager Statutory Services	
r.18	duty to keep register of caravan parks	~~Manager Amenity~~Manager Statutory Services	

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RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r.19(4)	power to determine where the emergency contact person's details are displayed	Environmental Health Officers	
r.19(6)	power to determine where certain information is displayed	Environmental Health Officers	
r.22A(1)	duty to notify a caravan park owner of the relevant emergency services agencies for the caravan park, on the request of the caravan park owner	Environmental Health Officers	
r.22A(2)	duty to consult with relevant emergency services agencies	Environmental Health Officers	
r.23	power to determine places in which caravan park owner must display a copy of emergency procedures	Environmental Health Officers	
r.24	power to determine places in which caravan park owner must display copy of public emergency warnings	Environmental Health Officers	
r.25(3)	duty to consult with relevant floodplain management authority	Environmental Health Officers	
r.26	duty to have regard to any report of the relevant fire authority	Environmental Health Officers	
r.28(c)	power to approve system for the collection, removal and disposal of sewage and waste water from a movable dwelling	Environmental Health Officers	
r.39	function of receiving notice of proposed installation of unregistrable movable dwelling or rigid annexe	Environmental Health Officers	
r.39(b)	power to require notice of proposal to install un registrable movable dwelling or rigid annexe	Environmental Health Officers	

RESIDENTIAL TENANCIES (CARAVAN PARKS AND MOVABLE DWELLINGS REGISTRATION AND STANDARDS) REGULATIONS 2010			
Column 1	**Column 2**	**Column 3**	**Column 4**
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r.40(4)	function of receiving installation certificate	Environmental Health Officers	
r.42	power to approve use of a non-habitable structure as a dwelling or part of a dwelling	Municipal Building Surveyor	
Schedule 3 clause 4(3)	power to approve the removal of wheels and axles from unregistrable movable dwelling	Environmental Health Officers	

ROAD MANAGEMENT (GENERAL) REGULATIONS 2005

Note: these regulations are due to expire on 20 March 2016

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r.301(1)	duty to conduct reviews of road management plan	Asset~~s~~ Management Coordinator	
r.302(2)	duty to give notice of review of road management plan	Asset~~s~~ Management Coordinator	
r.302(5)	duty to produce written report of review of road management plan and make report available	Asset~~s~~ Management Coordinator	
r.303	duty to give notice of amendment which relates to standard of construction, inspection, maintenance or repair under section 41 of the Act	Asset~~s~~ Management Coordinator	
r.306(2)	duty to record on road management plan the substance and date of effect of amendment	Asset~~s~~ Management Coordinator	
r.501(1)	power to issue permit	Assets Maintenance Engineer, Roads and Traffic Technical Officer Manager Works Infrastructure Engineer Works Engineer	Where Council is the coordinating road authority
r.501(4)	power to charge fee for issuing permit under r.501(1)	Assets Maintenance Engineer, Roads and Traffic Technical Officer Manager Works Infrastructure Engineer Works Engineer	Where Council is the coordinating road authority

ROAD MANAGEMENT (GENERAL) REGULATIONS 2005

Note: these regulations are due to expire on 20 March 2016

Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r.503(1)	power to give written consent to person to drive on road a vehicle which is likely to cause damage to road	Assets Maintenance Engineer, Manager Works	Where Council is the coordinating road authority
r.508(3)	power to make submission to Tribunal	~~Assets Maintenance Engineer~~ Manager Works	Where Council is the coordinating road authority
r.509(1)	power to remove objects, refuse, rubbish or other material deposited or left on road	Area and Works Supervisors Manager Waste and Assets Manager Works Infrastructure Engineer Works Engineer	Where Council is the responsible road authority
r.509(2)	power to sell or destroy things removed from road or part of road (after first complying with r.509(3)	~~Assets Maintenance Engineer~~ Manager Works	Where Council is the responsible road authority
r.509(4)	power to recover in the Magistrates' Court, expenses from person responsible	~~Assets Maintenance Engineer~~ Manager Works	

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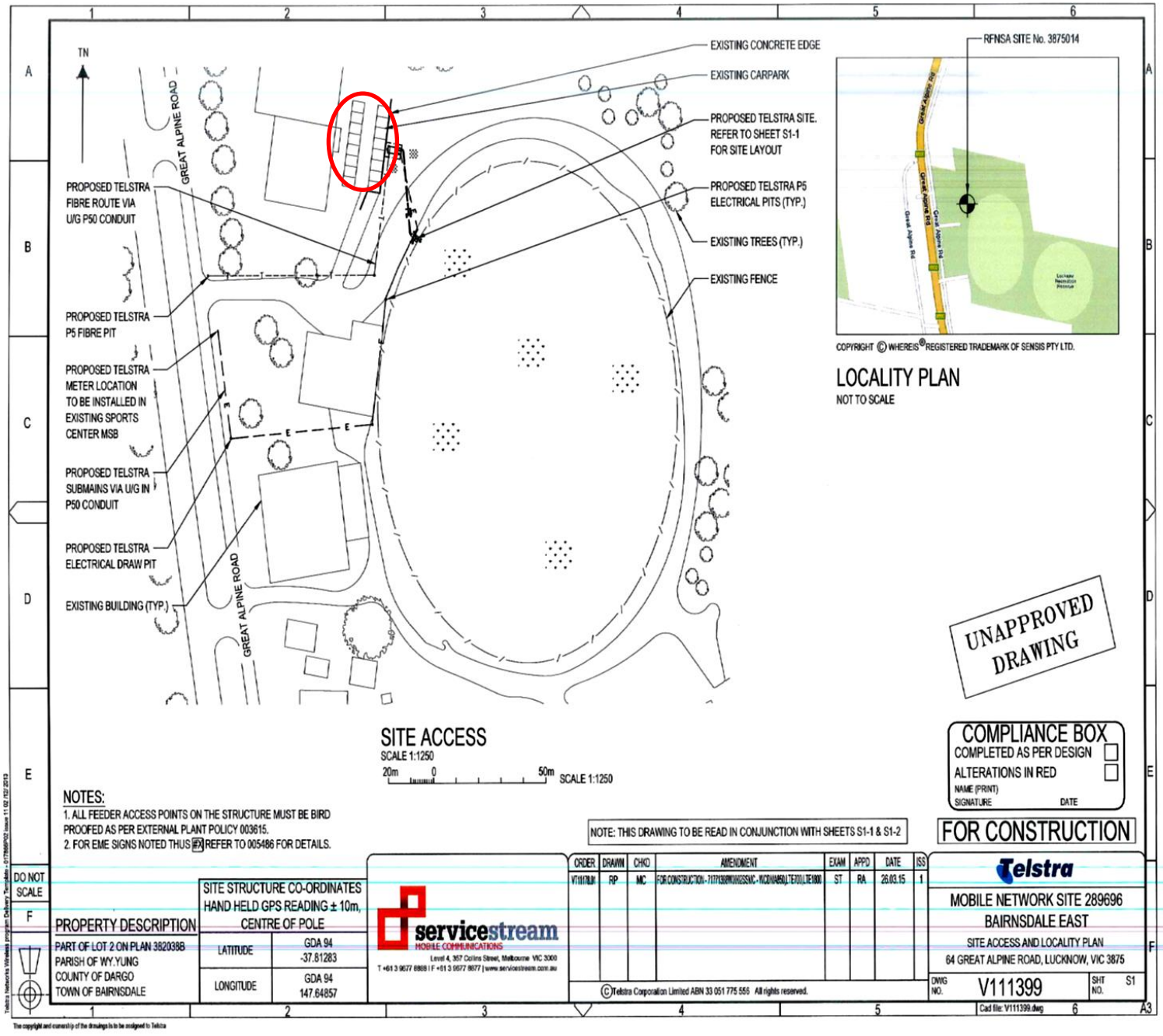
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ROAD MANAGEMENT (WORKS AND INFRASTRUCTURE) REGULATIONS 2005

Note: these regulations are due to expire on 21 June 2015

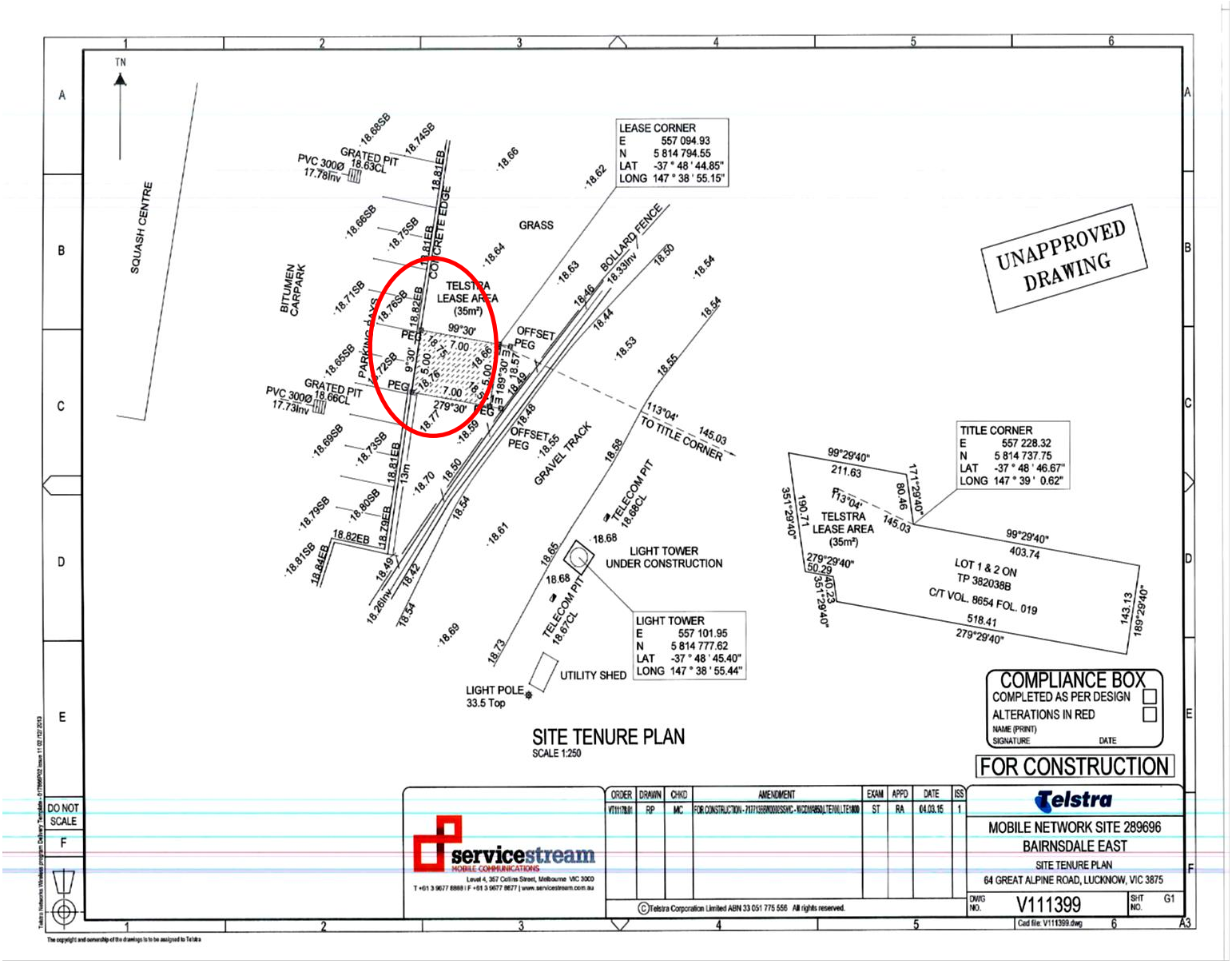
Column 1	Column 2	Column 3	Column 4
PROVISION	**POWER, FUNCTION OR ITEM DELEGATED**	**DELEGATE**	**CONDITIONS & LIMITATIONS**
r.10	power, where consent given under s.63(1) of the Act, to exempt a person from requirement under clause 13(1) of Schedule 7 to that Act to give notice as to the completion of those work	Assets Maintenance Engineer, Manager Works Infrastructure Engineer Works Engineer	power of coordinating road authority where council is the coordinating road authority and where consent given under section 63(1) of the Act
r.18(2)	power to waive whole or part of fee in certain circumstances	Director Operations, Assets Maintenance Engineer Manager Works Infrastructure Engineer Works Engineer	Where Council is the coordinating road authority

LUCKNOW RECREATION RESERVE
Locality Plan



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SITE PLAN – LUCKNOW RECREATION RESERVE 35 M2



APPENDIX 1

FRAUD AND CORRUPTION CONTROL POLICY

DOCUMENT CONTROL

Managed by:	Corporate
Status:	Draft
Responsible position:	Manager Governance
Contact number:	03 5153 9500
Date approved:	TBC
Version:	4
File number:	5711968
Approved by:	Council
Next review date:	1 July 2015
Security classification:	Public

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REVISION HISTORY *(Completed by Governance Officer)*

Revision Ref. No.	Approved/ Amended/ Rescinded	Date	Council / Management	ECM Document Reference
Original	Approved	17/12/2003	Council	
1	Amended staff titles	July 2006	CEO	
2	Amended staff titles	01/11/2007	J Websdale	
3	Approved full revision	06/10/2009	Council	3720385
4	Draft			

1. PURPOSE

This Policy outlines East Gippsland Shire Council's (EGSC) commitment to the prevention, detection and investigation of all forms of fraud and corruption, including theft. The policy establishes a framework to define responsibilities and mandates the implementation of robust practices for the effective prevention, detection and investigation of fraud and corruption affecting EGSC funds, assets and activities.

2. POLICY STATEMENT

EGSC does not tolerate fraud and corruption and will ensure all Councillors and Council employees are aware of the Fraud and Corruption Control Policy and related operating procedures.

EGSC promotes a culture where all fraudulent and corrupt activities once noticed or legitimately suspected are reported, investigated and resolved in a timely and fair manner. EGSC actively encourages any person to report suspected incidents of fraud and corruption affecting EGSC.

Councillors and council employees are responsible for acting with honesty and integrity, in accordance with EGSC's *Councillor Code of Conduct* and *Staff Code of Conduct,* and have a responsibility to take reasonable steps to protect EGSC assets and funds against fraud or improper use and are required to report any suspicion of fraud and corruption affecting EGSC. Any attempted fraud if proven will be treated in the same manner as an act of fraud.

EGSC is committed to implementing and maintaining a fraud and corruption control framework which promotes integrity and protects its funds and assets from any attempt to obtain financial or other advantage by deception or dishonest conduct.

EGSC will ensure that adequate measures are implemented in relation to potential fraud or corruption affecting EGSC's funds, assets and activities. The focus of these measures will be to:

- detect and prevent fraud and corruption;
- identify, assess and control fraud and corruption risks;
- promote awareness of fraud and corruption risks; and
- facilitate the reporting and investigation of suspected fraud or corruption.

Fraud Prevention

Fraud and corruption control is an essential element of sound corporate governance and is integral to internal risk control. EGSC believes that an emphasis on prevention and detection is the best way to address fraud and corruption risks. In balancing fraud and corruption control considerations with EGSC's objectives, every effort will be made to ensure that fraud and corruption minimisation strategies are efficient, effective and proportionate.

The underlying aim of EGSC's policy towards fraud and corruption control is to ensure Council employees and citizens understand that fraudulent acts against EGSC are unacceptable, may constitute a criminal offence, and will be prosecuted. An important element of any fraud and corruption control program is awareness in the minds of all Council employees of the various aspects of fraud and corruption risks, and how to respond if fraud or corruption is suspected. Fraud and corruption is usually detected through observation, investigation and reporting by fellow workers of the perpetrator/s.

Internal audit has an important role in assisting management in the prevention and detection of fraud and corruption by:

- Independently reviewing systems, procedures and controls to ensure that there are adequate safeguards to prevent, deter and detect fraud and corruption
- Identify areas of concern through specific audits and testing of systems,
- Advising on the development of policies and guidelines which deter fraud and corruption.

The Chief Executive Officer (CEO) has ultimate responsibility for the prevention and detection of fraud and is responsible for ensuring that appropriate and effective internal control systems are in place.

The Audit Committee supports the CEO in ensuring appropriate and effective internal control systems are operating.

Management need to ensure appropriate internal controls are implemented within their area of responsibility. They should be familiar with the types of improprieties that might occur, be alert for any indication of irregularity and respond appropriately.

The 'References/Associated Documents' section below summarises the fraud prevention tools employed by EGSC.

Fraud reporting and investigation

Any reported or suspected acts of fraud, corruption, theft, misappropriation or similar irregularity will be thoroughly investigated. The Corporate Directorate has the primary responsibility for the investigation of all reported or suspected acts as defined in the policy.

Where the fraudulent or corrupt behaviour is disclosed under the provisions of the *Protected Disclosure Act 2012* (PDA), the matter will be dealt with in accordance with that Act and associated Regulations.

EGSC is committed to ensuring disclosers and co-operators are protected from direct and indirect detrimental action, and that the culture of the workplace is supportive of protected disclosures being made.

EGSC have developed a *Protected Disclosure Policy* and *Protected Disclosure Procedure* which outline the process for reporting and investigation of significant suspected fraud or corruption.

Where a person attempts to disclose that a Councillor is involved, or reasonably suspected of being involved, in fraudulent or corrupt conduct the person involved is to be advised that their disclosure must be made direct to the Local Government Inspectorate or the Independent Broad-based Anti-corruption Commission (IBAC).

Where the behaviour is not disclosed under the provisions of the PDA, the matter will be dealt with in accordance with the provisions of this policy.

Less significant suspected fraud or corruption activities may be reported to the Governance Officer or Director Corporate, who will undertake an initial investigation and inform the CEO of the outcome of that investigation and in particular whether a prima facie case exists against a person suspected of fraud or corruption.

The investigation will:

- determine whether fraud or corruption has occurred;
- discover the extent of any wrongdoing and financial loss to EGSC;
- identify the person(s) responsible for the fraud or corruption;
- provide the basis of any insurance claim;

- recommend any disciplinary action required in accordance with the *Staff Code of Conduct* (for Council employees) or *Councillor Code of Conduct* and *Local Government Act* 1989 (for Councillors);
- recommend whether or not the matter be reported to Victoria Police or legal action is appropriate; and
- recommend and implement remedial actions to prevent further incidences.

The CEO will review the Governance Officer or Director Corporate's report into suspected fraud or corruption and determine the appropriate course of action to be followed. EGSC will take every reasonable step to maintain the confidentiality of those who report suspected fraud or corruption. Anyone suspected of having committed an act of fraud or corruption will be afforded the right to make reasonable representations on the matter, in accordance with the principles of natural justice. EGSC will issue a letter to all Council employees cleared of any wrongdoing acknowledging the conclusion.

All participants in a fraud investigation are required to keep the details and results of the investigation confidential. Notwithstanding this, the investigator in consultation with the CEO may disclose particulars of the investigation on appropriate confidentiality undertakings to potential witnesses, if such disclosure would assist the investigation.

Consequences

Disciplinary action will be pursued in respect of any Council employee found to have been involved in fraudulent or corrupt practices, up to and including the termination of employment in accordance with EGSC's *Disciplinary Policy*. Prosecution in the criminal and/or civil courts will be commenced against employees or other individuals known to have committed serious acts of fraud or corruption against EGSC.

3. RESPONSIBILITY FOR IMPLEMENTATION AND COMPLIANCE

The following positions are responsible for implementation and compliance monitoring of the Policy in their work areas:

Party / Parties:	**Roles and responsibilities:**
Audit Committee	Provide advice to Council on fraud prevention and internal audit activities through the provision of independent advice and recommendations. Oversight of risk management activities relating to fraud and corruption control minimisation. Receive reports and make recommendations on specific projects and investigations deemed necessary by the CEO and Council, including suspected or actual cases of fraud or any corrupt activity by council employees or others having business with EGSC.
Chief Executive Officer	The Chief Executive Officer has primary responsibility for the proper management of EGSC resources and the development and implementation of systems and procedures to minimise the risk of fraud and corruption. Review Governance Officer or Director Corporate's reports into suspected fraud or corruption and determines the appropriate course of action.

Party / Parties:	Roles and responsibilities:
Councillors	To act with honesty and integrity at all times, in accordance with the *Councillor Code of Conduct* and legal requirements, including those outlined within the *Local Government Act* 1989, so as to avoid situations where their actions may be perceived to be fraudulent, corrupt or unduly influenced by a conflict of interest. Councillors have a duty to ensure that EGSC assets are safeguarded from fraud and corruption and to ensure that the Council's powers, duties and responsibilities are exercised in an open fair and proper manner to the highest standards of probity. Councillors will endorse and support all policies and measures taken to prevent, deter, detect and resolve instances or suspected instances of fraud or corrupt conduct throughout the Council.
Director Corporate	Responsible for the implementation of Council's Fraud and Corruption Control Policy. Alternative contact for the reporting of suspected fraud or corruption. Acts as EGSC's Protected Disclosure Officer.
Employees	Council employees and volunteers will: • Comply with the Staff Code of Conduct, internal control requirements, policies and procedures. • Be aware of the indicators of acts of fraud and corruption. • Report suspected instances of fraud and corruption to their supervisor / manager, the Protected Disclosure Coordinator or Protected Disclosure Officer. • Assist with any enquiries and investigations pertaining to fraud, corruption or misconduct. • Conduct themselves in a manner that will ensure they avoid situations where their actions may be perceived to be fraudulent, corrupt or unduly influenced by a conflict of interest.
Executive Group	The CEO and Directors are responsible for monitoring the corporate implementation and performance of this Policy, which includes promoting an environment where fraud and corruption are not tolerated. Executive Group must exhibit to council employees and customers a genuine and strong commitment to fraud control and to ensuring that all employees are aware of, and comply with, their fraud and corruption control responsibilities.
Governance Officer	Acts as EGSC's Protected Disclosure Coordinator, in accordance with the *Protected Disclosure Policy and Procedure.* Also serves as the first point of contact for the reporting of less significant incidents of suspected fraud or corruption.

Party / Parties:	Roles and responsibilities:
Leadership Group	Promote a work environment and culture that fosters behaviour that is of the highest ethical standards. Identify risk exposures to fraudulent and corrupt activities. Establish controls and procedures for prevention and detection of such activities. Consider fraud as part of their risk assessments and implement action plans to eliminate or reduce fraud. Educate council employees about fraud prevention and detection.
Manager Statutory Services	Ensure the segregation of planning officer duties and to provide for adequate supervisory checks prior to the issuing or amendment of any planning permit.
Executive Manager Finance	Ensure that appropriate procedures, segregations and checks are in place to prevent fraudulent use of EGSC's procurement, financial management and accounting systems and cash assets. Ensure regular, random audits are arranged to test the effectiveness of financial and procurement controls, including receipting procedures at remote sites such as caravan parks, landfills, transfer stations and recreation centres.
Manager Organisation Development	Ensure all staff receive a copy of the *Staff Code of Conduct* and comply with *Recruitment and Selection Procedures Manual.* Ensures that there are systems in place which minimise the risk of conspiring to commit fraud or corruption within the Payroll function.
Manager Governance	Report to Director Corporate and Audit Committee in relation to compliance with this Policy and internal audit reporting. Develop and implement a comprehensive fraud and corruption risk assessment to identify, assess, treat and monitor fraud risks across all areas of EGSC's operations. Promote council employee awareness of this Policy.
Supervisors	Ensure that appropriate procedures and checks exist for receiving, accounting for and disposal of Council assets.

All council employees have an obligation to report occurrences of non-compliance with Council policy. Incidents of non-compliance should be reported immediately to their Director, Director Corporate or the Governance Officer.

4. SCOPE OF POLICY

This policy applies to all EGSC employees, Councillors, contractors, volunteers and other persons or organisations undertaking business with EGSC.

5. REFERENCES / ASSOCIATED DOCUMENTS

The Fraud and Corruption Control Policy is one of a suite of policies and procedures designed to minimise the incidence of corrupt behaviour in the workplace. This Policy forms the foundation of fraud control and is to be read in conjunction with other related policies and procedures as identified below:

- *Audit Committee Terms of Reference / Charter (Council policy)*
- *Councillor Code of Conduct (Council policy)*
- *Credit Card Policy (Management policy)*
- *Disciplinary Policy (Management policy)*
- *Fraud Risk Assessments*

- *Gift Disclosure Form*
- *Guarantee of Confidentiality and Declaration of Interests Form*
- *Information Privacy Policy (Council Policy)*
- *Internal Audit Plan*
- *Petty Cash Policy (Management policy)*
- *Procurement Policy (Council Policy)*
- *Protected Disclosure Policy and Procedure (Council policy)*
- *Register of Interests Declaration Form*
- *Risk Management Policy (Council Policy)*
- *Risk Register*
- *Staff Code of Conduct (Management policy)*

This Policy should also be read in conjunction with the responsibilities of EGSC and council employees in relation to Conflict of Interest, as provided in;

- *Protected Disclosure Act* 2012,
- *Local Government Act* 1989,
- AS 8001-2008 Fraud and Corruption Control, and
- AS/NZS ISO 31000 Risk Management Principles and Guidelines.

External Reference

- Independent Broad-based Anti–corruption Commission http://www.ibac.vic.gov.au/reporting-corruption

6. PRIVACY AND HUMAN RIGHTS CONSIDERATION

All personal information collected by East Gippsland Shire Council in connection with the Fraud and Corruption Control Policy will be handled in accordance with all applicable privacy legislation and will be used only for the purpose of investigating alleged cases of fraud or corruption.

This Policy has been assessed as compliant with the obligations and objectives of the Victorian *Charter of Human Rights and Responsibilities Act 2006.*

7. DEFINITIONS AND ABBREVIATIONS

Term:	Meaning:
Control	A process, policy, device, practice or other action that mitigates the risk of a negative outcome, including fraud or corruption.
Corruption	Corruption is defined by the Australian Standard on Fraud and Corruption Control as: *"dishonest activity in which a director, executive, manager, employee or contractor of an entity acts contrary to the interests of the entity and abuses his/her position of trust in order to achieve some personal gain or advantage for him or herself or for another person or entity. Corruption is any conduct that is improper, immoral and fraudulent".* Examples of corruption include: • Release of confidential information for other than a proper business purpose in exchange for some form of non-financial benefit or advantage accruing to the employee releasing the information • Collusive tendering (the act of multiple tenderers for a particular contract colluding in preparation of their bids)
EGSC	East Gippsland Shire Council
Fraud	Fraud is defined by the Australian Standard on Fraud and Corruption Control as: *"Dishonest activity causing actual or potential financial loss to any person or entity including theft of monies or other property by Council officers or persons external to the entity and whether or not deception is used at the time, immediately before or immediately following the activity. This also includes the deliberate falsification, concealment, destruction or use of falsified documentation used or intended for use for a normal business purpose or the improper use of information or position for personal financial benefit."* Fraud examples include: the following activities that result in actual or potential financial loss. • Theft of plant and equipment • Theft of inventory • Theft of funds or cash. • Unauthorised use or misuse of EGSC property, equipment, materials or records, including vehicles, computers, telephones credit cards and fuel purchase cards • Forgery or alteration of cheques, invoices, computer records and other documents • Any misappropriation of funds, securities, supplies or and any other asset • Any irregularity in the handling and reporting of monetary transactions • Theft of intellectual property or other confidential information
Fraud (continued)	• Any computer related activity involving the alteration, destruction, forgery or manipulation of data for fraudulent purposes or misappropriation of EGSC owned software

Term:	Meaning:
	• Falsification of time records, or payments to fictitious employees or suppliers • Any claim for reimbursement of expenses that are not made for the exclusive benefit of EGSC.
Prima facie	A Latin term meaning "at first look", "based on first impression" or "on its fact" and refers to evidence which, unless rebutted, would be sufficient to prove the case
Risk Register	Documented listing of the risks faced by EGSC and the proposed method to overcome or mitigate those risks

8. SUPPORTING PROCEDURES / GUIDELINES

Not applicable.

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APPENDIX 2

RISK MANAGEMENT POLICY

DOCUMENT CONTROL

Managed by:	Corporate
Status:	Approved
Responsible position:	Manager Organisation Development
Contact number:	03 5153 9500
Date approved:	xx/xx/xx
Version:	3
File number:	xxxxxxx
Approved by:	Council
Next review date:	July 2016 and annually thereafter
Security classification:	Public

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REVISION HISTORY *(Completed by Governance Officer)*

Revision Ref. No.	Approved/ Amended/ Rescinded	Date	Council / Management	ECM Document Reference
Original	Approved	26/11/2001	Council	
1	Approved	06/10/2009	Council	3720446
2	Approved	04/02/2014	Council	5650818 Policy migrated into new template
3	Draft		Council	

1. PURPOSE

Effective risk management is vital to ensuring the delivery of Council's strategic and operational objectives and the safety and security of its assets, employees, citizens and visitors. This policy establishes the foundation for a consistent, proactive and measurable approach to effective risk management across all Council assets, operations and strategies. Implementation of this policy will encourage the identification and treatment of potential risks, facilitate the safe and effective delivery of Council objectives, and enhance Council's corporate image as a professional, fiscally reliable, responsible and ethical organisation.

2. POLICY STATEMENT

Council is committed to achieving effective and responsible risk management in accordance with *Australian Standard AS/NZS ISO 31000:2009 – Risk management principles and guidelines*. Council will ensure that its activities and assets do not place people, property or the environment at unreasonable levels of risk. An integrated and consistent approach will be adopted to ensure that significant risks are identified and addressed during planning, decision-making and everyday operations.

Council will achieve effective risk management through:

- Embedding risk management into all aspects of Council's corporate planning and operations;
- Promoting and supporting risk management practices throughout the organisation.
- Fostering a culture that embraces accountability for risk management throughout the organisation;
- Management and employees accepting personal and collective responsibility for achieving good risk outcomes;
- Assigning accountabilities and responsibilities at appropriate levels within the organisation;
- Undertaking risk assessments for key operations, projects and strategies and maintaining a comprehensive and regularly updated risk register to identify and monitor operational and strategic risks and response plans;
- Quarterly risk reporting to Leadership Group, Executive Group and Audit Committee;
- Implementing and communicating governance processes which ensure compliance with legislation and Council policies;
- Sound oversight of contracts, contractors, tenants and management committees to ensure that appropriate risk controls and insurances are in place;
- Applying risk management processes into all pre-employment screening;
- Prompt and thorough reviewing of incidents and claims, to respond to imminent risks and highlight patterns and areas of risk management deficiency;
- Developing and implementing policies, procedures and strategies to guide and assist staff in their operational areas;
- Establishing accountability for responding to internal and external audit recommendations within agreed timeframes; and

Council's risk appetite can be summarised as conservative, with an expectation that operations, strategies or projects assessed as high or extreme risk will only be undertaken in order to fulfil a legislative requirement or a key strategic objective.

High or extreme risk activities will only be undertaken where the risk, having been comprehensively assessed and addressed, can be justified as necessary on balance in order to achieve an outcome that will deliver a high level of community benefit.

The risk matrix at **Appendix 1** prescribes the risk assessment formula, and outlines the responses to be applied to the risks identified.

3. RESPONSIBILITY FOR IMPLEMENTATION AND COMPLIANCE

All employees have an obligation to incorporate effective risk management practices into their workplace practices and planning. Managers, in collaboration with the Risk Management Coordinator and Manager Organisation Development, are responsible for ensuring that risks within their business units are identified and addressed using Council's risk register.

The Risk Management Coordinator and Manager Organisation Development are responsible for liaising with managers, coordinator and new employees to encourage familiarity with risk issues affecting individual business units and their objectives, and promote appropriate treatment strategies.

The following parties are responsible for implementation and compliance monitoring of the policy:

Party / Parties:	**Roles and responsibilities:**
Audit Committee	Provide advice to Council on Risk management systems, internal control framework, compliance and internal audit activities through the provision of independent advice and recommendations. Conduct an annual review of Council's risk management policies and program. Review risk registers, internal and external audit reports and related policies and procedures. Provide recommendations as appropriate to Council employees
Chief Executive Officer and Directors	Provide strategic leadership support for policy implementation and risk minimisation. Ensure that councillors are aware of risk management objectives. Take risk management into account in decision-making processes
Councillors	Adopt and review the risk management policy. Provide adequate budgetary provision for risk management. Take risk management into account in decision-making processes
Director Corporate	Overall responsibility for policy implementation
Employees	Embed good risk management practices into all work activities, in accordance with this policy. Effectively manage contractors and contracts within business unit responsibility areas to mitigate risks.
Managers	Identify and monitor business unit risks. Encourage employees to apply good risk management practices in accordance with this policy. Effectively manage contractors and contracts within business unit responsibility areas to mitigate risks.
Manager Organisation Development	Provide guidance to the Risk Management Coordinator to determine and address risk management objectives and priorities. Facilitate

Party / Parties:	Roles and responsibilities:
	regular risk reporting to Executive Group and Audit Committee and update policy and related documents. Ensure completion of internal and external audit recommendations within agreed timeframes. Facilitates risk management training and awareness for managers.
Risk Management Coordinator	Work with managers and directors to develop risk registers and implement effective and manageable solutions to identified risks. Provide managers with risk advice and perform audits to determine policy compliance. Effectively manage Council's insurance portfolio and claims.

4. SCOPE OF POLICY

This policy applies to all councillors, employees, contractors, service providers / service partners and volunteers of Council.

5. REFERENCES / ASSOCIATED DOCUMENTS

Internal Documents:

Council Plan 2013 – 2017
Business Continuity Plan
Coastal Inundation and Erosion Planning Policy
Fraud and Corruption Control Policy Municipal Emergency Management Plan
Procurement Policy
Risk Management Framework / Strategy
Road Management Plan
Safe Driving Guidelines
Staff Code of Conduct
Urban Tree Management Procedure
Workplace Health and Safety Policy (and supporting documentation)

External Documents:

Australian Standard AS/NZS ISO 31000:2009 – Risk management principles and guidelines
Occupational Health and Safety Act 2004

6. PRIVACY AND HUMAN RIGHTS CONSIDERATION

All personal information collected by East Gippsland Shire Council in connection with risk management and incident reporting will be handled in accordance with all applicable privacy legislation and will be used only for the purpose of investigating any accidents or injuries.

The Risk Management Policy has been assessed as compliant with the obligations and objectives of the Victorian *Charter of Human Rights and Responsibilities Act 2006.*

7. DEFINITIONS AND ABBREVIATIONS

Term:	Meaning:
Business continuity plan	A plan devised in accordance with Australian Standard 5050/2010 to facilitate the continuation of, or return to, normal business operations following a disaster or critical event that affects the provision of Council services.
Council	East Gippsland Shire Council
Employee	Member of East Gippsland Shire Council Staff
Risk	Refers to the chance or likelihood of something occurring that will have an impact on objectives. It is measured by the likelihood of the event occurring and the consequences if it does occur.
Risk Management	Is defined as the coordination of activities to direct and control an organisation with regard to risk. It involves the identification, analysis, assessment, control, and avoidance, minimisation, or elimination of unacceptable risks ie. where the risk of failure is too high
Risk appetite	Risk appetite describes the amount and type of risk which an organisation is prepared to accept or tolerate for its stakeholders in achieving its objectives. Council's risk appetite represents the types and degrees of risk that Council is willing to accept in order to achieve its strategic and operational objectives
Risk matrix	The matrix included at Appendix 1, used to assess individual risks against defined likelihood and consequence measurements
Risk register	A register detailing operational and strategic risks identified by Council employees and assessed in accordance with the risk matrix detailed
Volunteer	Unpaid member of the public who has been approved to work alongside Council employees, usually at a Council premises, e.g., Visitor Information Centre/ Library

8. SUPPORTING PROCEDURES / GUIDELINES

Appendix 1 – Risk matrix and risk responses

Risk Matrix:

The following risk matrix will be used to assess Council's risks:

	Likelihood Axis →	Rare	Unlikely	Possible	Likely	Certain
Consequence Axis ↓						
Minor		Low	Low	Medium	Medium	Medium
Moderate		Low	Low	Medium	High	High
Major		Medium	Medium	High	Extreme	Extreme
Catastrophic		High	High	Extreme	Extreme	Extreme

Where 'likelihood' means:

- Rare – a highly unlikely outcome or theoretical risk which has occurred elsewhere and could occur again
- Unlikely – risk may occur occasionally
- Possible – risk occurs sometimes
- Likely – risk likely to occur in most circumstances
- Certain – risk certain to occur.

Where 'consequences' means:

- Minor – minor property damage or injury and/or reputational damage or financial loss to Council of <$10,000
- Moderate – moderate property damage or injury and/or reputational damage or financial loss to Council of $10,001 - $50,000
- Major – serious injury or death and/or major reputational damage to Council and/or severe property damage and/or financial loss to Council of $50,001 to $1,000,000
- Catastrophic – death or multiple serious injuries and/or extreme reputational damage to Council and/or loss of major asset and/or financial loss to Council of >$1,000,000.

The following actions will be implemented in response to identified risks:

- Low – address the risk as resources allow, otherwise risk may be tolerated subject to annual review and reporting by risk owner
- Medium – risk to be reviewed and treatment, transfer or avoidance strategies updated six monthly by risk owner
- High – risk to be reviewed and treatment, transfer or avoidance strategies updated quarterly by risk owner
- Extreme – unacceptable risk requiring immediate avoidance, transfer or treatment.

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APPENDIX 3

WORKPLACE
HEALTH AND SAFETY POLICY

DOCUMENT CONTROL

Managed by:	Corporate
Status:	Draft
Responsible position:	Director Corporate
Contact number:	03 5153 9500
Date approved:	XX/XX/XX
Version:	4
File number:	xxxxxxx
Approved by:	Council
Next review date:	June 2016 and annually thereafter
Security classification:	Public

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REVISION HISTORY *(Completed by Governance Officer)*

Revision Ref. No.	Approved/ Amended/ Rescinded	Date	Council / Management	ECM Document Reference
Original	Approved	22/02/12	Workplace Health and Safety Committee	4716436
2	Approved	02/07/2013	Council	5265723
3	Approved	19/06/2014	Workplace Health and Safety Committee	6215619
4	Draft	24/06/2015		

1. PURPOSE

This policy outlines the principles underpinning Council's commitment to ensuring a safe and healthy workplace for all employees, contractors and members of the public.

2. POLICY STATEMENT

Council is committed to the management of risk and to providing and maintaining a safe and healthy environment for employees, contractors and the public. Council is also committed to continual improvement in Workplace Health and Safety performance.

All councillors, employees, contractors and volunteers have a responsibility to care for their own health and safety and that of others who may be affected by their actions, either directly or indirectly at work, and to care for Council assets under their control.

It is the responsibility of management working in cooperation and consultation with employees and contractors, to ensure ongoing proactive prevention of injury (physical and mental), illness, and stress related incidents in our workplace and the preservation of our assets (both physical and reputation).

To minimise the risk of workplace incidents, systems will be implemented to ensure that: -

- Suitable resources, equipment and facilities are provided and maintained;
- Safe and secure practices of work are developed, implemented and observed;
- Information, training and supervision are provided to employees to ensure safety;
- Consultation methods encourage cooperation of all throughout Council in achieving goals;
- Legislation, regulations, codes and approved standards are the minimum acceptable requirements throughout the organisation;
- All incidents and hazards are reported, investigated and remedial actions adopted to prevent or minimise the risk of recurrence. Those involved will participate in the process;
- A Workplace Health and Safety Strategy is in place and effectively implemented; and
- An annual WHS Risk Control plan is devised and implemented by the Workplace Health and Safety Officer to regularly review and address key areas of workplace risk;
- A Workplace Health and Safety Committee comprising a representative cross-section of appropriately trained employees will meet quarterly to review relevant issues.

To aid in rehabilitation from a workplace accident, Council will ensure that:

- Effective injury management is undertaken to assist in the recovery of injured employees and their retention or return to sustainable employment.

This policy will be updated through annual consultation with the Workplace Health and Safety Committee.

3. RESPONSIBILITY FOR IMPLEMENTATION AND COMPLIANCE

The following have responsibility for implementation and compliance monitoring of the policy:

Party / Parties:	Roles and responsibilities:
Audit Committee	Review the effectiveness and efficiency of the systems that are in place for the review of Workplace Health and Safety policies and procedures. Provide independent advisory oversight of Workplace Health and Safety processes and incident reporting
Chief Executive Officer	Promote effective management of all Workplace Health and Safety across the Shire's operations. Ensure all staff and Councillors are aware of the Workplace Health and Safety Policy.
Director Corporate	Overall responsibility for policy ownership and compliance
Leadership Group	Ensure all staff, contractors, volunteers and service providers / service partners are aware of their responsibilities and comply with this policy and any supporting guidelines
Manager Organisation Development	Provide guidance to the Risk Management Coordinator to determine and address Workplace Health and Safety objectives and priorities. Facilitate regular Workplace Health and Safety updates to Leadership Group and Audit Committee and update policy and related documents. Ensure completion of internal and external audit recommendations within agreed timeframes.
Risk Management Coordinator	Coordinate workplace health and safety processes via the Workplace Health and Safety Officer
Workplace Health and Safety Committee	Established in accordance with Section 72 of the Occupational Health and Safety Act 2004 to provide a conduit from staff to management regarding any workplace health and safety issues
Workplace Health and Safety Representatives	Act as the primary point of contact for workplace health and safety issues, attending quarterly Workplace Health and Safety committee meetings and bringing any relevant issues to the committee's attention
Workplace Health and Safety Officer	Ensure all actions in the Workplace Health and Safety Risk Control Plan and Strategy are completed within timeframes and provided for Audit Committee's review and comment; assist Worksafe with any investigations and prepare quarterly reports for review by the Audit Committee

All staff have an obligation to report occurrences of non-compliance with Council policy. Incidents of non-compliance should be reported immediately to the Director responsible for this policy, the Policy Owner or the Governance Officer.

4. SCOPE OF POLICY

This policy applies to all councillors, employees, contractors, service providers / service partners and volunteers.

5. REFERENCES / ASSOCIATED DOCUMENTS

Internal Documents:

Council Plan 2013 – 2017
Procurement Policy
Safe Driving Guidelines
Staff Code of Conduct
Isolated Work and Working Alone procedure
Workplace Health and Safety Strategy
WHS Risk Control Plan
Extreme Temperature Policy
Drug and Alcohol Policy
Risk Management Policy
Non Smoking Policy

External Documents:

Australian Standard AS/NZS 4801:2001 – Occupational Health and Safety management systems

Occupational Health and Safety Act 2004

Occupational Health and Safety Regulations 2007
Occupational Health and Safety Guidelines and Compliance codes

6. PRIVACY AND HUMAN RIGHTS CONSIDERATION

All personal information collected by Council in connection with workplace health and safety will be handled in accordance with all applicable privacy legislation and will be used only for the purpose of investigating any accidents or injuries.

The Workplace Health and Safety Policy has been assessed as compliant with the obligations and objectives of the Victorian *Charter of Human Rights and Responsibilities Act 2006.*

7. DEFINITIONS AND ABBREVIATIONS

Term:	**Meaning:**
Council	East Gippsland Shire Council
Employee	Paid employee of East Gippsland Shire Council
Volunteer	Formally recognised, unpaid member of the public who assists with the provision of Council services e.g. Visitor Information Centre/Library

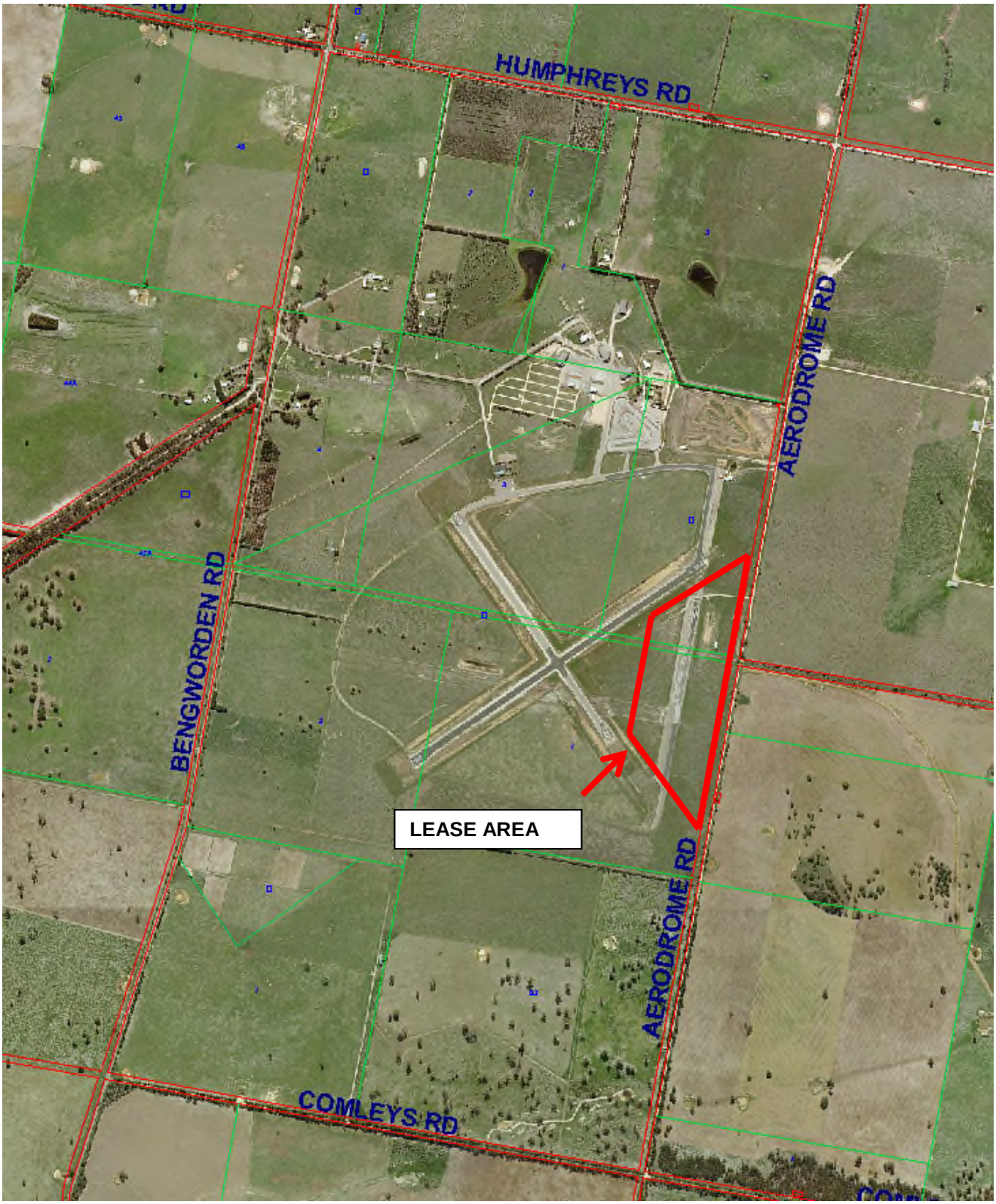
8. SUPPORTING PROCEDURES / GUIDELINES

Workplace Health and Safety Strategy

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Site Plan –345 Bengworden Road, Bairnsdale **APPENDIX 1**




380m
370m
875m
LEASE AREA
380m

ATTACHMENTS

COUNCIL MEETING – 1 SEPTEMBER 2015

Item 5.1.1 EAST GIPPSLAND SHIRE GRANTS PROGRAM FUNDING ROUND ONE 2015/2016

1. East Gippsland Shire Grants Program Funding Round One 2015/2016 – Applications.

2. East Gippsland Shire Grants Funding Criteria and Eligibility Guidelines.

Item 5.2.1 ADOPTION OF THE LAKE TYERS BEACH FORESHORE MANAGEMENT PLAN AND ASSOCIATED BUSINESS PLAN

1. Life Saving Victoria - Lake Tyers Coastal Risk Assessment
2. Life Saving Victoria - Lake Tyers Treatment Plan (Signage)
3. Life Saving Victoria - Lake Tyers Treatment Plan (Access)

Item 5.2.2 SUBMISSION ON REVISED DRAFT VICTORIAN FLOODPLAIN MANAGEMENT STRATEGY

1. Revised Draft Victorian Floodplain Management Strategy – draft MAV submission July 2015.

Item 5.2.6 STATUTORY PLANNING MONTHLY REPORT – JULY 2015; AND BUILDING STATISTICS MONTHLY REPORT- JUNE 2015

1. Graph showing average statutory times for delegated decisions.
2. Graph showing estimated cost of works for delegated decisions.

Item 5.4.2 PROPOSED LEASE OF LAND – 64 GREAT ALPINE ROAD, LUCKNOW TO TELSTRA CORPORATION LTD

1. Aerial view – proposed location of Telstra lease area

Item 5.4.3 REVIEW OF COUNCIL POLICIES – FRAUD AND CORRUPTION CONTROL, RISK MANAGEMENT AND WORKPLACE HEALTH AND SAFETY

1. Risk Management Framework
2. Draft Workplace Health and Safety Strategy
3. Arts and Acquisition Policy recommended for rescinding
4. Public Art Policy recommended for rescinding

ATTACHMENT 1

EAST GIPPSLAND SHIRE GRANTS PROGRAM FUNDING ROUND ONE 2015/2016

APPLICATIONS- COMMUNITY PROJECTS, FACILITIES, COMMUNITY FESTIVALS AND EVENTS, ENVIRONMENT AND SUSTAINABILITY, ARTS PROJECTS, MAJOR ARTS PROJECTS AND HERITAGE PROJECTS

APPLICATIONS – COMMUNITY PROJECTS STREAM				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
HeartKids Victoria	HeartKids Outreach Program- Bairnsdale Branch	Purchase of an oxygen response kit and a 3 x 3 metre marquee for use by St John Ambulance East Gippsland Division volunteers at community events.	$3,974.20	Nil
Ensay Yoga group	Equipment for Ensay Yoga Group	To purchase yoga equipment and props to be used at a weekly evening group session held at the Ensay CFA.	$410.95	$410.95
Friends of the Ruston Hornsby 12H Restoration Group	Restoration and preservation of rare Ruston Hornsby 12H Engine	The overall plan is to fully restore the engine over two stages and then commence public demonstrations over public holiday periods and for groups. The engine is the only one of its type in Australia and will increase tourism as well as being a community project.	$5,000.00	$5,000.00
Deddick Valley Isolated Community Group	Connecting Through Workshops	To hold a series of workshops that will allow the isolated community to engage. Creative workshops include; working with wool, jewellery making and basketweaving.	$5,000.00	Nil
Mallacoota and District Historical Society Inc	Interpretive Signage for SS Riverina Lifeboat Preservation Project	The design, purchase and installation of an external interpretive sign for the SS Riverina Lifeboat	$742.00	Nil
Orbost Regional Health	Living Life Well –Stage Three	Purchase of promotional material and employment of a project manager for a health and wellbeing project.	$5,000.00	Nil
TOTAL FUNDING APPLIED			**$19,553.00**	
TOTAL NUMBER OF APPLICATIONS RECEIVED			**6**	
TOTAL FUNDING RECOMMENDED				**$5,410.95**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**2**

APPLICATIONS – FACILITIES STREAM				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Bruthen Bowls Club Inc	Upgrade existing ramp from the clubhouse to the bowling green	To replace the current ramp with one that complies with the 2012 Disability Building Standards.	$5,000.00	$5,000.00
Sarsfield Recreation Reserve Committee of Management Inc	Replacement of Tennis Court surface	Complete re-seal of the Sarsfield Recreation Reserve Tennis Court using Class A 5mm sealing stone.	$2,700.00	$2,700.00
Picnic Point Hall Management Committee	Hall Security	Provision of security screens on rear of hall to prevent break-ins, theft and damage.	$2,817.00	Nil
Lake Tyers Beach Recreational Reserve Committee of Management	Playground Equipment Upgrade	Purchase and installation of an additional piece of playground equipment.	$3,000.00	$3,000.00
West Bairnsdale Oval Advisory Committee	Grounds Rehabilitation	To aerate and top dress the playing surface of the oval.	$5,000.00	Nil
Dragons Abreast Gippsland Waratahs	Shed to house the Dragon Boats	To build a shed to house the dragon boats at a location close to where they are launched. I.e. The Backwater and Mitchell River.	$5,000.00	$5,000.00
Lindenow South Recreation Reserve Committee of Management	Painting Clubrooms	The interior and exterior of the clubrooms will be repainted to make it fresh and appealing for all of the user groups.	$4,500.00	Nil
Buchan Rodeo Committee Inc	Secure Storage Shed	To purchase and install a secure shed that is vandal and weather proof.	$2,000.00	Nil
Mittagundi Outdoor Education Centre	Mittagundi Youth Festival equipment purchase	To purchase 2 charcoal spit rotisseries. The spits are currently hired and purchasing the spits would make the festival more sustainable.	$2,800.00	$2,800.00
Bairnsdale Rowing Club	Boatshed Extension	Extension to the existing shed will allow the storage of extra boats and also the use of the dry-land training equipment.	$5,000.00	$5,000.00
Bairnsdale Fly Fishers Club Inc.	Mobile phone reception antenna equipment and booster	Purchase and install antenna and equipment at Club Lodge, located on the Mitta River Hinnomunjie Station Omeo.	$820.00	Nil
Wulgulmerang Recreation Reserve Committee of Management	Stove upgrade and increase storage cupboards in the kitchen and bar	The kitchen upgrade will benefit the volunteers that currently cater for the 150 competitors for the team penning events.	$3,077.00	Nil
Bruthen District Citizen's Association Inc.	Tambo Rambler Printer Purchase	The existing printer is old and can no longer function to produce the Bruthen community newsletter, the Tambo Rambler. A new printer will ensure that the newsletter continues to be produced.	$2,000.00	$2000.00
Tambo Bluff Landcare Group	Interpretive signage for the Tambo Bluff Estate	A new interpretive sign at the entrance to the Tambo Bluff Estate. Six new small interpretive signs placed at entry points on the Middle Gully walk.	$4,800.00	Nil
Paynesville RSL Sub-Branch	Disability Access to Paynesville RSL	Creating a footpath and ramp that will allow access for all.	$2,400.00	$2,400.00
Gippsland Lakes Community Health	Children Centre Kitchen Renovation	Replacement of the cupboards and benches at the Long Day Care Centre Lakes Entrance.	$5,000.00	Nil
Buchan Neighbourhood House	Refurbish kitchen at the Buchan Neighbourhood House	Renovation of the kitchen to a class 2 standard. This will enable the Neighbourhood House to hold cooking programs and add value to the community garden asset.	$5,000.00	$5,000.00
Paynesville Bowls Club	Invalid Toilet and Basin	The club membership has increased and there is a need to have a toilet that is accessible for all.	$5,000.00	Nil
Mallacoota Preschool	The Hexapod- A place to play at Mallacoota Preschool	Improvement to the existing playground by installing the 'Hexapod'. A six sided structure featuring a timber decking.	$4,579.20	Nil
TOTAL FUNDING APPLIED			**$70,493.20**	
TOTAL NUMBER OF APPLICATIONS RECEIVED			**19**	
TOTAL FUNDING RECOMMENDED				**$32,900.00**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**9**

APPLICATIONS –COMMUNITY FESTIVALS & EVENTS STREAM				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Lions Club of Orbost Inc.	Orbost Christmas Eve Festival	A community event that features fireworks and Santa.	$2,500.00	$2,500.00
Bairnsdale Parkrun	Parkrun Bairnsdale	A non-commercial free weekly timed 5km running event for all of the community. To be held at the Port of Bairnsdale.	$5,000.00	Nil
Foundry- Auspice (f)route Inc.	Festive – Alley-way Artisan Market	Three small markets to be held in the three Fridays prior to Christmas. Local arts and handmade goods only for sale. There will also be a small stage with acoustic music by local musicians.	$4,250.00	Nil
Bruthen Bush Fire Brigade 75th Anniversary –Auspice Country Fire Authority	Bruthen Bush Fire Brigade 75th Anniversary	Celebrating the formation of the Bruthen and Mossiface Tambo Fire Brigades and the major milestone.	$5,000.00	Nil
East Gippsland Family History Group	Lecture series- Bridging the Generations	A series of lectures targeting subjects of special interest to family historians. Special guest speakers will focus on how to preserve records photos etc.	$3,000.00	Referred to another stream
Paynesville Classic Boat Rally Inc.	Paynesville Classic Boat Rally	Gathering, display and 'sail-past' of classic boats from around the Gippsland Lakes.	$5,000.00	Referred to another stream
Omeo Primary School	Omeo Primary School 150 Year Anniversary	A market/fete to be held in the morning and then activities during the day with a formal dinner. The following day a BBQ breakfast will be held at the school.	$5,000.00	$2,000.00
Swan Reach Primary School	Twilight Country Fair	Market stalls, amusements and entertainment.	$5,000.00	Nil
Mallacoota Lions Club	Mallacoota Lions Club Christmas Carols	Singing, story-telling, BBQ and face painting.	$3,070.00	$3,070.00
Orbost Regional Health	Living Life Well Food Festival	Key events that promote health and wellbeing using a collaborative approach.	$5,000.00	Nil
Orbost Regional Health	Living Life Well- 10,000 Steps Challenge	To increase health awareness of physical activity and promote health and wellbeing.	$4,950.00	Nil
TOTAL FUNDING APPLIED			**$47,770.00**	
TOTAL NUMBER OF APPLICATIONS RECEIVED			**11**	
TOTAL FUNDING RECOMMENDED				**$7,570.00**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**3**

APPLICATIONS –COMMUNITY ENVIRONMENT AND SUSTAINABILITY STREAM				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Nungurner Landcare	Naturally Nungurner- a pocket guide to local flora and fauna	Research and consultation with residents/Landcare members on priority species to include in brochure. 2000 printed copies and a PDF version. Brochure to be distributed to local households and schools.	$1,473.60	$1,473.60
Organic Agriculture Association Inc.	Sustainable Communities Portal	To introduce a 'Help Desk' style service/application to assist the management of a 'Knowledge bank'.	$5,000.00	Nil
Surf Life Saving Lakes Entrance	Reduction of energy usage from conversion to efficient lighting	Replacement of all internal and external fluorescent and halogen lights to LED lights.	$3,425.00	$3,425.00
Friends of Mallacoota	Mallacoota Plastic Bag Free	To reduce the amount of plastic bags used the project will involve a website, free calico bags and publicity and education campaign.	$3,102.00	$3,102.00
Gippsland Plains Conservation Management Network	Home for a Bird	Install 5 Peregrine Falcon nesting boxes around Gippsland. There will also be public education and information sessions.	$5,000.00	Nil
Fishcare East Gippsland Inc.	Raising awareness of the exotic aquatic pests	To produce an educational resource booklet that will be incorporated into all of the 'Fishright' workshops.	$2,000.00	Nil
TOTAL FUNDING APPLIED			**$20,000.60**	
TOTAL NUMBER OF APPLICATIONS RECEIVED			**6**	
TOTAL FUNDING RECOMMENDED				**$8,000.60**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**3**

APPLICATIONS - ARTS PROJECTS STREAM				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Cann River Community Centre	Art, Craft and Photography Expo	To encourage the local children and adults to explore doing different crafts and display them. To aide this craft training classes will be run for anyone to attend.	$2,500.00	$820-00
East Gippsland Brass (Bairnsdale Citizens Band)	Halleluja! Massed Choir and Brass	A massed choir consisting of 12 choirs from East Gippsland accompanied by East Gippsland Brass presenting classic large choral items. The program will feature local young artists as soloists.	$4,500.00	$4,500.00
Gippsland Lakes Community Health	Showing the Way	Facilitate interactive reconciliation approaches to help build community connections within Nowa Nowa and the outlying region. In partnership with the small and isolated primary school, DEPI and community members work with a local visual artist to design and construct artwork that will be place on both entries to the under pass walkway in Nowa Nowa.	$5,000.00	$5,000.00
Lakes Entrance Rotary Club	Gippsland Lakes Art on Show 16	Gippsland Lakes Art on Show 2016 is built upon the successful Gippsland Lakes Art on Show held in 2015. The intention is for this Art on Show to become an annual event held at Forestech on the long weekend in March (11th to 14th 2016) that showcases the best art work of East Gippsland artists.	$4,700.00	$1,700.00
Buchan Neighbourhood House	Bolder Bush Beats	Music workshops to engage community members.	$3,600.00	$3,600.00
Deddick Valley Isolated Community Group	Engaging fire-affected community through arts and crafts	Aim of the project is to bring people together through the medium of arts and crafts. Workshop facilitators will conduct workshops including needle felting, jewellery making, basket weaving and fire sculpture.	$5,000.00	$3,500.00
TOTAL FUNDING APPLIED			**$25,300.00**	
TOTAL NUMBER OF APPLICATIONS RECEIVED			**6**	
TOTAL FUNDING RECOMMENDED				**$19,120.00**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**6**

APPLICATIONS –MAJOR ARTS PROJECTS STREAM				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
Nowa Nowa Community Development Group	Nowa Nowa Nudes "Unravelled"	Nowa Nowa Nudes "Unravelled" 2015 is an Art Show inspired by the nude form. This year artists are requested to submit work using the medium of fibre, however, up to 20 percent of an alternate medium may be incorporated.	$6,000.00	$6,000.00
TOTAL FUNDING APPLIED			**$6,000.00**	
TOTAL NUMBER OF APPLICATIONS RECEIVED			**1**	
TOTAL FUNDING RECOMMENDED				**$6,000.00**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**1**

APPLICATIONS –HERITAGE PROJECTS STREAM				
Organisation	**Project Title**	**Project Summary**	**Request**	**Recommendation**
The Lady of History	Teach's Blues	Teach's Blues' is an oral and written history, in-schools performance project telling the tales of a young teacher's experiences living and teaching in the East Gippsland former gold and timber 'ghost' town of Bullumwaal in 1954.	$4,000.00	Nil
East Gippsland Family History Centre	Lecture series- Bridging the Generations	A series of lectures targeting subjects of special interest to family historians under the umbrella ‘Bridging the Generations’ Topics include Conservation- how to preserve your records, photos, documents, mementos, and memorabilia.	$3,000.00	$2,000.00
Mallacoota Historical society incorporated.	Interpretive Signage for SS Riverina Lifeboat Preservation Project	The design, purchase and installation of an external interpretive sign to be located at the Mallacoota WWII Bunker Museum to provide information to visitors to the facility and the adjacent Lifeboat Restoration building explaining by photographs and written word the cultural and historic significance of the area of the Mallacoota Bunker	$750.00	$750.00
TOTAL FUNDING APPLIED			**$7,750.00**	
TOTAL NUMBER OF APPLICATIONS RECEIVED			**3**	
TOTAL FUNDING RECOMMENDED				**$2,750.00**
TOTAL NUMBER OF APPLICATIONS RECOMMENDED				**2**

East Gippsland Shire Council

Grants Program Guidelines 2015-2016







Grants Program Guidelines 2015/2016

There are two funding rounds each financial year.

Round two opens **8:30am Wednesday 6 May 2015** and closes **4.00 pm Wednesday 1 July 2015**.

***Please note: Something has changed with our grants program application process.**

We have moved to an online grants management program called Smartygrants.

Smartygrants is going to make applying for a grant so much easier and we will be here to help support any applicants through this transition. Please contact the relevant grant officer for more information on 51539500.

Applications forms are available via:

Website: www.eastgippsland.vic.gov.au under *About Us- then click on 'Community Small Grants'*

Phone: (03) 5153 9500

Late applications will not be accepted.

There is a 'Help Guide for Applicants' and a Frequently Asked Questions (FAQ) sheet available via the Community Small Grants webpage. Alternatively, you can pick up the 'Help Guide' or FAQ sheet from a Shire business centre.

All applications must be submitted via the online program.

Please make contact with a grants officer if you require assistance.

There are grant workshops being held at various locations. Please visit the Shire Community Small Grants webpage for more information.

Overview

The East Gippsland Shire Grants Program provides funding opportunities for the East Gippsland Shire area. The grants program aims to support local community based groups, organisations, services and in some categories, individuals (artists).

Through its grants programs, the Shire supports a wide range of services and innovative activities that strengthen our communities, build pathways to environmental sustainability and health and foster cultural diversity, the arts, strong local economies and knowledge communities.

The following table outlines the categories available under the East Gippsland Shire Grants Program. As well as the standard guidelines, each category has specific funding and eligibility criteria.

East Gippsland Shire Council Grants Program				
Category	**Maximum Grant Available**	**Total Funding Available**	**Shire Contact Officer**	**Specific Criteria Page No.**
Community Grants				
Community Projects	$5,000	$103,600	Community Support Planner	6-7
Community Facilities	$5,000		Community Facilities Officer	
Community Festivals and Events	$5,000		Events Coordinator	
Community Environment and Sustainability Projects	$5,000		Sustainability Coordinator	
Arts and Heritage Alliance				
Quick Response	$500	$50,000	Arts and Culture Coordinator	8-9
Arts Projects	$5,000			
Major Arts Projects	$10,000			
Regional and District Events Sponsorship				
Regional and District Events	Up to $10,000	$100,000	Events Coordinator	10

General Information

Applicants are advised to become familiar with the standard grant program guidelines and specific criteria for the category they intend to apply prior to completing the application form. If you require clarification or assistance completing your grant application, please contact the relevant Shire contact officer, listed in the table on page 2.

Application Guidelines

Community Grant application forms are available online at our website www.eastgippsland.vic.gov.au.

You may attach supporting documentation that will be of use when assessing your application.

Remember to number the pages of your submission and supporting documentation.

Completed applications and supporting documentation must be submitted by no later than 4.00 pm on the closing date indicated on page 1 to be considered.

If you have difficulty completing the form or need assistance with determining which category is appropriate to your project/event, please contact the relevant Shire Officer (refer to table on page 2) on (03) 5153 9500.

Keep a copy of your completed application form for your records. You may need to refer to the form if you are asked to clarify or provide any additional information.

Ensure that you have completed the entire section of the application form relevant to the funding category.

Information provided as part of this application must be true and correct to the best knowledge of the nominated representative.

Financial information

Applicants must provide accurate financial information as part of the submission process. It is important to demonstrate that your application is financially viable and that the project can be successfully delivered within the specified budget.

Prepare your financial information carefully, as errors may jeopardise the success of your application. Add additional details where necessary, using clearly labelled extra sheets.

Remember to include the value of in-kind support. This means you need to determine the value of materials, services and assistance that will be donated or provided to the project free-of-charge. If you have difficulty with this, you may like to obtain a quote for a similar material or service and use this as a guide.

Required documentation

The support materials listed below must be submitted with your application. Failure to do so may make your application ineligible.

Please also ensure that any mandatory support material required under the specific grant category is included with your application.

A copy of the organisation's most recent Annual Report (if applicable).

A copy of the organisation's Certificate of Currency for Public Liability Insurance (for projects with a public activity component).

If the applicant is not legally incorporated, a letter and the above documentation must be provided from an incorporated organisation indicating its willingness to operate under an auspice agreement[1] for the proposed project.

Funding amounts and timing of funding may be altered by the Shire during the application and assessment process.

Successful applicants will be asked to sign a Funding Agreement and complete a Final Report with a Statutory Declaration.

[1] The auspice agreement information can be found on pages 11-13 of the council grants program application form.

Eligibility

What is eligible for funding?

To be eligible for funding, your organisation must be able to demonstrate:

That the project/event primarily seeks to benefit residents and/or service organisations/groups within the East Gippsland Shire.

Incorporation or have a letter of support from an incorporated organisation willing to support the project under an auspice agreement.

Evidence of financial viability and sound management.

That the project/event is well planned and achievable within the proposed timeframe.

That the grant proposal is for a specific project/event that does not require recurrent or ongoing funding.

That the grant allocation is for the specific project/event listed in the application and will be fully expended during the proposed funding period.

That the project/event organiser obtains all written approvals, consent and permits from the relevant authorities and/or stakeholders prior to commencing.

What is not eligible for funding?

An organisation that has not acquitted a previous grant from the Shire.

Projects/events seeking funding for activities that will be conducted primarily outside the boundaries of the East Gippsland Shire.

Projects/events requesting funding for wages/salaries for staff not directly engaged in the delivery of the project/event.

Projects/events requesting retrospective funding for monies that have already been spent or monies to cover shortfalls in the operational budget.

Activities and programs that duplicate existing services.

Individuals and unincorporated bodies unless auspiced by an incorporated body.

Projects/events that are the responsibility of the State or Australian Government.

Activities with a focus on the promotion of a single faith, political activities and/or religious ceremonies.

Projects/events that are primarily for the purpose of fundraising and/or where Council's contribution will be specifically used to purchase trophies, prizes or prize money.

The grant will not fund recurrent projects (the same project each year).

The grant will not fund general operating expenses.

Incomplete applications or applications that have not enclosed all required documentation.

Projects / events that are scheduled to occur before Council has made a final decision on the funding round.

Specific Funding and Eligibility Criteria

Community Grants



Aim

Through its grants programs, the Shire supports a wide range of services and innovative activities that strengthen and benefit our community.

The objective of the Community Grants is to provide community based groups the opportunity to access funding for a variety of needs. In essence, the program assists with funding projects that are often unable to obtain funds from any other grant sources.

Four funding categories are available within the Community Grants:

Community Projects

Community Facilities

Community Festivals and Events

Community Environment and Sustainability Projects

Amount Available

Community Projects – Up to a maximum of $5,000

Community Facilities - Up to a maximum of $5,000

Community Festivals and Events - Up to a maximum of $5,000

Community Environment and Sustainability Projects - Up to a maximum of $5,000

All amounts are based on a dollar for dollar contribution.

The Shire is not committed to funding grants in each of the above grant categories in any one year.

Each grant category has specific funding and eligibility criteria. These Criteria are outlined in the following section and should be referred to in your organisation's application.

Applications for a project / event can only be made to one grant category.

Specific Criteria

Community Projects

The project should address a community need and reflect a clear community benefit, ideally this need should also be identified in the East Gippsland Shire Council Plan or an adopted strategy.

Projects should be designed to activity support community partnerships.

Projects should be designed to encourage community participation.

Projects should be designed to be accessible for all.

That the applying organisation has the capacity to carry out the project.

Funding is not available from other sources.

Community Facilities

Facilities to be developed must be made available to the general public.

The proposed work must address a community need and reflect a clear community benefit.

The facilities are on Shire owned land, Crown land or land under an acceptable deed or trust for non-profit incorporated bodies.

Funding will be provided for those community groups who wish to assist in the development of community facilities such as buildings, disability access, renovations, repairs, major items of equipment etc.

Evidence of ability to manage the project and maintain the facility / improvement once constructed.

Funding is not available from other sources.

Community Festivals and Events

Evidence of innovation and diversity.

Level of community support.

Opportunities for access, participation and reflect a clear community benefit

Overall quality of the proposed festival/event.

Address a community need.

Funding is not available from other sources.

Community Environment and Sustainability

Must address a community need and reflect a clear community benefit.

Has measurable impacts.

Evidence that the project is sustainable and the benefits and impact of the project will continue once the funding ends.

Funding is not available from other sources.

Arts and Heritage Alliance Grants

Aim

The East Gippsland Shire Council 'Arts and Culture Funding Stream' provides an equitable process of access to financial support to individuals (Artists) and local non profit organisations wishing to present quality, innovative and /or developmental arts and cultural activities and projects which foster a strong sense of local identity, distinctiveness and community spirit.

Three funding categories are available within the Arts and Heritage Alliance Grant:

Quick Response

Arts Projects

Major Arts Projects

Amount Available

Quick Response – Up to a maximum of $500

Arts Projects – Up to a maximum of $5,000

Major Arts Projects – Up to a maximum of $10,000

All amounts are based on a dollar for dollar contribution.

The Shire is not committed to funding grants in each of the above grant categories in any one year.

Specific Criteria

Quick Response

Seed fund small arts projects and/or support professional development for individuals, such as workshops, forums and conferences that are relevant to Arts and/or Cultural practice in East Gippsland will be considered for funding. East Gippsland individuals/organisations can apply for these funds all year round. A brief acquittal report will be required.

Arts Projects
Support for new small to medium based one-off cultural development and arts initiatives for incorporated groups and individuals supported under an auspice agreement. Projects in this category must generally result in some form of public presentation. Film, visual arts, writing, music, performance, multimedia and other art forms will be considered.

Major Arts Projects
Support available to both incorporated groups and individuals supported under an auspice agreement for projects that use arts and/or cultural practice to enhance community participation, creativity and wellbeing. Film, visual arts, writing, music, performance and other art forms will be considered.

It should also be noted that Major Arts Project grants aims to encourage diversity and innovation in the arts. Consequently, a particularly strong case should be made if applying for a project that is the same or similar to a previously funded project.

The following criteria apply to Major Arts Projects:

Provide new and expanded opportunities to express and celebrate East Gippsland's cultural diversity.

Increase awareness, appreciation and involvement in arts and culture by a broad cross-section of the local community, particularly with communities not professionally or regularly involved in local cultural activity.

Provide project participants with opportunities to develop new skills.

Develop partnerships between artists or art and cultural organisations and the wider community on projects that nurture community creativity and expression.

Be proposing cultural activities consistent with the objectives of the Arts & Heritage Alliance Grants Program and the East Gippsland Shire Council's *Arts & Culture Strategic Plan 2011-2015*. The *Arts & Culture Strategic Plan* can be viewed at www.discovereastgippsland.com.au/artsculture.asp .

Artistic/cultural merit.

Innovation in approach to the art form, and presentation of the proposed activity.

Innovation in the demonstration of arts based skill development.

Desirable Criteria

Additional funding support from other sources including philanthropic, corporate or government.

Active community involvement in the creation and/or presentation of the project.

An imaginative and creative use of public spaces and places in the municipality, notably East Gippsland halls, community facilities, streets and open spaces.

Can demonstrate a capacity to attract a broad or new audience participation and audience numbers from outside of East Gippsland; for example surrounding shires, other regional areas, metropolitan Melbourne and interstate.

Regional and District Event Sponsorship Program



Aim

East Gippsland Shire Council provides resources and advice to assist the facilitation and enhancement of events held in the East Gippsland region. Up to $100,000 per year (over two funding rounds) is allocated to the East Gippsland Shire Regional and District Events Sponsorship Program.

Specific Criteria

The following criteria will be used to evaluate applications made under the East Gippsland Shire Regional and District Event Sponsorship Program:

1. Direct economic benefits that the event brings to the region.
2. Contribution of the event to community strengthening, through building relationships and engaging all members of the community in its organisation and attendance.
3. Use of and positive promotion of local sport, tourism, recreation and cultural facilities.
4. Capacity of the event to be conducted safely, meet all relevant legislative and legal requirements and have minimal negative impact (or inconvenience) on the community.
5. Level of innovation and creativity of the event and the capacity of the event to engage the community in new opportunities and experiences.
6. Capacity of event to be self-sustainable (volunteers and financial) and the ability to develop and improve the competency levels of the event organisers.
7. Timing of the event within the overall calendar of events.
8. Location of the event, to ensure that there is an even spread of events across the municipality.
9. Alignment of the event to the Council Plan and the Naturally Magic branding.

Other Information to consider

Your application is assessed against the specific criteria listed above and each criterion carries a different weighting of importance. The weightings are as follows:

Criteria Number	1	2	3	4	5	6	7	8	9
Weighting	3	1.25	2	1	1.75	2.25	2.5	2	2.5

Funding for up to three years can be applied for.

An event scheduled more than one year out from date of the grant application will generally not be eligible for funding, unless a need for advance funding is clearly outlined in the grant application.

Assessment and Selection Process

The Grants Program is a competitive process and each application is assessed based on the relevant funding criteria.

Below is the basic timeframe of the grants process.

Funding Round One 2015/2016 opens	8:30am Wednesday 6 May 2015
Funding Round One 2015/2016 closes	4pm Wednesday 1 July 2015
All applications assessed by grant panel	July 2015
Recommendations for funding compiled for Council report	August 2015
Council meeting -2nd Tuesday of the month Recommendation report presented	September 2015
Applicants notified of funding outcome	September 2015

The Shire makes the final decision on successful projects/events.

All applicants will be advised in writing of the outcome of their application.

Funding allocations in each grants category may not be fully allocated, and the Shire reserves the right to make this decision following assessment of all submissions.

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EAST GIPPSLAND SHIRE COUNCIL

Background

Lake Tyers Beach has been identified by East Gippsland Shire Council (EGSC) as an area of importance specific to modifying the probability and consequence of aquatic recreation drowning and injury events. Lake Tyers Beach is viewed as a popular aquatic recreation destination for seasonal swimmers and for the local resident population. Not all beach visitors to the popular Lake Tyers beach destination will be aware of the characterised beach hazards specific to this site.

By commissioning Life Saving Victoria (LSV) to undertake a risk assessment, EGSC is taking a proactive approach in determining appropriate risk mitigation actions to help prevent any foreseeable loss of life and injury to visitors and residents. A systematic risk management approach was used for this project in order to structure selection of the most appropriate cost-effective risk treatment options that mitigate continuous and foreseeable adverse aquatic recreation outcomes.

Context

The risk management process used for the project originates from the process model form AS/NZS ISO 31000:2009 Risk Management - Principles and guidelines (Standards Australia International, 2009). A summary of analysis outcomes following the application of this process are tabled below. Listed summary findings and recommendations are specific to current aquatic safety standards, guidelines and industry best practice. Recommendations are based on the characteristics and intended use of Lake Tyers Beach as a coastal recreation site.

Scope

The risk assessment process contains a number of key elements. These elements are all based on the project objective of ensuring that Lake Tyers Beach is managed in a manner that minimises the probability of an overrepresentation of aquatic recreation injury or any unintentional non-fatal drowning or fatal drowning event/s at the identified Lake Tyers Beach site. The physical site extent spanned approximately 2 km from Red Bluff and to the Eastern Point of the Lake.

Event History

In order to provide an historic context regarding site fatalities, the National Coronial Information System (NCIS) was examined in an effort to verify fatal incidents at the site since July 2000. According to the NCIS, two fatal drowning incidents have occurred at the site since July 2000. In summary of these two incidents:

- One (1) incident was in summer (January) and one (1) in autumn (March).
- One (1) occurred on a weekend day (Sunday) and one (1) on a weekday (Tuesday).
- In terms of time of day, one (1) incident was approximately at 1:45 pm and the other at 5:00 pm.
- Both incidents involved males in the 25-34 year age bracket.
- One (1) case was confirmed as a drowning incident. The second case remains open and a preliminary contributory cause of death is drowning. The Coroner may still potentially determine a different cause of death for this case.

One (1) incident was connected to a scenario where two (2) others known to the deceased were rescued at the time of the drowning incident. Of the two (2) rescued, one (1) required hospitalisation. It is our understanding that this individual is in a permanently disabled state following this incident.

Hazards Identification and Quantification

The next step of the analysis process required an examination of the typical everyday characteristics of Lake Tyers Beach. This examination highlighted the following typical beach hazards. A subsequent risk factor (RF) score was provided for each highlighted hazard, the RF score reflects a combined calculation of the estimated likelihood and consequential outcomes of an adverse event as a result of a particular hazard event being triggered. The top ranked RF scores are tabled below (see Table 1):

Table 1 - Typical Beach Hazards and Risk Factor Scores

Identified Beach Hazards	Risk Factor (RF)Score
Topological Hazards	**Extreme**
Variable Water Depth (Deep Troughs, Shallow Bars, Drop Off, Distant Bars)	**Extreme**
Breaking Waves ≥ 1.5 metres	**Extreme**
Currents (Rips)	**Extreme**
Uncontrolled/ Undefined Access	**Extreme**
Sandbars and Submerged Objects	**Extreme**

The likelihood estimates used as a component of the above calculated RF score were derived using the 10 year historical drowning event count (NCIS verified values). Based on this rate (2 fatalities) an annual 82% probability of no drowning event was calculated. Calculated on a 5 year basis the probability of a no drowning events at Lake Tyers Beach over a 5 year period lowers to only 37%.

