



CORANGAMITE
SHIRE

agenda

CORANGAMITE SHIRE

ORDINARY MEETING OF COUNCIL

TUESDAY 26 MARCH 2019

To be held at the Port Campbell Surf Club
1 Cairns Street, Port Campbell
commencing at 7.00 pm

COUNCIL:

Cr Neil Trotter (South West Ward)
MAYOR

Cr Ruth Gstrein (Central Ward)
DEPUTY MAYOR

Cr Helen Durant (Central Ward)

Cr Wayne Oakes (Central Ward)

Cr Simon Illingworth (Coastal Ward)

Cr Lesley Brown (North Ward)

Cr Jo Beard (South Central Ward)

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Order of Business

1. PRAYER

We ask for guidance and blessing on this Council. May the true needs and wellbeing of our communities be our concern. Help us, who serve as leaders, to remember that all our decisions are made in the best interests of the people, culture and the environment of the Corangamite Shire.

Amen

2. ACKNOWLEDGEMENT OF COUNTRY

We acknowledge the Traditional Owners of the land on which we are meeting, and pay our respects to their Elders, past and present.

3. APOLOGIES

4. DECLARATIONS OF CONFLICT OF INTEREST

5. CONFIRMATION OF MINUTES

RECOMMENDATION

That the Minutes of the Corangamite Shire Ordinary Council meeting held on Tuesday 26 February 2019 be confirmed.

6. DEPUTATIONS & PRESENTATIONS

7. COMMITTEE REPORTS

8. PLANNING REPORTS

9. OFFICERS' REPORTS

10. OTHER BUSINESS

11. OPEN FORUM

12. CONFIDENTIAL ITEMS

ANDREW MASON
CHIEF EXECUTIVE OFFICER

DISCLAIMER

The advice and information contained herein is given by the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written enquiry should be made to the Council giving the entire reason or reasons for seeking the advice or information and how it is proposed to be used.

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6. DEPUTATIONS & PRESENTATIONS

1. Members of the public may address Council under this section of the Agenda of an Ordinary Meeting of the Council if:
 - a) The person is addressing the Council in respect to a submission on an issue under Section 223 of the *Local Government Act*, or
 - b) The person has requested that they address Council on an issue and the Mayor has agreed that they be heard.
2. Requests to address Council must be received by 5.00 pm on the day prior to the scheduled Ordinary Meeting of the Council.
3. Presentations made to Council in this section of the Agenda may not exceed five minutes in length, although Councillors may ask questions proceeding each presentation. If a presentation exceeds five minutes in length, the Mayor may request that the presenter ceases to address Council immediately.

7. COMMITTEE REPORTS

Nil.

8. PLANNING REPORTS

8.1 PP2018/148 - Use and development of land for a microbrewery, sale and consumption of liquor (producers license), advertising signage and reduction of car parking requirements, 26 Lord Street, Port Campbell

Author: Aaron Moyne, Manager Planning and Building Services

File No: D19/124

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - Aaron Moyne

In providing this advice to Council as the Manager Planning and Building Services, I have no interests to disclose in this report.

Summary

Council must consider a planning permit application seeking use and development approval for a proposed microbrewery, producers liquor licence, advertising signage and car parking reduction, located at 26 Lord Street, Port Campbell.

Twenty-six (26) submissions have been received, consisting of twelve (12) objections and fourteen (14) submissions in support.

Following assessment of the application, it is recommended that Council issue a Notice of Decision to Grant a Planning Permit, subject to conditions.

Introduction

Planning Permit Application PP2018/148 was received by Council on 21 December 2018 and seeks use and development approval for a proposed microbrewery, producers liquor licence, advertising signage and car parking reduction, located at 26 Lord Street, Port Campbell.

The proposed microbrewery will operate in conjunction with a food and drink component, being a use exempt from planning approval within the Commercial 1 Zone. The application also proposes a new two (2) storey redevelopment of the site to facilitate the proposed use.

Public notice of the application has been given and Council has received twelve (12) objections, which can be summarised as follows:

- Appropriateness of industrial land use
- Land use conflict with adjoining residential/accommodation uses
- Amenity impacts (noise and odour)
- Hazards from the microbrewery operations

- Liquor licence concerns (red-line area, number of patrons, number of existing licences)
- Impact on business and commercial uses
- Car parking reduction and traffic impacts
- Inappropriate building design
- Bulk, scale and mass of development
- Inconsistency with surrounding character
- Visual amenity impacts
- Inadequacy of information provided.

Fourteen (14) submissions in support of the proposal have also been received.

This report provides a planning assessment of the application.

History

History of the site and proposal is limited but includes the following:

- PP2011/118 approved on 14 May 2012 for the Replacement of the Existing Verandah with a First Floor Deck.
- PP2016/015 approved on 5 April 2016 for the Works associated with the Construction of a Deck.
- PP2017/065 approved on 31 July 2017 for a Liquor Licence and Business Identification Signage.
- Preliminary discussions commenced between the applicant and Council officers in March 2018 regarding the planning requirements for an application, due to the need to relocate the existing microbrewery from its current site in Port Campbell.

Subject Land

The site is located within the commercial centre of Port Campbell, on the south-eastern side of Lord Street, with an approximate area of 764m². The site has a conventional rectangular shape and has previously been used for accommodation and as a retail premise.

Existing built form currently comprises a two (2) storey timber clad building with vehicular access along a side driveway to a rear car parking area. The building has frontage to Lord Street with a first floor verandah built to the property boundary.

Figure 1 provides a planning zone map and Figure 2 provides an aerial image of the subject land.

Surrounding Area

Land use and characteristics within the surrounding area include:

- The site and surrounding land fall within the Port Campbell commercial precinct, located centrally within the township, with existing pedestrian connectivity and links.
- Lord Street is the main vehicular and pedestrian thoroughfare within Port Campbell town centre, which extends to connect with the Great Ocean Road further north-east.
- Existing on-street car parking available within Lord Street and other surrounding streets, including a Council owned car park area on Morris Street.
- Land in the Commercial 1 Zone of Lord Street contains a mix of commercial, retail, food and drink, and accommodation uses.
- South-west of the site is an existing motel within the Commercial 1 Zone, which has dual frontage to Lord Street and Cairns Street.
- West of the site is the Port Campbell bay and foreshore, which includes a grassed open space area.

- South-east of the site is land located within the General Residential Zone, forming part of the wider Port Campbell residential area, generally containing single dwellings and outbuildings on medium-large lots.
- Adjoining residential land contains established vegetation and is elevated above the commercial precinct, with land contours decreasing westward towards Port Campbell Bay.



Figure 1. Planning Zone Map

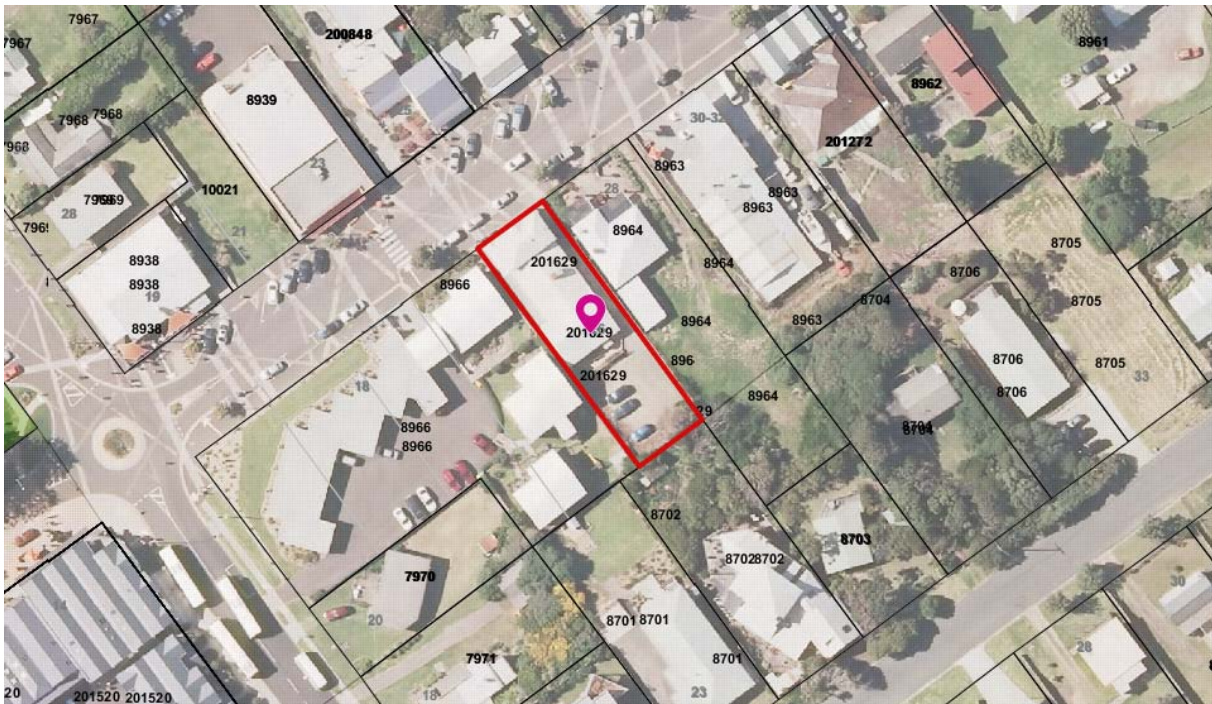


Figure 2. Aerial Imagery Map

Proposal

The proposed microbrewery and liquor licence will operate in conjunction with a food and drink premises, incorporating sale, dining and consumption of food and drink, a use which does not require a planning permit within the Commercial 1 Zone.

A complete set of the application documents, including plans and elevations, are provided for Councillors under separate cover. A summary of the proposal is outlined below.

Use

Two use components are proposed, being the microbrewery and liquor licence (Producers Licence), encompassing both production and the sale and consumption of liquor.

The proposed microbrewery operations will be limited to the following hours:

- Monday to Sunday: 8am-5.30pm (excluding indirect activities i.e. fermentation).

Micro-brewing activities will occur within the designated area shown on the plans, located in the building at the rear of the site, with an area of 236m². The micro-brewing will operate under the proposed liquor licence (Producers Licence) enabling the production, sale and supply of the product for on and off-premises consumption, including packaged liquor sales.

The proposed liquor licence (Producers Licence) will enable micro-brewing operations to occur, and also serve the food and drink component of the facility, comprising the following hours of operation:

- Monday to Sunday: 11am-11pm
- Good Friday: between 12pm-9pm
- ANZAC Day (not being a Saturday or Sunday): between 12pm-9pm.

The liquor licence will authorise the sale and consumption of liquor, including (but not exclusively) liquor produced on-site. A maximum of 150 seated patrons and 100 standing patrons are proposed on-site at any one time, totalling 250 persons for the purposes of the liquor licence.

A red-line plan has been provided within the application (Planning Report - Appendix G) for the liquor licence, incorporating both ground and first floors, and an outdoor area within the shared driveway.

Development

The existing building on-site will be demolished, with a proposed contemporary two (2) storey building to be developed in its place. Plans submitted with the application include:

- Level 1 (Ground Floor):
 - Front of House (180.96m²)
 - Kitchen/Bar Stations (60.57m²)
 - Unisex all-ability amenity facilities (8.22m²)
 - Brewery (213.24m²)
 - Refuse/bins (5.56m²)
- Level 2 (Mezzanine):
 - Front of House (99.81m²)
 - Male and female ambulant amenities (34.77m²)
 - Brewery (22.5m²).

Building design will include articulation in height along the frontage, a slight setback from Lord Street and glazing on the façade, to reduce the bulk and scale of the built form, and provide integration with the street. External built form will incorporate muted and natural materials and colours to respect the surrounding character of the area.

Earthworks are proposed to enable building construction, including site cut and a reinforced concrete wall along the rear boundary of the property, along with a retaining wall on the northern side boundary (adjoining the driveway).

Access to the site will be provided via a proposed 3.9m width driveway from Lord Street, along the west boundary of the property, including loading and unloading of commercial deliveries to the microbrewery and food and drink premises.

Car Parking

Two (2) car parking spaces are proposed to be provided on-site for staff. Based on the overall floor area of the microbrewery and food and drink premises, a reduction of twenty-eight (28) on-site car parking spaces is sought.

The applicant provided an updated Traffic Engineering Report on 15 March 2019 to accompany the application and address car parking requirements. A copy of this report is provided for Councillors under separate cover.

Advertising Signage

Four (4) business identification signs are proposed, to be affixed to the front and side elevations of the building. Three (3) signs will incorporate illumination.

Policy and Legislative Context

Zoning

The subject land is located within the Commercial 1 Zone which requires a planning permit for both the use and development of land.

Microbrewery, as a specific land use, falls within the broader definition of Industry, a Section 2 (Permit Required) use, which includes a note that the use must not be for a purpose listed within Clause 53.10 (Uses with Adverse Amenity Potential).

The Commercial 1 Zone seeks to establish mixed use commercial centres and to provide for residential uses at densities relative to the role and scale of the commercial centre, and includes decision guidelines addressing matters for buildings and works.

Overlays

The site is also located within Design and Development Overlay (Schedule 2) which requires a planning permit for the development.

DDO2 applies to the Port Campbell Commercial Precinct and provides design objectives which seek to protect the existing coastal character and identity of Port Campbell, whilst ensuring that new development is well-designed and responsive to its surrounds.

DDO2 includes decision guidelines aimed at addressing design objectives, scale and density of new development.

Planning Policy Framework (including Municipal Strategic Statement and local policy)

The following clauses from the PPF are considered relevant to this permit application:

- Clause 11 Settlement
 - Clause 11.01-1S Settlement
 - Clause 11.01-1R Settlement – Great South Coast
- Clause 11.03 Planning for Places
 - Clause 11.03-1 Activity Centres
 - Clause 11.03-4 Coastal Settlement
 - Clause 11.03-5R The Great Ocean Road Region
- Clause 13 Environmental Risks and Amenity
- Clause 13.05 Noise
 - Clause 13.05-1S Noise Abatement
- Clause 13.06 Air Quality
 - Clause 13.06-1S Air Quality Management
- Clause 13.07 Amenity and Safety
 - Clause 13.07-1S Land Use Compatibility
- Clause 15 Built Environment and Heritage
- Clause 15.01 Built Environment
 - Clause 15.01-1S Urban Design
 - Clause 15.01-2S Building Design
 - Clause 15.01-4S Healthy Neighbourhoods
 - Clause 15.01-5S Neighbourhood Character
- Clause 17 Economic Development
- Clause 17.01 Employment
 - Clause 17.01-1S Diversified Economy
 - Clause 17.01-1R Diversified Economy – Great South Coast
- Clause 17.02 Commercial
 - Clause 17.02-S Business
 - Clause 17.02-1R Business – Great South Coast
- Clause 17.03 Industry
 - Clause 17.03-2 Industrial Development Siting
- Clause 17.04 Tourism
 - Clause 17.041S Facilitating Tourism
 - Clause 17.04-1R Tourism – Great South Coast
- Clause 18 Transport
- Clause 18.02 Movement Networks
 - Clause 18.02-4S Car Parking.

Clause 21 Municipal Strategic Statement

- Clause 21 Municipal Profile
- Clause 21.02 Settlement, Built Form and Heritage
 - Clause 21.02-3 Built Form and Urban Design.

Provides objectives to ensure a visually attractive urban environment is achieved and to encourage good design and streetscape presentation. Strategies direct that consideration must be given to high quality design that contributes to the character, presentation, amenity and visual qualities of townships.

- Clause 21.04 Economic Development
 - Clause 21.04-2 Tourism.

Reinforces the need to promote tourism opportunities that will attract visitors to the Shire, serve the needs of tourists and showcase local products and features. Strategies include facilitating tourism uses and employment opportunities, and supporting the diversification of tourism activities.

- Clause 21.04-3 Commercial and Industrial Areas.

Seeks to promote the Shire as an attractive and desirable place to work, live and invest, and to maintain and strengthen township retail centres. Facilitation of commercial and retail business are encouraged within township areas.

- Clause 21.06 Local Areas
 - Clause 21.06-6 Port Campbell.

Identifies the need to protect the existing low scale coastal village character and identity of Port Campbell, and develop a vibrant and consolidated commercial area with a range of services and facilities. Commercial uses are encouraged within the existing commercial area which supports establishment of new shops and attractive spaces which integrate with the street. Port Campbell is identified as a key tourism node.

Particular Provisions

Clause 52.06 Car Parking

Relates to the assessment of car parking for new land uses and development, and requires a planning permit to reduce the number of car parking spaces on-site.

Based on the car parking rates outlined by the clause, the proposal requires a total of thirty (30) car parking spaces. Two (2) spaces are proposed on-site and the application seeks a reduction of twenty-eight (28) car parks.

Clause 52.27 Licensed Premises

Requires a permit to use land for the sale or consumption of liquor, which includes a Producers Licence.

General Requirements and Performance Standards

Clause 53.10 Uses with Adverse Amenity Potential

Directs consideration to be given to industrial uses which if not designed and located appropriately, may cause offence or amenity impacts.

Microbrewery falls within the broader description of 'food and beverage production', but is not specifically a use listed within the clause. No separation distance is specified for food and beverage production (Note 1). Assessment of amenity impacts subsequently falls to the *Recommended Separation Distances for Industrial Residual Air Emissions* (EPA, March 2013).

Within the EPA guidelines, the microbrewery is categorised as 'beverage production', and is below the 200 tonne per year threshold stipulated, for which no separation distance is specified.

Internal / External Consultation

Referrals

The following referrals and notices were carried out for the application.

Section 55 -

Referral Authority

Response

Environment
Protection Authority
(Determining)

Does not object to the granting of a permit, subject to conditions.
EPA notes the proposed microbrewery comprises a relatively low scale of production and is below the 200 tonnes per year threshold set out in EPA Publication 1518 *Recommended Separation Distances for Industrial Residual Air Emissions* (EPA, March 2013). EPA has sought to include conditions addressing air quality and noise emissions.

Section 52 - Notice authority

Response

Wannon Water

Does not object to the granting of a permit, subject to conditions.

Powercor

Does not object to the granting of a permit, subject to conditions.

VCGLR

Offered no comment on the application.

Victoria Police

No objections or issues raised.

Internal Referrals

Response

Assets Planning

No objection. Comments received refer to vehicular access, stormwater discharge and asset maintenance and protection.

Environmental
Health

No objection. Comments received refer to requirements for conditions to be included on any permit granted relating to amenity, noise control, registration of food premises.

Building

No objection. Comments provided regarding all-abilities access to new building.

Advertising

The application has been advertised in accordance with Section 52 of the *Planning and Environment Act 1987*, by:

- Sending notices to owners and occupiers of adjoining land
- Placing a sign on-site
- Notice in newspapers; Warrnambool Standard and Cobden Timboon Coast Times.

Council has received twenty-six (26) submissions consisting of twelve (12) objections and fourteen (14) submissions in support.

Key issues raised by the objections can be summarised as follows:

- Appropriateness of industrial land use
- Land use conflict with adjoining residential/accommodation uses
- Amenity impacts (noise and odour)
- Hazards from the microbrewery operations
- Liquor licence concerns (red-line area, number of patrons, number of existing licences)
- Impact on business and commercial uses
- Car parking reduction and traffic impacts

- Inappropriate building design
- Bulk, scale and mass of development
- Inconsistency with surrounding character
- Visual amenity impacts
- Inadequacy of information provided.

Copies of the submissions have been provided to the applicant and are available under separate cover.

A further response addressing the key issues raised in submissions was received from the applicant on 15 March 2019 and provided to submitters on 18 March 2019.

Planning Assessment

Assessment of the planning application will address how the proposed use and development responds to the applicable planning controls of the Corangamite Planning Scheme, including the Planning Policy Framework (PPF), zone, overlay, particular provisions and performance requirements.

The application raises various issues for Council to consider, including the appropriateness of a small-scale industrial use within a commercial area, car parking reduction, liquor licensing and new built form. These issues must be balanced with Council's focus on new business investment, economic growth and supporting tourism.

Planning Policy Framework

The PPF provides support for new economic investment and development which contributes to tourism opportunities and supports growth of small townships. Port Campbell is identified within the Great South Coast Regional Growth Plan as a 'district town' with capacity to support future development.

New commercial uses and business opportunities are encouraged within the PPF to provide services and meet community needs, with an emphasis given to facilitating access to tourism and innovative experiences. Consideration must be given to urban design and well-designed built form which integrates within its surrounds, respects local character and protects amenity.

Key policy directions which support commercial growth, development and tourism opportunities, must be closely balanced with consideration of environmental risks and amenity, such as noise and odour, design of industrial development, infrastructure and service provision and car parking.

At a local level within the Municipal Strategic Statement (MSS), the PPF reinforces the need to promote tourism opportunities that will attract visitors to the Shire, serve the needs of tourists and showcase local products. This includes the facilitation of new commercial uses and businesses within existing townships. The Shipwreck Coast Master Plan, a reference document within the Planning Scheme, seeks to position Port Campbell as the "heart" of the Shipwreck Coast.

The Council Plan (2017-2021) and the Economic Development Strategy (2017-2021), apply as strategic documents and reinforce Council's priorities to promote economic development, expand food and fibre (including along the 12 Apostles Artisans Trail) and facilitate growth in the visitor economy.

Subject to detailed assessment of technical matters such as the use, liquor licensing, car parking and design of built form, the proposal is supported by the PPF at a broad strategic level and, on balance, will provide for an appropriate planning outcome.

Commercial 1 Zone

The purpose of the zone is to create a vibrant mixed use commercial centre, whilst providing for residential uses complementary to the role and scale of the area.

Microbrewery, which falls within the broader land use definition of Industry, is a Section 2 (Permit Required) Use within the zone. As 'microbrewery' is not a use listed within the table to Clause 53.10 (Uses with Adverse Amenity Potential) for 'food and beverage production', no separation distance is specified by the Planning Scheme. Consideration of amenity impacts subsequently falls to the *Recommended Separation Distances for Industrial Residual Air Emissions* (EPA, March 2013), as a relevant policy document.

Within the EPA guidelines, microbrewery is categorised as 'beverage production', where for any manufacturing producing less than 200 tonnes of product per year, no separation distance is specified. However, the guidelines recommend no visible discharge of dust or emissions of offensive odours beyond the boundary of the premises.

In their referral response to Council, the EPA have confirmed no objection to a planning permit being granted, subject to inclusion of conditions. Conditions directed by the EPA seek to manage matters including air emissions, noise and handling of liquid goods. Building upon the recommended conditions by the EPA, additional conditions can be included on any permit granted to further manage environmental risks and amenity impacts, particularly to adjoining residential and accommodation uses. Such condition would constitute an Environmental and Amenity Management Plan.

It is important to note the proposed microbrewery will be a small-scale production, producing approximately 100,000 litres (100,000 tonnes) of beer per annum. Approximately 25% of manufactured product will be transported off-site for wholesale, with the remaining 75% sold on-site (tapped beer and cans). Micro-brewing area will occur entirely within the building at the rear of the site, comprising approximately 30% of total floor area.

Micro-brewing is a key component of the proposal and will proportionate to the wider use of the site as a food and drink premises. Microbreweries are also relatively common in tourist locations, which seek to capitalise upon the visitor economy. For this proposal, the applicant has been operating a small-scale microbrewery (Sow and Piglets) in Port Campbell for a number of years and now seeks to further invest in the township to consolidate the operation and build their presence.

Having regard to the decision guidelines of the zone, the following comments are made:

- The microbrewery, in conjunction with a food and drink premises, is consistent with the zone controls and appropriate within the context of the Port Campbell commercial area.
- The proposal integrates a small-scale industrial component with a food and drink use, to market locally produced product, which is supported and encouraged by the zone.
- Drainage can be appropriately managed from development of the site, whilst there is availability for connection to services and infrastructure.
- Design of the development makes adequate provision for vehicles to access the site, including loading, unloading and waste removal to occur off-street. Car parking will be addressed as a separate matter.

- The building incorporates articulation along its façade and includes glazing to support integration with the streetscape.

Design and Development Overlay (Schedule 2)

DDO2 applies to the Port Campbell Commercial Precinct and provides design objectives which seek to protect the existing coastal character and identity of Port Campbell, whilst ensuring that new development is well-designed and responsive to its surrounds.

In response to the relevant design objectives, the following comments are made:

- The proposal will result in a new form of development that will generally be greater in scale than its existing surrounds. However, this must be considered in context, where the site forms part of an existing commercial precinct, with adjoining residential land to the east elevated above the site.
- An existing large building used for accommodation/motel adjoins the site to the south, whilst the broader commercial area contains a mix of built form and design. The contemporary design of the built form will not be out of character within its surrounds, but will instead contribute to building diversity and commercial nature of the area.
- The building incorporates a high standard of architectural design which is sympathetic to the surrounding coastal landscape and character, including the use of different building materials along the northern elevation to assist in minimising the building's bulk and scale when viewed from adjoining residential properties.
- The building has been designed to respond to the site by incorporating articulation and passive integration on the building façade, a decrease in height above ground level to the rear of the site and use of a low-profile roof form.
- The building design responds to the local topography and provides for retained view sharing, particularly from dwellings located east of the site towards Port Campbell bay.
- Materials and colours proposed to be used in building construction will incorporate natural and muted tones which are consistent with Port Campbell's coastal character, whilst landscaping will also be provided at the frontage to minimise the bulk and scale of the development.

Liquor Licensing

The application seeks approval for a producers liquor licence to cater for both microbrewery production and the sale and consumption of liquor associated with the food and drink premises.

The licence proposes hours of operation from Monday-Sunday: 11am-11pm and a maximum of 250 patrons on-site (150 seated and 100 standing) at any one given point in time. A red-line plan has also been prepared which applies to the majority of the site floor area, applicable to both production and the sale and consumption of liquor.

Having regard to the liquor licence proposed, the following comments are made:

- A producers liquor licence, associated with a microbrewery and food and drink premises, is not uncharacteristic within a commercial centre. There are a number of nearby businesses within Port Campbell which have existing licences for the sale and consumption of liquor and contribute to the commercial and tourist character of the area.
- The proposed liquor licence will not unreasonably impact the amenity of the area and can be adequately managed through permit conditions. The applicant has provided an Amenity Action Plan to address operational matters, including noise and behaviour of patrons, which can be endorsed to form part of any permit.

- The red-line area which applies to the majority of the site is required to cover both areas for production and sale and consumption.
- The hours of operation proposed are appropriate and consistent with typical hours utilised for surrounding commercial premises, and are not excessive in this context.
- Whilst the application proposes a maximum number of 250 patrons at any one time, this will only occur in isolated instances and in reality patron numbers are likely to be much less than this figure. The applicant submits the maximum has been requested to cater for functions or large events, which in turn will draw people to the town.
- A patron capacity assessment has been provided for the application to demonstrate the building is capable of holding 250 persons.
- Introduction of a new liquor licence associated with the proposed use within Port Campbell, where other existing licences operate within direct vicinity of the area, will not unreasonably concentrate cumulative impacts on the amenity of the surrounding area.

Car Parking

Assessment of car parking is a key component for the permit application. Based on the floor area of the proposed microbrewery and food and drink premises, a total of thirty (30) car parking spaces are required to be provided on-site.

The application provides two (2) car parks on-site for staff and seeks a reduction of twenty-eight (28) car park spaces. An amended Traffic Engineering Report (dated 14 March 2019) has been prepared which provides a car parking demand assessment for the proposed reduction. The report finds:

- Existing on and off-street publicly available car parking is able to cater for the proposed development's car parking demand.
- Most patrons will be existing visitors to the town and many will walk to/from accommodation or will visit Port Campbell via private coach services.
- Peak period for car parking within Port Campbell occurs during the lunchtime period, whereby the nature of the proposed use will generate parking demand spread across the day, when car parking availability is higher in the afternoon and evening.
- Based on car parking surveys, there is on average 70 vacant car spaces available during the lunch period (11.30am-1pm) and 135 vacant car spaces during the evening peak (6pm-7.30pm), within direct vicinity of the site.
- On-street parking within the vicinity of the site is directly accessible, whilst off-street car parking is also available within the area.
- Additional traffic likely to be generated is proposed to be low and is not expected to cause any significant impacts.

Car parking surveys were undertaken on Saturday 24 November 2018 and seek to review provision and usage during a standard day, applicable for the majority of the year. Whilst the surveys were not undertaken during a peak holiday period, the timing is considered appropriate. Using existing State standard car parking rates of the planning scheme, it is unlikely that any significant new commercial development within Port Campbell would be able to cater for car parking demand.

At a broader level, Council must also have regard to existing commercial uses within the surrounding area which either have none, or limited, car parking provision. As Port Campbell continues to grow, it will be likely that car parking on private property may be further reduced and reliance placed on public parking supply, both on and off-street. This is standard in commercial areas where activity and new development is encouraged.

Overall, the proposed car parking reduction is considered an appropriate outcome and will not adversely affect the amenity of the area. Whilst the proposal will generate increased car parking demand, this can be adequately managed by existing publicly available on and off-street parking supply. On balance, the car parking reduction is necessary to support a significant new business investment within Port Campbell, which seeks to manufacture and showcase local product, enhance tourism experience and build upon the growing visitor economy.

Response to Objections

Council has received twenty-six (26) submissions consisting of twelve (12) objections and fourteen (14) submissions in support.

The key issues raised in the objections and an officer response are provided below.

Objection	Officer response
Appropriateness of industrial land use	<u>Objection not supported</u> The small-scale industrial use for a microbrewery has no specified buffer distance, due to its total level of production, and is considered appropriate within the area. EPA support the proposal and amenity impacts arising from the use can be appropriately dealt with by permit conditions.
Land use conflict with residential/accommodation uses	<u>Objection not supported</u> Land use conflicts with adjoining sensitive uses have been considered and amenity will be protected, where emissions arising from noise, odour and dust will be controlled by conditions and limited to the site boundaries.
Amenity impacts (noise and odour)	<u>Objection not supported</u> Detailed consideration has been given to amenity impacts from the microbrewery. Having regard to the EPA response and their guidelines, it is considered that amenity to adjoining properties can be adequately managed by permit conditions.
Hazards from the microbrewery operations	<u>Objection not supported</u> The proposed microbrewery is not considered to present a hazard to human life or property. Any risks arising from chemical handling or micro-brewing operations can be addressed by permit conditions.
Liquor licence concerns (red-line area, number of patrons, number of existing licences)	<u>Objection not supported</u> Consideration has been given to the proposed liquor licence, including type, hours of operation and patron numbers, which is appropriate for the use and within the commercial area of Port Campbell. The licence will be managed by conditions and not unreasonably impact on amenity.

Objection	Officer response
Impact on business and commercial uses	<p><u>Objection not supported</u></p> <p>The site is located within an existing commercial area which encourages new commercial activities. Impacts on existing businesses arising from introduction of a new commercial use are not relevant and outside the scope of this assessment. Planning assessment must address land use and development on the amenity and physical characteristics of the area.</p>
Car parking reduction and traffic impacts	<p><u>Objection not supported</u></p> <p>Assessment of the proposed car parking reduction has been undertaken and is considered to be an acceptable outcome. The new use will rely on current visitor levels to Port Campbell and is unlikely to generate traffic volumes which cannot be catered for by existing parking supply.</p>
Inappropriate building design; Bulk, scale and mass of development; Inconsistency with surrounding character	<p><u>Objection not supported</u></p> <p>Plans prepared for the application have been architecturally designed to respond to the site and its surrounds. Whilst the plans will result in a new built form which is greater in scale than existing surrounding development, the building is appropriate within the commercial context and will contribute to the existing diversity of design within the area. The built form will not result in an outcome which adversely affects the character and coastal setting of Port Campbell.</p>
Visual amenity impacts	<p><u>Objection not supported</u></p> <p>It has been consistently held by VCAT that there is no right to a view and this is not a directly relevant matter in planning decision making. However, DDO2 which applies to the site does seek to provide for building design which achieves view sharing. The plans prepared by the applicant consider surrounding landscape and built form, and will adequately achieve a design which allows views across the site to the Port Campbell bay, to be retained by adjoining properties.</p>
Inadequacy of information provided	<p><u>Objection not supported</u></p> <p>The information provided with the application is considered sufficient for assessment and Council to decide upon.</p>

Options

Council has the following options in deciding upon the permit application:

1. Issue a Notice of Decision to Grant a Planning Permit, subject to conditions as set out in the recommendation. **(Recommended option)**

2. Issue a Notice of Decision to Grant a Planning Permit, with changes to recommended conditions.
3. Issue a Notice of Refusal to Grant a Planning Permit.

Conclusion

The application for a microbrewery, in conjunction with a food and drink premises, producers liquor licence, car parking and advertising signage, has been assessed and is supported based on its planning merits. The new use and development will provide a significant economic investment within Port Campbell, which seeks to capitalise on the existing tourist market and enhance the area as a key destination.