Using a different analysis approach, a coastline length exposure ratio was devised for the project. This ratio sought to provide an excess risk comparison of known drowning fatality events divided by beach length for beaches across Victoria. This beach length to fatality ratio illustrated that Lake Tyers was not in the highest 70% of 'at risk' beaches based on exposed coastline length. This was conditioned on the premise that applicable individual beaches had recorded at least one drowning event since July 2000 (this occurred at 106 of 734 known beach locations across Victoria including Lake Tyers).

Risk Treatment Options

Armed with knowledge of the likelihood (probability) of events that may be triggered as a result of typical hazards found at Lake Tyers, informed decision regarding risk treatment selection could be made. There is a raft generic risk treatment options available to mitigate the realisation of an aquatic risk event.

Treatments were selected on the basis that they addressed the likelihood and consequence of an event in that order. Additionally, cost-effectiveness comparisons of various treatments were taken into account when selecting the treatment and devising implementation priority timeframes. Treatments that are continuous (in terms of exposure time) and wide-spread (across the large or the whole extent of the assessment area) were given greater weight. Treatment options and priority timeframes are tabled below (see Table 2).

Table 2 - Applicable Risk Treatments - Lake Tyers Beach

No#	Treatment Options	Suitability of Treatment Option	Priority Implementation Order
1	***Access Signage*** – modify, replace or install new signs at all access points to the beach.	Highly Suitable	1
2	***Safe Beach Access*** – modify, maintain or re-route access points to the beach to maximise safety. This would be done in conjunction with *Signage*.	Highly Suitable	1
3	***Parental/Carer Supervision*** – insert parental supervision symbol on all *Access Signage*. This would be done in conjunction with installation of *Signage*.	Highly Suitable	1
4	***Arrival Information*** – provide succinct and specific arrival information. This would be achieved via a mail drop to residents abutting the coastline, caravan parks pamphlets and appended to *Access Signage.*	Highly Suitable	1
5	***Regulations*** – Update local regulations and append to the updated *Access Signage*.	Highly Suitable	1
6	***Emergency Communication System*** – Liaise with the Emergency services Telecommunications Authority (ESTA) in order to get assign Emergency Marker codes and append codes to *Access Signage*.	Highly Suitable	1
7	***Monitor and Review Programs*** – Undertake systematic evaluation of all Implemented Treatment Options.	Highly Suitable	1/2
8	***Community Education*** – Onsite education programs or via delivery of community beach awareness programs at schools and/or local community groups.	Suitable	2
9	***Supervision Services*** – Provision of lifeguarding and/or lifesaving services.	Suitable	2

Table 3 – Indicative Risk Treatment Implementation Timeframe

Task Name	Year 1				Year 2				Year 3				Year 4			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Provision of Access Signage																
Design Signs and Provide Signage Schedule and Templates	■															
Approve Signs		■														
Order Signs			■													
Install Signage				■												
Safe Beach Access																
Provide Access Schedule Report	■															
Assign Capital Works Project (Internal or External)		■	■													
Undertake Path Realignment and Maintenance Works			■	■												
Parental/Carer Supervision																
Designed to be Appended on Access Signage	■															
Install Along with Signage				■												
Arrival information																
Designs required for Access Signage		■														
Mail out letter to those abutting Lake Tyers Beach				■				■				■				■
Regulations																
Update Zoning and Regulations for Lake Tyers Beach	■															
Regulations to be Inserted on Access Signs			■													
Emergency Communication System																
Liaise with ESTA regarding Signage Codes		■														
Append code to Access Sign			■													
Install Emergency Marker with Access Signage				■												
Monitor and Review Programs (Evaluation Programs)																
Formulate Baseline Evaluation	■	■														
Follow up of Implemented Programs				■	■			■	■			■	■			
Community Education					■	■	■	■	■	■	■	■	■	■	■	■
Supervision Services								■	■			■	■			■

Lake Tyers - Treatment Plan (Signage) - March 2015



Lake Tyers - Treatment Plan (Signage) - March 2015



Lake Tyers - Treatment Plan (Signage) - March 2015



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Undefined access area off car park area adjacent to the Lake Tyers Tavern. Access area is demarcated with posts along the Lake edge.

Sign Overview and Treatment

Sign No#: 1

Sign Name: TBA

Sign Status: Proposed - Conditional

Coordinates: 148.0864041 -37.85708829 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

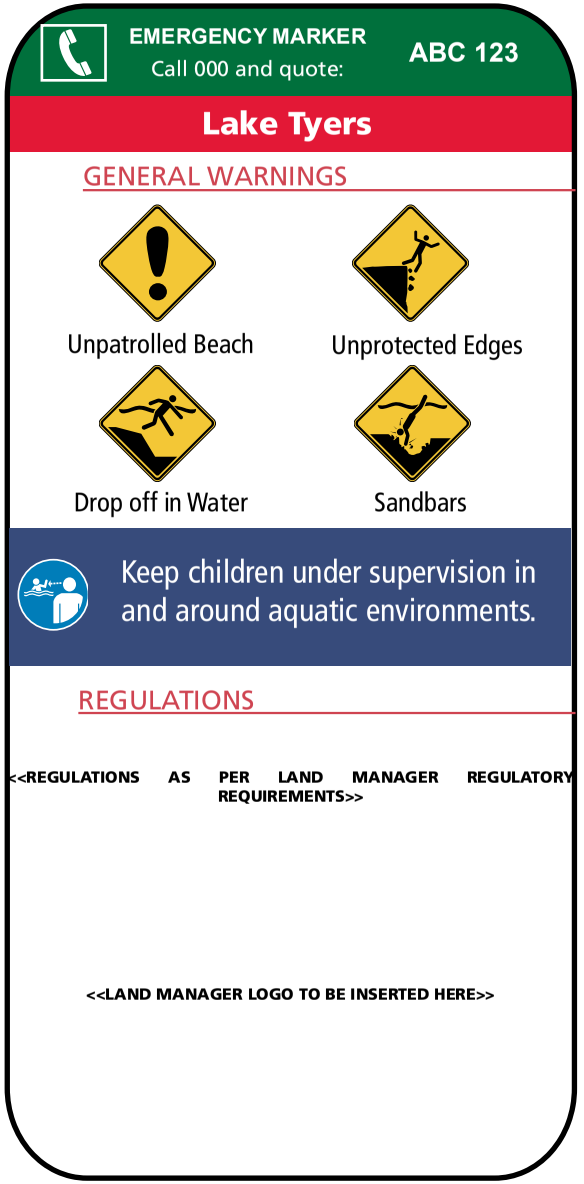
Emergency Marker Reference: TBA

Control Effectiveness: Uncontrolled

Treatment Option: Formalise and/or better define the access or close and restrict access to the waterway.

Treatment and Location Notes: If access is to be provided from this open access area onto the lake area then an access sign should be appended. If access is to restricted (i.e. fencing or barrier planting) then no access sign will be required.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Formal beach access path that starts at the Lake Tyers Beach Road car park and heads south-westerly providing access to the beach backing dune leading to a visible dune crest and foredune areas abutting the waterline.

Sign Overview and Treatment

Sign No#: 2

Sign Name: TBA

Sign Status: Existing

Coordinates: 148.0860361 -37.857475 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Open Access Composite

Emergency Marker Reference: TBA

Control Effectiveness: Satisfactory

Treatment Option: Modify/ Update existing Access Signs, give consideration to the adoption of the ESTA Emergency Marker Program & Continue Periodic Access Monitor & Signage Review Program

Treatment and Location Notes: Current open access sign is the right size and appropriate placing. Content could be updated to reflect the requirements of the AS2416:2010 Standard (3 part Standard). Give consideration to appending Emergency Makers on the sign as per ESTA application requirements. Consider removing any nearby signage that conflicts with any prioritised water safety communication strategy.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Defined stepped pathway intersecting reserves, backing dunes, the caravan park and the unnamed road access leading off Lake Tyers Beach Road. The path leads onto the road running approximately south-westerly and has several defined and undefined access paths leading to the beach running off it periodically.

Sign Overview and Treatment

Sign No#: 3

Sign Name: TBA

Sign Status: Proposed

Coordinates: 148.0858091 -37.85748817 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

Emergency Marker Reference: TBA

Control Effectiveness: Uncontrolled

Treatment Option: Append a New Sign to the Access

Treatment and Location Notes: Append a new sign to the access path. Review access to the waterway areas from this path and intersecting unnamed roadway. Give consideration to appending Emergency Makers on the sign as per ESTA application requirements. Consider removing any nearby signage that conflicts with any prioritised water safety communication strategy.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Undefined access area leading off unnamed road access leading off Lake Tyers Beach Road and intersects (at approximately 160 metres south-westerly) the beach access path that starts at the Lake Tyers Beach Road car park.

Sign Overview and Treatment

Sign No#: 4

Sign Name: TBA

Sign Status: Proposed - Conditional

Coordinates: 148.0851944 -37.85880278 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

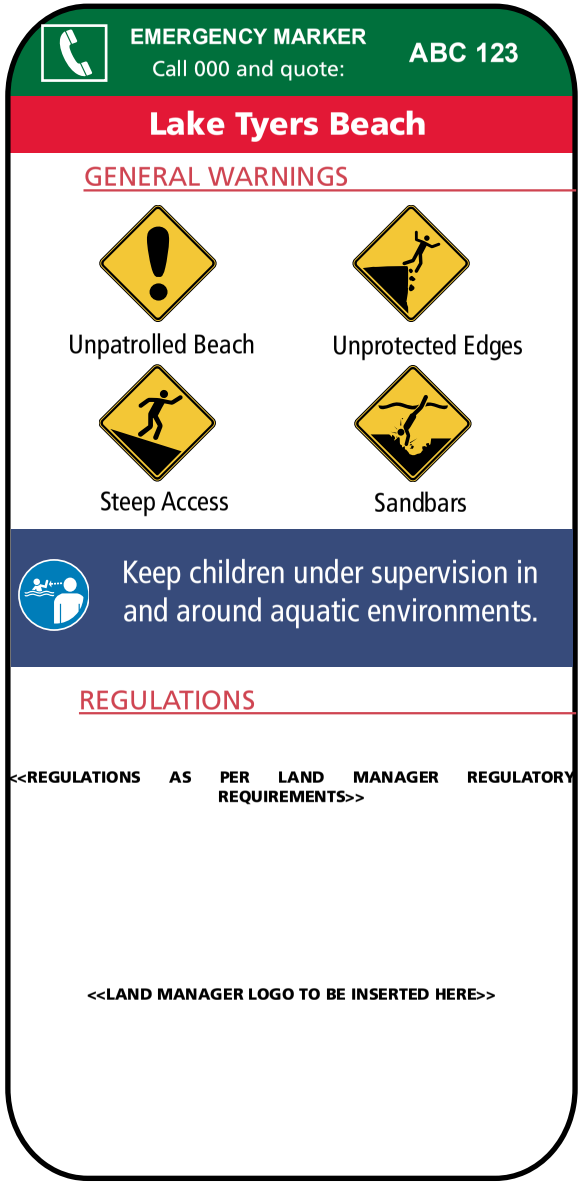
Emergency Marker Reference: TBA

Control Effectiveness: Poor

Treatment Option: Formalise and/or better define the access or close and restrict access to the waterway.

Treatment and Location Notes: Sign placement would be conditional on the formalisation of this access path or removal with installation of adequate barriers (i.e. fencing or barrier planting) should the access be removed. No sign required if the access path is removed.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Approximately 345 metres southwest along the unnamed access road that leads off Lake Tyers Beach Road. Path is signposted and leads off the road traversing the backing dunes, dune crest and foredunes to the beach. The definition of the path dissipates at your get closer to the beach foredune areas.

Sign Overview and Treatment

Sign No#: 5

Sign Name: TBA

Sign Status: Existing

Coordinates: 148.0845944 -37.85956254 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

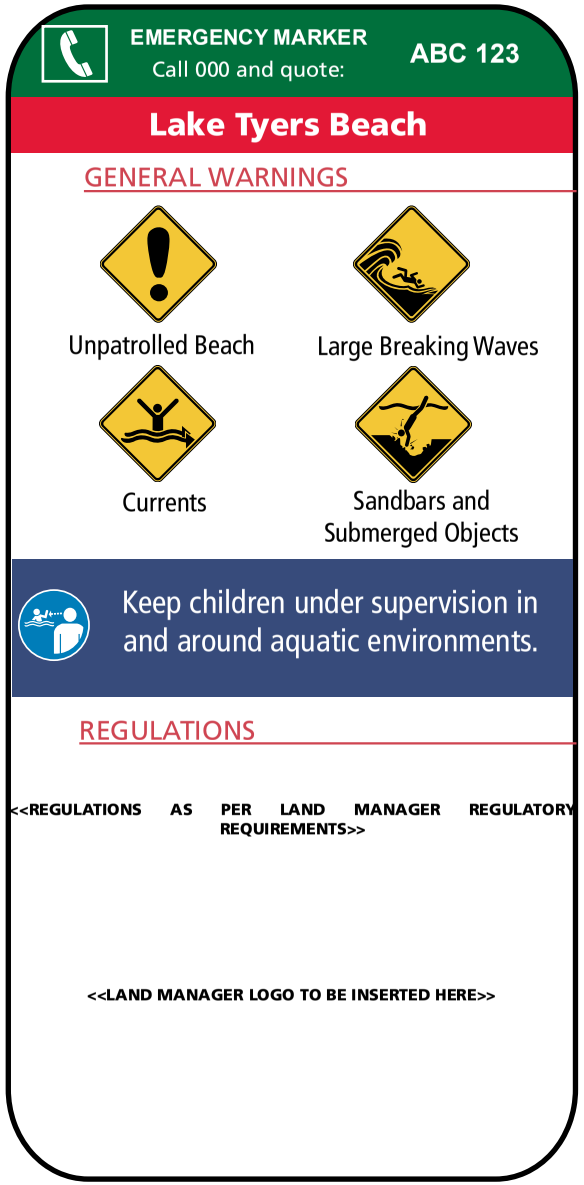
Emergency Marker Reference: TBA

Control Effectiveness: Satisfactory

Treatment Option: Modify/ Update existing Access Signs, give consideration to the adoption of the ESTA Emergency Marker Program & improve access provisions.

Treatment and Location Notes: Review access to the waterway areas from this path and intersecting unnamed roadway. Close any nearby open or informal access areas. Give consideration to appending Emergency Makers on the sign as per ESTA application requirements. Close any nearby open or informal access areas. Consider removing any nearby signage that conflicts with any prioritised water safety communication strategy.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Approximately 400 metres southwest along the unnamed access road that leads off Lake Tyers Beach Road. Path is signposted and leads off the road traversing the backing dunes, dune crest and foredunes to the beach.

Sign Overview and Treatment

Sign No#: 6

Sign Name: TBA

Sign Status: Existing

Coordinates: 148.0840146 -37.85977033 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

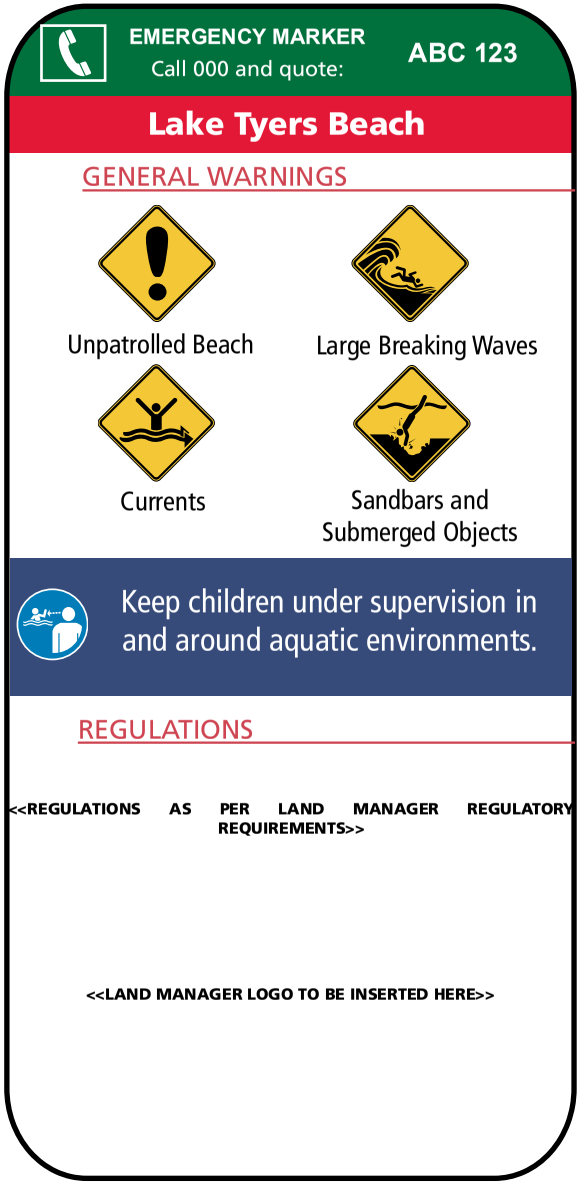
Emergency Marker Reference: TBA

Control Effectiveness: Satisfactory

Treatment Option: Modify/ Update existing Access Signs, give consideration to the adoption of the ESTA Emergency Marker Program & improve access provisions.

Treatment and Location Notes: Review access to the waterway areas from this path and intersecting unnamed roadway. Close any nearby open or informal access areas. Give consideration to appending Emergency Makers on the sign as per ESTA application requirements. Close any nearby open or informal access areas. Consider removing any nearby signage that conflicts with any prioritised water safety communication strategy.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Approximately 440 metres southwest along the unnamed access road that leads off Lake Tyers Beach Road. Path is signposted and leads off the road traversing the backing dunes, dune crest and foredunes to the beach. Path is closest to intersecting steep backing reserve path leading from Camp Street.

Sign Overview and Treatment

Sign No#: 7

Sign Name: TBA

Sign Status: Existing

Coordinates: 148.0835944 -37.85991667 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

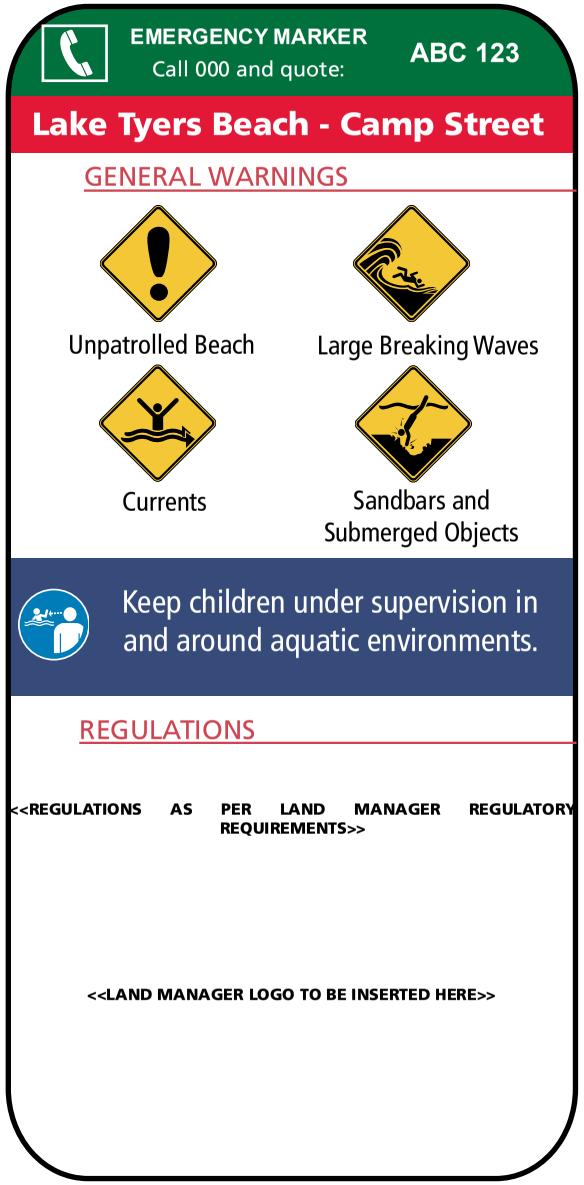
Emergency Marker Reference: TBA

Control Effectiveness: Satisfactory

Treatment Option: Modify/ Update existing Access Signs, give consideration to the adoption of the ESTA Emergency Marker Program & Continue Periodic Access Monitor & Signage Review Program

Treatment and Location Notes: Review access to the waterway areas from this path and intersecting unnamed roadway. Close any nearby open or informal access areas. Give consideration to appending Emergency Makers on the sign as per ESTA application requirements. Close any nearby open or informal access areas. Consider removing any nearby signage that conflicts with any prioritised water safety communication strategy.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Path intersecting steep backing reserve path leading from Camp Street to end of the south-westerly running unnamed access road that leads off Lake Tyers Beach Road.

Sign Overview and Treatment

Sign No#: 8

Sign Name: TBA

Sign Status: Existing

Coordinates: 148.0833972 -37.85938611 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

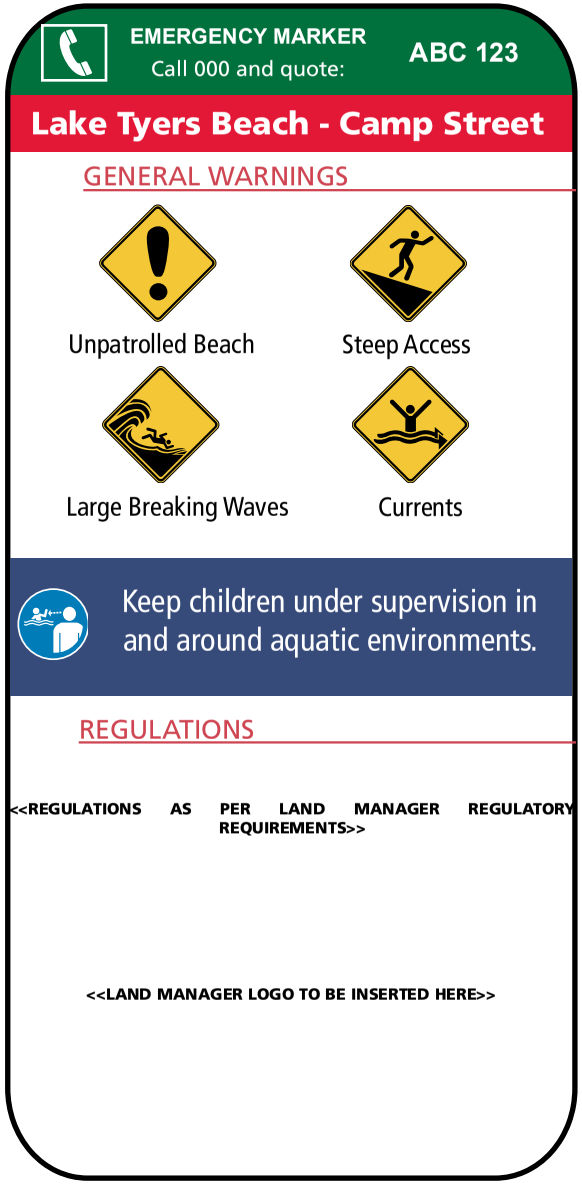
Emergency Marker Reference: TBA

Control Effectiveness: Poor

Treatment Option: Modify/ Update existing Access Signs, give consideration to the adoption of the ESTA Emergency Marker Program & improve access provisions.

Treatment and Location Notes: Although the path eventually leads to the beach, and would be considered a valid beach access route, the current sign does not have any aquatic safety content. Give consideration to appending Emergency Makers on the sign as per ESTA application requirements. Consider removing any nearby signage that conflicts with any prioritised water safety communication strategy.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Defined beach access leading off unnamed path intersecting east at View Street.

Sign Overview and Treatment

Sign No#: 9

Sign Name: TBA

Sign Status: Proposed - Conditional

Coordinates: 148.0783193 -37.86150995 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

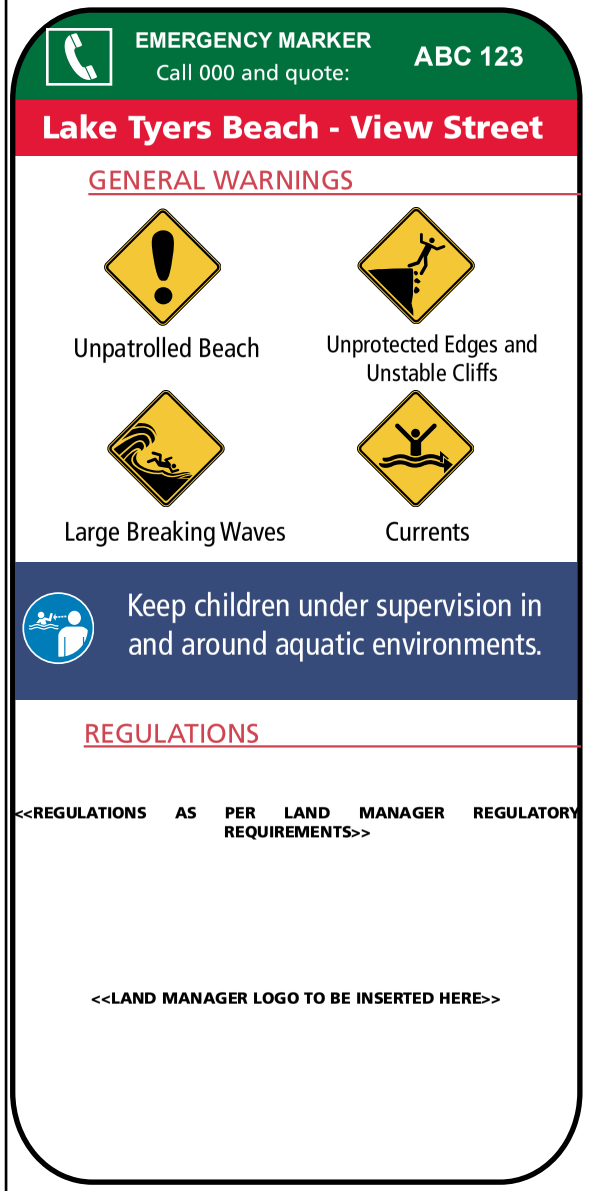
Emergency Marker Reference: TBA

Control Effectiveness: Poor

Treatment Option: Install new access sign, review nearby open access and modify or close open access if required.

Treatment and Location Notes: Sign placement is conditional based on the presence of a current undefined access path (Access No 11 ? refer to Access Schedule). Sign would ideally be better placed where the current sign is on the intersection of View Street and the unnamed pathway abutting the residential homes southward. The proposed sign is only suggested as a means of capturing any foot-traffic from residential properties and from the existing Flounder Road path connecting to the undefined access at the rear of the residential properties.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Winding and interconnected path network that leads off Lake Tyers Beach Road adjacent to Bulmer Street and ultimately leads to the beach face.

Sign Overview and Treatment

Sign No#: 10

Sign Name: TBA

Sign Status: Existing

Coordinates: 148.0758039 -37.8620136 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

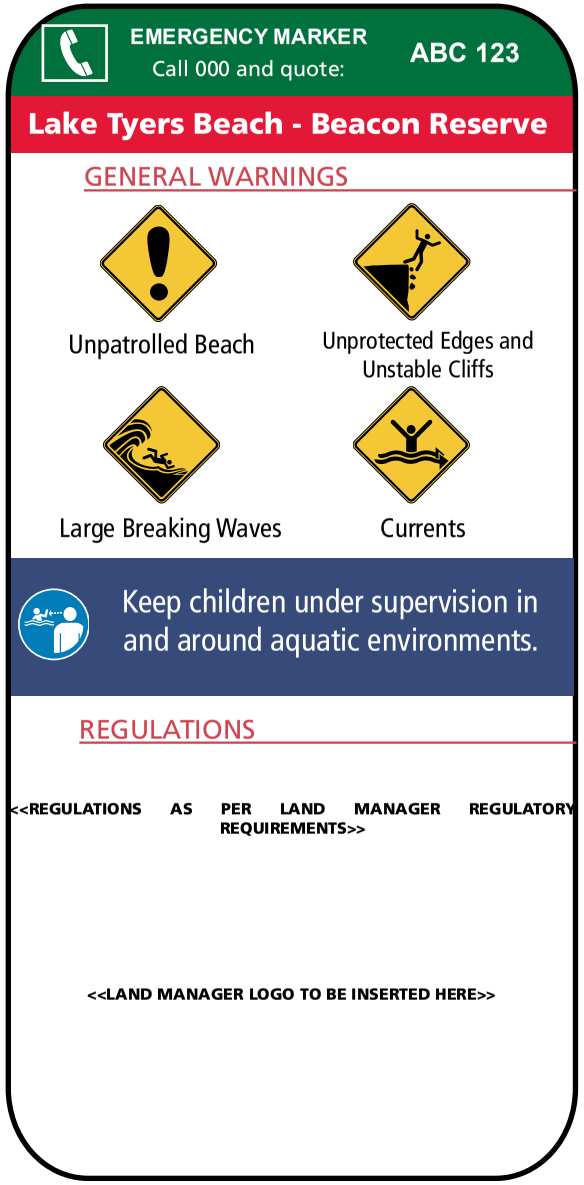
Emergency Marker Reference: TBA

Control Effectiveness: Satisfactory

Treatment Option: Modify/ Update existing Access Signs, give consideration to the adoption of the ESTA Emergency Marker Program & Continue Periodic Access Monitor & Signage Review Program

Treatment and Location Notes: Update existing signage to better reflect the requirements of the AS2416:2010 Standard (3 part Standard). Update access and continue monitor and review program of signage and access.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Winding path network that leads off corner of Mullet and Marlin Road and ultimately leads to the beach face.

Sign Overview and Treatment

Sign No#: 11

Sign Name: TBA

Sign Status: Existing

Coordinates: 148.0733333 -37.86325 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

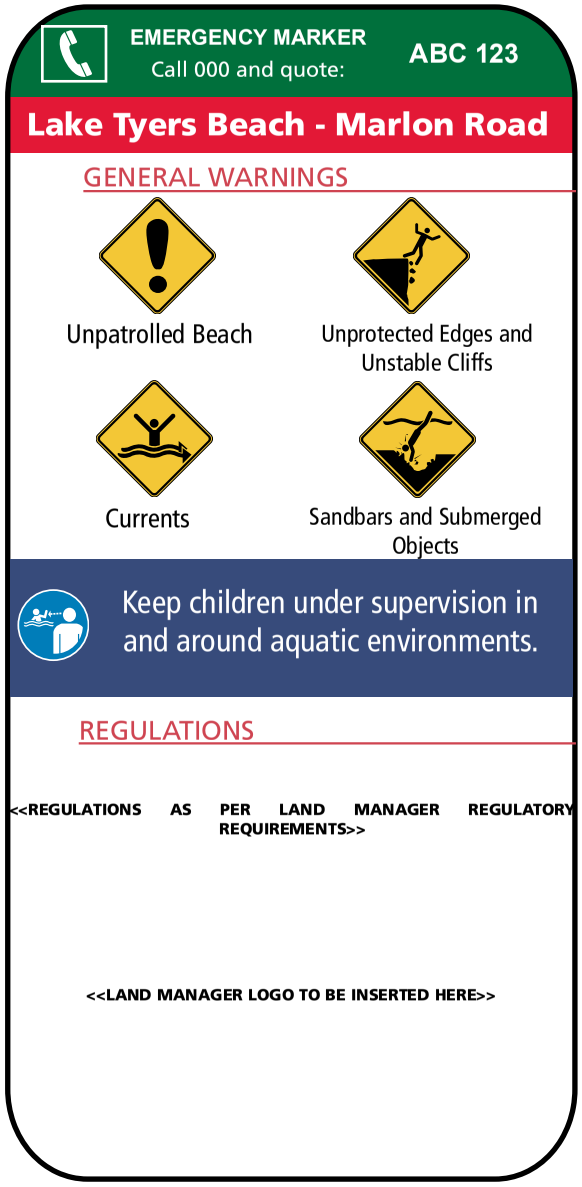
Emergency Marker Reference: TBA

Control Effectiveness: Satisfactory

Treatment Option: Modify/ Update existing Access Signs, give consideration to the adoption of the ESTA Emergency Marker Program & Continue Periodic Access Monitor & Signage Review Program

Treatment and Location Notes: Update existing signage to better reflect the requirements of the AS2416:2010 Standard (3 part Standard). Update access and continue monitor and review program of signage and access.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Interconnected path network that leads off path network from caravan park bordered by Salmon and Barracouta Roads.

Sign Overview and Treatment

Sign No#: 12

Sign Name: TBA

Sign Status: Proposed - Conditional

Coordinates: 148.0703028 -37.86450278 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

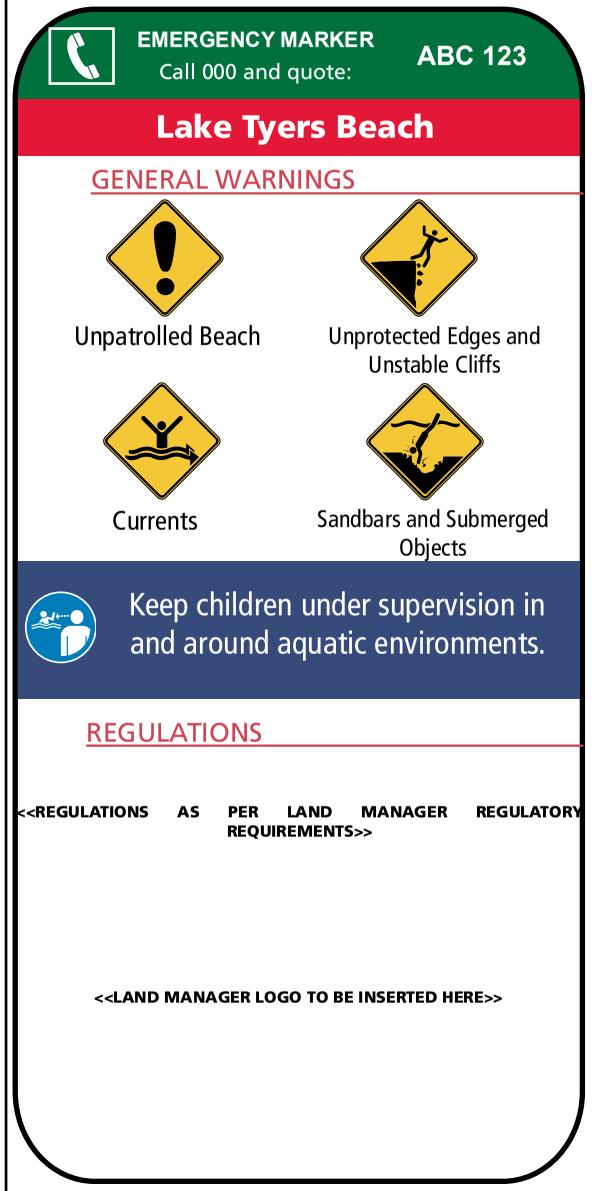
Emergency Marker Reference: TBA

Control Effectiveness: Uncontrolled

Treatment Option: Install new access sign, review nearby open access and modify or close open access if required.

Treatment and Location Notes: Sign placement is conditional based on the exiting access layout. With multiple access areas interesting at this suggested junction this is viewed as a preferred locality to site the sign. Any modification of access paths (i.e. reduction of intersecting formal and informal paths) will require a review of the suggested sign position.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Winding and interconnected path network that leads off Salmon road and heads westerly toward Red Bluff that ultimately leads to the beach.

Sign Overview and Treatment

Sign No#: 13

Sign Name: TBA

Sign Status: Proposed - Conditional

Coordinates: 148.0691167 -37.86418333 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

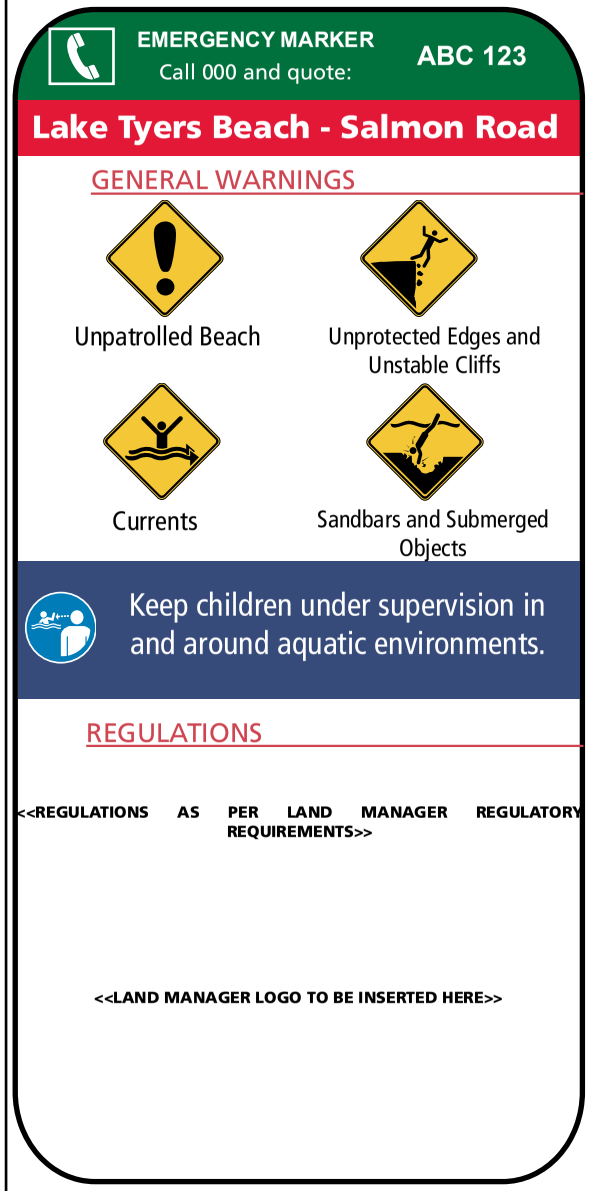
Emergency Marker Reference: TBA

Control Effectiveness: Uncontrolled

Treatment Option: Install new access sign, review nearby open access and modify or close open access if required.

Treatment and Location Notes: Sign placement is conditional based on the exiting access layout. With multiple access areas interesting at this suggested junction this is viewed as a preferred locality to site the sign. Any modification of access paths (i.e. reduction of intersecting formal and informal paths) will require a review of the suggested sign position.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Life Saving Victoria

Observations





Location Details: Interconnected path network that leads off path network from caravan park bordered by Salmon and Barracouta Roads.

Sign Overview and Treatment

Sign No#: 14

Sign Name: TBA

Sign Status: Proposed - Conditional

Coordinates: 148.0689964 -37.8651388 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Defined Access Composite

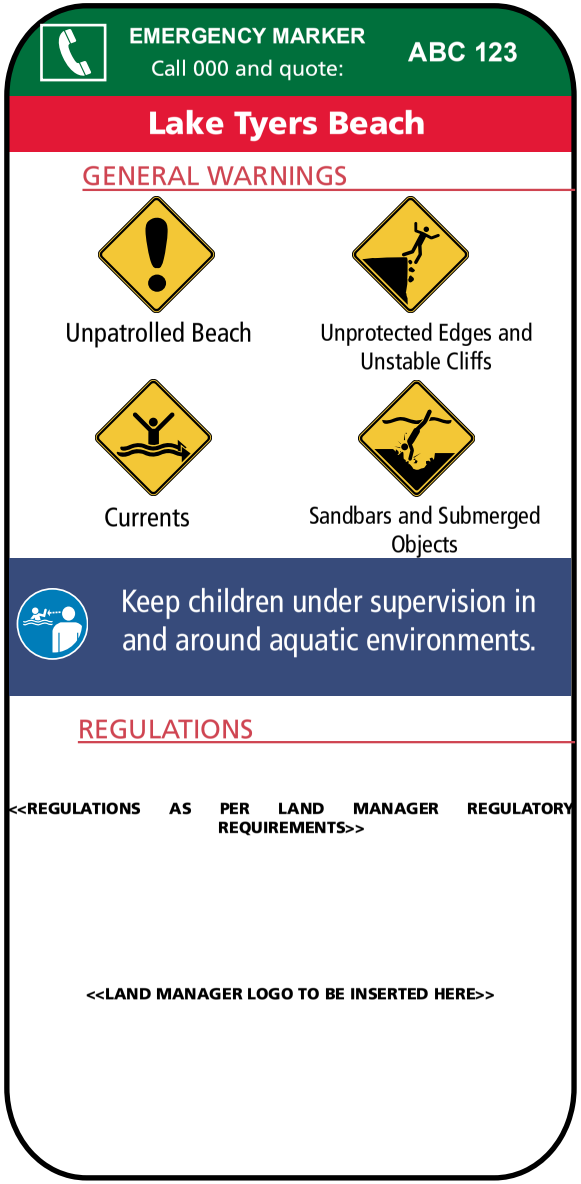
Emergency Marker Reference: TBA

Control Effectiveness: Uncontrolled

Treatment Option: Install new access sign, review nearby open access and modify or close open access if required.

Treatment and Location Notes: Sign placement is conditional based on the exiting access layout. With multiple access areas interesting at this suggested junction this is viewed as a preferred locality to site the sign. Any modification of access paths (i.e. reduction of intersecting formal and informal paths) will require a review of the suggested sign position.

Suggested Sign



Lake Tyers - Treatment Plan (Signage) - March 2015

Observations





Location Details: Path heading west to Red Bluff Beach leading from the car park at the end of Red Bluff Road.

Sign Overview and Treatment

Sign No#: 15

Sign Name: TBA

Sign Status: Existing

Coordinates: 148.0643778 -37.86585278 (GDA 1994 VICGRID94

Land Manager: TBA

Sign Type: Primary - Open Access Composite

Emergency Marker Reference: TBA

Control Effectiveness: Satisfactory

Treatment Option: Modify/ Update existing Access Signs, give consideration to the adoption of the ESTA Emergency Marker Program & improve access provisions.

Treatment and Location Notes: Modify signage from a defined access to a larger open access sign even though it is a defined pathway. Update signage to better reflect the requirements of the AS2416:2010 Standard (3 part Standard). Close any nearby open or informal access areas. Consider removing any nearby signage that conflicts with any prioritised water safety communication strategy. Give consideration to appending Emergency Makers on the sign as per ESTA application requirements.

Suggested Sign



Lake Tyers - Treatment Plan (Access) - March 2015



Lake Tyers - Treatment Plan (Access) - March 2015



Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria



Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 1

Location Details: Undefined access area off car park area adjacent to the Lake Tyers Tavern. Access area is demarcated with posts along the Lake edge.

Access Status: Existing

Access Length: 74 Metres Approx.

Access Type: Undefined Access

Access Primary Function: Reserve Path Network

Access Direction: Towards the beach

Access Gradient: Gentle Gradient

Majority Access Material: Sand & Soil

Egress Type: Path

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Permissible

Shared Access: Access Permissible

Boat Access: Access Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Emergency Access by Foot only

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Formalise and/ or better define the access or close and restrict access to the waterway.

Treatment and Location Notes: A decision need be made to either formalise the access path of restrict access to the Lake directly from the car park area. Additionally, consider post and wire fencing that restricts immediate access to the water. Design will need to take into account periodic flooding.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 2

Location Details: Beach access path that starts at the Lake Tyers Beach Road car park and heads south-westerly providing access to the beach backing dune leading to a visible dune crest and foredune areas abutting the waterline.

Access Status: Existing

Access Length: 179 Metres Approx.

Access Type: Defined Access

Access Primary Function: Waterway Access Network

Access Direction: Towards the beach

Access Gradient: Gentle Gradient

Majority Access Material: Gravel

Egress Type: Path

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Permissible

ATV Access: Access Permissible

Shared Access: Access Permissible

Boat Access: Access Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Emergency Access by Foot only

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Install new access sign, review nearby open access and modify or close open access if required.

Treatment and Location Notes: Maintain and monitor this access path. Give consideration to installing post and wire fencing along the inside path edge abutting waterways (i.e. the immediate abutting lake areas or the more distant beach areas). Close undefined/ informal access areas off the path.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 3

Location Details: Unnamed road access leading off Lake Tyers Beach Road intersecting reserves and backing dunes and the caravan park. Road runs approximately south-westerly and has several defined and undefined access paths leading to the beach running off it periodically.

Access Status: Existing

Access Length: 371 Metres Approx.

Access Type: Defined Access

Access Primary Function: Reserve Path Network

Access Direction: Parallel to the water

Access Gradient: Gentle Gradient

Majority Access Material: Gravel

Egress Type: Path

Access Provisions

Road Vehicle: Access Permissible

4WD Access: Access Permissible

ATV Access: Access Permissible

Shared Access: Access Permissible

Boat Access: Access Permissible

Disabled Access: Access Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Access Permissible

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Modify existing Access Signs & Continue Access Monitor and Review Program

Treatment and Location Notes: Maintain and monitor this road. Close undefined/ informal access areas off the path or formalise their presence with formal paths and append aquatic safety signage. Give consideration to installing post and wire fencing along the inside path edge adjacent to elevated backing reserve areas with significant falling gradients.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 4

Location Details: Defined access area leading off unnamed road access leading off Lake Tyers Beach Road and intersects (at approximately 110 metres south-westerly) the beach access path that starts at the Lake Tyers Beach Road car park

Access Status: Existing

Access Length: 26 Metres Approx.

Access Type: Open Access Area

Access Primary Function: Undetermined purpose

Access Direction: Towards the beach

Access Gradient: Moderate Gradient

Majority Access Material: Sand & Soil

Egress Type: Undefined path

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Not Applicable

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Formalisation of Access

Treatment and Location Notes: Formalise the access path and provide formal access and infrastructure to both the lake and beach over the backing dune and crest onto the foredune areas. Given the distance to the beach, secondary hazards signage could be used with appended ESTA ?Emergency Markers?. This should be the primary access path used by pedestrians leading from the intersecting car park path. Give consideration to access provisions for suitable vehicles and pedestrians.

Lake Tyers - Treatment Plan (Access) - March 2015

Observations







Access Overview

Access No#: 5

Location Details: Undefined access area leading off unnamed road access leading off Lake Tyers Beach Road and intersects (at approximately 160 metres south-westerly) the beach access path that starts at the Lake Tyers Beach Road car park.

Access Status: Existing

Access Length: 10 Metres Approx.

Access Type: Undefined Access

Access Primary Function: Undetermined purpose

Access Direction: Towards the beach

Access Gradient: Steep Gradient

Majority Access Material: Sand

Egress Type: Undefined path

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Access Not Permissible

Access Control and Treatment

Control Effectiveness: Very Poor

Treatment Option: Closure (Elimination) of Access

Treatment and Location Notes: Close the undefined access path and any nearby similarly characterised undefined access areas permitting immediate or eventual access to the beach.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 6

Location Details: Approximately 345 metres southwest along the unnamed access road that leads off Lake Tyers Beach Road. Path is signposted and leads off the road traversing the backing dunes, dune crest and foredunes to the beach. The definition of the path dissipates at your get closer to the beach foredune areas.

Access Status: Existing

Access Length: 33 Metres Approx.

Access Type: Defined Access

Access Primary Function: Waterway Access Network

Access Direction: Towards the beach

Access Gradient: Steep Gradient

Majority Access Material: Sand

Egress Type: Path

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Permissible

ATV Access: Access Permissible

Shared Access: Access Permissible

Boat Access: Access Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Access by suitable vehicles only

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Formalisation of Access

Treatment and Location Notes: Formalise the access path and provide formal access and infrastructure to the beach over the backing dune and crest onto the foredune areas. Append an 'Emergency Markers' to the existing sign or replace with new sign altogether (refer to signage schedule). Give consideration to providing easy and immediate access provisions for emergency vehicles all the way to the beach face. Provide gated access for emergency vehicles.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 7

Location Details: Approximately 400 metres southwest along the unnamed access road that leads off Lake Tyers Beach Road. Path is signposted and leads off the road traversing the backing dunes, dune crest and foredunes to the beach.

Access Status: Existing

Access Length: 46 Metres Approx.

Access Type: Defined Access

Access Primary Function: Waterway Access Network

Access Direction: Towards the beach

Access Gradient: Moderate Gradient

Majority Access Material: Varying Surface Materials

Egress Type: Stairs

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Permissible

Shared Access: Access Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Emergency Access by Foot only

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Schedule Access for Maintenance

Treatment and Location Notes: Provide better access infrastructure to the beach over the backing dune and crest onto the foredune areas. Append an 'Emergency Markers' to the existing sign or replace with new sign altogether (refer to signage schedule). Provide post and wire fencing both sides of the path all the way to the water edge.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 8

Location Details: Approximately 440 metres southwest along the unnamed access road that leads off Lake Tyers Beach Road. Path is signposted and leads off the road traversing the backing dunes, dune crest and foredunes to the beach. Path is closest to intersecting steep backing reserve path leading from Camp Street.

Access Status: Existing

Access Length: 64 Metres Approx.

Access Type: Defined Access

Access Primary Function: Waterway Access Network

Access Direction: Towards the beach

Access Gradient: Steep Gradient

Majority Access Material: Varying Surface Materials

Egress Type: Stairs

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Emergency Access by Foot only

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Schedule Access for Maintenance

Treatment and Location Notes: Provide better access infrastructure to the beach over the backing dune and crest onto the foredune areas. Append an 'Emergency Markers' to the existing sign or replace with new sign altogether (refer to signage schedule). Provide post and wire fencing both sides of the path all the way to the water edge.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 9

Location Details: Informal access path that leads off the unnamed access road that leads off Lake Tyers Beach Road.

Access Status: Existing

Access Length: 125 Metres Approx.

Access Type: Undefined Access

Access Primary Function: Undetermined purpose

Access Direction: Parallel to the water

Access Gradient: Moderate Gradient

Majority Access Material: Sand & Soil

Egress Type: Undefined path

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Access Not Permissible

Access Control and Treatment

Control Effectiveness: Very Poor

Treatment Option: Closure (Elimination) of Access

Treatment and Location Notes: Majority of path should be closed and access restricted with barrier fencing. The section that acts as a connector from the Camp Street access point to the first accessible beach path should be formalised with seamless engineered path infrastructure.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 10

Location Details: Path intersecting steep backing reserve path leading from Camp Street to end of the south-westerly running unnamed access road that leads off Lake Tyers Beach Road

Access Status: Existing

Access Length: 64 Metres Approx.

Access Type: Defined Access

Access Primary Function: Pedestrian Network

Access Direction: Towards the beach

Access Gradient: Steep Gradient

Majority Access Material: Sand & Soil

Egress Type: Stairs

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Not Applicable

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Schedule Access for Maintenance

Treatment and Location Notes: Maintain the path infrastructure. Appears neglected and poorly maintained. Path has overhanging foliage and is poorly signposted. Close any undefined informal access paths that lead off this defined access. Provide post and wire fencing both sides of the path all the way to intersecting unnamed rad the connects to a beach access path.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 11

Location Details: Informal access path running parallel and abutting residential properties adjacent to View Street.

Access Status: Existing

Access Length: 193 Metres Approx.

Access Type: Undefined Access

Access Primary Function: Undetermined purpose

Access Direction: Parallel to the water

Access Gradient: Moderate Gradient

Majority Access Material: Sand & Soil

Egress Type: Path

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Access Not Permissible

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Closure (Elimination) of Access

Treatment and Location Notes: This is an unspecified path network with no function specific to beach access. The path should either be eliminated or signposted stating that it does not provide access to the beach.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 12

Location Details: Defined beach access leading off unnamed path intersecting east at View Street .

Access Status: Existing

Access Length: 126 Metres Approx.

Access Type: Defined Access

Access Primary Function: Waterway Access Network

Access Direction: Towards the beach

Access Gradient: Steep Gradient

Majority Access Material: Sand & Soil

Egress Type: Path

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Emergency Access by Foot only

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Schedule Access for Maintenance

Treatment and Location Notes: Poorly maintained access path with steep gradients winding down to the beach. Provide better access infrastructure with significantly wider paths and post and wire fencing all the way to the beach face. Every effort should be made to constantly clear overhanging foliage. Access should be signposted.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 13

Location Details: Informal access path running parallel and abutting residential properties running westerly from unnamed access path off View Street.

Access Status: Existing

Access Length: 36 Metres Approx.

Access Type: Undefined Access

Access Primary Function: Undetermined purpose

Access Direction: Parallel to the water

Access Gradient: Moderate Gradient

Majority Access Material: Sand & Soil

Egress Type: Undefined path

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Access Not Permissible

Access Control and Treatment

Control Effectiveness: Very Poor

Treatment Option: Closure (Elimination) of Access

Treatment and Location Notes: This is an unspecified path network with no function specific to beach access. The path should either be eliminated or signposted stating that it does not provide access to the beach.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 14

Location Details: Winding and interconnected path network that leads off Lake Tyers Beach Road adjacent to Bulmer Street and ultimately leads to the beach face.

Access Status: Existing

Access Length: 182 Metres Approx.

Access Type: Defined Access

Access Primary Function: Waterway Access Network

Access Direction: Towards the beach

Access Gradient: Extreme Gradient

Majority Access Material: Sand & Soil

Egress Type: Stairs

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Emergency Access by Foot only

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Schedule Access for Maintenance

Treatment and Location Notes: Poorly maintained winding and interconnected access path with steep gradients winding down to the beach. Provide better access infrastructure with significantly wider paths and post and wire fencing all the way to the beach face. Every effort should be made to constantly clear overhanging foliage. Access should be signposted.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 15

Location Details: Winding path network that leads off corner of Mullet and Marlin Road and ultimately leads to the beach face.

Access Status: Existing

Access Length: 127 Metres Approx.

Access Type: Defined Access

Access Primary Function: Waterway Access Network

Access Direction: Towards the beach

Access Gradient: Steep Gradient

Majority Access Material: Sand & Soil

Egress Type: Stairs

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Emergency Access by Foot only

Access Control and Treatment

Control Effectiveness: Very Poor

Treatment Option: Schedule Access for Maintenance

Treatment and Location Notes: Poorly maintained winding access path with steep gradients winding down to the beach. Provide better access infrastructure with significantly wider paths and post and wire fencing all the way to the beach face. Every effort should be made to constantly clear overhanging foliage.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 16

Location Details: Gated defined access leading off caravan park bordered by Salmon and Barracouta Roads.

Access Status: Existing

Access Length: 137 Metres Approx.

Access Type: Defined Access

Access Primary Function: Waterway Access Network

Access Direction: Towards the beach

Access Gradient: Stepped Gradient

Majority Access Material: Wooden Steps

Egress Type: Stairs

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: There is a Gate Present

Security Access: Gate does not have a lock

Emergency Access: Emergency Access by Foot only

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Schedule Access for Maintenance

Treatment and Location Notes: Poorly maintained winding access path with stepped gradients down to the beach. Provide better access infrastructure with significantly wider paths. Current stairwell infrastructure is very narrow. Every effort should be made to constantly clear overhanging foliage.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 17

Location Details: Interconnected path network that leads off path network from caravan park bordered by Salmon and Barracouta Roads.

Access Status: Existing

Access Length: 258 Metres Approx.

Access Type: Defined Access

Access Primary Function: Reserve Path Network

Access Direction: Parallel to the water

Access Gradient: Moderate Gradient

Majority Access Material: Sand & Soil

Egress Type: Path

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Permissible

ATV Access: Access Permissible

Shared Access: Access Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Access by suitable vehicles only

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Schedule Access for Maintenance

Treatment and Location Notes: Interconnected path network that provides access from Salmon Street and the caravan park in a westerly direction to another network near Red Bluff that ultimately leads to the beach. Better and clearer path network connection points are needed. This is in addition to providing better overall maintained path infrastructure.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 18

Location Details: Winding and interconnected path network that leads off Salmon road and heads westerly toward Red Bluff that ultimately leads to the beach.

Access Status: Existing

Access Length: 321 Metres Approx.

Access Type: Defined Access

Access Primary Function: Waterway Access Network

Access Direction: Towards the beach

Access Gradient: Steep Gradient

Majority Access Material: Wooden Steps

Egress Type: Path

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Emergency Access by Foot only

Access Control and Treatment

Control Effectiveness: Poor

Treatment Option: Schedule Access for Maintenance

Treatment and Location Notes: Poorly maintained winding access path with stepped gradients down to the beach. Provide better access infrastructure with significantly wider paths. Current stairwell infrastructure is very narrow. Every effort should be made to constantly clear overhanging foliage.

Lake Tyers - Treatment Plan (Access) - March 2015

Life Saving Victoria

Observations







Access Overview

Access No#: 19

Location Details: Path heading west to Red Bluff Beach leading from the car park at the end of Red Bluff Road.

Access Status: Existing

Access Length: 140 Metres Approx.

Access Type: Defined Access

Access Primary Function: Waterway Access Network

Access Direction: Towards the beach

Access Gradient: Steep Gradient

Majority Access Material: Wooden Steps

Egress Type: Stairs

Access Provisions

Road Vehicle: Access Not Permissible

4WD Access: Access Not Permissible

ATV Access: Access Not Permissible

Shared Access: Access Not Permissible

Boat Access: Access Not Permissible

Disabled Access: Access Not Permissible

Gate Access: No Gate Present

Security Access: Not Applicable

Emergency Access: Emergency Access by Foot only

Access Control and Treatment

Control Effectiveness: Very Poor

Treatment Option: Formalisation of Access

Treatment and Location Notes: The path function provides confusion as it starts off sufficiently wide enough to permit an emergency vehicle to access the beach, however it narrows off into a stepped access at the beachface. Consideration should be given to permitting emergency vehicle access all the way to the beachface and on the beach itself.

MUNICIPAL ASSOCIATION OF VICTORIA

MAV submission to Draft Victorian Floodplain Management Strategy

August 2014

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While this paper aims to broadly reflect the views of local government in Victoria, it does not purport to reflect the exact views of individual councils.

MUNICIPAL ASSOCIATION OF VICTORIA

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MUNICIPAL ASSOCIATION OF VICTORIA

Executive Summary

The Municipal Association of Victoria (MAV) is a member of the Victorian Floodplain Management Strategy (VFMS) Interdepartmental Stakeholder Reference Group and has represented council interests throughout the strategy development. The MAV welcomes the opportunity to provide further comment on the draft strategy on behalf of its members.

The VFMS addresses many long-standing issues and the MAV supports several of the proposals contained in the strategy. In particular, the MAV supports a risk-based approach to floodplain management and investment, greater transparency in decision-making and robust community engagement.

However, we are concerned that the focus on local decision-making and implementation, particularly relating to flood mitigation infrastructure and land use planning, will result in unreasonably high levels of political and resourcing pressure for some councils.

The MAV supports Catchment Management Authorities (CMAs) and Melbourne Water (MW) continuing to lead the development regional floodplain management strategies, and these being used as a mechanism to identify risk areas and to influence flood study priorities.

Councils inside the Melbourne Water boundary would like greater clarity on roles and responsibilities relating to flood mitigation infrastructure and planning controls. There is also concern, particularly within metropolitan councils, that the strategy does not address flash flooding and the capacity constraints of the drainage network in highly urbanised areas.

The strategy states that in the future it will be open to councils, MW or a CMA to initiate a flood study, individually or jointly. Councils are neither floodplain managers nor flood experts. There is some concern that greater emphasis will be placed on councils leading this process.

The draft strategy reiterates current practice that councils are responsible for ensuring that planning schemes identify and manage areas at risk of 1% AEP. The strategy goes on to note that incorporating flood controls depends on the capacity and willingness of local councils. However, it fails to articulate how barriers will be addressed, other than stating that the Department of Environment and Primary Industries (DEPI) will work with councils to streamline the process involved in converting flood study outputs into schemes. The MAV would like to see the strategy go further in addressing these matters.

The draft strategy correctly identifies the current deficiencies of the existing planning and building control coverage of flood prone areas. The MAV is able to assemble a small working group of councils at short notice to discuss amendments to Victoria's flood-related planning controls if necessary.

Concerns have been raised about the section on sea level rise and coastal flooding. The MAV understands that coastal issues are largely outside of the scope of the strategy. However, the MAV is very concerned at the direction of both the draft Victorian Coastal Strategy and the draft VFMS which indicate that coastal adaptation planning is squarely a local government responsibility.

MAV supports the holistic approach to flood warnings described in Chapter 12. The MAV also agrees that investment and tailoring of Total Flood Warning System (TFWS) services should be commensurate with risk. However, the MAV questions the suggestion that councils should fund the maintenance of TFWS components and the VFMS's emphasis on councils maintaining local warning systems.

Most councils that responded to the MAV's draft submission expressed concern about the cost and legal exposure associated with the proposed policies for levee management and funding. It is the MAV's view that the strategy should clarify the different policies applying to the various types of levee and flood mitigation infrastructure. The MAV makes several recommendations to support the implementation of levee policy and protect councils from legal exposure.

There were some concerns expressed by councils about the transfer of responsibility for waterway clearance, particularly when the expertise lies with CMAs and MW to determine whether works will be beneficial and reduce flood risk.

The section of the strategy dealing with emergency management should acknowledge that Victorian emergency management arrangements are likely to change over the next few years. This section should also clarify that Municipal Flood Emergency Plans are actually flood response plans and VicSES is responsible for their development, with council support.

MAV Recommendations

General

- That a full analysis of the financial impact on local government be undertaken, in line with the Victorian State Local Government Agreement.
- That the strategy clarifies roles and responsibilities within the Melbourne Water boundary and explains how they differ from other parts of the state.
- That the strategy include a section on flash flooding.

Assessing Flood Risks and Sharing Information

- Proposed policy 7a should be reworded to clarify that the flood map requirements only apply to maps which are to be added to the Victorian Flood Database and that agencies carrying out self-generated flood mapping exercises will be encouraged, but not required, to follow DEPI guidelines.
- Councils seek clarification that they will not be responsible for funding additional mapping requirements.
- That the policy regarding sharing of LiDAR mapping be included in the strategy and/ or communicated to councils directly.
- Flood studies should be a collaborative effort between CMAs/ MW and councils. They should be project-managed by the CMA/ MW as they are the floodplain managers and have the necessary expertise.

Avoiding or minimising future risks

- A rolling flood planning assistance fund should be established to facilitate the expedited preparation of flood studies and associated planning scheme amendments in priority areas.
- That the MAV work with DEPI and DTPLI to develop an alternative strategy to address the barriers preventing the planning and building system from reaching its full potential in adequately managing flood risk.

- That the strategy clarifies that the State is responsible for regional growth plans.

- That a working group be established to further develop the access and egress proposals.

- The strategy should include a clear policy for cost sharing capital works for mitigation infrastructure on the coast.

Reducing existing risks

- The strategy should define which components of the TFWS councils are expected to maintain. Once defined, further consultation with the sector may be necessary to determine whether councils are the appropriate agency and whether they have capacity.

- Local government should not be responsible for funding the maintenance of gauges.

- The strategy should clarify that it is not a local government responsibility to issue local flood warnings or manage local flood warning systems. Any data collected through local systems should be provided to the Bureau of Meteorology and VicSES to be used in their warnings.

- That the strategy provides unambiguous policies for each class of levee and flood mitigation infrastructure.

- The arrangements for managing flood mitigation infrastructure within the Melbourne Water boundary should be outlined in the strategy.

- That the State extends its commitment to cost sharing arrangements for major capital works on rural levees that clearly provide public benefit.

- If the proposed levee management arrangements differ from the MAV's summary, further consultation with councils is required.

- The State should undertake a thorough analysis of the cost of bringing urban levees up to standard, and the ongoing cost of the levee policy to councils prior to councils being made responsible for unmanaged urban levees.

- If a flood study demonstrates significant upgrades or reconstruction are necessary to protect an urban environment, the required funding should be provided to the council as

a matter of priority.

- At a minimum, a hardship clause should be considered for financially stressed councils that cannot afford the one third contribution to the study and upgrade.

- Where the structure was originally built by the State, a further State contribution towards upgrades or reconstruction is necessary.

- To support councils and limit their exposure, the MAV requests that the State address in the VFMS or legislation:

    - processes for determining community support for retaining, demolishing, upgrading or building new levees;
    - accountability for urban levees that do not become formal levees because councils cannot afford to upgrade and maintain them or have not gained community support;
    - clear definitions and policies for each levee type and other flood mitigation infrastructure; and
    - processes for making decisions about rural levees.

- Councils should be given a 'grace-period' in which they are not responsible for levees. During this time further work on design, standards and cost can be undertaken.

- Councils be granted limited immunity where they have acted reasonably or in good faith.

- That the wording for proposed accountability 13b be reviewed in consultation with MAV.

Managing residual risks

- Reiterate in Chapters 19 and 20 that Victoria's emergency management arrangements are currently being reformed and that there are likely to be changes to current emergency management responsibilities.

- Amend the statement on page 60 to make it clear that VicSES leads the development of Municipal Flood Emergency Plans.

MUNICIPAL ASSOCIATION OF VICTORIA

Introduction

The MAV is the peak body for Victoria's 79 councils. Our role is to represent the interests of local government, provide policy and strategic advice, and deliver capability building programs and insurance services.

Our interest therefore, is to support policy that results in safer, better informed and engaged communities, while also protecting our members' long-term sustainability.

The MAV is a member of the Victorian Floodplain Management Strategy (VFMS) Interdepartmental Stakeholder Reference Group and has represented council interests throughout the strategy development. The MAV welcomes the opportunity to provide further comment on the draft strategy on behalf of its members.

The VFMS addresses many long-standing issues and the MAV supports several of the proposals contained in the strategy. In particular the MAV supports a risk-based approach to floodplain management and investment, greater transparency in decision-making and robust community engagement.

The MAV, however, is concerned that local government will be bearing much of the decision-making responsibility, and with it the cost and risk burden and associated liabilities.

General Comments

The MAV supports the vision and objectives of the strategy and broadly supports the proposed outcomes.

The MAV is pleased that the Government is committed to improving the state's flood mapping and modelling. Gaps in flood-related data are a concern for many councils.

The MAV also supports the strategy's intention to clarify roles and responsibilities. However, we are concerned that the focus on local decision-making and implementation, particularly relating to flood mitigation infrastructure and land use planning, will result in unreasonably high levels of political and resourcing pressure for some councils. A full analysis of the impact on local government is required, in line with the Victorian State Local Government Agreement.

We are also concerned that a lack of clarity in some parts of the strategy will result in unnecessary legal challenges to councils' decision-making processes.

The MAV accepts that many of the draft policies and accountabilities outlined in the strategy were flagged in the Government's responses to the Victorian Flood Review and the Environment and Natural Resources Committee's Inquiry into flood mitigation infrastructure in

Victoria, and as such are arguably already Government policy. The challenge now is to make sure that as a package these policies are fair, workable and will not have unintended consequences.

The strategy is currently very focused on areas of the state outside the Melbourne Water (MW) boundary. Councils inside the MW boundary would like greater clarity on roles and responsibilities relating to flood mitigation infrastructure and planning controls. There is also concern, particularly within metropolitan councils, that the strategy does not address flash flooding and the capacity constraints of the drainage network in highly urbanised areas. These issues may be intended for inclusion in the Melbourne Flood Strategy (MFS) (currently under development), however the strategy should describe how the MFS fits within the context of the VFMS.

For this strategy to effectively improve floodplain management into the future there needs to be an implementation plan. The MAV understands that this will be contained in the final strategy.

Recommendations

- That a full analysis of the financial impact on local government be undertaken, in line with the Victorian State Local Government Agreement.
- That the strategy clarifies roles and responsibilities within the Melbourne Water boundary and explains how they differ from other parts of the state.
- That the strategy include a section on flash flooding.

Assessing Flood Risks and Sharing Information (chapters 7-9)

1.1 Flood risk metrics and sharing flood risk information

The MAV supports the reinforcement of annual exceedance probability (AEP) as the standard expression of probability of flood. The MAV agrees with the State that the use of terms such as '1-in-100' can cause confusion.

Proposed policy 7a states that all future flood maps will provide an understanding of the impact of a range of floods. The MAV interprets this to apply to mapping commissioned by the Department of Environment and Primary Industries (DEPI), Catchment Management Authorities (CMAs) and MW for the Victorian Flood Database (VFD).

There is some concern among councils about the cost of flood mapping and new requirements relating to flood mapping. Councils seek clarification that they will not be responsible for funding additional mapping requirements.

Where councils co-fund a flood study with the State, the maps should comply with the DEPI guideline. If councils – or other agencies – commission maps for different purposes, they should be consistent with the VFD maps but may not necessarily contain the full suite of attributes. The last paragraph in Chapter 8, 'agencies carrying out self-generated flood mapping exercises will be encouraged to follow existing DEPI guidelines' is reassuring and should be clarified as a policy.

A number of councils have questioned whether the LiDAR mapping commissioned by DEPI will be available to councils and whether there is a cost to councils. The MAV understands that much of the mapping is already available to councils and recommends that the policy regarding sharing of this information be included in the strategy or communicated to councils directly.

Recommendation:

- Proposed policy 7a should be reworded to clarify that the flood map requirements only apply to maps which are to be added to the Victorian Flood Database and that agencies carrying out self-generated flood mapping exercises will be encouraged, but not required, to follow DEPI guidelines.

- Councils seek clarification that they will not be responsible for funding additional mapping requirements.

- That the policy regarding sharing of LiDAR mapping be included in the strategy and/ or communicated to councils directly.

1.2 Regional floodplain management strategies

The strategy is explicit that CMAs and MW lead the development of regional floodplain management strategies. These strategies will determine flood risks, a regional community's tolerance for those risks, and will explore a range of mitigation measures for intolerable risks.

The MAV supports CMAs and MW continuing to lead the development regional floodplain management strategies and these being used as a mechanism to identify risk areas and to influence flood study priorities.

1.3 Local flood studies

Currently MW and CMAs take the lead role in the preparation of local flood studies in collaboration with the relevant council. The strategy states that in the future it will be open to councils, MW or a CMA to initiate a flood study, individually or jointly.

Councils are neither floodplain managers nor flood experts. There is some concern that greater emphasis will be placed on councils leading this process. With the preparation of flood studies

and associated planning scheme amendments often costing upward of $70,000, the availability of external funding sources needs to be addressed.

Recommendations

- Flood studies should be a collaborative effort between CMAs/ MW and councils. They should be project-managed by the CMA/ MW as they are the floodplain managers and have the necessary expertise.

Avoiding or minimising future risks (chapters 10-11)

1.4 Planning and Building

The MAV would like to commend DEPI for acknowledging the important role of land use planning and building to ensure that communities are not exposed to unacceptable levels of risk.

Consistent with the issues identified by the Productivity Commission report on *Barriers into Effective Climate Change Adaptation*, the limited financial and technical capacity of councils is preventing the planning and building system from reaching its full potential. The MAV would like to see the strategy go further in addressing these matters, as without this the required step change in this area is unlikely to occur.

For example, the draft strategy reiterates current practice that councils are responsible for ensuring planning schemes identify and manage areas at risk of 1 per cent AEP. The strategy goes on to note that incorporating flood controls depends on the capacity and willingness of local councils. However, it fails to articulate how barriers will be addressed, other than stating that DEPI will work with councils to streamline the process involved in converting flood study outputs into schemes.

Mapping is the starting point for all decisions in planning and building. Maps identify hazards and provide the information base that gives rise to the requirements for planning and building controls in areas of risk. The MAV supports including the requirement to draft planning scheme amendments as part of flood study guidelines for new studies.

While we agree with the process of utilising the relevant Regional Emergency Management Planning Committee (REMPC) as a vehicle to prioritise planning scheme amendments, we believe the need for a strong collaborative partnership between the CMA or MW is key. These agencies are generally not members of the REMPCs.

DEPI has mentioned on several occasions that the Rural Planning Flying Squad is available to assist with the preparation of planning scheme amendments. We understand that its primary

role will be to prepare planning scheme amendment documentation and that funding will not be available for the preparation of the studies or the funding of the planning panel.

We believe a rolling flood planning assistance fund should be set up providing access for CMAs and MW to fund the expedited preparation of flood studies and associated planning scheme amendments for priority areas. The fund could be similar to the DTPLI Bushfire Planning Assistance Fund, but administered by the DEPI. The MAV is able to work with DEPI, CMA and MW to assist in the development of criteria to guide the allocation of funding for priority areas.

The draft strategy correctly identifies the current deficiencies of the existing planning and building control coverage of flood prone areas. The MAV believes that much can be learnt from the model recommended by the Victorian Bushfires Royal Commission and developed by the Department of Transport, Planning and Local Infrastructure (DTPLI) to address similar deficiencies in the mapping of bushfire risk throughout Victoria and incorporation of planning and building controls. The MAV is supportive of DEPI, in consultation with local government and CMAs and MW, reviewing and if necessary updating Victoria's flood-related planning controls to ensure they remain relevant to current flood risk. The MAV would encourage DEPI to draw on the expertise of councils and the Coastal Climate Change Advisory Committee that made several recommendations in relation to amendments to the Victoria Planning Provisions.

The MAV is able to assemble a small working group of councils at short notice to discuss amendments to Victoria's flood-related planning controls if necessary.

Recommendation

- A rolling flood planning assistance fund should be established to facilitate the expedited preparation of flood studies and associated planning scheme amendments in priority areas.

- That the MAV work with DEPI and DTPLI to develop an alternative strategy to address the barriers preventing the planning and building system from reaching its full potential in adequately managing flood risk.

1.4.1 Access and egress

The strategy introduces new requirements for local government to incorporate access and egress considerations into strategic plans and regional growth plans. The MAV takes this to mean that new large scale development areas will be required to provide more than one entry and exit point, or that the roads will be designed not to be functionally affected.

The MAV would like to emphasise the current challenge of considering access and egress on a permit by permit basis within an existing settlement, specifically in relation to coastal flooding. In these circumstances, the legacy issues associated with past decisions need to be worked

through and access and egress matters addressed as part of broader emergency management planning. Land use planning has limited scope in these circumstances.

The MAV is pleased that access and egress considerations will be informed by the expert advice of CMAs and MW. Further clarification of the role of the Victoria State Emergency Service (VicSES) is required because they are not currently a referral authority and do not have the resources to undertake this role. This will also help differentiate access and egress considerations in strategic planning from access and egress matters addressed in emergency management planning.

Proposed policy 10c describes regional growth plans as council plans. Regional growth plans are prepared by State Government, with local council input. These plans are finalised and largely all published. It may be more appropriate for the strategy to recommend that future iterations of the plans include policy direction on access and egress. The plans also only apply to regional Victoria.

The MAV is again able to assemble a small working group of councils at short notice to work through with DEPI, DTPLI, VicSES, CMAs and MW how best the advice of external agencies can value-add and influence the strategic planning and statutory planning process.

Recommendations

- That the strategy clarifies that the State is responsible for regional growth plans.
- That a working group be established to further develop the access and egress proposals.

1.5 Planning and around coastal inundation

The MAV acknowledges that coastal flooding is largely out of scope of this strategy. However, for councils with a coastline, the pressures and implications of sea level rise and coastal inundation are of equal concern as flooding in other parts of their municipalities. At this stage a policy vacuum exists with the Victorian Coastal Strategy (VCS) not yet released.

The strategy states that CMAs and MW will work in active partnerships with councils to develop regional priorities for riverine and estuarine floodplain management. For coastal flooding, however, the CMAs and MW will have a supporting role; councils wishing to prepare adaptation plans, conduct flood studies or amend planning schemes in response to the risk of coastal flooding can seek undefined assistance from DEPI and the CMAs or MW.

It is proposed that adaptation plans will guide planning schemes, including updating those areas that are appropriate for development and those that are not. It remains unclear who will be responsible for assessing the effects of erosion and landform changes on coastal development. It appears that it won't be CMAs or DEPI. Councils are ill equipped to undertake this type of

technical work, which could prove to be a large cost imposition. The legal, compensation and mitigation infrastructure issues associated with adaptation strategies of 'protect, adapt and retreat' remain barriers and will continue to be until resolved.

As noted in the draft VCS (2013) 96 per cent of the Victorian coastline is public land and 84 per cent of Victorians made at least one day trip to the coast in 2013. It is therefore problematic to narrowly define beneficiaries. There are parts of the coast not managed by local councils. It is unclear who bears the responsibility for local plans in these areas and how revenue would be collected from local beneficiaries to contribute to both capital works and ongoing maintenance.

The MAV is therefore very concerned at the direction of both the draft VCS and the draft VFMS which indicate that coastal adaptation planning is squarely a local government responsibility.

While the MAV also has concerns about the ability of councils and beneficiaries to pay for ongoing maintenance of mitigation infrastructure, we were pleased to see a commitment in the text on page 32 of the strategy that, where adaptation plans identify the need for mitigation infrastructure, the State and Commonwealth will share the cost of establishment or upgrades. The MAV would like to see this commitment included as a policy position.

Recommendation

- The strategy should include a clear policy for cost sharing capital works for mitigation infrastructure on the coast.

Reducing existing risks (chapters 12-15)

1.6 Total Flood Warning System

The Total Flood Warning System (TFWS) described in Chapter 12 of the strategy is a continuous delivery framework including data collection, flood prediction, message construction, communication and response. The strategy outlines the interdependencies and responsible agencies.

Under the proposal, local flood studies and/ or regional floodplain management strategies will assess the community needs for a TFWS and DEPI is to ensure that TFWS services are tailored to meet local requirements.

MAV supports the holistic approach to flood warnings described in Chapter 12. The MAV also agrees that investment and tailoring of TFWS services should be commensurate with risk. The MAV would like to see greater emphasis on community engagement and education in this section.

Under the strategy, local government has a support role in most of the TFWS elements, with the exception of 'funding the maintenance of the TFWS components' and maintaining locally specific warning message dissemination systems (pg. 38).

Councils have expressed concern about the requirement for councils to fund the maintenance of the TFWS components. This requirement is not a proposed policy or accountability and 'components' is not specifically defined. As it is within the description of the data collection network infrastructure, the MAV understands it to refer to the river and rainfall gauging network.

Currently the cost of maintaining this network is distributed between the various agencies that use the gauges under the Regional Water Monitoring Partnership agreements. For any one gauge there can be more than 15 types of report generated, used by more than 10 agencies. Councils advise the MAV that the greatest use of the gauges is by agencies accessing reports generated through the 'bottom end' of gauges, which measure things such as river health. These reports are accessed by agencies such as DEPI and CMAs. Councils have argued that the cost of maintenance should be shared between the agencies that use the bottom part of the gauge.

The MAV is also concerned with this section's emphasis on councils maintaining local warning systems, such as the one described in the Shepparton Mooroopna case study. While there are some examples of councils running local systems around the state, it is rare. The VicSES is the control agency for flood and is therefore responsible for issuing flood emergency warnings. Councils that have developed and maintained local flood warning systems may have done so to meet a local need, however, as the State emergency alert system becomes more sophisticated, there should not be a need for local government-generated messages, and indeed these may cause confusion.

The strategy does not currently discuss warnings for flash flooding. However, councils have expressed concern about the view in some agencies that councils are responsible for issuing warnings for flash flooding. This position is at odds with Victoria's emergency management arrangements and the MAV would argue strongly against this becoming a council responsibility, should it be proposed.

Recommendations

- The strategy should define which components of the TFWS councils are expected to maintain. Once defined, further consultation with the sector may be necessary to determine whether councils are the appropriate agency and whether they have capacity.

- Local government should not be responsible for funding the maintenance of gauges.

- The strategy should clarify that it is not a local government responsibility to issue local flood warnings or manage local flood warning systems. Any data collected through local systems should be provided to the Bureau of Meteorology and VicSES to be used in their warnings.

1.7 Flood mitigation infrastructure

Most councils that responded to the MAV's draft submission expressed concern about the cost and legal exposure associated with the proposed policies around levee management and funding.

A number of MAV members reject the proposals in the current form.

The MAV recommends additional support and protection for councils below. We also recommend further analysis of the cost of the policies be undertaken prior to any council being made responsible for currently unmanaged urban levees.

The MAV will seek legal advice once the arrangements for each type of levee are clarified as recommended below. If this advice suggests unacceptable exposure for councils, the MAV will further pursue the protections outlined in section 5.2.3 below.

1.7.1 Types of flood mitigation infrastructure

The strategy does not provide clear definitions of the various types of flood mitigation infrastructure covered by the strategy. It does however state that councils are responsible for determining whether new or existing large-scale flood mitigation infrastructure is necessary to reduce existing flood risks and whether that infrastructure will be brought into formal management arrangements.

The following outlines the MAV's understanding of the proposed policies that apply to the various types of flood mitigation infrastructure:

- *Levees within the Melbourne Water boundary* – the funding mechanisms and management regimes will remain unchanged, although the current arrangements are not described and there is no specific policy relating to this in the strategy.

- *Urban levees outside of the Melbourne Water boundary, i.e. levees that provide urban or township protection* – all future urban levees must be implemented as Water Management Schemes (WMS) under the Water Act unless alternative formal management arrangements are more appropriate. It will be a council responsibility to determine – in consultation with communities – whether existing urban levees will be:
    a) upgraded and managed by council under a WMS

b) left in their current condition and not formally managed, or
c) decommissioned.

Because urban levees offer benefits beyond the immediate communities, these should be funded through general rates.

The strategy commits the State to contributing a third of the cost of new urban levees or major upgrades of existing levees, with the Commonwealth and council contributing equal shares. Priorities for State investment will be determined through the regional floodplain management strategies.

- *Levees on Crown land* – the State will not be managing levees on Crown land. If someone wishes to repair or maintain a levee on Crown land, permission must be obtained from the Crown land manager and the CMA or MW will issue permits. Extensions to the height or length of these levees will not be permitted. It is unclear at this stage whether this applies to both urban and rural levees on Crown land.

- *Rural levees that cover multiple properties* – the State will not fund the construction of new rural levee systems or contribute to the repair of existing systems if the levee primarily provides private benefits.

  Any new rural levee system would have to be fully evaluated through a flood study and would have to be managed formally – probably under a Water Management Scheme.

  There will be no requirement to bring existing rural levees into formal management schemes. The strategy says that decisions on whether to contribute to the full cost of the upgrade will be up to private beneficiaries. The strategy does not explicitly state that local government is responsible for making decisions about these levees, however MAV's interpretation of proposed policy is that if beneficiaries of a rural levee scheme wish for it to be formally maintained, it must be done so through a WMS and managed by local government.

  If someone wishes to undertake work on a portion of a rural levee on their property, they must request a planning permit through the council. Extending the height or width of the levee will not be permitted.

- *Private levees on private property* – the construction and maintenance of private levees on private land that do not extend beyond that property are to be regulated through Municipal Planning Schemes.

- *Other infrastructure that provides flood protection* – owners and managers of other infrastructure that provides flood protection or affects flood behaviour are responsible for

this infrastructure, although they are encouraged to collaborate with councils and CMAs. However, as the strategy also says that all new large-scale flood mitigation infrastructure outside of the MW boundary must be formally managed through a WMS unless there are demonstrated benefits with alternative formal arrangements (roads and culverts are given as two examples of where this may apply), the role – if any - of councils is not clear. The cost of maintenance and management of any flood mitigation infrastructure under a WMS must be funded by 'local beneficiaries' through councils.

It is the MAV's view that the strategy should clarify the different policies applying to the various types of levee and flood mitigation infrastructure. The MAV is concerned that councils may end up defending decisions at VCAT unless the strategy provides clear definitions and policy parameters for each.

Specifically, the MAV would like to see clear definitions of urban and rural levees so that councils will not be put under pressure to manage and maintain rural levees that only provide private benefit.

Further, the MAV is concerned that there are some rural levees that provide both private and public benefit, as well as some rural levees that primarily benefit communities in another municipality.

Recommendations

- That the strategy provides unambiguous policies for each class of levee and flood mitigation infrastructure.
- The arrangements for managing flood mitigation infrastructure within the Melbourne Water boundary should be outlined in the strategy.
- That the State extends its commitment to cost sharing arrangements for major capital works on rural levees that clearly provide public benefit.
- If the proposed levee management arrangements differ from the MAV's summary, further consultation with councils is required.

1.7.2 Cost implications

The MAV has identified 22 municipalities with at least one urban levee. As stated in the strategy, around half of these councils are actively managing urban levees and several have been established recently in consultation with the affected community. For these councils, the new policy will not have much of an impact.

The MAV sought cost estimates from councils already managing urban levees as well as those that have an urban levee but are not currently managing it. The data available on the unmanaged levees was very patchy. In many cases, councils were not in a position to provide estimates.

In some cases, councils will be expected to take responsibility for former State assets, some of which were built with inferior materials and require virtual reconstruction to return them to design standard. Flood studies and audits of the levee condition are required to understand the full cost implications.

The MAV's initial analysis indicates that the future funding of urban levees through general rates will have minimal effect on ratepayers in most councils, although for some it could be substantial.

This contrasts with funding via beneficiary charges limited to property owners in the direct vicinity of levees. The data suggest that, given average block sizes, these charges may be significant. Additionally, given the costs involved, relatively high numbers of properties may be required to keep charges at an acceptable level.

Further work on the cost of the new policy to councils and their communities is required to fully understand the implications of the strategy. This work should be undertaken prior to implementation of the levee management section of the strategy.

Recommendations

- The State should undertake a thorough analysis of the cost of bringing urban levees up to standard, and the ongoing cost of the levee policy to councils prior to councils being made responsible for unmanaged urban levees.

- If a flood study demonstrates significant upgrades or reconstruction are necessary to protect an urban environment, the required funding should be provided to the council as a matter of priority.

- At a minimum, a hardship clause should be considered for financially stressed councils that cannot afford the one third contribution to the study and upgrade.

- Where the structure was originally built by the State, a further State contribution towards upgrades or reconstruction is necessary.

1.7.3 Liability

Under the proposal, some councils will inherit levees which they have not previously constructed, managed or maintained. Additionally, councils will be required to make decisions as to the decommissioning of levees or leaving them unmanaged.

Proposed accountability 13b states that councils are also accountable for managing the consequences of stormwater flooding in areas protected from riverine flooding by levees. The MAV rejects this proposed policy.

To date, the Government has indicated its reluctance to provide any immunity for councils and noted that a complete statutory immunity is not appropriate.

The MAV has requested consideration of limited immunity where councils have exercised a reasonable level of care or acted in good faith in the exercise of their functions. Such an immunity could specifically identify matters to be considered in determining whether the council has acted reasonably or in good faith. Factors that could be considered may include:

- whether a council has inherited the responsibility for the levee and if so the standard of the levee at the time it became a council responsibility;
- whether a council's actions were for public interest;
- powers and authorities available to local government; and
- resources available to a council.

There have been strong concerns expressed by MAV members about when the policy will take effect and whether councils will be immediately liable if a levee fails. The MAV is seeking legal advice about councils' liabilities during the implementation phase.

<u>Recommendations</u>

- To support councils and limit their exposure, the MAV requests that the State address in the VFMS or legislation:
    - processes for determining community support for retaining, demolishing, upgrading or building new levees;
    - accountability for urban levees that do not become formal levees because councils cannot afford to upgrade and maintain them or have not gained community support;
    - clear definitions and policies for each levee type and other flood mitigation infrastructure; and
    - processes for making decisions about rural levees.
- Councils should be given a 'grace-period' in which they are not responsible for levees. During this time further work on design, standards and cost can be undertaken.
- Councils be granted limited immunity where they have acted reasonably or in good faith.

- That the wording for proposed accountability 13b be reviewed in consultation with MAV.

1.8 Flood mitigation activities on waterways

Chapter 14 outlines a framework for prioritising, authorising and undertaking flood mitigation works on waterways. Under the framework, CMAs and MW will identify priority flood mitigation works through regional floodplain management strategies. Works will be considered against the policies and objectives of the relevant regional waterway management strategy.

If regional floodplain management strategies and a flood study identify that certain large-scale works will materially reduce flood risk, CMAs and MW can authorise works but it will not be their responsibility to undertake them. It will generally be up to councils to determine whether to proceed with the works, although proposed policy 14b states that individuals may also be granted authorisation for large-scale works.

The strategy states that the beneficiaries may consider whether they are willing to meet the ongoing costs of these works. It will be up to councils to consult with the community, determine the beneficiaries and the funding mechanism.

CMAs and MW will also authorise individuals, councils or other parties to undertake small-scale mitigation works on waterways, however these will not generally be identified through regional strategies and they usually will not require a flood study.

There were some concerns expressed by councils about the transfer of responsibility for waterway clearance, particularly when the expertise lies with CMAs and MW to determine whether works will be beneficial and reduce flood risk.

Managing residual risks (chapters 16-21)

1.9 Disclosing flood risk information

The strategy states that DEPI will ensure that individuals can have full access to flood risks associated with their property and that DEPI will work with DTPLI and Consumer Affairs Victoria to ensure flood risk information is included on vendor disclosure statements ('Section 32's). There has been some concern expressed about the effect of flood risk information on vendor disclosure statements, but on balance the MAV supports the proposed policies in Chapter 18.

1.10 Integrated flood emergency management and Incident Control

The *Victorian Emergency Management Reform White Paper* (the White Paper), released in December 2012, outlines a number of proposed changes to emergency management roles and responsibilities at the State, regional and municipal levels.

The emergency management reforms have just commenced so the arrangements described in the strategy may change. For example, one of the White Paper commitments is to identify

hazard leaders and make them accountable for undertaking and implementing hazard-specific plans. There is also a commitment to reflect shared accountability for municipal emergency management plans (MEMPlans) in amendments to the Emergency Management Act: 'the provision for councils to endorse MEMPlan will be removed (but councils and agencies will still need to affirm and acquit their responsibilities within the plan) (pg. 30 White Paper).

One issue with the current strategy is the statement on page 60 that VicSES and councils are jointly responsible for preparing Municipal Flood Emergency Plans. These are actually flood response plans and VicSES is responsible for their development, with council support.

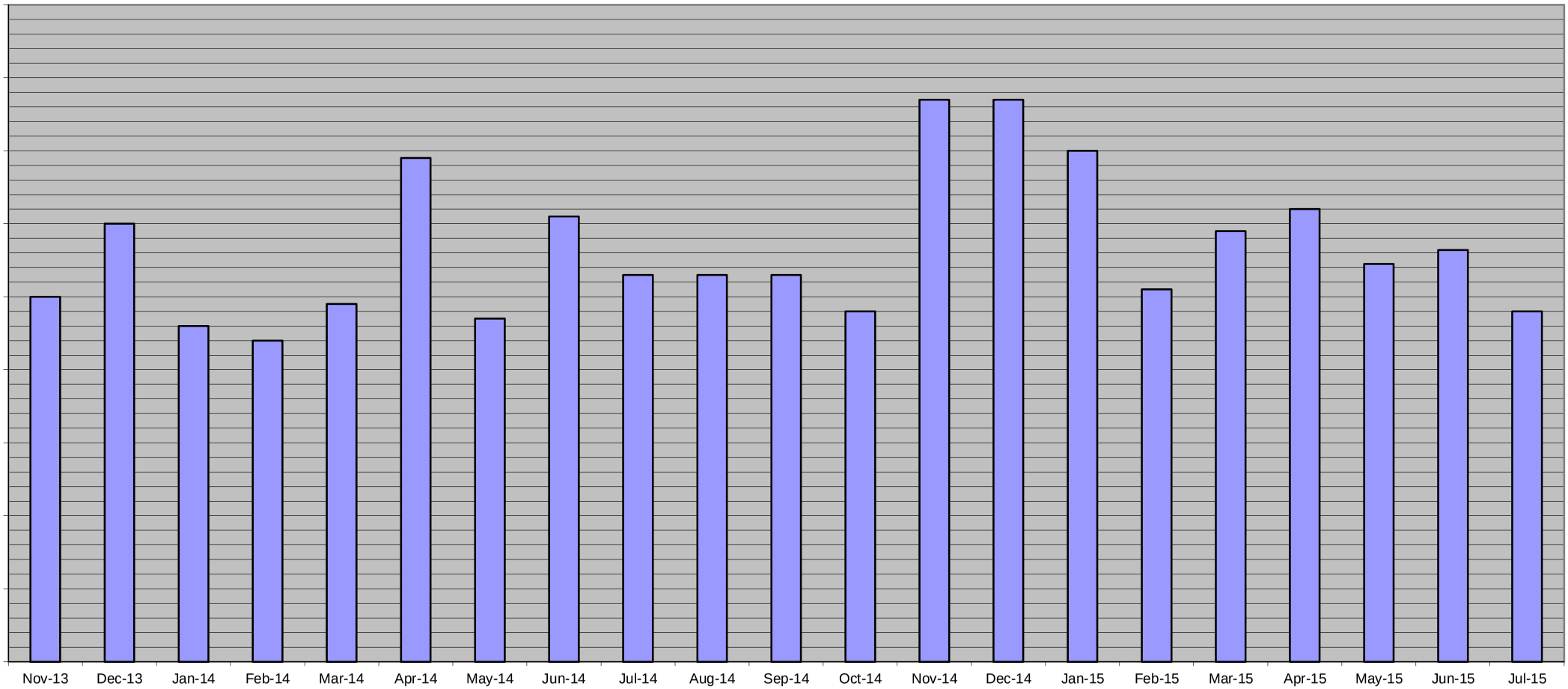
Recommendations

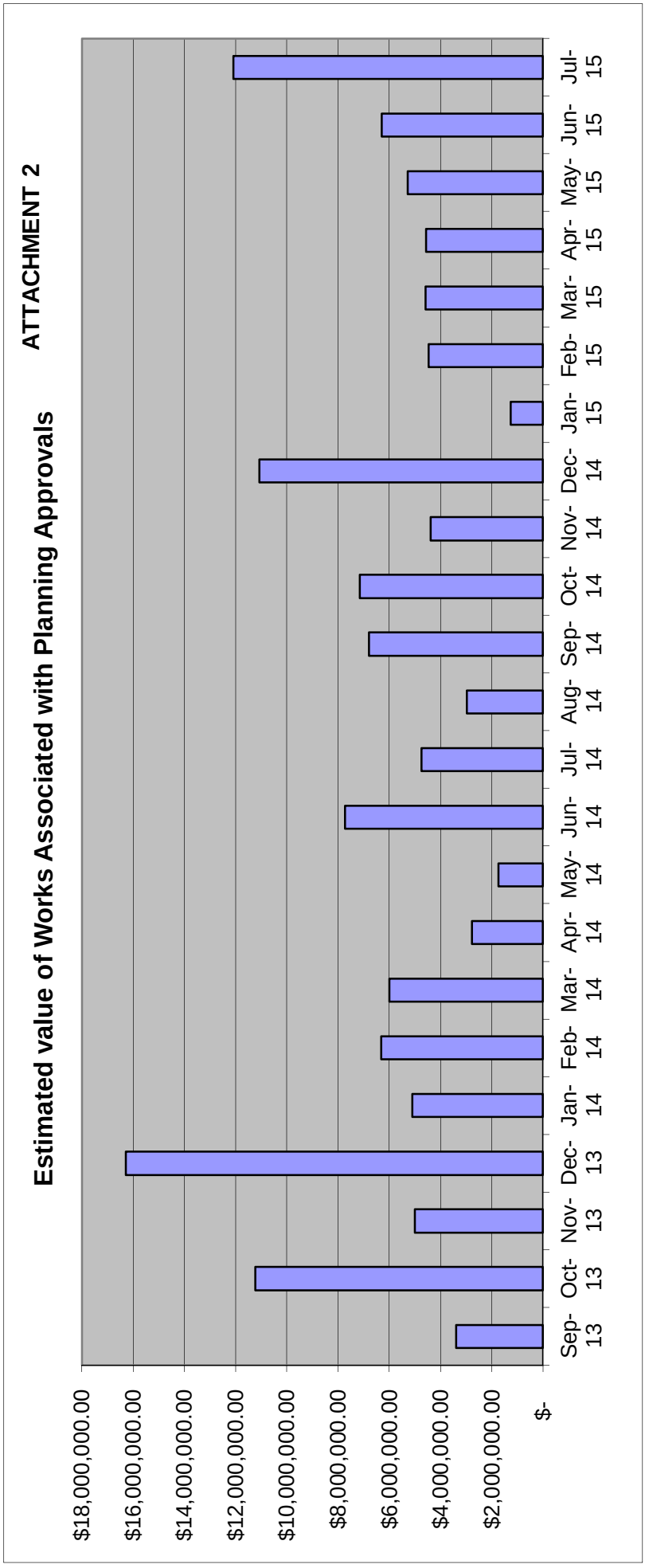
- Reiterate in Chapters 19 and 20 that Victoria's emergency management arrangements are currently being reformed and that there are likely to be changes to current emergency management responsibilities.

- Amend the statement on page 60 to make it clear that VicSES leads the development of Municipal Flood Emergency Plans.

ATTACHMENT 1

Delegated Statutory Times




ATTACHMENT 2
Estimated value of Works Associated with Planning Approvals
$18,000,000.00
$16,000,000.00
$14,000,000.00
$12,000,000.00
$10,000,000.00
$8,000,000.00
$6,000,000.00
$4,000,000.00
$2,000,000.00
$-
Sep- 13
Oct- 13
Nov- 13
Dec- 13
Jan- 14
Feb- 14
Mar- 14
Apr- 14
May- 14
Jun- 14
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Feb- 15
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Apr- 15
May- 15
Jun- 15
Jul- 15

Attachment 1

Proposed location of Telstra lease area



ATTACHMENT 1

RISK MANAGEMENT FRAMEWORK 2015/16

DRAFT

DOCUMENT CONTROL

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DRAFT

REVISION HISTORY *(Completed by Governance Officer)*

Revision Ref. No.	Approved/ Amended/ Rescinded	Date	Council / Management	ECM Document Reference
1	Approved	08/02/2006	Executive Group	
2	Approved	19/12/2007	Management Group	
3	Approved	02/2009	Executive Group	
4	Approved	02/2011	Executive Group	
5	Amended and converted from Strategy to Framework	06/2015		
6	Approved	08/07/2015	Leadership Group	

Chief Executive Officer's Commitment

The East Gippsland Shire Council is committed to the pro-active management of all risks in a systematic way in order to enhance our operation as "one unified organisation embracing a culture of action" rather than as a group of individual entities moving in different directions.

In adopting the principles identified in this framework, we undertake to deliver a methodical approach to risk management and demonstrate an understanding and acceptance for the need to ensure that risk is identified and mitigated in all areas of our organisation, and that risk management is inherent in our daily work activities and decision making.

We acknowledge that by applying robust Risk Management practices we add security and value to the services East Gippsland Shire Council provides to our thriving and sustainable region.

Gary Gaffney
Chief Executive Officer

DRAFT

What is Risk Management?

Risk is the chance of an event occurring that will have an adverse effect on East Gippsland Shire Council's (Council) objectives and is the potential for loss through some form of exposure. It is managed in terms of the likelihood of something occurring and the consequence of it happening.

The risk management process is the systematic application of management policies, procedures and practices to the tasks of establishing the context, identifying, analysing, evaluating and monitoring the risks that may adversely impact on Council.

Council believes that the adoption of a formal approach to risk management will improve decision-making, performance and accountability.

1. FRAMEWORK FOR MANAGING RISK

The *Australian Standard AS/NZS ISO 31000:2009 – Risk Management Principles and Guidelines* ("the Standard") describe a framework as a set of elements that provide the basis for designing, implementing, monitoring, reviewing and continually improving risk management within an organisation.

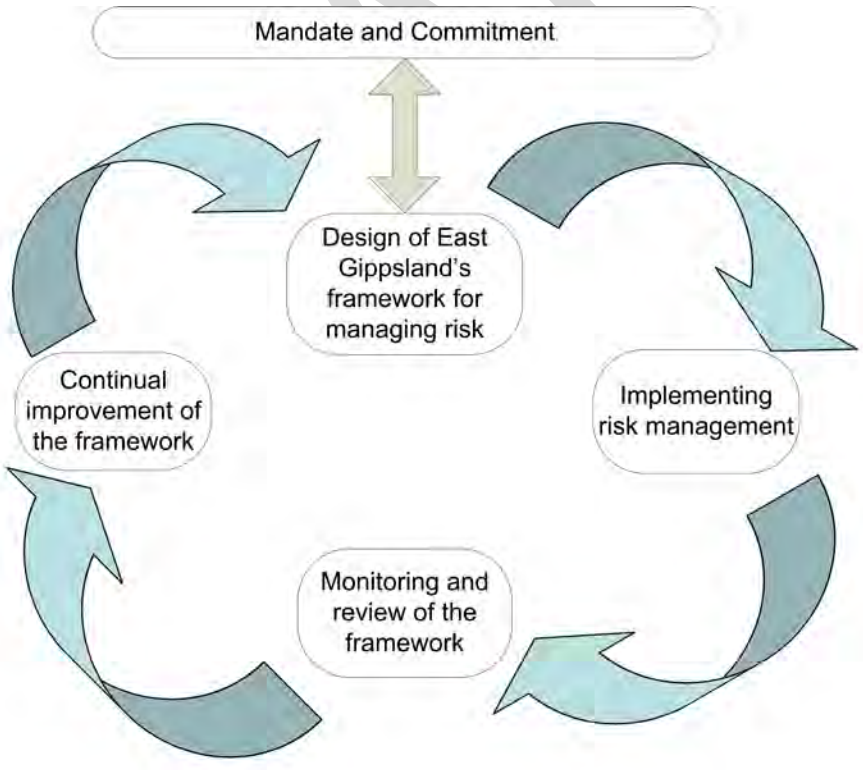


Figure 1 – Relationship between the components of East Gippsland's framework for managing risk

The following components, used collectively, form the basis of Council's risk management framework:

- Risk Management policy
- Risk Management principles
- Risk Management objectives and strategy
- Risk Management culture
- Risk Management process
- Communication and reporting
- Defined roles and responsibilities

1.1 Risk Management Policy

Council is committed to achieving effective and responsible risk management in accordance with the Standard. Council will ensure that its activities and assets do not place people, property or the environment at unreasonable levels of risk. An integrated and consistent approach will be adopted to ensure that significant risks are identified and addressed during planning, decision-making and everyday operations.

1.2 Risk Management Principles

The Standard is internationally recognised and is considered best practice for compliance.

The international standard sets out eleven principles which must to be applied to ensure the effectiveness of risk management within organisations. All elements of Council's framework are based upon these principles and provide an understanding of managing risks at all levels of Council.

Risk management:-

1. Creates and protects Council's value

Risk Management contributes to the achievement of objectives and improvement of performance in internal and external stakeholder's health and safety, security and protection of assets, legal and regulatory compliance, public acceptance, environmental protection, product and service quality, project management, efficiency in general operations, governance and reputation.

2. Is an integral part of all Council's processes

Risk Management is not isolated from the main activities and processes of the organisation. Risk Management is part of the responsibilities of management and an integral and inherent part of all organisational processes, including strategic planning and all project and change management processes.

3. Is part of Council's decision making

Risk Management helps decision makers make informed choices, prioritise all actions and distinguish among all available alternative courses of action.

4. Explicitly addresses uncertainty

Risk Management definitively takes account of uncertainty, the nature of that uncertainty, and how it can or can't be addressed.

5. Is methodical, structured and applied in a timely manner

A methodical, timely and structured approach to Risk Management contributes to efficiency and to consistent, comparable and reliable outcomes.

6. Is based on the best available information

The input to the process of managing risk are based on information sources such as historical information, experience, internal and external stakeholder feedback, observation, forecasts and professional judgement. However, decision makers should inform themselves of, and should take into account, any limitations of the data or modelling used or the possibility of varying opinions among experts.

7. Is customised to Council's risk profile

Risk Management is aligned with the organisation's external and internal context and risk profile.

8. Factors in human and cultural impacts

Risk Management recognises the capabilities, perceptions and intentions of external and internal stakeholders that can facilitate or hamper achievement of Council's objectives.

9. Is inclusive and transparent

Appropriate and opportune involvement of stakeholders, and in particular, decision makers at all levels of Council, ensures that Risk Management remains accurate, relevant and up-to-date. Involvement also allows stakeholders to be properly represented and to have their views and opinions taken into account in determining risk criteria.

10. Is dynamic, constant and responsive to change

Risk Management continually perceives and responds to change. As external and internal events occur, context and knowledge change, monitoring and review of risks take place, new risks become apparent, some risks change, and others are no longer valid.

11. Facilitates perpetual improvement of Council

Council should develop and implement strategies to improve our risk management maturity alongside all other aspects of our organisation

DRAFT

1.3 Risk Management Objectives and Strategy

Risk management requires:

- forward thinking and a proactive approach to Risk Management; and
- achieving a balance between the costs of managing a risk and the anticipated benefits.

There are various risks identified through the internal audit process in consultation with the East Gippsland Shire Council Audit Committee (Audit Committee) and Leadership Group. These include:

- Climate change and carbon trading
- World Financial Crisis
- Natural disasters, such as fire and flood
- Rehabilitation of former landfill sites
- Investment of money
- Peak oil including transport and road construction costs
- Ageing population
- Dependence on single industry or company
- Communication risks within the organisation
- Conflicting strategic objectives
- Cultural Heritage management
- New legislation and capturing new bills early
- Pandemic
- Skill set and resources base to deliver services
- Stress on capital programs
- Water issues including community and Council dependence on water, and water quality issues of the Gippsland Lakes
- Reliance on volunteers
- Centralisation of government services
- Contaminated sites
- Hazardous material handling
- Technology and communication facilities available to the community
- Inability to manage growth programs
- Increase in the litigious community

The strategy for implementing Risk Management will be to:

- Develop specific strategies for identified significant areas of risk exposure.
- Establish and maintain a risk register and develop a risk analysis matrix for prioritisation of risk.
- Ensure that inspection of the Shire's assets is regularly undertaken and action taken to address risks.
- Monitor and review risk by review of insurance claims to identify trends in risk areas, annual review of specific risk strategies, and review of assessments undertaken by the Shire's insurers.
- Educate and train employees on good risk management practices.
- Allocate sufficient funds in the budget to maintain a proactive approach to risk management.

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Council has identified the following 11 primary areas of focus as its scope for effective Risk management:



Figure 2 – Areas of scope of East Gippsland Shire Council's Risk Management

A separate Workplace Health and Safety Strategy (WHSS) is maintained to ensure the successful implementation of Occupational Health and Safety requirements with a consistent and systematic approach at all levels of the Shire. The WHSS outlines the responsibility of management to work in cooperation and consultation with employees and contractors to ensure ongoing active prevention of injury and illness in the workplace.

1.4 Risk Culture

One of the most crucial elements of a successfully integrated Risk Management Framework is having a culture that promotes and facilitates its proactive use.

Risk Management is a corporate priority and as such, all staff are required to actively participate in the risk management process. The following clause is included in all standard position descriptions:

- *Take reasonable steps to ensure awareness of the inherent risks associated with your work and take appropriate action to minimise or eliminate such risks and comply with Council's Risk Management policy.*

East Gippsland Shire Council's risk culture can be defined as our system of values and behaviours that exist throughout the organisation, and the way they shape our risk decisions. Council's Risk Management culture involves the understanding, acceptance and the ability to incorporate Risk Management in our strategic direction as well as our day to day activities. Our risk culture should inherently influence the decisions of management and employees, even if they are not consciously weighing up the risks and benefits.

1.5 The Risk Management Process

The implementation of the Risk Management process is designed to identify significant risk exposures and find acceptable solutions for eliminating, reducing or transferring them.

The Council's significant risk exposures are identified in the following areas:

- Roads
- Trees
- Playgrounds
- Food
- Contracting
- Business Continuity
- Commercial Activities
- Footpaths
- Swimming Pools
- Recreation reserves
- Council buildings
- Professional advice
- Occupational Health and Safety
- Event Management

Council retains a robust insurance policy portfolio to address the risks that we cannot control completely.

Council's Risk Register is structured to assess the likelihood of an event occurring against the consequence or impact of it occurring, and produces a risk rating or value. The following risk matrix is one tool used in assessing Council's risks.

	Likelihood Axis	Rare	Unlikely	Possible	Likely	Certain
Consequence Axis						
Minor		Low	Low	Medium	Medium	Medium
Moderate		Low	Low	Medium	High	High
Major		Medium	Medium	High	Extreme	Extreme
Catastrophic		High	High	Extreme	Extreme	Extreme

Where 'likelihood' means:

Rare	– a highly unlikely outcome or theoretical risk which has occurred elsewhere and could occur again
Unlikely	– risk may occur occasionally
Possible	– risk occurs sometimes
Likely	– risk likely to occur in most circumstances
Certain	– risk certain to occur.

Where 'consequence' means:	
Minor	– minor property damage or injury and/or reputational damage or financial loss to Council of <$10,000
Moderate	– moderate property damage or injury and/or reputational damage or financial loss to Council of $10,001 - $50,000
Major	– serious injury or death and/or major reputational damage to Council and/or severe property damage and/or financial loss to Council of $50,001 to $1,000,000
☐Catastrophic	– death or multiple serious injuries and/or extreme reputational damage to Council and/or loss of major asset and/or financial loss to Council of >$1,000,000.

The following actions will be implemented in response to identified risks:	
Low	– address the risk as resources allow, otherwise risk may be tolerated subject to annual review and reporting by risk owner
Medium	– risk to be reviewed and treatment, transfer or avoidance strategies updated six monthly by risk owner
High	– risk to be reviewed and treatment, transfer or avoidance strategies updated quarterly by risk owner
Extreme	– unacceptable risk requiring immediate avoidance, transfer or treatment.

Figure 3 – East Gippsland Shire Council's Risk Matrix

1.5.1 How the Risk Management process works

Establishing the context

Understand the environment in which each business unit operates. Educate yourself about all aspects of the business unit you work in and the relevant aspects of other business units or organisations that you may interact with. Review your business unit goals and the objectives of Council, and the role and responsibilities each individual or business unit plays in achieving them.

Identify Risks

Be aware and understand the potential impacts on your business unit, staff, clients and stakeholders (external and internal). Be aware of the potential impact that decisions you make may have on other areas within Council and people, and the possible flow on effects. Continually review the risks that you have responsibility for in the risk register.

Analyse Risks

Make an assessment to try and determine the potential impact of risks on your area, staff and clients. Closely examine your existing controls and assess their effectiveness and limitations during risk assessment phase. Be objective and consider logical likelihood and consequence of each risk.

Evaluate Risks

Understanding what is an acceptable and unacceptable risk to Council and for your business unit. This is a key factor in determining risk priorities and the appropriate treatment options available. For example, a risk may be considered acceptable if the likelihood and/or negative consequences are so low that treating the risk becomes counterproductive. A risk may also be acceptable if, after risk assessment, it's obvious that the potential benefits are far in excess of the possible risk.

Treating the risks

Understand the risks you can control, develop a plan and then treat them. Determine whether you will:

- Avoid the risk by taking an alternative course of action or decide not proceed at all;
- Reduce the risk by modifying or controlling aspects that you can while still proceeding with your program or activity;
- Transfer the risk by reassigning it, eg use an external contractor to perform the task (someone specially trained for particular task). Alternatively, as a last resort the risk could be insured.
- Develop strategies to minimise negative outcomes that may arise from factors beyond your area of control. You will need to be prepared to act quickly if those risks arise.

Communication and Consultation

Communication and consultation with both internal and external stakeholders should take place throughout all stages of the risk management process. It is crucial to act on any feedback received in the consultation process to aid the review stage.

Monitor and Review

Monitor and review your strategies, programs and plans on a regular basis for their effectiveness and to ensure that new or continuing risks are identified, analysed and treated.

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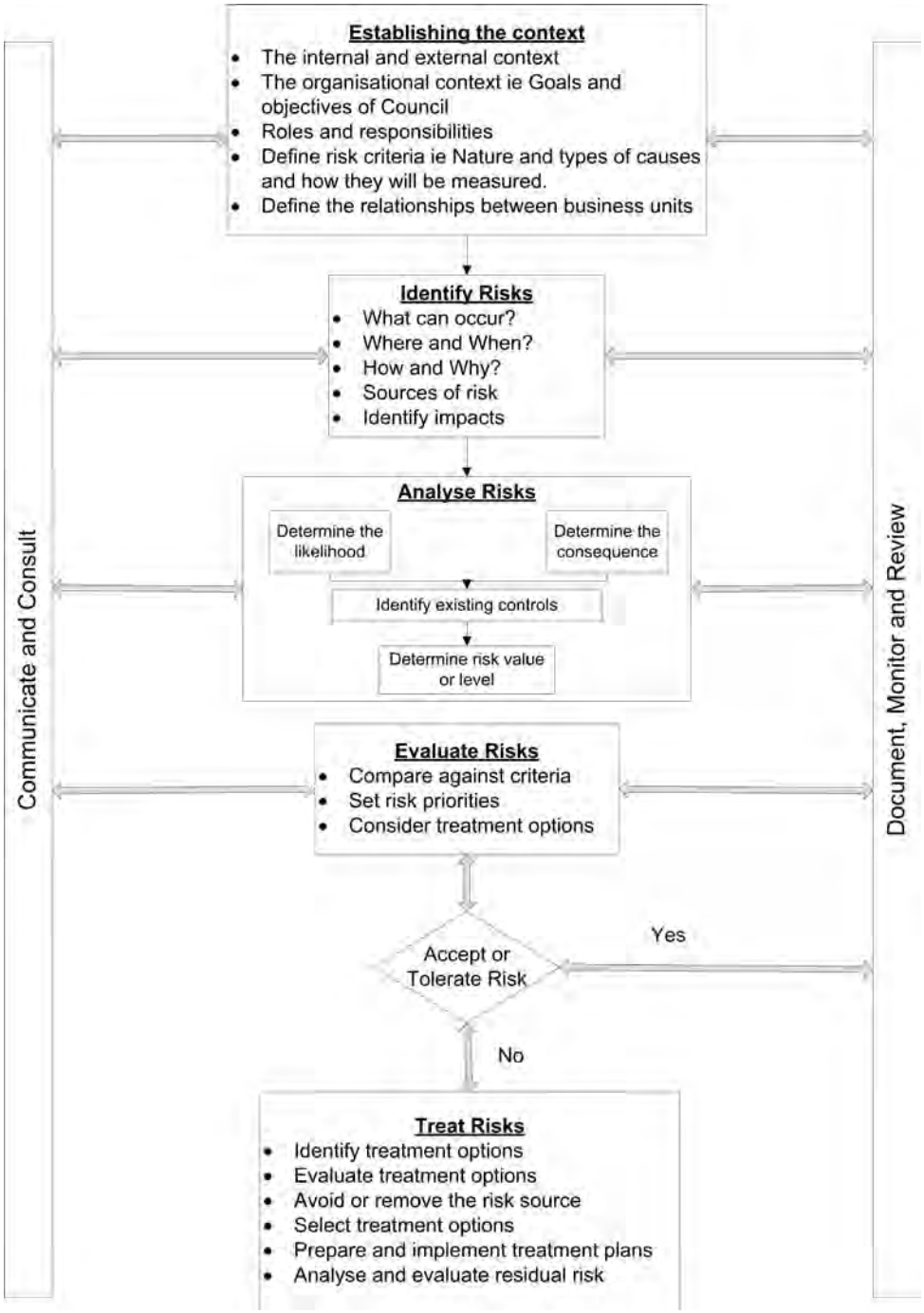


Figure 4 – Risk Management process based on the international standard AS/NZS ISO 31000:2009 Risk Management - Principles and Guidelines

1.6 Communication, Reporting and Review

Risk Management information, guidance notes, risk assessment tools and other relevant information will be established on Council's intranet for all staff to have access to.

Methods of communicating risk management information directly to staff will include, but is not limited to, the provision of appropriate training and workshops in order for staff to meet their obligations to Risk Management, regular inclusion of Risk Management as a discussion item within team meetings, and provision of ad hoc advice on all Risk and Insurance related matters to staff when required.

Reporting on progress towards achieving the outcomes stated in this framework will be the responsibility of the Risk Management Coordinator in conjunction with the Manager Organisation Development.

The Council, through the Audit Committee receives quarterly reports, on risk management issues including progress reports on implementing actions identified in internal audits. The Audit Committee also monitors the risk register, current legal issues, current insurance claims and insurance settlements.

The Risk Management Coordinator will be responsible to the Manager Organisation Development for the annual review of this framework. The review process will include consultation with Directors and Managers prior to any recommendations being made.

1.7 Risk Management Roles and Responsibilities

Successful implementation of Council's risk management framework requires a consistent and systematic approach at all levels of the Shire. Managers, employees and contractors are responsible for ensuring that risk management is given high priority in the day-to-day conduct of the Shire and Shire related activities.

Council

- Adopt a risk management policy and review and amend the policy as required.
- Provide adequate budgetary provision for the financing of risk management including approved risk mitigation activities.
- Appoint and resource the Audit Committee.

Audit Committee

- Review adequacy and effectiveness of the Risk Management Framework
- Monitor performance of implementing action plans arising from risk assessments including the risk assessments undertaken by the internal audit.

Chief Executive Officer

- Promote effective management of all types of risks across the Shire's operations.
- Ensure Councillors are aware of risk management objectives.
- Has ultimate responsibility for managing risks across the Council
- Responsible for the recognition and adoption of risk management as a key function of Council, and to ensure the inclusion of risk management as a priority within Council's strategic plan, within all staff position descriptions, within the annual report and other Council documentation.
- Demonstrate a commitment to risk management for all staff.
- Ensure resources are appropriately allocated to meet Council's risk management requirements.

Directors and Managers

- Responsible for the review, analysis and applicable approval of all risks within their business unit
- Ensure adequate protection of Shire assets and operations from risks through appropriate budgeting and implementation of loss control programs.
- Ensure liability risks to the citizens are effectively managed.
- Ensure all staff are conversant with, and understand the role, of risk management within council operations.
- Support and encourage a risk aware culture within the Council by endorsement and promotion of Council's Risk Management Framework.
- Liaise with the Workplace Health and Safety Officer to ensure provision of a safe and healthy work environment and implementation of appropriate safe work practices and control measures.
- Supervise and audit contractors to ensure risk management policies and procedure are applied.

Risk Management Coordinator

- Promote implementation of risk management strategies and programs designed to minimise risks and potential losses to the Shire.
- Develop and review risk management related policies and procedures.
- Develop and maintain a risk register and develop a risk analysis matrix for prioritising of risk.
- Support the development, maintenance and review of Council's Business Continuity Plan.
- Manage the Shire's insurance portfolio and claims procedures.
- Provide advice and training on risk management principles and processes.

Employees and Contractors

- Perform duties in a manner that is within an acceptable level of risk to their health and safety, and that of other employees and citizens.
- Comply with quality assurance procedures where applicable.
- Make loss control and prevention a priority when undertaking tasks.
- Report any hazard or incidents as detected to their Supervisor/Manager or the Shire Responsible Officer (for contractors).
- Be aware of the risk management philosophy and processes of Council.

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2. OBJECTIVES AND ACTIONS

Objectives are set each year to support the promotion and application of Council's Risk Management Framework.

Objectives For ~~2015/2016~~ the current financial year can be found at **Attachment 1**

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~~**2.1 Complete the entry of both operational and strategic risks into Cambron**~~

~~**Background:**~~
~~The Cambron Governance module allows individual staff to enter, assess/rate, and update risks. Ongoing update is require to also include new operational risk identified, in addition to risk that arise through the internal audit process.~~

~~**Action:**~~
- ~~Ensure relevant staff participation to produce a complete risk register.~~
- ~~Provide training to relevant responsible officers to maximise use of risk module in Cambron.~~

~~**Responsibility:**~~
~~Risk Management Coordinator to liaise with all staff~~

~~**Target:** December 2015~~

~~**2.2 Establish and run a workshop on updating East Gippsland Shire Council's Strategic Risks.**~~

~~**Background:**~~
~~It has been identified that whilst Council has a robust register of operational risks, further work need to be done in agreeing on and setting Council's strategic risks.~~

~~**Action:**~~
- ~~Establish and run a workshop with senior management on updating East Gippsland Shire Council's Strategic Risks~~

~~**Responsibility:**~~
~~Risk Management Coordinator~~

~~**Target:** September 2015~~

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2.3 Continue to raise the profile of Risk Management with all Staff.

Background:

Risk Management in varying forms is part of every staff member's responsibility but it is not always recognised as an inherent function of everything we do. Work on developing East Gippsland's risk culture is a necessity.

Action:

- Ensure that risk management is emphasised as part as of every staff member's induction.
- Address the Leadership Group at least annually on risk management issues.
- Report periodically to the Executive Group on risk management as identified in the LMI Public Liability and Professional Liability Audit Report and the JMAPP Property Risk Management Audit (If applicable).
- Update relevant staff at least annually on risk management issues.
- Ensure that those key members of staff involved in risk management audits are provided with regular updates on risk issues.
- Continue to include risk management in position descriptions as they are updated.
- Make Risk Management related information readily available on Councils internal intranet, "The Hive".

Responsibility:

Risk Management Coordinator
Manager Organisation Development

Target: Ongoing

2.4 Complete and roll out Council's new Business Continuity Plan

Background:

Council's Business Continuity Plan (BCP) is currently under review, and is a critical element in ensuring the sustainability of the organisation, and ensuring Council are able to continue delivering on our essential services and obligations to the community in the event of a significant impact to a Council facility.

Action:

- Ensure the BCP is completed, accepted and understood by all staff.
- Run a workshop with the BCP committee and all responsible staff to clearly identify responsibilities and roles.
- Ensure the key component of Information Technology Disaster recovery meets the requirements of the BCP in restoring Council's necessary systems and connectivity in the required timeframes.
- Review the BCP and confirm that it meets all requirements of the BCP standards, and the requirements of our Internal Audit..

Responsibility:

Risk Management Coordinator
Manager Information Services

Target: 30 June 2016

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3. RESOURCES

The following publications will be used as resource tools for the implementation of the objectives and actions outlined in Section 2.

- Risk Management: *Australian/New Zealand Standard ISO 31000 (2009), Standards Australia.*
- *Guidelines for Managing Risk in the Australian and New Zealand public sector 2004, Standards Australia*.
- Municipal Association of Victoria Insurance Claims manual
- East Gippsland Shire Council Risk Management Policy.
- East Gippsland Shire Council Workplace Health and Safety Policy.

The following resources are required to ensure the successful management of risk by the organisation:

- East Gippsland Shire Council Audit Committee
- Internal Auditor
- Staff with appropriate qualifications and or experience
- Commitment from the senior management and the Chief Executive Officer
- Adequate annual budget

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4. DEFINITIONS

Term:	Meaning:
Consequence	The level of impact of risk exposure to East Gippsland Shire Council
Control	Policies, procedures, processes, practices or other factors/devices that have been designed to mitigate or eliminate the impact of risks.
Control Effectiveness	The effectiveness of the implemented risk management controls
Likelihood	The level of possibility that East Gippsland could be exposed to a risk.
Monitor	To check, supervise, observe critically or measure the progress of an activity, action, control or system on a regular basis to identify performance levels and areas of improvement
Residual Risk	The level of risk that remains after the implementation of risk treatments.
Risk	Anything that could prevent East Gippsland from achieving its objectives. Risk may arise from an event, an action, or from a lack of action. It is measured in terms of consequences and likelihood.
Risk Analysis	A systematic process to determine the level of risk after consideration of sources, consequences and likelihood.
Risk Criteria	Measures/ standards by which the significance of a risk can be assessed.
Risk Evaluation	Process of comparing the level of risk against the risk criteria.
Risk Identification	Process of determining what, where, when, why and how something could happen.
Risk Management	The culture, processes and structures directed towards the effective management of potential opportunities and adverse effects.
Risk Management Framework	Set of elements that provide the basis for designing, implementing, monitoring, reviewing and continually improving risk management within Council.
Risk Management Process	The systematic application of management policies, procedures and practices to the tasks of communicating, establishing the context, identifying, analysing, evaluating, treating, monitoring and reviewing risk.
Risk Register	A tool used for identification of risks within the organisation, assessing the level of risk and the controls to be applied to mitigate or eliminate the risk.
Risk Rating	Risk priority or value based on consequence and likelihood assessments.
Risk Treatment	The selection and implementation of appropriate options for dealing with risk.
Stakeholders	Includes but is not limited to residents, visitors, staff, contractors and local businesses.

Attachment 1 – Risk Management Objectives for 2015/2016

Each year a list of objectives will be set in order to support, promote and actively improve Council's Risk Management Framework.

In adopting the principles identified in this framework, responsible officers, through these objectives, undertake to deliver a structured approach to risk management and the continued development and promotion of a risk culture within the organisation.

Objectives and Actions:

2.1 Complete the entry of both operational and strategic risks into Cambron

Background:
The Cambron Governance module allows individual staff to enter, assess/rate, and update risks. Ongoing update is require to also include new operational risk identified, in addition to risk that arise through the internal audit process.

Action:
- Ensure relevant staff participation to produce a complete risk register.
- Provide training to relevant responsible officers to maximise use of risk module in Cambron.

Responsibility:
Risk Management Coordinator to liaise with all staff

Target: December 2015

2.2 Establish and run a workshop on updating East Gippsland Shire Council's Strategic Risks.

Background:
It has been identified that whilst Council has a robust register of operational risks, further work need to be done in agreeing on and setting Council's strategic risks.

Action:
- Establish and run a workshop with senior management on updating East Gippsland Shire Council's Strategic Risks

Responsibility:
Risk Management Coordinator

Target: September 2015

2.3 Continue to raise the profile of Risk Management with all Staff.

Background:
Risk Management in varying forms is part of every staff member's responsibility but it is not always recognised as an inherent function of everything we do. Work on developing East Gippsland's risk culture is a necessity.

Action:
- Ensure that risk management is emphasised as part as of every staff member's induction.
- Address the Leadership Group at least annually on risk management issues.
- Report periodically to the Executive Group on risk management as identified in the LMI Public Liability and Professional Liability Audit Report and the JMAPP Property Risk Management Audit (If applicable).
- Update relevant staff at least annually on risk management issues.
- Ensure that those key members of staff involved in risk management audits are provided with regular updates on risk issues.
- Continue to include risk management in position descriptions as they are updated.
- Make Risk Management related information readily available on Councils internal intranet, "The Hive".

Responsibility:
Risk Management Coordinator
Manager Organisation Development

Target: Ongoing

2.4 Complete and roll out Council's new Business Continuity Plan

Background:
Council's Business Continuity Plan (BCP) is currently under review, and is a critical element in ensuring the sustainability of the organisation, and ensuring Council are able to continue delivering on our essential services and obligations to the community in the event of a significant impact to a Council facility.

Action:
- Ensure the BCP is completed, accepted and understood by all staff.
- Run a workshop with the BCP committee and all responsible staff to clearly identify responsibilities and roles.
- Ensure the key component of Information Technology Disaster recovery meets the requirements of the BCP in restoring Council's necessary systems and connectivity in the required timeframes.
- Review the BCP and confirm that it meets all requirements of the BCP standards, and the requirements of our Internal Audit..

Responsibility:
Risk Management Coordinator
Manager Information Services

Target: 30 June 2016

ATTACHMENT 2

WORKPLACE
HEALTH AND SAFETY STRATEGY
2015/16

DOCUMENT CONTROL

Managed by:	Corporate
Status:	Draft
Responsible position:	Director Corporate
Contact number:	03 5153 9500
Date approved:	XX/XX/XX
Version:	8
File number:	xxxxxxx
Approved by:	Leadership Group
Next review date:	June 2016 and annually thereafter
Security classification:	Internal

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6. WORKPLACE HEALTH AND SAFETY STRATEGY REVIEW 9

REVISION HISTORY *(Completed by Governance Officer)*

Revision Ref. No.	Approved/ Amended/ Rescinded	Date	Council / Management	ECM Document Reference
Original	Approved	17/09/2007	Management Group	4716436
2	Approved	19/11/2008	Management Group	5265723
3	Approved	4/11/2009	Management Group	6215619
4		29/10/2010	Leadership Group	
5		9/1/2011	Leadership Group	
6		6/03/2013	Leadership Group	
7		19/06/2014	Workplace Health and safety Committee	
8	Draft	26/05/2015		

1. WORKPLACE HEALTH AND SAFETY OVERVIEW

East Gippsland Shire Council is committed to providing a healthy and safe workplace for all employees, contractors and the general public.

Workplace Health and Safety is both an individual and shared responsibility for all employees, contractors and Council.

Workplace Health and Safety management requires a systematic application of management policies, procedures and practices to the tasks of establishing the context, identifying, analysing, evaluating and monitoring the associated risks that may adversely impact on Council.

Council believes that the adoption of a formal approach to Workplace Health and Safety management will improve decision-making, performance and accountability.

This Strategy supports and underpins our Workplace Health and Safety Policy.

2. WORKPLACE HEALTH AND SAFETY

East Gippsland Shire Council is committed to the management of risk and to providing and maintaining a safe and healthy environment for employees, contractors and the public. It is also committed to the continual improvement in Workplace Health and Safety performance.

All employees, contractors, councillors and volunteers have responsibility to care for their own health and safety and that of others who may be affected by their actions, either directly or indirectly at work and to care for Council's assets in their control.

It is the responsibility of management working in cooperation and consultation with employees and contractors to ensure ongoing active prevention of injury and illness in our workplace and the preservation of our assets (both physical and reputation).

To minimise the risk of workplace accidents, systems will be implemented to ensure that: -

Prevention

- Suitable resources, equipment, facilities are provided and maintained.
- Safe and secure systems of work are developed, implemented and observed.
- Information, training and supervision are provided to ensure safety.
- Consultation methods encourage cooperation of all throughout Council in achieving goals.
- Legislation, Regulations, Codes and approved standards are the minimum acceptable requirements throughout the organisation.
- All incidents and hazards are reported, investigated and remedial actions adopted to prevent recurrence. Those involved will participate in the process.
- A measurable strategy for improvement will be developed and implemented

Rehabilitation

- Effective injury management is undertaken to assist in the recovery of injured employees and their retention or return to sustainable employment.

Management seeks the cooperation of everyone including employees, contractors, Councillors, volunteers and the community to create a safe working environment and to preserve our assets.

This strategy will be updated through consultation annually.

3. WORKPLACE HEALTH AND SAFETY MANAGEMENT

Workplace Health and Safety management requires:

- forward thinking and a proactive approach to health and safety; and
- ensuring that all stakeholders have the opportunity to participate, consult and contribute to the management of Workplace Health and Safety in the workplace.

The strategy for implementing workplace health and safety management will be to:

- Consult with all stakeholders.
- Maintain Health and Safety Representatives for each major area of the Shire's functions.
- Maintain a Workplace Health and Safety Committee.
- Establish an annual Workplace Health and Safety Risk Control Plan
- Ensure that inspections of all Shire's works/ events are regularly undertaken and action taken to address any issues.
- Ensure Hazard Identification and Controls are implemented where required.
- Educate and train employees on Workplace Health and Safety.
- Develop a Workplace Health and Safety program for Contractors to increase awareness of safety and minimise exposure to hazards.
- Ensure injured workers receive appropriate treatment and rehabilitation.
- Allocate sufficient funds in the budget to maintain a proactive approach to Workplace Health and Safety management.

The implementation of workplace health and safety management is designed to identify any hazards and instigate appropriate control measures.

The areas of hazard identification, control and compliance are listed below:

- Confined spaces
- Construction
- Manual Tasks (General)
- Manual Tasks (Mowing)
- Manual Tasks (Tree Lopping)
- Manual Tasks (Sign Maintenance)
- Manual Tasks (Footpath Maintenance)
- Noise
- Prevention of Falls
- Step and Trips
- Asbestos
- Hazardous Chemicals
- Work facilities
- Consultation
- Mental Health / Workplace Stress
- Managing risks

RESPONSIBILITY

Successful implementation of Workplace Health and Safety requires a consistent and systematic approach at all levels of the Shire. Managers, employees and contractors are responsible for ensuring that Workplace Health and Safety management is given high priority in the day-to-day conduct of the Shire and Shire related activities.

Council

- Adopt a Workplace Health and Safety Policy and review and amend as required.
- Provide adequate budgetary provision for Workplace Health and Safety programs.

Audit Committee

- Review all Workplace Health and Safety major events and incidents and monitor incident and lost time injury rates.
- Review quarterly activity reports from the Workplace Health and Safety Officer.
- Overview implementation of internal audit systems and processes review actions.

Chief Executive Officer

- Promote effective management of all Workplace Health and Safety across the Shire's operations.
- Ensure Councillors are aware of the Workplace Health and Safety Strategy.

Executive Group

- Review Workplace Health and Safety Strategies.
- Monitor implementation of the Workplace Health and Safety Risk Control Plan

Directors, Managers & Coordinators

- Promote effective management of all Workplace Health and Safety across the Shire's operations.
- Liaise with the Workplace Health and Safety Officer to ensure provision of a safe and healthy work environment and implementation of appropriate safe work practices and control measures.
- Supervise and audit contractors to ensure workplace health and safety policies and procedures are applied.

Workplace Health and Safety Officer

- Promote implementation of Workplace Health and Safety management strategies and programs designed to minimise risks to the Shire.
- Develop and review Workplace Health and Safety related policies and procedures.
- Develop and maintain a Workplace Health and Safety Risk Control Plan.
- Carry out Inspections of works/events
- Investigate and report on Workplace Health and Safety hazards and incidents.
- Monitor implementation of recommended actions and improvements.
- Provide advice and training on Workplace Health and Safety management principles and processes.

Employees & Contractors

- Perform duties in a safe manner with other employees, contractors and citizens.

- Comply with Workplace Health and Safety legislation and procedures where applicable.
- Report any hazard or incidents as detected to their Manager or the Workplace Health and Safety Officer (for contractors).
- Be aware of the Workplace Health and Safety management philosophy and processes of Council.
- Supervise contractors (where applicable) to ensure workplace health and safety policies and procedures are applied.

4. OBJECTIVES AND ACTIONS

Objective 1 for 2015/16: Develop and Implement a Workplace Health and Safety Risk Control Plan

Background:

A WHS risk control plan is essential for the overall management of Workplace Health and Safety

Actions:

- Prepare a plan detailing the tasks and actions needed
- Monitor the implementation of the plan on a monthly basis
- Review the plan based on emerging issues
- Report quarterly to the Executive Group on progress on implementing the risk control plan
- Report quarterly to Council's internal Audit Committee on progress on implementing the WHS risk control plan

Responsibilities:

Workplace Health and Safety Officer

Target:

30 June 2016
Ongoing for reporting, monitoring and review.

Objective 2 for 2015/2016: . Develop inspection schedules and engage Shire supervisors and managers, to identify unsafe work practices within Shire operations and contracted works.

Background:

Site Inspections are essential for the overall management of Workplace Health and Safety

Actions:

- Prepare a plan detailing planned and ad hoc site inspections
- Perform site inspections for Shire workplaces and contractors
- Monitor the implementation of the plan on a monthly basis
- Review the plan based on emerging issues

Responsibilities:

Workplace Health and Safety Officer

Target:

30 June 2016
Ongoing for reporting, monitoring and review.

Objective 3 for 2015/16: Enhance Hazard Identification processes and develop Control Measures to assist Council project managers to efficiently managethe Shire's major works

Background:

Hazard Identification and Control are essential for the overall management of Workplace Health and Safety

Actions:

- Identify major works and activities that are performed by Shire employees.
- Investigate and complete Hazard Identification and Control measures.
- Implement any modifications identified in the process.
- Monitor other activities or tasks for Hazard Identification and Control
- Modify hazard Identification processes and control measures as required

Responsibilities:

Workplace Health and Safety Officer

Target:

Scheduled as per Workplace Health and Safety Risk Control Plan and immediately prior to commencement of individual major work projects.

Objective 4 for 2015/16: Monitoring and Evaluation of Workplace Health and Safety Activities

Background:

Monitoring and evaluation is essential for the overall management of Workplace Health and Safety

Actions:

- Document all inspections and audits conducted with employees and contractors.
- Assist Business Units to identify any Workplace Health and Safety Hazards
- Review all workplace incidents, report on incident trends and identify corrective actions.
- Report all notifiable incidents/to Worksafe within the required timeframes
- Assist Worksafe Inspectors when they are on site within the Shire
- Keep comprehensive records and statistics of all activities.

Responsibilities:

Workplace Health and Safety Officer

Target:

Ongoing for reporting, monitoring and review.

Objective 5 for 2015/16: Training and development of employees

Background:

Training and Development of employees is essential for the overall management of Workplace Health and Safety

Actions:

- Review process and continue to induct all new employees and contractors through the a Workplace Health and Safety Induction Program.

- Update the organisation of any legislation changes that might occur.
- Conduct Workplace Health and Safety training needs analysis in conjunction with Human resources and Workgroup Coordinators, supervisors and managers.
- Develop and facilitate Workplace Health and Safety Training Programs for all staff.
- Ensure employee training records are accurately recorded in Cambron..

Responsibilities:

Workplace Health and Safety Officer and Learning and Development Officer

Target:

Scheduled as per Workplace Health and Safety Risk Control Plan and coordinated with new employee inductions at commencement of employment.

Objective 6 for 2015/16: Treatment and Rehabilitation of injured employees

Background:

Treatment and rehabilitation of injured employees is essential to facilitate the early return to work after sustaining an injury or contracting a disease arising from their employment.

Actions:

- Identify the need for rehabilitation
- Appoint a Rehabilitation Provider and develop a Return to Work plan
- Plan the initial return to work based on a graded return or modified duties or combination of both.
- Arrange ongoing rehabilitation based on liaison with all relevant parties to ensure the employee is achieving set goals.
- Facilitate the conclusion of the rehabilitation program and return by the employee to pre-injury work.

Responsibilities:

Human Resources Coordinator as the designated Return to Work Coordinator

Target:

Based on the requirements of individual Return to Work Plans.

Objective 7 for 2015/16: WHS Incident, Near Miss and Hazard Reporting and Investigation

Background:

The consistent treatment and reporting of incidents throughout Council's various workgroups is important. Current procedures are inadequate to ensure a uniform incident reporting and investigation procedure is adopted throughout Council.

Actions:

- Submit proposal for purchase and implementation of new OHS reporting and Insurance (including WorkCover) case management system.
- Develop implementation plan including roll out and training if program approved.
- Develop Incident Reporting and Investigation Procedure for Executive Group endorsement.
- Deliver internal training / toolbox sessions to all work groups on Incident reporting.
- Deliver training to Supervisors and managers on Preliminary Incident Investigations.

Responsibilities:
Workplace Health and Safety Officer

Target:
All staff within EGSC..

5. RESOURCES AND LEGISLATION

The following publications will be used as resource tools for the implementation of the objectives and actions outlined in Section 4.

- Occupational Health and Safety Act 2004.
- Occupational Health and Safety Regulations 2007
- Occupational Health and Safety Codes of Practice
- Victorian Workcover Authority Website
- East Gippsland Shire Council Workplace Health and Safety Policy

6. WORKPLACE HEALTH AND SAFETY STRATEGY REVIEW

The Workplace Health and Safety Officer and Risk Management Coordinator will be responsible to the Manager Organisation Development for the annual review of this strategy.

The review process will include consultation with Directors and Managers prior to any recommendations being made.

Reporting on progress towards achieving the outcomes stated in this strategy will be the responsibility of the Workplace Health and Safety Officer in conjunction with the Manager Organisation Development.

Council Policy

Policy Name	**ART ACQUISTION POLICY.**
Department	**Planning and Community**
Author	**Anna Cook**
Responsible Position	**Arts and Culture Coordinator**
Policy Approved	1 December 2009
Sunset Date	01/12/2012

REVISIONS

Date	Description	Authorised By	Approved by

1 POLICY OBJECTIVES

The purpose of this Art Acquisition Policy is to provide the framework to establish and develop a representational East Gippsland Art Collection. That is, to acquire and place works of art - with an East Gippsland connection - in Council buildings and/or on public land.

In addition the policy will support the Council's Arts & Culture Policy's aim to actively encourage an innovative arts and cultural environment by:

- Supporting contemporary arts practice through purchase and exhibition of artworks;
- Undertaking a custodial role for significant visual art objects;
- Establishing an acquisitive prize exhibition;
- Increasing economic benefits to the visual arts community; and
- Effectively managing the collection through appropriate preservation, protection and de-accessioning practises.

2 BACKGROUND

The majority of Federal, State and Local Government departments and authorities, private companies and organisations select and acquire artworks through purchase and donation that provide or enhance a permanent collection.

East Gippsland Shire Council has been gifted artworks from members of the public and currently there exists a small collection of works scattered across the organisation in various offices and archive areas. These holdings include paintings, drawings, sculpture, and pieces of furniture.

The development of a collection of works from a range of significant artists and the subsequent contribution to the cultural capital of the community is required not only for the direct benefit of East Gippsland but to support the growth of a Cultural tourism industry.

3. AIMS OF THE ART COLLECTION

The East Gippsland Shire Art Collection aims to:

- Acquire items which best reflect the cultural development of East Gippsland and artists associated in some way with East Gippsland;
- Be of sufficient breadth and depth to sustain diversity of views and interpretations;
- Be recognised for such excellence, community and organisational relevance and industry standing, as to further collection development by attracting donations, bequests and other means of support;
- Reflect the multifaceted community as well as the culture and interest of the community; and
- Encourage a diversity of art forms and a range of artists.

4. ACQUISITION

4.1 *Funding for the acquisition of art works*

It is proposed that items are purchased through a special acquisition fund which is administered by an Art Acquisition Committee and that an acquisitive prize and exhibition be established.

The funding for the development of the East Gippsland Art Collection will be set by Council on an annual basis and funding linked to the Public Art Policy framework.

Artworks will be purchased from reputable galleries or directly from the artist (if not represented by a gallery).

4.2 Committee and Selection of works

Primarily Council will seek the professional advice from a recognised authority on the most appropriate method to acquire a permanent collection.

An Art Acquisitions Committee comprised of three recognised arts practitioners; one Councillor and one Council officer will determine acquisitions.

The panel may co-opt temporary member/s with expertise in a particular genre/style

A recognised visual arts practitioner is defined for the purpose of this policy as an individual who has spent a minimum of the past five years earning their primary wage in the visual arts industry either as: an artist or craftsperson, curator; gallery owner or manager; gallery administrator or fine arts educator (tertiary level)

The final composition of the committee will be decided by the Council and the following guidelines are provided on the committee composition responsibilities:-

- All positions on the panel will be honorary;
- Members will serve a two-year term with a maximum term of 6 years and meet at least once per year;
- Members will not be able to nominate pieces where there is any potential pecuniary benefit for a panel member/s;
- Members will provide advice, based on acquisitions criteria, to Council on the acquisitions;
- The re-sale of decommissioned works of art with final approval by Council (or under CEO delegation) will be facilitated; and
- Advise provided on the creation of a maintenance program for each piece of artwork

The panel will make recommendations for proposed acquisitions and their proposed display location.

4.3 Categories of works acquired

Works can be acquired for any of the following categories:

The East Gippsland Art Collection
Works of art, craft or design will be acquired through commission, purchase, gifts, donations and bequests.

"East Gippsland presents …"
Works of art, craft and design will be sourced throughout the year and selection based on the localised content of Art and Craft work and the appropriateness for the recipient.

Wood Design
Council will support the acquisition of works for the National Collection of Australian Wood Design (Orbost) in recognition of the significance of this important local collection.

4.4 Ownership

All works acquired and/or commissioned, remain the property of East Gippsland Shire Council until de-selection.

Moral Rights
During exhibition and display, the artist's moral rights will be observed and the work will be labelled in full view with the following information as a minimum requirement: artist's name, title of the artwork, date of the work, medium and, as appropriate, the name of the donor or credit to the source of the work.
Copyright
The Copyright Amendment Act 2006 is applicable.

4.5 Gifts, Bequests and Loans

Artworks may also be acquired by bequest; however, Council is not obliged to accept these bequests.

Gifts and bequests must be assessed by the same criteria as purchases. It is not desirable to accept gifts that have restrictions

Loans should be driven by collection needs rather than owner needs. Long term loans may not meet Collection policy criteria and can remove the focus from seeking to acquire work.

4.6 Selection Criteria

In order to be considered for the East Gippsland Art Collection the following factors are to be considered when acquiring art works:

- A distinctive and veritable connection with East Gippsland;
- An ability to enhance the current collection;
- A clear and established provenance;
- The capacity to be placed on display in a Council building without hindrance to public access or safety and without breeching the artists moral rights;
- Have the necessary resources allocated to resolve all foreseeable issues related to conservation, presentation and storage, as part of the acquisition;
- Represent current art debate and support the work of new artists and recent work by established artists;
- An object's physical condition; and
- Relevance to East Gippsland.

Selection criteria should not be so strict as to rule out significant and unexpected acquisition opportunities.

Exceptions – to provide for the exceptional Gift or opportunity that is outside the collection policy parameters, artworks outside the policy may be accepted where it will benefit the collection and the shire.

Due diligence will be exercised in satisfying that the vendor or donor have good title to the object.

4.7 De-accessioning and disposal

An item may be nominated for de-accessioning if it falls within any of the following categories and is an item:

- Which does not meet the current accessioning criteria;
- In poor condition and is considered to be of insufficient merit to allocate the resources to ensure its conservation;

- Cannot be displayed due to its properties and is not suitable for research; and
- Is a duplicate that serves no specific function.

Methods for disposal

The options for disposal in order of priority are that the item may be:

- Offered for sale or donation as appropriate, to its creator or donor;
- Offered to a more appropriate holding institution;
- Re-sold on the open market; or
- Destroyed.

5. MANAGEMENT AND CURATORIAL RESPONSIBILITIES

The Collection will be catalogued, stored, maintained and insured by Council at all times.

This will involve the documentation of the existing collection as well as acquisitions into the future.

5.1 Programs, Display and Special exhibitions

The priority for display locations within Council premises will increasingly focus on those areas most commonly accessible to the community. Collection items will be placed on display primarily in public areas, secondarily staff meeting rooms and offices frequently used for meeting with the community within Council premises.

COUNCIL POLICY

Policy Name	**PUBLIC ART POLICY**
Department	**PLANNING AND COMMUNITY**
Author	**Andrea Court**
Responsible Position	Arts and Cultural Co-ordinator
Policy Approved	04/08/2009
Sunset Date	01/07/2013

REVISIONS

Date	Description	Authorised By	Approved by
04/08/2009	Approval by Council		Council

1. POLICY OBJECTIVES

The primary aims of this Policy are to provide the *framework* and the *leadership* for the creation of Public Art that best suits East Gippsland. This will improve the look, the feel and the use of our public spaces through inspired and thoughtful creativity; and to make places that reflect the community spirit and assist its social, cultural, environmental and economic sustainability.

2. BACKGROUND

In October 2004, East Gippsland Shire Council adopted the Arts and Culture Policy. This outlines Council's responsibility to deliver arts and cultural services to the maximum benefit of the community.

In 2005, the Arts and Culture Strategic Advisory Board established the key parameters for Arts and Cultural Development within East Gippsland over the next five years, through the Five Year Arts and Culture Strategic Plan 2006-11.

The development of a Public Art Policy and Implementation Plan is identified as a key objective of that strategy.

3. CONSULTATION WITH STAKEHOLDERS

This Policy has been developed following Shire-wide open consultations about Public Art held in the following towns of Buchan, Orbost, Swifts Creek, Mallacoota, Lakes Entrance and Bairnsdale. The consultations clearly expressed the value that communities place on their own 'place making' - the public expression of their ideas, their culture and heritage. Communities welcomed the prospect of expressing their local character through Public Art and the opportunity to employ local artists and artisans in that process.

4. POLICY STATEMENT

4.1. INTRODUCTION

Public art should embrace the fusion of art and life. The idea should be art driven, by artists. Council can assist this process by its policies, and by supporting artists to achieve the highest level of integrity and professionalism in their work.

4.2. DEFINITIONS

Public Art refers to works designed and created by artists located in a public space or facility, in both the built and natural environments.

Public Art is conceived by an artist, individually, in collaboration, or with community. It is generally site-related and place-responsive.

Public Art can be permanent or temporary and functional or non-functional. It can be any art form, including performance, sound, or light.

Public Art is in parks, streets, foreshores, community centres, libraries and shopping centres – any publicly accessible space. It can also be the artistic elements within built forms for example doors, windows, handles, rugs or lighting.

Public Art is not the same as community art. But a community art project can produce Public Art.

Public Art often involves the practice of 'place making' - a holistic approach to designing public environments - combining cultural, economic, social, indigenous, historic and environmental considerations and actively fostering collaboration between community, government, business, artists and design professionals.

Public Art is generally not:

- commercial promotions in any form;

- directional elements, signage;
- mass produced 'art objects' such as statutory or playground equipment;
- most art reproductions;
- historical markers;
- landscaping or generic hard scaping elements which would normally be associated with the project, and
- services or utilities necessary to operate or maintain artworks.

4.3. HOW PUBLIC ART DELIVERS COUNCIL'S VISION

Public Art is an increasingly well-acknowledged driver of social, economic, cultural and environmental benefits. Such benefits support Council's vision for East Gippsland and provide a rationale for Council support.

Public Art projects can:

- create and foster a feeling of identity and pride in the community;
- create landmarks that become gathering places – enlivening communities and improving the wellbeing of those who live in them;
- establish art and artists as real assets of the community;
- increase the appreciation of contemporary art by the community;
- provide a focus for history, storytelling and opportunities to learn;
- provide places and opportunities for play, reflection, performance and exhibition;
- reflect the diversity and uniqueness of a community; and
- boost cultural tourism.

5. POLICY OBJECTIVES

This Public Art Policy aims to provide leadership, resources and a framework to achieve the following objectives.

5.1.1. Develop a vision for what can be achieved through strength-based planning.

A shared vision between Council and its community is vital. Building on local community strengths allows Council to collaborate with the energy that is already at work. On-going consultation about community aspirations and priorities makes projects more effective and tangible outcomes more likely. *Strength-based planning through a place-based lens*.

5.1.2. Achieve a more integrated approach to the identification, planning and management of Public Art initiatives.

Many areas of Council have the potential to engage in Public Art activities and all will benefit from a better flow of information and the cross-fertilization of ideas.

A more integrated approach to the identification, planning and management of public art initiatives requires the establishment of a Public Art Reference Group. This group will be a sub committee of Council's Arts and Culture Strategic Advisory Board, comprised of skilled art professionals, relevant Council Officers and Arts and Culture Strategic Board representatives.

The Public Art Reference Group will identify Public Art opportunities within Council's sphere of influence and support the development of projects through information and resource sharing. Recommendations will be made to the Arts and Culture Strategic Advisory Board.

Existing Council strategies, plans and policies will be reviewed for Public Art opportunities by the Public Art Reference Group and an opportunity will be provided to all Council Advisory Boards for feedback and discussion on major Public Art projects.

5.1.3. Develop professional expertise in all areas of Public Art to produce quality outcomes with positive flow-on effects.

Council acknowledges that the pursuit of artistic integrity is paramount, and that there will be artwork conceived and created across a spectrum of art forms and community expectations, all of which require professional advice and support.

Council agrees that decisions about artistic integrity should be managed with professional advice, and that Council should concern itself primarily with leadership, resources, good management and transparent processes.

Council acknowledges the need to:

- adequately resource the implementation of this policy;
- identify the skill-set required to introduce and manage the implementation of this policy; and
- establish a Public Art Reference Group to guide the development and implementation of this Policy.

5.1.4. Establish the processes and guidelines necessary to facilitate Public Art development.

There are three categories of Public Art affected by this policy:

Council-initiated;
Private development; and
Community-initiated.

Each category requires guidelines and checklists for appropriate implementation of this Policy.

Attachments 1: Guiding Principles and Attachment 2: Commissioning Guidelines reflect the input provided through the Community Consultation process but these will be tested through ongoing evaluation.

5.1.5 Develop educational resources that will facilitate community planning for Public Art - learning from the local and global experience of Public Art.

A Public Art Resource Kit, incorporating images and case studies, should be developed to inform Community Planning processes and encourage the development of unique East Gippsland concepts.

Council and community learning and planning can be introduced through a range of community programs that offer opportunities to explore themes, priorities, 'significant' sites and identities.

5.1.6 Build a financial base for a sustainable Public Art program.

Council will identify opportunities within existing infrastructure and Capital Works Budgets to lead the way in Public Art development. The Public Art Reference Group will identify and recommend to Council a small number of pilot projects to implement and to evaluate this Policy.

A Public Art program requires support from all sectors of community and all tiers of government and therefore a range of external funding opportunities and incentives will be used to progress the policy.

5.1.6.1 Percent for Art

A Percent for Art scheme makes a direct allocation of funds to Public Art based on a percentage of the total budget for a specific Council or Government funded project.

The aim of the scheme is to protect and enhance community and cultural identity through a contribution of a percentage of an eligible project budgets to allow for the inclusion of Public Art into indentified projects.

The Public Art Reference Group will identify and make recommendations regarding projects identified on the Public Art program.

Council supports a Percent for Art scheme based on the total budget of projects identified by the Public Art Reference Group.

Council will consider the following financial contributions from identified projects, refer **Attachment 3**.

5.1.6.2 Development Contribution Plans

*Development Contrib*utions can be payments or works-in-kind, towards the provision of infrastructure made by the proponent of a new development.

The *Planning and Environment Act* 1987, provides two mechanisms by which development contributions can be sought and collected through the planning system. They are: Development Contributions Plans (DCPs) and Negotiated Agreements - conditions or other requirements for legally binding agreements that specify a particular contribution.

Negotiated Agreements are the 'ready option' for Council to pursue developers' contributions to Public Art. Such Agreements will be piloted through the implementation of this Policy.

Through *Negotiated Agreements*, commercial developments or major residential subdivisions will be encouraged and assisted to include Public Art opportunities in their projects, or provide a contribution to council to undertake the installation of Public Art in an agreed location.

Negotiated Agreements which will include specific details such as:

- funding amount to be provided;
- style of public art;
- proposed location;
- responsibilities; and
- maintenance and ownership

5.1.6.3 Donations

Council will investigate funding opportunities from private and corporate sources and the establishment of a Public Art Trust, which can offer taxation incentives for donations.

5.1.6.4 Local, State and Federal Funding

Funding will be sought through a range of grants provided by Arts Victoria, Regional Arts Victoria, Community Support Fund, Australia Arts Council, Vic Health or other government sources connected to the arts, community, environment, heritage or urban design.

Grant applications are more likely to be successful when they are built on a strong artistic concept, good partnerships and strong community support.

6. Implementation

It is proposed the implementation of this Policy is viewed as a two-phase process.

Phase 1 will focus on vision, integration and relationship development through the completion of at least three pilot projects.

Phase 2 will see the wider more formal implementation of the Percentage for Art Scheme for Council-initiated projects and a Developer Contribution Policy for private sector projects.

GUIDING PRINCIPLES **ATTACHMENT 1**

Public Art supported by Council will consider the following Guiding Principles.

Excellence and innovation

Pursue excellence through innovative and original proposals, a well-considered commissioning process and professional input to decision-making.

Diverse art forms

Encourage new, innovative art forms and styles.

Reflect local culture

Reflect the local cultural identities, issues, values and sites of significant cultural and natural heritage.

Indigenous culture

Respect and encourage an appreciation of Indigenous cultural values and practices.

Accessibility

Consider access for all abilities and disabilities.

Promotion and Interpretation

Ensure that Public Art is promoted, that interpretations of the works are accessible and that artists and other participants are credited appropriately.

Community involvement

Encourage community participation and consultation throughout the processes

Local skilling and employment

Provide opportunities for local artists and community members to develop their employment skills. Use local businesses, products and services wherever possible.

Donations

Accept offerings of Public Art works, only if they meet the Policy guidelines.

Copyright and moral rights

Acknowledge copyright and recognise the moral rights, identify the artist wherever the work is exhibited.

Public liability

Public liability arrangements to be clearly outlined in the planning documentation.

Decommissioning

Consider the relocation and decommissioning of works. Those who bear copyright to the artwork will be consulted if the issue of deconstruction arises.

Conservation, monitoring and maintenance

Ensure that the quality of all public art is monitored, managed and maintained in an appropriate and professional manner.

COMMISSIONING GUIDELINES **ATTACHMENT 2**

Guidelines produced by the Cultural Development Branch of City of Melbourne and Arts Victoria provide an appropriate guide to the Commissioning process. These Guidelines address fully the key areas:

- Observance of the Guiding Principles
- Artist selection criteria and selection process
- Artist's Brief
- Fees and budgets
- Contracts
- Maintenance & decommissioning
- Copyright
- Moral rights

Key points include:

GUIDING PRINCIPLES
Proposals need to observe the Guiding Principles that underpin the Public Art Policy.

ARTIST SELECTION
The artist selection process will vary according to the complexity and profile of the project. However it is important that it is fair, transparent and objective.

An Expressions of Interest (EOI) process is well suited to searching out ideas and innovation and is recommended for public art commissioning.

Artists who express interest are sent the project Brief and asked to submit an outline of their approach to the project, CV and other material. Submissions are used to shortlist applicants.

The Public Art Reference Group makes the final recommendation, using the specified criteria to assess submissions, including:

- the creative response to the Brief,
- ability to work at the desired scale,
- current work load and level of organisational ability,
- quality and clarity of presentation,
- proposed time schedule, working method and materials; and
- total budget required.

ARTIST'S BRIEF

An artist's brief will to be written for each project.

The elements that need to be covered in an artist's brief include:

- budget identified for design concept and fabrication,
- all relevant background,
- what is required of the artist,
- what the commissioner will provide,
- what the commissioner will not provide,
- the desired outcomes of the project (material, social, artistic),
- the criteria for selection and who will select,
- materials and content,
- moral rights, copyright (including rights of attribution and title),
- sub-contracting options and responsibilities,
- deadlines and required completion date,

- what will happen to the maquette/plans/drafts etc. of the original proposals; and
- confidentiality.

ARTIST'S FEES

Payment of artists should comply with the schedule of fees specified by the Code of Practice for the Australian Visual Arts and Craft Sector, which represents the national best practice standard for the sector.

CONTRACT

The Arts Law Centre for Australia has developed basic contracts that cover most situations involving artists. Agreement to a project may be by signing a Letter of Agreement or a formal Contract.

MAINTENANCE

Maintenance is an important issue to consider from the beginning when commissioning public art works.

Issues include:

- the intended life of the work,
- consideration of what materials will be used and their durability,
- assessing the environment in which the work is to be located,
- clarification of who is responsible for repairing the work if it is damaged,
- having a clear understanding of what the process is if the site is redeveloped in the future; and
- decommissioning and relocation.

MORAL RIGHTS

In Australia, Moral Rights Legislation ensures:

- the right of artists to have their art work attributed to them,
- the right for the work not to be falsely attributed to someone other than the creator; and
- the right of integrity, protecting artistic creators' work against derogatory treatment.

ATTACHMENT 3

FINANCIAL BASE FOR A SUSTAINABLE PUBLIC ART PROGRAM

Guiding principles for Developer and Council Public Art financial contribution.

Table 1.

Infrastructure Projects	Total cost of project	Contribution
Council Projects	$250, 000 -$500,000	2 % Up to $10,000
	Over $5000,000- 1 Million dollars	2% Up to $15,000
	$1 Million - $2 Million	2% Up to $20,000
	Over $2 million dollar project	1 %
Private Development	$250, 000 -$500,000	2 % Up to $10,000
	Over $500,000- 1 Million dollars	2% Up to $15,000
	$1 Million -$2 Million	2% Up to $20,000
	Over $2 million dollar project	1 %

PUBLIC ART POLICY – IMPLEMENTATION SCHEDULE **ATTACHMENT 4**

		TOOLS	COSTINGS /INDICATORS	RESOURCES
VISION				
VISIONING	Introduce Public Art discussions into community planning programs. Work with Community Development Officers to integrate Public Art ideas with local strengths, particularly through inspirational case studies and a Public Art Information Kit.	Community Plans. Case studies. Public Art Information Kit. Community audits. Urban Design Frameworks (UDFs).	200 booklets and online resource of case studies, resources, contacts.	*$2,200*
PUBLIC ART PROJECTS ACTION PLAN	Develop a Public Art Projects Action Plan to be achieved over 2 years. The Action Plan will identify priorities and describe proposed Public Art projects and ensure that all stakeholders are aware of planning and action requirements.		Prepare Action Plan from Council Capital Works projects and relevant listings.	Staff resources required.
INTEGRATION				
PUBLIC ART REFERENCE GROUP [PARG]	Establish a Public Art Reference Group (PARG) which will consider and evaluate proposals in accordance with the Public Art Policy. PARG will be a sub committee of Council's Arts and Culture Strategic Advisory Board. It will comprise the following representatives:- - relevant Council staff, - a representative from the Arts and Culture Strategic Advisory Board, - an Arts and Culture Councillor port folio holder; and - other skilled members of the public who may be drawn from a pool on a project-by-project basis.	Public Art Policy. Guiding Principles. Conditions and Terms of Reference. Call for external expressions of interest. Develop appropriate contract criteria.	At least 4 meetings per annum.	Staff resources required.
IDENTIFY PILOT PROJECTS	PARG to identify and agree on Public Art projects for implementation.	Universal Percentage for Art Scheme [Artsource].	List of prioritised projects.	Staff resources required.