Amenity issues arising from the proposed use can be adequately managed by permit conditions, whilst the car parking reduction of twenty-eight (28) spaces is considered acceptable having regard to supply and demand for the town. The application has demonstrated that the proposed car parking reduction is appropriate.

On balance, the proposal will result in a new use and development which is supported by the Planning Policy Framework at both a State and local level, responds appropriately to the relevant provisions of the Commercial 1 Zone and Design and Development Overlay (Schedule 2), and will result in the proper and orderly planning of the area.

It is recommended that Council issue a Notice of Decision to Grant a Planning Permit, subject to conditions.

RECOMMENDATION

That Council having caused notice of Planning Application No. PP2018/148 to be given under Section 52 of the Planning and Environment Act 1987 and having considered all the matters required under Section 60 of the Planning and Environment Act 1987 decides to resolve to Issue a Notice of Decision to Grant a Permit under the provisions of the Corangamite Planning Scheme in respect of the land known and described as Lot 1 LP 43580, 26 Lord Street PORT CAMPBELL VIC 3269, for the Use and development of land for a microbrewery, sale and consumption of liquor (producers license), advertising signage and reduction of car parking requirements in accordance with the endorsed plans, with the application dated 21 December 2018, subject to the following conditions:

Layout not altered

1. **The use and development as shown on the endorsed plans must not be altered without the written consent of the Responsible Authority.**

Environment and Amenity

2. **Before the use starts, an Environmental and Amenity Management Plan for the operation of the use must be submitted to and approved by the Responsible Authority. The plan must be prepared to the satisfaction of the Responsible Authority. When approved, the plan will be endorsed and then form part of the permit. The use must at all time be conducted in accordance with the endorsed plan. The plan must include:**
 - (a) **Overall environmental and amenity objectives to be achieved for the operation of the use and techniques used for their achievement;**

- (b) Procedures to ensure that no significant environmental or amenity impacts occur as a result of the use;
- (c) Proposed monitoring systems;
- (d) Identification of possible risks or operational failures and response measures to be implemented;
- (e) Day to day management requirements for the use;
- (f) Noise and air emissions monitoring;
- (g) Contingency plans in place in case of any issues which may arise.

The use must be carried out in accordance with the approved plan. The plan may be amended at the request of the permit holder with the written consent of the Responsible Authority.

- 3. The use and development must be managed so that the amenity of the area is not detrimentally affected, through the:
 - (a) Processes undertaken;
 - (b) The transportation of materials, goods or commodities to or from the land;
 - (c) The appearance of any buildings, works or materials;
 - (d) The emission of noise, artificial light, vibration, smell, fumes, smoke, vapour, steam, soot, dust, ash, waste water, waste products, grit or oil;
 - (e) The presence of vermin.
- 4. External lighting must be designed, baffled and located so as to prevent any adverse effect on adjoining land, to the satisfaction of the Responsible Authority.

Liquor Licence

- 5. The Amenity Action Plan endorsed to form part of this planning permit must be implemented and complied with at all times, to the satisfaction of the Responsible Authority.
- 6. The licenced area as shown on the endorsed plans as approved by this permit shall not be altered except with the written consent of the Responsible Authority.
- 7. The provision and or consumption of liquor hereby permitted must be subject to the issue of a Liquor Licence, pursuant to the provisions of the Liquor Control Reform Act 1988, or as amended.
- 8. No more than 250 persons, comprising 150 seated patrons and 100 standing patrons, may be present on the premises at any one time unless otherwise approved in writing by the Responsible Authority.
- 9. The liquor licence as approved by this permit shall only operate during the following hours:
 - (a) Monday to Sunday: between 11am and 11pm
 - (b) Good Friday: between 12pm and 9pm
 - (c) ANZAC Day (not being a Saturday or Sunday): between 12pm and 9pm

- (d) **Microbrewery production activities: Monday to Sunday between 8am and 5.30pm.**
10. **The outdoor area shown on the endorsed plans may only be made available to patrons between the hours of 11am to 10pm, unless otherwise approved with the written consent of the Responsible Authority.**
 11. **The owner/operator must take all responsible measures to ensure that patrons consuming alcohol remain within the licenced area, so as not to breach condition of the liquor licence, and the patrons' behaviour is acceptable, so as to not create a nuisance to pedestrians or road users.**
 12. **At all times during operation of the use, there must be present on the premises a person over the age of 18 years who is responsible for ensuring that the activities on the premises and the conduct of persons attending the premises do not have a detrimental impact on the amenity of the locality, to the satisfaction of the Responsible Authority.**

Food Premises

13. **The premises is required to be registered under the Food Act 1984 and a registration application must be submitted to Council's Environmental Health Unit and approved, prior to operation.**
14. **The premises must be designed to comply with Australian Standard 4674-2004 – Design, construction and fit-out of food premises, and the Australian and New Zealand Food Standards Code.**
15. **Provision must be made for mechanical ventilation, which must be installed in accordance with the Building Code of Australia.**
16. **Outdoor areas where smoking by patrons is intended must comply with the Tobacco Act 1987.**

Car Parking and Access

17. **No fewer than two (2) car parking spaces must be provided on site as shown on the endorsed plans, to the satisfaction of the Responsible Authority.**
18. **Car spaces, access lanes and driveways, including the loading and unloading of goods and materials, must be kept available and maintained for these purposes, to the satisfaction of the Responsible Authority.**
19. **The loading and unloading of goods from service vehicles must only be carried out on the land within the designated loading area, to the satisfaction of the Responsible Authority.**

Rubbish and Waste

20. **Rubbish and waste storage bins shall be screened to minimise their visibility and to minimise dispersal of material by wind or water and vermin and pest access, to the satisfaction of the Responsible Authority.**
21. **All waste material and rubbish must be regularly removed from the site, to the satisfaction of the Responsible Authority. All vehicles removing waste must have fully secure and contained loads so that no wastes are spilled or dust or odour disposed of within public areas, to the satisfaction of the Responsible Authority.**

Materials and Colours

22. Before the development starts, a schedule of external materials and colours must be submitted to an approved by the Responsible Authority. External colours must incorporate muted and non-reflective materials and tones, to the satisfaction of the Responsible Authority.

Construction Management

23. The permit holder must use appropriate construction and site management practices to prevent the transfer of mud, dust, sand or slurry from the site into drains or onto nearby roads and properties. In the event that a road, drain or adjoining property is affected, the owner must upon direction of the Responsible Authority, take the necessary steps to clean the affected portion of road, drain or property to the satisfaction of the Responsible Authority.

Stormwater and Drainage

24. Before the development starts, a Stormwater Management Plan must be submitted to and endorsed by the Responsible Authority. The Stormwater Management Plan must be prepared by a suitably qualified civil engineer and in accordance with the Infrastructure Design Manual. The plan must provide:
- (a) Computations and plans for the development demonstrating how stormwater runoff from the building and hardstand areas will be managed on-site and diverted to connect into the drainage system, via a legal point of discharge.
25. The permit holder must construct, at no cost of the Responsible Authority, all works as approved in the Stormwater Management Plan, to the satisfaction of the Responsible Authority.

Council Assets Inspection

26. Before the development starts, the permit holder must arrange a joint inspection with Council's Assets Planning Unit of Council infrastructure within Lord Street.
27. Any damage arising from the development must be rectified by the permit holder, at no cost of the responsible authority, to the satisfaction of the Responsible Authority.

Permit Expiry

28. This permit will expire is one of the following circumstances applies:
- (a) The development has not started within two (2) years of the date of this permit.
- (b) The development has not completed and the use commenced within four (4) years of the date of this permit.

In accordance with section 69 of the Planning and Environment Act 1987, an application may be made to the Responsible Authority to extend the periods referred to in this condition.

Landscaping

29. Within six (6) months of the completion of the development, or within the next applicable planting season, whichever is the earlier, the landscaping works shown on the endorsed plans must be carried out and completed to the satisfaction of the Responsible Authority. The landscaping must thereafter be maintained to the satisfaction of the Responsible Authority.

Referral Authority Conditions:

Environment Protection Authority

30. Odours offensive to the senses of human beings must not be discharged, emitted or released beyond the boundaries of the premises.
31. Nuisance dust and/or nuisance airborne particles must not be discharged or emitted beyond the boundaries of the premises.
32. Effective noise levels from the use of the premises must not exceed recommended levels as set out in Noise from Industry in Regional Victoria (NIRV; EPA Publication 1411, 2011) or as amended.
33. Effective noise levels from the use of the premises must comply with the requirements of State Environment Protection Policies (Control of Music Noise from Public Premises) No. N-2.
34. Surface water discharge from the premises must not be contaminated with waste.
35. A secondary containment system must be provided for liquids which if spilt are likely to cause pollution or pose an environmental hazard, in accordance with EPA Publication 1698 Liquid Storage and Handling Guidelines, or as amended.
36. All soil is to be handled in accordance with EPA Publication IWRG621, Soil Hazard Categorisation and Management 2009, or as amended.
37. All industrial waste generated during construction must be managed in accordance with EPA's Industrial Waste Resource Guidelines 2009.

Wannon Water

38. The provision, at the developers cost, of the required sewerage works necessary to serve the proposed development. The works are required to be constructed and acceptance tested under the supervision of a consulting engineer in accordance with the plans and specification approved by Wannon Water.
39. The provision, at the developers cost, of the required water supply works necessary to serve the proposed development.
40. The developer is to ensure all proposed buildings (or any overhang) and other infrastructure are clear of existing sewer easements and at least 1 metre horizontally clear of the outside edge of existing sewers and water mains on or adjacent to the property.
41. The developer obtaining the necessary consent and approvals for:
- (a) Alteration to or connection of on-site plumbing.




- (b) The discharge of “trade waste: (other than domestic sewage) from the property.
- (c) Changes to the natural surface levels that result in a portion of the building or allotment not being able to be provided with gravity sewerage services.
- (d) The placement of fill or cutting (benching) over existing sewers or sewerage easements on the property.

Powercor

42. The applicant shall ensure:

- (a) Any buildings/construction must comply with the clearances required by the Electricity Safety (Installation) Regulations.
- (b) Any construction work must comply with Energy Safe Victoria’s “No Go Zone” rules.

Attachments

1. Amended Application Documentation - Under Separate Cover 
2. Submissions - Under Separate Cover 
3. Applicant Response to Objections - Under Separate Cover 

8.2 Amended Development Plan - Development Plan Overlay (Schedule 4) McCrae Street, Port Campbell

Author: Aaron Moyne, Manager Planning and Building Services

File No: D19/129

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - Aaron Moyne

In providing this advice to Council as the Manager Planning and Building Services, I have no interests to disclose in this report.

Summary

Council is required to consider an amended development plan received for the land located off McCrae Street, Port Campbell (Property no. 9025), also known as the 'Blair Land'. The development plan provides a framework to facilitate the future residential subdivision of the land.

The key change proposed relates to relocation of the site access road from Pitcher Street to Hennessy Street.

It is recommended that Council approve the amended development plan in accordance with the provisions of Development Plan Overlay (Schedule 4).

Introduction

A development plan for the Blair Land in Port Campbell was previously approved by Council on 28 September 2010 under Development Plan Overlay (Schedule 4).

The development plan provides a framework for the future residential subdivision, comprised of fifty-six (56) allotments and internal road network. Road access shown on the approved development plan is provided from Pitcher Street.

An amended development plan was submitted to Council for consideration on 6 December 2018. The amended plan seeks relocation of the road access from Pitcher Street to Hennessy Street, connecting the site through the Port Campbell Recreation Reserve.

Non-statutory public notice of the amended development plan has been given and Council has received four (4) submissions. The key issues raised in the submissions relate to relocation of the access road and increased traffic volumes along Hennessy Street.

This report provides an assessment of the amended development plan, with issues confined to the proposed change for road access.

History

History for the site includes:

- Planning scheme amendment approved by the Minister for Planning on 28 September 2006, resulting in the rezoning of land to provide future residential growth for Port Campbell.
- Council approval of a development plan for the subject land on 28 September 2010.
- Attendance by Council officers and DELWP officers at the Port Campbell Recreation Reserve Committee of Management Meeting on 2 February 2017, to discuss the proposal to alter the road access location.

Subject Land

The subject land is located within Port Campbell Township, north-east of McCrae Street and directly adjoining the Port Campbell Recreation Reserve. The site comprises two (2) titles and has an approximate area of 5.7ha.

The site is located within the General Residential Zone, along with land directly south of the site. Land to the north is located within the Low Density Residential Zone, whilst the adjoining Recreation Reserve to the west is within the Public Park and Recreation Zone. Directly east is heavily vegetated land within the Public Conservation and Resource Zone, along with the Port Campbell National Park further south of the site.

Development within the surrounding area generally consists of residential uses on large allotments which have an absence of reticulated sewer provision. The adjoining Port Campbell Recreation Reserve is used both as a camping and caravan park and for sport recreation purposes.

Figure 1 provides an aerial image of the subject land.



Figure 1. Aerial Plan Map

Proposal

The proposal is for Council to consider an amended development plan in place of the existing approved plan, seeking a primary change to relocate road access to the site from Pitcher Street to Hennessy Street. The amended development plan also includes proposed future staging of the subdivision and identifies an internal road network for the site.

Figure 2 provides an image of the current approved development plan. Figure 3 provides an image of the proposed amended plan.



Figure 2. Existing approved development plan



Figure 3. Proposed amended development plan

Policy and Legislative Context
Zoning

The site is located within the General Residential Zone. The provisions of the zone do not apply to consideration of a development plan.

Council has prepared a draft Rural Living Strategy which identifies potential future rural-residential land located north of Cairns Road. The draft Strategy has no effect on the site.

Overlays

The site is included within the Development Plan Overlay (Schedule 4), Design and Development Overlay (Schedule 3) and Bushfire Management Overlay.

DOP4 is the only overlay applicable to consideration of the amended development plan and establishes requirements to be addressed for any plan submitted to Council.

Planning Policy Framework

Clause 21.06-6 (Port Campbell) of the Planning Policy Framework (PPF) seeks to support new development within Port Campbell that maintains the scale and coastal village character of the township.

This clause provides a township structure plan (Figure 3) for Port Campbell, identifying the subject site as an area providing for new residential development. Road access to new residential development is shown to be provided from both Hennessy Street and Pitcher Street.

Map 5 – Port Campbell Township Structure Plan

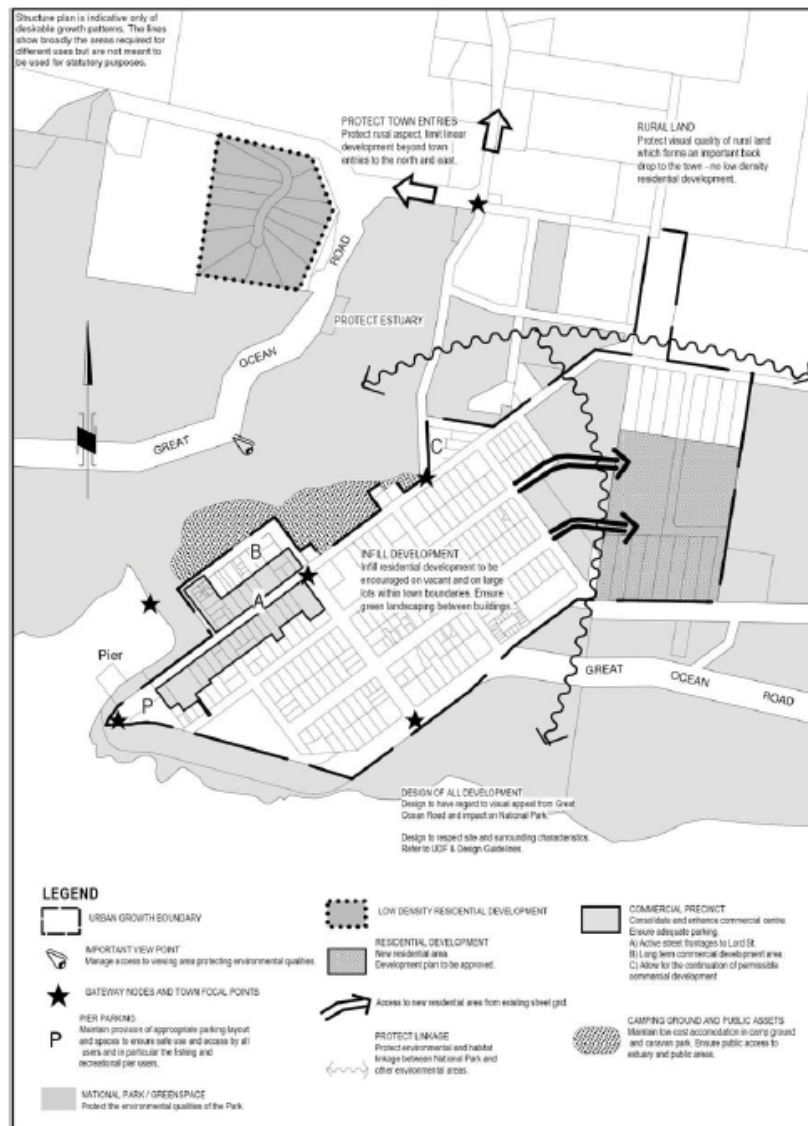


Figure 3. Port Campbell Township Structure Plan

Internal / External Consultation

Direct consultation occurred with representatives of the landowner prior to submission of the amended development plan to Council.

Correspondence was also received by Council from DELWP on 6 August 2018 indicating the support of both DELWP and the Port Campbell Recreation Reserve Committee of Management, to the proposed change in access to Hennessy Street.

Referrals

No mandatory referrals are required in considering a development plan. The amended development plan was however referred to both DELWP and the Port Campbell Recreation Reserve Committee of Management, who provided the following comments:

DELWP – supports the proposed change for relocation of site access to Hennessy Street, outlining the need for further consultation to occur at a later stage for the road and management of the recreation reserve.

Port Campbell Recreation Reserve Committee of Management – confirms its support for the relocation of site access.

A copy of these responses are provided under separate cover.

Advertising

Non-statutory public notice was undertaken for the amended development plan by:

- Sending notices to landowners of adjoining land, including properties in Hennessy Street between McCrae Street and McCue Street
- Notice in newspapers; Warrnambool Standard and Cobden Timboon Coast Times
- Notice in The Beacon.

Council has received three (3) submissions for the amended development plan. Key issues raised in the submissions primarily relate to the proposed relocation of site access road and increase traffic volumes along Hennessy Street.

Consultation

No direct consultation was undertaken for the amended development plan.

Assessment

Assessment of the amended development plan is confined to change in relocation of road access from Pitcher Street to Hennessy Street and does not re-open the merits of the development plan, which has been previously approved by Council.

The proposed change of road access to Hennessy Street has arisen from direct consultation between the landowner and both DELWP and the Port Campbell Recreation Reserve Committee of Management. Both parties advise that the preferred outcome for the future residential subdivision of the land is for road access to be provided from Hennessy Street, to limit the disruption to the management and operation of the Recreation Reserve.

The existing camping and caravan ground use of the Recreation Reserve is informal, but has intensified since the date of approval of the current development plan in 2010. There are approximately 70 sites available and provision of access from Pitcher Street would disrupt the reserve, dividing it into two areas.

Council's PPF, including the Port Campbell Township Structure Plan (Figure 3) and Development Plan Overlay (Schedule 4), provides two options for road access to be provided to the site, either Hennessy Street or Pitcher Street. Whilst the approved development plan from 2010 shows access to be from Pitcher Street, this may be varied with the consent of Council.

A development plan is not a planning permit application. A development plan provides a planning framework to facilitate the future subdivision and development of land. Planning approval for the future subdivision of the land can only be granted if the application is made in 'general accordance' with an approved development plan, and is subsequently exempt from third party notice and review rights.

In the case of the proposed amended development plan, concerns have been raised regarding relocation of road access and increased traffic volumes along Hennessy Street. Whilst increased traffic volumes from future access to the site may arise, future consideration will be given to road upgrade works or traffic mitigation measures. As a high level planning framework, the development plan does not address these matters.

In the assessment of the amended plan, weight must be given to the position of both DELWP and the Port Campbell Recreation Reserve Committee of Management, who have sought relocation of the access road, based on potential disruptions and impacts to the Recreation Reserve. Approval of the development plan will not only ensure continuation of camping and caravan ground use within the reserve as a tourism asset to Port Campbell, but will also promote the future residential development of the site as key growth component of the township.

Response to Submissions

Council has received four (4) submissions which raise concerns with the proposed amended development plan. A copy of the submissions are provided under separate cover.

The key issues raised and an officer response is provided below.

Objection	Officer response
Relocation of road access from Pitcher Street to Hennessy Street	<u><i>Objection not supported</i></u> The planning scheme provides two options for road access to the site. Access from Hennessy Street is consistent with the planning framework and carries support from DELWP and the Recreation Reserve Committee of Management.
Increased traffic volumes and management measure	<u><i>Objection not supported</i></u> Once the subdivision develops, there will likely be an increase in traffic along Hennessy Street. Consideration will be given to any required road upgrades or traffic mitigation measures at the time a planning application is lodged, to ensure road and pedestrian safety is maintained and the amenity of the area protected.

Options

Council has the following options in deciding upon the amended development plan:

1. Approve the amended development plan in accordance with the requirements of Development Plan Overlay (Schedule 4). **(Recommended option)**
2. Refuse approval of the amended development plan.

Conclusion

The proposed amended development plan, which seeks to relocate road access from Pitcher Street to Hennessy Street, will provide a planning framework to support the future residential subdivision and development of the subject land, whilst preserving the operation of the Port Campbell Recreation Reserve. The amended access arrangement is supported by DELWP and the Port Campbell Recreation Reserve Committee of Management.




The amended plan responds appropriately to the provisions of the Development Plan Overlay (Schedule 4) and the PPF, including Clause 21.06-6 (Port Campbell), and will result in a proper and orderly planning outcome.

Issues raised regarding increased traffic volumes and management can be further considered by Council at the time a planning permit application is lodged for residential subdivision.

RECOMMENDATION

That Council approves Development Plan (Amendment G) in accordance with the requirements of Development Plan Overlay (Schedule 4), being the Blair Land, north-east Port Campbell.

Attachments

1. Amended Development Plan Documentation Blair Estate DPO4 - Under Separate Cover 
2. Combined DELWP and Port Campbell Recreation Reserve Comments - Under Separate Cover 
3. Combined Submissions Blair Estate DPO4 - Under Separate Cover 

9. OFFICERS' REPORTS

9.1 Port Campbell Town Centre Project - Concept Plan

Author: Ian Gibb, Director Sustainable Development

File No: D19/101

Previous Council Reference: 22 January 2019, Item 1

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - Ian Gibb

In providing this advice to Council as the Director Sustainable Development, I have no interests to disclose in this report.

Summary

The purpose of this report is for Council to consider adoption of a Concept Plan for the Port Campbell Town Centre project. The project is seeking to upgrade the public realm of Port Campbell including Lord Street and the foreshore area. Agreement on a concept design will allow for detailed design work to commence, so as to progress toward implementation of the Port Campbell Town Centre project. There has been extensive community consultation on proposed plans, and the preferred plan which is recommended for adoption is considered to broadly reflect the key community feedback obtained. There is not universal agreement on the plan, and there is a diversity of community opinion on many of the matters included within the preferred plan.

Introduction

The project aims to strengthen and improve the functioning and amenity of Port Campbell's town centre. It specifically addresses the public realm component of Port Campbell and proposes investment in upgrading and improving areas including the streetscape of Lord Street and the foreshore area. The project seeks to re-position Port Campbell at the heart of the Shipwreck Coast. It requires a strong emphasis on designing for users, including both the local community and visitors, whilst respecting the existing township character.

Issues

Background

The current streetscape of Lord Street is tired and has reached the end of its life span, with Council having recently funded repair and maintenance works to both the road pavement and the footpath. There is a level of community recognition that the current treatment of Lord Street could be improved upon, particularly to better reduce conflicts between vehicles and pedestrians.

The Project Brief recognised anticipated increases in visitation with international day trip visitation to the 12 Apostles forecast to double by 2025. The project brief also recognised

the strategic importance of Port Campbell in the Shipwreck Coast Master Plan and that the location of Port Campbell has important influences on the future planning of the town centre.

The Government's commitment to the implementation of the Shipwreck Coast Master Plan has been evidenced by commencing delivery of Stage One infrastructure projects and a commitment by both Federal and State Governments to further funding over the next four (4) years as part of the Geelong City Deal. The initial infrastructure projects include a pedestrian bridge over Campbell's Creek at the rear of the Port Campbell Surf Lifesaving Club. Detailed design for this bridge is well underway and Parks Victoria have undertaken some community consultation in relation to this project. Regional Development Victoria (RDV) is currently leading further planning work for the Glenample precinct.

The project brief was developed during late 2016, and included consultation with the Port Campbell Progress Group and input from Councillors in early 2017. Following a tender process, Hansen Partnership and Terroir were appointed in August 2017 to lead the conceptual and detailed design development for the Port Campbell Town Centre Urban Design Project.

Design Principles

The following are the seven (7) overarching guiding design principles for the Port Campbell Town Centre Project:

- Capture Port Campbell's unique rural, coastal and historic character
- Provide high quality public realm
- Create a pedestrian focused town centre
- Respect the needs of local residents
- Capture the opportunities provided by visitors to the Shipwreck Coast
- Create a memorable visitor experience
- Apply environmentally sustainable design principles.

Concept design

Significant concept design work has been undertaken. This has included extensive community consultation in the development of plans, through the establishment of a Community Reference Group, an initial Inquiry by Design Workshop, public information sessions and two rounds of community consultation on concept plans.

Consultation on the initial overall concept plans occurred in January/February 2018. These plans have been provided to Councillors under separate cover. A public information session was held at the Port Campbell Artspace and plans were displayed online and at different points in Port Campbell. Residents were invited to have their say by completing a survey. 153 survey responses were received.

Key components of the **initial** concept design plans were:

- Making Port Campbell town centre more walkable, giving greater prioritisation to pedestrian movement recognising potential increased levels of visitation.
- Revisioning Lord Street as a well-designed main street with wider footpaths and parallel car parking provision.
- Removing foreshore car parking and vehicle movement to expand the foreshore area and maximise opportunities for activation and use by people, not cars.
- Creation of a pedestrian focused zone along the area of Cairns Street adjacent to the foreshore, improving the amenity and appearance of the foreshore area, and expanding future opportunities for outdoor dining in Cairns Street.

- Re-configuring Tregea Street to better meet current and future vehicle parking demand.
- Strengthening pedestrian linkages to existing and future trails networks, particularly to the proposed pedestrian bridge over Campbell's Creek. This is a critical challenge as the pedestrian bridge will be a new infrastructure element in the town.
- Strengthening the key vehicle route through town via Morris Street, rather than Cairns Street.
- Positioning bus parking at the northern end of Lord Street, opposite the Public Purpose Reserve.
- Restoring public access to the area under the Norfolk Island Pines at the southern end of Lord Street.
- Redistributing parking supply, and creating options for longer term parking and parking of larger vehicles outside the town centre.

Council received 153 survey responses. Whilst the survey responses are not a statistically reliable sample, they are useful as a guide to local community views. There is a wide variety of community opinion and views. The key issues raised in the initial community consultation on the draft concept plans included:

- Traffic congestion
- Changes to traffic circulation and movement patterns
- Car parking (adequacy of current supply and existing patterns of utilisation/turnover)
- Opposition to closure of Cairns Street to vehicles
- Opposition to the removal of foreshore car parking
- Loss of foreshore parking and changes to the foreshore area
- Foreshore needs to cater to a variety of uses and be open and accessible to all
- Pedestrian safety and lighting
- Concerns relating to material choices and durability/safety
- Strengthening connections to the National Park
- Retention of the current look and feel of Port Campbell
- Closure of Old Great Ocean Road
- Upper Cairns Street car parking, including alternative locations and uses
- The Service Station location in Lord Street and associated traffic movement issues from vehicle queuing
- Bus movements and bus parking in the centre of town, and
- Existing treatment of the area around the Norfolk Pines at the southern end of Lord Street.

There was general community support for the need to upgrade Lord Street, and for some of the detailed aspects of the plan (for example, relocation of bus parking and enhancement of pedestrian connections to the national parks). There was opposition to changes to traffic movement patterns (for example closure of Cairns Street) and to loss of parking and redistribution of car parking spaces, especially foreshore vehicle parking.

Council officers and the design team met with the Project Control Group and CRG to present these findings in March 2018.

Further consultation on options for the Cairns Street/Foreshore area occurred in July/August 2018. Four (4) different design options for this area were put forward. These plans have been provided to Councillors under separate cover. Feedback was able to be provided online or by completing a survey form. Council received 107 survey responses.

In addition, a petition of 271 signatures requesting 'Option 5' was presented at the 28 August 2018 Council meeting which proposed -*"Keep the Port Campbell foreshore accessible to everyone by retaining the current amount of car parks along the foreshore and ensure the continuation of two-way traffic."*

The key issues of concern in the community related to vehicle movement and to car parking supply and management with strong resistance to alteration of Cairns Street layout and the current foreshore parking arrangement. There has also been concerns expressed by traders concerning redistribution of car parking and relocation of bus parking. There was strong opposition to a one-way vehicle movement arrangement in Cairns Street, and strong opposition to the removal of foreshore car parking.

Also during August 2018, the Victorian Design Review Panel independently reviewed the Port Campbell Town Centre Project and provided advice to Council.

Since that time, consideration has been given to all community feedback and a preferred concept design has been developed.

The Preferred Design Concept

The preferred concept includes both a context plan and a concept plan (refer Attachment 1 for the Context Plan and Attachment 2 for the Concept Plan). The purpose of the preferred design concept is to show a suite of broad design propositions and an overall layout. A key focus of the design approach has been to enhance pedestrian safety and town walkability.

The Context Plan

The context plan is a broad township scale plan showing key contextual elements and features. The plan shows:

- Retention of vehicular access on Old GOR to the surfers viewing car park at the lookout point
- Partial closure of the Old Great Ocean Road. The closed section of the Old GOR would be repurposed for a walking trail and revegetated
- Morris Street as the primary vehicle route along the GOR and into Port Campbell (rather than Cairns Street)
- Promotion of bus access via Morris Street, with a restriction on bus access via Cairns Street
- Creation of a new bus parking area in Lord Street adjacent to the current Parks Victoria Office and near to the proposed new toilet facilities on the Public Purpose Reserve. This will facilitate a movement of bus parking away from Cairns Street/Lord Street, and away from the Foreshore/Surf Club area
- Creation of an upper Cairns Street carpark with 24 additional spaces
- Creation of an upper Cairns Street long vehicle park with 12 additional long vehicle spaces
- Linking of walking tracks and improved interface between the town and the National Park
- The location of the proposed pedestrian bridge across Campbells Creek.

The Concept Plan

The Concept Plan is focused around the town centre. It seeks to give greater priority to pedestrian movement and safety. It shows:

- Retention of two way vehicle movement on all streets including on Cairns Street adjacent to the foreshore and in Lord Street

- Improved public access to the area under the Norfolk Island Pines at the southern end of Lord Street, including expanded decking treatment
- Retention of 41 car parking spaces on Cairns Street in the current configuration (including the 90 degree parking facing the bay in Cairns Street)
- The proposed pedestrian bridge over Campbell’s Creek and a pedestrian link between the proposed bridge to the foreshore and Lord Street located to the northern side of the surf club building
- The creation of a plaza forecourt area to the surf club building and landscape improvements to the grassed foreshore area including amphitheatre seating
- Upgrading of Lord Street, including removal of the current paving “coloured stripes”
- Widening of footpaths in Lord Street between Morris and Cairns Street to 5 metres This will make the footpaths a more comfortable width and cater for future projected increases in pedestrian number
- Parallel parking on both sides of Lord Street. This will result in a reduction of 11 spaces. However it does provide parking to both sides of the street, and is a preferable parking arrangement to angle parking on one side of the street only
- The introduction of parking management techniques on Lord Street. (for example timed car parking limits to encourage improved turnover, increased utilisation of spaces and to prevent long term/all day parking)
- The narrowing of traffic lane width in Lord Street. This is important to slow vehicle speed. It will still allow for larger vehicles such as boats, garbage trucks and delivery vehicles to use the street
- Removal of the roundabout at the Cairns Street/Lord Street intersection and improved definition of pedestrian crossing and wayfinding.

Following agreement by Council on a concept plan further detailed design work would be undertaken. Detailed design will include consideration of matters such as refinement of the layout, materials and finishes, street tree placement, street furniture, signage, and accessible car parking provision.

Key Issues

A number of issues have been raised during the process of the development of the preferred concept plan.

Traffic Circulation

Traffic congestion and circulation is a matter raised frequently during consultation. The preferred concept plan retains two way vehicle circulation on all streets. This was strongly supported by the outcomes of community consultation.