	Project delivery will allow evaluation of the horizontal and vertical integration necessary for projects to be delivered and ensure adequate advance planning for successful projects.	Capital Works List.		
BROADER POLICY AND STRATEGY REVIEWS	Identify opportunities and barriers in existing Council Strategies, Plans and Policies for Public Art. There are gaps in many of the existing policies and plans which will benefit from, a strategic approach to Public Art Planning. Based on roundtable discussions, a review of policies in that context will illuminate more synergies for all.	Council Plans and Strategies.	Provide an opportunity for all Council Boards to identify gaps and synergies. Report on identified gaps and synergies.	Staff resources required.
COMMUNICATION PLAN	Integrate a Public Art component into the Arts and Culture Communication Plan, which includes research into the creation and maintenance of an Art website. Ensure broad and timely distribution of information to keep everyone aware and excited about Art and Public Art opportunities and outcomes. Identify contacts in key organisations, including State and Federal Government organisations.		Communication Plan & Public Art upgrade and support integrated website development.	$2000.

EXPERTISE				
REGISTER OF ARTISTS	Develop a register of artists. Call for CVs of artists, artisans, arts workers and consultants who may be called upon to develop proposals, create artworks or provide creative input to broader planning concepts which will meet the Policy criteria. Local artists, suppliers & businesses are encouraged to register.	Call for CVs. EG Public Art database.	Advertising/ Flyers $400. Developer for Online registration $400.	$800.
KNOWLEDGEBANK	Develop a register of specialist advisors. Create a contact list and maintain a watching brief on legislative matters and local issues – particularly in relation to indigenous, heritage, access/disability, local histories, relevant publications and websites.			Staff resources required.

INDIGENOUS CULTURE	Consult with Indigenous groups and individuals to find ways to increase the expression and appreciation of traditional and contemporary Aboriginal arts and culture in East Gippsland.			Staff resources required.

PROCESSES & TOOLS				
GUIDING PRINCIPLES	Distribute the Guiding Principles of this Policy Circulate the Guiding Principles to ensure a broad understanding of the aims of the Policy. The Guiding Principles will be observed throughout the Implementation of the Policy. Encourage feedback for the ongoing development of our Guiding Principles.	Guiding Principles. Communication Plan.		Staff resources required.
DEVELOPERS' KIT	Create and distribute an information kit specifically for developers. Council Planners will use the kit to assist in negotiating Developer Contribution Agreements for proposed projects. Kits will outline the benefits of investing in Public Art and showcase successful projects.		Developers' Info Kit 200 booklets and online resource of case studies, resources, contacts.	*$2,200.*
PROPOSAL FORMS & GUIDELINES	Create Project Proposal Forms which address all Public Art Commissioning Guidelines. Proposals will need to address: • Observance of the Guiding Principles; • Artist selection criteria and selection process; • Artist's brief requirements; • Fees and budgets; • Contractual requirements; • Maintenance & decommissioning; and • Moral rights.	Guiding Principles. Commissioning Guidelines. Cultural Heritage Management Plan (CHMP).	Public Art Commissioning paperwork – guidelines and forms.	Staff resources required.
PROPOSALS	Invite 2 Project Proposals in line with the Public Art Projects Action Plan. Proposals must be submitted using the Project Proposal Form.	Public Art Proposal Forms. Guiding Principles. Commissioning Guidelines.	Initiate proposal process.	Staff resources required.
CONCEPT	Present proposals to the Arts & Culture Strategic	Public Art Proposal	Approved Plan.	Staff

APPROVAL	Advisory Board. Update Public Art Projects Action Plan to reflect approved projects. Present Public Art Projects Action Plan for approval by Council	Forms. Guiding Principles. Commissioning Guidelines.		resources required.

COMMUNITY ENGAGEMENT				
COLLECT INFORMATION	Theme development and community planning processes. Public Art will be considered as part of the Council Community Planning agenda.	Community Plans. Skills development. Study Circles.		Staff resources required. Community Planning unit.
SHIRE WIDE PUBLIC ART PROJECT	Develop a bold Shire-wide Public Art project with real artistic, community and economic impact. Attract funding for a significant Public Art project which: harnesses East Gippsland artistry, energy and passion, showcases the natural environment through permanent or ephemeral artworks, which links with planned Capital Works Projects, and provides Professional Development and Economic Development outcomes.	Community Consultation. Community Plans. Tourism Strategies.	Major funding submission to Arts Victoria & Australia Council. $2000.	$2000.

FUNDING				
DEVELOPER CONTRIBUTION PLANS	Explore the broader implications, and more thorough research required to introduce compulsory Developer Contribution Plans.	East Gippsland Planning Scheme. Local Planning policies.		Staff resources required. Planning Department.
DONATIONS	Investigate funding opportunities from private and corporate sources and the establishment of a Public Art Trust that will offer taxation incentives for donations.			Staff resources required.
STATE & FEDERAL FUNDING	Identify currently available funding opportunities.			Staff resources required.
Art Alliance Grants	Encourage grants with Public Art outcomes - plan to leverage arts funding from other sources to maximise outcomes.			Staff resources required.

ABBREVIATIONS

PARG = Public Art Reference Group
C&P = Community & Planning
A & C Coord = Arts & Cultural Coordinator

Guiding Principles: Appendix 1
Commissioning Guidelines: Appendix 2

COUNCIL MEETING AGENDA

NOTICE IS HEREBY GIVEN THAT AN ORDINARY MEETING

OF THE EAST GIPPSLAND SHIRE COUNCIL WILL BE HELD ON

TUESDAY 2 FEBRUARY 2016

IN THE COUNCIL CHAMBER, CORPORATE CENTRE
1ST FLOOR, 273 MAIN STREET, BAIRNSDALE

COMMENCING AT 6.00 PM

NOTICE

Public meetings convened by East Gippsland Shire Council are recorded (sound and vision) and may be published.

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Gary Gaffney
Chief Executive Officer

ITEM 1

PROCEDURAL

1. PROCEDURAL

1.1. APOLOGIES

1.2. DECLARATION OF CONFLICT OF INTEREST

1.3. CONFIRMATION OF MINUTES

That the minutes of the Ordinary Council Meeting held on Tuesday 15 December 2015 be confirmed.

1.4. NEXT MEETING

Tuesday 1 March 2016 commencing in the Corporate Centre at 6.00 pm.

1.5. REQUESTS FOR LEAVE OF ABSENCE

1.6. PUBLIC QUESTION TIME

NOTE Any citizen wishing to submit a written query will be required to hand their completed Public Question Time form to an appropriate Council Officer by no later than 6.00 pm on the day of the meeting.

Citizens are encouraged to submit their form prior to 12 noon to provide an opportunity for the query to be researched, if necessary.

Other restrictions apply to Public Question Time and these are detailed on the back of the form. Forms will be available outside the Council Chamber on the day of the Council Meeting, or at other times by contacting the Corporate Centre or on Council's website.

1.7. RECORD OF ASSEMBLIES OF COUNCILLORS

1.7.1. ASSEMBLIES OF COUNCILLORS – DECEMBER 2015

DEPARTMENT Corporate

AUTHORED BY Amanda Rigoni/Graeme Hill, Governance Officer

ENDORSED BY Maryanne Bennett, Director Corporate

DOCUMENT NO. 6621062

1 OBJECTIVE

This report provides Council with a formal record of assemblies of Councillors conducted during the period 1 December 2015 to 21 January 2016, and one previously unreported record from 30 November 2015.

2 BACKGROUND

In accordance with the *Local Government Act 1989* (the Act) a written record is to be kept of every assembly of Councillors and the record must be reported to the next practical ordinary Council meeting and recorded in the minutes of that meeting.

An assembly of Councillors is defined as a meeting at which matters are considered that are intended or likely to be subject of a Council decision or the exercise of a delegated authority which is either of the following:

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

The Act specifies requirements to be observed by an assembly of Councillors including the type of information to be provided in the written record.

3 CURRENT ISSUES

In accordance with section 80A (2) of the Act, this report presents the record of assemblies of Councillors conducted for the period 1 December 2015 to 21 January 2016, along with one record from 30 November 2015.

Assembly of Councillor meetings:	**Meeting date:**
Councillors / Chief Executive Officer Discussion	08/12/15, 15/12/15
East Gippsland Shire Council Local Community Road Safety Committee Meeting	30/11/15, 18/01/16

A copy of the formal record for each of these assemblies is provided at **Appendix 1.**

4 APPENDICES

1. Assemblies of Councillors meeting records – December 2015.

RECOMMENDATION

That Council notes the record of assemblies of Councillors that occurred during the period 1 December 2015 to 21 January 2016, and one previously unreported record from 30 November 2015 as provided at Appendix 1.

1.8. PETITIONS

Nil

ITEM 2

COUNCILLORS' REPORTS

2. COUNCILLORS' REPORTS

ITEM 3 NOTICES OF MOTION AND/OR RESCISSION

3. NOTICES OF MOTION AND/OR RESCISSION

Nil

ITEM 4

DEFERRED BUSINESS

4. DEFERRED BUSINESS

Nil

ITEM 5 OFFICERS' REPORTS

5. OFFICERS' REPORTS

5.1. PEOPLE

5.1.1. EAST GIPPSLAND SHIRE AQUATIC STRATEGY

DEPARTMENT Development

AUTHORED BY Tony Brett, Manager Recreation Facilities

ENDORSED BY Paul Holton, Director Development

DOCUMENT NO. 6459029

In attendance:
Tony Brett, Manager Recreation Facilities

1 OBJECTIVE

This report presents the East Gippsland Aquatic Strategy 2015 (the Strategy) as provided at **Appendix 1**, for consideration and adoption by Council.

The report also makes recommendations to apply for external funds to offset Councils costs in implementing recommendations in the Strategy.

2 BACKGROUND

Council has had a strong desire to provide improved Aquatic facilities for the residents and visitors of East Gippsland for a considerable length of time. Council had an Aquatic Strategy prepared to understand the aquatic needs of East Gippsland Shire residents, in line with existing facility provision and to identify the facilities and services that would best meet the needs of the community going forward.

An internal draft report was prepared in 2012. This presented Shire officers with a list of short term urgent priorities that were addressed within the constraints of the Shires Capital Budgets. These included addressing issues associated with ageing infrastructure such as; the reduction of leaking water and upgrading the main pumps and dosing systems at both outdoor pools, replacing the pool concourse at Orbost outdoor pool, and upgrading pool plant to both indoor centres.

Capital equipment to reduce utility expenditure, which was funded through Councils "Brighter Futures" program, were purchased and installed.

Solar heating and additional shade was provided at the Orbost Outdoor Pool and this project utilising $100,000, from Sport and Recreation Victoria's "Seasonal Pools" Grant Program.

Following these actions the 2012 draft strategy was updated. This report presents the updated draft East Gippsland Aquatic Strategy 2015.

Council released the draft Aquatic Strategy for community consultation at the ordinary meeting held on 1 September 2015 (item 5.1.3 People Report - The East Gippsland Aquatic Strategy 2015), with community consultation undertaken from 3 September 2015 until 6 October 2015. Results from that consultation are detailed in section 3 of this report "Current Status and/or issues".

Whist the Aquatic strategy is about aquatic developments, the report also looks at medium and long term needs of the Bairnsdale Aquatic and Recreation Centre, to ensure a building footprint is available when funds and additional lands become available.

Concept drawings illustrating short, medium and long term development proposals have been prepared and are attached to this report. The indicative cost of the stage one project is $6.0 million.

Details of the proposed development are described in detail in the following documents.

- The "East Gippsland Aquatic Strategy" provided at **Appendix 1.**
- Concept drawings for proposed stage one BARC development and drawings for medium and long term developments provided at **Appendix 2.**
- Indicative costing's for proposed BARC development provided at **Appendix 3.**

3 CURRENT STATUS AND/OR ISSUES

The draft East Gippsland Aquatic Strategy 2015 was released for public comment from September 3 until October 6. Opportunities for comment were provided through:

1. Information sessions at Bairnsdale, Lakes Entrance, Paynesville and Orbost.
2. Hard copies of the Aquatic Strategy, Concept drawings and hand written template replies were available at the two Shire Recreation Centres and Shire service centres.
3. Council's online engagement portal "Your Say", where there were 163 visits.
4. Notification of the Aquatic Strategy and where it could be located were provided by a press release, Shire's webpage, notices at the Recreation Centres and newspaper advertising.

There were 147 submissions received, these submissions and officers' comments are summarised in table 1 below.

Table 1 Community Consultation findings

Number of submissions	Summary	Council Officers Comment
116	Want a warm water pool of at least 34 degrees	Included in the strategy
6	Want showers as well as toilets in the dry change rooms	Included in the strategy
6	Want stadium access to storage for basketball and volleyball	Included in the strategy
4	Want improved access to all in the BARC Centre	Included in the strategy
4	Want high school only access to the dry change rooms during school hours	Concept drawing edited to include in the strategy
3	Want more specific reference to transport needs and access for residents of the greater Paynesville/ Eagle Point region in the strategy	Included in the strategy
3	Want more disability change rooms	Included in the strategy
2	Want access to the wet change rooms from the main hall	Included in the strategy
1	Want to leave the children's pool the way it is, so children can wade.	The proposed interactive water pool enables children to experience wading before going into deeper water.
1	Want non-slip tiles in any future pool development	Included in any future design plans
1	Want future pools to be over 2 metres deep for tall people recovering from injury	The depth of the program pool will be to current standards.

Issues raised in the submissions have been noted in the report being presented to Councillors for consideration.

Should Council adopt the strategy then Shire Officers will make a submission to Sport and Recreation Victoria's 2016 Better Pools program.

4 IMPLICATIONS

Financial

Council currently has a pool development in the 2015-2018 Capital Works Program. The indicative cost for the proposed development is $6.0 million. This project anticipates $3.0 million dollars in grant funding from Sport and Recreation Victoria's "Better Pools" Program.

The strategy was developed by Insynch Consultancy Group and was largely funded by Council with funding assistance provided by Sport and Recreation Victoria.

The development of strategies to improve transport connectivity to aquatic facilities will be done in-house with current resources and will not have a financial impact. It is envisaged that Council will continue to support concessional pricing and opportunities for low income earners to access services.

Net operating costs at the BARC are not anticipated to increase as a result of the development.

Amenity/Environment

Addressing the provision and upgrading of aquatic facilities found in the Aquatic Strategy, will positively impact residents lifestyle, health and wellbeing across the shire. The proposed stage one development in this strategy will improve the usability of the BARC for all users in particular;

- The youngest and oldest of our patrons through accessing a warm water pool.
- Families accessing family/all abilities change rooms, interactive water play and outdoor areas
- Upgrading all change facilities, reception and café areas
- User, school and community groups will have access to a bookable meeting room
- Creating a warm water program pool for hydrotherapy, rehabilitation and warm water programs.
- Continuing to support concessional pricing and opportunities for low income earners to access services.
- Improving communications with communities regarding the availability for aquatic services, both within and outside of the Shire.
- Improving transport connectivity to aquatic facilities.

Council Policy

The East Gippsland Aquatic Strategy 2015 supports the following goals and objective from the East Gippsland Shire Council Plan 2013 – 2017:

- People – “We contribute to and support healthy, resilient and connected communities”
- Goal 1.3 – “Safe and active, healthy lifestyles are supported”
- Objective 1.3.2 – “Our communities are more physically and socially active”
- Objective 1.3.3 – “Communities engage in preventative health activities.”
- Place – “We promote, maintain and improve the quality of our natural and built environments.”
- Goal 2.3 – “Our infrastructure meets current and future community needs.”
- Objective 2.3.1- “Our built environment managed by Council is well designed and accessible.”
- Objective 2.3.2 - Our infrastructure is efficiently delivered and maintained.”
- Stewardship – “Our Shire is well managed and supported by a resourceful, responsive organisation.”
- Goal 3.3 – “Shire services meet the needs of our communities and stakeholders at an acceptable cost.””
- Objective 3.3.2- “Shire services are tailored to community needs.”

Human Resources

It is anticipated that the existing staffing structure at the BARC will support the operation of the facility, once the proposed development is completed.

5 CONSULTATION WITH STAKEHOLDERS

A comprehensive community consultation process was undertaken during the development of the Aquatic Strategy. Key themes to emerge from the consultation include;

- Additional warm water space for older adults, rehabilitation, infant swim lessons.
- Council to focus on improving existing facilities rather than building new facilities.
- Council to work with communities to provide access to aquatic services, both within and outside of the Shire.
- Council to continue to support concessional pricing and opportunities for low income earners to access services

Letters of support were received from peak industry bodies, schools, sporting and other user groups and health provision bodies

The East Gippsland Aquatic Strategy 2015 was released for public comment and 147 submissions were received. These all supported the general strategy with 119 specifically supporting a warm water program pool.

6 CONCLUSIONS

There is a strong and increasing demand for access to aquatic facilities across the Shire. An Aquatic Strategy was developed for East Gippsland Shire to understand the aquatic needs of East Gippsland residents in line with existing facility provision and to identify the facilities and services that would best meet the needs of the community going forward.

Broad community consultation was undertaken during the preparation of this Aquatic Strategy. The strategy proposes this development to be done at the Bairnsdale Aquatic and Recreation Centre (BARC). Concept drawings illustrating short, medium and long term development proposals have also been developed.

Grant funding is available through Sport and Recreation “Better Pools” Program. Council adopting this Aquatic Strategy will be critical in supporting a grant funding application which will be submitted by Council officers.

Council released the draft Aquatic Strategy for community consultation at the ordinary meeting held on 1 September 2015. Community consultation was undertaken from 3 September 2015 until 6 October 2015 and results from that consultation supported the draft Strategy.

7 APPENDICES

1. East Gippsland Aquatic Strategy 2015.
2. Concept drawings for proposed stage one BARC development and drawings for medium and long term developments.
3. Indicative costing's for proposed BARC development.

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council:

1. adopts the East Gippsland Aquatic Strategy 2015 as provided at Appendix 1 with future capital works subject to the normal budget approvals process;

2. endorses the project concept designs and costing for stage 1 as detailed in Appendices 2 and 3, subject to future external grant funding; and

3. notes that Council Officers will prepare and submit a $3 million grant funding application through Sport and Victoria's 2016 Better Pools Program for Stage 1 of the proposed development at the Bairnsdale Aquatic and Recreation Centre.

5.2. PLACE

5.2.1. STATUTORY PLANNING MONTHLY REPORT – NOVEMBER 2015; AND BUILDING STATISTICS MONTHLY REPORT- OCTOBER 2015

DEPARTMENT Statutory Services

AUTHOR Trudi Stubbs, Statutory Services Administration Team Leader

ENDORSED BY: Paul Holton, Director Development

DOCUMENT NO. 6568015

In attendance
Aaron Hollow, Manager Statutory Services

1 OBJECTIVE

The purpose of this report is to provide a summary of strategic indicators relevant to the Council's statutory planning function and the building industry.

2 BACKGROUND

Council, as part of its Council Plan, requires regular reporting on strategic indicators relevant to certain functions. This report provides an update to Council in regard to processing of applications for planning permits on a monthly basis and provides statistics relevant to building activity within the Shire.

Additionally this report provides a summary of planning activity over the 2015 calendar year.

3 CURRENT STATUS AND/OR ISSUES

Current Application Status

The table below provides a summary of the status of applications being lodged, determined and pending finalisation by East Gippsland Shire Council.

The number of new applications and applications to amend existing permits that have been lodged are recorded to indicate the level of activity by month for the current year and for previous years.

All decisions that conclude the Shire's dealing with an application are listed in the Decision section of the table.

The number of applications pending includes all applications that remain unresolved at the end of the reported month.

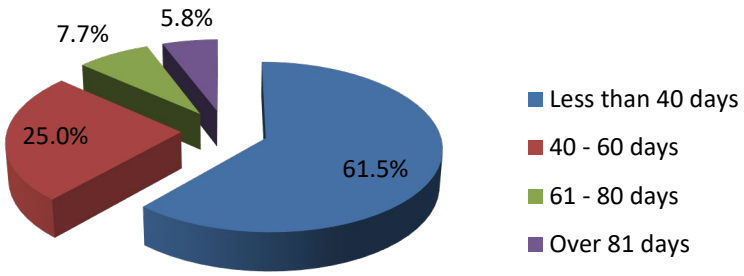
	Lodged		Decisions							
	New Apps	Am'ded Apps	Permits App'ved	Permits Am'ded	Permits C'celled	W'dn/ NPR	Apps Refused	Apps Lapsed	Appeals Lodged	Pending
2014	434	59	293	50	0	27	5	6	6	
2015	436	49	424	42	0	26	3	10	5	
Jan	26	3	25	4	0	2	0	0	0	128
Feb	29	5	35	2	0	1	0	2	0	122
Mar	53	5	37	3	0	4	0	1	1	136
Apr	34	5	34	2	0	2	0	3	1	134
May	53	10	47	5	0	2	0	0	0	143
Jun	41	4	46	2	0	3	0	0	1	137
Jul	42	2	35	7	0	4	1	1	0	132
Aug	44	2	48	3	0	3	1	2	0	121
Sep	39	5	37	8	0	3	0	0	1	117
Oct	35	1	28	1	0	1	0	1	0	122
Nov	40	7	52	5	0	1	1	0	1	110

Decisions under Delegated Authority

Fifty-two applications were determined under delegated authority for November 2015, a list of which is provided at **Appendix 1**. This figure does not include amended planning permit applications.

The average statutory time for delegated decisions determined was 38 days. The nominal statutory period is 60 days. A graph showing the average statutory days to process applications since March 2014 is shown at **Attachment 1**.

The fifty-two applications determined under delegation for November, consisted of 7 subdivisions, 28 dwellings (including extensions) and sheds, 4 Vegetation removal, 2 telecommunication towers, 2 Business signage, 1 car park waiver, 1 host farm, 1 place of assembly, 1 variation of easement, 1 kindergarten, 3 commercial/industrial buildings, and 1 fire pump shed; 86.5% of applications were decided within the nominal statutory period of 60 days as follows:



- 32 applications (61.5% of the determined applications) were decided within 40 days;

- 13 applications (25% of determined applications) were decided between 41 and 60 days;

- 4 applications (7.7% of determined applications) were decided between 61 days and 80 days; and

- 3 applications (5.8% of determined applications) were decided over 81 days.

The applications that were determined beyond the nominal statutory period related to more complex applications that required significant negotiations to resolve Council, referral authorities, and/or applicant concerns. These negotiations were all successful resulting in the applications being able to be approved.

Total Estimated Cost of Works

For November 2015 the total estimated cost of works was $4,345,061. This figure includes delegated and Council approvals, but does not include amended permits. A graph showing the estimated cost of works since January 2014 is shown at **Attachment 2.**

Building Activity

In order to understand building activity taking place within the Shire it is appropriate to review building permits issued. In October 2015 the estimated cost of works associated with building permits issued was $7,020,158 as shown at **Appendix 2**.

4 IMPLICATIONS

Financial

Nil

Legislative

The *Local Government Act 1989* and the *Planning and Environment Act 1987* enable Council to delegate certain duties and functions to Council Officers.

Council Plan

The Council Plan 2013-17 nominates at 2.2 *"Land use planning delivers vibrant, connected and productive places"*. To support this key strategic activity, the following performance measure has been adopted:

"Work with users to enhance understanding of planning approvals processes and facilitate ease of use."

5 CONSULTATION WITH STAKEHOLDERS

Not applicable.

6 CONCLUSIONS

This report is provided for information only.

7 APPENDICES

1. List of decisions under delegated authority November 2015.
2. List of building permits and values October 2015.

8 ATTACHMENTS

1. Graph showing average statutory times for delegated decisions.
2. Graph showing estimated cost of works for delegated decisions.

RECOMMENDATION

That Council notes:

1. planning permits issued in November 2015 in accordance with authority delegated to Development Unit Staff, as provided at Appendix 1; and

2. building activity in October 2015 as detailed at Appendix 2.

5.2.2. STATUTORY PLANNING MONTHLY REPORT – DECEMBER 2015; AND BUILDING STATISTICS MONTHLY REPORT- NOVEMBER 2015

DEPARTMENT Statutory Services

AUTHOR Trudi Stubbs, Statutory Services Administration Team Leader

ENDORSED BY: Paul Holton, Director Development

DOCUMENT NO. 6603273

In attendance
Aaron Hollow, Manager Statutory Services

1 OBJECTIVE

The purpose of this report is to provide a summary of strategic indicators relevant to the Council's statutory planning function and the building industry.

2 BACKGROUND

Council, as part of its Council Plan, requires regular reporting on strategic indicators relevant to certain functions. This report provides an update to Council in regard to processing of applications for planning permits on a monthly basis and provides statistics relevant to building activity within the Shire.

Additionally this report provides a summary of planning activity over the 2015 calendar year.

3 CURRENT STATUS AND/OR ISSUES

Current Application Status

The table below provides a summary of the status of applications being lodged, determined and pending finalisation by East Gippsland Shire Council.

The number of new applications and applications to amend existing permits that have been lodged are recorded to indicate the level of activity by month for the current year and for previous years.

All decisions that conclude the Shire's dealing with an application are listed in the Decision section of the table.

The number of applications pending includes all applications that remain unresolved at the end of the reported month.

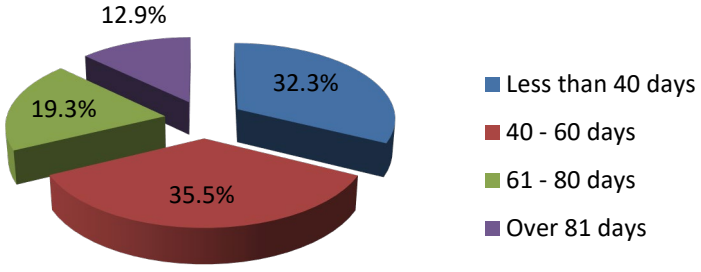
	Lodged		Decisions							
	New Apps	Am'ded Apps	Permits App'ved	Permits Am'ded	Permits C'celled	W'dn/ NPR	Apps Refused	Apps Lapsed	Appeals Lodged	Pending
2014	434	59	293	50	0	27	5	6	6	
2015	436	49	424	42	0	26	3	10	6	
Jan	26	3	25	4	0	2	0	0	0	128
Feb	29	5	35	2	0	1	0	2	0	122
Mar	53	5	37	3	0	4	0	1	1	136
Apr	34	5	34	2	0	2	0	3	1	134
May	53	10	47	5	0	2	0	0	0	143
Jun	41	4	46	2	0	3	0	0	1	137
Jul	42	2	35	7	0	4	1	1	0	132
Aug	44	2	48	3	0	3	1	2	0	121
Sep	39	5	37	8	0	3	0	0	1	117
Oct	35	1	28	1	0	1	0	1	0	122
Nov	40	7	52	5	0	1	1	0	1	110
Dec	23	0	32	1	0	4	1	1	1	94

Decisions under Delegated Authority

Thirty-one applications were determined under delegated authority for December 2015, a list of which is provided at **Appendix 1**. This figure does not include amended planning permit applications.

The average statutory time for delegated decisions determined was 54 days. The nominal statutory period is 60 days. A graph showing the average statutory days to process applications since April 2014 is shown at **Attachment 1**.

The thirty-one applications determined under delegation for December, consisted of 8 subdivisions, 14 dwellings (including extensions) and sheds, 3 floating pontoon/jetties, 2 use of land to sell and consume liquor, 1 telecommunication tower, 1 variation of easement, 1 open storage and viewing platform, 1 food and drink premises; 67.8% of applications were decided within the nominal statutory period of 60 days as follows:



- 10 applications (32.3% of the determined applications) were decided within 40 days;
- 11 applications (35.5% of determined applications) were decided between 41 and 60 days;
- 6 applications (19.3% of determined applications) were decided between 61 days and 80 days; and
- 4 applications (12.9% of determined applications) were decided over 81 days.

The applications that were determined beyond the nominal statutory period related to more complex applications that required significant negotiations to resolve Council, referral authorities, and/or applicant concerns. These negotiations were all successful resulting in the applications being able to be approved.

Total Estimated Cost of Works

For December 2015 the total estimated cost of works was $4,483,174. This figure includes delegated and Council approvals, but does not include amended permits. A graph showing the estimated cost of works since February 2014 is shown at **Attachment 2.**

Building Activity

In order to understand building activity taking place within the Shire it is appropriate to review building permits issued. In November 2015 the estimated cost of works associated with building permits issued was $8,628,911 as shown at **Appendix 2**.

4 IMPLICATIONS

Financial

Nil

Legislative

The *Local Government Act 1989* and the *Planning and Environment Act 1987* enable Council to delegate certain duties and functions to Council Officers.

Council Plan

The Council Plan 2013-17 nominates at 2.2 *"Land use planning delivers vibrant, connected and productive places"*. To support this key strategic activity, the following performance measure has been adopted:

"Work with users to enhance understanding of planning approvals processes and facilitate ease of use."

5 CONSULTATION WITH STAKEHOLDERS

Not applicable.

6 CONCLUSIONS

This report is provided for information only.

7 APPENDICES

1. List of decisions under delegated authority December 2015.
2. List of building permits and values November 2015.

8 ATTACHMENTS

1. Graph showing average statutory times for delegated decisions.
2. Graph showing estimated cost of works for delegated decisions.

RECOMMENDATION

That Council notes:

1. planning permits issued in December 2015 in accordance with authority delegated to Development Unit Staff, as provided at Appendix 1; and

2. building activity in November 2015 as detailed at Appendix 2.

5.2.3. REVISED BEMM RIVER URBAN DESIGN FRAMEWORK MASTER PLAN

DEPARTMENT Community and Strategic Development

AUTHORED BY Peter Favero, Project Manager Community Infrastructure

ENDORSED BY Kate Nelson, Director Community and Strategic Development

DOCUMENT NO. 6552416

In attendance:
Fiona Weigall, Manager Strategic Planning

1 OBJECTIVE

To consider and endorse the revised Bemm River Urban Design Framework Master Plan (Master Plan) to guide development of future pedestrian linkages in Bemm River.

2 BACKGROUND

East Gippsland Shire as part of a large scale strategic planning exercise developed Urban Design Frameworks (UDF) for all of the coastal settlements within East Gippsland. At the Ordinary Council meeting held on 12 December 2006 (Item 6.1.6) Council resolved to adopt the *Coastal Towns Urban Design Framework Volumes 1, 2 and 3*, subject to various amendments and authorised Officers to commence the necessary processes to prepare Amendments to the East Gippsland Planning Scheme.

At the time of adoption, it was recognised by Council that some of the Master Plans that accompanied the UDFs required further review and refinement. Officers have therefore undertaken an ongoing schedule of UDF Master Plan reviews that have been periodically reported back to Council for further consideration.

This review schedule included the Bemm River Master Plan (the Master Plan). The Master Plan was primarily focused on improvements to the pedestrian movement network.

Concurrent with the review of the Master Plan was an additional planning exercise to develop a Foreshore Management Plan for the Bemm River area. The two pieces of work were staged to ensure that the plans complemented each other and where possible used the same consultation process. The Bemm River Foreshore Management Plan was adopted by Council on 3 June 2014 (Item 5.2.9).

Officers have also worked with the Bemm River community to develop a Community Plan. This plan was adopted by Council on 1 September 2015 (Item 5.1.2) and identifies improved safe access for all as one of three key priorities for Bemm River.

3 CURRENT STATUS AND/OR ISSUES

The current Bemm River UDF Master Plan was primarily focused on pedestrian movement networks and had several recommendations relating to paths and boardwalks within Bemm River. The Master Plan portion of the UDF has not been widely implemented due to the associated costs and other competing projects in Bemm River that were deemed of higher priority.

In association with the finalisation of the Bemm River Foreshore Management Plan and the development of a Bemm River Community Plan, it was seen that a simpler, more cost effective for plan an improved pedestrian movement network could be developed. As such and in line with recommendations made when the Coastal Urban Design Framework for Bemm River was adopted, Council officers have worked with the Bemm River community to review the UDF Master Plan.

The revised Bemm River Urban Design Framework Master Plan provided at **Appendix 1** outlines key recommendations for the creation of pedestrian linkages, which are practical, cost effective and strongly supported by the Bemm River community. The actions have been created in such a way that they link with the current *Access and Mobility Plan 2012* in the way that paths have been prioritised and categorised. The recommendations and staging of pedestrian linkages are based around the needs of the community and the identified issues surrounding pedestrian safety in the seasonal peak periods.

Whilst Bemm River is a relatively small community, it is a significant tourism destination, with these access improvements generating benefit for both residents and visitors. A *Local Destination Action Plan* (tourism) has been developed for Bemm River. This plan further confirms the need for and priority access improvements recommended in the revised Master Plan.

4 IMPLICATIONS

Financial

An important part of developing and implementing a Master Plan, is understanding the level of priority associated with each component. The revised Bemm River UDF Master Plan includes a prioritised list of actions that will help direct the future investment.

It is significant to note that the revised Master Plan reduces the level of expenditure required for implementation when compared to the original master plan. Originally planned boardwalks have been removed and the materials to be used have been selected for their cost, longevity and limited maintenance requirements.

Implementation of the prioritised actions may be able to be achieved using allocations in future years Capital Expenditure budgets for footpaths and cycle ways. These allocations will be subject to Council's normal annual budgeting and business planning process.

Amenity/Environment

The primary purpose of the Revised Bemm River Urban Design Framework Master Plan is to create safe pedestrian linkages increasing mobility for all Bemm River residents and visitors, which will in turn greatly enhance the built environment.

Council Policy

This work aligns with the 2013-2017 Council Plan, section 2.3.1 - *Our built environment managed by Council is well designed and accessible*; and 3.3.2 – *Our places facilities and services provide a positive experience for visitors.*

The Bemm River Community Plan 2015-2020 which was endorsed at the Ordinary Council meeting on 1 September 2015 (Item 5.2.1), lists the review of the Master Plan and implementation of high priority actions from the Master Plan as a high priority.

5 CONSULTATION WITH STAKEHOLDERS

The project was initiated after discussions with the Bemm River Progress Association that identified the areas considered to be of highest priority from a community safety and movement perspective. A draft revised Master Plan was created and released for public consultation inviting comments in March 2014.

During the consultation period several comments were received on the proposed staging. These comments mainly related to request for more of the network to be transferred into a high priority category, and requests to extend the proposed network.

Consultation was then paused whilst the community established a new community reference mechanism and while the Community Plan was developed. This work provided an ideal platform to work with the community to finalise the Master Plan and set agreed priorities. Given the size of the Bemm River community this consultation was undertaken through community meetings.

6 CONCLUSIONS

The Revised Bemm River Urban Design Framework Master Plan is a plan supported by the Bemm River community. It is a plan that provides a staged approach to implementation of footpath and pedestrian link improvements based on safety and access priorities.

Whilst Bemm River is a relatively small community, it is a significant tourism destination, with these access improvements generating benefit for both residents and visitors.

7 APPENDICES

1. The revised Bemm River Urban Design Framework Master Plan.

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council:

1. ***adopts the revised Bemm River Urban Design Framework Master Plan provided at Appendix 1;***

2. ***updates the Bemm River Urban Design Framework to reflect the revised Bemm River Urban Design Framework provided at Appendix 1; and***

3. ***notes that implementation of the priority footpaths contained within the revised Bemm River Urban Design Framework Footpath Master Plan will be subject to future consideration as part of Council's normal budget and business plan process.***

5.3. ECONOMY

5.3.1. AUSTRALIAN ADVENTURE FESTIVAL FUNDING

DEPARTMENT Development

AUTHORED BY Tim Ellis, Manager Economic Development

ENDORSED BY Paul Holton, Director Development

DOCUMENT NO. 6613242

In attendance:
Tim Ellis, Manager Economic Development

1 OBJECTIVE

This report provides a summary of the inaugural Australia Adventure Festival (AAF) event delivered by the East Gippsland Marketing Inc (EGMI) and seeks Council's consideration of the recommendations made by Council Officers in respect to the continued funding of the AAF from the Economic Development Discretionary Fund.

2 BACKGROUND

The inaugural AAF was the result of a comprehensive study undertaken in 2013 to determine the most appropriate signature event opportunity for East Gippsland. The study was financially supported by the East Gippsland Shire Council, Tourism Victoria, EGMI, Destination Gippsland, Regional Development Victoria and private investment. The results of the study determined that an Adventure Sports Festival incorporating trail running, kayaking, and mountain biking would be the most appropriate signature event for East Gippsland.

In August 2014 Council approved a total of $350,000 funding over four years to EGMI for the purpose of developing and delivering the AAF. Council approved the funding subject to a range of conditions. One of the conditions was for EGMI to secure an additional $100,000 funding from the Victorian State Government and other sources, which EGMI were successful in achieving in year one.

The AAF was delivered by Limelight Sports, who were appointed by EGMI as the event managers, in October 2015 and consisted of the following events:

- A one day challenge incorporating trail running, kayaking and mountain biking
- A 21km trail run in the Mitchell River National Park
- A 50km and 100km mountain biking race in the Colquhoun Forest
- A 14km kayak event on the Gippsland Lakes to Metung
- Fun run in Lakes Entrance – 5km and 10km
- Family treasure hunt in Lakes Entrance
- Kids bike ride at Lakes Entrance

The event attracted 465 participants, 50% from out of the East Gippsland region (based on participant entry details) and provided $167,000 in economic return to the region (Calculations are based on the survey sample of 25% of all participants providing a reflection of the whole participant group).

EGMI through the development and delivery of the AAF were successful in delivering a signature event for the region. The AAF is intended to be a showcase event for the region for many years and it should be recognised that events of this nature take time to grow and mature and require a long term commitment from all involved to ensure these objectives are met.

The AAF succeeded in showcasing East Gippsland's natural assets, and the event utilised a variety of locations across the Shire with Lakes Entrance as the event hub. The AAF event brand has been created and the event attracted over 50% of participants from outside the region. The event generated numerous positive media for East Gippsland, **Attachment 1**, and is now part of the adventure athlete's calendar of events.

A presentation on the outcomes of the inaugural event can be found at **Attachment 2.**

3 CURRENT STATUS AND/OR ISSUES

Future funding to support the event in 2016, 2017 and 2018 was subject to a number of conditions as agreed by Council in August 2014 and reflected in a Service Agreement between Council and EGMI. A copy of the Service Agreement is provided at **Attachment 3**. EGMI were successful in meeting the majority of the key performance measures of the Agreement. However, the AAF did not meet all of the key performance measures, namely:

- achievement of at least 85% of projected entry fees for 2014/2015
- achievement of at least 85% of projected sponsorship support for 2014/2015

AAF actual figures regarding sponsorship and entry fees:

- The event attracted 45% of budgeted sponsorship
- The event received 9.2% of budgeted entry fees across all events

It is relevant to note as the event was in its start-up year it required a full event creation, marketing campaign and associated requirements it was reasonable to expect that alterations to the initial format / proposal would need to occur once work commence on the festival format.

Due to initial low participant numbers in the first year of establishment of such a large festival there were three individual events that were removed from the proposed race schedule for the 2015 event these being the 40km Paddle, 100km Trail Run, along with the 2 day staged Adventure Race.

It was anticipated that these three larger, more elite events, were expected to generate a large proportion of revenue and also bring associated visitor numbers to the region for the festival thus affecting the overall income gained from participants.

Following the event, EGMI facilitated an event review. The objective of the review was to identify the positive aspects of the event and the areas of the event that required improvement. The review was attended by participants, organisers, council officers and Councillors. This feedback is detailed below:

Limelight Sports encouraged all competitors to complete a post event survey, the results of which are summarised below and outlined in more detail in the attached event report.

The competitor survey produced positive results with all aspects of the event scoring high to very high in terms of satisfaction. Feedback showed that timeliness of information; communication and availability of information were all areas that needed improvement.

EGMI conducted a local stakeholder forum post the festival, along with emails and surveys from local stakeholders, competitors and volunteers all highlight the following key areas for improvement:

- Community engagement – better communication with local stakeholder. Improved communication may also improve advocacy across the community.
- Marshals / volunteers – competitors were concerned that marshals were not trained adequately and showed little interest in the event.
- Timeliness of information – as highlighted in the competitor survey, concerns surrounding the timeliness of the event information may have impacted final numbers.
- Planning and co-ordination – concerns were raised around minor logistical and communication issues on the day which reflected badly on the event management.
- Marketing – some aspects of the marketing could have been improved including better coverage in the local media.

The feedback also highlighted the positives of the event, which further validated the potential growth in future of the festival.

- The trails, in particular the Trail Run and Mountain Bike trails, were noted by competitors as significant highlights of the festival, with a number of professional athletes noting them as some of the best they have seen in Australia.
- The event branding and social media coverage (primarily Facebook) were positively supported.
- The event delivery showed that this event was well thought out and professionally managed.
- The location of the event showcased the best of East Gippsland.
- The multi-event approach meant that there was something for everyone and it was not an elitist event.

Based on the feedback and learnings from the inaugural event it is proposed that delivery of the second AAF is altered to ensure a greater involvement of local East Gippsland clubs and volunteers. This aims to ensure greater buy in from a local level to the event and will reduce the overall costs associated with holding the event. It is proposed that the 2016 event be managed and delivered as follows:

2016 Event Management model

It is acknowledged and has always been the intention that the event is to be delivered by a reputable and experienced event management company. EGMI has made the difficult decision to terminate the agreement with the current event management company, Limelight Sports.

EGMI's decision to discontinue its relationship with Limelight was that the delivery of the event in 2015 did not reach the expectations set in the event agreement, and that this posed too great a risk for the success in 2016.

EGMI is now in negotiations with another event management company, Sport Projects, led by Steve Peterson. Steve was brought into the 2015 AAF in the final eight weeks by Limelight Sports to assist with the event delivery and his performance indicated an excellent understanding of event management, and strong communication skills when dealing with all manner of stakeholders.

The model for the 2016 event aims to combat the key issues raised during the feedback phase, and deliver a leaner and more effective event whilst retaining a community owned feel. EGMI will bring the marketing back in house, and oversee the local community engagement. The model would consist of three components being, Event Operations, Marketing and Community Engagement and are outlined below.

Event Operations

Festival Event Director – 'Sports Projects'

Responsible for overall race operations including permits, safety, liaison with local East Gippsland sporting clubs.

Individual race directors will be appointed for each of the events

- Adventure Challenge One Day
- Trail Run
- Mountain Biking
- Paddle
- Community Run

The race directors and their respective club(s) would be under the direction of the Festival Race Director responsible for marshalling, course setting, and track clearing.

Initial discussions with locals sporting and service clubs in East Gippsland have commenced.

Marketing

EGMI will manage all aspects of marketing including development of a marketing plan, management of communication and sponsorship. EGMI will be responsible for delivering on media engagement, development of additional marketing materials, and the engagement of social media platforms.

Community Engagement

EGMI will be responsible for stakeholder engagement including local clubs, businesses and a focus on the wider Gippsland market.

EGMI will also engage a suitable co-ordinator responsible for the event hub, marketing support and co-ordination, kid's events, race packs and community experience over the course of the event.

EGMI believes that this model will address the key issues identified above by making the following improvements:

- **Community Engagement –** EGMI will be responsible for community engagement on a local level including regular meetings and co-operation with local stakeholders.

- **Marshals / Volunteers –** By engaging with the sporting clubs and encouraging their involvement in exchange for a donation to the club it will be possible to tap into a local volunteer network to support the event. Local club involvement brings credibility and a local knowledge, but also helps to ensure the event is building local advocates.

- **Timeliness of Information –** EGMI will retain the responsibility for marketing and communication and can therefore dictate the speed at which information is delivered to stakeholders.

- **Planning and Co-ordination –** the appointment of a new event management company will help improve areas around the event delivery and co-ordination.

- **Marketing –** EGMI will manage all aspects of marketing with support from relevant agencies including a specially appointed PR agency to manage media liaison.

Budget

The proposed budget required to deliver the 2016 AAF delivery model is outlined below:

Income	**2016 Projection**
EGSC Funding	$ 80,000
State Government Funding	$ 75,000
Sponsorship	$ 37,000
Entry Fees	$ 38,500
EGMI Contribution(s)	$ 30,000
Total Income	**$ 260,500**

Expenses	**2016 Budget**
Event Management Fee	$ 40,000
Donations to Club(s)	$ 22,000
Event operations (permits, production etc)	$ 85,070
Marketing	$ 93,200
Community Engagement	$ 19,000
Total Expenses (ex EGMI mgt costs)	**$259,270**

The final budget for the festival will be subject to alterations and amendments following further forward planning discussions with the Event Management Company. EGMI is confident that the new Event Management Company once engaged will be able to reduce costs associated with the event further.

Council committed funding to the AAF over a four year period on the understanding that any event of this scale and desired objectives would take three to four years to achieve its overall objectives. It is therefore considered that Council's ongoing financial support for the AAF to ensure the growth and continued success of the event is required in order to reach its potential and ultimate objectives. Council officers recommend that Council approve a reduced contribution of $80,000 towards the 2016 AAF.

4 IMPLICATIONS

Financial

Council approved funding for the AAF from the Economic Development Discretionary Fund (EDDF) of $350,000 over 4 years as follows:

	2014/15	2015/16	2016/17	2017/18
East Gippsland Adventure Festival	$135,000	$105,000	$100,000	$10,000

Financial implications to the EDDF after taking into account other committed funds are as described in the table below. Note that the table assumes the funds available through the EDDF will increase 2.5% in 2016/17 and 2017/18 in line with rate capping.

	2014/15	2015/16	2016/17	2017/18
Economic Development Discretionary Fund	$355,000* * Inc. carry forward 13/14	$335,000	$307,500	$322,812
Current EDDF commitments	$195,000	$230,000	$199,875	$204,872
EDDF contribution to the East Gippsland Adventure Festival	$135,000	$80,000	$100,000	$10,000
EDDF Balance	$35,000	$25,000	$7,625	$107,940

Clear milestones, targets and performance measures were established for the festival through a funding agreement. As a result, Council has the ability to review its funding commitment annually.

East Gippsland Shire Council will continue to support regional, local and community events through the Regional and District Event Sponsorship (RADES) program and the Community Small Grants – Events program.

Council Policy

The proposed Adventure Festival supports the Council Plan 2013 -2018 specifically in respect of Economy "We contribute to a prosperous and sustainable region that takes advantage of economic opportunities". The Adventure Festival also supports Council's objectives to develop East Gippsland's reputation as a recognised events destination through attraction and facilitation of new events.

The Council Plan identifies the following:

- 3.3.3 East Gippsland will be positioned as a leading destination for new and existing events.
- 3.3.1 East Gippsland brand is widely recognised.

The AAF supports the delivery of the East Gippsland Shire Economic Development Strategy: Strategic Direction 5: Marketing Action 86 “Development of an East Gippsland Adventure Festival.

Human Resources

Council Officers from the Economic Development Unit will continue to partner with EGMI to oversee the ongoing delivery of the event and to ensure the agreed funding milestones are delivered.

5 CONSULTATION WITH STAKEHOLDERS

Following the delivery of the inaugural event a review was facilitated by EGMI and Council Officers. The results of the review have been incorporated into the delivery model for year 2 of the event.

Consultation with EGMI continues on an ongoing basis through Council Officer’s regular meetings with EGMI, attendance at the EGMI monthly board meetings, and the receipt of quarterly reports to the Board. Council Officers have also engaged with Business and Tourism East Gippsland, in partnership with EGMI, to ensure the business community is fully engaged and ready to obtain the maximum benefit from the event.

6 CONCLUSIONS

The development and delivery of a signature event has been a long term goal of East Gippsland Shire. EGMI through the support of Council, the Victorian State Government and private investment have been successful in developing and delivering a signature event in the form of an Adventure sports festival. The Australian Adventure Festival showcased East Gippsland’s natural assets, generated positive media for the region, attracted participants from outside the region and overall was successful in laying the important foundation required for the event to further expand and grow in the future years.

The continued financial support of the event is consistent with the Council plan and the East Gippsland Shire Economic Development Strategy: Growing East Gippsland.

7 APPENDICES

Nil

8 ATTACHMENTS

1. Australian Adventure Festival Media
2. Insights Australian Adventure Festival 2015
3. Council EGMI Funding Agreement

RECOMMENDATION

That Council:

1. approve the funding of $80,000 to support the delivery of the second Australian Adventure Festival; and

2. ***authorise Officers to review the funding agreement with East Gippsland Marketing, to ensure a set of milestones, targets and performance measures are in place to be reviewed annually in order to secure the funding for the forthcoming and following years.***

5.4. STEWARDSHIP

5.4.1. APPOINTMENT OF COUNCILLOR REPRESENTATIVES

DEPARTMENT Office of the Chief Executive

AUTHORED BY Colleen Smith, Executive Assistant to the CEO

ENDORSED BY Gary Gaffney, Chief Executive Officer

DOCUMENT NO. 6560554

In attendance:
David Radford, Manager Communications and Corporate Strategy

1 OBJECTIVE

To review the schedule of Councillor delegates to Council committees and external organisations.

2 BACKGROUND

Following the Special (Statutory) Council meeting held on Tuesday 10 November, 2015 and election of Mayor and Deputy Mayor of East Gippsland Shire Council, there is an opportunity to review the list of Councillors delegates to Council committees and external organisations. A copy of the current Councillor delegates list is provided at **Attachment 1.**

3 CURRENT STATUS AND/OR ISSUES

Over recent years, Council representatives have been appointed to a number of internal Boards, Committees and other groups and also, to a range of external entities.

For administrative convenience, the term of these appointments is generally designated, “for Councillor’s term of office” unless stated otherwise in the resolution. However, today the opportunity is provided for Council to review all appointments in the light of the election of the Mayor and Deputy Mayor and/or other changed circumstances, if required.

A number of requests for changes have been received and a draft revised schedule has been distributed separately to all Councillors for consideration.

4 APPENDICES

Nil

5 ATTACHMENTS

1. Current schedule of Councillor delegates to Council committees and external organisations.

RECOMMENDATION

That Council adopt the schedule of Councillor delegates to Council committees and external organisations as determined at the meeting for incorporation in the minutes of this meeting.

5.4.2. EXTRAORDINARY ELECTION OF ONE COUNCILLOR

DEPARTMENT Corporate

AUTHORED BY Amanda Rigoni, Governance Officer

ENDORSED BY Maryanne Bennett, Director Corporate

DOCUMENT NO. 6618796

In attendance:
Maryanne Bennett, Director Corporate

1 OBJECTIVE

This document formally reports to Council on the result of the countback held on 19 January 2016 to fill the extraordinary vacancy created by the resignation of Cr John Wilkin on 26 November 2015.

2 BACKGROUND

An extraordinary vacancy was created under section 69(1)(c) of the *Local Government Act* 1989 (the Act) as a result of Cr John Wilkin's resignation.

In accordance with Part 3 and schedule 3A of the Act, a countback system applied in this circumstance. The Victorian Electoral Commission (VEC) was requested to undertake a countback to fill the vacancy as soon as practicable after Cr Wilkins' resignation.

3 CURRENT STATUS AND/OR ISSUES

The VEC conducted the countback in the Corporate Centre, Bairnsdale on 19 January 2015 at 10.00 am. This resulted in the election of Trudy Anderson, a resident of Benambra.

Immediately following the declaration of election by the VEC Returning Officer, Ms Anderson was formally sworn in by the Chief Executive Officer in the presence of the Mayor, Councillors and members of the public gallery. A copy of the duly completed Councillor Oath (Affirmation) of Office is provided at **Appendix 1**.

It is noted that this will be Cr Anderson's second term with East Gippsland Shire Council, with her previous term being served between 2008 and 2012.

4 IMPLICATIONS

Financial

The cost of the countback by the VEC will be $3,000 (approx.). Although unbudgeted, it is anticipated that this amount can be accommodated within the 2015/16 budget as a result of savings achieved in other areas of Council's operations.

Legislative

Schedule 3A of the *Local Government Act 1989* stipulates how an extraordinary vacancy is to be filled.

Inter alia, section 63 stipulates that a person elected to be a Councillor is not capable of acting as a Councillor unless he or she has taken the Councillor oath (or affirmation) of office and that the oath of office must be made before the Chief Executive Officer and recorded in the minutes of the Council.

Section 69(1) sets out the circumstances through which an extraordinary vacancy may be created.

5 CONSULTATION WITH STAKEHOLDERS

Advertisements were published in local newspapers to advise the public of the vacancy and arrangements that would be undertaken to fill the vacancy. Public notice was also given of the election of Cr Anderson.

The VEC Returning Officer provided notice to all eligible candidates of the extraordinary vacancy and countback arrangements. Subsequently, the Returning Officer also notified the outcome to the Minister and all unsuccessful candidates.

6 CONCLUSIONS

The process to fill the extraordinary vacancy was completed with the election and swearing in of Councillor Anderson on 19 January 2016.

7 APPENDICES

1. Signed Oath (Affirmation) of Office – Cr Trudy Anderson

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council formally notes:

1. the election of Cr Trudy Anderson on 19 January 2016 to fill the extraordinary vacancy resulting from the resignation of Cr John Wilkin; and

2. that Cr Anderson has taken the Councillor oath of office before the Chief Executive Officer as documented at Appendix 1.

5.4.3. FINANCE AND CAPITAL WORKS REPORT – QUARTER ENDING 31 DECEMBER 2015

DEPARTMENT Corporate

AUTHORED BY Liz Collins, Executive Manager Finance
David Moir, Manager Projects

ENDORSED BY Maryanne Bennett, Director Corporate
Chris Waites, Director Operations

DOCUMENT NO. 6618476

In attendance:
Liz Collins, Executive Manager Finance
David Moir, Manager Projects

1 OBJECTIVE

This report summarises Council's year-to-date (YTD) financial performance and changes to the financial position for the six months ending 31 December 2015.

2 BACKGROUND

The Finance Unit and the Capital Projects Unit prepare monthly financial and capital works program reports for management. A detailed quarterly report is prepared and presented to Audit Committee for review and to Council for adoption.

For this quarter, the report is presented to Council before being considered by the Audit Committee. This change in normal procedure occurs annually, to ensure timely reporting on the December quarter to Council. The Audit Committee will review the report at its meeting on Tuesday 23 February 2016 and report separately to Council's March meeting on any matters it wishes to highlight.

3 CURRENT STATUS AND/OR ISSUES

Provided in this report is an overview of the year-to-date operating and capital expenditure compared to the revised budget, and adjustments to the adopted budget for the full year that have been incorporated into the revised budget as at 31 December 2015. A forecast for the anticipated end of year result and its comparison to the adopted budget is also included.

Year-to-Date

Net Comprehensive Result

The year-to-date (YTD) comprehensive result indicates a surplus of $23M, which is $2.3M more than the revised forecast. The key reason for the increase in the comprehensive surplus is the timing of expenditure relating to consultancy services and other contractual payments. These will now be paid in coming months as a result of the timing of those works and services.

A further impact has been the timing for the amortisation of future landfill rehabilitation costs in relation to the new Cell 3A at the Bairnsdale Landfill. This is expected to commence in the second half of the financial year. Also, an unbudgeted expense has been incurred as a result of assets written off/demolished with new assets being constructed.

Refer **Appendix 1** for a full explanation of all variances.

Full Year – Budget

Net Comprehensive Result

The full year forecast comprehensive result is a surplus of $10.6M. This is $0.9M more than the adopted budget.

This is largely attributable to Council expecting to receive additional revenue for natural disaster funded works of $7.3M and additional grant and contribution funding for capital works and major projects of $3.3M that was not included in the 2015/16 budget. This has been offset by a reduction of $6.8M of the 2015/16 Victoria Grants Commission annual allocation as a result of an advance payment received in the 2014/15 year.

The full year total revenue forecast of $94.8M is $3.481k more than the adopted budget as explained above.

The full year operating expenditure is forecast to be $1.5M more than the adopted budget mainly due to additional expenditure relating to additional operating grant income for various projects of $370k; some further expenditure relating to grant funded programs that received funding in the prior year but will not be completed until this financial year; and unbudgeted natural disaster works of $1.6M. These increases have been offset by a reduction in landfill amortisation expenses of $1.7M.

Appendix 1 provides further explanation of the variances discussed above.

Cash Position

Year-to-Date:

As at 31 December 2015, Council held cash of $14M. Refer to **Appendix 3** for details of the cashflow.

Full Year

The end-of-year cash position forecast of $21.3M is $5.1M greater than the adopted budget of $16.2M. Of the cash at year end, $5.4M is committed to capital works projects that have been budgeted for in 2015/16 but are now not expected to be completed until the 2016/17 year.

For further details please refer to the Balance Sheet variance explanations in **Appendix 2**.

Capital Works

Year-to-Date:

Actual year-to-date capital and major projects expenditure is $12.56M. The forecast budget is $35.2M and actual expenditure to date is $6.7M less than the year to date forecast. Committed expenditure as at 31 December 2015 was $5.3M. Year-to-date actuals plus commitments total $17.8M. The total expenditure including commitments highlights that the actuals compared to year-to-date forecast shortfall is in large part due to the timing of projects.

Full Year:

The full year forecast has been amended to reflect the carry forward projects from 2014/15 as well as some projects that are now not expected to be completed in 2015/16 and will be carried forward to the 2016/17 financial year. These revisions have increased Capital and Major Projects expenditure by $1.7M from an adopted budget of $33.5M to a forecast budget of $35.2M. This is mainly due to recognising that a number of current projects were not completed by 30 June 2015. Income has been revised up by $3.4M from $9.3M to $12.7M. This is primarily related to the timing of grant funding for works from the 2014/15 year that will now be completed in the 2015/16 financial year.

Capital Work Progress Report:

The Capital Works Program started the financial year with an adopted budget of $29.14M, with a further $4.33M in major projects, giving a total program of $33.47M.

At the end of the first quarter, this was revised to a Capital Budget of $33.10M with $4.832M in Major Projects giving a Program of $37.93M. At the end of the second quarter the program was reviewed, and it is now estimated that expenditure this financial year will be $32.60M in Capital Works and a further $2.68M in Major Projects, totalling $35.24M (**Attachment 1**). The forecast income has been amended from $11.16M in the first quarter to $12.71M in the second quarter.

The actual expenditure at the end of the second quarter was $12.30M in Capital Projects with a further $0.26M in Major Projects, totalling $12.56M. As well as the actual spend, there have been a number of commitments placed with contractors and suppliers of $5.276M, giving a total actual and commitment of $17.84M.

Since the end of the first quarter, the following new projects have been added to the Capital Works Program:-

	Budget	**Comments**
11442 - Village and Boardwalk Connection, Metung, Upgrade of Pathway	$10,400	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11443 – Tennis Courts, Lake Tyers – Root Removal	$7,644	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11444 – Child Care Centre, Lakes Entrance – Kitchen Renovations	$5,200	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.

	Budget	Comments
11445 – Picnic Point Hall, Bairnsdale – Upgrade to prevent vandalism	$5,860	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11446 – Provision of a safe and accessible off road footpath link, Main Road, Paynesville	$25,000	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11447 – RSL Reflective Gardens, Paynesville – Beautification and landscape works	$20,230	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11448 – Johnsonville Jetty – Upgrade	$64,064	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11449 – Creekers Café Streetscape Project, Swifts Creek – Footpath Upgrade	$18,720	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11450 - West Bairnsdale Oval, Bairnsdale – Upgrade	$5,000	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11451 – Lake Tyers Beach Safety Signage Projects	$18,000	Unbudgeted income received. Council contribution funded from 11405 Lake Tyers Beach Foreshore Project.
11452 – Renewal McMillan/Hadfield Streets, Bairnsdale	$150,000	Project approved by Council in November Council Meeting. Design to be funded from underspend from 11342 Mitchell St Urban Improvement Program.
11453 – Construct new roundabout Macleod/McCulloch Streets Intersection, Bairnsdale	$40,000	Project approved by Council in November Council Meeting. Design to be funded from underspend from 11342 Mitchell St Urban Improvement Program.
11454 – Priority Bridges Projects – Shire Wide	$180,000	Project approved by Council in November Council Meeting. Design to be funded from underspend from 11342 Mitchell St Urban Improvement Program.
11455 – Commercial Operations Renewal 15/16	$83,000	Funds transferred from 11361 Recreation Centres Renewal to reflect change in management through the Organisation realignment in July 2015.
10621 – Premier's Reading Challenge	$9,246	Unbudgeted income received.
11457 – Main Wharf, Mallacoota – Boat Ramp Access Jetty	$30,000	Unbudgeted income received. Total project budget $55,000 with $30,000 expenditure this financial year.

	Budget	Comments
11458 – Bemm River Caravan Park – Toilet Block Replacement	$20,000	Funds transferred from 11390 Bemm River Caravan Park, Bemm River – Repair caravan park drainage to carry out preliminary works for construction scheduled in 2016/17.

There have been a number of projects completed since the end of the first quarter:-

Project Number	Project Name
11007	Newmerella Wayside Stop
11061	Sustainable Water Use
11211	Paynesville Boat ramp
11232	Ferry Buffers
11287	Crosses Road Bridge Replacement
11304	Capital Discretionary Fund 14/15
11306	Orbost Transfer Station
11315	Forge Theatre, Bairnsdale – Replace theatre stage lights.
11332	Gippsland Lakes Interactive Catchment Model
11338	Lake Tyers Beach #2 Boat Ramp
11398	Genoa Region Waste Facility, Genoa – Renew waste trailer
11421	Capital Discretionary Fund 15/16, Shire-wide – Projects to be nominated
11426	Club Terrace Loop – Culvert replacement
11443	Tennis Courts, Lake Tyers – Root Removal
11444	Child Care Centre, Lakes Entrance – Kitchen Renovation
11445	Picnic Point Hall, Bairnsdale – Upgrades to Prevent Vandalism
11447	RSL Reflective Gardens, Paynesville – Beautification and Landscape Works
11450	West Bairnsdale Oval, Bairnsdale - Upgrade

In addition to the projects notified at the end of the first quarter, it is currently forecast that the following projects will not be completed this financial year and will have parts or all of the expenditure carried over into future financial years. Two projects will be nominated to have additional budget allocated in 2016/17 due to tenders coming in over budget. These projects are:-

Project No	Project Name	Initial Budget	Revised Budget	Comments
10379	Slaughterhouse Creek, Nicholson – Construct Bridge	$515,000	$515,000	Tenders came in over budget. Additional funds recommended to be allocated in the 2016/17 budget, with works to span the two financial years.
11363	Marlo Ocean Views Caravan and Camping park, Marlo – Camp kitchen refurbishment	$70,000	$261	Grant funding did not eventuate, and therefore the project cannot proceed in the current financial year. This project will be considered for inclusion in the 2016/17 Capital Works Budget as being funded by Council instead of Grant Funding.

Project No	Project Name	Initial Budget	Revised Budget	Comments
11411	Skidale Reserve, Lake Tyers Beach – Construction of nature-based play elements	$17,000	$0	This project has been deferred until after the Foreshore Management Plan has been completed in 2016/17 financial year when the works will be prioritised against other projects within the plan.
11425	Maringa Creek Bridge, Kalimna West Road – Bridge replacement	$451,498	$451,498	Tenders came in over budget. Additional funds recommended to be allocated in the 2016/17 budget, with works to span the two financial years.

The Status of projects, and the stage of completion, is further displayed in **Attachment 1.**

A number of projects have also had budget revisions. Below is a list of projects which have had budget revisions of $50,000 or more:-

Project No	Project Name	Revised Budget 30 Sept 2015	Revised Forecast 31 Dec 2015	Comments
10316	Eastern Creek, Lakes Entrance – Construct nutrient stripping area to Eastern Creek drainage	$439,223	$239,223	Delays in re-designing culvert with East Gippsland Water have resulted in construction time spanning into 2016/17 financial year.
10998	Pyke Street Bairnsdale – Redevelop council business centre	$800,664	$750,664	Budget transferred to cover costs incurred in the development of 11438 Service St, Bairnsdale – Fitout Council Business Centre project. (Note this project was originally called Worksite Consolidation project but was renamed Pyke St to reflect the major works involved. It is still intended that from time to time budget will be transferred to cover other office relocation projects.)
11092	Romawi Road	$181,488	$36,648	Further delays concerning Dept of Environment, Land, Water & Planning (DELWP) and vegetation assessment have resulted in works not being possible until next financial year. Carry forward amount to 2016/17 has been increased.
11232	Ferry Buffers	$218,284	$297,078	Budget transferred from 11285 Raymond Island Ferry Renewal project to cover overspend in outage replacement services and kerb and channel works in transition area.

Project No	Project Name	Revised Budget 30 Sept 2015	Revised Forecast 31 Dec 2015	Comments
11285	Raymond Is Ferry Renewal	$311,425	$232,631	Budget transferred to 11232 Ferry Buffers project as detailed above.
11342	Mitchell Street Urban Improvement	$1,251,298	$881,297	Council agreed in principle to transfer of budget remaining in this project after award of contract. Budget transferred to: 1) 11452 McMillan/Hadfield Sts Bairnsdale; 2) 11453 New Roundabout MacLeod / McCulloch Sts Intersection; 3) 11454 Priority Bridge Projects – Shire-wide.
11361	Commercial Operations Building Renewal 15/16 – Commercial buildings to be nominated	$206,000	$123,000	This project has been split into two separate projects to reflect changes in responsibility as a result of the July Organisation realignment. Corresponding split in budget transferred to 11455 Commercial Operations Renewal project.
11363	Marlo Ocean Views Caravan and Camping Park, Marlo – Camp kitchen refurbishment	$70,000	$261	Grant funding did not eventuate, and therefore the project cannot proceed in the current financial year. This project will be considered for inclusion in the 2016/17 Capital Works Budget as being funded by Council instead of Grant Funding.
11373	Gravel Road Resheet Program 15/16, Shire-wide – Resheeting roads	$1,400,000	$1,000,148	Partial budget transfers to 11439 Dust suppression sealing program as per Council approval. Further budget transfers to cover overspends in 1) 11317 Gravel Resheet 14/15; 2) 11379 Major Bridge Maintenance 15/16,
11374	Road Reseal Program 15/16, shire-wide – Reseal program roads to be nominated.	$4,813,948	$4,688,948	As approved by Council, partial budget transfer to the 11439 Dust suppression sealing program.
11379	Major Bridge Maintenance 15/16, Shire-wide – Major bridges to be nominated	$277,644	$525,652	Budget transferred from 11373 Gravel Road Resheet 16/17 to cover overspend.
11400	Metung Marina, Metung – Stage 2 of marina reconstruction	$1,014,118	$491,280	Budget Carry Forward to 2016/17 increased due to bulk of construction work forecast for 2016/17, Design

Project No	Project Name	Revised Budget 30 Sept 2015	Revised Forecast 31 Dec 2015	Comments
				aspect to be carried out this financial year.
11404	Boatramp & Jetty, Bemm River - replacement	$50,000	$284,810	Unbudgeted income of $234,810 to be received this financial year which has added to the total project budget, with expenditure to be carried out in 16/17.
11421	Capital Discretionary Fund, Shire-wide – Projects to be nominated.	$140,000	$2,503	Budget transferred to specific projects as approved by Council.
11438	Service St, Bairnsdale – Fitout Council business Centre	$100,000	$150,000	Budget transferred from 10998 Pyke Street, Bairnsdale Project to cover overspend.
11439	Dust suppression sealing program	$0	$250,000	As approved by Council, budget transferred from 1) 11374 Road Reseal Program 15/16 and 2) 11373 Gravel Resheet Program 15/16
50003	Bairnsdale Cell 1 Cap	$2,268,308	$114,710	Delays in EPA approval have resulted in construction being delayed until the 2016/17 financial year.

It is currently expected that a total of $3.24M in Capital Works expenditure will be carried forward into the 2016/17 financial year, with a further $2.15M in Major Projects, totalling $5.40M. There are no income streams included in this amount.

The 2015/16 adopted budget nominated renewal expenditure in the Capital Works Program to be $19.411M. Based on the forecast at the end of the second quarter, the renewal spend is forecast to be $19.89M, thus exceeding the nominated target of 93.8% of Council's depreciation expense.

4 IMPLICATIONS

Financial

Refer to the following **appendices**:

1. Income and Expenditure Statement and Explanation of Variances
2. Balance Sheet and Explanation of Variances
3. Cash Flow Statement and Explanation of Variances
4. Reconciliation of Adopted (Operating) budget to Forecast budget
5. Graphic Representation of Capital Expenditure and Cash Movements

5 CONSULTATION WITH STAKEHOLDERS

Not applicable

6 CONCLUSIONS

Overall it is forecast that Council's end of year operating surplus will be slightly greater than the adopted budget. The main impact on Council's operating position to date has been the prepayment in 2014/15 of part of the 2015/16 Victoria Grants Commission allocation, which has been offset by the forecast reimbursement of natural disaster funded works and additional capital income.

Except for the impact of capital works and major projects that have been identified to be completed in the 2016/17 financial year of $5.4M, it is expected that there will be no other significant variances from the forecast end of year cash position.

7 APPENDICES

1. Income and Expenditure Statement and Explanation of Variances
2. Balance Sheet and Explanation of Variances
3. Cash Flow Statement and Explanation of Variances
4. Reconciliation of Adopted (Operating) budget to Forecast budget
5. Graphic Representation of Capital Expenditure and Cash Movements

8 ATTACHMENTS

1. Capital works Financial and Status report as at 31 December 2015

RECOMMENDATION:

That Council:

1. adopts the Finance and Capital Report for the period ended 31 December 2015, as outlined in Appendices 1 - 5; and

2. approves the revised expenditure for the 2015/16 Capital Works and Major Projects program of $35,238,256.

ITEM 6

URGENT AND OTHER BUSINESS

6. URGENT AND OTHER BUSINESS

Nil

COUNCIL WILL NOW MOVE INTO 'IN CAMERA' PURSUANT TO SECTION 89 (2) (A) AND (D) OF THE *LOCAL GOVERNMENT ACT 1989*, TO CONSIDER ITEMS 7.1 AND 7.2 AS THESE ITEMS RELATE TO PERSONNEL AND CONTRACTUAL MATTERS.

ITEM 7
FOR CONSIDERATION IN CAMERA

Consideration of confidential matters under Section 89(2) of the Local Government Act 1989

7. FOR CONSIDERATION *IN CAMERA*

7.1. CONTRACT NO. CON2016 82 – CONSTRUCTION OF BOUNDARY ROAD AND LIVINGSTONE STREET ROUNDABOUT ORBOST

7.2. PERFORMANCE AND REMUNERATION REVIEW 2014/15 – CHIEF EXECUTIVE OFFICER

East Gippsland Aquatic Strategy

Draft Final Report – December 2015





EAST GIPPSLAND
SHIRE COUNCIL

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EXECUTIVE SUMMARY

East Gippsland Shire Council commissioned the development of an Aquatics Strategy - to understand the aquatic needs of East Gippsland residents in line with existing facility provision and to identify the facilities and services that will best meet the needs of the community going forward. A finding of this strategy was to undertake a Feasibility Study to investigate the redevelopment of the Bairnsdale Aquatic and Recreation Centre (the BARC).

The original study was completed in 2011 with further consultation and financial analysis being undertaken in 2014.

The overall report and this Executive Summary contain two key sections - one for each of these priorities.

Council vision for aquatics

East Gippsland Shire Council enables residents and visitors in the region to enjoy improving levels of wellbeing, as a result of the provision of high quality, inclusive and sustainably affordable, recreation facilities.

The facilities comprise a range of recreational centres, including indoor and outdoor swimming pools, fully equipped gymnasiums, group fitness areas, sports stadium and childcare facilities.

These centres deliver exceptional customer service in providing inclusive; recreation, education, health and wellbeing activities. Social connectivity is supported in programming and in providing meeting spaces for patrons of the centres. This combination collectively enhances the quality of life for residents and visitors in East Gippsland Shire.

A consultative and strategic planning approach is used to ensure that the needs of all residents and visitors are met, now and into the immediate future taking into consideration the challenges of a diverse and ageing demographic, whilst serving a geographic area that is the equivalent of 10 percent of the State of Victoria.

Aquatics Strategy

East Gippsland Shire Council owns and manages four aquatic facilities, two indoor aquatic and leisure facilities (the BARC and Lakes Aquadome) and two outdoor pools (Bairnsdale and Orbost Outdoor Pools). Council has spent significant capital funds over the past six years on these facilities including upgrades to the dry facilities at the BARC and Lakes Aquadome, and upgrades to the kiosk and change facilities at the Orbost Outdoor Pool as well as the installation of solar heating and addition of pool blankets and an additional shade structure. Considerable funds have also been spent on the maintenance of the two outdoor pools to rectify water leakage and other issues associated with the ageing facilities.

Key issues at the time of writing at a site level include:-

- The Bairnsdale Outdoor Pool is nearing the end of its functional life and despite significant maintenance work over the past five years has significant leaks in the structure of the pool

- The BARC is at capacity in the aquatics area during peak times with access to change rooms and water space being an issue for people with a physical disability or injury

Recreation (aquatic) centres are one of Council's core services with Council allocating $6,634,000 in their capital works budget for a redevelopment at the BARC (including detailed design costs). This redevelopment will be over two years to be fiscally responsible.

Increasing physical activity, health and wellbeing, social connectedness and access to key services and facilities are a high priority to Council and are mentioned in a number of key strategic documents. In particular, access to aquatic facilities and programs that can promote water safety, with so much open water in the shire.

The geographic spread of the shire and large number of small and remote communities pose a challenge to Council in meeting these objectives, with people's ability to access aquatic services being identified as a significant barrier throughout the study. Notwithstanding this, consultation findings that Council should focus on improving facilities, programs and access to these facilities rather than building new and unsustainable facilities, was unanimous.

57.4% of the shires population in 2011 were in the 0-9 and 50+ age groups, with this expected to increase to 58.9% by 2013. These age groups have a specific need for warm water for water familiarisation and learn to swim for the younger age group through to warm water exercise and rehabilitation for the older age group.

Key findings from the Aquatics Strategy include:-

- The need to undertake a Feasibility Study to meet the needs identified in the Aquatic Strategy. In assessing a location for a proposed aquatic facility, the BARC in Bairnsdale was identified as the site that could best maximise use in the shire
- The need to investigate the ability of Lakes Aquadome to meet the long term needs of the community in line with future population projections
- A long term need to investigate the ability of the existing facilities to meet the future needs of the surrounding communities they support
- The need for a Transport Strategy and continued advocacy work to improve transport options
- Continued concessional pricing and opportunities for low income earners to access services will be important
- Communication with local communities to determine needs and advertise services available throughout the shire and neighbouring shires

An implementation and staging plan is included in **Section 8**.

Feasibility Study for the development of the BARC

The aquatics area at the BARC is at capacity in peak times, with user groups, the general public and centre programming all wanting additional space. The narrow concourse space and inadequate change facilities make access an issue for older people and people with a disability.

There is a strong need for a warm water program pool for learn to swim and older adult exercise and rehabilitation. The Bairnsdale Outdoor Pool Business Case (2003) identified the need for a warm water pool in the shire, and also that the BARC was the ideal location. The closest warm water pool

which is available to the public is in Sale, and with 57.4% of the shires population between the ages of 0-9 and 50+ in 2011 there is an immediate need for this.

Improved change facilities and better access throughout the facility will also be critical to provide a centre that is accessible to all.

In addition to a warm water program pool, other future needs identified for the BARC include:-

- Increased water space for lap swimming
- Accessible interactive children's water play
- Improved centre amenities, particularly new change rooms and toilets
- A community meeting room and additional storage for user groups
- A training room for local education providers, the Bairnsdale Secondary College and Council to use
- Additional office space
- Improved reception and café areas internally and an external kiosk that would service the proposed development of the East Gippsland Sports and Recreation Precinct
- Expanded health club and group fitness facilities and a dedicated cycle room
- Additional car parking

In line with the priorities identified and Council's ability to fund a development, a staged approach has been developed with Stage 1 to include a warm water pool, interactive children's water play and outdoor play areas, outdoor area including family bbq area, new reception, cafe and change facilities, additional storage and office space, community meeting room, dedicated training room and necessary changes to the plant room.

A second stage has been considered that includes an expanded health club and group fitness areas and dedicated cycle room.

The staged capital development costs include $6,055,551 for Stage 1. The significant overall development costs will need to be met through a mix of Council and government funding.

To fit in with Council's budget allocation in their capital works plan they would look to apply for State Government funding for Stage 1 redevelopment in 2015/16. This would see the facility opening to the public in 2017/18.

A probable operating budget was developed for the first five years of operation which sees an average annual cost over the five year period of $740,524 to operate the facility.

Concept designs were developed in consultation with State Government funding partners and include Universal Design best practice principles to maximise opportunities for all sections of the community to access the facility, and to significantly expand the range of programs and services to better meet specific user groups and visitor segments, including children and families, youth, older adults, women and girls, remote communities and socio economically disadvantaged.

SECTION 1: INTRODUCTION

1.1 Local context

East Gippsland Shire covers over 21,000 square kilometres, stretching from west of Bairnsdale to the NSW border. This diverse region makes up 10 per cent of the state, with over 70 per cent as National Park, State forest or other Crown land.

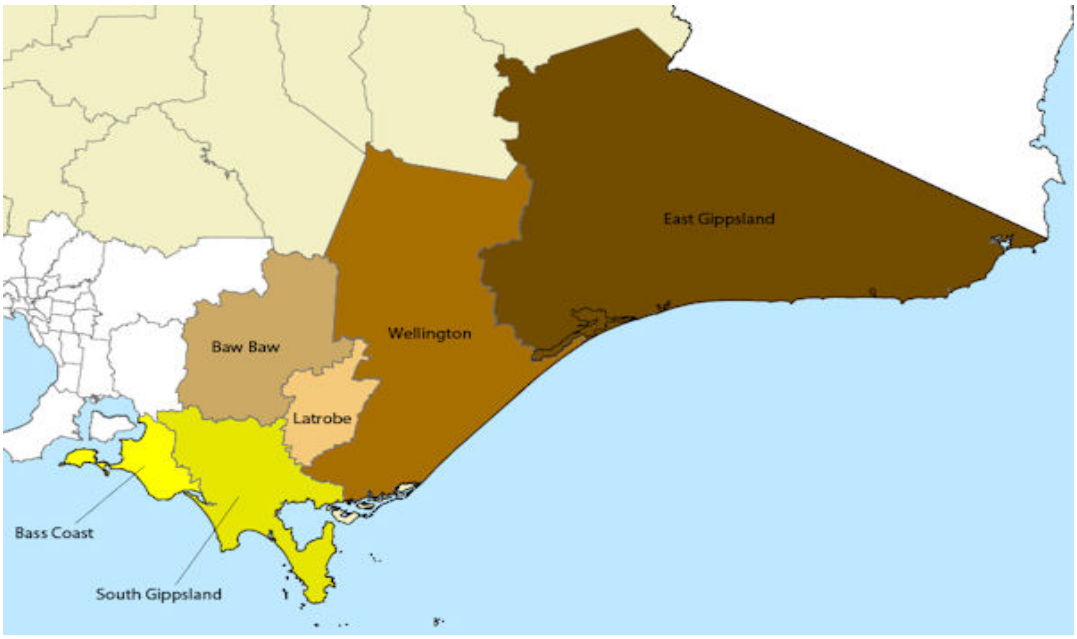
The commercial centre is Bairnsdale, a three-hour drive from Melbourne. The shire's economy is based on tourism, agriculture, horticulture, forestry and fishing. The main industries include oil and gas extraction, agriculture. Population is centred around the Gippsland Lakes area. Together with the Buchan Caves, these are a great attraction to visitors and retirees.

East Gippsland has an abundance of natural and environmental resources: a temperate climate, Australia's largest navigable inland lake system, an extensive coastline and areas of stunning beauty make the Shire a popular choice for sea and tree-change lifestyle seekers.

The Shire's diversity and strengths also create resourcing and development challenges for Council. The high proportion of public land limits Council's rate base, and dispersed communities spread demand and limit economies of scale for service delivery.

The shire shares its municipal boundaries with the shires of Wellington, Alpine, Bombala and Bega Valley.

Figure 1: East Gippsland Shire location map



1.2 Project background

East Gippsland Shire Council owns and manages four aquatic and leisure facilities, two indoor aquatic and leisure centres and two outdoor pools. These facilities are based in three different towns within the shire.

Council has made significant contributions to these facilities over the past four years, spending $3.8 million on capital improvements and close to $1.3 million in maintenance at the four facilities. Significant redevelopment and improvement works have been undertaken at the indoor facilities over the past three years with expanded health club and group fitness facilities at both centres. Similarly, Council has invested considerable funds in rectification work at both outdoor pools as well as upgrading the change and cafe facilities, installing solar heating and a new shade structure and purchasing pool blankets for the Orbost Outdoor Pool.

The Bairnsdale Outdoor Pool has significant structural problems, is losing a large amount of water and is close to the end of its functional life.

There were two key objectives for this project which were to:-

- Understand the aquatic needs of East Gippsland residents in line with existing facility provision and condition, and to identify the facilities and services that will best meet the needs of the community going forward; and to
- Investigate options for redevelopment at the BARC and determine the feasibility of the preferred option

This report contains two key sections in line with the above objectives: an Aquatics Strategy and a Feasibility Study for the redevelopment of the BARC.

1.3 Project methodology

The following tasks were undertaken in the preparation of this Feasibility Study:

- Analysis of aquatic and leisure industry trends and local membership data to understand facility catchments;
- Review of available planning and contextual information and previously prepared facility condition audits and inventories;
- Review of relevant local and regional demographic and participation data;
- Analysis of existing operations and historical performance;
- Review of local competitors and other providers of aquatic services to understand existing provision within the shire;
- Asset review of key facilities to identify 10 year maintenance and capital requirements;
- Consultation with a broad range of community representatives, stakeholders and Council staff (refer to **Appendix 1** for list of stakeholders consulted);
- Preparation of concept options, designs, site layouts and their estimated probable costs for the redevelopment of BARC, including ongoing operational costs;
- Preparation of a draft report for review.

EAST GIPPSLAND SHIRE COUNCIL AQUATICS STRATEGY

SECTION 2: PROJECT CONTEXT

This section of the report provides an overview of the local policy context in relation to aquatics provision in the shire, along with an overview of aquatic and leisure centres, outdoor pools, dry and stadium facilities currently provided in East Gippsland shire and surrounding municipalities.

2.1 Local policy context

A number of local and municipal strategic plans, policies and support documents have been reviewed as part of this strategy, these include:-

- East Gippsland Long Term Community Vision
- East Gippsland Shire Council Draft Council Plan 2013-2017
- Gippsland Regional Development Strategy
- Gippsland Regional Plan Priorities
- Our Place, Our Plan, Our Future – Implementation Framework
- East Gippsland Community Wellbeing Plan
- East Gippsland PCP Health Promotion – Physical Activity Plan
- East Gippsland Positive Ageing Strategy
- East Gippsland Regional Youth Plan
- Feasibility study for the Provision of a Warm Water Exercise Pool
- Bairnsdale Outdoor Pool Business Case 2010

The following provides a summary of these documents that may influence the future provision of quality and affordable aquatic facilities across the East Gippsland shire.

East Gippsland – Unlocking the Future – Long Term Community Vision 2030 (November 2008)

Developed in 2008, *Vision 2030* describes community aspirations for what East Gippsland will look like in 20 years time. *Vision 2030* is used by Council and other stakeholders for strategic planning.

Vision 2030 is structured around three themes: Liveability, Sustainability and Productivity. The theme of 'liveability' is of particular interest to the feasibility study for the future provision of aquatic facilities, notably the vision statements:

- *While township identity is important, the community identify as members of a broader East Gippsland community and recognise the importance of community cooperation; and*
- *The community will come together through recreational activities in "…facilities that are designed to meet the needs of the community".*

Vision 2030 recognises key drivers for change over the 20 year period, including demographic and community change. Small communities and an ageing community will have implications on the

"…provision of accessible and appropriate services and facilities such as those required for recreation, accommodation and commerce".

Draft East Gippsland Shire Council Plan 2013-2017 (April 2013)

The Draft East Gippsland Shire Council plan details how Council will contribute to achieving the long term *Community Vision 2030: Shaping the future*. The Council Plan specifies four areas of focus: *People, Place, Economy and Stewardship*, each of which has associated goals for the Shire, objectives to be achieved (outcomes) and strategic actions to be delivered in 2013-14.

The Council Plan discusses significant issues and emerging opportunities that will influence the areas future, including: an ageing population; improving participation rates in physical activity; providing quality facilities to meet the communities diverse needs, including sporting facilities and swimming pools; understanding and managing community infrastructure's whole of life costs; and transport to "*enable connectivity and participation within and between communities* [and] *access to regional service centres…".*

Amongst the major projects to be delivered as part of the Council Plan is the provision of new recreation facilities, including the proposal to spend $5.737 million dollars in the next four years to "*upgrade aquatic facilities in Bairnsdale and Orbost"*.

Councils key focus areas of *People and Place* are of most relevance to this strategy.

The 'people' focus area goals include East Gippsland *"communities are connected and inclusive"* and *"safe and active, healthy lifestyles are supported"*. The Council Plan specifies what Council does to achieve these goals, including *"operate Council recreation centres and outdoor pools to meet the recreational, leisure and aquatic needs of the community and promote health and wellbeing activities"*.

Specific strategic activities for 2013-14 relevant to the 'people' focus area include:

- The "*design and delivery of infrastructure and open spaces that contribute to physical activity"*
- *"Delivery* [of] *programs and projects that promote accessibility and inclusion for people with disabilities"*
- "*Incorporation* [of] *all-abilities access into the design of Council infrastructure".*

The 'place' focus area refers to *"infrastructure* [that] *meets current and future community needs"* and to the Shire's *"resources* [being] *used in a sustainable way".*

Gippsland Regional Development Strategy - September 2006

The Gippsland Regional Development Strategy has been produced through a partnership between the six Gippsland based Councils, including East Gippsland Shire Council. The Strategy provides a strategic framework outlining the priorities, outcomes and needs associated with ensuring growth in the Gippsland region results in a *"…dynamic, fairer, sustainable, and more liveable"* region.

Development of the Strategy has given consideration to existing regional strategies, key strategic documents of the partners, an analysis of the regional economy, review of the regions infrastructure and stakeholder consultations.

The Strategy discusses an infrastructure audit undertaken in 2005. The audit identified that public transport and population growth were placing increased demand on community infrastructure, including leisure facilities, and were issues for the Gippsland region. A specific target area of the Strategy, and Council policy, is addressing and improving inter-township connectivity and the transport network.

Gippsland Regional Plan Priorities 2010

The Gippsland Regional Plan identifies ten key priorities that will influence the regions ability to improve liveability, productivity and sustainability. The priority areas focus on harnessing opportunities and addressing challenges.

The priority of health and wellbeing is of particular relevance to this strategy. The priority discusses:

- *"the growth and significant ageing of the [East Gippsland] community along with health workforce constraints will compound the challenges to improving the regional communities health and wellbeing"; and*
- *the importance of maintaining a focus on health promotion. The Gippsland Health Promotion Task Group is responsible for implementing the Gippsland Health Promotion Action Plan, which amongst other things has a focus on physical activity. This focus needs to "…support the development of infrastructure and programs that will support greater levels of participation."*

Our Place, Our Plan, Our Future – Implementation Framework

The purpose of the Our Place, Our Plan, Our Future - Implementation Framework is to outline how and why community plans will be developed and implemented in East Gippsland Shire. The document outlines how stakeholders will come together to support communities to be 'liveable, sustainable and productive'. The document specifies an integrated approach to community planning, involving the community through the whole process.

Outcome statements in the Implementation Framework align with Council's Plan, and include the goal to achieve *"an active, healthy and safe community engaged in recreational, arts and cultural activities"*.

East Gippsland Community Wellbeing Plan 2009-2013

The East Gippsland Community Wellbeing Plan describes the health and wellbeing priorities of the Council and community. It outlines four key priority areas and subsequent strategies that describe community aspirations for a strong, healthy and inclusive future.

The Plan has been developed using a theoretical framework that *"…operates on the belief that improved health and wellbeing is achieved by focusing on the social and environmental determinants of health, in tandem with biological and medical factors".*

Priorities outlined in the plan that are relevant to the future provision of aquatic facilities include:

- The priority of safe, healthy and active communities, particularly a focus on *"…increasing participation in physical activity"*. To expand participation in a broader range of physical

activity, the Plan highlights the importance of *"…continuing improvement to infrastructure across the Shire"*. Specific objectives of this priority area include:

- *"develop infrastructure within communities which supports healthy lifestyles and safer environments"; and*
- *"improve existing infrastructure to increase opportunities for broader community participation in physical and other activities…".*
- The priority of strong family, individual and community connections, in which, the Plan identifies that *"connections across and between communities are difficult to achieve across the Shire, with poor technological connectivity and limited public transport".* Specific objectives to achieve this priority include:
- *"improve infrastructure linking local communities, particularly in the more remote areas of the Shire"; and*
- *"promote and support the inclusion of people of all abilities and backgrounds in community life".*

East Gippsland Primary Care Partnership Health Promotion – Physical Activity Plan 2009 - 2012

The key goal of the East Gippsland Primary Care Partnership Health Promotion Physical Activity Plan is to increase resident participation in physical activity.

A physical activity consortium, established in 2008, initiated the planning process for the Plan. The group's goal was to facilitate participation in physical activity. The group, consisting of members from health and community organisations, identified contributing factors to low levels of physical activity in East Gippsland, including transport issues such as living in remote areas, lack of knowledge about transport options (e.g. availability of community buses, transport drivers).

Relevant strategies for the future provision of aquatic facilities include:

- *"Develop infrastructure within communities which supports healthy lifestyles and safer environments".*
- *"Improve existing infrastructure to increase opportunities for broader community participation in physical and other activities and expand the diversity of choice".*
- *"Improve infrastructure linking local communities, particularly in the more remote areas of the Shire"* and more specifically *"develop transport linkages to support physical activity".*
- *"Promote and support the inclusion of people of all abilities and backgrounds in community life",* specifically *"create adaptive, accessible and inclusive programs for physical activity through existing facilities…"*

East Gippsland Positive Ageing Strategy 2010-2013 – Key Directions Statement

East Gippsland Shire has an ageing population. Projections are that by 2031 47.3% of the Shire's residents will be aged 50 years and older, a rise from 46.2% in 2011. This projection places the Shire amongst the top rural Victorian areas with a large population aged 50 years plus.

The Positive Ageing Strategy aims to *"…put in place mechanisms and partnerships that will, over the next five years, encourage and facilitate support for [the] ageing population"*. The plan outlines ten objectives and related goals, each of which aims to provide the best possible opportunities for the ageing population.

Of particular relevance to this strategy are the objectives of:

- Social inclusion and participation, and the goal to *"identify and promote activities that are socially and cultural inclusive and encourage active participation of older persons".*
- Service planning, specifically the commitment that *"Council will actively plan and advocate for the provision of a wide range of appropriate services that address the needs of the ageing population".*
- Culture, recreation and leisure and the commitment that *"…the ageing population has access to quality cultural, arts, recreation and leisure activities which provides for all abilities…" specifically by ensuring that "…planning for facilities, assets and activities accommodates the needs of an ageing community".*
- Access and safety and the commitment *"that the ageing population will be able to move about their community safely, access services, facilities and physical infrastructure that meets their needs",* specifically through: *"increased capital expenditure on infrastructure to respond to identified mobility needs";* and advocacy for *"…improved coordination and provision of transport services".*

East Gippsland Shire Regional Youth Plan 2011 – 2013

The East Gippsland Youth Plan is in response to the *National Strategy for Young Australians 2009,* which has a vision for *"…all young people to grow up safe, healthy, happy and resilient and have the opportunities and skills they need to learn, work, engage in community life and influence decisions that affect them"*.

The Plan describes a process for ensuring an ongoing engagement of young people. It is based on three guiding concepts – collaboration, connection and commitment – each of which contributes to improved opportunities for young people

Key outcomes being sought from the Plan's recommendations relevant this strategy include, in the area of Health and Wellbeing, specifically that *"there are healthy physical activity alternatives which engage young people…"* and that young people are active in the community by having *"…greater opportunities for young people to access public facilities"*.

Feasibility Study for the provision of a warm water exercise pool at East Gippsland (2003)

In 2003 a Feasibility Study explored the need for a warm water pool in East Gippsland. The report suggests that *"…warm water exercise/hydrotherapy pools are one of the highest used and demanded components with in a leisure/aquatic environment. They provide therapeutic, health, social, and recreational benefits and as a result attract a wide range of users from the elderly to infants"*.

The study considered the provision of a warm water exercise pool in a shire wide context, and the report concluded that the *"…capital and ongoing operational costs would prevent Council from considering any more than a single facility"*. The report specified that when considering the planning and development of a warm water exercise pool *"…it is important that the whole centre provides services for people with disabilities and access difficulties, right from the car park to [other] services of the facility"*.

Following research and a community consultation process, the study concluded *"…there is now a need and will be into the future, a significant demand for a warm water exercise pool…"* in the Shire. One reason being the ageing population of East Gippsland.

The report suggests two options for Council -

One is to promote existing and proposed private facilities in the shire. The report concludes that while this option provides a low cost option, it would not address the demand or need for a warm water exercise pool.

The second and recommended option is the construction of a public warm water exercise pool at the BARC by Council. The decision to construct the pool at the BARC was based on a number of factors including the ability of the site to maximise use by the local and regional catchment and the ability of the site to provide adequate parking.

Swifts Creek Memorial Pool Feasibility Study (2014)

A feasibility study for the ongoing management and operation of the Swifts Creek Memorial Pool was undertaken in 2014.

This project included extensive consultation in the Swifts Creek area and found that the pool in Swifts Creek is an important community resource for the communities of Swifts Creek, Ensay, Omeo and Benambra providing a range of school and community programs in addition to recreational swimming. Its catchment includes outlying communities including Tambo Crossing, Cassilis, Bindi, Brookville, Omeo Valley, Hinnomungie, Anglers Rest and Cobungra, all of which have a population of 1,472 (ABS Census 2011)[1]. All of these are remote communities that would have to travel between one to two hours to access the closest pool, located in Bairnsdale, if the Swifts Creek pool wasn't operating.

Key issues identified in this report include:-

- The current management arrangement of the pool poses a risk to swimmers with insufficient trained staff to supervise the pool. The pool is currently operating outside of industry guidelines which leaves both the committee and the school open to liability issues. Department of Education support for the pools is not clear
- Significant maintenance and capital will be required to maintain the pool going forward which will require external funding. Leak testing of the pool has been recommended to assess the structural integrity of the pool
- The committee will be unable to attract external funding with the current management model

While Council assisted the Committee of Management with funding for the Feasibility Study and were part of the project group, they do not have a role in decision making about the future

[1] ABS Census 2011

management and direction of the pool. At the time of writing this report, the committee were considering the findings of the Feasibility Study report.

2.2 Regional facility provision

Existing aquatic and leisure centres, outdoor pools, dry and stadium facilities were reviewed across East Gippsland shire, as well as neighbouring municipalities. Due to the geographical distance between some towns in the municipality and the location of Council's aquatic and leisure facilities, it is closer for residents in some towns to access facilities in other shires. The table on the following page provides a summary of existing facilities by municipality.

Table 1: Existing local government provided aquatic and leisure centres

Facility Component	East Gippsland	Wellington Shire	Latrobe City	Alpine Shire	Bega Valley	Bombala
Gym	2	1	3	1	1	
Group Fitness	2	1	3		1	
Cycle Classes	2	1	2			
Indoor 25m Pool	2	1	3	1	1	
Outdoor 25m Pool		4	1	2	4	1
Outdoor 50m Pool	2	2	2		1	
River Pools				2		
Diving Pool		1	1			
Learners Pool		4				
Toddlers Pool	4	4	4	2	6	
Spa	2		2			
Sauna	2	1	2			
LTS Pool	2	1	2		1	
Hydro/Warm Water Pool		1				
Stadium	3	6	15			
Creche	2	1	1		1	

Note: The numbers in the table refer to the total number of identified facility components currently provided within each shire's portfolio of facilities. The in pool in Alpine Shire is only 17m and outdoor 25m pools in Wellington, Bega and Bombala shires vary from 25m to 50m in pool size.

The table on the following page provides an overall summary of aquatic and leisure centres, outdoor pools, dry and stadium facility provision against municipal population figures and land area. Facility to population and facility to land area ratios are used as a comparative guide only to ascertain an average level of provision across the region. They are not used as a performance benchmarks or goal that Councils must work towards.

Table 2: Local government facility to population and land area provision ratios

LOCAL COUNCIL FACILITIES	Leisure & Aquatic Centre's	Outdoor Pools	Total No. of Facilities	Total 2012 Population	LGA Area (m2)	Population to Leisure and Aquatic Centres	Area (m2) to Leisure & Aquatic Centres	Population to Outdoor Pools	Area (m2) to Outdoor Pools
East Gippsland Shire	2	2	4	44,680	20,931	22,340	10,466	22,340	10,466
Wellington Shire	1	5	6	43,920	10,989	43,920	10,989	8,784	2,198
Latrobe City	3	3	6	76,640	1,426	25,547	475	25,547	475
Bass Coast Shire	1	1	2	32,056	864	32,056	864	32,056	864
Baw Baw Shire	2	4	6	44,042	4,028	22,021	2,014	11,011	1,007
South Gippsland Shire	1	4	5	28,542	3,295	28,542	3,295	7,136	824
Alpine Shire	1	2	3	13,832	4,839	13,832	4,839	6,916	2,420
Bega Valley Shire	1	4	5	34,800	6,052	34,800	6,052	8,700	1,513
Bombala Shire	0	1	1	2,500	3,495	N/A	N/A	2,500	3,495
Regional averages	**1.3**	**2.9**	**4.2**	**35,668**	**6,213**	**24,784**	**4,333**	**13,888**	**2,585**

Notes: Population figures have been taken from Victoria in Future 2012. Baw Baw Shire's Leisure and Aquatic centres includes the Rawson Indoor Pool which is a standalone pool.

Table 2 shows that East Gippsland's existing provision of leisure and aquatic facilities per population is higher than the majority of municipalities benchmarked, with one centre per 22,340 people, but as the largest municipality they fall below average in terms of provision per area. By 2031 two thirds of the shires total population (80%) will live in the Bairnsdale Statistical Local Area (SLA) which is the predominant catchment for the BARC and Lakes Aquadome.

This table also shows that East Gippsland shire has lower than average provision of outdoor pools than most municipalities, both per population and area.

SECTION 3: EXISTING FACILITY PROVISION

This section of the report provides an overview of aquatic and leisure centres currently provided within East Gippsland shire and facilities in neighbouring municipalities that are utilised by East Gippsland residents. An analysis of historical operational performance for Council's leisure and aquatic facilities is also detailed in this section.

3.1 East Gippsland Council facilities

Council owns and manages the following aquatic and leisure facilities though their Recreation Facilities team:

- The BARC
- Lakes Aquadome
- Orbost Outdoor Pool
- Bairnsdale Outdoor Pool

The following table provides a summary of facility components for these centres.

Table 3: Existing Council aquatics provision

Facility Component	BARC	Lakes Aquadome	Orbost Outdoor Pool	Bairnsdale Outdoor Pool
Gym	■	■		
Group Fitness	■	■		
Cycle Classes	■	■		
Indoor 25m Pool	■	■		
Outdoor 50m Pool			■	■
Toddlers Pool	■	■	■	■
Spa	■	■		
Sauna	■	■		
Stadium (no of courts)	3			
Creche	■	■		

3.2 Facility catchment of Council facilities

An analysis of existing memberships[2] for the BARC and Lakes Aquadome indicates that the membership base resides across 17 different post code areas, with 99% of members being located within East Gippsland shire.

[2] Figures relate to 2011 BARC and Lakes Aquadome members.

The following table identifies the main geographic population catchment of members for both centres.

Table 4: Member post code for the BARC and Lakes Aquadome

Postcode	BARC	Lakes Aquadome	Total
3862	2	0	**2**
3864	8	0	**8**
3865	12	0	**12**
3875	631	10	**641**
3878	16	2	**18**
3880	57	0	**57**
3882	24	2	**26**
3885	25	9	**34**
3886	0	1	**1**
3887	1	8	**9**
3888	2	16	**18**
3889	0	1	**1**
3898	1	0	**1**
3902	4	3	**7**
3903	6	21	**27**
3904	12	25	**37**
3909	8	411	**419**
TOTAL	**809**	**509**	**1318**

Figures 2, 3 and 4 on the following pages provide a snapshot of membership catchments by postcode for each centre.

Each centre's members are concentrated around the main population centres with 81% of Lakes Aquadome members living within the 3909 postcode or within 5.4kms of Lakes Entrance and 88% of the BARC members living in the 3875 postcode or within 16.4kms of Bairnsdale. 90% of all Lakes Aquadome members lived within a 20km distance of Lakes Entrance and only 2% of the BARC's members live further than 25kms from Bairnsdale.

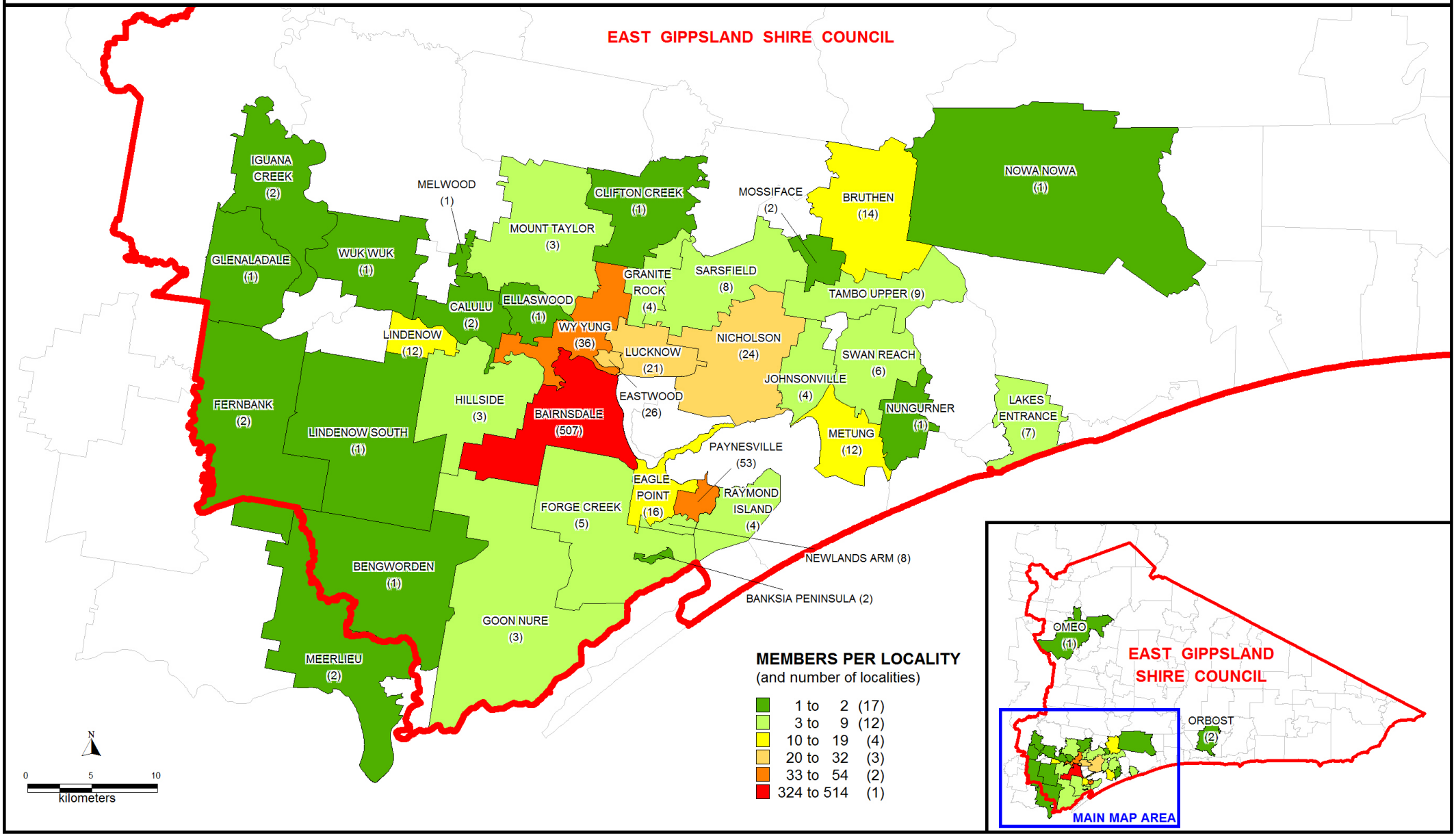
It should be noted that memberships accounted for only 47% over overall facility visits for the BARC and 53% for Lakes Aquadome, and there was no mechanism in place to record where casual visitors live.

EAST GIPPSLAND AQUATIC FACILITIES AND SERVICES FEASIBILITY STUDY
LOCALITY ANALYSIS OF BARC MEMBERS (2011)

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NOTES ON DATA ANALYSIS: Of the 818 member registration details provided, 809 are depicted here spatially matched to 39 localities within the East Gippsland Shire. The remaining 9 addresses provided are outside of the East Gippsland Shire and are therefore not depicted on this map.

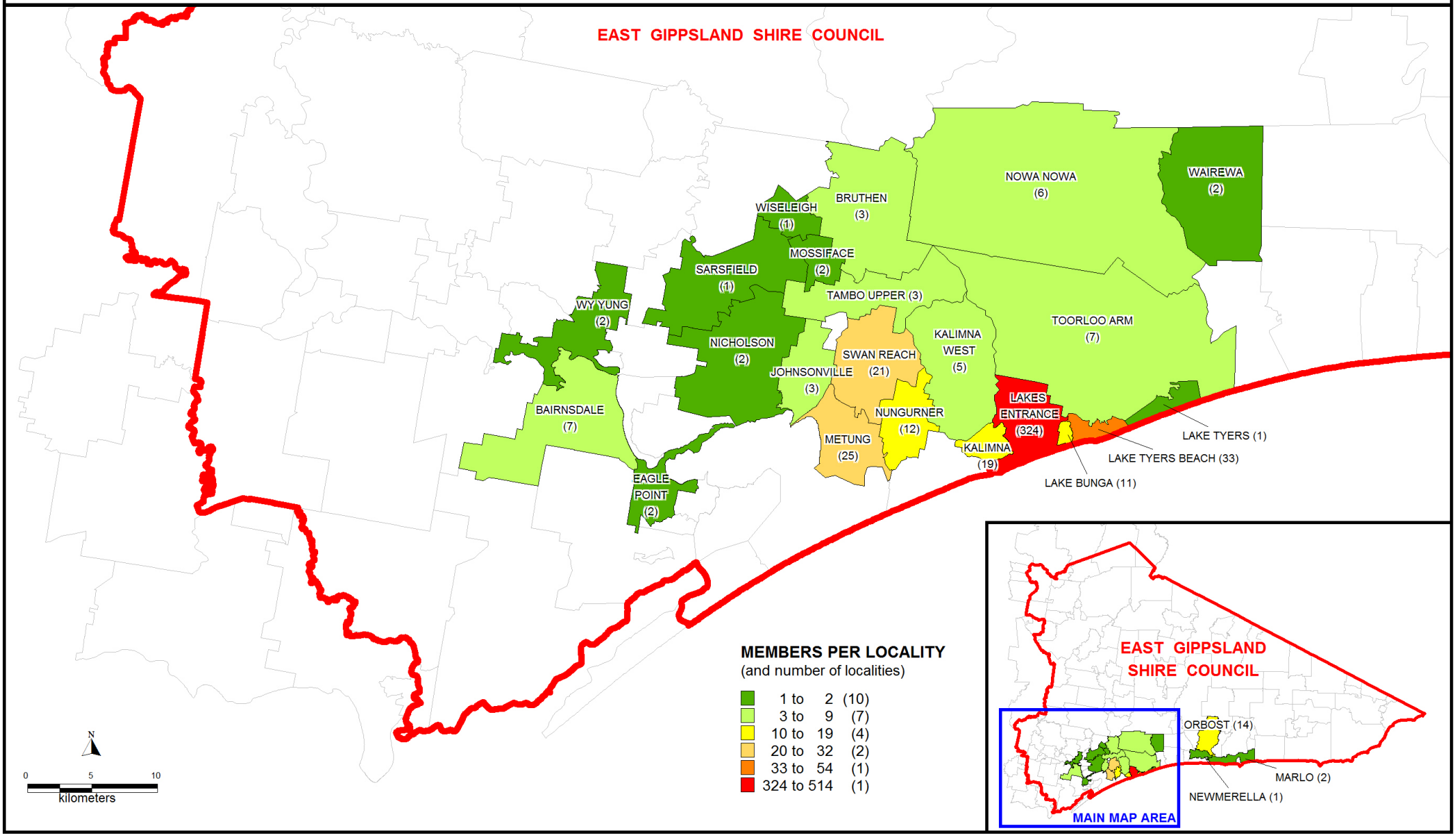


EAST GIPPSLAND AQUATIC FACILITIES AND SERVICES FEASIBILITY STUDY
LOCALITY ANALYSIS OF LAKES AQUADOME MEMBERS (2011)

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NOTES ON DATA ANALYSIS: The 509 member registration details provided are depicted here spatially matched to 25 localities within the East Gippsland Shire.

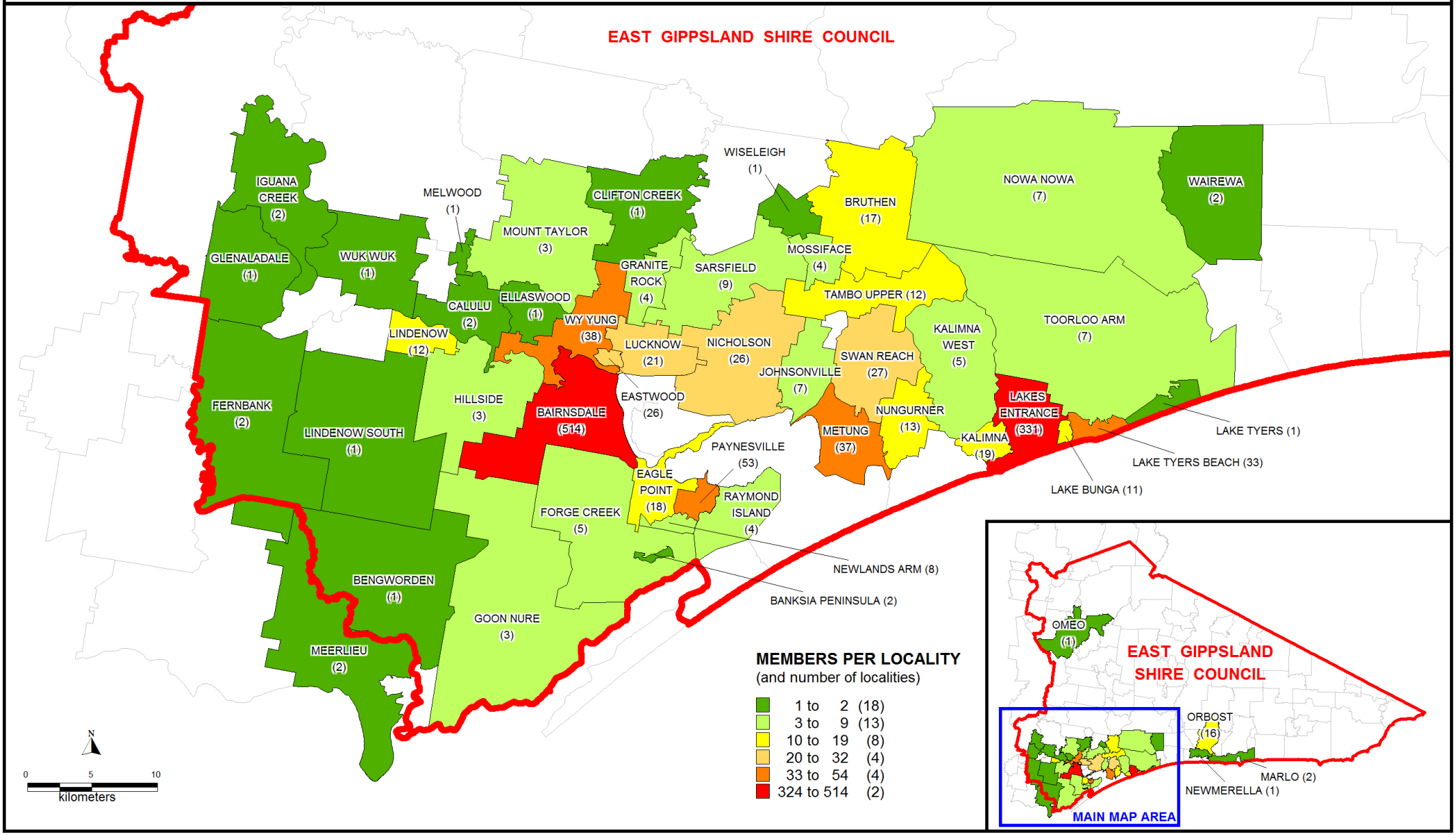


EAST GIPPSLAND AQUATIC FACILITIES AND SERVICES FEASIBILITY STUDY
LOCALITY ANALYSIS OF BARC AND LAKES AQUADOME MEMBERS (2011)

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NOTES ON DATA ANALYSIS: Of the 1327 member registration details provided, 1318 are depicted here spatially matched to 49 localities within the East Gippsland Shire. The remaining 9 addresses provided are outside of the East Gippsland Shire and are therefore not depicted on this map.



3.3 Facility attendance of Council facilities

This section of the report provides an overview of historical trends in visitation and memberships for each of Councils aquatic and leisure facilities.

Table 5: Attendances at East Gippsland Shire managed facilities

Attendances	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
BARC	81,864	83,547	104,141	138,315	145,500	228,861
Lakes Aquadome	69,559	85,365	91,122	97,615	108,645	102,430
Bairnsdale Outdoor Pool	7,414	5,762	6,726	8,010	9,026	7,451
Orbost Outdoor Pool	6,928	6,839	6,797	7,000	7,000	7,447

Table 5 gives an overview of attendance figures from 2008/09 to 2013/14 at Council's aquatic and leisure facilities. Both the BARC and Lakes Aquadome have shown strong growth in attendances over this time (179% and 47% respectively) although Lakes Aquadome did have a slight decrease in attendances between 2012/13 and 2013/14. The strong growth at the BARC and Lakes Aquadome can be contributed to a number of factors including redevelopment of health and fitness facilities at both sites and continued program development.

Outdoor pool attendances have fluctuated each season, being dependant on weather conditions.

Table 6: Number of members at the BARC and Lakes Aquadome

Membership Numbers	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
BARC	400	475	711	825	930	890
Lakes Aquadome	381	389	521	529	550	578

In line with the increased attendances, **Table 6** shows that membership numbers have also grown significantly with a 123% increase at the BARC and 52% increase at Lakes Aquadome over this period of time. The significant increase in memberships at the BARC in 2010/11 can be attributed to the opening of their new health club and group fitness room. Council attributes the reduction in 2013/14 to their main competitor changing to a 24 hour and low cost model.

3.4 Financial performance of Council facilities

This section of the report provides an overview of historical trends relating to the financial performance for each of Councils aquatic and leisure facilities.

3.4.1 Income analysis

Table 7 on the following page provides an overview of income achieved at each of Council's aquatic and leisure facilities between 2008/09 and 2013/14.

Table 7: Income for East Gippsland Shire managed facilities

Income	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
BARC	$ 850,559	$ 796,389	$ 982,362	$1,241,538	$1,500,332	$1,624,811
Lakes Aquadome	$ 534,443	$ 643,384	$ 851,003	$ 803,540	$ 881,596	$ 904,259
Bairnsdale Outdoor Pool	$ 26,830	$ 33,094	$ 31,971	$ 36,739	$ 37,800	$ 37,297
Orbost Outdoor Pool	$ 30,050	$ 33,823	$ 24,718	$ 26,810	$ 35,880	$ 42,380

The figures in the above table show that the income at the BARC has increased by $774,252 or a significant 91% over this six year period, despite a slight decrease in income in 2009/10 which Council attributed to the opening of a new competitor in Bairnsdale, and some disruption to normal activity with a redevelopment of the health club and group fitness area. This growth in income since this time is in line with increased attendances.

Income generated at Lakes Aquadome increased by $369,875, or 69% over this period with a slight decline in 2011/12 due to temporary closures for the redevelopment of health and fitness facilities.

Income at the outdoor pools has fluctuated in line with attendances and weather conditions although the pools experienced their highest income (and attendances) in different years, at Bairnsdale it was 2012/13 and Orbost 2013/14. Similarly they experienced their lowest income in different years, Bairnsdale had the lowest income in 2008/09, despite attendances being higher than the following two seasons, and Orbost had the lowest income (and attendances) in 2010/11.

3.4.2 Expenditure analysis

Table 8 below provides an overview of operating costs at each of Council's aquatic and leisure facilities from 2008/09 to 2013/14.

Table 8: Operating expenses for East Gippsland Shire managed facilities

Expenses	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
BARC	$1,636,928	$1,681,063	$1,691,429	$2,079,856	$2,189,473	$2,409,790
Lakes Aquadome	$1,190,597	$1,108,709	$1,254,483	$1,261,524	$1,581,221	$1,596,220
Bairnsdale Outdoor Pool	$ 120,023	$ 122,282	$ 118,870	$ 179,666	$ 249,053	$ 216,080
Orbost Outdoor Pool	$ 137,980	$ 162,308	$ 145,937	$ 148,478	$ 215,595	$ 202,768

The figures in the above table show minimal increases in expenditure at the BARC over first three years (3% and 1% respectively) with a 23% increase in 2011/12 followed by a 5% increase in 2012/13 and a 10% increase in 2013/14. Both of the larger increases were largely due to staffing costs with staff and roster changes and changes to childcare ratios in 2011/12.

Lakes Aquadome has experienced a 34% increase in expenditure over the six year period with the most significant increase being in 2012/13 (25%). Council has attributed this increase to a significant increase in contractor costs in this year including electrical, plumbing and plant and equipment.

Both of the outdoor pools recorded a reduction in expenditure in 2010/11 and again in 2013/14. The reduction in 2010/11 is in line with income and attendance figures while the reduction in 2013/14 is attributable to work that Council has undertaken to reduce water loss at both facilities.

The Bairnsdale Outdoor Pool had a significant increase in expenditure in 2011/12 (51%) and again in 2012/13 (39%) which was attributed to increased electricity, water and chemical costs due to

problems with the pool shell and ageing plant. The 2012/13 figures also include geo-technical investigations.

3.4.3 Net cost to Council

Table 9 below provides an overview of the net cost to Council at each of Councils aquatic and leisure centres over this period of time.

Table 9: Net cost to Council of East Gippsland Shire managed facilities

Net cost to Council	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
BARC	$ 786,369	$ 884,674	$ 709,067	$ 838,318	$ 689,141	$ 784,979
Lakes Aquadome	$ 656,154	$ 465,325	$ 403,480	$ 457,984	$ 676,038	$ 691,961
Bairnsdale Outdoor Pool	$ 93,193	$ 89,188	$ 86,899	$ 142,927	$ 211,253	$ 178,783
Orbost Outdoor Pool	$ 107,930	$ 128,485	$ 121,219	$ 121,668	$ 179,715	$ 160,388

Council's overall subsidy for aquatic and leisure centres has increased by 10% over the six year period.

At an individual centre level the subsidy at the BARC has decreased marginally (0.2%), Lakes Aquadome has increased by 5%, Orbost Outdoor Pool has increased by 49% and Bairnsdale Outdoor Pool has increased by a significant 92%.

The increase in subsidy over this time at the outdoor pools can be attributed to increased utilities, maintenance and a change in management and hours of operation. The pools were managed by the YMCA in 2008/09 and operated as low patronage pools, meaning that they operated with one lifeguard. The YMCA also had a cold weather policy in place. Council now manages these pools with two staff on at all times and no cold weather policy which has a significant impact on staff costs. The additional costs at the Bairnsdale Outdoor Pool are due to the age of the facility and failing structure and plant.

Table 10 outlines the subsidy per visit for each centre over the three year period.

Table 10: Subsidy per visit at East Gippsland aquatic and leisure centres

Subsidy per visit	2008/09	2009/10	2010/11	2011/12	2012/13	2013/14
BARC	$ 9.61	$ 10.59	$ 6.81	$ 6.06	$ 4.74	$ 3.43
Lakes Aquadome	$ 9.43	$ 5.45	$ 4.43	$ 4.69	$ 6.22	$ 6.76
Bairnsdale Outdoor Pool	$ 12.57	$ 15.48	$ 12.92	$ 17.84	$ 23.40	$ 23.99
Orbost Outdoor Pool	$ 15.58	$ 18.79	$ 17.83	$ 17.38	$ 25.67	$ 21.54

The subsidy per visit has decreased at both of the indoor facilities over the six year period with a reduction of $6.18 at the BARC and a reduction of $2.68 at Lakes Aquadome. The subsidy per visit at the outdoor pools has increased significantly, by $11.42 at the Bairnsdale Outdoor Pool and $5.96 at the Orbost Outdoor Pool.

These figures generally correlate with the net performance at each facility with two exceptions at the BARC in 2011/12 and 2013/14 where the increase in attendances in these years overrode the increase in net operating cost, and two exceptions at the Bairnsdale Outdoor Pool in 2009/10 and 2013/14 where a reduction in attendances is not reflected in the income.

3.5 Non Council facilities in East Gippsland

There is a six lane 25m unheated pool in Swifts Creek (approximately an hour and 20 minutes from Lakes Entrance and an hour and 10 minutes from Bairnsdale) which is located at the Swifts Creek P-12 School. This pool is run by a voluntary Committee of Management and is open to the local community during the summer months.

The vast size of the shire, location of Council's facilities and the remoteness of many of the smaller towns make it difficult for many people to access the more traditional aquatic facilities in the shire and there are a number of other more 'unofficial' aquatic facilities which are used by residents. These are outlined in **Table 11**.

Table 11: Other aquatic areas in East Gippsland used by residents

Town	Facility	Used by
Cann River	Privately owned pool	School
Mallacoota	Pub pool	School
Buchan	Buchan Caves pool	Local community and visitors
Omeo	Livingstone Creek swimming area	Local community and visitors

3.6 Aquatic facilities in other shires used by East Gippsland residents

As previously mentioned the size of the shire and distance between town's means for some residents that the closest aquatic facilities are located in another municipality. The following table provides an overview of these facilities including the type of facility and when they are available for use.

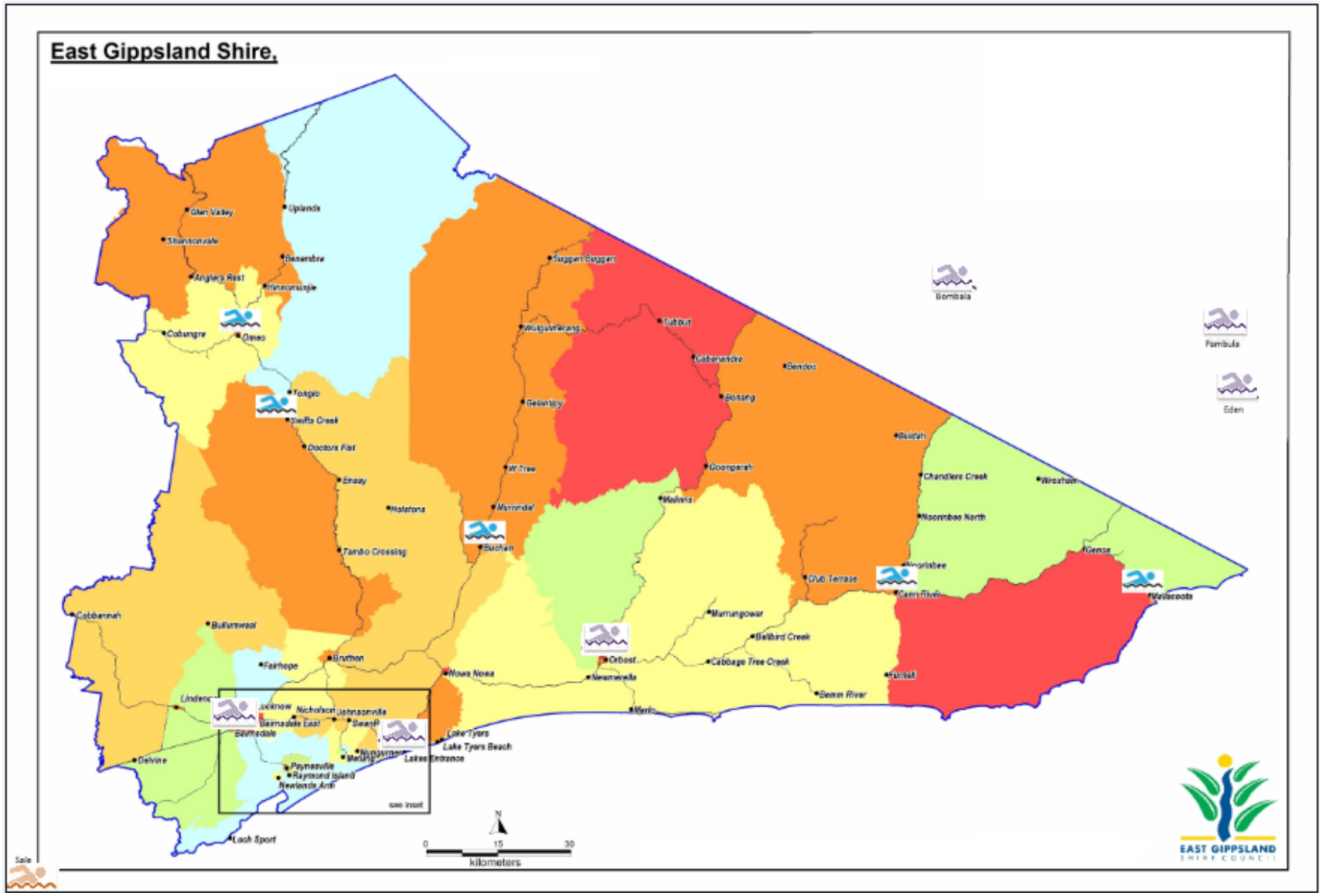
Table 12: Aquatic facilities in other shires

Town	Facility	Open
Eden	50m outdoor pool and toddlers pool (solar heated)	October to March
Pambula	25m indoor pool with multipurpose (warm water) pool and toddlers pool	12 months
Sale	25m pool, hydrotherapy and program pool, learn to swim pool, toddlers pool and sauna (indoor) 50m pool and diving board (outdoor)	12 months

Data provided from Sapphire Aquatics Centre in Pambula indicates that residents from Mallacoota are regular users of the facility with several children from Mallacoota enrolled in swim lessons, a bus that brings people every week and a number of casual users (which could not be quantified). Aqua Energy in Sale could not provide statistical data as to the number of visitors to the centre that live in East Gippsland but anecdotal evidence that East Gippsland residents use the hydrotherapy pool at Aqua Energy was received as part of the consultation process.

Refer to **Figure 5** on the following page for the location and distribution of existing community and private aquatic facilities currently provided across the shire and in adjoining shires that are utilised by residents of East Gippsland shire.

Figure 5: Aquatics provision for East Gippsland residents



SECTION 4: CONDITION ASSESSMENT

This section of the report looks at the condition of each of Council's aquatic and leisure facilities and identifies key priorities at each. Dennis Hunt and Associates undertook an assessment of the BARC and Lakes Aquadome in 2012 which included:-

- Condition assessment
- Disabled access and facilities assessment
- Occupational health and public safety assessment, and
- BCA building assessment.

4.1 The BARC

4.1.1 OH&S issues

The following OH&S and public safety items were evident at the time of the inspection:-

- Improvements to safe roof access are recommended through the installation of roof access walkways (roof access ladders have been added since the previous assessment)
- Old fibreglass translucent roof sheets over the stadium are becoming brittle and do not have external covers for fall protection (wire mesh is installed under the sheets)
- Ensure all basketball backboards and frames to the stadium are periodically inspected for structural integrity
- Ensure corroded bolts are replaced to the external pole mounted basketball backboard and the unit is load tested for deflection
- Depth and caution signs to the pool concourse have faded and require repainting
- Replace damaged/subsided sections of footpath pavements to the spa plant shed to reduce trip hazard risks
- Provision of non-slip and vision strips to the nosings of the stadium tiered seating stairs to reduce the risk of falls
- Pool air conditioning duct supports require periodic checking for structural safety
- The deadlocks fitted to the west exits from the wet change rooms restrict safe egress especially as the east exits have grilles that can be jammed closed to prevent alternative means of escape from the change rooms
- Balance tank access requires identification as confined spaces and provision of safe access
- Annual checking of RCD's, back flow valve at water meter, and cleaning of TMV's is required
- Some portable extinguishers not tagged and checked six monthly and replaced regularly to AS1851 Code, with all switchboards protected by Dry Chemical or CO2 extinguishers
- All lighting in plant/storage areas to be guarded or enclosed

- All containers of corrosive chemicals (acid or hypo) to be stored within safe bund
- Spa plant room has loose cords, unprotected hypo joints
- A log record of the exit and emergency lights maintenance on site
- Safe access ladder and new hatch from plant room to roof
- A list of the ESM items from the annual report

4.1.2 Compliance costs

Capital costs associated with making the building compliant with access standards and BCA requirements are outlined in **Table 13**. All OH&S costs have been included in the 10 year maintenance and capital program costs in **Table 14**.

Table 13: The BARC capital costs associated with compliance issues

Component	Preliminary Estimated Costs
Disabled access and facilities	$ 34,800
OH&S regulations and safety	*Refer to maintenance and capital program*
BCA requirements	$ 10,700
Design and documentation	$ 9,000
Project management and supervision	$ 3,000
Contingencies	$ 3,000
TOTAL	**$ 60,500**

4.1.3 Ten year maintenance and capital program

Table 14 outlines the 10 year maintenance and capital costs as identified by the audit. These costs include urgent maintenance of $4,490 identified for Year 1.

Table 14: 10 year maintenance and capital costs for the BARC

Year	10 year maintenance and capital program	Cyclical Maintenance	Total
Year 1	$ 206,659	$ 134,210	$ 340,869
Year 2	$ 176,290	$ 116,417	$ 292,707
Year 3	$ 117,260	$ 122,028	$ 239,288
Year 4	$ 236,592	$ 94,090	$ 330,682
Year 5	$ 36,825	$ 122,627	$ 159,452
Year 6	$ 35,050	$ 126,091	$ 161,141
Year 7	$ 153,520	$ 102,420	$ 255,940
Year 8	$ 26,200	$ 137,967	$ 164,167
Year 9	$ 11,300	$ 128,708	$ 140,008
Year 10	$ 19,800	$ 87,150	$ 106,950
TOTAL	**$ 1,019,496**	**$ 1,171,708**	**$ 2,191,204**

4.1.4 Total cost over ten year period for the BARC

Table 15 outlines a total cost of $2,251,704 over the 10 year period, which averages out to an annual cost of $225,170.

Table 15: Total 10 year cost for the BARC

Compliance	Maintenance and capital	Total
$ 60,500	$ 2,191,204	**$ 2,251,704**

4.2 Lakes Aquadome

4.1.1 OH&S issues

The following OH&S and public safety items were evident at the time of the inspection:-

- Improvements to safe roof access are recommended through the installation of roof access walkways.
- Replacement of the existing roof access ladder to AS1657 requirements to the east elevation wall is recommended including provision of a landing at the roof level
- Depth and caution signs to the pool concourse have faded and require repainting
- Provide confined space notice to balance tank cover to OH&S requirements
- Pool air conditioning duct supports require periodic checking for structural safety
- Annual checking of RCD's, back flow valve at water meter, and cleaning of TMV's is required
- Some portable extinguishers not tagged and checked six monthly and replaced regularly to AS1851 Code, with all switchboards protected by Dry Chemical or CO2 extinguishers
- Crèche exit door to yard requires to be reinstated as safe exit with ID to exit light and openable gate from the playground to the exterior
- All lighting in plant/storage areas to be guarded or enclosed
- All containers of corrosive chemicals (acid or hypo) to be stored within safe bund
- Bulk hypo delivery bay to be provided with spill pit and road graded to suit
- Spa plant shed is too cramped for safe operation and maintenance, also loose cords, unprotected hypo joints.
- A list of the ESM items from the annual report
- A log record of the exit and emergency lights maintenance on site.

4.1.2 Compliance costs

Capital costs associated with making the building compliant with access standards and BCA requirements are outlined in **Table 17**. All OH&S costs have been included in the 10 year maintenance and capital program costs in **Table 18**.

Table 16: Lakes Aquadome capital costs associated with compliance issues

Component	Preliminary Estimated Costs
Disabled access and facilities	$ 9,200
OH&S regulations and safety	*Refer to maintenance and capital program*
BCA requirements	$ 3,500
Design and documentation	$ 2,500
Project management and supervision	$ 1,000
Contingencies	$ 800
TOTAL	**$ 17,000**

4.1.3 Ten year maintenance and capital program

Table 17 outlines the 10 year maintenance and capital costs as identified by the audit. These costs include urgent maintenance of $13,750 identified for Year 1.

Table 17: 10 year maintenance and capital costs for Lakes Aquadome

Year	10 year maintenance and capital program	Cyclical Maintenance	Total
Year 1	$ 118,358	$ 58,864	$ 177,222
Year 2	$ 35,780	$ 45,052	$ 80,832
Year 3	$ 172,843	$ 45,221	$ 218,064
Year 4	$ 32,906	$ 41,103	$ 74,009
Year 5	$ 34,300	$ 40,232	$ 74,532
Year 6	$ 40,080	$ 47,721	$ 87,801
Year 7	$ 19,600	$ 56,034	$ 75,634
Year 8	$ 52,070	$ 41,702	$ 93,772
Year 9	$ -	$ 43,871	$ 43,871
Year 10	$ -	$ 47,703	$ 47,703
TOTAL	**$ 505,937**	**$ 467,503**	**$ 973,440**

4.1.4 Total cost over ten year period for Lakes Aquadome

Table 18 on the following page outlines a total cost of $990,440 over the 10 year period, which averages out to an annual cost of $99,040.

Table 18: Total Lakes Aquadome 10 year cost

Compliance	Maintenance and capital	Total
$ 17,000	$ 973,440	**$ 990,440**

4.3 Bairnsdale Outdoor Pool

The Bairnsdale Outdoor Pool has a limited lifespan due to significant structural issues that have been identified[3]. The age of the plant and existing pool structure have also seen a significant increase in electricity (239%) and water costs over the past six years (448%), despite significant work undertaken to rectify water leakages which reduced water usage and costs in 2012/13. There has also been a 62% decrease in gas costs which can be attributed to the reduced use of showers which is in line with the reduced use of the ageing change facilities.

Council has spent $510,773 on maintenance and capital projects over the past five years undertaking necessary rectification works to keep the pool open.

The only additional capital budgeted to spend at this facility is to replace the existing change rooms with demountable change rooms.

Table 19 below provides an overview of anticipated maintenance and capital costs for the next four years.

Table 19: Four year maintenance and capital costs for Bairnsdale Outdoor Pool

Year	Capital works	Maintenance	Total
Year 1	$ -	$ 21,000	$ 21,000
Year 2	$ -	$ 21,000	$ 21,000
Year 3	$ -	$ 21,000	$ 21,000
Year 4	$ 120,000	$ 21,000	$ 141,000
TOTAL	**$ 120,000**	**$ 84,000**	**$ 204,000**

4.4 Orbost Outdoor Pool

An audit of the Orbost Outdoor Pool was undertaken by Mechanical Plumbing Services in 2011 to assess the structural integrity of the pool and investigate suspected leakages. This audit found that the pool appears to be structurally sound and in good condition and is likely to remain that way for the next 15 to 20 years as long as a water leakage problem is rectified (it should be noted that core samples and destructive testing and analysis were not undertaken as part of this process).

Council has spent $300,000 in 2012 to repair the water leakage issues, repaint the pool and to make repairs to the concrete pool arm, and a further $150,000 in 2014 to install solar heating and provide additional shading and pool blankets. The 2014 project was identified as a key priority for the Orbost community through the 2011 consultation process and Council was successful in obtaining a grant through the State Governments 'Seasonal Pools' funding program.

[3] Bairnsdale Outdoor Pool Business Case - 2010

Refer to **Table 20** for an overview of anticipated maintenance and capital costs for the next four years.

Table 20: Four year maintenance and capital costs for Orbost Outdoor Pool

Year	Capital works	Maintenance	Total
Year 1		$ 26,000	$ 26,000
Year 2		$ 26,000	$ 26,000
Year 3		$ 26,000	$ 26,000
Year 4		$ 26,000	$ 26,000
TOTAL	**$ -**	**$ 104,000**	**$ 104,000**

4.5 Summary

Table 21 provides an overview of the total cost to Council for the BARC and Lakes Aquadome over the 10 year period, which is $3,242,144. This equates to an average annual cost of $324,214.

Table 21: Total 10 year cost for the BARC and Lakes Aquadome

Centre	Compliance	Maintenance and capital	Total centre cost
BARC	$ 60,500	$ 2,191,204	**$ 2,251,704**
Lakes Aquadome	$ 17,000	$ 973,440	**$ 990,440**
TOTAL COST	**$ 77,500**	**$ 3,164,644**	**$ 3,242,144**

In addition to the above cost, Council has allocated $3,119,813 to the redevelopment of the BARC in their 2016/17 and 2017/18 capital works budget. This redevelopment is supported by the findings of a Feasibility Study for the redevelopment of the BARC.

Table 22: Total anticipated four year cost for Bairnsdale Outdoor Pool and Orbost Outdoor Pool

Centre	Maintenance	Capital works	Total centre cost
Bairnsdale Outdoor Pool	$ 84,000	$ -	**$ 84,000**
Orbost Outdoor Pool	$ 104,000	$ -	**$ 104,000**
TOTAL COST	**$ 188,000**	**$ -**	**$ 188,000**

Table 23: Total four year cost for Bairnsdale Outdoor Pool and Orbost Outdoor Pool

Centre	Maintenance	Capital works	Total centre cost
Bairnsdale Outdoor Pool	$ 80,000	$ 2,697,187	**$ 2,777,187**
Orbost Outdoor Pool	$ 140,000	$ 110,000	**$ 250,000**
TOTAL COST	**$ 220,000**	**$ 2,807,187**	**$ 3,027,187**

SECTION 5: COMMUNITY CONSULTATION

This section of the report provides a summary of overall feedback about aquatics provision within the shire along with demand for the redevelopment of the BARC from the 2011 consultation process, and includes additional consultation that was undertaken as part of an Operational Review of Councils Recreation Facilities in September and October 2014.

5.1 Consultation overview

Table 24 provides an overview of consultation methods, key stakeholder groups and number of responses for each group as part of the project consultation phase undertaken between July and November 2011.

Table 24: Summary of project consultation undertaken in 2011

Stakeholder	Consultation method	Number of responses
Current members and users of the BARC and Lakes Aquadome	Surveys	429
General community	Surveys, street stalls	174
Schools	Phone and meeting	40
Sporting clubs	Surveys and focus group	12
Sporting bodies	Phone calls	2
Community groups and organisations	Phone, meetings and focus groups	47
Council staff	Phone, meetings and focus group	10
Facility staff	Phone and meetings	12
Government Departments	Phone and meetings	3

The 2014 consultation process for the Operational Review of Councils Recreation Facilities included surveys for facility users and non users and key user groups of the BARC and Lakes Aquadome, phone calls to all schools that use the facilities and meetings with Council and facility staff. During this process an additional 183 user surveys were collected and an additional nine non user surveys as well as stakeholder feedback.

The following consultation summaries will include the key findings from the 2011 consultation process with additional comments relating to the 2014 process.

5.2 Community and stakeholder survey findings

5.2.1 Survey responses (members and users)

429 survey responses from members and users of Council's aquatics and leisure centres were received and analysed during the 2011 project consultation process. The following figures and tables provide an overview of key findings related to these surveys.

Figure 6: Gender breakdown of members and users

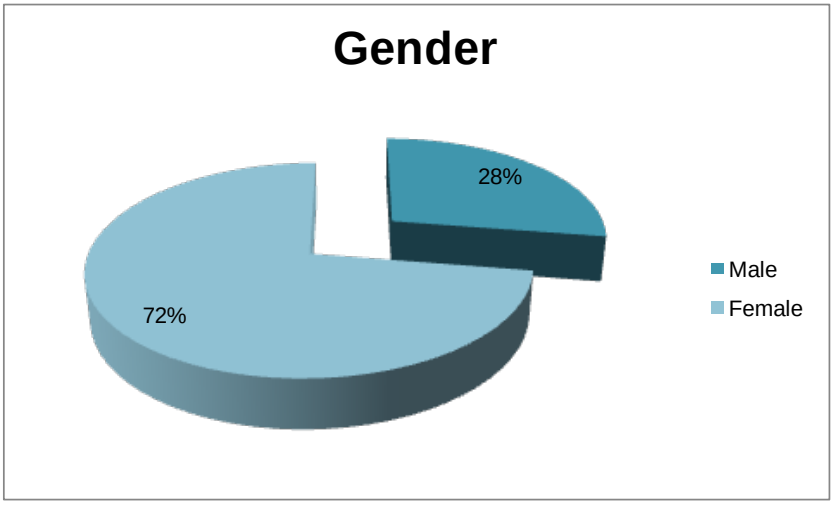


Figure 6 shows that nearly three quarters of members and users that completed surveys in 2011 were female. A slightly higher percentage of females completed these surveys in 2014 (77%).

Figure 7: Age breakdown of member and users

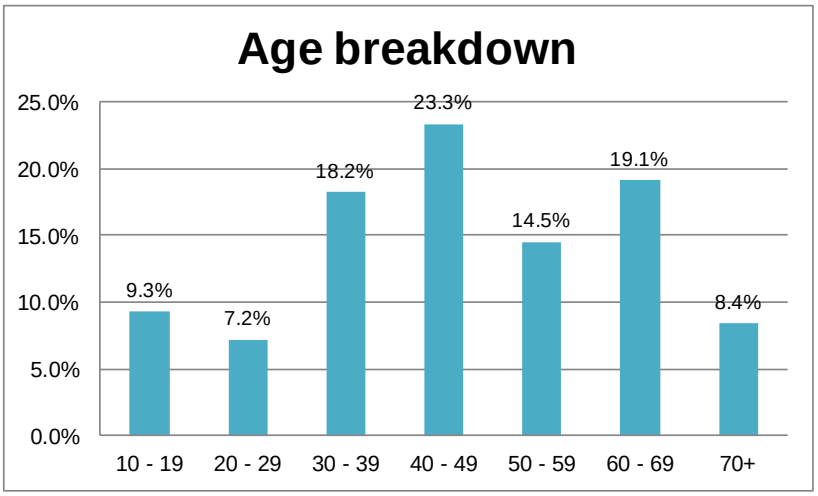


Figure 7 below shows that a diverse cross section of age groups was achieved through the 2011 survey process. The 2014 process also included diversity in age groups but had a higher response from the 41 to 60 age group (25.1% and 23%) and a lower response from the 10 to 19 year old and 70+ age groups (3.8% and 4.9%).

This diversity is important as it will help to ensure that the recommended aquatics provision for the shire will cater for a wide cross section of the community.

Table 25: Town of residence for members and users

Town	Total	%
Bairnsdale	130	30.3%
Lakes Entrance	94	21.9%
Orbost	43	10.0%
Metung	19	4.4%
Paynesville	16	3.7%
Lake Tyers	11	2.6%
Nicholson	10	2.3%
Eagle Point	7	1.6%
Newmerella	7	1.6%
Marlo	6	1.4%
Wy Yung	6	1.4%
Sarsfield	5	1.2%
Swan Reach	5	1.2%
Nungurner	5	1.2%
Swifts Creek	4	0.9%
Other	61	14.2%
TOTAL	**429**	**100.0%**

Table 25 shows that 62.2% of users and members of existing Council aquatic and leisure facilities in 2011 lived in lived in Bairnsdale, Lakes Entrance and Orbost with a further 13% living within a 24km radius of either Lakes Entrance or Bairnsdale. A significant 14.2% of people did not provide information as to where they live.

2014 survey results saw a higher percentage of respondents that lived in Bairnsdale and Lakes Aquadome (51% and 24%), with slightly more from Paynesville (5%) and less from Orbost (5%). A number of the smaller towns represented in the 2011 survey were not represented in 2014.

Figure 8: Main centre attended by members and users

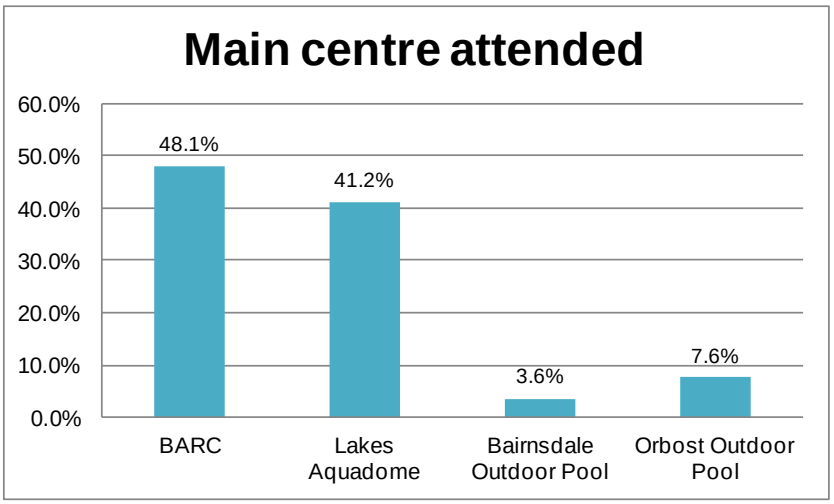


Figure 8 shows that 89.3% of respondents that completed the member/user surveys in 2011 attended either the BARC or Lakes Aquadome as their main centre, with only 3.6% using the Bairnsdale Outdoor Pool, and 7.6% using the Orbost Outdoor Pool. These figures, along with the

figures in **Table 25** indicate that some residents of Orbost use Lakes Aquadome as their main centre, rather than the Orbost Outdoor Pool.

2014 survey results saw a higher percentage of respondents attending the BARC and Lakes Aquadome (62.8% and 35.5%) with only 0.5% using the Bairnsdale Outdoor Pool and 1.1% using the Orbost Outdoor Pool.

Table 26: Main activity undertaken by members and users

What do you do there?	Response Count	Response Percent
Pool (recreation/fun)	177	15.4%
Lap swim	177	15.4%
Gym	156	13.5%
Group Fitness classes	115	10.0%
Spa	81	7.0%
Swim lessons	75	6.5%
Sauna	71	6.2%
Toddlers pool	50	4.3%
Aqua aerobics	49	4.2%
Cycle classes	36	3.1%
Women's gym	35	3.0%
Club activity	31	2.7%
Creche	24	2.1%
School holiday program	19	1.6%
Personal Training sessions	17	1.5%
After school care	9	0.8%
Stadium	14	1.2%
Other	17	1.5%
TOTAL	**1153**	**100.0%**

Table 26 shows that in 2011 '*using the pool for recreation and fun*' and '*lap swimming*' were the two most common things that survey respondents did at the centre (30.8% of all respondents), followed closely by '*gym'* and '*group fitness classes*'.

Of the people that responded that they used the pool for recreation and fun, 35% lived in Bairnsdale, 20.3% in Lakes Entrance, 11.3% in Orbost and 4.5% in Paynesville. Of the lap swimmers 29.9% lived in Bairnsdale, 23.2% in Lakes Entrance, 9.6% in Orbost, 5.1% in Metung and 4.5% in Paynesville.

The 2014 survey had a slightly different usage profile with the most common activities being '*using the gym*' (38.5%), '*lap swimming*' (29.4%) and '*using the pool for fun and recreation*' (17.6%). Other activities included '*spa*' (5.4%), '*sauna*' (5.1%), '*using the toddler's pool*' (2%), '*using the stadium*' (1.7%) and '*using the tennis courts at Lakes Aquadome*' (0.3%).

It should be noted that multiple responses were received for this question.

Table 27: What would encourage members and users to attend more?

What would encourage you to attend more?	Total	%
More Group Fitness classes	51	12.3%
Heated pool at Orbost	44	10.7%
Lower costs	28	6.8%
Extended opening hours	28	6.8%
Different Group Fitness class times	25	6.1%
If I had more time	24	5.8%
Better change rooms	19	4.6%
50m pool	19	4.6%
More equipment	18	4.4%
If I lived closer	17	4.1%
TOTAL	**273**	**66.1%**

Table 27 outlines the key things that would encourage people to use the existing facilities more in 2011 with 12.3% of responses relating to group fitness, 10.7% wanting the Orbost Outdoor Pool to be heated and 6.8% saying lower costs and extended opening hours. 26.2% of respondents (112 people) did not respond to this question. Only 4.6% (19 people) responded that a 50m pool would encourage them to attend more.

This question was asked slightly differently in the 2014 survey with respondents having the following options '*improved shower and toilet facilities*' (36.3%), '*different programs*' (32.5%), '*better café experience*' (14.5%), '*later opening hours*' (11.5%) and *'increased childcare availability*' (5.1%) rather than asking an open ended question.

It should be noted that multiple responses were received for this question.

Table 28: What would encourage members and users to attend more their pool was redeveloped?

If your pool was to be redeveloped what would encourage you to attend?	Response Count	Response Percent
Warm water/hydrotherapy pool	149	19.6%
Indoor 50 metre pool	131	17.3%
Health & wellness programs	107	14.1%
Outdoor 50 metre pool	101	13.3%
All abilities interactive water play area	82	10.8%
Health practitioners	54	7.1%
Indoor 25 metre pool	37	4.9%
Outdoor 25 metre pool	26	3.4%
Other	72	9.5%
TOTAL	**759**	**100.0%**

Table 28 explores what would encourage people to attend their pool more if it were to be redeveloped, with a warm water/hydrotherapy pool being the most popular choice, followed by an indoor 50m pool, health and wellness programs, an outdoor 50m pool and all abilities interactive water play. *It should be noted that multiple responses were received for this question.*

This question was not asked in the 2014 consultation process.

5.2.2 Survey respondents (non users)

Extensive advertising of the consultation process in 2011 was undertaken across the shire to ensure that all residents were aware of and able to participate in the process. In addition to online surveys, hard copy surveys were distributed to all Council Business Centres and libraries across the shire. The process was advertised in key newspapers and community newsletters in smaller towns and a community meeting was held in Orbost, after which local community members handed out surveys.

The 2014 consultation process was advertised in key newspapers in Bairnsdale, Lakes Entrance and Orbost with copies of surveys also being available at Council Business Centres and libraries in these towns.

174 survey responses were received and analysed during the 2011 consultation process for non users with only nine responses received in the 2014 process. The following figures and tables provide an overview of key findings related to these surveys.

Figure 9: Gender breakdown of non users

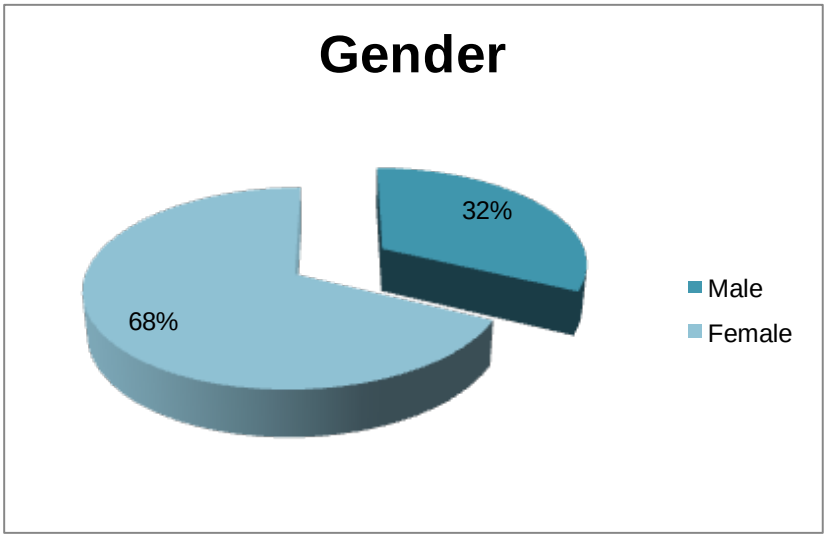


Figure 9 shows that significantly more females than males that completed the non user surveys in 2011. 78% of respondents in 2014 were female.

Figure 10: Age breakdown of non users

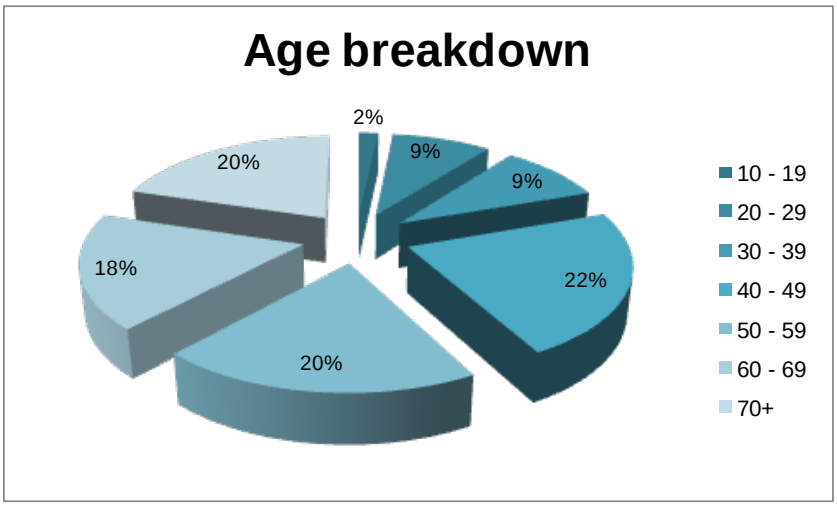


Figure 10 shows that only 20% of non users that responded to the survey in 2011 were aged 39 years or younger with very strong representation from older age groups. The 2014 results found that 67% of respondents were aged between 51 and 74 with the other 33% aged between 20 and 40.

Table 29: Town of residence for non users

Town	Total	%
Orbost	81	46.6%
Bairnsdale	22	12.6%
Marlo	11	6.3%
Buchan	9	5.2%
Lakes Entrance	8	4.6%
Newlands Arm	5	2.9%
Newmeralla	5	2.9%
Swifts Creek	5	2.9%
TOTAL	**174**	**83.9%**

Table 29 shows that a significant 46.6% of all non user surveys in 2011 were completed by residents of Orbost, followed by Bairnsdale and Marlo with 3% of respondents not answering this question. In 2014 there were four respondents from Lakes Entrance, two from both Bairnsdale and Orbost and one from Paynesville.

The lower number of respondents from Orbost in 2014 can be attributed to the fact that Council has met the key requirements of the community by installing solar heating and providing pool blankets and additional shade at the Orbost Outdoor Pool.

Table 30: Why non users do not attend Council aquatic and leisure facilities

Why don't you attend?	Total	%
Location	103	27.1%
Cost	59	15.5%
Transport issues	58	15.3%
They don't meet my requirements	56	14.7%
Lack of time	51	13.4%
Lack of interest	16	4.2%
Other	37	9.7%
TOTAL	**380**	**100.0%**

Table 30 shows that the main reason non users did not use the existing Council facilities in 2011 were location, followed closely by cost and transport issues.

It should be noted that multiple responses were received for this question.

There were 16 responses in 2014 with cost as the main reason (31.3%), followed by location and transport issues (both with 18.8%), by lack of interest (12.5%) and lack of time and 'they don't meet my requirements' both with 6.3%.

The three main things that would encourage these people to use these facilities in 2011 were '*heated pool at Orbost*', '*warmer water*' and '*a hydrotherapy pool*'.

Of the nine responses received in 2014, three people said living closer, two people said lower costs and one person gave each of the following responses '*more range in classes*', '*more staff supervision*' and '*more disability aids*'. One person did not answer this question.

Table 31: What would encourage non users to use these facilities?

If the pools were to be redeveloped what might encourage you to attend?	Total	%
Warm water/hydrotherapy pool	118	26.6%
Health & wellness programs	78	17.6%
Indoor 50 metre pool	72	16.3%
Indoor 25 metre pool	43	9.7%
All abilities interactive water play area	41	9.3%
Health practitioners	37	8.4%
Outdoor 50 metre pool	26	5.9%
Outdoor 25 metre pool	11	2.5%
Other	17	3.8%
TOTAL	**443**	**100.0%**

Table 31 explores what would encourage people to attend the pools if they were to be redeveloped, with a warm water/hydrotherapy pool being the most popular choice, health and wellness programs, an indoor 50m pool, an indoor 25m pool and all abilities interactive water play. *It should be noted that multiple responses were received for this question.*

This question was not asked in the 2014 consultation process.

5.3 Stakeholder consultation findings

5.3.1 Schools

Each school in the shire was contacted as part of the 2011 consultation process about their current use of aquatic facilities and future aquatic needs. 37 of the 40 schools were using Council aquatic facilities at the time of the survey with 35 schools doing swim lessons and nine schools running school carnivals at Bairnsdale Outdoor Pool, four at Lakes Aquadome and four at Orbost Outdoor Pool.

Schools in Orbost, Cann River, Mallacoota, Marlo and Newmerella currently use the Orbost Outdoor Pool. These schools also indicated that heating this pool would encourage them to use this facility more often.

Other key comments received from schools were in relation to the condition of the change rooms at the BARC and the Bairnsdale Outdoor Pool, the cost of travel and admission being cost prohibitive for some schools and scheduling difficulties at the BARC, Lakes Aquadome and Orbost Outdoor Pool.

Outside of the official consultation process for this project Orbost High School asked students for a show of hands as to whether they would use the Orbost Outdoor Pool if it was heated and reported that 210 students out of 300 said that they would use it. *It should be noted that no representative from Council or InSynch Consultancy Group was present for this show of hands.*

Only schools that were currently using aquatic and leisure centres were contacted as part of the 2014 consultation process, which was 30 schools. 28 schools used the pools for swim lessons with 14 schools running school carnivals at Bairnsdale Outdoor Pool, five at the Orbost Outdoor Pool and one at Lakes Aquadome.

Key comments in the 2014 process were similar to 2011 and included the condition of change rooms at the BARC and the Bairnsdale Outdoor Pool as well as the lack of dedicated school change facilities at the BARC. Travel costs were still an issue for some schools. Scheduling difficulties were far less of an issue in 2014 with most schools working together in clusters to organise a schedule.