Parking Supply and Management

The preferred concept plan is seeking to balance demand for car parking with pedestrian improvement, and also seeks to introduce better management of car parking to achieve turnover and improved utilisation of the existing supply of car parking.

The following table provides details on existing and proposed car parking space numbers:

	Tregea Street	Cairns Street	Lord Street	Fishermans Car park	Upper Cairns Street	Upper Cairns Long Vehicle	Car park next to Hostel	Total
Existing	53	41	85	32	0	0	34	245
Proposed	60	41	74	29	24	12	34	274

The preferred plan retains all 41 car parking spaces on Cairns Street adjacent to the foreshore area in its current configuration (including the current 90 degree angle parking spaces). This was the overwhelming community preference in submissions on the earlier concept plans which proposed reductions in parking on Cairns Street.

The preferred plan does result in a reduction of 11 car parking space in Lord Street. This arises from provision of parallel parking on both sides of the street. The option of the provision of angle parking on one side of the road is not feasible if footpaths on both sides to the street are widened and two-way traffic movement is retained. The option of angle parking to be provided on one side of the street is not desirable as it will result in vehicles seeking to access angle parking located opposite to the direction of travel by crossing the oncoming traffic lane. This driver behaviour is evident with the current Lord Street parking arrangement.

Coupled with the introduction of parallel parking in Lord Street and the consequent reduction in space numbers, there is merit in introducing improved management of parking. Time limited parking will assist in increasing vehicle turnover and improved utilisation rates for the parking spaces. Long term parking can be provided for elsewhere, including in the Morris Street car park at the rear of the Baptist Church.

There have been many suggestions around the need for and location of additional vehicle parking space supply (for example by introducing angle parking on both sides of Lord Street south of Cairns Street, providing angle parking adjacent to the Council owned land in Morris Street, providing parking on the road verge in Cairns Street and in Hennessey Street). Other options outside project scope put forward include:

- Increasing car parking supply to the back northern side of the SLSC by taking land from the Caravan Park lease and making it available for additional car parking provision
- Utilising the three lots of Council owned land in Morris Street for additional car parking.

If pursued, these options would need to be subject to further investigation and future consideration by Council.

Parking Space Layout - Angle car parking versus 90 degree parking

The preferred concept plan retains 90 degree parking on foreshore. This was in response to strong community feedback, wanting to retain the ability to park and view the ocean and to retain parking supply close to beach. Provision of angle parking on the foreshore would result in a loss of four (4) car spaces. This option was not taken up because of the loss of spaces; and because the current 90 degree parking arrangement allows for vehicles to easily enter spaces from either direction of travel, and also facilitates egress in either direction. The current 90 degree parking also allows for direct viewing of the bay from parked cars, whereas angle parking would result in a more oblique view.

Community concern about risk for collisions between vehicles reversing out of the 90 degree parking spaces and vehicles parked parallel on the north side of Cairns Street could potentially be resolved by removing the parallel spaces. However, this would likely be opposed by traders and others, and is not considered necessary as 90 degree parking is a common form of parking space arrangement.

Long Vehicle Parking and additional parking spaces at Top of Town

The proposition for long vehicles parking at the top of town has not been widely supported. Concerns range from threat of cliff collapse to usability, and poor pedestrian connection to Lord Street (including steep topography). However the concept plan includes this because it is desirable to make some provision for long vehicle parking and also to move long vehicle parking out of the town centre. Additional parking spaces at the top of Cairns Street could be used for peak-season overflow parking, supplementing existing parking in the town centre during busy periods. Some visitors may choose to use this parking when visiting for long periods.

Bus Parking

The concept plan seeks to encourage bus parking at the northern end of Lord Street adjacent to the Port Campbell Public Purpose Reserve. This change also facilitates increased pedestrian activity in Lord Street. There is some community support for this approach. Other community members are seeking retention of bus parking in Cairns Street.

Accessible Car Spaces

Concern has been expressed that the preferred plan does not designate accessible car spaces. This is a task for the detailed design stage, and there is no intention to reduce the overall supply of universally accessible parking. A further concern is that the angled accessible car space proximate to the general store will be removed and replaced with a parallel accessible space, which will place disabled car drivers in greater danger. However, there are Australian Standards which determine space dimensions to ensure user safety and also many examples of parallel accessible car parking spaces. Further consultation can occur at the detailed design stage in relation to the location of accessible car spaces.

The Service Station

The location of the service station in Lord Street is frequently raised as being problematic, with vehicle queuing creating congestion on Lord Street. Relocation of the service station is outside the scope of this project, but is a matter which can continue to be investigated.

Footpaths

The concept plan is seeking to improve the wayfinding of the town centre for pedestrians, for example by widening footpaths on Lord Street between Morris Street and Cairns Street, and by creating a stronger pedestrian linkage between the proposed pedestrian bridge over Campbells Creek and the foreshore/Lord Street area.

Footpath widening in Lord Street is considered important for increasing capacity for future pedestrian numbers.

A number of community members are seeking better footpath provision throughout the wider township (for example between the Recreation Reserve and Lord Street or along Morris Street or along Cairns Street). Council's current policy and approach to footpath provision in residential areas is subject to Special Charge Schemes thus ensuring landowner contributions from those directly benefiting from the infrastructure. Comment has also been made that current grassed nature strips are uneven, and that more formalised footpaths are required (for example on the eastern side of Tregua Street).

Promoting greater community use of Foreshore/Cairns Street

Whilst the preferred concept retains the current layout of Cairns Street, there is an opportunity to trial short term/seasonal approaches to facilitate increased utilisation of the foreshore area and Cairns Street. The preferred concept allows Council to work with the

community and traders to improve usage and activation of the foreshore. For example to facilitate greater outdoor dining, to hold a festival or event on the foreshore or to trial temporary use of some car parking spaces for community or commercial activities for a limited duration of time.

Materials/Tree species and locations/Rubbish Bins/ Seating

Matters such as the choice of materials/finishes, the types and locations of street furniture and rubbish bins will be resolved at detailed design stage. A number of community concerns were raised about timber treatments proposed on the initial plan. The preferred concept plan is not seeking to provide final information on these matters. Further consultation with stakeholders and the community will occur about these issues during the development of detailed designs.

Policy and Legislative Context

The Council Plan 2017-2021 highlights six (6) themes; governance and financial sustainability, roads, vibrant economy, agriculture and tourism, built and natural environment, safe and healthy communities and organisational performance. The Port Campbell Town Centre Project is relevant to themes relating to vibrant economy, tourism, built and natural environment and healthy communities.

The Shipwreck Coast Master Plan (SCMP) seeks to position Port Campbell at the heart of the Shipwreck Coast. The SCMP contains a Township Interface Plan for Port Campbell, which places some emphasis on public domain areas and improved trail connections. Aspects of the preferred concept plan are responsive to the directions set by the SCMP.

Internal / External Consultation

A Project Control Group comprising stakeholder agencies (Parks Victoria, Regional Development Victoria, Great Ocean Road Region Tourism, Department of Economic Development Jobs Transport and Resources, and the Twelve Apostles Tourism and Business Association) has provided project input.

A Community Reference Group (CRG) was also formed and has been chaired by Councillor Illingworth. In June 2017, 15 people from the Port Campbell community nominated for the CRG and all nominees were accepted. The primary functions of the CRG have been to participate in consultation on the development of the design concept.

A two (2) day Inquiry by Design Workshop was held in Port Campbell on 25 and 26 October 2017, including a drop-in session open to all, and workshops with the CRG and the Project Control Group. The Community Reference Group also called an additional public meeting on 14 December 2017, which heard further ideas in relation to the proposed concepts.

During 2018, the initial concept design work progressed with two (2) key stages of community consultation in January and August 2018.

The preferred concept design being put forward for adoption by Council has been informed by the results of the community consultation undertaken.

Once the project proceeds to detailed design there will be further opportunities for community engagement. Detailed design will include consideration of matters such as refinement of the layout, materials and finishes, street tree placement, street furniture, signage, and accessible car parking provision. The intention is to continue working with stakeholders and community members through detailed design stage.

Financial and Resource Implications

The project needs to move beyond concept design to detailed design. This is important in terms of ensuring the project becomes shovel ready ahead of other SCMP projects, and to maximise the ability to attract external funding for implementation. Council has nominated funding of the Port Campbell Town Centre Urban Design project as a key advocacy priority for State and Federal Governments, and has forecast future expenditure in its Strategic Resource Plan. Construction is planned during 2020-2021.

Options

The preferred Port Campbell Town Centre Concept Plan is put before Council for adoption. This will allow the project to proceed to detailed design stage. The focus at detailed design stage will be to work up a detailed design based on the adopted concept plan, and its associated layout.

The following five (5) options are available to Council. They are described as follows:

- Option 1: Adopt the Concept Plan. This is the preferred option.
- Option 2: Adopt the Concept Plan with changes. Any changes should be specifically identified by the resolution of Council, and be compatible with the general layout reflected in the preferred concept plan. The matters identified should be limited to minor changes or matters to be further investigated at detailed design stage.
- Option 3: Undertake further consultation with the Port Campbell Community before adopting the concept plan. This is not recommended. There is no alignment of community views on many issues and further consultation is unlikely to yield new information. It is likely to lead to a restatement of information and opinion which has already been provided at earlier stages of plan development and considered in the preparation of the preferred concept plan.
- Option 4: Prepare a different plan. This option is not recommended. The preferred plan represents a best fit approach, having regard to the outcomes of previous consultation.
- Option 5: Abandon the Port Campbell Town Centre Project. This is not recommended as it would not result in any improvement to the amenity of Port Campbell.

Conclusion








There is a need to finalise a concept design for the Port Campbell Town Centre Project. The Shipwreck Coast Master Plan seeks to position Port Campbell at the heart of the Shipwreck Coast. The Design Principles provide overarching guidance for the development of the concept plan. Concept designs have been developed over a considerable period of time, and there have been multiple opportunities for community member engagement and feedback. The preferred concept plan put before Council has been informed by this feedback. Specifically there has been an overwhelming community response to retain two-way traffic movement and the current parking arrangement in Cairns Street. The preferred plan does provide for changes to Lord Street consistent with the design principles and will ensure that Lord Street functions as a high quality pedestrian friendly space well into the future when levels of visitation are projected to be much higher than current numbers. It is recommended that Council adopt the preferred concept design for the Port Campbell Town Centre Project.

RECOMMENDATION

That Council:

1. **Adopts the Preferred Concept Plan for the Port Campbell Town Centre Project, being the Context Plan (Drawing Reference LCD-001 dated 15/03/2019) and the Concept Plan (Drawing Reference LCD-001 dated 15/03/2019).**
2. **Proceeds to commission detailed designs for the Port Campbell Town Centre Project based on the adopted preferred concept plan.**

Attachments

1. Port Campbell Streetscape Context Plan 
2. Port Campbell Streetscape Concept Design Plan 
3. Port Campbell Streetscape Initial Draft Concept Design - Under Separate Cover 
4. Design Layout Option 1 - Under Separate Cover 
5. Design Layout Option 2 - Under Separate Cover 
6. Design Layout Option 3 - Under Separate Cover 
7. Design Layout Option 4 - Under Separate Cover 



WARNING
 BEWARE OF UNDERGROUND SERVICES. THE LOCATIONS OF UNDERGROUND SERVICES ARE INDICATIVE ONLY. THEIR EXACT POSITION SHOULD BE CHECKED ON SITE, EARLY IN THE DAY PRIOR TO WORK.

CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE BEFORE COMMENCING WORK. REPORT ALL DISCREPANCIES TO SUPERVISOR PRIOR TO CONSTRUCTION. PROPOSED DIMENSIONS TO BE TAKEN IN PREFERENCE TO SCALED DRAWINGS. ALL DRAWINGS MAY NOT BE REPRODUCED OR DISTRIBUTED WITHOUT PRIOR PERMISSION FROM THE LANDSCAPE ARCHITECT.

STATUS
FOR DISCUSSION
NOT FOR CONSTRUCTION

NO.	REVISION	DATE
-	For Discussion	26/02/19
-	For Discussion	15/03/19

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CLIENT
 Corangamite Shire
 181 Manifold Street
 Camperdown VIC

PROJECT
 Port Campbell Town Centre
 Urban Design Project

DRAWING TITLE
 Context Plan

DRAWN	CHECKED	SCALE
BB	SS	A1 1:1250 A3 1:2500

PLOT DATE	JOB NUMBER	CLIENT REF
15/03/2019	17.343	-

DRAWING NUMBER
 LCD-001



WARNING
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STATUS
FOR DISCUSSION
NOT FOR CONSTRUCTION

NO.	REVISION	DATE
-	For Discussion	22/01/19
-	For Discussion	26/02/19
-	For Discussion	15/03/19

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CLIENT
Corangamite Shire
181 Manifold Street
Camperdown VIC

PROJECT
Port Campbell Town Centre
Urban Design Project

DRAWING TITLE
Concept Design Plan

PARKING BAY COUNT	Type	Proposed	Existing
Tregea Street	Managed - Mixed	60	53
Cairns Street Foreshore	Managed - Short term	41	41
Lord Street	Managed - Short term	74	85
Fishermans Car Park bays	All day	29	32
Baptist Church Council Car Park	All day	34	34
Upper Cairns Street	All day	24	0
Upper Cairns long vehicle / regular parking	All day	12	0
TOTAL PARKING BAYS		274	245

LEGEND

- PROPOSED TREES
- EXISTING NORFOLK ISLAND PINES
- EXISTING TREES
- GARDEN BED
- PEDESTRIAN PATH/SHARED PATH
- RAISED ROADWAY
- PAUSE POINT
- PROPOSED GENTLE GRASS MOUNDING

DRAWN BB **CHECKED** SS **SCALE** A1 1:750 A3 1:1500

PLOT DATE 15/03/2019 **JOB NUMBER** 17.343 **CLIENT REF** -

DRAWING NUMBER LCD-001 **REV** -

9.2 Port Campbell Community Plan Update

Author: Garry Moorfield, Community Development Officer

File No: D19/133

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - Garry Moorfield

In providing this advice to Council as the Community Development Officer, I have no interests to disclose in this report.

Summary

This report provides advice an update to Council on the Port Campbell's Community Plan – *Community Priorities for Township Development 2013 - 2023*.

Introduction

Port Campbell's 10 year Community Plan was prepared over the period from August 2012 to January 2013, and received by Council on 23 April 2013. Participation was open to any person with an interest in Port Campbell and its future. The Plan involved a town survey, a 'Soapbox' event and a public meeting to deliberate on and rank identified township priorities. The town survey identified 175 ideas for Port Campbell. Some 104 people, or 50 per cent of the adult urban population of 260 (ABS, 2011) participated. The plan listed a total of 30 township priorities. These priorities cover a range of social, economic and environmental issues, with strong themes around natural assets, town amenity, tourism, development and infrastructure.

A review of Port Campbell's Action Plan occurred in 2017, three and a half years into the ten-year plan. The design of the review process commenced in November 2016 and was determined by the local community. It involved a dialogue through The Beacon newsletter (and Facebook group), two open house sessions, a survey, and two (2) public meetings through April and May 2017. Participation in the review was limited compared to the original Plan formulation, however it achieved two (2) significant outcomes. The priorities of the 2013 Port Campbell Action Plan were confirmed and (through an inclusive consensus process) a submission was prepared (and published in The Beacon) outlining what the Port Campbell community wants and expects from the then foreshadowed Port Campbell Streetscape project.

In the development of all community plans various agencies and organisations are identified as the lead for projects to proceed. In Port Campbell's case, five (5) key priorities were identified as the responsibility of Parks Victoria and a further nine (9) the province of the State Government. Four (4) priorities depend upon private business interests and commercial investment, and seven (7) through the agency of Council (and three (3) of these

in partnership with VicRoads). Only five (5) project priorities were seen as capable of being effected through the efforts of the local community, and almost all of these would need to be implemented in some form of partnership.

The above analysis highlighted the complex circumstance prevailing in Port Campbell in regard to land tenure, governance and policy formulation applying to the township. A number of external interests/agencies are seen as having a profound influence on the valuing and use of 'place', including the Federal Government, State Government (planning, development and infrastructure agencies), the tourism industry, the development industry, and Corangamite Shire. It is this complexity that generated strong local enthusiasm to participate in Corangamite Shire's community planning initiative, and an enthusiasm to draw the local community together that produced a considered and coherent plan created by the local community, for the community.