As a key stakeholder with a joint usage agreement in place with Council for use of the centre, the Bairnsdale Secondary College would like exclusive access to the dry change rooms during school hours

5.3.2 Sporting clubs

Surveys were sent to all sporting clubs in the shire in the 2011 process with responses received from clubs in Swifts Creek, Wy Yung, Mallacoota and Orbost. Of these:-

- Wy Yung clubs were using the gym and pool at the BARC
- Swifts Creek clubs commented that the distance prohibits them from using any of Council's aquatic facilities but they utilise the Swifts Creek pool
- Mallacoota sports clubs were using the Pambula pool
- Orbost clubs all use the Orbost Outdoor Pool for lap swimming and aqua aerobics when the weather is warm enough but all commented that there is a need for a heated pool and hydrotherapy pool in Orbost as Lakes Entrance and Bairnsdale are too far to travel, both in terms of time taken and the cost of travel

In addition, a focus group was conducted at the BARC with representatives from the volleyball and basketball clubs, East Gippsland Waterdragons and the Riviera Triathalon Club. Key issues raised by each club include:-

- The East Gippsland Waterdragons are the regional swimming club for the shire and are based at the Bairnsdale Outdoor Pool, although the water temperature sees them training there only a few times each year. Given the significant water leaks and the top up required to maintain pool depth, the water is too cold for their members to swim in the majority of the time. Their squad swimmers utilise the pool on days over 26 degrees but their younger swimmers do not use it at all. The club believes that this puts them at a disadvantage when competing in long course events as they are not able to practice enough in a 50m pool. Due to demands on pool space at the BARC the club is not able to access adequate lane space for their training requirements, also having an impact on the swimmers ability to train for competitions.
- The Riviera Triathlon club cannot access sufficient lanes at the BARC for their training requirements, have a need for a club room, trailer storage and bike racks and would ideally like an indoor 50m pool but would move some of their training sessions to the Bairnsdale Outdoor Pool during the pool season if the water was heated and the facilities were upgraded.

- The volleyball club has a storage requirement, have concerns with the slippery floor surface and mentioned that they are unable to run major tournaments at the BARC as they would need an additional court. They also commented that the hire cost is high compared to other facilities in Gippsland and that they would use warm water pool, if one was available.
- The basketball club has concerns with the floor surface commenting that it was slippery and unsafe in some areas. They mentioned that are unable to access showers from the dry side, having to enter from pool deck which is a particular issue during tournaments and that the centre could capitalise more on their events by providing catering options. They also mentioned that additional lighting is required for the car park and have a need for additional storage.

5.3.3 Community groups and organisations

Feedback from health providers across the shire was that Council should focus on improving existing facilities and improving access to these facilities for their residents by building relationships with local communities, advocating for better transport options, and running programs for residents in remote areas, rather than trying to build new facilities that would be unsustainable.

There was a strong expressed need across the shire for a warm water pool, both for the ageing population and for people with rehabilitation needs. Existing disability and change disability facilities at the BARC were deemed to be inadequate, as was access to the pool at certain times due to the high demand and fixed water space, making additional water space at the BARC a big priority. Health services, disability agencies and retirement villages all expressed an interest in using facilities at the BARC if there was a warm water pool with improved disability access and change facilities.

Feedback received from community groups and organisations showed a concern for the lack of appropriate aquatic facilities in the Orbost region with the outdoor pool being so cold that high school students prefer to swim in the beach or the river than attend the pool. Residents currently travel long distances to go to Lakes Aquadome to take their children for swim lessons or swim squad. The Orbost District Health bus also takes a group of people to the Lakes Aquadome each week but numbers are limited and not everyone that wants to go is able to. The large number of families that travel to Lakes Entrance on a Saturday morning is having an impact on the local economy at Orbost as these families will do their weekly food shop in Lakes Entrance and often stay to eat lunch.

Orbost serves as a hub for small, remote towns and the community has been rallying for some years for warm water in town. Heating the existing pool would make the pool more accessible and allow the season to be extended, and there is a strong desire for a warm water pool.

Cost of entry was identified as a barrier for many people to attend the facilities, with the cost of travel for some people. Free family days were important for low socio economic families and if these were advertised across the shire, local communities could organise to bring bus loads of people along.

Because of the amount of water in the shire, educating children to swim was seen as a high priority and initiatives such as the open water swim lessons and encouraging children to join Surf Lifesaving Clubs is important so that they learn skills in the open water.

5.3.5 Council staff

Council managers

Key priorities for Council in relation to aquatics provision across the shire include:-

- Improving the liveability of the region, attracting 30 to 50 year old working families to the area and converting visitors to residents. Aquatics facilities are an important part of the '*lifestyle attractors*' that will encourage people to move to the area
- Sustainability – Council has an objective of halving their energy consumption over the next five years and as significant users of energy, improving the energy efficiency of these centre's is essential
- Increased transport options so that people can access facilities, both people from remote communities and people within Bairnsdale and Lakes Entrance. A bus stop at the BARC is seen as critical
- To reduce Council's overall deficit for these facilities while still providing affordable access for the community to these facilities

Facility managers and staff

The BARC

Key issues identified by facility staff included inadequate change and disability facilities, lack of storage, lack of lane space in key times, narrow pool concourse and that the health club is already very busy during peak times which will restrict further growth.

Staff identified key barriers for people as cost, transport (ability to get to the centre), timing of classes, limited pool space and people being unaware of what the facility offered.

Identified future needs included additional lap lanes, wider pool concourse, reconfiguration of pool deck to minimise blind spots and water glare, children's water play area, plant upgrade, improved change facilities to include both family and accessible change facilities, storage, additional office space, warm water pool, outdoor area leading from pool deck, larger health club and dedicated cycle room, larger cafe with inside and outside seating that is not a thoroughfare and improved entry/reception area to help with traffic flow and managing customers.

Lakes Aquadome

Staff identified key barriers for people as cost, transport, lack of awareness of what the facility offered and the perception that the centre was for 'fit' people rather than anyone in the community.

Identified future needs included upgrades to change facilities to include family and accessible change rooms, a warm water pool, more lap space, a first aid room, additional storage and a covered area outside.

5.4 Key consultation themes

A number of key themes became evident through the analysis of consultation data, these include:-

- The need for a warm water pool in the shire, that would be best positioned at the BARC
- The need for additional water space and improved change facilities and disability access at the BARC
- Existing facilities at the Bairnsdale Outdoor Pool are not meeting the needs of current user groups

- A strong desire for heated water in Orbost in 2011 (it should be noted that Council was successful with funding through the State Government ‘Seasonal Pools’ funding program in 2013/14 and installed solar heating and additional shade at the pool prior to the commencement of the 2014/15 pool season)
- Council should focus on improving existing facilities and promoting the use of these rather than building new and unsustainable facilities
- Improved transport connections are vital so that people can access facilities
- Affordable opportunities for people to participate are important to encourage access by the entire community
- Opportunities for Council to work with outlying communities to provide services

SECTION 6: FUTURE AQUATICS PROVISION

This section of the report looks at future aquatics provision for the shire that will best meet the needs of all residents and is in line with Council priorities and regional direction. It provides a facility hierarchy for Council, defines the roles of different aquatic facilities and looks at other key factors for Council to consider to improve access to aquatic facilities.

6.1 Facility hierarchy

6.1.1 Hierarchy definitions and existing provision

The following table provides an overview of the facility hierarchy has been developed as part of the strategy including existing provision for each category.

Table 32: Facility hierarchy and existing provision

Classification	Description	Provision
Regional	A regional facility provides competition standard facilities and is recognised as a current or future regional facility through the Gippsland Regional Plan	Sale is the outdoor 50m regional facility and Latrobe has been identified as the location for any future indoor 50m pool for Gippsland
Municipal	A municipal facility is one that provides a range of aquatic and dry facilities not available at any other facilities throughout the shire	The BARC and Lakes Aquadome are Council's municipal facilities
District	A district facility is one that meets the needs of the town it is located as well as the surrounding catchment. The catchment for each facility will vary depending on the services offered and drive times to the facility	There are a number of district facilities that service East Gippsland residents, these include Bairnsdale Outdoor Pool, Orbost Outdoor Pool, Swifts Creek School Pool, Sapphire Aquatics Centre (Pambula) and Eden Outdoor Pool
Local	A local facility is one that meets the needs of the town it is located in	There are a number of local facilities in East Gippsland these are located in Buchan, Cann River, Mallacoota and Omeo

Note: *local facilities vary from outdoor pools to local waterholes used by local residents.*

6.2 Provision criteria

The following criteria has been developed to assess the range of different development possibilities. The criteria should be used to determine the priority for future provision of facilities and services with any future development being one that best meets the following criteria:

6.2.1 Meeting long term sustainability

- Consistency with the Council's main aims in recreation and leisure facility provision;
- A facility that minimises competition between existing East Gippsland shire centres and facilities;
- A facility that promotes the training, education and employment of local staff and residents;

- The capital cost of the facility is within Council's budget tolerance;
- Council can demonstrate capacity to provide ongoing annual subsidy to support centre operations post-development;

6.2.2 Diversifying and maximising use and participation

- Facilities provided foster use from infants to older adults and provide a range of different facilities and services;
- Facilities that will maximise use of a range of groups in the community;
- Provides improved facilities that are publicly accessible;

6.2.3 Accessible design and efficient functionality

- Avoids duplication of aquatic and leisure facilities within catchment areas for each facility;
- Adequately addresses any identified site constraints;
- Increases the potential for universal and environmentally sustainable design practices;
- Design considers the practicalities and efficiencies of management and operation.

6.3 Future provision

The geographical spread of the shire makes it easier for some residents to travel to district facilities in other municipalities than to travel to existing facilities in East Gippsland, for example Mallacoota residents generally travel to Eden and Pambula rather than Orbost and Lakes Entrance.

The following table outlines the recommended provision for each of the categories as identified in **Table 33**.

Table 33: Facility hierarchy and future provision

Classification	Future provision
Regional	The need for a regional aquatics facility has been met by other local government areas
Municipal	Council should look at the provision of existing municipal facilities and how they can meet the needs of residents rather than trying to provide additional facilities due to the significant capital cost and ongoing operational costs associated with these facilities
District	Council should look at the provision of existing district facilities and how they can meet the needs of residents rather than trying to provide additional facilities due to the significant capital cost and ongoing operational costs associated with these facilities
Local	It is not recommended that Council develop any local facilities due to the high capital costs and ongoing operational costs associated with these facilities

6.4 Role of Council facilities

6.4.1 The BARC and Lakes Aquadome

As the only indoor aquatic and leisure facilities in the shire, and with 80% of the shires population living within the Bairnsdale SLA by 2031, these centres are municipal facilities that service a large percentage of the shires resident base.

Ensuring that these centres meet the needs of the changing community should be an important priority for Council going forward.

6.4.2 Bairnsdale Outdoor Pool

The Bairnsdale Outdoor Pool is a community pool with some school usage. Feedback received through the consultation process and attendance statistics for the facility indicate that the pool is underutilised due to the ageing facilities and cold water.

6.4.3 Orbost Outdoor Pool

The Orbost Outdoor Pool is predominantly a community and social pool with some school usage, although feedback received through the consultation process and attendance statistics for the facility indicate that the pool is currently underutilised due to the cold water and significant wind chill factor.

The town of Orbost services a number of remote communities such as Newmerella, Cann River, Marlo, Cabbage Tree Creek, Bemm River, Bellbird Creek, Club Terrace, Cape Conran and Goongerah. Residents from these towns currently travel significant distances, often driving through Orbost to get to Lakes Aquadome to access heated water.

6.5 Role of other district aquatic facilities

6.5.1 Swifts Creek School Pool

Swifts Creek P-12 School has a six lane outdoor 25m pool situated on the school grounds. This pool was a community initiative, being built between 30 and 40 years ago with money raised by the local community. The pool is managed by a volunteer Committee of Management with maintenance and upkeep of the facility being funded by a combination of membership income and the school's budget. The current management method means that the pool is only available for casual use if a member is present although this was under review at the time of writing.

This pool is used by surrounding small communities.

6.5.2 Sapphire Aquatic Centre (Pambula)

The Sapphire Aquatic Centre was redeveloped in 2010 and is now an indoor facility that has a six lane 25m pool, a multipurpose pool which acts as a warm water pool (temperature is kept at 30.5 degrees) and a toddlers pool. The centre is managed by Bega Valley Shire Council.

A privately owned and operated health club and group fitness room is also situated at the facility with child minding facilities.

This facility is the closest indoor aquatics facility for Mallacoota residents with centre management confirming that 10 families from Mallacoota were enrolled at the time of consultation, a weekly bus

service brings people with a disability from Mallacoota every week, and they are aware of Mallacoota residents that use the facility casually, although there are not figures to quantify this.

6.5.3 Eden Outdoor Pool

The Eden Outdoor Pool is a 50m solar heated pool with a toddler's pool that is open from October to April each year. Eden is located approximately an hour and 10 minutes from Mallacoota and is the closest public outdoor pool for these residents. This pool is managed by private operators on behalf of Bega Shire Council. No data exists to quantify how many Mallacoota residents use this facility.

6.5.4 Bombala Outdoor Pool

Bombala Outdoor Pool is a six lane 33m pool with toddlers pool that is open from late November to March each year. The pool is heated by a wood heat exchanger but staff at Council were unable to confirm the temperature of the water.

Council is currently redeveloping the site to include new change facilities and a small gymnasium. Bombala is the closest outdoor pool for residents in Bendoc, Bonang and Chandlers Creek.

6.6 Role of other local aquatic facilities

Local aquatic facilities play a crucial role in allowing remote communities to access aquatic facilities without the time and cost of long travel distances. These facilities meet a range of needs including recreational swimming opportunities and swim lessons.

6.7 Facility and service matrix for Council facilities

The following facility and service matrixes are separated into *aquatics and non-aquatics* facilities and services. User types identified in the tables below have been derived from the *likely visitor markets presented in* ***Section 6.8***.

6.7.1 The BARC

A range of future needs were identified through the consultation process. These include additional lane space, a warm water pool, an all abilities interactive water play area, larger health club, dedicated spin room, meeting room, training room, improved change facilities, new reception and cafe areas, additional storage and office space.

Table 34: Aquatics facility and service matrix – the BARC

Component	Service/Program	Target Audience	User Type
AQUATICS AREA			
25m pool	Squad training	Local swimming club (ages 5-55)	Fitness, Training & Competition
	School LTS	School aged children	Educational programs
	School carnivals	School aged children	Fitness, Training & Competition
	School fun days	School aged children	Recreation & Leisure
	Aqua aerobics	Adults and older adults	Recreation & Leisure
	Lap swimming	12 - 60 years	Recreation & Leisure
	Birthday parties	4 - 13 years	Recreation & Leisure
	Pool inflatable/fun days	4 - 18 years	Recreation & Leisure
	Lane Hire	Local groups (10 - 80+)	Recreation & Leisure/ Fitness, Training & Competition
	Recreational use	Babies - 80 years	Recreation & Leisure
Warm water pool	Learn to swim	0 - 12 years	Educational programs
	Rehabilitation programs	13 - 80+ years	Health & Wellness
	Aqua aerobics	Adults and older adults	Recreation & Leisure
	General use	13 - 80+ years	Recreation & Leisure
Accessible water play	Kids play	Birth - 12 years	Recreation & Leisure

Component	Service/Program	Target Audience	User Type
Dry Area			
Health club	Teen gym	13 - 16 years	Recreation & Leisure
	Gym memberships	16 - 70 years	Recreation & Leisure
	Casual usage	16 - 70 years	Recreation & Leisure
	Personal Training	20 - 50 years	Recreation & Leisure
	Older adults programs	60 - 80 years	Recreation & Leisure
	Disability groups	16 - 60 years	Recreation & Leisure
Group fitness room	Group fitness classes	16 - 55 years	Recreation & Leisure/ Fitness, Training & Competition
	Older adults programs	60 - 80 years	Recreation & Leisure
	Teen classes	13 - 16 years	Recreation & Leisure
	School classes	School aged children	Recreation & Leisure
	Disability groups	16 - 60 years	Recreation & Leisure
	Squad sessions	Local swimming club	Recreation & Leisure
	Wellness programs (pilates, yoga, tai chi)	20 - 65 years	Health & Wellness
Cycle room	Cycle classes	16 - 55 years	Recreation & Leisure/ Fitness, Training & Competition
Meeting room	Community groups	16 - 55 years	Recreation & Leisure
	User groups	16 - 65 years	Recreation & Leisure
	General public	All ages	Recreation & Leisure
Cafe	General public	All ages	Recreation & Leisure
Stadium	User groups	5 - 60 years	Recreation & Leisure/ Fitness, Training & Competition
	Schools	School aged children	Recreation & Leisure
	General public	All ages	Recreation & Leisure
Creche	Child care	Babies & young children	Recreation & Leisure

6.7.2 Lakes Aquadome

At the time of writing, Lakes Aquadome had recently undertaken a redevelopment of the health club and group fitness area to increase the size of the existing health club by 50% and build dedicated group fitness and cycle rooms which will help to meet community needs over the next five to 10 years, but with significant growth projected in Lakes Entrance it is not expected to meet long term needs.

Other future needs for Lakes Aquadome that were identified through the consultation process included improved change facilities, additional family/accessible change room, first aid room, staff room, additional lap lanes, warm water pool and additional storage.

A master plan of the site will be required in the medium term to determine future use and priorities for the site in line with the proposed Lakes Entrance Sporting Precinct.

Table 35: Aquatics facility and service matrix – Lakes Aquadome

Component	Service/Program	Target Audience	User Type
Aquatics area			
25m pool	Squad training	Local swimming club (ages 5-55)	Fitness, Training & Competition
	School lessons	School aged children	Educational programs
	School carnivals	School aged children	Fitness, Training & Competition
	School fun days	School aged children	Recreation & Leisure
	Aqua aerobics	Adults and older adults	Recreation & Leisure
	Lap swimming	12 - 60 years	Recreation & Leisure
	Birthday parties	4 - 13 years	Recreation & Leisure
	Pool inflatable/fun days	4 - 18 years	Recreation & Leisure
	Lane hire	Local groups (10 - 80+)	Recreation & Leisure/ Fitness, Training & Competition
	Recreational use	Babies - 80 years	Recreation & Leisure
Toddlers pool	Learn to swim	6 months - 3 years	Educational programs
	User groups	Mums & bubs	Educational programs and recreation & leisure
	General use	13 - 80+ years	Recreation & Leisure

Component	Service/Program	Target Audience	User Type
Dry area			
Health club	Teen gym	13 - 16 years	Recreation & Leisure
	Gym memberships	16 - 70 years	Recreation & Leisure
	Casual usage	16 - 70 years	Recreation & Leisure
	Personal training	20 - 50 years	Recreation & Leisure
	Older adults programs	60 - 80 years	Recreation & Leisure
	Disability groups	16 - 60 years	Recreation & Leisure
Group fitness room	Group fitness classes	16 - 55 years	Recreation & Leisure/ Fitness, Training & Competition
	Older adults programs	60 - 80 years	Recreation & Leisure
	Teen classes	13 - 16 years	Recreation & Leisure
	School classes	School aged children	Recreation & Leisure
	Disability groups	16 - 60 years	Recreation & Leisure
	Wellness programs (pilates, yoga, tai chi)	20 - 65 years	Health & Wellness
Cycle room	Cycle classes	16 - 55 years	Recreation & Leisure/ Fitness, Training & Competition
Cafe	General public	All ages	Recreation & Leisure
Creche	Child care	Babies & young children	Recreation & Leisure

6.7.3 Bairnsdale Outdoor Pool

Council has undertaken significant maintenance work at this facility over the past seven years to try and prolong the life of the pool but this project has confirmed that there are structural issues that mean this facility has a limited lifespan.

Table 36: Aquatics facility and service matrix – Bairnsdale Outdoor Pool

Component	Service/Program	Target Audience	User Type
Aquatics area			
Outdoor 50m pool	School lessons	School aged children	Educational programs
	School carnivals	School aged children	Fitness, Training & Competition
	School fun days	School aged children	Recreation & Leisure
	Aqua aerobics	Adults and older adults	Recreation & Leisure
	Lap swimming	12 - 60 years	Recreation & Leisure
	Pool inflatable/fun days	4 - 18 years	Recreation & Leisure
	Lane hire	Local groups (10 - 80+)	Recreation & Leisure/ Fitness, Training & Competition
	Recreational use	Babies - 80 years	Recreation & Leisure
Toddlers pool	General use	Babies and young children	Recreation & Leisure

6.7.4 Orbost Outdoor Pool

Council has undertaken significant work at this facility over the past five years with the immediate priority for the pool being warm water. A master plan of the site will be required in the medium term to determine future use and priorities for the site.

Table 37: Aquatics facility and service matrix – Orbost Outdoor Pool

Component	Service/Program	Target Audience	User Type
Aquatics area			
Outdoor 50m pool	School lessons	School aged children	Educational programs
	School carnivals	School aged children	Fitness, Training & Competition
	School fun days	School aged children	Recreation & Leisure
	Aqua aerobics	Adults and older adults	Recreation & Leisure
	Lap swimming	12 - 60 years	Recreation & Leisure
	Pool inflatable/fun days	4 - 18 years	Recreation & Leisure
	Lane hire	Local groups (10 - 80+)	Recreation & Leisure/ Fitness, Training & Competition
	Recreational use	Babies - 80 years	Recreation & Leisure
Toddlers pool	General use	Babies and young children	Recreation & Leisure

6.8 Other considerations

6.8.1 Transport

People's ability to physically access Council's aquatic facilities was raised as a significant barrier during the consultation period, and demographic data in **Section 6.2.6** supports this feedback. Access to transport and the cost of transport prohibits many people from accessing aquatic facilities. This is the case for people in Bairnsdale, with such a high percentage of people who do not have access to a car, as well as the outlying towns.

The location of Council's indoor aquatic centres means significant driving distances for some communities to access their closest centre, for example:-

- Mallacoota – Lakes Entrance (approximately two and a half hours drive time)
- Cann River – Lakes Entrance (approximately one and a half hours drive time)
- Orbost – Lakes Entrance (approximately 45 minutes drive time)
- Omeo - Bairnsdale (approximately one and a half hours drive time)

There are a number of possible services that could help to provide access to aquatic facilities for residents in outlying towns that are unable to drive to these facilities. These are outlined below.

Public bus services

Limited bus services do operate from many outlying towns into Bairnsdale but the only town services to stop at the BARC are coming from Wy Yung at 8.35am and 3.36pm on weekdays.

Council has submitted the following reviews to the Department of Transport to increase services and is awaiting a response:-

- East Gippsland Corridor Review (Eastern Corridor Review) 2006
- Lakes Transit Bus Review 2008
- Bairnsdale and Paynesville Bus Services Review 2008

The Department of Transport indicated that there is no funding for additional services but if a bus on an existing route runs past the BARC, Council could fill in a '*deviation of an existing route*' form to apply for the bus to stop at the BARC.

Bus route 3 (Bairnsdale to Wy Yung) drives straight past the BARC several times each day on weekdays but currently does not stop. The closest stop is at Bairnsdale Regional Health Services (BRHS) which is approximately 600m from the BARC. Services stop at BRHS at 9.52am, 10.13am, 11.33am and 3.08pm.

In Lakes Entrance the town bus stops at Lakes Aquadome at 10.05am, 10.21am, 12.05pm, 12.21pm, 2.05pm, 2.21pm, 5.05pm and 5.21pm on weekdays.

There are currently no bus services in either Bairnsdale or Lakes Entrance on weekends.

Use of affordable taxis

Council has been attempting to address public transport gaps and transport disadvantage through the shire's Let's GET Connected project. Through research and studies staff have found that communities are seeking an affordable, reliable, efficient and accessible mode of transport to get around. Unfortunately residents not living in an urban setting such as Bairnsdale and Lakes

Entrance are unable to afford taxis and hire car services. As a result of the taxi fare structure and kms required to travel, currently taxis are seen as an unviable form of transport[4].

Even for people that hold a Multi Purpose Taxi Card fares are still unaffordable and they have a limited number of return trips that they can take with fares of up to $702 for a return trip. Bairnsdale Taxis did trial a set route and set share system to reduce costs and make this an affordable option for residents but found that several regulatory requirements prohibited them from offering this as an ongoing service.

Council lodged a submission into the Victorian Taxi Inquiry in 2011 which included 24 recommendations. A draft report from the enquiry detailing 124 recommendations was released in May 2012. This report contained some recommendations that will help to implement the set route and set share system within East Gippsland. It is expected that this report will be adopted within the next 12 months. The recommendations were as follows:-

- Legislation, and other impediments associated with fare setting, hindering the introduction of group hire services such as share rides and taxi shuttles should be removed.
- The requirement under the *Bus Safety Act 2006* for taxis with 10 or more seats to seek registration as a bus in order to operate 'set fare' or 'set route' services should be removed. Taxis should not be defined as buses and permit holders should be permitted to offer fixed route services without having to seek a separate and duplicative registration.
- Commercial passenger vehicle services should be more fully integrated with other transport services in policy and planning, as envisaged by the *Transport Integration Act 2010*. In particular, consideration should be given to funding or utilising taxis as a complement or alternative to community and public transport where there are (but not limited to):
  - Service/s that are commercially viable for a taxi but not viable for a bus
  - Service/s that are commercially viable for a taxi and a bus, but where the taxi is more economical and/or efficient than a bus
  - Service/s that are not commercially viable for either a taxi or a bus, but where there is limited or no public transport available in an area, the relevant authority has determined a need for the service and a taxi is more economical and/or efficient than a bus.

Use of school buses

The possibility of opening up school buses to the broader community has been on the agenda for Council's in Gippsland for some time since the 'Gippsland School Bus Flexibility Trials'. Following this Council developed a document that was sent to the Municipal Association of Victoria (MAV) in 2009 requesting that the MAV advocate to State Government to streamline access to school buses for rural Victorians to better facilitate carriage of the general public, post secondary students and access to school buses in downtime. A trial at Bemm River was conducted as part of the Gippsland School Bus Flexibility Trials which was very successful, and continues to provide a service to the general community.

Under current legislation the decision to allow public access to school buses rests with school principals as the organisers of the school bus route. Seat allocations on buses change every term and public access to the buses would need to work on a bookings system but there is benefit in exploring this as an option. The Bairnsdale Secondary College school bus routes would be ideal as it could bring people to or from the BARC.

[4] East Gippsland Shire Council submission to the Victorian Taxi Inquiry 2011

Use of community buses

Many of the small communities have a community bus that they are prepared to make available for community groups. Most of these organisations charge for petrol and a small fee so the cost of this would have to be shared between people travelling on the bus. Council's Community Programs Unit has a resource for transport until June 2014 that could negotiate with these organisations to provide transport to aquatic facilities for their own clients (health services) and the broader community.

Orbost District Health already hire their bus for community members to attend Lakes Aquadome with others indicating through the consultation period that they would be interested in investigating this if there was a warm water pool at the BARC and they were able to organise program times with the centre.

6.8.2 Accessibility to facilities

There are several elements to ensuring that aquatic facilities are accessible to the community. Transport is one of these but has been discussed in **Section 6.8.1** so this section will focus on other areas of accessibility.

Physical accessibility

Physical accessibility refers to the built environment to ensure that the facilities are accessible to the entire community. The built environment around the facility needs to be accessible for people walking, riding, driving and catching public transport (where applicable) and Council should ensure that redevelopments to any existing facilities include Universal Design best practice principles.

Universal Design refers to broad-spectrum architectural planning ideas meant to produce buildings, products and environments that are inherently accessible to both the able-bodied and the physically disabled. The term is used to describe the concept of designing all products and the built environment to be aesthetic and usable to the greatest extent possible by everyone, regardless of their age, ability, or status in life. This means designing, building and managing facilities that are intuitive and impartial to particular user or demographic groups.

The principles of universal design are outlined below:

1. **Equitable use** – the design does not disadvantage or stigmatise any group of users;
2. **Flexibility in use** – the design accommodates a wide range of individual presences and abilities;
3. **Simple and intuitive use** – use of the design is easy to understand, regardless of the user's experience, knowledge, language skills, or current concentration level;
4. **Perceptible Information** – the design communicates necessary information effectively to the user, regardless of ambient conditions or the user's sensory abilities;
5. **Tolerance for error** – the design minimises hazards and the adverse consequences do accidental or unintended actions;
6. **Low Physical effort** – the design can be used efficiently and comfortably, and with a minimum of fatigue;
7. **Size and Space for Approach and use** – appropriate size and space is provided for approach/reach/manipulation, and use, regardless of the user's body size, posture, or mobility.

Universal design has the following goals:

1. **Body fit** - accommodate a wide a range of body sizes and abilities;
2. **Comfort** - keeping demands within desirable limits of body function and perception;
3. **Awareness** - ensuring that critical information for use is easily perceived;
4. **Understanding** - making methods of operation and use intuitive, clear and unambiguous;
5. **Social integration** - treating all groups with dignity and respect;
6. **Personalisation** - incorporating opportunities for choice and the expression of individual preferences;
7. **Appropriateness** - respecting and reinforcing cultural values and the social and environmental context of any design project.

Awareness of facilities

This involves making residents aware of their closest aquatics facility even if it's in another shire. Although results of the non user survey suggested that the majority of respondents were aware of Council's aquatics facilities, it should not be assumed that all residents in all townships within the shire would know where their closest aquatics facility would be.

For residents in Mallacoota their closest centre is the Sapphire Aquatic Centre in Pambula. The manager of this facility commented during consultation that they have recently been advertising in Mallacoota and were investigating grant funding options to provide a low cost bus service for Mallacoota residents to attend the facility.

Financial accessibility

As outlined in **Sections 10** there are a high number of low income households and several areas of disadvantage in the shire. Add to that the significant cost of transport for people living outside of major towns, and financial accessibility becomes an issue for many residents.

Council needs to ensure that their fees and charges are reflective of the demographic by offering affordable prices that include concessional categories for people that qualify.

Council already has initiatives in place to promote both social and financial accessibility to their facilities, these include:-

- **Family fun days** – once a month on a Saturday or Sunday Council opens up one of their facilities to the public for no charge. Additional programs and activities such as pool inflatable, face painting and sausage sizzles are generally part of these family days
- **Free aquatics family entry Friday night** – this is a weekly occurrence from 3.30pm to 8pm at both the BARC and Lakes Aquadome to provide access to families who might not otherwise be able to afford to attend the centre. There is a focus on healthy food during these sessions.

Additional initiatives such as a scholarship program for disadvantaged students to learn to swim, and including a free family pass to their closest aquatics centre with rates notices would help reduce the cost of entry to these facilities to make them more accessible.

6.8.4 Accessibility to programs

In addition to facility based programs at Council's aquatic and leisure facilities, a number of other aquatics programs are conducted across the shire.

Vic Swim open water programs are conducted at locations across the shire. The open water course is generally a three week course with the first two weeks being conducted in a pool and the third week in the open water. These courses are considered to be important with so much open water in the shire, and with some rural communities having limited access to swim lessons through the school.

Regular locations for these courses include Mallacoota, Marlo and Metung (although the last two courses have had to be cancelled due to blue green algae in the water). Numbers in these courses generally range between 17 and 30 although numbers have been increasing since government funding has halved the cost of these lessons for parents.

Open water courses have also been conducted in Orbost and Tubbut in the past as one off courses. The Orbost participants determined that the open water venue at Marlo was preferable so now attend that course, and the decline in numbers at the school in Tubbut has meant that there has been no need for additional courses. There has been interest in running a course in Paynesville, and subject to a satisfactory result on the risk assessment a course will run here.

In addition to Vic Swim programs, Kemp Aquatics (a Gippsland based swim school) conducts swim lessons and bronze medallion courses at Swifts Creek in the school pool, and have recently trained three indigenous swim instructors which means that they can now look to run programs at indigenous settlements such as Lake Tyers, if the demand is there.

6.8.4 Potential hot springs development in Metung

McMillans of Metung Resort is a four and a half star resort in Metung. The owners of the resort are planning to build hot springs similar, but on a smaller scale, to Peninsula Springs which will be open to the public.

There is an existing allocation from the old Metung Hot Springs and the owners are currently negotiating with Council to gain access to part of that allocation. A master plan of the site has already been completed and the developers are ready to proceed as soon as the allocation is finalised. Anticipated timeframes for completion are 12 to 18 months from sign off of the allocation.

Stage 1 of the development would be to heat the resort pools with Stage 2 being the development of hot springs and a day spa. The bather capacity for the springs is anticipated to be between 100 and 150 and they are hoping to attract between 30,000 and 50,000 visits per year. Final fees and charges will be set once construction is underway but owners anticipate that the cost for public bathing would be between $25 and $35.

SECTION 7: POSSIBLE FUNDING SOURCES

Below are five sources of funding that are available to Council for future aquatics projects.

7.1 Better Pools Funding Program

At the time of writing the Sport and Recreation Victoria '*Better Pools'* program is the key government grant source that may provide a funding contribution towards the redevelopment of the BARC. This program contributes to the provision of high quality and accessible community sport and recreation facilities across Victoria. In recent years the '*Better Pools'* and associated '*Seasonal Pool Renewal'* programs have contributed more than $46 million annually into aquatic centre development and improvement projects across Victoria.

Under the program criteria, maximum grants of up to $3 million will be provided to aquatic and leisure centre development projects. In the context of East Gippsland shire, a funding ratio of $1 from SRV to every $1 of local funding would be required to support state government investment. To achieve maximum grant funding, a minimum local commitment of $3 million would be required.

The *Better Pools Program* is extremely competitive and is targeted towards projects that can demonstrate the improvement of access and participation opportunities for communities, as well as demonstrate a justified need within the local and municipal community. Collaboration through planning and enhancing community, and education partnerships through ongoing facility operation, are also critical to accessing this funding.

7.2 Seasonal Pool Renewal Program

The Seasonal Pool Renewal program is an annual Sport and Recreation Victoria program through their Community Facilities Funding Program. Under the program criteria maximum grants of up to $200,000 will be provided with a funding ratio for East Gippsland of $2 from SRV to every $1 of local funding.

The objectives of the Seasonal Pool Renewal program are:-

- To encourage local government's ability to renew and modernise small aquatic and leisure centre's in small rural and regional Victorian towns and in the interface municipalities where access to indoor aquatics centre's is significantly limited
- To encourage a greater range of aquatic recreational opportunities accessible to all

Proposals that focus on increasing participation and access to aquatics activities will be highly regarded under this category, for example:-

- Increasing the amount of leisure water and aquatic play facilities at a venue
- Water and energy conservation infrastructure initiatives
- Raising water temperature levels
- Improving amenity of facilities through better change areas and shelter or shade
- Improving accessibility to swimming pools and change facilities

7.3 Minor Facilities Funding Program

The Minor Facilities funding program is an annual Sport and Recreation Victoria program through their Community Facilities Funding Program. Under the program criteria maximum grants of up to $100,000 will be provided with a funding ratio for East Gippsland of $2 from SRV to every $1 of local funding.

The objectives of the Minor Facilities program are:-

- To encourage participation in sport and recreation through innovative facility initiatives
- To strengthen communities through the development of sustainable sport and recreation facilities
- To encourage greater female and junior participation

Proposals that focus on increasing participation and access will be highly regarded under this category, as will projects that develop energy or water efficiency and upgrades to non-compliant facilities.

7.4 Planning

The Planning program is part of the annual Community Facilities Funding Program through Sport and Recreation Victoria. This program helps to provide high quality, accessible community sport and recreation facilities across Victoria. The program encourages:-

- Increasing sport and recreation participation
- Increased community access to leisure opportunities
- Better planning of sport and recreation facilities
- Innovative sport and recreation facilities
- Environmentally sustainable design

The Planning category provides funding for the future sport and recreation needs of communities through better information gathering, consultation and strategic planning. Grants of up to $30,000 are available for projects focusing on recreation planning and facility feasibility planning. Under the program criteria there is a dollar for dollar funding ratio.

15.1.2 Community Energy Efficiency Program

The Community Energy Efficiency Program is a merit-based grant program established by the Commonwealth Government to provide matched funding to local Councils and non-profit community organisations to undertake energy efficiency upgrades and retrofits to Council and community-use buildings, facilities and lighting.

The objectives of the Community Energy Efficiency Program are to:

- Support a range of local Councils and community organisations to improve the energy efficiency of different types of non residential council and community use buildings, facilities and lighting
- Demonstrate and encourage the adoption of improved energy management practices within Councils, organisations and the broader community.

The government has allocated $200 million to this fund between 2012 and 2016 with 63 round one applicants being successful in June 2012, a total of $42 million. Council was successful with their

funding submission of for $681,021 for cogeneration and lighting at the BARC as part of round 2 of this program which closed in February 2013.

Council was successful with their funding submission of $681,021 for cogeneration and lighting at the BARC as part of round 2 of this program. Council is adding a further $345,310 cash to undertake this $1,026,331 project.

SECTION 8: AQUATICS STRATEGY FINDINGS

Increasing physical activity, health and wellbeing, social connectedness and access to key services and facilities are a high priority to Council and are mentioned in a number of key strategic documents. In particular, access to aquatic facilities and programs that can promote water safety, with so much open water in the shire.

The geographic spread of the shire and large number of small and remote communities pose a challenge to Council in meeting these objectives, but consultation findings that Council should focus on improving facilities, programs and access to these facilities rather than building new and unsustainable facilities, was unanimous.

In addition to centre based programs there is a need for open water education programs and Council should continue to work with local communities and Vic Swim to promote these courses wherever possible.

8.1 Facilities

Recreation (aquatic) centres are one of Council's core services with Council having budgeted $9,785,000 on the redevelopment of aquatic facilities in Bairnsdale and Orbost between 2013 and 2019. As a key user of energy within the shire, the operation of these facilities also has a significant impact on Council's overall energy usage and Council's ability to reach their goal of halving energy consumption in the Recreation Centres between 2013 and 2017.

The following key facility development needs have been identified as part of this project and should be addressed to improve future aquatics provision for the residents of East Gippsland shire:-

8.1.1 The BARC

The BARC is one of Council's key municipal facilities and is currently at capacity in certain areas during peak times. In assessing a location for a proposed aquatic facility that could meet the needs of the community, the BARC was identified as the site that could best maximise use in the shire. Therefore there is a need to undertake a Feasibility Study into the development of the BARC to determine what facilities are required and to assess the feasibility of future redevelopment.

8.1.2 Lakes Aquadome

Lakes Aquadome is also a key municipal facility. Feedback received as part of this study indicated that despite the recent expansion to the health club and group fitness room, growth projections will see the need to further expand this facility. A future need for Council would be to investigate the ability of this facility to meet the long term needs of the community in line with future population growth projections.

8.1.3 Orbost Outdoor Pool

An assessment of this pool has found it to be structurally sound and it is expected to operate for at least another 15 to 20 years. Council has undertaken significant improvement works at the facility over the past five years.

The geographical spread of the shire and location of this facility make it an important community asset which Council is committed to maintaining and improving.

A future need for Council would be to investigate the ability of this facility to meet the long term needs of the community having regard to future population growth projections.

8.1.4 Bairnsdale Outdoor Pool

Condition assessments of this facility confirm that the pool is nearing the end of its functional life and will need to close in the near future. Council has resolved to keep this pool open as long as practicable but no further major work will be undertaken at this facility.

8.1.5 Outlying towns

A number of unmet aquatic needs were expressed from outlying areas. It is recommended that these be further investigated through local Community Plans.

8.2 Transport

People's ability to access aquatic services was identified as a significant barrier throughout the study with a significant number of residents currently unable to access facilities. Improving transport options within the shire is imperative and Council should look to develop a Transport Strategy to address some of these issues.

In addition, Council should continue to advocate and work with state government transport regulators and local stakeholders to improve transport options including:-

- Increased services from remote towns to Bairnsdale and Lakes Entrance
- Increased services in Bairnsdale and Lakes Entrance, including weekend services and the possibility of Route 3 buses in Bairnsdale stopping at the BARC
- Community use of school buses
- Set fare or set route taxi services
- Public access to community buses

8.3 Accessibility

In addition to transport, cost and awareness were two other key accessibility issues that were identified as part of the study.

Cost of entry was identified as a significant barrier for some residents, with low income and the cost of travel identified as key contributing factors. Council should ensure that fees and charges at aquatic facilities reflects the demographic of their residents, and should continue with initiatives such as '*Free family days*" and '*Free family aquatics entry Friday nights*' to provide an opportunity for people who may not otherwise be able to use the facilities.

To ensure that all residents are aware of and able to access their nearest aquatic facility Council should:-

- Ensure that marketing for facilities is shire wide
- Work closely with local health providers to ensure that local communities are aware of centre initiatives and to develop programs for these communities as required

- Foster a working relationship with adjoining municipalities to ensure that East Gippsland residents are aware of facilities in other shires that may be closer to them than facilities within the shire, and to look at ways of attracting residents to these facilities.

8.4 Implementation and staging plan

Table 38 provides an overview of the implementation and staging plan for the Aquatic Strategy.

Table 38: Implementation and staging plan

Action	Completion Date
Undertake a Feasibility Study to meet the needs identified in the Aquatic Strategy	Dec-14
Operate the Bairnsdale Outdoor Pool for as long as functionally possible (options for a possible future outdoor pool have been considered when this pool is no longer functional)	Ongoing
Apply for external grant funding from Sport and Recreation Better Pools Funding in 2015 for 2016/17 and 2017/18 for the development of the BARC	Apr-16
Prepare schematic drawings for the BARC to support Better Pools funding submission	Dec-15
Develop transport strategies based on further community consultation for Orbost and outlying communities	Dec-16
Develop transport strategies based on further community consultation for Lindenow to Bruthen, Bairnsdale to Lakes Entrance and Nowa Nowa and the greater Paynesville/Eagle Point region	Dec-16
Develop water based recreation strategies based on further community consultation for outlying communities	Jun-17
Create a Master Plan based on further community consultation for Lakes Aquadome	Dec-17
Create a Master Plan based on further community consultation for Orbost Outdoor Pool	Dec-18
Develop an updated East Gippsland Shire Aquatic Strategy	Dec-19
Continue to identify ESD and other efficiency improvements in managing aquatic facilities	Ongoing

FEASIBILITY STUDY FOR THE DEVELOPMENT OF THE BARC

SECTION 9: LOCAL POLICY CONTEXT

This section of the report provides a review of documents specifically reviewed in relation to the proposed redevelopment of the BARC. This study will also consider documents previously reviewed in **Section 2.1**.

Bairnsdale Outdoor Pool – Business Case January 2010

The Bairnsdale Outdoor Pool Business Case outlines the current condition of the Bairnsdale Outdoor Pool and specifies that the *"…redevelopment or closure of the pool is imminent".*

According to the report:

- *"Regional facilities such recreation centers are critical to sustainable economic development"*
- The Bairnsdale Outdoor pool and co-located children's pool have been operating for twice their expected life relative to industry standards
- Patronage of the outdoor facilities has remained strong, even with the opening of the indoor pool [at BARC]
- The outdoor location *"provides indigenous groups a safer aquatic experience over the other option of swimming in the rivers and waterways"*
- *"The eight large trees located at the outdoor pool provide adequate shade areas for families to get out of the sun, and schools also use them as marshalling areas for junior swim carnivals".*

The report details issues with the outdoor pool and surrounding dry facilities, including those based on engineer reports. Issues include the depth of the pool as a result of previous maintenance, out dated design, lack of disability access, OH&S issues and outdated and inefficient plant room (i.e. pumping facilities).

When discussing the need for a new 50m pool in Bairnsdale, the business case highlights the need for a competition length pool and lap swimmers preference for an outdoor pool.

SECTION 10: MARKET AND DEMAND ANALYSIS

This section of the report provides a summary of the key trends in local and regional demographic and population change, and in aquatics and leisure participation. It also identifies the likely catchment market and user characteristics and provides an estimate of the potential future demand for the redevelopment of the BARC.

10.1 Population overview

10.1.1 Gippsland regional population

The population in Gippsland is projected to experience similar growth to both Regional Victoria and Victoria between 2011 and 2031 with 28.1%, 29% and 30.3% respectively.

By 2031, the population of Gippsland is anticipated to reach 340,479 providing an additional 72,580 residents and contributing 18% of Regional Victoria's overall population. The following table provides a summary of Gippsland's regional population projections to 2031.

Table 39: Past and projected population 2011 to 2031

Local Government Area	2011	2016	2021	2026	2031
East Gippsland (S)	42,789	45,063	47,895	50,640	53,399
Bass Coast (S)	32,056	35,763	40,037	45,190	49,946
Baw Baw (S)	44,042	49,174	54,439	59,578	64,608
Latrobe (C)	76,640	79,891	83,531	87,145	90,741
South Gippsland (S)	28,452	29,116	30,187	31,351	32,509
Wellington (S)	43,920	44,742	46,013	47,475	49,276
Gippsland Total	**267,899**	**283,749**	**302,102**	**321,379**	**340,479**
Regional Victoria	1,483,788	1,584,097	1,691,817	1,805,693	1,914,626
Victoria Total	5,621,210	6,067,702	6,500,653	6,924,141	7,326,564

Note: Figures from above population summary have been sourced from Victoria in Future 2012 for all LGA's other than East Gippsland, and Forecast.id for East Gippsland as these figures vary to Victoria in Future 2012 figures. The Gippsland total is the total of each LGA total listed in the table and varies to the Gippsland total for Victoria in Future 2012.

10.1.2 East Gippsland shire population projections

East Gippsland represents approximately 10% of the area of the State of Victoria, with 20,931 sq km and 42 localities across the Shire. In 2011 the Bairnsdale SLA made up a significant portion of the East Gippsland population accommodating 76% of the shires overall population. This is expected to increase to 80% by 2031. The Orbost SLA represented another 15% of the shires population in 2011, this overall percentage is expected to decrease to 12% by 2031, but this still represents an increase of 276 people.

The table on the following page provides a summary breakdown of population projections for East Gippsland Shire for 2011, 2021, and 2031.

Table 40: East Gippsland Shire population forecasts 2011 to 2031

East Gippsland Shire Population Projection Summary							2011 to 2031	
Subset Area	2011	(%)	2021	(%)	2031	(%)	Change (#)	Change (%)
Bairnsdale SLA	32,714	76%	37,588	78%	42,694	80%	9,980	31%
Orbost SLA	6,262	15%	6,387	13%	6,538	12%	276	4%
South West SLA	2,416	6%	2,528	5%	2,748	5%	332	14%
Rural Balance SLA	1,397	3%	1,392	3%	1,419	3%	22	2%
East Gippsland Shire Total	**42,789**	**100%**	**47,895**	**100%**	**53,399**	**100%**	**10,610**	**25%**

Table 40 indicates that the Bairnsdale SLA will experience the greatest increase in population numbers between 2011 and 2031, with an expected 9,980 new residents. Key growth areas within the Bairnsdale SLA include Lakes Entrance (where rezoning will see an additional 2,500 people), Bairnsdale, Metung and Paynesville.

The South West SLA is expected to grow by 14% or 332 residents, while the Rural Balance is expected to experience the least growth with a 2% increase, or additional 22 residents[5].

10.2 Demographic overview

The following provides an overview and comparison of key demographic characteristics of East Gippsland and their potential implications on the future aquatic provision in the shire.

10.2.1 Age profile

In 2011 the median age of East Gippsland residents was significantly higher than Victoria's with 47 and 37 years respectively. This has increased from 43 in 2006. Residents aged 50 years and over comprised 46.1% of the region's population and this age group is projected to increase slightly to 47.3% between 2011 and 2031.

Young people aged 0-4 years comprised 5.6% of the East Gippsland population, which is less than Gippsland (6.2%) and Victoria (6.4%) for this age structure. 21.1% growth, or 509 additional children, in this age group is expected in the period to 2031.

East Gippsland residents aged between 5 and 19 years comprised 17.6% of the population in 2011, reducing from 19% in 2006. Strong growth is expected across this age structure between 2011 and 2031, with a 25.8% increase which is an additional 1,950 children and teenagers.

East Gippsland had a smaller percentage of 20-24 year olds (4.4%) and 25-34 year olds (8.6%) compared to Victoria (9.7% and 13.8% respectively) in 2011. These age groups have reduced since 2006 where they were 5.9% and 8.6% but are expected to grow by 13.4% and 25.7% respectively between 2011 and 2036.

East Gippsland residents aged between 35-49 years comprised 17.6% of the population in 2011. Some growth is expected across this age structure between 2011 and 2031, with an estimated 1,432 residents, or a 19% increase over the period.

***Note:** all figures relating to 2006 in this section were derived from the ABC Census data for 2011 while 2011 and forward projections were sourced from Forecast.id.*

[5] Forecast.id

10.2.2 Gender profile

The gender profile of the East Gippsland shire is relatively evenly distributed between males (49.3%) and females (50.7%), which is comparable to Victoria[6].

In 2011, there were slightly more males aged 0 to 19 years (5,083) compared with females in the same age structure (4,711). In contrast, there were slightly more females (8,494) than males (8,219) aged 55 years and over.

10.2.3 Household structure

The number of couple households with no children in the East Gippsland Shire is 50.7%, which is higher than Gippsland (44.6%) and Victoria (36.7%). The Bairnsdale and Orbost areas are reflective of the remainder of the shire, with 51.4% and 50.5% of couple households having no children.

The number of single-person households is also slightly higher than Victoria, with 4,863 or 28.8% of East Gippsland Shire residents living alone compared with 24.5% across the State. Bairnsdale and Orbost have a higher percentage than the overall shire with 29.7% and 30.8% respectively.

Families with children under the age of 15 years comprise 32.4% of East Gippsland shire households. In the remainder of Gippsland and the State this figure is slightly lower with 28.4% and 31.4% respectively. There are 1,011 one parent families with children aged 15 years and under in East Gippsland (an increase of 16% since 2006), which comprises 8.6% of the Shires households. This figure is higher than Victoria (7.5%) and slightly lower than Gippsland (9.6%). Both Bairnsdale and Orbost have a higher percentage than the overall shire with 9.3% and 8.9% respectively[7].

10.2.4 Cultural diversity

East Gippsland shire has the second highest indigenous population in Victoria[8] with 3.2% being of Aboriginal or Torres Strait Islander origin in 2011, compared to 2% in Gippsland and 0.7% in Victoria. The percentage of female Aboriginal and Torres Strait Islander people was slightly higher than the East Gippsland gender distribution (50.4% female and 49.6% female).

Of the 1,349 Aboriginal and Torres Strait Islander people in the Shire, close to half of them were young people aged 0-19 years (48.3% which is an increase of 1.7% from 2006). This is a contrast to non indigenous young people in this age group with just 22.4%[9].

The number of East Gippsland Shire residents born overseas significantly lower than across Victoria (10.8% and 26.2% respectively) with 92.8% reporting that they spoke English only at home.

The top five countries of birth, other than Australia, for the East Gippsland population were the United Kingdom (4.9%), New Zealand (0.9%), Netherlands and Germany (both with 0.7%) and Italy (0.4%)[10].

[6] Victoria in Future 2012
[7] ABS Census data 2011
[8] East Gippsland Shire Council submission to Taxi Industry inquiry 2011
[9] ABS Census data 2011
[10] ABS Census data 2011

10.2.5 Employment and income

Approximately 16,740 people constitute the labour force in the East Gippsland shire. Of the working population, 93.7% were employed in 2006, leaving an unemployment rate of 6.3% in the same year. The unemployment rate is slightly higher than Regional Victoria (5.6%) and Victoria (5.4%) and comparable to Gippsland (6.4%). The number of people employed on a full time basis (52.9%) is slightly lower than Regional Victoria (57.8%) and considerably lower than Victoria (60.2%). Residents' working on a part time basis in the Shire (37.9%) is slightly higher than Regional Victoria (33.9%) and Victoria (31.7%)[11].

The median total household income in East Gippsland shire was $798, compared to $908 in Gippsland and $1,216 in Victoria. Bairnsdale had a slightly lower total household income with $792, while Orbost was significantly less with $733.

The percentage of East Gippsland shire households considered low income earners (those earning $577 or less per week[12]) in 2011 was 32.2% which is higher than both Gippsland and Victoria with 28.2% and 21.3% respectively. Both Bairnsdale and Orbost SLA's had a higher percentage of low income earners with 32.6% and 36.1% respectively.

10.2.6 Transport

East Gippsland shire represents approximately 10% of the area of the state of Victoria with 20,931 sq km and 42 localities across the shire. The number of small localities and distance between them leads to geographical isolation, and lack of adequate transport options, including limited public transport, limits resident's ability to access key services.

In Bairnsdale alone, one in ten households does not have access to a car and 40% own one car. In the latter case if the household car is used for one person to get to work the remaining members of the household do not have a car available for most of the day.

Existing public transport across East Gippsland is limited to long haul services to Melbourne, Canberra and Bateman's Bay. Residents do not have access to public transport at peak times (commuter) and the limited existing off peak public transport services do not connect small townships to the major service centres or meet the needs of the community.

Community members who are transport disadvantaged include older people, young people, people on low incomes, those living in remote communities, indigenous and people with a disability have major difficulties getting around, accessing and having connectivity to education, employment, fresh food, medical, social, sporting and recreational activities.[13]

Across the shire East Gippsland had fewer households with two or more cars (54.4%) than Gippsland (55.1%).[14]

10.2.7 Education

In 2006, 3.4% of East Gippsland residents were attending a tertiary institution, which is lower than Gippsland (4.4%) and Regional Victoria (5.1%) and significantly lower when compared across the

[11] ABS Census data 2006 (2011 data had not yet been released at the time of writing)
[12] Australian Taxation Office 2012
[13] East Gippsland Shire Council submission to Taxi Industry Inquiry 2011
[14] ABC Census data 2011

State (7.7%). People reporting having no tertiary qualifications in 2006 (52.5%) was comparable with Regional Victoria (52%).

The highest level of schooling completed by 42% of East Gippsland shire residents aged 15 years or older in 2011 was year 10 (or equivalent) and under. This is higher than both Gippsland (39.4%) and Victoria (26.8%). Bairnsdale SLA also reported 42% while Orbost was slightly higher with 43%.

In 2006, 21.3% of people aged 5 to 14 years of age of Aboriginal and Torres Strait Islander origin were attending an educational institution. This is slightly lower than to Gippsland (22.7%) and Regional Victoria (22.7%).

10.2.8 Internet connection

67.9% of households in East Gippsland shire had internet connection compared to 70.5% in Gippsland and 76.9% in Victoria. Both Bairnsdale and Orbost SLA's had a higher percentage than the shire with 72% and 68.2% respectively, but many remote communities are isolated and are often unable to access the internet.[15]

10.2.9 SEIFA

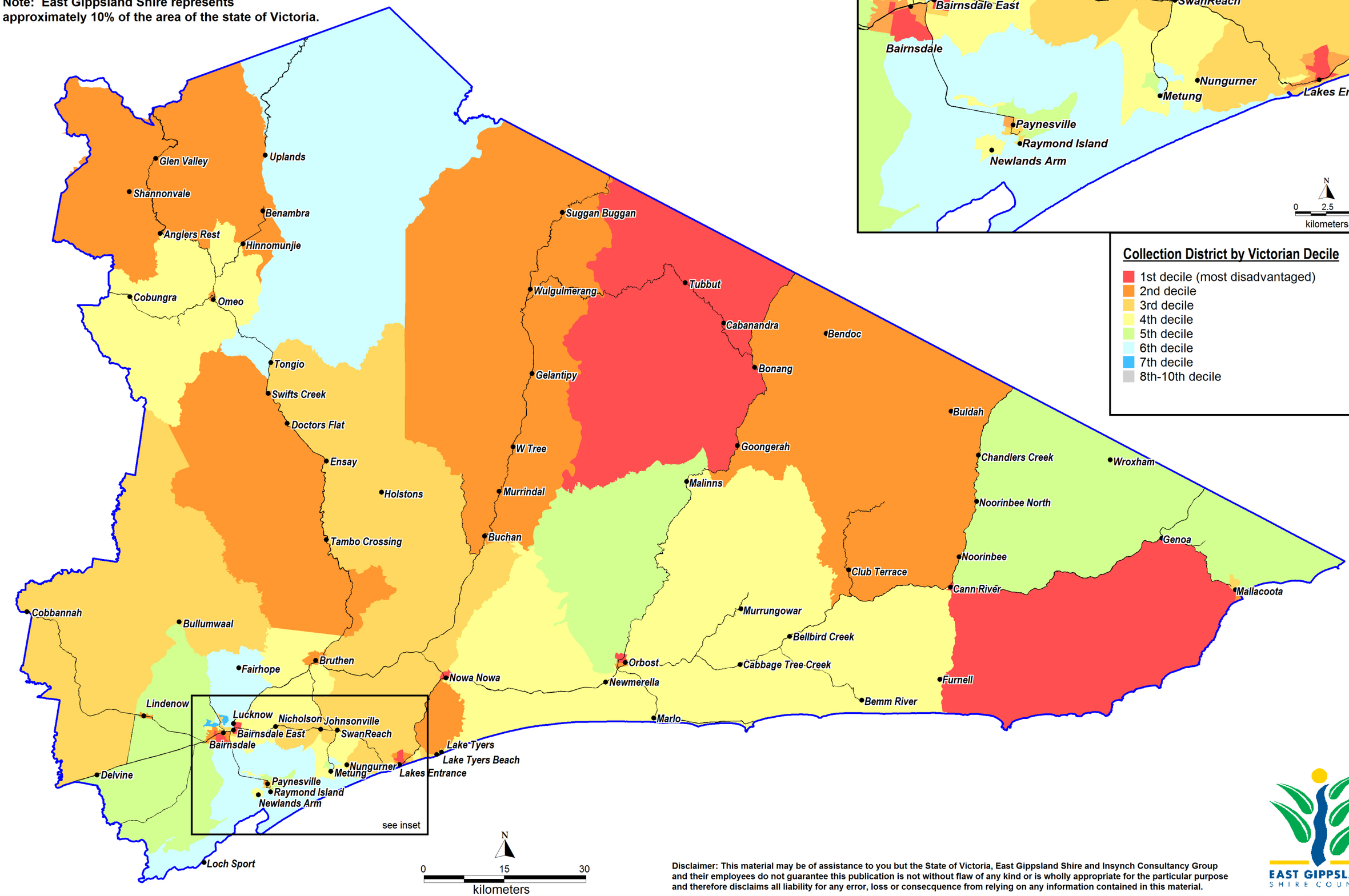
In 2006, 56 of the 95 collector districts in East Gippsland (59%) were in the bottom three deciles with 14 (15%) being in the first decile (most disadvantaged), 26 (27%) in the second decile and 16 (17%) in the third decile. Refer to **Figure 12** on the following page for a map of East Gippsland shire outlining the SEIFA index of relative socio economic disadvantage.[16]

[15] ABS Census data 2011

[16] ABS Census data 2006 (2011 SEIFA data was not available at the time of writing)

East Gippsland Shire,
SEIFA Index of Relative Socio-economic Disadvantage (2006)

Note: East Gippsland Shire represents approximately 10% of the area of the state of Victoria.



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EAST GIPPSLAND SHIRE COUNCIL

10.3 Leisure participation trends

The following information provides an overview of the leisure and recreation participation trends likely to influence the provision and use of aquatics facilities in East Gippsland.

10.3.1 Adult participation in recreation and leisure activities

Participation information sourced through the Exercise, Recreation and Sport Survey (ERASS) defines participation as both organised and non-organised activities engaged by persons aged 15 years and over. In 2010, there were 3,648,000 adults in Victoria who participated in a sport or physical activity – an estimated participation rate of 83.4% of the adult population. This is an increase of 0.8% since 2009.

This comprised 1,833,700 males and 1,814,300 females with participation rates being slightly higher for males (85.1%) than females (81.7%). The Victorian rate of 83.4% was higher than the national average of 82.3% with the participation rate for adults declining with age. The national rate has decreased by 0.3% since 2009.

Victorian participation data showed that since 2001, overall participation has remained relatively stable. Victoria experienced a decrease across the population until 2003 only to increase and continue to maintain a healthy participation rate of low 80's, with the exception of 2007 where the rate was 79.7%, through to 2009.

The top ten physical activities in Victoria in 2010, with reference to the total participation rate, were walking – including bush walking (41.2%), aerobics/fitness (24.7%), swimming (13.5%), running and cycling (12.7% each), golf (7.3%), tennis (6.8%), AFL football (5.4%), basketball (4.8%) and yoga (4.3%). The increase in the popularity of yoga has seen netball reduced to number 11.

Swimming ranked as the third most popular physical activity in both Victoria and nationally, while aerobic and fitness activities (both ranking as the second most popular physical activity) rated slightly higher in Victoria with 24.7% than nationally (23.5%).

Stadium sports held a similar ranking in Victoria and nationally with basketball being the ninth most popular sport in Victoria and eleventh nationally, and netball ranking ninth most popular sport nationally and eleventh in Victoria.

In 2010, the total participation in non-organised physical activity was higher than in organised physical activity with 70.8% and 40% respectively.

Other statistical influences of note include:

- Although 83.4% of adults in Victoria participated in sport or physical activity at least once, the weekly participation rates show a different trend
- Less than half of adults in Victoria (48.7%) participated in a sport or physical activity three or more times per week - the recommended amount to achieve health-enhancing benefits. This is slightly higher than nationally (47.7%)
- More females (53.5%) than males (46.5%) participated in a sport or physical activity three or more times per week
- 17.6% of people participated through a fitness, leisure or indoor sports centre (19% females and 16.1% males)

- People aged 55 to 64 years and 65+ had the highest rate of participation in a sport or physical activity participating five times a week or more, with 30.9% and 29.9% respectively
- National data showed that the median frequency of participation was 2.5 times per week with females participating more regularly than males (3.0 and 2.2 respectively), except for the 65+ age group where both males and females participated 2.2 times per week

10.3.2 Children's participation in recreation and leisure

In 2009, there were 1,717,800 children aged 5 to 14 years in Australia who participated in an organised sport or physical activity - a participation rate of 63.6% of the total population of children respectively.

This comprised 970,900 males and 746,900 females nationally - participation rates were higher for males (70.1%) than females (56.8%). The participation rate for boys increases with age while girls participation increases until the age of 11 and then declines between 12 to 14 years.

Swimming rated one of the most popular organised leisure activity by children aged 5 to 14 years nationally, with a participation rate of 18.5% overall. Swimming was most popular amongst females with 19.8% compared to second most popular amongst males with 17.2% participation[17].

10.4 Competitor analysis

A competitor analysis was undertaken to look at existing aquatic and leisure facilities and programs within the shire and to identify any gaps in the market.

There are two other gymnasiums and a boxing/fitness studio in Bairnsdale, all of which are privately owned. Curves is a women's only gym which offers a 30 minute 'circuit' type workout, RU Fit is a boxing and fitness studio which also offers boot camp and personal training, and Totally Pumped offers a 24 hour gymnasium with group fitness, cycle and boxing classes, and personal training in a separate location.

Until July 2012 there was one key aquatics competitor located in Paynesville. This privately owned facility, the Riviera Aquatics Centre, has an indoor 17m pool and small community gymnasium, and at the time of closing (based on data provided from the owners to Council) had approximately 150 children enrolled in swim lessons, 75 gym members and ran regular aqua aerobics programs.

This facility has had three owners, none of which were able to generate a profit and all of whom approached Council to assist them with the cost of managing the facility. Council engaged independent consultants in 2008 who concluded that to purchase this business would be an unreasonable duplication of services given the close proximity of the two centres.

The closing of this facility has seen approximately additional 50 swim school children and 200 school students at the BARC.

Refer to **Table 41** on the following page for an overview of competitors.

[17] ABS 2009

Table 41: Overview of competitors

	Gyms			Leisure & Aquatic Centres		Pools	
	Totally Pumped	RU Fit	Curves	BARC	Lakes Aquadome	Bairnsdale Outdoor	Orbost Outdoor
FITNESS & GYM							
Gymnasium	✓			✓	✓		
Group Exercise Studio	✓	✓		✓	✓		
Spinning / Cycle	✓	✓		✓	✓		
Boxing	✓	✓					
Women's only gym			✓				
COURTS & INDOOR SPORTS							
Multi-Purpose courts				3			
Basketball				✓			
Netball				✓			
Badminton				✓			
Tennis courts					✓		
ANCILLARY & ROOMS							
Massage							
Creche				✓	✓		
Café / Kiosk				✓	✓		
Meeting room							
AQUATICS							
Indoor 25 metre pool				✓	✓		
Outdoor 50m pool						✓	✓
Indoor toddlers pool				✓	✓		
Outdoor toddlers pool						✓	✓
Outdoor learn to swim pool						✓	
Spa				✓	✓		
Sauna				✓	✓		

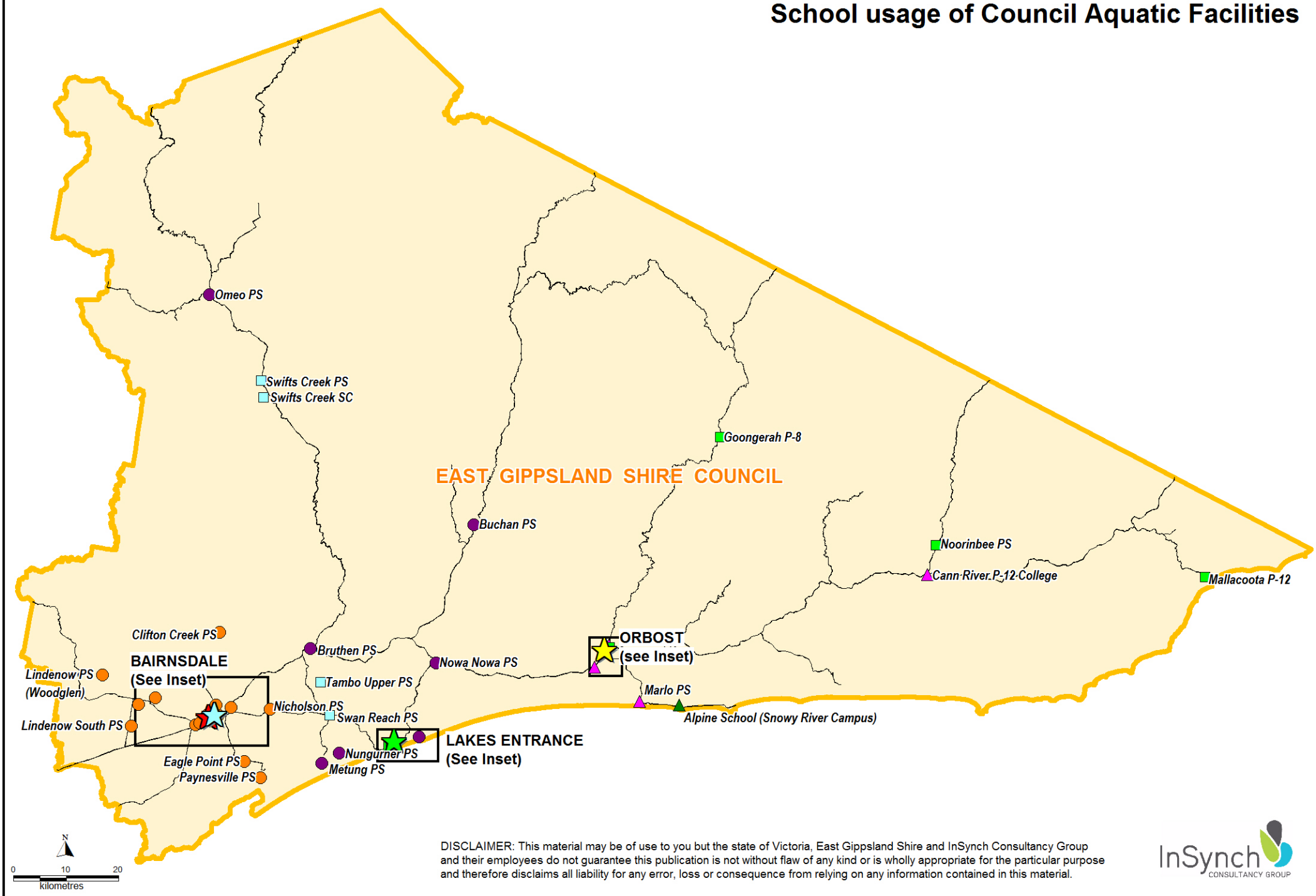
10.5 School usage

An analysis of school usage of Council aquatic facilities was undertaken as part of the project. 2011 results showed that the majority of schools used more than one Council facility to meet their aquatic needs with 31 schools having used the Bairnsdale Outdoor Pool in the previous 12 months, 19 having used Lakes Aquadome, 17 at the BARC and seven at Orbost Outdoor Pool.

In comparison, 2014 usage reported 18 schools using the Bairnsdale Outdoor Pool, 15 using the Lakes Aquadome, 14 using the BARC and nine using the Orbost Outdoor Pool.

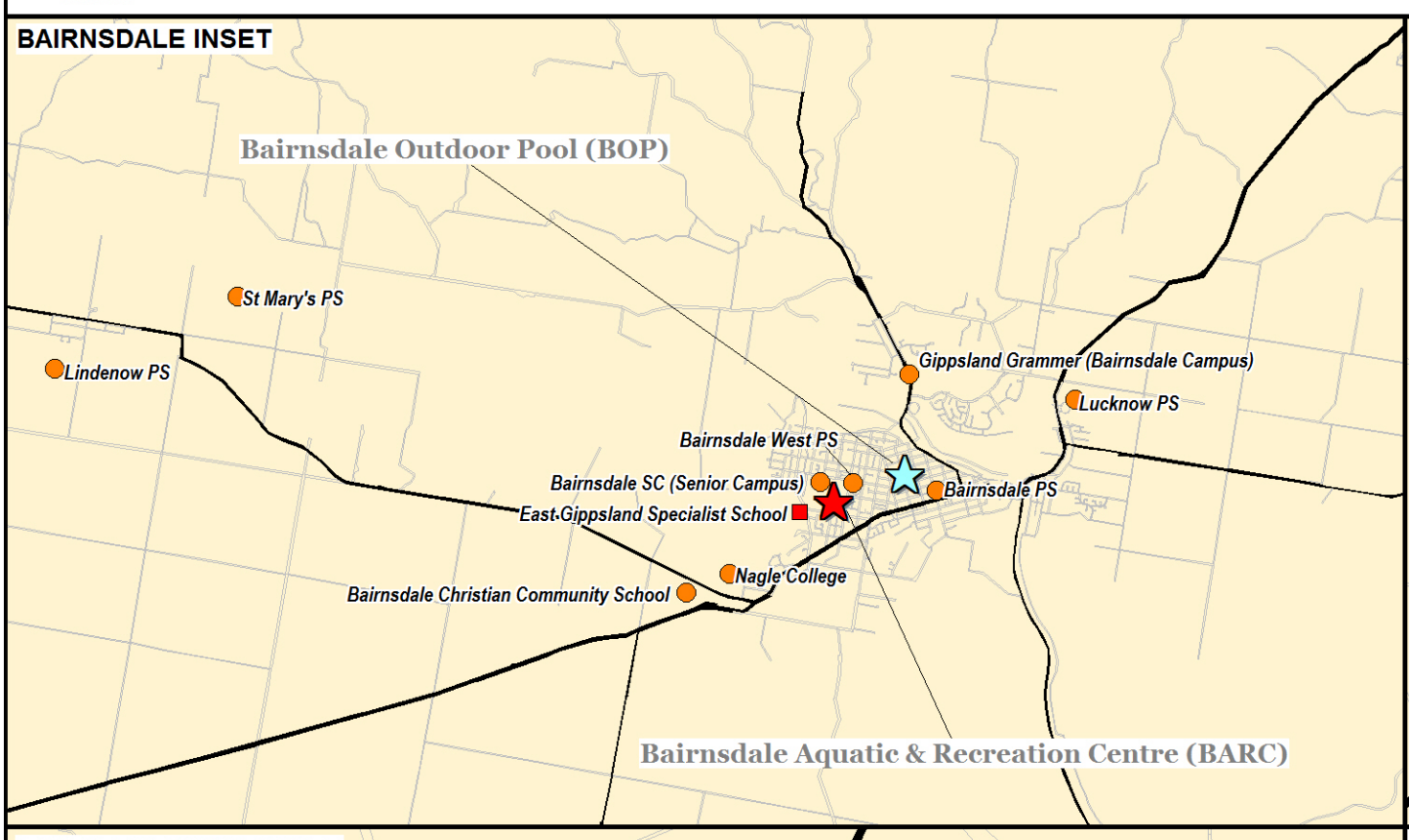
Refer to **Figure 12** on the following page for a map which represents school usage of these facilities in 2011.

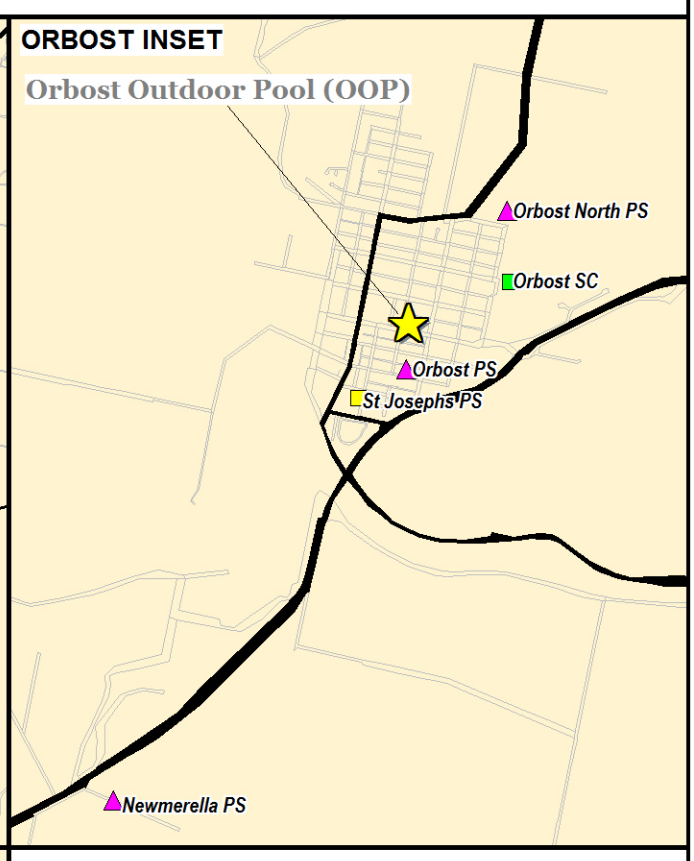
East Gippsland Aquatic Facilities and Services Feasibility Study
School usage of Council Aquatic Facilities

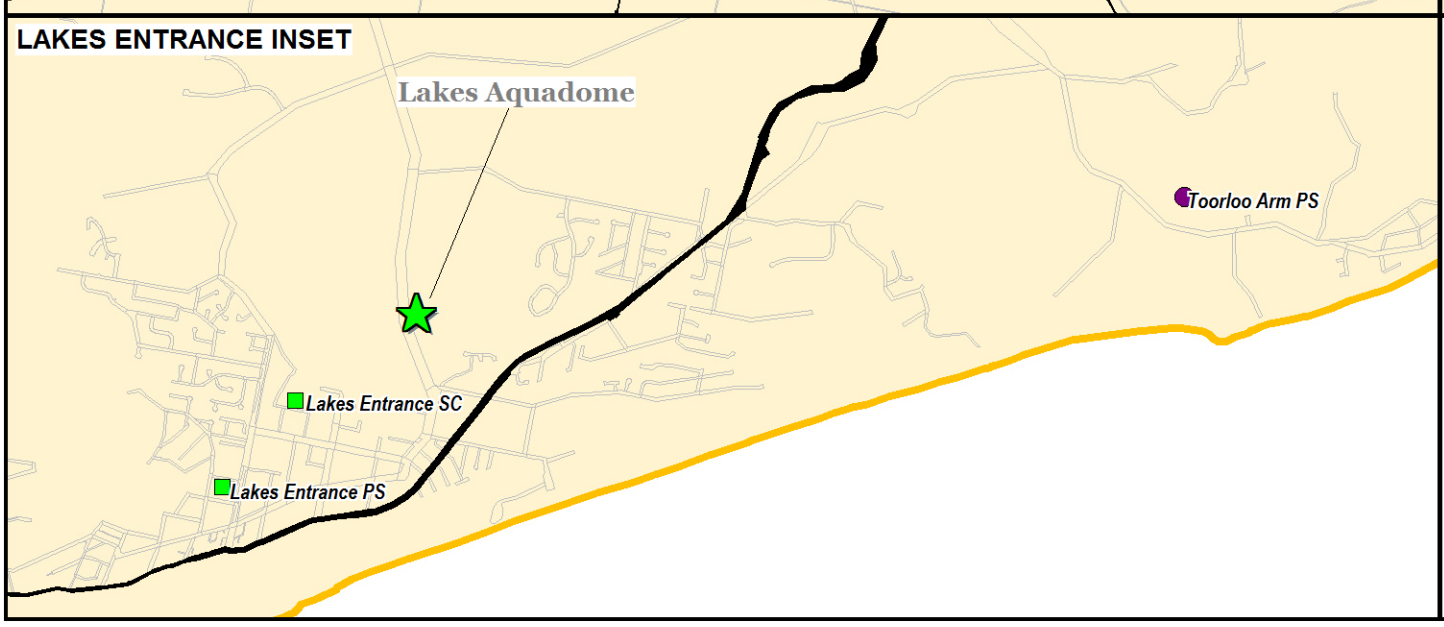


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LEGEND

Council Aquatic Facilities

- Bairnsdale Aquatic & Recreation Centre (BARC)
- Bairnsdale Outdoor Pool (BOP)
- Lakes Aquadome (LA)
- Orbost Outdoor Pool (OOP)

School usage of Aquatic Facilities

BARC	(1)
BOP	(4)
LA	(6)
OOP	(1)
BARC / BOP	(15)
LA / BOP	(7)
LA / BARC / OOP	(1)
LA / BOP / OOP	(5)

10.6 Likely facility catchment

Postcode data for members suggests that the primary catchment for the BARC is within a 20km radius of Bairnsdale, this includes Banksia Peninsula, Calulu, Clifton Creek, Eastwood, Ellaswood, Granite Rock, Hillside, Lindenow, Lucknow, Melwood, Mount Taylor, Newlands Arm, Sarsfield and Wy Yung.

The secondary catchment for the BARC includes Bruthen, Mossiface, Tambo Upper, Swan Reach, Metung, Nungurner, Nowa Nowa, Lakes Entrance, Orbost, Omeo, Goon Nure, Bengworden, Lindenow Louth, Fernbank, Glenaladale Iguana Creek and Wuk Wuk.

The primary catchment for Lakes Aquadome is within a 20km radius of Lakes Entrance, this includes Lake Bunga, Lake Tyers, Lake Tyers Beach, Kalimna, Kalimna West, Torloo Arm, Nungurner, Swan Reach and Johnsonville.

The secondary catchment for Lakes Aquadome includes Metung, Nicholson, Eagle Point, Bairnsdale, Wy Yung, Sarsfield, Wiseleigh, Mossiface, Tambo Upper, Bruthen, Nowa Nowa, Wairewa, Newmerella, Marlo and Orbost.

No postcode data was available to determine the catchment of the Orbost Outdoor Pool but information received from schools and focus groups indicate that the primary catchment for Orbost includes Marlo, Newmerella and Cann River.

10.7 Attendance projections for the BARC

The following tables contain forward projections for various areas at the BARC, post redevelopment. Operational budget figures in **Section 14** provide a further overview of figures in these tables and the basis upon which they have been derived.

Table 42 outlines the estimated number of learn to swim participants, based on current usage figures in line with postcode data and population projections.

Table 42: Estimated number of Learn to Swim participants for the BARC (post redevelopment)

	2013	2016	2021	2026
Children in catchment in LTS age group	6,268	6,364	6,818	7,155
LTS participation - based on current programs	11%	12%	12%	12%
Estimated number of LTS students	670	844	898	939

Table 43 provides a breakdown of the expected membership types and projected number of members for the BARC after the redevelopment.

Table 43: Estimated number and breakdown of the BARC members (post redevelopment)

Membership category	2017/18	2018/19	2019/20	2020/21	2021/22
Health and wellness members	386	392	395	395	395
Aquatics members	95	98	101	102	103
Older adults	126	133	137	143	148
Teen members	60	62	63	66	68
Corporate members	249	251	253	253	253
Total estimated number of members	**917**	**936**	**948**	**959**	**966**

Table 44 provides a breakdown of the expected aquatic visits for the BARC after the redevelopment.

Table 44: Estimated number of aquatics visits for the BARC (post redevelopment)

Aquatic attendances	2017/18	2018/19	2019/20	2020/21	2021/22
Casual and multi visit pass	30,525	31,421	32,343	33,075	33,614
Aquatic education	31,561	32,639	33,618	34,627	35,666
Aqua and warm water classes	11,373	14,331	15,351	15,708	16,014
Swim Club	4,552	4,643	4,736	4,831	4,927
School and community	20,835	21,225	21,491	21,734	22,065
Birthday parties	420	440	460	480	500
Total estimated aquatic attendances	**99,266**	**104,699**	**107,999**	**110,454**	**112,785**

10.8 Likely visitor segments for the BARC

The following visitor segments have been identified for the BARC through analysis of demographics, review of participation statistics and review of existing user and member data.

- Recreation and leisure users
- Fitness, training and competition users
- Education program attendees
- Health and well-being users

10.6.1 Recreation and leisure users

Recreation and leisure users consist of people of all ages from young children through to older adults. They range from lap swimmers, to occasional pool users, to health club attendees. The market for recreation and leisure users is considerable at most community aquatic and leisure centres and facility provision must cater for, and be flexible to meet, their broad range of needs and interests. This is the largest category of users with 50% of projected attendances falling in this category.

This segment is currently affected by a lack of available pool space for lap swimming and recreation in the pool during key times, and going forward overcrowding in the health club will become a problem until Stage 2 is completed. The proposed redevelopment will provide this group with an accessible interactive children's water play area and outdoor play area to attract families to the centre, a warm water pool, accessible change facilities, improved cafe and a community meeting room. Stage 2 will see a larger health club.

10.6.2 Fitness, training and competition

There is a demand for fitness, training and competition activities at the BARC in the pool and stadium. The majority of this visitor segment consists of local swim club members, sporting clubs, group fitness users and schools who use aquatic facilities for carnivals and competitions. This group makes up 24% of overall attendances.

10.6.3 Education program attendees

Education program attendees are predominately learn to swim customers, generally aged between six months and 12 years. Customers attend learn to swim programs as individuals, with families or as part of larger school groups. This segment, representing 21% of total attendances, provides a considerable profit which helps to reduce the overall operational deficit.

The learn to swim program at the BARC is currently impeded by the lack of available water space and scheduling issues during key times. The closure of the Riviera Aquatics Centre and increased demand on services at the BARC has been compounding these issues. The proposed redevelopment will provide this group with additional water space of an appropriate temperature, in the warm water pool, for younger swimmers to attend lessons which will also free up room in the 25m pool. This will enable more classes to be scheduled and the program to continue to grow.

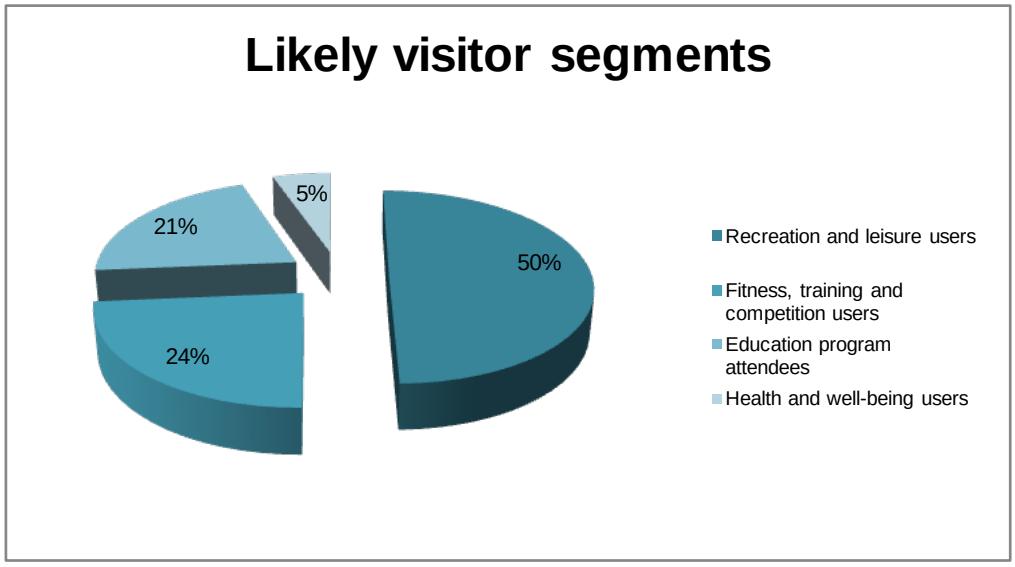
10.6.4 Health and well-being users

Health and well-being users are a growing segment at the BARC, representing 5% of overall proposed attendances. Those attending the centre for health and wellness programs are generally aged between 20 and 65 and activities consist of warm water exercise, yoga, Tai Chi and Pilates programs. Spa and sauna attendees are also included within this category.

This small but growing segment is currently impacted by the lack of warm water. The proposed redevelopment will significantly advantage this group, providing necessary warm water and in Stage 2 freeing up the group fitness room for additional health and wellness programs.

Figure 13 reflects the potential percentage breakdown of likely facility visitor segments for the BARC if the proposed redevelopment goes ahead.

Figure 13: Breakdown of likely visitor markets for the BARC (post development)



10.9 Identified priority groups for the BARC

The state government has identified a number of priority groups that are traditionally disadvantaged. This section provides an overview of the key priority groups that will benefit from the proposed redevelopment of the BARC.

10.7.1 Older adults

East Gippsland shire has an ageing population with 46.2% of the overall population in 2011 being aged 50 and above. This age group is the largest area of population growth within East Gippsland with this figure expected to increase to 47.3% by 2031. This is an additional 5,523 people. Figures for this group are even higher in the Bairnsdale SLA with 47% in 2011 and increasing to 52% in 2031, which equates to an additional 7,392 older adults in the Bairnsdale SLA so catering for the needs of this group in the proposed redevelopment of the BARC is crucial[18].

This age group are already very active at the BARC representing a significant 26% of members (this figure does not include casual usage of the centre). The proposed warm water pool program pool will be important for this age group to participate in aqua aerobics and warm water classes, and improved health club and group fitness facilities in Stage 2 will enable expansion of existing dry programs.

It is expected that the proposed redevelopment of the BARC would increase usage of the centre by this age group significantly. In addition to member and casual usage of the warm water pool and programs conducted by centre staff, it is expected that local health services would also become key users of this pool.

Bairnsdale Regional Health Services are located less than five minutes from the centre. They have expressed a strong desire for the development of a warm water pool for their clients, and have indicated significant use for both their rehabilitation patients (both inpatients and outpatients), and for the residents of their 90 bed aged care facility which is onsite.

[18] Victoria in Future 2012

This is a group that will benefit significantly from Universal Design best practice design and management principles.

10.7.2 Young people

One of the priorities in Council's Regional Youth Plan is to provide greater opportunities for young people to access public facilities. The BARC is located on the same land as the Bairnsdale Secondary College and is operated under a joint usage agreement between Council and the school (on behalf of DEECD). The centre is used by the school up to 13 times each week as part of their curriculum and Council runs a teen gym teen program to attract out of school hours usage. At the time of writing there were 28 teen gym members.

The proposed redevelopment at the BARC will provide more space in the pool after school for recreational use (this time is currently extremely busy with swim lessons leaving minimal lane availability for lap swimming and recreational use). Stage 2 will allow the expansion of the existing teen gym program with additional room in the health club and will expand the range of other programs they can participate in with the dedicated cycle room.

10.7.3 Children and families

Children aged from 6 months to 12 years form a key age group for water familiarisation and learn to swim programs. Ensuring the competency and education of local children in pools and open water is a priority of Council and the redevelopment of the BARC provides a significant focus on creating opportunities for an expanded learn to swim program. This is particularly important with the closure of the Riviera Aquatics Centre which resulted in increased demand for lessons at the BARC.

Additional features to cater for children and families at the centre will include fun and interactive accessible children's water play area and outdoor children's play and bbq area, increased capacity for learn to swim lessons and birthday parties, continued vacation care, out of school hours care and childcare.

10.7.4 Access for all abilities

The existing facilities at the BARC and are not very user friendly for people with a disability, some older people and people with injuries. The proposed redevelopment includes a warm water pool with ramp entry, improved centre layout and accessible change facilities. Disability agencies were a key contributor in the consultation phase and they strongly support the redevelopment of the facility as this would enable them to bring more of their clients more often.

The proposed concept design has been developed in line with current Universal Design best practice principles that promote access to all areas of the facility for everyone. By designing spaces, services and pools that are accessible to all, the range of programs and activities delivered through the centre can be significantly expanded to introduce new programs and activities dedicated to people with disabilities, parents and families, schools and older adults.

10.7.5 Women and girls

Women and girls are traditionally less represented in sport and physical activity so it is critical that they are catered for at aquatic and leisure facilities such as the BARC. The centre will cater for all women and girls through memberships and programs such as, learn to swim, teen gym, aqua aerobics, personal training, group fitness, cycle and health and wellness classes. Rooms such as the group fitness room and cycle room will provide opportunity for women's only sessions to be conducted, if this becomes a need.

Common barriers to women's participation that need to be taken into account include:-

- Program times that meet women's fragmented time availability e.g. avoid meal, work and school time commitments; and
- Sessional payment options rather than term or yearly costs

Key considerations around programming and facility management that will encourage females to participate include:-

- Access to networks and social interaction
- Opportunities to improve fitness
- A venue for safe and organised activity

With a large number of single parents in the Bairnsdale area, crèche and occasional care facilities will continue to be important, as will ensuring that the current concessional scheme and Free Friday Aquatics Nights initiative is maintained.

10.7.6 Socio economic disadvantage

In 2006 East Gippsland shire had many areas of disadvantage, with 56 of the 95 collector districts (59%) being in the bottom three deciles. 14 of these (15%), including areas of Bairnsdale and Lakes Entrance, were in the first decile (most disadvantaged), 26 (27%) in the second decile and 16 (17%) in the third decile[19].

The shire, and in particular Bairnsdale SLA, has a lower median income and higher percentage of low income families than both Gippsland and Victoria[20] and the highest homeless rate in Gippsland (93 people per 10,000) and one of the highest rates in regional Victoria.[21]

In addition, East Gippsland shire has higher rates of unemployment (6.3%) that Regional Victoria (5.6%) and Victoria (5.4%) and higher rates of part time employment (40.4%) than Gippsland (37.5%), Regional Victoria (36%) and Victoria (33.5%). Their workforce participation rates (55.8%) are lower than Gippsland (59.6%), Regional Victoria (62.6%) and Victoria (64.8%).[22]

Concession attendances at the BARC are higher than general industry averages and Council's pricing and concessional policy and applicable discounts afforded to eligible users will be need to be retained in order to continue to serve the entire community.

[19] ABS Census data, 2006 (2011 data was not available at the time of writing)
[20] ABS Census data 2011
[21] Census of Population and Housing 2006; SAAP Client Collection 2006; National Census of Homeless School Students 2006
[22] ABS Census data, 2006 (2011 data was not available at the time of writing)

The redevelopment of the BARC will provide financially disadvantaged residents with access to a range of aquatic facilities during Council's Family Fun Days and Free Family Aquatics Friday Nights (refer to Section 8.8.2 for details of these initiatives).

10.7.7 Rurally isolated

East Gippsland shire represents approximately 10% of the area of the State of Victoria with 20,931 sq km and 42 localities across the shire. The number of small localities and distance between them (up to three hours between towns) leads to geographical isolation and lack of adequate transport options with less households with 2 or more cars (54.4%) than Gippsland (55.1%).[23]

The existing facilities at the BARC do not cater very well for the needs of remote communities, with a lack of programmable space at appropriate times due to existing bookings and programs, and the lack of a warm water pool. Health providers in remote towns have expressed a desire for a warm water pool for their clients and indicated that they would be willing to organise buses to take their clients, or other interested members of the community, to the BARC to use these facilities. While this is a positive step forward, the number of seats these buses are limited which means that only a few people each week can benefit from this, making increased provision of public transport a priority so that additional people from rural communities can benefit from these facilities. Council have indicated a willingness to organise program times around bus services where possible.

With broader advertising across the shire, representatives from remote towns indicated that they would organise buses locally to take people from these towns to Council's Family Fun Days.

10.7.8 Indigenous people

Lakes Aquadome currently run Mums'n'Bubs classes for the indigenous community. The proposed redevelopment of the BARC with additional water space would enable these sessions to run at the BARC. In addition, Council's Family Fun Days and Free family aquatics Friday nights provide a cost effective way for the indigenous community to access the aquatic facilities at the BARC.

[23] ABS Census data 2011

SECTION 11: COMMUNITY CONSULTATION

Section 5 of this report includes a full overview of community consultation undertaken for both the Aquatics Strategy and the redevelopment of the BARC.

Key findings that relate specifically to the redevelopment of the BARC include the need for:-

- Additional water space at the BARC, in particular warm water for older adults, rehabilitation and infant swim lessons and accessible interactive children's water play
- Improved change and disability facilities at the BARC
- A community meeting room that can be used by key user groups and other community groups
- Additional office space and storage (both staff and user group)
- Expanded and health club and dedicated cycle room with a long term need for a larger group fitness room
- An improved reception and cafe area
- Additional car parking

In addition to specific facility requirements, other relevant findings included:-

- The need for improved transport connections so that people can access facilities
- The need for affordable opportunities for people to participate to encourage access by the entire community
- The opportunity for Council to work with outlying communities to provide services

SECTION 12: SITE ANALYSIS

Site characteristic	Site analysis comments
Existing site facilities	The site currently houses the BARC which has a 25m pool, toddler's pool, spa and sauna, health club, group fitness room, childcare centre and a three court stadium.
Key existing connections	There are a number of key connections for the proposed site, these include:- ▪ Bairnsdale Secondary College is located on the same land with their junior school to the north and senior school to the south. The school's long term plans are to relocate the junior school and combine the junior and senior campuses ▪ The Forge Theatre is part of the BARC building with a separate entrance. This is managed by a separate area in Council ▪ Wetlands directly behind the BARC ▪ West Bairnsdale oval (on the other side of McKean Street) ▪ Netball courts located to the west of the junior school campus
Land ownership and zoning	The site is crown land and zoned Public Use Education (PUZ2). The BARC is operated under a joint usage agreement between DEECD and Council.
Planning overlays	There are no current planning overlays on this site.
Estimated land area	Approximately 17,384sqm.

Aerial image of the existing the BARC site with identified precinct property boundaries. Proposed development area is marked within the red outline.



Site considerations	Comments
Site considerations	▪ The facility is land locked to the west ▪ Current ground and soil conditions are unknown at this time and may influence design, development and overall costs ▪ There will be an increase in traffic flow and car parking requirements commensurate with increased facility usage but additional car parking is expected to meet this demand during normal business operations. Multiple events held at the BARC and Forge Theatre may necessitate street parking ▪ Signage and way finding will be important due to the number of facilities co-located on the site and multiple entrances
Transportation	The facility is accessible to the public by bus, car, bicycle, scooter and foot, although it is located some distance from the central business district. The location of the facility and lack of public buses stopping at the facility make it difficult for many residents who do not have a car to access the centre. Additional bus services to the BARC that cater for the public would significantly improve access to the facility (refer to **Section 6.8.1** for details of existing bus services).
Overall site capability	Design options prepared indicate that the site is capable of providing the necessary facilities and services to house the proposed development option.

SECTION 13: DEVELOPMENT CONSIDERATIONS FOR THE BARC

This section of the report provides an overview of the design and development concept for the BARC. It provides an overview of the proposed development option including estimated probable development costs.

A number of different options were considered as part of this feasibility project to meet community needs. These were all based on research undertaken and Council's other strategic priorities for aquatic facilities e.g. the redevelopment of the Bairnsdale Outdoor Pool.

The preferred option is most closely aligned with the consultation findings and demographic profile of the area, and fits in with both the master plan for the Bairnsdale Secondary College and plans for the proposed East Gippsland Sport and Recreation Precinct. Implementation of the preferred option has been staged to enable the timing of works to be achieved within Council's strategic resource plan.

Universal Design best practice principles have been applied to the proposed designs to ensure that the facility is inviting and accessible to the whole community. These principles will flow through to the management and programming of the facility which will maximise programming opportunities and participation at the centre.

13.1 Preferred development option

The range of facilities and services for the proposed facility are outlined in **Section 6.7.1** and are aimed at providing a broad range of leisure and recreation opportunities for the community. Centre management and operational budgets have been built around the provision of this range of facilities and services.

13.1.1 Development considerations

There are a number of development considerations when looking at redevelopment of the BARC to incorporate the additional services that have been identified through the feasibility study. These include:-

- Designated land agreed for development by DEECD and associated costs with developing on that land
- Possible future development of the East Gippsland Sport and Recreation Precinct which would be located in the same precinct
- Ensuring that any proposed redevelopment would provide Council with the greatest opportunity to attract government funding and be financially achievable
- Current usage and providing a mix of facilities that best meet future needs of residents
- Ongoing operational costs

13.1.2 Design considerations

There are a number of design considerations to take into account for the proposed redevelopment, these include:-

- To provide an outdoor feel and dedicated outdoor family area close to the children's water play area
- To provide intuitive wayfinding for the multiple facilities located on this precinct
- Managing traffic flow for different areas within the centre so in line with Universal Design best practice principles and enables Council to accurately record attendances
- Focusing on the delivery of core services as identified through the feasibility process while maintaining flexibility in building design to meet future demand
- To look at overall centre needs including expansion of the health club and the inclusion of a cycle room within the confines of the available land

Bairnsdale Aquatic & Recreation Centre

childcare
spin room
stadium
atrium
tre
entry
out
in
in
foyer
reception
cafe
store
glazing wall
glazing wall
glazing wall
glazing wall
cafe
first AID
dry change (female)
dry change (male)
Storage
Volley Ball Storage
offices (relocated from health club area)
Basketball Ball Storage
user group storage 3
user group storage 2
user group storage 1
family change
meeting
family change
family change
family change
AETL office
A/OTL office
Female Change
Male Change
program pool
ramp down to 1.1m
ramp down to 1.14m
ramp down to 1.14m
25m pool
SPA/steam
Auto-sliding Doors
1:20 ramp down
water play pool (0.3m deep)
new spa plant
BBQ Area
Kids Play Area

Change Existing Stadium Course, Seating Area and Pool Storage Area to New Offices and Amenities

Extend Foyer Area to Have Access Control and Larger Cafe Area

Upgrade Existing Amenities

Relocate Glazing Wall to Larger Pool Area

Change Existing Leaners Pool to New Program Pool 14mX8.5m with Access Ramp

Extend Outdoor Area to Build Warm Water Play Pool & Plant Room

Create Outdoor Family Play and BBQ Area

FEASIBILITY STUDY

2015084A112E-Stage 1 Floor Plan

LIFE DESIGN ARCHITECTURE
architecture | master planning | urban design | interior design

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Bairnsdale Aquatic & Recreation Centre

Health Club Renovation and Extension

Health Club Extension

childcare

storage

health club

stadium

spin room

group fitness

first AID

dry change (female)

dry change (male)

Storage

UP

Volley Ball Storage

Basketball Ball Storage

offices (relocated from health club area)

user group storage 3

user group storage 2

user group storage 1

meeting

family change

AETL office

A/OTL office

aquatics equipment storage

plant

atrium

out

in

in

store

reception

cafe

foyer

cafe

entry

tre

on desk showers

glazing wall

program pool

25m pool

SPA/steam

water play pool

FEASIBILITY STUDY

2015084A113E-Stage 2 Floor Plan

N:\Projects\2015084 BARC Concept\CAD\05 ArchiCAD\2013050 Bairnsdale Aquac Centre 13.pln

LIFE DESIGN ARCHITECTURE
architecture | master planning | urban design | interior design

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13.1.3 Facility component comparison – existing vs. proposed

Table 45: Comparison of existing and proposed facilities

Facility Components	Existing	Option 1	Comments
25m indoor pool	✓		
Warm water pool		✓	
Accessible interactive water play		✓	There is currently only a toddlers pool
First aid	✓	✓	
Wet change rooms	✓	✓	
Dry change rooms	✓	✓	
Accessible change room	✓	✓	Existing one is insufficient
Family change rooms		✓	
Pool storage	✓	✓	Larger store room required
Plant room / chemical store	✓	✓	
Stadium storage	✓	✓	More storage space required
User group storage		✓	Dedicated storage for key user groups (including swim club)
Reception (including storage)	✓	✓	
Café (including storage) & café seating	✓	✓	Additional seating
Creche	✓	✓	No change to this area
Health club (including office and store)	✓	✓	Larger area
Group Fitness	✓	✓	No change to this area
Spin room		✓	
Staff offices	✓	✓	Same office space, different location
Staff room	✓	✓	
Meeting room		✓	Multipurpose room used for meetings, swim club and school change area
External Areas			
Family/bbq area		✓	
Additional outdoor area		✓	
Creche - external play	✓	✓	

13.1.4 Facility component summary

Table 46: Proposed component summary for the BARC

Facility Components	Estimated m2 area	
	Stage 1	Stage 2
Warm water pool	115	
Accessible interactive water play	50	
First aid	13	
Wet change rooms	195	
Dry change rooms	75	
Family change rooms	31	
Storage (aquatic, stadium ,user group)	91	
Plant room / chemical store (including exisiting)	91	
Meeting room	22	
Staff offices	18	
Staff room	18	
Reception (including storage)	33	
Café (including storage) & café seating	54	
Health club (including office and store)		300
Spin room		59
Group Fitness room		102
Total internal areas	**806**	**461**

13.1.5 Estimated probable capital costs

Capital development costs are estimated at $6,055,551 for Stage 1. **Appendix 3** provides a full breakdown of construction costs by component, including square metre rates and allowances assumed.

The table below details the estimated capital cost for development.

Table 47: Capital cost estimate for redevelopment of the BARC – Stage 1

Stage 1 - Development Components	Estimated probable capital costs	
Total building works	$	2,245,300
Total swimming pools	$	1,909,000
Total external works and services	$	715,201
ESD and contingencies	$	541,000
Allowances and professional fees and charges	$	645,050
Total estimated probable development costs	**$**	**6,055,551**

*It should be noted that these costs are exclusive of GST and have a number of exclusions which are outlined in **Appendix 3**.*

13.2 Facility use overlays

From the priority groups identified earlier, the following facility floor plan overlays of key facility usage areas for the following target visitor groups have been prepared:

- Children and families
- Youth
- Adults
- Older adults
- Clubs and community groups
- Access for all abilities.

Shading of areas represents the main areas of the redeveloped facility each identified target group is mostly likely to use on a regular basis.

Refer to **Appendix 5** for full size overlays.

13.3 ESD considerations

Council has a target of reducing energy consumptions by 50% in five years and the redevelopment of the BARC is a critical project to assist in this target.

The BARC is currently Council's second biggest consumer of energy (with public street lighting the biggest). Funds will be used to slash electricity and gas costs and reduce carbon emissions through the Bright Futures program.

Works to the value of $1,026,331 that are currently being installed include:-

- Pool blankets which save up to 30% of energy used to heat a pool
- Energy-smart lighting, such as LED, we will slash lighting costs and emissions by over half. The current high bay lights in the basketball courts and over the pool deck use 440 watts and will be replaced with LEDs, which we estimate will use two thirds less energy.
- A cogeneration system: significant financial and emissions savings will be made by generating electricity on site using a cogeneration unit. The cogeneration unit will use natural gas to generate electricity

Council has also been successful in obtaining $681,021 through the Community Energy Efficiency Program for ESD initiatives that will be implemented prior to the Stage 1 development.

Importantly a by-product of electricity production is ‘waste’ heat. This heat will be used to heat pool water and the indoor air, while the electricity will be used to power lighting and pumps. Electricity from natural gas has significantly lower carbon emissions than from coal powered electricity from the grid.

A range of ESD initiatives have been considered through concept plan development for the BARC. Opportunities exist to introduce a range of environmentally friendly and efficient materials and equipment into architectural, water treatment, electrical, hydraulic and mechanical services associated with the facility.

Further initiatives have been included within the proposed concept design. Specific initiatives will be factored into the detailed design of the project and will be assessed and incorporated based on budget availability and overall benefit to the Centre, the users, the environment and the operational bottom line (e.g. Council’s ongoing subsidy).

13.4 Universal Design considerations

Section 6.8.2 of this report outlines the principles and goals of Universal Design best practice principles. Council understands the importance of Universal Design and aims to develop a facility that is both accessible and attractive to the entire community. The Department of Planning and Community Development's Strategic Project Manager has been an integral part of the design process and has worked closely with the project consultants, architects and Council to ensure that the proposed design addresses the critical elements of a Universal Design principles.

Incorporating Universal Design into future planning for this facility will be important and Council should ensure that these principles are included in the detailed design phase and subsequent facility fit out to ensure that the built environment is in line with these principles. The development of a management plan to ensure that ongoing management and programming also reflect these principles will also be important.

13.5 DEECD considerations

As outlined in **Section 12** DEECD owns the land on which the BARC has been built, and the existing facility operates under a joint usage agreement between Council and DEECD.

An important part of any proposed development for Stage 2 will be for Council to obtain approval from DEECD to expand the BARC and for this to be reflected in the joint usage agreement.

SECTION 14: MANAGEMENT AND OPERATIONS

14.1 Preliminary operating budget

To determine the viability of the proposed redevelopment of the BARC, a five year probable operating budget has been prepared with optimistic and pessimistic scenarios included for each year of operation. Financial figures and estimated participation levels used in budget preparation are considered conservative.

Assumptions made in the development of the operational budget are in line with Council's indicative timeframes which would see Stage 1 complete in 2017/18.

The baseline figures represent the expected performance of the Centre, with the optimistic scenario including a 15% increase in income and associated increases in expenditure and the pessimistic scenario including a 15% reduction in income and associated expenditure reductions. Relevant fixed costs have been retained through all levels of scenario analysis. Refer to **Table 49** for an overview of these figures.

There are limitations to the operating budget provided and it should only be used as a general operating guide. Figures presented have been prepared from a detailed review of the existing operating budget and attendance statistics in line with demographic and participation statistics for Bairnsdale and East Gippsland shire. Consultation with Council staff has been undertaken to refine costs and to 'reality check' the proposed budget.

Table 48: Probable operating budget

	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5
Income	**2017/18**	**2018/19**	**2019/20**	**2020/21**	**2021/22**
Optimistic	$ 2,092,195	$ 2,294,129	$ 2,384,803	$ 2,583,285	$ 2,724,338
Baseline	$ 1,819,300	$ 1,994,895	$ 2,073,742	$ 2,246,335	$ 2,368,990
Pessimistic	$ 1,546,405	$ 1,695,661	$ 1,762,680	$ 1,909,384	$ 2,013,641
Expense	**2017/18**	**2018/19**	**2019/20**	**2020/21**	**2021/22**
Optimistic	$ 2,721,245	$ 2,798,446	$ 2,913,244	$ 3,043,792	$ 3,163,558
Baseline	$ 2,562,010	$ 2,680,703	$ 2,789,624	$ 2,913,012	$ 3,026,858
Pessimistic	$ 2,319,834	$ 2,477,182	$ 2,578,054	$ 2,691,969	$ 2,796,814
Net Operating Result	**2017/18**	**2018/19**	**2019/20**	**2020/21**	**2021/22**
Optimistic	$ (629,049)	$ (504,317)	$ (528,441)	$ (460,507)	$ (439,219)
Baseline	$ (742,710)	$ (685,808)	$ (715,883)	$ (666,677)	$ (657,868)
Pessimistic	$ (773,428)	$ (781,521)	$ (815,373)	$ (782,585)	$ (783,173)

14.1.1 Budget income highlights

Fees and charges are based on 2012/13 Council fees and charges with a 4.25% increase each year, as directed by Council.

Aquatics income

45% of overall income in Year 1 is derived from aquatics income which is made up of casual swims and multi visit passes, learn to swim, aqua aerobics, swim club, school and community bookings. Attendances for casual swim and multi visit passes are based on a 5% increase due to population projections and a further 1% increase in Year 1 based on increased usage of the warm water pool and accessible interactive children's water play.

The percentage of adult, child/concession and family swims has been calculated using existing attendance trends as there is an exceptionally high percentage of child/concession swims. This is most likely representative of the demographics of the area and will ensure that the centre will continue to meet the needs of the local community.

Learn to swim income

Learn to swim enrolments in 2012/13 represented 11% of the catchment for this age group. Forward projections for the proposed redevelopment have been based on 12% of the catchment. This increase is due to expected population growth and the addition of the warm water pool which will provide an ideal environment for infant lessons and also free up space in the 25m pool to allow additional lane space at peak times.

Learn to swim is an important income stream for the centre, representing 60% of all aquatics income.

Dry facility income

Dry facility income includes health club, group fitness, crèche, vacation care, stadium usage and other dry programs. Dry attendances represent 46% of the anticipated attendances in Year 1, with slow growth projected across the health club and group fitness.

Memberships

Membership assumptions are based on the existing split of memberships (42% health and wellness, 30% corporate, 15% older adults, 10% aquatic and 3% teen). Health and wellness and corporate memberships are projected to increase by 1% increase in 2016/17, then to remain consistent until the completion of Stage 2 as the dry facilities reach capacity.

Aquatic memberships are expected to grow by 2% for the next two years with a 1% increase in Year 1, a 2% increase in Years 2 and 3 and 1% increase in Years 4 and 5.

Secondary spend income

Secondary spend income is comprised of café and merchandise income. Cafe income is based on the 2011/12 secondary spend per visit figure of $0.56 with merchandise being based on existing sales plus CPI increases and 3% growth in Year 1 with 2% growth in all other years.

14.1.2 Expenditure highlights

Expenditure has been budgeted conservatively to ensure a prudent approach to cost management is taken. More aggressive budgets and expenditure control can be undertaken through detailed design and construction phases.

The following key expenditure assumptions and considerations have been drawn into budget preparation:

- Maintenance costs are assumed at 0.9% for the first 3 years then increasing to 1% from Years 4 to 9 and 1.5% from Year 10 onwards. Maintenance costs are based on the existing value of the BARC and the capital cost of the redevelopment of Stage 1
- The staffing structure for this centre is based on Council's existing current staff structure with additional staff as required to provide the additional service
- An increase in marketing expenses to promote the new facility to the community and meet income and attendance targets
- CPI increase each year of 3.5%
- Wage increase of 4% each year in line with Council's EBA
- Electricity is based on an annual increase of 6%, gas is 5% and water is 11%. It should be noted that cost savings have been included for the introduction of the cogeneration system in Stage 1
- Staff training is based on 3.5% of staff wages as advised by Council
- Insurance and grounds maintenance costs have not been included in this budget

14.1.3 Budget summary

The probable operational budget for the BARC redevelopment would see Council's Year 1 subsidy of the facility at $742,740, which is a reduction of $42,239 to the 2013/14 subsidy.

This reduction has been achieved through a combination of increased income due to learn to swim programs and memberships, and a reduction in expenditure due to reallocation of wages and reduced utility costs.

The total probable net subsidy required by Council over the first five years of operation is $3,468,946, which is an average of $693,789 annually.

SECTION 15: LIKELY FUNDING SOURCES

This section of the Feasibility Report provides a summary of potential project funding avenues relevant to the preferred development option outlined in **Section 13**.

15.1 Government grant programs

15.1.1 Better Pools Funding Program

At the time of writing the Sport and Recreation Victoria '*Better Pools'* program is the key government grant source that may provide a funding contribution towards the redevelopment of the BARC. This program contributes to the provision of high quality and accessible community sport and recreation facilities across Victoria. In recent years the '*Better Pools'* and associated '*Seasonal Pool Renewal'* programs have contributed more than $46 million annually into aquatic centre development and improvement projects across Victoria.

Under the program criteria, maximum grants of up to $3 million will be provided to aquatic and leisure centre development projects. In the context of East Gippsland shire, a funding ratio of $1 from SRV to every $1 of local funding would be required to support state government investment. To achieve maximum grant funding, a minimum local commitment of $3 million would be required.

The *Better Pools Program* is extremely competitive and is targeted towards projects that can demonstrate the improvement of access and participation opportunities for communities, as well as demonstrate a justified need within the local and municipal community. Collaboration through planning and enhancing community, and education partnerships through ongoing facility operation, are also critical to accessing this funding.

15.1.2 Community Energy Efficiency Program

The Community Energy Efficiency Program is a merit-based grant program established by the Commonwealth Government to provide matched funding to local Councils and non-profit community organisations to undertake energy efficiency upgrades and retrofits to Council and community-use buildings, facilities and lighting.

The objectives of the Community Energy Efficiency Program are to:

- Support a range of local Councils and community organisations to improve the energy efficiency of different types of non residential council and community use buildings, facilities and lighting
- Demonstrate and encourage the adoption of improved energy management practices within Councils, organisations and the broader community.

The government has allocated $200 million to this fund between 2012 and 2016 with 63 round one applicants being successful in June 2012, a total of $42 million. Council was successful with their funding submission of for $681,021 for cogeneration and lighting at the BARC as part of round 2 of this program which closed in February 2013.

Council was successful with their funding submission of $681,021 for cogeneration and lighting at the BARC as part of round 2 of this program. Council is adding a further $345,310 cash to undertake this $1,026,331 project.

15.2 East Gippsland Shire Council contribution

A significant contribution from the East Gippsland Shire Council will be essential in meeting funding requirements for the proposed redevelopment. This is a priority project for Council with an allocation of $2,996,370 for this redevelopment in the 2016/17 and 2017/18 capital works budget as well as $515,187 for detailed design.

15.3 Probable funding scenario for the BARC Stage 1 development

The table below sets out the possible funding scenarios for proposed Stage 1 redevelopment at the BARC.

Table 49: Funding scenarios for the BARC redevelopment - Stage 1

Council contribution	$	3,055,551
State government funding (Better Pools Funding)	$	3,000,000
Total project cost	**$**	**6,055,551**

Table 49 demonstrates that Council has the financial capacity to undertake this redevelopment if it is successful with the State Government funding.

SECTION 16: PRELIMINARY FEASIBILITY FINDINGS

The need to undertake a Feasibility Study was identified as one of 11 key items to come out of the Aquatic Strategy, with the BARC being identified as the best location for an aquatic facility that could best maximise use in the shire.

This section contains a number of critical findings and highlights important considerations in understanding the aquatics needs of East Gippsland residents and assessing the feasibility of the proposed development at the BARC.

16.1 Basis for future development at the BARC

The proposed redevelopment of the BARC has strong support from the community and is a priority project for Council with funds for the Stage 1 development in their 2016/17 and 2017/18 capital works plan.

Redevelopment of this facility will help Council to achieve a number of their strategic priorities such as increasing physical activity, health and wellbeing and social connectedness, as well as providing key facilities and services that meet community needs.

Being located in shire's main population centre, the BARC is Council's most significant aquatic and leisure facility. The existing capacity issues and the shire's changing and growing population make this development crucial for Council.

The proposed development options meet the long term needs of the community while providing a flexible design where components can be used by key target groups. The addition of a warm water pool and an interactive children's water play area, along with the existing 25m pool and spa and sauna provide a range of aquatics facilities that are flexible in their use and that will be adequate to meet the long term needs of the community.

Improved change rooms and reception area are an important addition to improve customer flow throughout the centre and make the centre easily accessible for the entire community.

An outdoor area including a family BBQ zone with all abilities access and a larger cafe with seating area will help to promote social interaction.

Dry facilities such as a larger health club, group fitness room and dedicated cycling room will be important to allow for future growth, while the multi use community meeting room and user storage will cater well for key users of the facility. Applying Universal Design best practice design and management principles to the facility will ensure that the facility is accessible to the whole community.

The proposed development will also replace ageing infrastructure with new facilities that will serve multiple uses.

16.2 Implications of future development of the BARC

16.2.1 Capital costs

This project is a key priority for Council, who have allocated $3,055,551 million to Stage 1 of the project in their 2016/17 and 2017/18 capital works budget.

16.2.3 Community Impact

The redevelopment of the BARC will meet long term community needs for additional water space and specifically for a warm water pool. The proposed facility is expected to attract 230,981 visits in Year 1. Over the first five years of operation attendances are projected to increase by a further 15%.

The new facilities will meet the needs of residents and encourage priority groups that may otherwise be disadvantaged to use the facilities, such as people with disabilities, women, young people, older adults, people with socio economic disadvantage, in rural communities and the indigenous community.

16.2.4 Access to facility

As outlined in the Aquatic Strategy, access to this facility is a key barrier for a lot of residents. The development of a shire wide Transport Strategy will help to address some of these issues for residents.

16.3 Key recommendations

Key recommendations for the redevelopment of the BARC include:

1. Additional warm water space for older adults, rehabilitation and infant swim lessons. (33 to 35oC), this additional space will also lessen pressure on the current 25m pool (28 to 30oC).
2. Accessible children's interactive water play.
3. A community meeting and training room that can be used by key user groups and community groups.
4. Additional and improved change rooms and amenities to cater for families and all abilities patrons.
5. Additional office space and storage for both staff and user groups.
6. An improved reception and café area.
7. Additional car parking.
8. The need for improved transport connections, so people can better access the facility.
9. The need for affordable opportunities for people to participate in aquatic activities at the BARC, to encourage greater access for the broader community.

APPENDICES

Appendix 1: List of stakeholders consulted

Community

- Members and users of the BARC and Lakes Aquadome
- General community members

Schools

- All primary and secondary schools in the shire

Sporting Groups

- East Gippsland Waterdragons
- Riviera Triathalon club
- Bairnsdale basketball club
- Bairnsdale volleyball club
- Wy Yung sporting clubs
- Swifts Creek sporting clubs
- Mallacoota sporting clubs
- Orbost sporting clubs

Government Agencies

- Sport and Recreation Victoria
- Department of Planning and Community Development
- Department of Education and Early Child Development
- Department of Primary Industries

Community Groups and Organisations

- Local health services and bush nursing centres
- Orbost heated pool committee
- Disability agencies
- Retirement villages
- Indigenous community
- Education providers

State and Regional Sporting Bodies

- Gippsland Swimming
- Swimming Victoria

Other Councils

- Wellington Shire Council
- Bega Shire Council
- Latrobe City Council
- Bonang Shire Council

Appendix 2: List of documents reviewed

The following documents were reviewed as part of this study:-

- East Gippsland Long Term Community Vision (2030)
- Draft Council Plan 2013-2017
- Gippsland Regional Development Strategy 2006
- Gippsland Regional Plan Priorities
- Our Place, Our Plan, Our Future – Implementation Framework
- East Gippsland Community Wellbeing Plan
- East Gippsland Primary Care Partnership Health Promotion – Physical Activity Plan
- East Gippsland Positive Ageing Strategy
- East Gippsland Regional Youth Plan
- Feasibility Study for the Provision of a Warm Water Exercise Pool
- Bairnsdale Outdoor Pool Business Case 2010

Bairnsdale Aquatic & Recreation Centre

Concept Cost Plan
(Costs in July 2015 Prices)

QS REF: me20695
Date: 6/08/2015

Function	area m2	rate $/m2	Stage 1 cost $	
Alteration / Demolition				
Allow to modify Weights gym / Womens Gym / Offices for new Health Club	384	$ 65		
Allow to demolish Dry Change	70	$ 240	$ 16,800	
Allow to modify Pool Plant	86	$ 300	$ 25,800	
Allow to demolish Pool Store	26	$ 90	$ 2,340	
Allow to Demolish existing seating area for new Dry Change, Storage etc	204	$ 120	$ 24,480	
Allow to demolish Kiosk at foyer area	35	$ 120	$ 4,200	
Allow to demolish Store at foyer area	9	$ 120	$ 1,080	
Allow to demolish Control area at foyer area	21	$ 150	$ 3,150	
Allow to modify Café	50	$ 600	$ 30,000	
Change / Store / Office				
Dry Change	75	$ 2,400	$ 180,000	
Family Change	31	$ 2,400	$ 74,400	
First Aid	13	$ 1,200	$ 15,600	
Meeting	22	$ 1,200	$ 26,400	
Office	21	$ 1,500	$ 31,500	
Office relocated from Health club area	15	$ 1,500	$ 22,500	
Plant - extension to existing building	56	$ 1,200	$ 67,200	
Plant - in the existing building	35	$ 650	$ 22,750	
Storage	91	$ 1,200	$ 109,200	
Corridor	74	$ 1,200	$ 88,800	
On deck Showers	7	Allow	$ 15,000	
Reception Area				
Reception	23	$ 2,400	$ 55,200	
Staff	18	$ 1,600	$ 28,800	
Store	10	$ 1,200	$ 12,000	
Café	24	$ 2,600	$ 62,400	
Café equipment	Allow		$ 30,000	
Allow for change to ticketed entry	Allow		$ 60,000	
Café seating - extension	30	$ 3,300	$ 99,000	
Allow for connection to existing building	Allow		$ 50,000	
Health Club				
Health Club	289	$ 750		
Health Club office	9	$ 1,500		
Health Club storage	10	$ 1,500		
Spin room	59	$ 900		
Allow to demolish existing structure	83	$ 120		
Spin Room	83	$ 2,100		
Group Fitness	102	$ 2,100		
Allow for connection to existing building	Allow			
Pool Hall				
Relocate glazed wall to pool hall entry	Allow		$ 100,000	
Program pool hall - modification to existing building incl demolish existing leisure pool and make good floor	384	$ 1,300	$ 499,200	
Water play pool hall - extension	125	$ 2,700	$ 337,500	
Allow for connection to existing building (waterplay)	Allow		$ 150,000	
Total Building Works	**2,574**	**$ 872**	**$ 2,245,300**	
Program pool incl ramp	Allow		$ 900,000	
Waterplay pool	Allow		$ 400,000	
Waterplay equipment - splashpark / splashdecks	Allow		$ 300,000	
Miscellaneous: backwash tank, excavation, BWIC etc	Allow		$ 60,000	
Preliminaries on Pools			$ 249,000	
Total Pools			**$ 1,909,000**	
External Works & Services				
Site Preparation	Allow		42,225	
Family BBQ outdoor area	1,873	$ 150	$ 280,950	
Allowance for external landscaping and furniture	Allow		EXCLUDED	
Allow for diversion of existing services	Allow		83,146	
Allowance for External Services	Allow		308,880	
Total External Works & Services			**$ 715,201**	
Construction Cost			**$ 4,869,501**	
ESD initiatives			CEEP	
Design Contingency		5.0%	$ 264,000	
Construction Contingency		5.0%	$ 277,000	
Sub Total			**$ 541,000**	
Professional Fee Allowance		9.0%	$ 486,945	
Authority Fees & Charges	Allow		$ 58,105	
Substation contribution	Allow		$ 100,000	
Sub Total			**$ 645,050**	
Total Cost By Stage			**$ 6,055,551**	
Total Project Cost in today's prices				**$ 6,055,551**

Exclusions:

GST	Retractable roof to external pool area
ESD initiatives to Future Outdoor Aquatics Stage	Soft Landscaping and external furniture
Land, legal, marketing and finance costs	Active IT and telephone equipment
Relocation / Decanting Costs	Asbestos & other hazardous materials removal
Gym equipment or other leased equipment	Staging Allowances
Adverse soil conditions incl. excavation in rock, contaminated soi	Upgrading of existing authority services infrastructure
Piers / Piling	Public Art
Carbon Tax	Upgrading existing electrical supply incl substation
Cost Escalation beyond July 2015	Pool equipment including boom to 50m pool, pool blankets
FF&E	Council / Client costs
Geothermal Initiatives	No allowance for relocation of plant for Future Stage
Stadium	External pool and external amenities
Diversion of existing road to north of building	Anti Drowning Software

Appendix 4: Energy efficiency upgrades at the BARC

Recreation centres are the highest energy using facilities run by East Gippsland Shire Council (EGSC). Energy audits identified areas where significant savings could be made.

EGSC where successful in an application to the Australian Government under the Community Energy Efficiency Program (CEEP) to undertake upgrades to the BARC

The Australian Government are contributing $680,000 and EGSC $345,000 to this project.

The project aims to reduce energy costs and emissions through the use more efficient heating and lighting systems.

The upgrades at the BARC include:-

New LED lighting

New LED lighting in the basketball courts and the pool area.

We will be changing around 100 high bay lights from 400W metal halides to 150W LEDs. The reduction is wattage is a significant saving and the use of motion sensing and daylight sensing will realise even greater savings.

Pool Blankets

New automated pool blankets will reduce heat losses overnight when the pool is closed. Most of the heat loss actually occurs through evaporation. We can expect to reduce heat demand by as much as 25% through the use of pool blankets.

New air and water heating system

The pool heating system is to be extensively upgraded. Upgrades will include:-

New mylar heat recovery wheels. It is important that there are regular air changes in a swimming pool hall. Exhausted pool air passes through the heat wheels and up to 90% of the sensible heat is transferred to the incoming air. Again this significantly reduces heat demand.

New modulating condensing cascading hot water boiler. One of the old atmospheric boilers will be removed and replaced with a high efficiency modern boiler. These boilers preheat water in the flue system to recover heat from what would otherwise be exhaust gas. They also have the ability to operate at low outputs at high efficiency as well when at higher outputs. The boiler actually consist of a number of smaller boiler that ramp up or cascade as demand rises and falls. These features add up to less gas usage for a given heat output. Even the condensate output from the flues can be used to help maintain pool pH and reducing the requirement for bottled carbon dioxide to maintain pool pH.

New variable speed drives (VSD) for the main pool pumps. VSD's vary the flow of water through the system rather than cycling on and off. This saves electricity amongst other things.

Removal of four direct air furnaces. The current air heating system runs using four separate gas furnaces. These are old and inefficient. The new system will use water heat loops from the new boiler system. This can be controlled to maintain temperature within a narrow band rather than heating air up to a high temperature, switching off, cooling back to well below the mean temperature and then firing back up.

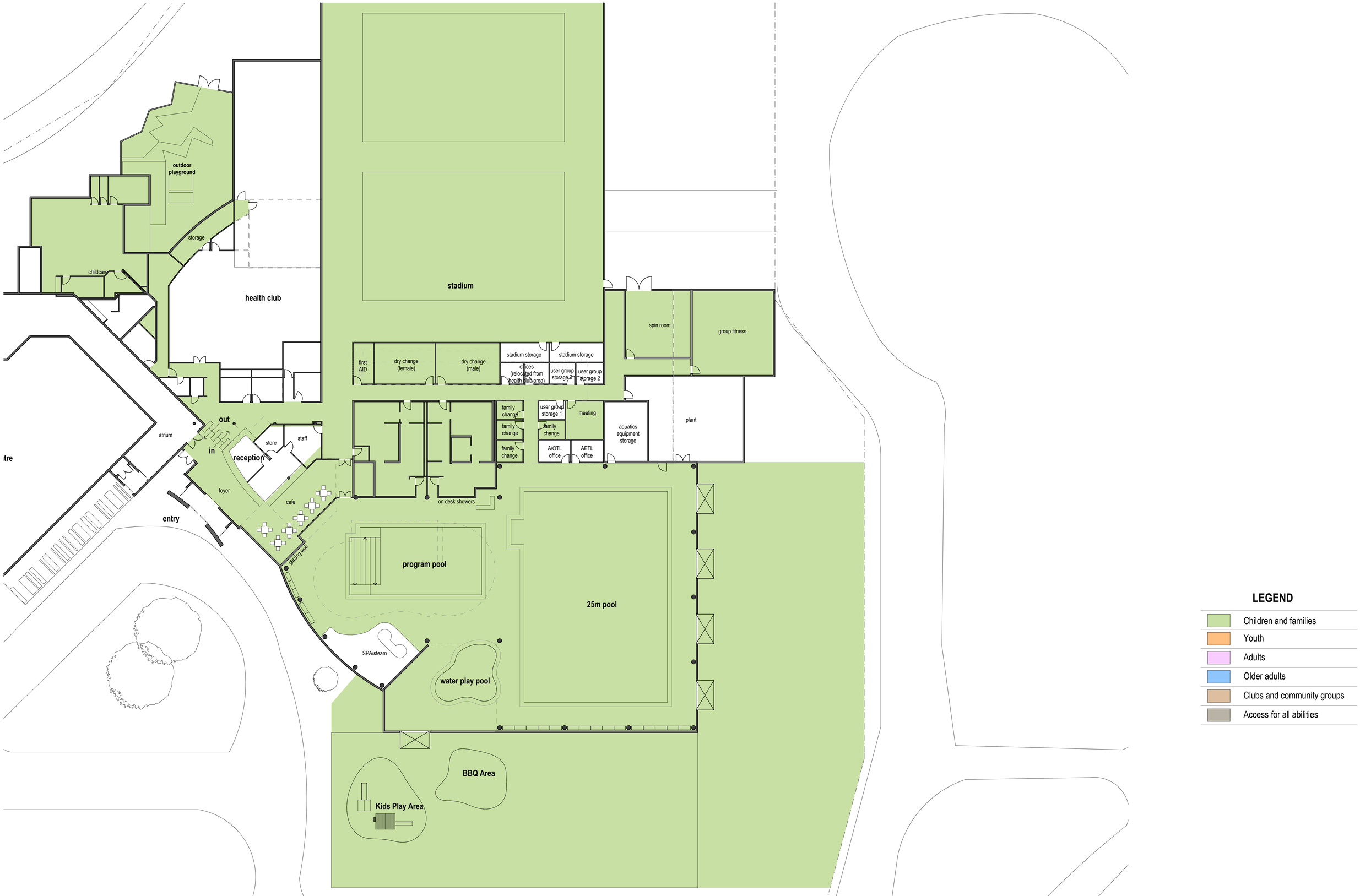
Cogeneration

A natural gas fuelled turbine will be installed to generate electricity for the BARC site. The waste heat from the turbine will utilised in the pool heating system. This combined heat and power system CHP has significant advantages in reducing our emissions.

Building Management System (BMS)

The heating and cogeneration system will all be integrated together using a computer controlled building management system. The system will help ensure the systems work together in an efficient way and allow remote and early diagnosis of heating problems. Alternate energy sources include:

- Geothermal heating
- Bio energy
- Additional solar panels on the roof



LEGEND

- Children and families
- Youth
- Adults
- Older adults
- Clubs and community groups
- Access for all abilities

Bairnsdale Aquatic & Recreation Centre

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FEASIBILITY STUDY

Children and Families

20/07/2015

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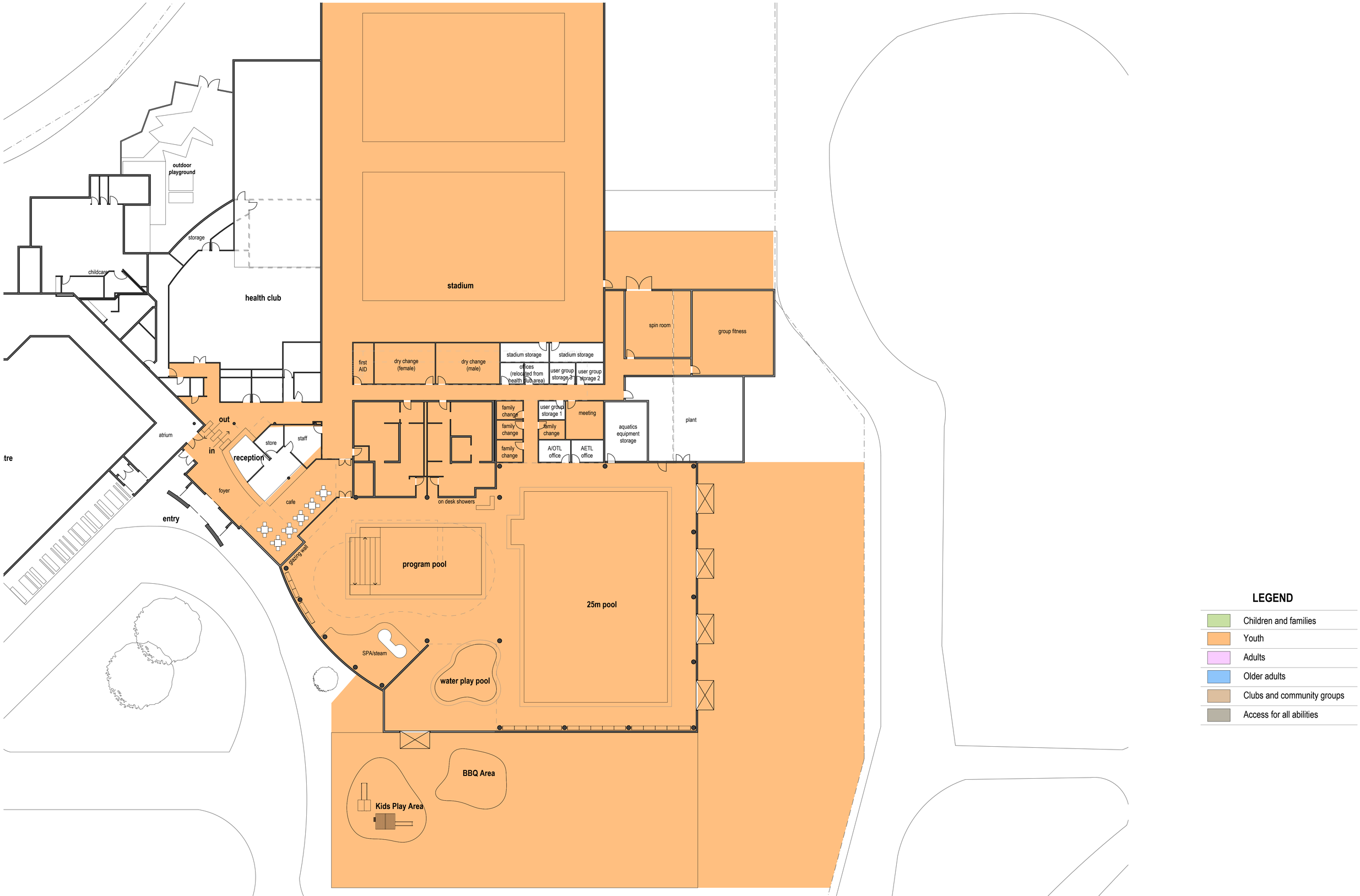
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LEGEND

- Children and families
- Youth
- Adults
- Older adults
- Clubs and community groups
- Access for all abilities

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FEASIBILITY STUDY

Youth

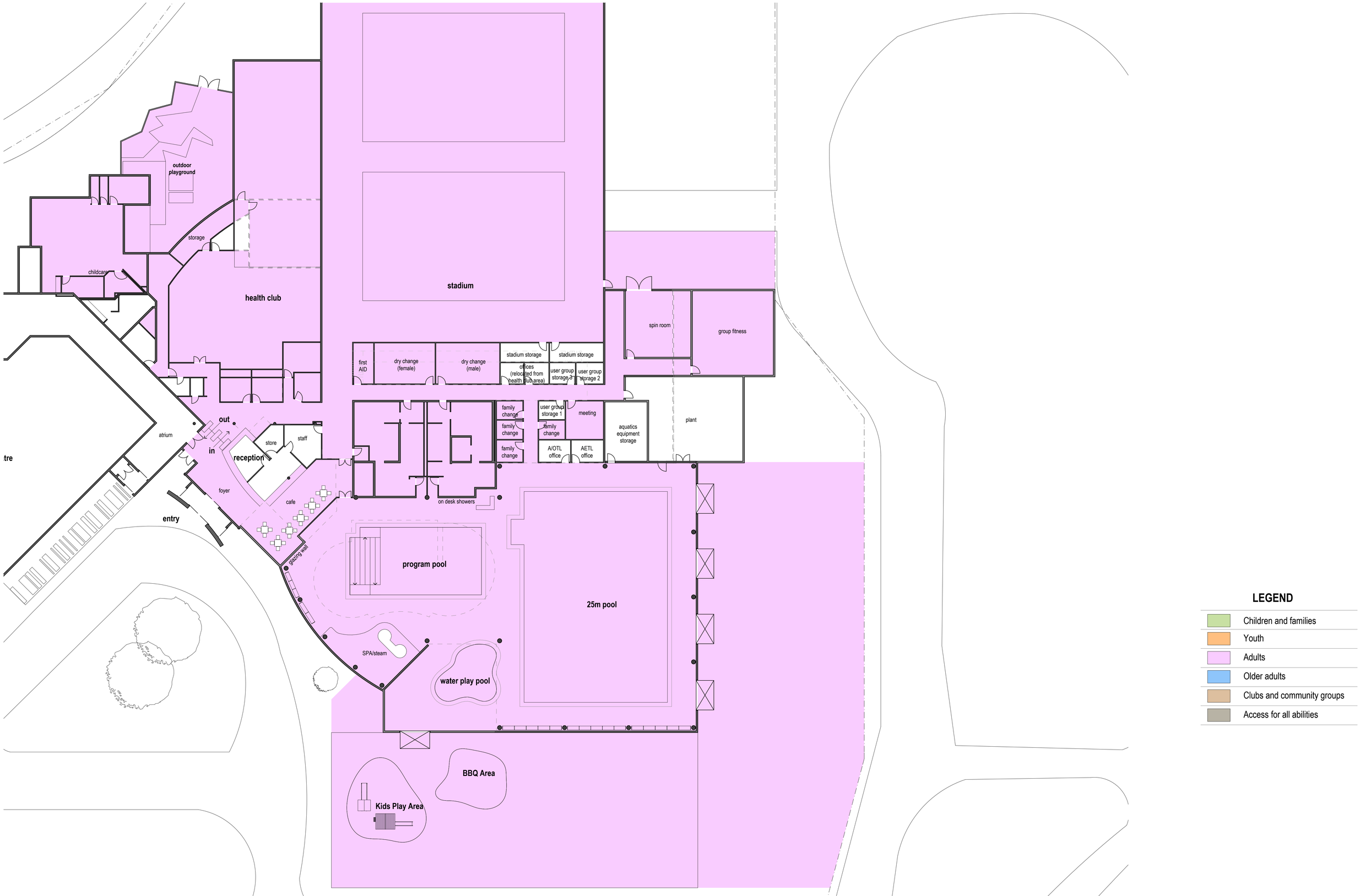
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LEGEND

- Children and families
- Youth
- Adults
- Older adults
- Clubs and community groups
- Access for all abilities

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FEASIBILITY STUDY

Adults

20/07/2015

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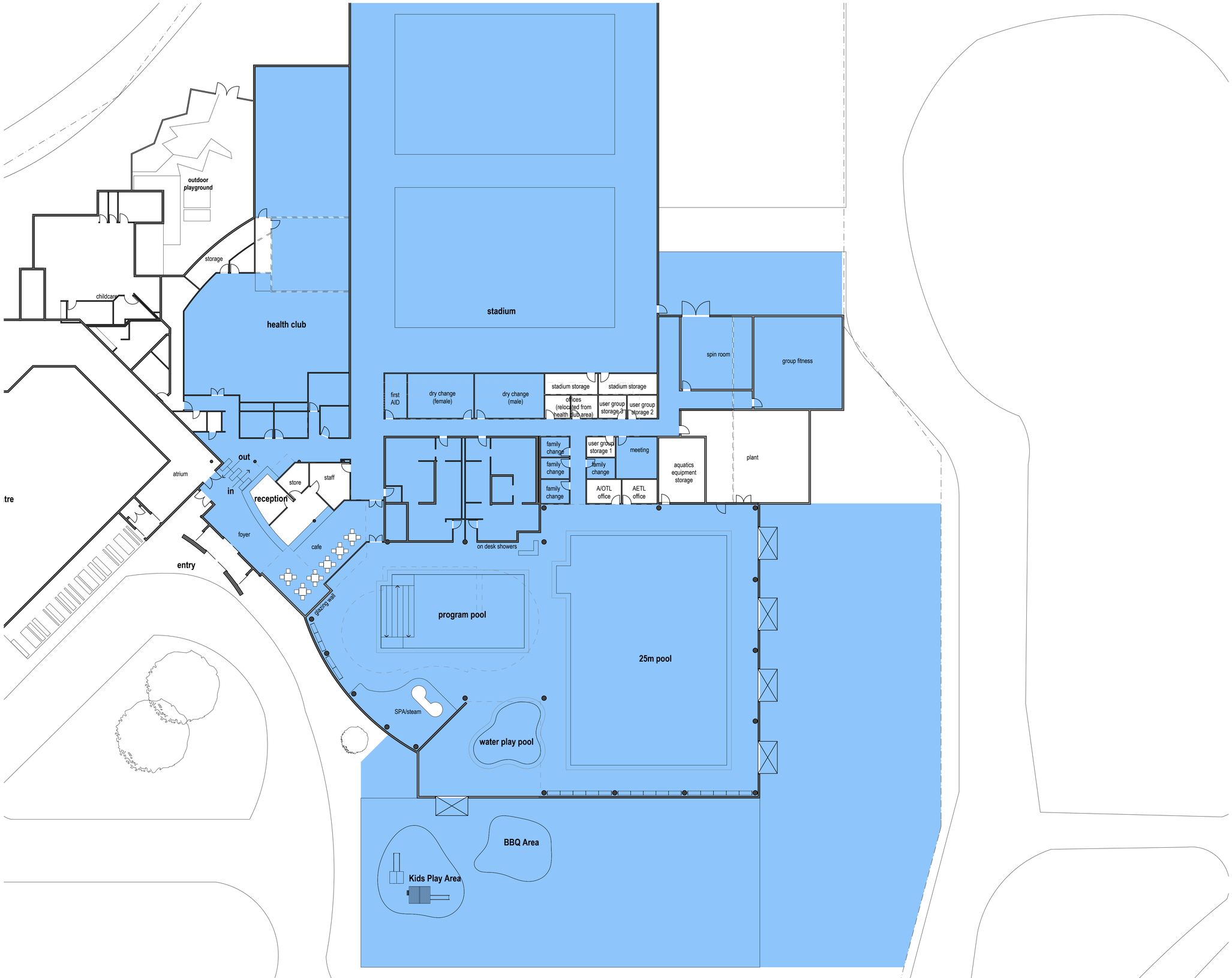
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LEGEND

- Children and families
- Youth
- Adults
- Older adults
- Clubs and community groups
- Access for all abilities

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FEASIBILITY STUDY

Older Adults

20/07/2015

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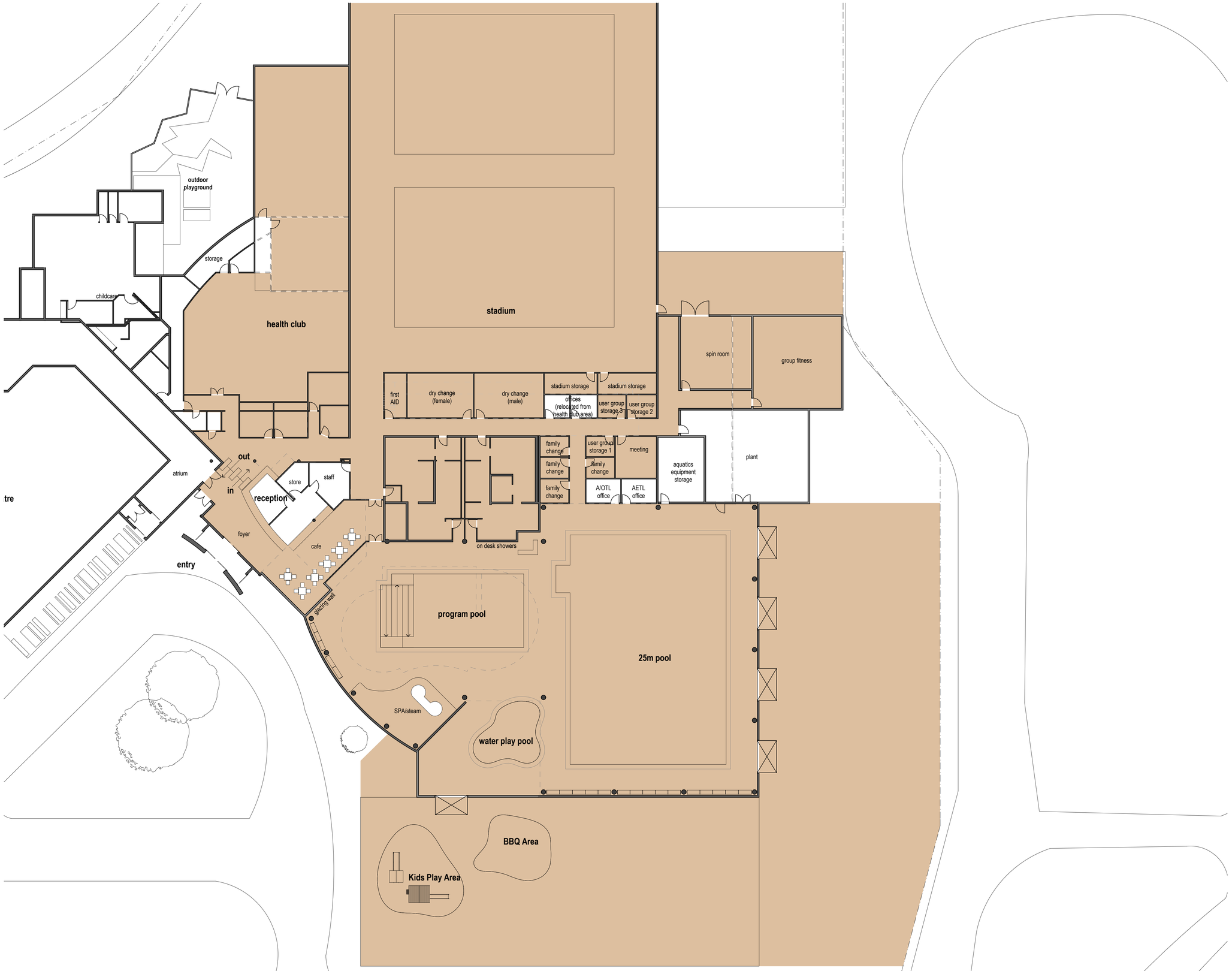
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LEGEND

- Children and families
- Youth
- Adults
- Older adults
- Clubs and community groups
- Access for all abilities

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FEASIBILITY STUDY

Clubs and Community Groups

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LEGEND

- Children and families
- Youth
- Adults
- Older adults
- Clubs and community groups
- Access for all abilities

Bairnsdale Aquatic & Recreation Centre

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FEASIBILITY STUDY

Access for All Abilities

20/07/2015
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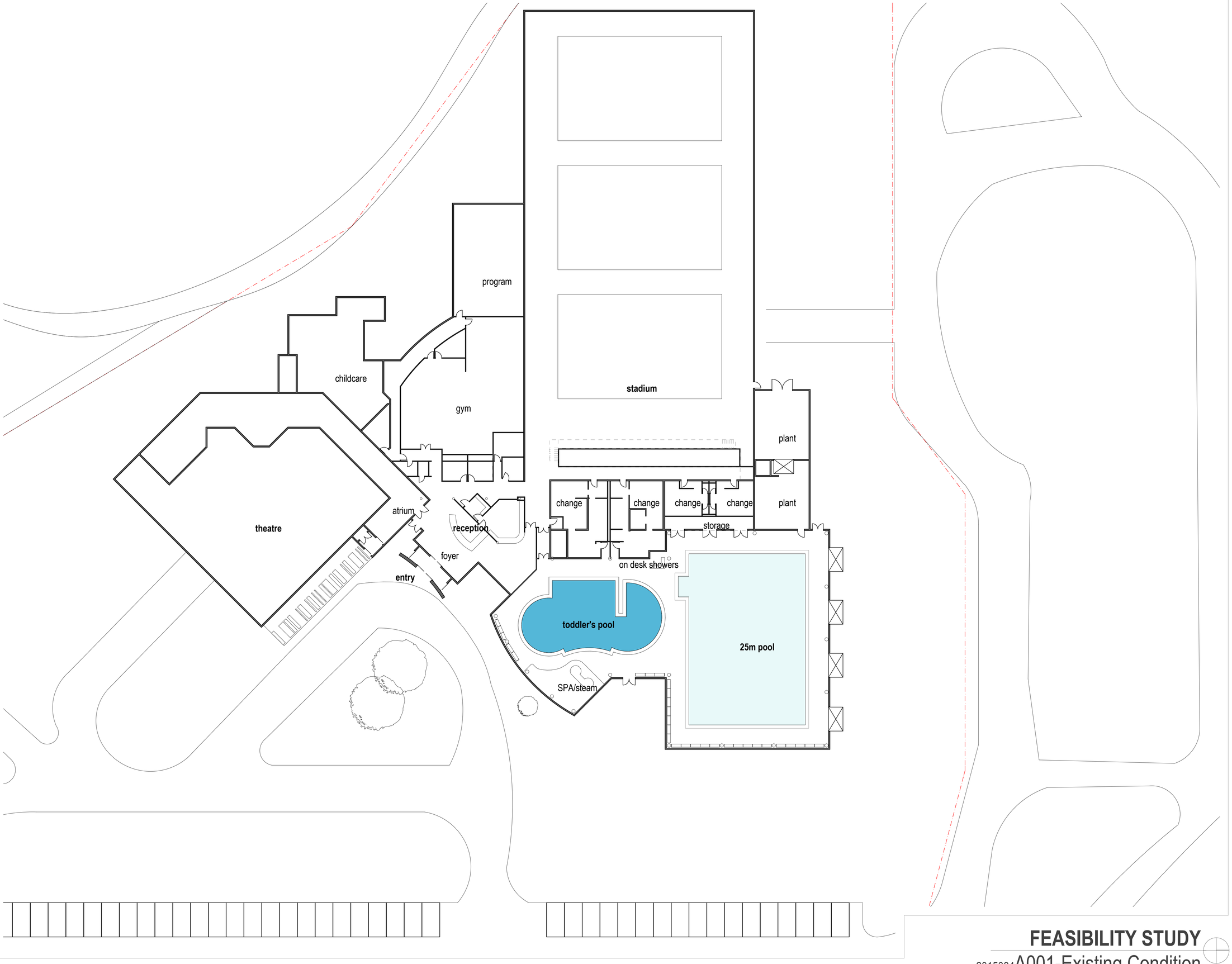
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Bairnsdale Aquatic & Recreation Centre



FEASIBILITY STUDY

2015084A001-Existing Condition

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Bairnsdale Aquatic & Recreation Centre

childcare
spin room
stadium
atrium
tre
entry
out
in
in
foyer
reception
cafe
store
glazing wall
glazing wall
glazing wall
glazing wall
cafe
first AID
dry change (female)
dry change (male)
Storage
Volley Ball Storage
offices (relocated from health club area)
Basketball Ball Storage
user group storage 3
user group storage 2
user group storage 1
family change
meeting
family change
family change
family change
AETL office
A/OTL office
Female Change
Male Change
program pool
ramp down to 1.1m
ramp down to 1.14m
ramp down to 1.14m
25m pool
SPA/steam
Auto-sliding Doors
1:20 ramp down
water play pool (0.3m deep)
new spa plant
BBQ Area
Kids Play Area

Change Existing Stadium Course, Seating Area and Pool Storage Area to New Offices and Amenities

Extend Foyer Area to Have Access Control and Larger Cafe Area

Upgrade Existing Amenities

Relocate Glazing Wall to Larger Pool Area

Change Existing Leaners Pool to New Program Pool 14mX8.5m with Access Ramp

Extend Outdoor Area to Build Warm Water Play Pool & Plant Room

Create Outdoor Family Play and BBQ Area

FEASIBILITY STUDY

2015084A112E-Stage 1 Floor Plan

LIFE DESIGN ARCHITECTURE
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Bairnsdale Aquatic & Recreation Centre

Health Club Renovation and Extension

Health Club Extension

childcare

storage

health club

stadium

spin room

group fitness

first AID

dry change (female)

dry change (male)

Storage

UP

Volley Ball Storage

Basketball Ball Storage

offices (relocated from health club area)

user group storage 3

user group storage 2

user group storage 1

meeting

family change

AETL office

A/OTL office

aquatics equipment storage

plant

atrium

out

in

in

store

reception

cafe

foyer

cafe

entry

tre

on desk showers

glazing wall

program pool

25m pool

SPA/steam

water play pool

FEASIBILITY STUDY

2015084A113E-Stage 2 Floor Plan

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Bairnsdale Aquatic & Recreation Centre

1 show court
or
2 recreational courts

Potential Future Carpark

Future Provision-Stadium

Future Provision-Outdoor Pool

Future carpark

261 Carparks

FEASIBILITY STUDY

2015084A114E-Future Provision

LIFE DESIGN ARCHITECTURE
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Bairnsdale Aquatic & Recreation Centre

first AID
dry change (female)
dry change (male)
Storage
UP
Volley Ball Storage
Basketball Ball Storage
offices (relocated from health club area)
user group storage 3
user group storage 2
A
A
meeting
user group storage 1
family change
family change
family change
family change
AETL office
A/OTL office
Female Change
Male Change
out
in
in
store
reception
cafe
glazing wall
glazing wall
foyer
cafe
glazing wall
glazing wall
glazing wall
program pool
1:14 ramp down
1:14 ramp down
1:14 ramp down
ramp down to 1.1m
25m pool
SPA/steam
Auto-sliding Doors
1:20 ramp down
water play pool
(0.3m deep)
new spa plant

FEASIBILITY STUDY

2015084A115E-Stage 1 Detail Floor Plan

LIFE DESIGN ARCHITECTURE
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Bairnsdale Aquatic & Recreation Centre



FEASIBILITY STUDY

2015084A116E-Stage 1 Mezzanine Floor Plan

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Bairnsdale Aquatic & Recreation Centre

school storage

1 show court
or
2 recreational courts

retractable seating

retractable seating

stadium storage

change room (visitors)

change room (home)

shared meeting room

office

box office

hallway

foyer

event entry

Future Provision-Stadium
** 2 standard basketball courts*
** 1 basketball show court*
** Retractable seating*
** New dry change rooms*
** New offices/meeting room/storage room*

storage

health club

stadium

group fitness 1

group fitness 2

spin room

first AID

dry change (female)

dry change (male)

Storage

UP

Volley Ball Storage

Offices (relocated from health club area)

Basketball Ball Storage

user group storage 3

user group storage 2

out

in

in

store

reception

cafe

foyer

cafe

sliding wall

meeting

user group storage 1

family change

AETL office

A/OTL office

family change

family change

family change

aquatics equipment storage

plant

on desk showers

program pool

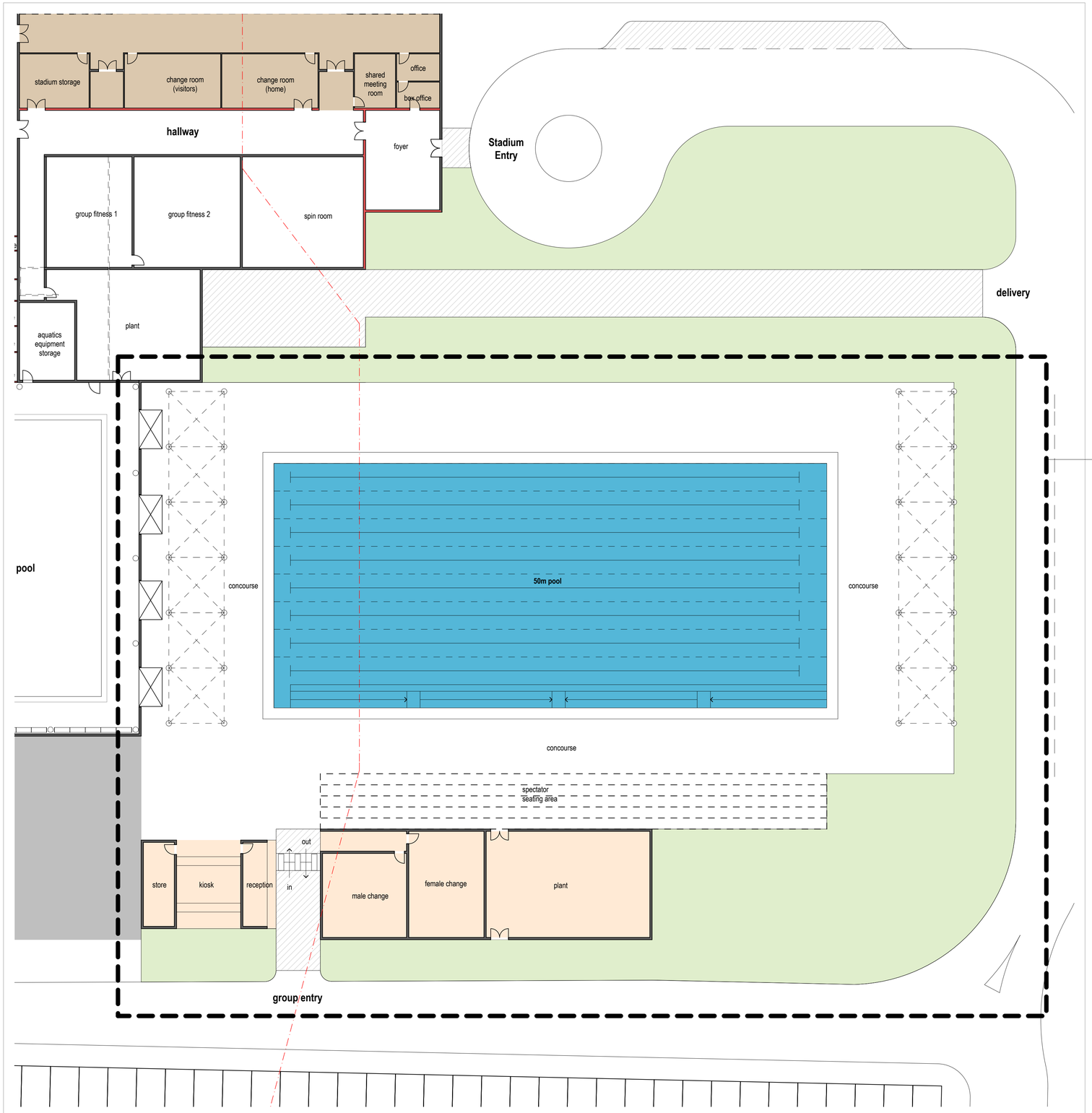
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FEASIBILITY STUDY

2015084A117E-Future Provision Show Court Floor Plan

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Future Provision-Outdoor Pool
** 50m outdoor pool*
** Shaded areas for outdoor pool*
** Group entry*
** New change rooms for outdoor pool*
** New reception/kiosk*

Bairnsdale Aquatic & Recreation Centre

FEASIBILITY STUDY

2015084A118E-Future Provision Outdoor Floor Plan

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Bairnsdale Aquatic & Recreation Centre

Concept Cost Plan
(Costs in July 2015 Prices)

QS REF: me20695
Date: 6/08/2015

Function	area m2	rate $/m2	Stage 1 cost $	
Alteration / Demolition				
Allow to modify Weights gym / Womens Gym / Offices for new Health Club	384	$ 65		
Allow to demolish Dry Change	70	$ 240	$ 16,800	
Allow to modify Pool Plant	86	$ 300	$ 25,800	
Allow to demolish Pool Store	26	$ 90	$ 2,340	
Allow to Demolish existing seating area for new Dry Change, Storage etc	204	$ 120	$ 24,480	
Allow to demolish Kiosk at foyer area	35	$ 120	$ 4,200	
Allow to demolish Store at foyer area	9	$ 120	$ 1,080	
Allow to demolish Control area at foyer area	21	$ 150	$ 3,150	
Allow to modify Café	50	$ 600	$ 30,000	
Change / Store / Office				
Dry Change	75	$ 2,400	$ 180,000	
Family Change	31	$ 2,400	$ 74,400	
First Aid	13	$ 1,200	$ 15,600	
Meeting	22	$ 1,200	$ 26,400	
Office	21	$ 1,500	$ 31,500	
Office relocated from Health club area	15	$ 1,500	$ 22,500	
Plant - extension to existing building	56	$ 1,200	$ 67,200	
Plant - in the existing building	35	$ 650	$ 22,750	
Storage	91	$ 1,200	$ 109,200	
Corridor	74	$ 1,200	$ 88,800	
On deck Showers	7	Allow	$ 15,000	
Reception Area				
Reception	23	$ 2,400	$ 55,200	
Staff	18	$ 1,600	$ 28,800	
Store	10	$ 1,200	$ 12,000	
Café	24	$ 2,600	$ 62,400	
Café equipment	Allow		$ 30,000	
Allow for change to ticketed entry	Allow		$ 60,000	
Café seating - extension	30	$ 3,300	$ 99,000	
Allow for connection to existing building	Allow		$ 50,000	
Health Club				
Health Club	289	$ 750		
Health Club office	9	$ 1,500		
Health Club storage	10	$ 1,500		
Spin room	59	$ 900		
Allow to demolish existing structure	83	$ 120		
Spin Room	83	$ 2,100		
Group Fitness	102	$ 2,100		
Allow for connection to existing building	Allow			
Pool Hall				
Relocate glazed wall to pool hall entry	Allow		$ 100,000	
Program pool hall - modification to existing building incl demolish existing leisure pool and make good floor	384	$ 1,300	$ 499,200	
Water play pool hall - extension	125	$ 2,700	$ 337,500	
Allow for connection to existing building (waterplay)	Allow		$ 150,000	
Total Building Works	**2,574**	**$ 872**	**$ 2,245,300**	
Program pool incl ramp	Allow		$ 900,000	
Waterplay pool	Allow		$ 400,000	
Waterplay equipment - splashpark / splashdecks	Allow		$ 300,000	
Miscellaneous: backwash tank, excavation, BWIC etc	Allow		$ 60,000	
Preliminaries on Pools			$ 249,000	
Total Pools			**$ 1,909,000**	
External Works & Services				
Site Preparation	Allow		42,225	
Family BBQ outdoor area	1,873	$ 150	$ 280,950	
Allowance for external landscaping and furniture	Allow		EXCLUDED	
Allow for diversion of existing services	Allow		83,146	
Allowance for External Services	Allow		308,880	
Total External Works & Services			**$ 715,201**	
Construction Cost			**$ 4,869,501**	
ESD initiatives			CEEP	
Design Contingency		5.0%	$ 264,000	
Construction Contingency		5.0%	$ 277,000	
Sub Total			**$ 541,000**	
Professional Fee Allowance		9.0%	$ 486,945	
Authority Fees & Charges	Allow		$ 58,105	
Substation contribution	Allow		$ 100,000	
Sub Total			**$ 645,050**	
Total Cost By Stage			**$ 6,055,551**	
Total Project Cost in today's prices				**$ 6,055,551**

Exclusions:

GST	Retractable roof to external pool area
ESD initiatives to Future Outdoor Aquatics Stage	Soft Landscaping and external furniture
Land, legal, marketing and finance costs	Active IT and telephone equipment
Relocation / Decanting Costs	Asbestos & other hazardous materials removal
Gym equipment or other leased equipment	Staging Allowances
Adverse soil conditions incl. excavation in rock, contaminated soi	Upgrading of existing authority services infrastructure
Piers / Piling	Public Art
Carbon Tax	Upgrading existing electrical supply incl substation
Cost Escalation beyond July 2015	Pool equipment including boom to 50m pool, pool blankets
FF&E	Council / Client costs
Geothermal Initiatives	No allowance for relocation of plant for Future Stage
Stadium	External pool and external amenities
Diversion of existing road to north of building	Anti Drowning Software

MINUTES
COUNCIL MEETING

TUESDAY 2 FEBRUARY 2016

IN THE COUNCIL CHAMBER, CORPORATE CENTRE
1ST FLOOR, 273 MAIN STREET, BAIRNSDALE

COMMENCING AT 6.00 PM

Councillors	Marianne Pelz (Mayor), Trudy Anderson, Ben Buckley, Richard Ellis, Michael Freshwater, Peter Neal, Jeff McNeill, Mark Reeves and Jane Rowe
Officers	Gary Gaffney (Chief Executive Officer), Maryanne Bennett (Director Corporate), Paul Holton (Director Development), Kate Nelson (Director Community and Strategic Development), Chris Waites (Director Operations) and Colleen Smith (Executive Assistant to CEO)

NOTICE

Public meetings convened by East Gippsland Shire Council are recorded (sound and vision) and may be published.