While it is the identification and implementation of projects – a focus on action and change – that generates interest and engagement, it is important not to overlook the more fundamental community development purpose of Corangamite Shire's community planning initiative. Over the course of the current Port Campbell Action Plan a significant percentage of the Port Campbell community has taken an active part in broader planning activities affecting the liveability and prosperity of the coastal community. Examples include the Shipwreck Coast Master Plan, Wannon Water's effluent pipeline planning, the restoration of the Port Campbell Soldiers Memorial and the prospective Port Campbell Streetscape project. These projects have encouraged the local community to get involved in opportunities to shape their destiny. Along the way new networks have been formed (within and across communities of influence), ideas have been exchanged, and learning and experience obtained across a broad range of community issues. The process of Plan formulation has brought together many local interests to transparently arrive at a common appreciation of the unique 'coastal village' community and outstanding natural attributes which give Port Campbell its compelling identity.

Issues

The Port Campbell community has done as much as it can to advance those five (5) project priorities which the local community could pursue. With limited available resources and a reliance on voluntary contributions, the community has delivered on the Celluloid by the Sea film festival (Priority 7), Priority 11 'Develop a community art space' and Priority 26 'a new community building'. The design of 'Welcoming Town Entry signage' (Priority 6) has been resolved through a design competition, yet the initial funding support indicated by RDV has lapsed. The other outstanding project proposal from the 'community agency' priority list is Priority 14, to construct a new historical museum and reclaim Port Campbell's town hall.

As noted previously, 25 of the original 30 priorities identified in the 2013 Port Campbell Action Plan can only be delivered through the agency of other responsible authorities or private commercial interests. Around half of these are tied up in both the implementation of the Shipwreck Coast Master Plan (where funding of \$108M has been announced under the 'Geelong City Deal') and the foreshadowed Port Campbell Town Centre project. The on-ground impacts of this funding are not known locally, and are unlikely to be until the outcome of State and Commonwealth negotiations are revealed.

For Port Campbell locals the past two years have been an exercise in patience (for some) or frustration (for others) with little to show so-far from the successive major funding announcements since 2016. Some of that frustration no doubt arises from an under-appreciation of the complexity of scoping, designing and funding major (cross-government)

projects within a National Park. Parks Victoria reports that the Campbell's Creek Pedestrian bridge (touching on Township Priorities 1 and 3) is still scheduled for completion in June 2020, along with the Saddle Lookout at the Twelve Apostles. No fewer than seven (7) township priorities are tied up in the Port Campbell Town Centre development project, which is at concept design stage.

Local people report that Port Campbell is busier than ever and that pressures associated with visitation are increasing. These observations are confirmed in current visitor statistics and projections prepared by GORRT. New infrastructure, such as the Campbell's Creek Pedestrian Bridge, can be expected to change the way in which locals and visitors experience the town, public open space and the Port Campbell National Park. Potential development of the Twelve Apostles Trail would contribute significantly to such a change. Whereas there is an evident difficulty in arriving at a consensus about how Port Campbell's infrastructure should best adapt to visitation pressures, progressive completion of significant township infrastructure may bring about a distillation of disparate views. Taken together, these two (2) developments might lead to a renewed appetite to address some of the broad-scale planning issues which will challenge Port Campbell now and in the near future. Such consideration will need to go beyond the idea of a 'plan' as a series of projects, and instead go back to the rediscovery of a township vision to which a majority of interests can enlist.

RANKING OF EXISTING (2013) PROJECT PROPOSALS AND 2017 RESPONSES

P	PROJECT PROPOSAL	SURVEY 2013	VOTES 2013	MENTIONS 2017
1	WALKING/ CYCLING TRACKS	47	24	11
2	HOT POOL/ SPA	31	15	5
3	SWING BRIDGE/ TWO MILE WALK	23	19	1
4	MORE CAR PARKING	23	13	1
5	DEVELOPMENT OVERLAYS	21	15	3
6	ENTRY/ WELCOME SIGNS	17	6	-
7	EVENTS AND FESTIVALS	16	9	4
8	PUBLIC TRANSPORT	15	8	2
9	STREETSCAPE UPGRADE	14	7	7
10	BAN/ RESTRICT HELICOPTERS	13	11	3
11	COMMUNITY ART SPACE	13	3	-
12	FIX LOCAL ROADS	4	13	2
13	TERRACE/FIX FORESHORE	12	11	5
14	HISTORICAL MUSEUM/ RECLAIM HALL	9	12	5
15	PERMIT DEVELOPMENT	4	11	-
16	HEADLAND WALK ACCESS	6	10	5
17	HOURS OF OPENING	10	3	1
18	BBQS	10	2	2
19	FORESHORE TABLES/ SEATS AND SHADE	10	1	8
20	MORE CAFES/ RESTAURANTS	10	-	3
21	WEED CONTROL	6	9	1
22	COACH PARKING	9	4	3
23	OFF-STREET PARKING	9	3	-
24	SUSTAINABLE TOURISM	9	2	4
25	OWN 12 APOSTLES	2	9	1
26	NEW COMMUNITY BUILDING	1	9	-
27	4 TO 5 STAR MOTEL	9	9	-
28	REDUCE ROLE OF PARKS VICTORIA	8	3	-
29	REDUCE SIGNAGE	8	2	1
30	TOWN GREEN	8	-	-

P means 'Priority', Survey 2013 (N= 84), Votes 2013 (N= 58), Combined mentions and votes 2017 (N= 24)

Little has changed since the Review of Port Campbell's Action Plan was presented to Council in August 2017, at least in terms of progress in implementing township priorities. However, there has certainly been substantial consultation and engagement between local community members and various authorities overseeing a range of development proposals. Within the next year or so there may be some tangible outcomes on the ground which will justify the investment local people have made in participating in Council's community planning process.

Policy and Legislative Context

The Council Plan 2017-2021 outlines Corangamite Shire's community planning initiative (Pages 10 and 11) and describes how, over the past six (6) years, it has systematically surveyed local residents and assisted them to develop Community Plans. Recognising the many benefits of community planning and supporting its delivery, the new Council Plan includes a 'commitment to support Council's Community Planning Program' under its Theme 4 Objective to 'Engage with and listen to our communities' (Page 23), and under the Theme 1 Objective to 'Advocate strongly in relation to . . . community priorities' (Page 13). Importantly, the Port Campbell Community Plan review process contributes to Council's Vision: 'We strive for a thriving and connected community' (Page 4) and gives expression to Council's Values of Respect, Innovation and Collaboration (Page 8).

Internal / External Consultation

This update draws on the consultation and engagement activities to develop (2013) and review (2017) Port Campbell's 10 year community plan. Activities included surveys, several public meetings, dialogue through The Beacon newsletter, open house and drop-in sessions and both The Beacon and Shire Facebook posts. Consultations with active members of the Port Campbell community through various projects and events as well as desk research provided further insights and information for this report.

Financial and Resource Implications

This report is for information only and does not entail any recommendations relating to increased or reduced financial and other resources. The provision of \$60,000 in seed-funding by Council provided the impetus and the means for the local community to identify and pursue projects to strengthen the Port Campbell community, to build public participation in decision-making affecting Port Campbell's future and to improve the liveability of the township through development projects. A number of Port Campbell Community Plan priorities are being considered as part of the formulation of future Council budgets or as part of Council's advocacy programs on behalf of Corangamite Shire communities.

Conclusion

The community of Port Campbell made outstanding progress over the first three-and-a-half years of its 10 year community plan, with works completed or proceeding on nine (9) of the original 30 listed priorities. This included the shaping of major projects for the town which will have long-lasting impacts, where the local community will be able to trace its impact on their creation and/or design. These achievements are indicative of a strengthened capacity of community members to come together, to form partnerships and to take active steps to achieve their goals.

For Port Campbell locals, the past two years have been an exercise in patience (for some) or frustration (for others) with little to show so-far from the successive major funding announcements since 2016. Parks Victoria reports that the Campbell's Creek Pedestrian Bridge (touching on Township Priorities 1 and 3) is still scheduled for completion in June

2020, along with the Saddle Lookout at the Twelve Apostles, but deadlines on other projects have passed. No fewer than seven (7) township priorities are tied up in the Port Campbell Town Centre development project, which is still in the concept design and consultation stage.

Just as the previous review of the Port Campbell Action Plan waited on the finalisation of the Port Campbell Arts Hub project, the next review of the Action Plan will ideally follow the opening of the Campbell's Creek Pedestrian Bridge in June 2020. Not only will that tick off top priorities in the ten-year Action Plan, but by then the directions of the Town Centre Project should be known, providing a clearer context for community contributions to other township priorities. Community members may then be able to concentrate some of their efforts on projects directly within their scope of influence.

RECOMMENDATION

That Council receives the Port Campbell Community Plan Update.

9.3 Resource Recovery and Waste Management Strategy 2019 - 2029

Author: Lyall Bond, Manager Environment and Emergency

File No: D19/118

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - Lyall Bond

In providing this advice to Council as the Manager Environment and Emergency, I have no interests to disclose in this report.

Summary

The purpose of this report is for Council to consider adoption of the Resource Recovery and Waste Management Strategy 2019-2029 (RRWMS) (attached).

Introduction

The RRWMS will guide and inform Council's future resource recovery and waste management services. This includes, but is not limited to, kerbside waste collection, public waste and recycling bin collections, the Corangamite Regional Landfill, resource recovery centres, closed landfills, littering, and waste minimisation and education.

The RRWMS has been developed in four (4) stages:

1. Corangamite Regional Landfill Financial Modelling
2. Resource Recovery and Waste Management Strategy Background Report
3. Draft Resource Recovery and Waste Management Strategy
4. Final Resource Recovery and Waste Management Strategy.

Issues

After considering the community and stakeholder feedback, the RRWMS has now been developed and includes a vision and three (3) objectives which will be the key focus areas over the life of the Strategy.

The Vision "*To reduce waste generation, increase resource recovery to extend the lifecycle of materials, and provide waste services and infrastructure that meet the needs of the community.*" is consistent with the community's and Council's desire to reduce waste generation and support communities to manage waste into the future.

The three (3) objectives are consistent with the regional waste management strategy and provide an insight into both the current and future waste management needs of the community and Council. To ensure the objectives are met, 14 key strategies have been developed (see table 2 below).

Objectives		How we will achieve these outcomes?
1. Reduce waste generation.	1.1	Support and promote waste avoidance and minimisation programs
	1.2	Explore innovative and cost-effective options to reduce waste generation (including food waste)
	1.3	Identify opportunities to avoid and minimise waste from Council operations
	1.4	Plan and implement effective measures to minimise and manage disaster waste as needed
2. Increase resource recovery to extend the lifecycle of materials.	2.1	Provide enhanced community education to increase awareness and encourage behaviour change around waste and recycling
	2.2	Advocate on waste and recycling issues and support local and regional programs that promote resource recovery
	2.3	Explore local and regional opportunities to maximise resource recovery and extend the lifecycle of materials
	2.4	Investigate options for improving resource recovery at waste facilities
3. Provide waste services and infrastructure that meet the needs of the community.	3.1	Work with other councils and organisations to identify opportunities for delivering more efficient and cost-effective services
	3.2	Investigate options to increase community service levels and support greater resource recovery from households and businesses
	3.3	Review waste and resource recovery infrastructure and services to minimise waste generated in public spaces
	3.4	Explore innovative systems to improve waste and recycling services and the robustness of data management
	3.5	Review the RRC/TS network to ensure usage and accessibility meets future community needs
	3.6	Upgrade waste facilities as needed to improve operating efficiency and ensure facilities are in accordance with best practice standards and regulations

Table 2 Key Objectives and Strategies

Each of the objectives and strategies have then been used to develop an implementation plan, which forms Appendix 1 of the report and contains actions for Council to consider over the life of the Strategy and review on an annual basis.

Policy and Legislative Context

Development of the RRWMS meets the following objectives and strategies from the Council Plan 2017-2021:

Engage and listen to our communities

Provide cost effective and high quality waste management services

Manage the Naroghid Landfill to ensure that it is both financially and environmentally sustainable into the future

Comply with licence conditions for Naroghid landfill and requirements of associated audits

Provide an efficient waste collection service for residents of townships

Increase resource recovery

Internal / External Consultation

The RRWMS was released for consultation to gain feedback from the community and key stakeholders. Copies of the Draft Strategy were available on Council's website, at the Civic Centre and libraries. Submissions were also invited through advertisements in local newspapers.

In addition, community members were able to provide feedback on the Draft Strategy through social media, written submission, through phone or in-person interview, or by attending one of three (3) community consultation sessions held in Skipton, Camperdown and Port Campbell.

Key issues identified during the consultation process included the ability to increase services, alternative methods of paying at transfer stations and community education. The comments received during the consultation period were considered by Council officers and used to inform the final RRRWMS.

Financial and Resource Implications

The RRWMS will seek to provide improved service efficiency to ensure that waste services are cost effective and affordable to the community. Financial and resource constraints have been considered during the development of the RRWMS, and resources required to deliver the RRWMS will be considered as part of Council's annual budget process.

Options

Council may decide to adopt the Resource Recovery and Waste Management Strategy 2019-2029 as presented. Alternatively, Council may decide to amend the strategy prior to its adoption.


Conclusion

The Resource Recovery and Waste Management Strategy 2019-2029 provides the future strategic direction for Council's waste management functions. The Strategy has been developed after considering community and stakeholder feedback, and once adopted will be implemented through the actions identified in the implementation plan.

RECOMMENDATION

That Council adopts the Resource Recovery and Waste Management Strategy 2019-2029.

Attachments

1. Resource Recovery and Waste Management Strategy 2019-2029 - Under Separate Cover 

9.4 Rural Councils Transformation Program - Authorisation of Business Case Submission and Implementation

Author: David Rae, Director Corporate and Community Services

File No: D19/125

Previous Council Reference: 11 September 2018, Item 2
13 September 2018, Item 8.1

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - David Rae

In providing this advice to Council as the Director Corporate and Community Services, I have no interests to disclose in this report.

Summary

The purpose of this report is to seek the authorisation of Council to submit an application and business case on behalf of Moyne Shire Council and Warrnambool City Council under the Rural Councils Transformation Program (RCTP) and authorisation to implement the initiative contained within the submitted business case, subject to the application being approved for RCTP funding.

Introduction

Corangamite Shire, Moyne Shire and Warrnambool City were successful in securing a State Government grant in June 2017 in order to complete a business case to determine the feasibility of transitioning the respective Enterprise Resource Planning (ERP) platform of each council into a shared service model. An ERP is the digital platform that delivers the core business information systems of an organisation. In the case of the partner councils this platform is currently provided by TechnologyOne. The (initial) business case was completed in May 2018.

In August 2018 the State Government launched the Rural Councils Transformation Program (RCTP) to support the 48 regional and rural councils to implement large-scale transformative projects at a regional level. The RCTP is designed to seed fund transformative projects requiring approximately \$2 million to \$5 million in funding. Total project funding is \$20 million.

As lead council, Corangamite Shire submitted an Expression of Interest (EOI) on behalf of the partner councils (known as South West Councils ICT Alliance) in November 2018 to secure funding to implement the outcomes of the business case previously prepared.

Council received notification in December 2018 that the EOI had been successful and the partner councils were invited to make formal application to the RCTP by 31 March 2019.

The formal application builds upon the initial business case which was presented to Local Government Victoria in August 2018.

A successful RCTP application provides an opportunity for the three (3) partner councils to implement the outcomes of the initial business case and transition their ERP environment into a shared service, “cloud” based, delivery model without any matching financial commitment.

Issues

In June 2017 Corangamite Shire, Moyne Shire and Warrnambool City were notified of a successful application under the State Government’s Finance and Accounting Support Team (FAST) Program. The FAST Program is designed to improve the financial sustainability of local governments, particularly in rural and regional Victoria. The \$75,000 FAST grant was matched by a 50:50 cash and in-kind contribution of \$25,000 from each council for a total project cost of \$150,000.

The funds and in-kind contributions were used to complete an initial business case to determine the feasibility of integrating the ERP environments of each council into a shared service model with the long term objective of delivering corporate services more efficiently through innovative and contemporary technology.

Having been successful with the recent EOI the initial business case has been revised and updated to meet the requirements of the RCTP. The draft business case is attached under separate cover and accompanied by an executive presentation. Given commercial sensitivities both items are confidential. The draft business case is unlikely to materially change before submission as the projected financial outcomes have been finalised.

Business Case

Rural and regional councils in Victoria face a number of pertinent challenges. This led to the partner councils to explore implementing a shared service initiative as:

- There is considerable financial pressure on expenditures, with rate capping and a reduced grant environment impacting Council financial sustainability.
- The scope, cost and complexity of information and communications technology (ICT) systems is growing within councils, driven by issues such as community expectations for online services, regulatory complexity, a digitisation agenda, internal demand and cyber security.
- Access to ICT skills is limited through a combination of small teams and distance from capital cities and major regional centres.
- There is political pressure to collaborate, leveraging a viewpoint that there is waste and inefficiency through unnecessary duplication and repetition both within and between councils.

In response to the above challenges the business case examines whether or not it makes good business sense to transition the three (3) existing core ERP systems at Corangamite Shire, Moyne Shire and Warrnambool City into a shared service model.

Based on the evaluation there is a strong financial and structural argument to make this change, while understanding that there are risks that need to be understood and managed. The business case concludes in a shared service ERP environment with a fully funded government investment of \$4,500,497 a positive Net Present Value of \$163,563 is achieved across the five (5) year project timeline. (Refer below for further discussion on the finance and resource implications.)

Benefits

The business case provides a robust analysis of the current state of the ERP at the three (3) councils and compares this to a future state where a shared service ERP model provides a significant portion of the enterprise ICT needs. The change in structure and approach will allow councils to deliver in a number of areas including:

- Improved community and customer experience through flexible on-line and mobile services
- Improved staff engagement with better aligned and streamlined business processes
- Reduced costs for executing back-end processes through economies of scale and eliminating duplication
- Improved agility, allowing councils to change their operations quickly in responses to changes in legislation or policy
- Better cyber security through a highly sophisticated “cloud” model.

The change also allows the three (3) councils to leverage their commitment to working together, it opens additional areas for collaboration and it provides evidence of the ability of councils to achieve the benefits of scale while remaining three separate organisations.

Section 4 of the business case discuss the benefits in detail.

Project Risk

The implementation of any major ICT transformation entails considerable risk. Whilst there are some good examples of council shared services, there are also a number of examples where the implementation has failed.

The project encompasses both an ICT platform change and a significant adjustment to the way business processes are managed at the three (3) councils. The success of the project is highly reliant on the ongoing commitment and collaboration from all councils and their executive and staff whilst remaining cognisant of the associated risks.

While there are material project risks, it is anticipated that the future state will represent a significantly lower risk profile for the three (3) councils. The ICT architecture will result in a lower cyber security risk and the commonality of business processes will reduce key personnel risk. Having dedicated ERP focused staff will lead to higher levels of expertise in the system and less risk of (potentially) poor ICT investment. Council should be aware:

- The full realisation of benefit from the changes proposed in this business case will take time and management effort. Whilst the project may be completed in two (2) years, embedding a shared service across three organisations will take several years.
- There is a risk the incumbent technology vendor will not properly support the Shared Services ERP model either through technology constraints or commercial considerations. It may be necessary to establish the Shared Service ERP using an alternate ERP vendor, with the associated change and financial impacts.
- This project is understood to be the first example of implementing a shared service ERP between councils in Victoria. As such there are first mover risks. However, the project provides the opportunity to demonstrate how a shared services model can influence the financial pressures experienced by many Victorian councils.
- Risks will materialise where either a partner withdraws or dominates. Similarly, there is risk of the ERP being “warehoused” in a hosting council or not capable of integrating third party software products.

A detailed risk assessment is provided in Appendix I of the business case.

Rural Councils Transformation Program

Rural and regional councils can obtain support for the creation and implementation of new regional service delivery models for their communities following the launch of the \$20 million Rural Councils Transformation Program (RCTP) in August 2018. The RCTP aims to:

- Improve the financial sustainability of rural and regional councils by achieving economies of scale including through regional service delivery or collaborative procurement
- Promote more efficient and improved service delivery through collaboration and innovation
- Facilitate benefits for rural and regional communities, with priority given to those for rural communities, and
- Demonstrate potential efficiencies to be gained through regional service delivery.

Early August 2018 the RCTP expression of interest period opened, closing mid-November 2018. The 48 rural and regional councils were invited to form partnerships of three (3) or more councils to submit an expression of interest for funding a project.

The RCTP, funded through the 2018-2019 State Budget, is supporting the implementation of large-scale transformative projects on a regional level, such as joined-up service delivery, corporate services, procurement and asset management. The RCTP is designed to seed fund transformative projects requiring approximately \$2 million to \$5 million in funding. While applicants may do so, there is no requirement for applicants to provide a matched, cash co-contribution. An indicative proportion of 75 per cent of funding allocated to an approved proposal will be available for upfront seed funding, with the remaining 25 per cent to be paid upon completion of all the agreed milestones. However, some indirect costs may be incurred.

Applicants are expected to demonstrate the commitment and capacity to continue funding the proposal beyond the period of initial grant funding administered through the program.

Shortlisted EOI's, including the South West Councils ICT Alliance, must complete a business case and submit by 31 March 2019. The business case will then be assessed by multiple government departments, including Treasury and Finance. It is likely successful applicants will be announced no later than June 2019.

The Opportunity

The Corangamite-Moyne-Warrnambool partnership is well advanced and uniquely placed to submit a full application to the RCTP.

Cost associated with completing the application and reworked business case have been funded by Local Government Victoria. This is to ensure it satisfies the funding guidelines. A council resolution of each participating council is required as a condition of submitting the completed business case by 31 March 2019. Councils, as part of the resolution, must also commit to implementation subject to the application being approved. The implementation approach is described in the business case within Appendix G.

Policy and Legislative Context

Consideration of this report and submitting an application under the Rural Councils Transformation Program is in accordance with the Council Plan 2017-2021 and the following commitments:

We are committed to ensuring the ethical behaviour of Councillors and staff, maintaining good governance and remaining financially sustainable.

Council will make budgetary decisions that ensures Council remains in a strong financial position now and into the future.

Council will deliver value for money by ensuring that services are required and delivered efficiently and sustainably.

Council will build strong and effective partnerships with key stakeholders including peak organisations and the State and Federal Governments.

We value our employees, their contribution and are committed to providing a safe workplace. We will ensure our organisation delivers a high level of customer service and our employees act with integrity at all times.

Improved customer service through improved accessibility of services through online delivery.

Achieve improved efficiencies through shared services, innovative practices and joint procurement.

Application to the RCTP is also consistent with the Heads of Agreement - Shared Corporate Services that exists between the five (5) councils of the great south coast who agree will:

- Strive to identify shared corporate service opportunities that will improve council efficiency and service provision
- Demonstrate transparency, inclusiveness, accountability which is conducive to a co-operative relationship that fosters innovation and collaboration
- Commit to providing the required human and financial resources to ensure the successful delivery of initiatives
- Adhere to the described governance processes
- Strive to deliver tangible benefits to all member councils, and
- Ensure any project will maintain the brand integrity of each council.

Similarly, the shared service project aligns with the strategic intent of Council's Information and Communications Technology Strategy 2017-2021 which is to *"take advantage of shared services initiatives with other organisations as they arise"*. Similarly, as part of the strategy development, ongoing development of shared services between the three (3) councils was reinforced, with the expectation that the shared service opportunities be developed during the strategy period. Such activities will potentially strengthen the business systems alignment of the three councils, as well as providing opportunities for cost/resource sharing and future cost reduction.

Rural and regional councils listed in Schedule 2 of the *Regional Development Victoria Act 2002* (which includes Corangamite Shire) that did not participate in the RCTP through submission of an EOI are ineligible to apply for round two funding under the Rural Roads Victoria Fixing Country Roads Program. Corangamite Shire remains eligible having submitted an EOI with Moyne Shire Council and Warrnambool City Council.

Internal / External Consultation

Corangamite Shire is lead agency for completion of the business case. A project steering group consisting of corporate service directors and IT managers from the three (3) councils

worked with the Local Government Victoria appointed firm, Information Professionals, to complete the business case.

Significant internal consultation across an 18 month period has occurred amongst Council's Senior Officer Group and with immediate internal stakeholders (Finance, Information Services). Similarly, regularly conversations and meetings were conducted with relevant employees of the partner councils.

The Chief Executive Officers of Corangamite, Moyne and Warrnambool were presented with the initial business case late May 2018. Following CEO endorsement Local Government Victoria was briefed and presented with the initial business case early August 2018.

Late August 2018 the Victorian Government announce the Rural Councils Transformation Program. Council was briefed in September 2018 on the initial business case and officers received Council support to seek implementation funding by submitting an Expression of Interest under the RCTP.

Council received successful notification of the EOI on 3 December 2018. Since that time the partner councils have collaborated with the assistance of Information Professional (IP) and Local Government Victoria (LGV) to complete the business case in the required form.

A joint briefing of the Audit Committees of Corangamite Shire, Moyne Shire and Warrnambool City took place on 28 February 2019 in Warrnambool. At this briefing committee members were briefed on the business case and provided opportunity to ask questions of IP and officers in attendance. It is anticipated Council's Audit Committee will provide some oversight of the project should the application be successful.

The business case is required to be submitted by 31 March 2019 and resolutions of Council authorising its submission and implementation must be submitted to LGV by 30 April 2019. The business case will be reviewed by LGV before submission. Successful recipients of the RCTP grant will likely be announced no later than June 2019.

Financial and Resource Implications

Business Case

The cost to Corangamite Shire to complete the initial business case was \$12,500 cash and a \$12,500 in-kind (officer time) contribution. The total project cost was \$150,000. The business case was funded by the \$75,000 FAST Program grant matched by \$12,500 cash and \$12,500 in-kind from each council. Some additional out-of-pocket expense were also incurred.

The business case concludes in a shared service ERP environment with a fully funded government investment of \$4,500,497 a positive Net Present Value of \$163,563 is achieved across the five year project timeline. Section 6 details the NPV assessment, including the underlying assumptions. Table 1 within the business case forecasts minimum gross savings (including anticipated productivity gains) to Corangamite Shire Council over the five year period of \$897,255. There is no obligation on Council to provide any direct project funding. However, some flexibility is required to support change management to ensure a successful outcome. This would be considered as part of Council's annual budget cycle.

The detailed financial and options analysis is contained within the business case. This options analysis also includes an optimistic and pessimistic scenario. In an optimistic scenario, additional benefits are realised and the projected NPV is higher than anticipated.

Similarity, in a pessimistic scenario the project doesn't become NPV positive within the required 5 years. Should this circumstance arise the alternatives available to Council would be to abandon the shared service model or continue knowing the benefits realised are less than those anticipated.

Rural Councils Transformation Program

The Rural Councils Transformation Program provides a unique and significant opportunity to progress the intent of the initial business case completed under the Finance and Accounting Support Team (FAST) Program. Further information on RCTP can be obtained at www.localgovernment.vic.gov.au/grants/rural-and-regional-councils-sustainability-reform

There was a small cost to complete the Expression of Interest. LGV have fully funded preparation of the revised business case.

A successful RCTP application will allow the three councils to implement the business case at nil cost as is the intent to apply for 100% of implementation funding. It would be expected Council would then make some resources available, such as backfill of positions, over the implementation period to ensure its success.

Change Management

The complexity, scale and intent to transition to a shared service model will create significant change management implications for all participating organisations that will need to be carefully managed. Internal engagement to date has been minimal given the uncertainty of outcome. A change management plan would need to be developed should a successful outcome result.

Options

Council may or may not wish to approve:

- The submission of the business case by Corangamite Shire Council on behalf of Moyne Shire Council and Warrnambool City Council, and
- Implementation of the project within the submitted business case, subject to the application being approved for RCTP funding.

Should any partner council not pass the required resolution the business case would not be eligible for funding under the Rural Councils Transformation Program. The partner councils would be required to either fully fund the project jointly or secure funding from an alternate source, which is highly unlikely.

Conclusion

An evolution is underway in how organisations employ information and communications technology to improve business performance. The journey from a traditional enterprise to a digital world involves changes in approach. The digitisation agenda is one centred on putting the customer first and creating processes that offer enhanced customer experiences enabled by technology.

The business case prepared jointly by Corangamite Shire, Moyne Shire and Warrnambool City has determined it is financially viable to transition to a shared service ERP delivery model in order to meet the future needs of their respective organisation and customers. The Rural Councils Transformation Program provides the opportunity to realise this through mitigation of the financial risk and ongoing project support. The initiative will also position the partner councils to leverage additional shared service and collaborative opportunities.

Council authorisation is requested to submit the business case and implement should the application is successful.

RECOMMENDATION

That Council:

1. **Notes that Corangamite Shire Council, as lead council, is a participant in a grouping of councils making an application for funding under the Victorian Government Rural Councils Transformation Program (RCTP) for the following initiative:**
 - (a) **South West Councils ICT Alliance – ERP Share Service in conjunction with Moyne Shire Council and Warrnambool City Council.**
2. **Notes that for an RCTP application to be eligible for consideration, the following criteria must be met:**
 - (a) **Submission of a joint business case by 31 March 2019.**
 - (b) **Each council must pass an accompanying resolution committing to implement the business case, if approved for funding. The resolution must be lodged with Local Government Victoria by 30th April 2019.**
3. **Approves the submission of the business case by Corangamite Shire Council on behalf of Moyne Shire Council and Warrnambool City Council.**
4. **Approves implementation of the project within the submitted business case by Corangamite Shire Council, subject to the application being approved for RCTP funding.**

Attachments

1. **South West Councils ICT Alliance Business Case - Rural Councils Transformation Program Executive Presentation Summary - Under Separate Cover - Confidential**
2. **South West Councils ICT Alliance Business Case - Rural Councils Transformation Program - Under Separate Cover - Confidential**

9.5 Quick Response Grants Allocation March 2019

Author: David Rae, Director Corporate and Community Services

File No: D19/130

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - David Rae

In providing this advice to Council as the Director Corporate and Community Services, I have no interests to disclose in this report.

Summary

The purpose of this report is to approve the March 2019 allocation of funds under the Quick Response Grants Program.

Introduction

The Quick Response Grants Program is beneficial in supporting instances of community need that are not readily able to be considered under the Community, Events and Festivals, Facilities or Environmental Grants Programs. Applications for Quick Response Grants are considered by Council as they are received.

Issues

The Quick Response Grants Program has a fixed budget that Council provides annually for the distribution of funds to Shire community groups. The Quick Response Grants Program has a rolling intake and this flexible approach allows Council to allocate small amounts to various community groups which results in positive outcomes.

Applications received for this allocation are attached under separate cover. Each application has been assessed against the following criteria, as detailed in the Quick Response Grants Policy:

- a. Eligible recipient
- b. Council Plan alignment
- c. Community benefit
- d. Eligible expenditure.

The assessment has also been provided as a separate attachment to this report.

Policy and Legislative Context

Consideration of applications for the Quick Response Grants Program is in accordance with the Quick Response Grants Policy and the following 2017-2021 Council Plan commitments:

We are committed to working towards ensuring the safety, health and wellbeing of our communities

Council will continue to provide and support a range of community and social support services

Council will provide and support a range of opportunities that support people to engage in healthy and active lifestyles, the arts, recreation and sport

Improved educational outcomes in Corangamite Shire

Support our small towns and dispersed population

Improve the health and wellbeing of our community

Internal / External Consultation

Applications for the Quick Response Grants Program are available from Council's website or by contacting Council's Community Relations team. Applicants are encouraged to discuss their application with the respective Ward Councillor prior to submission. Applicants may also contact Council's Director Corporate and Community Services for further information. Applicants will be advised of the outcome of their application following the Council meeting. Successful applicants will also be requested to provide a grant acquittal following completion of the event or project, including return of unexpended amounts.

Financial and Resource Implications

The 2018-2019 Quick Response Grants Program budget allocation is \$14,000. Annual allocations for each Ward shall not exceed 1/7th of the fund's annual budget in the case of North, South West, Coastal and South Central Wards, and 3/7th of the fund's annual budget in the case of Central Ward. Should the allocations be approved as recommended in this report, the remaining allocation is outlined in the table below.

Ward	Annual Allocation	Previous Allocations	This Allocation	Remaining Allocation
Coastal	\$2,000.00	\$500.00	\$0.00	\$1,500.00
North	\$2,000.00	\$500.00	\$500.00	\$1,000.00
South Central	\$2,000.00	\$1,344.78	\$0.00	\$655.22
South West	\$2,000.00	\$1,975.00	\$0.00	\$25.00
Central	\$6,000.00	\$3,333.00	\$500.00	\$2,167.00
	\$14,000.00	\$7,652.78	\$1,000.00	\$5,347.22

Options

Council can consider:

1. Allocating the funds as requested by the applicants.
2. Allocating the funds for a reduced amount.
3. Not allocating funds as requested by the applicants.