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ITEM 1
PROCEDURAL

Attendance:

The Mayor acknowledged the presence of Mrs Dale Fisher, former Councillor of the East Gippsland Shire Council.

Acknowledgement:

The Mayor extended a warm welcome to Councillor Trudy Anderson, who was elected to fill the extraordinary vacancy resulting from the resignation of former Councillor, Mr John Wilkin through a countback conducted by the Victorian Electoral Commission on 19 January 2016 (refer item 5.4.2).

1. PROCEDURAL

1.1. APOLOGIES

Nil

1.2. DECLARATION OF CONFLICT OF INTEREST

Nil

1.3. CONFIRMATION OF MINUTES

That the minutes of the Ordinary Council Meeting held on Tuesday 15 December 2015 be confirmed.

Cr Jane Rowe / Cr Peter Neal

THAT THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON TUESDAY 15 DECEMBER 2015 BE CONFIRMED.

CARRIED UNANIMOUSLY 02/02/16

1.4. NEXT MEETING

Tuesday 1 March 2016 commencing in the Corporate Centre at 6.00 pm.

1.5. REQUESTS FOR LEAVE OF ABSENCE

Nil

1.6. PUBLIC QUESTION TIME

1.6.1 Access to Paynesville Aqua Facility

Ros Seymour submitted the following question:

"Given the ongoing consultation about the access to the existing aqua facilities that started with Brenda Murray a few years ago and continued in 2015 with a public meeting in June attended by Paul Holton and then with Tony Brett in September during the public consultation process, when will Council provide dedicated, subsidised bus transport twice weekly to the Paynesville community (incorporating Paynesville, Raymond Island, Eagle Point and Newlands Arm?)"

Paul Holton, Director Development responded by advising that Access and Transport matters are topics dealt with in the East Gippsland Shire Aquatic Strategy that is recommended for adoption in a report listed in the agenda for tonight's Ordinary Meeting of Council.

The strategy recommends that Council investigate strategies that may extend public transport options for residents of Paynesville.

A number of initiatives have been trailed in the past; however, have been discontinued due to lack of sufficient numbers.

Mr Holton noted that a bus service is currently operated between Bairnsdale and Paynesville and should the Aquatic Strategy be adopted, one option that could be investigated is to negotiate a regular pick up and drop off in the close vicinity of the Bairnsdale Aquatic and Recreation Centre.

1.7. RECORD OF ASSEMBLIES OF COUNCILLORS

1.7.1. ASSEMBLIES OF COUNCILLORS – DECEMBER 2015

DEPARTMENT Corporate

AUTHORED BY Amanda Rigoni/Graeme Hill, Governance Officer

ENDORSED BY Maryanne Bennett, Director Corporate

DOCUMENT NO. 6621062

1 OBJECTIVE

This report provides Council with a formal record of assemblies of Councillors conducted during the period 1 December 2015 to 21 January 2016, and one previously unreported record from 30 November 2015.

2 BACKGROUND

In accordance with the *Local Government Act 1989* (the Act) a written record is to be kept of every assembly of Councillors and the record must be reported to the next practical ordinary Council meeting and recorded in the minutes of that meeting.

An assembly of Councillors is defined as a meeting at which matters are considered that are intended or likely to be subject of a Council decision or the exercise of a delegated authority which is either of the following:

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

The Act specifies requirements to be observed by an assembly of Councillors including the type of information to be provided in the written record.

3 CURRENT ISSUES

In accordance with section 80A (2) of the Act, this report presents the record of assemblies of Councillors conducted for the period 1 December 2015 to 21 January 2016, along with one record from 30 November 2015.

Assembly of Councillor meetings:	**Meeting date:**
Councillors / Chief Executive Officer Discussion	08/12/15, 15/12/15
East Gippsland Shire Council Local Community Road Safety Committee Meeting	30/11/15, 18/01/16

A copy of the formal record for each of these assemblies is provided at **Appendix 1.**

4 APPENDICES

1. Assemblies of Councillors meeting records – December 2015.

RECOMMENDATION

That Council notes the record of assemblies of Councillors that occurred during the period 1 December 2015 to 21 January 2016, and one previously unreported record from 30 November 2015 as provided at Appendix 1.

Cr Jane Rowe / Cr Mark Reeves

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 02/02/16

1.8. PETITIONS

Nil

ITEM 2
COUNCILLORS' REPORTS

2. COUNCILLORS' REPORTS

2.1. CR TRUDY ANDERSON

Cr Trudy Anderson spoke to her written report, a copy of which is included in these minutes (at Folio 3467).

2.2. CR PETER NEAL

Cr Peter Neal spoke to his written report, a copy of which is included in these minutes (at Folio 3467).

2.3. CR JEFF MCNEILL

Cr Jeff McNeill spoke to his written report, a copy of which is included in these minutes (at Folio 3468). Cr McNeill also presented the Mayor with 'Energy Break-through' certificates received from the Bairnsdale 754 Primary School on 10 December 2015.

2.4. CR RICHARD ELLIS

Cr Richard Ellis spoke to his written report, a copy of which is included in these minutes (at Folio 3468).

2.5. CR BEN BUCKLEY

Cr Buckley focused his report on attendance at the Australia Day Celebrations in Omeo on 26 January 2016.

2.6. CR MICHAEL FRESHWATER

Cr Michael Freshwater spoke to his written report, a copy of which is included in these minutes (at Folio 3469).

2.7. CR MARIANNE PELZ

Cr Marianne Pelz spoke to her written report, a copy of which is included in these minutes (at Folio 3470).

COUNCILLOR WRITTEN REPORT

Cr Trudy Anderson (refer Folio 3465)

Victorian Electoral Commission (VEC) Countback - 19/01/16

It was an honour and privilege to be declared East Gippsland Shire Council (EGSC) Councillor at the count back conducted by the VEC and EGSC staff.

Thank you to John Wilkin for his contribution and I wish him every success in the future.

I look forward to representing our community and Council and will embrace the responsibility of providing strategic direction to work towards the betterment of our great shire.

I look forward to working alongside my fellow Councillors, officers and community representatives. Together we can make sound decisions and continue to grow.

Australia Day Celebrations - Omeo

Congratulations to the all that received awards -

Citizen of the Year, Peter Sandy from Swifts Creek, Young Citizen of the Year, Michael Keating from Hinnomunjie, and the Community Event. The Great Alpine Gallery Swift Creek. Thank you for your contribution to our community.

Thank you to Omeo Lions Club for organising another successful event. I look forward to working with the group to address their needs for future successful events.

Thank you to the community members that came out and supported the event.

COUNCILLOR WRITTEN REPORT

Cr Peter Neal (refer Folio 3465)

Thank you Madam Mayor, it has been a lovely quiet start to the year.

I was privileged to be in attendance at the inaugural Mallacoota Australia Day Awards Ceremony. It was also good to take the opportunity to have a good look around the area and have a talk to lots of residents, as well as visitors.

It was a very exciting set of meetings last week at the Lakes Entrance Ocean Rescue Headquarters to look at how the community of Lakes Entrance would like to see the CBD and foreshore redeveloped over the next couple of years.

Thank you Madam Mayor.

COUNCILLOR WRITTEN REPORT

Cr Jeff McNeill (refer Folio 3465)

Period 16 December 2015 to 2 February 2016

26 January attended the Australia Day ceremony Bairnsdale and presented an Australia Day speech along with Nagle College School Captain Breanna Janson.

Australia Day Awards were given to:

> Wally Smyth of Granite Rock (Bairnsdale Citizen)
> Ron Bruse of Bairnsdale (Special Citizen Award)
> Ron Alexander, Bairnsdale Events Coordinator (East Gippsland Field Day recipient)

30 January 2016 opened the "Back to….." Bairnsdale and District Table Tennis Association's reunion.

1 February attended the Lakes Entrance CBD improvement project presented by the consultants.

COUNCILLOR WRITTEN REPORT

Cr Richard Ellis (refer Folio 3465)

I am pleased to report a much less hectic time than is normal, having taken leave from Council for a family based holiday in the USA over the December – January period.

A couple of matters worthy of mention include -

Attending the first South East NSW Council's Conference and workshops. This event included many fine speakers including the former Governor of the Reserve Bank, Ken Henry. I understand the hosts, our neighbours Bega Valley Shire Council intend running further such conferences based on Local Government themes. I recommend attendance at these by my fellow Councillors.

Attending and speaking at the launch of "Plastic Free Mallacoota" a waste reduction program sponsored by our Shire. The impact of plastic waste on our oceans and coasts is indeed a vast national and international environmental disaster.

Meeting with the new Regional Manager of ABC Radio Australia and local ABC radio personnel.

Having the honour to assist with and speak at the Lakes Entrance Australia Day Celebrations. In particular I would like to recognise the great work of the Lakes Entrance Lions Club and in particular recognise and acknowledge this year's awardees. Those being –

> Citizen of the year - Clifton Bassett of the Lakes Entrance Coast Guard
> Junior Citizen of the year: Steven Thirlwell of the Lakes Entrance Surf Life Saving Club
> Event of the year: Danielle Milito and team of the Motor Neurone Disease fund raiser group based in Lakes Entrance

I also would like to congratulate all the other citizens of our Shire that were recognised in the award ceremonies across the Shire this year.

Attending the Lakes Entrance Street Scape consultation/workshops and briefing held over the last week of January

COUNCILLOR WRITTEN REPORT

Cr Michael Freshwater (refer Folio 3466)

I attended a very successful Australia Day Awards Ceremony at Lindenow with approximately 150 people in attendance. Martin Woodward was presented with the Citizen of the Year Award.

I also attended the Timber Towns Victoria 2016 TIRES State Meeting on Friday 29 January 2016. Information from this meeting will be available early February.

COUNCILLOR WRITTEN REPORT

Cr Marianne Pelz (refer Folio 3466)

Good evening all and thank you for joining us after what has been an extremely hectic festive season.

Our sincere condolences to both the Barr and Hibberson families for their tragic loss of Cheydan Barr early Christmas morning.

During the past month, the CEO and I have based ourselves at the Orbost Customer Service Centre. I believe it is the first time since amalgamation 21 years ago that the Mayor has worked from this office.

During our time Gary and I met with many of the region's stake holders and attended the Visitor Information Centre/Slab Hut/Orbost Exhibition Centre precinct community meeting. We met with the Sensory Garden Group, members of the Chamber of Commerce and various other group representatives. We were able to get out and about and visit many people in the region including Mallacoota, Marlo, Bemm River, Bendoc and Goongerah.

Australia Day was greatly participated by some 850 Paynesville people and 15 people were nationalised. Damien Brown was our Ambassador this year and his speech was very informative, inclusive and entertaining.

The winners of the Australia Day awards -

Citizen of the Year Mr Darryl Crowley, who is a long serving Police officer has managed to channel the personal loss of his daughter and grandson in a tragic car accident last year, into road safety initiatives such as lowering speed limits in known accident areas, and campaigned for the installation of rope barriers where six people have been killed in road accidents.

The Junior Ambassador winner Carly Fitzgerald a young woman from Bemm River who has been involved with the CFA since the age of 11. Carly has instigated many initiatives from her own merit to assist the Bemm River community.

The event of the year was the Cooper's Winter Wonderland Masquerade Ball instigated by Kylie and Robert Trewin as a fund raiser for the loss of their young son at 16 months to SIDs. It was a great success and the managed to raise $36,500 for the SUDC research fund.

List of attended events -

The Swifts Creek SES 50th Birthday celebration at the Swift's Creek Hotel with my fellow colleague Cr Buckley on 17 December. Swifts Creek SES 50th Birthday

18 December the CEO's end of year Christmas lunch at the Bairnsdale Sporting and Convention Centre

23 December: Public meeting - Bosworth Road Landfill Rehabilitation Project

ITEM 3 NOTICES OF MOTION AND/OR RESCISSION

3. NOTICES OF MOTION AND/OR RESCISSION

Nil

ITEM 4 DEFERRED BUSINESS

4. DEFERRED BUSINESS

Nil

ITEM 5 OFFICERS' REPORTS

5. OFFICERS' REPORTS

5.1. PEOPLE

5.1.1. EAST GIPPSLAND SHIRE AQUATIC STRATEGY

DEPARTMENT Development

AUTHORED BY Tony Brett, Manager Recreation Facilities

ENDORSED BY Paul Holton, Director Development

DOCUMENT NO. 6459029

In attendance:
Kris Wain, Acting Manager Recreation Facilities

1 OBJECTIVE

This report presents the East Gippsland Aquatic Strategy 2015 (the Strategy) as provided at **Appendix 1**, for consideration and adoption by Council.

The report also makes recommendations to apply for external funds to offset Councils costs in implementing recommendations in the Strategy.

2 BACKGROUND

Council has had a strong desire to provide improved Aquatic facilities for the residents and visitors of East Gippsland for a considerable length of time. Council had an Aquatic Strategy prepared to understand the aquatic needs of East Gippsland Shire residents, in line with existing facility provision and to identify the facilities and services that would best meet the needs of the community going forward.

An internal draft report was prepared in 2012. This presented Shire officers with a list of short term urgent priorities that were addressed within the constraints of the Shires Capital Budgets. These included addressing issues associated with ageing infrastructure such as; the reduction of leaking water and upgrading the main pumps and dosing systems at both outdoor pools, replacing the pool concourse at Orbost outdoor pool, and upgrading pool plant to both indoor centres.

Capital equipment to reduce utility expenditure, which was funded through Councils "Brighter Futures" program, were purchased and installed.

Solar heating and additional shade was provided at the Orbost Outdoor Pool and this project utilising $100,000, from Sport and Recreation Victoria's "Seasonal Pools" Grant Program.

Following these actions the 2012 draft strategy was updated. This report presents the updated draft East Gippsland Aquatic Strategy 2015.

Council released the draft Aquatic Strategy for community consultation at the ordinary meeting held on 1 September 2015 (item 5.1.3 People Report - The East Gippsland Aquatic Strategy 2015), with community consultation undertaken from 3 September 2015 until 6 October 2015. Results from that consultation are detailed in section 3 of this report "Current Status and/or issues".

Whist the Aquatic strategy is about aquatic developments, the report also looks at medium and long term needs of the Bairnsdale Aquatic and Recreation Centre, to ensure a building footprint is available when funds and additional lands become available.

Concept drawings illustrating short, medium and long term development proposals have been prepared and are attached to this report. The indicative cost of the stage one project is $6.0 million.

Details of the proposed development are described in detail in the following documents.

- The "East Gippsland Aquatic Strategy" provided at **Appendix 1.**
- Concept drawings for proposed stage one BARC development and drawings for medium and long term developments provided at **Appendix 2.**
- Indicative costing's for proposed BARC development provided at **Appendix 3.**

3 CURRENT STATUS AND/OR ISSUES

The draft East Gippsland Aquatic Strategy 2015 was released for public comment from September 3 until October 6. Opportunities for comment were provided through:

1. Information sessions at Bairnsdale, Lakes Entrance, Paynesville and Orbost.
2. Hard copies of the Aquatic Strategy, Concept drawings and hand written template replies were available at the two Shire Recreation Centres and Shire service centres.
3. Council's online engagement portal "Your Say", where there were 163 visits.
4. Notification of the Aquatic Strategy and where it could be located were provided by a press release, Shire's webpage, notices at the Recreation Centres and newspaper advertising.

There were 147 submissions received, these submissions and officers' comments are summarised in table 1 below.

Table 1 Community Consultation findings

Number of submissions	Summary	Council Officers Comment
116	Want a warm water pool of at least 34 degrees	Included in the strategy
6	Want showers as well as toilets in the dry change rooms	Included in the strategy
6	Want stadium access to storage for basketball and volleyball	Included in the strategy
4	Want improved access to all in the BARC Centre	Included in the strategy
4	Want high school only access to the dry change rooms during school hours	Concept drawing edited to include in the strategy
3	Want more specific reference to transport needs and access for residents of the greater Paynesville/ Eagle Point region in the strategy	Included in the strategy
3	Want more disability change rooms	Included in the strategy
2	Want access to the wet change rooms from the main hall	Included in the strategy
1	Want to leave the children's pool the way it is, so children can wade.	The proposed interactive water pool enables children to experience wading before going into deeper water.
1	Want non-slip tiles in any future pool development	Included in any future design plans
1	Want future pools to be over 2 metres deep for tall people recovering from injury	The depth of the program pool will be to current standards.

Issues raised in the submissions have been noted in the report being presented to Councillors for consideration.

Should Council adopt the strategy then Shire Officers will make a submission to Sport and Recreation Victoria's 2016 Better Pools program.

4 IMPLICATIONS

Financial

Council currently has a pool development in the 2015-2018 Capital Works Program. The indicative cost for the proposed development is $6.0 million. This project anticipates $3.0 million dollars in grant funding from Sport and Recreation Victoria's "Better Pools" Program.

The strategy was developed by Insynch Consultancy Group and was largely funded by Council with funding assistance provided by Sport and Recreation Victoria.

The development of strategies to improve transport connectivity to aquatic facilities will be done in-house with current resources and will not have a financial impact. It is envisaged that Council will continue to support concessional pricing and opportunities for low income earners to access services.

Net operating costs at the BARC are not anticipated to increase as a result of the development.

Amenity/Environment

Addressing the provision and upgrading of aquatic facilities found in the Aquatic Strategy, will positively impact residents lifestyle, health and wellbeing across the shire. The proposed stage one development in this strategy will improve the usability of the BARC for all users in particular;

- The youngest and oldest of our patrons through accessing a warm water pool.
- Families accessing family/all abilities change rooms, interactive water play and outdoor areas
- Upgrading all change facilities, reception and café areas
- User, school and community groups will have access to a bookable meeting room
- Creating a warm water program pool for hydrotherapy, rehabilitation and warm water programs.
- Continuing to support concessional pricing and opportunities for low income earners to access services.
- Improving communications with communities regarding the availability for aquatic services, both within and outside of the Shire.
- Improving transport connectivity to aquatic facilities.

Council Policy

The East Gippsland Aquatic Strategy 2015 supports the following goals and objective from the East Gippsland Shire Council Plan 2013 – 2017:

- People – “We contribute to and support healthy, resilient and connected communities”
- Goal 1.3 – “Safe and active, healthy lifestyles are supported”
- Objective 1.3.2 – “Our communities are more physically and socially active”
- Objective 1.3.3 – “Communities engage in preventative health activities.”
- Place – “We promote, maintain and improve the quality of our natural and built environments.”
- Goal 2.3 – “Our infrastructure meets current and future community needs.”
- Objective 2.3.1- “Our built environment managed by Council is well designed and accessible.”
- Objective 2.3.2 - Our infrastructure is efficiently delivered and maintained.”
- Stewardship – “Our Shire is well managed and supported by a resourceful, responsive organisation.”
- Goal 3.3 – “Shire services meet the needs of our communities and stakeholders at an acceptable cost.””
- Objective 3.3.2- “Shire services are tailored to community needs.”

Human Resources

It is anticipated that the existing staffing structure at the BARC will support the operation of the facility, once the proposed development is completed.

5 CONSULTATION WITH STAKEHOLDERS

A comprehensive community consultation process was undertaken during the development of the Aquatic Strategy. Key themes to emerge from the consultation include;

- Additional warm water space for older adults, rehabilitation, infant swim lessons.
- Council to focus on improving existing facilities rather than building new facilities.
- Council to work with communities to provide access to aquatic services, both within and outside of the Shire.
- Council to continue to support concessional pricing and opportunities for low income earners to access services

Letters of support were received from peak industry bodies, schools, sporting and other user groups and health provision bodies

The East Gippsland Aquatic Strategy 2015 was released for public comment and 147 submissions were received. These all supported the general strategy with 119 specifically supporting a warm water program pool.

6 CONCLUSIONS

There is a strong and increasing demand for access to aquatic facilities across the Shire. An Aquatic Strategy was developed for East Gippsland Shire to understand the aquatic needs of East Gippsland residents in line with existing facility provision and to identify the facilities and services that would best meet the needs of the community going forward.

Broad community consultation was undertaken during the preparation of this Aquatic Strategy. The strategy proposes this development to be done at the Bairnsdale Aquatic and Recreation Centre (BARC). Concept drawings illustrating short, medium and long term development proposals have also been developed.

Grant funding is available through Sport and Recreation “Better Pools” Program. Council adopting this Aquatic Strategy will be critical in supporting a grant funding application which will be submitted by Council officers.

Council released the draft Aquatic Strategy for community consultation at the ordinary meeting held on 1 September 2015. Community consultation was undertaken from 3 September 2015 until 6 October 2015 and results from that consultation supported the draft Strategy.

7 APPENDICES

1. East Gippsland Aquatic Strategy 2015.
2. Concept drawings for proposed stage one BARC development and drawings for medium and long term developments.
3. Indicative costing's for proposed BARC development.

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council:

1. adopts the East Gippsland Aquatic Strategy 2015 as provided at Appendix 1 with future capital works subject to the normal budget approvals process;

2. endorses the project concept designs and costing for stage 1 as detailed in Appendices 2 and 3, subject to future external grant funding; and

3. notes that Council Officers will prepare and submit a $3 million grant funding application through Sport and Victoria's 2016 Better Pools Program for Stage 1 of the proposed development at the Bairnsdale Aquatic and Recreation Centre.

Cr Trudy Anderson / Cr Jeff McNeill

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 02/02/16

5.2. PLACE

5.2.1. STATUTORY PLANNING MONTHLY REPORT – NOVEMBER 2015; AND BUILDING STATISTICS MONTHLY REPORT- OCTOBER 2015

DEPARTMENT Statutory Services

AUTHOR Trudi Stubbs, Statutory Services Administration Team Leader

ENDORSED BY: Paul Holton, Director Development

DOCUMENT NO. 6568015

In attendance
Aaron Hollow, Manager Statutory Services

1 OBJECTIVE

The purpose of this report is to provide a summary of strategic indicators relevant to the Council's statutory planning function and the building industry.

2 BACKGROUND

Council, as part of its Council Plan, requires regular reporting on strategic indicators relevant to certain functions. This report provides an update to Council in regard to processing of applications for planning permits on a monthly basis and provides statistics relevant to building activity within the Shire.

Additionally this report provides a summary of planning activity over the 2015 calendar year.

3 CURRENT STATUS AND/OR ISSUES

Current Application Status

The table below provides a summary of the status of applications being lodged, determined and pending finalisation by East Gippsland Shire Council.

The number of new applications and applications to amend existing permits that have been lodged are recorded to indicate the level of activity by month for the current year and for previous years.

All decisions that conclude the Shire's dealing with an application are listed in the Decision section of the table.

The number of applications pending includes all applications that remain unresolved at the end of the reported month.

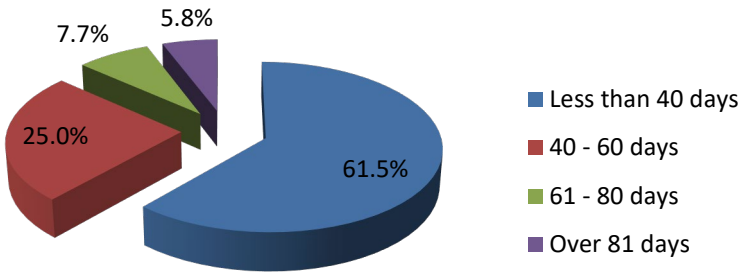
	Lodged		Decisions							
	New Apps	Am'ded Apps	Permits App'ved	Permits Am'ded	Permits C'celled	W'dn/ NPR	Apps Refused	Apps Lapsed	Appeals Lodged	Pending
2014	434	59	293	50	0	27	5	6	6	
2015	436	49	424	42	0	26	3	10	5	
Jan	26	3	25	4	0	2	0	0	0	128
Feb	29	5	35	2	0	1	0	2	0	122
Mar	53	5	37	3	0	4	0	1	1	136
Apr	34	5	34	2	0	2	0	3	1	134
May	53	10	47	5	0	2	0	0	0	143
Jun	41	4	46	2	0	3	0	0	1	137
Jul	42	2	35	7	0	4	1	1	0	132
Aug	44	2	48	3	0	3	1	2	0	121
Sep	39	5	37	8	0	3	0	0	1	117
Oct	35	1	28	1	0	1	0	1	0	122
Nov	40	7	52	5	0	1	1	0	1	110

Decisions under Delegated Authority

Fifty-two applications were determined under delegated authority for November 2015, a list of which is provided at **Appendix 1**. This figure does not include amended planning permit applications.

The average statutory time for delegated decisions determined was 38 days. The nominal statutory period is 60 days. A graph showing the average statutory days to process applications since March 2014 is shown at **Attachment 1**.

The fifty-two applications determined under delegation for November, consisted of 7 subdivisions, 28 dwellings (including extensions) and sheds, 4 Vegetation removal, 2 telecommunication towers, 2 Business signage, 1 car park waiver, 1 host farm, 1 place of assembly, 1 variation of easement, 1 kindergarten, 3 commercial/industrial buildings, and 1 fire pump shed; 86.5% of applications were decided within the nominal statutory period of 60 days as follows:



- 32 applications (61.5% of the determined applications) were decided within 40 days;

- 13 applications (25% of determined applications) were decided between 41 and 60 days;

- 4 applications (7.7% of determined applications) were decided between 61 days and 80 days; and

- 3 applications (5.8% of determined applications) were decided over 81 days.

The applications that were determined beyond the nominal statutory period related to more complex applications that required significant negotiations to resolve Council, referral authorities, and/or applicant concerns. These negotiations were all successful resulting in the applications being able to be approved.

Total Estimated Cost of Works

For November 2015 the total estimated cost of works was $4,345,061. This figure includes delegated and Council approvals, but does not include amended permits. A graph showing the estimated cost of works since January 2014 is shown at **Attachment 2.**

Building Activity

In order to understand building activity taking place within the Shire it is appropriate to review building permits issued. In October 2015 the estimated cost of works associated with building permits issued was $7,020,158 as shown at **Appendix 2**.

4 IMPLICATIONS

Financial

Nil

Legislative

The *Local Government Act 1989* and the *Planning and Environment Act 1987* enable Council to delegate certain duties and functions to Council Officers.

Council Plan

The Council Plan 2013-17 nominates at 2.2 *"Land use planning delivers vibrant, connected and productive places"*. To support this key strategic activity, the following performance measure has been adopted:

"Work with users to enhance understanding of planning approvals processes and facilitate ease of use."

5 CONSULTATION WITH STAKEHOLDERS

Not applicable.

6 CONCLUSIONS

This report is provided for information only.

7 APPENDICES

1. List of decisions under delegated authority November 2015.
2. List of building permits and values October 2015.

8 ATTACHMENTS

1. Graph showing average statutory times for delegated decisions.
2. Graph showing estimated cost of works for delegated decisions.

RECOMMENDATION

That Council notes:

1. planning permits issued in November 2015 in accordance with authority delegated to Development Unit Staff, as provided at Appendix 1; and

2. building activity in October 2015 as detailed at Appendix 2.

Cr Mark Reeves / Cr Michael Freshwater

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 02/02/16

5.2.2. STATUTORY PLANNING MONTHLY REPORT – DECEMBER 2015; AND BUILDING STATISTICS MONTHLY REPORT- NOVEMBER 2015

DEPARTMENT Statutory Services

AUTHOR Trudi Stubbs, Statutory Services Administration Team Leader

ENDORSED BY: Paul Holton, Director Development

DOCUMENT NO. 6603273

In attendance
Aaron Hollow, Manager Statutory Services

1 OBJECTIVE

The purpose of this report is to provide a summary of strategic indicators relevant to the Council's statutory planning function and the building industry.

2 BACKGROUND

Council, as part of its Council Plan, requires regular reporting on strategic indicators relevant to certain functions. This report provides an update to Council in regard to processing of applications for planning permits on a monthly basis and provides statistics relevant to building activity within the Shire.

Additionally this report provides a summary of planning activity over the 2015 calendar year.

3 CURRENT STATUS AND/OR ISSUES

Current Application Status

The table below provides a summary of the status of applications being lodged, determined and pending finalisation by East Gippsland Shire Council.

The number of new applications and applications to amend existing permits that have been lodged are recorded to indicate the level of activity by month for the current year and for previous years.

All decisions that conclude the Shire's dealing with an application are listed in the Decision section of the table.

The number of applications pending includes all applications that remain unresolved at the end of the reported month.

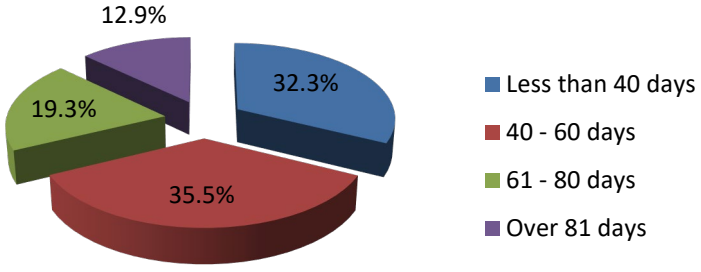
	Lodged		Decisions							
	New Apps	Am'ded Apps	Permits App'ved	Permits Am'ded	Permits C'celled	W'dn/ NPR	Apps Refused	Apps Lapsed	Appeals Lodged	Pending
2014	434	59	293	50	0	27	5	6	6	
2015	436	49	424	42	0	26	3	10	6	
Jan	26	3	25	4	0	2	0	0	0	128
Feb	29	5	35	2	0	1	0	2	0	122
Mar	53	5	37	3	0	4	0	1	1	136
Apr	34	5	34	2	0	2	0	3	1	134
May	53	10	47	5	0	2	0	0	0	143
Jun	41	4	46	2	0	3	0	0	1	137
Jul	42	2	35	7	0	4	1	1	0	132
Aug	44	2	48	3	0	3	1	2	0	121
Sep	39	5	37	8	0	3	0	0	1	117
Oct	35	1	28	1	0	1	0	1	0	122
Nov	40	7	52	5	0	1	1	0	1	110
Dec	23	0	32	1	0	4	1	1	1	94

Decisions under Delegated Authority

Thirty-one applications were determined under delegated authority for December 2015, a list of which is provided at **Appendix 1**. This figure does not include amended planning permit applications.

The average statutory time for delegated decisions determined was 54 days. The nominal statutory period is 60 days. A graph showing the average statutory days to process applications since April 2014 is shown at **Attachment 1**.

The thirty-one applications determined under delegation for December, consisted of 8 subdivisions, 14 dwellings (including extensions) and sheds, 3 floating pontoon/jetties, 2 use of land to sell and consume liquor, 1 telecommunication tower, 1 variation of easement, 1 open storage and viewing platform, 1 food and drink premises; 67.8% of applications were decided within the nominal statutory period of 60 days as follows:



- 10 applications (32.3% of the determined applications) were decided within 40 days;
- 11 applications (35.5% of determined applications) were decided between 41 and 60 days;
- 6 applications (19.3% of determined applications) were decided between 61 days and 80 days; and
- 4 applications (12.9% of determined applications) were decided over 81 days.

The applications that were determined beyond the nominal statutory period related to more complex applications that required significant negotiations to resolve Council, referral authorities, and/or applicant concerns. These negotiations were all successful resulting in the applications being able to be approved.

Total Estimated Cost of Works

For December 2015 the total estimated cost of works was $4,483,174. This figure includes delegated and Council approvals, but does not include amended permits. A graph showing the estimated cost of works since February 2014 is shown at **Attachment 2.**

Building Activity

In order to understand building activity taking place within the Shire it is appropriate to review building permits issued. In November 2015 the estimated cost of works associated with building permits issued was $8,628,911 as shown at **Appendix 2**.

4 IMPLICATIONS

Financial

Nil

Legislative

The *Local Government Act 1989* and the *Planning and Environment Act 1987* enable Council to delegate certain duties and functions to Council Officers.

Council Plan

The Council Plan 2013-17 nominates at 2.2 *"Land use planning delivers vibrant, connected and productive places"*. To support this key strategic activity, the following performance measure has been adopted:

"Work with users to enhance understanding of planning approvals processes and facilitate ease of use."

5 CONSULTATION WITH STAKEHOLDERS

Not applicable.

6 CONCLUSIONS

This report is provided for information only.

7 APPENDICES

1. List of decisions under delegated authority December 2015.
2. List of building permits and values November 2015.

8 ATTACHMENTS

1. Graph showing average statutory times for delegated decisions.
2. Graph showing estimated cost of works for delegated decisions.

RECOMMENDATION

That Council notes:

1. planning permits issued in December 2015 in accordance with authority delegated to Development Unit Staff, as provided at Appendix 1; and

2. building activity in November 2015 as detailed at Appendix 2.

Cr Richard Ellis / Cr Peter Neal

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 02/02/16

5.2.3. REVISED BEMM RIVER URBAN DESIGN FRAMEWORK MASTER PLAN

DEPARTMENT Community and Strategic Development

AUTHORED BY Peter Favero, Project Manager Community Infrastructure

ENDORSED BY Kate Nelson, Director Community and Strategic Development

DOCUMENT NO. 6552416

1 OBJECTIVE

To consider and endorse the revised Bemm River Urban Design Framework Master Plan (Master Plan) to guide development of future pedestrian linkages in Bemm River.

2 BACKGROUND

East Gippsland Shire as part of a large scale strategic planning exercise developed Urban Design Frameworks (UDF) for all of the coastal settlements within East Gippsland. At the Ordinary Council meeting held on 12 December 2006 (Item 6.1.6) Council resolved to adopt the *Coastal Towns Urban Design Framework Volumes 1, 2 and 3*, subject to various amendments and authorised Officers to commence the necessary processes to prepare Amendments to the East Gippsland Planning Scheme.

At the time of adoption, it was recognised by Council that some of the Master Plans that accompanied the UDFs required further review and refinement. Officers have therefore undertaken an ongoing schedule of UDF Master Plan reviews that have been periodically reported back to Council for further consideration.

This review schedule included the Bemm River Master Plan (the Master Plan). The Master Plan was primarily focused on improvements to the pedestrian movement network.

Concurrent with the review of the Master Plan was an additional planning exercise to develop a Foreshore Management Plan for the Bemm River area. The two pieces of work were staged to ensure that the plans complemented each other and where possible used the same consultation process. The Bemm River Foreshore Management Plan was adopted by Council on 3 June 2014 (Item 5.2.9).

Officers have also worked with the Bemm River community to develop a Community Plan. This plan was adopted by Council on 1 September 2015 (Item 5.1.2) and identifies improved safe access for all as one of three key priorities for Bemm River.

3 CURRENT STATUS AND/OR ISSUES

The current Bemm River UDF Master Plan was primarily focused on pedestrian movement networks and had several recommendations relating to paths and boardwalks within Bemm River. The Master Plan portion of the UDF has not been widely implemented due to the associated costs and other competing projects in Bemm River that were deemed of higher priority.

In association with the finalisation of the Bemm River Foreshore Management Plan and the development of a Bemm River Community Plan, it was seen that a simpler, more cost effective for plan an improved pedestrian movement network could be developed. As such and in line with recommendations made when the Coastal Urban Design Framework for Bemm River was adopted, Council officers have worked with the Bemm River community to review the UDF Master Plan.

The revised Bemm River Urban Design Framework Master Plan provided at **Appendix 1** outlines key recommendations for the creation of pedestrian linkages, which are practical, cost effective and strongly supported by the Bemm River community. The actions have been created in such a way that they link with the current *Access and Mobility Plan 2012* in the way that paths have been prioritised and categorised. The recommendations and staging of pedestrian linkages are based around the needs of the community and the identified issues surrounding pedestrian safety in the seasonal peak periods.

Whilst Bemm River is a relatively small community, it is a significant tourism destination, with these access improvements generating benefit for both residents and visitors. A *Local Destination Action Plan* (tourism) has been developed for Bemm River. This plan further confirms the need for and priority access improvements recommended in the revised Master Plan.

4 IMPLICATIONS

Financial

An important part of developing and implementing a Master Plan, is understanding the level of priority associated with each component. The revised Bemm River UDF Master Plan includes a prioritised list of actions that will help direct the future investment.

It is significant to note that the revised Master Plan reduces the level of expenditure required for implementation when compared to the original master plan. Originally planned boardwalks have been removed and the materials to be used have been selected for their cost, longevity and limited maintenance requirements.

Implementation of the prioritised actions may be able to be achieved using allocations in future years Capital Expenditure budgets for footpaths and cycle ways. These allocations will be subject to Council's normal annual budgeting and business planning process.

Amenity/Environment

The primary purpose of the Revised Bemm River Urban Design Framework Master Plan is to create safe pedestrian linkages increasing mobility for all Bemm River residents and visitors, which will in turn greatly enhance the built environment.

Council Policy

This work aligns with the 2013-2017 Council Plan, section 2.3.1 - *Our built environment managed by Council is well designed and accessible*; and 3.3.2 – *Our places facilities and services provide a positive experience for visitors.*

The Bemm River Community Plan 2015-2020 which was endorsed at the Ordinary Council meeting on 1 September 2015 (Item 5.2.1), lists the review of the Master Plan and implementation of high priority actions from the Master Plan as a high priority.

5 CONSULTATION WITH STAKEHOLDERS

The project was initiated after discussions with the Bemm River Progress Association that identified the areas considered to be of highest priority from a community safety and movement perspective. A draft revised Master Plan was created and released for public consultation inviting comments in March 2014.

During the consultation period several comments were received on the proposed staging. These comments mainly related to request for more of the network to be transferred into a high priority category, and requests to extend the proposed network.

Consultation was then paused whilst the community established a new community reference mechanism and while the Community Plan was developed. This work provided an ideal platform to work with the community to finalise the Master Plan and set agreed priorities. Given the size of the Bemm River community this consultation was undertaken through community meetings.

6 CONCLUSIONS

The Revised Bemm River Urban Design Framework Master Plan is a plan supported by the Bemm River community. It is a plan that provides a staged approach to implementation of footpath and pedestrian link improvements based on safety and access priorities.

Whilst Bemm River is a relatively small community, it is a significant tourism destination, with these access improvements generating benefit for both residents and visitors.

7 APPENDICES

1. The revised Bemm River Urban Design Framework Master Plan.

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council:

1. adopts the revised Bemm River Urban Design Framework Master Plan provided at Appendix 1;

2. updates the Bemm River Urban Design Framework to reflect the revised Bemm River Urban Design Framework provided at Appendix 1; and

3. notes that implementation of the priority footpaths contained within the revised Bemm River Urban Design Framework Footpath Master Plan will be subject to future consideration as part of Council's normal budget and business plan process.

Cr Peter Neal / Cr Mark Reeves

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 02/02/16

5.3. ECONOMY

5.3.1. AUSTRALIAN ADVENTURE FESTIVAL FUNDING

DEPARTMENT Development

AUTHORED BY Tim Ellis, Manager Economic Development

ENDORSED BY Paul Holton, Director Development

DOCUMENT NO. 6613242

In attendance:
Tim Ellis, Manager Economic Development

1 OBJECTIVE

This report provides a summary of the inaugural Australia Adventure Festival (AAF) event delivered by the East Gippsland Marketing Inc (EGMI) and seeks Council's consideration of the recommendations made by Council Officers in respect to the continued funding of the AAF from the Economic Development Discretionary Fund.

2 BACKGROUND

The inaugural AAF was the result of a comprehensive study undertaken in 2013 to determine the most appropriate signature event opportunity for East Gippsland. The study was financially supported by the East Gippsland Shire Council, Tourism Victoria, EGMI, Destination Gippsland, Regional Development Victoria and private investment. The results of the study determined that an Adventure Sports Festival incorporating trail running, kayaking, and mountain biking would be the most appropriate signature event for East Gippsland.

In August 2014 Council approved a total of $350,000 funding over four years to EGMI for the purpose of developing and delivering the AAF. Council approved the funding subject to a range of conditions. One of the conditions was for EGMI to secure an additional $100,000 funding from the Victorian State Government and other sources, which EGMI were successful in achieving in year one.

The AAF was delivered by Limelight Sports, who were appointed by EGMI as the event managers, in October 2015 and consisted of the following events:

- A one day challenge incorporating trail running, kayaking and mountain biking
- A 21km trail run in the Mitchell River National Park
- A 50km and 100km mountain biking race in the Colquhoun Forest
- A 14km kayak event on the Gippsland Lakes to Metung
- Fun run in Lakes Entrance – 5km and 10km
- Family treasure hunt in Lakes Entrance
- Kids bike ride at Lakes Entrance

The event attracted 465 participants, 50% from out of the East Gippsland region (based on participant entry details) and provided $167,000 in economic return to the region (Calculations are based on the survey sample of 25% of all participants providing a reflection of the whole participant group).

EGMI through the development and delivery of the AAF were successful in delivering a signature event for the region. The AAF is intended to be a showcase event for the region for many years and it should be recognised that events of this nature take time to grow and mature and require a long term commitment from all involved to ensure these objectives are met.

The AAF succeeded in showcasing East Gippsland's natural assets, and the event utilised a variety of locations across the Shire with Lakes Entrance as the event hub. The AAF event brand has been created and the event attracted over 50% of participants from outside the region. The event generated numerous positive media for East Gippsland, **Attachment 1**, and is now part of the adventure athlete's calendar of events.

A presentation on the outcomes of the inaugural event can be found at **Attachment 2.**

3 CURRENT STATUS AND/OR ISSUES

Future funding to support the event in 2016, 2017 and 2018 was subject to a number of conditions as agreed by Council in August 2014 and reflected in a Service Agreement between Council and EGMI. A copy of the Service Agreement is provided at **Attachment 3**. EGMI were successful in meeting the majority of the key performance measures of the Agreement. However, the AAF did not meet all of the key performance measures, namely:

- achievement of at least 85% of projected entry fees for 2014/2015
- achievement of at least 85% of projected sponsorship support for 2014/2015

AAF actual figures regarding sponsorship and entry fees:

- The event attracted 45% of budgeted sponsorship
- The event received 9.2% of budgeted entry fees across all events

It is relevant to note as the event was in its start-up year it required a full event creation, marketing campaign and associated requirements it was reasonable to expect that alterations to the initial format / proposal would need to occur once work commence on the festival format.

Due to initial low participant numbers in the first year of establishment of such a large festival there were three individual events that were removed from the proposed race schedule for the 2015 event these being the 40km Paddle, 100km Trail Run, along with the 2 day staged Adventure Race.

It was anticipated that these three larger, more elite events, were expected to generate a large proportion of revenue and also bring associated visitor numbers to the region for the festival thus affecting the overall income gained from participants.

Following the event, EGMI facilitated an event review. The objective of the review was to identify the positive aspects of the event and the areas of the event that required improvement. The review was attended by participants, organisers, council officers and Councillors. This feedback is detailed below:

Limelight Sports encouraged all competitors to complete a post event survey, the results of which are summarised below and outlined in more detail in the attached event report.

The competitor survey produced positive results with all aspects of the event scoring high to very high in terms of satisfaction. Feedback showed that timeliness of information; communication and availability of information were all areas that needed improvement.

EGMI conducted a local stakeholder forum post the festival, along with emails and surveys from local stakeholders, competitors and volunteers all highlight the following key areas for improvement:

- Community engagement – better communication with local stakeholder. Improved communication may also improve advocacy across the community.
- Marshals / volunteers – competitors were concerned that marshals were not trained adequately and showed little interest in the event.
- Timeliness of information – as highlighted in the competitor survey, concerns surrounding the timeliness of the event information may have impacted final numbers.
- Planning and co-ordination – concerns were raised around minor logistical and communication issues on the day which reflected badly on the event management.
- Marketing – some aspects of the marketing could have been improved including better coverage in the local media.

The feedback also highlighted the positives of the event, which further validated the potential growth in future of the festival.

- The trails, in particular the Trail Run and Mountain Bike trails, were noted by competitors as significant highlights of the festival, with a number of professional athletes noting them as some of the best they have seen in Australia.
- The event branding and social media coverage (primarily Facebook) were positively supported.
- The event delivery showed that this event was well thought out and professionally managed.
- The location of the event showcased the best of East Gippsland.
- The multi-event approach meant that there was something for everyone and it was not an elitist event.

Based on the feedback and learnings from the inaugural event it is proposed that delivery of the second AAF is altered to ensure a greater involvement of local East Gippsland clubs and volunteers. This aims to ensure greater buy in from a local level to the event and will reduce the overall costs associated with holding the event. It is proposed that the 2016 event be managed and delivered as follows:

2016 Event Management model

It is acknowledged and has always been the intention that the event is to be delivered by a reputable and experienced event management company. EGMI has made the difficult decision to terminate the agreement with the current event management company, Limelight Sports.

EGMI's decision to discontinue its relationship with Limelight was that the delivery of the event in 2015 did not reach the expectations set in the event agreement, and that this posed too great a risk for the success in 2016.

EGMI is now in negotiations with another event management company, Sport Projects, led by Steve Peterson. Steve was brought into the 2015 AAF in the final eight weeks by Limelight Sports to assist with the event delivery and his performance indicated an excellent understanding of event management, and strong communication skills when dealing with all manner of stakeholders.

The model for the 2016 event aims to combat the key issues raised during the feedback phase, and deliver a leaner and more effective event whilst retaining a community owned feel. EGMI will bring the marketing back in house, and oversee the local community engagement. The model would consist of three components being, Event Operations, Marketing and Community Engagement and are outlined below.

Event Operations

Festival Event Director – 'Sports Projects'

Responsible for overall race operations including permits, safety, liaison with local East Gippsland sporting clubs.

Individual race directors will be appointed for each of the events

- Adventure Challenge One Day
- Trail Run
- Mountain Biking
- Paddle
- Community Run

The race directors and their respective club(s) would be under the direction of the Festival Race Director responsible for marshalling, course setting, and track clearing.

Initial discussions with locals sporting and service clubs in East Gippsland have commenced.

Marketing

EGMI will manage all aspects of marketing including development of a marketing plan, management of communication and sponsorship. EGMI will be responsible for delivering on media engagement, development of additional marketing materials, and the engagement of social media platforms.

Community Engagement

EGMI will be responsible for stakeholder engagement including local clubs, businesses and a focus on the wider Gippsland market.

EGMI will also engage a suitable co-ordinator responsible for the event hub, marketing support and co-ordination, kid's events, race packs and community experience over the course of the event.

EGMI believes that this model will address the key issues identified above by making the following improvements:

- **Community Engagement –** EGMI will be responsible for community engagement on a local level including regular meetings and co-operation with local stakeholders.

- **Marshals / Volunteers –** By engaging with the sporting clubs and encouraging their involvement in exchange for a donation to the club it will be possible to tap into a local volunteer network to support the event. Local club involvement brings credibility and a local knowledge, but also helps to ensure the event is building local advocates.

- **Timeliness of Information –** EGMI will retain the responsibility for marketing and communication and can therefore dictate the speed at which information is delivered to stakeholders.

- **Planning and Co-ordination –** the appointment of a new event management company will help improve areas around the event delivery and co-ordination.

- **Marketing –** EGMI will manage all aspects of marketing with support from relevant agencies including a specially appointed PR agency to manage media liaison.

Budget

The proposed budget required to deliver the 2016 AAF delivery model is outlined below:

Income	**2016 Projection**
EGSC Funding	$ 80,000
State Government Funding	$ 75,000
Sponsorship	$ 37,000
Entry Fees	$ 38,500
EGMI Contribution(s)	$ 30,000
Total Income	**$ 260,500**

Expenses	**2016 Budget**
Event Management Fee	$ 40,000
Donations to Club(s)	$ 22,000
Event operations (permits, production etc)	$ 85,070
Marketing	$ 93,200
Community Engagement	$ 19,000
Total Expenses (ex EGMI mgt costs)	**$259,270**

The final budget for the festival will be subject to alterations and amendments following further forward planning discussions with the Event Management Company. EGMI is confident that the new Event Management Company once engaged will be able to reduce costs associated with the event further.

Council committed funding to the AAF over a four year period on the understanding that any event of this scale and desired objectives would take three to four years to achieve its overall objectives. It is therefore considered that Council's ongoing financial support for the AAF to ensure the growth and continued success of the event is required in order to reach its potential and ultimate objectives. Council officers recommend that Council approve a reduced contribution of $80,000 towards the 2016 AAF.

4 IMPLICATIONS

Financial

Council approved funding for the AAF from the Economic Development Discretionary Fund (EDDF) of $350,000 over 4 years as follows:

	2014/15	2015/16	2016/17	2017/18
East Gippsland Adventure Festival	$135,000	$105,000	$100,000	$10,000

Financial implications to the EDDF after taking into account other committed funds are as described in the table below. Note that the table assumes the funds available through the EDDF will increase 2.5% in 2016/17 and 2017/18 in line with rate capping.

	2014/15	2015/16	2016/17	2017/18
Economic Development Discretionary Fund	$355,000* * Inc. carry forward 13/14	$335,000	$307,500	$322,812
Current EDDF commitments	$195,000	$230,000	$199,875	$204,872
EDDF contribution to the East Gippsland Adventure Festival	$135,000	$80,000	$100,000	$10,000
EDDF Balance	$35,000	$25,000	$7,625	$107,940

Clear milestones, targets and performance measures were established for the festival through a funding agreement. As a result, Council has the ability to review its funding commitment annually.

East Gippsland Shire Council will continue to support regional, local and community events through the Regional and District Event Sponsorship (RADES) program and the Community Small Grants – Events program.

Council Policy

The proposed Adventure Festival supports the Council Plan 2013 -2018 specifically in respect of Economy "We contribute to a prosperous and sustainable region that takes advantage of economic opportunities". The Adventure Festival also supports Council's objectives to develop East Gippsland's reputation as a recognised events destination through attraction and facilitation of new events.

The Council Plan identifies the following:

- 3.3.3 East Gippsland will be positioned as a leading destination for new and existing events.
- 3.3.1 East Gippsland brand is widely recognised.

The AAF supports the delivery of the East Gippsland Shire Economic Development Strategy: Strategic Direction 5: Marketing Action 86 “Development of an East Gippsland Adventure Festival.

Human Resources

Council Officers from the Economic Development Unit will continue to partner with EGMI to oversee the ongoing delivery of the event and to ensure the agreed funding milestones are delivered.

5 CONSULTATION WITH STAKEHOLDERS

Following the delivery of the inaugural event a review was facilitated by EGMI and Council Officers. The results of the review have been incorporated into the delivery model for year 2 of the event.

Consultation with EGMI continues on an ongoing basis through Council Officer’s regular meetings with EGMI, attendance at the EGMI monthly board meetings, and the receipt of quarterly reports to the Board. Council Officers have also engaged with Business and Tourism East Gippsland, in partnership with EGMI, to ensure the business community is fully engaged and ready to obtain the maximum benefit from the event.

6 CONCLUSIONS

The development and delivery of a signature event has been a long term goal of East Gippsland Shire. EGMI through the support of Council, the Victorian State Government and private investment have been successful in developing and delivering a signature event in the form of an Adventure sports festival. The Australian Adventure Festival showcased East Gippsland’s natural assets, generated positive media for the region, attracted participants from outside the region and overall was successful in laying the important foundation required for the event to further expand and grow in the future years.

The continued financial support of the event is consistent with the Council plan and the East Gippsland Shire Economic Development Strategy: Growing East Gippsland.

7 APPENDICES

Nil

8 ATTACHMENTS

1. Australian Adventure Festival Media
2. Insights Australian Adventure Festival 2015
3. Council EGMI Funding Agreement

RECOMMENDATION

That Council:

1. approve the funding of $80,000 to support the delivery of the second Australian Adventure Festival; and

2. ***authorise Officers to review the funding agreement with East Gippsland Marketing, to ensure a set of milestones, targets and performance measures are in place to be reviewed annually in order to secure the funding for the forthcoming and following years.***

Cr Richard Ellis / Cr Trudy Anderson

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 02/02/16

5.4. STEWARDSHIP

5.4.1. APPOINTMENT OF COUNCILLOR REPRESENTATIVES

DEPARTMENT Office of the Chief Executive

AUTHORED BY Colleen Smith, Executive Assistant to the CEO

ENDORSED BY Gary Gaffney, Chief Executive Officer

DOCUMENT NO. 6560554

In attendance:
David Radford, Manager Communications and Corporate Strategy

1 OBJECTIVE

To review the schedule of Councillor delegates to Council committees and external organisations.

2 BACKGROUND

Following the Special (Statutory) Council meeting held on Tuesday 10 November, 2015 and election of Mayor and Deputy Mayor of East Gippsland Shire Council, there is an opportunity to review the list of Councillors delegates to Council committees and external organisations. A copy of the current Councillor delegates list is provided at **Attachment 1.**

3 CURRENT STATUS AND/OR ISSUES

Over recent years, Council representatives have been appointed to a number of internal Boards, Committees and other groups and also, to a range of external entities.

For administrative convenience, the term of these appointments is generally designated, “for Councillor’s term of office” unless stated otherwise in the resolution. However, today the opportunity is provided for Council to review all appointments in the light of the election of the Mayor and Deputy Mayor and/or other changed circumstances, if required.

A number of requests for changes have been received and a draft revised schedule has been distributed separately to all Councillors for consideration.

4 APPENDICES

Nil

5 ATTACHMENTS

1. Current schedule of Councillor delegates to Council committees and external organisations.

RECOMMENDATION

That Council adopt the schedule of Councillor delegates to Council committees and external organisations as determined at the meeting for incorporation in the minutes of this meeting.

Cr Jane Rowe / Cr Jeff McNeill

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 02/02/16

5.4.2. EXTRAORDINARY ELECTION OF ONE COUNCILLOR

DEPARTMENT Corporate

AUTHORED BY Amanda Rigoni, Governance Officer

ENDORSED BY Maryanne Bennett, Director Corporate

DOCUMENT NO. 6618796

In attendance:
Maryanne Bennett, Director Corporate

1 OBJECTIVE

This document formally reports to Council on the result of the countback held on 19 January 2016 to fill the extraordinary vacancy created by the resignation of Cr John Wilkin on 26 November 2015.

2 BACKGROUND

An extraordinary vacancy was created under section 69(1)(c) of the *Local Government Act* 1989 (the Act) as a result of Cr John Wilkin's resignation.

In accordance with Part 3 and schedule 3A of the Act, a countback system applied in this circumstance. The Victorian Electoral Commission (VEC) was requested to undertake a countback to fill the vacancy as soon as practicable after Cr Wilkins' resignation.

3 CURRENT STATUS AND/OR ISSUES

The VEC conducted the countback in the Corporate Centre, Bairnsdale on 19 January 2015 at 10.00 am. This resulted in the election of Trudy Anderson, a resident of Benambra.

Immediately following the declaration of election by the VEC Returning Officer, Ms Anderson was formally sworn in by the Chief Executive Officer in the presence of the Mayor, Councillors and members of the public gallery. A copy of the duly completed Councillor Oath (Affirmation) of Office is provided at **Appendix 1**.

It is noted that this will be Cr Anderson's second term with East Gippsland Shire Council, with her previous term being served between 2008 and 2012.

4 IMPLICATIONS

Financial

The cost of the countback by the VEC will be $3,000 (approx.). Although unbudgeted, it is anticipated that this amount can be accommodated within the 2015/16 budget as a result of savings achieved in other areas of Council's operations.

Legislative

Schedule 3A of the *Local Government Act 1989* stipulates how an extraordinary vacancy is to be filled.

Inter alia, section 63 stipulates that a person elected to be a Councillor is not capable of acting as a Councillor unless he or she has taken the Councillor oath (or affirmation) of office and that the oath of office must be made before the Chief Executive Officer and recorded in the minutes of the Council.

Section 69(1) sets out the circumstances through which an extraordinary vacancy may be created.

5 CONSULTATION WITH STAKEHOLDERS

Advertisements were published in local newspapers to advise the public of the vacancy and arrangements that would be undertaken to fill the vacancy. Public notice was also given of the election of Cr Anderson.

The VEC Returning Officer provided notice to all eligible candidates of the extraordinary vacancy and countback arrangements. Subsequently, the Returning Officer also notified the outcome to the Minister and all unsuccessful candidates.

6 CONCLUSIONS

The process to fill the extraordinary vacancy was completed with the election and swearing in of Councillor Anderson on 19 January 2016.

7 APPENDICES

1. Signed Oath (Affirmation) of Office – Cr Trudy Anderson

8 ATTACHMENTS

Nil

RECOMMENDATION

That Council formally notes:

1. the election of Cr Trudy Anderson on 19 January 2016 to fill the extraordinary vacancy resulting from the resignation of Cr John Wilkin; and

2. that Cr Anderson has taken the Councillor oath of office before the Chief Executive Officer as documented at Appendix 1.

Cr Ben Buckley / Cr Jane Rowe

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 02/02/16

5.4.3. FINANCE AND CAPITAL WORKS REPORT – QUARTER ENDING 31 DECEMBER 2015

DEPARTMENT Corporate

AUTHORED BY Liz Collins, Executive Manager Finance
David Moir, Manager Projects

ENDORSED BY Maryanne Bennett, Director Corporate
Chris Waites, Director Operations

DOCUMENT NO. 6618476

In attendance:
Liz Collins, Executive Manager Finance
David Moir, Manager Projects

1 OBJECTIVE

This report summarises Council's year-to-date (YTD) financial performance and changes to the financial position for the six months ending 31 December 2015.

2 BACKGROUND

The Finance Unit and the Capital Projects Unit prepare monthly financial and capital works program reports for management. A detailed quarterly report is prepared and presented to Audit Committee for review and to Council for adoption.

For this quarter, the report is presented to Council before being considered by the Audit Committee. This change in normal procedure occurs annually, to ensure timely reporting on the December quarter to Council. The Audit Committee will review the report at its meeting on Tuesday 23 February 2016 and report separately to Council's March meeting on any matters it wishes to highlight.

3 CURRENT STATUS AND/OR ISSUES

Provided in this report is an overview of the year-to-date operating and capital expenditure compared to the revised budget, and adjustments to the adopted budget for the full year that have been incorporated into the revised budget as at 31 December 2015. A forecast for the anticipated end of year result and its comparison to the adopted budget is also included.

Year-to-Date

Net Comprehensive Result

The year-to-date (YTD) comprehensive result indicates a surplus of $23M, which is $2.3M more than the revised forecast. The key reason for the increase in the comprehensive surplus is the timing of expenditure relating to consultancy services and other contractual payments. These will now be paid in coming months as a result of the timing of those works and services.

A further impact has been the timing for the amortisation of future landfill rehabilitation costs in relation to the new Cell 3A at the Bairnsdale Landfill. This is expected to commence in the second half of the financial year. Also, an unbudgeted expense has been incurred as a result of assets written off/demolished with new assets being constructed.

Refer **Appendix 1** for a full explanation of all variances.

Full Year – Budget

Net Comprehensive Result

The full year forecast comprehensive result is a surplus of $10.6M. This is $0.9M more than the adopted budget.

This is largely attributable to Council expecting to receive additional revenue for natural disaster funded works of $7.3M and additional grant and contribution funding for capital works and major projects of $3.3M that was not included in the 2015/16 budget. This has been offset by a reduction of $6.8M of the 2015/16 Victoria Grants Commission annual allocation as a result of an advance payment received in the 2014/15 year.

The full year total revenue forecast of $94.8M is $3.481M more than the adopted budget as explained above.

The full year operating expenditure is forecast to be $1.5M more than the adopted budget mainly due to additional expenditure relating to additional operating grant income for various projects of $370k; some further expenditure relating to grant funded programs that received funding in the prior year but will not be completed until this financial year; and unbudgeted natural disaster works of $1.6M. These increases have been offset by a reduction in landfill amortisation expenses of $1.7M.

Appendix 1 provides further explanation of the variances discussed above.

Cash Position

Year-to-Date:

As at 31 December 2015, Council held cash of $14M. Refer to **Appendix 3** for details of the cashflow.

Full Year

The end-of-year cash position forecast of $21.3M is $5.1M greater than the adopted budget of $16.2M. Of the cash at year end, $5.4M is committed to capital works projects that have been budgeted for in 2015/16 but are now not expected to be completed until the 2016/17 year.

For further details please refer to the Balance Sheet variance explanations in **Appendix 2**.

Capital Works

Year-to-Date:

Actual year-to-date capital and major projects expenditure is $12.56M. The forecast budget is $35.2M and actual expenditure to date is $6.7M less than the year to date forecast. Committed expenditure as at 31 December 2015 was $5.3M. Year-to-date actuals plus commitments total $17.8M. The total expenditure including commitments highlights that the actuals compared to year-to-date forecast shortfall is in large part due to the timing of projects.

Full Year:

The full year forecast has been amended to reflect the carry forward projects from 2014/15 as well as some projects that are now not expected to be completed in 2015/16 and will be carried forward to the 2016/17 financial year. These revisions have increased Capital and Major Projects expenditure by $1.7M from an adopted budget of $33.5M to a forecast budget of $35.2M. This is mainly due to recognising that a number of current projects were not completed by 30 June 2015. Income has been revised up by $3.4M from $9.3M to $12.7M. This is primarily related to the timing of grant funding for works from the 2014/15 year that will now be completed in the 2015/16 financial year.

Capital Work Progress Report:

The Capital Works Program started the financial year with an adopted budget of $29.14M, with a further $4.33M in major projects, giving a total program of $33.47M.

At the end of the first quarter, this was revised to a Capital Budget of $33.10M with $4.832M in Major Projects giving a Program of $37.93M. At the end of the second quarter the program was reviewed, and it is now estimated that expenditure this financial year will be $32.60M in Capital Works and a further $2.68M in Major Projects, totalling $35.24M (**Attachment 1**). The forecast income has been amended from $11.16M in the first quarter to $12.71M in the second quarter.

The actual expenditure at the end of the second quarter was $12.30M in Capital Projects with a further $0.26M in Major Projects, totalling $12.56M. As well as the actual spend, there have been a number of commitments placed with contractors and suppliers of $5.276M, giving a total actual and commitment of $17.84M.

Since the end of the first quarter, the following new projects have been added to the Capital Works Program:-

	Budget	**Comments**
11442 - Village and Boardwalk Connection, Metung, Upgrade of Pathway	$10,400	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11443 – Tennis Courts, Lake Tyers – Root Removal	$7,644	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11444 – Child Care Centre, Lakes Entrance – Kitchen Renovations	$5,200	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.

	Budget	Comments
11445 – Picnic Point Hall, Bairnsdale – Upgrade to prevent vandalism	$5,860	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11446 – Provision of a safe and accessible off road footpath link, Main Road, Paynesville	$25,000	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11447 – RSL Reflective Gardens, Paynesville – Beautification and landscape works	$20,230	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11448 – Johnsonville Jetty – Upgrade	$64,064	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11449 – Creekers Café Streetscape Project, Swifts Creek – Footpath Upgrade	$18,720	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11450 - West Bairnsdale Oval, Bairnsdale – Upgrade	$5,000	Adopted by Council at the November Council Meeting to be funded from Capital Discretionary Fund.
11451 – Lake Tyers Beach Safety Signage Projects	$18,000	Unbudgeted income received. Council contribution funded from 11405 Lake Tyers Beach Foreshore Project.
11452 – Renewal McMillan/Hadfield Streets, Bairnsdale	$150,000	Project approved by Council in November Council Meeting. Design to be funded from underspend from 11342 Mitchell St Urban Improvement Program.
11453 – Construct new roundabout Macleod/McCulloch Streets Intersection, Bairnsdale	$40,000	Project approved by Council in November Council Meeting. Design to be funded from underspend from 11342 Mitchell St Urban Improvement Program.
11454 – Priority Bridges Projects – Shire Wide	$180,000	Project approved by Council in November Council Meeting. Design to be funded from underspend from 11342 Mitchell St Urban Improvement Program.
11455 – Commercial Operations Renewal 15/16	$83,000	Funds transferred from 11361 Recreation Centres Renewal to reflect change in management through the Organisation realignment in July 2015.
10621 – Premier's Reading Challenge	$9,246	Unbudgeted income received.
11457 – Main Wharf, Mallacoota – Boat Ramp Access Jetty	$30,000	Unbudgeted income received. Total project budget $55,000 with $30,000 expenditure this financial year.

	Budget	Comments
11458 – Bemm River Caravan Park – Toilet Block Replacement	$20,000	Funds transferred from 11390 Bemm River Caravan Park, Bemm River – Repair caravan park drainage to carry out preliminary works for construction scheduled in 2016/17.

There have been a number of projects completed since the end of the first quarter:-

Project Number	Project Name
11007	Newmerella Wayside Stop
11061	Sustainable Water Use
11211	Paynesville Boat ramp
11232	Ferry Buffers
11287	Crosses Road Bridge Replacement
11304	Capital Discretionary Fund 14/15
11306	Orbost Transfer Station
11315	Forge Theatre, Bairnsdale – Replace theatre stage lights.
11332	Gippsland Lakes Interactive Catchment Model
11338	Lake Tyers Beach #2 Boat Ramp
11398	Genoa Region Waste Facility, Genoa – Renew waste trailer
11421	Capital Discretionary Fund 15/16, Shire-wide – Projects to be nominated
11426	Club Terrace Loop – Culvert replacement
11443	Tennis Courts, Lake Tyers – Root Removal
11444	Child Care Centre, Lakes Entrance – Kitchen Renovation
11445	Picnic Point Hall, Bairnsdale – Upgrades to Prevent Vandalism
11447	RSL Reflective Gardens, Paynesville – Beautification and Landscape Works
11450	West Bairnsdale Oval, Bairnsdale - Upgrade

In addition to the projects notified at the end of the first quarter, it is currently forecast that the following projects will not be completed this financial year and will have parts or all of the expenditure carried over into future financial years. Two projects will be nominated to have additional budget allocated in 2016/17 due to tenders coming in over budget. These projects are:-

Project No	Project Name	Initial Budget	Revised Budget	Comments
10379	Slaughterhouse Creek, Nicholson – Construct Bridge	$515,000	$515,000	Tenders came in over budget. Additional funds recommended to be allocated in the 2016/17 budget, with works to span the two financial years.
11363	Marlo Ocean Views Caravan and Camping park, Marlo – Camp kitchen refurbishment	$70,000	$261	Grant funding did not eventuate, and therefore the project cannot proceed in the current financial year. This project will be considered for inclusion in the 2016/17 Capital Works Budget as being funded by Council instead of Grant Funding.

Project No	Project Name	Initial Budget	Revised Budget	Comments
11411	Skidale Reserve, Lake Tyers Beach – Construction of nature-based play elements	$17,000	$0	This project has been deferred until after the Foreshore Management Plan has been completed in 2016/17 financial year when the works will be prioritised against other projects within the plan.
11425	Maringa Creek Bridge, Kalimna West Road – Bridge replacement	$451,498	$451,498	Tenders came in over budget. Additional funds recommended to be allocated in the 2016/17 budget, with works to span the two financial years.

The Status of projects, and the stage of completion, is further displayed in **Attachment 1.**

A number of projects have also had budget revisions. Below is a list of projects which have had budget revisions of $50,000 or more:-

Project No	Project Name	Revised Budget 30 Sept 2015	Revised Forecast 31 Dec 2015	Comments
10316	Eastern Creek, Lakes Entrance – Construct nutrient stripping area to Eastern Creek drainage	$439,223	$239,223	Delays in re-designing culvert with East Gippsland Water have resulted in construction time spanning into 2016/17 financial year.
10998	Pyke Street Bairnsdale – Redevelop council business centre	$800,664	$750,664	Budget transferred to cover costs incurred in the development of 11438 Service St, Bairnsdale – Fitout Council Business Centre project. (Note this project was originally called Worksite Consolidation project but was renamed Pyke St to reflect the major works involved. It is still intended that from time to time budget will be transferred to cover other office relocation projects.)
11092	Romawi Road	$181,488	$36,648	Further delays concerning Dept of Environment, Land, Water & Planning (DELWP) and vegetation assessment have resulted in works not being possible until next financial year. Carry forward amount to 2016/17 has been increased.
11232	Ferry Buffers	$218,284	$297,078	Budget transferred from 11285 Raymond Island Ferry Renewal project to cover overspend in outage replacement services and kerb and channel works in transition area.

Project No	Project Name	Revised Budget 30 Sept 2015	Revised Forecast 31 Dec 2015	Comments
11285	Raymond Is Ferry Renewal	$311,425	$232,631	Budget transferred to 11232 Ferry Buffers project as detailed above.
11342	Mitchell Street Urban Improvement	$1,251,298	$881,297	Council agreed in principle to transfer of budget remaining in this project after award of contract. Budget transferred to: 1) 11452 McMillan/Hadfield Sts Bairnsdale; 2) 11453 New Roundabout MacLeod / McCulloch Sts Intersection; 3) 11454 Priority Bridge Projects – Shire-wide.
11361	Commercial Operations Building Renewal 15/16 – Commercial buildings to be nominated	$206,000	$123,000	This project has been split into two separate projects to reflect changes in responsibility as a result of the July Organisation realignment. Corresponding split in budget transferred to 11455 Commercial Operations Renewal project.
11363	Marlo Ocean Views Caravan and Camping Park, Marlo – Camp kitchen refurbishment	$70,000	$261	Grant funding did not eventuate, and therefore the project cannot proceed in the current financial year. This project will be considered for inclusion in the 2016/17 Capital Works Budget as being funded by Council instead of Grant Funding.
11373	Gravel Road Resheet Program 15/16, Shire-wide – Resheeting roads	$1,400,000	$1,000,148	Partial budget transfers to 11439 Dust suppression sealing program as per Council approval. Further budget transfers to cover overspends in 1) 11317 Gravel Resheet 14/15; 2) 11379 Major Bridge Maintenance 15/16,
11374	Road Reseal Program 15/16, shire-wide – Reseal program roads to be nominated.	$4,813,948	$4,688,948	As approved by Council, partial budget transfer to the 11439 Dust suppression sealing program.
11379	Major Bridge Maintenance 15/16, Shire-wide – Major bridges to be nominated	$277,644	$525,652	Budget transferred from 11373 Gravel Road Resheet 16/17 to cover overspend.
11400	Metung Marina, Metung – Stage 2 of marina reconstruction	$1,014,118	$491,280	Budget Carry Forward to 2016/17 increased due to bulk of construction work forecast for 2016/17, Design

Project No	Project Name	Revised Budget 30 Sept 2015	Revised Forecast 31 Dec 2015	Comments
				aspect to be carried out this financial year.
11404	Boatramp & Jetty, Bemm River - replacement	$50,000	$284,810	Unbudgeted income of $234,810 to be received this financial year which has added to the total project budget, with expenditure to be carried out in 16/17.
11421	Capital Discretionary Fund, Shire-wide – Projects to be nominated.	$140,000	$2,503	Budget transferred to specific projects as approved by Council.
11438	Service St, Bairnsdale – Fitout Council business Centre	$100,000	$150,000	Budget transferred from 10998 Pyke Street, Bairnsdale Project to cover overspend.
11439	Dust suppression sealing program	$0	$250,000	As approved by Council, budget transferred from 1) 11374 Road Reseal Program 15/16 and 2) 11373 Gravel Resheet Program 15/16
50003	Bairnsdale Cell 1 Cap	$2,268,308	$114,710	Delays in EPA approval have resulted in construction being delayed until the 2016/17 financial year.

It is currently expected that a total of $3.24M in Capital Works expenditure will be carried forward into the 2016/17 financial year, with a further $2.15M in Major Projects, totalling $5.40M. There are no income streams included in this amount.

The 2015/16 adopted budget nominated renewal expenditure in the Capital Works Program to be $19.411M. Based on the forecast at the end of the second quarter, the renewal spend is forecast to be $19.89M, thus exceeding the nominated target of 93.8% of Council's depreciation expense.

4 IMPLICATIONS

Financial

Refer to the following **appendices**:

1. Income and Expenditure Statement and Explanation of Variances
2. Balance Sheet and Explanation of Variances
3. Cash Flow Statement and Explanation of Variances
4. Reconciliation of Adopted (Operating) budget to Forecast budget
5. Graphic Representation of Capital Expenditure and Cash Movements

5 CONSULTATION WITH STAKEHOLDERS

Not applicable

6 CONCLUSIONS

Overall it is forecast that Council's end of year operating surplus will be slightly greater than the adopted budget. The main impact on Council's operating position to date has been the prepayment in 2014/15 of part of the 2015/16 Victoria Grants Commission allocation, which has been offset by the forecast reimbursement of natural disaster funded works and additional capital income.

Except for the impact of capital works and major projects that have been identified to be completed in the 2016/17 financial year of $5.4M, it is expected that there will be no other significant variances from the forecast end of year cash position.

7 APPENDICES

1. Income and Expenditure Statement and Explanation of Variances
2. Balance Sheet and Explanation of Variances
3. Cash Flow Statement and Explanation of Variances
4. Reconciliation of Adopted (Operating) budget to Forecast budget
5. Graphic Representation of Capital Expenditure and Cash Movements

8 ATTACHMENTS

1. Capital works Financial and Status report as at 31 December 2015

RECOMMENDATION:

That Council:

1. adopts the Finance and Capital Report for the period ended 31 December 2015, as outlined in Appendices 1 - 5; and

2. approves the revised expenditure for the 2015/16 Capital Works and Major Projects program of $35,238,256.

Cr Peter Neal / Cr Ben Buckley

THAT THE RECOMMENDATION BE ADOPTED.

CARRIED UNANIMOUSLY 02/02/16

ITEM 6
URGENT AND OTHER BUSINESS

6. URGENT AND OTHER BUSINESS

Nil

Cr Ben Buckley / Cr Richard Ellis

THAT COUNCIL MOVE INTO 'IN CAMERA' PURSUANT TO SECTION 89 (2) (A) AND (D) OF THE LOCAL GOVERNMENT ACT 1989, TO CONSIDER ITEMS 7.1 AND 7.2 AS THESE ITEMS RELATE TO CONTRACTUAL AND PERSONNEL MATTERS.

CARRIED UNANIMOUSLY 02/02/16

ITEM 7
FOR CONSIDERATION IN CAMERA

Consideration of confidential matters under Section 89(2) of the Local Government Act 1989

7. FOR CONSIDERATION *IN CAMERA*

Deliberations of Council while in closed session are recorded in Council's Confidential Minute Book. The following resolutions were passed by Council during the closed session of the Council Meeting.

Reports, Attachments and Schedule of Rates are located in Council's Confidential Minute Book.

7.1. CONTRACT NO. CON2016 82 – CONSTRUCTION OF BOUNDARY ROAD AND LIVINGSTONE STREET ROUNDABOUT ORBOST

THAT COUNCIL:

1. ***ACCEPTS THE TENDER SUBMITTED BY J W & A G VOLK PTY LTD, FOR CONTRACT CON2016 82 CONSTRUCTION OF BOUNDARY ROAD AND LIVINGSTONE STREET ROUNDABOUT ORBOST, FOR A CONTRACT SUM OF $364,327.06 (EXCLUDING GST);***

2. ***SIGNS AND SEALS THE CONTRACTS IN THE FORM PROPOSED; AND***

3. ***RESOLVES THAT THIS REPORT, ITS ATTACHMENTS AND ALL DISCUSSIONS IN RELATION TO THIS MATTER REMAIN CONFIDENTIAL, BUT THE RESOLUTION BE MADE PUBLIC IMMEDIATELY.***

7.2. PERFORMANCE AND REMUNERATION REVIEW 2014/15 – CHIEF EXECUTIVE OFFICER

THAT COUNCIL RESOLVES THAT THIS RESOLUTION, TOGETHER WITH THIS REPORT, THE DOCUMENTS TITLED, **CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW REPORT – DECEMBER 2015** ***AND*** **CONFIDENTIAL REMUNERATION REVIEW CHIEF EXECUTIVE OFFICER EAST GIPPSLAND SHIRE COUNCIL 2015** ***AND ALL DISCUSSIONS IN RELATION TO THIS MATTER REMAIN CONFIDENTIAL.***

8. MEETING CLOSED

The meeting closed at 7.33 pm

Confirmed _____

Cr Marianne Pelz, Mayor

Date: 1 March 2016