Conclusion

The Quick Response Grants Program provides financial assistance to community groups to undertake beneficial projects and activities. The applications recommended for funding in this allocation are in accordance with Quick Response Grants Policy and will result in positive outcomes for the community.

RECOMMENDATION

That Council approves the following application for funding from the Quick Response Grants Program for March 2019:

Applicant	Purpose	Ward	Amount
Terang Men's Shed	Enhancements to car parking to improve accessibility to facility.	Central	\$500.00
Lismore & Surrounding District Men's Shed	Construction of vehicle crossover to allow universal access to the new workshop in accordance with Permit LLP003045.	North	\$500.00

Attachments

1. Quick Response Grants Assessment - March 2019 Allocation - Under Separate Cover 
2. Application - Terang Mens Shed Group Inc - Part A - Under Separate Cover 
3. Application - Terang Mens Shed Group Inc - Part B - Under Separate Cover 
4. Application - Quick Response Grant Application - Lismore & Surrounding District Men's Shed - Part A - Under Separate Cover 
5. Application - Quick Response Grant Application - Lismore & Surrounding District Men's Shed - Part B - Under Separate Cover 
6. Application - Quick Response Grant Application - Lismore & Surrounding District Men's Shed - Part C - Under Separate Cover 

9.6 Councillor Attendance at 2019 Australian Local Government Association Conferences

Author: Penny MacDonald, Executive Services and Governance Coordinator

File No: D19/100

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Author - Penny MacDonald

In providing this advice to Council as the Executive Services and Governance Coordinator, I have no interests to disclose in this report.

Summary

The purpose of this report is for Council to consider Councillor representatives for attendance to the Australian Local Government Association's National General Assembly and National Local Roads and Transport Congress.

Introduction

Each year the Australian Local Government Association (ALGA) organises the National General Assembly of Local Government (NGA) in Canberra, and the National Local Roads and Transport Congress (Congress) at a location determined annually. This year the NGA will be held in Canberra from 17-20 June, and the Congress will be held at Hahndorf (South Australia) from 18-20 November.

The NGA and the Congress are important events for Corangamite Shire, as they provide Councillors with the opportunity to elevate the Shire and our priorities to the Federal level. Councillors attending the conferences will also gain insight into a range of issues affecting the Local Government sector and bring crucial information back to Council.

Issues

National General Assembly

The theme for the 2019 NGA is *Future Focused*. The program has an emphasis on change and explores a range of issues impacting local government. Participants will have the opportunity to debate issues of national significance and meet with members of Parliament following the next federal election, to advocate for our communities and promote issues of importance to Corangamite Shire.

Sessions during the NGA will include discussions on opportunities for local government following the federal election, technology, alcohol and drug misuse, and a keynote address on community engagement by Kylie Cochrane, a communications/engagement adviser with extensive experience working with New South Wales Government departments and agencies. Other speakers invited to address the NGA include the Prime Minister, Leader of the Opposition, and Federal Minister for Local Government.

Council has budgeted for up to three (3) Councillors to attend the NGA this financial year. Councillors Jo Beard and Neil Trotter attended the NGA in 2018.

National Local Roads and Transport Congress

The program for the 2019 Congress is not yet available, however the annual conference provides Council with the vital opportunity to send a Councillor delegate to hear from industry experts on current issues, challenges and emerging trends, as well as contribute to discussions on ALGA policy direction and advocacy efforts.

In 2018, the Congress covered a wide range of issues including road safety, innovation in road treatments, road funding, rail and aviation transport, and transport integration with land use. Delegates also heard from State and Federal Transport MPs.

Council has included in its draft Budget funding for one Councillor to attend the Congress in 2019, as roads are a key theme in the 2017-2021 Council Plan and an important issue for Corangamite Shire. Cr Ruth Gstrein attended the 2018 Congress.

Policy and Legislative Context

Corangamite Shire's Support for Councillor Professional Development Policy provides for Councillors to attend conferences, workshops and seminars which will increase their knowledge of issues affecting the local government sector. The policy requires that in the event that the proposed expenditure on a single professional development opportunity exceeds \$2000 per Councillor, the expenditure must be approved by a decision of Council.

The policy also requires the assessment of professional development activities against certain criteria to determine the applicability of content to current or likely future Council issues.

An assessment of attendance at both the National General Assembly of Local Government 2019 and National Local Roads and Transport Congress 2019 against the criteria is provided below.

1. *Does the event provide an opportunity to receive or upgrade relevant and necessary training directly related to the Councillors' role?*

Yes, both events will provide Councillors representing Corangamite Shire with the opportunity to upgrade their knowledge on a range of issues that influences the Local Government sector and is directly related to their role as Councillor.

2. *Does the event provide an opportunity to learn key information about an issue of public policy related to the Corangamite community?*

Yes. Councillors attending the NGA and the Congress will have the opportunity to increase their understanding of issues of national significance that will be beneficial to Council's policy development. Councillors will also be able to influence ALGA policy through discussions and debates during the conferences.

3. *Does the event have the potential to foster broad economic development opportunities within Corangamite Shire?*

Yes. The NGA program will include sessions on digital technology, a key factor for fostering economic development opportunities within local communities. The Congress will include transport and freight discussions which is directly related to improving economic development within Corangamite Shire.

4. *Does the event provide an opportunity for Councillor(s) to build their networks both within and across sectors, in a way which will be of benefit to the Corangamite community?*

Yes. Panel sessions will allow for interaction with presenters and other keynote speakers, providing maximum opportunity for delegates to increase their knowledge and bring back important information to Council. Informal networking will also occur during the conferences, which will provide Councillors with the opportunity to share ideas and gain invaluable contacts for the future.

Internal / External Consultation

The Chief Executive Officer has consulted with Councillors regarding the opportunity for them to attend the 2019 NGA and Congress.

Councillors who attend the conferences are expected to present a verbal report to Councillors on the events at the next available Councillor briefing.

Financial and Resource Implications

Attendance at the NGA for one or more Councillors will be at an estimated cost of \$3,000 per Councillor, including conference registration, flights, accommodation and formal dinners. However, this amount is dependent on accommodation and flight availability, and does not include additional transport and ancillary expenses.

Attendance at the Roads Congress for one Councillor is estimated to cost \$2,300 depending on accommodation and flight availability. This estimate includes registration, travel (if flying to Adelaide) and accommodation. The estimate does not include other expenses including parking or additional meals.

The estimated cost for three (3) Councillors to attend the NGA is within the 2018-2019 Budget allocation for Councillor training and development. Attendance to the Congress for one Councillor has been included in the draft 2019-2020 budget for Councillor training and development.

Councillors do not have individual training and development allocations within the budget, and may participate in professional development opportunities as required within the constraints of the general training and development budget for all Councillors.

Options

Council may resolve to send one or more representatives to the conferences, or not send any Councillor representatives.

Conclusion

The National General Assembly of Local Government and National Local Roads and Transport Congress provides Councillors with a vital opportunity to elevate the Shire and our priorities to the Federal level. Councillors attending the conferences will also gain insight into a range of issues affecting the Local Government sector and bring crucial information back to Council.

Councillor representation at both conferences is recommended, as Councillors will be able to valuable insights into factors influencing Local Government, as well as advocate for our communities.

RECOMMENDATION

That Council:

- 1. Nominates one or more Councillors to attend the National General Assembly of Local Government 2019.**
- 2. Nominates one Councillor to attend the National Local Roads and Transport Congress 2019.**
- 3. Approves expenditure related to attendance at the National General Assembly of Local Government 2019 and National Local Roads and Transport Congress 2019, consistent with the Councillor Professional Development Policy and Councillor Expenses Policy.**

9.7 Records of Assembly of Councillors

Author: Andrew Mason, Chief Executive Officer

File No: D19/99

Previous Council Reference: Nil

Declaration

Chief Executive Officer – Andrew Mason

In providing this advice to Council as the Chief Executive Officer, I have no interests to disclose in this report.

Summary

This report documents the Assembly of Councillors to be reported since the last Ordinary Meeting of Council on 26 February 2019.

Introduction

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

Issues

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

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

Typical meetings classed as an Assembly of Councillors at Corangamite Shire include Councillor briefings, advisory committees and planning site inspections. However, from time to time additional records may be reported in accordance with the Act.

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

- The Councillors and members of Council staff attending
- The matters considered
- Disclosures of conflict of interest (if any are made)
- Whether a Councillor left the meeting after making a disclosure.

Records of an Assembly of Councillors are documented by a Council officer present at a meeting designated as an Assembly of Councillors. Responsibility for the maintenance of records associated with Assembly of Councillors rests with the Chief Executive Officer.

Policy and Legislative Context

Tabling of the records of Assembly of Councillors ensures Council is compliant with the Act. In addition, this report is consistent with the Council Plan 2017-2021 objective that “Council will demonstrate high levels of ethical behaviour and governance standards”.

Conclusion






The records documenting the below Assembly of Councillors are attached:

- Councillor Briefing 26 February 2019
- Planning Inspection 5 March 2019
- Councillor Briefing 12 March 2019
- Councillor Budget Workshop 13 March 2019
- Councillor Budget Workshop 19 March 2019.

RECOMMENDATION

That Council accepts the attached Records of Assembly of Councillors.

Attachments

1. Record of an Assembly of Councillors 26 February 2019 
2. Record of an Assembly of Councillors Planning Site Inspection 5 March 2019 
3. Record of an Assembly of Councillors 12 March 2019 
4. Record of an Assembly of Councillors 13 March 2019 
5. Record of an Assembly of Councillors - Councillor Briefing - 19 March 2019 

Council

Record of an Assembly of Councillors



Councillor Briefing

Date: 26 February 2019

Time: 2.00 pm

Place: Killara Centre

Present:

- Cr Beard Cr Brown Cr Durant Cr Gstrein
- Cr Illingworth Cr Oakes Cr Trotter

Cr Illingworth was an apology

Cr Beard arrived at 2.55 pm

Officers:

- Ian Gibb Brooke Love Andrew Mason David Rae

Garry Moorfield (Item 1)

Lyall Bond (Item 2)

Guests:

Ashley Pittard, Executive Officer, and Belinda Bennett, Manager Government Relations and Engagement, BSWWRRG (Item 2)

Issues Discussed:

Item	Discussion Topic
1	Community Vision for Corangamite Shire
2	Barwon South West Waste and Resource Recovery Group
3	Confidential Item: Major Tourism Facility Proposal
5	Hot Topics: <i>Agenda Items, Fire Recovery Update, GSC and MAV Feedback, Recycling Update; Princetown, 12 Apostles Master Plan, Shipwreck Infrastructure Plan, City Deal, Minister Local Government Meeting, Camperdown Dairy, Heytesbury Show; Port Campbell Town Centre, Bookaar VCAT Practice Day Hearing</i>
9	Councillor Items: <i>Lismore Progress Association Update, New Residents Evening, Lismore Golf Club, SW Health Satisfaction Survey, Terang Recreation Reserve Road, Escourt Street Toilets, Young Leaders Day, China Host, Cuppa with a Councillor in the Courthouse, Clocktower Agreement, Timboon Fire Plan, New Timboon School Principal, Congratulations to Timboon Parks and Gardens Staff.</i>

Conflict(s) of Interest declared: Nil.

Councillor(s) left the meeting at: NA

Councillor Conflict of Interest Form(s) Completed: NA

Meeting close: 6.00 pm

Note taker: Andrew Mason

Planning Inspection

Record of an Assembly of Councillors



Date: 5 March 2019

Time: 10.00 am

Location: 26 Lord Street, Port Campbell

Application No: PP2018/148

Present:

Cr Beard Cr Brown Cr Durant Cr Gstrein
 Cr Illingworth Oakes Cr Trotter

Officers:

- Aaron Moyne
- Ian Gibb

Applicant:

- Port Camp Pty Ltd (represented by John Moloney, Marianne Moloney, Julian Nidera)
- Myers Planning Group (Steve Myers and Dan Pech)

Submitters:

- Olivia Tutungi
- Troy Tutungi
- Phillip Younis
- Chris Nash
- Fabiola Travi
- Mellissa McKenzie (on behalf of Mick and Leonie Hunt)

Issues Discussed:

- Application summary and overview
- Assessment criteria and policy
- Planning assessment process and reporting
- Submitter comments and questions

Conflicts of Interest declared: None

Meeting close: 11.05am

Note taker: Aaron Moyne

Council

Record of an Assembly of Councillors



Councillor Briefing

Date: 12 March 2019

Time: 10.00 am

Place: Killara Centre

Present:

- Cr Beard Cr Brown Cr Durant Cr Gstrein
 Cr Illingworth Cr Oakes Cr Trotter

Officers:

- Ian Gibb Brooke Love Andrew Mason David Rae

Note: Directors were not present during the Councillor review.

Ben Stephenson and Penny MacDonald (10:00 am – 10:30 am)

Lyall Bond (Item 2)

Adam Taylor (Item 3)

Becky Niven Berger, Jon Sedgely and Katie Hearn (Item 4)

Jane Hinds (Item 5)

Guests:

Michael Scholes, Corangamite Regional Library Corporation (Item 5).

Issues Discussed:

Item	Discussion Topic
	LG Hub Training
1	Councillor Mid-Term Review
2	Resource Recovery and Waste Management Strategy 2019-2029
3	Review of Fees and Charges Policy
4	Live Well Project Conclusion
5	Corangamite Regional Library Corporation – 2019-2020 Budget and Future Corporation Influences
6	Hot Topics: <i>Attendance at the NGA in Canberra and National Local Roads and Transport Congress, Rural Councils Transformation Program, Port Campbell Town Centre Update, GORRT, City Deal, Budget Overview, Tourism Facility Update.</i>
7	Councillor Items: <i>Lake Bullen Merri Management Issues, Solar Lighting for Recreation Areas, Aboriginal Flag, GIS Issues, Port Campbell Baptist Church, BSW Waste Group, SW Restoration Group Land Swap, SES Lease and Building Condition.</i>

Conflict(s) of Interest declared: Nil.

Councillor(s) left the meeting at: NA

Councillor Conflict of Interest Form(s) Completed: NA

Meeting close: 4:20 pm

Note taker: Andrew Mason

Council

Record of an Assembly of Councillors



Councillor Briefing

Date: 13 March 2019

Time: 10:00 am

Place: Old Council Chambers

Present:

- Cr Beard Cr Brown Cr Durant Cr Gstrein
- Cr Illingworth Cr Oakes Cr Trotter

Cr Oakes left at 3:00 pm

Cr Gstrein left at 2:00 pm, however stayed on the phone until 4:50 pm

Officers:

- Ian Gibb Brooke Love Andrew Mason David Rae

Adam Taylor

Guests:

Nil

Issues Discussed:

Item	Discussion Topic
1	Budget Deliberations

Conflict(s) of Interest declared: Cr Ruth Gstrein declared a direct conflict of interest in a matter considered as part of the budget.
Andrew Mason declared a direct conflict of interest in a matter considered as part of the budget.

Councillor(s) left the meeting at: Cr Gstrein, participating by phone, was put on hold during the discussion.

Officer(s) left the meeting at: Andrew Mason left the room 3:15 pm and returned at 3:30 pm.

Councillor Conflict of Interest Form(s) Completed: Yes

Meeting close: 4:50 pm

Note taker: Andrew Mason

Council

Record of an Assembly of Councillors



Councillor Briefing

Date: 19 March 2019

Time: 10:00 am

Place: Old Council Chambers

Present:

Cr Beard Cr Brown Cr Durant Cr Gstrein
 Cr Illingworth Cr Oakes Cr Trotter

Cr Oakes left at 2.15 pm

Officers:

Ian Gibb Brooke Love Andrew Mason David Rae
Adam Taylor

Guests:

Nil

Issues Discussed:

Item	Discussion Topic
1	Budget Deliberations

Conflict(s) of Interest declared: Nil

Councillor(s) left the meeting at: N/A

Councillor Conflict of Interest Form(s) Completed: N/A

Meeting close: 2: 45 pm

Note taker: Andrew Mason

10. OTHER BUSINESS

11. OPEN FORUM

Members of the public are very welcome to make statements or ask questions relevant to Corangamite Shire at the Open Forum section of Council meetings.

To assist with the smooth running of the meeting, we ask that you raise a maximum of two items at a meeting and please follow this procedure:

1. Wait until the Mayor asks if there are any items in Open Forum and invites you to speak.
2. Stand if you are able and introduce yourself.
3. Speak for a maximum of five minutes.

We will undertake to answer as many questions as possible at a meeting and if we cannot answer a question at the meeting we will provide a written response no later than five working days after the Council meeting.

12. CONFIDENTIAL ITEMS

Nil.